



GUJARAT UNIVERSITY

DEPARTMENT OF MARITIME MANAGEMENT

B.K.SCHOOL OF PROFESSIONAL AND MANAGEMENT STUDIES

MBA IN MARITIME MANAGEMENT CURRICULUM

EFFECTIVE FROM ACADEMIC YEAR 2019-20 ONWARDS

Programme structure

- a) **Duration of the programme** : Two years full time programmes.
- b) **No.of semesters** : Two semester each in the 1st and 2nd year for the fulltime MBA program, 1st to 3rd semester programme are class room teaching and 4th semester will be exclusively on-site/ on job training in an institution engaged in maritime activities.
- c) **Duration of one semester** : 15 weeks of direct teaching and 2-3 weeks for examination and related activities (beginning from July/August to December and January to April/May in each academic year)
- d) **Credit requirements** : A total of 96 credit hours (one credit hour is equal to 15 hours of class room teaching)
- e) **Summer project duration** : Eight to 10 weeks after the 2nd semester for the programme.
- f) **Validity of registration** : The students who have registered for the programme should complete the same successfully within five years. Those who could not complete the programme within this period should seek the University's approval for continuation through the School, which may be granted at the discretion of the university.
- g) **Students who dropout** : Those students who drop out of the programme in an academic year after having paid the fee will be allowed to rejoin the programme in the subsequent year, subject to the discretion of the School.
- h) **Attendance** : For completing the programme, Attendance in 75% of the total sessions is necessary. However it is desirable to maintain a reasonable level of attendance in every course.

The Director of the School may condone the shortage of attendance up to 25%, on a case-to-case basis, if the absence is due to compelling circumstances. Beyond that it will be the decision of the faculty and University.

- i) Annual calendar** : The annual calendar will be declared by the University in the beginning of the year, indicating the start and end of semesters, internal and external examination time slots, etc.

Gujarat University
Department of Maritime Management
B. K. School of Professional and Management Studies
List of Courses for MBA in Maritime Management

| Course code | Name of Subject | Credit | No. of Class Hour |
|------------------------|--|---------------|--------------------------|
| First semester | | | |
| FC101 | Introduction to Maritime Management-I (IMM-I) | 3.5 | 52 |
| FC102 | Management Functions and Behaviour (MF&B) | 3.5 | 52 |
| FC103 | Financial Accounting of Budgeting (FA&B) | 3.5 | 52 |
| FC104 | Introduction to Logistics Management – I (ILM-1) | 3.5 | 52 |
| FC105 | Quantitative Analysis & Modeling Techniques (QA&MT) | 3.5 | 52 |
| FC106 | Management Information System (MIS) | 3.5 | 52 |
| FC107 | Managerial Communication and Soft Skills (MC&SS) | 3.5 | 52 |
| FC108 | Introduction to International Trade and Commerce (IITC) | 3.5 | 52 |
| | | 28 | 416 |
| Second Semester | | | |
| FC201 | Introduction to Maritime Management-II (IMM-II) | 3.5 | 52 |
| FC202 | Export-Import Procedure & Documentation (EIP & D) | 3.5 | 52 |
| FC203 | Maritime Economics (ME) | 3.5 | 52 |
| FC204 | Costing and Financial Management (C&FM) | 3.5 | 52 |
| FC205 | Marine Insurance and Risk Management (MI&RM) | 3.5 | 52 |
| FC206 | Human Resource Management (HRM) | 3.5 | 52 |
| FC207 | Marketing Strategy and Control System (MS&CS) | 3.5 | 52 |
| FC208 | Introduction to Logistics Management-II (ILM-2) | 3.5 | 52 |
| | | 28 | 416 |

| Third Semester | | | |
|---|---|-------------|-------------|
| Compulsory Course | | | |
| SC301 | Mercantile and Maritime Law (M&ML) | 3.5 | 52 |
| SC302 | Project Management and Financing (PM & F) | 3.5 | 52 |
| SC303 | Environment and Disaster Management (E&DM) | 3.5 | 52 |
| SC304 | Infrastructure Management (IM) | 3.5 | 52 |
| SC305 | Supply Chain Management (SCM) | 3.5 | 52 |
| | | 17.5 | 260 |
| Elective 1: Port Management | | | |
| SCP301 | Port Operation and Management (PO&M) | 3.5 | 52 |
| SCP302 | Port Planning & Development (PP&D) | 3.5 | 52 |
| SCP303 | Port, Safety, Security and Vessel Traffic Management System (PSS&VTMS) | 3.5 | 52 |
| | | 10.5 | 156 |
| OR | | | |
| Elective 2: Shipping and Logistics | | | |
| SCS301 | Shipping and Logistics Management (S&LM) | 3.5 | 52 |
| SCS302 | Line Trade and Multi Modal Transport (LT&MMT) | 3.5 | 52 |
| SCS303 | Chartering & Chartering Practices (C&CP) | 3.5 | 52 |
| | | 10.5 | 156 |
| Fourth Semester | | | |
| LTP | On-site Project Training / On Job Training 4 to 5 Months (Long Term) | 10 | 162 |
| SIP | Summer Internship Placement 6 to 8 Weeks after First MBA-I | 2 | 30 |
| | | 12 | 192 |
| | Total Credits of Two Years | 96 | 1440 |

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|----------------------|---|
| Subject | FC101 - Introduction to Maritime Management-I (IIM-I) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To introduce the students to the strategic importance of all elements and their inter-relations in the maritime and international trade environment. After completing this module they would be able to identify the aspects driving change and effectively partake in the decision making processes in the maritime sector. The curriculum also focuses on the future developments in the context of port & ship management and logistics. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|--|------------------|-----------------|
| I | Introduction to Maritime Trade and Transportation | <ul style="list-style-type: none"> • Maritime History • Evolution of International Trade & growth of Ports of the World • World Seaborne Trade • Port & Shipping Terminology • Present Scenario of Port and Shipping • Structure of World Fleet • Vessels/Ship – Its specification / Particulars • Maritime business in developed and developing countries | 20 | 10 |
| II | Transport Geography | <ul style="list-style-type: none"> • General Geography • Continents , Countries • Seas, Oceans • International Dateline • Time and International load line zones • Locations of diff. ports & its elements • Significance and Geographical Influence on Shipping | 20 | 10 |
| III | Water Transport/ WaterWays and Canals / | <ul style="list-style-type: none"> • Winds, Tides, Waves, Swells, Floats, Anchor, Erosion / Siltation / Squaring • Effects of currents and weather on ports & shipping • Landing Place • Port Layout Plan & Marine Layout Plan • Port Limit • Territorial Waters, Inland Waters • Anchor / Anchorage / DWA / Fairway Buoys | 20 | 10 |

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|------------------|---|--|------------------|------------------|
| <p>IV</p> | <p>Ports sector and ports in India and world</p> | <ul style="list-style-type: none"> • Basic Elements of Sea Ports • Types of Ports • Functions of Ports – Basic & Ancillary Port functions • Basic Port Facilities • Classification of Ports • Hub and Feeder Ports • Role of Transshipment • World’s Major Sea Ports • Ports vs. Terminals • Captive jetty • Perspective of Major & Non Major ports • Major Ports and their functioning • SEZ – An introduction • Introduction to Private Participation Models • Port Sector Overview: National & State Level • Indian Port Sector: Overview | <p>20</p> | <p>10</p> |
| <p>V</p> | <p>Mode of Transportation</p> | <ul style="list-style-type: none"> • Different modes of Transportation • Sea Transport • Coastal Shipping • Inland Water Ways & Canals and its significance • Important MoUs by IWAI • Air Cargo Transport • Rail transport • Road transport • Cargo Transfer through Pipeline& Major Pipeline Network in India • Multimodal Transport and Development | <p>20</p> | <p>10</p> |
| | <p>Text Books</p> | <ol style="list-style-type: none"> 1. Commercial Geography – S. A. Bari, 6th ED. (Sheth) 2. A Glossary of Geographical Terms – Sir D. Stamp, 2nd ED.(Longman) | | |
| | <p>Reference Books</p> | <ol style="list-style-type: none"> 1. Ships & Shipping – M. Palmer, 1st ED.(BTB) 2. Ports Around the World – Y. Karmon, 1st ED. (Crown) 3. Geography of Sea Transport – A. D. Couper, 1st ED.(HUL) 4. Lloyd’s Maritime Atlas - 14th ED.(Heinemann) 5. Lloyd’s Maritime Operation 6. Review of Maritime Transport 2011 | | |

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| Subject | FC102 –Management Functions and Behaviour |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide an understanding of the nature of organizational operation & change; the role of a manager in dealing with that change; and skills which will allow them to contribute positively to the change process. To enable critical evaluation of the change process To enable application of a range of appropriate conceptual tools for effectively managing the dynamic organization. To develop understanding of latest management principles and get prepared to face the management challenges of 21 st century. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weight-age | Sessions |
|---------------|--|---|-------------------|-----------------|
| I | Introduction to the Principles of Management & Planning | <ul style="list-style-type: none"> • Organisation and the Need for Management • The Management Process • Management Level and Skills • The Evaluation of Management Theory • Classical Organisational Theory and Relations Theories • Social Responsibility & Ethics • Globalization & Management • Decision making • Planning & Strategic Management- Evolution • Strategic Implementation | 20 | 10 |
| II | Organising & Leading | <ul style="list-style-type: none"> • Organizational Design & structure • Power & Distribution Of Authority • Managing Organizational change • Leadership • Team & Team Works • Communication & Negotiation | 20 | 10 |
| III | Management Function and Behaviour | <ul style="list-style-type: none"> • Effective Control & Budgeting • Operational Management • Organisation and Organisation Behaviour: An Introduction • National Culture and its impact on Organisation Behaviour • Changes in the Organisational Context and Challenges for Organisation | 20 | 10 |

