

Submission of Articles of Agreement, application for issuance of Cookery Certificate and registration of Indenture for cadets, on-line.

M.S. Notice 22 of 2010

**No:3(4)
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01.11.2010

Dated:

Subject: Submission of Articles of Agreement, application for issuance of Cookery Certificate and registration of Indenture for cadets, on-line.

1. The Government of India has initiated e-Governance programme to accelerate the facilitation of Govt. service by using Information Technology in all spheres/management. This Directorate, under e-Governance programme, has made provisions for quicker processing and delivery of services. A web-site of the Directorate has been in operation for some time for dissemination of public information and a module under e-Governance has also been set up.
 - A. Article of Agreement :- Presently Articles of agreement, for signing on / off of the seafarers on board ships are being submitted by the shipping companies to the office of Shipping Master, in accordance of with [D.G. Shipping order No. 7 of 2002](#). As per the above Order, one original copy of Articles of Agreement has to be submitted to the Shipping Master within 48 hrs. of seafarer's signing on the Agreement ashore and signing off Articles, immediately thereafter.
 - B. Cookery Certificate: - As per provision under Merchant Shipping Act, 1958, under MS (Certificate of Competency as a Cook in the merchant navy) Rules, 1991 as amended, the applications for Cookery Certificate are received and Cookery certificate are issued to the eligible seafarers.
 - C. Cadet's Indenture :- As per the Merchant Shipping (Seamen's Apprenticeship to the Sea Service) Rules, 1960, as amended, Companies are required to open the Indenture for the cadet engaged on board ships, in the office of the Shipping Master.
2. In order to go in pace with the development, it is hereby decided by this Directorate to introduce on-line facilities for the following procedures :-
 - i. Submission of signing on and signing off Articles of Agreement on-line;
 - ii. Submission of Indentures for registration on-line;
 - iii. Submission of application for Certificate of Competency as cook/chief cooks on-line.
3. If not already done, all Ship-owners / RPS Cos. / Seafarers for the above purpose are required to obtain their 'User I.D.' and Password by registering on www.dgshipping.com after furnishing the required details, as per the procedure mentioned in the [annexure](#) to this notice.

After submission of Articles of Agreement on-line, the shipping companies shall also submit to Shipping Master office, the original signed copy of Articles of Agreement for 'signing on' / 'signing off' of the seafarers as per usual practice. The applicants for Indenture and Cookery certificate after furnishing application online shall submit the print-out of on-line application along with CDC, fees and other relevant documents as per the usual practice, by post.

The required procedure of on-line submission of above application shall come into force with immediate effect.

This issues with the approval of Director General of Shipping

Sd/-

(C. Rathindhas)

Dy. Director General of Shipping