



Technical Circular

No.: 003/2023

Date: 13th February 2023

Subject: GOI – Reporting of data pertaining to Fuel Consumption, Single-Use Plastic and Bunker Supply in the digitalized online reporting platform (Swachh Sagar Portal).

1. Indian Administration has issued DGS Circular No. 04 of 2023 providing following in respect of reporting of data pertaining to Fuel Consumption, Single-Use Plastic and Bunker Supply Information in the digitalized online platform i.e. in Swachh Sagar portal (<http://swachhsagar.irclass.net/>).

A. Fuel Consumption data:

- a) All Indian ship-owners/managers/company are required to access Swachh Sagar Portal digitally, register themselves and complete the data related to fuel consumption on a monthly basis of their fleet ships of 400 GT and above registered under MS Act 1958, irrespective of whether the ship has coastal or world-wide GTL or whether certified under River Sea Vessel (Ref. DGS Order No. 18 of 2013) or Inland Coastal Vessel (Ref. DGS Order No. 1 of 2014) notification with the exception on following ship types:

“Ships not propelled by mechanical means, and platforms including FPSOs and FSUs and drilling rigs, regardless of their propulsion”.

- b) All Indian ship-owners/managers/company are required to access Swachh Sagar Portal digitally, register themselves and complete the data related to fuel consumption on a monthly basis of their fleet ships less than 400 GT, registered under MS Act 1958, or whether certified under River Sea Vessel (Ref. DGS Order No. 18 of 2013) or Inland Coastal Vessel (Ref. DGS Order No. 1 of 2014) notification.

B. Single-Use Plastic:

- a) All Indian ships of 400 GT and above are required to access Swachh Sagar Portal digitally and complete the data related to single-use plastic on each arrival in any Indian Ports.
- b) All Indian ships of less than 400 GT are required to access Swachh Sagar Portal digitally and complete the data related to single-use plastic on each arrival in any Indian Port or every month in case the vessel stays in port limits for more than 30 days.



. This Technical Circular and the material contained in it is provided only for the purpose of supplying current information to the reader and not as an advice to be relied upon by any person.
. While we have taken utmost care to be as factual as possible, readers/ users are advised to verify the exact text and content of the Regulation from the original source/ issuing Authority.

C. Bunker Supply Information System

- a) All registered and licensed bunker suppliers are required to access Swachh Sagar Portal digitally and complete the data related to bunker supply, generate an electronic Bunker Delivery Note on the online platform and issue to the bunker receiver.
2. The user manual for uploading the relevant data for fuel consumption, single-use plastics, and bunker information system is annexed to DGS Circular 04 of 2023.
3. Accordingly, ship-owners/managers/company, masters are advised to take note of above and ensure that data related to fuel consumption, and single-use plastics are submitted in the online platform (<http://swachhsagar.irclass.net/>) for their fleet vessels. **Further, ensure that vessel is issued with electronic Bunker Delivery Note for bunkers received in India.** This requirement will be verified during the surveys / ISM audits as applicable to company/ships and non-compliance noted will be viewed as a very serious issue by the Administration and may lead to the withdrawal of respective certificates.
4. Also, verification towards issuance of electronic bunker delivery notes for bunkers supplied will be done during the bunker license certification. Any single non-compliance will be indicated in the report and may lead to the withdrawal of the license.
5. Ship Owners/ operators and bunker suppliers are advised to be guided by above and ensure compliance.

Encl.:

1. DGS Circular No. 04 of 2023, dated 20 January 2023.

Whilst the utmost care has been taken in the compilation of the Technical Information, neither Indian Register of Shipping, its affiliates and subsidiaries if any, nor any of its directors, officers, employees or agents assume any responsibility and shall not be liable to any person for any loss, damage or expense caused in any manner whatsoever by reliance on the information in this document.



भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS
नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI



F.No: 13-20011/3/2020-ENGG-DGS (C.3205)

Date: 20.01.2023

DGS Circular No. 4 of 2023

Subject: Collection of data from all Indian Ships irrespective of size for Implementation of EEXI, CII, Single Use of Plastics, and issuance of E-BDN by Bunker Suppliers.

1. Whereas India is a signatory to the International Convention for Prevention of Pollution from Ships (MARPOL 73/78 as amended). Annex VI of MARPOL deals with the prevention of Air Pollution from Ships.
2. Whereas the updated National Determined Contributions (NDC) submitted to the United Nations Framework Convention on Climate Change (UNFCCC) by the Government of India, stands committed to reduce emissions Intensity of the country's GDP by 45 percent by 2030, from 2005 level.
3. Whereas Maritime India Vision 2030 has set goals to reduce greenhouse emissions from all ships and contribute to the global effort to reduce the emissions in the maritime sector.
4. Whereas resolution MEPC.328(76) adopted amendments to MARPOL 73/78 Annex VI concerning mandatory goal-based technical and operational measures to reduce carbon intensity and with the certification requirements for Energy Efficiency of Existing Ships (EEXI) and Carbon Intensity Indicator (CII) coming into effect from 1 January 2023.
5. Whereas the Directorate General of Shipping under the Ministry of Ports, Shipping and waterways, Government of India has issued Merchant Shipping Notice No 07 of 2021 for the application of resolution MEPPC 328(76) to all Indian ships. Para 5.2 of the notice has specified requirements for all Indian ships including less than 400 GT ships to report fuel consumption data.
6. Whereas the Directorate General of Shipping under the Ministry of Ports, Shipping and waterways, Government of India has issued DGS Order 05 of 2019 dated 16-Oct-2019 and Addendum No.1 to DGS order 05 of 2019 for ban on single use of plastic on all Indian ships and foreign ships that visit Indian Ports.
7. Whereas Directorate General of Shipping under the Ministry of Ports. Shipping and waterways, Government of India has issued Merchant Shipping Notice 03 of 2014 dated 19th March 2014 for registration of bunker supplier and Para-4 of the said notice inter alia specifies the responsibility of bunker supplier to provide Bunker Delivery Note and to meet regulations 14 & 18 of Annex VI, MARPOL 73/78 as amended.

8. The Directorate has therefore decided to issue this circular to apply the above aforesaid provisions as applicable to all Indian ships and all concerned, viz., ship-owners/managers/Recognised organisations (ROs)/Bunker suppliers visiting Indian ports to report the data in the digitalised online platform i.e in Swacch Sagar portal (<http://swachhsagar.irclass.net/>).

9. Fuel Consumption data:

9.1. All Indian ship-owners/managers/company are required to access Swacch Sagar Portal digitally and register themselves as guided in the attached user manual and complete the data related to fuel consumption on a monthly basis of their fleet ships of 400 GT and above registered under Ms Act 1958, irrespective of whether the ship has coastal or world-wide GTL or whether certified under River Sea Vessel (Ref. DGS Order No. 18 of 2013) or Inland Coastal Vessel (Ref. D6S Order No. 1 of 2014) notification with the exception on following ship types:

9.1.1. Ships not propelled by mechanical means, and platforms including FPSOs and FSUs and drilling rigs, regardless of their propulsion.

9.2. All Indian ship-owners/managers/company are required to access Swacch Sagar Portal digitally and register themselves as guided in the attached user manual and complete the data related to fuel consumption on a monthly basis of their fleet ships less than 400 GT registered under Ms Act 1958, or whether certified under River Sea Vessel (Ref. DGS Order No. 18 of 2013) or Inland Coastal Vessel (Ref. D6S Order No. 1 of 2014) notification.

10. Single-Use Plastic:

10.1. All Indian ships of 400 GT and above are required to access Swacch Sagar Portal digitally and complete the data related to single-use plastic on each arrival in any Indian Ports.

10.2. All Indian ships of less than 400 GT are required to access Swacch Sagar Portal digitally and complete the data related to single-use plastic on each arrival in any Indian Port or every month in case the vessel stays in port limits for more than 30 days.

11. Bunker Supply Information System

11.1. All registered and licensed bunker suppliers are required to access Swacch Sagar Portal digitally and complete the data related to bunker supply, generate an electronic Bunker Delivery Note on the online platform and issue to the bunker receiver

12. Responsibility of Indian ship-owners/managers/company:

12.1. Ship-owners/managers/company has to ensure that data related to fuel consumption, and single-use plastics are submitted in the online platform (<http://swachhsagar.irclass.net/>) for their fleet vessels. The implementation will be verified in the ISM audits as applicable to company/ships and non-compliance will be viewed as a very serious issue by the Directorate and may lead to the withdrawal of respective certificates.

