



## JOINING INSTRUCTIONS INTERNATIONAL STUDENTS (OFFICERS)



**NATIONAL INSTITUTE OF HYDROGRAPHY  
C/O HEADQUARTERS, GOA NAVAL AREA  
VASCO DA GAMA – 403 802  
GOA, INDIA**

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**CHAPTER 1****WELCOME**

Dear Student,

**0101** I take this opportunity to congratulate you on your selection for the course and extend you a warm welcome. These instructions are being sent to you with a view to help you prepare better for the course and also for your stay at Goa where the National Institute of Hydrography is located. You may study these instructions carefully, as they contain vital information about the station, the Institute, course contents, methodology of instructions and other important information.

**0102** At National Institute of Hydrography, our prime commitment is towards achieving the highest possible quality of training in the field of Hydrography and Allied Studies. The staff at National Institute of Hydrography strives to impart an optimal combination of Study, Adventure activities, Fun and Games to the students for the entire duration of the course. The course also helps them develop an intimate understanding of professional subjects such as Bathymetric data collection and processing, Nautical Charting, Coastal Zone Management and Industrial Offshore Surveys in addition to important HRD aspects of creativity, innovation, teamwork, physical fitness and self discipline.

**0103** Your role as a student has become more demanding with the increasing responsibility of handling the expanding horizons of technological applications in the field of Hydrography. It is therefore expected of you to come here adequately prepared to undergo the course. The standard of your preparation for the course would be assessed by your performance in the Entry Level Knowledge Test conducted within the first five days of your reporting to the Institute. The National Institute of Hydrography provides an ideal setting for studies, with its peaceful and tranquil environment and vibrant academic spirit.

**0104** My staff and I once again wish you a very happy, pleasant and fruitful stay at Goa.

Officer-in-Charge  
National Institute of Hydrography

## CHAPTER 2

### ABOUT THE NATIONAL INSTITUTE OF HYDROGRAPHY, INDIA

#### Introduction.

**0201** The National Institute of Hydrography was established at Mumbai in 1959. The Institute was shifted to Kochi in 1961 and from there to its present location at Alparqueiros Hill overlooking Mormugao Harbor at Vasco-da-Gama in the state of Goa in 1977. At this institute we train all categories of personnel involved in the field of Hydrographic surveying. This institute conducts various courses, specially tailored for different categories of personnel from the National Hydrographic Departments, and other maritime and port organizations, both Indian and international.

**0202** The institute is recognized as the Regional Training Centre in Hydrography for the countries of the Indian Ocean Region. Personnel from Bangladesh, Iran, Iraq, Malaysia, Nigeria, Oman, Seychelles, Mauritius Singapore, Sri Lanka, Maldives, Myanmar, Kenya, Indonesia, Sudan, Tanzania Vietnam & Thailand have been trained at this institute. Being an institute of international standing, we also receive very distinguished visitors from India and abroad. The students are given opportunities to interact with the dignitaries visiting the institute.



#### Location.

**0203** The National Institute of Hydrography is situated within the premises of the local naval base, namely INS Gomantak, atop the Alparqueiros Hill, in Vasco-da-Gama.

Vasco-da-Gama is a bustling port town in the state of Goa, and is situated on the south bank of Zuari river mouth. The town has a very rich maritime culture and is also very cosmopolitan in nature. Here you will come across people from all religious and social backgrounds and from various states of India and abroad. Mormugao Port, as the local seaport is known, is one of the major ports of India, capable of handling a wide range of cargo. However, the port specializes in iron-ore shipment. The Alparqueiros Hill, where the institute is located, overlooks this port and the estuary of Zuari River. The institute is about 5 kilometers from Dabolim International Airport and is well connected by road.



