



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

F No.: 16/3/2025-SD - DGS

Date: 11.09.2025

SD Branch Circular No. 35 of 2025

Subject: Launch of Online Portal for Issuance of License for Chartering of Foreign-Flag Vessels under Sections 406 and 407 of the Merchant Shipping Act, 1958-reg.

The Merchant Shipping Act, 1958, Section 406 and Section 407, which regulates the licensing of foreign ships chartered by Indian entities and foreign ships undertaking coastal trade. The Directorate General of Shipping has digitized the entire process through an online platform.

Section 406 mandates that no foreign ship chartered by an Indian citizen, company, or co-operative society shall be taken to sea from any Indian or foreign port without a valid license from the Director General of Shipping. Similarly, under Section 407, no foreign ship shall engage in the coasting trade of India without a license granted by the D.G. Shipping. These licenses may be granted for EXIM trade, coasting trade, offshore operations etc which is for specific periods or voyages. These licenses are subject to terms and conditions prescribed by the D.G. Shipping. In regard to this refer FAQs of Shipping Development Branch uploaded on Directorate General of Shipping Website and enclosed in this order at Annexure I.

In line with the Government of India's objective of promoting "Ease of Doing Business", the Directorate General of Shipping has developed dedicated online portal to facilitate the issuance of licenses for chartering of foreign-flag vessels. This digital initiative will enhance transparency, accountability, and efficiency by streamlining the application process.

The portal is accessible to all stakeholders including charterers or their authorized applicants, Indian shipowners etc. An enquiry for availability of an Indian vessel for a particular charter can be made by the charterer on the portal for compliance with the RoFR provisions and the Indian owners will be able to respond to those enquiries. Please note that commercial engagement between the charterer and the Indian owner for suitability of the charter shall be undertaken outside the portal and decision of acceptance or otherwise shall be conveyed on the portal. Please refer to the user manual at Annexure- II for details.

In the case of Global Tendering selection of a foreign flag vessel (where the RoFR compliance is already ensured), an application for foreign vessel charter can be made directly.

In the view of the above the present procedure to enquire for an Indian vessel and then obtain an INSA NOC accordingly (as per DGS, SD Circular 02 of 2002), is no longer required and the enquiry for the Indian vessel shall be made on the DGS e-samudra portal. **A fee of INR 5000/- shall be paid through Bharatkosh towards processing of the above.**

9वीं मंजिल, 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

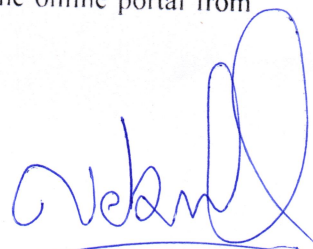
फोन/Tel No.: +91-22-2575 2040/1/2/3 फैक्स/Fax.: +91-22-2575 2029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgshipping.gov.in

For clarity and operational ease, the user manual incorporating the structured timelines and necessary documentation is enclosed at Annexure- II.

It is hereby informed that the Online Chartering Portal is accessible at <https://esamudra.dgshipping.gov.in> and may be logged into using the user ID and password reconfigured through a user-specific link sent from dgs.support@gov.in to your registered email address which is presently registered on the legacy e-Governance system. In case of any difficulty in reconfiguring the credentials or non-receipt of the email, stakeholders are requested to contact dgs.support@gov.in for necessary assistance. In case of any change in the existing email id or mobile number, please liaise with the DGS e-governance for effecting the change.

All applications for NOC from Indian owners and for the application for licenses under Sections 406 and 407 of the Merchant Shipping Act, 1958, shall be made through the online portal from 22.09.2025.

This is issued with approval of Competent Authority.



(Nebu Oommen) **

Dy. Chief Ship Surveyor-cum-Sr. DDG(Tech.)

Encl:-

Annexure 1- SD Branch FAQs

Annexure 2- User Manual for Charterer & Shipowners

To,

1. All stakeholders/Ship-owners/Charterers/Shippers/All Indian Shipping Companies through the official website of the DGS, GoI.
2. All Classifications Societies [members of the IACS], recognized by the Govt. of India.
3. INSA/ICSSA/FOSMA/MASSA.
4. Indian Ports Association.
5. Indian Private Ports and Terminals Association.

Copy also forwarded for kind information to the:

The Secretary to the Govt. of India, Ministry of Ports, Shipping and Waterways, GoI, Transport Bhawan, 1, Sansad Marg, New Delhi-110001.

Directorate General of Shipping, Mumbai

Shipping Development (SD) Branch

FREQUENTLY ASKED QUESTIONS (FAQs) by Ship charterers and agents related to
Chartering Permission under Section 406/407 of Merchant Shipping Act, 1958

Q1. Who requires a license under Section 406 of the MS Act, 1958?

Ans: Any Indian entity, whether a citizen, company, or co-operative society, that foreign-flagged vessel must obtain a license from the Director General of Shipping under Section 406 of the Merchant Shipping Act, 1958. This license is necessary for performing any import, export, coastal, or offshore operations within or outside India.

Q2. Who requires a license under Section 407 of the MS Act, 1958?

Ans: Any non-Indian entity, other than Indian citizens, companies, or co-operative societies, that charters a vessel engaged in the coasting trade of India must obtain a license from the Director General of Shipping under Section 407 of the Merchant Shipping Act, 1958.

Q3. Does a foreign charterer need a license for chartering a vessel engaged in export or import with India?

Ans: No, a foreign charterer does not require a license under the Merchant Shipping Act, 1958, for chartering a vessel for export or import operations with India. However, a license is required if the vessel is engaged in coastal trade with India.

Q4. What is the online procedure to apply for chartering permission for import/export and coastal operations?

Ans:

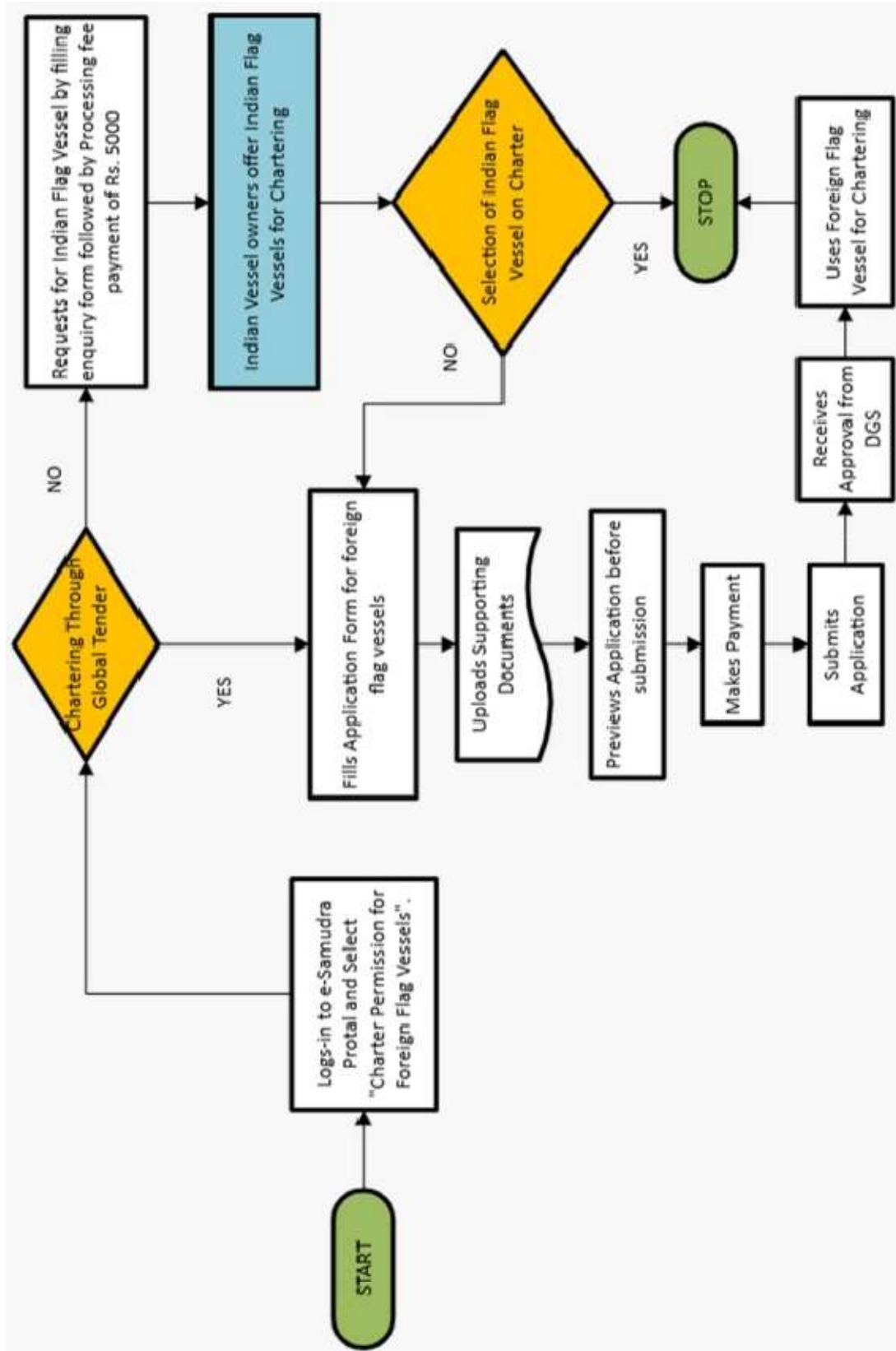
Procedure for Applying for Chartering of Foreign Flag Vessels

1. **Visit the Website**
Go directly to esamudra.dgshipping.gov.in.
2. **User Registration / Login**
 - **If New User:**
Register as *Charterer* through www.dgshipping.gov.in → *I.T. AND E-GOVERNANCE* → *e-Governance*.
 - **If Already Registered on legacy portal:**
Go to esamudra.dgshipping.gov.in, using your registered user ID and reset the password using the link shared vide email.
3. **Login and Application Initiation**

General guidelines to keep in mind while filling the Online application:

1. Fill the form carefully, make sure each cell is filled correctly. Don't left the cells such as Quantity of Cargo, Laycan, Port of Loading, Discharge etc.
2. Fill the quantity of cargo with unit (Such as MT, KBBL).
3. Make sure all the filled data should be matched with NOC/ TENDER Document.

LOGIN AND APPLICATION PROCESS



Q5. What is the procedure to pay the fees through Bharatkosh?

Ans: Please refer to [DGS letter no. SD-\(Misc\)-6/2009 dated 21.11.2017 reg Payment of fee to DGS through Bharat Kosh](#) only.

Follow the procedure given below to pay the fees through Bharatkosh:

1. Go to <https://bharatkosh.gov.in/>
2. Then, click on the Non-registered users
3. Under the **Depositor's Category**, select "**Ministry/Department**"
4. Under the **Purpose**, select **OTHER RECEIPTS PAYABLE TO PAO SHIPPING MUMBAI**
5. Under the **Payment Type**, select **PAYMENT TO DG SHIPPING MUMBAI**
6. Under the **Ministry**, select **SHIPPING**.
7. Enter the amount.
8. Under the **Remark**, fill the following:
 - a) Name of Vessel.
 - b) Name of Charterer,
 - c) Online application no. and date
 - d) Laycan
 - e) Fee for ____ ship license, chartering permission or SPL (mention as appropriate)
9. Proceed further to pay.
- 10.

