



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

No. 22-38/24/2024-PER – DGS( C. No. 31689)

Dated: 11.12.2024

**PUBLIC NOTICE**

**DGS Personnel Branch Circular 29 of 2024**

**Sub: Scheme for Internship at Directorate General of Shipping, MoPSW, GOI**

It is hereby informed for the general public and interested candidates that the Directorate General of Shipping, under the Ministry of Ports, Shipping & Waterways, Government of India, has introduced an Internship Scheme. The objective of this Internship is to encourage the participation of Indian citizens in the maritime sector and build their professional capacity by providing practical exposure to the industry. This scheme will offer selected young graduates/post-graduates and professionals an opportunity to work closely with the Directorate in areas such as maritime law, marine science, environmental science, marine engineering, and related disciplines.

**Key Highlights of the Internship Scheme:**

- Eligibility:** Indian nationals holding a Bachelor's degree or higher in disciplines such as law (inter alia, maritime law and public international law), naval architecture, environmental science, marine engineering, marine sciences, nautical science, maritime management, or other related fields.
- Internship Duration:** The Internship will be offered for a period ranging from three (03) to six (06) months.
- Number of Interns:** Up to six (06) interns may be engaged in a year.
- Application Process:** Interested candidates are requested to submit their applications in the prescribed Application Proforma (Annexure-1), available on the Directorate General of Shipping website at <https://www.dgshipping.gov.in/>, under DGS Circular (xx of 2024) The completed application, along with supporting documents, should be sent via email to the designated email address mentioned on the website (to [msl-dgs@nic.in](mailto:msl-dgs@nic.in)).
- Selection Process:** Selection of Interns will be based on an evaluation of their qualifications, experience, and overall suitability. Selected candidates will be notified through email or telephonic communication.
- Stipend:** Interns may be given an honorarium of INR 10,000/- per month during the Internship, subject to satisfactory work performance.
- Certificate:** A Certificate of Internship will be awarded upon successful and satisfactory completion of the Internship.

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

9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042

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All interested candidates are advised to carefully read the terms and conditions of the Internship Scheme available on the Directorate General of Shipping's official website. The prescribed Application Proforma is attached herewith as Annexure-1.

**Annexures 1:** The Scheme for Internship at the Directorate General of Shipping, MoPSW

**For further information/clarification, please contact:**

Personnel Branch or MSL Branch, Directorate General of Shipping,  
Ministry of Ports, Shipping & Waterways, Government of India.



[Shitesh Ranjan]  
SS-cum-Dy. DG[Tech/MSL/SD]  
DG Shipping, Ministry of Ports, Shipping, and Waterways,  
Government of India

## **Scheme for Internship at the Directorate General of Shipping, MoPSW, GoI**

Whereas, the object of the Directorate General of Shipping is to implement shipping policy and legislation to ensure the safety of life and ships at sea, prevention of marine pollution, promotion of maritime education and training as well as regulation of employment and welfare of seamen, in co-ordination with the International Maritime Organisation, among other things  
Whereas, it is the mission of the Directorate General of Shipping to provide support to the Government of India in developing and implementing a holistic and integrated maritime development program that has a positive impact on the national economy.

Whereas, it is also the mission of the Directorate to develop and sustain a high-quality human resource management catering to the needs of the global including national maritime industry for competent seafarers, to ensure good governance by adhering to the highest standards of integrity, quality and efficiency in the delivery of shipping services through constant innovation, technology upgradation and value addition and to develop measures to ensure compliance of relevant international instruments relating to safety and security of ships, protection of environment and welfare of seafarers.

Whereas, it is felt that there is a need to build capacity in the maritime sector by equipping young qualified professionals with practical skills to pursue a career in the maritime sector.

Therefore, it is realised that an Internship at the Directorate would serve as an initial exposure for young graduates/post graduates to the industry and potentially draw more young minds to pursue further interest in the maritime field.

Now, therefore, a scheme for Internship has been framed as below;

### **1. Objective:**

The objective of this Scheme is to increase, encourage and promote the participation of Indian citizens in the maritime sector and build capacity therein by acquainting young professionals and recent graduates of law, marine science, environmental science and marine engineering with the work of the Directorate through training, research, referencing work, or otherwise, as the case may be, and assisting on matters dealt by the Directorate.

### **2. Eligibility:**

- i. The Internship program is open to Indian citizens with relevant qualifications and expertise in the maritime field as indicated below;

- ii. Applicants must possess a bachelor's degree or higher in a relevant discipline such as law(inter alia, Maritime law, Public International law, or LL.B.), naval architecture, environmental science, marine engineering, marine sciences, maritime management, Environmental Science, or other related fields
- iii. Applicants should demonstrate a keen interest in the maritime industry and a commitment to contributing to its growth and development.

