

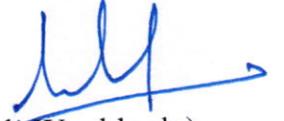
DIRECTORATE GENERAL OF SHIPPING, MINISTRY OF SHIPPING, GOVT. OF INDIA, MUMBAI		
	TRAINING BRANCH	Ref : QMS 7.0 IS / ISO Clause No. 7.1
	Sub : Issuance of digitally signed certificates for successfully completing maritime courses conducted by Maritime Training Institutes	File No. 21-22011/1/2020-O/o Trg - DGS
Approved by : Director General of Shipping, GoI	DGS Circular No. : 21 of 2020	Dated 27.05.2020

1. Whereas the Directorate has taken number of initiatives to implement e-governance in the functioning of the Directorate for ease of business and for providing timely services to the Indian maritime industry.
2. Whereas the Directorate has implemented e-governance system in maritime education and training through various modules in the e-governance platform of the Directorate.
3. Whereas the Directorate has been successfully issuing digitally signed certificate of Proficiency (COP) for six types of certificates till now.
4. Whereas the Directorate is keen to further modernize the e-governance system and endeavoring to keep pace with the technological developments in the world maritime industry.
5. Whereas the Digital Signature Certificate (DSC) is a secure digital key issued by a Certifying Authority (CA) for the purpose of validating and certifying the identity of an individual or organization.
6. Whereas the DSC helps in ensuring authenticity of the certificate issued.
7. The Directorate has decided that all the Maritime Training Institutes shall issue digitally signed maritime course certificates to the candidates who are



successfully completing the maritime course in their institute. In this regard, the following points please be noted.

- 7.1. All the certificates issued by the MTIs to the candidates shall be digitally signed by the Course In-charge and the Principal.
- 7.2. The Digitally Signed Certificates (DSC) passwords shall be issued to the designated Course In-charge and the Principal to ensure that they sign certificates of only the eligible and successful candidates.
- 7.3. Records of DSC issued to Course In-charge and the Principal shall be maintained for a period of at least five years.
- 7.4. Once the digital signature is appended, print-outs of the digitally signed certificates may be taken. The candidate shall physically sign the certificate. The Course In-charge and the Principal shall physically counter sign the certificates. After the three signatures, the certificate may be issued to the candidates.
8. This Training Circular enters in to force on 01 / 08 / 2020. Certificates issued by MTIs which are not digitally signed after 01 / 08 / 2020 shall not be recognized.
9. This issues with the approval of the Director General of Shipping, Government of India.



(Ashish Wankhede)
Dept. Director General of Shipping

To

1. All Maritime Training Institutes. 2. Principal Officers, MMD, Mumbai/Chennai/ Kolkata/ Kochi/ Kandla 3. Shipping Masters, Mumbai/ Kolkata/Chennai 4. INDOS Cell. DGS, GOI, Nau Bhavan Building. Mumbai- 400 038. 5. Nautical Branch, DGS, GOI 6.Engineering Branch, DGS. GOI 7. Training Branch 8. Hindi Cell 10. Computer Cell, DGS, GOI with a request to upload. 12. Guard File. 13. Sr. pS ro DG(S) for information. 14. Sr. PS to Addl. DG(S) for information.