Q6. Is there a fees for application of NoC from Indian owners?

Ans: A fee of INR 5000/- is applicable for processing of NOC From Indian owners

Q7. How to calculate the fees applicable for various types of chartering permission to foreign flag vessel?

Ans: Please refer to [SD Circular no. 02 of 2010 dated 04.02.2010](#) and [Amendment to SD Circular No. 02 of 2010](#) reg the fees for various types of chartering permission cum license in respect of Foreign flag vessel. The same is illustrated below:

Type of Chartering Permission	Fees applicable
Import/ Export on single Voyage basis	Rs, 40,000/- for the first 30 days and for every contiguous block of 30 days there off incl. fraction in terms of days. E.g. The fees for Import charter permission on voyage basis for 40 days or 60 days would be the same i.e. Rs 80,000/-
Import/ Export on time charter basis	Rs, 40,000/- for the first 30 days and for every contiguous block of 30 days there off with fraction in terms of days being charged at the rate of Rs. 1500/- per day. E.g.: The fees for Import charter permission on time charter basis for 40 days would be Rs 55,000/- [Rs 40,000/- (for 30 days) + Rs 1500 × 10 (days)]
Single Voyage Coastal Permission (SVCP)	Rs 60,000/- for the first 30 days and for every contiguous block of 30 days incl. fraction in terms of days. E.g. The fees for SVCP for 40 days or 60 days would be the same i.e. Rs 1,20,000/-
Coastal on time charter basis	Rs, 60,000/- for the first 30 days and for every contiguous block of 30 days there off. Any fraction of days beyond these blocks is charged at the rate of Rs. 1,500 per day, plus an additional Rs. 20,000 for the fractional period. E.g. The fees for Coastal time charter for 40 days would be Rs 95,000/- (60,000 (for first 30 days) + 20,000 + 1500 × 10)
Worldwide time charter	Rs, 70,000/- for the first 30 days and for every contiguous block of 30 days there off. Any fraction of days beyond these blocks is

	charged at the rate of Rs. 1,500 per day, plus an additional Rs. 30,000 for the fractional period. E.g. The fees for Coastal time charter for 40 days would be Rs 1,15,000/- (70,000 (for first 30 days) + 30,000 + 1500 × 10)
Offshore Operation	The processing fee for a Specified Period License (SPL) per ship per month is Rs. 40,000/- for a foreign-flag vessel operating in offshore operations. E.g.: The fees for Offshore Operation permission on time charter basis for 40 days would be Rs 80,000/- [Rs 40,000/- (for 30 days) + Rs 40,000/- (For 10 but it is considered for 30 days)]
Late fees	Rs 50,000/-
Amendment fees	Rs 10,000/-

Q8. When is late fees applicable?

Ans: Please refer to [Para 2.1 of SD Circular 02 of 2002 dated 08.11.2002.](#)

The late fee of Rs 50,000 is applicable when the applicant fails to submit the application in the appropriate format with the necessary fees at least three working days prior to the commencement of the laycan.

Example: Suppose the laycan is on 16.07.2024 (Tuesday). To avoid late fees, you need to submit the application and fees at least three working days before the laycan. Here's how it works:

- 15.07.2024 – Monday – Working Day
- 14.07.2024 – Sunday – Non-Working Day
- 13.07.2024 – Saturday – Non-Working Day
- 12.07.2024 – Friday – Working Day
- 11.07.2024 – Thursday – Working Day

So, if you submit the fees on or after 11.07.2024, the late fee will be applicable. However, if you submit the fees on or before 10.07.2024, the late fee will not be applicable.

Q9. What are the documents required for obtaining chartering permission for Import, Export or Coastal operation?

Ans: Please refer to [SD Circular 04 of 2015 dated 08.12.2015.](#)

Please submit a single PDF containing the following documents as per Checklist, in the specified order, either by uploading it to the E-Samudra system.

1. Online submitted Application
2. FEES (Online RTGS / Bharatkosh receipt)
3. NOC/ Tender document, whichever is applicable. (Copy of proof of tendering wherever Global Tender is followed)
4. Charter Party Agreement or Fixture Note
5. Certificate Of Registry
6. P & I Club Certificate
7. International Ship Security Certificate
8. Safe Manning Document
9. International Tonnage Certificate
10. Classification/Class Certificate
11. International load line Certificate
12. International Oil Pollution Prevention Certificate
13. Cargo Ship Safety Construction Certificate
14. Cargo Ship Safety Equipment Certificate
15. Cargo Ship Safety Radio Certificate
16. International Sewage Pollution Prevention Certificate
17. International Air Pollution Prevention Certificate

18. Safety Management Code Certificate
19. Document of Compliance
20. LRIT Certificate
21. Certificate Of Fitness to Carry Chemicals (NIS Certificate), if applicable
22. Right ship certificate or CAP Rating, if applicable as per the age norms
23. IMO Crew List duly signed by the Master with valid Passport and Seaman ID.
24. Any other documents if applicable.

Q10 What are the norms for engaging Indian crew and trainees cadets on board for chartering of the foreign flag vessel engaged in shipping and related activities in the Indian Coastal water?

Ans: Please refer to [SD Circular 01 of 2013 dated 18.01.2013](#) and [Amendment to SD Circular 01 of 2013 dated 05.02.2013](#) in this regard.

The chartering permissions for foreign flag vessels engaged in **coastal or offshore operations** are subject to the following requirements for Indian crew and trainee cadets:

No. of days	No. of Indian crew and trainee cadets
For the first 30 days in a calendar year	No Indian crew and trainee cadets is required.
For the period of license exceeding 30 days but upto and including 90 days in a calendar year.	<ul style="list-style-type: none"> A minimum of 1/3rd of the crew (officers & ratings) engaged on board as per the Safe Manning norm or actual deployment, should be Indian. 15% of the Indian crew so engaged shall be trainee cadets/ Officers distributed equally (to the extent possible) between the navigational and engg. side.
For the period of license exceeding 90 days in a calendar year.	<ul style="list-style-type: none"> A minimum of One Half of the crew (officers & ratings) engaged on board as per the Safe Manning norm or actual deployment, should be Indian. 15% of the Indian crew so engaged shall be trainee cadets/ Officers distributed equally (to the extent possible) between the navigational and engg. side.

Q11. Which Protection and Indemnity (P&I) certificates are considered valid for obtaining chartering permission?

Ans: Valid P&I certificates for chartering permission can be obtained from the following:

- Principal Clubs and Affiliated Associations which are the part of the International Group of Protection & Indemnity Clubs (IGP&I). The list of IGP&I Club can be accessed through the following link: <https://www.igpandi.org/group-clubs>
- Non IG Insurance Companies / Protection & Indemnity Clubs approved by DG Shipping under Rule 2(e) of the Merchant Shipping [Regulation of Entry of Ships into Ports, Anchorages and Offshore facilities] Rules 2012. The list of approved Non-IG Insurance companies can be assessed through <https://www.dgshipping.gov.in/Content/InsuranceBranch.aspx>

Q12. Can a single NOC for a single voyage be used for chartering two vessels?

Ans: No, an NOC for a single voyage can only be used for chartering one vessel and cannot be used for chartering more than one vessel.

Q13. I have been issued a chartering permission/license to charter a foreign flag vessel, but the vessel was delayed and couldn't perform the voyage, so the license couldn't be utilized. What should I do

now?

Ans: You should immediately write to sd-dgs@nic.in , requesting the cancellation of the issued license and providing a clear reason and justification for its non-utilization.

Q14. A foreign flag vessel received a chartering permission/license for coastal operation for 30 days within the calendar year from a previous charterer. However, due to delays, the vessel couldn't perform the voyage, and the license was not utilized. The Charterer also fails to report it to DG Shipping. Now, I want to charter the same vessel for coastal operation, but it does not have the required one-third Indian crew and 15% trainee cadets as per SD Circular 01 of 2013. Will I get the license?

Ans: If the license was not utilized, it must be reported to the Directorate General of Shipping at sd-dgs@nic.in within a few days of the laycan. If the non-utilization was not reported, it will be assumed that the license was used for the specified period. Consequently, the vessel must comply with the Indian crew and trainee cadets requirements exceeding 30 days as outlined in SD Circular 01 of 2013. Therefore, you will need to meet these Indian crew and cadet requirements to obtain a new license.

Amendment to License already granted

Q15. What are the provisions related to the amendment to the license already granted?

Ans: Please refer to [Para 5 of SD Circular 02 of 2002 dated 08.11.2002](#).

Amendment to licence is governed by the following provisions:

- a) Not more than twice will amendments be allowed in respect of the same licence.
- b) If an amendment seeks variations in more than three parameters, it will be treated as a fresh case.
- c) Any variation on laycan exceeding one week on either side will be treated as a fresh case.
- d) A fresh case would mean that the applicant has to follow the procedure from the beginning once again.

Note: The Amendment fees is Rs. 10,000/- as per [SD Circular no. 02 of 2010 dated 04.02.2010](#). The payment should be made through Bharatkosh Portal.

Q16. I have been issued chartering permission to charter a foreign flag vessel, and I want to amend the port of discharge, the quantity of cargo, laycan date, and the period of charter. Will this be allowed?

Ans: Please refer to [Para 5 of SD Circular 02 of 2002 dated 08.11.2002](#).

Since the number of parameters seeking variation exceeds three, amendments cannot be allowed. You will need to apply for chartering permission again as a fresh case, following the procedure from the beginning.

Q17. I've been issued charter permission with the port of discharge listed as Gangavaram. However, I mistakenly filled the NOC with Gangavaram as the port of discharge instead of Gopalpur. How can I correct this?

Ans: Please note that while applying for the NOC, you must ensure that all details, including the **port of discharge**, are filled in **accurately at the time of application**.

Once the NOC is issued, **no changes or amendments will be allowed under any circumstances**. Therefore, users are requested to exercise utmost care and diligence while submitting the NOC application.

Q18. I have been issued chartering permission for a foreign flag vessel. However, the vessel got delayed and couldn't meet the laycan. Consequently, we have substituted it with another foreign flag vessel. Can an amendment be issued for this substitution?

Ans: Please refer to [Para 5 of SD Circular 02 of 2002 dated 08.11.2002](#) and if complied with, then apply for a

license with new vessel details.

Contract of Affreightment (COA)

Q19. What is the maximum period of license in respect of Contract of Affreightment (COA)

Ans: Please refer to [SD Circular 01 of 2004 dated 14.01.2004](#).

The period of licence on COA proposals shall normally be limited to one year. However, in exceptional cases where the charterer can furnish good and sufficient reasons, it may be extended for a further period of 2 years. The maximum permissible period shall be 3 years.

Q20. What shall be the fees in respect of Contract of Affreightment?

Ans: Please refer to [SD Circular 01 of 2004 dated 14.01.2004](#).

The processing fee for "in principle approval" shall be payable for estimate voyages as applicable in case of voyage permission. During the execution of the COA, the charterer shall submit the final proposal to the Directorate as and when the vessel(s) is/are identified supported with the requisite documents. At this stage the charterer shall pay 50% of voyage permission fee.

E.g., the fees for "in principle approval" for 10 shipments would be Rs 4,00,000/- (Rs 40,000 × 10). When the vessel is finalized during the contract period, the fee for each shipment shall be Rs 20,000/- (50% of Rs 40,000/-).

