



भारतीय नौसेना

<u>SAILOR COURSES</u>			
<u>Institute</u>	<u>Course</u>	<u>Scheduled Commencement</u>	<u>Duration (in weeks)</u>
ND School	Advance Radar Plotter (RP I)	Apr	22
	Plotting and Radar Instructor Course (PR I)	Aug	23
	Basic Radar Plotter (RP III)	Aug	26
Dronacharya	Quarter Armour I Course (QA I)	Feb	13
	Quarter Armour I Course (QA III)	Oct	14
	Advance Radar Controller I Course (RC I)	Feb	11
Diving School	Ship's Diver Course (SD)	Sep	8
	Clearance Diving III	Jan	19
INS Shivaji	Mechanician IV Course (MECH IV)	Jul	110
	Engine Room Artificer Apprentice Course (ERA/App)	Nov	94
	Leading Engine Room Mechanic Course (LME)	Nov	11
	Engineering Mechanic 2nd Class Course (ME II)	Nov	25
INS Valsura	Leading Electrical Mechanic Power Course (LEMP)	Aug	26
	Leading Electrical Mechanic Radio Course (LEMR)	Aug	26
	Electrical Artificer Power Apprentice (EAP/App)	Apr	105
	Electrical Artificer Radio (EAR/App)	Apr	105
	Electrical Mechanic Radio II (EMR-II)	Nov	26
	Electrical Mechanic Power - II Course (EMP II)	Nov	26
ASW School	Anti Submarine Warfare Instructor Course (ASW 'I')	Jul	23
	Advance Underwater Weapon - I Course (UW-I)	Apr	19
	Advance Underwater Weapon - III Course (UW-III)	Apr	19
	Advance Underwater Controller - I Course (UC-I)	Oct	19

	Advance Underwater Controller - III Course (UC-III)	Feb	24
Regulating School	Regulating Petty Officer Course (RPO)	Mar	12
	Leading Patrolman Course (LPM)	Dec	26
NIETT	Training Technology (Sailors)	Nov	4
Signal School	Petty Officer Radio (Tactical) Course (POR Tac)	Feb	19
	Radio Operator (Tactical) - II Course	May	15
	Radio Operator (Telegraphist) - II Course	May	15
	Petty Officer Radio (Telegraphist)	Jan	23
	LRO Tac	Sep	8
	LRO Tel	Sep	8
INS Hamla	Petty Officer Steward Course (PO STD)	Oct	11
	Steward II(STD-II)	Nov	20
	Stores Assistant (SA-II)	Nov	21
	Chief Petty Officer (Stores) Course (SCPO)	Jul	13
	Chief Petty Officer (Writer)	Dec	13
	Petty Officer(Cook) PO CK (O)	Oct	11
	Petty Officer Writer Course (PO WTR)	Oct	13
	Leading Cook [LCK (O)]	Oct	4
	Leading Writer LWTR	Oct	4
	Leading Steward LSTD	Oct	4
INPT School	Physical Training Instructor III Course (PT III)	Aug	25
Agrani	Chief Petty Officer Mid-Career Management	Apr	3.5
SFNA	Aircraft Handler III	Nov	17
	Aircraft Handler I	Feb	19
NIH, Goa	Survey Record III Course (SR III)	Feb	25
	Survey Record I Course (SR I)	Jul	25
	Survey Record II Course (SR II)	Sep	4
NIAT	Electrical Mechanic Air Course (EMA)	Sep	25
	Leading Electrical Mechanic Air Radio Course (LEMAR)	Jul	24

	AA/APP	Oct	56
	Naval Aircraft Mechanic (NAM)	Sep	25
SNOM	Basic Meteorology	Nov	26
	Aviation Meteorology	Jul	20
	Advanced Meteorology	Feb	14

RADAR PLOTTER INSTRUCTOR COURSE (PRI "Q")

1. Name of Institution - Navigation and Direction school
2. Aim of Course -
 - (a) To assist the Navigating officer in his duties onboard a ship.
 - (b) To perform the duties of ORO and respond to emergencies during 3rd degree of readiness.
 - (c) To supervise the duties and functions of all ND sailors on board ship.
 - (d) Have a thorough knowledge of Action Information Organization (AIO).
 - (e) To impart instructions for classes in training schools in the professional subjects.
 - (f) To supervise maintenance and operation of all ND department equipment.
 - (g) Conversant with the departmental and inter departmental organization of the ship.
 - (h) Have adequate knowledge of Maritime Operation Center (MOC) organization.
 - (j) To perform duties of 'operational' Helo Controller.
 - (k) Supervise rendition of timely reports and returns.
3. Pre Course Requirements -
 - (a) Completed PO 'Q' course
 - (b) Completed 05 years as leading seaman.
 - (c) Five years of sea experience.
4. Duration - 25 Weeks
5. Frequency - Once in year
6. Venue - ND school, INS Venduruthy
Naval base, Kochi – 682004

7. Post Course Recommendation
 - (a) Sailors to be appointed on board ships for 2 to 3 years for mandatory sea time.
 - (b) On completion of sufficient sea time could be appointed as instructor in professional school and in Fleet/Command Headquarters.

8. Degree Awarded
 - CUSAT awards Post Diploma in Nautical Operations to the sailors on successful completion of the course.

RADAR PLOTTER FIRST CLASS COURSE (PO 'Q' COURSE RP I)

1. Name of Institution - Navigation and Direction school
2. Aim of Course -
 - (a) To perform the duties of RP sailor on board ship and be responsible to NO for:
 - (a) Efficient running of ND department.
 - (ii) Ensure correct operation of all navigational radars and aids including ECDIS, IFF, plots displays and CMS consoles.
 - (iii) Care, custody, maintenance of departmental book/stores.
 - (b) To perform the duties of Operations room/ADR watch in-charge and be responsible to ORO/OOW for:
 - (i) Air, surface and subsurface picture compilation.
 - ii) Production and display of action information.
 - (iii) Operation of radar and IFF as per EEP.
 - (iv) Exchange of information between ships.
 - (v) To pass frequent sitrep to bridge of surface/sub surface and air situations.
 - (vi) Assist NO/OOW in operating nav aids.
 - (c) To perform the duties of chief quartermaster.
 - (d) To perform coxswain duties in small ships.
 - (e) Preparation of reports and returns
3. Pre Course Requirements -
 - (a) Completed RP'Q' course

- (b) Completed 01-02 year as leading seaman.

(c) Three years of sea experience
- 4. Duration - 20 weeks
- 5. Frequency - Once in year
- 6. Venue - ND school, INS Venduruthy
Naval base, Kochi – 682004
- 7. Post Course Recommendation - (a) Sailors to be appointed on board ships for 2 to 3 years for mandatory sea time
(b) On completion of sufficient sea time could be appointed as an instructor in professional school and in Fleet/Command Headquarters.
- 8. Degree Awarded - CUSAT awards Diploma in Nautical Operations to the sailors on successful completion of the course.

RADAR PLOTTER THIRD CLASS COURSE

(BASIC 'Q' RP COURSE)

1. Name of Institution - Navigation and Direction school
2. Aim of Course -
 - (a) To perform the duties of reporter/ plotter/ tracker.
 - (b) To perform the duties of state board keeper.
 - (c) To be able to carry out duties of
 - (i) Helo/ aircraft look out.
 - (ii) Radar watch keeper.
 - (iii) AIO state board keeper.
 - (iv) CMS/CAIO operator (including operation of data link and MDA).
 - (v) ECDIS watch keeper
 - (d) To switch on/off all navigational radars and aids including ECDIS, IFF, plots, radar displays and CMS consoles.
 - (e) To man external communication in cruising watch.
 - (f) In low degrees of readiness: -
 - (i) Man external communication in ops room.
 - (ii) To act as assistant to LOPO, GOPO, ASAPO and APO.
 - (g) To perform the duties of quarter master and boatswain mate in harbor and at sea.
 - (h) To solve simple Rel-Vel problems on plot, Battenberg and ARPA display and carry out anti collision reporting.
 - (j) To assist senior radar sailors in carrying out PPM routines/basic repairs on nav. Radars air surveillance radars, Nav aids including ECDIS and display

(k) To assist senior electrical sailors in carrying out navigation equipment system checks

3. Pre Course Requirement - Completed basic training in INS Chilka and Seamanship school.
4. Duration - 26 weeks
5. Frequency - Twice in year
6. Venue - ND school, INS Venduruthy
Naval base, Kochi – 682004
7. Post Course Recommendation - Sailors to be appointed on board ships for a duration of 4 to 5 years for sea time.

ANTI SUBMARINE WARFARE INSTRUCTOR

SENSOR / WEAPON

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To enable sailors to:-
 - (a) Upgrade professional skill in Sensor/Weapon as instructors
 - (b) To plan and conduct supervision of Sensor/Weapon operations
 - (c) To be proficient in all Sensor/Weapon Operation as system specialists
3. Pre Course Requirements - Sailors must have:-
 - (a) Completed PO 'Q' UC/UW course
 - (b) Recommendations from school on the basis of UC I/UWI course.
 - (c) Sufficient sea experience
4. Duration - 24 Weeks
5. Frequency - Once a year (Mid Jul)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post-Course Recommendation - Sailors to be appointed on board ASW ships as ASW Instructor cadre.
8. Accreditation - Post Graduate Diploma in Underwater Science by Cochin University

UNDER WATER WEAPON / COURSE

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skill in UW Cadre
 - (b) Carry out the duties of No. 1 A/S Weapon or Torpedo crew
 - (c) Undertake the preparation of Torpedoes, A/S weapons, mines and all mine sweeping gear.
 - (d) Fit and fire all demolition charges
3. Pre Course Requirements - Sailors should have:-
 - (a) Successfully completed Leading 'Q' Refresher course and subsequently qualify Leading 'Q' board.
 - (b) Completed 01 year as Leading Seaman
 - (c) Sufficient sea experience
4. Duration - 19 Weeks
5. Frequency - Twice in year (Oct & Apr)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post-Course Recommendation -
 - (a) Sailors to be employed on board Ships for mandatory sea time
 - (b) On attainment of sea experience, sailors could be employed as instructors
8. Accreditation - Diploma in Underwater Science by Cochin University

