

MERCANTILE MARINE DEPARTMENT, MUMBAI

MONTHLY NOTICE – NOVEMBER, 2022

SCHEDULE FOR ASSESSMENT & ORAL BOOKING FOR DECEMBER, 2022

**NAUTICAL EXAMINATION RELATED NOTICE OF MMD, MUMBAI WILL BE
HENCE FORTH POSTED ONLY ON THE DGS, MUMBAI WEBSITE. THE LINK OF
WEBSITE IS (<http://dgshipping.gov.in>)**

Sr. No	Programme	Due Date (submitting using link)
1	Signal Visuals (for) NOVEMBER-2022. <ul style="list-style-type: none">▪ DGS (NT/Exam) Circular 13 of 2022 dated: 16/06/2022▪ Eligible candidates may fill the required details as mentioned in the link by 30/11/2022. The eligible candidates are also required to bring the payment receipt of Rs. 1000/- for Signal Examination paid through BharatKosh Portal on the day of the examination.▪ All candidates are required to fill up the form using the following link https://forms.gle/1YLPcJykWH25dkyZ8.▪ The candidate need visit the department and for the process.	Examination date 30/11/2022 @ 1000 am (Wednesday)
2	Fresher – NWKO (NCV) Assessment for Course eligibility (For all candidates including Indian Naval Personnel) – Kindly refer Form 29 the same to be filled up and to be submitted along with the documents as per the checklist.) The candidate report to the exam centre (Nav Bhavan) with all original documents for assessment.	01/11/2022 (Tuesday)
3	Fresher – Mate (NCV) Assessment for Course eligibility. (For all candidates including Indian Naval Personnel) Mate (NCV) – Kindly refer attached Form 29, the same to be filled up and to be submitted along with the documents as per the checklist.) The candidate report to the exam centre (Nav Bhavan) with all original documents for assessment.	02/11/2022 (Wednesday)
4	Fresher – Master (NCV) Assessment for Course eligibility. (For all candidates including Indian Naval Personnel) Master (NCV) - Kindly refers attached Form 29, the same to be filled up and to be submitted along with the documents as per the checklist.) The candidate report to the exam centre (Nav Bhavan) with all original documents for assessment.	03/11/2022 (Thursday)

5	Fresher – Second Mate (FG) Assessment for Course eligibility (Rating Background Candidates Only). The candidate to report to the exam centre (Nav Bhavan) with all original documents for assessment.	07/11/2022 (Monday)
6	Fresher – B.Sc (NS) Candidates, Second Mate (FG) Written & Oral Assessment <ul style="list-style-type: none"> All candidates are required to fill up the form using the following link https://forms.gle/1YLPcJykWH25dkyZ8. The candidate to report to the exam centre (Nav Bhavan) with all original documents for assessment. <p>Note: Applicable only for those candidates who have not completed their assessment for orals earlier. Those who have completed assessment need not resubmit..</p>	09/11/2022 (Wednesday)
7	Fresher – Second Mate (FG) Written Assessment (Rating Background candidates Only) <ul style="list-style-type: none"> The candidate to report to the exam centre (Nav Bhavan) with all original documents for assessment. All candidates are required to fill up the form using the following link https://forms.gle/1YLPcJykWH25dkyZ8. 	10/11/2022 (Thursday)
8	Fresher – ASM- Orals Assessment & Booking <ul style="list-style-type: none"> <u>Documents to be sent by courier</u> on or before mentioned date with following documents 1. Self application, 2. Written result, 3. SMS Course, 4. Online fees receipt 	14/11/2022 (Monday)
9	Fresher – MATE (NCV)- Orals Assessment & Booking <ul style="list-style-type: none"> <u>Documents to be sent by courier</u> on or before mentioned date with following documents Self application, 2. Written result, 3. Modular courses, 4. Payment of Bharatkosh receipt (Rs, 3000/- Assessment & Rs. 6000/- Booking) 	15/11/2022 (Tuesday)

