



भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

File No.: 11-27036/1/2026-COMP – DGS (C-39720)

Date: 19-05-2026

NOTICE

Notice: Update of Ship Registration module on e-Samudra Portal – reg.

The Directorate General of Shipping is continuously undertaking digitisation and upgradation of its online systems to enhance efficiency and transparency.

2. In furtherance of this objective, the Ship Registration Module has been successfully made live on the official new e-Samudra Portal. Through this digital platform, ship owners can conveniently access and avail the “Registration of Ship Owners” service online in a seamless, transparent, and efficient manner.

3. In view of the above, Ship Owners are requested to log in to the new e-Samudra Portal at <https://esamudra.dgshipping.gov.in> to avail the “Ship Registration” services. Through the portal, Ship Owners may conveniently apply online for the following services:

- Application for Name Approval, Call Sign and MMSI
- Application for Carving and Marking Note
- Application for Certificate of Survey and Declaration of Ownership
- Application for Certificate of Registration

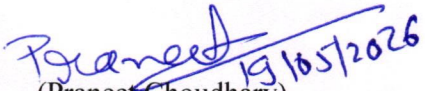
4. New Ship Owners are required to register on the e-Samudra Portal to obtain their Username and Password for availing the services. The detailed registration process is enclosed as **Annexure-I**.

5. Existing Ship Owners registered with DG Shipping are requested to refer to **Annexure-II** for login instructions and access to the services on the new e-Samudra Portal.

4. The detailed procedure for registration and login is annexed herewith as Annexure.

5. For any queried or technical assistance, Ship Owner may write to: dgs.support@gov.in

This is issued with the approval of Competent Authority.


(Praneet Choudhary)

Dy. Director General of Shipping

To: All Ship Owners

Copy to: Computer Cell - for uploading on DGS website

9वीं मंज़िल, बीटा बिल्डिंग, आई थिंक टेक्नो कैम्पस, कांजुर गाँव रोड, कांजुरमार्ग (पूर्व) मुंबई- 400042

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फ़ोन/Tel No.: +91-22-2575 2040/1/2/3 फ़ैक्स/Fax.: +91-22-2575 2029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgshipping.gov.in

ANNEXURE 1

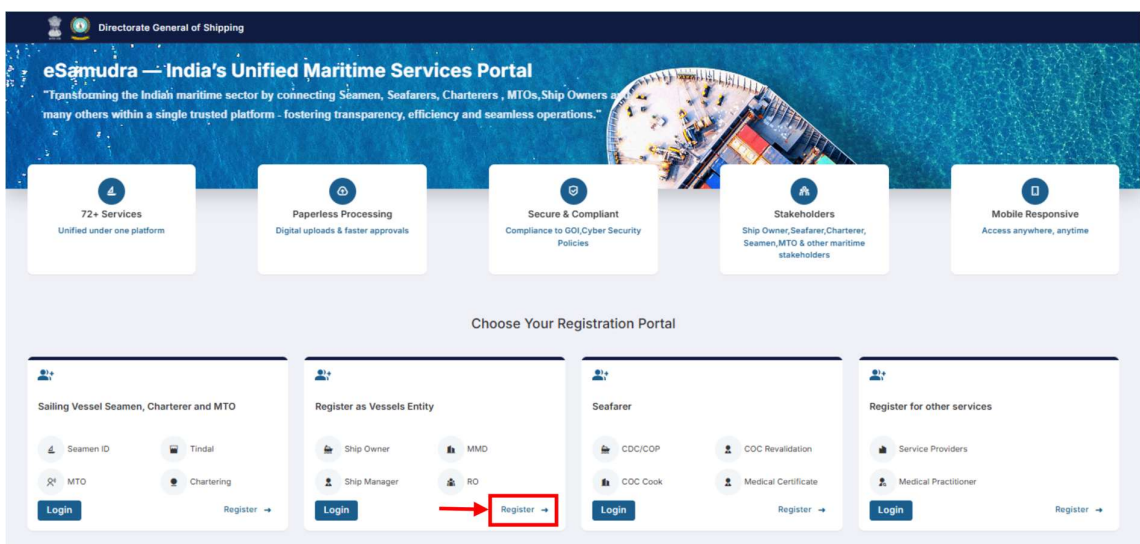
Process Flow for application for NEW Shipping Entity Profile creation and Ship Registration.