UNDER WATER CONTROLLER / COURSE

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skill in UC Cadre
 - (b) Perform the duties of main operator of Sonar team
 - (c) Train junior sailors in use of Sonar equipment
 - (d) Carry out minor rectification of system
3. Pre Course Requirements - Sailors should have:-
 - (a) Successfully completed Leading 'Q' Refresher course and subsequently qualify Leading 'Q' board.
 - (b) Completed 01 year as Leading Seaman
 - (c) Sufficient sea experience
4. Duration - 19 Weeks
5. Frequency - Twice in year (Aug & Jan)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post Course Recommendation -
 - (a) Sailors to be employed on board ships for mandatory sea time
 - (b) On attainment of sea experience, sailors could be employed as instructors
8. Accreditation - Diploma in Underwater Science by Cochin University

UNDER WATER WEAPON III COURSE

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To be able to:-
 - (a) Induct Seaman sailors in to UW Cadre
 - (b) Carry out duties of Anti Submarine Weapon crew
3. Pre Course Requirements - Sailors should have:-
 - (a) Successfully completed ab-initio Training at INS Chilka and Afloat attachment.
 - (b) Basic Seamanship training at Seaman Ship School.
4. Duration - 23 Weeks
5. Frequency - Twice in year (Feb & Aug)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post Course Recommendation - Sailors to be employed on board ships for mandatory sea time

UNDER WATER CONTROLLER III COURSE

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To be able to:-
 - (a) Induct Seaman sailors in to UC Cadre.
 - (b) Perform duties of Sonar Operator.
 - (c) Assist UCI/UC II in routine maintenance of Sonar sets.
3. Pre Course Requirements - Sailors should have:-
 - (a) Successfully completed ab-initio training at INS Chilka and Afloat attachment.
 - (b) Basic Seamanship training at Seaman Ship School.
4. Duration - 23 Weeks
5. Frequency - Twice in year (Feb & Aug)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post Course Recommendation - Sailors to be employed on board ships for mandatory sea time

NAVAL AIRCRAFT ORDNANCE MECHANIC COURSE (NAOM 'Q')
(AVIATION BRANCH)

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Ordnance cadre.
 - (b) Perform the job of Aircraft Ordnance Tradesmen in concerned Aircraft.
 - (c) Assist senior supervisor on servicing of Relevant aircraft systems and equipment.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 55%
 - (b) Ab - initio training at INS Chilka
 - (c) Sea time
4. Duration - 25 Weeks
5. Frequency - Twice in a year (Early Mar and Early Sep)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Advanced Professional Course - Leading Aircraft Ordnance Mechanic 'Q' Course
8. Post Course Recommendation - Sailors to be employed in Air Squadron / Aircraft carriers as tradesmen post completion of OJT.

ELECTRICAL MECHANIC AIRCRAFT COURSE

(EMA 'Q')

(AVIATION BRANCH)

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Electrical cadre.
 - (b) Perform the job of Aircraft Tradesmen in concerned Aircraft.
 - (c) Assist senior supervisor on servicing of relevant aircraft systems and equipment
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 55%
 - (b) Ab-initio training at INS Chilka
 - (c) Sea time
4. Duration - 25 Weeks
5. Frequency - Twice in a year (Early Mar and Early Sep)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Advanced Professional Course - Leading Electrical Mechanic Aircraft 'Q' Course.
8. Post Course Recommendation - Sailors to be employed in Air Squadron / Aircraft carriers as tradesmen post completion of OJT.

ELECTRICAL MECHANIC AIRCRAFT RADIO COURSE (EMAR 'Q')
AVIATION BRANCH

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Radio cadre.
 - (b) Perform the job of Aircraft Tradesmen in concerned Aircraft.
 - (c) Assist senior supervisor on servicing of relevant aircraft systems and equipment.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 55%.
 - (b) Ab-initio training at INS Chilka.
 - (c) Sea time.
4. Duration - 25 Weeks
5. Frequency - Twice in a year (Early Mar and Early Sep)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Advanced Professional Course - Leading Electrical Mechanic Aircraft Radio 'Q' Course
8. Post Course Recommendation - Sailors to be employed in Air Squadron / Aircraft carriers as tradesmen post completion of OJT.

**AIRCRAFT ARTIFICERS APPRENTICE COURSE (AA/APP)
AVIATION BRANCH**

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Artificer Apprentice Mechanical cadre .
 - (b) Carry out refitting of all Associated Equipment and systems.
 - (c) Carry out fault diagnosis and Repair.
 - (d) Carry out Senior Supervisory Duties.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 60%.
 - (b) Ab-initio training at INS Chilka.
 - (c) Sea time.
 - (d) Basic Engg Course at INS Shivaji of 48 weeks.
4. Duration - 56 Weeks
5. Frequency - Twice in a year (Early Apr and Early Oct)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Qualification - Diploma in Engineering
8. Post Course Recommendation - Sailors to be employed in Air Squadron/ Aircraft carriers as Supervisor, post completion of OJT.

**AIRCRAFT ARTIFICERS APPRENTICE WEAPON COURSE (AAW/APP)
(AVIATION BRANCH)**

1. Name of Institution - Naval Institute of Aeronautical Technology.
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Artificer Apprentice Weapon cadre.
 - (b) Carry out refitting of all associated Equipment and systems.
 - (c) Carry out fault diagnosis and repair.
 - (d) Carry out Senior Supervisory duties.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 60%.
 - (b) Ab-initio training at INS Chilka.
 - (c) Sea time.
 - (d) Basic Engg Course at INS Shivaji of 48 weeks.
4. Duration - 56 Weeks.
5. Frequency - Twice in a year (Early Apr and Early Oct)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Qualification - Diploma in Engineering
8. Post Course Recommendation - Sailors to be employed in Air Squadron/ Aircraft carriers as Supervisor, post completion of OJT.

**ELECTRICAL AIRCRAFT ARTIFICERS APPRENTICE COURSE (EAA/APP)
(AVIATION BRANCH)**

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Artificer Apprentice Electrical cadre.
 - (b) Carry out refitting of all associated Equipment and systems.
 - (c) Carry out fault diagnosis and repair.
 - (d) Carry out Senior Supervisory duties.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 60%.
 - (b) Ab-initio training at INS Chilka.
 - (c) Sea time.
 - (d) Basic Engg Course at INS Valsura of 50 weeks.
4. Duration - 55 Weeks
5. Frequency - Twice in a year (Early Apr and Early Oct)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Qualification - Diploma in Engineering
8. Post Course Recommendation - Sailors to be employed in Air Squadron/ Aircraft carriers as Supervisor, post completion of OJT.

**ELECTRICAL AIRCRAFT ARTIFICERS APPRENTICE RADIO COURSE (EAAR/APP)
(AVIATION BRANCH)**

1. Name of Institution - Naval Institute of Aeronautical Technology
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Artificer Apprentice Radio cadre.
 - (b) Carry out refitting of all associated Equipment and systems.
 - (c) Carry out fault diagnosis and repair.
 - (d) Carry out Senior Supervisory duties.
3. Pre Course Requirements - Sailors should have completed:-
 - (a) 10+02 with Science Stream (PCM) with minimum 60%
 - (b) Ab-initio training at INS Chilka.
 - (c) Sea time.
 - (d) Basic Engg Course at INS Valsura of 50 weeks.
4. Duration - 55 Weeks
5. Frequency - Twice in a year (Early Apr and Early Oct)
6. Venue - Naval Institute of Aeronautical Technology (NIAT)
Naval Base
Kochi-682 004
7. Qualification - Diploma in Engineering
8. Post Course Recommendation - Sailors to be employed in Air Squadron / Aircraft carriers as Supervisor, post completion of OJT.

LS SR 'Q' COURSE

1. Aim of Course
 - To enable sailors to:-
 - (a) Upgrade professional skills in SR cadre
 - (b) Attain the rank of Leading Seaman
2. Pre Course Requirements
 - - (a) Successful completion of Basic 'Q' SR Course.
 - (b) Completed one year as a Seaman I Class.
 - (c) Sufficient sea experience
3. Duration
 - 08 Weeks from Mid Mar and Mid Sep
4. Frequency
 - Twice a Year
5. Venue
 - National Institute of Hydrography
6. Related Course
 - PO 'Q' SR
7. Post Course Recommendation
 - Sailors to be employed onboard ships for mandatory sea time.

PD 'Q' SR COURSE

1. Aim of Course
 - To enable sailors to:-
 - (a) Upgrade professional skills in SR cadre.
 - (b) Gain knowledge of surveying operations.
 - (c) Perform duties of Assistant in boat sounding and as a Junior Surveyor.
2. Pre Course Requirements
 - - (a) Successful completion of LS SR 'Q' course
 - (b) Completed one year as a Leading Seaman
 - (c) Sufficient sea experience.
3. Duration
 - 18 Weeks from End Aug
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Post Course Recommendation
 - - (a) Sailors to be employed onboard ships for mandatory Sea time.
 - (b) On attainment of sea experience, sailors could be employed as instructors.

BASIC 'Q' SR COURSE

1. Aim of Course
 - To enable sailors to:-
 - (a) Induct Seaman sailors into SR Cadre
 - (b) Learn the method of data logging, Observations obtained in field and take care of the instruments used in Hydrographic surveying.
 - (c) Attain proficiency in use of survey equipments
2. Pre Course Requirements
 - - (a) Completed Basic training at INS Chilka and Afloat attachment
OR
Completed initial training and minimum two Years sea time in own country.
 - (b) Completed Basic Seamanship training.
 - (c) Attain the rank of Seaman II Class
3. Duration
 - 24 Weeks from Early Feb
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Related Course
 - LS SR 'Q'
7. Post Course Recommendation
 - Sailors to be employed onboard ships for mandatory sea time.