10	Fresher – NWKO (NCV)- Orals Assessment & Booking <ul style="list-style-type: none"> • <u>Documents to be sent by courier</u> on or before mentioned date with following documents • Self application, 2. Written result, 3. Modular course, 4. Payment of Bharatkosh receipt (Rs. 3000/- Assessment & Rs. 1500/- Booking) 	16/11/2022 (Wednesday)
11	Repeater – NWKO (NCV) & MATE (NCV) Oral Booking <ul style="list-style-type: none"> • <u>Documents to be sent by courier</u> on or before mentioned date with following documents. • 1. Self application, 2. EXN result sheet copy, 2. Payments receipt of bharatkosh. 	17/11/2022 (Thursday) to 18/11/2022 (Friday)
12	Fresher – ASM (FG) Chief Mate (FG) & Second Mate (FG) Written/Oral Assessment Only <ul style="list-style-type: none"> • For <u>Written Assessment</u> - The form 29 & and supporting documents should be verified & certified with stamp on each page by the MTI from where the candidate has completed the function course, <u>documents send by courier or MTI</u> on or before mentioned dates. • For <u>Oral Assessment</u> - <u>documents send by courier or MTI</u> on or before mentioned dates • It is also required that these documents are directly submitted by the MTI to this office. • The department will not accept any direct submission by the candidate. • Candidates should book for the entire written subjects in their first attempt. If booking is made for only selected few subjects then the booking will be rejected. • All candidates are required to fill up the form using the following link https://forms.gle/1YLPcJykWH25dkyZ8. <p>The candidate need not visit the department and the process is fully online.</p>	21/22/2022 (Monday) to 22/11/2022 (Tuesday)
13	Repeaters/Freshers – Orals Booking for Master (FG), Master (NCV), Chief Mate Second Mate (FG) <u>is to be done online directly by the candidate.</u> <p>Note:</p> <ol style="list-style-type: none"> 1) Candidates are required to monitor DGS Site for the booking dates. 2) Candidates who have got “star” in their previous results should not book for written/oral exam without completing the function course again. As per DGS N. T. Wing /Exam Circular No. 1 of 2012 dated 14/11/2012 such candidates are required to attend the full function course again before he is permitted to re-appear for the examination. And should forward the soft copy of repeated function course to MMD. 	As and when the booking window is opened

14	Repeaters/Freshers – Oral booking for Chief Mate (NCV) & NWKO (NCV). Note: <ol style="list-style-type: none"> 1) Candidates are required to monitor DGS Site for the booking dates. 2) Candidates who have got “star” in their previous results should not book for written/oral exam without completing the function course again. As per DGS N. T. Wing /Exam Circular No. 1 of 2012 dated 14/11/2012 such candidates are required to attend the full function course again before he is permitted to re-appear for the examination. And should forward the soft copy of repeated function course to MMD. 	Documents sent by courier or Email:- (examn.mum-mmd@gov.in)
15	All pending cases from 01/11/2022 to 22/11/2022	23/11/2022

Important notes:

- 1) All the candidates are required to carry Admit Card, CDC, Passport & CoC during the written, oral and signal examination for identification.
- 2) Candidates may report at indicated date and time indicated in the email sent by the MMD.
- 3) Only one request can be submitted per month. All candidates are advised to therefore be careful and select your papers (written / oral) accordingly
- 4) Candidates who have done their seat booking for Oral examination and not received any system generated email with the examination schedule or the hall ticket with date of oral examination, may send an email to this department to examn.mum-mmd@gov.in only on 30th of the month.
- 5) Kindly check the restrictions imposed by the local authorities or any other administrations, prior starting from your home, and comply in full. Comply with all covid-19 sops and guidelines presently in force, as issued by different/all governing bodies, as applicable in your case or as in general.
- 6) It is requested to bring your own sanitizer, napkins and wear hand gloves, face cover (**face shield and double mask**) in order to have appropriate protection as per Covid 19 protocol.
- 7) The candidate needs to report 15 minutes before the specified time.
- 8) The covid-19 restrictions on crowding imposed by local administration are to be strictly adhered to, and proper social distancing (> 6 feet) to be maintained at all times, else you may be sent out of the building premises for non-compliance of covid 19 protocol.
- 9) All candidates must strictly adhere to any quarantine requirements, as and when imposed.
- 10) Arogya setu app must be installed by the candidate and in use when you report at MMD desk.

