

	<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 8.5
Ref QMS 8.0 Page(s) : 01	<b>Subject : Correction in photo, signature or INDoS data on seaman profile of students applied INDoS through this institute</b>	File No IMS/ADM/16
<b>Issued by :</b> Exe. Director	<b>SIMS Notice No 34 of 2022</b>	Date:18.07.2022

This is for the information to all applicant applied INDoS No for any course viz. Basic Safety Training {BST}, DNS, GPR STSDSD etc. and if noted or observed mistake (s) in their data, photo, signature are hereby informed that the DGS has issued circular no 14 of 2022 dated 12.07.2022 directing institute to carry out above correction at no cost to the students or applicant.

Keeping the order in letter and spirit, it is informed to all that any seafarer whose INDoS has been generated by this institute are allowed to send us their details as mentioned below to carry out correction in the data submitted in the DGS.

The institute shall not be charging any amount towards the correction and fees @ INR 3,000/- {three thousand} shall be paid to the DGS by the institute. Should you seek any correction, do send the following information.

S.No	Description	Detail
{a}	Your Name	As per Passport
{b}	INDoS No	-
{c}	Ref No {if know}	-
{d}	Type of correction	-
{f}	Attachment	Passport is mandatory

Any applicant seeking correction/re-uploading of photo, shall visit institute in person so as to take his live photograph. Signature or data correction can be done by sending copy of passport.

**Any query on subject may kindly send to:**

[helpdesk@simsnd.in](mailto:helpdesk@simsnd.in) Contact No: 9990565959

  
Joginder Singh

Executive Director

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

Office copy – to upload on institute website for information to all concerned.