



भारत सरकार / GOVERNMENT OF INDIA

पत्तन, पोत परिवहन और जलमार्ग मंत्रालय

MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय / DIRECTORATE GENERAL OF SHIPPING

समुद्री वाणिज्य विभाग, मुंबई / MERCANTILE MARINE DEPARTMENT, MUMBAI

DATE:- 23/01/2026

NOTICE

It has came to the notice of this department that most of the payments are being made by Shipping Companies & Candidates through Bharatkosh (NTRP) are under “**800 – Other Receipts Head**” instead of designated section heads. This is creating difficulty / delay in reconciling the revenue “**Head Wise**”.

Also, candidates / companies seems confused towards selecting proper designated “**Head**”.

To make it easier and comprehensive, list of **Subjects and Related Heads** in which Fee is required to be paid in favour of P.O. MMD, Mumbai is attached.

Payment/s being made for the work related to MMD, Mumbai it must be made in favour of ‘PAO Shipping, Mumbai’ only after verifying DDO code and name as ‘234304 - PO, MMD, Mumbai’.

It is strictly advised to **avoid booking / payment of fee under “Other Receipts Head”, also fee paid in other than the designated head will not be acceptable and non-refundable.**

If any subject is missing, before making payment, you need to get confirmation of particular fee & head from the concerned section.

(Shrish Kumar)
Dy. Chief Surveyor-Cum-Sr. DDG (Tech)
And Head of Office

ENGINEERING SECTION

Sr. No.	Subject	Related Head		
		Purpose	Payment Type	Function Head
1	ETO CERTIFICATE OF COMPENTANCY (CoC)	CERTIFICATE OF COMPENTENCY	NONE	105280800020000 Certificate of Competency
2	NEAR COASTAL VOYAGE (NCV) CoC			
3	MANUAL CoC REVALIDATION			
4	NCV / EXTRA CHIEF ENGINEER ASSESSMENT	EXAMINATION ASSESSMENT	NONE	105202102010000- Examination Assessment
5	HIGH VOLTAGE REMOVAL	EXAM FEE PAYABLE TO PAO SHIPPING MUMBAI	PAYMENT TO MMD MUMBAI	105202102000000- Registration And Other Fees
6	LOST CASE Certificate			
7	IGF BASIC Certificate			
8	IGF ADVANCE Certificate			
9	ETR Certificate			
10	CERTIFICATE OF ENDORSEMENT (Foreign CoC)			
11	MANUAL DCE			
12	RE-EVALUATION OF WRITTEN EXAM PAPER			
13	NCV (CL-IV) WRITTEN EXAM BOOKING			
14	NCV (CL-III SEO) WRITTEN EXAM BOOKING	EXAMINATION SEAT BOOKING	NONE	105202102020000- Examination Seat Booking
15	NCV (CL-III CEO) WRITTEN EXAM BOOKING			
16	NCV (CL-IV) ORAL EXAM BOOKING			
17	NCV (CL-III SEO) ORAL EXAM BOOKING			
18	NCV (CL-III CEO) ORAL EXAM BOOKING			
19	EXTRA CHEIF ENGINEER EXAM BOOKING			

NAUTICAL SECTION		Related Head		
Sr. No.	Subject	Purpose	Payment Type	Function Head
1	Assessment (Extra Master and Near Coastal Voyage Grade)	EXAMINATION ASSESSMENT	NONE	105202102010000 -Examination Assessment
2	Extra Master -Written Exam Booking	EXAMINATION SEAT BOOKING	NONE	105202102020000 -Examination Seat Booking
3	Master (NCV)- Written Exam Booking			
4	Master (NCV)-Oral Exam Booking			
5	Mate (NCV)- Written Exam Booking			
6	Mate (NCV)- Oral Exam Booking			
7	NWKO (NCV)- Written Exam Booking			
8	NWKO (NCV)- Oral Exam Booking			
9	Certificate of Competency (CoC)- NCV	CERTIFICATE OF COMPENTENCY	NONE	105280800020000 Certificate of Competency
10	CoC Revalidation - NCV			
11	Certificate of Endorsement (Foreign CoC)			
12	CoP- Polar Water (Basic)	EXAM FEE PAYABLE TO PAO SHIPPING MUMBAI	PAYMENT TO MMD MUMBAI	105202102000000 -Registration And Other Fees
13	CoP- Polar Water (Advance)			
14	CoP- IGF (Basic)			
15	CoP- IGF (Advance)			
16	Review of results of Examination for Support Level (NCV)			
17	Review of results of Examination for Operational Level (NCV)			
18	Review of results of Examination for Operational Level (FG)			
19	Review of results of Examination for Management Level (NCV)			
20	Review of results of Examination for Management Level (FG)			
21	Certified True Copy(Duplicate)			

