

**A FRAMEWORK OF TRANSPARENCY AUDIT**  
**DIRECTORATE GENERAL OF SHIPPING**  
**<https://dgshipping.gov.in/>**  
**Organisation and Functions**

Date last updated (20.05.2025)

1.6	<b>Categories of documents held by the authority under its control [section 4(1)(b)(vi)]</b>	<p><b>(i) Categories of documents and</b></p> <p>The following documents are categorized as confidential documents: -</p> <ol style="list-style-type: none"><li>1. Annual Confidential Reports of the officers and staff.</li><li>2. All records maintained by the Vigilance Branch.</li><li>3. All files and records pertaining to court cases.</li><li>4. All internal file notings.</li><li>5. Records pertaining to Departmental Promotion/Selection Committees.</li><li>6. All records pertaining to Examinations on Nautical and Engineering disciplines.</li><li>7. All records pertaining to shipping casualty investigations till finalization and publication.</li><li>8. Access to the Preliminary Inquiry Reports on shipping casualty is limited to the relatives of the affected seafarer.</li><li>9. Inspection Reports under Port State Control and Flag State Implementation.</li><li>10. Plans and Booklets of various ships and equipments.</li><li>11. Certificates of ships and equipments.</li><li>12. Security Plans of ships and ports.</li></ol> <p><b>(ii) Custodian of documents/categories</b></p> <p>Custodians of documents/categories are Branch Officers i.e. Assistant Director General of Shipping /Assistant Hydrographic Surveyor of respective branches of this Directorate. <a href="https://www.dgshipping.gov.in/Content/AdministrativeWing.aspx">https://www.dgshipping.gov.in/Content/AdministrativeWing.aspx</a></p>
-----	--	---