

**NAROTTAM MORARJEE  
INSTITUTE OF SHIPPING**



**P R O S P E C T U S**  
**Rev.1 dt. 01/04.2022**

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**NMIS HAS NOW COLABORATED WITH YASHWANTRAO CHAVAN OPEN UNIVERSITY,  
NASIK (YCMOU)**

The Yashwantrao Chavan Maharashtra Open University (YCMOU) was established in July 1989 by Act XX - (1989) of the Maharashtra State Legislature, named after Yashwantrao Chavan, Maharashtra's great political leader. It is the fifth Open University in India. The jurisdiction of the university is for the State of Maharashtra. The YCMOU has been recognized under section 12 (B) of the University Grants Commission Act, 1956, having its jurisdiction all over the state of Maharashtra and delivering services in education field addressing socio economic and environmental issues of the society by educating them through conventional & non- conventional educational practices.

**FELLOWSHIP / ADVANCE DIPLOMA IN SHIPPING MANAGEMENT &  
LOGISTICS**

**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.

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# 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 Institute - 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 3<sup>rd</sup> January, 1969 by 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. Advance Diploma in Shipping Management & Logistics (ADSM&L) - 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 ADSM&L & NMIS Fellowship programme:**

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

## 6. Eligibility:

### 61. Advance Diploma in Shipping Management & Logistics (ADSM&L):(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 1<sup>st</sup>April of corresponding Academic year;

6.1.4. **Certificate Awarded:** NMIS - YCMOUADSM&L certificate.

(Admission to 2<sup>nd</sup>(final year) of ADSM&L is open only to those students who have passed 1<sup>st</sup>year ADSM&L or those who are eligible under ATKT provisions)

### 62. Associate NMIS : (1 year programme):

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

6.2.2. **Shipping related experience\*:** 2 years , as on 1<sup>st</sup>April of corresponding Academic year;\*

6.2.3. **Age:** 20 years or more as on 1<sup>st</sup>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 1<sup>st</sup>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 ATKT provisions. .

### 63. Fellow NMIS :(1 year programme):

6.3.1. **Qualification:** Passed NMIS Associate Examination;

6.3.2. **Shipping related experience\*:** 3 years, as on 1<sup>st</sup>April of corresponding Academic year;\*

6.3.3. **Age:** 21 years or more as on 1<sup>st</sup>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 1<sup>st</sup>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;

- 72. Associate Member:** Candidates having 3 years of shipping related experience as on 1<sup>st</sup>April of the concerned academic year and after passing 1<sup>st</sup>year Associateship examination of the institute, can become Associate Member by paying yearly subscription or one time lump sum for life member ship;
- 73. Fellow Member:** Candidates having 4 years of shipping related experience as on 1<sup>st</sup>April of the concerned academic year and after passing 2<sup>nd</sup>year Fellowship examination of the institute, can become Fellow Member by paying yearly subscription or one time lump sum for life member ship;
- 74. Option of institute membership to ADSM&L 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 years of shipping related experience as on 1<sup>st</sup>April of the concerned academic year;
- 75. Special Privileges of Institute Members:** Membership 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.
- 76. 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.

**77. 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.

**78. 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 Advance 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:**

**81.** 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.

**82.** 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.

**83.** 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:**

**91.** 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 & Logistics
- 11.4.** Shipping Economics & Finance;
- 11.5.** Chartering and Ship Broking;
- 11.6.** Liner Trade & Multimodal Transportation;
- 11.7.** Logistics Management;
- 11.8.** Risk Management in Shipping and Marine Insurance;
- 11.9.** Shipping & Maritime Law including Conventions & Acts.

**12. Admissions:** For core 2 years course, admission opens on 1<sup>st</sup>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 & Logistics. In Mumbai, lectures are delivered at the Institute 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 2<sup>nd</sup> half on Saturdays or in 1<sup>st</sup> 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 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. 1<sup>st</sup> year:** Normally, 4 batches of 1st year students are conducted in parallel as follows:

- 14.1.1. Saturday 1500-1800 - NMIS Nariman Point
- 14.1.2. Sunday 1000-1300 - NMIS 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 2<sup>nd</sup> year students are conducted in parallel as follows :

14.2.1. Sunday 1400-1700 - NMIS 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. Online Learning Programme (OLP):**

**15.1.** The Institute has been conducting classes for the above courses on weekends. 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 person's 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 Centers or various other compulsions. In order to meet the aspirations of such candidates, the Institute has introduced Online Learning Programme since 1998.

**15.2.** The OLP aims at preparing the students for the examination by providing them necessary study material. OLP 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.

**15.3.** Online learning is made easy by exhaustive study material delivered to all students in soft 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;

**15.4.** OLP students pay same as fees as compared to class students. Students seeking admissions in Online Learning Program can register themselves up to 31<sup>st</sup> August of the concerned Academic year.

**15.5.** Certificate issued to OLP students is identical to that issued to regular students;

**15.6. 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

**16. Examinations:**

- 16.1.** Examinations are normally held at the designated examination centers, in the first fortnight of March every year at Mumbai, New Delhi, Kolkata, Chennai, Kochi, Goa, Ahmedabad, 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 1<sup>st</sup> fortnight of July and November at Mumbai. 1<sup>st</sup> year ADSM&L 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 2<sup>nd</sup> year of ADSM&L course;
- 16.2.** 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 secured 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 1<sup>st</sup> year ADSM&L/Associateship.
- 16.3.** No other exemptions are given in any subject based on any special qualification or experience, etc. held by the candidates.
- 16.4.** Due to Covid 19 pandemic from July 2020, we are conducting online examinations.

**17. Course Acceptance:**

- 17.1.** 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.

**18. Placement of students :**

- 18.1.** 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.

**19. Abbreviations:**

- 19.1.** Members who are Associates or Fellows and holders of the Advance Diploma in Shipping Management & Logistics of this Institute may use the following abbreviations signifying their relative professional qualifications:

Associate of NarottamMorarjee Institute }  
A.NMIS. of Shipping }

Fellow of NarottamMorarjee Institute }  
F.NMIS. of Shipping }

**20. Library:**

**20.1.** 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.

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

**21. How the Institute helps you:**

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

**21.2.** 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.

**21.3.** 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.

**22. Prescribed fees:**

**22.1.** 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.

**23. Mode of payment:**

**23.1.** Fees would normally be paid online. Alternatively fees can be paid by crossed 'Account payee' or through NEFT

**24. Financial support:**

**24.1.** Financial support up to 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.

**25. Application:**

**25.1.** Admissions open on every 1st April for the new academic year. Students are required to submit dully-filled on-line application available on our website [www.nmis.net](http://www.nmis.net).

**25.2.** 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.

**26. Enclosures for Admission:**

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

- 26.1.1. Degree cert. for ADSM&L (Prov. admissions for students appearing in final year without degree certificate);
- 26.1.2. HSC for Associate ship; + 2 Yrs. Experience letter.
- 26.1.3. One color photograph;
- 26.1.4. Proof of date of birth (pan card or high school cert. or birth certificate or passport or Aadhar, etc.);
- 26.1.5. For Associateship and Fellowship courses, proof of prescribed shipping related experience.

**27. Faculty:**

**27.1.** 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.

**28. Office Timings:**

**28.1.** The Institute Office works between 10.00 a.m. to 6.00 p.m. from Monday to Friday.

**29. Cancellation of admission & refund of fee:**

**29.1.** There is no provision for refund of fees.

**30. Customized courses:**

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

**31. General Information:**

**31.1.** 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;

**31.2.** A soft copy of question papers for last fiveyears is available on the institute website;

**31.3.** 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 ;

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

**31.5.** Persons admitted as the students of the Institute for the Advance Diploma in Shipping Management & Logistics course or candidates having Advance Diploma in Shipping

Management & Logistics 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.

