

MERCANTILE MARINE DEPARTMENT, MUMBAI

MONTHLY NOTICE – JANUARY, 2023

**SCHEDULE FOR ASSESSMENT & BOOKING FOR EXAMINATIONS BEING HELD
IN FEBRUARY – 2023**

**NAUTICAL EXAMINATION RELATED NOTICE OF MMD, MUMBAI WILL BE
HENCEFORTH POSTED ONLY ON THE DGS, MUMBAI WEBSITE. THE LINK OF
WEBSITE IS (<http://dgshipping.gov.in>)**

**CANDIDATES NEED NOT TO VISIT THE EXAMINATION CENTRE
FOR ASSESSMENT & BOOKING**

Sr. No	Programme	Due Date
1	Signal Visuals (for) FEBRUARY-2023. <ul style="list-style-type: none">▪ DGS (NT/Exam) Circular 13 of 2022 dated: 16/06/2022▪ The eligible candidates are required to bring the payment receipt of Rs. 1000/- for Signal Examination paid through Bharat Kosh Portal on the day of the examination.▪ The candidate need to report the exam centre (Nav Bhavan) with all original documents for signal visuals process and examination	Examination date 31/01/2023 @ 1000 am (Tuesday)
2	Freshers –NKWO (NCV) Assessment for Course eligibility. (For all candidates including Indian Naval Personnel) The Form 15/29 same to be filled up with mentioning email ID alongwith attached all documents as per checklist and send by courier or by Post on or before mentioned date.	02/01/2023 (Monday)
3	Freshers –Mate (NCV) Assessment for Course eligibility. (For all candidates including Indian Naval Personnel) The Form 15/29 same to be filled up with mentioning email ID alongwith attached all documents as per checklist and send by courier or by post on or before mentioned date.	03/01/2023 (Tuesday)
4	Freshers – Master (NCV) Assessment for Course eligibility. (For all candidates including Indian Naval Personnel) The Form 29 on (WEBSITE IS (http://dgshipping.gov.in) same to be filled up with mentioning email ID alongwith attached all documents as per Checklist and send by courier or by post on or before mentioned date.	04/01/2023 (Wednesday)

5	<p>Freshers – Second Mate (FG) Assessment for Course eligibility (Rating Background Candidates Only).</p> <p>The Form 29 on (WEBSITE IS (http://dgshipping.gov.in)) same to be filled up with mentioning email ID alongwith attached all documents as per Checklist and send by courier or by post on or before mentioned date.</p>	<p>05/01/2023 (Thursday)</p>
6	<p>Freshers –B.Sc (NS) Candidates, Second Mate (FG) Written & Oral Assessment</p> <p>The Form 29 on (WEBSITE IS (http://dgshipping.gov.in)) same to be filled up with mentioning email ID alongwith attached all documents as per Checklist and send by courier or by post on or before mentioned date.</p>	<p>06/01/2023 (Friday)</p>
7	<p>Freshers – Second Mate (FG) Written Assessment (Rating Background candidates Only)</p> <p><u>Documents to be send by courier or by post</u> on or before mentioned date with following documents.</p> <p>1. Self application, 2. NWKO (NCV) & Foundation written passed result copies, 3. Second Mate (FG) Function Course Certificate,</p>	<p>09/01/2023 (Monday)</p>
8	<p>Fresher – ASM (NCV) Written Assessment and Orals Assessment & Booking</p> <p>Booking is to be done online directly by the candidate</p> <p><u>Documents to be send by courier or by post</u> on or before mentioned date with following documents.</p> <p>For Written Assessment & Booking:</p> <p>1. Self application, 2. ASM (NCV) Course Certificate</p> <p>For Oral Assessment & Booking:</p> <p>2. Self application, 2. ASM (NCV) Written passed result copy, 3. SMS Course Certificate, 4. ECDIS Course Certificate, 4. SSO Course Certificate, 5. Online payment receipt printout copy of oral booking (Rs.6000/-)</p>	<p>10/01/2023 (Tuesday)</p>
9	<p>Freshers – Mate (NCV) Written Assessment and Orals Assessment & Booking</p> <p><u>Documents to be send by courier or by post</u> on or before mentioned date with following documents.</p> <p>For Written Assessment :</p> <p>1. Self application, 2. Phase-I & Phase-II Course Certificates,</p> <p>2. For Oral Assessment & Booking:</p> <p>1. Self application, 2. Phase-I & Phase-II (NCV) Written passed result copy, 3. Radar, ARPA, & Navigation Simulator Course Certificate (RANSCO), 4. Medical Care Course, 5. ECDIS Course Certificate, 5. SSO Course</p>	<p>11/01/2023 (Wednesday)</p>