All New shipping entities are requested to complete their registration on the new e-Samudra Portal by following the step-by-step instructions provided below:

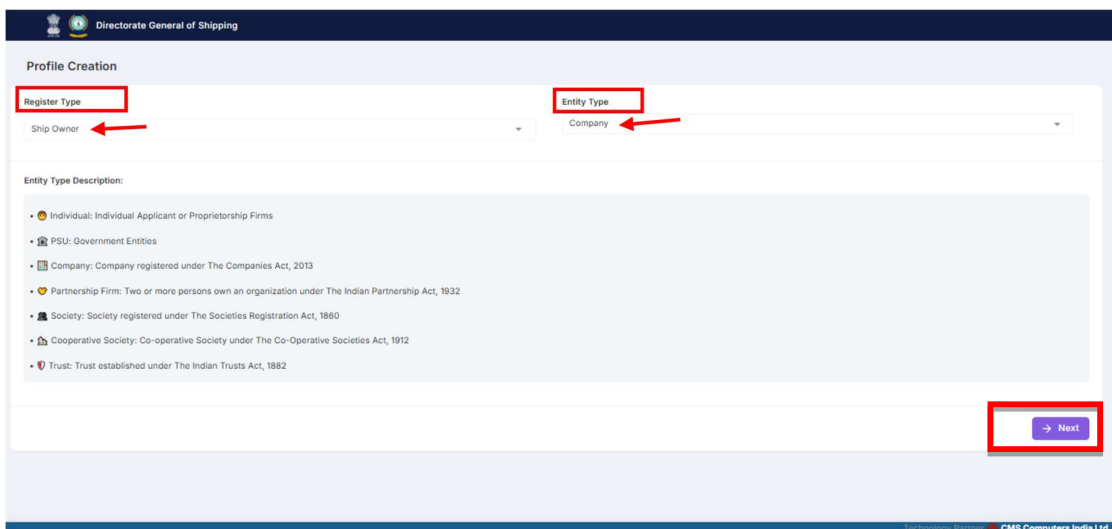
Steps for Ship Registration and Shipping Entity related services and Login on e-Samudra

A. Registration Process

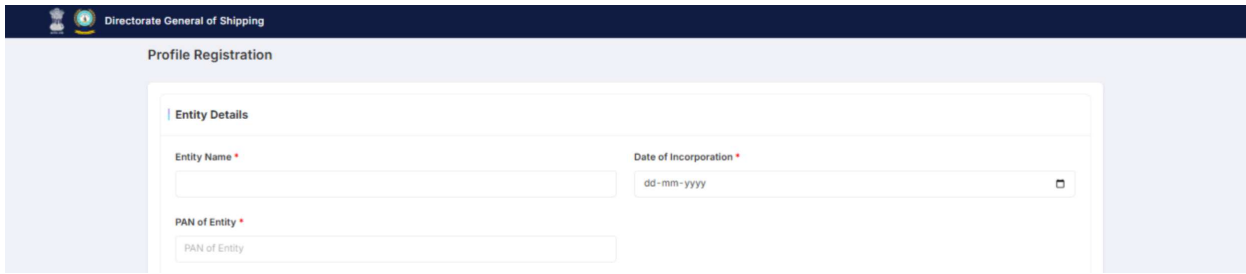
1. Visit the DG Shipping eSamudra portal: <https://esamudra.dgshipping.gov.in>
2. On the homepage, navigate to the **Shipping Entity** section.
3. Click on the **“Register”** button to begin the registration process.



