

TRAINING CIRCULAR 21 OF 2003

File No: 11-TR(18)/2003

Dated: December 19,2003

Subject: Training & Assessment Record Book (TAR Book)

In accordance with para 1.1 to 1.5 of Section M-III/9 of Meta Manual Vol.I, every candidate, at the beginning of his training, is provided with an approved Training & Assessment Record Book [TAR Book] incorporating the candidate's pre-sea training records, duly assessed by the trainers/assessors of the training centre. Another approved TAR Book is obtained by the candidate for covering the qualifying sea-going service in the rank of Assistant Engineer Officer to attain the operational level, which is duly endorsed by the Chief Engineer Officer/Second Engineer Officer on ships. However, completion of this TAR books will not by itself constitute official assessment of competence unless duly examined by examiner of engineers.

All the maritime trainig institutes and all the shipping companies are requested to submit the progress report [TAR Book] directly to the respective Examination/Assessment Centers at Mercantile Marine Departments, Mumbai/Kolkata/Chennai. The procedure of sending the TAR Book to D.G. Shipping may be discontinued with immediate effect.