Implementation of E-Governance System - commencement of Batch Details'Module

Training Circular No. 03 of 2011

No: 11-TR(14)/2006   **Dated: 22nd March, 2011**

Subject : Implementation of E-Governance System - commencement of Batch Details'Module

This Directorate has initiated action for implementation of an E-Governance System in order to ensure transparency and increasing efficiency of its operations through better utilization of information technology. In the first phase of the e-Samundra system developed for this purpose, the 'Batch details'and 'Placement Record'are going online with immediate effect. The formats for online submission of data are available on the e-Samudra Link provided on the home page of the Directorate's website www@dgshipping.com. The detailed procedure for submission of data is enclosed at [Annexure-I](#).

All approved maritime training institutes are required to submit 'Batch details'online for all the batches of DGS approved courses commenced by them from 1.1.2011, at the beginning and on completion of the course. Similarly, the placement records for all the pre-sea courses completed on or after 1.1.2011 are also required to be submitted online.

While minor inadvertent errors could be modified upon request, major or repeated errors will be viewed with disapproval and may result in penalty including reduction in intake.

Training session'for operation of this module will be arranged by the Directorate at 4 locations i.e at D.G. Shipping, MMD, Chennai; MMD, Kolkata and MMD, Delhi, for the convenience of the training institutes. A training fees will be charged as Rs.1000/- per participant. The schedule of the same will be intimated in due course. All institutes are requested to get their IT staff trained so as to avoid any mismatch between their system and the requirement of this Directorate.

This issues with the approval of the Director General of Shipping and Ex-Officio Additional Secretary to Govt of India.

Sd/-

(SAMUEL DARSE)

DY. DIRECTOR GENERAL OF SHIPPING