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| IV | Understanding Individuals and groups in Organisation | <ul style="list-style-type: none"> • Perception and Attribution : Understanding how we interpret and judge • Shaping Attitudes at work • Understanding Motivation and Motivational Themes for Application • Understanding Personality, Values and More • Thresholds of Interpersonal Behaviour • Understanding Groups and Teams • Exploring Communication as a Behavioural Process • Managing Conflict, Stress and Negotiation • Understanding Decision -Making Process • Understanding Power and Organisation Politics | 20 | 10 |
| V | Understanding How Organisations shape Behaviour | <ul style="list-style-type: none"> • Effectiveness of Organisation Design • Creating Structure to Support Effective Behaviour • Exploring Organisational Roles • Understanding Organisational Culture • Understanding Leaders and the Basic Concepts in Leadership • Leading for Change and Organisational Effectiveness | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Management by J. A. F. Stoner, R. E. Freeman & D. R. Gilbert Jr. 2. Organizational Behaviour – Margie Parikh Rajen Gupta–MacGraw Hill | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Organisation Theory, Structure, processes & outcome by Richard Hall | | |

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|----------------------|--|
| Subject | FC103 - Financial Accounting & Budgeting (FA&B) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>To provide students with the tools to enable them to interpret and evaluate financial information and utilize financial information for decision making purposes.</p> <p>To provide competencies for:</p> <ol style="list-style-type: none"> 1. Creating draft financial statements 2. Critical analysis of information contained in financial statements 3. Select and apply financial decision making techniques to appraise projects 4. Complex investment decisions 5. Appreciate differences between financial decision-making in the public & private sector 6. Exposing the students to concepts of cost and cost accounting / classification / accounting methods |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weight-age | Sessions |
|---------------|---|--|-------------------|-----------------|
| I | Introduction to Financial Accounting | <ul style="list-style-type: none"> • Meaning of Accounting • Uses and Users of Accounting Information • Accounting principles • Transactions and events • Principles of Double entry system of accounting • Classification of commonly used accounts, Rules of debit and credit, Recording of business transactions • Journalisation • Preparation of Cash Book • Preparation of Ledger and trial balance • Taxation GST (GST on Freight, Payment Rules, Payment Ledgers) | 20 | 10 |

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| <p>II</p> | <p>Final Accounts / Financial Statements and Ship Financing</p> | <ul style="list-style-type: none"> • Preparation of Trading Account, Profit and loss Account, Profit and loss Appropriation Account, Balance Sheet. Understanding of adjustment entries • Ship Financing <ul style="list-style-type: none"> ○ Introduction to ship finances ○ The business model ○ Profit and loss account ○ Balance sheet ○ Employment of capital | <p>20</p> | <p>10</p> |
| <p>III</p> | <p>Analysis of Financial statements</p> | <ul style="list-style-type: none"> • Meaning and objectives of financial statement analysis • Sources of information • Standards of comparison • Types of analysis <ul style="list-style-type: none"> ○ vertical or horizontal methods • Techniques of analysis <ul style="list-style-type: none"> ○ Comparative financial statements ○ Common size statements • Accounting Ratios <ul style="list-style-type: none"> ○ Classification ○ Advantages and limitations of ratio analysis ○ Interpretation of ratios • Cash flow statement <ul style="list-style-type: none"> ○ meaning ○ usefulness, limitations ○ Interpretation | <p>20</p> | <p>10</p> |
| <p>IV</p> | <p>Understanding published financial statements</p> | <ul style="list-style-type: none"> • Nature and significance of corporate financial statements • Corporate Balance-sheet and Profit and loss account • Notes to the accounting and significant accounting policies • Important provisions of Companies Act, 1956 for preparation of financial statements • Disclosures in published financial statements and their interpretation • Understanding about Directors' report, Auditors' report, Management discussion and analysis report, Corporate governance report | <p>20</p> | <p>10</p> |

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| V | Budgetary Control | <ul style="list-style-type: none"> • Meaning of budget • Budgeting and budgetary control • Organization of budgetary control • Objectives of budgetary control • Advantages and limitations of budgetary control system • Classification and preparation of budgets [functional and flexible], • Zero base budgeting <p>Case study: An integrated case based on the above modules</p> | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Accounting for management, Text and Cases-S.K.Bhattacharya, John Dearden by Vikas 2. Financial Accounting for Management: An analytical perspective – Ambrish Gupta (Pearson) | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Accounting for Managers – J. Madegowda (Himalaya) 2. Financial Accounting: A managerial emphasis– Ashok Banerjee (Excel) 3. Basic Accounting for Management: Paresh Shah (Oxford) | | |

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| Subject | FC104 – Introduction to Logistics Management – I (ILM-I) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | This course enables the students to familiarize with the Logistics Industry from the very basic concepts. Role of Logistic Industry in Indian Economy and advantages. How distribution cycle works with the help of Logistics |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|------------|--------------------------------|---|-----------|-----------|
| I | Concept of Logistics: | <ul style="list-style-type: none"> • Introduction • Concept of Logistics • Objectives of Logistics • Importance of Logistics • Types of Logistics • Concept of Logistics Management • Evolution of Logistics • Role of Logistics in an Economy | 20 | 10 |
| II | Advantages of Logistics | <ul style="list-style-type: none"> • Difference between Logistics and Supply Chain Management • Logistics and Competitive Advantage • Logistics Mix • Logistics in Organized Retail in India | 20 | 10 |
| III | Integrated Logistics | <ul style="list-style-type: none"> • Concept of Integrated Logistics • Inventory flow, Information flow • Operational Objectives of Integrated Logistics • Barriers to Integration • Organization structure • Measurement system • Inventory ownership • Knowledge transfer capability • Logistical Performance Cycle • Logistics Performance Cycle • Manufacturing support Performance Cycle • Procurement Performance Cycle | 20 | 10 |

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| IV | Demand Forecasting: | <ul style="list-style-type: none"> • Introduction • Objectives • Concept of Demand Forecasting • Impact of Forecasts on Logistics and Supply Chain Management • Forecasting Process • Forecasting Techniques • Selecting the Appropriate Forecasting Technique • Operating Principles of Forecasting | 20 | 10 |
| V | Customer Service | <ul style="list-style-type: none"> • Customer Service • Key Element of Logistics • Concept of Customer Service • Attributes of Customer Service • Different phases of Customer Services • Customer Service for Competitiveness • Value-added Logistical Service | 20 | 10 |
| | Text Books | 1. Logistics Management : Reji Ismail (Excel Books) | | |
| | Reference Books | 1. Maritime Logistics : Dong-Wook Song & Photis M Panayides (The Chartered Institute of Logistics and Transport – UK) 2. Logistics : David J. Bloomberg, Stephen Lemay, Joe B. Hanna (Eastern Economy Edition) | | |

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| Subject | FC105 - Quantitative Analysis & Modeling Techniques (QA&MT) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | This module is designed to provide the students with a conceptual framework of quantitative techniques, strategies and methods associated with current business environment. Also to enable them to analyze situations & generate structured decisions that will stand up to critical scrutiny. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|--|------------------|-----------------|
| I | Basic Statistics | <ul style="list-style-type: none"> • Descriptive Statistics • Central Tendency • Measures of Dispersion, Skewness, Review of permutation and Combination • Introduction to Probability and Baye's Theorem • Random variable and Probability distribution, Expected Value, Variances & Covariance; Decision Analysis, Expected Value, Expected Opportunity Loss, Decision Tree | 20 | 10 |
| II | Probability Distribution and Sampling | <ul style="list-style-type: none"> • Discrete Probability Distributions - Binomial, Poisson, Uniform; Continuous Density function Uniform, Normal distribution, • Sampling and Sampling distribution; Determinate of sample size; Testing of Hypothesis; Chi-square test - Test for Independence, Goodness of fit | 20 | 10 |
| III | Correlation, Regression and ANOVA | <ul style="list-style-type: none"> • Correlation & Simple Regression: One-way Analysis of Variance, etc. | 20 | 10 |
| IV | Introduction to OR and Linear Programming | <ul style="list-style-type: none"> • Introduction to Operations Research (OR): Nature of OR problems; Decision Science, Modeling Techniques ▪ Introduction to Linear Programming: Formulations; Graphical Methods of solution; Duality & its implications; Sensitivity Analysis, ▪ Exposure to available computer packages: Transportation & Transshipment Problem; Assignment & Traveling | 20 | 10 |

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| | | Salesmen Problems; | | |
| V | Management Science Model | <ul style="list-style-type: none"> Introduction to Integer Programming: Markov Analysis; Introduction to Network:- Shortest path / max-flow / Minimum spanning tree , Simulation; Queuing Problems (only Elementary Models); | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Statistics for Management - Richard Levin & David S Rubin, PHI (latest edition) 2. Introduction to Management Science: A Quantitative Approach to Decision Making by Anderson, DavidR. | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Miller & Freunds Probability & Statistics for Engineers – Richard A.John 2. Probability and Statistical Inference, 5th edition.,- Hogg R V & E.A.Tanis 3. Quantitative Techniques – Theory & Problems - by P.C. Tulsian and Vishal Pandey 4. Statistics for Business and Economics, 6th edition., - McClave J T& P.G.Benson 5. Applied Linear Statistical Models, 2nd edition -Neter J W Wasserman & M HKutner 6.Introduction to Management Science, 5th edition - Cook T M & R ARussel | | |

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| Subject | FC106 –Management Information System (MIS) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To enable students to understand the latest technology available in the Information Technology sector (both hardware & software), their comparative advantages & finally assess the suitability for implementation in the maritime organization in a manner as to provide a synergistic environment of working in a mutually beneficial manner with the stakeholders. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|---|------------------|-----------------|
| I | Introduction to Management Information System | <ul style="list-style-type: none"> • Management Information Systems • Need, Purpose and Objectives • Contemporary Approaches to MIS • Information as a strategic resource • Use of information for competitive advantage • MIS as an instrument for the organizational change | 20 | 10 |
| II | Decision Support System | <ul style="list-style-type: none"> • Information, Management and Decision Making • Models of Decision Making • Classical, Administrative and Herbert Simon's Models • Attributes of information and its relevance to Decision Making • Types of information • Decision Support Systems • Group Decision Support Systems • Executive Information Systems • Executive Support System • Expert Systems and Knowledge Based Expert Systems • Artificial Intelligence | 20 | 10 |
| III | Information Technology | <ul style="list-style-type: none"> • Information Technology • Definition, IT Capabilities and their organizational impact • Telecommunication and Networks • Types and Topologies of Networks • IT enabled services such as Call Centres, Geographical Information Systems etc. | 20 | 10 |

