

Directorate General of Shipping, Ministry of Shipping, Govt. of India, Mumbai

Authorized by the Director General of Shipping, GOI	Examination, Assessment & Certification (EAC) Branch	IS/ISO Clause No. 7.5.1
	Subject: Authorization to the Facilitation Centre for issuance of Certificate of Proficiency (COP) as Electro-Technical Rating (ETR)-reg	NT/ENGG. Circular No. 2 of 2016
	File No : ENG/EXAM-17(9)/99 Vol.III	Dated: 20.09.2016

WHEREAS the International Maritime Organization (IMO) at its Manila Conference held in June, 2010, adopted a fresh set of amendments to the STCW Convention 1978. One of these amendments deal with education, training and assessment programs for the increased use of electro technology / control engineering, computerization etc, in modern ship design, construction, instrumentation and operations. Accordingly, it prescribes issuance of Certificates of Proficiency (CoP) to an additional category of technically qualified and trained rating in electrical functions, in the name of 'Electro-technical rating' (ETR).

2. NOTING that the 2010 Manila amendments to the STCW Convention has been notified by the Government of India and has been promulgated through the Merchant Shipping (Standard of Training, Certification and Watch-keeping for Seafarers) Rules, 2014 with effect from 30 July 2014 and have been implemented from 1 January 2015.

NOTING ALSO that the aforesaid Rules prescribe a CoP for the ETR in accordance with the Regulation III/7 of 2010 amendments to STCW Convention, and that the minimum requirements for certification of these ratings have been specified as Rule no. 49.

3. NOTING FURTHER that the Directorate General of Shipping has authorized, vide NT/ENG Circular no. 12 of 2012 dated 28.12.2012 and an addendum to this circular dated 16.04.2013, the Facilitation Centers (FCs) of INSA, FOSMA, MASSA, ICCSA, CMMI and IME (I), to issue the CoP as applicable for ratings / trainees / petty officers.

BEARING IN MIND that the certification of Rating forming part of watch and Able Seafarer are being issued by the authorized FCs listed in the preceding paragraph and in view to streamline certification and issuance of CoP to the eligible Electro-Technical Ratings, the Director General of Shipping hereby authorizes the aforesaid FCs, also to issue the CoP to the Electro-Technical Ratings in adherence to the guidelines prescribed in this circular.

4. BEING AWARE that the STCW Convention has provisions to deal with the existing Electro-technical ratings who have twelve months of seagoing service performing electrical functions onboard ships prior to **1 January, 2012** and that there is a transition period to deal with all such ETRs who have commenced sea service prior to 01.01.12, but do not have twelve months of seagoing service as on 1 January, 2012 to do so as on 1 July, 2013.

5. HAVING CONSIDERED the various submissions of the stake-holders on matters pertaining to training, assessment and certification of existing Electro-technical ratings and certification of prospective ETRs, the following requirements are stipulated to be complied-with by the existing as well as the prospective ETRs for the purpose of demonstrating the minimum requirements of the Regulation III/7 of the STCW Convention.

5.1 For certification as ETR, the age of the candidate shall be not less than 18 years and shall be in possession of valid Indian CDC and certificates required under chapter VI of STCW on emergency, occupational safety, security, medical care and survival function, as applicable.

5.2 All those Indian seafarers who have completed 12 months of seagoing service in any relevant capacity performing electrical functions of ETR independently or having performed electrical functions above the rank of ETR on merchant ships within the last 60 months preceding 1 January, 2012, **are required to submit documentary evidence supported with entries in CDC and letter from company for issuance of CoP as ETR.** These candidates are neither required to be in possession of TAR book nor any Educational qualifications.

5.2.1 All those Indian seafarers of para 5.2 who have not completed 12 months seagoing service within the last 60 months preceding 1 January, 2012, may complete the remaining seagoing service prior to 31 December 2016, and must **submit documentary evidence supported with entries in CDC and letter from company certifying that they have completed 12 months seagoing service within the last 60 months, in the relevant capacity and that they meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7.** These candidates are neither required to be in possession of TAR book nor any Educational qualifications.

