KERALA STATE PORT DEPARTMENT



Registration of new vessel

Under

Port info

CENTRALIZED WEB BASED PORT INFORMATION SYSTEM

USER'S MANUAL

DEVELOPED BY

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

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THIS USER'S MANUAL EXPLAINS THE STEPS INVOLVED IN ONLINE REGISTRATION OF NEW VESSEL.THIS DOCUMENT CONTAINS **ALL NECESSERY INFORMATION REGARDING THE MODE OF OPERANTION OF PORT INFO PORTAL (CENTRALIZED WEB BASED PORT INFORMATION SYSTEM)**. USER CAN USE THIS DOCUMENT AS A GUIDLINE FOR NEW VESSEL REGISTRATION.

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Anonyms

Tonnage: The size or carrying capacity of a ship measured in tons

Hull: the main body of a ship or other vessel, including the bottom, sides, and deck but not the masts, superstructure, rigging, engines, and other fittings

Bulkhead: a dividing wall or barrier between separate compartments inside a ship, aircraft, or other vehicle

Keel laying: Laying the **keel** or **laying** down is the formal recognition of the start of a ship's construction. It is often marked with a ceremony attended by dignitaries from the shipbuilding company and the ultimate owners of the ship.

Free board marking: The distance between the waterline and the main deck or weather deck of a ship or between the level of the water and the upper edge of the side of a small boat

Shell expansion: A drawing showing the **shell** plating of a **ship** and giving the size, shape, and weight of the plates and their connections

Propeller: a mechanical device for propelling a boat or aircraft, consisting of a revolving shaft with two or more broad, angled blades attached to it.

Shafting: A system of connected shafts for transmitting motive power in a machine

Bilge: The area on the outer surface of a ship's hull where the bottom curves to meet the vertical sides.

Ballast: Heavy material, such as gravel, sand, or iron, placed in the bilge of a ship to ensure its stability

Wheel house: A part of a boat or ship serving as a shelter for the person at the wheel.

Navigation: The process or activity of accurately ascertaining one's position and planning and following a route/the passage of ships

Deck crew: The deck crew of a ship is the staff of officers that keeps a ship running smoothly

Life buoy: A buoyant support such as a lifebelt for keeping a person afloat in water.

Fire extinguisher: A portable device that discharges a jet of water, foam, gas, or other material to extinguish a fire.

Abbreviations

CS: Chief surveyor

KIV: Kerala inland vessel

DOP: Department of Port

POR: Port Of Registry

RA: Registering authority

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Form number and its purpose

FORM No. I -Form for expressing the intention to build a new vessel

FORM No 2 - Application for Survey of Inland Vessel

FORM No.3 -Particulars to be furnished for Survey of New Vessel or Vessels which are to be surveyed

for the first time

FORM No.4 -Intimation of time, and date of Survey of Vessel

FORM No.5 -Declaration of survey of inland vessels

FORM No.6 -Declaration By Surveyor

FORM No. 7 -Notice to owner that a Certificate of Survey granted under the Inland Vessels Act is ready

for delivery.

FORM No.8 – Application for certificate of survey

FORM No.9 - Certificate of Survey

FORM No.10 -Certificate Of Survey

FORM No.11 - Application for change of name of vessel

FORM No.12 - Application for registration

FORM No.13 -Appointment of Date and Time of Inspection of the Inland Vessel By the Registering

<u>Authority</u>

FORM No.14 -Certificate of Registration Official

FORM No.15 – Book of registration

Application flow in centralized web based port information system

Purpose of application		Authority in action
Appeal		Registering authority
Duplicate certificate		Registering authority
Name change		Chief surveyor
Registration for alteration		Registering authority
Renewal		Port of registry
Survey	/	Chief surveyor
Transfer of vessel		Registering authority
Vessel registration		Registering authority

Know your portal

Centralized Web Based Port Information System (PORT INFO) is an online portal of **Kerala Port Department** under government of **Kerala**. This is an Integrated Port Operation Management System highly customizable and allows a port to optimize its maritime operational activities related to the flow of vessels in the port service area, integrating all the relevant stakeholders and computer systems. Our tools will give you the outlook and understanding of your port operations necessary to function efficiently, eliminating the number of overlapping processes across your operations. Cut costs, maximize potential, and clear the way for port development with greater efficiency.

Centralized Web Based Port Information System portal can open through the link www.portinfo.kerala.gov.in from web. The link directed to the home page of the portal



At the top of the page 'login menu' available for user login and the right bottom of the page 'public access' menu available for various maritime services offered by Kerala port department. Login option is only enabled for its authorized users.

New user registration

New user registration: user clicks on the 'sign up for new vessel owner' button available at the right bottom of the home page.



