

# MARITIME TRAINING TRUST

Registered under The Mumbai Public Trust Act, 1950 vide Registration E-22361(M)

Directorate General of Shipping, (Ministry of Shipping, Govt. of India)

9th Floor, BETA Building, I-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042.

Tel : 022-25752049 E-mail : ttc-dgs@nic.in / maritimetrainingtrust@yahoo.in

Web :- www.dgshipping.gov.in



Date – 14.12.2022

To,  
All DGS Approved Pre-sea Maritime Training Institutes (MTIs)

Sub: Financial support to be given by Maritime Training Trust (MTT) to all Indian Woman Seafarers who are undergoing pre-sea courses in the DGS approved MTIs for the year 2022-23 starting from April, 2022

Dear Sir,

It is to inform that the Maritime Training Trust (MTT) is a charitable trust registered with the Charity Commissioner, Mumbai. The Trust consists of five Trustees (Director General of Shipping and Additional Director General of Shipping as ex-officio Trustees, two Trustees as nominees of Indian National Shipowners' Association (INSA) and one Trustee nominated by the DG(S) in consultation with Indian Shipowners).

2. The Board of Trustees of the Maritime Training Trust has decided to provide financial support of Rs. 100,000/- per Indian Woman Seafarer who is undergoing pre-sea course in the DGS approved Maritime Training Institutes (MTIs) for the year 2022-23. **List of Pre-Sea Courses Eligible for Getting Financial support from Maritime Training Trust is as under –**

- a) B. Sc. Nautical Science
- b) Diploma in Nautical Science
- c) B.E. / B. Tech. Marine Engineering
- d) Pre-sea Training for Graduate Mechanical Engineers
- e) Pre-sea Training for Diploma Mechanical Engineers
- f) Electro- Technical Officers
- g) Pre-Sea Training for General Purpose Ratings
- h) Pre-Sea Certificate Course in Maritime Catering

3. In this regard, the SOP to be followed by the MTIs is enclosed herewith as Annexure – I and the SOP to be followed by the individual woman seafarer is enclosed herewith as Annexure – II.

4. All MTIs are requested to submit the Request for financial support for Individual Woman Seafarer **for the year 2022-23 starting from April, 2022** along with required annexures / documents to the Maritime Training Trust **on or before 31.01.2023.**

- Requests received after 31.01.2023 will not be entertained.
- Soft copies of Requests and required documents are required for advance preparation by MITT.

5. The Request in this regard should be sent to –

Chief Executive Officer,  
Maritime Training Trust,  
Directorate General of Shipping,  
9<sup>th</sup> Floor, Beta Building,  
I-Think Techno Campus,  
Kanjur Marg (East), Mumbai - 400 042.  
Office – 022 25752049  
E-mail - [ttc-dgs@nic.in](mailto:ttc-dgs@nic.in)

Thanking you,

Yours faithfully,  
For Maritime Training Trust



*R. S. Kabra*  
14/11/2022  
(R. S. Kabra)  
Chief Executive Officer

Annexure – I

Standard Operating Procedure to be followed by Maritime Training Institutes for request to provide Financial Support to Women Seafarers undergoing pre-sea course in DGS approved MTI for the year 2022-23 starting from April, 2022

1) MTI has to submit the following details on its letterhead –

- i. Name of the DGS Approved MTI
- ii. MTI's Unique No. allotted by the DGS
- iii. Comprehensive Inspection Program (CIP) Grading for the year 2022-23
- iv. List of eligible Woman Seafarers undergoing pre-sea course in the following format –

Sr. No.	Name of the Woman Seafarer	INDOS No.	Name of the Pre-Sea course opted for	Batch Course Details for the candidate uploaded in the Master Checker (Yes / No)
1				
2				
3				
4				

2) Along with this letter, MTI will attach the individual request form received from each woman seafarer undergoing pre-sea course with them.

3) MTI has to certify that the information submitted by them is true and accurate.

4) The forwarding letter should be duly signed by the Principal / Dean / Authorised Signatory of the MTI and should be duly stamped.

5) MTI has to forward such letter along with annexures & supporting documents on or before 31.01.2023 and are requested to forward soft copies of the same to [tte-dgs@nic.in](mailto:tte-dgs@nic.in).

6) Queries / discrepancies, if any, to be sorted out within 15 days of intimation from MTT. After that, no request / clarification will be entertained by MTT.

Annexure - II

Standard Operating Procedure to be followed by Woman Seafarer while submitting details to the Maritime Training Institute for providing Financial Support for the year 2022-23 starting from April, 2022

Details to be filled by Individual Woman Seafarer

1	Name of the Woman Seafarer		Affix Photo
2	INDoS No.		
3	Residential Address		
4	Mobile No.		
5	E-mail Address		
6	Aadhar Card No.		
7	<b>Applicant's Bank Details</b> <b>(Cancelled cheque copy / Passbook copy in the name of candidate is mandatory)</b>		
i	Bank Name		
ii	Branch Name / State		
iii	Account No.		
iv	IFSC No. (11 Digit)		
8	Name of the MTI with its CIP grading		
9	Name of the Pre-Sea course opted for		



10	Total duration of the course (From – To)	
11	Month / Year of Joining	
12	Year for which financial support is requested	
13	Copy of Course Fee payment Receipt issued by the MTI for the year 2022-23	
14	Fresher (Yes / No)	
	If not a Fresher, Please attach soft copy of previous year passing marksheet / certificate as proof of passing of previous course undergone by the applicant in previous year.	

I certify that the above information is true and accurate.

(Name & Signature of Woman Seafarer)