SPL for vessel engaged in Offshore operation

Q21. What are documents required for obtaining SPL for the vessel engaged in Offshore Operation?

Ans: The documents required for obtaining an SPL for a vessel engaged in offshore operations include NOC, Charter Party Agreement/ Contract / Fixture note, P & I Clubs and all Statutory Certificates according to [Circular No. 02 of 2010](#), dated 08.11.2002.

Q22. What is the processing fee for a Specified Period License (SPL) per ship per month for a foreign-flag vessel operating in offshore operations?

Ans: According to D.G. Shipping, Shipping Development [Circular No. 02 of 2010](#), dated 04.02.2010, the processing fee for a Specified Period License (SPL) per ship per month is Rs. 40,000/- for a foreign-flag vessel operating in offshore operations.

Q23. What documents are required for a High-Speed Craft (HSC) passenger vessel engaged in offshore activities?

Ans: The required documents for a High Speed Craft (HSC) passenger vessel operating in offshore activities includes the following:

- All Statutory Certificates
- An approved copy of Route operational manual, Craft operating manual, Maintenance manual and servicing schedule,
- The permit to operate and compliance with provisions of Section 1.9 of HSC Code.
- Approved Structural Fire protection plan for passenger craft and the evacuation time required as per the HSC Code, certified for night navigation.
- Compliance to all general conditions of [DGS Order 20 of 2022](#).

Q24. Which DGS order applies to Crew boats?

Ans: The Crew boats intended for operation in offshore, is subject to the requirements of [DGS Order 20 of 2022 dated 20.10.2022](#).

Age Norms and other Qualitative Parameters w.r.t. vessels

Q.25 How is the age of a foreign flag vessel calculated for the application of Qualitative Age Norms provisioned under DGS Order 06 of 2023?

Ans. Please refer to [DGS Order 06 of 2023 dated 24.02.2023](#) along with [Corrigendum 1 to the DGS Order 06 of 2023 dated 01.07.2023](#) and [Corrigendum 2 to the DGS Order 06 of 2023 dated 23.02.2024](#).

The age of the foreign flag vessel is calculated from the Date of Delivery, as mentioned in the Cargo Ship Safety Construction Certificate or any other statutory certificate issued under an IMO Convention/Code, up to the date of commencement of service or carriage of cargo.

Example: If the date of delivery of the vessel is 29/07/2004 and the laycan date is 19/06/2024, the age of the vessel would be 19 years and 11 months.

Q.26 What are the types of vessels to which the DGS Order 06 of 2023 on age norms and other Qualitative Parameters w.r.t. vessels are not applicable?

Ans. Please refer to [Corrigendum 1 to the DGS Order 06 of 2023 dated 01.07.2023](#).

DGS Order 06 of 2023 on age norms and other Qualitative Parameters w.r.t. vessels are not applicable to Passenger Vessels, FSRU, FPSO, Highly Specialized vessels {inter alia, Heavy Lift Installation Barge, crane barge, Pipe laying vessel, cable laying vessel, Research Vessel and Floating Docks) and Drilling/Production units certified under MODU/SPS Code.

Q.27 There is a foreign flag Bulk Carrier that is 19 years old. Can I get chartering permission for this vessel?

Ans. Please refer to [Corrigendum 1 to the DGS Order 06 of 2023 dated 01.07.2023](#).

Chartering permission may be granted for foreign flag Bulk Carriers aged between 15 and 20 years, provided the vessel is classed with an IACS member and submits a Rightship Inspection report with a minimum Rightship safety score of 3.

Q.28 There is a 17 year old foreign flag Oil Tanker. Can I get chartering permission for this vessel?

Ans. Please refer to [Corrigendum 1 to the DGS Order 06 of 2023 dated 01.07.2023](#).

Chartering permission may be granted for foreign flag Oil Tanker aged between 15 and 20 years, provided the vessel is classed with an IACS member and submit CAP 1 rating Hull and CAP 2 for Machinery & cargo systems.

Indian Controlled Tonnage (ICT)

Q.29 Can a ship owned by Indian entities be flagged outside India?

Ans. Section 22 of the MS Act, 1958 mandates the registration of any seagoing ship, wholly owned by an Indian entity under the MS Act.

However, DGS Order 10 of 2014 allows the flagging of ships owned by Indian entities outside India under the Indian Control Tonnage (ICT), subject to the conditions stipulated in [DGS Order 10 of 2014 dated 23.07.2014](#). This should be read in conjunction with [SD Circular 03 of 2015 dated 28.08.2015](#) and [SD Circular 05 of 2016 dated 01.04.2016](#).

Note: The ICT permission is granted for a period of one year.

Q.30 What is the fees applicable for license of vessel under Indian Controlled Tonnage?

Please refer to [SD Circular 03 of 2015 dated 28.08.2015](#) and [SD Circular 05 of 2016 dated 01.04.2016](#).

The vessels under the Indian Controlled Tonnage (ICT) applying for license shall pay Rs. 20,000/- as an initial one-time processing fee and Rs. 15,000/- as license fee per month.

DGS Orders and Circulars related to Shipping Development Branch

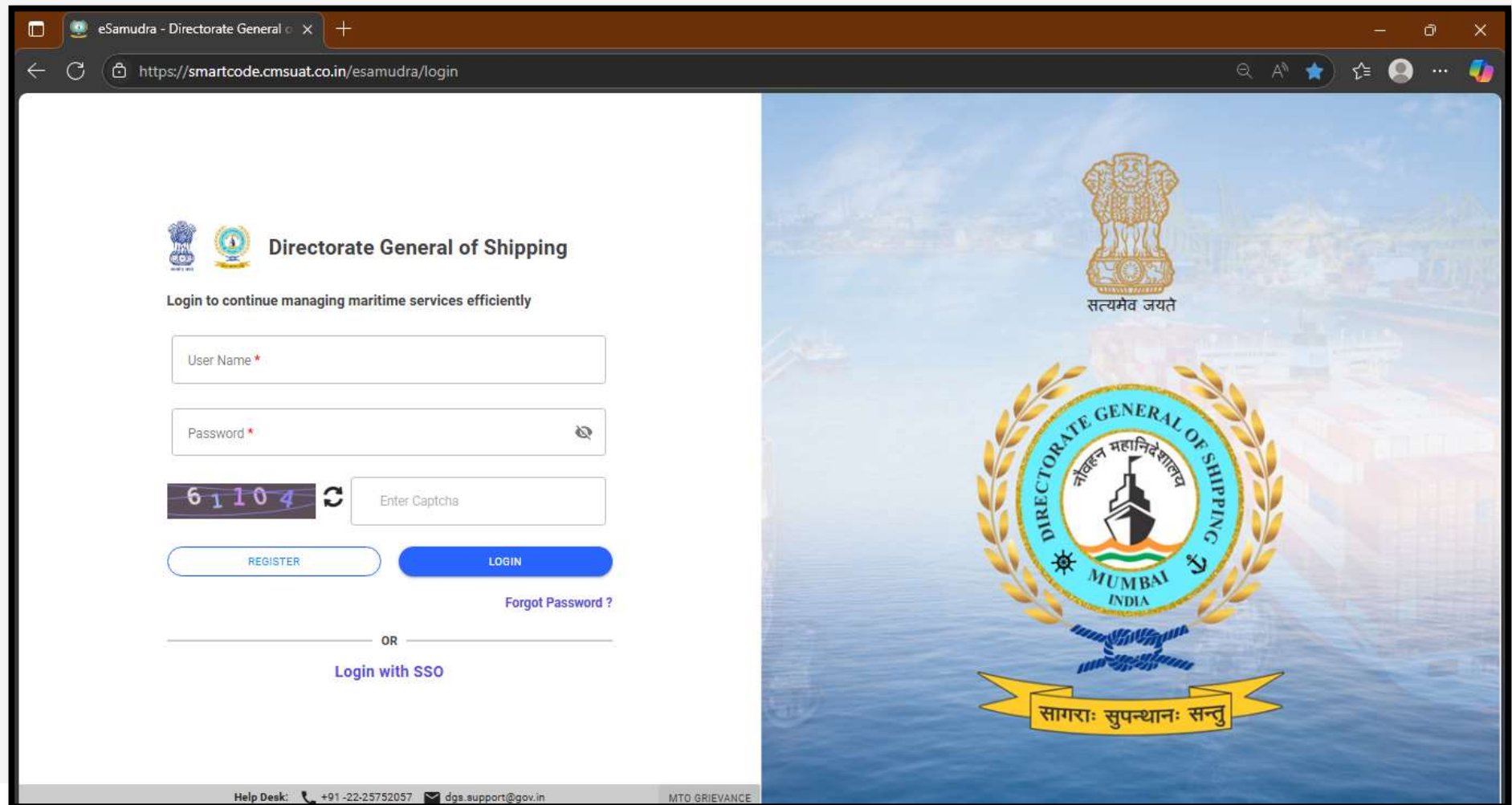
Sr. No.	Subject	Order/ Circular no. with pdf link
1.	Age Norms and other Qualitative Parameters for Registration/operation of Vessels under Indian flag and, the foreign flag vessels	a) DGS Order 06 of 2023 dated 24.02.2023. b) Corrigendum 1 to the DGS Order 06 of 2023 dated 01.07.2023. c) Corrigendum 2 to the DGS Order 06 of 2023 dated 23.02.2024.
2.	Certification of offshore vessels, accommodation barges etc. while operating in Indian Exclusive Economic Zone	a) DGS Order 20 of 2022 dated 20.10.2022 b) Addendum to DGS Order 20 of 2022 dated 20.01.2023 c) Addendum 2 to DGS Order 20 of 2022 dated 21.06.2023
3.	Guidelines for Exercises of Right of First Refusal (RoFR) for the grant of license to foreign flag vessels	a) DGS Circular 02 of 2021 dated 14.01.2021 b) DGS Circular 05 of 2021 dated 11.02.2021 c) Addendum 1 to the DGS Circular 02 of 2021 dated 05.10.2023
4.	Guidelines and procedure for Grant of Licence to Foreign-Flag Vessels.	a) SD Circular 02 of 2002 dated 08.11.2002 b) SD Circular 04 of 2006 dated 27.12.2006 c) SD Circular 02 of 2007 dated 20.02.2007 d) SD Circular 02 of 2014 dated 10.11.2014 e) SD Circular 04 of 2015 dated 08.12.2015 f) DGS Circular 01 of 2017 dated 07.08.2017 g) SD Circular 01 of 2018 dated 16.01.2018
5.	Guidelines for issuance of licenses to passenger vessels in the Indian Coastal Water	SD Circular 07 of 2016 dated 02.12.2016
6.	Extension of cabotage relaxation under Section 407(3) of MS Act, 1958 to foreign flag passenger/cruise ships to call at more than one Indian Port for a further period of five years beyond 05.02.2024	Ministry of Shipping letter dated 14.11.2019
7.	Cabotage relaxation	a) General Order 01 of 2018 dated 21.05.2018 b) General Order 02 of 2018 dated 22.05.2018 c) General Order 03 of 2018 dated 22.06.2018 d) General Order 04 of 2018 dated 10.09.2018 e) MoS Notification dated 21.05.2018 f) MoS Notification dated 22.05.2018

8.	Indian Controlled Tonnage (ICT)	a) DGS Order 10 of 2014 dated 23.07.2014 b) SD Circular 03 of 2015 dated 28.08.2015 c) SD Circular 05 of 2016 dated 01.04.2016.
9.	Contract of Affreightment (COA)	a) SD Circular 01 of 2004 dated 14.01.2004. b) Amendment to SD Circular 01 of 2004 dated 27.07.2010. c) SD Circular 01 of 2015 dated 26.03.2015
10.	Norms for engaging Indian crew and trainees on board the foreign flag vessel engaged in shipping and related activities in Indian Coastal Water.	a) SD Circular 01 of 2013 dated 18.01.2013 b) Amendment to SD Circular 01 of 2013 dated 05.02.2013
11.	The fees for various services rendered by Directorate General of Shipping in respect of Technical Clearance, various licences and Charter Permissions in respect of Indian and Foreign flag vessels.	a) SD Circular no. 02 of 2010 dated 04.02.2010 b) Amendment to SD Circular No. 02 of 2010

CHARTERING PERMISSION USER MANUAL – For Charterer/Applicant

Charterer Login

1. Open <https://esamudra.dgshipping.gov.in/login>
2. Enter “User Name, Password & Captcha” details appropriately.
3. Click “Login”.