### **Climate.**

**0204** The tropical climate in Goa is quite pleasant round the year with plenty of sunshine, except for the period of monsoons. The monsoon season, from June to September, is the period of heavy rainfall, and during this season Goa exudes a special charm. The average temperature normally lies between 17 C (Min.) and 38 (Max.). The place gets about 2610 mm of rainfall in a year. Goa guarantees a good time for all, irrespective of the time of one's visit. The details on various tourism attraction in India can be obtained from the following sites:-

- (a) [tourism.gov.in](http://tourism.gov.in)
- (b) [incredibleindia.org](http://incredibleindia.org)
- (c) [tourismofindia.com](http://tourismofindia.com)

## ORGANISATION AND TRAINING

### Command and Control.

**0205** The National Institute of Hydrography is under the direct control of the Flag Officer Commanding-in-Chief, Southern Naval Command, Kochi for all matters of training. For all professional matters pertaining to Hydrographic Surveying, the institute is guided by the Chief Hydrographer to the Government of India. The Flag Officer Commanding Goa Naval Area exercises local operational command at Goa. Commanding Officer INS Gomantak provides necessary local administrative support to the institute.



**0206** National Institute of Hydrography functions under an Officer-in-Charge of the rank of Captain. The Officer-in-Charge of the institute is assisted by a Chief Instructor of the rank of Commander who is responsible for conduct and management of the training in the institute. The Institute has a highly qualified teaching faculty, consisting of 8 officers and 15 senior sailors. In addition, specialists in Hydrography and allied fields from various reputed institutions are invited as guest faculty from time to time for delivering lectures to the students.

**Course Officer.**

**0207** An Officer from the teaching staff will be designated as the Course Officer for a particular course. Your Course Officer will meet you, in person, on your arrival at the institute. Course Officer shall deal with all the administrative, personal and training matters of the course.

**Course Instructor.**

**0208** A sailor-instructor is designated as the Course Instructor for a particular course. The Course Instructor will interact with you on a day to day basis. He will be contact person for all your administrative requirements. Course Instructor may be contacted for seeking any assistance, e.g. Postal, Photocopying requirements, purchase of stationery etc.

**Class Leader.**

**0209** The senior most officer in each class will carry out the duties of the class senior. In addition one officer will be nominated as class leader per week in rotation. Some of the important duties of the class leader include: -

- (a) To maintain order and discipline of the class when no instructor is present.
- (b) To conduct class from place to place for instructional purposes, in an orderly manner.
- (c) Prepare the class room for the next instruction.
- (d) Know the whereabouts of the class/individuals.
- (e) To report to the instructors as per the training program when the class is ready.
- (f) Maintaining the course diary.

**CONTACT INFORMATION****Telephone.**

**0210** The country code for India is +91 and area code for Vasco-da-Gama is 0832. The National Institute of Hydrography can be called directly on 0091-0832- 2582808 which is manned through day and night. You may also call Naval Base (Gomantak) Exchange on any of the following telephone numbers: 0091-0832-2513950, 2513951, 2511531 to 2511540, which in turn will connect up the extension number you require. The extension number for NIH is 2808. Some of the important telephone numbers are as follows:

Officer-in-Charge	-	+91 832 2582800,
Chief Instructor	-	+91 832 2582802
Duty Personnel, NIH	-	+91 832 2582808
Officer of the Day, INS Gomantak-		+91 832 2582720
Fax	-	+91 832 2513419

**Postal Information.**

**0211** The institute's postal address is:

**National Institute of Hydrography  
C/o Headquarters, Goa Naval Area  
Vasco-da-Gama Goa - 403 802 (India)  
E-Mail address: info-nih.goa@nic.in  
Web : [www.indiannavy.gov.in/nih](http://www.indiannavy.gov.in/nih)**



## **CHAPTER 3**

### **ADMINISTRATION**

#### **PREPARATION PRIOR TO ARRIVAL**

**0301** Some of the preparations that you are expected to make prior departing your country are elaborated in succeeding paragraphs.

#### **Personal Data.**

**0302** All international students are required to submit their Bio-Data which will be forwarded to IHQ MoD (Navy). In addition every student is required to submit a **Statement of Identification duly authenticated/countersigned by appropriate authority**, immediately on reporting. The Statement of Identification is to facilitate identification of the individual. **Students who are not in possession of Statement of Identification are liable to be repatriated to the parent country.** The Specimen formats of Bio-Data & Statement of Identification are placed at **Appendices A & B** respectively.

#### **Educational Qualification Certificate**

**0303** You must bring your educational qualification certificate (B.Sc./B.E./B.Tech) issued by the University in original.