- 31.6.** 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.
- 31.7.** 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.
- 31.8.** The Institute does not have any Hostel facilities.
- 31.9.** The list of prescribed fees has been given at the end of this Prospectus.

### **Academic calendar**

First Year Admission starts	1st April of the concerned Academic year
Second Year Admission starts	1st May of the concerned Academic year
Classes conducted for class students	Beginning June to January end
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 <sup>st</sup> Jan. to 31 <sup>st</sup> Jan. for March examination. 1 <sup>st</sup> May to 31 <sup>st</sup> May for July examination. 1 <sup>st</sup> Sept. to 30 <sup>th</sup> Sept. for November examination.
Last date for late filling up of on line Examination Forms with Late Fee	10 <sup>th</sup> Feb for March examination. 10 <sup>th</sup> Jun. for July examination & 10 <sup>th</sup> 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](http://www.nmis.net)

### **IMPORTANT NOTICE:**

The syllabus is given at next page.

**SYLLABUS  
ASSOCIATESHIP/  
ADVANCE DIPLOMA IN SHIPPING MANAGEMENT  
& LOGISTICS -- FIRST YEAR**

**(1) COMMERCIAL & SHIPPING LAW**

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1. **CHAPTER-1 - Law of Contract - Lesson 1 to 10 :** Introduction of Contract Act (Law of Contract), What is contract?, Capacity to contract, Free consent, Consideration & Legality of object, Agreements/Void Agreements, Offer/Proposal, Acceptance, Consideration, Privity of contract.
2. **CHAPTER-2 - Law of Contract – Lesson 11 &12 :**Discharge of Contract, Remedies for Breach of Contract.
3. **CHAPTER -3 - Contract of Indemnity & Contract of Guarantee – Lesson 13 & 14 :** Characteristics; Rights of Indemnity-holder, 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. **CHAPTER – 4 - Bailment & Pledge – Lesson 15 & 16 :** Definition; Essentials of bailment; Duties of Bailor; Liabilities of Bailee; Rights of Bailee; Definition; Essentials of Pledge; Bottomry & Respondentia Bonds.
5. **CHAPTER – 5 - Law of Agency – Lesson 17:** 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.
- 6 **Lesson – 18: 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.
7. **Lesson – 19: Indian Carriage of Goods by Sea Act1925:**Introduction.
8. **Lesson – 20 : The Indian Ports Act, 1908 :** Introduction; Salient features, Port officials & their powers & duties; Port Health Officer; Port dues & other charges; Harbour master’s function; Pilotage; Tugboat operations; Mooring services; Vessel traffic service & aids to navigation; Other marine services performed by port authorities; Emergency services; Dredging.
9. **Lesson – 21 - The Major Port Authorities Act 2021, and erstwhile Major Port Trusts Act, 1963:**Introduction; Definitions; Works & Services; Imposition & Recovery of rates.
10. **Lesson – 22 - Health & Health Regulation :** Introduction to Indian Port Health & Indian Port Health Rules 1955; Free Pratique;
11. **Lesson – 23 - The Indian Light Houses Act, 1927 :** Introduction; Definitions, Local Light Houses, Light dues, Receipts for LightDues; Ascertainment of tonnage; Recovery of lighthouse expenses & costs; Refusal of port clearance; Exemption from payment of lightdues.
12. **Lesson – 24 - The Inland Vessels Act, 1917 & Amendments :** Introduction; Survey of Inland mechanically propelled vessels; Registration of Inland mechanically propelled vessels; Masters (including Serang) 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.

- 13. Lesson – 25 - 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.
- 15. Lesson – 26 – Maritime 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.
- 16. Lesson – 27 - Torts in Shipping and Defenses 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; Defenses against Tortious liability; Limitation of Action; Contributory negligence – in Admiralty.
- 17. Lesson – 28 - Introduction to the Indian Bills of Lading Act 1856:** Introduction.
- 18. Lesson – 29 - Freight :** Definition; When payable, Types of Freight; To whom/By whom payable.
- 19. Lesson – 30 - Convention on Facilitation of International Maritime Traffic :** Objective, Application; Provisions.



## (2) GEOGRAPHY OF SEA TRANSPORT

1. **Background & Transport Network:-** Supply and Demand scenario; Importance and Significance of Transport; Transport linkages in Production & Distribution markets; Transport (Commercial Activities & Population); Modes of Transport (Classification); Choice of Mode of Transport and related coordination; Global Development of Surface Transport (Roads & Railways); Pipeline Transport; Water Transport (Inland Water Transport); Air Transport. Major Ocean Routes.
2. **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/supply vessels. Functional classification of maritime cargoes. Different types and sizes of ships with their important features and their suitability to carry different cargoes/finished goods i.e. Dry bulk, liquid oils, gas cargoes, containers, Ro-Ro, project cargoes etc.
3. **Types of Tankers:-** Classification of tankers i.e. Crude oil carriers; Petroleum Product tankers; Chemical/parcel carriers; Gas carriers; tankers, Edible/Non-edible oil carriers. Associated cargo handling systems.
4. **Time Zones, International Date Line, Daylight Saving Time & Coordinated Universal Time (UTC).**  
Equator, N & S poles, Prime meridian (GMT), Latitudes & Longitudes.
5. **Loadlines, Freeboard and Loadlines Zones:-** Introduction & definitions; Convention on Loadlines; Loadlines zones; Typical Loadlines markings; Effect of density of water on ship's draft & UKC; Air draft.
6. **Map Work 1.**  
Oceans and Continents; Seas; Continent wise descriptions of the ports; Bunkering ports; Ports & Hinterland; Detailed functions of a port and its different departments.
7. **Ports & Hinterland:-** Types of ports; Detailed functions of a port; Different departments in a port; Factors affecting the Port & its hinterland; Major ports of the world; Continent wise descriptions of the ports.
8. **Map Work 2 – Coastal Shipping & Inland Waterways in India:** Indian coastal shipping:- Ports, Rivers and important commodities movement, Inland Waterways navigation in India:- Available facilities, Challenges; Inland Waterways Authority of India, Sagarmala.
9. **Map Work 3 - Canals, Straits & Waterways:** Canals and Waterways:- Introduction; Suez Canal; Panama Canal; Kiel Canal; Europa canal, St. Lawrence Seaways; Ocean currents; warm & cold currents & their effects, Important trade-wise sea routes.
10. **Major Dry-Bulk Cargoes/Commodities & Movements:-** Types of cargoes & its characteristics; Loading, Unloading, Securing/Handling; Packaging; Solidification; Contamination; Temperature; Stowage & Stowage factor; Exporting/ importing countries/ ports of major commodities. Introduction and Current outlook; World Seaborne Dry Bulk trade; Trends in Demand – Supply of dry bulk carrier fleet; Fleet size & age structure; Dry bulk carrier freight market developments; Baltic dry index.
11. **Marine Products:** Introduction; Marine export items and export markets; Globalization & Fishing industry, Critical challenges/ hurdles faced by the Fishing Industry and remedies to overcome handicaps of Local Fishing; Government policy updates.
12. **Crude Oil - Sources & Trade:-**Introduction; Origin & Classification; Products from crude; Production & consumption; Major loading and discharging areas of crude and products.
13. **Climatic Factors and Shipping:-** Introduction; Weather & Climate; World Meteorological Organization & its function; Seasons, Effect of currents, Tides & Winds on shipping, Beaufort scale; Temperature, ship/cargo sweat; Advantage of winds; Cyclones, Advantage of Winds, Ship routing.

14. **International Trading Blocks:-** Introduction; Definitions, Effects of trade blocks; EC/EU; EFTA; OAU; NAFTA; OECD; ASEAN; LAFTA; SAARC; CIS; GATT; WTO; Other definitions.