The screenshot shows a web browser window with the address bar displaying <https://smartcode.cmsuat.co.in/esamudra/login>. The page title is "eSamudra - Directorate General". The main content area includes the Directorate General of Shipping logo and the text "Login to continue managing maritime services efficiently". The login form consists of the following elements:

- User Name ***: A text input field.
- Password ***: A password input field with a toggle icon.
- Captcha**: A CAPTCHA image showing the numbers "6 1 1 0 4" and a text input field labeled "Enter Captcha".
- REGISTER**: A button with a blue outline.
- LOGIN**: A solid blue button.
- Forgot Password ?**: A link below the LOGIN button.
- OR**: A separator line.
- Login with SSO**: A link below the OR separator.

On the right side of the page, there is a large banner featuring the Directorate General of Shipping logo, which includes the text "DIRECTORATE GENERAL OF SHIPPING", "महानिदेशालय", "MUMBAI", and "INDIA". Below the logo is a yellow banner with the motto "सागराः सुपन्थानः सन्तु" (Sagarah: Supanthanah: Santu). The background of the banner shows a busy port with ships and cranes.

At the bottom of the page, the footer contains the following information:

- Help Desk:** +91 -22-25752057, dgs.support@gov.in
- MTD GRIEVANCE**

Landing Page - Dashboard

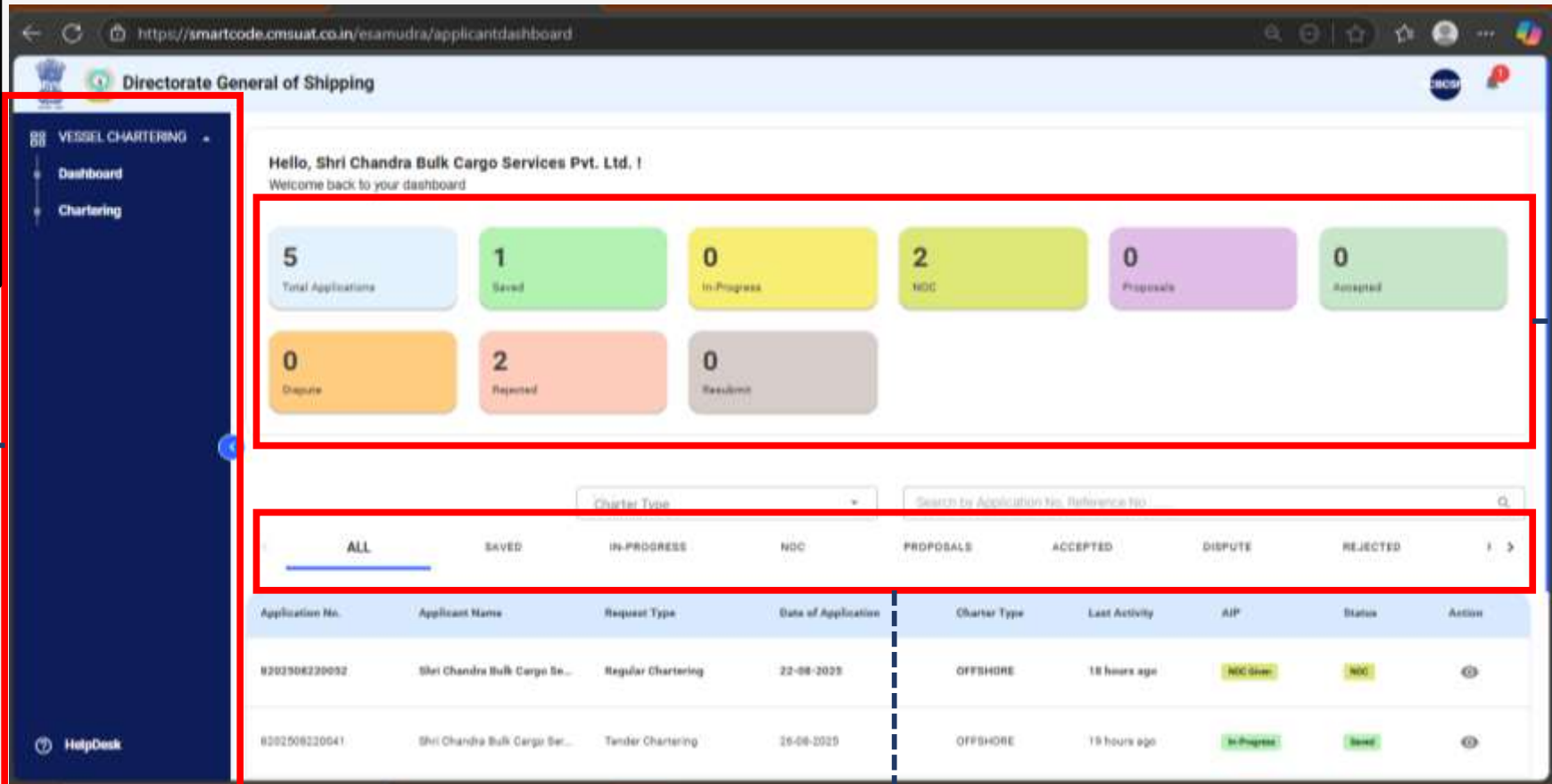
After Logging in Landing page will appear showing Dashboard, by default.

Navigation Tray showing “Dashboard” & “Chartering” options”.

It can be also unseen by clicking on the blue tab with white arrow.

Colorful statistical presentation of overall applications’ status of an applicant.

Row allowing filtration of various stages of applications of the applicant. Charterer can view category wise details with description by clicking on respective tabs.



Dashboard – Continues...

Row showing summary of applications, below it's tagline.

Dispute

Rejected

Resubmit

Charter Type

Search by Application No, Reference No

ALL

SAVED

IN-PROGRESS

NOC

PROPOSALS

ACCEPTED

DISPUTE

REJECTED

RESUBMIT

Application No.	Applicant Name	Request Type	Date of Application	Charter Type	Last Activity	AIP	Status	Action
8202508220052	Shri Chandra Bulk Cargo Service...	Regular Chartering	22-08-2025	OFFSHORE	18 hours ago	NOC Given	NOC	
8202508220041	Shri Chandra Bulk Cargo Services...	Tender Chartering	26-08-2025	OFFSHORE	19 hours ago	In-Progress	Saved	
8202508220052	Shri Chandra Bulk Cargo Services...	Regular Chartering	22-08-2025	OFFSHORE	3 days ago	Rejected	Rejected	
8202508220052	Shri Chandra Bulk Cargo Services...	Regular Chartering	22-08-2025	OFFSHORE	3 days ago	Rejected	Rejected	
8202508220041	Shri Chandra Bulk Cargo Services...	Regular Chartering	22-08-2025	OFFSHORE	5 days ago	NOC GIVEN	NOC	

?

Records per page: 10

Page 6

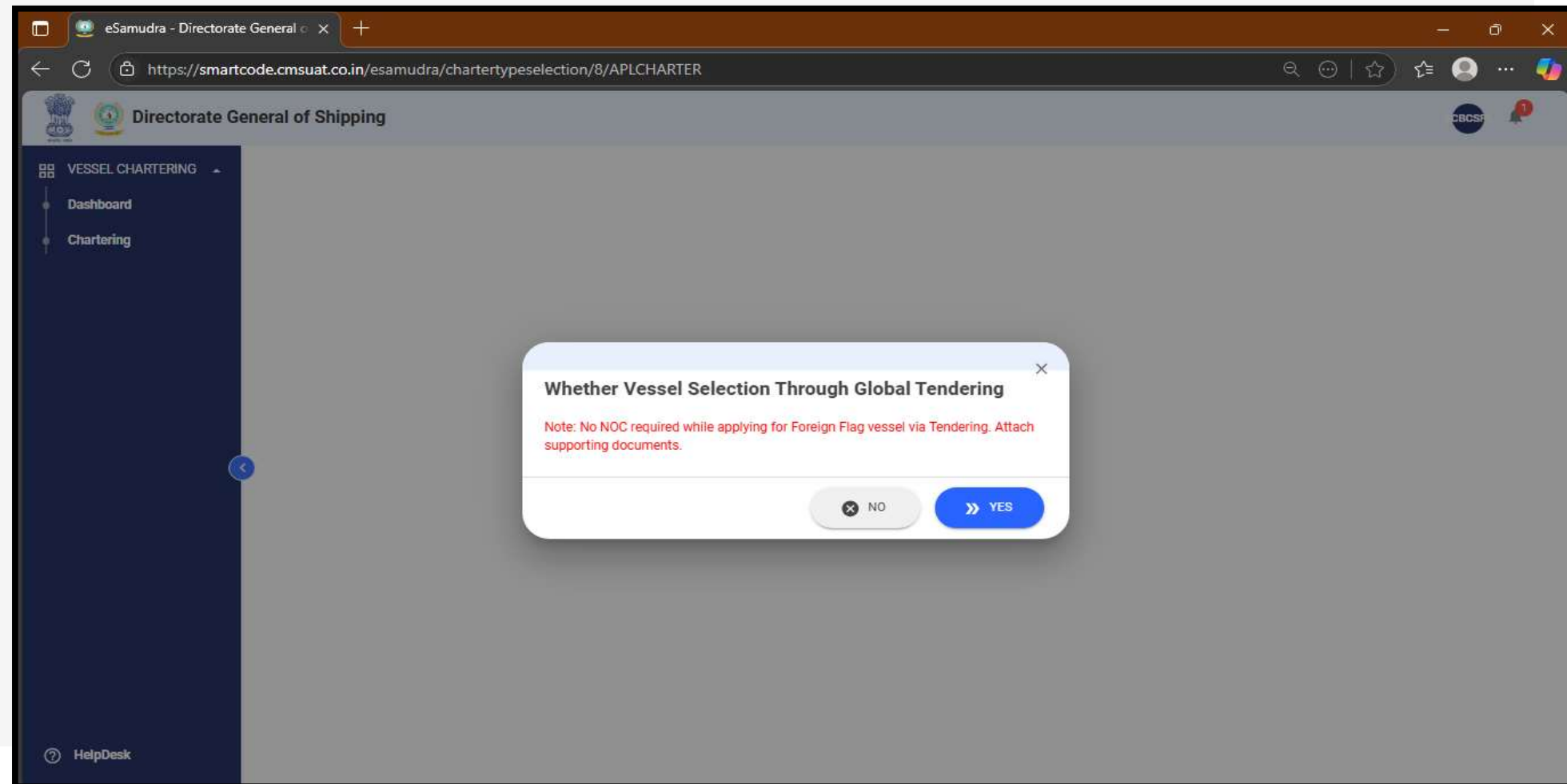
>|

Action tab enables Charterer to take any further action with respect to the specific application number, by clicking on it.