The link will directed to another pop up page asking various details of vessels owner

nfo/modules/survey/sub/tbl_surveys/edit	port info	C C Search "Central Port Info port information system	ized Web Based rmation System"
	NEW OWN	IER REGISTRATION	Back
Name of Owner's Representative(If Any)	nill	Address of Owner's Representative	abc house abc street abc district
Name of Owner *	new owner	Address of Owner *	No special Characters
E-mail Id *	apkattakkada@gmail.com	Mobile no *	9656819486
Desired Username *	new user	Name of Vessel	abc vessel
Category of Vessel	Select	Sub Category of Vessel	Select
Length of vessel(In Meters)		Breadth of Vessel(In Meters)	Activate Windows
Depth of Vessel(In Meters)		Vesseltype *	Select Go Settings to activate Win

User should furnish all relevant information regarding the owner and vessel

All information with * (star) mark are mandatory for registration. User should have an active email address and mobile number for completing registration process. Further communication will carry forward through this email ID and mobile number (same email ID and mobile number can be used for another registration)

After furnishing all the information; user should enter **captche** shown on the bottom of the page and click '**submit**' button

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	Name of Owner's Representative(If Any)	nill	Address of Owner's Representative	abc house abc street abc distri	ct	.11					
	Name of Owner *	new owner	Address of Owner *	abc house abc street abc distri	ct						
	E-mail Id *	apkattakkada@gmail.com	Mobile no *	9656819486							
	Desired Username *	new user	Name of Vessel	abc vessel							
	Category of Vessel	Private ~	Sub Category of Vessel	Private Purp	ose	~					
	Length of vessel(In Meters)	10	Breadth of Vessel(In Meters)	5							
	Depth of Vessel(In Meters)	5	Vesseltype *	Passenger		~					
	Proposed Year of Completion*	10 Please enter a valid yean	Sub Vessel Type	Speed Boat		~					
	Registration Type *	New Vessel	Enter the text as shown Below*	Stc34							
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This will show a system generated message

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Username, password and reference number will send to the registered email address and mobile number. <u>Using this user name and password user can login to the portal</u>

Login to the portal



User can login to the portal with given user name and password

Login page directed to users home page



Left side of the homepage shows appeal button, duplicate certificate button, name change button, registration for alteration button, renewal button, survey button, transfer of vessel button, and vessel registration button

New vessel registration

New vessel registration: user must complete the survey form before commencing registration process

Survey process

The initial survey process consists of an initial survey (inspection) which is undertaken on new vessels, or vessels being used in a manner requiring survey for the first time. Vessels are surveyed for compliance, with applicable National Safety Standards.

Survey process –User login (keel lying)

Obtaining survey window user should click on the 'survey' button at the left side of the home page



Clicking on the survey button leads to another link



Select 'form' button from the list shown below 'survey' button

By clicking 'form' button will appear another link at the center of the page



The link shows a survey form with reference number, then click on the link (user will get form 1 for

survey)

Home Contact Us	Chang	e Password							
Appeal	Đ		FOR	M NO:1					
Duplicate Certificate	Ð	Reference Number		128/2017					
Name Change	Ŧ			120/2017				_	
Registration for Alterati	on 🗉								
Renewal	Ŧ	Name of Owner's Representative		Address of Owner's Representative					
Survey	Ð								
Transfer of Vessel	Ŧ	Name of Vessel *		Name of Owner *	new owner				
Vessel Registration	Ŧ							-	
		Address of Owner *	address	E-mail Id *	asapkattakkad	a@gmail.c	o		
		Mobile no *	9656819486	Desired Username *	userone				
		Category of Vessel *	Private ~	Sub Category of Vessel	Private Purpos	e `	~		
		Length of vessel *	0	Breadth of Vessel *	0				
		Depth of Vessel *	0	Vesseltype *	Passenger		~		
		Proposed Year of Completion *	2017	Sub Vessel Type	Speed Boat		~		
		Tonnage of vessel *			Act	ivate V		vs	
			Particu	lars of Hull	Go t	o Setting	s to activ	ate Win	idows

Form 1 consist different parts such as

- Owners details
- Particulars of hull
- Particulars of propulsion of engines
- Particulars of equipment's
- Particulars of fire equipment's
- Payment details
- Supporting document

User should furnish all relevant information available to him and information with * (star) marks are mandatory for registration. After furnishing all information user should select the payment option from the page and upload the supporting documents within the specified file type and size.

DD Date *	10-03-2017	₩. • P	ayable At *	State Bank	of Travancoi 🗸	
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Select District *	TRIVANDRUM	~ F	avour who *	VIZHINJAM		
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Upload Document	Browse Pros with file size less		hilPhD2017.pdf(Try to u	pload files in jpeg,pdf,	doc or docx for	mat
× *	Particulars of wh	eel house,crew acc	ommodation,passages,g	alleys, stores/service	place etc	
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¥ *	Particulars of ve	ntilation/change of a	ir for engine room			
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×	Builder's Yard Ac	creditation Certifica	te			
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Select the preferred date and click 'forward' button

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			-		 *1*0	0100100	

This will show a confirmation message that 'form 1 has been forward to chief surveyor '

All application submitted for new registration (form 1) will reach the account of chief surveyor.

Rejected application will forward to user's account

User can view the rejected application in **'rejected form'** link below **'survey'** button.