	Certificate, 5. Payment receipt of Bharatkosh (Rs. 9000/-) (Rs. 3000/- Assessment + Rs. 6000/-) Oral booking.	
10	<p>Freshers – NWKO (NCV) Written Assessment and Orals Assessment & Booking</p> <ul style="list-style-type: none"> <u>Documents to be send by courier or by post</u> on or before mentioned date with following documents. <p>For Written Assessment</p> <p>1. Self application, 2. NWKO (NCV) Course Certificate.</p> <p>For Oral Assessment & Booking:</p> <p>1. Self application, 2. NWKO (NCV) Written passed result copy, 3. ROC, ARPA, PSCRB, AFF, MFA, ECDIS, STSDSD/SSO Course Certificates, 4. Payment receipt of Bharatkosh (4500/-) (Rs. 3000/- Assessment + Rs. 1500/-)</p>	12/01/2023 (Thursday)
11	<p>Repeater – MATE (NCV) For Oral Booking</p> <ul style="list-style-type: none"> <u>Documents to be send by courier or by post</u> on or before mentioned date with following documents. <p>For Oral Booking:</p> <p>MATE (NCV):-</p> <p>1. Self application, 2. EXN result sheet copy, 3. Payment receipt of Bharatkosh (Per Function Rs. 2000/-)</p>	13/01/2023 (Friday)
12	<p>Repeater – NWKO (NCV) For Oral Booking</p> <ul style="list-style-type: none"> <u>Documents to be send by courier or by post</u> on or before mentioned date with following documents. <p>For Oral Booking:</p> <p>NWKO (NCV):-</p> <p>1. Self application, 2. EXN result sheet copy, 3. Payment receipt of Bharatkosh (Per Function Rs. 500/-)</p>	16/01/2023 (Monday)
13	<p>Freshers – Mate (NCV) Written Assessment & Booking (Phase – II) and Oral Assessment & Booking</p> <ul style="list-style-type: none"> <u>Documents to be send by courier or by post</u> on or before mentioned date with following documents. <p>For Written Assessment & Booking (Mate (NCV) Phase – II)</p> <p>1. Self application, 2. Mate (NCV) Phase - II Course Certificate, 3. Payment receipt of Bharatkosh (Function – I & III per Function Rs. 1000/-), 4. Admit Card with Photo ("https://tinyurl.com/y556nh39">)</p> <p>For Oral Assessment & Booking (Mate (NCV)-)</p>	17/01/2023 (Tuesday)

