

NAROTTAM MORARJEE INSTITUTE OF SHIPPING

(Recognized by the Government of India)



P R O S P E C T U S

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FELLOWSHIP/P. G. DIPLOMA IN SHIPPING MANAGEMENT

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Vide letter No.F.18-1/83-T.12 dated 16th April, 1983 from Shri R.S. Maheshwari, Education Officer (T), Bureau of Technical Education, Department of Education, Ministry of Education and Culture, Government of India, New Delhi and followed by Office Memorandum No.F.18-65/75-T. T/T.12 dated New Delhi, the 5th May, 1983 from Deputy Educational Adviser, Department of Education of the then Ministry of Education & Culture, Government of India, has given recognition to a pass in the Fellowship/Diploma in Shipping awarded by the “Narottam Morarjee Institute of shipping, Mumbai, as desirable qualifications for initial recruitment to middle level or subordinate posts and services under the Central Government in the appropriate field. The persons holding Fellowship/Diploma in Shipping from this Institute and having experience of 7 years service in Commercial Shipping after acquiring the qualifications be considered eligible for promotion/selection to superior posts in the appropriate field.”

Our Motto :

(ACHIEVING PROGRESS THROUGH KNOWLEDGE)

Our Emblem:

The Institute is dedicated to the study and specialization of all commercial aspects of Shipping. Its emblem depicts Indian orientation of this idea. A vessel of the Indus Valley Civilization (Circa 3000 B.C.) testifies to the maritime tradition of India, book and graph reflect legal and commercial aspects of shipping, ship under construction indicates importance of ship-building, ship-repairing and other ancillary industries and ship working in port signifies all aspects of shipping related logistics operations. The wavy lines symbolize oceans and anchors represent navigation.

The Institute is a professional body seeking to achieve progress through knowledge and imparting excellence and capacity building at affordable cost, in all commercial aspects of shipping management and related logistics.

NAROTTAM MORARJEE INSTITUTE OF SHIPPING

1. Origin:

- 1.1. Training of personnel, both in technical and commercial aspects is extremely essential for the successful functioning of any industry. With the growth of Indian Merchant Marine, gradually emerged T.S. DUFFERIN (subsequently replaced by T.S. RAJENDRA and now T.S. CHANKYA), Directorate of Marine Engineering (DMET) (now called Marine Engineering & Research in India - MERI), Lal Bahadur Shastri Nautical and Engineering College (now called LBS College of Advance Maritime Studies & Research - LBS CAMSAR) and other institutions for training navigating officers, marine engineers and ratings. There was, however, no structured mechanism in our country to train personnel for the commercial operations related to shipping. Persons seeking professional qualifications in chartering and shipbroking used to appear for examinations conducted annually by foreign institutions. Thus there was a dire need for an Indian Institution for training of personnel in commercial aspects and management of shipping particularly in the wake of expansion of Indian Merchant Marine and Shipping activities in our country.
- 1.2. The National Shipping Board, which is the highest level advisory body in shipping, set up under the Merchant Shipping Act, 1958, recommended to the Government of India, for the establishment of an autonomous institution for training personnel and conducting examinations on the commercial aspects of shipping and for helping the shipping industry by undertaking necessary research into various problems facing the industry. The Government accepted this recommendation. Precisely to fill up this need, an Institute of Shipping named after late Shri Narottam Morarjee, in recognition of his great pioneering contributions to Indian shipping, was established on 3rd January, 1969 under the joint auspices of the Government of India and the Indian Shipping Industry. The Institute is registered under the Societies Registration Act as well as under the Bombay Public Trust Act.

2. Objectives:

2.1. The main objectives and purposes of the Institute are:

- 2.1.1. To encourage, promote and assist the study of shipping business in all aspects;
- 2.1.2. To initiate, foster and maintain investigation and research into the best means and methods, practices of conducting shipping business, the problems involved and their most satisfactory solutions and in particular to study the economics of operation in the various international trade routes and India's share in the different trades;
- 2.1.3. To extend, increase and disseminate knowledge and exchange information and ideas in regard to all questions connected with shipping and to assist and further in all practicable ways the development and improvements of shipping industry in the national interest;
- 2.1.4. To create and provide facilities for education in commercial, technical and other aspects of shipping business and all other allied subjects and to take all steps for spread of shipping knowledge and to find and support establishments for this purpose.
- 2.1.5. To devise and impose means for testing the qualifications of candidates for admission to membership of the Institute by examination or by any other actual or practical tests and to grant certificates of qualifications/diploma to successful candidates;
- 2.1.6. To exercise professional supervision over the members of the Institute and other members of the profession and to frame and establish rules for observance in matters pertaining to professional practices;

2.1.7. To hold conferences, meetings, seminars, refresher courses for discussion of shipping business in all its phases and for delivery of lectures and to collect, collate and publish information of service/interest to members of the profession;

2.1.8. To establish/develop relations with shipping organizations in other countries and in international shipping organizations and to seek affiliations with other educational/social organizations in shipping.

3. Management:

3.1. The Minister of Shipping and the Secretary to the Ministry of Shipping, GOI are the ex-officio President & Vice President of this Institute. The Management & control of the Institute is vested in a Governing Council comprising of the representative (24 members) of Government, shipping industry & related logistics industry and elected members of the institute i.e.:

3.1.1. Director General of Shipping, Ministry of Shipping;

3.1.2. Ministry of Finance;

3.1.3. Ministry of Education;

3.1.4. National Shipping Board;

3.1.5. The Shipping Corporation of India Ltd.;

3.1.6. The Indian National Ship-owners Association;

3.1.7. Federation of Indian Chambers of Commerce & Industry;

3.1.8. Other bodies related to Shipping and related Logistics;

3.1.9. Prominent shipping personalities and elected representatives of enrolled members.

4. Courses offered:

4.1. The core courses offered by the institute are:

4.1.1. Post Graduate Diploma in Shipping Management (PGDSM) - 2 years;

4.1.2. Associateship (1 year) and Fellowship (1 year).

4.2. In order to make this course accessible to all aspirants, other than basic qualification criteria, no entrance test or cut off marks are prescribed for admission in above courses.

5. Comparison between PGDSM & NMIS Fellowship programme:

5.1. Syllabus, study material, fees, duration, exams. & market perception of PGDSM & NMIS fellowship program is identical. Similarly 1st year of 2 years PGDSM is identical to NMIS Associateship Course. Both options permit Allowed To Keep Term (ATKT) for 2nd Year admission provided candidate has cleared at least 3 out of 5 subjects of 1st Year in March and/or July exam

6. Eligibility:

6.1. Post Graduate Diploma in Shipping Management (PGDSM): (2 years programme):

6.1.1. **Qualification:** Graduate in any stream;

6.1.2. **Experience:** Nil;

6.1.3. **Age:** 20 years or more as on 1st April of corresponding Academic year;

6.1.4. **Certificate Awarded:** NMIS PGDSM certificate.

(Admission to 2nd (final year) of PGDSM is open only to those students who have passed 1st year PGDSM or those who are eligible under ATKT provisions)

6.2. Associate NMIS : (1 year programme):

6.2.1. **Qualification:** HSC or equivalent.

- 6.2.2. **Shipping related experience***: 2 years , as on 1st April of corresponding Academic year; *
- 6.2.3. **Age**: 20 years or more as on 1st April of corresponding Academic year;
- 6.2.4. **Certificate Awarded**: NMIS Associateship certificate.

(Students for this course are admitted as Ordinary Members & after passing all subjects of 1st year examination, they are awarded Associateship certificate. Admission to the Fellowship examination is open only to those who have passed the Associateship examination or those who are eligible under ATKTK provisions. .

6.3. **Fellow NMIS** :(1 year programme):

- 6.3.1. **Qualification**: Passed NMIS Associate Examination;
- 6.3.2. **Shipping related experience***: 3 years, as on 1st April of corresponding Academic year;*
- 6.3.3. **Age**: 21 years or more as on 1st April;
- 6.3.4. **Certificate Awarded** : NMIS Fellowship certificate.

* **Shipping related experience**: Means an experience in the office of a person, firm or limited company or association carrying on or connected with business such as Ship owning companies, Ship operating companies, Ship manning & management companies, Multimodal Transport Operators, Freight Forwarders, Custom House agents, Shipping agencies, Chartering brokers, Ship sale & purchase brokers, Insurance companies dealing with hull, machinery cargo & third party liabilities, Ports, Export/Import houses, Trade associations, Inland container depot (ICD), Container Freight Station (CFS), Government Departments dealing with shipping & related logistics, any other shipping or related logistic companies/organizations/firms closely connected with shipping including Indian Navy & Coast Guard. Experience as trainee engineer, deck cadet or rating ashore or on shipboard training will be counted in full as experience in shipping.

7. **Institute membership** :

- 7.1. **Ordinary Member**: Students having 2 years of shipping related experience as on 1st April of the concerned academic year and after enrolling for Associate ship course of Institute, can become ordinary Member of Institute by paying yearly subscription or one time lump sum for life member ship;
- 7.2. **Associate Member**: Candidates having 3 years of shipping related experience as on 1st April of the concerned academic year and after passing 1st year Associateship examination of the institute, can become Associate Member by paying yearly subscription or one time lump sum for life member ship;
- 7.3. **Fellow Member**: Candidates having 4 years of shipping related experience as on 1st April of the concerned academic year and after passing 2nd year Fellowship examination of the institute, can become Fellow Member by paying yearly subscription or one time lump sum for life member ship;
- 7.4. **Option of institute membership to PGDSM students**: Candidates who have passed the Final Year Post Graduate Diploma in Shipping Management Examinations are also eligible to enroll themselves as Fellow Members of the Institute provided they have 4 year of shipping related experience as on 1st April of the concerned academic year;
- 7.5. **Special Privileges of Institute members**: Member ship of a known and established professional institution is an important criterion in evaluating the eligibility of a candidate by most employers. In addition the institute members will have following privileges:
 - 7.5.1. Intimation of known employment opportunities;
 - 7.5.2. Intimation about industry developments, through institute's quarterly publication (when ready);
 - 7.5.3. Eligibility to stand for election for NMIS GC membership;
 - 7.5.4. Right to vote and elect representatives of Institute members for NMIS Governing Council (GC);
 - 7.5.5. Right to attend and vote at Annual / Especial General Meeting (AGM) meetings of the Institute;

- 7.5.6. Access to institute library;
- 7.5.7. Kept abreast of all developments related to Institute;
- 7.5.8. Opportunity to have access, network and seek the mentorship of with other institute members and alumni of Institute who may be in senior positions in the industry;
- 7.5.9. Associate / Fellow members of institute can proudly mention A.NMIS / F.NMIS in visiting card.

7.6. Termination of Institute Membership: A member shall cease to be a member of the Institute if :

- 7.6.1. The member is adjudged as insolvent;
- 7.6.2. The member fails to pay subscription within four months from the due date and if the same is not paid within one month after the receipt of a written notice requiring the member to make payment of the same; provided that the Governing Council may, on application made by the person ceasing to be a member under this clause readmit such person on such conditions as they may think fit;
- 7.6.3. The member is convicted of any offence involving moral turpitude;
- 7.6.4. The member is expelled for any act or conduct which, in the opinion of the Institute, is detrimental to its interest provided such expulsion is authorized by a resolution passed at a General Meeting;
- 7.6.5. The member dies or presumed missing and presumed dead.
- 7.6.6. Upon the Governing Council being satisfied, the name of such members shall be removed from the membership register.

7.7. Resignation from Institute membership: A members may resign from the membership of the Institute after giving 30 days written notice to the Director/Institute Secretary. Fees/subscription once paid by a member, who resigns shall not be refunded.

7.8. Mandatory enrolment as members of the institute: The students allowed to take up Associateship and Fellowship course are mandatorily enrolled as Members of the Institute with attendant rights and obligations. However the students joining the Post Graduate Diploma in Shipping Management course are admitted without any obligation to enroll as member of the institute. However such students would not have the privileges of Institute member.

