# NOTICE



Four simple steps to obtain the DCE and GMDSS COC from the MMDs



## Advantages:

- Provide the submit any documents to the MMDs physically.
- On the stand in the long queue for payment of fees in the bank counter
- No need to visit the MMD offices to collect your Certificate.
- Totally transparent. Faster and Smarter certification process.
- Status of the application at different stages can be seen by the applicant.

## Additional Information:

- It's an end to end complete online process made primarily for the officers. As soon as your application is approved by the Examiner, the certificate will be prepared and sent to your home through the Speed Post.
- MMDs will endeavour to process your online application within the maximum period of two working days.
- Option is available to collect the Certificate personally from the MMDs, in urgent cases. In such cases, the timings for collection of certificate will be from 4 PM to 5 PM on all working days.

#### **Important Note:**

- Please read the instructions given in the website carefully while submitting an application online.
- Kindly ensure that the Photograph, signature and other documents are uploaded, strictly as per the specifications given in the website.
- Do not make multiple online payments. In case of any online payment related issues send an email to <u>egovernance-dgs@nic.in</u>. If you have any further queries about this online process send an email to <u>exam@mmd.gov.in</u>

#### Issued in the interest of the seafarers by: Mercantile Marine Department, Mumbai