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| | | <ul style="list-style-type: none"> • Overview of Block Chain • Overview of Android Operating System • Overview of Operating System of iPhone • Logistics & Supply Chain Mobile Applications | | |
| IV | Database Management Systems | <ul style="list-style-type: none"> • Data Base Management Systems • Data Warehousing and Data Mining • Systems Analysis and Design • Systems Development Life Cycle • Alternative System Building Approaches • Prototyping • Rapid Development Tools • CASE Tools • Object Oriented Systems | 20 | 10 |
| V | System Development Strategies | <ul style="list-style-type: none"> • Management Issues in MIS • Information Security and Control • Quality Assurance • Ethical and Social Dimensions • Intellectual Property Rights as related to IT Services / IT Products • Managing Global Information Systems • Applications of MIS in functional areas as well as in the service sector should be covered with the help of minimum 5 case studies. • Port Community System (for port users) • Logistics & Supply Chain Management – IT use in Railways (port –rail interface in IT) • IT implementation in bulk / break bulk & container terminals • Traffic Management Scheduling of Ships & Space Management – Ship /Warehouse • EDI – Electronic Data Interface (Custom / Bank / Shippers /Agents) | 20 | 10 |
| | Text Books | 1. Management Information Systems by James O'Brien (TMH) | | |
| | Reference Books | 1. Management Information Systems by James O'Brien(TMh) 2. Management Information Systems: Managing the Digital Firm by Laudon, Kenneth C. and Laudon, Jane P (Pearson) | | |

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| Subject | FC107 - Managerial Communication and Soft Skills(MC&SS) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>This course aims at enabling students to manage business professionally through oral & written communication in concise and precise manner.</p> <p>Also included in this is the practice of writing of business e-mails, letters and reports. It is meant to gain an understanding of the layout, convention and style of these different types of business writing and will address common areas of miscommunication.</p> <p>“Presentation skills” is one more area which is also covered.</p> |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|---|------------------|-----------------|
| I | Introduction - Communication & Business Ethics | <ul style="list-style-type: none"> • Importance of Communication • Types of Communication • The right way to communicate • Communication in Organisation • Managers and Communication • Inter personal Communication • Ethical Practices in Organisation (Case Studies) • Handling Ethical Dilemmas at Work. • Corporate Responsibility | 20 | 10 |
| II | Writing Office Memos, Orders & Circulars- Meetings & Reports | <ul style="list-style-type: none"> • Planning for writing • Select format and draft • Drafting office memos, routine letters and circulars • Structure of Report writing • Checklist for report • Presentation of final report in meeting | 20 | 10 |
| III | Dress for Success and Stress Management | <ul style="list-style-type: none"> • To learn selection of proper attire as per the situation • How to carry one's self • How to project one's self in the right frame and spirit. • To learn kinds of stress • To identify the right reason/s of | 20 | 10 |

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| | | <p>stress</p> <ul style="list-style-type: none"> • How to handle the pressure and perform efficiently in such situations • Techniques to cope with stressful situation at workplace • Professional antiquates and working style | | |
| IV | Time Management and Multi-Tasking | <ul style="list-style-type: none"> • Goal setting and the importance of time • How to prepare the time line and allocate time to complete various tasks • How to successfully follow the prepared time-schedule. • How to prioritize the work • Importance of multi-tasking and concerns related to multi-tasking • To identify what to multi-task. | 20 | 10 |
| V | Speech / Presentation and Group Discussion Skills | <ul style="list-style-type: none"> • Types of presentation • Organizing & delivering speech • Organizing structure of presentation • Planning visual aids and handouts • Finding information • Processing information • Evaluation of information • Reading skills • Listening skills • Writing skills | 20 | 10 |
| | Reference Books | <ul style="list-style-type: none"> • Guide to Managerial Communication, Mary Munter • Business Communication by Helen Rothschild Ewald and R. E. Burnett, N. J. Prentice Hall • Lesikar's Basic Business Communications by R. V. Lesikar • Business Communication Today : Courtland Bovee& John Thrill – Tata McGraw Hill • The Essence of Effective Communication : Ron Ludlow & Fergus Panton – Prentice Hall • Business Communication : Sushil Bahl – Prentice Hall | | |

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| | | <ul style="list-style-type: none">• Soft Skills for Everyone – Jeff Butterfield –• Personality Development and Softskills – Barun K. Mitra | | |
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| Subject | FC108 - Introduction to International Trade & Commerce (IITC) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To grow and stay competitive in the global economy, business professionals in organizations of all sizes-from entrepreneurial companies to large corporations-must have a thorough understanding of the dynamics of international business. The International Trade and Commerce unit is designed to provide this broad & comprehensive curriculum which shall expose the students to the business, economic, and political forces dominating the rapidly increasing international marketplace which shall finally make them confident to pursue careers in International organizations, Port and allied sectors dealing with trade and international markets. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|---|------------------|-----------------|
| I | International Business | <ul style="list-style-type: none"> • Definition, nature, approaches and theories of International business • International economic environment • Economic and Political environment • Different theories like Adam Smith Model/ Ricardo / H-O Model / specific Factor Model / Neo-Ricardian Theory / Sraffa trade theory etc • International trade policy, Tariffs, Subsidies, Restraints and administrative policies | 20 | 10 |
| II | Modes of International Business | <ul style="list-style-type: none"> • Export-Import Policy • Licensing • Franchising • Contracting • Turnkey Projects • Mergers & Acquisitions • Joint Ventures • International Marketing Channels | 20 | 10 |

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| III | World Trade Organization and Trade Blocks | <ul style="list-style-type: none"> • Economic Integrations – Free Trade Area, Custom Unions, Common Markers • Economic unions • EEC, ASEAN, SAARC, SAFTA, EFTA, OAU, NAFTA, OECD, LAPTA, CIS, GATT, WTO, • Liberalization of agriculture trade | 20 | 10 |
| IV | International Finance | <ul style="list-style-type: none"> • Introduction – Foreign Exchange, Types of foreign exchange rates • Convertibility of Rupees and its implications • Direct Foreign Investment: Reason of Direct foreign investment • Strategies of Direct Foreign Investment • International Institutions and their role in Capital Market- I.M.F., World Bank and ADB | 20 | 10 |
| V | The Global Pattern of Maritime Trade | <ul style="list-style-type: none"> • Introduction • The West Line Theory • TFA, WCO, UNCTAD, ICC, IATA, FIATA, IPA, IPPA, CSLA, FFAI, CAI, CFSAJ, NACFS • Free Trade Agreement | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Roger Bennett International Business 2. Justin Paul International Business | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Ajamiet.al International Business: Theory and Practice 2. P. Subba Rao, International Business – Text andcases 3. Francies Cherunilam, International Business | | |

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| Subject | FC201 - Introduction to Maritime Management-II (IMM-II) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To introduce the students to the strategic importance of all elements of Maritime Trade and their inter-relations in the International trade environment. After completing this module they would be able to identify the current issues and challenges in Global perspective and effectively manage Maritime organizations. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|---|------------------|-----------------|
| I | International Maritime Organization (IMO) & Indian Shipping Scenario and GMB | <ul style="list-style-type: none"> • Role of Port in Indian Economy, Trade and Commerce • Role and Importance of a Port Authority • Centre vs. State Ports • GMB ports –profile • Role of GMB& Ministry of Shipping • Role of IMO, IATA &UNCTAD • Various Agency in Port & Traffic Working • Port Conservancy-navigational issues • Documentation / Certificates on Board of Vessel /Ship • Role of Ports | 20 | 10 |
| II | Flag of Convenience & Navigational Aids & Charts, Shipping Routes and Shipping Organization | <ul style="list-style-type: none"> • Ship Introduction <ul style="list-style-type: none"> - Types - Size &Capacity - Particulars - Specification - GRT, NRT, LDT, DT, LoadLine, Freeboard etc. • International Ship Registration • Ship registration – issues - open registry Countries (FOC) – effects on shipping • Flag Colors / Flag on Board as per Vessel | 20 | 10 |

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| | | <ul style="list-style-type: none"> • ITF – role – use & misuse • Basic Concept of Navigational Charts, Maritime Signal Flags • Weather Signals–control on Navigation & Its Inceptive History • Traffic handling & Traffic forecast | | |
| III | Acts/Laws and Regulations | <ul style="list-style-type: none"> • Documentation / Certificates on Board of Vessel /Ship • Conventions & Port State Control • Various Laws and Acts applicable to Port and Shipping Operation • Various regulations concerning Port • Role of Regulatory Authorities • Overview of ISPS Code, Marpol 73/78, IMDG Code, Solas | 20 | 10 |
| IV | Port Policy and Privatization | <ul style="list-style-type: none"> • Concept, Need, Port Policy, Boot policy, Boost Policy, Captive Jetty Policy, Concession, Agreement • Ownership Models • Public - Private Port, Benefits • Port Reforms • Ship Building Yard & Ship Recycling Yard Policies • Role of various authorities for clearance of proposals • Latest Shipping Policy Guidelines & issues thereof | 20 | 10 |
| V | Introduction to Logistic and Supply Chain Management | <ul style="list-style-type: none"> • Introduction to Logistics Management • Significance of Logistics – The total distribution concepts – Integrated Logistics • The Economics of Logistics • Logistics in International Trade • Shipping line, CFS, CHF, Freight forwarders - roles • Shipping line, CFS, CHF, Freight Forwarders • Various Logistics of Cargo Movement • Hinterland- Connection with Logistics • CONCOR and its role • Materials Handling Packaging and Transportation Systems • Cargo Handling System | 20 | 10 |

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| | | <ul style="list-style-type: none"> • Type of Cargo – Bulk, Break Bulk, Containerized, Liquid, RORO, Project/ODC • Cargo Handling Equipments and Other facilities | | |
| | Text Books | 1. Handbook of Logistics and Distribution Management – John Gattorna | | |
| | Reference Books | 2. Logistics Management – P.Fawcett, R. McLeish and I Ogden 3. Strategic Logistics Management– D.M. Lambert & J R Stock, Richard D Irwin Inc. | | |

