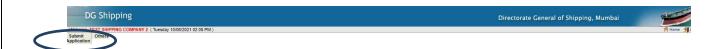## Application for Digital Certificates Standard Operating Procedures

Login to eGovernance portal of DGS and click on 'Ship Survey''

CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF CIVIL LIABILITY FOR OIL POLLUTION DAMAGE
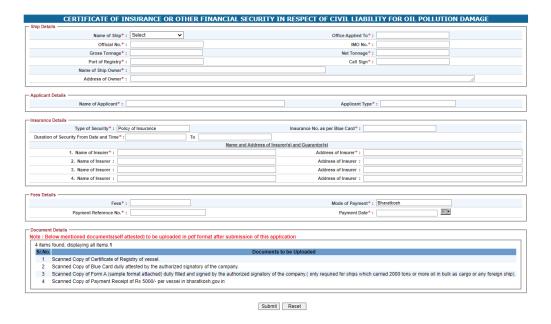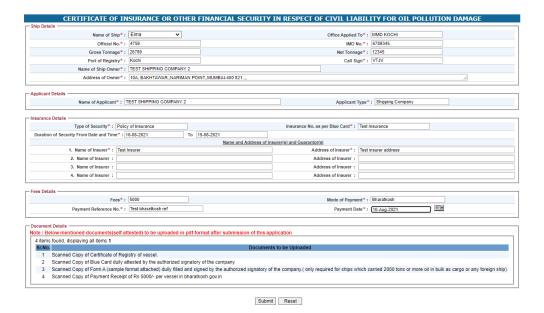
Click on Submit Application & ''CLOP''

Select Name of the ship & fill in all the requisite fields applicable. Some of the vessel details will be auto populated from the system. Concerned MMDs may be requested for update in case of any details needs updation before submission of the application.

CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF CIVIL LIABILITY FOR OIL POLLUTION DAMAGE

Ship Details

Name of Ship* :	Select	Office Applied To* :	
Official No.* :		IMO No.* :	
Gross Tonnage* :		Net Tonnage* :	
Port of Registry* :		Call Sign* :	
Name of Ship Owner* :			
Address of Owner* :			

Applicant Details

Name of Applicant* :		Applicant Type* :	

Insurance Details

Type of Security* :	Policy of Insurance	Insurance No. as per Blue Card* :	
Duration of Security From Date and Time* :		To	

Name and Address of Insurer(s) and Guarantor(s)

1. Name of Insurer* :		Address of Insurer* :	
2. Name of Insurer :		Address of Insurer :	
3. Name of Insurer :		Address of Insurer :	
4. Name of Insurer :		Address of Insurer :	

Fees Details

Fees* :		Mode of Payment* :	Bharatkosh
Payment Reference No.* :		Payment Date* :	

Document Details

Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

4 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Certificate of Registry of vessel.
2	Scanned Copy of Blue Card dully attested by the authorized signatory of the company.
3	Scanned Copy of Form A (sample format attached) dully filled and signed by the authorized signatory of the company.(only required for ships which carried 2000 tons or more oil in bulk as cargo or any foreign ship).
4	Scanned Copy of Payment Receipt of Rs 5000/- per vessel in bharatkosh.gov.in

Submit   Reset

Enter the payment referance number & payment date after payment in Bharatkosh & click on 'Submit' after filling the application.

CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF CIVIL LIABILITY FOR OIL POLLUTION DAMAGE

Ship Details

Name of Ship* :	Elma	Office Applied To* :	MMD KOCHI
Official No.* :	4759	IMO No.* :	6789345
Gross Tonnage* :	26789	Net Tonnage* :	12345
Port of Registry* :	Kochi	Call Sign* :	VTJV
Name of Ship Owner* :	TEST SHIPPING COMPANY 2		
Address of Owner* :	10A, BAKHTAWAR,,NARIMAN POINT,,MUMBAI-400 021,,,		

