

	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 8.5
Ref QMS 8.0 Page(s) : 03	Subject: Conduct of Mid Term Exam for GP rating July 2025 and DNS internal assessment	File No IMS/ADM/16
Issued by Exe. Director	SIMS Notice No 19 of 2025	Date:21.10.2025

1. The institute imparts training to its students of all approved courses as per the very best directives of the DG Shipping and the Indian Maritime University {IMU} in respect of Pre Sea GP Rating and DNS courses. This is a mandatory requirement to assess and monitor students on the syllabus covered in all subjects periodically on their performance through implementation of Unit/ class or Mid-term exams. The time table and procedure to conduct Mid-term examination of GP rating course batch no 04, 05, & 06 of 2025 has been chalked out and procedure mentioned in below succeeding paragraphs.

2. Objectives/scope of examination:

- {a} Assess students of Pre Sea courses on the syllabus covered till date.
- {b} Identify weaker students so as to prepare them for final examination by providing extra classes/practical and oral practices/tutorials.
- {c} Enable faculty teachers to conduct classes on syllabus keeping level of students.
- {d} Complete the DGS/ requirements.
- {e} Guide instructors to bridge gaps among brilliant and weaker students.
- {f} A real time live exercise on All India Exit Examination of GP Rating.

3. Chief Superintendent: Sh Shishir Kumar faculty Academic is hereby nominated as Chief Superintendent for the examination and he is to be stationed in his marked location with all associated equipment including stationary and allied equip such as computer, printer and answer sheets etc. needed for examination for supply/use by the students during Mid term examination. The above examination shall be conducted as per the following format/pattern for GP:

SNo	Description	Subject	Time	Date	Venue	Pattern
{a}	Written	GSK, & GAS, BST	0900-1000	03.11.2025	Assembly hall Class rooms	Sub, objective, sketches and Basic Safety
		PSSR,PST and EFA				
		MEK & FPFF	1000-1100	03.11.2025		
{b}	Oral	GSK, MEK & GAS	1100-1300	03.11.2025	Simulator room	BES Pattern
			Lunch break 1400-1630			
	Practical		1100-1300		Practical ground	
			Lunch break 1400-1630			
{c}	Practical	GSK, MEK & GAS	0900-1300	04.11.2025	Practical Ground	BES Pattern
			Lunch break 1400-1630			
	Orals	GSK, MEK & GAS	0900-1300	04.11.2025	Simulator room	BES Pattern
			Lunch break 1400-1630			

4. Structure of Question paper for Mid- term Examination -GP Rating course.

SNo	Subject	Syllabus/subject area	M. Marks
{a}	General Ship Knowledge {Written}	PST, PSSR, EFA, Seamanship, Navigation, nav term, antiquates, discipline, rope work, rope climbing, pilot ladder, PD & Computer,	(40+20)=60
{b}	Marine Engine. Know. {Written} FPFF & STSDSD	FPFF, MEK	(50+10)=60 10-J,CD,PB
{c}	Practical & Orals MEK	All syllabus covered, verification of practical book & Journal, Class Diary & Turnout	50=10=60
{d}	Oral and Practical GSK	All syllabus covered, verification of practical book & Journal, Class Diary & Turnout	50 -syllabus 10-J,CD,PB

Abb: J – Journal, CD- Class Diary, PB Practical work book (issued by the BEES)

5. Pre Sea GP Rating course shall be examined through written, Orals and Practical is mentioned above. Time table for DNS shall have to be promulgated in weekly time table for the week commencing from 03.11.2025.

6. **Conduct of Practical and orals:** Officers to conduct the practical and oral examination strictly as per BES pattern and assisted by one instructor for both in deck and engineering separately.

7. **Submission of question papers:** Faculty of concerned department in GP Rating course are hereby requested to submit question paper of their respective subjects to as per the pattern mentioned in para{4 be sent to : internalexams.simsnd@gmail.com by 28.10.2025, *along with answer keys.*

8. **Collection of student data/ nominal; roll:** Mr. Shishir to prepare attendance sheet, Exam sheet for practical. Written and orals examination as per BES Patterns. Course in charges/Exam superintendent to collect nominal roll / list of students from Chief superintendent by 1030 hrs. on 03.11.2025

9. **Absentees:** Any student not appearing in mid-term exam becomes ineligible to attend final examination hence any absentees in any case shall not be permitted. Student absent in exam shall be charged/fined at 5000/ {five thousand}. 100% attendance of staff faculty and instructor required on examination days.

10. **Dress code for exam :** All students and examiners {officers & Instructors} shall be in proper rig as per the requirement of nature of examination.

11. **Submission of answer sheet and complied results of Orals and Practical:** Invigilator shall submit final result sheet to undersigned by 1700 hrs on 04.11.2025 as per format provided by Mr. Shishir Kumar. Cases if an officer is a visiting faculty, shall remain available for full exam tenure and shall be paid.

12. **Answer sheet:** Answer sheets shall be provided by the institute for written examination for GP and cadets to evaluate written exam:

13. **Briefing on conduct of Mid-term examination:** A briefing on conduct of Mid term exams in Conferences room shall be conducted by HOI at 1030 hrs. on 03.11.2025. All examiners and assistant {Instructor} to attend.

14. **Bench mark for students:** Students scoring less than 40% marks, their out-pass liberty shall be ceased till pass-out and to attend extra classes after working hours.

15. **Conduct of extra classes for weak student and monitor their progress:** Institute has system to conduct extra classes for weak students by the concerned officers/faculty however the portion to measure their progress is not form part of system. Hence officers conducting extra classes shall conduct an extra exam of weak student and process shall to remain continue till they don't attain a specific level. These all be formed part of QMS and documented. Sh AK Sharma MEO 2 to kindly ensure.

Mal practice: any student if found practice/exercise any form of mal practice shall be withdrawn from on going process of examination and necessary disciplinary action shall be initiated.

Requirement of answer sheet of practical items: Requirement in relate to mid term examination by instructors be submitted by AM 24.10.2025 to Store in charge via CC, HOI and undersigned.

General instructions: Examiners to ensure:

- {a} Student has turned out in proper rig _ whites for written and orals, Overalls for practical.
- {b} Journal, Practical books have proper photographs and ensure that it is individual you are conducting exam.
- {c} Student carrying his identity card issued by the institute.
- {d} Name tallies on over all and whites.
- {e} Instructors to provide proper PPEs for practical

This is for comply by one and all.


21/10/2025

Joginder Singh

Executive Director

for Sriram Institute of Marine Studies

Joginder Singh
Executive Director

Distribution: Normal

Chairman - for info, please

Head of Institute: for implement.

Main Notice Board

Faculty, instructor and students – through IMS portal