#### **Certificate of Security and Assurance.**

**0304** The 'Security Clearance Certificate' will be obtained in respect of each student from the Government of the country concerned before their departure for India, by the Indian Mission in the respective country. A specimen of the Security Clearance Certificate is placed at **Appendix C**

#### **Validity of Passport/Visa Etc.**

**0305** The trainees are to ensure that their travel documents namely Flight tickets, passport, visa, etc are valid for the entire duration of the training period to avoid any unnecessary hassles during departure.

#### **Medical Requirements.**

**0306** All international students are required to submit the following medical documents on joining the institute: -

- (a) Medical report indicating any significant medical history and clinical parameters like Height, Weight, Chest measurements, Range of chest expansion, conditions of Cardio Vascular, Respiratory, Locomotor, Gastrointestinal and neurological systems. It should also include Vision and Hearing capabilities.

(b) Laboratory investigations including HB %, TLC, DLC, ESR, ECG (both resting and after) DMT/TMT and Chest X-Ray/ECG tracing etc.

(c) AIDS free certificate from any of the 'WHO' collaborating laboratories. 'HIV Free Certificate' issued by Government hospitals and Armed Forces Hospitals of the students country is also accepted in lieu of certificates issued by WHO collaborating laboratories. Format of the AIDS free certificate is placed at **Appendix D.**

**0307** International students reporting for the course without the certificate are to undergo a medical examination including HIV test within one month of arrival. It is recommended that you complete your medical formalities prior to reporting for the course to avoid unnecessary loss of time and inconvenience during the course.

### **Students From Self-Financed Scheme.**

**0308** If you are a student under the self-financed scheme and not under any of the Government of India International Technical and Economic Cooperation (ITEC) Category Schemes, you are required to furnish some proof of your country having paid the required training fees to the Government of India, on arrival at the institute.

### **ELKT.**

**0309** Students would be required to undergo an Entry Level Knowledge Test on reporting for the course. You are expected to be thorough in the knowledge of previous level course attended (Basic H). You will be tested for your knowledge on various aspects of Hydrography like Hydrographic Control, Hydrographic Practice and Tides etc. You are advised to prepare yourself for this test.

### **Permission to Bring Family.**

**0310** International student officers are allowed to bring their families when permitted by their respective governments. The students will have to obtain a No Objection Certificate (**NOC**) from their respective country. The details of the officer's family will have to be forwarded to IHQ of MoD(Navy) at least 01 month in advance if the officer's family is accompanying the officer when reporting for the course. In case the family members are joining after the commencement of the course, the officer will have to submit a written application to NIH as per the format for approval from IHQ of MoD(Navy) at least 01 month in advance. However, necessary assistance will be provided by the institute's staff. The family members include legitimate spouse and children only.

## **ARRIVAL AND STAY**

### **Arrival in India.**

**0311** If you choose to arrive first at New Delhi, you would be received by the staff of your Embassies/High Commissions and then be directed to the National Institute of Hydrography after appropriate briefing, settling of personal pay and allowances and other formalities. You may also arrive directly at Goa if so directed by your Embassies/High Commissions. The city of Vasco-da-Gama is fairly well connected by road, rail and air. You are requested to keep us informed of your arrival details.

### **Reception.**

**0312** The National Institute of Hydrography is situated within the premises of the local naval base, namely INS Gomantak, atop the Alpaqueiros Hill, in Vasco-da-Gama which is about 5 kilometres from Dabolim International Airport, Goa and is well connected by road. Prepaid taxi services are available from the airport to INS Gomantak. On arrival you will be received at Dabolim Airport, Goa by a representative of National Institute of Hydrography, who for easy identification will have a board/placard with your name and country written in bold letters. Also the representative will be in Naval Uniform.

### **Air Tickets, Passport & Visa.**

**0313** On reporting, all students are to deposit their air tickets, passports, visas, etc with the Course Officer till completion of their training for reasons of safety. Passports kept with the Institute for safe custody will be issued only on the following occasions:-

- (a) Bank transactions.
- (b) Visit to a place within India during leave.
- (c) Whilst moving from one station to another, during the course of training.
- (d) On completion of course.