Applicant Details

Name of Applicant* :	TEST SHIPPING COMPANY 2	Applicant Type* :	Shipping Company

Insurance Details

Type of Security* :	Policy of Insurance	Insurance No. as per Blue Card* :	Test Insurance
Duration of Security From Date and Time* :	10-08-2021	To 15-08-2021	

Name and Address of Insurer(s) and Guarantor(s)

1. Name of Insurer* :	Test Insurer	Address of Insurer* :	Test insurer address
2. Name of Insurer :		Address of Insurer :	
3. Name of Insurer :		Address of Insurer :	
4. Name of Insurer :		Address of Insurer :	

Fees Details

Fees* :	5000	Mode of Payment* :	Bharatkosh
Payment Reference No.* :	Test bharatkosh ref	Payment Date* :	10-Aug-2021

Document Details

Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

4 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Certificate of Registry of vessel.
2	Scanned Copy of Blue Card dully attested by the authorized signatory of the company.
3	Scanned Copy of Form A (sample format attached) dully filled and signed by the authorized signatory of the company.(only required for ships which carried 2000 tons or more oil in bulk as cargo or any foreign ship).
4	Scanned Copy of Payment Receipt of Rs 5000/- per vessel in bharatkosh.gov.in

Submit   Reset

Application number will be generated after successful submission of the application.

Click on 'Click on Upload documents' to upload the required documents.

DG Shipping				Directorate General of Shipping, Mumbai	

Welcome TEST SHIPPING COMPANY 2 (Tuesday 10/08/2021 02:08 PM) 🏠 Home 🔒 Logout

Submit Application | Others

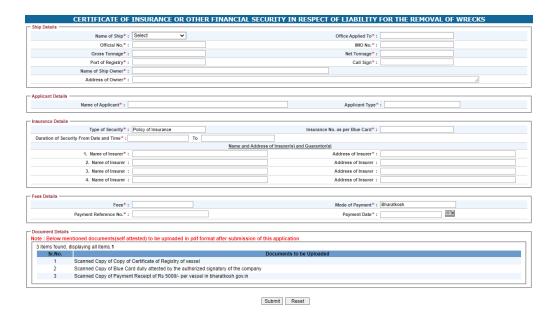| Your data has been successfully submitted.			
Application No.	CLOP/MMD(CO)/1	Applicant's Name	TEST SHIPPING COMPANY 2
User Id	SC.T0007	Application Name	CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF CIVIL LIABILITY FOR OIL POLLUTION DAMAGE
Office Applied To		Date	10/08/2021 03:28:07 PM
Click to Upload documents			

Click on 'Upload Now'.

Upload all documents as stated & Click on 'Upload Files'. All documents are mandatory.

After successful uploading of documents, application will flow to respective MMD for processing.

CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF LIABILITY FOR THE REMOVAL OF WRECKS

Login & continue to eGov system as stated in page number 1-2 above & click on 'CIOFS'. Please follow steps from page 3-7 to submit the application & uploading of the required documents.

CERTIFICATE OF INSURANCE OR OTHER FINANCIAL SECURITY IN RESPECT OF LIABILITY FOR THE REMOVAL OF WRECKS

Ship Details

Name of Ship* :	Select	Office Applied To* :	
Official No.* :		IMO No.* :	
Gross Tonnage* :		Net Tonnage* :	
Port of Registry* :		Call Sign* :	
Name of Ship Owner* :			
Address of Owner* :			

Applicant Details

Name of Applicant* :		Applicant Type* :	

Insurance Details

Type of Security* :	Policy of Insurance	Insurance No. as per Blue Card* :	
Duration of Security From Date and Time* :		To	

Name and Address of Insurer(s) and Guarantor(s)

1. Name of Insurer* :		Address of Insurer* :	
2. Name of Insurer :		Address of Insurer :	
3. Name of Insurer :		Address of Insurer :	
4. Name of Insurer :		Address of Insurer :	

Fees Details

Fees* :		Mode of Payment* :	Bharatkosh
Payment Reference No.* :		Payment Date* :	

Document Details

Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

3 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Copy of Certificate of Registry of vessel
2	Scanned Copy of Blue Card dully attested by the authorized signatory of the company
3	Scanned Copy of Payment Receipt of Rs 5000/- per vessel in bharatkosh.gov.in

Submit   Reset

DoA Grain

Login & continue to eGov system as stated in page number 1-2 above & click on 'DoA Grain'. Please follow steps from page 3-7 to submit the application & uploading of the required documents.