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Duplicate Certificate	Form for Survey Of Vessel With Reference No: 128/2017		
Name Change 🛛 🗷			
Registration for Alteration 🔳			
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Rejected Form			
Request for Survey			
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Intimation for Defects			
Declaration Notice for Certificate of Survey			
Apply Certificate of Survey			
Certificate of Survey			
Application for Resurvey			
Transfer of Vessel 🔹	<		Activate Windows >
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Vessel Registration			

Users select the link available at the center of the page

That will open another pop up window containing form 1

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Registration for Alteratio	n 🗉								7
Renewal	Ð	Name of Agent (If Any)		Address of Agent					
Survey	±								
Transfer of Vessel	±	Name of Vessel	ABC	Name of Owner	-	owner			
/essel Registration	±	Name or vesser	ABC	Name of Owner	new	owner			
		Address of Owner	address	E-mail Id	asap	kattakka	ada@gn	nail.co	
		Mobile no	9656819486	Username	user	one			
		Category of Vessel	Private ~	Sub Category of Vessel	Priva	ate Purp	ose	~	
		Length of vessel	0	Breadth of Vessel	0				
		Depth of Vessel	0	Vesseltype *	Pass	senger		~	
		Proposed Year of Completion	2017	Sub Vessel Type	Spe	ed Boat		~	
			Part	culars of Hull					
		a) Name of Builder of Hull *	1	b) Address of Builder of Hull	Buil Buil	Activ Lder1 B Lder1 S	uilder	1 1	110

Update the application for rectifying defect, and submit the application to chief surveyor



This will show a confirmation message of 'your request has been successfully submitted'.

All application in form 1 accepted by surveyor will send a confirmation letter to users account

www.portinfo.kerala.gov.in	"Centralized Web Based
	Controlized Web Paced
	Port Information System"
Home Contact Us Chang	Password
Appeal 🔳	CONFIRMATION LETTER
Duplicate Certificate	Confirmation Letter for Survey Of Vessel With Reference No: 128/2017
Name Change 🔳	
Registration for Alteration 🔳	
Renewal 🔳	
Survey 🗄	
Form	
Confirmation Letter	
Rejected Form	
Request for Survey	
Intimations	
Intimation for Defects	
Declaration	
Notice for Certificate of Survey	
Apply Certificate of Survey Certificate of Survey	
Application for Resurvey	
Transfer of Vessel	< Activate Windows >

By clicking the link, user can take the print out of confirmation letter



Next: user submit application (form1) for hull inspection survey activity

Survey process -user login (hull inspection)

Click the **form** link available below **survey** button at the login page.



Select the link from the center of the page.

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	Particulars of pollution control devices		Whether there is Sewage treatment and disposal	⊖Yes ⊖No					
	Whether there is Solid waste processing and disposal	⊖Yes ⊖No	Whether there is Sound pollution control	⊖Yes ⊖No					
	Water consumption/day		source]			
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	Upload Document	128 2017 Prospectus-Integrated	I-MPhilPhD2017.pdf						
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	Upload Document	128 2017 ApplicationFormHall-tic	cketGuidelines -MPhilPhD2017.pdf						
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Complete the form, submit payment details and preferred date for inspection, then click forward

button.

This will show a confirmation message of **form 1 has been forwarded to chief surveyor**

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Form 1 forwarded for hull inspection will reach the account of chief surveyor

Form 1 accepted by chief surveyor will reach the account of user

User can view the form by clicking the **form link** available below **survey** button.

Survey process – user login (final inspection)

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Select the link from the center of the page.

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	Particulars of pollution control devices		Whether there is Sewage treatment and disposal	Oyes ON0					
	Whether there is Solid waste processing and disposal	O Yes O No	Whether there is Sound pollution control	OYes ONo					
	Water consumption/day		source						
	Payment Type *		Select ~						
	*		tural drawings, freeboard marking, s ing, gears and steering plans, pipelir						
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Complete the form, submit payment details and preferred date for inspection, then click **forward** button **This will show confirmation message of form 1 has been forwarded to chief surveyor**



Form 1 forwarded for final inspection will reach the account of chief surveyor

Application for keel lying and hull inspection will not entertained after the approval of final inspection.

After final inspection; request for survey initiated by user from his login, using form 3

Request for survey –user login

Form 3 is available at the request for survey link below survey button



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Click the link available at the center of the page, this will opens another window with form 3

Furnish all relevant information and upload the supporting documents.

cainost/portinto/modules/sur	vey/sub/tbl_surveys/form_3_link.php?e		C Q	Search	ы				•	• •	·	=
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	Type of Vessel	◯ Inland	el									
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	Upload Document	128 2017 Prospectus-	Integrated-N	<u> IPhilPhD2017.pdf</u>								
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		Priliminary Stability Calo	culation									
	Upload Document	128 2017 ApplicationF	FormHall-ticke	tGuidelines -MPhilPhD201	7.pdf							
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Enter the remarks, then click submit button at the bottom of the page

This will show a confirmation message



All application forwarded for request for survey will reach the account of chief surveyor

If the survey is free from defect intimation send to the account of user, under the head **intimations** user can view the details. If any defect found in survey it will forward to users account under the head **intimation for defects**



By clicking the survey defect link at the center of the page will open another pop up page.

