



गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड Garden Reach Shipbuilders & Engineers Ltd.

[भारत सरकार (रक्षा मंत्रालय) का उपक्रम] / [Govt. of India (Ministry of Defence) Undertaking]
तकनीकी प्रशिक्षण केंद्र-बरानगर यूनिट / Technical Training Centre - Baranagar Unit
5, डॉ. आर. एन. टैगोर रोड, कोलकाता-700056 / 5, Dr. R. N. Tagore Road, Kolkata-700056
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Joining Instructions for 12 Months pre-sea Training Course (TME/GME Training)

JOINING INSTRUCTIONS
Technical Training Centre
Garden Reach Shipbuilders & Engineers Ltd.

1. **Course Particulars:**

- 1.1 Course : GME/TME
- 1.2 Qualification : Degree in Mechanical Engg./ Mechanical & Automation Engg./Naval Architecture; approved by AICTE.
- 1.3 Course Duration : One Year
- 1.4 Training Fee : ₹ 1,00,000/- (non-refundable & non-residential)
- 1.5 Application fee : ₹ 1,000/- through Demand Draft on any bank in favour of **Garden Reach Shipbuilders & Engineers Ltd.** payable at **Kolkata.** (Not applicable for candidates sponsored by FOSMA & FOSMA member lines through FMIRO)
- 1.6 Number of Seats : 50
- 1.7 **Last date** : Application duly filled & complete in all respect should reach **on or before 08/07/2013.**
- 1.8 Date of commencement of Training : 01 September 2013 (or next working day)
- 1.9 The course is approved by The Director General of Shipping, Mumbai, Govt. of India.

2. **Entry Standard/Eligibility:**

- 2.1 Candidates should be of Indian Nationality.
- 2.2 The age limit for selection is 28 years as on the date of commencement of the course. (Born after 01/09/1985, age relaxation for SC/ST candidates as per prevailing Govt. Rules).
- 2.3 The Educational standards presently specified by the Administration is a Degree in Mechanical Engineering / Naval Architecture / Mechanical & Automation Engineering from College approved by All India Council of Technical Education (AICTE) with minimum 50% marks in final year of engineering. (Sandwich Courses are not acceptable)

Note: As per guideline of D. G. Shipping, candidates having degree in “**Mechanical & Automation Engineering**” shall have to be passed the Heat Engines (written paper) for Marine Engineer Officer (MEO) Class IV Part A, conducted by MMD(s), after successful completion of the GME Course at GRSE. Upon passing the examination, candidates will be exempted from MEO Class IV Part-A. Subsequently the candidates may appear for Thermodynamics and Heat Transmission (written paper) for MEO Class II Part A in due course.

- 2.4 The candidate should have minimum 50 % of marks in English in any of the following: Examinations–10th, 12th, Diploma, Degree.

3. **Medical Fitness:**

- 3.1 Candidates shall be declared physically fit by D.G. Shipping approved Doctor as per M. S. Rule.
- 3.2 Medical Fitness Certificate from Doctor approved by D. G. Shipping shall be submitted at the time of admission. The addresses of approved doctors are available at D.G.S. website www.dgshipping.com

4. **Course Fee:**

- 4.1. Training Fee is ₹ 1,00,000/- (rupees one lakh only) inclusive of all taxes & duties, which is non-residential, to be paid in form of Demand Draft favouring Garden Reach Shipbuilders & Engineers Ltd. on any bank payable at Kolkata, at the time of admission. Training fee will **not** be refunded after enrolment even in case any candidate discontinues his training or terminated from training due to misconduct or documents submitted are found improper.
- 4.2 Following fees are to be borne by the candidate, in addition to the training fee mentioned above, during training period, which are statutory requirements as per D. G. Shipping:
 - i) Cost of TAR book & training manual - ₹1320/- (approx.) (processed by GRSE).
 - ii) CDC enrolment fee - ₹ 500/- (approx.) (processed by GRSE).
 - iii) Fee for INDoS No. - ₹ 1200/- (approx.) (processed by GRSE).
 - iv) Fees for STCW courses - ₹ 8,000/- (approx), since GRSE do not conduct STCW course, the same are arranged by us at IMU Kolkata. The trainees have to attend following STCW courses which are compulsory for successful completion of the Pre-sea training course:
 - (a) Personal Safety and Social Responsibility (PSSR). (b) Elementary First Aid (EFA).
 - (c) Personal Survival Techniques (PST). (d) Fire prevention and Fire Fighting (FPFF).In addition to above official dress, boiler suit, safety shoes & safety helmet to be borne by candidate separately.

5. **Conduct & Discipline:**

- 5.1 The Trainees shall abide by the rules and regulations of GRSE. A copy of Conduct and Discipline Rules for Marine Engineering Trainees” will be handed over to trainees on joining.
- 5.2 **Ban on Ragging:** Strict measures shall be enforced to prevent ragging. Strict, prompt, and strongest possible action shall be taken against anyone indulging in ragging.

6. **Certificates & Documents required along with the application form:**

- i) Nationality proof.
- ii) 10th std. mark sheet & certificate as proof of Date of Birth.
- iii) 12th std./I.Sc/Diploma mark sheet(s) & certificate (for parallel entry candidates).
- iv) B.E./B.Tech. Consolidated Mark sheet or Mark sheets of all Sem.
- v) B.E./B.Tech. Final/Provisional Degree certificate from University.
- vi) Bonafide & AICTE Approval letter from college with approval No. & date (Format attached below).
- vii) SC/ST certificate, if applicable (Only for age relaxation).
- viii) Application Fee of ₹ 1000/- through Demand Draft in favour of “**Garden Reach Shipbuilders & Engineers Ltd.**, payable at **Kolkata**.

Application Format for 12 months Pre-sea training course

Session: **September 2013**

Latest attested PP size photograph

1. Name of the candidate.....
2. Father's Name.....
3. Date of Birth (DD/MM/YYYY)....., Age as on (01/09/13).....YY.....MM.....DD
4. Nationality.....
5. Marital Status.....
6. Whether belongs to SC/ST:
7. Contact details: a. Telephone No. with STD code:
b. Mobile No.: c. E-Mail Address:
8. Permanent Address:
9. Communication Address with pin Code:
10. Educational Qualifications from 10th onwards (Where only grade is mentioned, specify equivalent % age of marks with proof).

Name of the Exam Passed	Subject (s) /Branch	Name of School/College	Board/University	Year of Passing	% of Marks

11. % age of marks in English at 10th Std. /Equivalent....., at 12th Std. / Equivalent.....
12. Fee Details: DD No. _____ Date _____ Amount ₹ 1000/- (In favour of **Garden Reach Shipbuilders & Engineers Ltd.**, payable at **Kolkata**)
* (Not applicable for candidates sponsored by FOSMA & FOSMA member lines through FMIRO)

Declaration

I declare that the above information is correct and complete to the best of my knowledge and nothing has been concealed / distorted. If at any time I am found to have concealed / distorted any material information, my training shall be liable for termination without notice & compensation.

Date :

Place :

Signature

College letter Head

Ref. No.

Date.....

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr.....S/o Mr.
having registration No..... is/was a Bonafide student of this institute/college
during the period..... He has successfully passed the degree
examination in..... held in the month of

His conduct and character were good throughout the course in this college.

Further certified that the said course and the college is approved by the All India Council of Technical
Education (AICTE) New Delhi, vide letter no. Dated..... and the
validity of the AICTE approval covers the entire duration of the course that the candidate attended.

Principal

College seal