4. Select the appropriate Register Type (Ship Owner) and Entity Type (Individual /Company)



5. Click on the “Next” button.
6. In Profile Registration, Enter the Entity details and the details of the Authorised person

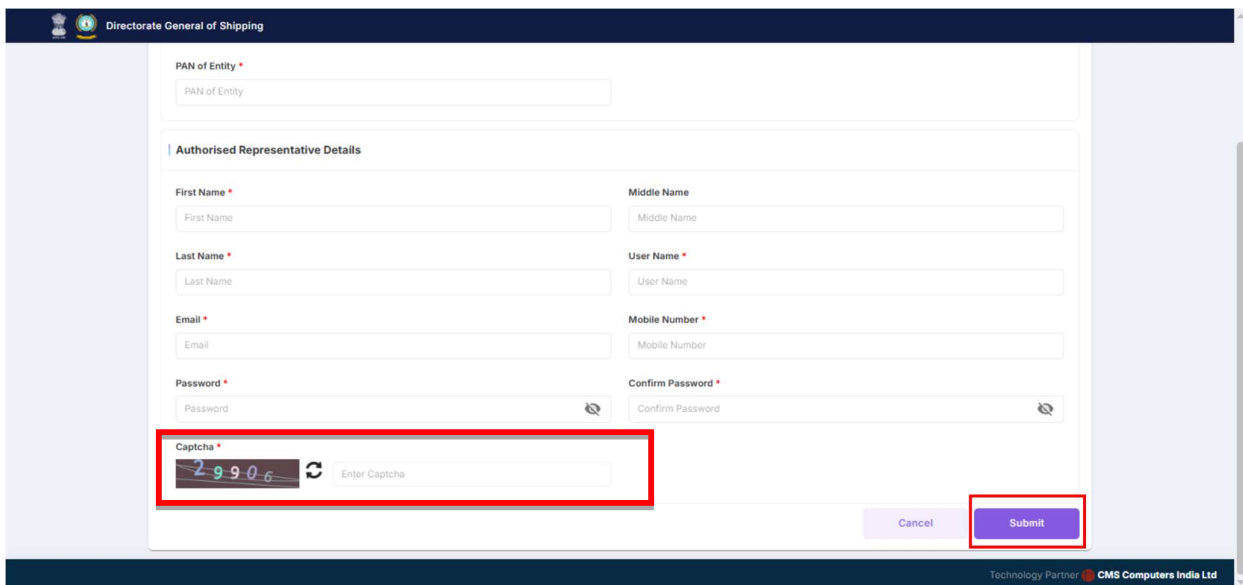


The screenshot shows the 'Profile Registration' page on the Directorate General of Shipping website. The 'Entity Details' section is active, with input fields for 'Entity Name', 'Date of Incorporation' (with a dropdown menu showing 'dd-mm-yyyy'), and 'PAN of Entity'.

Enter details of the Authorised person whose details will be used to create the Profile for availing the services.

- Please note that:
 - Username must be 3–20 characters long. All character types (letters, numbers, and only [., -, _] special characters) are allowed.
 - Mobile number must be comprising of 10-digits only.
 - Password must be at least 8 characters long and should contain Upper, Lower, Numeric and Special Characters.
- Enter your **Password**
- Re-enter the same password in the **Confirm Password** field

Enter the **Captcha** digits displayed on the screen.



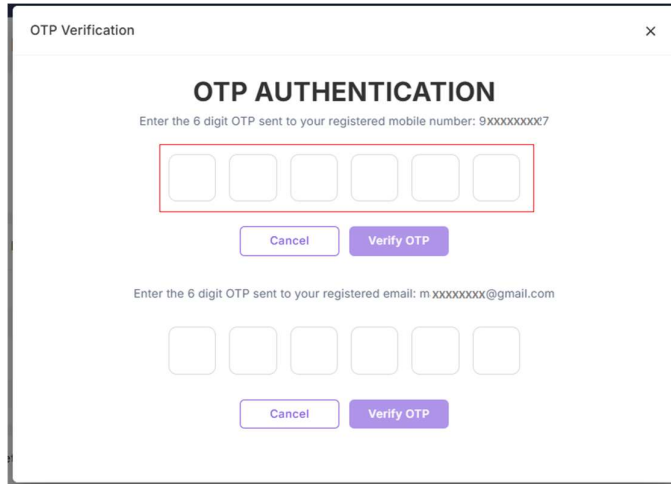
The screenshot shows the 'Authorised Representative Details' section of the form. It includes input fields for 'First Name', 'Middle Name', 'Last Name', 'User Name', 'Email', 'Mobile Number', 'Password', and 'Confirm Password'. A red box highlights the 'Captcha' field, which displays the digits '29906'. Another red box highlights the 'Submit' button at the bottom right of the form.