8. Utility of this Course:

- 8.1. Contents of the course is specially designed and will be of great interest to all new entrants who wish to take up commercial shipping & related logistics as a career.
- 8.2. Course is also extremely useful to those who are already working in shipping or related logistics sector but their experience is confined to specific field of shipping & they wish to have a comprehensive understanding of shipping industry and related logistics to grow fast in their career.
- 8.3. Course also gives a great opportunity to seafarers to show case their performance in commercial shipping aspects on ships & empowers them to undertake attractive shore jobs.

9. Employment opportunity:

9.1. Thousands of employment opportunities exist in the sector for the NMIS students. This specialized course will be of great help, benefit and career growth of all those who are already working or propose to join commercial shipping and related logistics organizations like:

- 9.1.1. Ship Owning companies;
- 9.1.2. Ship operating companies;
- 9.1.3. Ship Recruitment and Placement Companies;
- 9.1.4. Ship Management Companies;
- 9.1.5. Multimodal Transport Operators;
- 9.1.6. Freight Forwarders;
- 9.1.7. Custom House agents;
- 9.1.8. Shipping agencies;

- 9.1.9. Chartering brokers;
- 9.1.10. Ship sale and purchase brokers;
- 9.1.11. Insurance companies dealing with Hull, Machinery, Cargo and third party liabilities;
- 9.1.12. Ports;
- 9.1.13. Export/Import Houses;
- 9.1.14. Trade Associations;
- 9.1.15. Inland Container Depot (ICD) and Container Freight Station (CFS);
- 9.1.16. Govt. Depts. dealing with shipping & related Logistics;
- 9.1.17. Entrepreneurs and startups in the sector;
- 9.1.18. Other Shipping related Logistic organizations.

This is only an indicative list.

10. Prominent alumni :

10.1. A good number of the senior and middle level executives in above organizations are alumni of NMIS.

11. Subjects covered: The courses cover practically all Commercial Aspects and Management of Shipping Business such as :

- 11.1.** Geography of Sea Transport;
- 11.2.** Shipping Practice;
- 11.3.** Current Shipping Environment;
- 11.4.** Shipping Economics & Finance;
- 11.5.** Chartering and Ship broking;
- 11.6.** Liner Trade & Multimodal Transportation;
- 11.7.** Risk Management in shipping and Marine Insurance;
- 11.8.** Shipping & Maritime Law including Conventions & Acts.

12. Admissions: For core 2 years course, admission opens on 1st April. There is a restriction of seats based on the seating capacity in the class. Admissions are offered on first come first serve basis. However, there is no restriction in numbers for admission as distance learning/correspondence students.

13. Guidance Lectures in Mumbai :

13.1. About 100 hrs. of Guidance lectures are given in each year, to all those joining the classes for the Associateship/Fellowship program or for obtaining the Post Graduate Diploma in Shipping Management. In Mumbai, lectures are delivered at the Institute Head Quarter at Nariman Point or at Institute of Marine Engineers (India) IMEI Seawoods (Navi Mumbai) or at Maritime Training Institute (MTI) of Shipping Corporation of India (SCI), Powai, on weekends in the 2nd half on Saturdays or in 1st half of Sundays from beginning July till end January every year, so that students who are working can learn while they earn. These class participants may be engaged on public holidays for longer sessions. This is a provisional schedule. It may change to meet the requirement of the institute. Prior notice to this effect will be given to the students. All efforts are made not to inconvenience the students.

13.2. The class students need to have at least 75% attendance in each year before they are allowed to appear for annual examinations. However this is relaxed if the student misses some classes on account of official travel related exigencies. Attendance is also relaxed on medical grounds.

14. Mumbai classes :

14.1. 1st year: Normally, 4 batches of 1st year students are conducted in parallel as follows:

- 14.1.1. Saturday 1500-1800 - NMIS HQ Nariman Point
- 14.1.2. Sunday 1000-1300 - NMIS HQ Nariman Point

- 14.1.3. Sunday 1000-1300 - MTI Powai
- 14.1.4. Sunday 1000-1300 - IMEI Seawoods, Navi Mumbai.

14.2. 2nd year: Normally, 3 batches of 2nd year students are conducted in parallel as follows :

- 14.2.1. Sunday 1400-1700 - NMIS HQ Nariman Point.
- 14.2.2. Sunday 1400-1700 - MTI Powai
- 14.2.3. Sunday 1000-1300 - IMEI, Seawoods, Navi Mumbai

Seat available in class: Normally seats are limited to 60 in a batch.

(Above class timing of different batches are subject to changes. However, the changes will be intimated to the students well in advance).

15. Local Study Centres (LSC) :

15.1. Besides conducting Classes in three locations at Mumbai, NMIS has LSC at Kandla (Gandhi Dham),. NMIS has plans to start additional Local Study Centres at some more locations within and outside the country.

16. Guidance lectures in Local Study Centres (LSC) out of Mumbai:

16.1. Normally, in the Local Study Centre, classes are conducted on weekends only. Details of location, timings, number of seats available etc. can be obtained from the coordinators of LSC. This information is also available on NMIS website.

17. Distance Learning Programme (DLP):

17.1. The Institute has been conducting classes for the above courses on weekends or after the office hours. Since the inception of the Institute in 1969, a large number of students have qualified in the various examinations. Due the growth of trade, and commerce, the demand for personnel conversant with shipping and related logistics has also increased. Many young persons working or seeking employment opportunities in various sectors associated with shipping and related logistics are not able to attend the classes due to distance from study Centres or various other compulsions. In order to meet the aspirations of such candidates, the Institute has introduced Distance Learning Programme since 1998.

17.2. Instead of helping the candidates by class lectures, the DLP aims at preparing the students for the examination by providing them necessary study material. DLP students are required to answer at least two of the model test papers, included in the study material by end December of the corresponding Academic year to be eligible for final examination.

17.3. Distance learning is made easy by exhaustive study material delivered to all students in hard copy and on line access to :

- 17.3.1 Live class room on weekends;
- 17.3.2 Recording of class lectures (any time);
- 17.3.3 Power point presentations used in class;
- 17.3.4 Last 5 years question papers;
- 17.3.5 Some solved question papers;
- 17.3.6 Contact classes in February every year when whole syllabus is revised & difficulties solved.

17.4. DLP students pay less as fees as compared to class students. Students seeking admissions in Distance Learning Program can register themselves up to 31st August of the concerned Academic year.

17.5. Certificate issued to DLP students is identical to that issued to regular students;

17.6. Opportunity for seafarers of Merchant Navy, Indian Navy and Indian Coast Guard: Sailing Nautical Officers, Marine engineers, ratings and all other eligible seafarers can also take advantage of this option to pursue this course to carry out their commercial functions more efficiently at sea. This course would also create attractive employment opportunities ashore for seafarers. Time served in the Navy and Coast Guards is counted in full as shipping related experience. Accordingly Navy & Coast Guard personnel, otherwise eligible, can also pursue this course for higher commercial knowledge and to seek attractive shore jobs in commercial shipping world post their retirement

18. Examinations:

18.1. Examinations are normally held at the designated examination centres, in the first fortnight of March every year at Mumbai, New Delhi, Kolkata, Chennai, Kochi, Goa, Ahmedabad, Kandla, Vizag, and at any other city in India or abroad wherever a minimum of 10 candidates opt to take up the examination. Additional examination are also held, normally in the 1st fortnight of July and November at Mumbai & if more than 10 students, then at any other place. 1st year PGDSM students must clear at least 3 papers out of 5 papers of the first year in March or July examination to be eligible for ATKT and admission in the 2nd year of PGDSM course;

18.2. Each subject for the examination carries 100 marks and the candidates should secure a minimum of 50% of the marks in each subject for passing the examinations. Candidates who are appearing again are exempted from appearing for examinations in those subjects in which they have secure 50 per cent or more marks in earlier attempts. Two years course has to be completed in a span of five years from the date of admission for 1st year PGDSM/Associateship.

18.3. No other exemptions are given in any subject based on any special qualification or experience, etc. held by the candidates.

19. Course Acceptance:

19.1. Institute's courses have acquired International repute. They are validated by Institute of Chartered Shipbrokers (ICS) London. London Institute also gives exemptions in 2 subjects out of their 7 subjects, to the candidates who have successfully completed course from NMIS. NMIS students are highly respected & sought after by shipping & related logistics industry within and outside India. .

20. Placement of students :

20.1. Almost all our students find decent placements, either during the course or shortly after completion. To help them further, we inform all known employment opportunities to our students through NMIS website. We also strive to get internship & campus placement for students to the extent practical. However there is no assurance of employment.

21. Abbreviations:

21.1. Members who are Associates or Fellows and holders of the Post Graduate Diploma in Shipping Management of this Institute may use the following abbreviations signifying their relative professional qualifications:

Associate of Narottam Morarjee Institute of Shipping	} A.NMIS. }
Fellow of NarottamMorarjee Institute of Shipping	} F.NMIS. }
Post Graduate Diploma in Shipping Management of NarottamMorarjee Institute of Shipping	} PGDSM - NMIS. }

22. Library:

22.1. The Institute at Mumbai is equipped with a Library having about 1500 books on shipping and allied subjects in addition to various shipping related periodicals.

22.2. Local members can borrow books from the Library (one book at a time for a period of ten days).

23. How the Institute helps you:

23.1. The Institute provides facilities which enable a member or a student to gain professional qualification in commercial shipping, hitherto not available in our country.

23.2. The syllabi of the courses seek to impart the essential theoretical knowledge on commercial shipping with a view to helping a member or a student to take up shipping as a career or to improving one's own prospects in that field.

23.3. Members interested in the study or specialization of any particular aspects of commercial shipping, on their own, can utilize the library facilities available at the Institute in Mumbai subject to the compliance of conditions.

24. Prescribed fees:

24.1. Prescribed course fees including foreign students are at **Annex- I** and also on web site. The fees includes cost of study material, books & library facility.

25. Mode of payment:

25.1. Fees would normally be paid on line. Alternatively fees can be paid by crossed 'Account payee' demand draft, favouring "NAROTTAM MORARJEE INSTITUTE OF SHIPPING".

26. Financial support:

26.1. Financial support upto 50% of the fees is extended to deserving students in need. Students seeking such assistance are required to apply for such support detailing the compelling circumstances for such help. Normally, the students who are employed will not normally be considered for such support.

27. Application:

27.1. Admissions open on 1st April of corresponding academic year. Students are required to submit dully-filled on-line application available on our web www.nmis.net. On home page 'Resources at NMIS' - click on 'Applications & Downloads'.

27.2. The candidates wishing to be enrolled are required to submit duly filled on line application forms to the Institute along with prescribed course fees in full.

28. Enclosures for Admission:

28.1. Candidates are required to enclose along with their applications, scanned copies of following documents :

- 28.1.1. Degree cert. for PGDSM (Prov. admissions for students appearing in final year without degree certificate);
- 28.1.2. HSC for Associate ship; + 2 Yrs. Experience letter.
- 28.1.3. One colour photograph;
- 28.1.4. Proof of date of birth (pan card or high school cert. or birth certificate or passport or Aadhar etc.);
- 28.1.5. For Associateship and Fellowship courses, proof of prescribed shipping related experience.

29. Faculty:

29.1. Almost all faculty members are adjunct or visiting. The faculty members of the Institute include top hands on professional from the shipping industry & allied organizations as well as experts in their respective field. This ensures that there is no gap between what is taught in the class and what is expected from the employees in real working environment.

30. Office Timings:

30.1. The Institute Office works between 10.30 a.m. to 6.30 p.m. every day except on Saturdays, Sundays and Bank Holidays. Institute office will work on Saturdays from 11.00 a.m. to 6.00 p.m. from April to September for taking Admissions.

30.2. The library timings are the same as office timings i.e. 10.30 a.m. to 6.30 p.m. from Monday to Friday.

31. Cancellation of admission & refund of fee :

31.1. There is no provision for refund of fees.

32. Customized courses:

32.1. The Institute also develops and conducts customized courses for various organizations associated with shipping and related logistics industry.

