



भारतीय नौवहन निगम लिमिटेड

The Shipping Corporation Of India Ltd.

Online General Roster Ratings Selection & Posting criteria for SCI Main Fleet & OSV Fleet

A. Age, and experience :-

1. Candidate age should not be more than 59 years (except trainee cook) on the date of selection.
2. Candidate must have sailing experience as follows:-

Selection for type of Vessels	Minimum Tonnage Requirement for experience	Experience: on board
LNG/LPG/FSU/FSRU	GRT \geq 30000*	LNG/LPG/FSU/FSRU/Oil tanker
VLCC	GRT \geq 30000*	
Oil Tanker (other than VLCC)	GRT \geq 20000 **	Any Oil tanker or SCI Bulk Carrier
Bulk/Container	GRT \geq 20000 #	Any SCI MF vessel or Others – Any vessel
Passenger/RV/Home trade	GRT \geq 500#	Any vessel
OSV/MSV	GRT \geq 500	Any vessel
MODU	GRT \geq 500	OSV/MSV/MODU

*In case of unavailability of experience of \geq 30000, the criteria may be reduced till \geq 20000 after written concurrence from HOD.
** In case of unavailability of experience of \geq 20000, the criteria may be reduced till \geq 12000 after written concurrence from HOD.
#In case of unavailability of experience of \geq 20000 on BC/Container and \geq 500 on Pax/RV/HT, experience on any SCI owned/managed vessel in last 3 years after written concurrence from HOD.

3. Further, Ratings must be experienced as follows:

- i. Must have at least six months on board rank experience for Main Fleet
- ii. Must have at least Nine months on board rank experience for OSV /MSV and 1 Year on board experience for MODU. Sailing experience only on MSV/OSV/MODU will be considered for MODU vessels.
- iii. Must have served on board vessels at least for six months in last three years from the date of selection except MODU. For MODU one year sailing in last 5 years is required.
- iv. Applicants who has signed off from last vessel – for more than 80 days are eligible for online application.

4. During selection, only if rank experienced ratings are not available then one rank lower ratings with experience and required documents may be considered, For Example:-

Requirement	Substitute	Documents
SHM/AB	SM/OS/Dk Rating/GP Rating	With Nav. watch keeping certificate
OS/ SM	DUH /Tr OS/ Tr Dk Rating / Tr GP Rating / Dk Trainee	With Nav. Watch keeping certificate
CCB	2 nd Cook or Cook	With Cookery certificate
2 nd Cook	3 rd Cook/Tr. Cook/GS	With Cookery certificate

DGR / Oiler	ERR/Wiper/Eng. Rating/GP Rating	With ER watch keeping certificate
ERR / Wiper	Tr wiper/Eng Rating / GP Rating / ER Trainee	With ER watch keeping certificate
DUH	OS/DUH /Tr OS/ Tr Dk Rating / Tr GP Rating / Dk Trainee	With Nav. watch keeping certificate Or With ER watch keeping certificate

B. Qualification criteria:-

1. Candidate must have completed DG approved GP Rating course (or Saloon Rating course for saloon crew) and as per DGS rule must have completed five basic modular courses (including STSDSD course) required for Seamen from DG approved institutes.
2. Ratings participating for selection must have following valid and original certificates/ documents in hand for verification:-
 - a. personnel documents:

Document	Validity/Remark - Main Fleet Vessels	Validity/Remark – Off-shore Vessels
Indian Passport	At least 15 Months	At least 12 Months
Indian CDC	At least 12 Months	At least 12 Months
PAN CARD	As per GOI	As per GOI
ADHAAR Card (optional)	As per GOI	As per GOI
Bank Passbook/ cancelled Cheque	For salary transaction	For salary transaction
INDOS No.	As per DGS	As per DGS
Yellow Fever	PHO requirement	PHO requirement
Police clearance cert (PCC) Not below rank of D.S.P.	N A	1. Not older than 6 months at the time of selection in case of New ONGC pass. 2. In case renewal of valid ONGC pass PCC should not be older than 3 months

- b. Mandatory Certificates as per STCW 2010 or STCW'1978 as amended

Document – DG approved Courses	Validity: Main Fleet	Validity: offshore vessels
1. Fire Prevention & Fire-fighting	At least 12 Months	At least 12 Months*
2. Personal survival Techniques	At least 12 Months	At least 12 Months*
3. Elementary First Aid	At least 12 Months	At least 12 Months*
4. Personal Safety & Social Responsibilities	At least 12 Months	At least 12 Months *
5. Certificate of Proficiency in security training for seafarers with designated Security duties. (STSDSD)	NA	NA
6. Navigational/Engine Room watch keeping cert without any limitation: for FG vessels	NA	NA
7. Navigational/Engine Room watch keeping cert with or without limitation for vessels other than FG	NA	NA

* ONGC required these certificates not to be older than 4 year.

c. Specialised vessel familiarisation course from DG approved institutes & should be in possession of certificates/DG endorsements as per DG rules for the vessels type for which requirement is published. List as follows:

For Main Fleet Vessels:-

Mandatory Certs	Oil Tanker Familiarisation Course	At least 12 Months
	Dangerous Cargo Endorsement for Oil Tanker	At least 12 Months
Gas Tanker Cert.	Gas Tanker Familiarization Course.	At least 12 Months
	Dangerous Cargo Endorsement for Gas Tanker	At least 12 Months
LNG Tanker Cert.	LNG Familiarization Course	At least 12 Months
Passenger Vessel	Passenger vessel familiarization course	At least 12 Months
Saloon Ratings	DGS approved saloon rating course	NA
Cook	Cookery course	NA
	COC – Cook (Cookery certificate)	At least 12 Months

For offshore vessels:

Mandatory Certs	H2S certificate/DG Approved.	Not older than 4 years
	HUET for MSV & MODU vessels/DG Appr.	Not older than 4 years
	HLA certificate for MODU only/DG Appr.	Not older than 4 years
Saloon Ratings	DGS approved saloon rating course	NA
Cook	Cookery course	NA
	COC – Cook (Cookery certificate)	NA

d. In case of premature sign-off from last vessel, rating must have valid reasons.

e. Must have updated master checker / Contract letter.

C. Priority criteria: -

Main Fleet:

If number of vacancies are less than the qualified candidates' then priority to be given in following order: -

- a. Those who have Certificate of proficiency-(Deck and Engine ratings).
- b. GS with COC (Cookery) shall be given preference.
- c. DUH with GP rating course and ER watch keeping certificate will be given preference
- d. Those who have under gone through Govt. approved ITI Courses and possess certificate for its successful completion – (Deck and Engine rating)
- e. Those who have done Approved welding Courses – Engine rating.
- f. Those who have completed SEP (Seafarers Enhancement Programme) successfully and have obtained certificate.
- g. Unemployed for maximum number of days (period) but within the criteria of having sailing of minimum 6 month in past 3 years.
- h. Have sailed on SCI Owned / managed vessels for the five complete contracts consecutively.
- i. Age seniority: Rating having more age shall be given priority

Off-shore Fleet:

If number of vacancies are less than the qualified candidates' then priority to be given in following order:

- a. Unemployed for maximum number of days (period) but within the criteria of having sailing of minimum 6 month in past 3 years.
- b. Age seniority: Rating having more age shall be given priority

D. Qualification/Eligibility/Age for Trainee Cooks :

This section is applicable only to trainee cook and following is the eligibility criteria for the selection of Trainee Cook.

1. Trainee cook selection shall be done along with other ratings selection.
2. During training on-board, the Trainee Cook will be paid stipend of Rs.5000/ PM and will not be entitled for any other allowances except following:
 - a. Free boarding and lodging during on-board training.
 - b. Portage and Conveyance as per NMB Agreement for Seamen and will be paid only upon completion of on-board training.
 - c. In case of sickness, if any, whilst on-board, treatment will be provided as per applicable NMB agreement, but no illness wages will be paid.
3. At the time of joining vessel, trainee Cook will indemnify SCI by submitting an Indemnity Bond, with following conditions of "NO CLAIM" on SCI at any later stages:-
 - a. Trainee Cooks trained on SCI Vessels will have "NO Claim" on SCI whatsoever apart from stipend, free lodging & boarding during their on-board training and Portage & Conveyance for their employment after completion of their on-board period as trainee.
 - b. Trainee Cook trained on SCI vessels will have "No Claim" on SCI for their employment after completion of their on-board period as trainee.
4. Eligibility Criteria for trainee cook shall be as follows and as in order of:-
 - i. Having Indian CDC, Indian Passport, PAN Card, INDOS No., Adhaar Card, Yellow Fever Certificate.
 - ii. Having senior most Indian CDC holder by virtue of Date of issuance of CDC and CDC is not endorsed for any sailing in past.
 - iii. Having fulfilled the minimum education qualification as required by DG Shipping for joining as Saloon Rating and Cookery Certificate along.
 - iv. Having completed DGS Approved Saloon Rating Course with five basic modular courses (STCW-20 10) required for seaman from DG Shipping Approved institutes and should be in possession of (a) Fire Prevention and Fire Fighting (b) Personal Survival Techniques (c) Elementary First Aid (d) Personal Safety & Social Responsibility (e) Security Training for seafarers with Designated Security Duties. Candidate must be in possession of Oil, Chemical and Gas Tanker Familiarization Course and corresponding Dangerous Cargo Endorsements certificate as per DGS Rules.
 - v. Having all original certificates / documents in possession and ready for verification at the time of selection.
 - vi. Having completed 18 years of age and not more than 25 years of age on the date of selection.
 - vii. Having Medical Fitness for sea services as per MS Medical Rules 2016 as amended (At the time of posting).

E. General Terms & Conditions for Candidates

1. Any false information provided by candidate shall lead to cancellation of selection.
2. No criminal cases must be pending at any of the courts, either Indian or abroad, against the candidate. Any other proven criminal or moral turpitude record will lead to cancellation of selection.

3. All service conditions will be as per existing NMB/CBA Agreement.
4. Employment on board will be purely on contractual basis, and the rating will not have any lien or claim for permanency in SCI by the virtue of this contract.
5. SCI will post the ratings on any of its owned /manned /managed vessels as per SCI's requirement. If need arise, ratings may be transferred to any other vessel owned / manned/ managed by SCI without any notice.
6. The article period of ratings is normally as follows:

Type of vessel	Article Period
LNG/LPG	9 Months
Tankers/Bulk/RV/passenger	9 months
Trainee cook (Oil / Gas Tanker only)	6 months
Off Shore Vessels	90 days

7. If the vessel is not at port and/or the rating could not be relieved, he will be required to continue on board the vessel until the vessel reaches a port where sign-on / sign-off can be done safely.
8. Selection will be valid for one contract period on main fleet vessels and in case of offshore vessels it shall be valid for maximum two contract periods within one year from the date of selection.
9. Ratings who have signed off on medical grounds or compassionate grounds from the Vessel will also have to go through the selection process again after being declared fit by a DGS approved doctor. Ratings signing off on medical ground or compassionate ground repeatedly may not be selected.

F. Selection Procedure:

- Requirement of ratings is advertised on SCI website along with Annexure 3 (Application form), eligibility criteria and user Manual for applicants.
- Online applications are submitted by the applicants in standard format along with required uploaded documents.
- After short listing of candidates, all submitted documents are verified and if found ok then ratings are informed that the short listing is subject to fleet requirement, physical verification of original documents, medical fitness, Applicable DGS order/SOP and SCI approval.
- Depending upon vessel's schedule and requirements on board, shortlisted candidate is asked to report to nearest SCI office for physical verification of documents & certificates and to undergo medical examination.
- Shortlisted candidate shall undergo COVID 19 test at his residence before reporting to SCI office. This is to avoid any rejection at joining port and to prevent spread of COVID infection.
- After medical examination if medically fit ratings are allotted vessels and subsequently posted on vessels subject to completion of formalities (i.e. visa, verification of documents, port formalities etc. Any false information and criminal cases against candidate leads to cancellation of selection and candidate may be debarred for future selection.
- Employment on board is purely on contract basis, and the rating does not have any lien or claim for permanency in SCI by the virtue of this contract.

Note: Applicants to attach self attested documents in below mentioned order with attachment size less than 3 MB

SR NO	ATTACHMENT CHECKLIST	DOCUMENTS
Attachment 1	Application & Supporting docs	Annexure 1
		Vaccination certificate
Attachment 2	Passport & Supporting docs	PASSPORT COPY/FIRST PAGE/ALL STAMPED PAGES/LAST PAGE
		Immigration s/on copy etc for joining & signing off ports
Attachment 3	CDC & Supporting docs	CDC COPY- FIRST PAGE-ALL STAMPED PAGES-LAST PAGE
		Updated Master Checker copy
		Contract letter and/or AOA
		Seatime letter
Attachment 4	STCW & Supporting docs	GP Rating course certificate/Saloon Rating course
		Personel Survival Techniques
		Fire Prevention & Fire Fighting
		Elimentary First Aid
		PSSR
		PSCRB
		STSD
		Watchkeeping certificate
		COP of Able seaman or Engine room rating or Cook COC
		Cookery certificate for cook
		DCE - Oil/Gas tankers
		LNG Course for LNG crew
		OTFC/OTCO
		INDOS COPY
		YELLOW FEVER
		SKILL ENHANCEMENT COURSE CERTIFICATE
		CANCELLED CHQUE
		PAN CARD COPY
ADHAR CARD COPY		
PF account details		

**APPLICATION FORM FOR EMPLOYMENT FOR GENERAL ROSTER RATINGS
(TO BE FILLED BY APPLICANT IN BLOCK LETTERS)**

Date: _____

Employee's Personal Data							
Full Name of Candidate				Gender	Male/Female		
Post Applied for			Mob. Nos. ☎	1.	2.		
Date of Birth		Age as on selection date		<59 Years			
AADHAR ID No.		PAN No.					
INDOs No.		Yellow Fever Cert No.					
		Date of Issue		Date of Expiry	Validity		
INDIAN Passport No.					At least 15 months		
INDIAN CDC No.					At least 12 months		
Police Clearance Cert – At least DSP rank <small>(Applicable for Off shore fleet)</small>					Not older than 6 M		
Sea Experience (Last Ship First)							
Name of Company	Name of Ship	Type	GRT	Rank	Period		Total Sailing time
					From	To	
Type of Ship	Level	No.		Date Of Issue	Date of Expiry		
DCE Oil Tanker							
DCE Gas Tanker							

DG Approved STCW courses

No.	Course	Institute	Certificate No	DOI	DOE
1.	GP Rating Course				
2.	Saloon Rating Course				
3.	Personal Survival Techniques				
4.	Fire Prevention & Fire Fighting				
5.	Medical First Aid / Elementary First Aid				
6.	Personal Safety & Social Responsibilities				
7.	STSDSD				
8.	H2S/Passenger ship Familiarization				
9.	HUET/HLA/HLD/LNG Familiarization				
10.	Cook Course Certificate				
11.	Cookery Certificate (COC)				
12.	Navigational Watch keeping				
13.	COP for Navigational watch keeping				
14.	Engine Room Watch keeping				
15.	COP for Engine Room Watch keeping				
16.	COVID Vaccination Details	1.	2.	3.	

Declaration:-

I have read & understood the SCI advertisement for ratings including age, experience, qualification, priority criteria and general terms & conditions for candidates and I am eligible for the post applied. Further, I, hereby, undertake that the above information is accurate and complete to the best of my knowledge. I further undertake that in case of discrepancy, if any, in the above information, due to any reason whatsoever, SCI will not be held responsible for the same and my selection may be cancelled at any time/stage.

Signature & Date: _____