Indian Flag Vessel Enquiry by Charterer


Indian Flag Vessel Enquiry


1. After clicking on **Chartering Tab** in Navigation Tray a pop-up will appear as shown in below picture.
2. Those who already have **Global Tendering** document for Foreign Flag vessel can directly apply for Foreign Flag Vessel Chartering by clicking on “**Yes**”.
3. In case of no Global Tendering document, charterer must click on “No” tab and proceed with enquiring for Indian Flag vessel, by filling the respective details.



Indian Flag Vessel Enquiry - Form

Select the **Charter Type** from the list.



Directorate General of Shipping

RC

1

VESSEL CHARTERING

Dashboard

Chartering

Settings

INDIAN FLAG VESSEL ENQUIRY

Charter Type *

Charter Sub Type *

Vessel Type *

Import

Coastal Trade

Contract of Affreightment (CoA)

Cross Trade

Export

Import

Offshore Operations

World Wide

API

Email *

Phone *

State *

Village/Town/City *


Lane/Street *

Pin Code *


NEXT

Indian Flag Vessel Enquiry - Form

Select the **Charter Sub Type** from the list.



Directorate General of Shipping



RC

1

VESSEL CHARTERING

Dashboard

Chartering

Settings

INDIAN FLAG VESSEL ENQUIRY

Charter Type *

Import

Charter Sub Type *

Time Charter

Time Charter

Voyage Charter

Vessel Type *

Bulk Carrier

APPLICANT DETAILS

Applicant Name *

Email *

Phone *

Country *

State *

Village/Town/City *


Lane/Street *


Pin Code *

NEXT

Indian Flag Vessel Enquiry - Form

Select the **Vessel Type** from the list.



Directorate General of Shipping

RC

1

VESEL
CHARTERING

Dashboard

Chartering

<

Settings

INDIAN FLAG VESSEL ENQUIRY

Charter Type *

Import

Charter Sub Type *

Time Charter

Vessel Type *

Bulk Carrier

Bulk Carrier

Chemical Tanker

Container ship

Gas Carrier

General Cargo

Oil Tanker

Others

APPLICANT DETAILS

Applicant Name *

Email *

Country *

State *

Lane/Street *

Pin Code *

NEXT

Indian Flag Vessel Enquiry - Form

Select/Fill the respective fields under “**APPLICANT DETAILS**” category and click “**NEXT**”

Note: Applicant need not necessarily be a Charterer.

The screenshot displays the 'Indian Flag Vessel Enquiry' form within the Directorate General of Shipping portal. The interface includes a top header with the organization's name and logo, a left-hand navigation menu with options like 'VESSEL CHARTERING', 'Dashboard', 'Chartering', and 'Settings', and a main content area. The form is divided into two primary sections: 'INDIAN FLAG VESSEL ENQUIRY' and 'APPLICANT DETAILS'. The first section contains three dropdown menus for 'Charter Type' (set to 'Import'), 'Charter Sub Type' (set to 'Time Charter'), and 'Vessel Type' (set to 'Bulk Carrier'). The second section, 'APPLICANT DETAILS', contains several input fields: 'Applicant Name' (filled with 'Applicant1'), 'Email' (filled with 'applicant@gmail.com'), 'Phone' (filled with '9937787888'), 'Country' (dropdown set to 'India'), 'State' (dropdown set to 'Andhra Pradesh'), 'Village/Town/City' (filled with 'Piplod'), 'Lane/Street' (filled with 'Papl'), and 'Pin Code' (filled with '394370'). A blue 'NEXT' button is positioned at the bottom right of the form area.

Directorate General of Shipping

RC

VESSEL CHARTERING

Dashboard

Chartering

Settings

INDIAN FLAG VESSEL ENQUIRY

Charter Type *
Import

Charter Sub Type *
Time Charter

Vessel Type *
Bulk Carrier

APPLICANT DETAILS

Applicant Name *
Applicant1

Email *
applicant@gmail.com

Phone *
9937787888

Country *
India

State *
Andhra Pradesh

Village/Town/City *
Piplod

Lane/Street *
Papl


Pin Code *
394370

NEXT


Indian Flag Vessel Enquiry - Form

Select/Fill the details under respective fields containing Cargo Details followed by **LOADING PORTS & DISCHARGE PORTS**

Note: Additional Port fields can be availed by clicking on **+ADD LOADING PORT** tab. Max. 5 ports can be added.



Directorate General of Shipping



RC

1

VESSEL CHARTERING

Dashboard

Chartering

Settings

IMPORT | BULKCARRIER

Nature of Cargo *

Coal

Total Quantity *

5600

Units *

KBBLS

±

Variants *

23.67 %

Number Of Days *

34

LOADING PORTS

Country *

Aland Islands

Port Name *

Port1

REMOVE

+ ADD LOADING PORT

DISCHARGE PORTS

+ ADD DISCHARGE PORT

Indian Flag Vessel Enquiry - Form

Select **LAYCAN** start and end dates. Fill in **Remarks**, if any and click on **PREVIEW**.

Note: Applicant may fill any additional information/details under **Remarks** column.

The screenshot displays the 'Indian Flag Vessel Enquiry - Form' interface. The header bar includes the 'Directorate General of Shipping' logo and a user profile icon labeled 'RC' with a notification badge. A left sidebar contains navigation links: 'VESSEL CHARTERING', 'Dashboard', 'Chartering', and 'Settings'. The main content area is divided into two sections: 'DISCHARGE PORTS' and 'LAYCAN'. The 'DISCHARGE PORTS' section features a '+ ADD DISCHARGE PORT' button and a table with one entry: 'Andorra' in the 'Country' column and 'Port2' in the 'Port Name' column, with a 'REMOVE' button. The 'LAYCAN' section includes 'Start Date' (04-06-2025) and 'End Date' (21-06-2025) fields with calendar icons, a 'Remarks' text area containing 'Remarks 1', and 'BACK' and 'PREVIEW' buttons at the bottom right.

DISCHARGE PORTS	
Country *	Port Name *
Andorra	Port2
	REMOVE

LAYCAN	
Start Date *	End Date *
04-06-2025	21-06-2025
Remarks	
Remarks 1	

BACK PREVIEW

Indian Flag Vessel Enquiry - Preview

Directorate General of Shipping

RC

TRANSACTION NO: 00200000000

VESEL CHARTERING

Dashboard

Chartering

Settings

INDIAN FLAG VESSEL ENQUIRY DETAILS

Charter Type

Import

Charter Type

timecharter

Vessel Type

bulkcarrier

APPLICANT DETAILS

Applicant Name

Applicant1

Email

applicant@gmail.com

Phone

9937787888

Country

India

State

Andhra Pradesh

Village/Town/City

Piplod

Lane/Street

Papi

Pin Code

394370

IMPORT | BULK CARRIER

Nature of Cargo

Coal

Quantity of the Cargo

5600 KBBLS (± 23.67 %)

LOADING PORTS

Country

Andhra Pradesh

Port Name

Port1

Preview is generated to verify details before proceeding for **PAYMENT** after **DECLARATION**.

Note: Ensure to make any changes in the form before proceeding for payment as editing is not allowed after clicking on **PAYMENT**.

RC

Nature of Cargo

Coal

Quantity of the Cargo

5600 KBBLS (± 23.67 %)

Port Name

Port1

LAYCAN

Start Date

04-06-2025

Number Of Days

34

Remarks

Remarks 1

DECLARATION

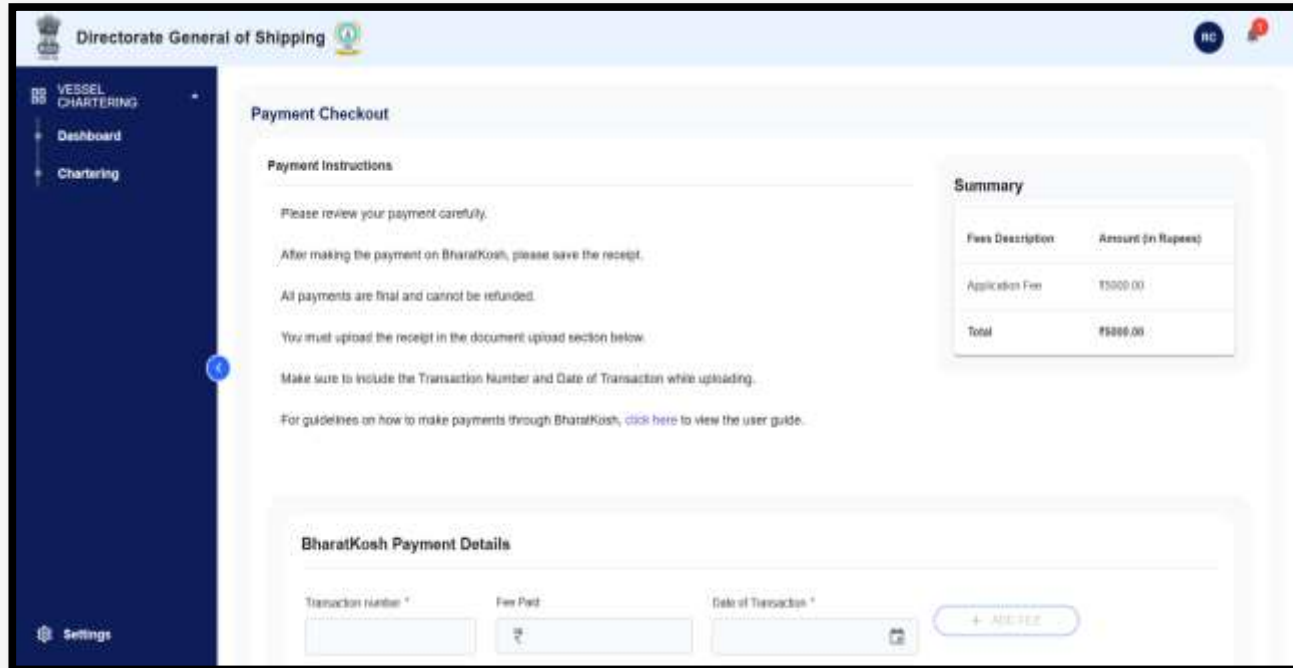
☐ I hereby declare that all the details filled in this application are true and complete to the best of my knowledge and belief, and nothing has been concealed or distorted.

BACK

PAYMENT

Settings

Indian Flag Vessel Enquiry - Payment



Directorate General of Shipping

VESSEL CHARTERING

Payment Checkout

Payment Instructions

- Please review your payment carefully.
- After making the payment on BharatKosh, please save the receipt.
- All payments are final and cannot be refunded.
- You must upload the receipt in the document upload section below.
- Make sure to include the Transaction Number and Date of Transaction while uploading.
- For guidelines on how to make payments through BharatKosh, [click here](#) to view the user guide.