13. Responsibility of Recognized Organizations:

- 13.1. Surveyors of Recognized organizations who visit Indian ships for statutory surveys/class requirements, or for any other explicit reason may verify that fuel consumption data and single-use plastic requirements for the previous month have been reported in the Swaach sagar portal, and the visit report must indicate the status of compliance. Any non-compliance noticed has to be reported to the Directorate.
- 13.2. Indian register of shipping (IRS) carrying the Initial/ Annual/ Renewal verification for bunker license certification has to verify that the suppliers have issued electronic bunker delivery notes for all bunkers supplied, and any single non-compliance has to be indicated in the report before forwarding to the Directorate.
- 13.3. If a discrepancy is found during the initial or renewal verification for bunker license certification, the IRS has to forward the report to the Directorate with the noted discrepancy and no recommendation for the issuance of a certificate to be indicated in the report.
- 13.4. If a discrepancy is found during the annual verification, IRS may recommend in the report to the directorate for withdrawal of the license.
- 13.5. The directorate may take the necessary action as deemed necessary for the above-stated issues as the case may be.
- 13.6. By 1st August every year, Indian Register of Shipping (IRS) shall submit the sustainability report and data analysis as below to the Directorate in confidence for ships falling under paragraphs 9.1& 9.2:
 - 13.6.1. Complete Indian Fleet: Category-wise trend of fuel consumption based on age and size distribution, anchorage, at ports, and at sea.
 - 13.6.2. Complete Indian fleet: Analysis of Single-use plastics
14. The user manual for uploading the relevant data for fuel consumption, single-use plastics, and bunker information system is attached to this circular.
15. This circular comes into immediate effect on the day of issuance and is issued with the approval of the Competent Authority.

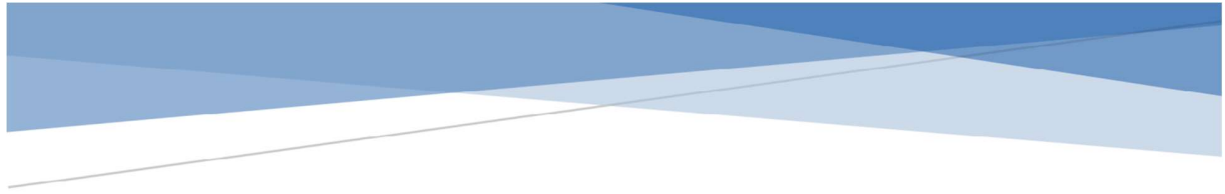
Yours faithfully



(Senthil Kumar J)
E&SS-cum-DDG(Tech)

To,

1. All the stakeholders through DG Shipping Website.
2. Computer Cell for placing this Circular at DG Shipping Website.
3. AD(OL) for Hindi version.

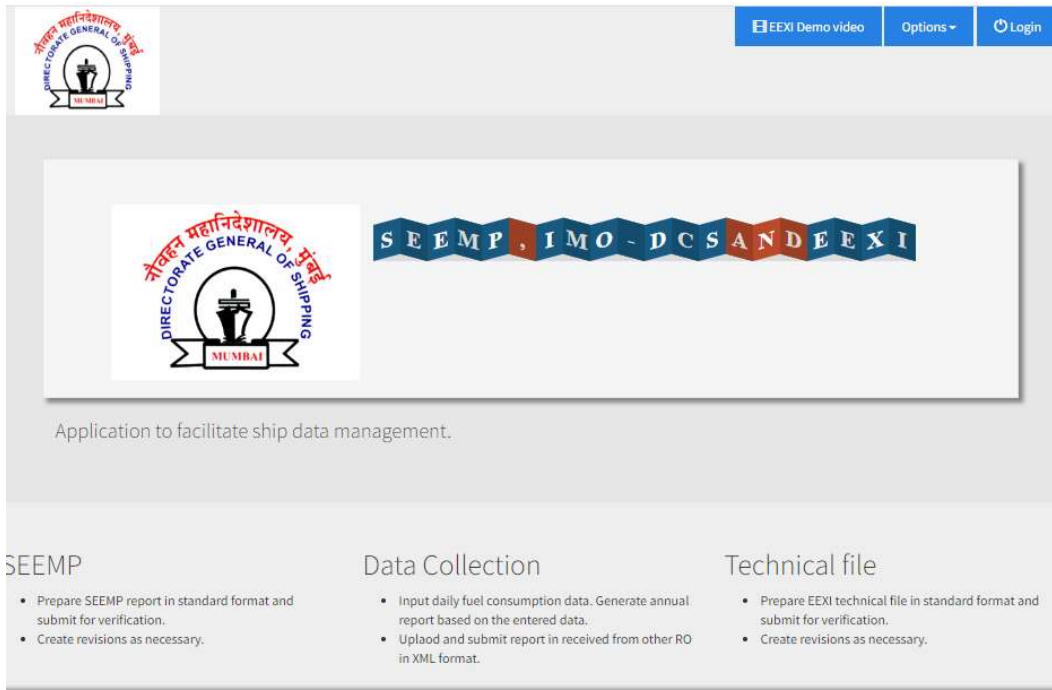


Fuel Consumption Data Reporting Module from Indian Ships

User Manual



1. The below screen appears on visiting the webpage for fuel oil data collection and reporting.



The screenshot shows the homepage of the SEEMP, IMO-DCS and EEXI application. At the top left is the logo of the Directorate General of Shipping, Mumbai. At the top right are links for 'EEXI Demo video', 'Options', and 'Login'. The main banner features the Directorate General of Shipping logo and the text 'SEEMP, IMO - DCS AND EEXI'. Below the banner, it says 'Application to facilitate ship data management.' The page is divided into three sections: 'SEEMP', 'Data Collection', and 'Technical file', each with a list of instructions.

SEEMP

- Prepare SEEMP report in standard format and submit for verification.
- Create revisions as necessary.

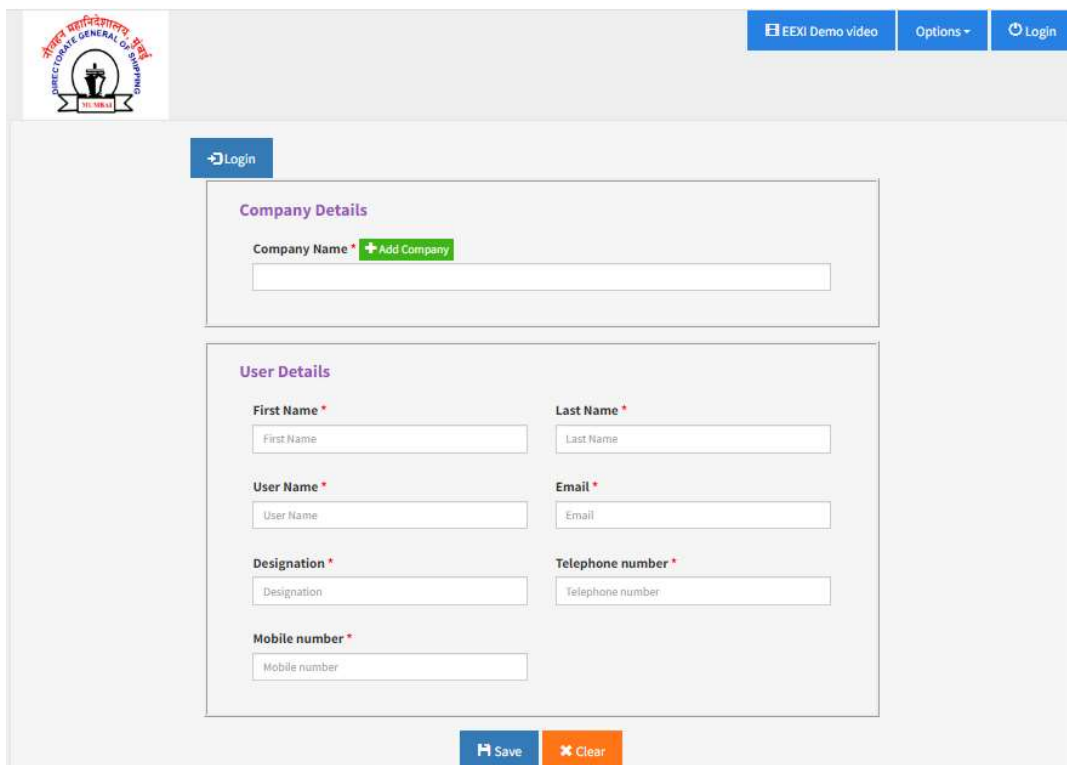
Data Collection

- Input daily fuel consumption data. Generate annual report based on the entered data.
- Upload and submit report in received from other RO in XML format.