ESEDC COURSE

1. Aim of Course
 - To enable sailors to:-
 - (a) Attain proficiency on in field Defect Rectification of survey instruments.
 - (b) Attain proficiency in care & Maintenance of survey instruments.
2. Pre Course Requirements
 - - (a) Attained the rank of EMR II.
 - (b) Familiarity with survey Instruments.
3. Duration
 - 06 Weeks from Early Feb
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Post Course Recommendation
 - Sailors to be employed onboard Survey Ships for better exposure to survey instruments.

CIVILIAN 'H' COURSE

1. Aim of Course
 - To enable personnel to:-
 - (a) Attain proficiency in use of survey equipments.
 - (b) Conduct hydrographic surveys for minor Ports' requirements.
2. Pre Course Requirements
 - - (a) Graduation with Maths & Physics.
 - (b) Knowledge of Surveying operations.
 - (c) Sufficient sea experience
3. Duration
 - 10 Weeks from Early Feb
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Post Course Recommendation
 - Personnel to be employed for Minor Surveying duties.

CIV SUB STAFF COURSE

1. Aim of Course
 - To enable personnel to:-
 - (a) Gain knowledge of surveying operations.
 - (b) Possess an elementary knowledge of the Basic requirements of Hydrographic surveying.
 - (c) Appreciate the defects of surveying Instruments and assist in setting them up for field observations
 - (d) Assist Minor Port Surveyors in Minor Hydrographic Surveys.
2. Pre Course Requirements
 - - (a) Bachelor's Degree / Diploma in Engg
 - (b) Basic knowledge of Surveying operations.
 - (c) Sufficient sea experience.
3. Duration
 - 10 Weeks from Early Feb
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Related Course
 - Civilian 'H'
7. Post Course Recommendation
 - Personnel to be employed for assistance on Minor Surveying duties

ESEDC (CIV) COURSE

1. Aim of Course
 - To enable personnel to:-
 - (a) Gain knowledge on in field defect rectification of instruments
 - (b) Attain proficiency in care & maintenance of survey instruments
2. Pre Course Requirements
 - - (a) Bachelor's Degree / Diploma in Electronics.
 - (b) Familiarity with survey instruments
3. Duration
 - 02 Weeks from Mid Dec
4. Frequency
 - Once a Year
5. Venue
 - National Institute of Hydrography
6. Post Course Recommendation
 - Personnel to be employed with survey instruments

**SENIOR SECONDARY RECRUIT BASIC AIR
(AH, SE, PH)**

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train sailors in Basic aspects of Aviation Fire Fighting, Safety Equipment, Photography terms
 - (b) Knowledge about ATC and Aircraft Carrier Organisation.
3. Pre Course Requirements - Sailors should have completed Ab-initio training at INS Chilka and Afloat Attachment
4. Approximate Start Dates & Duration - End Sep and End Mar 06 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - Basic 'Q' Course, Leading 'Q' Refresher and PO 'Q' Course as per branch.
8. Post Course Recommendation -
 - (a) Sailors to undergo OJT for 03 weeks At Air Station attachment
 - (b) On completion of OJT, sailors to undergo Basic 'Q' course as per branch at SFNA

SENIOR SECONDARY RECRUIT BASIC AIR (MET)

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train sailors in Basic aspects of Aviation Fire Fighting Safety Equipment, Photography terms
 - (b) Knowledge about ATC and Aircraft Carrier organisation.
3. Pre Course Requirements - Sailors should have completed Ab-initio training at INS Chilka and Afloat Attachment
4. Approximate Start Dates & Duration - End Sep and End Mar 06 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - Basic 'Q' Course, Leading 'Q' Refresher and PO 'Q' Course as per branch.
8. Post Course Recommendation - Sailors to undergo Basic 'Q' Met Course at SNOM.

BASIC 'Q' AIRCRAFT HANDLER

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train SSR sailors in air Traffic Services, Aircraft Handling and Fire Fighting
 - (b) Carry out duties at Air Station, onboard Carriers and Helicopter carrying ships
3. Pre - Course Requirements - Sailors should have:-
 - (a) Completed Ab-initio training at INS Chilka and Afloat Attachment
OR
Completed initial training and minimum two months sea time in own country
 - (b) Completed Basic Airman Ship Course
4. Approximate Start Dates & Duration - End Nov and End May 17 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - Leading 'Q' (AH) Refresher and PO 'Q' (AH) Course
8. Post Course Recommendation - Sailors to be employed in Air Stations and onboard Ships carrying Helicopters.

BASIC 'Q' SAFETY EQUIPMENT

1. Name of Institution - SFNA
2. Aim of Course - To be able to train SSR sailors for Inspection Servicing, maintenance and repair of all Safety Equipment under supervision.
3. Pre-Course Requirements - Sailors should have:-
 - (a) Completed Ab-initio training at INS Chilka and Afloat Attachment.OR
Completed initial training and minimum two months sea time in own country
 - (c) Completed Basic Airman Ship Course.
4. Approximate Start Dates & Duration - End Nov and End May 17 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - Leading 'Q' (SE) Refresher and PO 'Q' (SE) Course
8. Post Course Recommendation - Sailors to be employed in Air Stations and onboard Ships carrying Helicopters.

BASIC 'Q' PHOTO COURSE

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train SSR sailors in operating Ground camera.
 - (b) Loading and unloading of Aerial Camera Magazines.
 - (c) Processing and printing of black and White and colour films.
 - (d) Operation of digital camera.
3. Pre-Course Requirements - Sailors should have:-
 - (a) Completed Ab-initio training at INS Chilka and afloat Attachment
OR
Completed initial training and minimum two months sea time in own country.
 - (b) Completed Basic Airman Ship Course.
4. Approximate Start Dates & Duration - End Nov and End May 17 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - Leading 'Q' (PH) Refresher and PO 'Q' (PH) Course
8. Post Course Recommendation - Sailors to be employed in Photo Sections of shore base Air Squadrons and Ships having such facilities.

LEADING 'Q' REFRESHER COURSE FOR AIRCRAFT HANDLER

1. Name of Institution - SFNA
2. Aim of Course - To refresh NA-I(AH) sailors in Air Traffic Services, Aircraft Handling and Aircraft Fire Fighting to appear Leading 'Q' board.
3. Pre-Course Requirements - Sailors should have:-
 - (a) Completed Basic 'Q' AH Course
 - (c) Attained the rank of NA I (AH)
4. Approximate Start Dates & Duration - Early Jul & Nov, Mid Dec and Early May 04 Weeks
5. Frequency - Four times in a year
6. Venue - SFNA
7. Related Course - PO 'Q' (AH) Course
8. Post Course Recommendation - Sailors to be employed in Air Stations and onboard Helicopters Carrying Ships.

**LEADING 'Q' REFRESHER COURSE
FOR SAFETY EQUIPMENT**

1. Name of Institution - SFNA
2. Aim of Course - To be able to train NA-I(SE) sailors on duties of Asst Parachute Bay-in-Charge, Asst Life Raft Bay-in-Charge, Flying Clothing Drill Bay-in-Charge and Store-in-Charge.
3. Pre-Course - Sailors should have:-
Requirements
(a) Completed Basic 'Q' SE Course.
(b) Attained the rank of NA I (SE)
4. Approximate Start Dates & Duration - Mid Feb and Early Apr 04 Weeks.
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - PO 'Q' (SE) Course
8. Post Course Recommendation - Sailors to be employed in Air Stations and onboard Helicopter Carrying Ships.

LEADING 'Q' REFRESHER COURSE FOR PHOTO

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train NA-I (PH) sailors in handling all types of ground / digital / aerial cameras.
 - (b) Use allied equipments Advance B&W, Colour and Digital Photography.
3. Pre-Course Requirements - Sailors should have:-
 - (a) Completed Basic 'Q' PH Course.
 - (b) Attained the rank of NA I (PH)
4. Approximate Start Dates & Duration - Mid Feb and Early Apr 04 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - PO 'Q' (PH) Course
8. Post Course Recommendation - Sailors to be employed in Air Stations and onboard Helicopters Carrying Ships.

**PETTY OFFICER 'Q' COURSE FOR
AIRCRAFT HANDLER**

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train LA (AH) sailors in Air Traffic Services, Aircraft Handling and Aircraft Fire Fighting.
 - (b) Carry out and supervise various duties in ATC, onboard Aircraft Carriers, Helicopter carrying Ships and Air Squadrons.
3. Pre-Course Requirements - Sailors should have attained the rank of LA (AH)
4. Approximate Start Dates & Duration - Mid Sep and End Feb 19 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Post Course Recommendation - Sailors to be employed in Air Stations, Squadrons, onboard Carrier and onboard Helicopters Carrying Ships.

PETTY OFFICER 'Q' COURSE FOR SAFETY EQUIPMENT

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train LA (SE) sailors in servicing, Repairing, maintenance and accounting of Safety Equipment Stores.
 - (b) Carry out trade administrative duties.
3. Pre-Course Requirements - Sailors should have attained the rank of LA (SE).
4. Approximate Start Dates & Duration - Early Jul 17 Weeks
5. Frequency - Once in a year
6. Venue - SFNA
7. Post Course Recommendation - Sailors to be employed in Command SE Sections, Air Stations, squadrons, onboard Carrier and onboard Helicopters Carrying Ships.

PETTY OFFICER 'Q' COURSE FOR PHOTO

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Train LA (PH) sailors in handling all types of ground, digital, aerial and allied equipments.
 - (b) Carry out duties of administration and Organisation of Photo Section.
 - (c) Accounting of Photographic Equipment.
3. Pre Course Requirements - Sailors should have attained the rank of LA (PH).
4. Approximate Start Dates & Duration - Early Oct 20 Weeks.
5. Frequency - Once in a year
6. Venue - SFNA
7. Post Course Recommendation - Sailors to be employed in Command Photo Sections, Air Stations, Squadrons onboard Aircraft Carrier.

NAVAL AIRCRAFT MECHANIC COURSE

1. Name of Institution - Naval Institute of Aeronautical Technology (NIAT)
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aeronautical Engineering Cadre.
 - (b) Assist senior Aviation Sailors on first line servicing of relevant aircraft as per stream allocation.
3. Pre - Course Requirement - Should have completed:-
Ab-initio training at INS Chilka and Afloat Attachment

OR

Initial training and minimum two months sea time in own country.
4. Duration - 25 Weeks.
5. Frequency - Twice a year
6. Venue - Naval Institute of Aeronautical Technology
Naval Base
Kochi
7. Related Course - Leading Naval Aircraft Mechanics Qualifying course.
8. Post-Course Recommendation - Sailors to be employed in shore squadrons, aircraft carriers, ships carrying helicopter flight (as per stream) for 1st and 2nd line maintenance of various aircraft.