	1. Self application, 2. Mate (NCV) Written passed result copy, 3. Radar, ARPA, & Navigation Simulator Course Certificate (RANSCO), 4. Medical Care Course Certificate, 5. ECDIS Course Certificate, 6. SSO Course Certificate, 7. Payment receipt of Bharatkosh (Rs. 9000/-) = (Rs. 3000/- Assessment + Rs. 6000/-) For oral booking.	
14	<p>Fresher – Mate (FG) Phase - II Written Assessment (Phase-II) & Oral Assessment</p> <ul style="list-style-type: none"> ▪ <u>For Written Assessment</u> - The form 29 & and supporting documents should be verified & certified with stamp on each page by the MTI from where the candidate has completed the function course and send by course MTI or Courier before or on mentioned dates. ▪ <u>For Oral Assessment</u> - documents send by MTI or Courier before or on mentioned date ▪ Documents are directly submitted by the MTI to this office. ▪ The department will not accept any direct submission by the candidate. ▪ Candidates should book for the entire written subjects in their first attempt. If booking is made for only selected few subjects then the booking will be rejected. 	18/01/2023 (Wednesday)
15	<p>Fresher – ASM (FG) Chief Mate (FG) Phase I & II Second Mate (FG) Written/Oral Assessment.</p> <ul style="list-style-type: none"> ▪ <u>For Written Assessment</u> - The form 29 & and supporting documents should be verified & certified with stamp on each page by the MTI from where the candidate has completed the function course and send by course MTI or Courier before or on mentioned dates. ▪ <u>For Oral Assessment</u> - documents send by MTI or Courier before or on mentioned dates ▪ Documents are directly submitted by the MTI to this office. ▪ The department will not accept any direct submission by the candidate. ▪ Candidates should book for the entire written subjects in their first attempt. If booking is made for only selected few subjects then the booking will be rejected. 	19/01/2023 (Thursday)
16	<p>Fresher/Repeater :-</p> <ul style="list-style-type: none"> ▪ <u>Written booking</u> Chief Mate (FG) Phase-II is to be done online directly by the candidate. ▪ <u>Oral booking</u> Master (FG), Master (NCV), Chief Mate (FG) & Second Mate (FG) is to be done online directly by the candidate. <p><u>Note:</u></p> <p>1) Candidates are required to monitor DGS Site for the booking dates.</p> <p>2) Candidates who have got “star” in their previous results should not book for</p>	As and when the booking window is opened

	written/oral exam without completing the function course again. As per DGS N. T. Wing /Exam Circular No. 1 of 2012 dated 14/11/2012 such candidates are required to attend the full function course again before he is permitted to re-appear for the examination. And should forward the soft copy of repeated function course to MMD.	
17	Fresher/Repeater –Extra Master Part-C Written Assessment & Booking <u>Documents to be send by courier, by post or by email</u> on or before mentioned date with following documents. For Written Assessment & Booking 1. Self application, 2. Payment receipt of Bharatkosh For Part-C Examination, 3. Photo ("https://tinyurl.com/y556nh39">)	On or before commencement of examination
18	All pending cases from 02/01/2023 to 19/01/2023	21/01/2023

Important notes:

- 1) All the candidates are required to carry Admit Card, CDC, Passport & CoC during the written, oral and signal examination for identification.
- 2) Candidates may report at indicated date and time indicated in the email sent by the MMD.
- 3) Only one request can be submitted per month. All candidates are advised to therefore be carefull and select your papers (written / oral) accordingly
- 4) Candidates who have done their seat booking for Oral examination and not received any system generated email with the examination schedule or the hall ticket with date of oral examination, may send an email to this department to examn.mum-mmd@gov.in only on 30th of the month.
- 5) Kindly check the restrictions imposed by the local authorities or any other administrations, prior starting from your home, and comply in full. Comply with all covid-19 sops and guidelines presently in force, as issued by different/all governing bodies, as applicable in your case or as in general.
- 6) It is requested to bring your own sanitizer, napkins and wear hand gloves, face cover (**face shield and double mask**) in order to have appropriate protection as per Covid 19 protocol.
- 7) The candidate needs to report 15 minutes before the specified time.
- 8) The covid-19 restrictions on crowding imposed by local administration are to be strictly adhered to, and proper social distancing (> 6 feet) to be maintained at all times, else you may be sent out of the building premises for non-compliance of covid 19 protocol.
- 9) All candidates must strictly adhere to any quarantine requirements, as and when imposed.
- 10) Arogya set app must be installed by the candidate and in use when you report at MMD desk.