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| Subject | FC202 - Export-Import Procedure & Documentation (EIP&D) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide comprehensive understanding on export and import procedures and documentation process (both national & international) in Shipping, ports & logistics sectors thus enabling students complete comprehension and ability to manage & redefine the commercial processes in the context of total logistics scenario. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|--|------------------|-----------------|
| I | International Finance | <ul style="list-style-type: none"> • Export and Import Finance • Foreign exchange Management • Exchange Control Regulation • Trade Payment Methods • Uniform customs and practices for Documentary Credits • Finance for Short Term and Long Term Trade from Exim Bank | 20 | 10 |
| II | International Marketing | <ul style="list-style-type: none"> • Changing Global Market Place and Trends in Foreign Trade • How to get Useful Information and to do Desk Research • International Marketing • Opportunities and Challenges • Elements of Global Marketing Success • Market approach and Strategies • International Marketing and Indian Context | 20 | 10 |
| III | Export Incentives– Procedure and Documentation | <ul style="list-style-type: none"> • Advance Authorization • Duty Free Import Authorization • DEPB-Duty Draw Back • EEFC Account – Packaging Credit • Summary of Pre and Post Export Incentives • Participating Government Agencies • VAT | 20 | 10 |
| IV | Foreign Trade Policy and Customs- An Overview | <ul style="list-style-type: none"> • Structure of Foreign Trade Policy • Who can Import, What can be Imported • Modes of Import of Capital Goods • Modes of Import of Raw materials and Components • Custom Concepts • Classification and Valuation • Adjudication | 20 | 10 |

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| V | Shipping, Logistics and Marine Insurance | <ul style="list-style-type: none"> • Elements of Export Import Contracts • Bill of Lading, Letter of Indemnity, Delivery Order, Mate Receipt, Airway Bill • Conference Line Vessel • Charter Party Vessel • Type of Containers • Container Dimension • Incidence of Rates and Mode of Computation • Role of Planning of Logistic in Import and Export Business | 20 | 10 |
| | Text Books | 1. Export - Import And Logistics Management by Rai, Usha Kiran PHI | | |
| | Reference Books | 1. Export/Import Procedures and Documentation Thomas Johnson, Donna Bade, TMH | | |

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| Subject | FC203 - Maritime Economics (ME) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>To provide the student with an overall understanding of the economics of shipping practice because of increasingly important role of management in the area of budgeting, financing and marketing.</p> <p>To provide an in depth understanding of the economies guiding the ever changing shipping & logistics market in India & abroad.</p> <p>To create confidence in handling the multifarious issues starting from ship building to demolition; ship management parameters, comprehensive international transport system operation & viability; thus broadening their horizons</p> |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|--|------------------|-----------------|
| I | The Economic Organization of the Shipping Market | <ul style="list-style-type: none"> • The Economic role of the Shipping industry • International Transport System • The demand for Sea Transport • The World Merchant fleet • The Supply of Sea transport • The Shipping companies who run the business • Determinants of Maritime Transport costs • Port Pricing | 20 | 10 |
| II | The four Shipping Markets | <ul style="list-style-type: none"> • The Decisions facing ship owners • The four Shipping markets • Freightmarket • Sale and Purchase market • The New Building market • The Demolition market | 20 | 10 |
| III | Supply, Demand and Freight Rates | <ul style="list-style-type: none"> • The Shipping Market Model • The Freight rate Mechanism • Monopoly Environment and Role of Competition • Conference and Consortium in Shipping | 20 | 10 |
| IV | Cost, Revenue And Financial Performance | <ul style="list-style-type: none"> • Cash flow and the art of survival • The cost of running ships • Price of Vessels • The Capital cost and Financial | 20 | 10 |

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| | | <p>performance</p> <ul style="list-style-type: none"> • The Revenue calculation • Computing the Cashflow • Computing GST | | |
| V | The Economics of Shipbuilding and Scrapping | <ul style="list-style-type: none"> • Role of the merchant shipbuilding and scrapping industries • Regional structure of the World shipbuilding • Shipbuilding market cycles • The Economic Principles • The Shipbuilding production process • Shipbuilding costs and competitiveness • The ship breaking industry • Alang: Indian ship breaking yard | 20 | 10 |
| | Text Books | 1. Principles of Economics, N Gregory Mankiw 3 rd ED. | | |
| | Reference Books | <ol style="list-style-type: none"> 1. International Economics, 2ndED. 2. Miltiades Chachdrades International Economics, McGraw-hill international editions 3. Martien Stoford –Maritime Economic, 2ndED. | | |

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| Subject | FC204 - Costing and Financial Management (C&FM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>Enabling students to take up financial management in Maritime Industries by providing current , updated & relevant inputs on</p> <ul style="list-style-type: none"> • The fundamentals of financial management and its application into maritime industry. • The meaning and nature of cost and cost accounting • Various classifications of cost and elements of cost in detail. It also includes methods and techniques of costing • Working Capital issues & cost of capital • Project Finance |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|--|------------------|-----------------|
| I | Fundamentals of Financial Management & costing | <ul style="list-style-type: none"> • Financial Management <ul style="list-style-type: none"> ○ Scope of Finance ○ Functions of Financial management ○ Goals of Financial management ○ Role of Finance manager ○ Organization of Finance functions • Costing <ul style="list-style-type: none"> ○ Meaning of costing and cost Accounting ○ Difference between Financial accounting and Cost accounting ○ Classification of costs, cost center and cost unit ○ Objective of Cost accounting, Advantages and Limitations ○ Designing and installation of a Costing system | 20 | 10 |
| II | Working Capital Management and Time Value of Money | <ul style="list-style-type: none"> • Working Capital Management <ul style="list-style-type: none"> ○ Meaning and importance of Working Capital Management ○ Types and determinants of Working Capital requirement ○ Understanding and Calculation of operating cycle ○ Estimating Working Capital requirements ○ Sources of Working Capital finance • Time Value of Money <ul style="list-style-type: none"> ○ Time preference for money | 20 | 10 |

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| | | <ul style="list-style-type: none"> ○ Future value of Single Cash flow and annuity ○ Present value of Single Cash flow and annuity | | |
| III | Cost of Capital and Capital structure | <ul style="list-style-type: none"> • Cost of Capital <ul style="list-style-type: none"> ○ Meaning and importance ○ Components of Cost of Capital <ul style="list-style-type: none"> ✓ Cost of Debt ✓ Cost of Preference Capital ✓ Cost of Equity ○ Weighted Average Cost of Capital • Capital Structure <ul style="list-style-type: none"> ○ Meaning and determinants ○ Approaches to determine appropriate capital structure <ul style="list-style-type: none"> ✓ EBIT – EPS Analysis ✓ ROI – ROE Analysis ✓ Leverage Analysis | 20 | 10 |
| IV | Capital Project Appraisals | <ul style="list-style-type: none"> • Nature and types of Investment decisions • Investment Evaluation Criteria <ul style="list-style-type: none"> ✓ Return on Investment ✓ Payback period ✓ Net present value ✓ Profitability index ✓ Internal rate of return | 20 | 10 |
| V | Costing Methods and Techniques | <ul style="list-style-type: none"> • Costing Methods <ol style="list-style-type: none"> 1. Unit costing <ul style="list-style-type: none"> ✓ Meaning and applications ✓ Cost sheet and Estimated cost sheet 2. Service costing <ul style="list-style-type: none"> ✓ Meaning and applications • Costing Techniques <ol style="list-style-type: none"> 3. Marginal costing <ul style="list-style-type: none"> ✓ Break even analysis ✓ Decision making using marginal costing | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Financial Management – I.M. Pandey (Vikas) 2. Financial Management – Khan and Jain (TMH) | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Financial Management – G. Sudarsana Reddy(Himalaya) 2. Cost Accounting – M.C. Shukla, T.S. Grewal, S.C. Gupta (S.Chand) 3. Cost Accounting – Jawaharlal(TMh) | | |

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| Subject | FC205 - Marine Insurance and Risk Management (MI&RM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>To provide a comprehensive exposure to Marine insurance covering loss or damage of ships, cargo, terminals, and any transport or cargo by which property is transferred, acquired, or held between the points of origin and final destination, to enable student to understand the enormous risks associated in Maritime trade.</p> <p>To enable comprehension of current structure / regulation/ formats of cargo insurance — which is essential in framing a total logistic plan</p> <p>To provide glimpses of Marine Insurance for Onshore and Offshore exposed property (container terminals, ports, oil platforms, pipelines); Hull; Marine Casualty; and Marine Liability.</p> |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|--|------------------|-----------------|
| I | Basic Concept of Insurance | <ul style="list-style-type: none"> • Origin of Marine Insurance Marine Insurance & Trade • Marine Insurance In Indian Market International Marine Insurance Market U K Marine Insurance • Organization of Lloyd's Agents • Marine Insurance & Payment of Premium Exchange Control Regulations • Premium on Marine Export / Import Policies • Claim Against Marine Policies | 20 | 4 |
| | International Contracts of Sale (LATEST INCOTERMS) | <ul style="list-style-type: none"> • FAS, FOB, C&F,CIF • Rights and obligations of Seller & Buyer Transfer of risk from Seller to Buyer Documentary Credits , Documentary Credit Terms • Case Study | | |
| | Fundamental Principles of Insurance | <ul style="list-style-type: none"> • Utmost Good faith Insurable interest • Indemnity , Subrogation , Contribution, Proximate Cause • Warranties & Conditions in Marine policies • Assignment of Marine Insurance Policies | | |

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| | | <ul style="list-style-type: none"> • Reinsurance – Concept and it's practical examples • Trade Credit – Definition &Recent developments in this new product. • Responsibilities of Marine Insurance Broker/s – Roles responsibilities &Liabilities of an insurance agent/ broker • Case Study | | |
| | <p>Cargo Underwriting and Rating</p> <p>Institute Cargo Insurance Coverage</p> | <ul style="list-style-type: none"> • Underwriting and rating of Premium • Principal Factors in consideration of Cargo risk. • The Vessel , The Voyage / Transit Nature of Cargo & Packing Unitization of Packages Containerization -its Advantages & Disadvantages • Insurance of Containers • Marine Cargo Proposal Form Marine Cover Note • Standard form of Marine Policy Open Covers & Policies Endorsements In Marine Policies • Rules of Interpretation of Policy Terms Marine Insurance Clauses • Risks Covered under Institute Cargo Clauses • General Exclusions, Duration of Cover Institute War Clauses (Cargo) Institute Cargo Clauses (Cargo) Inland Transit Clauses (Rail / Road) • Risk Covered and Standard Exclusions SRCC Clause , Incidental Clauses & warranties | | |
| II | Trade related Cargo Insurance | <ul style="list-style-type: none"> • Institute Trade Clauses • Package policies , Special Declaration Policies • Annual Policies • Duty and Increased Value Insurance on FOB and Shutout Cargo • Insurance of Cargo on Sailing Vessels Special Storage Insurance | | |