### **Accommodation.**

**0314** International naval officers **under ITEC scheme** will be provided accommodation at International Officers accommodation block (Darshak Block) or Goa Naval Area Mess, which is located adjacent to the institute. Officers under **Self Financing Scheme** whose countries have made prior payment for accommodation and allied charges to the Government of India will also be provided lodging and boarding facilities at this mess. International Officers will pay rent and allied charges at prescribed charges as stipulated by Govt. of India from time to time. At the Officer's Mess, you should be prepared to incur an approximate monthly expenditure of INR 7500/- to INR 9000/- towards food, ancillary services in the Mess and bearer charges. Both Vegetarian and Non-Vegetarian meals are served in the mess. The menu is predominantly Indian with occasional mix of Continental and English. You are requested to familiarize yourself with the Goa Naval Area Officer's Mess rules on arrival. All officers automatically become members of the Goa Naval Area Mess on reporting. The bills are to be cleared by Cheque/ cash on or before the 10th day of every month.

**0315** Officers who have been permitted by their Govt. to bring their families to India, can be accommodated in Darshak block within the Naval base. The cabin consists of two rooms with a kitchen facility will be sufficient for a small family of two/three members. Officers with bigger families are advised to make their own arrangements outside the Naval Base. However, necessary assistance for locating and hiring accommodation will be provided by the institute if required.



### **Registration.**

**0316** On arrival, all international Students are to register themselves at the Foreign Registration Officer (FRO) Panaji within 07 days of reporting. Thereafter registration cards will be issued by FRO which will enable the issuing authority to make exit endorsement before the students leave the Institute for their country. The card with the exit endorsement is required to be produced to the immigration authority at the International Airport from which the students eventually leave. The Institute will coordinate all activities related to FRO registration.

### **Clothing.**

**0317** You are to be in possession of summer uniforms including ceremonial uniforms as applicable to your service, at the time of reporting to the National Institute of

Hydrography. Sufficient stocks of uniform accessories like cap badges, buttons and stripes should be carried as these are not available in India. You will be required to attend formal parades and mess functions, hence requirement of good ceremonial uniforms need no further emphasis. In addition Long H officers will be required to be in possession of winter uniforms during their attachment to NHO, Dehradun. You are also required to be in possession of sufficient items of games rig. In Goa, tropical clothing is required throughout the year. A list of clothing required is placed at **Appendix E**.

## CHAPTER 4

### CONDUCT OF COURSES

**0401** The Long 'H' course offered by this institute have been recognized as **Category 'A'** course in ***Nautical Charting Surveys, Surveys for Coastal Zone Management and Industrial Offshore Surveying*** by the *IHO-FIG Advisory Board on Standards of Competence for Hydrographic Surveyors*. On successfully completing the Long 'H' course, the officers possessing the requisite qualification at graduate level and considering the credit points which are duly approved by the university will be awarded with Post Graduate Diploma in Hydrography by the Goa University. In addition, if the student officer has also completed his Basic Hydrography Course at this Institute, he will be awarded with Master of Science Degree in Hydrography instead of Post Graduate Diploma. The aim and details regarding other eligibility and duration of the course are given in the succeeding paragraphs.

#### Aim.

**0402** The aim of the Long Hydrographic Course is to train officers to effectively undertake all the tasks pertaining to conduct of Hydrographic Survey and off-shore surveys for nautical charting, coastal zone management and industrial requirements and subsequent production of nautical charts and publications including electronic charts. On completion of the course they will be able to independently plan and execute Hydrographic Surveys as Senior Hydrographic Surveyor onboard Survey Ships.

#### Eligibility and Entry Level Qualifications.

**0403** The Officers selected to undergo this course should meet the following minimum criteria:-

- (a) A Bachelor of Science (BSc.) Degree/ Bachelor of Engineering (BE)/ B Tech or equivalent Nautical Background degree from a recognized University.
- (b) Have qualified Basic Hydrographic course in India or equivalent from any other International Hydrographic Organisation (IHO) recognized category 'A' / 'B' institute or equivalent, from a country other than India.
- (c) Holder of a valid Bridge watch keeping certificate or equivalent commercial certification obtained onboard a seagoing vessel with commensurate nautical and seamanship knowledge.  
Or  
Commensurate knowledge of nautical navigation and seamanship experience in vessel handling, onboard coastal crafts and inland water transport.
- (d) Must have a 3 to 5 years experience in Hydrographic surveying onboard a hydrographic survey vessel or at a shore based hydrographic survey unit suitably

equipped with survey launches/ craft capable of undertaking all types of coastal/ inshore hydrographic surveying operations.

