	<b>Sriram Institute of Marine Studies</b> Approved by the DG Shipping, Ministry of Shipping, Govt. of India. Affiliated to Indian Maritime University Chennai, Certified ISO 9001:2015 By Indian Register of Shipping {IRS} MTI Unique id : 101005	ISO/QMS Clause No 8.1
Ref: QMS 8.0 Page : 1	Subject : conduct of mid term examination Pre sea GP Rating course July 2021 batch	File No : SIMS/ADM/16
Issued by : Exe. Director	QMS Notice No 27 of 2021	Date : 12.11.2021

This institute conducts pre sea Courses as per the very best Guidelines /Directives issued and in force by the DG Shipping. Presently we are conducting 03 batches of Pre sea course GP rating commenced from 01.07.2021.

The institute has recalled all students and imparting practical training with 100% occupancy in campus effective from 30.10.2021. Almost whole theory syllabus in GSK and MEK is over and students are due to examined as Mid term Examination to meet the compliance of the administration.

Mid term examination in respect of ongoing Pre Sea GP Rating shall be conducted in all 03 format as normally conducted by the Board of Examination for Seafarers Mumbai.

This will be covering and also assumed/treated as very first full dress rehearsal of the exit examination to familiarize the students on the final exit exams. We shall assure of another 02 such rehearsal prior to the final examination.

**Sh Shishir Kumar**, Faculty academic shall be over all in charge of Online exam team. Instructors to take directions on subject from him. The examination shall be conducted on 15<sup>th</sup> and 16<sup>th</sup> November 2021 by the set of 03 teams of our faculty of deck and engineers from 0900 – 1700 hrs.

SNo	Name of Examiner Deck	Examiner Engine	Team No
(a)	Sh Subhash Yadav Ch Off	Sh Satvinder Singh	No 01
(b)	Sh JP Tyagi faculty Deck	Sh Rajender Kohli C/engg	No 02
(c)	Capt RK Chhabra Master FG	Sh Dewandu Sinha Faculty Er	No 03

**Online examination:** The students shall be undergoing Online examination on our IMS Portal. The following 03 instructors to organize the Online examination in 03 shifts of 04 hours till completion of online exam of all 03 classes. These instructor are to follow proper BES pattern for the conduct of examination. Ensure they have proper nominal roll for allowing a student in examination, Id card, log in time, log out time and signature of student details in register. The same register be put up to undersigned through HOI.

SNo	Instructor Name	Remarks
(a)	Sh Rajender Singh	0900-1200 hrs
(b)	Sh Jile Singh	1200-1500 hrs
(c)	Mr Paraminder Kumar	1500-1800 hrs

Assistance to the examiners during {practical} : One instructor from Deck and Engine is allowed to act as Safety Member to the Examiner. The practical shall be conducted by the students and observation/examination shall be done by examiner. They are only to ensure that proper safety equipment have been provided to the students for practical examination. Nomination is as under:

SNo	Department	Forenoon	Afternoon	Date
(a)	Deck	Sh Abhy Singh Inst deck	Mr Ved pal Inst	15.11.2021
	Engine	Sh Pawan Kumar	Yadramm Arya	-Do-
	Deck	Sh Ved Pal inst	Abhy Singh	16.11.2021
	Engine	Sanjai Yadav	Devender Dalal	16.11.2021

Stationary and Nominal roll: The Nominal roll and stationary required including syllabus kindly be collected from the office of undersigned at 1500 hrs on 13.11.2021 by the course in charge GPR.

Report on Mis-conduct/behavior: Any matter/case of misbehavior or conduct by any person at any stage or rank shall not be tolerated in examination. The HOI is powered to take necessary action /decision including termination /withdrawal from course.



Complying of marks and result: The examiners conducted practical and oral examination are hereby directed to submit the final results of their examination to HOI sir by 1630 hrs on 16.11.2021. A de briefing shall be conducted on subject by Sh RK Kohli, C/E Team leader.

Messing and meals :Sh Shyambeer Ch Cook to provide breakfast and lunch to the outside examiners on both 15<sup>th</sup> and 16<sup>th</sup> November 2021.

Turnout: Examiners and faculty are directed to wear clothing as per the requirements of the examination. Students are to turn up with proper safety shoes, helmet, uniform for Online and Orals and overall for Practical.

Note that it is decided that being the students shall be examined online in final examination so it is better to conduct our examination online only.

This is for strict compliance by one and all.

  
  
**Joginder Singh**  
**Executive Director**  
**Joginder Singh**  
**Executive Director**

**Distribution:** Normal  
Chairman sir for info please  
All concerned: IMS Portal  
Main notice board  
Guard file.