Technical file

- Prepare EEXI technical file in standard format and submit for verification.
- Create revisions as necessary.

2. New User can create an account by clicking on new user and adding Company



The screenshot shows the user registration form. At the top left is the Directorate General of Shipping logo. At the top right are links for 'EEXI Demo video', 'Options', and 'Login'. A 'Login' button is visible on the left. The form is divided into two sections: 'Company Details' and 'User Details'. The 'Company Details' section has a 'Company Name' field with an 'Add Company' button. The 'User Details' section has fields for 'First Name', 'Last Name', 'User Name', 'Email', 'Designation', 'Telephone number', and 'Mobile number'. At the bottom of the form are 'Save' and 'Clear' buttons.

Company Details

Company Name * [+ Add Company](#)

User Details

First Name *

Last Name *

User Name *

Email *

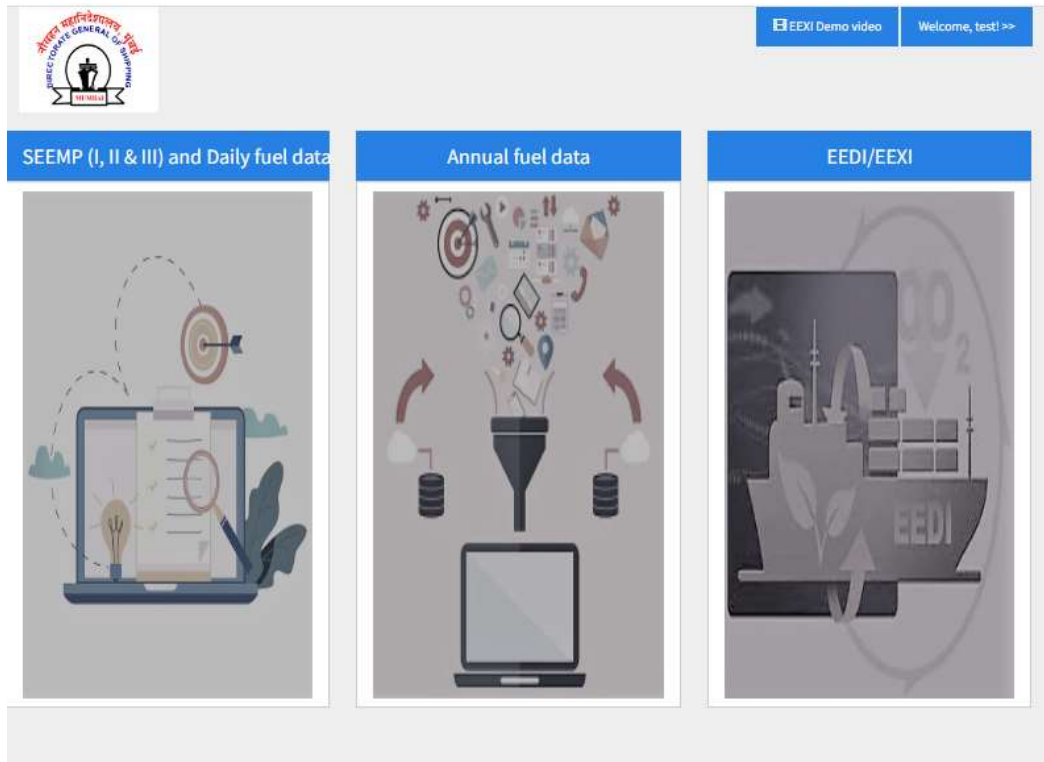
Designation *

Telephone number *

Mobile number *

[Save](#) [Clear](#)

3. The electronic tool has options for creating SEEMP, Collecting Daily Fuel Data, Reporting Annual Fuel Data and calculations of EEDI and EEXI.



The daily fuel data is collected using the first module

- Ship for which data collection is desired can be selected from a dropdown menu wherein all the ships in a user's fleet will appear. New ship can be added using the +New Ship icon

Ship information >>>

Company name The Great Eastern Shipping Co. Ltd.

Select ship name - OR - IMO Number to select existing ship

Ship name IMO number + New ship

<p>GT (tonnes)</p> <input type="text" value="GT"/>	<p>NT (tonnes)</p> <input type="text" value="NT"/>	<p>DWT (tonnes)</p> <input type="text" value="DWT"/>
<p>Flag</p> <input type="text" value="Flag"/>	<p>Attained EEDI (Enter 0 if not available)</p> <input type="text" value="EEDI"/>	<p>Attained EEXI (Enter 0 if not available)</p> <input type="text" value="EEXI"/>
<p>Category</p> <input type="text" value="- Select -"/>	<p>Ship type</p> <p><small>Fetched from database: Please choose appropriate ship type from below.</small></p> <input type="text" value="- Select -"/>	<p>Ice class (e.g. IA Super, IA, IB, IC, N/A, etc)</p> <input type="text"/>
<p>Year of delivery</p> <input type="text" value="Year of delivery"/>		<p>Is EEOI Applied? <input type="checkbox"/></p> <p>Is Voluntary Structural Enhancement applied? <input type="checkbox"/></p>
<p>Is EEOI Applied? <input type="checkbox"/></p>	<p>Displacement (tons)</p> <input type="text" value="Displacement"/>	

Save
Clear

SEEMP form

Ship details

Ship Name * IMO number * Flag *

GT (tonnes) * NT (tonnes) * DWT (tonnes) *

Build Date (dd/mm/yyyy) *

Save
Clear

Ship information >>>

Company name The Great Eastern Shipping Co. Ltd.

Select ship name - OR - IMO Number to select existing ship

Ship name: Test Ship 5 | IMO number: 9753111 | + New ship

GT (tonnes): 2000 | NT (tonnes): 1234 | DWT (tonnes): 2500

Flag: India | Attained EEDI (Enter 0 if not available): EEDI | Attained EEXI (Enter 0 if not available): EEXI

Category: - Select - | Ship type: - Select - | Ice class (e.g. IA Super, IA, IB, IC, N/A, etc): N/A

Year of delivery: | Is EEOI Applied? | Is Voluntary Structural Enhancement applied?

Displacement (tons): Displacement

Save Clear

© 2018 IRCLASS

5. The following ship types appear in the drop down:

Bulk Carrier	As defined in MARPOL Annex VI
Tanker	
Combination Carrier	
Containership	
Cruise Passenger Ship	
Gas Carrier	
General Cargo Ship	
LNG Carrier	
Refrigerated Cargo carrier	
Ro-Ro Cargo Ship	
Ro-Ro Cargo Ship (Vehicle Carrier)	
Ro-Ro Passenger Ship	
Passenger Ship	
High Speed Passenger Craft	
Dredgers	
Tug	
Anchor Handling Tug Supply Vessel	
Offshore Support / Supply Vessel	
Utility Vessel	
Launch	
Crew Boat	
Research vessels	
Floating crane	
Lighthouse tender	
Buoy tender vessel	

Security & Patrol Boat	
Pipe-Laying/hook-up barge	

Ship information >>>

Company name The Great Eastern Shipping Co. Ltd.

Select ship name - OR - IMO Number to select existing ship

Ship name: Test Ship 5 | IMO number: 9753111 | + New ship

GT (tonnes): 2000 | NT (tonnes): 1234 | DWT (tonnes): 2500

Flag: India | Attained EEDI (Enter 0 if not available): 0 | Attained EEXI (Enter 0 if not available): 0

Category: Indian Coastal | Ship type: - Select -

Year of delivery: Year of delivery | Ice class (e.g. IA Super, IA, IB, IC, N/A, etc): N/A

Is EEOI Applied? | Is Voluntary Structural Enhancement applied?

