



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

File No.: 23-54012/1/2025-CREW - DGS (C. No. 34454)

Date: 11.12.2025

Circular 56 of 2025

Subject: Introduction of Revised Form-1 (RPSL- for Indian seafares working on foreign flag vessels), Form-1A (RPSL/Indian ship owner - for Indian seafares working on Indian flag vessels) and Form-1B (Non-RPSL - for Non-Seafarer Categories) for Uniform Verification at Immigration Check-Posts – reg.

This Directorate has received numerous representations from Indian shipowners, RPSL companies, and seafarers regarding repeated difficulties faced at Indian airports, wherein airline staff and immigration authorities are insisting on the production of Form-I, irrespective of the category of personnel or the nature of their engagement.

2. Several cases have been reported in recent times where Indian seafarers travelling to join vessels abroad were denied boarding or subjected to delays, despite possessing valid visas, OKTB, Guarantee Letters, DG Shipping e-Migrate records, CDC, and other mandatory documents. Documented instances include denial of boarding at Varanasi Airport, Mumbai Airport, Delhi Airport, and other locations, as reflected in various stakeholder communications.

3. *Merchant Shipping Notice 05 of 2020 has already classified seafarers, supernumeraries, and non-seafarer categories, and has clarified that many of these categories are not required to be processed through the e-Migrate system or issued Form-I. Despite this, airlines and immigration counters continue to insist on Form-I from all travelling personnel, resulting in avoidable hardship to Indian seafarers.*

4. It has further been brought to notice that the existing Form-I format is editable and therefore vulnerable to forgery or misuse by unscrupulous agents, creating a potential risk of criminalization of innocent Indian seafarers.

5. To eliminate ambiguity, ensure uniformity, and prevent fraudulent alterations, it has been decided to introduce two new standardized forms, each incorporating enhanced security features, as detailed below:

- a. **Form-1** – For all Indian seafarers recruited through RPSL Companies for foreign flag vessels.
- b. **Form 1A** - For all Indian seafarers recruited through RPSL companies or Indian shipowners for Indian Ships.
- c. **Form-1B** – For non-seafarer categories, including supernumeraries, technicians, auditors, surveyors, OEM personnel, hotel crew on cruise ships, and other personnel exempted under MSN 05 of 2020.

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6. These revised forms shall incorporate the following enhanced security features, including non-editable PDF format, embedded DGS logo watermark, Emigrate Reference Number watermark, and a unique auto-generated serial number. These measures will effectively prevent manipulation or alteration of the forms and will ensure their uniform acceptance by airlines and immigration authorities, thereby avoiding any further harassment or hardship to Indian seafarers travelling abroad for joining vessels.

7. Accordingly, it is requested that all RPSL companies, Indian shipowners, and authorized manning agencies shall generate and download the following:

- a. **Form-1** – For all Indian seafarers recruited through RPSL Companies for foreign flag vessels.
- b. **Form-1A** for every Indian seafarer proceeding abroad for joining Indian-flagged vessels either through Indian Shipping Companies or RPSL companies.
- c. **Form-1B** for all non-seafarer personnel travelling abroad for shipboard assignments covered under MSN 05 of 2020.

These forms shall replace the earlier Form-I for all practical purposes. No other DG Shipping form or editable template shall be used henceforth for the above categories.

The detailed procedure for downloading Form -1/Form-1A/Form-1B from DGS E-Gov module for RPSL / Non-RPSL/Indian companies is enclosed as **Annexure - I**.

8. All Airlines, ground-handling agents and Immigration Check-Post authorities (FRRO/BoI) shall accept Form-1, Form-1A and Form-1B as valid documentary evidence for seafarers and non-seafarers, as applicable, without requiring further verification of individual documents except in certain suspicious cases. **Furthermore, the Emigrate Application Reference Number (ARN) mentioned in Form-1, Form-1A and Form-1B is integrated with the seafarer's passport number by the Protector General of Emigrants (PGE, MEA),** thereby preventing misuse of these forms by unscrupulous agents for verification of airlines/immigration authorities.

