

Check list for Manning Dispensation

(Under the provision of Section B-VIII of S.T.C.W Convention)

List of documents to be attached with application

S.NO	DOCUMENTS	YES	NO
1	Application from Company with processing fee Rs. 2500.		
2	Copy of the Minimum Safe Manning Documents of the vessel issued by the Registrar of Ships.		
3	Pro-forma for dispensation duly filled in and signed by Authorized signatory of company		
4	Ship's Crew List		
5	Period for dispensation required (should be less than 06 months). Basic wages for the period of dispensation for management level officers as per DG (P&S) Circular.		
6	Copy of the COC of the candidate for dispensation to sail on higher ranks / one rank lower (excluding Master and Chief Engineer).		
7	Copy of Medical fitness certificate for dispensation to sail on higher ranks/one rank lower		
8	Any other information		

Note : Permission will be issued within 05 working days of receipt of duly completed application.