Ship type dropdown options:

- Other -
- Anchor Handling Tug/Supply Vessel
- Bulk carrier
- Buoy Tender Vessel
- Combination carrier
- Containership
- Crew Boat
- Cruise passenger ship
- Dredger
- Floating Crane
- Gas carrier
- General cargo ship
- High Speed Passenger Craft
- LNG carrier
- Launch
- Lighthouse Tender
- Offshore Support/Supply Vessel
- Passenger ship
- Pipe-Laying/Hook-Up Barge

6. After adding a vessel, user needs to create a new revision of SEEMP/ship data to enter the engine particulars from the “Ship Data & SEEMP Part II” column

Choose Module | EEXI Demo video | Welcome, test! >>

Choose Module | Add Ship and annual data

Please define ship & engine particulars and identify fuels before data collection


Vessels with GT 5000 and above >>>

Vessels with GT less than 5000 >>>

Search:

#	Ship Name	IMO Number	SEEMP Part I	Ship data & SEEMP Part II	Fuel data
1	Test Ship 4	2222222			
2	Test Ship 5	9753111			
3	Test Ship 3	6745233			

Showing 1 to 3 of 3 entries



[Choose Module](#)

[EEEXI Demo video](#)
Welcome, test! >>

SEEMP Part II revisions Test Ship 4:

Revision history Ship data & SEEMP Part II

[Add Revision](#)

Show 10 entries Search:

#	Rev No	Date/timeline	Updated parts	Developed by	Implemented by	Revised provision	SEEMP Part II Report	Is final?	Remark
	1	21/10/2022	1	1	1	1		Mark final	Under preparation...
	0	15/10/2022	Initial SEEMP	1	2	2		Yes	Accepted with remark - yes

Showing 1 to 2 of 2 entries Previous 1 Next

[Add Revision](#)

Revision details >>>

Engines and fuel consumers

Engines and other fuel consumers

* Details of Main engine and Auxiliary engine are compulsory.

Fuel consumer Type

Auxiliary engine

- Auxiliary engine
- Boiler
- Gas turbines
- Inert gas generator
- Main engine
- Other

Fuel consumer identification (Model, Type, Serial No.)

Engine identification(Model, Type, Serial No.)

Method

- Select -

Diesel/Gas oil (e.g. ISO 8217 Grades DMX through DMB) Light fuel oil (LFO) (e.g. ISO 8217 Grades RMA through RMD)

Heavy fuel oil (HFO) (e.g. ISO 8217 Grades RME through RMK) Liquefied petroleum gas (LPG) (Propane)

Liquefied petroleum gas (LPG) (Butane) Liquefied natural gas (LNG)

Methanol Ethanol

Other

Save
Clear

Engines or other fuel oil consumers	Power	Fuel oil types	Method	
Main engine Main Engine 1	700 kW	Bio Fuel B20, Diesel/Gas oil (e.g. ISO 8217 Grades DMX through DMB), Heavy fuel oil (HFO) (e.g. ISO 8217 Grades RME through RMK)	Method using Bunker Delivery Notes (BDNs)	Edit Delete

- Once the revision is created and marked as final by the user and accepted by Admin, data collection can commence using the fuel data icon.

Choose Module

EEDI Demo video Welcome, test! >>

Choose Module Add Ship and annual data

Please define ship & engine particulars and identify fuels before data collection

Vessels with GT 5000 and above >>>

Vessels with GT less than 5000 >>>

Search:

	Ship Name	IMO Number	SEEMP Part I	Ship data & SEEMP Part II	Fuel data
1	Test Ship 4	2222222			
2	Test Ship 5	9753111			
3	Test Ship 3	6745233			

Showing 1 to 3 of 3 entries

- The data collection can be done under following various operational modes (such as voyage, at port, anchorage, bunkering etc). User has to select the appropriate mode from drop down selection

Choose Module

EEDI Demo video Welcome, test! >>

View Log

Data to be entered is for the period of Noon of previous day to Noon of this day. Data to be entered can be modified between 20/04/2021 and 30/11/2022 including both days.

Test Ship 5 - SEEMP Rev. dated 21/10/2022

Date and time from 10:00:00yyyy-MM-dd HH:mm UTC *

Mode *

This date and time is not from last 7 days. Please make sure to choose RIGHT DATE AND TIME.

11/10/2022 00:00

- Select -

- Select -

At Port for cargo operation

At Port for anchorage operation

Bunkering

Consuming during voyage

Debunkering

Drydock

Dynamic Positioning

Just Up (port lay-up)

Just Up (stern lay-up)

Offshore support operation

ICE

Tug Operation

Under repair

9. Daily data to be entered by the user under various modes (Examples for anchorage and bunkering mode is shown below)

Directorate General of Shipping, India

Choose Module

EEXI Demo video

Welcome, test! >>

View Log

Data to be entered is for the period of Noon of previous day to Noon of the day. !! Data to be entered or can be modified between 29/04/2021 and 01/11/2022 including both days.

Test Ship 4 : SEEMP Rev. dated 21/10/2022

Date and time from (dd/mm/yyyy hh:mm UTC) * This date and time once chosen can't be edited later. Please make sure to choose RIGHT DATE AND TIME.

31/10/2022 00:00

Mode *

Anchorage

Port/Location


Total time spent (hrs) (Half hr = 0.5 hr)

Remarks

DO/GO (tonnes)

Bio Fuel B20 (tonnes)

Save Cancel



Choose Module EEXI Demo video Welcome, test! >>

[View Log](#)

! Data to be entered is for the period of Noon of previous day to Noon of the day. !! Data to be entered or can be modified between 29/04/2021 and 01/11/2022 including both days.

Test Ship 4 : SEEMP Rev. dated 21/10/2022

Date and time from (dd/mm/yyyy hh:mm UTC) * This date and time once chosen can't be edited later. Please make sure to choose RIGHT DATE AND TIME.

Mode *

BDN identification number

Port/Location

Total time spent (hrs) (Half hr = 0.5 hr)


Remarks

DO/GO (tonnes)

Bio Fuel B20 (tonnes)

[Save](#) [Cancel](#)

10. The user can see the consumption summary for a range of dates.



Choose Module EEXI Demo video Welcome, test! >>

[Go to Dashboard](#)

Add / Update Log **Consumption Summary** BDN Summary Measuring methodwise Summary Shore Supply Summary Report

Test Ship 4 : SEEMP Rev. 0

From (dd/mm/yyyy) 01/10/2022 To (dd/mm/yyyy) 31/10/2022 [↻](#)

Export to excel Search:

	Date and time from (dd/mm/yyyy hh:mm UTC)	Date and time to (dd/mm/yyyy hh:mm UTC)	Mode	Distance Travelled (nm)	Hours Underway (hrs) (Half hr = 0.5 hr)	**exceptional conditions specified in Regulation 3.1 of MARPOL Annex VI (Y/N)	**Sailing in ice condition (Y/N)	**STS Operation (Y/N)	Laden distance travelled (n.m)	****Transport work (metric of transport work)
Edit Log	20/10/2022 00:00:00	21/10/2022 00:00:00	Consumption during voyage	5	4	N	N	N	0	0
Edit Log	20/10/2022 00:00:00	-	Offshore Support Operation	0	0				0	0
Edit Log	20/10/2022 00:00:00	-	Dynamic Positioning	0	0				0	0
Edit Log	20/10/2022 00:00:00	21/10/2022 00:00:00	Laid Up (Hot Lay-up)	0	0	N	N	N	0	0



Bunker Delivery Information System

User Manual



Table of Contents

Supplier Registration	2
Supplier Login.....	3
Post Login Alerts.....	4
Dashboard	5
Upload Certificate Action	5
Navigate to BDN creation form	6
Regenerate BDN.....	6
Navigate to Edit BDN Form	7
BDN listing.....	7
Create / Update Bunker Delivery Note	8
User Profile	9

Supplier Registration

1. Select the register here option in the login screen.



Bunker Supplier Information System

User Name

Password

Sign In

[Register here](#) →

2. User will be redirected to the registration form. The 2 sections of company details and certificate details(mandatory) needs to be filled. These details will then be forwarded to bunker@irclass.org post which user's login credentials will be generated and sent shortly.

Bunker Supplier Information System

Company Details Certificate Details

Company Name *

Contact Person Details

Email Address * Mobile No. *
 +91

Address line 1 *


Address line 2

← Back to Login

Next →

Welcome to Bunker Supplier Information System!