- 5.3 All those Indian seafarers who have commenced seagoing service in any relevant capacity performing electrical functions of ETR independently or having performed electrical functions above the rank of ETR on merchant ships after 1 January, 2012 but prior to 1 July, 2013 are required to have 12 months of seagoing service as on 31 December, 2016 and **submit documentary evidence supported with entries in CDC and letter from company certifying that they meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7.** These candidates are neither required to be in possession of TAR book nor any Educational qualifications.
- 5.4 All those Indian seafarers performing electrical functions in any relevant capacity not falling under the category specified at (5.2) and (5.3) but have commenced sea service on or after 1 July, 2013 and prior to 1 January, 2015, are required to have 12 months seagoing service as on 31 December 2016 for assessment and certification as ETR. These candidates are required to **submit documentary evidence from the company certifying that they meet the specification of minimum standard of competence for ETR contained in STCW Table A-III/7 along with seagoing service testimonials from ship and entry of such service in CDC.** These candidates are neither required to be in possession of TAR book nor any Educational qualifications.
- 5.5 All those Indian seafarers performing electrical functions in any relevant capacity on merchant ships not falling under the category specified at (5.2), (5.3) and (5.4) but have commenced seagoing service on or after 1 January, 2015 but prior to 31 December, 2016, are required to be in possession of 12 months seagoing service on electrical functions of ETR independently or having performed electrical functions above the rank of ETR as on 31 December 2016 for assessment and certification as ETR. These candidates are required to **submit documentary evidence from the company certifying that they meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7 along with seagoing service testimonials from ship and entry of such service in Indian CDC.** These candidates are neither required to be in possession of

approved TAR book for the sea service performed before 31 December 2016 nor any Educational qualifications.

5.6 All Indian sea farers covered under 5.2, 5.3, 5.4 & 5.5 but do not have 12 months of relevant seagoing service by 31 December, 2016, shall complete the remaining seagoing service with approved TAR book.

5.7 All Indian seafarers commencing seagoing service on or after 1 January, 2017 shall comply with the educational qualification, maximum age, and sea service requirements with approved TAR book as stipulated in this paragraph with evidence of meeting the standard of competence specified in Table A-III/7 of the STCW Code.

A. Educational Qualification:

- (a) Minimum 10th pass with aggregate 40% marks
- (b) Minimum 40 % marks in English in 10th or 12th or Diploma or Degree.
- (c) ITI trade certificate in electrical or electronics streams

or

Diploma in electrical or electronics

or

Degree in electrical or electronics

or

G.P Rating certificate issued by Board of Education for Sea farer Trust (BEST) ;

B. Maximum Age: Not more than 28 years on date of commencement of seagoing service.

However, the maximum age and educational qualification requirements are not applicable to all those ex Indian Navy/Coast Guard ratings / petty officers of electrical and electronics branch having experience on Naval/Coast Guard ships;

C. Sea Service requirements:

3 months for Diploma and Degree holders.

6 months for ITI trade certificate holders

12 months for GP Ratings

D. Approved TAR book (available at BEST).

5.8 For progression from Electro-Technical Rating (ETR) to Electro Technical Officer (ETO), the candidate holding ETR CoP to have minimum 24 months experience on merchant ships, having performed duties relevant electrical functions independently. Thereafter, attend 4 months pre-sea ETO course followed by written and oral examinations conducted by Administration for ETO CoC Certification.

OR

Diploma / Degree holder in electrical or electronics stream in possession of ETR CoP with minimum 12 months experience on merchant ships having performed duties relevant to electrical functions independently out of which minimum 6 months sea going experience with an approved ETO TAR Book. Thereafter, attend 4 months pre-sea ETO course followed by written and oral examinations conducted by Administration for ETO CoC Certification.

5.9 The sea service referred in this circular should be on ships having propulsion power of 750 kw and above.

6 Application Form, Checklists and Format of the Certificate to be followed by the Facilitation Centre are attached to this circular as ANNEX-I, ANNEX-II and ANNEX-III & ANNEX-IV.