NAVAL AIRCRAFT ORDNANCE MECHANIC COURSE

1. Name of Institution - Naval Institute of Aeronautical Technology (NIAT)
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Ordnance Cadre.
 - (b) Assist senior Aviation Sailors on First Line maintenance servicing of relevant aircraft as per stream allocation.
3. Pre - Course Requirement - Should have completed:-
ab-initio training at INS Chilka and Afloat Attachment
OR
Initial training and minimum two months sea time in own country.
4. Duration - 25 Weeks.
5. Frequency - Twice a year
6. Venue - Naval Institute of Aeronautical Technology
Naval Base
Kochi
7. Related Course - LAOM 'Q' Course
8. Post-Course Recommendation - Sailors to be employed in shore squadrons, aircraft carriers, ships carrying helicopter flight (as per stream) for 1st and 2nd line maintenance of various aircraft.

ELECTRICAL MECHANIC AIRCRAFT RADIO COURSE

1. Name of Institution - Naval Institute of Aeronautical Technology (NIAT)
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Radio Electronics / Electrical Cadre.
 - (b) Assist senior Aviation Sailors in maintenance, administration and operation of relevant aircraft as per stream allocation.
3. Pre - Course Requirement - Should have completed:-
ab-initio training at INS Chilka and Afloat Attachment

OR

Initial training and minimum two months sea time in own country.
4. Duration - 25 Weeks.
5. Frequency - Twice a year
6. Venue - Naval Institute of Aeronautical Technology
Naval Base
Kochi
7. Related Course - Leading EMAR 'Q' Course
8. Post-Course Recommendation - Sailors to be employed in shore squadrons, workshops, aircraft carriers, ships carrying helicopter flights as per type for maintenance of various aircraft.

ELECTRICAL MECHANIC AIRCRAFT COURSE

1. Name of Institution - Naval Institute of Aeronautical Technology (NIAT)
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Electrical Cadre.
 - (b) Assist senior Aviation Sailors in maintenance, administration and operation of relevant aircraft type as per stream allocation.
3. Pre - Course Requirement - Should have completed:-
Ab-initio training at INS Chilka and Afloat Attachment
OR
Initial training and minimum two months sea time in own country.
4. Duration - 25 Weeks.
5. Frequency - Twice a year
6. Venue - Naval Institute of Aeronautical Technology
Naval Base
Kochi
7. Related Course - Leading EMA 'Q' Course
8. Post-Course Recommendation - Sailors to be employed in shore squadrons workshops, aircraft carriers, ships carrying helicopter flights (as per stream) for 1st and 2nd line maintenance of various aircraft.

AIRCRAFT ARTIFICERS APPRENTICE COURSE

1. Name of Institution - INS Shivaji & NIAT
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aircraft Artificer Apprentice (Mechanical Cadre).
 - (b) Carrying out refitting of all associated equipment and systems.
 - (c) Manufacture small machinery parts.
 - (d) Carry out fault diagnosis and repair.
 - (e) Carry out maintenance, administrative and operation of the relevant aircraft as per stream allocation.
3. Pre - Course Requirement -
 - (a) Age: 15 to 18 years
 - (b) Education. 10th class or matric with minimum 60% marks in Maths and Science subjects.
 - (c) Should have completed ab-initio training at INS Chilka and Afloat Attachment

OR

Initial training and minimum two months sea time in own country.
4. Duration - 234 Weeks.
5. Frequency - Twice a year
6. Venue -
 - (a) INS Shivaji - 104 Weeks
 - (b) Naval Institute of Aeronautical Technology (NIAT) - 104 Weeks
 - (c) On - Job Training (OJT) at Squadrons / Workshops - 26 Weeks

7. Post-Course
Recommendation

- Sailors to be employed in shore based squadrons / workshops, aircraft carriers, ships carrying helicopter flights (as per stream) for 1st and 2nd line maintenance of various aircraft.

AIRCRAFT ARTIFICERS APPRENTICE (WEAPON)

COURSE

1. Name of Institution - INS Shivaji & NIAT
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Aircraft Artificer Apprentice (Weapon) Cadre.
 - (b) Carrying out refitting of all associated weapon and systems.
 - (c) Carry out fault diagnosis and repair.
 - (d) Carry out maintenance, administrative and operation of the relevant aircraft as per stream allocation.
3. Pre - Course Requirement -
 - (a) Age: 15 to 18 years
 - (b) Education. 10th class or matric with minimum 60% marks in Maths and Science subjects.
 - (c) Should have completed ab-initio training at INS Chilka and Afloat AttachmentOR
Initial training and minimum two months sea time in own country.
4. Duration - 234 Weeks.
5. Frequency - Twice a year
6. Venue -
 - (a) INS Shivaji - 104 Weeks
 - (b) Naval Institute of Aeronautical Technology (NIAT) - 104 Weeks
 - (c) On-Job Training (OJT) at Squadrons / Workshops - 26 Weeks
7. Post - Course - Sailors to be employed in shore based Recommendation squadrons / workshops, aircraft carriers, ships carrying helicopter flights (as per stream) for 1st and 2nd line maintenance of various aircraft.

ELECTRICAL AIRCRAFT ARTIFICERS (RADIO) COURSE

1. Name of Institution - INS Valsura & NIAT
2. Aim of Course - To be able to:-
 - (a) Induct sailors into the Electrical Aircraft Artificer Apprentice (Radio) Cadre.
 - (b) Carrying out refitting of all associated equipment and systems.
 - (c) Carry out fault diagnosis and rectification.
 - (d) Carry out maintenance, administrative and operation of the relevant aircraft as per stream allocation.
3. Pre - Course Requirement -
 - (a) Age: 15 to 18 years
 - (b) Education. 10th class or matric with minimum 60% marks in Maths and Science subjects.
 - (c) Should have completed ab-initio training at INS Chilka and Afloat AttachmentOR
Initial training and minimum two months sea time in own country.
4. Duration - 234 Weeks.
5. Frequency - Twice a year
6. Venue -
 - (a) INS Valsura - 102 Weeks
 - (b) NBCD - 01 Weeks
 - (c) Naval Institute of Aeronautical Technology (NIAT) - 105 Weeks
 - (d) On-Job Training (OJT) at Squadrons / Workshops - 26 Weeks
7. Post - Course Recommendation - Sailors to be employed in shore based squadrons / workshops, aircraft

carriers, ships carrying helicopter flights (as per stream) for 1st and 2nd line maintenance of various aircraft.

ARTIFICER APPRENTICE COURSE

(ENGINEERING BRANCH)

1. Name of Institution - INS Shivaji
2. Aim of Course - To be able to:-
 - (a) Induct sailors into Artificer Apprentice (Engine Room branch) Cadre.
 - (b) Do independent watch keeping of main propulsion plant in a war ship.
 - (c) Do refitting of all types of machinery fitted onboard ships.
 - (d) Undertake operation, maintenance and repair of internal combustion engines for auxiliary and main propulsion.
 - (e) Manufacture small machinery parts.
 - (f) Carry out repairs and maintenance of machine tools.
3. Pre - Course Requirement -
 - (a) Age: 15 to 18 years
 - (b) Education. 10th class or matric with minimum 60% marks in Maths and Science subjects.
 - (c) Should have completed ab-initio training at INS Chilka and Afloat AttachmentOR
Initial training and minimum two months sea time in own country.
4. Duration - 04 Years.
5. Frequency - Twice in a year (Course commences in Jun and Dec)
6. Venue - INS Shivaji
Lonavla

7. Remarks
 - Sailors, on completion of Apprentice Training, will be awarded Certificate equivalent to Diploma in Mechanical Engineering.

8. Post - Course Recommendation
 - On completion of training, sailors to be employed onboard ships for sea training.

**NAVY ENTRY ARTIFICER COURSE
(ENGINEERING BRANCH)**

1. Name of Institution - INS Shivaji
2. Aim of Course - To be able to:-
 - (a) Convert selected sailors into Artificer Apprentice Cadre.
 - (b) Bring up professional skill of the above sailors, to promote them as Artificer V Class.
 - (c) Do watch keeping of main machinery in a war ship.
 - (d) Do refitting of all types of machinery fitted onboard ships.
 - (e) Carry out repairs and maintenance of machine tools.
 - (f) Manufacture small machinery parts entailing use of welding, machining and fitting operations.
 - (g) Undertake responsibility for the operation, maintenance and repairing of internal combustion engines for auxiliary and main propulsion work.
3. Pre - Course Requirement -
 - (a) Should have completed 2 ½ years of Naval Service
 - (b) Sea experience of one year.
 - (c) Should have attained the rank of ME I / Equivalent
4. Duration -
 - (a) 116 Weeks for MEs
 - (b) 138 Weeks for non-MEs
5. Frequency - Twice a year
6. Venue - INS Shivaji

Lonavla

7. Remarks
 - Sailors for this course, made from sailors of all branches except domestic branch, so as to provide an opportunity to outstanding sailors to join the highly skilled cadre of Engineering Artificers.

8. Post - Course Recommendation
 - Sailors to be employed onboard ships for mandatory sea time.

**MECHANICIAN IV CLASS COURSE
(ENGINEERING BRANCH)**

1. Name of Institution - INS Shivaji
2. Aim of Course - To be able to:-
 - (a) Do independent watch keeping on main propulsion plant in a war ship.
 - (b) Do refitting of all types of machinery fitted on a ship.
 - (c) Undertake responsibility for the operation, maintenance and repairing of internal combustion engines for auxiliary machinery and main propulsion plant work.
3. Pre - Course Requirement - Should have:-
 - (a) Attained the rank of Leading Engineering Mechanic (LME).
 - (b) Qualified in LME 'Q' Course / POME 'Q' board with 70% marks.
 - (c) Sufficient sea experience.
4. Duration - 104 Weeks
5. Frequency - Twice a year
6. Venue - INS Shivaji
Lonavla
7. Post - Course Recommendation -
 - (a) Sailors to be employed onboard ships for mandatory sea time.
 - (b) On attainment of sufficient sea experience, sailors could be employed in dockyards.