[← Back to Login](#)



Company Details
Certificate Details

Company Logo

Click here to upload file. File should be less than 10 MB. File format should be .png, .jpeg. Logo size should be 150 X 100.

Certificate Number *

Certificate Validity Date

Upload Certificate *

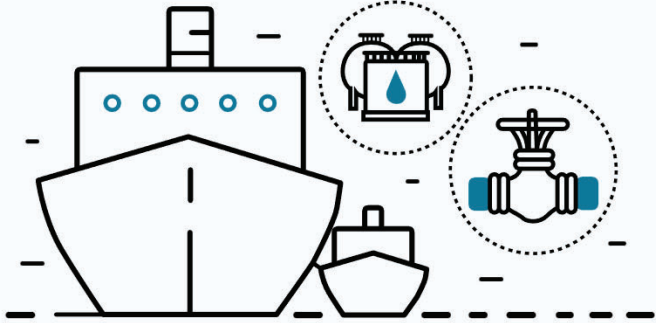
Drag and drop a file or click here to upload file. File should be less than 100 MB. File format should be .pdf


[← Back](#)

[Register](#)

Supplier Login

Use the username and the password received in mail from bunker@irclass.org to login into the system.





User Name

Password

[Sign In](#)

[Register here →](#)

Post Login Alerts

1. The system will always alert you to check/update your registered email address. This message can be ignored if the email address is already updated.
2. If BSRC has expired or invalid, the system will alert you for the same. Ensure to update the BSRC in order to generate new BDN or regenerate existing ones.
3. If the company logo has not been uploaded the user will be unable to generate BDN.

The screenshot displays the Bunker Supplier Information System interface for Reliance Industries Ltd. The dashboard includes a sidebar with 'Dashboard' and 'User Profile' options. The main content area shows the company name 'Reliance Industries Ltd.' and its location 'Hazira Terminal, Surat'. It also displays the BSRC registration details: 'Bs. Registration Certificate(BSRC) No: BS/2021/18' and 'BSRC valid till: 18-10-2022'. There are buttons for 'Upload Certificate', 'Create BDN', and 'Reset'. A table titled 'Bunker Delivery Notes' is visible, with columns for BDN No., Creation Date, Ship name, Supply Mode, Port of Supply, Quantity in M.T, and Status. A modal window is overlaid on the table, containing an information icon and the text: 'The generated BDN will be sent to your registered email address - chiranjivkumar@ril.com'. Below the text are two buttons: 'Update email address' and 'OK'.

BDN No.	Creation Date	Ship name	Supply Mode	Port of Supply	Quantity in M.T	Status
BDN/2022/2268	15-09-2022		Direct from terminal	Magdalla	44	Signed ↓
BDN/2022/2267	15-09-2022		Barge	Visakhapatnam	99	Signed ↓
BDN/2022/2266	15-09-2022		Barge	Sika	11	Submitted ↓
BDN/2022/2265	13-09-2022	Panama		Sika	99	Saved
BDN/2022/2249	09-09-2022	Pragat	Direct from terminal	Visakhapatnam	7	Saved

Dashboard

The dashboard is made of 3 sections:

1. Company & certificate details
2. Bunker Delivery Note listing
3. Action buttons to create BDN/upload certificate

Bunker Supplier Information System

Reliance Industries Ltd. BS. Registration Certificate(BSRC) No: BS/2021/18
BSRC valid till: 18-10-2022

Upload Certificate ↓
Create BDN +

Bunker Delivery Notes

Search delivery notes by ship name: All [Apply] [Reset]

BDN No.	Creation Date	Ship Name	Flag of Vessel	Supply Mode	Port of Supply	Quantity in M.T	Status
BDN/2022/2268	15-09-2022	Greg	Belize	Direct from terminal	Magdalla	44	Signed ↓
BDN/2022/2267	15-09-2022	August	Indian	Barge	Visakhapatnam	99	Signed ↓
BDN/2022/2266	15-09-2022	Kiran	Bahamas	Barge	Sika	11	Submitted ↓
BDN/2022/2265	13-09-2022	Panama			Sika	99	Saved
BDN/2022/2249	09-09-2022	Pragat		Direct from terminal	Visakhapatnam	7	Saved

Upload Certificate Action

- a. Clicking on the **“Upload Certificate”** link will open the right drawer where you can upload the certificate file. The file will be mailed to bunkers@irclass.org post which supplier’s certificate details will be renewed in the system shortly.

Bunker Supplier Information System

Reliance Industries Ltd. BS. Registration Certificate(BSRC) No: BS/2021/18
BSRC valid till: 18-10-2022

Upload Certificate ↓
Create BDN +

Bunker Delivery Notes

Search delivery notes

Add Certificate [X]

Add valid BSRC:

Drag and drop a file or click here to upload file. File should be less than 100 MB. File format should be .pdf

[Cancel] [Submit]

Navigate to BDN creation form

- b. Clicking on “**Create BDN**” link will take the user to the BDN creation form.
 - a. Note: If the certificate is expired, user will not be able to create a BDN.



Dashboard

User Profile

Reliance Industries Ltd. ▾

Reliance Industries Ltd.
Hazira Terminal, Surat

Bs. Registration Certificate(BSRC) No: BS/2021/18
BSRC valid till: 18-10-2022

[Upload Certificate](#) ↕
[Create BDN](#) +

Bunker Delivery Notes

 All ▾ [Apply](#) [Reset](#)

Regenerate BDN

1. Clicking on the download icon besides each BDN record in the dashboard listing will send the respective BDN again to the supplier’s registered mail address.
 - a. Note: If the certificate is expired, user will not be able to create a BDN.

Bunker Delivery Notes

 All ▾ [Apply](#) [Reset](#)

Navigate to Edit BDN Form

1. Clicking the BDN number in the dashboard page listing redirects the user to the edit BDN form.
2. Once the appropriate fields are edited the user can choose to **save** or **submit** the data.

Bunker Supplier Information System Reliance Industries Ltd. ▾

Reliance Industries Ltd.
Hazira Terminal, Surat

Bs. Registration Certificate(BSRC) No: BS/2021/18
BSRC valid till: 18-10-2022

[Upload Certificate](#) ⬇
[Create BDN](#) +

Bunker Delivery Notes

Search delivery notes by ship name All ▾ [Apply](#) [Reset](#)

BDN No.	Creation Date	Ship Name	Flag of Vessel	Supply Mode	Port of Supply	Quantity in M,T	Status
BDN/2022/2268	15-09-2022	Greg	Belize	Direct from terminal	Magdalla	44	Signed ⬇
BDN/2022/2267	15-09-2022	August	Indian	Barge	Visakhapatnam	99	Signed ⬇
BDN/2022/2266	15-09-2022	Kiran	Bahamas	Barge	Sika	11	Submitted ⬇
BDN/2022/2265	13-09-2022	Panama			Sika	99	Saved
BDN/2022/2249	09-09-2022	Pragat		Direct from terminal	Visakhapatnam	7	Saved

BDN listing

1. The dashboard shows the listing of the BDN generated by the supplier so far. The notes can be searched by the name of the ship they were created for.
2. The results can also be filtered by the status of the BDN. A BDN can be in **Partial Saved**, **Submitted** or **Signed** state.

Bunker Delivery Notes

Search delivery notes by ship name All ▾ [Apply](#) [Reset](#)

BDN No.	Creation Date	Ship Name	Flag of Vessel	Supply Mode	Port of Supply	Quantity in M,T	Status
BDN/2022/2268	15-09-2022	Greg	Belize	Direct from terminal	Magdalla	44	Signed ⬇
BDN/2022/2267	15-09-2022	August	Indian	Barge	Visakhapatnam	99	Signed ⬇
BDN/2022/2266	15-09-2022	Kiran	Bahamas	Barge	Sika	11	Submitted ⬇
BDN/2022/2265	13-09-2022	Panama			Sika	99	Saved
BDN/2022/2249	09-09-2022	Pragat		Direct from terminal	Visakhapatnam	7	Saved

Create / Update Bunker Delivery Note

1. The BDN form is made of 5 sections as highlighted below.
2. Clicking on any one of those menu items will scroll to the specific form section.
3. There are following action buttons:
 - a. **Save:** Supplier can partially fill the form and click on save button. Until the form is submitted at least once, the BDN will be in saved state.
 - b. **Submit:** When the supplier chooses to submit all the details the form will be validated and BDN moves to the submitted state. After this the supplier gets the option to upload the signed BDN (as received from the chief engineer)
 - c. **Preview:** This action allows the supplier to view the BDN details as it will be visible in the final PDF generated.