### (3) SHIPPING PRACTICE

1. **General Particulars :** Hull, Machinery, Steering system, Cargo holds, various compartments & superstructure, Equipment, Shipboard Measurements, Length, Width/Breadth, Depth, Draft, Freeboard, Procedure for reading draft marks, Weight tonnage terms, Tanks, Types of Ballast conditions, Topside tanks, Lower hopper tanks, Double bottom tanks, Fore & Aft peak ballast tanks, and Capacity Measurements on ships.
2. **Surveys & Certification:** Flag state, Flag state certificate of registry, Flag of Convenience/Open Registries, Objectives of Flag State Inspections, Inspection process, Scheduled flag state inspections, Un-scheduled flag state inspections, Reporting, Verification & Monitoring, Role of Flag State, Changing the Flag State, Post State Control, Statutory certificates,
3. **Classification Societies** -- background, their functions and importance, surveys & certificates, IRS, Dual classification.
4. **Letter of Credit:** Introduction, Advantage to Exporter & Importer, INCOTERMS – Rules for any mode or modes of transport, Rules for Sea & Inland Waterway transport, UPC 600.
5. **Bills of Lading** -- functions, conditions, contents, types and general information; Letter of Indemnity, Multimodal transportation, Multimodal Transport Document (MTD).
6. **Shipping Operations:** Tramp Shipping. Characteristics of Tramp carrier, Liner Shipping, Liner shipping efficiency, Liner Shipping broad categories; Marketing services of Liner Shipping.
7. **Introduction to Chartering:** Chartering background, COA, Specific meaning of COA, Charterparty, Basic classification of Ocean Traffic, Basic Qualification of Shipping Traffic, Types of charter parties – Voyage, Time, Bareboat, Tramp shipping contracts & freight, Major elements which influence fixing of a freight rates, BIMCO, Voyage charter party code forms, Time Charter party code forms.
8. **Port Operations:** Light House, Approach channel, Turning basin, Draft limitation, Pilotage, Tug boats, Seagoing tugs, Harbour tugs, River tugs, Mooring operations, Ship to Ship transfer, Single buoy or single point mooring, Conventional buoy or multi buoy mooring, Mediterranean mooring, Running mooring, Standing mooring, Vessel traffic management system, Anchorage, Bunkering & Supplies,
9. **Cargo carriage & Stowage:** importance in the carriage of dry and liquid cargoes, effect of density of water (fresh, salt, brackish). Factors that influence the stowage factors of the cargo, Broken stowage. Freight Ton. Common stowage factors for various commodities, Dunnage, Density, Hydrometer.
10. **Cargo handling equipment used on Board & Ashore:** Concept of ‘Unit Load’, Strapping, Pre-slinging, Pre-slinging materials, Handling, Palletization, Method of Securing, Handling & Stowage, Effect of the Pallet, Barges, RO-RO ships, Advantages of RO-RO ships, Tankers – cargo operations, Bulk Carrier cargo operations by Conveyors – Grabs – Loading

art/chute – Excavators, Container terminals – RMQGC, Rubber-tyred gantry crane, Cargo handling equipment at CY, CFS & ICD, Fort lifts, Mobile HarbourCrane, Cargo gear & responsibilities of Owner, Register of ships cargo handling gear & appliances, Initial examination & certification, Periodic examinations & retesting, International Cargo Handling Coordination Association.

11. **Intermediaries in Shipping:** Shipbroker (Shipowner's broker, Charterer's broker or Chartering agent, Coasting broker, Exclusive broker, Competitive broker, Cable broker), Freight broker, Freight forwarder & role, Multimodal Transport Operator, Sale & Purchase broker, Clearing & Forwarding/Custom House Agent, Shipping Agent, Port Agent & Responsibilities, Liner Agents, Duties of the agent, E-Freight Platforms.
12. **Shipping Documents:** Proforma Invoice, Packing list, Certificate of origin, Shipping bill, Bill of Entry, Tally sheets, Manifest, Mate's receipt, Statement of Facts, Time-sheets, Notice of Readiness, Dangerous goods manifest, Note of Protest & procedure for noting protests, Letter of Protest, Port Clearance,
13. **Procedure for Entering & Leaving ports & Port Services:** Introduction, 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; Ships certificate of registry, Port information – Masters should seek, Official log book.
14. **Business communication in shipping** -- letter writing, telex, fax, e-mail, report-writing, memo-writing, charts and graphs.
15. **Shipping Abbreviations :**
16. **Basic Shipping Terminology:**
17. **Annex-1 : Specialized vessels & Types of Tankers:** 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; Classification of tankers; Crude oil carriers; Product carriers; Chemical carriers (parcel tankers); Gas carriers; Juice tankers.
18. **Annex-2 : Types of Shipping Operations:** Classification of shipping operations, Evolution of the Tramp; Evolution of the Liner, Highlights of Liner Shipping, Passenger service.
19. **Annex-3 : 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.
20. **Annex-4 : Clearing & Forwarding of Cargo:** Introduction, Chain of Delivery, Various stages, Role of Freight forwarder on behalf of Consignor & on behalf of Consignee, for both if required, role with customs, documents for clearance.
21. **Annex-5 : Coastal Shipping in India:** Problems faced by coastal shipping in India, Remedies, Future trends.
22. **Annex-6 : Cabotage:** Concept of cabotage, Cabotage in India, Sections of MSA 1958 regarding

Cabotage.

23. **Annex-7 : Statutory documents on board** including mandatory surveys and safety certificates.
24. **Annex-8 : Containerization:** Definitions, Classification by size or dimensions/by use, Concept of FCL & LCL, Freightage of containerized cargoes, CBR, FAK, Conventional tariff for LCL, Container markings, Container Terminal, Stacking yard/container yard, CFS, Terminology, Types of containers, Factors to be borne in mind for stowage inside containers, Advantages & Disadvantages of containerization,
25. **Annex-9 : Freight & Freight Units:** Definition of freight, Freight calculated on weight of cargo, measurement of cargo or value, What are short tons, long tons & metric tons, factors of liner rates, Class & commodity freight rates, Stoppage in transit.
26. **Annex-10 : The Ship's Crew:** Shipboard Organization, Master duties, Chief officer (Mate), Deck staff, Engine staff, Catering staff.
27. **Annex-11 : Inward & Outward Clearance of Ships:** Inward clearance; Outward clearance.
28. **Annex-12 : 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.
29. **Annex-13 : Illustrations & Ships' Profiles/Plans :**

## (4) SHIPPING ECONOMICS & FINANCE

### PART – I SHIPPING ECONOMICS

1. **Basics :** A Definition of Economics and Maritime Economics, Factors of Production, Utility and Price, Opportunity Cost, Supply and Demand, The Price Mechanism.
2. **Shipping Terms :** Essential terms of Shipping.
3. **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 (Classical).
4. **Demand & Supply for Shipping:-** What is demand and supply for shipping, Factors influencing demand for a shipping and supply of ships, Other markets that get influenced with the movement in shipping markets.
5. **Shipping Costs & Revenue:-** Classification of costs, Revenue analysis, Cost structure in shipping, Concept of Indirect Operating Costs per Day.
6. **Shipping Market Cycles :-** Stages of shipping cycles viz. Trough (stage 1), Recovery (stage 2), Peak/Plateau (stage 3) and Collapse (stage 4)

7. **Transportation cost:-** Concept, Economies of Scale, Diseconomies
  8. **Fuel Economics & Bunker Management:-**Different aspects of Fuel Management viz. technical aspects, operational aspects, purchasing aspects and chartering aspects.
  9. **Disbursements and Voyage accounts:-**What are Disbursement accounts?, PDA and FDA //Voyage wise accounting Concepts of net freight, Gross Operating Profit, Net Operating profit, Standing Charges etc. Calculation of voyage accounts
- The Shipping related Markets :-**Shipping business is through four related markets dealing in different, commodities, freight, secondhand ships, new ships and ships for demolition., Practicalities of each market and the dynamics of how they are connected by cash-flow,Behaviour of these markets.
10. **Economics of shipbuilding, scrapping and laying up of ships:-**Circumstances & decision of ship-owner, Options, Influencing factors.
  11. **Economics of Port Location:-**Factors to be considered for selecting location of a port
  12. Facilities of a port, Formulation of a port pricing, Organization of a port.