**ENGINEERING MECHANICIAN II CLASS
(ENGINEERING BRANCH)**

- | | | | |
|----|------------------------------|---|--|
| 1. | Name of Institution | - | INS Shivaji |
| 2. | Aim of Course | - | To be able to:-
(a) Induct sailors as Engineering Mechanic in Engineering Branch.
(b) Perform duties of Assistant to Senior Engine Room Sailors.
(c) Gain basic knowledge of Steam / ICE / Diesel Engines.
(d) Gain knowledge of basic auxiliary machinery fitted onboard ships.
(e) Carry out routine maintenance work auxiliary machinery fitted onboard ships. |
| 3. | Pre - Course Requirement | - | Should have:-
Completed ab-initio training at INS Chilka and Afloat Attachment
OR
Initial training and minimum two months sea time in own country. |
| 4. | Duration | - | 25 Weeks |
| 5. | Frequency | - | Twice a year |
| 6. | Venue | - | INS Shivaji
Lonavla |
| 7. | Related Course | - | LEMP 'Q' Course |
| 8. | Post - Course Recommendation | - | Sailors to be employed onboard ships for mandatory sea time, for 2 to 3 years. |

LEADING ENGINEERING MECHANIC CLASS (ENGINEERING BRANCH)

1. Name of Institution - INS Shivaji
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills for promotion from ME to LME.
 - (b) Carry out first line maintenance with the assistance of ERA / Mech.
 - (c) Carry out watch keeping duties on all auxiliaries of Engine Room.
 - (d) Carry out fault finding, repair auxiliary machine.
3. Pre - Course Requirement - Should have:-
 - (a) Attained the rank of ME I.
 - (b) One year sea experience.
4. Duration - 11 Weeks
5. Frequency - Twice a year
6. Venue - INS Shivaji
Lonavla
7. Related Course - Sailors to appear for Petty Officer 'Q' Board when due.
8. Post - Course Recommendation -
 - (a) Sailors to be employed onboard ships for mandatory sea time, for 2 to 3 years.
 - (b) On attainment of sufficient sea experience, sailors could be employed in Dockyard / Fleet Maintenance Team.

**SUB LIEUTENANT (SPECIAL DUTY) AVIATION
PRE-PROMOTION COURSE**

1. Name of Institution - SFNA
2. Aim of Course - To be able to:-
 - (a) Carry out duties of Station and Carrier SE & SO
 - (b) Carry out duties of Air Station and Aircraft Carrier Photo Officer
3. Pre - Course Requirements -
 - (a) Sailors should have been assessed for Officer potential.
 - (b) Sailors with a minimum rank of PO with AH I Qualified.
 - (c) Age. Not more than 38 years
4. Approximate Start Dates & Duration - Early Jul and Jan 08 Weeks
5. Frequency - Twice a year
6. Venue - SFNA
7. Related Course - SLt (Special Duties) Post-Promotion Course
8. Remarks - Sailors to be promoted to the rank of SLt on completion of course
9. Post Course Recommendation - SLt (Special Duties) Post-Promotion Course.

BASIC MOTOR TRANSPORT DRIVING SCHOOL

1. Name of Institution - SFNA
2. Aim of Course - To train AH sailors to carry out various driving duties at Naval Aviation Units' vehicles upto 3 Ton and Motor cycle.
3. Pre - Course Requirements - (a) Sailors should have completed Basic 'Q' AH Course and
(b) Medically fit S1A1
4. Approximate Start Dates & Duration - Mid Jul, Early Nov and End Feb 10 Weeks
5. Frequency - Thrice in a year
6. Venue - SFNA
7. Related Course - ADMTD
8. Post Course Recommendation - Sailors to be employed in Air Stations.

BASIC 'Q' MET

1. Name of Institution - School of Naval Oceanology and Meteorology.
2. Aim of Course - To train the SSR (Met) sailors in Observing Recording and coding/decoding of surface and Upper air observations and plotting of weather charts.
3. Pre - Course Requirements - Sailors' Basic Training at Chilka and Basic Airmanship at School for Naval Airmen (SFNA)
4. Duration - 26 Weeks
5. Frequency - Twice a Year (Course commences in May and Nov)
6. Venue - School of Naval Oceanography and Meteorology (SNOM), Kochi
7. Post - Course Recommendation - Sailors to be employed afloat / ashore Establishments for watch keeping duties at Met Offices.

LEADING 'Q' REFRESHER

1. Name of Institution - School of Naval Oceanology and Meteorology
2. Aim of Course - To enhance the professional knowledge of the sailors to qualify the Leading 'Q' Board and be able to shoulder the responsibilities of aviation watch keeper.
3. Pre - Course Requirements - Basic 'Q' Met
4. Duration - 03 Weeks
5. Frequency - Twice a Year
6. Venue - School of Naval Oceanography and Meteorology (SNOM), Kochi
7. Post - Course Recommendation - Sailors to be employed afloat/ashore units for operational requirements at Met Offices.

PO 'Q' MET

1. Name of Institution - School of Naval Oceanology and Meteorology
2. Aim of Course - To be able to:
 - (a) Upgrade professional skills of the LA(Met)
 - (b) Impart thorough knowledge of the Met Equipments and its handling
 - (c) To inculcate leadership quality and make The sailor capable of supervising the Met Offices (course leads to the award of Diploma (Met) by CUSAT, subject to qualifying criteria).
3. Pre - Course Requirements - Sailor should have completed at least one year of service as a LA (Met).
4. Duration - 17 Weeks
5. Frequency - Once a Year
6. Venue - School of Naval Oceanography and Meteorology (SNOM), Kochi
7. Post - Course Recommendation - Sailors to be employed afloat / shore for operational requirements at Met Offices

CPO 'Q' MET

1. Name of Institution - School of Naval Oceanology and Meteorology.
2. Aim of Course - To be able to:
 - (a) Provide Mid career upgrade in the professional and managerial skills of the senior sailor.
 - (b) To keep the senior sailor abreast with the current development and technology in the field of Meteorology (course leads to the award of B.Sc.(Met) by CUSAT, subject to qualifying criteria).
3. Pre - Course Requirements - Sailor should have completed at least three years of service as a POA (Met).
4. Duration - 11 Weeks
5. Frequency - Once a Year
6. Venue - School of Naval Oceanography and Meteorology (SNOM), Kochi
7. Post - Course Recommendation - Sailors to be employed onboard ships / shore for operational requirements at Met Offices

ANTI SUBMARINE WARFARE INSTRUCTOR SENSOR / WEAPON

1. Name of Institution - Anti Submarine Warfare School
2. Aim of Course - To enable sailors to:-
 - (a) Upgrade professional skill in Sensor / Weapon as instructors
 - (b) To plan and conduct supervision of Sensor/Weapon operations
 - (c) To be proficient in all Sensor/Weapon operation as system specialists
3. Pre - Course Requirement - Sailors must have:-
 - (a) Completed PO 'Q' UC/UW Course
 - (b) Recommendations from school on the basis of UC I/UWI course
 - (c) Sufficient sea experience
4. Duration - 24 Weeks
5. Frequency - Once a year (Mid Jul)
6. Venue - Anti Submarine Warfare School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post - Course Recommendation - (a) Sailors to be appointed on board ASW ships as ASW Instructor Cadre.
8. Accreditation - Post Graduate Diploma in Underwater Science by Cochin University.

METHODS COURSE
(SAILORS OF ALL BRANCHES)

1. Name of Institution - Naval Institute of Educational and Training Technology (NIETT)
2. Aim of Course - To enable sailors to:-
 - (a) To impart instructions using appropriate methods keeping in mind the psychological principals of learning
 - (b) To identify appropriate trainikng aids and use them effectively.
 - (c) Fabricate training aids.
 - (d) To set question paper using TOS and carry out evaluation of trainees.
3. Pre - Course Requirement -
 - (a) Sailors of all branches with a minimum rank of PO & equivalent can undergo this course.
 - (b) Medically Fit.
 - (c) Proficiency in communicationi English/ Hindi.
4. Duration - 04 Weeks
5. Frequency - 5 to 6 courses per year.
6. Venue - NIETT
INS Venduruthy
Naval Base
Kochi-682 004
7. Post - Course Recommendation - Qualified Sailors to be employed as Instructors in training establishments.

**CPO MANAGEMENT COURSE
(SAILORS OF ALL BRANCHES)**

1. Name of Institution - INS Agrani.
2. Aim of Course - To be able to:-
 - (a) Gain knowledge in element and concepts of Human Resource Management.
 - (b) Know project and material management..
 - (c) Acquaint with forms of correspondence.
 - (d) Sailors of all branches with a minimum rank of CPO and equivalent can undergo this course.
3. Pre Course Requirement -
 - (a) Sailors of all branches with a minimum rank of CPO & equivalent can undergo this course.
 - (b) Medically Fit.
 - (c) Sailors must have adequate sea experience.
4. Duration - 04 Weeks
5. Frequency - 8 Courses per year.
6. Venue - INS Agrani,
Red Fields
Coimbatore
7. Post Course Recommendation - Sailors to be employed as incharge of sub department of their respective branch onboard ship and shore establishment.