The screenshot displays the 'Bunker Supplier Information System' interface. On the left, a navigation menu includes 'Dashboard' and 'User Profile'. The main content area is titled 'Bunker Delivery Note' and is divided into several sections. The 'Bunker Delivery Note' section is highlighted with a blue border and contains the following fields:

- Supplying Vessel's Name
- Receiving Vessel's Name
- Port of Delivery (Dropdown: Others)
- Other Port
- Date of Delivery (9/20/22)
- Vessel being alongside for bunkering (9/20/22, 5:40 PM)
- Commencement of Bunker Delivery (9/20/22, 5:40 PM)
- Completion of Bunker Delivery (9/20/22, 5:40 PM)
- Supply Mode (Dropdown: Select Supply Mode)
- Supplying Tanker / Lorry No.
- Receiving Vessel's Flag (Dropdown: Select Flag)
- Receiving Vessel's Type (Dropdown: Select Vessel Type)
- Receiving Vessel's IMO No. (0)
- Receiving Vessel's Gross Tonnage
- Departure time from bunkering port
- Owner / Operator of Receiving Vessel
- Next Port of Call for Receiving Vessel

Below the BDN section is the 'Product Supplied - Fuel Characteristics' section, which includes:

- Product Name (Dropdown: Select Product Name)
- Sulphur Content %m/m (ISO 8754)

At the bottom of the form, there are four action buttons: 'Back', 'Save', 'Preview', and 'Submit'. The 'Preview' button is highlighted in dark blue.

User Profile

1. Supplier can update their contact details or upload company logo.
2. Company logo is important in order to generate a BDN.



Dashboard

User Profile

Reliance Industries Ltd. ▾

Reliance Industries Ltd.
Hazira Terminal, Surat

Address Line 1:
Address Line 2:

, Manufacturing Division
Surat-Hazira Road

City:
State:
Country:

Surat
Gujarat
India

Edit Contact Details ✎

Contact Person *

Jitesh Chaudhary

Email Address *

jc@yopmail.com

Mobile No. *

+91 9876543212

Telephone No. *

+91 9898989898

Fax No.

Pin Code *

999999

Submit

Edit Company Details ✎

Company Logo



Click here to upload file. File should be less than 10 MB; File format should be .png, .jpeg. Logo size should be 150 X 100.

USER MANUAL

Single Use Plastics Application

Directorate General of Shipping
01.09.2020

CONTENTS

Introduction	3
Logging In	4
My Profile	5
Change Password	5
Dashbxoard	6
Add Ship	6
User Management	7
Single User Plastic Category Management	8
Add Single Use Plastic Category	8
Single Use Plastic Alternative Item Management	12
Management Information System	13
Frequently Asked Questions (FAQ)	14

Introduction

This document is a User Manual for admin users of DG Shipping's Single Use Plastics Application



Logging In

Login

DGS Single Use Plastic Prohibition Portal

EMAIL

PASSWORD

SIGN IN

[Forgot Password?](#)

Important Links

- Click [here](#) to register as Indian Ship Owner
- To register a Foreign ship and view/edit the SUP form, click [here](#).
- Click [here](#) to register as Vendor
- Click [here](#) for User Manual.
- Click [here](#) for DG order.
- Click [here](#) for DG Shipping addendum circular.

1. Enter email ID and password
2. Click on Sign In
3. On login you shall be redirected to the application Dashboard

Forgot Password

DGS Single Use Plastic Prohibition Portal

EMAIL

PASSWORD


SIGN IN

Request sent. Kindly check your emails.

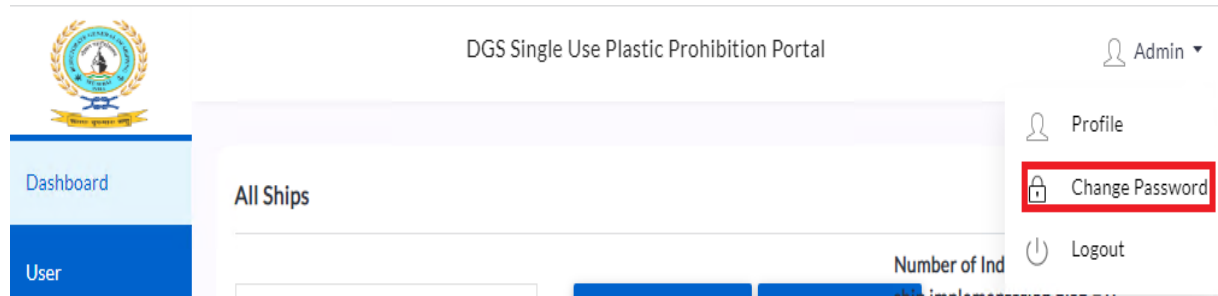
[Forgot Password?](#)

Important Links

- Click [here](#) to register as Indian Ship Owner
- To register a Foreign ship and view/edit the SUP form, click [here](#).
- Click [here](#) to register as Vendor
- Click [here](#) for User Manual.
- Click [here](#) for DG order.
- Click [here](#) for DG Shipping addendum circular.

1. Click on forgot password link in Login page it will send you the new password to registered email id only if the email is correct you will get "Request sent. Kindly check you email" .
 2. The password will be received in your email. Using that you can login the portal page.
 3. The password is valid only for 5 minutes after receiving the email.
 4. On success a notification message shall popup on the screen.
- 

My Profile



DGS Single Use Plastic Prohibition Portal

Admin ▾

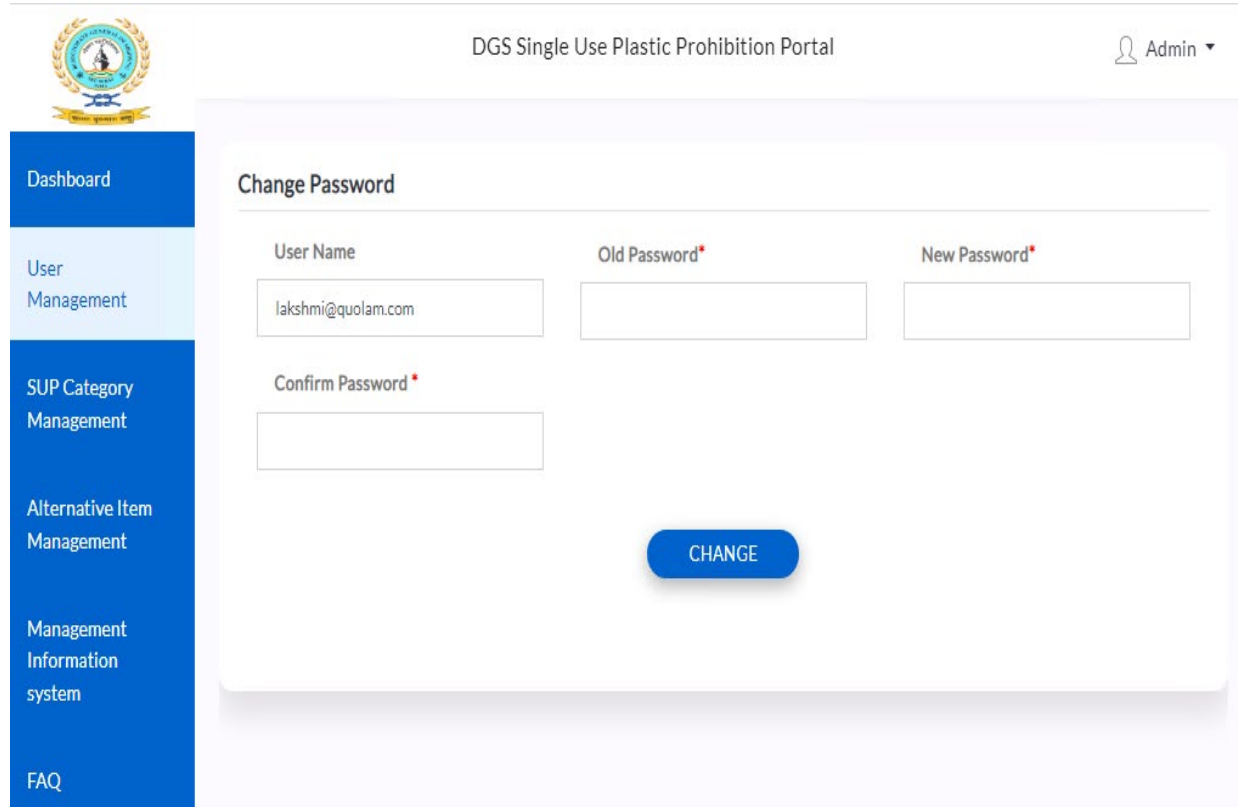
Profile

Change Password

Logout

1. On the right side section with the User can see an avatar with the user name and a dropdown containing three options:
 - a. Profile: Can updated profile details like email, address, mobile number
 - b. Change Password: Allows Users to change their password
 - c. Logout – will take the user out of the application, to the Login Page

Change Password



DGS Single Use Plastic Prohibition Portal

Admin ▾

Change Password

User Name

Old Password*

New Password*

Confirm Password*

CHANGE

This will provide the option to change the password.