		"Centralized Web Based Port Information System"	
	Centralized web based port i		
		internation system	
	ange Password	Defect Details	
	•	Derect Details	-
Duplicate Certificate	Date of Entry	17-03-2017	
Name Change			
Registration for Alteration	E Reference Number	128/2017	
Renewal	•		
Survey	Details of Defects	dsfddf	
Form			-
Confirmation Letter	Defect Noticed by		Halla
Rejected Form Request for Survey			a a a a a a a a a a a a a a a a a a a
Intimations	Period allotted for clearing the defect		
Intimation for Defects	Period anotted for clearing the defect		
Declaration	Direction to Rectify	wrefdfd	
Notice for Certificate of Survey Apply Certificate of Survey			-
Certificate of Survey	Uploaded Document		
Application for Resurvey	The second secon		
Transfer of Vessel	•	SURVEY SCHEDULE	191111
Vessel Registration	Place of Survey	tvm	
	Date and Time of Survey	30-03-2017 00:00	
	:	Activate Windows	
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After rectifying defect, user must forward application to chief surveyor

After completing survey; chief surveyor prepare declaration of inland vessel

All application with survey defect will forward to the account of user under survey head

intimation for defect.

Intimation of defect- user login

www.portinfo.kerala.gov.in		userone OWNER Logout 😃
	Centra port info centralized web based port information system	lized Web Based ormation System"
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Registration for Alteration 🔳		
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Confirmation Letter		
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Request for Survey		
Intimations		
Intimation for Defects		
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Application for Resurvey		
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Vessel Registration	¢	Activate Windows >
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User can view the defect by clicking intimation for defect link under survey head.

After rectifying the defect in resurvey; surveyor generate declaration of inland vessel. User can view this declaration in his account under survey head as declaration.

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Declaration view –user login

By clicking in this link, user can view the declaration

Home Contract Us Change Password Appeal 0 Duplicate Certificate 0 Registration for Alteration 0 Renewal 0 Survey 0 Porm 0 Confignation Letter 0 Rejected form 0 Rejected form 0 Rejected form 0 Registration for Defects 0 Home Confignation Letter 0 Registration for Defects 0 Home Confignation Letter 0 Registration for Defects 0 Home Confignation Letter 0 Registered form 0 Rejected form 0 Registor of Survey 0 Address of Owner address Holtice for Certificate of Survey a)Length for identification , (State points of Diplace of the vessel's last b) Place of the vessel's last		b/tbl_surveyprocess/view_declaration_owner.php?ref_	_id=128/2017 C	Q, Search ☆	≜ ∔ Ѧ ♥ ◦ ⊚- !					
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User can take print out of declaration by clicking print button at the bottom of the page

Declaration By Surveyor
I hereby declare as follows, viz.,
(i) That on the 08-03-2017 I have inspected the machinery of the vessel named ABC above, and all the equipments are onboard the same.
(ii) That the machinery of the said vessel is in accordance with the foregoing descriptions, sufficient for the service intended, and is good / approved condition.
(iii) That the said machinery will, in my judgment, be sufficient until the 18-03-2017
(iv) That the equipments are such and in such condition as required by therules and Instructions under the Act 1 of 1917.
(v) That I.C. Engine/Bilge/Pumps were examined by me personally and found in satisfactory operating conditions.
(vi) That the said vessel as regards her machinery is, in my judgment fit to ply as an inland vessel
(vii) That the hull of the said vessel is sufficient for the service intended, and is in good /approved conditions.
(viii) That the hull of the said inland vessel and the equipments will in my judgment, be sufficient until the 20-03-2017
(ix) That the said vessel is, in my judgment, fit to ply as an inland vessel with the number of passengers stated in the space marked(22) in this form, when there is no encumbrance of the space measure for the passenger accommodation, but is not fit to ply with a greater number of passengers.
(x) That I am satisfied that the fees due have been paid into the treasury.
Date: 17-03-2017
Surveyor
Print Activate Windows

Next step

Surveyor sent notice for certificate to user

After receiving the notice for certificate of survey, user applies for the certificate of survey with the chief

surveyor from his account using the link; apply certificate of survey under the head survey.

Apply for certificate of survey –user login



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Form Confirmation Letter Rejected Form Rejected Form Intimations Intimation for Defects Declaration Notice for Certificate of Survey Apply Certificate of Survey Certificate of Survey Application for Resurvey Transfer of Vessel Vessel Registration	new owner address To The Chief Surveyor, Department of Ports, Kerala. Sub:- Ref:- My vessel named ABC has been surveyed	Application for certificate of Surve Declaration of Survey No KIV/SUR, on 08-03-2017 and Declaration of Survey as at	128/201		1	8-03-201 on 17-03		
	request that the Certificate of Survey may be issued.							
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Click the link available at the center of the page, this will generate form 8

Enter the remark and forward application by clicking the link send application

This will generate a confirmation message of 'The application for certificate has been send

successfully.'