33. General Information:

33.1. A list of recommended readings for the various examinations is furnished in the following pages for the guidance of the members/students. The list is not exhaustive and the candidates are expected to refer further literature/books/journals etc. on respective subjects covered by the syllabi;

33.2. Copies of the question papers of the previous examinations held by the Institute for last five years are given to the students free of cost along with study material. A soft copy of question papers for last ten years is also available on the institute website;

33.3. The Institute reserves its right to amend the syllabi for the various examinations or any other rules and regulations governing its activities at any time. However these changes would be displayed on Institute website ;

33.4. The Institute reserves the right to reject the application of any person for admission without assigning any reasons;

33.5. Persons admitted as the students of the Institute for the Post Graduate Diploma in Shipping Management course or candidates having Post Graduate Diploma in Shipping Management course will not have the special rights and privileges enjoyed by the enrolled Associate or Fellow members of the Institute till such candidates also enroll themselves as Fellow members of the institute.

33.6. Candidates who pass in a minimum of three subjects in the first year examination would be allowed to keep terms (ATKT) for the final year courses subject to payment of prescribed fees.

33.7. Candidates preparing for the Institute examinations are advised to study topic-wise, the syllabi of the subjects concerned, referring relevant books, literature and journals. The latest syllabi for all the courses along with lists of recommended books have been given in the following pages.

33.8. The Institute does not have any Hostel facilities.

33.9. The list of prescribed fees has been given at the end of this Prospectus.

Academic calendar

First Year Admission starts	1 st April of the concerned Academic year
Second Year Admission starts	1 st June of the concerned Academic year
Classes conducted for class students	Beginning July to January end
Contact Lectures for Correspondence/DLP students	February
Last date for Submission of Assignments for DLP student	End December for March examination. End April for July examination End August for November examination.
Last date for filling up of on line Exam. Form with Exam Fee	1 st Jan. to 31 st Jan. for March examination. 1 st May to 31 st May for July examination. 1 st Sept. to 30 th Sept. for November examination.
Last date for late filling up of on line Examination Forms with Late Fee	10 th Feb for March examination. 10 th Jun. for July examination & 10 th Oct. for Nov Exam.
Examinations	First fortnight of March, July & November.

*All dates are subject to change which would be published on NMIS website www.nmis.net

IMPORTANT NOTICE:

The syllabus is given at next page.

SYLLABUS

ASSOCIATESHIP/ POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT – FIRST YEAR

(1) GEOGRAPHY OF SEA TRANSPORT

1. **Transport Network:** Transport (Importance; Factors Influencing); Significance of Transport; Transport linkages in Production & Distribution; Markets & Transport; Locational Aspects of Transportation; Transport (Commercial Activities & Population); Modes of Transport (Classification); Choice of Mode of Transport (Different Principles involved); Coordination of Transport; Global Development of Surface Transport (Roads & Railways); Pipeline Transport; Water Transport (Inland Water Transport); Air Transport, Major Ocean Routes;
2. **Inland Water Navigation in India:** Challenges, Description of the National Waterways; Inland Waterways Authority of India.
3. **Canals and Waterways :** Introduction; The Suez Canal; Panama Canal; The Kiel Canal; The St. Lawrence Seaways;
4. **Time Zones, International Date Line & Daylight Saving Time & Coordinated Universal Time (UTC).**
5. **Loadlines, Freeboard and Loadlines Zones :** Introduction; Definitions (Loadline, Freeboard Lines); Origin of Freeboard & Convention on loadlines; Different types of freeboards, Loadline obtaining & assigning; Typical Loadline markings; Loadline zones as per Convention;
6. **Climatic Factors and Shipping :** Introduction; Weather – definition; Climate; Creating Climate; World Meteorological Organization & its function; Monsoon; Seasons, Oceans; Ocean currents, Effect of currents; Tides; Winds, Beaufort scale; Effect of winds of shipping, Advantage of winds; Ship routing;
7. **Ports :** Ports & Hinterland; Factors affecting the hinterland; Detailed functions of a port; Types of ports; Major ports of the world; Continent wise descriptions of the ports;
8. **Cargoes & Commodities:** Types of cargoes & its characteristics; Loading, Unloading, Securing/Handling; Packaging; Solidification; Contamination; Temperature; Stowage factor; Export countries & ports; Importing countries & ports;
9. **Crude Oil – Sources & Trade :** Introduction; Origin & Classification; Products from crude; Production & consumption; Major loading areas & Crude Exports;
10. **Major Dry Bulk Commodities movement :** Introduction; World Seaborne Dry Bulk trade; Impacts of bulk trade in Asia; Trends in Demand – Supply of dry bulk carrier fleet; Fleet size & age structure; Dry bulk carrier freight market developments (Baltic dry index); Industry review; Overall trend of bunker; Current outlook.
11. **Marine Products :** Introduction; Scope for exports, Major items of marine export; Major export markets; Facilities provided for 100 percent export oriented unit (EOU); Critical challenges; Other hurdles faced by the Fishing Industry; How to overcome handicaps of Local Fishing; Shipping Aspects; Government policy updates;
12. **International Trading Blocks :** Introduction; Definitions, Effects of trade blocks; EC/EU; EFTA; OAU; NAFTA; OECD; ASEAN; LAFTA; SAARC; CIS; GATT; WTO; Other definitions.
13. **Map Work .**

NOTE: Students are expected to mark on outline maps important ports, major sea routes, loadline zones, seasons of bad weather, etc.

(2) COMMERCIAL AND SHIPPING LAW

1. **Law of Contract:** Contract Act 1872; General principles/essential features/types of contract, What is Contract, Proposal, Acceptance, Consideration, Privity of contract, Agreement, Capacity to contract, Free consent, Object & consideration, Void agreements, Performance of contract, Remedies for breach of contract, Quasi contracts.
2. **Contract of Indemnity:** Characteristics; Rights of Indemnity-holder.
3. **Contract of Guarantee :** Essentials of Contract of Guarantee; Distinction between Contract of Indemnity & Guarantee; Continuing Guarantee; Invalid Guarantee; Right of Surety; Liability of Surety; Discharge of Surety.
4. **Bailment:** Definition; Essentials of bailment; Duties of Bailor; Liabilities of Bailee; Rights of Bailee;
5. **Pledge:** Definition; Essentials of Pledge; Bottomry & Respondentia Bonds.
6. **Law of agency:** General principles, types/creation of agency, legal relationship between the parties involved, rights & duties of Agent & Principal; breach of warranty of authority; Termination of Agency; Personal liability of agents.
7. **The Sale of Goods Act, 1930:** Introduction; Formation of contract; Formalities; Effect of good perishing; Conditions & Warranties; Implied conditions/warranties as to title; Implied conditions when sale by description; No implied condition/warranty as to quality or fitness; Implied conditions when Sale by sample; Transfer of property (Generic goods & Specific goods); Conditional appropriation; Performance of contract; Rights of Unpaid Seller against goods.
8. **Introduction to the Indian COGSA 1925:** Brief introduction.
9. **Introduction to the Indian Bills of Lading Act 1856:** Brief introduction.
10. **The Indian Ports Act, 1908:** Introduction; Salient features, Port officials & their powers & duties; Port Health Officer; Port dues & other charges; Harbourmaster's function; Pilotage; Tugboat operations; Mooring services; Vessel traffic service & aids to navigation; Other marine services performed by port authorities; Emergency services; Dredging.
11. **The Major Port Trust Act, 1963:** Introduction; Definitions; Works & Services; Imposition & Recovery of rates.
12. **Health & Health Regulation:** Introduction to Indian Port Health & Indian Port Health Rules 1955; Free Pratique;
13. **The Indian Light Houses Act, 1927 :** Introduction; Definitions, Local Light Houses, Light dues, Receipts for Lightdues; Ascertainment of tonnage; Recovery of lighthouses expenses & costs; Refusal of port clearance; Exemption from payment of lightdues.
14. **The Inland Vessels Act, 1917 & Amendments :** Introduction; Survey of Inland mechanically propelled vessels; Registration of Inland mechanically propelled vessels; Masters (including Serangs) and Engineers

(including Engine Drivers) of Inland mechanically propelled vessels; Investigation & Casualties; Protection of, and Carriage of Passengers in Inland (Mechanically propelled) vessels; Penalties & Legal Proceedings.

15. **Maritime Lien :** Introduction; Description/Type of claims; Claims recognized as giving rise to maritime lien; Maritime liens implied by statute; Subjects of maritime lien; Order of priorities; Priorities between competing claims or Maritime liens of the sale class; Doubtful maritime liens; Hume life; Protection of a purchaser; Position of India; Procedure for arrest.
16. **Arbitration and Alternative Dispute Resolution Modes:** Maritime contracts; Method of dispute resolution; Significant features of Arbitration & Conciliations Act, 1996; Arbitration – why, when & how, Arbitration proceedings; Arbitration Award; Advantages.
17. **Freight:** Definition; When payable, Types of Freight; To whom/By whom payable.
18. **Convention on Facilitation of International Maritime Traffic:** Objective, Application; Provisions.
19. **Torts in Shipping and Defences against Tortious Liability:** Introduction; Types of Torts; Duty of care; Breach of duty; Defendant's breach caused the damage; Case Laws; Negligence of the Master/Ship's personnel; Vicarious liability; Tort actions against carriers; Misrepresentation; Pre-contractual misrepresentations; Background of the Himalaya clause; Remedies & Limitation; Defences against Tortious liability; Limitation of Action; Contributory negligence – in Admiralty.

NOTE: *Supporting answers with case law and illustrations would be an added advantage to the student.*

(3) SHIPPING PRACTICE

1. **The Ship - An Introduction :** Hull, Machinery, Types of Ships i.e. Passenger Ships, Specialized ships, Fishing vessels, Cable Laying ships, Research (Survey) vessels & Drill ships, Service Ships, Functional classification of maritime cargoes.
2. **More on ships:** Different types and sizes with their important features and their suitability to different cargoes.
3. **Classification Societies:** Background, their functions and importance.
4. **Types of shipping Operations:** Classification of shipping operations, Evolution of the Tramp; Evolution of the Liner, Highlights of Liner Shipping, Passenger service.
5. **Letter of Credit :**
6. **Bills of Lading:** functions, conditions, contents, types and general information; Letter of Indemnity.
7. **Clearing & Forwarding of Cargo :**
8. **Basic shipping terminology including abbreviations :**
9. **Specialized vessels :** Tween deckers; Shelter deck vessels, Refrigerated ships; Bulk carriers; Lakers; Ore carriers, Loggers; Cement carriers; Lumber & Paper product carriers; The container family; Barge carrying vessels; Ro-Ro; Combination carriers; Edible oil carriers.
10. **Types of Tankers :** Classification of tankers; Crude oil carriers; Product carriers; Chemical carriers (parcel tankers); Gas carriers; Juice tankers; Cargo handling system.
11. **Illustrations & Ships' Profiles/Plans :**

12. **Stowage factors and densities** -- importance in the carriage of dry and liquid cargoes, effect of density of water (fresh, salt, brackish). Different freight units.
13. **General Particulars of Ships :**
14. **Business communication in shipping** -- letter writing, telex, fax, e-mail, report-writing, memo-writing, charts and graphs.
15. **Port and liner agents – Role & Functions :** Port agents & duties, Liner agents;
16. **Other intermediaries in Shipping :** Shipbroker; Freightbroker; Freight forwarders, Multimodal transport operator; Sale & purchase broker;
17. **Cargo handling equipments:** used on board and ashore.
18. **Introduction to Chartering :** Introduction of chartering; Contract of Affreightment; Specific meaning of COA; Charterparty; Basic classification of ocean traffic;
19. **Statutory documents on board** including mandatory surveys and safety certificates.
20. **Types of Charterparties :** Demise or Bareboat charter; Non-demise charter (Voyage or Time); types of charters -- time, trip-time, voyage, consecutive voyages, bareboat; contract of affreightment, features of dry bulk and tanker chartering; names of different charterparty forms for different trades.
21. **Unitization :** Concept of 'Unit Load'; Strapping; Pre slinging; pre-sliging materials; Handling; Palletization; Method of securing; Handling & stowage; The effect of Pallet; Barges,
22. **Containerization :** Classification, Sizes, Types; Uses, Concept of FCL & LCL; Freight of containerized cargoes; Commodity box rates; Freight all kinds; Container marketing; Container terminal; Container freight station; Terminology; Factors to be borne in mind for stowage inside containers; Advantages/Disadvantages of containerization.
23. **Freight & Freight Units :**
24. **Marketing Serviced of Liner Shipping:** Marketing & Sales functions; Announcing sailings; Canvassing & booking cargo; Quotation of freight.
25. **Shipping Companies :**
26. **Shipping Documents:** Cargo Documentation -- Manifest, Mate's Receipt, Tally Sheets, Notice of Readiness, Statement of Facts, etc.
27. **The Ship's Crew :**
28. **Inward & Outward Clearance of Ships:** Inward clearance; Outward clearance.
29. **Export & Import Procedures :** Exports; Freight broker; Clearing & forwarding agents; Bill of Lading; Imports, General Landing date, free days & demurrage; Claims, Shipping bill; Bill of Entry; Types of Bill of Entry; When to present bill of entry; Salient features of the Bill of Entry; Documents furnished with B.E; Presentation of B.L. and Noting thereof.
30. **Procedures for Entering & Leaving Ports and Essential information on Port services:** Custom house work -- Inward and outward entry of ships documentation. Ship's papers; Ship's Articles; Manifest; Official log; Procedure on Arrival; Procedure for Leaving; Port procedure at Indian ports; Entry outward; Clearance of vessels; Port information;

NOTE: A student should be able to draw an outline of the different types of ships and mark important features.