Dashboard

DGS Single Use Plastic Prohibition Portal

Admin

All Ships

ADD SHIP

Search Ships by IMO Number, Name

SEARCH RESET

No ship found

Number of Indian ships submitting ship implementation plan = 0
Overall percentage of average SUP ban achieved by Indian fleet = 0.00%

ICLASS
Indian Register of Shipping

1. On successful login, user is redirected to the dashboard
2. It will show the ships which the user has created and or belonging to the user
3. "Add Ship" allows users to add a ship and enter the ship's Single User Plastic details
4. There is a Search bar which will allow the user to search for specific Ship names.
5. 'Edit' icon allows the user to edit the ship details (like Ship Details and Single Use Plastic details)

Add Ship

DGS Single Use Plastic Prohibition Portal

Admin

All Ships

ADD SHIP


Search Ships by IMO Number, Name

SEARCH RESET

No ship found

Number of Indian ships submitting ship implementation plan = 0
Overall percentage of average SUP ban achieved by Indian fleet = 0.00%

ICLASS
Indian Register of Shipping

1. This functionality allows the user to add ship information like Ship Name, Imo Number, Ship type, Distinct number, Flag State
 2. Add New SUP give option to add Single Use Plastic Details
 3. You can add multiple single use plastic item to ship by clicking on ADD NEW SUP
 4. SAVE DRAFT will save the ship information in draft mode. The user can edit and update anytime when it is in Save Draft mode. Once submitted, the user cannot change the IMO number
- 

DGS Single Use Plastic Prohibition Portal Admin

Ship Details

Name* IMO Number* Gross Tonnage*

Ship Type* Official Number/Ship Registry Number* Flag State*

Select Ship Type India

Single-Use Plastic Details

Item Name* SUP Category* Quantity* Have You Replaced SUP Item?*

Select SUP Item Select Status

Declaration - Myself Master of ship here declares that Single use plastic items as per DGS Circular won't be in use and are kept locked in a store during Ship's stay in Indian ports and on her passage through the territorial waters of India. A log entry is done, identifying the "Single Use Plastic Items" on board the ship and stating the time, latitude and longitude when" along with the location of the store where these items are stored prior entering Indian territorial waters. Further I declare that no single use plastic items would be discharged to port reception facility at any Indian port and ship is liable for verification during Port State Inspections.

SAVE DRAFT SUBMIT

ADD NEW SUP

DGS Single Use Plastic Prohibition Portal Admin

Ship Details

Name* IMO Number* Gross Tonnage*

Ship Type* Official Number/Ship Registry Number* Flag State*

Select Ship Type India

Single-Use Plastic Details

Item Name* SUP Category* Quantity* Have You Replaced SUP Item?*

Select SUP Item Select Status

Item Name* SUP Category* Quantity* Have You Replaced SUP Item?*

Select SUP Item Select Status

Declaration - Myself Master of ship here declares that Single use plastic items as per DGS Circular won't be in use and are kept locked in a store during Ship's stay in Indian ports and on her passage through the territorial waters of India. A log entry is done, identifying the "Single Use Plastic Items" on board the ship and stating the time, latitude and longitude when" along with the location of the store where these items are stored prior entering Indian territorial waters. Further I declare that no single use plastic items would be discharged to port reception facility at any Indian port and ship is liable for verification during Port State Inspections.

SAVE DRAFT SUBMIT

ADD NEW SUP

ADD NEW SUP

5. The user can also add/delete several Single Use Plastic items on this screen

User Management



Dashboard

User Management

SUP Category Management

Alternative Item Management

Management Information system

FAQ

All Users






ADD USER

Search User by Name

SEARCH

RESET

Filter By Role

Name	Contact Person	Email	Phone Number	Role	Action	View Members
Mumbai-Port	Rahul K	rahul@yopmail.com	8898081807	Port	 	
ABC TRADING CO	MOHAMMED IMRAN SHAIKH	ops@abctrading.in	9920451224	Vendor	 	
WATERLINESHIPPING AND LOGISTICS PVT LTD	MANOJ V	waterlineshippingltd@gmail.com	9444248390	Vendor	 	
Bhavya Engineering Works and Multiservices	hitesh j soni	bhavyaengineeringworks21@gmail.com	9228138645	Vendor	 	
Bhavya Engineering Works and Multiservices	hitesh j soni	bhavyaengineeringworks21@gmail.com	9228138645	Vendor	 	

1 - 5 of 5

Prev

Next

1. A listing of All Users is shown on the screen
2. The User can use the 'Edit icon' to edit User details
3. The User can use the 'Delete icon' to deactivate the user
4. "View Members" gives the relation between the user and ports

Single User Plastic Category Management

The screenshot displays the 'DGS Single Use Plastic Prohibition Portal' interface. On the left is a blue sidebar with navigation options: Dashboard, User Management, SUP Category Management (highlighted with a red box), Alternative Item Management, Management Information system, and FAQ. The main content area shows a table titled 'All Single Use Plastic Categories' with a red-bordered button 'ADD SINGLE USE PLASTIC CATEGORY' in the top right corner. The table has three columns: Key, Category Item, and Action. The 'Action' column contains edit and delete icons for each category.

Key	Category Item	Action
PlasticBowl	Plastic Bowl	
PlasticContainer	Plastic Container	
PlasticDrums	Plastic Drums	
PlasticGlass	Plastic Glass	
Plasticlinings	Plastic Linings	
PlasticSpoon	Plastic Spoon	
PlasticWasteBag	Plastic Waste Bag	

1. List of all Single Use Plastic categories
2. Admin users can Edit/ Delete to exiting Category

Add Single Use Plastic Category

The screenshot shows the 'Add Single Use Plastic Category' form. At the top left is the logo of the Indian Register of Shipping (IRCLASS). The page title is 'DGS Single Use Plastic Prohibition Portal'. In the top right corner, there is a user profile icon labeled 'Admin'. The left sidebar is a blue vertical menu with the following items: 'Dashboard', 'User Management', 'SUP Category Management', 'Alternative Item Management', 'Management Information system', and 'FAQ'. The main content area is titled 'Add Single Use Plastic Category' and contains a text input field labeled 'Category Name*' and a blue 'SAVE' button.

A new Single Use Plastic Category can be added via this screen.

Single User Plastic Alternative Item Management

The screenshot shows the 'All Alternative Items' management screen. At the top left is the logo of the Indian Register of Shipping (IRCLASS). The page title is 'DGS Single Use Plastic Prohibition Portal'. In the top right corner, there is a user profile icon labeled 'Admin'. The left sidebar is a blue vertical menu with the following items: 'Dashboard', 'User Management', 'SUP Category Management', 'Alternative Item Management', 'Management Information system', and 'FAQ'. The main content area is titled 'All Alternative Items' and contains a search bar with the placeholder text 'Search by name', two buttons labeled 'SEARCH' and 'RESET', and a dropdown menu currently set to 'All Port'. Below the search bar, the text 'No Alternative Items available' is displayed in red.

