	Sriram Institute of Marine Studies 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 Basic safety training course for Pre sea GP Rating course commenced from 01.01.2022	File : SIMS/ADM/16
Issued by : Exe. Director	SIMS Notice No 011 of 2022	Date:11.02.2022

The primary objectives of this institute is to provide maritime education and training to all its students in time by ensuring the fully completion of course curriculum within the prescribed course duration only.

The requirement of as per the laid down procedures of the Directorate general of Shipping, students of Pre sea courses are to undergo the Basic safety Training course minimum 03 month in advanced prior to complete their course.

View of above, institute has planned the following courses for all Pre sea course for General Purpose Rating course students admitted in January 2022 course effective from 18..02.2022. This is important to note that these course have limited intake hence the GPR Classes are divided in groups for smooth conduct of training courses.

SNo	Course name	Duration
{a}	Basic Safety Training {BST}	12 days
{b}	Security Training to Seafarers with Designated Security Duties {STSDSD}	02 days

Requirement of pre joining in Basic Safety training course:

- {a} All Pre sea course GP rating course student to complete E-Learning process including its assessment on link available on the DGS website: www.dgshipping.gov.in The process shall be displayed on the IMS portal of this institute.
- {b} These (Theory) classes presently be in Online mode and shall be converted into physical classes if directives received from the DGS.
- {c} All students shall be attending Online Exit examination to complete the process of course.

Practical Classes/Training: Institute shall plan Practical training in campus only. Course booking team to chalk out the Practical of Fire Prevention and Fire Fighting & Personal Survival course in respect of above courses of these students as per the group. Course in charges to prepare time table according to the schedule of BST Training courses in respect of GPR course time table.

Procedure on IMS Portal: the institute has adopted fully Online booking of courses for all course participants. GPR is our in-house course hence the clerical staff shall carry out the whole process of booking of course, assign a class and including opening of fresh batches of the BST course.

Division of classes for Basic Safety Training course: Below is the chart on group for course. All students to ensure that they attend course in their group only

SNo	Course	Group	Participants	Date of BST	DTSDSD
{a}	GP Rating Course Class GP 1	01	Students Sl No 01 to 20	21.02.2022	18.02.2022
{b}	GP Rating Course Class GP 1	02	Students Sl No 21 to 40	24.02.2022	21.02.2022
{c}	GP Rating Course Class GP 2	03	Students Sl No 01 to 20	28.02.2022	25.02.2022
{d}	GP Rating Course Class GP 2	04	Students Sl No 21 to 40	03.03.2022	28.02.2022
{e}	GP Rating Course Class GP 3	05	Students Sl No 01 to 20	07.03.2022	04.03.2022
{f}	GP Rating Course Class GP 3	06	Students Sl No 21 to 40	09.03.2022	07.03.2022

Special instructions:

- {a} Complete e learning and its assessment prior to commencement of above course.
- {b} Ensure you have completed your Seaman Profile on E Governance of the DGS.
- {c} Course completion certificate shall have data propelled from your seaman Profile. Hence no chance of alter or amend any data at institute level at any time or in future.
- {d} You will remain responsible for any data if wrong in course completion certificate.
- {e} 100% attendance in the course is mandatory, in case any student missing the classes shall be withdrawn from the course with out any further notice.
- {f} Institute shall not consider any case to re permit in the course as you have paid for the course for one attempt only.
- {g} All students are strictly login with their mail id and password in the online classes. Share link shows your attendance as "Absent" hence this will not be accepted as present.
- {h} Institute shall send all information through IMS Notification through IMS Portal one day in advanced on conduct of course.
- {i} Any student shall not miss-out/disappear from machine screen, if so is the case Absentee shall be marked.
- {k} No any kind, Type or emergency leave is permitted during the BST and STSDSD Course.

Note: the institute shall be able to generate course completion certificate on completion of above process {Termed as 03 tier process of the DGS}.

Important: These courses are the part of GP Rating course curriculum and the institute shall apply your Continuous Discharged certificate on completion of these courses. Institute has planned to obtain your CDCs prior to depart from the campus after completion of GP Rating course.

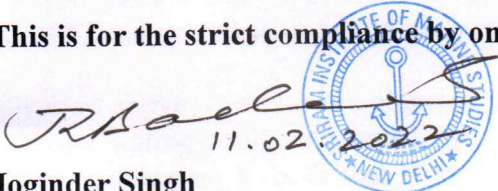
The basic safety course is an important portion of Shipping industry. The exit examiner in final exam shall be having many questions on basic safety in ship, workshops, fire fighting, life buoy & Life rafts and deck. Hence

Review test on BST and STSDSD Course: The institute shall conduct an online Review test to assess you all on safety courses. Any student scoring below 40% shall may not be allowed in final examination and the parents to report undersigned in the office of undersigned.

Help line contact no and mail id:

SNo	Department	Contact No	Mail id
{a}	Course booking team	9911486060	coursebooking@simsnd.in
{b}	IMS portal Online class issues	9990565959	Opt1@simsnd.in
{c}	CDC application	9911386060	helpdesk@simsnd.in

This is for the strict compliance by one and all.


Joginder Singh
Executive Director
Sriram Institute of Marine Studies

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