(4) ECONOMICS OF SEA TRANSPORT

1. **Basics:** Definition of Economics and Maritime Economics; Factors of Production; Utility and Price; Opportunity Cost; Supply and Demand; The Price Mechanism.
2. **Shipping Terms:** 50 essential terms of Shipping.
3. **Demand & Supply for Shipping:** What is demand and supply for shipping; Factors influencing demand for a shipping and supply of ships.
4. **Shipping Costs & Revenue:** Classification of costs; Revenue analysis; Cost structure in shipping.
5. **Shipping Market Cycles:** Stages of shipping cycles viz. Trough (stage 1), Recovery (stage 2), Peak/Plateau (stage 3) and Collapse (stage 4).
6. **International Trade - Basic trade and Mechanisms:** Different forms of trade; Reasons for International trade; Balance of Trade and Balance of Payments; Benefits of International trade; Commodities in world trade; Free trade V/s Protected trade; WTO; International trade theories.
7. **Economics of Liner Shipping – An Introduction:** What is liner shipping? Conferences and Conference rate making; Liner Shipping: Freightling & Economics; Concepts of Freight surcharge, CAF, BAF etc.
8. **Economics of Manning:** Factors which influence manning costs; How are manning costs controlled by ship-owners
9. **Economies of Scale:** What is economies of scale; Advantages of economies of scale.
10. **Fuel Economics & Bunker Management:** Different aspects of Fuel Management viz. technical aspects, operational aspects, purchasing aspects and chartering aspects.
11. **Shipping Policy:** What is Shipping Policy? Government policy for its shipping; Origin and history of India's Shipping Policy; Government Policy on Coastal Shipping; Maritime agenda 2010-2020.
12. **Incoterms:** Classification of responsibilities of Seller and buyer for each International commercial term.
13. **Voyage accounts:** Concepts of net freight, Gross Operating Profit, Net Operating profit, Standing Charges etc.; Calculation of voyage accounts.
14. **Economics of Port Location:** Factors to be considered for selecting location of a port; Facilities of a port; Formulation of a port pricing; Organization of a port.
15. **The Business organization and its statutory requirements & organization of a Shipping Co.:** Forms of business organizations; Features of Joint Stock Company; The organization of a shipping company.
16. **Coastal Shipping in India:** Problems faced by coastal shipping in India; Remedies; Future trends.
17. **Cabotage:** Concept of cabotage; Cabotage in India; Sections of MSA 1958 regarding cabotage.
18. **Disbursements:** What are Disbursement accounts?; PDA and FDA.
19. **Piracy:** The problem, solution, initiative to counter piracy & armed robbery; Govt./IMO guidelines.

(5) CURRENT SHIPPING ENVIRONMENT

1. **Containerization in India :** Beginning & Development; Intermodal system; ICDs/CFSs – Rolls, Functions & Benefits; Central warehousing corporation; CONCOR; Private container train operators (CTO); cargo consolidation; private sector participation; .Hub & Spoke service at CONCOR.
2. **Multimodal Transport Operations :** Usage; General features; Multimodal Transport Operator; Working of multimodal transport services; Status of Multimodal Transport Act in India; Types of MTOs, MTD & Banking; ICC, FIATA, BIMCO; COMBIDOC; NVOCC.
3. **Development of Indian Ports:** Introduction to Maritime Tradition; Post Independent development; Classification & Management of Indian Ports; National objectives of a Major Port; Intermediate & Minor ports; Legislation for the Indian ports.
4. **Maritime Administration :** Introduction; General principles of maritime administration; Membership of IMO & participation; Enforcement/implementation of International instruments; Indian Maritime Administration; Administrative frame work; Functions of - D.G. Shipping, MMD, Shipping Masters, Director Seamen's Employment offices, Seamen's Welfare office; Training institutes – IMU.
5. **International Maritime Organization :** Background; IMO & its organizational set up; MSC, MEPC; Tech. Co-op. committee; Legal Committee, Facilitation Committee; Conventions; Maritime pollution – Liability & Compensation; Code & conventions; ISM Code.
6. **Ship Vetting :** Introduction; Vetting procedure; Ship inspection report exchange; Vetting inspection feedback forms;
7. **Joint Ventures, Shipping Pools & Consortia :** Traditional method of employment of ships; COAs; Bulk/Liner Parcelling; Joint ventures; Shipping Pools; Control of the Pool; Profit/Revenue & cargo pools; Conferences; Consortia; What is VSA & VDA and its restrictions.
8. **Flag State Control and Port State Control:** Introduction; General obligations of Flag States; Provision for Port State Control; Legal framework; Responsibility of recognized organizations acting on behalf of the Administration; Casualty & incident investigation.
9. **Quality Management in Shipping & STCW 1978 amended in 1995 & 2010:** Background, Action by shipping industry; STCW 1978 & its shortcomings; Amendments to STCW in 1995 & 2010 & important aspects of the revised Convention.
10. **Safety & Quality Management and ISM Code :** Introduction; Quality Management; ISO 9000; Shipping industry; International Safety management code (ISM Code) – Preamble, Applicability & Requirement; Description; Certification; International Ship & Port Facility Code; ISPS – objectives & key elements; IMDG code.
11. **Ship Management Concept:** Background; What is ship management?; Manning (Crewing); Technical & Commercial Management; Legal functions of the Ship Manager, How are the Ship Managers paid?; How a ship manager is selected?.
12. **Shipbuilding, Shiprepairs & Shipbreaking :** World shipbuilding scene; Indian Shipyards – Public & Private sector; HSL, CSL, GRSE; Problem associated with Indian shipbuilding industry, INSA; Shiprepair yards in India; Facilities at ports; Shipbreaking – introduction, international scene, Indian scene.

13. **International Organization connected with Shipping :** IMO; ICS; ICHCA; INTERTANKO; INMARSAT; ILO; The Corporation of Lloyd's of London; Salvage Association; Baltic Exchange; ITU; WMO; IHO, WHO; International Shipping Federation; IACS; IMB; FONSBA; ICC; BIMCO.
14. **Indian Shipping Organizations :** IPA, INSA; AISC; TRANSCART; OCC; IPPTA; ICC Shipping Association; CSLA; FEDSAI.
15. **Registration of ships and Flags of Convenience:** Registration of Indian ships; Flag of Convenience; Advantages & Disadvantages of FOC.
16. **International Transport Workers' Federation :**
17. **Technological Development in Sea Transport:** Introduction; Economies of scale; Change in ship sizes; Container vessels – impacts; Issues impacting ports; Effect on shipping as a whole.
18. **Indian Port Scenario and Privatization :** Introduction; Traffic scenario & capacity utilization of major ports; Hinterland connectivity & Information & Communication; Understanding the logic of privatization of ports; Privation – Fact & Impact; Recent developments; Govt. initiatives; Development of minor ports; Govt. constraints; Port projects – 2014.
19. **Indian Ports :** Definition; Development; Statistics;
20. **Maritime Piracy:** Definition; development; Regional variations in Pirate attacks; Piracy reporting centre; Absence of effective law; Environmental aspects; IMO guidelines to Shipowners/ Seafarers on preventing & suppressing piracy & armed robbery against ships; Study by MSC; Precautions & actions to be taken by ship's personnel.
21. **Maritime Frauds Container crimes :** How to prevent the, Role of IMB, Introduction, Types of frauds; Means of avoiding frauds; IMB & its objectives & services; Container crimes & Precautions – Pilferage; Trading fraud, Empty container fraud, documentary/bunkering/charter party/trading/marine insurance frauds, blackmail, whole container theft; Stowaways in containers.
22. **Wreck Removal :** Introduction; Provisions in the Convention;
23. **Offshore Shipping:** Introduction, Early history of oil usage, Onshore v/s Offshore drilling; Various stages of Offshore oil exploration; The Seismic survey, Gas & Oil reserves, Award of blocks by Govt. to E&P Operators, Geotechnical survey, Drilling, Developing offshore oil field, Drillships, Floating production systems, Various types of Offshore platforms & drilling rigs, Brief history of offshore drilling, Various types of supply vessels, Indian offshore scenario; Wind energy, Factors that impact the price of oil; Impact of prices on industry segments, etc.

SYLLABUS

FELLOWSHIP/ POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT -- FINAL YEAR

(1) LAW OF SEA TRANSPORT

1. **Charter-Parties:** What is COA?; Type of Charter Parties; Important clauses in Charter Parties; Analysis of certain clauses of charter parties; Effect of charterparty terms on third party Bill of Lading holders; Difference between - Demise & Non-demise Charters, Voyage charter & Time charter, Charter party & Bill of Lading; Formal requirement of charter party; construction of charter party – on what principle, by what law; Frustration of charter party.
2. **Bills of Lading:** Detailed study of the Bill of Lading and the Indian Bills of Lading Act 1856, with critical analysis of sections; Functions of Bill of Lading.
3. **International Conventions relating to Bills of Lading :** Detailed study of Hague Rules, the Hague-Visby Rules 1968; Protocol amending HV Rules 1979; Hamburg Rules 1978 and UN Convention on International Multimodal Transport of Goods, 1980.
4. **Comparison of the International Conventions relating to Bills of Lading and Multimodal Act:**
 - *Scope of Application of Hague & Hague-Visby Rules on* – only Bills of Lading, Outward Bills of Lading, Not applicable to deck cargo, applicable to deck cargo, not applicable to carriage of live animals, seaworthy vessel;
 - *Scope of application of Hamburg Rules & Multimodal Act* - All carriage contracts whether evidenced by BL or not, Outward & inward BL, Applicable to deck cargo, Applicable to carriage of animals;
 - *Carrier's Basic responsibility, Contractual & Actual Carrier, Period of Responsibility, Loss due to delay in delivery, Notice of loss, Limits of liability under Hague & Hague-Visby Rules and Hamburg rules & Multimodal Act.*
 - *Interpretational problems, Limitation of Action; Jurisdiction, Arbitration under Hague & Hague-Visby Rules and Hamburg rules & Multimodal Act.*
5. **Seaworthy Vessel:** Definition of Seaworthiness; Unseaworthiness; Ship should be seaworthy on sailing; Voyage in states; Obligation to exercise 'due diligence', Burden of Proof, Effect of Unseaworthiness; Overriding obligation.
6. **Care of Cargo:** Care of cargo under Hague Rule; Hamburg Rules, Multimodal Transportation of Goods Act; Delay in delivery; Period of Responsibility.
7. **Deviation:** Consequences of Deviation; Justifiable/Reasonable Deviation; Interpretation of deviation clauses; Interpretation of deviation clauses; Deviation & Freight.
8. **Carriage of Goods by Sea Act, 1925:** Purpose of enacting the Act? Application of the Act; Rights & Liabilities of carriers under the Act; In what areas does the M.S. Act 1958 overrule the Indian Carriage of Goods by Sea Act 1925.
9. **Multimodal Transportation of Goods Act, 1993 as Amended In 2000 :** Definition; Regulation of Multimodal transportation; Multimodal transport document – Issuance, Document of title, contents, reservation, evidentiary effect, responsibility of the consignor; Responsibilities & Liabilities of Multimodal Transport Operator;
10. **Customs Act, 1962 :** Provisions relating to ships carrying imported/exported goods; Vessels carrying coastal goods; Power to stop & search vessels; Power to confiscate vessel; Penalty for not accounting for goods; Punishment for evasion of duty prohibitions.