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| | <p>Marine Cargo Claims</p> <ul style="list-style-type: none"> • Actual Total Loss and Constructive Total Loss • Partial Losses , Salvage Loss General Average Loss • Sue and Labor Charges, Salvage & Extra Charges • Cargo Claims & Procedure Insurance Survey & Survey reports • Documents requirement for Cargo claims • Case Study | | |
| | <p>Recoveries under Subrogation</p> <ul style="list-style-type: none"> • Rights , Liabilities & Duties of Shipper & Carrier Under : • Indian Carriage of Goods by Sea Act, Carriage of Goods by Rail • Carriage of Goods by Road, Carriage of Goods by Air, Multimodal transportation Liability of Port Authority • Salvage Disposal | | |
| III | <p>Hull Insurance</p> <ul style="list-style-type: none"> • Types of Vessel • Proposal form & Supporting Documents Classification of Vessels, Classification Societies • Indian Register of Shipping Hull Rating • Warranties • Institute Times Clauses (Hull) • Institute Voyage Clauses (Hull) P & I Clubs | 20 | 10 |
| | <p>Other Hull Insurance</p> <ul style="list-style-type: none"> • War Risk Insurance Of Marine Hulls S R C C Clause – Hull • Insurance of- Sailing Vessels, Inland Vessels, Dredgers, Jetties, Wharves, Ship Building Risk • Charterer's Liability Insurance Recoveries Under Subrogation | | |
| | <p>General Average and Salvage</p> <ul style="list-style-type: none"> • Definition of General Average York-Antwerp Rules Contributory Interest and Values amounts made Good • General Average Procedure & Practice Example of General Average Adjustment • Liability of General Average Case Study | | |

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| | Loss Prevention | <ul style="list-style-type: none"> • Cargo loss Control & Prevention Theft, Pilferage and Non – Delivery Handling and Stowage • Water Damage Containerized Cargo | | |
| | Maritime frauds | <ul style="list-style-type: none"> • Maritime Frauds - Scuttling Frauds Documentary Frauds Cargo thefts • Fraud Related to the Chartering of Vessel • Maritime Fraud & Marine Insurance • Precautionary measure for Fraud prevention, • Cyber risks – related to insurer/s database safety • Data security – related to insured or insurer/s Data privacy and preventing leak of data • Blockchain – the next level of technology to upgrade traditional insurance to IT & responsibility based data transmission • Case Study | | |
| IV | Risk Management | <ul style="list-style-type: none"> • Concept of Risk assessment & Management in Shipping & Ports • Types of Risks-Financial, Non-financial, Natural Catastrophe (AOG),Frauds, Man-made, Judgment Errors, Conceptual Errors, Calculation Errors • Risk Management Matrix • Process of mitigation • Practice | 20 | 10 |
| | Categories of Risk | <ul style="list-style-type: none"> • Pure • Speculative • Fundamental • Dynamic • Static | | |
| V | Treatment of Risk : Process of Risk Management | <ul style="list-style-type: none"> • Eliminate /avoid • Reduce /control • Transfer to others • Funding • Monitoring • Learning /communicating | | |

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| | <p>Risk Pyramid</p> <p>Case Studies</p> | <ul style="list-style-type: none"> • Study of Frequency & Severity. Risk Retention & Retention Capacity • Actual Risk Operations, Extent & Disaster Management & Lessons learnt | 20 | 10 |
| | <p>Legal Areas</p> | <ul style="list-style-type: none"> • Tort • Meaning of Absolute Liability • Grievance cell, Consumer forums, Ombudsman – scope & activity • Courts: Sessions/ District/ High/ Supreme courts/ Co- operative Appellate / Labour appellate • Tribunals: Mact / I.T. / Central Excise / Sales Tax / Revenue / Special /Military/ Administrative • Consumer Protection Act-1986 • Exceptional cases to Human Rights Commission: Riots/ Terrorism/ Individual sufferings. | | |
| | <p>Text Books</p> | <ol style="list-style-type: none"> 1. Principles of General Insurance 2. Marine Claims Handbook 3. Guide to Marine Hull Insurance 4. Elements of Cargo Insurance 5. Marine Insurance IC-67 published by Insurance Institute Of India | | |
| | <p>Reference Books</p> | <ol style="list-style-type: none"> 1. Handbook of Insurance Claims 2. International Maritime Fraud 3. Cargo Loss Prevention 4. Maritime Transportation: Safety Management and Risk Analysis, Svein Kristiansen, publisher: Butterworth-Heinemann | | |

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| Subject | FC206 - Human Resource Management (HRM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide most relevant & updated back ground of the Human resource principles to enable them to take care of the implementation of policies and strategies relating to the management of people in an organization including elaboration of key functions like recruitment and selection; employee record keeping; compensation and employee benefit management; and training and development. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|------------------------------------|--|------------------|-----------------|
| I | Introduction to HRM in Port | <ul style="list-style-type: none"> • Human Resource Management (HRM): Meaning, importance • The role of an HRM in business and important functions • HR Planning (Manpower planning in previous times) • Job Analysis • Recruitment • Employees Testing and Selection | 20 | 10 |
| II | HR subsystems – II | <ul style="list-style-type: none"> • Interviewing Candidates • Employee orientation and on-boarding • Training and Developing Employees • Appraising and Managing Performance • Employee retention- Part 1: Turnover optimization and Retention strategies • Employee retention- Part 2: Engagement, Involvement, Commitment, and Satisfaction | 20 | 10 |
| III | HR subsystems – III | <ul style="list-style-type: none"> • Managing Career and Fair Treatment • Compensation-Part 1: Pay and perquisites, Rewards and incentives • Discipline and Grievance management (Basics of Legal Provision as well) | 20 | 10 |

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| <p>IV</p> | <p>Industrial Relations & Legal Compliance</p> | <ul style="list-style-type: none"> • Industrial Relations – Definitions and main aspects • Methods of settling Industrial Disputes • Collective Bargaining • Labor Management Cooperation/Workers' Participation in management • International Labor Organization • Legislations concerning settlement of Industrial Disputes • Compensation- Part 2: <ul style="list-style-type: none"> - Legal provisions related to compensation (Minimum Wages Act 1948, - Equal Remuneration Act-1976, - Payment Of Wages Act-1936, - The Maternity Benefit Act- 1961, - Employee's State Insurance Act-1948 (ESI Act), - Payment Of Gratuity Act-1970, - Employee's Provident Funds And Miscellaneous Provisions Act-1952 (EPF), - The Payment Of Bonus Act-1965, And The Workmen's Compensation Act-1936) - Legal Compliance and HRM1: Trade Unions, Industrial Disputes, and Standing Orders - Legal Compliance and HRM : Factories, Contract Labor, Apprentices, and Shops & Establishments - Role of Factory Inspector in case of any incident/accident in port | <p>20</p> | <p>10</p> |
| <p>V</p> | <p>Practical Implications</p> | <ul style="list-style-type: none"> • The students are required to work with an organisation for practical experience on HRM process in the organisation. • This aims at widening the student's perspective by providing an exposure to real life organisational and environmental situations in Industries. • Importance of Workman Compensation Policy in Port | <p>20</p> | <p>10</p> |

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| | Text Books | <ol style="list-style-type: none"> 1. Human Resources Management, Ninth Edition (or later) Gargy Dessler – Prentice Hall India / PearsonEducation-2003 Indian Reprint 2. Industrial Relations, Trade Unions and Labor Legislations, First Indian Print 2004 (or later) Sinha, Sinhaand Shekhar – Pearson Education | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Human Resource Management, K. Ashwathappa 2. Managing Human Resources, Third Edition Gomez-Mejia, Balkin and cardy- PearsonEducation 3. Industrial Relations & Labor Laws, Fourth Revised Edition S.C.Srivastava-Vikas Publishing House pvt Ltd | | |

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| Subject | FC207 - Marketing Strategy & Control Management (MS&CS) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>To provide tools for investigating the role and function of marketing within the context of changing markets and increasing international competition. To provide specific inputs for:</p> <ul style="list-style-type: none"> • Critically evaluation the information needs of the marketing function in terms of its contribution to the strategic processes and tactical decision-making. • Integration of marketing decision-making with organizational strategy • Establishment of a broad base of marketing knowledge and the strategic implications. • Develop and implement marketing plans for a Product or Service in the context of Port & Shipping • Appreciating an international perspective in the global context of decision-making in marketing planning. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|---|------------------|-----------------|
| I | Understanding Marketing Management, Marketing Environment & Marketing information systems | <ul style="list-style-type: none"> • Marketing concepts & practices • Developing Marketing strategies & plans • Scanning the marketing environment • Marketing Information System including Marketing Research & Demand forecasting and estimation | 20 | 10 |
| II | Analyzing Buying Behaviour and Strategic Marketing | <ul style="list-style-type: none"> • Analyzing Consumer markets and Consumer Buying Behavior • Analyzing Business Markets and Business Buying Behavior • Market Segmentation & targeting • Differentiation & positioning strategies • Product life-cycle marketing strategies • Dealing with market competition | 20 | 10 |
| III | Product Strategies, Designing Services, Branding and Pricing | <ul style="list-style-type: none"> • Setting Product strategy • Creating brands and brand equity • Developing Pricing strategies and programs • Introducing New Market offerings | 20 | 10 |