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Application for certificate of survey reaches the account of chief surveyor

If chief surveyor generate and the certificate, user can view the certificate of survey by clicking the link certificate of survey under the head survey.



By clicking the link available at the center of the page, user can view the certificate of survey and take

print out.

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Registration for Alteration 🔳	Reference Number											
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Survey 🗄	Gross Registered tonnage			Net Registe	red Tonnage							
Form Confirmation Letter	Port of Registry			Name of Ov	vner	new	owner					
Rejected Form Request for Survey	Address of Owner		address	Plying Limit	s							
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Declaration Notice for Certificate of Survey	Description of Life buoys		Number of Life buoys		Life buoys	ο						
Apply Certificate of Survey			Passen	gers :-								
Certificate of Survey Application for Resurvey	-			J								
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Vessel Registration	Boats of aggregate capacity			Fire Pumps		0						
	Capacity of Fire Pumps	0	1	Fire Hose		0						
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Vessel registration process

A ship entitled to fly the flag of a country needs to be registered in that country. The object of registration is to ensure that persons who are entitled to the privilege and protection of the Indian flag get them. The registration affords evidence of title off the ship to those who deal with the property in question. It also gives protection to the members of the crew in case of casualties involving injuries and/or loss of life to claim compensation under the provisions of the Indian Acts in Indian courts.

Vessel registration- user login

Click on the vessel registration button at the left side of the home page.



Select the application link below vessel registration button.

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Application Notice for Inspection Certificate of Registration														
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Click application for registration link at the center of the page.

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Registration for Alteration	The Registering Authority								
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Survey	🗄 Kerala.								
Transfer of Vessel			ABC hereby request that the said						-
Vessel Registration	± .	✓ or an Inland Vessel	ABC hereby request that the said	vessert	be regis	stered a	at the		
Application Notice for Inspection	AZHIKKAL V *								
Certificate of Registration	I agree to pay such fees as ma	y be leviable under the Rules.							
	Particulars in respect of the sai	d vessel are as under:-							
	Survey Certificate No	KIV/SUR/128/2017							
	Owner's name	new owner	Address of owner *	ad	ldress			.d	
	Occupation		Occupation Address *		Act	ivate	Windo	ows .ii	
	Name of Master		Certificate No for Master				ings to ac	_	'indows
	Port of Registry If Previously	Colort						7	

Furnish all relevant information and upload the documents, then click view declaration button at the bottom of the page.

29 of 45

Speed of Engine									
Manufacture Name	Builder1	Address of Manufacture	В	uilder1 B	uilder1 Bu	ilder1			
Year of Manufacture	Year of Manufacture 2017								
	DETAILS OF INSURANCE CERTIFICATE								
Name of Insurance Company *	new india	Insurance Number *	1	152221					
Insurance Date *	17-03-2017	Date of Expiry of Insurance *	1	17-03-201	.8				
Payment Type *		e-Treasury ~							
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Statement by the owner that the rules have been complied with	provisions of the Act and these	Browse No file selected.							
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DD receipt evidencing payment of schedule for the registration of the		Browse No file selected.							
Copy of the 3rd party insurance co attested	ertificate of the vessel duly	Browse No file selected.							
	view D	eclaration		Act	ivate M	/indo	WS		

Declaration form will appear at the bottom of the page

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	schedule for the registration of the vessel	Browse No file selected.						
	Copy of the 3rd party insurance certificate of the vessel duly attested $% \left({{{\left[{{T_{\rm{s}}} \right]} \right]}} \right)$	Browse No file selected.						
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	DECLARATIO	ON OF OWNERSHIP						
	I, new owner subject of assdddc	the state of kerala	n	esiding	g perm	ianently	/ at/	
	having principal place of business at address do hereby decl	lare that ABC (name) was built	at dscdso	2		in	the	
	year 2017 and was purchased by me on 17-03-2017	For Rupees 14500000	00000	a	ind wisł	n to hav	/e	
	registered it in my name at the port of VIZHINJAM	and that I am the sole owner o	f the same	. I furt	her dec	lare t	hat	
	the vessel is intended to ply in the port of * VIZHINJAM	~						
							Owner	
	Declaration of Ownership	Browse No file selected	1.					
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	Copyright © CDIT			Go to	Setting	as to ac	tivate W	indows

Fill the form and then click **submit** button

This will show a confirmation message of **submitted successfully**.



All application of vessel registration will reach the account of registering authority of ports

If registering authority accept the application of registration, then certificate of registration

available at the home page of user under the head vessel registration



Certificate of registration –user login

User can view the certificate of registration by clicking the link available at the center of the page.

