



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

DIRECTORATE GENERAL OF MARITIME ADMINISTRATION, MUMBAI

Date : 09-10-2026

NOTICE

Subject: Advertisement for Empanelment of External Examiners for Nautical Grade Oral Examinations

1. Applications are invited from eligible Master Mariners desirous of being empanelled as External Examiners for conducting oral examinations for various grades of Nautical Competency at the Mercantile Marine Departments (MMDs) located at Mumbai, Kolkata, Chennai, Kochi, Kandla and Noida.
2. The empanelment is intended to facilitate the conduct of oral examinations for Nautical Grade candidates in accordance with the applicable eligibility criteria and requirements prescribed by the Directorate General of Maritime Administration.
3. The applicants are required to fulfil the eligibility criteria prescribed for the respective grades of examination. The detailed eligibility criteria for approval as an External Nautical Examiner, along with the prescribed application form, are enclosed with this advertisement.
4. Eligible and interested Master Mariners may submit their applications, along with relevant details of their qualifications, Certificates of Competency (CoC), sea service, professional experience and other supporting documents, to the designated officer of the Directorate General of Maritime Administration at the following email address(es):

mdhandhiya-dgs@gov.in, rahul.tomar-dgs@gov.in .

Encl.: As stated above.

Capt. Mahadev Dhandhiya
Nautical Surveyor-cum-DDG (Tech.)

DIRECTORATE GENERAL OF SHIPPING - (EAC) BRANCH
ANNEX I – CRITERIA FOR APPROVAL OF EXTERNAL NAUTICAL EXAMINERS Page 1 of 2

TABLE FOR QUALIFYING A NAUTICAL EXTERNAL EXAMINER FOR ORALS

General requirements for all grades : He Should be a holder of a COC as a Master FG and

1	2	3	4	5
He should be teaching competency courses with any of the DGS approved Training Institutes for at least 1 year	Or He should be a Manning/Technical/Training Superintendent in a Shipping company or RPSL for a period of 2 years	Or He is an Ex approved Examiner in the directorate or its allied offices and involved in operation of ships/ training / technical activities for at least 1 year in last 5 years	Or An Extra Master or MSC in Maritime safety Administration or Maritime Training from WMU or any such relevant higher Qualification .	Having performed functions considered to be equivalent to the seagoing service, such as surveyor of classification society, insurance companies or vetting inspection

NAUTICAL GRADE NWKO(NCV)

S.NO QUALIFICATION AS A EXAMINER FOR ORALS

- | | |
|----|---|
| 01 | <ul style="list-style-type: none"> • He should have experience in any of the above 5 activities • He should have participated in at least 5 Orals as observer with a senior approved Internal Oral examiner • He should conduct at least 5 Orals under the supervision of approved Internal examiner |
|----|---|

NAUTICAL GRADE 2ND MATE / 1ST MATE NCV

- | | |
|----|---|
| 02 | <p>He should have experience in any of the above 5 activities for 1 year or having Command experience on any seagoing vessel for 1 year in the last 5 years</p> <p>He should have participated in at least 5 Orals as observer with a senior approved Oral examiner or if he is already an approved examiner for NWKO at least 3 Orals as an observer in 2nd Mate FG or 1st Mate NCV Orals.</p> <p>He should conduct at least 5 orals under the supervision of approved internal examiner</p> |
|----|---|

NAUTICAL GRADE 1ST MATE FG / MASTER NCV

- | | |
|----|---|
| 03 | <ol style="list-style-type: none"> 1. He should be approved to conduct Orals for NWKO NCV, Mates NCV /2nd Mate FG 2. He should have an experience of conducting orals for NWKO NCV, MATE NCV/2nd MATE FG for at least 12 months 3. He should have at least 3 years experience and any of the 5 categories above in the last 7 years. OR 4. Have 3 years command on seagoing merchant ships in the last 7 years OR 5. He should have successfully completed a course of Extra master OR 6. MSC from WMU OR 7. Any other equivalent qualification for the purpose and 8. He should have participated in at least 10 Orals as observer with experienced approved Internal Examiner examining 1st Mate/master NCV functions to qualify as an examiner for 1st Mate FG /Master NCV. 9. He should conduct at least 10 orals under the supervision of approved internal examiner. |
|----|---|

DIRECTORATE GENERAL OF SHIPPING - (EAC) BRANCH
ANNEX I – CRITERIA FOR APPROVAL OF EXTERNAL NAUTICAL EXAMINERS Page 2 of 2

MASTER FG	
04	1. He should be approved to conduct various exams as listed above, and 2. He should have at least 5 years experience in any of the categories listed above in the last 10 years and have successfully completed a course of Extra master OR MSC from WMU OR Any other equivalent higher academic qualification such as MBA in Shipping or Maritime Law OR 3. He should have at least 8 years experience in any of the categories listed above in the beginning of the process with minimum of one year command experience OR 4. Five years experience of Command in the last 10 years on a seagoing vessel; and 5. He should have participated in at least 10 orals as observer with experienced Internal examiner examining Master FG candidates 6. He should have conducted at least 10 Orals under an experienced Internal Examiner To conduct Orals before the chief examiner of masters and mates or his designee. .