Also, the Emigrate ARN can be verified by the seafarers / RPSL / Shipping companies online for genuineness prior sending seafarers to Airport / Seaport. The procedure is enclosed as **Annexure – II** for information.

9. Accordingly, all RPSL/Non-RPSL companies, Shipping Companies shall:

- a. Ensure correct issuance of Form -1/Form-1A/Form-1B to all seafarers prior sending to Airport.
- b. Upload the forms details where required in the DGS E-Gov module for generating Emigrate application reference (ARN) number.
- c. Provide clear travel documents to crew prior to departure.

10. Further, under Section 56(3) of the Merchant Shipping Act, 2025, seafarers are deemed to be “key workers” for the purposes of facilitating their safe and unhindered movement during embarkation or disembarkation from a vessel, shore leave, and when required, for shore-based medical treatment. In view of the foregoing, all Airlines, ground-handling staff of Airports and Airlines, and Immigration Authorities are requested to ensure uniform adherence to this revised procedure and to refrain from insisting on the old Form-I, so as to facilitate the smooth and efficient movement of Indian seafarers.

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11. Any instance of denial of boarding or harassment due to non-availability of old Form-I may be reported to DG Shipping immediately with full details at the following communication channels operating 24 x 7 hours for Indian seafarers.

Email – support.dgs@gov.in and crews-dgs@gov.in

Phone/ WhatsApp +91 - 9004048406 / +91 86575 49760

a. This circular will come into force with immediate effect.

This issues with the approval of the Director General of Shipping & Additional Secretary to the Government of India.


(Capt. PC Meena)

Deputy Director General of Shipping (Crew)

Annexure – I

Instructions to take the printout of Form-1, Form-1A, and Form-1B **Form-1| Details Submitted by RPSL Agency|**

- Step 1: Go to the Directorate General of Shipping website.
- Step 2: Click the sub-menu “e-Governance” under the “I.T AND E-GOVERNANCE” menu.
- Step 3: Log in with the User ID and Password provided by DGS.
- Step 4: Navigate to Seafarer → Recruitment and Placement Services.
- Step 5: Go to Foreign Ship Engagement → Sign-On/Sign-Off.
- Step 6: Enter the INDoS number and click the “Continue” button.
- Step 7: The system will populate the list of Form-1 details submitted. Click the ‘View’ link under the ‘View Details’ column to take the printout of Form-1.

Form-1A | Article of Agreement Submitted by RPSL Agency / Shipping Company|

For RPSL Agency

- Step 1: Go to the Directorate General of Shipping website.
- Step 2: Click the sub-menu “e-Governance” under the “I.T AND E-GOVERNANCE” menu.
- Step 3: Log in with the User ID and Password provided by DGS.
- Step 4: Navigate to Seafarer → Recruitment and Placement Services.
- Step 5: Go to Others → View Application.
- Step 6: Select ‘Articles of Agreement’ as the Application Type from the dropdown and click the button ‘View’, system will populate the list of application(s) submitted.
- Step 7: Click the ‘Acknowledgement’ link under the column ‘Application’ to take the printout of Form-1A.

For Shipping Company

- Step 1: Go to the Directorate General of Shipping website.
- Step 2: Click the sub-menu “e-Governance” under the “I.T AND E-GOVERNANCE” menu.
- Step 3: Log in with the User ID and Password provided by DGS.
- Step 4: Navigate to Seafarer → SMO-Other Activities.
- Step 5: Go to Others → View Application Status.
- Step 6: Select ‘Articles of Agreement’ as the Application Type from the dropdown and click the button ‘View’, system will populate the list of application(s) submitted.
- Step 7: Click the ‘Acknowledgement’ link under the column ‘Application’ to take the printout of Form-1A.