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| IV | Designing Integrated Marketing Channels and Integrated Marketing Communications | <ul style="list-style-type: none"> • Designing and managing Services • Designing and managing Integrated Marketing Channels • Managing Retailing, Wholesaling and Logistics • Designing and Managing IMC | 20 | 10 |
| V | Creating Long-term Growth and Contemporary Marketing Practices | <ul style="list-style-type: none"> • Managing Mass Communications • Managing Personal Communications • Tapping Global markets • Managing a Holistic Marketing Organization • Rural Marketing(Handouts to be distributed from contemporary literature) | 20 | 10 |
| | Text Books | 1. 'Marketing Management: A South Asian Perspective', Kotler, Keller, Koshy and Jha, 13 th Edition (Latest Ed.), Pearson Education, New Delhi. | | |
| | Reference Books | <ol style="list-style-type: none"> 1. 'Marketing' – Paul Baines, Chris Fill and Kelly Page, Indian edition, Oxford University Press, New Delhi. 2. 'Marketing Management – Planning, Implementation and context,' - Ramaswamy and Namakumari, 3rd Ed., Macmillan India Ltd., New Delhi. 3. 'Marketing' – Michael J. Etzel, Bruce J. Walker William J. Stanton, Tata McGraw- Hill, 13th Edition, Delhi. | | |

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| Subject | FC208 – Introduction to Logistics Management – II (ILM-II) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | This course will enables the students to understand the Logistics useful in ports, airports and other mode of transportations which will assist in management of resources, process and technology. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|---------------|---------------------------------------|--|------------------|-----------------|
| I | Packaging & Transportation | <p><u>Logistical Packaging:</u></p> <ul style="list-style-type: none"> • Introduction • Objectives • Concept of Logistical Packaging • Design Consideration in Packaging • Types of Packaging Material • Packaging Costs • Labeling and Marking <p><u>Transportation:</u></p> <ul style="list-style-type: none"> • Introduction • Objectives • Transportation System • Transportation Infrastructure • Different Modes of Transportation • Freight Management • Factors Affecting Freight Cost • Transportation Network • Containerization | 20 | 10 |
| II | Logistics and Ports | <p><u>Logistics And Port:</u></p> <ul style="list-style-type: none"> • Factors of logistics and costs • Area requirement for a port • Container Handling Systems • Container Terminal for operations and productivity • Container freight station • Planning for a rail yard in container terminal • Custom bonded area | 20 | 10 |

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| <p>III</p> | <p>Logistics and Airports</p> | <p><u>Logistics And Airport:</u></p> <ul style="list-style-type: none"> • Types of IATA containers • Planning for airports • Requirement of land and airports • Airport Operations • Safety Features • Environmental factors • Facilities for handling Air Cargo • Handling Equipments for Air Cargo • Aeronautical and Non Aeronautical Revenues • Position of Airports in India • Functions assigned to AERA • Growth Potential for Indian Airports • Investment and Development of Airports | <p>20</p> | <p>10</p> |
| <p>IV</p> | <p>Container Transportation by Rail and Road</p> | <p><u>Container Carriage by Rail</u></p> <ul style="list-style-type: none"> • Objective • Introduction • Planning for the Railway Sector <ul style="list-style-type: none"> ○ Infrastructure Requirement for Container Carriage by Rail ○ Review of the Existing Infrastructure ○ Track Requirement • Investment in Rolling Stock <ul style="list-style-type: none"> ○ Container Stock ○ Special Container Cars ○ Problem of Tare Weight ○ Types of Container Wagons in use in India ○ New Stock of Low platform Container flat Wagons ○ Preparing for higher speed ○ Piggy Back Transport • Future Plan by Railway Authorities • Own your Wagon Scheme by Indian Railways • Costing of Transportation by Rail Mode • Goods Classification for Railway • Summery | <p>20</p> | <p>10</p> |

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| | | <p><u>Container Carriage by Road</u></p> <ul style="list-style-type: none"> • Objective • Introduction • Planning for the Road Sector <ul style="list-style-type: none"> ○ The Policy issues ○ Road Planning Procedures ○ Forecasting of future Transport • Standards <ul style="list-style-type: none"> ○ Number of lanes and width ○ Road Bridge ○ The Lateral and Vertical clearance for overpasses and tunnels ○ Gradients and Horizontal Curvature ○ The Relationship of Axle load and Payload capacity ○ Vehicle requirement for Container carriage | | |
| V | Logistics Outsourcing | <ul style="list-style-type: none"> • Introduction • Objectives • Concept of Logistics Outsourcing • Catalyst for logistics outsourcing • Benefits of logistics outsourcing • Issues in logistics outsourcing, • Third-Party Logistics • Fourth-Party Logistics • Selection of Logistics Service Provider • Logistics Service Contract • Outsourcing-Value Proposition | 20 | 10 |
| | Text Books | 1. Logistics Management : Reji Ismail(Excel Books) | | |
| | Reference Books | 1. Maritime Logistics : Dong-Wook Song & Photis M Panayides (The Chartered Institute of Logistics and Transport – UK) 2. Logistics : David J. Bloomberg, Stephen Lemay, Joe B. Hanna (Eastern Economy Edition) | | |

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|----------------------|---|
| Subject | SC301 - Mercantile and Marine Law (M&ML) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To apply Economic concepts, Principles and ideas to decision making in Port Management To provide basic theories and tools of analysis and develop an understanding of the behaviour of various economic agents to help decision-making. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|--|------------------|-----------------|
| I | Business and its Environment Meaning and Nature of Law | <ul style="list-style-type: none"> • Business and its environment • Legal environment of business • Case study • Meaning and nature of Law • Classification Of Law • Sources of Indian Law • Mercantile (or Business) Law • Basic Legal Concepts • Essentials of Law | 20 | 10 |
| | Law of Contract | <ul style="list-style-type: none"> • Introduction • Meaning and Essentials of a valid Contract • Proposal (Or Offer) And acceptance Capacity to Contract • Consent and free Consent Consideration • Unlawful consideration and object Agreements Declared Void • Contingent Contracts • Quasi Contract Performance of Contracts • Different Modes of Discharge of Contracts • Remedies for Breach of Contracts • Freedom to Contract • Case study , Sample Contracts | | |

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| II | Law of Torts | <ul style="list-style-type: none"> • Meaning and Scope of Torts • Different Classes of Torts • Torts Founded on contract • General defenses in an action for Tort Case Study | 20 | 10 |
| | Contracts of Guarantee and Indemnity | <ul style="list-style-type: none"> • Introduction • Purpose and Meaning of the Contract of Guarantee • Kind of Guarantees • Rights and Obligations of the Creditor Rights, Liabilities and Discharge of Surety • Contract of Indemnity Case Study | | |
| | Contract of Bailment and Pledge | <ul style="list-style-type: none"> • Introduction • Definition of Bailment and its kinds, Duties and Rights of Bailor and Bailee Termination of Bailment • Finder of Lost Goods Definition of Pledge or Pawn Pledge by Non-owners • Rights and duties of a Pledgor and a Pledgee • Case Study | | |
| | Contract of Agency | <ul style="list-style-type: none"> • Introduction • Definition of Agent and Agency, Different Kind of Agencies, Classification of Agents • Duties and rights of Agent • Principal's Duties to the Agent and his Liability to Third parties • Personal Liability of Agent Termination of Agency Power of Attorney • Case Study | | |

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| III | Law of Sale of Goods | <ul style="list-style-type: none"> • Introduction • Definition and Essentials of a Contract of Sale • Goods & their classification, Meaning of Price Conditions and Warranties • Passing of Property in Goods Transfer of Title by Non-Owners Performance of a Contract of Sale of Goods • Unpaid Seller and his Rights Remedies for Breach of a Contract Sale by Auction • Case Study | 20 | 10 |
| | Law of Carriage of Goods | <ul style="list-style-type: none"> • Definition of a Contract of Carriage Classification of Carriers • Rights , Liabilities & Duties of Shipper & Carrier Under : • Indian Carriage of Goods by Sea Act, Carriage of Goods by Rail • Carriage of Goods by Road, Carriage of Goods by Air, Multimodal transportation • Bill of Lading Act , Charter Party Contracts (a) Voyage Charter (b) Time Charter • Hague Rules • Hague – Visby Rules • Rotterdam Rules | | |
| | The Consumer Protection Act | <ul style="list-style-type: none"> • Object and Scope of the Act, Definition of Terms and Concepts, Rights of Consumers • Nature and Scope of Remedies available to Consumers • Model form of complaint, Requirements of petition to be filed Case Study | | |

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| | Law of Arbitration and Conciliation | <ul style="list-style-type: none"> Objectives and Scope of the Act, Arbitration Agreement and Arbitrators Conduct of Arbitral Proceedings, Making of Arbitral Award and Termination of Proceedings Miscellaneous Provisions Enforcement of certain Foreign Awards Conciliation Models of Arbitration Clauses Case Study | | |
| IV | Relation between Maritime Law and Its environment and nature of Law Various Laws & Acts – in regards port operation and management | <p>Port & Shipping working, Applicability of various maritime laws, Legal Environment and its business –</p> <ul style="list-style-type: none"> Meaning of General Laws & Acts and Maritime Laws Classification of various Maritime Laws Requirements of Laws Usage of Laws <ul style="list-style-type: none"> The Indian Port Act 1908 The Indian Merchant Shipping Act 1958 The Gujarat Maritime Act 1981 The Major Port Trust Act 1963 The Indian Motor & Vessel Act 1962 The Indian Custom Act 1962 (Sections related to Port & Shipping Operation) Multimodal Transport of Goods Act, 1993 IWAI Act, 1985 The National Waterways Act-2016 | 20 | 10 |