- (e) A working knowledge in computers and standard application software.
- (f) Be proficient in English, as medium of instruction in the institute is English.

### **Duration.**

**0404** The duration of the Long Hydrographic Course for international students will be 39 weeks. Details of the same are as follows:-

<b>Duration Weeks</b>	<b>Period</b>	<b>Remarks</b>
4.3	02-03-17 to 01-04-17	Pre course refresher for Intl. students only
26.0	03-04-17 to 30-09-17	Prof phase including 02 weeks Attachment to NIO.
4.0	02-10-17 to 28-10-17	NIH practical phase
2.0	30-10-17 to 11-11-17	Leave. Midterm break
1.0	13-11-17 to 18-11-17	CWPRS, PUNE
2.0	20-11-17 TO 01-12-17	NHO, Dehradun
3.0	04-12-17 to 23-12-17	SNOM attachment at Kochi
1.0	25-12-17 to 30-12-17	Outgoing formalities at NIH, Goa

### **Award of Post Graduate Diploma/ MSc (Hydrography).**

**0405** The Long Hydrographic Course at NIH, in addition to being a category 'A' course recognized by the International Hydrographic Organisation (IHO), is also affiliated to the Goa University. On successful completion of the course the officer is awarded with Post Graduate Diploma in Hydrography by Goa University. If the student has also completed his Basic Hydrography Course at this Institute, he will be awarded with M.Sc. Degree in Hydrography instead of Post Graduate Diploma in Hydrography. This option is open to all students undergoing Long Hydrographic course who are eligible as per Goa University guidelines. Registration for Post Graduate Diploma /MSc (Hydrography) is subject to clearance from Goa University. The eligibility criteria for registration for Post Graduate Diploma/ MSc (Hydrography) in Goa University are as follows:-

- (a) Indian Naval Officers, Officers from friendly Foreign Navies and Civilian personnel of Port Trust, Minor Port Survey Organisations, Inland Waterways Authority of India and other Maritime Organisations from India and abroad, with B.E. / B.Tech degree / B.Sc.(with Maths & Physics) or equivalent with nautical background, shall be eligible.
- (b) International students who have completed Basic 'Hydro' Course (deemed equivalent to first two semesters) from any other International Hydrographic Organisation (IHO) recognised category 'A' / 'B' institute or equivalent, from a country other than India, shall be eligible to register with Goa University for award of Post Graduate Diploma. And if the student has completed his Basic 'Hydro' course from this institute, he will be eligible to register with Goa University for M.Sc. Degree in Hydrography. Both Diploma and Degree are subject to AIU clearance and transfer of credits.
- (c) Student officers should have 3 to 5 years of experience in the field of Hydrography.

### **Course Fee and Certificates**

**0406** The course fee for Post Graduate Diploma/ Master of Science (Hydrography) Degree is approximately INR. 10,000.00. It is mandatory for officers to carry their original certificates issued by various institutes/colleges/universities etc. related to their educational qualifications (Bachelor's Degree) and other courses qualified by them including institute/university leaving certificates and university migration certificate at the time of reporting for above course towards registration at Goa University for Post Graduate Diploma/Master of Science (Hydrography) Degree. The list of certificates required to enroll in the University for award of Diploma/MSc degree is as follows:-

- (a) Graduation Certificate issued by the University, including mark sheets for all the years clearly showing the various subjects.
- (b) Migration Certificate (In this certificate the previous University has to certify that the students had qualified in degree course and that the University has no objection for the student's admission to Goa University (India) for "M.Sc. (Hydrography)").
- (c) School/institute/University leaving Certificate (having proof of Date of Birth)
- (d) Post Graduation Certificate issued by the Goa University towards registration for MSc.
- (e) Any certificate of additional qualification.