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**Form-1B | Tech eMigrate Details Submitted by NON RPSL Agency /
Shipping Company|**

For non-RPSL Agency

- Step 1: Go to the Directorate General of Shipping website.
- Step 2: Click the sub-menu “e-Governance” under the “I.T AND E-GOVERNANCE” menu.
- Step 3: Log in with the User ID and Password provided by DGS.
- Step 4: Navigate to Seafarer → Recruitment and Placement Services.
- Step 5: Go to eMigrate for Repair Technician → Data Submit for eMigrate.
- Step 6: Enter the Passport Number and click “Continue”, the system will populate the list of details submitted.
- Step 7: Click the ‘View’ link under the ‘View Details’ column to take the printout of Form-1B.

For Shipping Company

- Step 1: Go to the Directorate General of Shipping website.
- Step 2: Click the sub-menu “e-Governance” under the “I.T AND E-GOVERNANCE” menu.
- Step 3: Log in with the User ID and Password provided by DGS.
- Step 4: Navigate to Seafarer → SMO-Other Activities.
- Step 5: Go to eMigrate for Repair Technician → Data Submit for eMigrate.
- Step 6: Enter the Passport Number and click “Continue”, the system will populate the list of details submitted.
- Step 7: Click the ‘View’ link under the ‘View Details’ column to take the printout of Form-1B.

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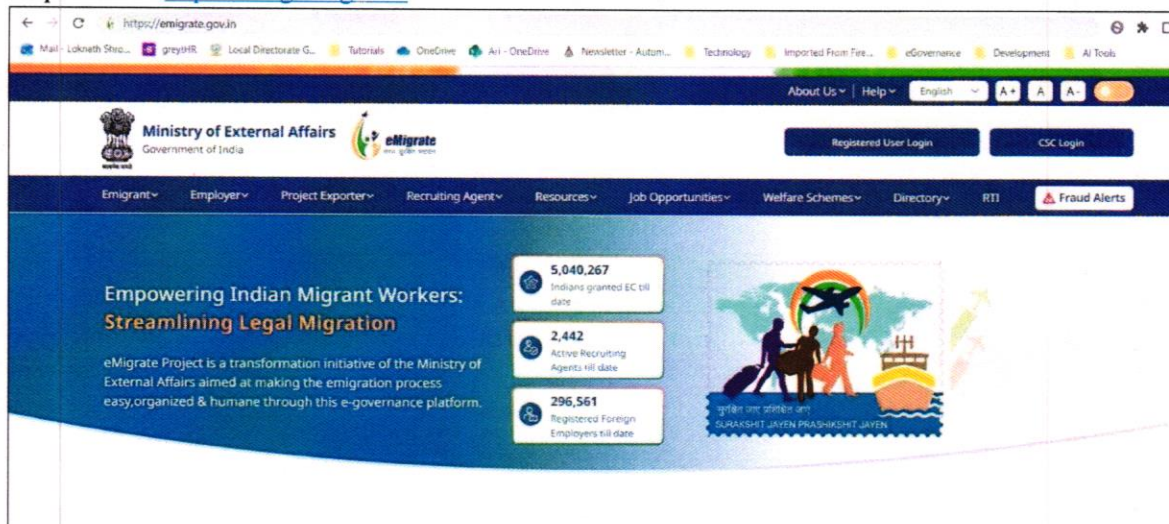
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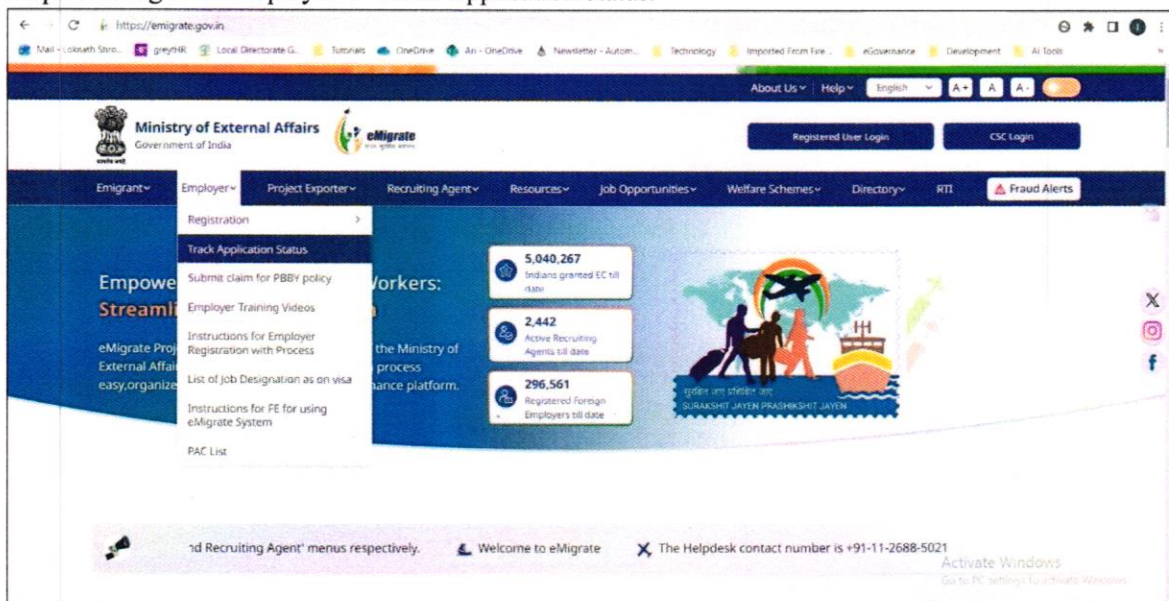
Annexure – II