11. **Admiralty Jurisdiction:** Introduction, Meaning, Origin, Development of Admiralty matters in India, Admiralty jurisdiction; Composition. Methods of enforcement of maritime liens & arrest.
12. **Maritime Frauds:** Definition; International Maritime Bureau (IMB); Types of frauds; Phantom Ships; Protecting against fraud.
13. **Suppression of Unlawful Acts against the Safety of Maritime Navigation:** League of nations; Harvard draft? UNCLOS 1982; Convention for Suppression of Unlawful Acts against the Safety of Maritime Navigation 1988 [SUA Convention] and The Protocol Of 1988; Piracy Bill 2012.
14. **General Average and York Antwerp Rules 1974 as Amended In 2004:** What is General Average; Examples of Sacrifice & Expenditure; Essential features; Contributory interests; Amounts made good; Contributory values; General Average Procedure; York-Antwerp Rules.
15. **Salvage, International Salvage Convention 1989, of 2000, SCOPIIC :** Definition; Principles of Salvage, Maritime property; Crew; Passengers, Salvage Agreements; Lloyd's standard form; Salvage Convention 1989; Development of SCOPIIC (Special Compensation P&I Clause); Advantages & Disadvantages of SCOPIIC; The role of SCI (Special Casualty Representative); SCOPIIC in practice; Lloyd's Standard Form of Salvage Agreement (LOF 2000).
16. **Towage :** Definition; Reasons – why does a tow need a tug?; General information; Implied terms; Special towage contracts; Towhire; Towcon.
17. **Collision Regulations:** Definition; General guidelines; Steering & Sailing rules; Lights & shapes; Sound & light signals; Alternative danger, Damages – when the ship is lost and when the ship is damaged but not lost.
18. **Oil Pollution:** Civil Liability Convention; Application; Strict Liability; Limitation of Liability; Compulsory insurance, Fund Convention, MARPOL, US Oil Pollution Act 1990; Impact of OPA 90; TOVALOP (Tanker Owners' Voluntary Agreement concerning Liability for Oil Pollution), CRISTAL (Contract regarding an Interim Supplement to Tanker Liability for Oil Pollution Damages).
19. **International Convention On Civil Liability For Bunker Oil Pollution 2001 [Bunker Convention]:** Background/Objective for introduction of this Convention; Scope; Liability; Shipowner's Right of Recourse; Compulsory Liability Insurance; Direct action against the insurer; Limitation of liability.
20. **London Dumping Convention:** Convention on The Prevention of Marine Pollution by Dumping of Waste and Other Matters 1972 [London Dumping Convention] and London Protocol 1996.
21. **OPRC – HNS Protocol:** International Convention on Oil Pollution Preparedness, Response and Co-Operation 1995 [OPRS Convention] and The Protocol on Preparedness, Response and Co-Operation to Pollution by Hazardous and Noxious Substances 2000 [OPRS-HNS Protocol]; What is the OPRC-HNSS Protocol 2000? What does the OPRC-HNS Protocol 2000 cover? What are the obligations of parties to the OPRC-HNS protocol?
22. **Athens Convention:** Applicability of this Convention; Definitions; Liability of the carrier; Jurisdiction.
23. **Merchant Shipping Act, 1958 :** Introduction/Definition; Registration of ships; Collisions; Collision & Limitation of Liability of shipowners; Wreck & Salvage; Civil Liability for Oil pollution damage; Prevention & Containment of pollution of Sea by oil; Investigations & Inquiries.
24. **Cargo Claims:** Types of claims – Shortlanded & Partial Loss/damage; Who has the right to cargo claims? Time limit; Limitation of liability; Custom duty; Prevention of Loss of/damage to cargo.

NOTE: Above topics to be supported by relevant case study/law and illustrations.

(2) SHIPPING ECONOMICS & FINANCE

PART A: SHIPPING ECONOMICS

1. **Economy, Trade & Shipping – An Introduction:** Linkage between economy, trade & shipping;.
2. **Maritime Freight Transport & Logistics :** Main segments, The enduring relevance of Port sites; Global commodity chains & Logistical strategies; Bulk maritime freight; Containerized maritime freight; Global port operators; Logistics & the Maritime/Land Interface.
3. **Sale and Purchase of Ships :** Introduction; Present state of the ship finance business; General Practices in Sale & Purchase Functions in India; Sale of secondhand vessels; Purchase of secondhand vessels; Acquisition of Newbuilding vessels; Process, Evaluation, Inspection, Selection, MOU, Obtaining clearances/approvals, Formalities, Standard forms including SALEFORM; necessary documentation.
4. **Investment appraisal in shipping — at national and enterprise level :** Introduction; Factors, Feasibility; Payback period; Accounting rate of return; Net present value, Acceptance rule; Internal rate of return; Evaluation of the method; Appraisal at National level.
5. **The Four Shipping Markets:** Shipping business is conducted through four related markets dealing in different commodities, freight, secondhand ships, new ships and ships for demolition. We discuss the practicalities of each market and the dynamics of how they are connected by cash-flow. As cash flows in and out of ship-owners balance sheets it influences their behaviour in these markets.
6. **Economics of scrapping and laying up of ships:** Circumstances & decision of shipowner; Options; Influencing factors.
7. **Strategic Planning & Cost control in shipping:** Introduction; Segments, pre-requisites for effective & successful implementation of a cost control system.
8. **Time Charter – Final Accounts:** Responsibilities/Sharing of cost by Shipowner & Charterer; Process of preparing final accounts; Case study, Statement of facts.

PART B: SHIPPING FINANCE

1. **Shipping Finance – An Overview:** FAQs; Topics covered.
2. **Shipping Finance:** Objectives; Overview; FAQs; Investment Funds, Equity Finance, Debt Finance, Mezzanine Finance, Leasing Finance, Deferred Payment Guarantee, Foreign Exchange Contracts, External Commercial Borrowings, Consortium Finance, Syndicated Loans, Syndicated Credit, Parties to a syndicated loan agreement, Re cap.
3. **Acquisition of Ships :** Objectives, Overview, Important Aspects, Purchasing Decisions, Approvals, Acquisition formalities & Registration of ships, Declaration of ownership, Survey & Measurement.
4. **Letters of Credit:** Overview, Payment Risk, Delivery Risk, Operational Risk FAQs, Importer Applicant, Exporter Beneficiary.
5. **Letters of Credit – Bankers,** Types of LCs, Importance in EXIM trade activities.
6. **Bill of Exchange :** Commercial Documents/Invoice, Bills of Lading, Multimodal Transport Document, Risk Covering Documents, Role of banks in shipping and banking procedures regarding documentary credit/UCP; Incoterms.

7. **International Financial Institutions & Markets:** Overview, FAQs, Special features of the International markets, Important events happened in International Financial Markets, Important International Institutions – IMF, IBRD, BIS, ADB, EXIM Bank.
8. **Balance of payments:** Objectives; Overview; FAQs, Components; with reference to the role of shipping and factors having influence on this.
9. **Foreign Exchange Markets :** Objectives, Overview, FAQs, Importance of forex for a country; Players/participants in Forex market; Types of forex transactions; Forex rates – ways of quote/Classification of forex rates quotations; Types of forward deals; impact of exchange rates on shipping. Relevant sections of legislation e.g. Foreign Exchange Management Act, 1999 (including all amendments and revisions) regarding *remittances* for - (a) Collection of freight, (b) Acquisition of ships (c) Other related matters.
10. **Risk Management:** Objectives, Overview; Types of risks & its impact on the international markets. Roles of Banks & its risk mitigation processes, FAQs, What is Risk? Types of Risks, Factors affecting the market movements (exchange rate/interest rate/price).

(3) RISK MANAGEMENT & MARINE INSURANCE

1. **Risk Management in Shipping:** Introduction- concept, process & practice; Types of Risks; Risk identification; Risk Evaluation, Risk Control; Risk Handling; Formal Safety assessment; Risk Matrix.
2. **Origin & History of Marine Insurance :** History, Lloyds; Lloyd's agents; Lloyd's form of policy; International Underwriting Association of London (IUA); Marine Insurance definition; Marine insurance & trade; Scope of Marine Insurance; GIC of India; Marine Insurance Act 1963.
3. **Principles of Insurance :** Definition; Elements; Categories; Partial & total loss; Assignment; Warranties; Insurable interest, Utmost good faith, Proximate cause; Indemnity, Subrogation, Contribution.
4. **Hull & Machinery Insurance:** Basis of underwriting/rating; Institute Clauses — Time and Voyage; Perils covered; Pollution hazard; Excluded perils; 3/4th collision liability clause; The International Hull Clauses 2003.
5. **Cargo Insurance :** Introduction; Incoterms; Institute Cargo clauses – A, B, C; Clauses stating exclusions; Extraneous perils covered; Additional exclusions; Examination of some of the perils covered; Important clauses of Institute clauses (1982); Inland Transit Clauses; Institute War Clauses; Institute Strike clauses; Inland FOB extension clauses.
6. **Protection & Indemnity Clubs :** History, Risk covered & practice; Liability insurance; Constitution of a modern P&I Club; Committee's/Board's responsibilities; Management of the Club; Rating of Risks & Fixing of Calls; Premium rating system; Advance & Supplementary calls; Release calls; Duty to act as prudent un-insured; Scope for P&I Club cover; Risks insured under P&I cover; Diversion expenses; Oil pollution liability; Collision Liability; Wreck removal; Stowaway/Refugees; Quarantine; Deviation; Exceptions & Limitations to club cover.
7. **Cargo Insurance – Basis of Rating :** Underwriting factors; Information essential for proper assessment of the risk; Factors considered in acceptance & rating of the risk; Payment of premium; Exchange control regulations regarding payment of premiums on cargo policies covering exports & imports called GIM (General Insurance Memorandum).
8. **Types of Policies :** Types of policies – Specific policy, Open policy, Open cover & Cover note; Advantages of an open cover; Certificate of insurance; Annual policies; Duty Insurances; Increased value insurance; Sellers contingency policy; Annual sales turnover policy only; Multimodal transport policy.

9. **General Average:** Introduction; Principles & practice; Essential features of GA; GA contribution; GA& Insurance; York Antwerp Rules 1994; GA Adjustment.
10. **Cargo Insurance Claims :** Types of Losses/Expenses; ATL, CTL, PA, GA Loss, Salvage and Sue & Labour expenses; Forwarding charges, Extra charges; Cargo claims — Procedure; Legal Aspects of recovery against the carrier.
11. **GOI – Scheme of War Risk Insurance of Main Hull:** War risk insurance - Applicability, Features, Scope of cover; Detainment; War Risk Trading Warranty under war risk insurance scheme; Current exclusions.

Note: Above topics to be supported by relevant case law, illustrations and numerical example,

(4) CHARTERING

Part I – Basics of chartering

1. **Introduction of Chartering :** Background; Contract of Affreightment; Charter Party; Basic Classification of Ocean Traffic; Main classification of Chartering/Charter markets. (Types of ships for the trade; major cargoes; producing areas and trades, their movement; methods of cargo handling for dry cargo and tankers).
2. **Types of Charterparties :** Types of charters; Demise or Bareboat charter, Non-demise charter; Voyage charter; Time charter.
3. **Charter procedure & Ethics:** Introduction; Voyage charter enquiry; Time charter enquiry; Essential items in voyage/time charter; Ethics at work; Ethics in chartering.
4. **Chartering terms:** Introduction; Chartering terms & definitions.
5. **Common chartering abbreviations:** Introduction; Abbreviations.
6. **Chartering Negotiations:** Investigation; Offer, counter offer, negotiations, finalization of fixture.
7. **DOs and DON'Ts for Chartering Manager:**

Part II - DRY CARGO CHARTERING

8. **Dry Cargo Ships – Cargo Handling Equipment & Specialized vessels:** Various equipment used, both onboard & ashore on different types of ships such as General Cargo Ships; Container ships; Bulk carriers, Tween deckers, Shelter deck vessels; Specialized vessels.
9. **Dry Cargo ship Tonnage, Loadlines, Dimensions and Cargoes:** Ship tonnage based on weight; Ship tonnage based on volume; Paragraph ships; Plans, Dimensions, Propulsion; Cargoes (physical characteristics, carriage requirements & trade routes; Stowage factor) – general/bulk/dangerous goods; Ship's document & classification.
10. **Freight markets & Market Practice:** Introduction; The Baltic Exchange; Market practitioners; Charterers; Shipowners; Operators; Shipbrokers; E-commerce; Trading; Market reporting; Methods of ship employment; Division of time charter responsibilities; Joint ventures, Shipping pools; Parcelling; Project cargoes; Slot Charters.