### **Clearance from AIU**

**0407** In addition International students are required to obtain the mandatory “Equivalence Certificate” (EC) from Association of Indian Universities (AIU), New Delhi, for the graduate Degree obtained from their country. EC is granted on a case to case basis to individual students and not to all students from a particular university. EC can be obtained personally or through post from AIU on payment of INR. 12,000/-, through a Demand Draft/ Bankers Cheque, payable at New Delhi. Candidates desiring to enroll for MSc. (Hydrography) from Goa University are advised to apply and obtain the EC from AIU prior to joining the course. AIU can be contacted at the following address:-

The Secretary  
 Association of Indian Universities  
 AIU House, 16, Comrade Indrajit Gupta Marg,  
 New Delhi- 110 002  
 EPABX: 91-011 23230059  
 Fax: 91-011-23232131  
<http://www.aiuweb.org>  
 email: [info@aiuweb.org](mailto:info@aiuweb.org)  
[cvaluation@aiuweb.org](mailto:cvaluation@aiuweb.org)

### **Refresher Course.**

**0408** Prior to the commencement of the Long ‘H’ course, you will undergo a refresher course of 4 weeks in which emphasis will be laid on basics of computers, physics and mathematics. The standard of these subjects will be equivalent to that of the graduate level. In addition to basics of Hydrography, various software used in field of Hydrography, will also be covered. You are therefore advised to carry out pre-course study on your own to improve your basic understanding on these subjects. In addition to this you will also be introduced to the Indian Culture and Values.

### **Course Curriculum.**

**0409** The main subjects which will be covered in the professional phase are given in **Appendix F**. Details of reference material / books which will be of use during the course are given in **Appendix G**.

### **Medium of Instruction.**

**0410** The medium of instruction is English. Hindi is used as second language with Indian Officers occasionally but this shall not be any hindrance to the basic medium of instructions.

**Valuables.**

**0411** All student officers are to declare their valuables soon after reporting. These include ornaments, expensive electronics, gadgets, musical instruments etc. A written approval is required for use of private appliances in the mess. Use of private appliances without prior approval is prohibited.

**Personal Conveyance.**

**0412** Use of personal conveyance like cars, motorcycles, scooters etc by international students will be as per the existing civil laws in India. International students desirous of driving vehicle in India are required to carry valid International driving license and will be as per the existing civil law. Violation of traffic rules etc will be dealt with as per existing civil law.

**CONCLUSION**

**0413** With increasing responsibility which is a natural consequence of the expanding horizons of technological applications to Hydrographic surveying, your role as a student has become more demanding. The National Institute of Hydrography has a lot to offer you. Sincerity and diligence in your every endeavor will help you to get the best out of the training.

**0414** Finally, we wish you a happy time during your stay at Goa. It is hoped that you will fully utilise the facilities provided at this institute and conduct yourself in every sphere in such a way that both National Institute of Hydrography and your Navy are proud of you.

**0415** **Wish You All the Best.**



Children's Name

Date of Birth

Sex

Children's Name	Date of Birth	Sex
_____	_____	_____
_____	_____	_____
_____	_____	_____

18. Whether family will accompany \_\_\_\_\_

19. If not accompanying, whether family will join later, and if so, when \_\_\_\_\_

20. Religion \_\_\_\_\_

21. Details of course, if any attended in India

Name of Course

Where

When

Name of Course	Where	When
_____	_____	_____
_____	_____	_____
_____	_____	_____

22. My last duty assignment was \_\_\_\_\_

23. Details of Naval Service (list all principal duties and major assignments in the last five years) \_\_\_\_\_

24. Special Qualification, if any \_\_\_\_\_

25. Mother Tongue \_\_\_\_\_

26. Other languages and fluency (FI – Fluent, F – Fair, P – Poor)

Language

Speak

Write

Translate

Language	Speak	Write	Translate
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*(i.e.) English**FI**F**P*