BOOKING PROCEDURE

The **Oral Booking for NCV grade examination Repeaters (Freshers not application) & Oral Assessment for FG Grade candidates (Freshers Only)** for the month of August-2021 may be done by sending self-attested hard copies (courier / speed post) of the documents indicated in the relevant section on or before **date indicated in page 1** to the following address.

Address: Nautical Branch,
Mercantile Marine Department.
1st Floor, Nav Bhavan Building,
R.K. Kamani Road,
Ballard Estate, Fort,
Mumbai - 400001

A. ORAL EXAMINATIONS NCV GRADE (REPEATERS ONLY)

A) NWKO (NCV) – Booking for Repeater candidates only.

1) Written application letter from the candidate mentioning the functions which he wants to appear

(For eg. Function I, Function II, Function III)

2) Fees Receipt in Bharat kosh portal. (Per function Rs. 500/-)

3) Copy of EXN-45.

B) MATE (NCV) – Booking for Repeater candidates only.

1) Written application letter from the candidate mentioning the functions which he wants to appear

(for eg. Function I, Function II, Function III)

2) Fees Receipt in Bharat kosh portal. (per function Rs. 2000/-)

3) Copy of EXN-45.

C) **ASM (NCV) – Online seat booking E-governance portal.**

B. ORAL ASSESSMENT FG GRADE (FRESHERS ONLY)

1. Second Mate (FG) Oral Assessment

1. Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Second Mate (FG) Written Assessment as well as Month & Year of First attempt of Written Examination.
2. Self attested hard copies of the following valid certificates to be enclosed

- 2.1 Radar Observer and ARPA Simulator (ROC-ARPA) course.
- 2.2 Proficiency in survival craft rescue boats courses (PSC-RB) course.
- 2.3 Advanced fire Fighting (AFF) course.
- 2.4 Medical First Aid (MFA) course.
- 2.5 Electronic chart Display and Information Systems (ECDIS) course.
- 2.6 Designated Security Duties (STSDSD) or Ship Security Officer (SSO) course.
- 2.7 Copy of Valid Medical Fitness certificate (Annex IV & V)
- 2.8 Form 29 with above mentioned courses updated in column 'G'.

2) Chief Mate (FG) Oral Assessment

- 1) Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Chief Mate (FG) Phase-II Written Assessment as well as Month & Year of First attempt of Phase-II Written Examination.
- 2) Self attested hard copies of the following valid certificates to be enclosed.
 - 2.1 Radar & Navigation Simulator (RANSCO) Course.
 - 2.2 Medicare course.
 - 2.3 Electronic chart Display and Information Systems (ECDIES) course.
 - 2.4 Ship Security Officer (SSO) course.
 - 2.5 Copy of Valid Medical Fitness certificate (Annex IV & V)
 - 2.6 Form 29 with above mentioned courses updated in column 'G'.

3) ASM (FG) Oral Assessment

- 1) Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Master (FG) Written Assessment as well as Month & Year of First attempt Written Examination.
Self attested hard copies of the following valid certificates to be enclosed.
 - 2.1 Ship Manouvering Simulator (SMS) course copy.
 - 2.2 Electronic chart Display and Information Systems (ECDIS) course.
 - 2.3 Ship Security Officer (SSO) course.
 - 2.4 Copy of Valid Medical Fitness certificate (Annex IV & V)
 - 2.5 Form 29 with above mentioned courses updated in column 'G'.

The candidates is therefore requested to not visit this department in person for booking, unless specifically intimated by the MMD.

NOTES :

- 1) The candidate needs to produce the original certificates on the day of the examination.
- 2) All the modular courses and medical fitness certificate needs to be updated in the Master Checker & Seafarer's profile of the candidate.
- 3) Any documents received after the due date will not be considered for seat booking / assessment.
- 4) The candidates may receive email from MMD with regards to any deficiency or acceptance of the booking / assessment request, as applicable.

Sd/-

EXAMINER OF MASTER & MATES
MERCANTILE MARINE DEPARTMENT
MUMBAI