1. List of all Alternative Items, with the ability to view

Management Information System

The screenshot shows the 'Report List' page of the DGS Single Use Plastic Prohibition Portal. The page title is 'Report List'. The main content area contains a list of six report categories:

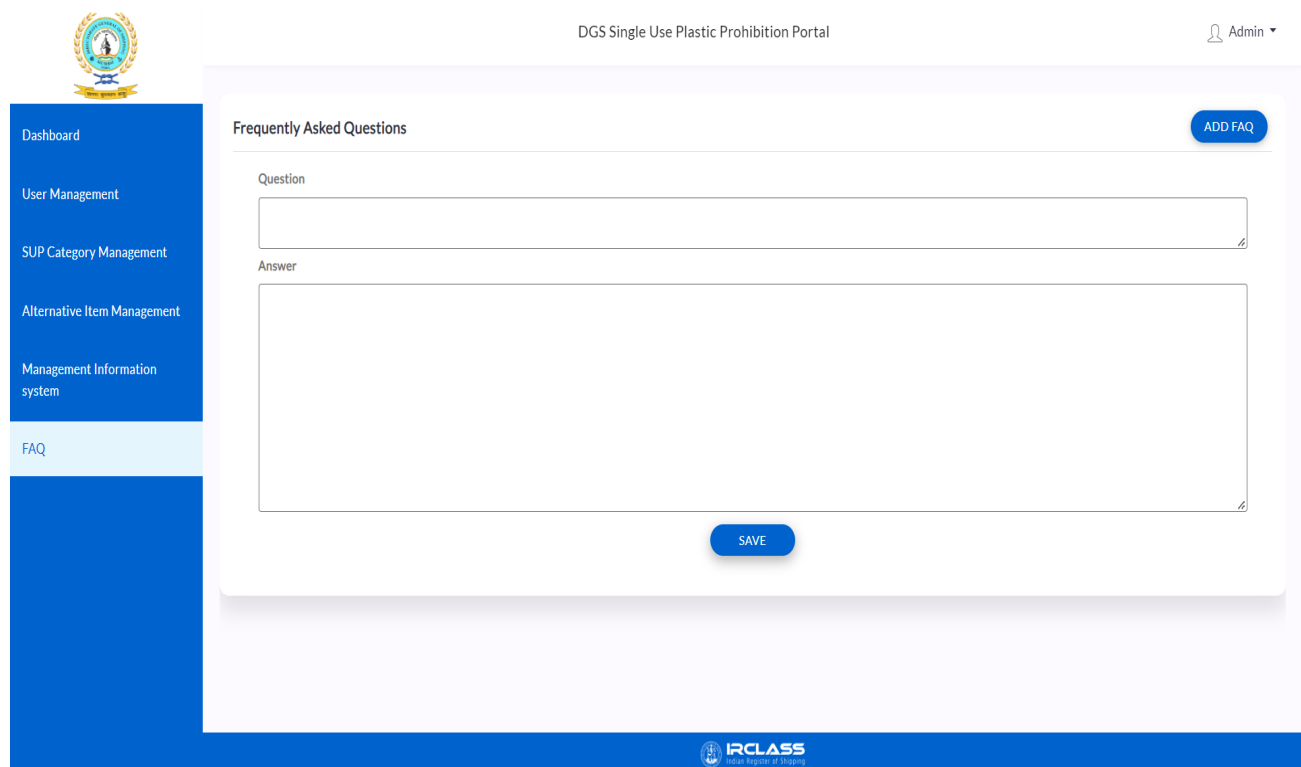
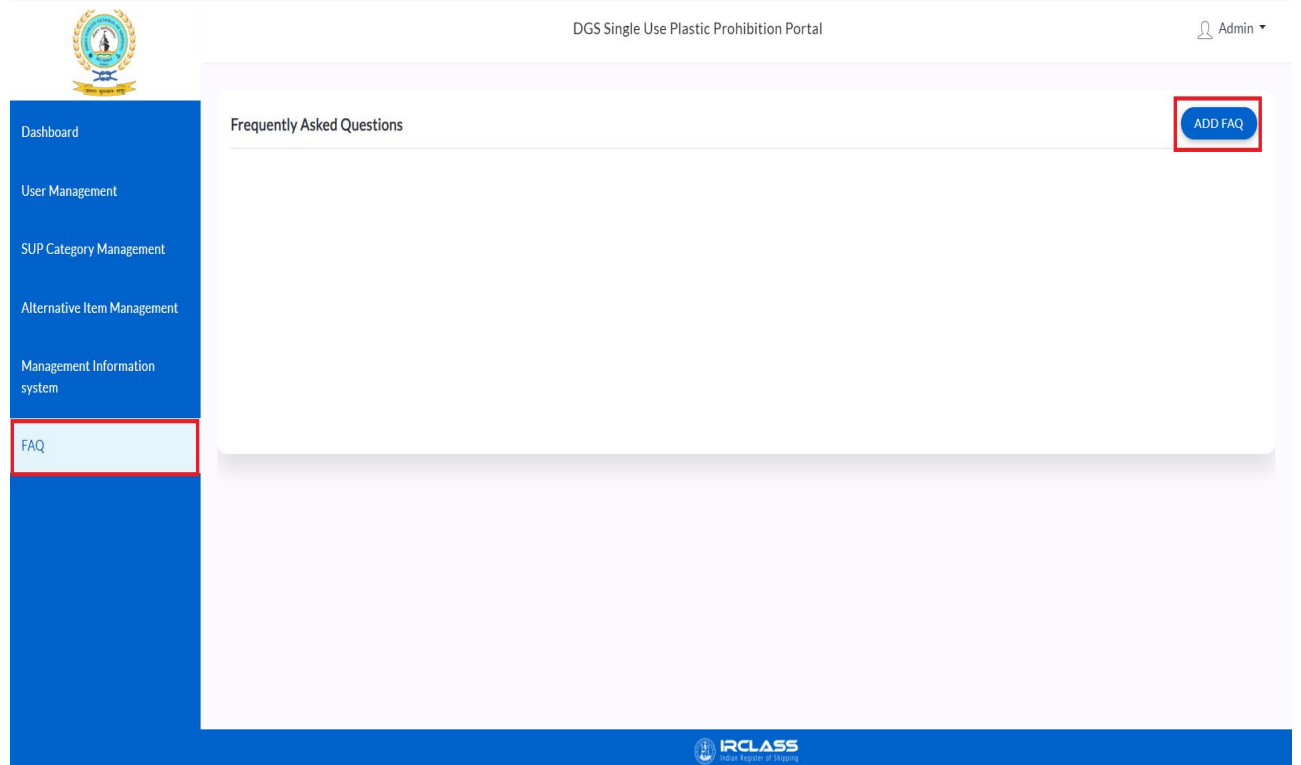
1. SHIP DETAILS WITH PERCENTAGE OF SINGLE USE PLASTIC BAN ACHIEVED
2. SHIP DETAILS WHERE SINGLE USE PLASTIC BAN STATUS IS 'YES'
3. SHIP DETAILS WITH SINGLE USE PLASTIC BAN STATUS IS 'NO'
4. MANAGEMENT INFORMATION SYSTEM
5. VENDOR REPORT
6. SUMMARIZED DETAILS OF SINGLE USE PLASTIC ITEMS

The left sidebar contains the following menu items: Dashboard, User Management, SUP Category Management, Alternative Item Management, Management Information system (highlighted with a red box), and FAQ. The top right corner shows the user 'Admin' with a dropdown arrow. The footer features the ICLASS logo and the text 'Indian Register of Shipping'.

The screenshot shows the 'SHIP DETAILS WITH PERCENTAGE OF SINGLE USE PLASTIC BAN ACHIEVED' report page. The page title is 'SHIP DETAILS WITH PERCENTAGE OF SINGLE USE PLASTIC BAN ACHIEVED'. The main content area contains two date input fields labeled 'From Date*' and 'To Date*', both with the placeholder text 'dd-mm-yyyy'. A blue 'RUN REPORT' button is highlighted with a red box. The left sidebar contains the following menu items: Dashboard, User Management, SUP Category Management, Alternative Item Management, Management Information system (highlighted with a red box), and FAQ. The top right corner shows the user 'Admin' with a dropdown arrow. The footer features the ICLASS logo and the text 'Indian Register of Shipping'.

1. List of all Report List Items
2. Ability to view the Report based the Date Range and Download

Frequently Asked Questions (FAQ)



- 3. List of all FAQs, with the ability to Edit or Delete
- 4. Add FAQ will allow the user to add a new FAQ