Summary

Fee Description	Amount (in Rupees)
Application Fee	₹5000.00
Total	₹5000.00

BharatKosh Payment Details

Transaction number *

Fee Paid

Date of Transaction *

[+ ADD FILE](#)

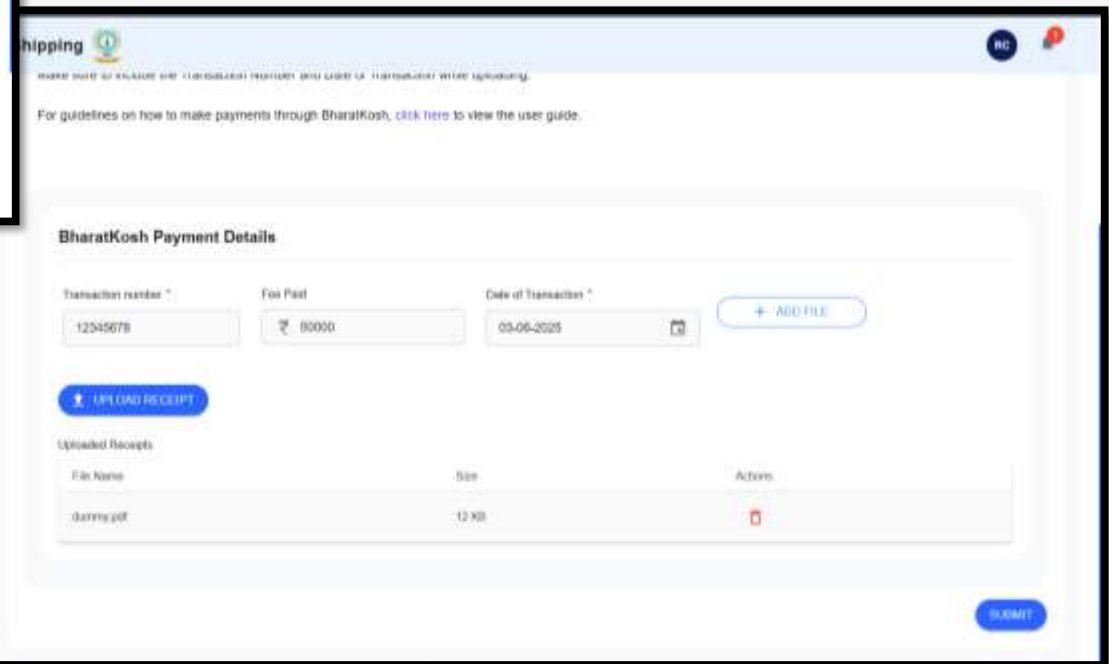
[Settings](#)

Pay the **Total fee** displayed and fill the **Payment Details** respectively. Standard non-refundable processing fee of INR 5000 will be charged.

Note: Bharatkosh payment guidelines link provided for reference.

Enter the necessary detail of payment for verification along with supporting receipt.

SUBMIT the application when done.



Shipping

For guidelines on how to make payments through BharatKosh, [click here](#) to view the user guide.

BharatKosh Payment Details

Transaction number *

Fee Paid

Date of Transaction *

[+ ADD FILE](#)

[UPLOAD RECEIPT](#)

Uploaded Receipts

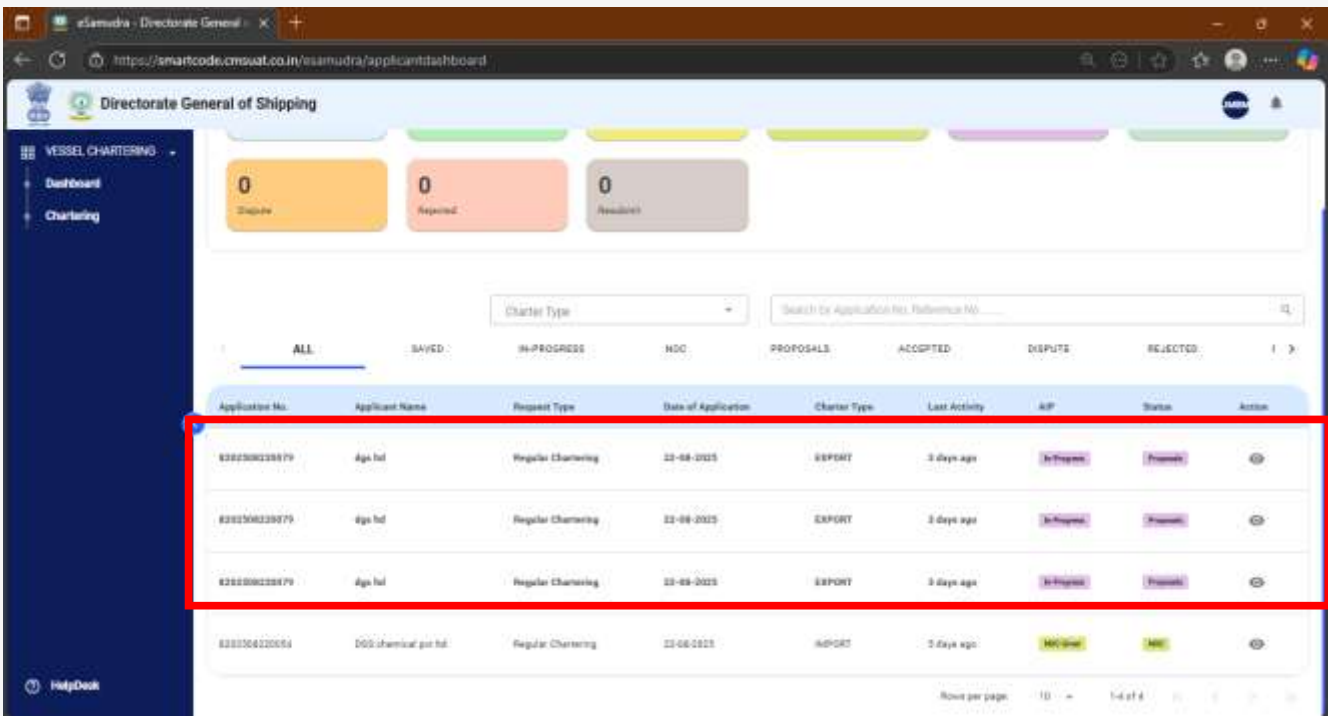
File Name	Size	Actions
dummy.pdf	12 KB	Delete

[Settings](#)

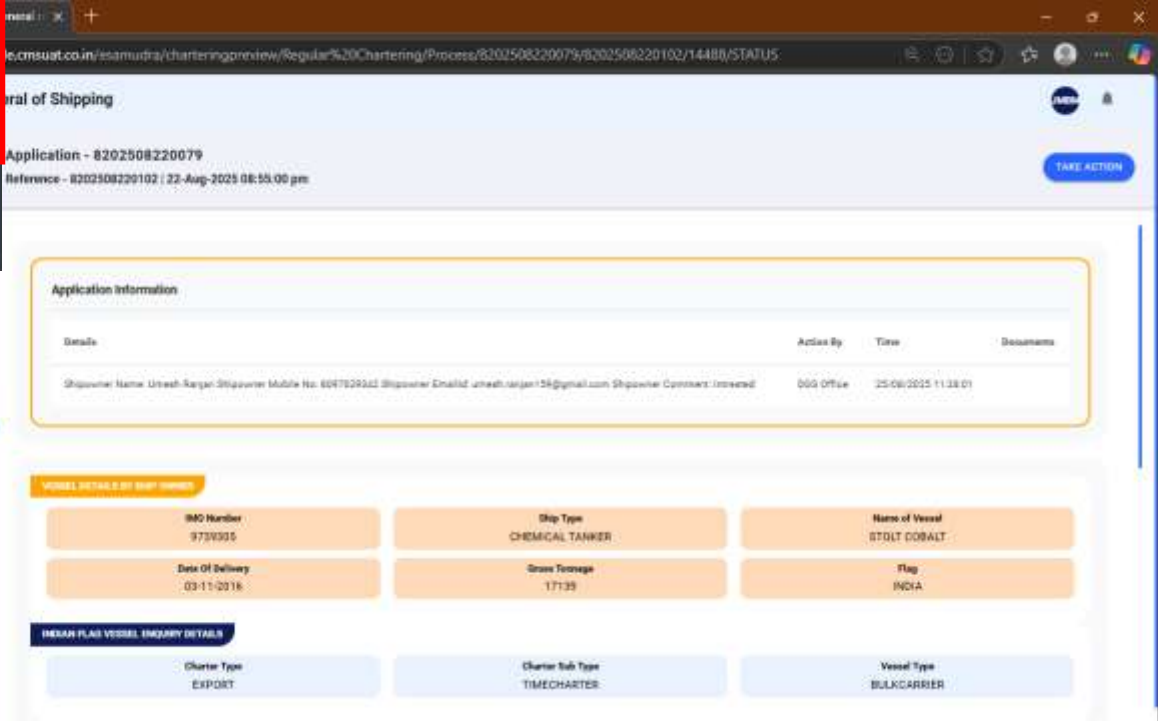
[SUBMIT](#)

Charterer Action Page Post Vessel Owner's Proposal

Charterer can view One/multiple proposals from Vessel owners and can be viewed in **his/her dashboard**.



Charterer can also view the comments and contact details to proceed further with offline negotiation, by clicking on **action** tab.



Notifying DGS post confirming a Vessel

On receiving **proposals** from **One or Multiple Vessel Owners**, Charterer may **confirm deal/Reject**, with suitable remarks, post **offline negotiation** with Ship owners respectively, and notify DGS.

In case of successful deal closure, charterer/applicant must confirm the same in the portal against the vessel selected for chartering.

And **SUBMIT** the details. This will ensure DGS is notified on the same.