27. Home Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

28. Decorations \_\_\_\_\_

29. Proficiency in sports \_\_\_\_\_

Extra curricular activities/ Hobbies \_\_\_\_\_

30. Passport & Visa

(a) Passport Number \_\_\_\_\_ Valid up to \_\_\_\_\_

Date and Port of Entry \_\_\_\_\_

Entry Permit valid up to \_\_\_\_\_

Visa valid up to \_\_\_\_\_

(b) Wife' Passport Number \_\_\_\_\_ Valid up to \_\_\_\_\_

Date and Port of Entry \_\_\_\_\_

Entry Permit valid up to \_\_\_\_\_

Visa valid up to \_\_\_\_\_

(c) Children

Passport Number \_\_\_\_\_ Valid up to \_\_\_\_\_

Date and Port of Entry \_\_\_\_\_

Entry Permit valid up to \_\_\_\_\_

Visa valid up to \_\_\_\_\_

(d) Others \_\_\_\_\_

Signature

**STATEMENT OF IDENTIFICATION**

(This certificate should be shown on joining the Training Establishment in India)

1.	Surname		<div style="border: 1px solid black; width: 100%; height: 100%;"></div>
2.	First Name(s)		
3.	Rank		
4.	Next of Kin		
	Relationship		
	Address		
5.	Country and Service		
6.	Title of Course		at
	From		to
7.	Details of previous courses attended in India		
	Date	Title of Course	Remarks

Note:- The certificate must be authenticated, at least, by an official of the rank of Commander, duly stamped with the official stamp of his designation and appointment and must be in trainee's possession.

**CERTIFICATE OF SECURITY AND ASSURANCE**

1. Surname \_\_\_\_\_
2. First Name(s) \_\_\_\_\_
3. Rank \_\_\_\_\_
4. Next of Kin \_\_\_\_\_  
Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_
5. Country and Service \_\_\_\_\_
6. Date and Place of Birth \_\_\_\_\_
7. Colour of Hair \_\_\_\_\_ Colour of Eyes \_\_\_\_\_
8. Height \_\_\_\_\_ Weight \_\_\_\_\_
9. Distinguishing Marks (If Any) \_\_\_\_\_
10. Address in India (If Applicable) \_\_\_\_\_  
\_\_\_\_\_
11. Highest grade of classified information for which individual is security cleared.  
\_\_\_\_\_
12. The above named has been selected to attend : Title of Course \_\_\_\_\_  
\_\_\_\_\_ At \_\_\_\_\_ duration of course  
From \_\_\_\_\_ to \_\_\_\_\_
13. He has been subjected to political and security screening by the Government and does not constitute a security risk to the Indian Government \_\_\_\_\_.
14. The \_\_\_\_\_ Government will not use any information disclosed to the individual, during his course of training, to a third Government, without the approval of the Ministry of Defence, Government of India.

15. The \_\_\_\_\_ Government will not use any information disclosed to the individual for other military purposes.

**INSTRUCTION FOR COMPLETION**  
**(For Appendix C)**

1. This appendix is to be completed with appropriate security classifications, which are defined under, in accordance with the current Government instructions.

TOP SECRET	Documents, information and material, security of which is of paramount importance and whose unauthorized disclosure would cause EXCEPTIONAL DAMAGE TO THE NATION
SECRET	Documents, information and material, the unauthorized disclosure of which would endanger national security, cause serious injury to the interest or prestige of the nation or serious embarrassment to Government or would be of great advantage to a foreign nation
CONFIDENTIAL	Documents, information and material, the unauthorized disclosure of which, while not endangering the national security, would be prejudicial to the interest of the nation, any Government activity or individual, or would cause administrative embarrassment or difficulty or be of advantage to a foreign nation
RESTRICTED	Documents (other than covered by higher categories) are not published or communicated to anyone except official purposes.

2. The certificate must be authenticated at least, by an officer of the rank of Commander and duly stamped with the official stamp of his designation and appointment, accompanied by two passport size photographs of the trainee.



**AIDS FREE CERTIFICATE**

It is hereby certified that \_\_\_\_\_ has  
been screened for AIDS and has been found free from HIV infection.

Signature of Competent  
Medical Authority

Date  
Seal

### **GUIDE TO CLOTHING REQUIRED**

1. Tropical (white) uniform is worn throughout the year at Goa.
2. International students will need the following items of clothing during their stay at Goa:-
  - (a) Uniform A minimum of six sets of summer working dress, two sets of summer ceremonial dress and mess dress. For Long Hydrographic Course two sets of winter dress for attachment at National Hydrographic Office, Dehradun. (Patterns as prescribed by the rules of your country)
  - (b) Civil Lounge Suit, long sleeved shirts, necktie and casual wear appropriate to the local tropical climate.
  - (c) Sports Outfit White T-Shirt, white shorts and white gym shoes are compulsory.
3. Light woolen clothing may be required during December and January.