DoA Grain	
Ship Details	
Name of Ship* : [Select]	Office Applied To* :
Official No.* :	IMO No.* :
Gross Tonnage* :	Net Tonnage* :
Port of Registry* :	Call Sign* :
Name of Ship Owner* :	Former Name if any or Number :
Address of Owner* :	
Applicant Details	
Name of Applicant* :	Applicant Type* :
Fees Details	
Fees* :	Mode of Payment* : Bharatkosh
Payment Reference No.* :	Payment Date* :

Document Details
Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

3 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Provisional/Permanent Certificate of Registry
2	Scanned Copy of Grain Loading Stability Booklet duly verified by IRS.
3	Scanned Copy of payment receipt of Rs 15000 to be paid online through bharatkosh only.

Submit   Reset

International Tonnage

Login & continue to eGov system as stated in page number 1-2 above & click on 'International Tonnage Certificate'. Please follow steps from page 3-7 to submit the application & uploading of the required documents.

International Tonnage	
Ship Details	

Ship Details

Name of Ship* : Select	Office Applied To* :
Official No.* :	IMO No.* :
Gross Tonnage* :	Net Tonnage* :
Port of Registry* :	Call Sign* :
Name of Ship Owner* :	Keel Laid Date* :
Address of Owner* :	
Tonnage Computation Approved by* :	

Applicant Details

Name of Applicant* :	Applicant Type* :

Fees Details

Fees* :	Mode of Payment* : Bharatkosh
Payment Reference No.* :	Payment Date* :

Document Details

Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

6 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Copy of Provisional/Permanent Certificate of Registry.
2	Scanned Copy of Copy of existing Tonnage Certificate in case of existing ships.
3	Scanned Copy of Final Tonnage computation duly verified by DGS in case of passenger ships or RO in case of a newly built cargo ship..
4	Scanned Copy of For existing cargo ships, previous approved tonnage volumes from Flag or RO..
5	Scanned Copy of Class Certificate with which the vessel is classed..
6	Scanned Copy of payment receipt of Rs 1000 to be paid online through bharatkosh only...

Submit   Reset

Minimum Safe Manning Document

Login & continue to eGov system as stated in page number 1-2 above & click on 'Minimum Safe Manning Document'. Please follow steps from page 3-7 to submit the application & uploading of the required documents.

Minimum Safe Manning Document	

Ship Details

Name of Ship* : [Select ▼]	Office Applied To* :
Official No.* :	IMO No.* :
Gross Tonnage* :	Net Tonnage* :
Port of Registry* :	Call Sign* :
Name of Ship Owner* :	
Address of Owner* :	
Type of Ship* :	Main propulsion power in KW* :
Trading Area* :	Periodically Unattended Machinery Space* : [Select ▼]

Applicant Details

Name of Applicant* :	Applicant Type* :

Fees Details

Fees* :	Mode of Payment* : Bharatkosh
Payment Reference No.* :	Payment Date* :

Document Details

Note : Below mentioned documents(self attested) to be uploaded in pdf format after submission of this application

6 items found, displaying all items.1

Sr.No.	Documents to be Uploaded
1	Scanned Copy of Registration Certificate..
2	Scanned Copy of exemption letter for Safe Manning issued by DGS if any
3	Scanned Copy of Class Certificate with which the ship is classed.
4	Scanned Copy of previous SMD Certificate in case of application for new SMD as per exemption given by DGS or any amendment in existing SMD.
5	Scanned Copy of Self assessment of minimum safe manning as per IMO Res. A.890(21).
6	Scanned Copy of payment receipt of Fees for issuance of SMD Certificate is RS 2000/- to be paid through bharatkosh.

Submit   Reset