**CLEARANCE DIVING III COURSE
(SEAMAN BRANCHES)**

- | | | | |
|----|----------------------------|---|---|
| 1. | Name of Institution | - | Diving School. |
| 2. | Aim of Course | - | To be able to:-
(a) Induct seaman sailors in CD Cadre.
(b) Carry out various surface and underwater tasks to designated depth using specific equipment.
(c) Maintain diving gear under supervision.
(d) Task emergency action in case of a diving accident and render first aids. |
| 3. | Pre Course Requirement | - | Sailors should have:-
(a) Successfully completed SD Course
(b) <u>Age</u> . Less than 28 years. |
| 4. | Duration | - | 15 Weeks |
| 5. | Frequency | - | Once a year. |
| 6. | Venue | - | Diving School,
INS Venduruthy
Kochi |
| 7. | Related Course | - | CD II Course. |
| 1. | Remarks | - | On successful completion of CD III course, sailor are required to join seaman branch. |
| 9. | Post Course Recommendation | - | Sailors to be employed onboard ship and shore establishment for diving duties. |

**SHIPS DIVER COURSE
(SAILORS OF ALL BRANCHES)**

1. Name of Institution - Diving School.
2. Aim of Course - To be able to:-
 - (a) Carry out various surface and underwater task to designated depth using specified equipment.
 - (b) Maintain diving equipment and its records.
 - (c) Ensure safe custody and accounting of diving gear
3. Pre Course Requirement - Sailors should have:-
 - (a) Successfully completed the aptitude test.
 - (b) Age. Less than 27 years.
 - (c) Completed basic training.
 - (d) Sea experience of two to three years.
4. Duration - 08 Weeks
5. Frequency - Twice a year.
6. Venue - Diving School,
INS Venduruthy
Kochi.
7. Related Course - CD III Specialization Courses.
8. Post Course Recommendation - Sailors to be employed for diving in addition to the professional duties.

SURVEYING RECORDER I COURSE (SEAMAN BRANCHES)

1. Name of Institution - National Hydrographic School.
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in SR Cadre.
 - (b) Gain knowledge of surveying operations.
 - (c) Train Junior sailors in the use of surveying equipment.
3. Pre Course Requirement - Sailors should have:-
 - (a) Attained SR II Specialist qualification.
 - (b) Completed one year as Leading Seaman.
 - (c) Sufficient sea experience.
4. Duration - 15 Weeks
5. Frequency - Once a year.
6. Venue - National Hydrographic School
C/O Headquarters Goa Area,
Vasco – da- Gama, Goa.
7. Post - Course Recommendation -
 - (a) Sailors to be employed onboard ship for mandatory seetime.
 - (b) On attainment of sea experience, sailors could be employed as instructors.

SURVEYING RECORDER II COURSE (SEAMAN BRANCH)

1. Name of Institution - National Hydrographic School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in SR Cadre.
 - (b) Possess an elementary knowledge of the basic requirements of a Hydrographic Surveying.
 - (c) Appreciate the defects of surveying instruments and assist in setting them up for field observation.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained SR III Specialist qualification.
 - (b) Completed one year as Seaman I Class.
 - (c) Sufficient sea experience.
4. Duration - 14 Weeks
5. Frequency - Once a year
6. Venue - National Hydrographic School
C/o Headquarters Goa Area
Vasco – da - Gama
Goa
7. Related Course - Surveying Recorder (SR I)
Specialization course
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

SURVEYING RECORDER III COURSE (SEAMAN BRANCH)

1. Name of Institution - National Hydrographic School
2. Aim of Course - To be able to:-
 - (a) Induct Seaman sailors into SR Cadre.
 - (b) Learn the method of recording observations obtained in the field and take care of the instructions used in Hydrographic Surveying.
 - (c) Attain proficiency in use of sextant.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachmentOR
Completed initial training and minimum two months sea time in own country.
 - (c) Attained the rank of Seaman II Class.
4. Duration - 16 Weeks
5. Frequency - Once a year
6. Venue - National Hydrographic School
C/o Headquarters Goa Area
Vasco-da-Gama
Goa
7. Related Course - Surveying Recorder (SR II)
Specialization course
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

QUARTER ARMOURER I COURSE (GUNNERY BRANCH)

1. Name of Institution - INS Dronacharya
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in QA Cadre.
 - (b) Instructor junior sailors in their action duties, squad and rifle drill.
 - (c) Carry out simple gunnery maintenance work and instruct junior sailors in servicing gunnery equipment.
 - (d) Perform the duties of a Petty Officer in Gunnery Branch.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained QA II Specialist qualification.
 - (b) Completed one year as Leading Seaman.
 - (c) Sufficient sea experience.
4. Duration - 13 Weeks
5. Frequency - Once a year
6. Venue - INS Dronacharya
FORT Kochi
Kochi
7. Post - Course Recommendation -
 - (a) Sailors to be employed onboard ships for mandatory sea time.
 - (b) On attainment of sea experience, sailors could be employed as instructors.

QUARTER ARMOURER II COURSE (GUNNERY BRANCH)

1. Name of Institution - INS Dronacharya
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in QA Cadre.
 - (b) Carry out simple servicing of Gunnery equipment.
 - (c) Perform action duties as Quarter Armourer II Class.
 - (d) Perform actions as a Section Commander or a Mortar Commander of a landing party.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained RC III Specialist qualification.
 - (b) Completed one year as Seaman I Class.
 - (c) Sufficient sea experience.
4. Duration - 13 Weeks
5. Frequency - Once a year
6. Venue - INS Dronacharya
FORT Kochi
Kochi
7. Related Course - Quarter Armourer (QA I) Course.
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

QUARTER ARMOURER III COURSE (SEAMAN BRANCH)

1. Name of Institution - INS Dronacharya
2. Aim of Course - To be able to:-
 - (a) Induct Seaman sailors into QA Cadre.
 - (b) Train sailors for action duties, elementary servicing routines of Gunnery equipment.
 - (c) Perform duties of breech worker and tray worker.
 - (d) Perform duties in a Ship's landing party.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
 - (b) Completed Basic Seaman training.
 - (c) Attained the rank of Seaman II Class.
4. Duration - 14 Weeks
5. Frequency - Once a year
6. Venue - INS Dronacharya
Kochi
7. Related Course - Quarter Armourer (QA II) Course.
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

RADAR CONTROLLER I COURSE (GUNNERY BRANCH)

1. Name of Institution - INS Dronacharya
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in RC Cadre.
 - (b) Perform the duties / In-charge of a TS.
 - (c) Train junior sailors in the use of gun direction, gun layer and control equipment..
 - (d) Perform the duties of Petty Officer in Gunnery Branch (RC Cadre).
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained RC II Specialist qualification.
 - (b) Completed one year as Leading Seaman.
 - (c) Sufficient sea experience.
4. Duration - 11 Weeks
5. Frequency - Once a year
6. Venue - INS Dronacharya
Kochi
7. Post - Course Recommendation -
 - (a) Sailors to be employed onboard ships for mandatory sea time.
 - (b) On attainment of sea experience, sailors could be employed as instructors.

**RADIO OPERATOR (TELEGRAPHIST) II COURSE
(COMMUNICATION BRANCH)**

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Induct sailors in RO (Tel) Cadre.
 - (b) Communicate using teleprinter equipment.
 - (c) Communicate by morse at specified speed.
 - (d) Keep watch in harbour, monitor circuits at sea and back up V/S look outs at sea.
 - (e) Function as an operator on voice net.
 - (f) Handle messages.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 35 Weeks
5. Frequency - Twice a year
6. Venue - Signal School
INS Venduruthy
Naval Base
Kochi-682 004
7. Related Course - LRO (TEL) Course
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

LEADING RADIO TELEGRAPHIST COURSE (COMMUNICATION BRANCH)

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in RO I Cadre.
 - (b) Control operators in important WT, AT and voice circuit.
 - (c) Act as leading hand of the watch in Radio Office.
 - (d) Carry out the duties of Duty Senior Communication sailor in harbour onboard small ships.
 - (e) Act as leading hand in cryptographic watch.
 - (f) Carry out the duties of routine operator and in-charge of certain IP circuit in shore stations.
 - (g) Act as in-charge of Communication department in minor war vessels and in-charge of Electronic Warfare System.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attain the rank of RO I.
 - (b) Completed on year as Sea Service as RO I.
4. Duration - 18 Weeks
5. Frequency - Twice a year
6. Venue - Signal School
INS Venduruthy
Naval Base, Kochi-682 004

- 7. Related Course
 - POR (TEL) Specialization Course
- 8. Post - Course Recommendation
 - (a) Sailors to be employed onboard ships for mandatory sea time.
 - (b) Sailors could be employed in shore stations/ communication centers.

**PETTY OFFICER RADIO TELEGRAPHIST COURSE
(COMMUNICATION BRANCH)**

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills in LRO (TEL).
 - (b) Supervise message handling in a WT Office, ashore and afloat.
 - (c) Supervise the operation of Radio equipment.
 - (d) Supervise Teleprinter Communication / Radio Communication.
 - (e) Gain knowledge on basics of EW.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attain the rank of LRO (TEL).
 - (b) Sufficient sea experience.
4. Duration - 23 Weeks
5. Frequency - Twice a year
6. Venue - Signal School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post - Course Recommendation -
 - (a) Sailors should be employed onboard ships for mandatory sea time.
 - (b) On attainment of sufficient sea experience, sailors should be employed as Instructors in fleet team.

**RADIO OPERATOR (TACTICAL) II COURSE
(COMMUNICATION BRANCH)**

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Induct sailors in RO (TAC) Cadre of Communication Branch..
 - (b) Gain basic knowledge of communication
 - (c) Acquaint with ceremonial and communication aspects of exercises / activities in harbour.
 - (d) Communicate by light, semaphore and flag hoist.
 - (e) Handle messages.
 - (f) Function as an operator on voice circuits.
 - (g) Use EW terms on tactical circuit.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 35 Weeks
5. Frequency - Once a year
6. Venue - Signal School
INS Venduruthy
Naval Base
Kochi-682 004
7. Related Course - LRO (TAC) Course

8. Post - Course
Recommendation

- Sailors should be employed onboard ships for mandatory sea time.

**LEADING RADIO OPERATOR (TACTICAL) COURSE
(COMMUNICATION BRANCH)**

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of RO (TAC).
 - (b) Communicate by light, sema phore and flag hoist.
 - (c) Advice SCO / CO on flags and fleet work.
 - (d) Impart practical instructions on RO II / I.
3. Pre - Course Requirement - Sailors should have attained the rank of RO I(TAC).
4. Duration - 16 Weeks
5. Frequency - Twice a year
6. Venue - Signal School
INS Venduruthy
Naval Base
Kochi-682 004
7. Related Course - POR (TAC) Specialization Course
8. Post - Course Recommendation - Sailors should be employed onboard ships for mandatory sea time.