11. **Standard charter party forms:** Dry cargo charter parties of major importance; Voyage Forms; Period forms.
12. **Practical guidelines for chartering (Dry bulk cargoes):** The main stages of chartering, The boundaries of each stage; Investigation stage; Negotiations (done in two steps – finalization of main terms; finalization of details); Post fixing state; Points to be remembered in chartering; Forecast of charter parties; Hints for chartering manager; What makes chartering a special activity?; Problems; Advantages.
13. **World Trades – Cargo & Commodities :** Introduction; Dry cargo tramp trades; **Cargoes for ships** – Iron Ore, Coal, Petroleum coke, Grain, Agricultural product, Forest products, Processed material, Linerboard, Fertilizers, Sulphate of Ammonia & Ammonium Nitrate, Sulphur, Phosphate, Potash, Steels, Minerals. **Ships for cargoes** - Capesize, Panamax, Handysize, Tweendeckers; Short sea; Trading restrictions; Political restrictions; Labour restrictions, Port restrictions; Time; Salinity.
14. **Stowage & Stowage Factors:** Stowage, Stowage factors, Broken stowage, Dunnage, Common stowage factors; Examples on Stowage factors.
15. **Intermediaries and Organizations :** Intermediaries - Shipbrokers (six categories); Sale & Purchase broker; Organizations – BIMCO, ICHCA; FONASSBA; INTERCARGO, Baltic Exchange, Freight forward agreements; TRANSCART.
16. **Chartering contracts :** Introduction; Official charter parties; Charter party library; Charter party wording; Drawing up charter parties; Signing Charter parties; Adding originals; The Voyage charter party & clauses; The Time charter party & clauses; The Bareboat charter party & clauses; The Gencon charterparty 1994; A study of NYPE 93 charter party.
17. **Bills of Lading & Bills of Lading issued under Charter party:** Bills of Lading – Functions; Information; Features; Kinds of BL; Non-arrival of BL; Letters of Indemnity; Why is a BL called a “Quasi – Negotiable Instrument”?; Role of BL in International Trade; Waybills. Bills of Lading issued under a Charter Party – Introduction; Important clauses included; Relationship between BL & Charterparties; BsL& Demise charterparties; BsL& Time or Voyage Charterparties; Employment & Indemnity clauses in Time & Voyage charterparties; Demise clause in the BL; Incorporation of charterparty clause into the BL; Incorporation of Arbitration clause; UCP 500; Two issues – in cases where the charterers hold the BL, Where a third party holds a BL.
18. **Dry Cargo Fixtures:** Introduction; Fixtures & their interpretation.
19. **Time Chartering (Illustrations):** with Solutions.
20. **Laytime – Dry Cargo:** Types of laytime; importance of Notice of Readiness; commencement and termination of time; detailed knowledge of statement of facts and time sheets; calculation of demurrage and despatch; charterparty laytime definitions. Steps [Read relevant clauses of the CP; Determine the allowed laytime; Obtain SOF; Establishment of the commencement of laytime; Allow for interruption; Establish the cessation of laytime; Final calculations (non-reversible; Reversible; Average; All time saved/laytime saved)].
21. **Examples of Laytime:**
22. **Voyage Estimating :** Voyage estimate; Voyage; Earnings; Expenses/Costs; Port days, Port charges; DWT calculation; Final calculations.
23. **Examples of Voyage Estimating:**

NOTE: *Study of GENCON and NYPE is recommended along with detailed market reports*

Part III - TANKER CHARTERING

- 24. Crude Oil/Type of Tanker ships and Cargo Handling :** Introduction; Classification of tankers; 30 years of upheaval for Shipowners; Crude oil carriers; Crude oil washing; Inert gas system; Product carriers; Chemical carriers (parcel tankers); Gas carriers; Cargo Handling system; Classification of pumps; Eductor; heating clean ballast tanks; segregated ballast tanks; double hull; etc.
- Crude oil and various types of products and their movement; oil terminals. Oil Transportation — Indian scene.
Technical aspects of tanker operations — cleaning of tanks; heating; inert gas system; crude oil washing; clean ballast tanks; segregated ballast tanks; double hull, etc.
- 25. Crude oil – Sources, Trade & Properties :** Introduction; Common derivatives of crude oil; Production; Crude oil – important characteristics; Gravity, Viscosity, Pour point; SBM; SPM; Top world oil producers, exporters, consumers & importers.
- 26. The Market Structure & Factors affecting Freight markets:** Introduction; Influences on the structure of the tanker market (which includes ship size; new producing areas, pipelines; etc.); Problems with pipelines; Tanker broker; Changes in the structure; The market at work – concluding a fixture.
- 27. New Worldwide Tanker Nominal Freight Scale “World Scale” :** Introduction; Origin of freight rates for tankers; How the rate is expressed; Basis of Calculation; Usage of World scale; Variable differential; Fixed differentials; Average freight rate assessment (AFRA).
- 28. International Organizations:** Oil majors & traders; Role of INTERTANKO & OCIMF; Importance of OPEC.
- 29. Tanker Fixtures:** Introduction; A list of Fixtures & their interpretation.
- 30. Tanker Time Charterparty:** SHELLTIME 4 1984 – Introduction & detailed study of important clauses.
- 31. Tanker Voyage Charterparty:** ASBATANKVOY – Introduction & detailed study of important clauses.
- 32. Lay Time Calculations in Oil Tankers :** The concept, application & calculation of laytime of tanker voyage charter; detailed study of important clauses such as Laytime allowed, dispatch, commencement of laytime, cessation of lay time, interruptions (under control of charterers; under control of shipowner; under control of both shipowner& charterer), excess pumping time, COW, Calculations.
- 33. Examples of Lay time Calculations in Oil Tankers :**
- 34. Voyage Estimating (Tankers):** Introduction; Information required for voyage estimate; Division of operating expenses of ship; Use of Worldscale book in voyage estimation.
- 35. Basic Glossary of Tanker Shipping:**

(5) LINER TRADE & MULTIMODAL TRANSPORT

- 1. Liner Shipping :** Meaning and salient features of liner services; How Liner Shipping work; Mother Vessels and Feeder Ships; Differences with tramp shipping; Types of Liner services – Pendulum, shuttle, butterfly or RTW; Difference between Liner & Tramps.

2. **Ships for Liner Services:** Container ships – Past and present; Cellular and non-cellular Container ships; Multi-purpose Ships, Ro-Ro ships, Barge-carrying ships. (LASH, etc); Other types – Hatchless, Panamax and Post-Panamax ships; Future trends in container ships; Capacities of Container Ships – Profile or Nominal Capacity; Effective Capacity.
3. **Cargoes in Liner Services:** Container Types – characteristics, dimensions, and purpose; Cargoes stuffed in containers, Over-dimensional Cargoes (ODCs); Project cargoes, palletized, etc.; Hazardous cargoes and documents required for transport; Brief understanding of IMDG Code.
4. **The Players :** Vessel Owners; Container Ship Operators; NVOCCs; Freight Forwarders; Freight Brokers; Custom Brokers; Multimodal Transport Operators; Consolidators.
5. **Liner Shipping Structure:** Thorough understanding of alliances in Liner Shipping – Consortium and Joint Ventures. Brief understanding of past co-operation – Conferences; UNCTAD Liner Code; Understand the demand and supply on various routes and options for capacity management; Slot sharing and slot exchanges. Understand the statutory control of Federal Maritime Commission (USA); Competition Directorate (EU) and Competition Commission of India (CCI).
6. **Liner Shipping Operations:** Management Structure – Technical; Operational and Commercial. Stowage and stuffing/destuffing of containers; Chocking and lashing of cargoes; Marketing and sales in Liner shipping.
7. **Container Feeder:** Dedicated Feeders and common-user feeder operators. Hub and Spoke Concept.
8. **Container Terminals:** Cargo Handling Equipment and layout; Container Yard (CY); Inter-terminal movements; Productivity and throughput; Tariffs. Fixed Berthing Windows; Terminal Handling Charges (THC).
9. **Multi-modal Transportation & Logistics :** Understand the concept of containerization and its development into intermodalism; Understanding of Full Container Loads (FCL) and Less-than-Container Loads (LCL); Understand the functions of Inland Container Depots (ICD) for cargo handling; Empty Container Storage depots; Container Freight Stations in India; Understand inland haulage (road, rail or barge); carrier/merchant haulage; Thorough understanding of container management - Owning or Leasing containers; Repairs of Containers; IICL.
10. **Liner Tariffs:** FAK; Slot Cost; Ocean Freight; Surcharges; Understand interchange procedures; tracking and control systems; Other charges on the land side.
11. **Liner Documentation :** Liner Bill of Lading; CT Bill of Lading; House Bill of Lading; Freight Forwarders Receipt; Sea-Way Bills; FIATA/NVOCC Bill of Lading; Export General Manifest (EGM) and Import General Manifest (IGM).
12. **Liner Insurance :** Understanding of Carrier's insurance arrangements for cargo liabilities; and H&M; P&I; Running down clause (RDC); Fixed or Floating Objects (FFO); Death & Personal injury on board the vessel; Repatriation of sick or injured crew & hospital expenses; Loss of crew members' personal effects.
13. **Liner Agents:** Understand marketing & sales requirements and techniques for Liner agents; Be aware of the similarities and differences between in-house or independent agency.
14. Understand the form of agreement used between liner operators and independent agencies (FONASBA Standard Liner & General Agency (Agreement)).
15. Changing role of Shipping agents in India since Liberalisation of the Govt. policy from 1991. The Role of the Agent.

RECOMMENDED BOOKS

ASSOCIATESHIP/POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT -- FIRST YEAR

(1) GEOGRAPHY OF SEA TRANSPORT

1. Cargo Work -- Capt. L.G. Taylor, 12th Ed. 1992 (Brown).
2. International Shipping -- B. Farthing, 2nd Ed. 1993 (LLP).
3. Sea Trading Vol. I (The Ships) -- W.V. Packard, 1st Ed. 1984 (Fairplay).
4. Sea Trading Vol. II (Cargoes) -- W.V. Packard, 1st Ed. 1985 (Fairplay).
5. Sea Trading Vol. III (Trading) -- W.V. Packard, 1st Ed. 1986 (Fairplay).
6. A Glossary of Geographical Terms -- Sir D. Stamp, 2nd Ed. 1966 (Longman).
7. Commercial Geography -- Sir D. Stamp, 20th Ed. 1980 (Longman).
8. Economic Geography -- J. Inch, 2nd Ed. 1974 (Pitman).
9. Economic Geography -- C.F. Jones, 2nd Ed. 1967 (Collier).
10. Economic & Commercial Geography -- Das Gupta, 28th Ed. 1980 (AMC).
11. Ships & Shipping -- M. Palmer, 1st Ed. 1971 (BTB).
12. Transport & Distribution -- B. Benson, 1st Ed. 1975 (Longman).
13. Merchant Ships & Shipping -- R. Munro Smith, 1st Ed. 1968 (Hutchinson).
14. Ports Around the World -- Y. Karmon, 1st Ed. 1980 (Crown).
15. Geography of Sea Transport -- A.D. Couper, 1st Ed. 1972 (HUL).
16. Lloyd's Maritime Atlas -- 14th Ed. 1982 (Heinemann).
17. World Atlas of Shipping -- W.D. Ewart, 1st Ed. 1966 (GPL).
18. Collins World Atlas -- 1st Ed. 1970.