BOOKING PROCEDURE

The **Oral Booking for NCV grade examination Repeaters (Freshers not application) & Oral Assessment for FG Grade candidates (Freshers Only)** for the month of August-2021 may be done by sending self-attested hard copies (courier / speed post) of the documents indicated in the relevant section on or before **date indicated in page 1** to the following address.

Address: Nautical Branch,
Mercantile Marine Department.
1st Floor, Nav Bhavan Building,
R.K. Kamani Road,
Ballard Estate, Fort,
Mumbai - 400001

A. ORAL EXAMINATIONS NCV GRADE (REPEATERS ONLY)

A) NWKO (NCV) – Booking for Repeater candidates only.

1) Written application letter from the candidate mentioning the functions which he wants to appear

(for eg. Function I, Function II, Function III)

2) Fees Receipt in Bharat kosh portal. (per function Rs. 500/-)

3) Copy of EXN-45.

B) MATE (NCV) – Booking for Repeater candidates only.

1) Written application letter from the candidate mentioning the functions which he wants to appear

(for eg. Function I, Function II, Function III)

2) Fees Receipt in Bharat kosh portal. (per function Rs. 2000/-)

3) Copy of EXN-45.

C) **ASM (NCV) – Online seat booking E-governance portal.**

B. ORAL ASSESSMENT FG GRADE (FRESHERS ONLY)

1. Second Mate (FG) Oral Assessment

1. Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Second Mate (FG) Written Assessment as well as Month & Year of First attempt of Written Examination.
2. Self attested hard copies of the following valid certificates to be enclosed
 - 2.1 Radar Observer and ARPA Simulator (ROC-ARPA) course.
 - 2.2 Proficiency in survival craft rescue boats courses (PSC-RB) course.
 - 2.3 Advanced fire Fighting (AFF) course.
 - 2.4 Medical First Aid (MFA) course.
 - 2.5 Electronic chart Display and Information Systems (ECDIS) course.
 - 2.6 Designated Security Duties (STSDSD) or Ship Security Officer (SSO) course.
 - 2.7 Copy of Valid Medical Fitness certificate (Annex IV & V)
 - 2.8 Form 29 with above mentioned courses updated in column 'G'.

2) Chief Mate (FG) Oral Assessment

- 1) Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Chief Mate (FG) Phase-II Written Assessment as well as Month & Year of First attempt of Phase-II Written Examination.
- 2) Self attested hard copies of the following valid certificates to be enclosed.
 - 2.1 Radar & Navigation Simulator (RANSCO) Course.
 - 2.2 Medicare course.
 - 2.3 Electronic chart Display and Information Systems (ECDIES) course.
 - 2.4 Ship Security Officer (SSO) course.
 - 2.5 Copy of Valid Medical Fitness certificate (Annex IV & V)
 - 2.6 Form 29 with above mentioned courses updated in column 'G'.

3) ASM (FG) Oral Assessment

- 1) Written application letter is to be submitted by the candidate for Oral examination Assessment. Additionally, candidate should mention the Month & Year in which they had submitted their file for Master (FG) Written Assessment as well as Month & Year of First attempt Written Examination.
- 2) Self attested hard copies of the following valid certificates to be enclosed.
 - 2.1 Ship Manoeuvring Simulator (SMS) course copy.
 - 2.2 Electronic chart Display and Information Systems (ECDIS) course.

- 2.3 Ship Security Officer (SSO) course.
- 2.4 Copy of Valid Medical Fitness certificate (Annex IV & V)
- 2.5 Form 29 with above mentioned courses updated in column 'G'.

The candidates is therefore requested to not visit this department in person for booking, unless specifically intimated by the MMD.

NOTES:

- 1) The candidate needs to produce the original certificates on the day of the examination.
- 2) All the modular courses and medical fitness certificate needs to be updated in the Master Checker & Seafarer's profile of the candidate.
- 3) Any documents received after the due date will not be considered for seat booking / assessment.
- 4) The candidates may receive email from MMD with regards to any deficiency or acceptance of the booking / assessment request, as applicable.