DIRECTORATE GENERAL OF SHIPPING - (EAC) BRANCH
APPLICATION FOR EVALUATION AS AN EXTERNAL EXAMINER

To

The Chief Examiner for Master & Mates / Engineers

SUBJECT: Application for Evaluation as an External Examiner

Sirs,

With the details of qualification and experience appended hereunder , I humbly request that I may be considered and evaluated for approval to fulfill the criteria to participate in Written and Oral Examination Assessments

S.NO	PARAMETERS	DETAILS			
1.	NAME				
2.	DATE OF BIRTH				
3.	ADDRESS FOR CORROSPONDENCE				
4.	TEL NO				
5.	E-MAIL				
6.	NAME /ADDRESS OF PRESENT EMPLOYER				
7.	HIGHEST QUALIFICATION				
8.	HIGHEST PROFESSIONAL QUALIFICATION				
9.	DETAILS OF COC	GRADE	CERT. NO	DATE OF ISSUE	ISSUING AUTHORITY
10.	OTHER CERTIFICATES				
11.					
12.					
13.					
14.					
15.					
16.	EXPERIENCE – PLEASE ATTACH YOUR PAST EXPERIENCE DETAILS				
17.	TOTAL SEA SERVICE ON MERCHANT SHIP RANK WISE				
18.	RANK SERVED AS	TYPE OF SHIP	YEARS	MONTH	DAYS
19.	AS A 2 ND OFFICER/ 4 TH -3 RD ENGG				
20.	AS A CH. OFFICER/2 ND ENGG				
21.	AS A MASTER /CHIEFENGINEER				
22.	TOTAL SEA SERVICE				
23.	SHORE EXPERIENCE – PLEASE ATTACH YOUR DETAILS OF SHORE EXPERIENCE				
24.	TEACHING EXPERIENCE IN COMPETANCY COURSES – ATTACH DETAILS				
25.	ANY OTHERDETAILS WOULD ADD TO YOUR EVALUATION – ATTACH.				
26.	WERE YOU EVER INVOLVED IN A FORMAL ENQUIRY – IF YES – DETAILS				
SIGNATURE OF CANDIDATE		SIGNATURE OF EVALUATOR			
REMARKS OF EVALUATION :					

DIRECTORATE GENERAL OF SHIPPING - (EAC) BRANCH

EVALUATION OF AN INTERNAL /EXTERNAL EXAMINER

Internal/External Written / Orals Examiner's Evaluation / Assessment Report

PART A – INITIAL EVALUATION

Requisition being made to the Examiner of Master's and Mates / Chief examiner for Engineers		
Department:	☐ Engineering	☐ Nautical
Internal /External Examiners Details (Strike out one not applicable)		
Name:		
Evaluation Details :		
COC Held – Grade	No	Valid till
Work Experience :		
Additional Credentials:		
Applied for conduct of Written / Orals for Grade		
The Above candidate meets the criteria to be an Internal /External Examiner for Grade and could be allowed to participate in the Criteria required as an Observer in the team for Written /Orals		
Evaluated by		Approved by

PART B – OBSERVATION LOGS (FOR ORALS ONLY)

Record of Log of Training as participation in the number of Orals to qualify the criteria fro the grade of						
S.NO	DATE	Name of Candidate	Grade /Function	Observed /conducted	Name of Approved Examiner	Signature approved examiner
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

PART C APPROVAL OF THE EXAMINER

Based on the above Log and after examining the Observation made by us in his independent Oral Assessment he is recommended to be a Independent Assessor for WRITTEN/ORALS for Grade --	
GRADE APPROVED FOR	
Recommended By	Approved by Examiners M & M / Chief Examiner Engg.

DIRECTORATE GENERAL OF SHIPPING - (EAC) BRANCH
RECORD OF ORALS / WRITTEN WITNESS FOR EXTERNAL EXAMINER

Name of Trainee Examiner		
Name of the Experienced Approved Examiner		
Qualifying for Grade /Function		
Date Observation made		
Name of Candidate		
Time from – to		
Observations on the conduct of Examinations		
Briefing to the Trainee Examiner		
Recommendation by Approved Examiner:		
Signature Trainee	Signature Approved Examiner	