NOTE: Books marked with an asterisk (*) are latest editions.

(2) COMMERCIAL & SHIPPING LAW

1. The Law of Contract -- N. Chandiramani, 1st Ed. 1996-97 (Sapt).
2. Mulla on The Indian Contract Act -- H.S. Pathak, 11th Ed. 1995 (Tripathi).
3. Shipping Law Handbook --- Michael Bundock 4th/2007 (Informa)
4. COGS & Multimodal Transport -- N. Chandiramani, 1st Ed. 1997 (Sapt).
5. Bills of Lading -- Capt. D.E. Driver, 2nd Ed. 1995 (Navaneet).
6. Law of Contract -- Cheshire, 8th Ed. 1974 (Butterworth).
7. Anson's Law of Contract -- A. Ghest, 23rd Ed. 1969 (OUP).
8. Maritime Law -- C. Hill, 2nd Ed. 1985 (LLP).
9. Shipping Law -- Chorley & Giles, 8th Ed. 1987 (Pitman).
10. Shipping & the Law -- A.E. Astle, 1st Ed. 1980 (Fairplay).
11. Maritime Law of India -- Dr. Nagendra Singh, 1st Ed. 1979 (Bhandarkar).
12. The Indian Ports Act, 1908 -- (Government of India).
13. Major Port Trusts Act, 1963 -- A.B. Gandhi, 1st Ed. 1982 (Milan).
14. International Commercial & Maritime Arbitration -- F. Rose, 1st Ed. 1988.
15. Maritime Liens -- D.R. Thomas, 1st Ed. 1980 (Stevens).
16. The Merchant Shipping Act, 1958 -- Bare Act 2003 (Professional Book)*
17. The Outlines Of Maritime Law -- Dr. Sant Prasad Gupta 1st/2004 (Allahabad Law Agency)*
18. Shipping Law -- Simon Baughen 3rd Ed. 2004 (Cavendish)*
19. Merchant Shipping In India -- B.C. Mitra 2000 (The University Book Agency)*

20. Maritime Jurisdiction And Admiralty Law Of India -- SamareshwarMahanty 2009(Universal Law)*
21. Commentaries On Major Port Trust Act, 1963 -- Dr. B.S. Bhesania 1st Ed./2009 (Design & Processing)*
22. A Guide To Customs Act, 1962 -- Dr. Nilima M Chandiramani 1st Ed. 2000 (Avinash*)
23. Law Of Contract And Specific Relief -- Dr. Avtar Singh 10th/Ed. 2008 (Eastern Book Co)*
24. The Merchant Shipping Act, 1958 -- Bare Act 2010 (Universal)*
25. Manual Of Merchant Shipping Laws -- D.S. Shukla 4th/2012 (Dwivedi Law)*
26. A Practical Guide To International Aarbitration In London Hilary Areilbron Q.C 3rd Ed.2008 (Informa)*
27. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea -- Brian Harris 8th Ed. /2012 (Sweet & Maxwell)*
28. Arbitration Step By Step -- P C Markanda 2012 (Butterworth Wadhwa)*
29. Shipping Law Handbook Michael Bundock 4th Ed. 2007 (Informa)*
30. The Law of carriage Of Goods -- H. K. Saharay 2nd Ed. 2013(Eastern Law Book)*
31. Law Of Arbitration & Conciliation S. K. Chawla 3rd Ed. 2012 (Eastern Law Book)*
32. Carriage Of Goods By Sea And Multimodal Transport -- Nilima N Chandiramani 1st Ed. 1997 (Saptarang)*
33. The Merchant Shipping Act, 1958 -- Akalank 2nd Ed. 1998 (Akalank)*
34. Collisions And Their Causes -- Capt. R.A. Cahill 3rd 2002 (The Nautical Institute)*

NOTE: Books marked with an asterisk (*) are latest editions.

(3) SHIPPING PRACTICE

1. Bes' Chartering & Shipping Terms -- N.J. Lopez, 11th Ed. 1992 (Barker).
2. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2nd Ed. 1996 (LLP).
3. Dictionary of Shipping Terms -- P.R. Brodie, 3rd Ed. 1997 (LLP).
4. Cargo Work -- David J. House 7th/ Ed . 2005 (Elsevier)*
5. Bills of Lading -- Capt. D.E. Driver, Rev. 1995 (Navaneet).
6. Classification Societies -- J. Lux, 1st Ed. 1997 (LLP).
7. Elements of Shipping -- A.E. Branch, 7th Ed. 1996 (Chapman).
8. Sea Transport (Operation & Economics) -- P.M. Alderton, 4th Ed. 1995 (Thomas Reed).
9. Shipping Practice -- E.F. Stevens. 11th Ed. 1981 (Sterling).
10. Sea Trading Vol. I (The Ships) -- W.V. Packard, 1st Ed. 1984 (Fairplay).
11. Sea Trading Vol. II (Cargoes) -- W.V. Packard, 1st Ed. 1985 (Fairplay).
12. Sea Trading Vol. III (Trading) -- W.V. Packard, 1st Ed. 1986 (Fairplay).
13. Ships & Shipping -- M. Palmer, 1st Ed. 1971 (BTB).
14. Fairplay Book of Shipping Abbreviations - P. Kapoor, 1st Ed. 1980 (Fairplay).
15. Cargo Work -- Kemp & Young, 5th Ed. 1982 (Heinemann).
16. Thomas' Stowage -- Thomas/Agnew/Cole, 1st Ed. 1983 (Brown).
17. Shipbroker's Companion -- Capt. D.E. Driver, 1st Ed. (Navaneet).
18. Know Your Own Ship -- Walton 1970 Ed. (Griffin).
19. The Business of Shipping-- Kendall, 2nd Ed. 1976 (Cornell)
20. Ship Survey And Audit Comapnion -- Walter Vervloesem 1st/ Ed. 2000 (The Nautical Institute)*
21. The Management Of Merchant Ship Stability Trim & Strength -- Ian C. Clark 1st 2002 (The Nautical Institute)*
22. Liquefield Gases -- Alain Vaudolon 2000 (Witherby& Co.)*
23. Liquefied Gas Handling Principles On Ships And In Terminals -- Mcguire And White 3rd/2000 (Sigtto)*
24. Shipbroking And Chartering Practice Lars Gorton Lloyds Of London Press 6th/2004 *
25. Ship Design And Performance For Masters And Mates -- Dr. C.H. Barrass -- 1st/ Ed .2004Elsevier *
26. Elements Of Shipping -- Alan E. Branch 8th/ Ed. 2007 (Routledge)*
27. Shipbroking and Chartering Practice -- Lars Gorton -- 6thEd. /2004 (LLP)*
28. Dictionary Of Shipping -- Alan E. Branch -- 5th/2005 (Witherby& Co.)*
29. Designing & Managing The Supply Chain -- David Simchi-levi -- 2nd/2004 (Tata Mcgraw-Hill)*
30. Tanker Chartering -- ICS 1st/2007 (Witherby& Co.)*
31. Shipping Business -- ICS 1st/2006 (Witherby& Co.)*
32. Introduction To Shipping -- Ics 1st/2005 (Witherby& Co.)*

33. Ship Sale And Purchase -- ICS 1st/ 2006 (Witherby& Co.)*
34. Liner Trades – ICS 1st/2006 (Witherby& Co.)*
35. Logistics And Multi Modal Transport – ICS 1st/2006 (Witherby& Co.)*
36. Maritime Practice In India -- ShrikantHathi2nd/2003 (Hathi& Partners)*
37. Shipboard Operations -- H. I. Avery 2nd /2011(Butterworth Heinemann)*
38. Ship Manoeuvring Principles And Pilotage -- Paul R. Williamson 1stEd 2001(Witherby& Co. Ltd.)*
39. Port Management -- Mihir Das 1st/2014 (JBS Academy)*
40. Commercial And Legal Aspects Of Shipping Documents -- Dr. K.V. Hariharan 1st Ed. 2008 (Sterling Book House)*
41. Transport Systems And Riskmanagement In Cargo Transportation -- Dr. K.V. Hariharan 1st/2009 (Sterling Book House)*
42. Elements Of Shipping -- Alan E. Branch 8th Ed. 2007 (Routledge)*
43. Port Designer's Handbook -- Carl A. Thoresen (1st/2009)Thomas Telford*
44. Commercial Shipping Handbook -- Peter Brodie 2nd/2006(Informa)*
45. Voyage Charters -- Julian Cooke 3rd Ed. 2007 (Informa)*
46. Time Charters -- John D. Kimball 2008 (Informa)*
47. Port Management -- Mihir Das 1st Ed. 2014 (JBS Academy)*

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(4) ECONOMICS OF SEA TRANSPORT

1. Sea Transport (Operation & Economics) -- P.M. Alderton, 4th Ed. 1995 (T. Reed).
2. International Shipping -- B. Farthing, 2nd Ed. 1993 (LLP).
3. Bunkers -- A Guide for Ship Operators -- W...D. Ewart, 1st Ed. 1992 (Fairplay).
4. The Efficient Port -- R.B. Oram, 1st Ed. 1971 (Pergamon).
5. Economics of Shipping Practice & Mgmt -- A.E. Branch, 2nd Ed. 1988 (Chapman).
6. Shipping Economics -- S.G. Sturme, 1st Ed. 1975 (Holmes).
7. An Introduction to Shipping Economics -- I. Chrzanowski, 1st Ed. 1985 (Fairplay).
8. Transport Economics -- K.J. Button, 1st Ed. 1982 (Heinemann).
9. Economics of Shipping -- Dr. S.N. Sanklecha, 1st Ed. 1980 (Bhandarkar).
10. Elements of Port Operation & Management -- A.E. Branch, 1st Ed. 1986 (Chapman).
11. Port Management Textbook -- Institute of Shipping Economics, 1st Ed. 1978.
12. The Economics of Tramp Shipping -- B.N. Metaxas, 1st Ed. 1971 (Athlone).
13. Advances in Maritime Economics -- R.O. Goss, 1st Ed. 1977 (Cambridge).
14. The Economics of Ocean Freight Rates -- E.E. Bennathon, 1st Ed. 1969 (Fred).
15. Module 6 -- Fuel Economy (Private Notes).
16. Module 7 -- Laying up of Tonnage (Private Notes).
17. Introduction to Economics -- A. Cairncross, 4th Ed. 1966 (Butterworth).
18. Ocean Freight Rates -- W. Grossman, 1st Ed. 1956 (Comell).
19. Determination of Ocean Freight Rates -- M.H. Page, 1st Ed. 1979 (Inst. of Shipping Economics).
20. Tramp Shipping in India -- Dr. S.N. Sanklecha, 1st Ed. 1966 (Univ. of Mumbai).
21. Ports Around the World -- Y. Karmon, 1st Ed. 1980 (Crown).
22. Business of Transport -- G. Bell, 1st Ed. 1984 (Mac).
23. The Business of Shipping -- Kendall, 2nd Ed. 1976 (Cornell).
24. Schmitthoff's Export Trade- The Law And Practice Of Intl. Trade -- Leo D'arcy 10th Ed.2000*
25. The Handbook Of Maritime Economics And Business -- Costas Th. Grammenos2nd/ Ed. 2010(LLP)*
26. Maritime Economics -- Martin Stopford 3rd Ed. 2009 (Routledge)*

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(6) CURRENT SHIPPING ENVIRONMENT