7. **Enter Captcha and Submit.** After clicking Submit, an OTP (One-Time Password) will be sent to:

- Your registered mobile number, and
- Your registered email ID.

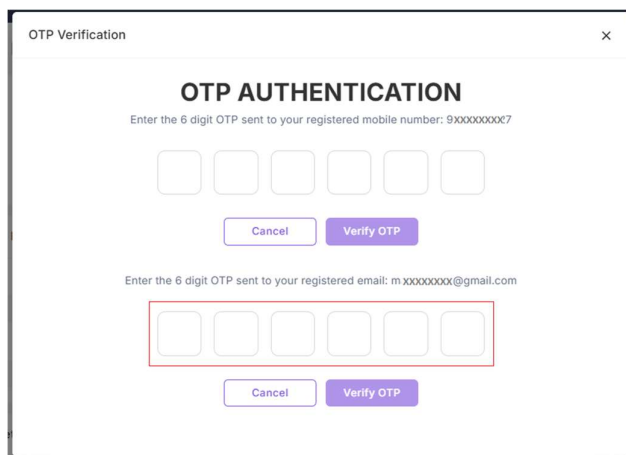
Mobile OTP Verification

7. Enter the OTP received on your **registered mobile number**.
8. Click on the “**Verify OTP**” button.
9. Upon successful verification, a confirmation message will be displayed on the screen.



Email OTP Verification

10. Open your **registered email inbox** and check for the OTP email.
11. If the email is not found in your Inbox, please check your **Spam/Junk folder**.
12. Enter the OTP received on your **registered email ID**.
13. Click on the “**Verify OTP**” button.
14. Upon successful verification, a confirmation message will be displayed.



15. If OTP verification fails or you do not receive the OTP, click on the “**Resend OTP**” option and repeat the above steps.

Profile Verification and Password Creation

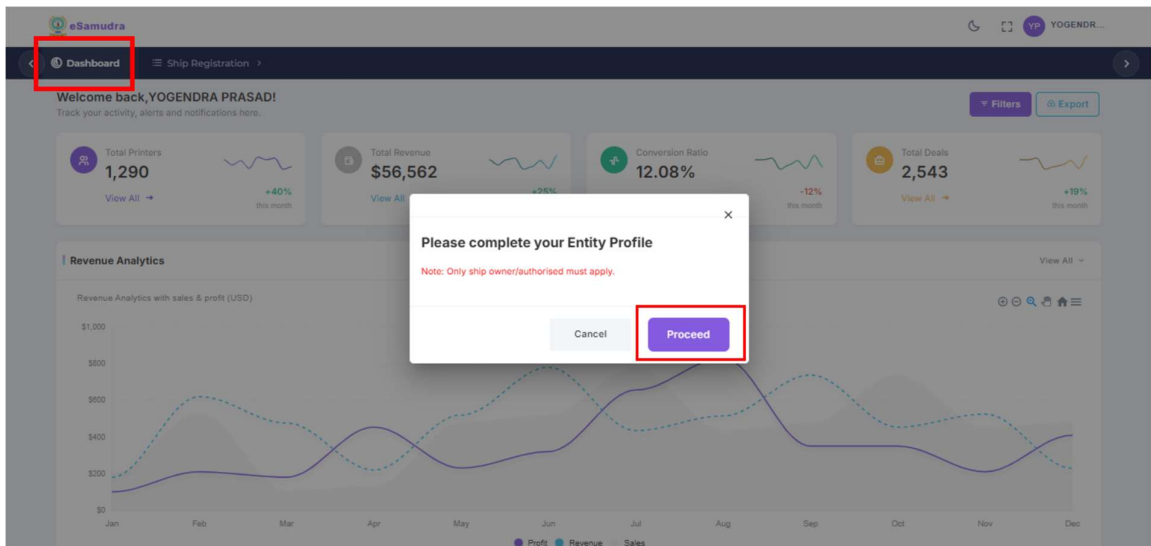
16. After successful OTP verification (both mobile and email), a **successful Profile Creation message** will be displayed on the screen.