**PETTY OFFICER RADIO (TACTICAL) COURSE
(COMMUNICATION BRANCH)**

1. Name of Institution - Signal School
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of LRO (TAC).
 - (b) Advise Command on rules of maneuvering and station keeping.
 - (c) Supervise message handling ashore/ afloat.
 - (d) Act as PO Radio (Tactical) onboard major war vessels.
 - (e) Supervise voice circuits.
 - (f) Pass messages on tactical nets.
 - (g) Act as instructor for LRO (TAC) / ROI / RO II(TAC).
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained the rank of LRO (TAC).
 - (b) Sufficient sea experience.
4. Duration - 19 Weeks
5. Frequency - Twice a year
6. Venue - Signal School
INS Venduruthy
Naval Base
Kochi-682 004
7. Post - Course Recommendation -
 - (a) Sailors should be employed onboard ships for mandatory sea time.
 - (b) On attainment of sufficient sea experience, sailors should be employed as Instructors in fleet team.

**REGULATING PETTY OFFICER
(REGULATING BRANCH)**

1. Name of Institution - INS Kunjali
2. Aim of Course - To be able to:-
 - (a) Bring up the professional knowledge of LPM for performing Regulating, Provost and Security duties as RPO.
 - (b) Assistant MAA in the efficient running of Regulating, Provost and Security Wings. ROI / RO II(TAC).
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained the LPM qualification
 - (b) Attained the rank of LPM with one year seniority.
4. Duration - 12 Weeks
5. Frequency - Once a year
6. Venue - INS Kunjali
Colaba
Mumbai
7. Related Course - MAA Course
8. Post - Course Recommendation - Sailors should be employed onboard ships / shore establishments as in-charge of Regulating department.

**LEADING PATROLMAN
(SAILORS OF ALL BRANCHES)**

1. Name of Institution - INS Kunjali
2. Aim of Course - To be able to:-
 - (a) Induct Seaman I class and equivalent sailors to Provost duties.
 - (b) Assistant the MAA / RPO in the performance of their duties.
 - (c) Carry out the Provost patrol duties ashore.
 - (d) Perform the duties of field security personnel.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Attained the rank of Seaman I Class and equivalent with one year seniority.
 - (b) A well built physique
4. Duration - 26 Weeks
5. Frequency - Once a year
6. Venue - INS Kunjali
Colaba
Mumbai
7. Related Course - RPO Course
8. Post - Course Recommendation - Sailors should be employed onboard ships / shore establishments on Regulating duties.

**STEWARD II COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to induct sailors in Steward Cadre of Logistics Branch.
3. Pre - Course Requirement - Sailors should have:-
(a) Completed ab - initio training at INS Chilka and afloat attachment.
OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 20 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - Leading Steward (LSTD) Specialisation Course
8. Post - Course Recommendation - Sailors to be employed in Officers Mess onboard Ships / Establishments.

**LEADING STEWARD COURSE
(LOGISTICS BRANCH)**

- | | | | |
|----|------------------------------|---|--|
| 1. | Name of Institution | - | INS Hamla |
| 2. | Aim of Course | - | To be able to:-
(a) Upgrade professional skills of Steward I Class.
(b) Carry out account keeping in messes.
(c) Attend officers on dining table.
(d) Organise and run small messes. |
| 3. | Pre - Course Requirement | - | Sailors should have attained the rank of STD I Class. |
| 4. | Duration | - | 08 Weeks |
| 5. | Frequency | - | Twice a year |
| 6. | Venue | - | INS Hamla
Marve, Malad,
Mumbai |
| 7. | Related Course | - | PO (STD) Specialization Course |
| 8. | Post - Course Recommendation | - | Sailors to be employed in Messes of Ships / Establishments. |

**PETTY OFFICER STEWARD COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of LSTD.
 - (b) Main all mess and wine fund accounts.
 - (c) Organise table services.
 - (d) Carry out administration of Naval Officers Mess.
 - (e) Supervise pantry and preservation of items.
3. Pre - Course Requirement - Sailors should have attained the rank of LSTD with one to two years seniority.
4. Duration - 11 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Post - Course Recommendation - Sailors to be employed onboard Ships / Command Messes.

**COOK (OFFICER) II COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Induct sailors into Cook(O) Cadre of Logistics Branch.
 - (b) Identify various seasonal / non-seasonal vegetables and fruits.
 - (c) Prepare veg/ non - veg dishes and hospital diet.
 - (d) Observe fire precautions while running the galley.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 20 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - LCK (O) Specialisation Course
8. Post - Course Recommendation - Sailors to be employed onboard Ships / Establishments.

**LEADING COOK (OFFICER) COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of Cook (Officers).
 - (b) Prepare veg / non-veg dishes.
 - (c) Operate and maintain galley equipment, maintain hygiene condition, observe fire precautions and preserve fresh provisions.
3. Pre - Course Requirement - Sailors should have attained the rank of COOK (O) I Class.
4. Duration - 08 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - PO CK (O) Specialisation Course
8. Remarks - NA
9. Post - Course Recommendation - Sailors to be employed onboard in Officers Messes in cooking section on board Ships / Establishments.

**PETTY OFFICER COOK (OFFICERS) COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of LCK (Officers).
 - (b) Running the galley organisation.
 - (c) Have thorough knowledge of galley equipment, hygiene conditions and principles of nutrition.
 - (d) Gain knowledge on preparation of dishes.
3. Pre - Course Requirement - Sailors should have attained the rank of LCK (O) with two years seniority.
4. Duration - 11 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Post - Course Recommendation - Sailors to be employed as in-charge of Officers Cooking Section onboard Ships Establishments.

**COOK (SAILORS) II COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Induct sailors in Cook(S) Cadre of Logistics Branch.
 - (b) Identify various types of seasonal and non-seasonal vegetables and fruits.
 - (c) Identify cooking equipment
 - (d) Prepare special items of veg / non- veg and hospital diet.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachmentOR
Completed initial training and minimum two months sea time in own country.
4. Duration - 20 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - Leading Cook (Sailors) Specialisation Course
8. Post - Course Recommendation - Sailors to be employed in Sailors' Galley in Ships and Establishments.

**LEADING COOK (SAILORS) COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills of Cook I Sailors.
 - (b) Prepare veg / non-veg dishes.
 - (c) Operate and maintain galley equipment.
 - (d) Supervise cooking in small messes.
3. Pre - Course Requirement - Sailors should have attained the rank of CK(S) I.
4. Duration - 08 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - PO COOK (S) Specialisation Course
8. Post - Course Recommendation - Sailors to be employed in ships' galley in Ships and Establishments.

**PETTY OFFICER COOK (SAILORS) COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional knowledge of LCK (Sailors).
 - (b) Organise and maintain galley equipment.
 - (c) Observe principles of hygiene and management techniques.
 - (d) Carry out duties of in-charge of sailors' galley.
3. Pre - Course Requirement - Sailors should have attained the rank of Leading Cook (Sailors) with one to two years seniority.
4. Duration - 11 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Post - Course Recommendation - Sailors to be employed in ships' galley in Ships / Establishments.

STORE ASSISTANT II COURSE (LOGISTICS BRANCH)

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Induct sailors in Store Cadre of Logistics Branch.
 - (b) Acquire knowledge of various store keeping principles, accounting instructions of Naval Victualling and Clothing Stores and Mess traps.
 - (c) Carry out duties of Assistant in the stores / clothing / victualling sections.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 21 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - Leading Store Assistant (LSA)
Specialisation Course
8. Post - Course Recommendation - Sailors to be employed onboard Ships / Establishments.

**CHIEF PETTY OFFICER (STORE) COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional knowledge of SPO.
 - (b) Acquire thorough knowledge of store keeping and accounting of Naval Stores, Clothing Stores and mess traps.
 - (c) Take charge of stores organisation in Ships and Establishments.
3. Pre - Course Requirement - Sailors should have attained the rank of PO (Store).
4. Duration - 10 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Post - Course Recommendation - Sailors to be employed onboard Ships / Establishments in Victualling and Naval Stores.

**WRITER II COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Induct sailors into Writer Cadre of Logistics Branch.
 - (b) Carry out typing / word Processing in English.
 - (c) Gain knowledge of Command and Secretarial duties, Naval discipline and maintenance of service documents of sailors.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachmentOR
Completed initial training and minimum two months sea time in own country.
4. Duration - 21 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - Leading Writer Specialisation Course
8. Post - Course Recommendation - Sailors to be employed in office onboard Ships / Establishments.

**LEADING WRITER II COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional knowledge of Writer I.
 - (b) Gain knowledge of Command and Ships' Organisation, Secretarial duties of Captain's Office, discipline, summary punishments, maintenance of service documents of sailors, rules and promotion, pay and allowances and travel regulations.
3. Pre - Course Requirement - Sailors should have attained the rank of Writer I with one year seniority.
4. Duration - 08 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - PO Writer Specialisation Course
8. Post - Course Recommendation - Sailors to be employed onboard Ships or Shore Establishments.

**DETTY OFFICER WRITER COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional knowledge of Leading Writer.
 - (b) Independently take charge of large offices onboard Ships/ Establishments, which comprehensive knowledge on regulations and practical applications.
3. Pre - Course Requirement - Sailors should have attained the rank of Leading Writer with one year seniority.
4. Duration - 15 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Related Course - CPO WTR Course
8. Post - Course Recommendation - Sailors to be employed onboard Ships / Shore Establishments on independent duties.

**CHIEF PETTY OFFICER WRITER COURSE
(LOGISTICS BRANCH)**

1. Name of Institution - INS Hamla
2. Aim of Course - To be able to:-
 - (a) Upgrade professional knowledge of PO Writers.
 - (b) Shoulder independent charge of large offices onboard Ships / Shore establishments which require comprehensive knowledge on regulations and practical applications.
3. Pre - Course Requirement - Sailors should have attained the rank of PO Writer.
4. Duration - 10 Weeks
5. Frequency - Twice a year
6. Venue - INS Hamla
Marve, Malad,
Mumbai
7. Post - Course Recommendation - Sailors to be employed onboard Ships / Shore Establishments on independent duties.

