



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

F. No.20-11/10/2024-TRG-DGS (Comp.No.30393)

Dated: 13.05.2025

**Training Circular No. 22 of 2025**

**Sub.- Implementation of the Revised Exit Examination Framework for DG Shipping Approved Maritime Training Institutes (MTIs)-reg.**

Whereas the 2010 Manila Amendments to the *International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978*, as amended (hereinafter referred to as "the STCW Convention"), obligate maritime administrations to exercise due diligence in the supervision, regulation, and quality assurance of Maritime Training Institutes (MTIs) authorised to deliver maritime education and training; and whereas said amendments further mandate that all seafarers be duly trained and competently assessed for the requisite proficiency stipulated within the Convention;

2. Whereas the Directorate General of Shipping (hereinafter "the Directorate") has, vide *DGS Training Circular No. 17 of 2020*, promulgated guidelines for the Online Exit Examination applicable to DG Shipping approved modular courses, subsequently supplemented by *DGS Circular No. 21 of 2022*, dated 16<sup>th</sup> September 2022, detailing infrastructural and procedural guidelines for the conduct of such examinations; further the *DGS Circular No. 04 of 2025*, dated 5<sup>th</sup> February 2025, provides for the discontinuation of Exit Examinations in respect of Refresher Courses; and in continuation thereof, an Advisory dated 5<sup>th</sup> March 2025 was issued to all MTIs delineating examination protocols and mandated security arrangements for the Exit Examinations.

3. Whereas, the Directorate has entered into a Service Level Agreement (SLA) with *M/s Virtual Guru Edu Limited* (hereinafter referred to as "Virtual Guru"), a designated service provider, for the provision of the following:

- (i) An independent, robust oversight mechanism to uphold examination integrity; and
- (ii) Seamless integration of MTIs into a centralized *Virtual Monitoring System (VMS)*.

4. The SLA encompasses several key deliverables to ensure the effectiveness and integrity of the examination process. These include:

- (i) availability of the software application with an assured uptime of over 99.5%;
- (ii) implementation of stringent security protocols and adherence to prescribed data standards, including full compliance with relevant statutory and regulatory frameworks;
- (iii) deployment of a real-time proctoring and oversight system to detect and prevent malpractice;
- (iv) establishment of a dedicated support and helpdesk mechanism for MTIs;
- (v) provision of a structured grievance redressal process for candidates;
- (vi) centralized maintenance and management of the question bank to ensure content integrity and consistency.

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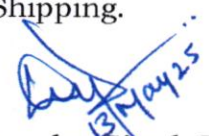
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5. Whereas, now therefore, all DG Shipping approved MTIs are hereby directed as follows:

- i. Installation of Surveillance Equipment: Each MTI shall ensure the installation of Closed-Circuit Television (CCTV) systems equipped with real-time audio-video capabilities in every designated Exit Examination hall. Said systems shall be supported by an uninterrupted power supply and stable network connectivity.
- ii. Submission of Infrastructure Details: MTIs shall submit to the Directorate:
  - a. The number of examination halls located within their approved premises and the number of computers within each examination hall;
  - b. The dimensions (in square metres) of each examination hall with photographs;
  - c. Existing CCTV system credentials for integration with VMS.
- iii. CCTV Configuration and Costs: Based on the information provided, Virtual Guru shall assess and determine the number of CCTV cameras required per MTI. The cost for each installation shall be INR 19,500/- plus applicable GST, to be borne directly by the MTI and paid to Virtual Guru. Each installed CCTV unit shall carry a one-year warranty.

**Annexures & Technical Resources**

6. The following documents are annexed hereto for reference and compliance:
  - i. **Annex I:** List of Modular Courses Mandated for Exit Examination
7. The following user support tools are available on the Directorate's portal [www.dgsexams.in](http://www.dgsexams.in):
  - i. User Manual for MTIs
  - ii. User Manual for Students
  - iii. Grievance Redressal Portal for MTIs and Students
  - iv. Feedback Submission Portal
8. All grievances and feedback submitted through the portal shall be monitored and addressed by officers duly nominated by the Directorate.
9. This Circular shall come into force after one month from the date of issue.
10. This issues with the approval of the Director General of Shipping.

  
(Deependra Singh Bisen)  
Dy. Director General of Shipping (Trg.)

To,

1. All Maritime Training Institutes.
2. All Principal Officers, MMDs.
3. Nautical Wing/Engg. Wing.
4. IT & E-Gov. Branch



**Annex – I****The list of STCW and modular courses for which Exit Exams are mandatory**

<b>Sl. No.</b>	<b>Course ID</b>	<b>Course Name</b>	<b>Course Duration</b>
1.	5111	Basic Training for Oil and Chemical Tanker Cargo Operations	6 Days
2.	5112	Advanced Training for Oil Tanker Cargo Operations	10 Days
3.	5113	Advanced Training for Chemical Tanker Cargo Operations	10 Days
4.	5121	Basic Training for Liquified Gas Tanker Cargo Operations	5 Days
5.	5122	Advanced Training for Liquified Gas Tanker Cargo Operations	10 Days
6.	6211	Proficiency In Survival Craft and Rescue Boats	5 Days
7.	6311	Advanced Training in Fire Fighting	4 Days
8.	6411	Medical First Aid	4 Days
9.	6421	Medical Care	10 Days
10.	6511	Ship Security Officer	2 Days
11.	6621	Security Trng. for Seafarer with Designated Security Duties	2 Days
12.	6121	Fire Prevention and Fire Fighting	3 Days
13.	6111	Personal Survival Techniques	3 Days
14.	6131	Elementary First Aid	2 Days
15.	6141	Personal Safety & Social Responsibilities	3 Days
16.	5411	Basic Training for ships operating in polar waters	5 days
17.	5412	Advanced training for service on ships operating in polar waters	5 days
18.	1061	Vertical Integration Course For Trainer-VICT	10 Days
19.	6513	Port Security Officer	3 Days
20.	1118	Refresher Updating Course For Engineers	3 Days
21.	6512	Company Security Officer	3 Days
22.	1101	Indian Maritime Legislation Course	18 Hours
23.	1062	Assessment, Examination and Certification of Seafarers	10 Days
24.	5211	Crowd Management, Passenger Safety and Safety Training	3 Days
25.	5212	Crisis Management and Human Behaviour	1 Week
26.	3223	High Voltage Safety and Switch Gear at Management level	5 Days
27.	3123	High Voltage Safety and Switch Gear at Operational level	1 Day
28.	3122	Marine Boiler & Steam Engineering Course - Operational level	6 Days

29.	3222	Marine Boiler & Steam Engineering. Course - Management level	9 Days
30.	5311	Basic Training for Ships using Fuels covered within IGF code	4 Days
31.	5312	Advanced Training. for Ships using Fuels covered within IGF code	5 Days
32.	6221	Fast Rescue Boats	3 Days
33.	3611	Bridging Course for Existing Electrical Officers to ETO	16 Days
34.	1063	Train the Simulator Trainer Assessor	5 Days

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