Home Contact Us Cha	inge Password									
	+									
	•	FORM NO: 14								
		FICATE OF REGISTRATION								
Registration for Alteration		No., Year and Place of Registry.								
Renewal	This is to certify that(registering authority) Registering Authority of VIZHINJAM has declared that (Owner) new owner subj									
Survey		tering Authority of VIZHINJAM has declared that (Owner) new owner subject vessel) called(Name of vessel) ABC and that the said ABC was built at by								
Transfer of Vessel		7 The said ABC had been duly registered at (place) VIZHINJAM under the								
Vessel Registration	J Inland Vessels Act , 1917. Certified under my hand this day									
Application Notice for Inspection	Registration Number	KIV/AZK/PSGR/128/2017								
Certificate of Registration	No. of sets of Engines	2								
	No.of shafts	2								
	Description of Engine									
	Name of maker									
	Address of maker	address								
	Nature of fuel used									
	Estimated speed of Inland Vessel	12								
	Total Brake Horse Power	1000								
	Description of Engine									
	Name of maker									
	Address of maker	adreeee Antionete Mindows								
	Nature of fuel used	Activate Windows Go to Settings to activate W								
	Estimated speed of Inland Vessel	15								

Bottom of the page (form14), user can get a link of view book of registration

Breadth	0						1010
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Gross Registered Tonnage							
Net Registered Tonnage							
No. of Decks							
No. of Bulkheads	4						
Year of Build	2017						
Stern							
Material	Iron						
			R	Registerir	ng Auth	nority,	
			b	y Port o	f VIZHI	MALNI	
Note:- This Certificate of Registration shall be produced for in Government. 1. This certificate shall be surrendered to the Registering Authori		authority au		oy Port o d by the			
Government.	ty if so required by him.	·	thorize	d by the	Sta	te	
Government. 1. This certificate shall be surrendered to the Registering Authori 2. While the certificate is in force, the vessel's name and regis	ty if so required by him.	erwise marked	ithorized	d by the	s Sta	te by	
Government. 1. This certificate shall be surrendered to the Registering Authori 2. While the certificate is in force, the vessel's name and regis the Government of Kerala shall not be removed or defaced.	ty if so required by him. stration mark as painted or othe naterial damage affecting the	erwise marked river worthi	ithorized in posi	d by the ition app	roved	by the	
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By clicking in this link; user can view the book of registration

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	Name of the Ow	ner		new own							
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	Name of Vessel			ABC							
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Duplicate certificate

(1)The authority which issued the certificate of registration shall issue a duplicate of the certificate of registration to replace a certificate lost, destroyed or mutilated:

Provided that no such duplicate certificate shall be issued unless,-

(a) in the case of a certificate lost, it is proved to the satisfaction of the Registering Authority that all measures possible for tracing out the certificate have been exhausted;

(b) in the case of a certificate destroyed, such authority is satisfied after due enquiry that the certificate has actually been destroyed; and

(c) in the case of mutilated certificate, the owner delivers up such certificate to such authority.

(2) Every duplicate of the certificate shall, on the face of it, be stamped with the word 'duplicate' in red ink.

(3) In the case of a certificate lost if, subsequent to the issue of a duplicate certificate, the original certificate is found, the later shall be delivered up to such authority who shall take such action in respect of the original certificate as he deems fit

Duplicate certificate –user login

Duplicate certificate facility is enabled at the home page of user.



Click application for certificate link below duplicate certificate button

www.portinfo.kerala.gov.in					user	one OWN	ER Log	jout 😃	
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Home Contact Us Chan	ge Password								
Appeal Appeal Appeal Appleation for certificate Appleation for sanction Name Change Registration for Alteration Renewal Survey Transfer of Vessel Vessel Registration	Application for Dupli	cate Certificate with Refe	APPLICA erence no.128						
	¢	First P	ev	Next Last		<u>ctivate W</u> to Settings			- indexy

Select the link available at the center of the page.

This will open another pop up window

Home Contact Us Chan	e Password	
Appeal ±	APPLICATION FOR DUPL	ICATE CERTIFICATE BACK
Duplicate Certificate	Registration No.	KIV/AZK/PSGR/128/2017
Application for certificate Intimation for Sanction	Owner Name	new owner
Name Change 🔳	Vessel Name	ABC
Registration for Alteration 🔳	Vessel Type	Passenger
Renewal 🔳	Survey No	VZM/SRV/128/2017
Survey 🔳	Date of Registration	20-03-2017
Transfer of Vessel	· · ·	
Vessel Registration	DD	DETAILS
	DD Amount*	
	DD NO: *	
	DD Date*	(Date Should be smaller than current date.)
	FIR Copy	Browse No file selected. (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)
	Old Certficate Copy	Browse No file selected. (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)
	DD copy	Browse No file selected. (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.) Activate Windows
	Justification for Duplicate certificate	Go to Settings to activate Windows

Fill all the details and upload the documents, enter the reason for new application in the last column.

Name Change		Vessel Name		ABC							11100
Registration for Alterat	ion 🔳	Vessel Type		Passenger							- 0000000
Renewal	۰	Survey No		VZM/SRV/128/2017							
Survey		Date of Registration		20-03-2017							
Transfer of Vessel											-
Vessel Registration	±		DI	DETAILS							
		DD Amount*		500							
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Click **submit** button at the bottom of the page.