**INSTRUCTOR COURSE
(NON-TECHNICAL BRANCHES)**

1. Name of Institution - INS Dronacharya / INS Venduruthy
2. Aim of Course - To be able to:-
 - (a) Impart thorough knowledge on their respective professional field.
 - (b) Be able to conduct instructional duties afloat / ashore.
3. Pre - Course Requirement - Sailors should have completed first rate course and be recommended for instructional cadre.
4. Duration - Varying. Depending on the course selected.
5. Frequency - Once a year
6. Venue - Schools at Kochi
7. Post - Course Recommendation - Sailors to be employed for instructional duties / Professional billets afloat.

**PHYSICAL TRAINING INSTRUCTOR III COURSE
(SEAMAN BRANCH)**

1. Name of Institution - INS Venduruthy
2. Aim of Course - To be able to:-
 - (a) Gain knowledge of rules and regulations of various games.
 - (b) Run sports programme efficiently and help in training players for games.
 - (c) Conduct PT Classes.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and Seamanship School.
OR
Completed initial training and minimum two months sea time in own country.
 - (b) Sound physical health
 - (c) Proficiency in sports
4. Duration - 19 Weeks
5. Frequency - Twice a year
6. Venue - INPT School
INS Venduruthy
Naval Base
Kochi-682 004
7. Related Course - PT II and PT I Courses
8. Post - Course Recommendation - Sailors should be employed in Shore Establishments & Ships for organising sports and conducting physical training of other personnel.

AIR PHOTO III COURSE

1. Name of Institution - INS Garuda
2. Aim of Course - To be able to:-
 - (a) Train sailors in operating ground camera and line camera.
 - (b) Load / unload films and carry out printing.
 - (c) Install aerial cameras under supervision.
3. Pre - Course Requirement - Sailors should have:-
 - (a) Completed ab-initio training at INS Chilka and afloat attachment.OR
Completed initial training and minimum two months sea time in own country.
4. Duration - 31 Weeks (including 11 weeks Basic Airmanship Training)
5. Frequency - Twice a year
6. Venue - School for Naval Airman
INS Garuda
Naval Base
Kochi-682 004
7. Related Course - AP II and AP I Specialisation Courses
8. Post - Course Recommendation - Sailors to be employed in Photo Section of shore base Air Squadrons and Ships having such facilities.

**ARTIFICER APPRENTICE COURSE
(ELECTRICAL BRANCH)**

1. Name of Institution - INS Valsura
2. Aim of Course - To be able to:-
 - (a) Induct sailors into Artificer Apprentice (Electrical branch) Cadre.
 - (b) Gain knowledge of fundamental principles of basic subjects and laboratory/practical work and their applications.
 - (c) Read and draw machinery details.
 - (d) Acquire knowledge in Workshop Practice.
 - (e) Study in detail the equipment onboard ships and learn application of basic principles for fault finding and remedy.
 - (f) Completed equipment studies, testing and tuning of equipment with emphasis on routines and maintenance.
3. Pre - Course Requirement -
 - (a) Age. 15 to 18 years Education.
 - (b) 10+2. with minimum 60% marks In Science and Mathematics.
 - (c) Should have:-
Completed ab-initio training at INS Chilka and Afloat Attachment
OR
Initial training and minimum two months sea time in own country.
4. Duration - 106 Weeks. The course will commence at BCD School, INS Shivaji for one week, followed by 105 weeks at Valsura.

5. Frequency - Twice in a year
(Course commences in Apr and Oct)
6. Venue - INS Valsura
Jamnagar
7. Remarks - Sailors, on completion of Apprentices' training, will be awarded Certificate equivalent to Diploma in Electrical Engineering.
8. Post - Course Recommendation - On completion of training, sailors to be employed onboard ships for sea training.

**NAVY ENTRY ARTIFICER (POWER / RADIO) COURSE
(ELECTRICAL BRANCH)**

1. Name of Institution - INS Valsura
2. Aim of Course - To be able to:-
 - (a) Convert selected MER sailors into Artificer Apprentice Cadre.
 - (b) Bring up professional skills of the above sailors, to promote them as Artificer IV Class.
 - (c) Gain knowledge of fundamental principles of basic subjects and laboratory / practical work and their applications.
 - (d) Read and draw the machinery details.
 - (e) Acquire skills in Workshop Practice.
 - (f) Study in detail, various equipment onboard ships and learn application of basic principles for fault finding & remedy.
 - (g) Undertake complete testing and tuning of equipment with emphasis on routines and maintenance.
3. Pre - Course Requirement - Should have:-
 - (a) Completed 2 ½ years of Naval Service.
 - (b) Sea experience of one year.
 - (c) Attained the rank of EMP I / Equivalent.
4. Duration -
 - (a) 112 Weeks for Electrical Sailors.
 - (b) 123 weeks for non-Electrical Sailors.
5. Frequency - Once in a year
(Course commenced in Jun)

6. Venue - INS Valsura
Jamnagar
7. Remarks - Sailors for this course, is made from sailors of all branches except domestic branch, so as to provide an opportunity to outstanding sailors to join the highly skilled cadre of Electrical Artificers.
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

**MECHANICIAN IV CLASS COURSE
(ELECTRICAL BRANCH)**

1. Name of Institution - INS Valsura
2. Aim of Course - To be able to:-
 - (a) Improve the theoretical background of technical subjects and their applications.
 - (b) Gain knowledge of laboratory / practical work, Workshop Technology and Machine Drawing.
 - (c) Gain technical knowledge of equipment.
 - (d) Maintain the equipment.
 - (e) Undertake fault finding / rectification of defects in equipment.
3. Pre - Course Requirement - Should have:-
 - (a) Attained the rank of Leading Electrical Mechanic Power / Radio (LEMP/LEMR)
OR
Qualified in POELR / POELP 'Q' Board with 70% marks.
 - (b) Sufficient sea experience.
4. Duration - 99 Weeks.
5. Frequency - Twice a year
6. Venue - INS Valsura
Jamnagar
7. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time.

ELECTRICAL MECHANIC (POWER / RADIO) COURSE
(ELECTRICAL BRANCH)
EMP / EMR II 'Q' COURSE

1. Name of Institution - INS Valsura
2. Aim of Course - To be able to:-
 - (a) Induct sailors in EMP / EMR Cadre of Electrical Branch.
 - (b) Perform duties of Assistant to senior Electrical Sailors.
 - (c) Gain basic knowledge (Radio / Power) Equipment.
 - (d) Carry out routine maintenance of Electrical Equipment fitted onboard ships.
 - (e) Carry out minor fault finding of Electrical Equipment.
3. Pre - Course Requirement - Should have completed:-

ab - initio training at INS Chilka and Afloat Attachment

OR

Initial training and minimum two months sea time in own country.
4. Duration - 26 Weeks.
5. Frequency - Twice a year
(Course commences in May and Nov).
6. Venue - INS Valsura
Jamnagar
7. Related Course - LEMP / LEMR Qualifying Course.
8. Post - Course Recommendation - Sailors to be employed onboard ships for mandatory sea time for 2 top 3 years.

**LEADING ELECTRICAL MECHANIC
(POWER / RADIO) COURSE
(ELECTRICAL BRANCH)**

1. Name of Institution - INS Valsura
2. Aim of Course - To be able to:-
 - (a) Upgrade professional skills for promotion from EMP I / EMR I to LEMP / LEMR.
 - (b) Undertake complete overhaul and stripping of power supply machinery and system.
 - (c) Read Electrical / Electronic circuits.
 - (d) Use normal test equipment for effecting repair.
 - (e) Operate all types of related equipment and use emergency and damage control equipment.
 - (e) Radio sailors to be able to locate and repair normal faults on WT / HF equipment using normal test equipment for their repair and also tune up Radio sets for optimum performance.
3. Pre - Course Requirement - Should have:-
 - (a) Attained the rank of EMP / EMRI.
 - (b) Sufficient sea experience.
4. Duration - 26 Weeks.
5. Frequency - Twice a year
6. Venue - INS Valsura
Jamnagar
7. Related Course - Sailors to appear for Petty Officer 'Q' Board when due.

8. Post - Course
Recommendation

- (a) Sailors to be employed onboard ships for mandatory sea time for 2 top 3 years.
- (b) On attainment of sufficient sea experience, sailors could be employed in Dockyards / Shore Maintenance Organisations.

**ARTIFICER APPRENTICE COURSE
(SHIPWRIGHT BRANCH)**

1. Name of Institution - Naval Shipwright School
2. Aim of Course - To be able to:-
 - (a) Induct sailors into Artificer Apprentice (Shipwright Branch) Cadre.
 - (b) Bring up the professional skills to a level for promotion to Shipwright Artificer V Class.
 - (c) Repair and maintain hull and associated fitting in all ships and power, pulling and sailing boats.
 - (d) Examine and preserve all water tight compartment openings of the hull structure.
 - (e) Upkeep and maintain all water pipes and valves.
 - (f) Maintain anchor and cable machinery and all hull fittings associated therewith.
 - (g) Achieve proficiency in using Gas/ Electrical welding/ Cutting equipment for welding/ cutting ferrous and non-ferrous parts of the hull structure.
3. Pre - Course Requirement -
 - (a) Age. 15 to 18 Years.
 - (b) Education. 10th class or matriculation with minimum 60% marks in Science and Mathematics.
 - (c) Should have completed:-
ab-initio training at INS Chilka and Afloat attachment .

OR
Initial training and minimum two months sea time in own country.
4. Duration - 04 Years

5. Frequency - Twice in a year.
(Course commences in Jun and Dec)
6. Venue - Naval Shipwright School
Visakhapatnam (AP).
7. Remarks - Sailors, on completion of Apprentice
training, will be awarded Certificate
equivalent to Diploma in Naval Architecture.
8. Post - Course Recommendation - On completion of training, sailors to
be employed onboard ship for sea training.