B. Login Process

1. After successful Profile Creation, you can log in using either of the following options:
 - Click on the **“Login”** button available on the success message screen, **OR**
 - Visit the portal homepage, go to the **Vessels Entity** section, and click on **“Login.”**

2. On the login page, enter the following credentials:
 - **Username:**
 - **Password:** Password created during Profile Creation
3. Click on the **“Sign In”** button.

4. Upon successful login, you will be redirected to your **Shipping Entity Dashboard/Profile**.



5. After Clicking on Dashboard, click **“Proceed”** to complete Shipping Entity Profile.
6. Fill the Basic Information form (Mostly Auto populated) and enter Registered Office Address.

7. Fill the details based on your Entity Type and upload required documents.

Private Limited

Company CIN*
Enter Company CIN

Date of Incorporation*
DD-MM-YYYY

Authorized Signatory Name*
Enter Authorized Signatory Name

DSC (File Reference / Serial No.)*
Enter DSC Reference/Serial Number

Certificate of Incorporation*
Drag and drop files here or click (.pdf | less than 5 MB)

MOA & AOA*
Drag and drop files here or click (.pdf | less than 5 MB)

Board Resolution for Authorized Signatory*
Drag and drop files here or click (.pdf | less than 5 MB)

PAN of Company*
Drag and drop files here or click (.pdf | less than 5 MB)

OST Certificate*
Drag and drop files here or click (.pdf | less than 5 MB)

ID Proof of Authorized Signatory*
Drag and drop files here or click (.pdf | less than 5 MB)

Latest Audited Financial Statements*
Drag and drop files here or click (.pdf | less than 5 MB)

8. Fill the details and Submit.

Details Of Directors System.Collections.Generic.L

No Directors added yet.

Director Name*
Enter Director Name

DIN*
Enter DIN

Email*
Enter Email

Mobile*
0

clear Add +

Reset Submit

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9. After Submitting the Profile Creation, users can avail the services.



ANNEXURE 2

Process Flow for application for Existing Shipping Entity Profile creation and Ship Registration.

It is hereby informed that new Ship Entity Profile and Ship Registration services is now LIVE on the official eSamudra portal:

<https://esamudra.dgshipping.gov.in>

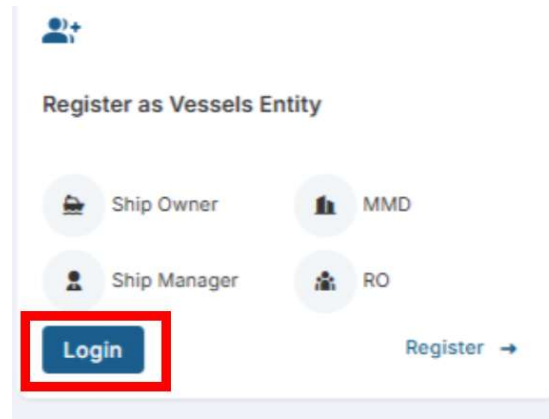
The following service is now available to Vessel Owners/Shipping Companies through the eSamudra platform:

All vessel owners' needs to follow the step-by-step instructions provided below:

Steps for Login and availing the services on eSamudra for Vessel Owners and Shipping Companies.

A. Login Process

8. Visit the DG Shipping eSamudra portal: <https://esamudra.dgshipping.gov.in>
9. On the homepage, navigate to the **Shipping Entity** section.



10. Click on the “**Login**” button to begin the registration process.
11. Enter your **User ID** received on Email and **Reset Password**.

Sign In

User Name

Password

 Remember password ?

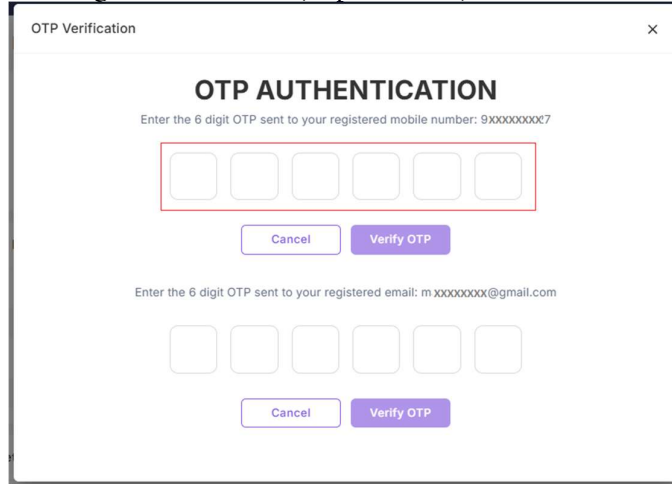
[Forgot password?](#)