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| | <p>(1) Indian Port Act 1908</p> | <ul style="list-style-type: none"> • Port Declaration and Closing off • Alteration, Addition & Modification Port Limit & Port Jurisdiction • To Make Port rules • Conservator of Port & Conservancy Powers • Removal of Obstructions in Port and Shipping work and cutoff wraps and ropes • Inspection of Documents of Vessel and boarding of vessel • Damage to port assets, Nav aids, Discharging Ballast • Usage of Wharps and hawsers • Inward / Outward of vessels • Port Charges, Port Dues, Mooring and Unmooring, Anchorage charges • Call Sign, Identification, Hoisting of signals • Penalty for dis-obence of orders and cost of convections • Entitlement to play lawful colors and flags • Issuance of NDC & PC • Various Licenses and various agencies | | |
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| | (7) Inland Waterways Acts and Regulations | <ul style="list-style-type: none"> custom duties • Provisions relating to Conveyance carrying Imported or Exported Goods • Clearance of Imported Goods and Export Goods • Goods in Transit • Warehousing • Drawback • IWAI Act, 1985 • The National Waterways Act, 2016 • Indo Bangladesh Protocol • Rules and Regulations under IV Act | | |
| | International Marine & Sea Transport Laws | <ul style="list-style-type: none"> • SOLAS – 1974, 1988, 2010, 2011 (Safety of Life at Sea) • IMDG Code – 1996 • Concept of International Convention • International Maritime Organization (IMO) as a regulating Authority • Setup of IMO & various code framed by IMO | | |
| V | SOLAS 74 | <ul style="list-style-type: none"> • Life saving appliances and arrangement • Certificates • Stability, Machinery & Electrical installation • Fire protection, fire detection and fire extinguishers • Prevention of fire and explosion • Ship, Cargo, Crew members and passenger • Suppression of fire • Fire fighting regulations safety of navigation • Safe operation of ship | 20 | 10 |
| | IMDG Code – 1994 | <p>IMDG Code (International Maritime Dangerous Goods Code 1994)</p> <ul style="list-style-type: none"> • Dangerous Cargo • IMS Act 1958 • (Section 331 (2) definitions) • General Maritime Rules • Implied Warranty of the shipper | | |

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| | | <ul style="list-style-type: none"> • Hague of the Hague – Vis by rules • Hamburg or the MTOG Act • ADR / RID and IMDG Classification (9 types of class) | | |
| V | CONVENTION BY IMO | <p>International Conventions by IMO</p> <ul style="list-style-type: none"> • Bill of Lading and freight • Functions and common clauses • Evidences, Documents and Type of Freights • Various organizations <ul style="list-style-type: none"> - P & IClub - BIMCO - BIFA - BSC - British Shipper Council - International Association of Classification Societies (IACS) - Institute of Chartered Ships Brokers(ICS) - IMB – International Maritime Beuro - Various International Association for Bunker, Cargo, Port & Harbour, Tanker and ships | | |
| | GENERAL | <ul style="list-style-type: none"> - Seaworthy and Unseaworthy vessel and liabilities of ship / cargo owners - General Average and the York Antwerp rules1974 - Collision Regulations - Maritime lien - Maritime arbitration - Maritime Cargo Claim - Piracy and overview and its Legal aspect - Wreck and Salvage - Towage - Admiralty Jurisdiction - Custom Formalities - Health Safety Regulation | | |

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| | Terminology & Abbreviation | <ul style="list-style-type: none"> • Various Shipping Terms, Commercial Shipping terms and its abbreviations | | |
| | Text Books | <ol style="list-style-type: none"> 1. Mercantile LAW by S SGulshan 2. Carriage of Goods by Sea, Air and Road by Dr. AvatarSingh | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Various Law Books (Bare acts& commentaries) 2. Various Acts / Law Books (Bare Acts & Commentaries) on Port & Shipping Management 3. Various Code framed by IMO 4. Dictation of Shipping Terminology / Terms | | |

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| Subject | SC302 - Project Management and Financing (PM&F) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To equip the students with entrepreneurial skills like project formulation, appraisal, evaluation, monitoring and control, etc. To understand the concepts of project planning and organization, budgeting and control, and project life cycles |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|-----------------------------------|--|------------------|-----------------|
| I | Introduction Key areas | <ul style="list-style-type: none"> • Definition and concepts • Consequences of poor Project Management • Factors affecting success or failure of a Project. Triple constraints • VED Analysis (Vital - Scope / Cost / Time / Quality, Essential - Communications / Risk / Issues / Change Control, Desirable – Conflict/ HR – Motivation / Supply Chain) • Project Life Cycle & Phases | 20 | 10 |
| II | Planning and Analysis | <ul style="list-style-type: none"> • Project as Capital Budgeting decision • Phases of Capital Budgeting (Planning, Analysis, Selection, Financing, Implementation and Review) • Overview of Capital Budgeting • Capital Allocation Strategy (Concepts, models and considerations for forming strategy) • Generation of project ideas and screening • Gathering and analyzing project information • Market and demand analysis • Technical analysis • Financial estimations and projections | 20 | 10 |

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| III | Selection | <ul style="list-style-type: none"> • Principles of compounding and discounting • Various investment appraisal criterias • Defining project cash flows • Concept & measurement of cost of capital • Project risk analysis | 20 | 10 |
| IV | Financing Implementation, monitoring and Review | <ul style="list-style-type: none"> • Various sources of finance • Infrastructure financing • Concepts of Venture Capital and Private Equity • Forms of Project organizations(line, staff, matrix etc) • Use of network techniques for project planning scheduling and control (Bar Charts / Gantt Charts/ CPM / PERT Concepts • Work Break-downStructure • Project lifecycle • Variance analysis • Project implementation, monitoring, review and reporting | 20 | 10 |
| V | Role & Responsibilities of a Project Manager | <ul style="list-style-type: none"> • HR & Motivation & Transparency in MIS • Tips for Successful Project Management / Project Scheduling • Contract Management ; Legal& Consequential Precautions • Information Technology Enabled Services (ITES) in Project Management (not for exam) • Use of MS-Excel, MS Project, Primavera etc. for Project management (not for exam) | 20 | 10 |
| | Text Books | 1. Projects by Prasanna Chandra, 7 th Edition, McGraw Hill | | |
| | Reference Books | 1. Your Project Management Coach, Wiley Publication 2. Project Management and Appraisal, 1/e, SitangshuKhatua– Oxford Uni. India | | |

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| Subject | SC303 - Environment & Disaster Management |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | <p>To provide a comprehensive outline of the different types of Environmental hazards & Disasters and their mitigation techniques under the framework of National and International techniques.</p> <p>To provide also a detailed over-view of the emerging approaches in Disaster Reduction & Management and creation of Disaster Management Plans both in national & international level</p> <p>The emphasis will be on programmes of National & International organizations for Disaster preparedness, mitigation and awareness especially concerning port & shipping sectors</p> <p>To expose the students to get a first-hand experience in planning hazard mitigation & linkages through institutional mechanism / authorities.</p> |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Contents:

| Module | Description | Content | Weightage | Sessions |
|---------------|------------------------------------|---|------------------|-----------------|
| I | Introduction to Environment | <ul style="list-style-type: none"> • Introduction • Environmental Issues • Environment Impact Assessment • Introduction to the ISO14000 • Importance of environmental compliance in port operation & setting up • Environment, Ecology and Ecosystem | 20 | 10 |
| II | Type of Disaster | <ul style="list-style-type: none"> • Natural Disasters <ol style="list-style-type: none"> 1. Tsunami, Earthquakes, Volcanic, Eruptions Typhoons 2. Tornadoes, Cyclones, high Tides, Floods • Manmade Disasters <ol style="list-style-type: none"> 1. Chemical/ Oil Spill Disaster 2. Deliberate Terrorist attack 3. Atom Bomb 4. Hazardous chemicals/Biological / Radiological as potential weapons for the terrorists • Reasons for Disasters | 20 | 10 |

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| <p>III</p> | <p>Management of Disasters</p> | <ul style="list-style-type: none"> • Port Safety & disaster mitigation (planning for emergencies – trauma center etc) in Pre-disaster management • Post-disaster management • Preventive Measures at the state / Central and Individual level • Preparedness Plan and Measures needed to safe guard the health of the population • Structuring a Crisis Management Team • Role of Education and other Advocacy methods • Psychological Counseling • Spiritual Guidance and Rehabilitation Arrangement • Safety Agents • Safety Device and Controls • Disaster cum Emergency Handling Procedures • Survival skills; search and rescue; communication systems • Sharing responsibilities • Planning and resource mobilization | <p>20</p> | <p>10</p> |
| <p>IV</p> | <p>Coastal Zone Management, Marpol and Other Environmental Laws</p> | <ul style="list-style-type: none"> • Environment Laws /Regulations • Coastal zone development plan • Coastal resource mapping • Coastal resource • Conservation • Coastal resource management • Role of Regulatory authorities in Environment and Disasters • Importance of Human Resource • Introduced by IMO in 1973, Modified by the protocol of 1978 • Prevention of Pollution from ships • TSP Conference • MARPOL 73/78 • Regulations (Annexure I to V) <ul style="list-style-type: none"> • Prevention of Pollution of Oil • Control of Pollution by Noxious Liquid Substance | <p>20</p> | <p>10</p> |

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| | | <ul style="list-style-type: none"> • Prevention of Pollution by Sewage • Salient features of various regulations • Requirement of crew • Tankers and Segregated ballast tanks(SBT) • Safety from collision or grounding by insulating the cargo. • Inspection, Certification & Periodic Survey • Reception Facilities • Prohibition of any discharge of oil or oily mixture into the sea | | |
| V | Environmental / Disaster Issues related to Port and Shipping | <ul style="list-style-type: none"> • Environmental Issues in Ports, Logistics & Shipping, and Coastal areas • Disasters affecting the ports, Shipping and coastal areas • Case studies involving national & international ports | 20 | 10 |
| | Text Books | 1. Crisis and Disaster Management Turbulence and Aftermath by Mukhopadhyay, Asim Kumar (New Age) | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Disaster Preparedness Against Accidents or Terrorist Attack by Ray, P.K. (New Age) 2. Bill Mc Juire, Ian Mason and C. Killburn (2002) Natural hazards and Environmental change, Oxford University Press, NewYork. | | |