## PART – II SHIPPING FINANCE

1. **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.
  2. **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.
  3. **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.
  4. **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.
  5. **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.  
**Letters of Credit :** Overview, Payment Risk, Delivery Risk, Operational Risk FAQs, Importer Applicant, Exporter Beneficiary, Bankers, Types of LCs, Importance in EXIM trade activities, **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.**
- Risk Management :**Objectives, Overview; Types of risks & its impact on the

6. 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).

## **CURRENT SHIPPING ENVIRONMENT & LOGISTICS**

### **Lesson Syllabus – PART A (Current Shipping Environment)**

- 1 Registration of Ships, Open Registries.
- 2 IMO – Functions, Codes and Conventions.
- 3 Maritime Administration in India – DG Shipping, MMD, IMU, Maritime Training. Coastal Shipping, Inland Waterways.
4. Flag State Control and PSC. Casualties & Investigations.
- 5 Ship Vetting - SIRE
- 6 Ship Management – Concept, Safe Manning, Labour Conventions.
- 7 Indian ports – classification, development, PPP, privatization, connectivity. Sagarmala.
- 8 Containerization – Multi-modalism, Consolidation of cargo. ICD, CFS, CONCOR, Private Container Train Operators.
- 9 Quality Management in Shipping.
- 10 Shipping Organizations – ICS, ILO, WHO, ITU, WMO, IHO, ISF, ICC, INSA etc.
- 11 Shipbuilding, Ship Repairs & Ship breaking. Indian and international shipyards.
- 12 Technological developments in shipping
- 13 Piracy, Frauds. Role of IMB.
- 14 Offshore shipping. Offshore oil exploration.

### **PART – B (Logistics)**

- 1 Logistics – History, Concept and introduction
- 2 Overview of Logistics – Role of Logistics in Economy. Definition of Logistics. Evolution of integrated logistics
- 3 Understanding the Key Logistics activities
- 4 Inventory – concepts, types and management. Symptoms of poor inventory management.
- 5 Importance of transportation. Various types of transport – road, rail, sea, air and inland waterways. Factors influencing transportation costs and pricing.
- 6 Outsourcing logistics – understanding the concepts of 3PL and 4PL
- 7 Logistics Information Systems – Processing systems, EDI standards, EDI systems, Impact of internet. Total Quality Management. Artificial Intelligence and Expert Systems. Bar Coding. Point-of-sale data.
- 8 Customer Service – Defining Customer Service, Elements of Customer Service. Customer service issues – globally and locally. Customer reactions.

**SYLLABUS  
FELLOWSHIP/  
POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT  
& LOGISTICS -- 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 H-V 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;

- 1f 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;
- 1f Admiralty Jurisdiction:** Introduction, Meaning, Origin, Development of Admiralty matters in India, Admiralty jurisdiction; Composition. Methods of enforcement of maritime liens & arrest, Admiralty (Jurisdiction & Settlement of Maritime Claims) Act, 2017 salient points.
- 1f Maritime Frauds:** Definition; International Maritime Bureau (IMB); Types of frauds; Phantom Ships; Protecting against fraud.
- 1f 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.
- 1f 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.
- 1f 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).
- 1f Towage :**Definition; Reasons – why does a tow need a tug?; General information; Implied terms; Special towage contracts; Towhire; Towcon.
- 1f 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.
- 1f 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; STOPIA (The Small Tanker Oil Pollution Indemnification Agreement) and TOPIA (Tanker Oil Pollution Indemnification Agreement).
- 1f 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.
- 2f 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.
- 2f 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.
- 2f Athens Convention:** Applicability of this Convention; Definitions; Liability of the carrier; Jurisdiction.
- 2f 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.



2<sup>4</sup> **Cargo Claims:** Types of claims – Shortlanding& Partial Loss/damage; Who has the right to cargo claims?; Time limit; Limitation of liability; Custom duty; Prevention of Loss of/damage to cargo.

## **(2) 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. Risk management of speculative risks.
- 2. Origin & History of Marine Insurance:** History, Lloyds; Lloyd's agents; Lloyd's form of policy; International Underwriting Association of London (IUA); Marine Insurance Act, 1963; Marine Insurance definition and its scope; Marine insurance & trade; Importance of insurance in trade; Insurance activities in India; Reinsurance; General Insurance Corporation of India.
- 3. Principles of Insurance:** Significance of principles – Indemnity, Insurable interest, Utmost good faith, Proximate cause; Subrogation and Contribution. Partial & total loss; Assignment; Warranties; Duty of assured; Deductible.
- 4. Hull & Machinery Insurance:** Basis of underwriting/rating; Institute Time and Voyage Clauses, 1.10.1983; Perils covered clause; Pollution hazard; Excluded perils; Termination; 3/4<sup>th</sup> collision liability clause; Examples of apportionment of collision liabilities; The International Hull Clauses, 2003.
- 5. Protection & Indemnity Clubs:** History, Liability and its consequence; Liability insurance; Concept of mutual insurance; Constitution of a modern P&I Club; Management of the Club; Rating of Risks & Fixing of Calls; Premium rating system; Advance & Supplementary calls; Release calls; Scope for P&I Club cover; Risks insured under P&I cover; Exceptions & Limitations to club cover. International Group and pooling arrangements; Fixed premium and specialized clubs.
- 6. Liability insurance for other stakeholders:** Liabilities of charterers, multimodal transport operators, freight forwarders, others in multimodal operations. Insurance solutions for such liabilities.
- 7. Cargo Insurance:** Introduction; Incoterms; Institute Cargo clauses – A, B, C (1.01.2009); Clauses stating exclusions; Extraneous perils covered; Additional exclusions; Examination of some of the perils covered; other clauses like Forwarding, Transit etc.; Inland Transit Clauses; Institute War Clauses; Institute Strike clauses. Institute Classification Clause.
- 8. Cargo Insurance :** Underwriting factors; Basis of Rating; Information essential for proper assessment of the risk; Factors considered in acceptance & rating of the risk; Payment of premium; Types of policies – Specific policy, Open policy, Open cover & Cover note; Advantages of an open cover; Certificate of insurance; Annual policies; Increased value insurance; Multimodal transport policy.
- 9. General Average:** Introduction; Principles & practice; Essential features of GA; GA contribution; GA & Insurance; York Antwerp Rules 1994; GA Adjustment and examples.

10. **Claims: Hull insurance claims:** Process, evidences, role of surveyors, etc. Cargo Insurance Claims -Types of Losses/Expenses; Cargo claims Procedure; Legal Aspects of recovery against the carrier.
11. **War Risk Insurance:** Applicability, Features, Scope of cover; Detainment; War Risk Trading Warranty under war risk insurance scheme; Current exclusions.
12. **Salvage, International Salvage Convention 1989:** Definition; Principles of Salvage, Maritime property; Crew; Passengers, Salvage Agreements; Lloyd's standard form (LOF); Development of SCOPIC (Special Compensation P&I Clause); Advantages & Disadvantages of SCOPIC.
13. **Numerical questions:** Understanding situations in collision liability cases and general average cases and solving such numerical problems.