**MAIN SUBJECTS - LONG HYDROGRAPHIC COURSE**

<b><u>SL.</u></b>	<b><u>SUBJECT</u></b>
HC01	Concepts of Geodesy and Projection
HC02	Positioning Afloat
HC03	Water Levels and Flow
HC04	Offshore Surveying
HC05	Horizontal Control and Statistics
HC06	Vertical Control and Types of Surveys
HC07	Underwater Acoustics and Bathymetric Techniques
HC08	Maritime Legal Aspects
HC09	Hydrographic Data Management, Specification and practices
HC10	Project Survey
HC11	Case Study/ Professional Research Paper
HC12	Hydrographic Control, Hydrography To Support Port Management And Coastal Engineering
HC13	Nautical Charting Hydrography
HC14	Maritime Meteorology and Physical Oceanography

**Note:-**

- (a) HC 01 to HC 11 & HC 13 are major subjects  
HC 12 and HC 14 are minor subjects

**DETAILS OF REFERENCE MATERIAL**

1	Admiralty Manual of Hydrographic Surveying <b>Volume I &amp; II</b>
2	International Hydrographic Organization Special Publication S-44 <i>IHO Standards for Hydrographic Surveys</i> , 5th Edition, February 2008 <a href="http://www.iho.shom.fr/publicat/free/files/S-44_5E.pdf">http://www.iho.shom.fr/publicat/free/files/S-44_5E.pdf</a>
3	International Hydrographic Organization Publication C-13 <i>Manual on Hydrography</i> (2005, corrected December 2010) <a href="http://www.iho.shom.fr/PUBLICATIONS/download_M13.htm">http://www.iho.shom.fr/PUBLICATIONS/download_M13.htm</a>
4	Chapter 9: "Sonar" - <i>Digital Elevation Model Technologies and Applications: The DEM Users Guide</i> , by Lloyd Huff and Guy Noll, in the book edited by David Maune (2007), 2nd Edition, ASPRS publications, ISBN 1-57083-082-7 <a href="https://eserv.asprs.org/eseries/source/Orders/index.cfm">https://eserv.asprs.org/eseries/source/Orders/index.cfm</a>
5	Seabeam Multi-beam Sonar Theory of Operations Manual at <a href="http://www.mbari.org/data/mbsystem/sonarfunction/SeaBeamMulti-beamTheoryOperation.pdf">http://www.mbari.org/data/mbsystem/sonarfunction/SeaBeamMulti-beamTheoryOperation.pdf</a>
6	Chapter 11: "Acoustic multi-beam survey systems for deep-draft navigation projects" in the US Army Corps of Engineers <i>Hydrographic Engineer Manual</i> (2002, corrected Apr 2004) at <a href="http://140.194.76.129/publications/eng-manuals/em1110-2-1003/toc.htm">http://140.194.76.129/publications/eng-manuals/em1110-2-1003/toc.htm</a>
7	Chapter 11 "Sounding methods" by de Jong, Lachapelle, Skone & Elema (2003) <i>Hydrography</i> ISBN13: 978-90-407-2359-9 <a href="http://www.vssd.nl/hlf/landmeet.html#hydro">http://www.vssd.nl/hlf/landmeet.html#hydro</a>
8	The MB-System Cookbook <a href="http://www.mbari.org/data/mbsystem/mb-cookbook/index.html">http://www.mbari.org/data/mbsystem/mb-cookbook/index.html</a>
9	<i>Principles of underwater sound</i> , by R.J. Urick (1983) 3rd Ed. Peninsula Publishing, ISBN 0-932146-62-7 <a href="http://www.peninsulapublishing.com">http://www.peninsulapublishing.com</a>
10	Geodesy by G Bomford
11	Basic Geodesy by Rockville
12	Datums and Map Projection by J Iliffe
13	Elements of cartography by AH Robinson