7. This is issued with approval of the Competent Authority of the Directorate General of shipping.


(A.B. Dutta)
Engineer & Ship Surveyor-cum-DDG (Tech)

To,

1. All Maritime Training Institute
2. Principal Officers, MMD, Mumbai /Chennai/Kolkata/ Kochi/Kandla

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3. Shipping Masters, Mumbai/Kolkata/Chennai
 4. INDOS Cell, DGS, GOI, Nav Bhavan Building, Mumbai-1
 5. Nautical Branch, DGS, GOI
 6. Engineering Branch, DGS, GOI
 7. INSA/ FOSMA/ MASSA/ ICSSA/ MUI/ IMEI/CMMI/NUSI
 8. Management Representative [QMS], EAC Branch, DGS, GOI.
 9. Computer Cell, DGS, GOI with a request to upload this on the official website
 10. E-Governance Cell, DGS, GOI
 11. Guard File
 12. Sr.PS to DG[S] for information

Application for COP of Electro Technical Rating (ETR) under the International Convention on STCW for Seafarers 2010

(Refer to Instructions and Guidelines given overleaf for filling up application form)

TO FACILITATION CENTER MUMBAI

SUB: Application for Issuance of COP as Electro Technical Rating under STCW Convention, 1978 as amended.

Particulars of Candidate:

(1) Name: First Middle Last (2) Date of Birth: DD MM YY

(in Block Letters)

(3) CDC.Number: Date of Issue: Place of Issue:

(4) Medical Certificate: (Format as per ILO-147 Conv.) (Photocopy to be attached) Yes / No

(5) Modular Courses Done: Cert. No. Name & Place of Institute

a. Personal Survival Techniques :		
b. Fire Prevention and Fire Fighting :		
c. Elementary First Aid :		
d. Personnel Safety and Social Responsibility :		

(6) Record of Pre Sea Training, if any

Name of Institution	From	To	Total Time
			
			

(7) Record of Sea Service :

Vessel's Particulars				Rank Served	Duration		Total Time Served Y. M. D
Name	Type	KW	Foreign Going Or Coastal		From	To	
							
							
							

I hereby declare that the particulars given above are correct and true to the best of my knowledge and belief.

Date :Place :

Signature of Applicant :

Note: Any person who makes a false representation or knowingly gives a false information is liable for punishment for cheating under sections 182 and 420 of the Indian Penal Code.

(FOR OFFICIAL USE)

Fees paid : Rs. DD No. Date Office Assistant.....

I have scrutinized above application in line with applicable guidelines. Candidate has been assessed and examined and found eligible/ineligible* for certification.

* To delete as appropriate

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Name and Signature of Duly Authorized Officer
Facilitation Centre of _____, Mumbai.

**CHECKLIST FOR ISSUANCE OF COP AS ELECTRO TECHNICAL RATING BY
FACILITATION CENTRES**

Name		Date	
Place of Birth		Date of Birth	
(If Name and Place of birth is different in CDC and Passport, Notarized affidavit to be submitted in Original)			
XEROX COPY OF EACH DOCUMENT MUST BE ARRANGED IN THE FOLLOWING SEQUENCE			
	Documents	SEAFARER	COMPANY
1.	Application form in <u>original</u> duly filled and signed	Yes	Checked
2.	Copy of INDOS number print out	Yes	Checked
3.	Copy of Indian CDC (all stamped pages) (self attested)	Self attested	Verified with Original
4.	Copy of passport (all stamped pages) (self attested)	Self attested	Verified with Original
5.	Letter issued by the owner of the vessel / agent in original regarding sea service with RPSL number postal address, e-mail address of the recruiting company in India and operator / owner of the ship for sea service verification.	----	Original Sea Service Certificate Enclosed
6.	Training record book (in original only)	Yes	Checked
7.	Copy of training courses as applicable:- (1) Pre-sea training as deck/engine or GP rating, IF ANY (2) (a) FPFF Certificate and (b) Refresher training in FPFF (Required only if the FPFF course was done more than Five years ago) (3) Elementary First Aid (4) (a) PST Certificate and (b) Refresher training in PST (Required only if the PST course was done more than five years ago) (5) Personal safety and social responsibilities (PSSR) (6) Security Training for Seafarers with Designated Security Duties (STSDSD)	Self attested	Verified with Original
8.	Copy of articles of agreement or contract letter	Self attested	Verified with Original
9.	Copy of SSC Mark sheet / pass certificate (post 1.1.2017 Candidates)	Self attested	Verified with Original
10.	Copy of valid medical fitness certificate	Self attested	Verified with Original
11.	Three recent colour photographs (passport size) in an Envelope	Yes	Checked
12.	Fees DD for Rs. 3,750 payable to Principal Officer, MMD, Mumbai	Yes	Checked