### (3) CHARTERING

#### Part I – BASICS OF CHARTERING

1. **Introduction of Chartering:** Background; Contract of Affreightment; Charter and charter parties of different types; Charter Party; 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. **Charter procedure & Ethics:** Introduction; Voyage charter enquiry; Time charter enquiry; Essential items in voyage/time charter; Ethics at work; Ethics in chartering.
3. **Chartering terms, process & negotiation:** Introduction; Chartering terms & definitions. Common chartering abbreviations. Investigation; Offer, counter offer, negotiations, finalization of fixture. DOs and DON'Ts for Chartering Manager
4. **Intermediaries and Organizations:** Intermediaries - Shipbrokers (six categories); Sale & Purchase broker; Organizations – BIMCO, ICHCA; FONASBA; Baltic Exchange, INTERTANKO & OCIMF; Importance of OPEC. Vetting and TMSA.

#### Part II - DRY CARGO CHARTERING

5. **Freight markets & Market Practice:** Introduction; The Baltic Exchange; Market practitioners; Charterers; Shipowners; Operators; Shipbrokers; E-commerce; Trading; Market reporting; Methods of ship employment; Joint ventures, Shipping pools;
6. **Standard charter party forms :** Dry cargo charter parties of major importance; Voyage Forms; Period forms.
7. **Stowage Factors:** Stowage factors, Broken stowage, Examples on Stowage factors.
8. **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 Genconcharterparty.

9. **Bills of Lading & Bills of Lading issued under Charter party:** Introduction; Important clauses included; Relationship between BL & Charterparties; BL& Demise charterparties; BL & Time or Voyage Charterparties; Employment & Indemnity clauses in Time & Voyage Charter Parties; Demise clause in the BL; Incorporation of charterparty clause into the BL; Incorporation of Arbitration clause; UCP 600; Two issues – in cases where the charterers hold the BL and where a third party holds a BL.
10. **Time Chartering:** Explanatory notes to NYPE 93. The new NYPE Form 2015; **(Illustrations) :** with Solutions
11. **Voyage Estimating:** Voyage estimate; Voyage; Earnings; Expenses/Costs; Port days, Port charges; DWT calculation; Final calculations.
12. **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; charterpartylaytime 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)].

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

### **Part III - TANKER CHARTERING**

13. **Crude Oil/Type of Tanker ships and Cargo Handling:** Introduction; Crude oil & various types of products & their movement, oil terminals, oil transportation, technical aspects/classification of tanker operations Developments in types of tankers and Technical aspects of tanker operations, including cargo handling. Safety and pollution prevention aspects and requirements. **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.
14. **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.)
15. **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). **Voyage estimating for tankers**
16. **Tanker Fixtures:** Introduction; A list of Fixtures & their interpretation.  
**Tanker Time Charterparty:** SHELLTIME 4 1984 – Introduction & detailed study of important clauses.
17. **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, despatch, 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.

#### (4) LINER TRADE & MULTIMODAL TRANSPORT

- 1 **LINER SHIPPING:** Salient features of liner services; How Liner Shipping work; Container ships – Past and present types & sizes, Types of Liner services – Pendulum, shuttle, butterfly or RTW; Difference between Liner & Tramps. Capacities of Container Ships – Profile or Nominal Capacity; Effective Capacity.
- 2 **CARGOES IN LINER SERVICES:** Container Types – characteristics, dimensions, and purpose; Cargoes stuffed in containers, Over-dimensional Cargoes (ODCs); Project cargoes, Cargo Stuffing Precautions, Dry, FLEXI-BAG & Reefer Shipments, Container Structure.
- 3 **IMDG CODE:** IMDG Cargo Classes, Stowage & Segregation Criteria, Documentation requirements, IIP, Packaging & Placard requirements.
- 4 **THE PLAYERS:** Vessel Owners; Container Ship Operators, NVOCCs, Freight Forwarders, Freight Brokers, Custom Brokers, Multimodal Transport Operators, Consolidators, Traders, Other Carriers, LSP/LLP.
- 5 **CONTAINER FEEDERING:** Dedicated Feeders and common-user feeder operators. Hub and Spoke Concept, Mother Vessels and Feeder Ships.
- 6 **CONTAINER TERMINALS:** Cargo Handling Equipment and Yard layout; Container Yard (CY); Inter-terminal movements; Productivity and throughput, Tariffs. Fixed Berthing Windows; Yard Planning & Container Vessel Cargo Planning, Bayplan, Stack Weight.
- 7 **MULTI-MODAL TRANSPORT & LOGISTICS:** Understand the concept of containerization and its development into intermodalism, Understand the functions of Inland Container Depots (ICD) for cargo handling; Container Freight Stations in India; Understand inland haulage (road, rail or barge); carrier/merchant haulage;
- 8 **EQUIPMENT CONTROL & MANAGEMENT:** Depot management, EIR, Reports & Information Flow, IICL Standards - M&R activities, GOH Fabrication, Reefers PTI, Owning or Leasing containers.
- 9 **LINER SHIPPING OPERATIONS:** Management Structure of a Liner Shipping Agency. Marketing and sales activity in Liner shipping, Marketing & Sales Strategies, Client Categorization.
- 10 **LINER TARIFF:** FAK; Slot Cost; Ocean Freight; THC, Surcharges; Other charges on the land side. Factors influencing Liner Pricing, Detention, Demurrage, Storage, Tri-Axle, Multi-Axle Surcharge, Rate Increase announcements.
- 11 **LINER DOCUMENTATION:** Liner Bill of Lading; House Bill of Lading; Sea-Way Bills; Electronic Bills of Lading, Web Bills, Export General Manifest (EGM) and Import General Manifest (IGM), Description of items on Bills of Lading.
- 12 **LINER AGENTS:** Advantages & Disadvantages of Own Agency v/s T/P or Independent Agency. Form of Agreement between Liner Shipping Company & their agency. SLAA, Its Contents & role of a Liner Agency.

- 13 **LINER SHIPPING STRUCTURE:** Alliances in Liner Shipping Current Trend – Consortium and Joint Ventures, their advantages & disadvantages. Understand the demand and supply on various routes and options for capacity management; Slot sharing and slot exchanges. Conferences - Types, Federal Maritime Commission (USA); Competition Directorate (EU) and Competition Commission of India (CCI).
- 14 **ANNEX-I - SHIPS FOR LINER SERVICES.**
- 15 **ANNEX-II - LINER INSURANCE**
- 16 **ANNEX-III – LINER SHIPPING, CONFERENCES, FREIGHTING METHODS & ECONOMICS.**
- 17 **ANNEX-IV - MULTIMODAL TRANSPORT OPERATIONS**

### **(5) LOGISTICS MANAGEMENT**

Lesson Syllabus

- 1 Logistics in the global economy.
- 2 Supply Chain Management – Sustainable Supply Chain Management, Channel of Distribution, Channel
- 3 Distribution Management – Multi-modal Logistics Parks (MMLPs)
- 4 Implementing Logistics Strategy – Planning. Mission Statements.
- 5 Transport Management – Factors influencing transportation costs and pricing, Carrier (Motor, rail, sea, a Carrier selection and intermediaries, Private Freight Terminals (PFTs).
- 6 Material Handling – Scope of materials management, Purchasing and Procurement, Production Control, Equipment, Just-in-time requirements, Packaging – functions, Effect of packaging on costs, Computeriz
- 7 Warehousing – Nature and importance of warehousing, Functions of warehouse operations, Public and P chain management – Storage, handling, commodities, etc., Warehouse productivity.
- 8 Purchasing – Role of purchasing in the supply chain, Supplier selection and evaluation, Managing suppl
- 9 International Logistics – Managing Global logistics, Exporting, Licensing, Joint Ventures. Documentatic and their types.
- 10 Fundamentals of Freight Forwarding – ocean, air and road.
- 11 Role of government in logistics – Competition laws. FMC.
- 12 Legal environment of Logistics – customs, environmental, operating. Laws pertaining to carriage by Air
- 13 Cold Chain Management: Storing, Handling, Commodities etc.
- 14 Air Cargo: Terminology. Stowage. Types of Carriers. Freight and related documentation.