Sign In

- Please note that:
 - Username must be 3–20 characters long. All character types (letters, numbers, and only [. , - , _] special characters) are allowed.
 - Mobile number must be comprising of 10-digits only.

- Password must be at least 8 characters long and should contain Upper, Lower, Numeric and Special Characters.

12. Click on the “**Sign In**” button.
13. After clicking **Submit**, an **OTP (One-Time Password)** will be sent to:
 - Your registered **mobile number**, and
 - Your registered **email ID** (as per records).

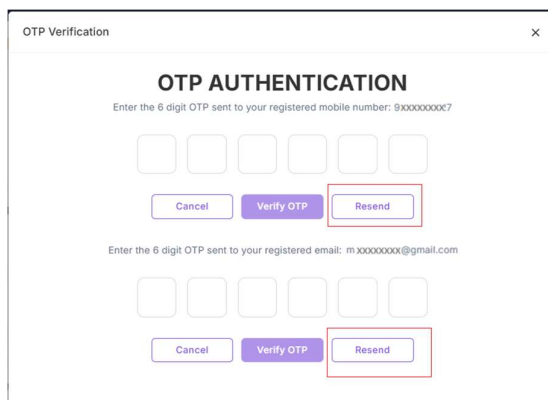


Mobile OTP Verification

10. Enter the OTP received on your **registered mobile number**.
11. Click on the “**Verify OTP**” button.
12. Upon successful verification, a confirmation message will be displayed on the screen.
13. If OTP verification fails or you do not receive the OTP, click on the “**Resend OTP**” option and repeat the above steps.

Email OTP Verification

16. Open your **registered email inbox** and check for the OTP email.
17. If the email is not found in your Inbox, please check your **Spam/Junk folder**.
18. Enter the OTP received on your **registered email ID**.
19. Click on the “**Verify OTP**” button.
20. Upon successful verification, a confirmation message will be displayed.
21. If OTP verification fails or you do not receive the OTP, click on the “**Resend OTP**” option and repeat the above steps.
22. After successful OTP verification (both mobile and email).
23. If OTP verification fails or you do not receive the OTP, click on the “**Resend OTP**” option and repeat the above steps.



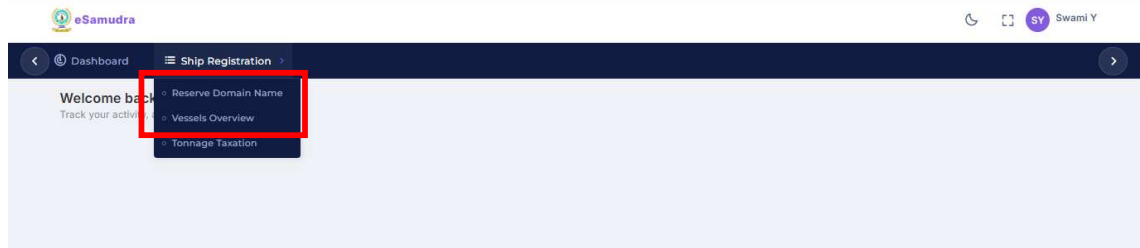
9वीं मंज़िल, बीटा बिल्डिंग, आई थिंक टेक्नो कैम्पस, कांजुर गाँव रोड, कांजुरमार्ग (पूर्व) मुंबई- 400042

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Availing the Services

17. User needs to click on “**Ship Registration**”, then needs to click on the desired services from the dropdown.



18. Now User can avail the services for New Ship Registration.

For any queries related to login or technical assistance, users may contact:

dgs.support@gov.in

Note:- The Password created during the registration process are exclusively valid for accessing the **new eSamudra portal** and must be used for all future access to the Shipping Entity related services on the new eSamudra platform.