**3. Duration:**

- i. The duration of the Internship shall be in the range of three (03) to six (06) months.

**4. Number of Interns:**

The maximum number of Interns shall be *six (06)* in a year.

**5. Procedure to apply:**

Any person willing to enroll as an Intern at the Directorate may fill out his/her application along with relevant documents as in the **Application Proforma in Annexure-1**. The application form can be accessed on the website '<https://www.dgshipping.gov.in/>' of the Directorate. The applicants are advised to fill up the form and submit the same along with the relevant documents before the last date by sending an email to [msl-dgs@nic.in](mailto:msl-dgs@nic.in).

**6. Selection:**

- i. Interns shall be selected based on the outcome of an assessment of their complete application by the Committee appointment by the Competent Authority.
- ii. Selection of Interns shall be subject to the availability of slots.
- iii. All further intimations will be sent through Emails or telephonic means, as appropriate.

**7. Placement:**

Each selected Intern shall be attached to the relevant Branch of the Directorate with the approval of the Competent Authority.

**8. Submission of Report:**

At the end of the Internship period, all the Interns shall be required to submit an Internship report on the work undertaken in the Directorate.

## **9. Certificate of Internship:**

On satisfactory completion of the Internship, a Certificate of Internship, as the case may be, shall be awarded.

## **10. Termination:**

The Directorate may terminate the Internship of an Intern at any time without assigning any reasons.

## **11. Terms & Conditions:**

- i. For satisfactory completion of tenure, 90% attendance and submission of Internship report is mandatory.
- ii. This is a full-time Internship to be attended physically and the Interns are not expected to pursue any other course/work during the tenure of the Internship unless otherwise permitted by the Competent Authority.
- iii. Interns have to make his/her own accommodation arrangements during the Internship.
- iv. Interns are required to present themselves at the Directorate from 9.30 AM to 6.00 PM unless otherwise permitted by the Competent Authority.
- v. Interns shall follow the rules & regulations which are in general applicable to employees of the Directorate.
- vi. Interns shall follow the confidentiality protocol of the Directorate and shall not reveal to any person or organization confidential information relating to the Directorate, its work and policies.
- vii. Unless otherwise permitted by the Competent Authority, all the official materials accessed at the Directorate shall be treated as confidential and limited to referencing only. Any photocopy taken of any such material shall be only for purposes of the Internship.
- viii. The Internship is neither an employment nor an assurance of employment with the Directorate.
- ix. In the event of unsatisfactory performance, the concerned Intern may be advised by the Directorate to discontinue the Internship.
- x. If an Intern decides to disengage from the Directorate, a one-month prior intimation should be given to the Directorate.

**12. Stipend:**

The Interns may be given a monthly honorarium of INR 10,000/- per month during the period of the Internship based on the certification of work by the officer, to whom they are attached.

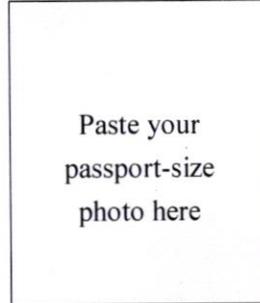
For further information/clarification, kindly contact: Personnel Branch of the Directorate.

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**Annexure-1**

**APPLICATION PROFORMA FOR INTERNSHIP AT THE DIRECTORATE  
GENERAL OF SHIPPING, MINISTRY OF PORTS, SHIPPING AND WATERWAYS,  
GOVERNMENT OF INDIA  
(Only for Indian Nationals)**

1. Name of the position : Internship
2. Name :
3. Father's Name/ Husband's Name :
4. Date of Birth :
5. Gender :
6. Mobile No. :
7. Email ID :
8. Address for Communication :
9. Educational Qualifications :



Degree	University	Year
i.		
ii.		
iii.		

10. Details of courses/ training programmes attended, if any:

i.
ii.

11. Details of employment in chronological order, if applicable. (*Enclose a separate sheet, if the space below is insufficient*)

Department/ Institution/ Organisation	Post held	From	To	Emoluments	Nature of duties performed	Reason for leaving

12. List of Publications, if any (*Provide Title of the Publication, Name of Journal/Magazine/Newspaper/Media Source, etc., Date and hyperlink, where available*)
13. Details of previous Internship/Fellowship, if any :
14. Languages known:
15. Computer Skills:
16. **Motivational Statement** (*Describe in a maximum of 600 words how this Internship aligns with your overall career goals and how your personal character and experience support success in the Internship*)
17. Additional information, if any, which you would like to mention in support of your suitability for the Internship (*Enclose a separate sheet, if need be*):
18. Remarks, if any :

(Signature of Candidate)

Date: