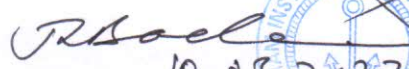

	<p align="center">Sriram Institute of Marine Studies</p> <p>Approved by the DG Shipping, Ministry of Shipping, Govt. of India. Affiliated to Indian Maritime University Chennai, Certified ISO 9001:2015 By Indian Register of Shipping {IRS} MTI Unique id : 101005</p>	<p>ISO/QMS Clause No 8.1</p>
<p>Ref QMS 8.0 Page : 1</p>	<p>Subject Recall of Pre sea Course GP Rating Class GPR 02</p>	<p>File No IMS/ADM/16</p>
<p>Issued by : Exe. Director</p>	<p>SIMS Notice No 16 of 2022</p>	<p>Date:10.03.2022</p>

1. The spread of pandemic covid worldwide causes / compelled to continue maritime training and education in such a manner that the theory portion of courses could conducted in Online mode. The MTIs were permitted to conduct practical training some time with 50% or 30% capacity to ensure the continuity of the courses and it resulted a lion's share facility for the seafarers.
2. Most of State Govt. and the Central Govt. in India has now announced the operation of all activities to its full capacity as earlier, the pre covid situation.
3. The Directorate General of Shipping, Govt. of India has now informed all approved MTIs on re opening of institute with 100% strength vide its draft notice on 07.03.2022. The institute shall conduct all classes with 100% capacity in off line mode soon receiving orders from the DGS.
4. It is our responsibility now to prepare institute to operate with 100% capacity in all courses. The department officers available and attending institute are hereby requested to prepare facility, infrastructure, classrooms, practical installation, equipment etc. the instructors nominated to prepare their respective classrooms, labs, workshops and practical ground. The classroom should be ready for offline classes for physically present students. White boards, Smart boards, LCD Projectors, Computers, speakers all are placed in their actual position
5. All faculty and instructor on roll of institute shall remain present to impart offline education and training soon. The dates shall be informed once the order is received from the DGS. Hence all are to remain stand by for the same effective from now.

6. The institute has almost adopted e governance model and orders and information are available/ informed through IMS Portal only. This is the responsibility of every individual to react accordingly.
7. Attendance of all teaching staff is now through Centralized Attendance System {CAS} of DGS hence the timing and presence is mandatory as per the time table.
8. Course instructor/ duty instructor Day to ensure that all students are in possession of -ve covid report and a wellness form be filled in at the time of reporting by all students. The form is held with Night Warden Mr Davender Kumar and be collected in advanced from him. The day duty instructor to submit all above records to HOI by 1630 hrs. on same day in his office.
9. Nominal roll of class: Day Duty instructor to collect the nominal roll of GP Rating class 2 from Mr Ashsish Kumar well in advanced. He is to submit the records in hard copy and a consolidated report as enclosed to this order annex 1.
10. This is for strict compliance


10.03.2022

Joginder Singh
Executive Director
For Sriram Institute of Marine Studies
Joginder Singh
Executive Director

Distribution: Normal

Chairman Sir for info

Head of Institute- for implementation/ direction to all concerned.
Main Notice Board

Annex 1 to SIMS Notice No 16 of 2022- recall of Pre sea GP rating course January 2022
Class GP rating 2

Proforma to be filled on reporting of students by the Day duty Instructor.

SNo	Total strength of class	Reported	Not reported	Forms received

The names and roll No of student not reported are as under:

SNo	Name	INdoS No	Remarks if any

The above sheet as per the students reported during my duty has been received and directed to hostel. The documents as advised in SIMS Notice No 16 of 2022 dated 10.03.2022 and same given to course coordinator by me.

Date:

Signature of Day Duty Instructor with date

Place:

Name: _____