Directorate General of Shipping

VESSEL CHARTERING

Application - 8202508220079

Reference - 8202508220102 | 22-Aug-2025 08:55:00 pm

Application Information

Details

Shipowner Name: Umesh Ranjan Shipowner Mobile No: 8097629342 Shipowner EmailId: umesh.ranjan159@gmail.com Shipowner Co

VESSEL DETAILS BY SHIP OWNER

IMO Number	9739305	Ship Type	CHEMICAL TANKER
Date Of Delivery	03-11-2016	Gross Tonnage	17139

INDIAN FLAG VESSEL ENQUIRY DETAILS

Charter Type	EXPORT	Charter Sub Type	TIMECHARTER
--------------	--------	------------------	-------------

Status *

-- Select --

Deal Confirmation

Reject

Documents to Upload

Drag and drop files here or click (.pdf | Size 5 MB)

CLEAR

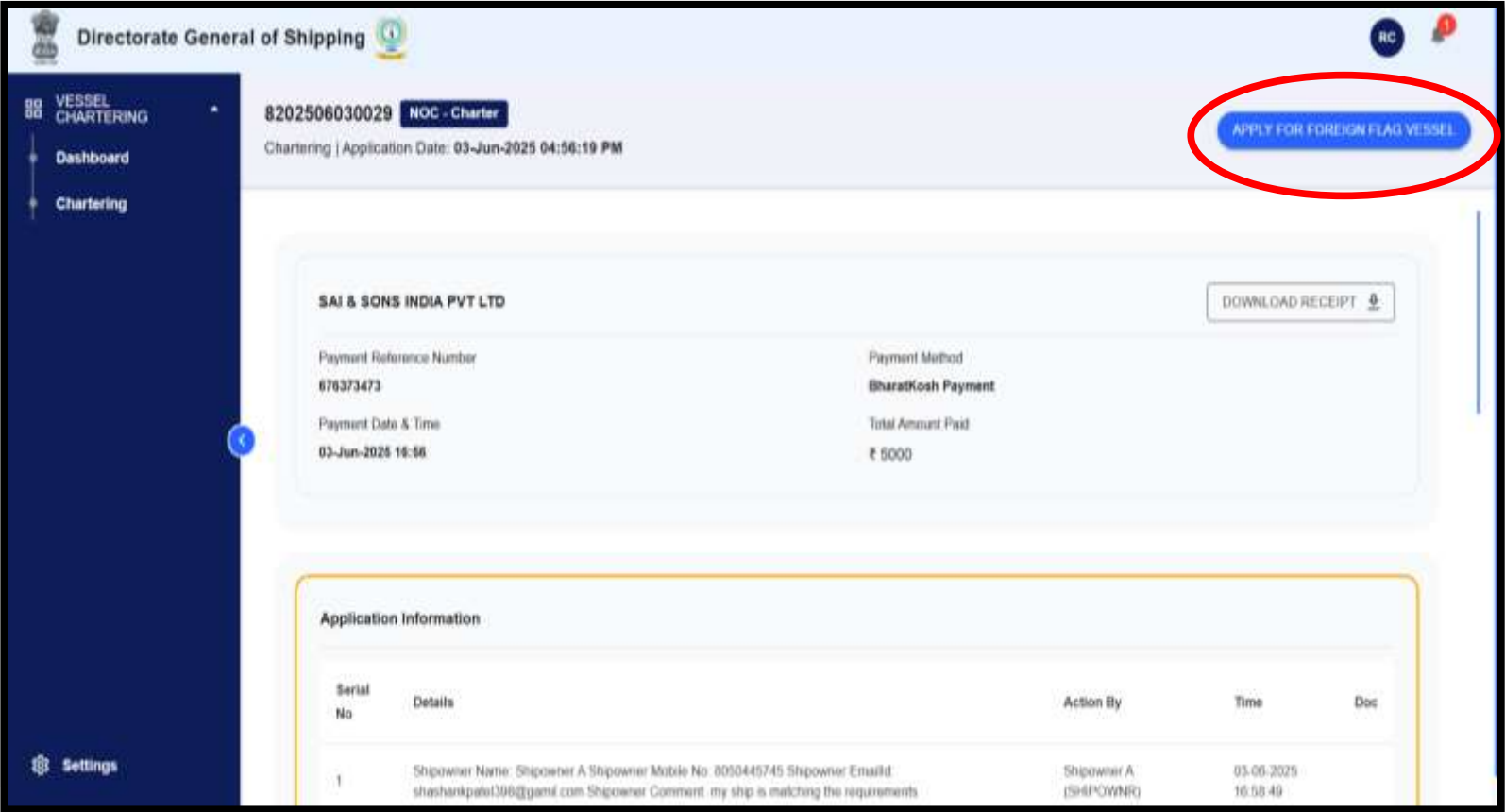
CANCEL SUBMIT

NOC Scenario

If an NOC is issued to charterer, as per process, the charterer/applicant can **APPLY FOR FOREIGN FLAG VESSEL** by clicking on the respective tab.

Note:

- An Auto NOC will be issued to applicant, via portal if no Indian vessels are offered from Ship Owners within **24hrs and 48hrs (Saturdays and Sundays are excluded)** from the time of Application received, w.r.t the charter type selected.
- DGS may issue NOC to the charterer in case of any disputes or rejecting all vessels offered by Indian vessel owners. However, this will be done only after thorough investigation of the concerns raised by both parties.
- **APPLY FOR FOREIGN FLAG VESSEL** tab will be enabled for applicant only after issuance of NOC.



Applying for Foreign Flag Vessel

Filling Form Details

Applicant may apply for foreign flag vessels if having Global Tendering document or NOC issued by DGS.

Note:

- Refer slide no. 6 for applying via Global Tendering and slide no. 17 for applying via NOC.
- If it is via NOC, APPLY FOR FOREIGN FLAG VESSEL tab will be enabled.
- When applying for foreign flag vessels via NOC all the relevant fields, those common in enquiry form will be disabled. However, rest all details, those not mentioned under enquiry, needs to be filled.

The screenshot displays the Directorate General of Shipping (DGS) Vessel Chartering portal. The interface includes a sidebar with 'VESSEL CHARTERING' and 'Chartering' tabs. The main form is titled 'CHARTERING' and contains the following fields:

- Charter Type:** World Wide
- Charter Sub Type:** Time Charter
- Search by IMO Number:** [Search bar]
- SEARCH** button

Below the chartering section is the 'Ship Particulars' section, which includes the following fields:

- IMO Number:** 9373242
- Ship Type:** Chemical tanker
- Name of the Vessel:** MALMO
- Date of Delivery (as in Cargo Ship Safety Construction):** 13-08-2008
- Laycan:** 01-06-2025
- Age of Vessel (in years):** 16.8
- Gross Tonnage (GT):** 13472
- Period of Charter (in Days):** 67
- Dead Weight Tonnage (DWT):** 11423

At the bottom, there are additional fields for 'Select Flag', 'Quantity of Cargo', and 'Units'.

Filling Form Details

Directorate General of Shipping

RC

VESSEL CHARTERING

Dashboard

Chartering

Settings

Ship Particulars

IMO Number *

9973242

Ship Type *

Chemical tanker

Name of the Vessel *

MALMO

Date of Delivery (as in Cargo Ship Safety Construction) *

13-08-2008

Laycan *

01-08-2025

Age of Vessel (in years) *

16.8

Gross Tonnage (GT) *

13472

Period of Charter (in Days) *

67

Dead Weight Tonnage (DWT) *

11423

Select Flag *

Malta

Quantity of Cargo *

10

Units *

MT

Variant *

± 1.89 %

Port of Loading *

Sikka-India

Port of Discharge *

WCI-India

Nature of Cargo *

CHEMICALS

Total Number of Crew (As Per Safe Manning Document) *

200

Total Number of Indian Cadet *

50

Total Number of Indian Crew (Incl. Cadet) *

Indian Crew Percentage

Indian Cadet Percentage

Fill in Ship Particulars.

RC

Port of Loading

Sikka-India

Port of Discharge

WCI-India

Total Number of Crew (As Per Safe Manning Document) *

200

Total Number of Indian Cadet *

50

Indian Crew Percentage

50 %

Indian Cadet Percentage

50 %

Applicant's Remarks

Address Details

Settings

PROCEED

Fill in Address Details and
PROCEED.

Document Uploading

Directorate General of Shipping

Documents

Mandatory Documents

Select Document

SELECT

P & I Club Cover Certificate (Member of IGP&I Club or DGS approved approved Non IG Insurance Companies)

Classification/Class Certificate (Member of IACS)

Cargo Ship Safety Construction Certificate

IMO Crew List duly signed by Master

Charter Party Agreement (CPA) / Fixture Note / MoU

Optional Documents

Select Optional Document

International Ship Security Certificate

+ ADD

UPLOAD

+ ADD

UPLOAD

File Name

Delete

← BACK

→ CONTINUE

All **Mandatory Documents** must be uploaded and Optional Documents/ Additional Documents to be uploaded if essential.

Verify all uploaded documents at the bottom of Documents page and click on **CONTINUE**.

Document Name	File Name	Delete
Certificate of Registry	UploadedDocname_03062025162425.pdf	
P & I Club Cover Certificate (Member of IGP&I Club or DGS approved approved Non IG Insurance Companies)	UploadedDocname_03062025162441.pdf	
Classification/Class Certificate (Member of IACS)	UploadedDocname_03062025162503.pdf	
Cargo Ship Safety Construction Certificate	UploadedDocname_03062025162514.pdf	
IMO Crew List duly signed by Master	UploadedDocname_03062025162525.pdf	
Charter Party Agreement (CPA) / Fixture Note / MoU	UploadedDocname_03062025162530.pdf	

← BACK

→ CONTINUE

Preview and Payment

The screenshot shows the 'Directorate General of Shipping' application form. The left sidebar contains 'VESSEL CHARTERING', 'Dashboard', 'Chartering', and 'Settings'. The main content area has a 'TRANSACTION NO.' field with the value '123456789'. Below this, there are two tabs: 'CHARTERING' and 'DECLARATION'. The 'CHARTERING' tab is active, showing 'Charter Type' as 'Worldwide' and 'Charter Sub Type' as 'Timecharter'. There are three expandable sections: 'Ship Particulars', 'Address Details', and 'Certificate Details'. The 'DECLARATION' tab is also visible, showing a declaration statement and a 'SUBMIT' button.

Preview application, Tick Mark declaration and proceed for **PAYMENT**. Please ensure to make any further changes in application be proceeding for Payment.



Fill in all payment details and **SUBMIT**.

The screenshot shows the 'BharatKosh Payment Details' form. It includes fields for 'Transaction number *' (12345678), 'Fee Paid' (₹ 205500), and 'Date of Transaction *' (03-06-2025). There is an 'ADD FILE' button and an 'UPLOAD RECEIPT' button. Below these, there is a table for 'Uploaded Receipts' with columns for 'File Name', 'Size', and 'Actions'. The table contains one entry: 'dummy.pdf' with a size of '12 KB'. A 'SUBMIT' button is located at the bottom right of the form.

To be Noted

1. At any given point of time, post submission of permission request for foreign flag vessel, DGS may raise queries to the applicant seeking explanation or supporting documents, to which the applicants reply is must.
2. A certificate will be generated post approval of foreign flag vessel which can be downloaded from the portal as shown in next slide.
3. EXTENSION AND AMENDMENT tabs will be enabled for the applicant post receiving license certificate from DGS, in portal as shown in next slide.