## RECOMMENDED BOOKS

### ASSOCIATESHIP/POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT & LOGISTICS-- FIRST YEAR

#### (1) GEOGRAPHY OF SEA TRANSPORT

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

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

#### (2) COMMERCIAL & SHIPPING LAW

1. The Law of Contract -- N. Chandiramani, 1<sup>st</sup>Ed. 1996-97 (Sapt).
2. Mulla on The Indian Contract Act -- H.S. Pathak, 11<sup>th</sup>Ed. 1995 (Tripathi).
3. Shipping Law Handbook --- Michael Bundock 4th/2007 (Informa)
4. COGSA& Multimodal Transport -- N. Chandiramani, 1<sup>st</sup>Ed. 1997 (Sapt).
5. Bills of Lading -- Capt. D.E. Driver, 2<sup>nd</sup>Ed. 1995 (Navaneet).
6. Law of Contract -- Cheshire, 8<sup>th</sup>Ed. 1974 (Butterworth).
7. Anson's Law of Contract -- A. Ghest, 23<sup>rd</sup>Ed. 1969 (OUP).
8. Maritime Law -- C. Hill, 2<sup>nd</sup>Ed. 1985 (LLP).
9. Shipping Law -- Chorley & Giles, 8<sup>th</sup>Ed. 1987 (Pitman).
10. Shipping & the Law -- A.E. Astle, 1<sup>st</sup>Ed. 1980 (Fairplay).
11. Maritime Law of India -- Dr. Nagendra Singh, 1<sup>st</sup>Ed. 1979 (Bhandarkar).
12. The Indian Ports Act, 1908 -- (Government of India).
13. Major Port Trusts Act, 1963 -- A.B. Gandhi, 1<sup>st</sup>Ed. 1982 (Milan).
14. International Commercial & Maritime Arbitration -- F. Rose, 1<sup>st</sup>Ed. 1988.

15. Maritime Liens -- D.R. Thomas, 1<sup>st</sup>Ed. 1980 (Stevens).
16. The Merchant Shipping Act, 1958 (As updated)
17. The Outlines Of Maritime Law -- Dr. Sant Prasad Gupta 1st/2004 (Allahabad Law Agency)\*
18. Shipping Law -- Simon Baughen 3<sup>rd</sup>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
22. A Guide To Customs Act, 1962 -- Dr Nilima M Chandiramani 1<sup>st</sup>Ed. 2000 (Avinash\*)
23. The Merchant Shipping Act, 1958 -- Bare Act 2010 (Universal )\*
24. Manual Of Merchant Shipping Laws -- D.S. Shukla 4th/2012 (Dwivedi Law)\*
25. A Practical Guide To International Arbitration In London Hilary Areilbron Q.C 3rd Ed.2008 (Informa)\*
26. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea -- Brian Harris 8<sup>th</sup>Ed. /2012 (Sweet &Maxwell)\*
27. Arbitration Step By Step -- P C Markanda 2012 (Butterworth Wadhwa)\*
28. Shipping Law Handbook Michael Bundock 4<sup>th</sup>Ed. 2007(Informa)\*
29. The Law of carriage Of Goods -- H. K. Saharay 2<sup>nd</sup>Ed. 2013(Eastern LawBook)\*
30. Law Of Arbitration & Conciliation S. K. Chawla 3<sup>rd</sup>Ed. 2012 (Eastern LawBook)\*
31. Carriage Of Goods By Sea And Multimodal Transport -- Nilima N Chandiramani
32. Collisions And Their Causes -- Capt. R.A. Cahill 3<sup>rd</sup>2002 (The Nautical Institute)\*

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

### (3) SHIPPING PRACTICE

1. Bes' Chartering & Shipping Terms -- N.J. Lopez, 11<sup>th</sup>Ed. 1992 (Barker).
2. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2<sup>nd</sup>Ed. 1996 (LLP).
3. Dictionary of Shipping Terms -- P.R. Brodie, 3<sup>rd</sup>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, 7<sup>th</sup>Ed. 1996 (Chapman).
8. Sea Transport (Operation & Economics) -- P.M. Alderton, 4<sup>th</sup>Ed. 1995 (Thomas Reed).
9. Shipping Practice -- E.F. Stevens. 11th Ed. 1981 (Sterling).
10. Sea Trading Vol. I (The Ships) -- W.V. Packard, 1<sup>st</sup>Ed. 1984 (Fairplay).
11. Sea Trading Vol. II (Cargoes) -- W.V. Packard, 1<sup>st</sup>Ed. 1985 (Fairplay).
12. Sea Trading Vol. III (Trading) -- W.V. Packard, 1<sup>st</sup>Ed. 1986 (Fairplay).
13. Ships & Shipping -- M. Palmer, 1<sup>st</sup>Ed. 1971 (BTB).
14. Fairplay Book of Shipping Abbreviations - P. Kapoor, 1<sup>st</sup>Ed. 1980 (Fairplay).
15. Cargo Work -- Kemp & Young, 5<sup>th</sup>Ed. 1982 (Heinemann).
16. Thomas' Stowage -- Thomas/Agnew/Cole, 1<sup>st</sup>Ed. 1983 (Brown).
17. Shipbroker's Companion -- Capt. D.E. Driver, 1<sup>st</sup>Ed. (Navaneet).
18. Know Your Own Ship -- Walton 1970 Ed. (Griffin).
19. The Business of Shipping-- Kendall, 2<sup>nd</sup>Ed. 1976 (Cornell)
20. Ship Survey And Audit Companion -- Walter Vervloesem 1st/ Ed. 2000 (The Nautical

- Institute)\*
21. The Management Of Merchant Ship Stability Trim & Strength -- Ian C. Clark  
1<sup>st</sup>2002 (The Nautical Institute)\*
  22. Liquefied 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 -- 6<sup>th</sup>Ed. /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 1<sup>st</sup>/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 1<sup>st</sup>Ed 2001(Witherby&  
Co. Ltd.)\*
  39. Port Management -- Mihir Das 1st/2014 (JBSAcademy)\*
  40. Commercial And Legal Aspects Of Shipping Documents -- Dr. K.V. Hariharan 1<sup>st</sup>Ed.  
2008 (Sterling Book House)\*
  41. Transport Systems And Risk Management In Cargo Transportation -- Dr. K.V. Hariharan  
1st/2009 (Sterling Book House)\*
  42. Elements Of Shipping -- Alan E. Branch 8<sup>th</sup>Ed. 2007 (Routledge)\*
  43. Port Designer's Handbook -- Carl A. Thoresen (1st/2009)ThomasTelford\*
  44. Commercial Shipping Handbook -- Peter Brodie2nd/2006(Informa)\*
  45. Voyage Charters -- Julian Cooke 3<sup>rd</sup>Ed. 2007(Informa)\*
  46. Time Charters -- John D. Kimball 2008(Informa)\*
  47. Port Management -- Mihir Das 1<sup>st</sup>Ed. 2014 (JBSAcademy)\*

