

Issue of Watch Keeping Certificates (WKC), Tanker Endorsements (TE), Able Seafarers Engine Certificates CoP, and Electro Technical Rating (ETR)

From IMEI(I) Offices : **(1) Head Office Nerul Navi Mumbai, (2) Kolkata, (3) Chennai, (4) Kochi, (5) Delhi, (6) Pune ,(7) Visakhapatnam and (8) Goa**

The Institute of Marine Engineers (India) has been authorized by the Directorate General of Shipping to issue

1. Watch Keeping Certificates (WKC) to Engine Room Ratings, and Tanker Endorsement (TE) to Engine Room Ratings, Engine Room Petty Officers, Engineer Officer Trainees, vide addendum NT/ ENGG, Circular No. 12 of 2012 dated 16 April 2013.
2. Certificate of Proficiency as Able Seafarer Engine (ABE), vide NT/Eng Circ. 3 of 2015 dated 18 Nov. 2015
3. Certificate of Proficiency as Electro Technical Rating(ETR), vide NT/ENGG Circular No. 2 of 2016 dated 20 Sep 2016

IME(I) Facilitation Centers addresses and contact numbers:

Branch	Address , Email and Contact Numbers	Timings (Except on Holidays)
<u>Head office, Nerul Navi Mumbai</u>	The Institute of Marine Engineers (India) IMEI House, Plot no. 94, Sector 19, Nerul East, Navi Mumbai 400 706 Tel No. 022-27701663 E mail : fc@imare.in	<u>*Application Submission</u> Monday to Friday: 1000 hrs to 1200 hrs <u>Collection of Certificates:</u> Monday to Friday: 1500 to 1530 hrs
IME(I), Kolkatta	The Institute of Marine Engineers (India) Flat No. A-1/2, Siddhartha Apartments, 31/3 Sahapur Colony, Block J, New Alipore, Kolkata - 700 053 Tel No.: 033 24987805 E mail : fcimeikol@yahoo.com	Monday to Friday 1000 hrs to 1300 hrs
IME(I) Che--ai	The Institute of Marine Engineers (India) The Seafarers Club, (opp to Reserve Bank of India) , Rajaji Salai, Chennai -600 001 Tel no : 044 – 25363733 /044- 25364733, E-mail: imeifcchennai@gmail.com fc_chennai@imare.in	<u>Application Issue:</u> Monday to Friday : 1000 - 1700 hrs(except submission and issue of Certificate time – See below) <u>*Application Submission :</u> Mondays ,Wednesdays and Fridays: 1000 - 1300 hrs. <u>Collection of Certificates :</u> Monday,Wednesdays and Fridays from 1430 hrs to 1630 hrs.
IME(I) Kochi	The Institute of Marine Engineers (India) 48/200 B(1), Narayananaasaan Road (West), (Near Capuchin Ashramam / Punnurunni Bridge) Vytila, Kochi, Kerala, 682019 Tel: 0484 -23 41 626 Mob: 70 25 159 111 Email : imeikochi@gmail.com	<u>Application Submission</u> Monday to Friday: 1300 hrs to 1800 hrs <u>Collection of Certificates:</u> Monday to Thursday: 1630 hrs to 1730 hrs
IME(I) New Delhi	The Institute of Marine Engineers (India) 421, Ansal Chambers II, Bhikaji Cama Place New Delhi-110066. Landline: 011-41009760 Mobile: +91-9999689760 Email : imeidelhi@gmail.com	<u>Application Issue:</u> Monday to Friday – 1100 - 1700 hrs. <u>*Application Submission:</u> Monday to Friday -- 1100 to 1400 hrs. <u>Collection of Certificates</u> Wednesdays and Fridays --1430 to 1630 hrs.
IME(I) Pune	The Institute of Marine Engineers (India) Plot No. 34, Poona Small Scale Industrial Estate, Gultekdi, Pune - 411 037 Tel.: 020 2426 1679 / 2426 9783	<u>Application Issue</u> Monday to Friday – 1000 --1700 hrs. <u>*Application Submission:</u> Monday to Friday -

	Email: imeifcpune@gmail.com	1000 -1300 hrs. <u>Collection of Certificates</u> Monday to Friday - 1400 to 1700 hrs.
IME(I) Visakhapatnam	The Institute of Marine Engineers (India), 1st Floor, Department of Marine Engineering, A.U. College of Engineering (A), Andhra University, Visakhapatnam – 530003. Tel : +91 9908279900 / 9133863222, Email: fcimeivizag@gmail.com	<u>Application Issue</u> Monday to Friday – 1000 --1700hrs <u>*Application Submission:</u> Wednesday & Friday - 1000 -1300hrs <u>Collection of Certificates</u> Wednesday and Friday – 1430 to 1630hrs
IME(I) Goa	IMEI House, D-27, Rangavi Eastate, Dabolim , Goa 403 801 Tel: 0832- 2538500 E-mail: imehousegoa@gmail.com	<u>Application Issue</u> Monday to Friday – 1000 --1600hrs <u>*Application Submission:</u> Monday to Friday – 1000 --1600hrs (Same day as application issue) <u>Collection of Certificates</u> Same day after one hour

*** Personally report along with duly completed application forms for submission and Original Documents for verification.**

Fee Payable for WKC, ETR, TE and CoP

- (1) Fee payable to MMD (per table below) is to be settled via the Government of India's Non Tax Receipt Portal (NTRP) Bharatkosh (www.bharatkosh.gov.in)
*Fee is payable to **PO MMD** of the same city as the Facilitation Centre (FC) where you wish to collect your certificate from. For example, if you are planning to visit the Chennai FC for your Certificate(s), the fee should be paid, via Bharatkosh, to PO MMD, Chennai. If it is Kolkata FC, then PO MMD Kolkatta; If Navi Mumbai FC, PO MMD, Mumbai.*
- (2) Fee Payable to 'The Institute of Marine Engineers (India)' as Demand Draft (DD) . See Amount in the table below.

a) For Watch Keeping Certificates -WKC & ETR

1) MMD Fee : Submit a copy of the receipt for the online payment of fee -- **Rs.3750/-** to PO MMD.

[Contact IME(I) FC for further details or in doubt]

AND

2) One DD for Rs. 2655/- (inclusive of GST) , favouring “ **The Institute of Marine Engineers (India)**”

b) For EACH Tanker Endorsement - TE

1) MMD Fee : Submit a copy of the receipt for the online payment of fee -- **Rs.3000/-** to PO MMD

[Contact IME(I) FC for further details or in doubt]

AND

2) One DD for Rs. 1593/- (inclusive of GST) favouring “ **The Institute of Marine Engineers (India)**”

c) For Able Seafarers Engine Certificate CoP

1) MMD Fee : Submit a copy of the receipt for the online payment of fee -- **Rs.3250/-** to PO MMD.

[Contact IME(I) FC for further details or in doubt]

AND

2) One DD for Rs. 2655/- (Inclusive of GST) , favouring “**The Institute of Marine Engineers (India)**”