Extension & Amendment Tabs with Certificate download option

**Directorate General of Shipping**

VESSEL CHARTERING

Dashboard

Chartering

Settings

12202506030006 **Certificate generated**

Chartering | Application Date: 03-Jun-2025 04:13:23 PM

RC

1

EXTENSION

AMENDMENT

Port Loading
Sikka-India

Port of Discharge
WCI-India

Nature of Cargo
CHEMICALS

Area of Operation
null

Details Of DPA
null


Class
Class C

P&I Club
SKODA

Remarks
null

Conditions
Please follow regulations

Generated Certificate

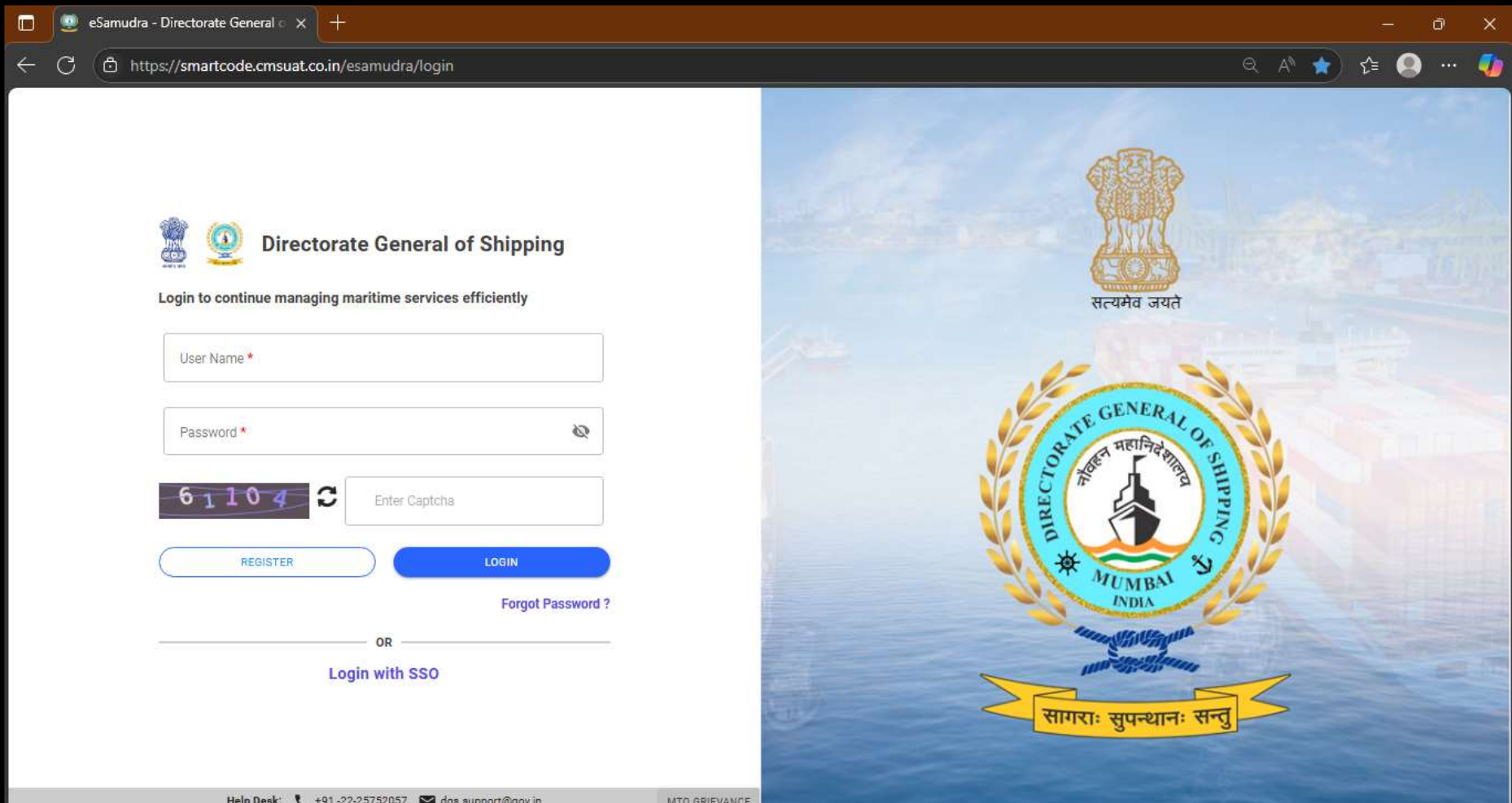
Sr No	Certificate ID	Certificate Name	View Certificate	Download
1	12202506030006	Tender Chartering Certificate		Download

Thank You

Indian Flag Ship Owners – User Manual

Ship owner Login

1. Open <https://esamudra.dgshipping.gov.in/login>
2. Enter “User Name, Password & Captcha” details appropriately.
3. Click “Login”.



The screenshot shows the login interface for the Directorate General of Shipping. The browser address bar indicates the URL <https://smartcode.cmsuat.co.in/esamudra/login>. The page header includes the organization's name and logo. The login form contains the following elements:

- User Name ***: A text input field.
- Password ***: A password input field with a toggle icon.
- Captcha**: A visual captcha showing the numbers 6, 1, 1, 0, 4, followed by a refresh icon and an "Enter Captcha" input field.
- REGISTER**: A button for new users.
- LOGIN**: A button for existing users.
- Forgot Password ?**: A link for password recovery.
- OR**: A separator for alternative login methods.
- Login with SSO**: A link for Single Sign-On authentication.

The right side of the page features a large banner with the Directorate General of Shipping logo, which includes the text "DIRECTORATE GENERAL OF SHIPPING", "मौलिकन महानिदेशालय", "MUMBAI", and "INDIA". Below the logo is a yellow banner with the motto "सागराः सुपन्थानः सन्तु" (Sagaras: Supanathan: Santu).

At the bottom of the page, the footer contains the following information:

- Help Desk**: +91 -22-25752057
- Email**: dgs_support@gov.in
- MTO GRIEVANCE**

Landing Page - Dashboard

After Logging in Landing page will appear showing Dashboard, by default.

Colorful statistical presentation of overall applications' status of applications received for Indian flag vessel enquiry.

Navigation Tray showing "Dashboard" option.

It can be also unseen by clicking on the blue tab with white arrow.

Row allowing filtration of actionable with respect to the applications received from Charterers/Applicants.

This helps ship owners in saving time respond instantly to the applications received.

Directorate General of Shipping

VESSEL ENQUIRY

Dashboard

HelpDesk

Hello, Sandeepan Manna !

Welcome back to your dashboard

13

Total Applications

2

In-Progress

2

Accepted

4

Rejected

5

Proposals

Charter Type

Search by Application No, Reference No

ALL

IN-PROGRESS

ACCEPTED

REJECTED

PROPOSALS

Application No.	Applicant Name	Request Type	Date of Application	Charter Type	Last Activity	AIP	Status	Action
8202508280001	JSW STEEL LTD	Regular Chartering	28-08-2025	COASTALTRADE	3 hours ago	In-Progress	In-Progress	
8202508220052	Shri Chandra Bulk Cargo S...	Regular Chartering	22-08-2025	OFFSHORE	20 hours ago	NOC Given	Accepted	
8202508260023	AMNS	Regular Chartering	26-08-2025	COA	1 day ago	In-Progress	In-Progress	

Dashboard – Continues...

Row showing summary of applications received , below it's tagline.

Action tab enables Ship Owners to take any further action with respective to the specific application number, by clicking on it.

Directorate General of Shipping

VESSEL ENQUIRY

Dashboard

Charter Type

Search by Application No, Reference No

ALL IN-PROGRESS ACCEPTED REJECTED PROPOSALS

Application No.	Applicant Name	Request Type	Date of Application	Charter Type	Last Activity	AIP	Status	Action
8202508280001	JSW STEEL LTD	Regular Chartering	28-08-2025	COASTALTRADE	3 hours ago	In-Progress	In-Progress	
8202508220052	Shri Chandra Bulk Cargo S...	Regular Chartering	22-08-2025	OFFSHORE	20 hours ago	NOC Given	Accepted	
8202508260023	AMNS	Regular Chartering	26-08-2025	COA	1 day ago	In-Progress	In-Progress	
8202508220132	UNDERWATER SERVICES ...	Regular Chartering	22-08-2025	OFFSHORE	2 days ago	Rejected	Rejected	
8202508220106	AABB PVT LTD	Regular Chartering	22-08-2025	COASTALTRADE	3 days ago	In-Progress	Proposals	
8202508220105	ABC BULK CARRIER	Regular Chartering	22-08-2025	COASTALTRADE	3 days ago	In-Progress	Proposals	
8202508220053	Kodee Shipping & Logistic...	Regular Chartering	22-08-2025	OFFSHORE	3 days ago	Rejected	Rejected	

HelpDesk

Preview and Action

Directorate General of Shipping

VESSEL ENQUIRY

8202506030033 In-Progress - Ship Owner

Chartering | Application Date: 03-Jun-2025 09:39:14 PM

IMPORT | BULK CARRIER

Nature of Cargo: Coal

Quantity of the Cargo: 5600 KBBLS (± 23.67 %)

LOADING PORTS

Country: And Islands

Port Name: Port1

DISCHARGE PORTS

Country: Andorra

Port Name: Port2

LAYCAN

Start Date: 04-06-2025

Number Of Days: 34

Remarks: Remarks 1

Settings

Ship owners can **preview the application** and proceed towards further action of offering their Ship by clicking on **Take Action** tab.

After clicking on **Take Action** ship owner to select/fill all necessary details and **submit** as a token of **acceptance**. This activity must be performed **within 24hrs and 48hrs w.r.t type of chartering respectively** from the time of receiving the application. This timeline excludes Saturday and Sunday considering it as week off.

8202508280006

Regular Chartering | Application Date: 28-Aug-2025

Status: - Select -

Ship Owner Acceptance

ADD VESSEL DETAILS

Documents to Upload

Drag and drop files here or click (.pdf | Size 5 MB)

APPLICANT DETAILS

Applicant Name: JSW STEEL LTD

Email: wfu@jswsteel.com

Country: India

State: Maharashtra

Land/Street: Kumbha Street

Pin Code: 400021

COASTAL TRADE | BULK CARRIER

Nature of Cargo: COAL

LOADING PORTS

Country: India

Port Name: PARADIP

HelpDesk

CANCEL **SUBMIT**

Preview and Action

Ship Owners may prefer filling their **vessel details**, if they are sure on the kind of vessel that is available, and save before submitting the proposal.


The screenshot displays the Directorate General of Shipping portal. The main header shows the application ID 8202508280006 and the application date 28-Aug-2025. The status is 'Ship Owner Acceptance'. A modal form titled 'My Vessel Details' is open, containing the following fields:

- IMO Number *
- Ship Type *
- Name of Vessel *
- Date Of Delivery * (DD/MM/YYYY)
- Gross Tonnage *
- Flag * (India)

Below the fields is a 'DECLARATION' section with a checkbox and the text: 'I have carefully reviewed the preview of the Charterer's application for the vessel requirement and would like to offer my vessel as per the details provided above.' At the bottom right of the modal are 'CANCEL' and 'SAVE' buttons. The background interface includes a sidebar with 'VESSEL ENQUIRY' and 'Dashboard', and a main content area with 'Application - 8202508280006' and 'Reference - 8202508280006'.

Shipowner Feedback

Shipowners have the provision of sharing their **feedback** to DGS in case of any issues post proposal.



Directorate General of Shipping

VESEL ENQUIRY

Dashboard

Application - 8202508220052

Reference - 8202508220068 | 22-Aug-2025 08:45:00 pm

Application Information

FEEDBACK

Details	Action By	Time	Documents
Shipowner Name: Sandeepan Manna Shipowner Mobile No: 9967083956 Shipowner EmailId: LtMannat2019@gmail.com Shipowner Comment: Interested	DGS Office	25/08/2025 11:44:44	
Yes Sir, we would take your vessel.	DGS Office	25/08/2025 14:42:32	

INDIAN FLAG VESSEL ENQUIRY DETAILS

Charter Type

OFFSHORE

Vessel Type

ANCHORHANDLINGTUGSUPPLYVESSEL

APPLICANT DETAILS

Applicant Name

Shri Chandra Bulk Cargo Services Pvt. Ltd.

Email

info@shrichandrabulk.com

Phone

+91 9324294544

Country

State

Village/Town/City

HelpDesk

To be Noted

1. In case of no response from Indian flag ship owners within 24hrs and 48hrs w.r.t type of chartering (excluding Weekends i.e., Saturday & Sunday) from the time of application generated, NOC will be generated automatically for the Charterer.
2. Negotiations between Ship Owner and Charterer will be offline, once the ship owner offers the Vessel.
3. Ship Owner can submit a feedback to DGS in case of any disputes from Charterer.

Thank You