This will show a confirmation message of **submitted successfully**.

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All application for duplicate certificate will reach the account of registering authority

If duplicate certificate generated by registering authority, it will send an intimation to the user.

User can view the intimation in his account under the head **duplicate certificate**.



Click on the link available at the center of the page.

www.portinfo.kerala.gov.in		
		userone OWNER Logout 😃
	Centralized We Port Information system	eb Based
Home Contact Us Change Pas	sword	
Appeal 🗉	Intimation For Duplicate Certificate BACK	
Duplicate Certificate 🗉	Your Certificate of Registration is ready.	
Application for certificate	Please Collect this from the Concerned Port offic	ce
Intimation for Sanction		
Registration for Alteration		
Renewal		
Survey 🗉		
Transfer of Vessel		
Vessel Registration		
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This will show message that 'your certificate of registration is ready. Please collect this from the

concerned port office.

Name change process

(1) Where a change of name of a vessel in respect of which a certificate of survey had been granted under the Act is required, the owner or master of the vessel shall forward the certificate of survey to the authority who issued the certificate along with an application for change of the name of the vessel entered in the certificate of survey.

(2) Such application shall be in Form No. 11 and shall contain the particulars required therein.(3) Such officer shall, after due enquiry by himself or through any other officer satisfy that the new name is not allotted to any other vessel and cause such change as is necessary to be effected in the certificate of survey, which shall thereupon be returned to the owner.

Name change – user login

If the owner wants to change the name of the vessel, he can forward application from his login under the head name change



Click the link available at the center of the page, another pop up window will appear

Duplicate Certificate		FORM NO: 11 BACK				0010
Name Change 🔳	APPLICA	TION FOR CHANGE OF NAME OF THE				0000
Application for Name Change	From			Date:22/0	03/2017	
Intimation Registration for Alteration 🔳	Certificate of Survey No : KIV/SUR/128/2017					003
						001
Renewal Survey	Vessel Name : ABC					003
Transfer of Vessel	Address : address					000
Vessel Registration	To					0.00
	The Chief Surveyor of Inland Vessels	Change the Name of the V 128/2017	/essel			
	I new owner of being the owner /master of In may be changed as * (he enclosed herewith for making the change of name.	land Vessel ABC (name) bearing No. 128/201 re enter the new name). The certificate of s				
	Copy of the certificate of survey	Browse No file selected			ubmit	
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Fill the application of name change (form 11), with new name and upload the copy of certificate of

survey

Then click submit button at the bottom of the page, this will show a confirmation message of 'submitted

successfully'

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Registration for alteration

(1) No alteration to a vessel shall be made without obtaining sanction from the Registering Authority.

(2) The report of alteration referred to in sub-section (1) of section 19 J of the Act shall be made by the owner of the vessel within thirty days of the alteration in Form No.18

Registration for alteration- User login

if the user want to **alter** the vessel with extra equipment's/parts /design/color etc. then user should file an application with registering authority using **registration for alteration** button at the left side of the home page.(form 18)

Appeal 🗄								
Duplicate Certificate 🛛 🔳	APPLICA	APPLICATION FOR REGISTRATION OF ALTERATION / ISSUE OF A FRESH CERTIFICATE OF REGISTRATION						
Name Change 🛛 🗄	ISSUE O							
Registration for Alteration 🔳	Registration Number							
Application form	Vessel Name	tessssttttt						
ntimation Certificate of Registration								
	Owner Name tesssttt							
Survey 🗄	Reference Number	171/2017						
Transfer of Vessel 🔳	i Vessel 🛨 DD Number* 756123							
Vessel Registration	Subject	Alteration						
	Reference	Nil						
	DD Amount*	3000						
	DD Date*	10-03-2017 (DD Date Should be smaller than current Date)						
	Copy of chalan Receipt*	Choose File SIGNALS and SYsolutions.pdf (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)						
	Copy of Certificate of registration*	Choose File Application_naya_kavitha.pdf(Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)						
	Approved Drawings	Choose File SIGNALS and SYsolutions.pdf (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)						
	Priliminary stability Calculation	<u>Choose File</u> bsnl je answers.pdf (Try to upload files in jpeg,pdf,doc or docx format with file size less than 2 MB.)						
	:	Reset Submit						

Enter the payment details and all other information related to alteration, upload the copy of supporting document (specified file type and size).

Then click submit button at the right bottom of the page

All application for registration for alteration will reach the account of registering authority

After verification of application registering authority send intimation to user.

Intimation will reach the account of user

User can view the intimation at the in his account under the head registration for alteration

www.portinfo.kerala.g		tesssttt OWNER Logout	<u>ں</u>
		Centralized Web Based Port Information System	đ
Home Contact Us	_	Password Plan Schemes	
Appeal	Ŧ	Inbox Intimation for tessssttttt with Reference no.171/2017 dated 23-03-2017	^
Duplicate Certificate	Œ	Infinition for tessistitut with Reference no.1/1/2017 dated 23-05-2017	1000
Name Change	±		
Registration for Alterat	ion 🗉		100000
Application form			
Intimation Certificate of Registration			
Renewal	±		
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By clicking the link available at the center of the page; user can view the details of intimation.