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

#### (4) SHIPPING ECONOMICS & FINANCE

1. Ship Sale & Purchase -- I.C.S. Witherby1<sup>st</sup>Ed. 2006 (LLP). \*
2. Sea Transport -- Operations & Economics -- P.M. Alderton 1995 Print (T. Reed).
3. The Financing of Ship Acquisitions -- F. Paine, 1<sup>st</sup>Ed. 1989 (Fairplay).
4. Economics of Shipping -- Dr. S.N. Sanklecha, 1<sup>st</sup>Ed. 1980 (Bhandarkar).
5. Shipping Finance -- J.E. Sloggett, 1<sup>st</sup>Ed. 1984 (Fairplay).
6. An Introduction to Shipping Economics -- I. Chrzanowski, 1<sup>st</sup>Ed. 1985 (Fairplay).
7. Shipping Finance -- Euromoney Institutional3rd/2006 (Stephenson Harwood)\*
8. Shipping Economics -- Kevin Cullinane1<sup>st</sup>Ed. /2005 (Elsevier)\*



9. The Handbook Of Maritime Economics And Business - Costas Th. Grammenos 2nd/2010 (LLP)\*
10. Maritime Economics -- Martin Stopford 3<sup>rd</sup>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 1<sup>st</sup>Ed. 2002 (Avinash)\*

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

### **(5) CURRENT SHIPPING ENVIRONMENT & LOGISTICS**

2. International Shipping -- B. Farthing, 2<sup>nd</sup>Ed. 1993 (LLP).
3. Elements of Shipping -- A.E. Branch, 7<sup>th</sup>Ed. 1996 (Chapman)
4. Dictionary of Shipping Terms -- P.R. Brodie, 3<sup>rd</sup>Ed. 1997 (LLP).
5. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2<sup>nd</sup>Ed. 1996 (LLP).
6. Shipping Pools -- W.V. Packard, 2<sup>nd</sup>Ed. 1995 (LLP).
7. Sea Trading Vol. III (Trading) -- W. Packard, 1<sup>st</sup>Ed. 1986 (Fairplay).
8. Shipping & Shipbuilding Industry in India -- Dr. Dev Raj, 1<sup>st</sup>Ed. (HIL).
9. Indian Shipping in the Time Perspective 2000 A.D. -- Report of P.G. 1987.
10. Transport & Distribution -- D. Benson, 1<sup>st</sup>Ed. 1975 (Longman).
11. Ship's Cargo, Cargo Ships -- Kummerman, 1971 Ed. (MacGregor).
12. Shipping Conferences -- Amos Herman, 1<sup>st</sup>Ed. 1983(Klywer).
13. International Shipping Cartels -- D. Marx, 1<sup>st</sup>Ed. 1969 (Greenwood).
14. The Business of Shipping -- Kendall, 2<sup>nd</sup>Ed. 1976 (Cornell).
15. IMO Publications – SOLAS, MARPOL, SAR Convention,
16. Offshore Support Vessels -- Gary Ritchie 1st/ Ed. 2008 (The Nautical Institute)\*
17. Juran, Quality And A Century Of Improvement -- Dr.Kenneth S. Stephens 1<sup>st</sup>Ed. 2005(Pearson)\*
18. Ninety Percent of Everything – Rose George
19. Logistics & Supply Chain Management – Martin Christopher
20. Essentials of Supply Chain Management – Michael H Hugos
21. The Toyota Way – Jeffrey Liker
22. Too Big to Ignore – Phil Simon
23. The Handbook of Logistics & Distribution Management (5E) – Phil Croucher, Alan Rushton
24. Supply Chain Metrics that matter – Lora Cecere
25. Supply Chain & Logistics Management made easy – Paul Myerson
26. Warehouse Management – Gwynne Richards
27. International Logistics – The Management of International Trade Operations – Pierre David
28. Business Logistics Management – R.H.Ballou

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

### **RECOMMENDED BOOKS FELLOWSHIP/POST GRADUATE DIPLOMA IN SHIPPING MANAGEMENT & LOGISTICS -- FINAL YEAR**

#### **(1) LAW OF SEA TRANSPORT**

1. Carriage of Goods by Sea & Multimodal Transport -- N.Chandiramani, 1<sup>st</sup>Ed. 1997 (Sapt).

2. Limitation of Liability of Maritime Claims -- Griggs, 2<sup>nd</sup>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, 2<sup>nd</sup>Ed. 1993 (UBA).
5. The Customs Act, 1962 -- Bare Act 2005 (Commercial Law)
6. Modern Bills Of Lading -- Paul Todd 1996 Collins)
7. Maritime Law -- C. Hill, 2<sup>nd</sup>Ed. 1985 (LLP).
8. Shipping Law -- Chorley & Giles, 8<sup>th</sup>Ed. 1987 (Pitman).
9. Shipping Law Handbook -- M. Bundock, 2007 4<sup>th</sup>Ed. (Informa).
10. Shipping & the Law -- A.E. Astle, 1<sup>st</sup>Ed. 1980 (Fairplay).
11. Maritime Law of India -- Dr. Nagendra Singh, 1<sup>st</sup>Ed. 1979 (Bhandarkar).
12. Carriage of Goods by Sea -- Hardy Iwamy, 12<sup>th</sup>Ed. 1985 (Butterworth).
13. Casebook on Carriage of Goods by Sea -- Hardy Iwamy, 3<sup>rd</sup>Ed. 1977 (LLP).
14. Cases & Materials on Bills of Lading -- Paul Todd, 1987 Ed. (BSP).
15. Cases & Materials on the Carriage of Goods by Sea -- M. Dock, 1<sup>st</sup>Ed. 1987.
16. Carriage of Goods by Sea & Bills of Lading -- A.B. Gandhi, 1<sup>st</sup>Ed. 1973 (Milan).
17. Case Book on Shipping Law -- Hardy Iwamy, 4<sup>th</sup>Ed. 1987 (LLP).
18. Bills of Lading -- A. Mitchell, 1<sup>st</sup>Ed. 1982 (Chapman).
19. Hague Rules Law Digest -- A.E. Astle, 1<sup>st</sup>Ed. 1981 (Fairplay).
20. Carriage by Sea -- Carver Vol. I & II, 12<sup>th</sup>Ed. 1971 (Stevens).
21. Arrest of Ships -- C. Hill, 1<sup>st</sup>Ed. 1985 (LLP).
22. Commencement of Laytime -- D. Davies, 1<sup>st</sup>Ed. 1987 (LLP).
23. A Practical Guide To International Arbitration In London -- Hilary Areilbron
24. Shipping Law -- Simon Baughen 4<sup>th</sup>Ed./2009 (Routledge Cavendish)\*
25. International Commercial Mediation -- Cyril Chern 1<sup>st</sup>Ed 2008 (Informa)\*
26. Merchant Shipping Legislation -- Aengus R. M. Fogarty 2004 (Lloyd's)\*
27. Ship Registration: Law And Practice -- Richard Coles/Edward Watt 2nd/2009 (Informa)\*
28. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea Brian Harris 8th/2012 (Sweet & Maxwell)\*
29. Ridley's Law Of The Carriage Of Goods By Land Sea And Sea -- SriramPanchu (Butterworth Wadhwa)\*
30. Arbitration Step By Step -- P C Markanda 2012 (Butterworth Wadhwa )\*
31. Shipping Law Handbook -- Michael Bundock (Informa)\*
32. Oil Pollution Legislation -- John Trew And Robert Seward (Britannia Steam Ship)\*
33. The Law Of carriage Of Goods -- H.K. Saharay 2<sup>nd</sup>Ed. 2013 (Eastern Law Book)\*
34. Law Of Arbitration & Conciliation -- S.K. Chawla 3rdEd 2012 (Eastern LawBook)\*
35. Limitation Of Actions -- David W. Oughton/John P. Lowry 1998(LLP)\*
36. Ship Registration: Law And Practice -- Richard Coles/Edward Watt 2nd/ Ed. 2009 (Informa)\*
37. The Law Of Tug And Tow And Offshore Contracts -- Simon Rainey 3rdEd 2004 (Informa)\*
38. Commercial Arbitration -- Sir Michael J. Mustill 2001 (Butterworths)\*
39. Limitation Or Liability For Maritime Claims -- Patrick Griggs 1998(LLP)\*
40. Enforcement Of Maritime Claims -- D.C. Jackson 3<sup>rd</sup>Ed. 2000 (LLP)\*