Signature

Name of the Applicant

Signature and Name of the Authorized
Signatory of the Company with Stamp

CERTIFICATE OF PROFICIENCY AS

ELECTRO TECHNICAL RATING

(Regulation III / 7 of STCW Convention)

Certificate Issued Under The Provisions of The Merchant Shipping Act, 1958 (44 of 1958) and The International Convention On Standards of Training Certification and Watchkeeping for Seafarers (STCW), 1978, as amended.

(Issued under the authority of Government of India)

This is to certify that Mr. _____ has been found duly qualified in accordance with the provisions of regulation III / 7 of the STCW Convention, as amended and has been found competent to perform the following functions at the levels specified, subject to any limitations indicated:

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
Electrical , Electronic and Control Engineering	Support	None
Maintenance and Repair	Support	None
Controlling the operation of the ship and care for persons on board	Support	None

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirement of the Administration:-

CAPACITY	LIMITATIONS APPLYING (IF ANY)
Electro Technical Rating	None

Certificate No. FOSMA / MUM / ETR / 16 / Issued on _____

Date of Expiry: **UNLIMITED**

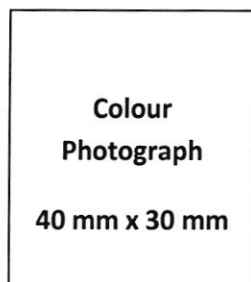
The Original of this certificate must be kept available in accordance with regulation I/2 Paragraph 11 of the STCW Convention, as amended, while its holder is serving on a ship.

Date and Place of birth of holder of certificate 17/08/1973 / AGASHI, MAHARASHTRA

Signature of the holder of the certificate _____

INDoS No. _____ Seafarer's Identification Document No. - CDC No. _____

Photograph of the holder of the certificate



Signature of duly authorized Officer

Name of duly authorized Officer

This is to state that (Name and Address of Facilitation Centre) is duly authorized to issue this certificate under the authority of the Directorate General of Shipping, Ministry of Shipping, Government of India. The authenticity of this certificate can be verified online using INDoS/COP Checker on website www.dgshipping.gov.in. Any further inquiry concerning this certificate should be addressed to the INDoS Cell, at email: lbsindos@vsnl.net.

Additional Guidelines for Documents to be submitted

Sr. No	Description	Additional Requirements
1	12 month Sea service prior to 01.01.2012 with respect to para (5.2)	(i) Entries in CDC. (ii) Letter from the company with respect to for issuance of CoP as ETR.
2	12 months of seagoing service prior to 01.07.2013 with respect to para (5.3)	(i) Entries in CDC. (ii) Company's letter that the candidate meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7.
3	Sea service prior to 01.01.2015 with respect to para (5.4)	(i) Entries in CDC. (ii) Company's letter that the candidate meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7. (iii) Seagoing service testimonials from the ship and entry of such sea service in the Indian CDC.
4	Seagoing service on or after 01.01.2015 with respect to para (5.5)	(i) Entries in Indian CDC. (ii) Company's letter that the candidate meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7. (iii) Seagoing service testimonials from ship and entry of such sea service in Indian CDC.
5	Seagoing service on or after 01.01.2017 with respect to para (5.7)	(i) TAR Book (ii) Company's letter that the candidate

		<p>meet the specification of minimum standard of competence for ETRs contained in STCW Table A-III/7.</p> <p>(iii) Seagoing service testimonials from ship and entry of such sea service in Indian CDC.</p>
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