REGISTRATION SECTION

Sr. No.	Subject	Related Head		
		Purpose	Payment Type	Function Head
1	ALLOTMENT OF NAME, OFFICIAL NO., CALL SIGN & MMSI NO.	REGISTRATION AND OTHER FEES	NONE	105202102000000 Registration and Other Fees
2	ISSUANCE OF CARVING & MARKING NOTE			
3	DECLARATION OF OWNERSHIP FORM			
4	PROVISIONAL CERTIFICATE OF REGISTRY FORM			
5	VERIFICATION OF CARVING & MARKING			
6	ISSUANCE OF CERTIFICATE OF SURVEY			
7	VISIT FEES FOR SURVEY TOWARDS ISSUANCE OF CERTIFICATE OF SURVEY			
8	PERMANENT REGISTRY			
9	GENERAL TRADING LICENSE			
10	MINIMUM SAFE MANNING DOCUMENT			
11	CIOFS (WRECK REMOVAL)			
12	CLOP (OIL CLC)			
13	INTERNATIONAL TONNAGE CERTIFICATE			
14	CHANGE OF COMMAND			
15	ALTERATION IN CERTIFICATE OF REGISTRY			
16	CHANGE OF OWNERSHIP			
17	CREATION OF MORTGAGE			
18	DISCHARGE OF MORTGAGE			
19	NO ENCUMBRANCE CERTIFICATE			
20	ENCUMBRANCE CERTIFICATE			
21	TRANSCRIPT OF REGISTRY			
22	CLOSURE OF REGISTRY			
23	CALL SIGN & MMSI NO. (FV & IV)			
24	DUPLICATION CERTIFICATE (LOSS)			
25	REGISTER SEARCH			

SURVEY SECTION

Sr. No.	Subject	Related Head		
		Purpose	Payment Type	Function Head
1	ISSUE OF CONTINUOUS SYNOPSIS RECORD			
2	ISSUANCE / AMENDMENT TO CONTINUOUS SYNOPSIS RECORD OR DUPLICATE			
3	ISPS PORT AUDIT (NEW PORT / EXISTING PORT)			
4	NSPC INSPECTION			
5	SRU/WORKSHOP/INDUSTRIAL INSPECTION – LSA/FFA/EPIRB/SART			
6	DMLC PART I & II (NEW)			
7	DMLC PART I & II (AMENDMENT)			
8	ISPS PORT SOC CERTIFICATE			
9	AGE DISPENSTATION			
10	MTI INSPECTION FOR SWIMMING POOL / MOCK UP			
11	CIP INSPECTION OF MTI			
12	APPROVAL OF SHIP SECURITY PLAN (SSP & SSA)			
13	APPROVAL OF AMENDMENT SHIP SECURITY PLAN (SSP)			
14	RE-ISSUANCE OF SHIP SECURITY PLAN			
15	ISSUANCE / AMENDMENT OF INTERNATIONAL OR COASTAL ISSC & SSC CERTIFICATE			
16	AIR POLLUTION PREVENTION CERTIFICATE			
17	SEWAGE POLLUTION PREVENTION CERTIFICATE			
18	OIL POLLUTION PREVENTION CERTIFICATE			
19	HIGH SPEED CRAFT SAFETY CERTIFICATE			
20	ANTI - FOULING SYSTEM CERTIFICATE			
21	MLC CERTIFICATE			
22	ILLEC CERTIFICATE			
23	SURVEY FEES	SURVEY FEE OF SHIPS PAYABLE TO PAO SHIPPING MUMBAI	PAYMENT TO MMD MUMBAI	105202101000000 Survey Fees

24	APPROVAL OF ROUTE OPERATIONAL MANUAL	SURVEY FEE OF SHIPS PAYABLE TO PAO SHIIPPING MUMBAI	PAYMENT TO MMD MUMBAI	105202101000000 Survey Fees
25	PERMIT TO OPERATE			
26	AMENDMENT OF ROUTE OPERATION MANUAL			
27	FSI			
28	ISPS AUDIT			
29	MLC INSPECTION			
30	SRT SURVEY			
31	SEQ SURVEY			
32	IOPP SURVEY			
33	SAFCON SURVEY			
34	SMC AUDIT			
35	IMDG SURVEY			
36	TYPE RATING CERTIFICATE			
37	PETROLEUM LICESNE			
38	FEES FOR DETAINED VESSELS UNDER FSI AND PSC			
39	CERTIFICATE "A"			
40	CERTIFICATE "B"			
41	TOWING PERMISSION			
42	INSPECTION OF SHIP FOR GRAIN LOADING			