Appeal	±			- Contraction
Duplicate Certificate	1nti	mation of time ,and date of Inspection		
Name Change	± .		Place:	a a a a a a a a a a a a a a a a a a a
Registration for Alteration	±		Date:23/03/2017	
Application form	From			111
Intimation	Registering Authority			
Certificate of Registration				00000
	То			
	The Owner/Master of the Inland Vessel			
	Vessel Name:tessssttttt			1000
Vessel Registration	Address:tessstttt			1000
				0110100
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After the inspection of vessel registering authority enter the details of inspection

If the registering authority generate certificate of registration, it will send intimation to user's account.

User can view the intimation in his account

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www.portinfo.kerala.gov.in	tesssttt OWNER Logout (
	"Centralized Web Based Port Information System"
Home Contact Us Change Password	Plan Schemes Intimation Of Alteration for Registration
Duplicate Certificate	Your Certificate of Registration is ready.
Name Change	Please Collect this from the Concerned Port office
Registration for Alteration Application form Intimation Certificate of Registration Renewal Survey Transfer of Vessel Vessel Registration	
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User can view the certificate of registration by clicking the link certificate of registration under the head

Registration for alteration.

		port info centralized web based port inf	PORT INFORMATION S	system at the					
Home Contact Us Change Password Plan Schemes									
Appeal 🗉			BACK						
Duplicate Certificate		CERTIFICAT	E OF REGISTRATION FOR ALTERATION						
Registration for Alterations	New Registration Number		Part of Alteration	hull					
Registration 🔳	Type of Alteration	hull plating	Description of Alteration	completed					
Transfer of Vessel	Name of Owner	tessstttt	Address of Owner	tessstttt					
Survey Declaration	No. of sets of Engines	1	No.of shafts	1					
	Description of Engine	dfg	Name of maker						
	Address of maker	sdf	When made	2000					
	Nature of fuel used		Estimated speed of Inland Vessel	15					
	Total Brake Horse Power	15							
	Extreme length	10	Length	15 m					
	Breadth	12 m	Depth	20 m					
	Gross Registered Tonnage	34	Net Registered Tonnage						
	No. of Decks		No. of Bulkheads	12					
	Year of Build	2000	Stern	25					
	Material	Iron							
			View Book of Registration						
			Print						
		Copyright	© CDIT ntained by CDIT						

At the bottom of the page user get view books of certification link by clicking in this link user get a detailed view of books of registration.



Renewal

Renewal – user login

Application for renewal of vessel initiated from user account under the head renewal

www.portinfo.kerala.	tesssttt OW	NER Logout 😃	
		"Centralized Web Based Port Information System"	and the
Home Contact Us		Password Plan Schemes APPLICATION	
Appeal Duplicate Certificate	±	Application For Renewal with Reference no.171/2017	
Name Change			
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Renewal			
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Vessel Registration	Ŧ		
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Click the link available at the center of the page.

www.portinfo.kerala.gov.in		tessstttt OWNER Logout (
	port info centralized web based port information	"Centralized Web Based Port Information System"			
	ge Password Plan Schemes				
Appeal Duplicate Certificate		ION FOR RENEWAL BACK			
Name Change 🔳	Registration No.	tesssttttt			
Registration for Alteration Renewal	Owner Name	tessstttt			
Application Intimation	Owner Address	tessstttt			
Survey 🔳	Port under which the vessel is registered	KOLLAM AXE OFFICE, THAN			
Transfer of VesselVessel Registration	DD No*	456456			
	DD Date*	10-03-2017 Imy (DD Date should not be greater than the current date)			
	DD Amount*	3000			
	:	Reset Submit			
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Enter the port office details and payment details, then click submit button

This will show a confirmation of' **submitted successfully'**

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All application for renewal will reach the account of port of registry

This will send intimation to user's account

User can view the intimation from his login

www.portinfo.kerala.g	Logout 😃		
		"Centralized Web Based Port Information System"	article
Home Contact Us	Change	Password Plan Schemes	
Appeal	Ð	APPLICATION	-
Duplicate Certificate	Ŧ	Application For Renewal with Reference no.171/2017	
Name Change	Đ		
Registration for Alterat	ion 🖭		
Renewal	۰		
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Intimation Survey	Ŧ		
Transfer of Vessel			
Vessel Registration	Ð		
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Click the link at the center of the page.

User can view intimation message

	"Centralized Web Based Port Information System"
Home Contact Us Change Pass	
Appeal 🔹	INTIMATION FOR RENEWAL
Duplicate Certificate	Your Renewal is approved
Name Change 🔳	Collect the Certificate from the port office
Registration for Alteration 🗉 🗉	
Renewal	
Application	
Intimation	
Survey 🗉	
Transfer of Vessel	
Vessel Registration	
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