1. International Shipping -- B. Farthing, 2nd Ed. 1993 (LLP).

2. Elements of Shipping -- A.E. Branch, 7th Ed. 1996 (Chapman)
3. Dictionary of Shipping Terms -- P.R. Brodie, 3rd Ed. 1997 (LLP).
4. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2nd Ed. 1996 (LLP).
5. Shipping Pools -- W.V. Packard, 2nd Ed. 1995 (LLP).
6. Sea Trading Vol. III (Trading) -- W. Packard, 1st Ed. 1986 (Fairplay).
7. Shipping & Shipbuilding Industry in India -- Dr. Dev Raj, 1st Ed. (HIL).
8. Indian Shipping in the Time Perspective 2000 A.D. -- Report of P.G. 1987.
9. Transport & Distribution -- D. Benson, 1st Ed. 1975 (Longman).
10. Ship's Cargo, Cargo Ships -- Kummerman, 1971 Ed. (MacGregor).
11. Shipping Conferences -- Amos Herman, 1st Ed. 1983 (Klywer).
12. International Shipping Cartels -- D. Marx, 1st Ed. 1969 (Greenwood).
13. The Business of Shipping -- Kendall, 2nd Ed. 1976 (Cornell).
14. Guidelines On Fatigue -- Imo 1st Ed. 2002 (Imo)*
15. Solas -- Imo (Imo) 3rd Ed.2001*
16. Marol -- Imo 2006 (Bhandarkar)*
17. Offshoe Support Vessels -- Gary Ritchie 1st/ Ed. 2008 (The Nautical Institute)*
18. Juran, Quality And A Century Of Improvement -- Dr.kenneth S. Stephens 1st Ed. 2005 (Pearson)*
19. Sar Convention -- Imo 3rd Ed. 2006 (Imo)*
20. Commentaries On Major Port Trust Act, 1963 -- Dr. B.S. Bhesania 2009 (Design & Processing)*

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RECOMMENDED BOOKS

FELLOWSHIP/POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT -- FINAL YEAR

(1) LAW OF SEA TRANSPORT

1. Carriage of Goods by Sea & Multimodal Transport -- N.Chandiramani,1st Ed. 1997 (Sapt).
2. Limitation of Liability of Maritime Claims -- Griggs, 2nd Ed. 1991 (LLP).
3. The Merchant Shipping Act, 1958 -- J.S. Gill, 1994 Ed. (Bhandarkar).
4. Law Relating to Bs/L, C/Ps & COA -- B.C. Mitra, 2nd Ed. 1993 (UBA).
5. The Customs Act, 1962 -- Bare Act 2005 (Commercial Law)
6. Modern Bills Of Lading -- Paul Todd1996Collins)
7. Maritime Law -- C. Hill, 2nd Ed. 1985 (LLP).
8. Shipping Law -- Chorley & Giles, 8th Ed. 1987 (Pitman).
9. Shipping Law Handbook -- M. Bundock, 2007 4thEd. (Informa).
10. Shipping & the Law -- A.E. Astle, 1st Ed. 1980 (Fairplay).
11. Maritime Law of India -- Dr. Nagendra Singh, 1st Ed. 1979 (Bhandarkar).
12. Bills of Lading -- Capt. D.E. Driver,2nd 1995 (Navaneet).
13. Carriage of Goods by Sea -- Hardy Iwamy, 12th Ed. 1985 (Butterworth).
14. Casebook on Carriage of Goods by Sea -- Hardy Iwamy, 3rd Ed. 1977 (LLP).
15. Cases & Materials on Bills of Lading -- Paul Todd, 1987 Ed. (BSP).
16. Cases & Materials on the Carriage of Goods by Sea -- M. Dock, 1st Ed. 1987.
17. Carriage of Goods by Sea & Bills of Lading -- A.B. Gandhi, 1st Ed. 1973 (Milan).
18. Case Book on Shipping Law -- Hardy Iwamy, 4th Ed. 1987 (LLP).
19. Bills of Lading -- A. Mitchehill, 1st Ed. 1982 (Chapman).
20. Hague Rules Law Digest -- A.E. Astle, 1st Ed. 1981 (Fairplay).
21. Carriage by Sea -- Carver Vol. I & II, 12th Ed. 1971 (Stevens).
22. Arrest of Ships -- C. Hill, 1st Ed. 1985 (LLP).
23. Commencement of Laytime -- D. Davies, 1st Ed. 1987 (LLP).
24. A Practical Guide To International Aarbitration In London -- Hilary Areilbron Q.C.3rd Ed.2008 (Informa)*
25. Shipping Law -- Simon Baughen 4th Ed./2009 (Routledge Cavendish)*
26. International Commercial Mediation -- Cyril Chern 1st Ed 2008 (Informa)*
27. Merchant Shipping Legislation -- Aengus R. M. Fogarty 2004 (Lloyd's)*

28. Ship Registration: Law And Practice -- Richard Coles/Edward Watt 2nd/2009 (Informa)*
29. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea Brian Harris 8th/2012(Sweet & Maxwell)*
30. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea -- SriramPanchu (Butterworth Wadhwa)*
31. Arbitration Step By Step -- P C Markanda 2012 (Butterworth Wadhwa)*
32. Shipping Law Handbook -- Michael Bundock (Informa)*
33. Oil Pollution Legislation -- John Trew And Robert Seward (Britannia Steam Ship)*
34. Laws Of Carriage Of Goods By Sea And Multimodal Transport In India -- Dr. K. V. Hariharan (Shroff)2007*
35. The Law Of carriage Of Goods -- H.K. Saharay 2nd Ed. 2013 (Eastern Law Book)*
36. Law Of Arbitration & Conciliation -- S.K. Chawla 3rdEd 2012 (Eastern Law Book)*
37. Limitation Of Actions -- David W. Oughton/John P. Lowry 1998(LLP)*
38. Ship Registration: Law And Practice -- Richard Coles/Edward Watt 2nd/ Ed. 2009 (Informa)*
39. The Law Of Tug And Tow And Offshore Contracts -- Simon Rainey 3rdEd 2004 (Informa)*
40. Commercial Arbitration -- Sir Michael J. Mustill 2001 (Butterworths)*
41. Limitation Or Liability For Maritime Claims -- Patrick Griggs 1998(LLP)*
42. Enforcement Of Maritime Claims -- D.C. Jackson 3rd Ed.2000 (LLP)*
43. Law Of Carriage Of Goods By Sea And Multimodal Transport In India -- Dr. K.V. Hariharan Shroff 2007*

NOTE: Books marked with an asterisk (*) are latest editions.

(2) SHIPPING ECONOMICS & FINANCE

1. Ship Sale & Purchase -- I.C.S. Witherby 1stEd. 2006 (LLP). *
2. Sea Transport -- Operations & Economics -- P.M. Alderton 1995 Print (T. Reed).
3. The Financing of Ship Acquisitions -- F. Paine, 1st Ed. 1989 (Fairplay).
4. Economics of Shipping -- Dr. S.N. Sanklecha, 1st Ed. 1980 (Bhandarkar).
5. Shipping Finance -- J.E. Sloggett, 1st Ed. 1984 (Fairplay).
6. An Introduction to Shipping Economics -- I. Chrzanowski, 1st Ed. 1985 (Fairplay).
7. Shipping Finance -- Euromoney Institutional3rd/2006 (Stephenson Harwood)*
8. Shipping Economics -- Kevin Cullinane 1st Ed. /2005 (Elsevier)*
9. The Handbook Of Maritime Economics And Business Costas -- Th. Grammenos 2nd/2010 (LLP)*
10. Maritime Economics -- Martin Stopford 3rd Ed. /2009 (Routledge)*
11. Economics Of Sea Transport And Intl. Trade -- Ics 2nd Ed. 2008 (Witherby& Co.)*
12. Law Of Negotiable Instruments : Basic Concepts -- Dr. Nilima M Chandiramani 1st Ed. 2002 (Avinash)*

NOTE: Books marked with an asterisk (*) are latest editions.

(3) RISK MANAGEMENT & MARINE INSURANCE

1. Marine Claims Handbook -- N.G. Hudson, 5th Ed. 1996 (LLP).
2. The Law Relating to Marine Insurance -- B.C. Mitra, 2nd Ed. 1993 (UBM).
3. Guide to Marine Hull Insurance -- Capt. D.E. Driver, 2nd Print 1995 (Navaneet).
4. The Modern Law of Marine Insurance -- 2nd Ed. 1996 , D. R. Thomas (LLP).
5. P&I Club -- Law & Practice -- S.J. Hazelwood, 2nd Ed. 1994 (LLP).
6. Introduction to P&I -- C. Hill, etc. 2nd Ed. 1996 (LLP).
7. Bes' Chartering & Shipping Terms -- N.J. Lopez, 11th Ed. 1992 (Barker).
8. Marine Underwriting 1982 Ed. (Insurance Institute of India).
9. Marine Clauses, 1985 Ed. (Insurance Institute of India).
10. Marine Cargo Claims -- W. Tetley, 2nd Ed. 1978 (Butterworth).
11. Elements of Cargo Insurance -- Budgar, 1st Ed. 1983 (Woodhead).
12. The Marine Insurance Act 1963 -- A.K. Bhattacharya, 1st Ed. 1969 (ELH).
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15. Marine Surveys-- C.F. Durham, 1st Ed. 1982 (Fairplay).
16. International Maritime Fraud -- Ellen & Campbell, 1st Ed. 1981 (Sweet).
17. Cargo Loss Prevention (GIC) 1977 Ed.
18. Good Faith And Insurance Contracts-- Peter Macdonald Eggers 2nd Ed. 2004 (LLP)*
19. Tackling Insurance Fraud: Law And Practice -- Dexter Morse And Lynne Skajaa 1stEd. 2004 (LLP)*
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NOTE: Books marked with an asterisk (*) are latest editions.

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2. Charter Party -- Capt. D. Driver, 2nd Ed. 1995 (Navaneet).
3. Voyage Estimates of Bulk Carriers & Tankers -- Capt. D. Driver, 2nd Ed. 1995 (Navaneet).
4. Laytime Calculation -- Capt. D. Driver, 2nd Ed. 1995 (Navaneet).
5. Chartering Documents -- H. Williams, 3rd Ed. 1996 (LLP).
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7. Sea Trading Vol. I (The Ships) -- W.V. Packard, 1st Ed. 1984 (Fairplay).
8. Sea Trading Vol. II (Cargoes) -- W.V. Packard, 1st Ed. 1985 (Fairplay).
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11. Time Chartering -- W.V. Packard, 2nd Ed. 1980 (Fairplay).
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14. Thomas' Stowage -- Thomas/Agne/Cole, 1st Ed. 1983 (Brown).
15. Scrutton on Charter Parties & Bs/L -- Mocatta, 1st Ed. 1974 (Sweet).
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18. Laytime -- M. Summerskill, 3rd Ed. 1982 (Stevens).
19. Bunkers -- W.D. Ewart, 1st Ed. 1982 (Fairplay).
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22. Maritime Law -- C. Hill, 6th Ed. 2003 (LLP).
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27. Tanker Practice -- G.A.B. King, New Revised Ed.
28. Liquid Gold Ships -- A History of the Tanker -- Ratcliffe, 1st Ed. 1985.

Also read Lloyd's List & other Journals/Magazines/Annual Reviews, Market Reports, etc.

(5) LINER TRADE & MULTIMODAL TRANSPORT

1. Containerisation& Multimodal Transport Management-- Dr. K.V. Hariharan, 1stEd. 2002 (Shroff). *
2. Cargo Work -- Capt. L.G. Taylor, 12th Ed., 1992 (Brown).
3. Elements of Shipping -- A.E. Branch, 7th Ed. 1996 (Chapman).
4. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2nd Ed. 1996 (LLP).
5. Dictionary of Shipping Terms -- P.R. Brodie, 3rd Ed. 1997 (LLP).
6. Bills of Lading -- Capt. D.E. Driver, 2nd Print 1995 (Navaneet).
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26. Dictionary Of Shipping -- Alan E. Branch 5th/2005 (Witherby & Co.)*
27. Introduction To Marine Cargo Management -- Mark Rowbotham 3rd Ed. 2008 (Informa)*
28. Shipping Business Of India -- Dr. K.V. Hariharan 1st/2013 (Sterling Book House)*
29. Logistics In Intl. Business -- Dr. Rajiv Aserkar 2nd Ed./2007 (Shroff)*
30. Shipping Business In India -- Dr. K.v. Hariharan 1st/2013 (Sterling Book House)*
31. Logistics And Supply Chain Management Cases And Concepts -- G. Raghuraman Rangaraj 2009 (Macmillan)*
32. Ports Operations, Planning And Logistics -- Khalid Bichou 5th/2009 (Informa)*

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