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

## (2) RISK MANAGEMENT & MARINE INSURANCE

1. Marine Claims Handbook -- N.G. Hudson, 5<sup>th</sup>Ed. 1996 (LLP).

2. The Law Relating to Marine Insurance -- B.C. Mitra, 2<sup>nd</sup>Ed. 1993 (UBM).
3. Guide to Marine Hull Insurance -- Capt. D.E. Driver, 2<sup>nd</sup>Print 1995 (Navaneet).
4. The Modern Law of Marine Insurance -- 2<sup>nd</sup>Ed. 1996 , D. R. Thomas (LLP).
5. P&I Club -- Law & Practice -- S.J. Hazelwood, 2<sup>nd</sup>Ed. 1994 (LLP).
6. Introduction to P&I -- C. Hill, etc. 2<sup>nd</sup>Ed. 1996 (LLP).
7. Bes' Chartering & Shipping Terms -- N.J. Lopez, 11<sup>th</sup>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, 2<sup>nd</sup>Ed. 1978 (Butterworth).
11. Elements of Cargo Insurance -- Budgar, 1<sup>st</sup>Ed. 1983 (Woodhead).
12. The Marine Insurance Act 1963 -- A.K. Bhattacharya, 1<sup>st</sup>Ed. 1969 (ELH).
13. Witherby's Dictionary of Insurance -- H. Cockerell, 1st Ed. 1980 (UBL).
14. Handbook of Insurance Claims -- S.P. Gupta, 1<sup>st</sup>Ed. 1987 (Con).
15. Marine Surveys-- C.F. Durham, 1<sup>st</sup>Ed. 1982 (Fairplay).
16. International Maritime Fraud -- Ellen & Campbell, 1<sup>st</sup>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)\*
20. Marine Insurance -- B.C. Mitra 5th Ed. 2012 (Universal)\*

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

### **(3) CHARTERING (DRY CARGO & TANKERS)**

1. Bes' Chartering & Shipping Terms -- N.J. Lopez, 11<sup>th</sup>Ed. 1992 (Barker).
2. Charter Party -- Capt. D. Driver, 2<sup>nd</sup>Ed. 1995 (Navaneet).
3. Voyage Estimates of Bulk Carriers & Tankers -- Capt. D. Driver, 2<sup>nd</sup>Ed. 1995 (Navaneet).
4. Laytime Calculation -- Capt. D. Driver, 2<sup>nd</sup>Ed. 1995 (Navaneet).
5. Chartering Documents -- H. Williams, 3<sup>rd</sup>Ed. 1996 (LLP).
6. Limitation of Liability of Maritime Claims -- Griggs, 2<sup>nd</sup>Ed. 1991 (LLP).
7. Sea Trading Vol. I (The Ships) -- W.V. Packard, 1<sup>st</sup>Ed. 1984 (Fairplay).
8. Sea Trading Vol. II (Cargoes) -- W.V. Packard, 1<sup>st</sup>Ed. 1985 (Fairplay).
9. Sea Trading Vol. III (Trading) -- W.V. Packard, 1<sup>st</sup>Ed. 1986 (Fairplay).
10. Laytime Calculating -- W.V. Packard, 1<sup>st</sup>Ed. 1979 (Fairplay).
11. Time Chartering -- W.V. Packard, 2<sup>nd</sup>Ed. 1980 (Fairplay).
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16. Chartering Practice (Analysis of C/Ps) -- J. Bes, 1<sup>st</sup>Ed. 1960 (Barker).
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22. Maritime Law -- C. Hill, 6<sup>th</sup>Ed. 2003 (LLP).
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24. Case Book on Carriage of Goods by Sea -- Hardy Iwamy, 3<sup>rd</sup>Ed. 1977 (LLP).
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*Also read Lloyd's List & other Journals/Magazines/Annual Reviews, Market Reports, etc.*

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2. Cargo Work -- Capt. L.G. Taylor, 12<sup>th</sup>Ed., 1992 (Brown).
3. Elements of Shipping -- A.E. Branch, 7<sup>th</sup>Ed. 1996 (Chapman).
4. Illustrated Dictionary of Cargo Handling -- P.R. Brodie, 2<sup>nd</sup>Ed. 1996 (LLP).
5. Dictionary of Shipping Terms -- P.R. Brodie, 3<sup>rd</sup>Ed. 1997 (LLP).
6. Shipping Pools -- W.V. Packard, 2<sup>nd</sup>Ed. 1995 (LLP).
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24. The Business of Shipping -- Kendall, 2<sup>nd</sup>Ed. 1976 (Cornell).
25. Dictionary Of Shipping -- Alan E. Branch 5th/2005 (Witherby & Co)\*
26. Introduction To Marine Cargo Management -- Mark Rowbotham 3<sup>rd</sup>Ed. 2008 (Informa)\*
27. Logistics In Intl. Business -- Dr. Rajiv Aserkar 2<sup>nd</sup>Ed./2007 (Shroff)\*
28. Shipping Business In India -- Dr. K.v. Hariharan 1st/2013 (Sterling Book House)\*
29. Logistics And Supply Chain Management: Cases And Concepts -- G. Raghuraman Rangaraj 2009 (Macmillan)\*
30. Ports Operations, Planning And Logistics -- Khalid Bichou 5th/2009 (Informa)\*

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

## **(5) LOGISTICS MANAGEMENT**

1. Fundamentals of Logistics Management – Douglas M Lambert, James R Stock & Lisa M Ellram
2. Logistics & Supply Chain Management – Martin Christopher
3. Supply Chain & Logistics Management made easy – Paul Myerson
4. Business Logistics Management – R.H.Ballou
5. Warehouse Management – Gwynne Richards
6. Supply Chain Metrics that Matter – Lora Cecere
7. The Handbook of Logistics & Distribution Management – Phil Croucher
8. Lean Supply Chain & Logistics Management – Paul Myerson
9. Too Big to ignore –Phil Simon (Wiley)
- 10.The Toyota Way – Jeffrey Liker
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- 13.Single Point of Failure (10 essential laws of supply chain risk management) – Gary Lynch
- 14.The Supply Chain Revolution – Suman Sarkar
- 15.The Machine that Changed the World –Daniel Roos, Daniel Jones.
- 16.Principles of Supply Chain Management – A Balanced Approach – Wisner, Tan, Leong.
- 17.Inventory Management – Principles, Concepts, Techniques – John W Toomey
- 18.Best Practice in Inventory Management (3E) Antony Wild, Tony Wild (Routledge)
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- 21.Inventory Strategy – Edward Frazelle
- 22.International Logistics – Pierre David
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- 24.International Logistics – Douglas Long
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- 26.World Class Warehousing & Material Handling – Edward Frazelle
- 27.The definitive Guide to Warehousing – Scott Keller
- 28.Excellence in Warehouse Management – Stuart Emmet
- 29.Practical Guide to Transport & Logistics – Michael B Stroh
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- 32.Transport Logistics – Alan Mckinnon, Kenneth Button
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- 39.Law and Regulation of air cargo – AbeyratneRuwantissee
- 40.Moving boxes by air – Peter S
- 41.Air Cargo Management – Michael Sales
- 42.The Air Logistics Handbook – Michael Sales
- 43.Food Supply Chain Management – Sharples, Eastham, Ball.
- 44.The Complete Book on Cold Storage – NPCS Board of Consultants
- 45.Cold Chain Logistics in India : A Study – Swapnil Saurav.

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