Instructions to check the status of the Application Reference Number (eMigrate Reference Number)

Step 1: Go to <https://emigrate.gov.in>



Step 2: Navigate to Employer -> Track Application Status.



Step 3: Enter Application Reference Number (eMigrate Reference Number), Captcha and click the button 'Validate' to check the status.

Ministry of External Affairs
Government of India

emigrate

Registered User Login CSC Login

Emigrantv Employer Project Exporter Recruiting Agency Resources Job Opportunities Welfare Schemes Directory RTI Fraud Alerts

Track Application Status

Fields marked with * are mandatory. To avoid mistakes, please refer guidelines & instructions.

Track Status

Application Reference Number

Application Reference Number

Captcha

C Enter Captcha

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Copy to;

1. **The Director (Policy)**, Overseas Employment & Protector General of Emigrants, (PGE) Division, Ministry of External Affairs (MEA), Sushma Swaraj Bhawan, Chanakyapuri, New Delhi – 110021, **Email:** usoe2@mea.gov.in; sooe1a@mea.gov.in
2. **Ministry of Home Affairs (MHA)**, (Foreigners-I Division/Immigration Section) Government of India, Room No. 18, 2nd Floor, MDCNS, New Delhi -110001
Email: dirf-mha@nic.in, support.isd-mha@nic.in
3. **The Secretary to the Govt. of India**, Ministry of Ports, Shipping and Waterways, Transport Bhawan, 01, Parliament Street, **New Delhi- 110001** **Email:** usma-psw@gov.in; soma2-ship@gov.in
4. **Bureau of Immigration Headquarters**, East Block VIII, Sector 1, R K Puram, New Delhi-66 **Email:** comm.boi-mha@nic.in; support-boi@mha.gov.in
5. **Directorate General of Civil Aviation (DGCA)**, Opposite Safdarjung Airport, Aurobindo Marg, New Delhi – 110003 **Email:** dgoffice.dgca@nic.in
6. **Airports Authority of India (AAI)**, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi – 110003 **Email ID (Chairman):** chairman@aai.aero

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