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|----------------------|---|
| Subject | SC304 - Infrastructure Management (IM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To expose the students to the changing scenario of infrastructural development, regulation, privatization and unbundling strategies in different sectors. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|--|------------------|-----------------|
| I | Introduction Infrastructure Management | <ul style="list-style-type: none"> • Introduction to Infrastructure • Economic and Social Infrastructure • Infrastructure Management in Transport • Overview of status of infrastructure at national and state level • Investments in Infrastructures • Models of Infrastructure development | 20 | 10 |
| II | Current Scenario | <ul style="list-style-type: none"> • Supply Gap, Infrastructure financing: Social cost Benefit Analysis • Transport Sector: Transport Infrastructure Policy, Regulation • Transportation – Privatization of Ports • Tools of infrastructure development IC/SEZ/LP/SIR | 20 | 10 |
| III | Strategy | <ul style="list-style-type: none"> • Unbundling Strategies: Railways– BOT & BOLT Schemes, • Shipping Sector: Unbundling, Port Infrastructure: Privatization, Field Study • Management of infrastructure • Procurement, Execution, Utilization, Implementation of Infrastructure for Ports | 20 | 10 |
| IV | Execution and Implementation | <ul style="list-style-type: none"> • Reforms Undertaking Govt. • Privatization • Regulatory Environment • Role of Public Sector • Augmented Support Device • Tendering Process, Tender evaluation and finalization | 20 | 10 |

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| | | <ul style="list-style-type: none"> • Implementation Phase • Latest Port Projects Executed and Implemented in last Five years • Port Modernization under Sagarmala Project • World Mega Port Project – a case study • Other Projects in Maritime Industry – A case study | | |
| V | Transport Infrastructure | <ul style="list-style-type: none"> • Modern technologies for Port/Shipping infrastructure • Roads • Railways • Airports • SeaPorts • Case Studies of Port/Shipping infrastructure • Evaluation of life and efficiency of Infrastructure • Transport Ministries in India and Issues in Coordination | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Infrastructure Development & Financing by Raghuram,McMillan 2. Infrastructure Management, W. Hudson, Ralph Haas, Waheed Uddin - TMH | | |
| | Reference Books | <ol style="list-style-type: none"> 1. India Infrastructure Reports, Oxford University Press 2. Committee Report on Infrastructure, Govt. of India by Rakesh Mohan 3. World Bank – World Development Report1994 4. Urban Infrastructure and Governance by G. Ramesh, Nagadevara Naik and Anil Suraj - Routledge 5. Public-Private Partnerships by G. Ramesh, Nagadevara Naik and Anil Suraj -Routledge | | |

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|----------------------|--|
| Subject | SC305 - Shipping and Logistic Management (S&LM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To development understanding of Shipping Concept along with turnaround time comparison with world shipping Trade |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|--|------------------|-----------------|
| I | Introduction to Shipping Practice | <ul style="list-style-type: none"> Ships- different types and size with their important features and their suitability to different cargos. | 20 | 10 |
| II | Survey, Registration Authority & Documentation of Ships, Shipping Agency work | <ul style="list-style-type: none"> Classification societies- Background, Function and Importance Statutory documents and different certificate Shipping Agent: OPA & Charterer's Agent, Agency Appointment and work procedure. | 20 | 10 |
| III | Type of Vessel Usage, Agency Involved at various stage in Shipping & Port Procedure | <ul style="list-style-type: none"> Stowage factors and densities- Importance in carriage of Dry and Liquid Cargo, Effect of density of water, Agents, Freight forwarders, Brokers and other intermediaries in shipping Structure of shipping- service of Master and Crew Cargo documentation Custom house work- inward and outward entry of ship's documentation Shipping procedures of Export and Import of Cargo | 20 | 10 |

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| IV | Shipping Lines, Shipping Operations & Handling of containers | <ul style="list-style-type: none"> • General structure of shipping industry- Liner and Tramp Shipping &Service • Ship Management cost Functions & Budget Preparation • Voyage Planning- Hire & Freight, Voyage estimation, Bunkering • Liner shipping- Features, Break bulk, Modes of utilization, Concept of intermodalism, Container size and types, Identification, Construction, Container terminologies, CYs, Functions of CFS/ICD, Marketing of Liner Shipping, Documentation | 20 | 10 |
| V | Container Terminals Business communication & Procedure | <ul style="list-style-type: none"> • Cargo handling equipments used On boards and Shore • Business communication in shipping- Letter writing, Telex, Fax, E-mail, Report writing, Memo- writing, Charts and graphs | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Elements of Shipping-A.E Branch,7th Edition1996 2. Dictionary of shipping Terms– P.R Brodie 2nd Ed.1996 | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Maritime Logistics: A Complete Guide to Effective Shipping and Port Management by Dong-WookSong, Photis M. Panayides - KoganPage | | |

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|----------------------|---|
| Subject | SCP301 - Port Operation and Management (PO&M) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide detailed understanding on Port procedures, functions Port Operation, Its Management, Port efficiency, policy and documentation process |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content

| Module | Description | Content | Weightage | Sessions |
|---------------|---|---|------------------|-----------------|
| I | Port Administration, ownership, & Management | <ul style="list-style-type: none"> • Functions and features of Ports • Types of Port ownership and administration • Role of Port operators • Globalization of Terminal Operators • Port cities • Organizations concerning Ports • P.M.D:- a transport centre to a logistics platform. • I.T. in logistics | 20 | 10 |
| II | Port Working & Its elements | <ul style="list-style-type: none"> • The Berth & Landing Place, Transit& Back-up area • Stacking, Yard and Gate systems • Modeling terminal operations • Types of Terminals- Integrating terminal operations • Basic & Ancillary Port Services • Berth Occupancy • Berthing Plan ,Pilotage ,inward & Outward Of Vessel • Define Types of Cargo/Container Handling Equipments • Cargo & Commodity • Draft Survey • Crude Oil • Source & Trades • Major Dry Bulk Commodities movement • Principles of material handling system • Scope of work • Objectives & utility • Interface with other functions | 20 | 10 |

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| | | <ul style="list-style-type: none"> • Equipments used in Cargo and Ship handling – Conventional, Present and future <ol style="list-style-type: none"> 1.) containerized cargo, 2.) bulk cargo, 3.) liquid Cargo • Comparative study of equipments. • Regulatory developments for handling equipments. • Need of inventory • Types of inventory • Basic EOQ Model • Analysis of cost v/s Performance system | | |
| III | Port operation and management | <ul style="list-style-type: none"> • Port Facilities, Infrastructures and its Optimal Utility • Berth and Berth Occupancy, Backup Area, Transit Area, • Storage Yard and Storage Plan • Cargo Clearance Formalities • Home Consumption and Cargo Delivery • Gate check & control system • Weighment • Modeling terminal operations, Integrating terminal operations | 20 | 10 |
| IV | Port Efficiency in Cargo Handling/CFS working | <ul style="list-style-type: none"> • Port Logistics • Port M.I.S. • Turnaround time in days for sailing vessels: Container-Bulk cargoes-Tankers • Turnaround time of Container-From ship to Consignee and Vice-Versa • Berth Throughput • General operational delays & Certification <ul style="list-style-type: none"> ○ Strong Weather Conditions/Cyclones/Strikes ○ Waiting Period ○ Port delays(congestion) ○ Demurrage • Port Utility & productivity | 20 | 10 |

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| V | Port policy & Privatization modes | <ul style="list-style-type: none"> • Maritime policy • Relationship between Port and State and Private entrepreneurs • Port and financial assistance • Landlord vs Service Ports • Inter and Intra port competition • Port Tariff – SOPC and its Determining Factors, Relativity and Types of Charges <ul style="list-style-type: none"> - Authority for Framing and Recovery of Charges - Port charges, payments liabilities - Short / Excess Recovery & Refund • New Port Projects + Sagarmala Project | 20 | 10 |
| | Case Study on Port Performance | <ul style="list-style-type: none"> • Case Studies on Port Performance comparison to <ul style="list-style-type: none"> • Major and Minor Ports, • Government and Private Ports, • Indian and Foreign Ports. • Comparative Analysis to be done on the basis of Port Infrastructure including Port Equipments, Hinterland Connectivity, Port Capacity to handle max ships & Cargo • Other important operations carried out at Port apart from Ship and Cargo handling. | | |
| | Text Books | 1. Port Management and Operations, By: PATRICK ALDERTON Llyods Practical Shipping Guides | | |
| | Reference Books | 1. Maritime Logistics: A Complete Guide to Effective Shipping and Port Management by Dong-Wook Song, Photis M. Panayides - KoganPage 2. Port Operations and Container Terminal Management: with applications, Evrim Ursavas Guldogan - VDM Verlag Dr. Müller | | |

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|----------------------|--|
| Subject | SCP302 - Port Planning and Development (PP&D) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide comprehensive knowledge to innovative learning to meet current requirement in current port scenario |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content

| Module | Description | Content | Weightage | Sessions |
|---------------|---|---|------------------|-----------------|
| I | Introduction to Port Planning | <ul style="list-style-type: none"> • Port Planning Methodology • Land Use and Physical Planning of Ports • Feasibility Study of Port Development • Factors of site Selection • Organization framework • Legal aspects of port reforms and management • Management of port operations and equipments • Financial evaluation and Benefit analysis | 20 | 10 |
| II | Policies and Investment | <ul style="list-style-type: none"> • Port policy • Policy reforms / up-gradation of Port and regulation system • Thrust of Five Year Plans on Ports • Structural Frame Work For Port Up-gradation • Implementation of changes in Port Management • N.M.D.P. • Centre v/s State • Port Regulation • Role of Tariff Authority for Major Ports (TAMP) | 20 | 10 |
| III | Port Development for Containerization Business | <ul style="list-style-type: none"> • Trends, Projections • Drivers • Potential in India • Hub, Feeder and transshipment • CY utility & planning/Up-gradation/Expansion • Port Marketing, Promotion & Tariff setting | 20 | 10 |

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| IV | Port Development | <ul style="list-style-type: none"> • Public v/s Private Port • Corporatization of Ports • Port development-Factors/Issues and Methods • Terminal productivity, performance and benchmarking • Concepts of Inland Port Development • Port Sustainability • Dynamics of Port Development • Port Evaluation/Benefit Analysis • Value added services • Challenges for Indian ports | 20 | 10 |
| V | P.P.P. and Other Issues in Port | <ul style="list-style-type: none"> • PPP Policies • Types of concessions • Model Concession Agreement • Issues in Bidding • Hinterland Connectivity of Ports • Model Concession Agreements • HRM in Port Management • Slot Capacity analysis • Cooperative Model • Investments Criteria • Evaluating status of port in global scenario | 20 | 10 |
| | Text Books | 1. Port operations, planning and logistics, By: KHALID BICHOU | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Llyods Practical Shipping Guides Model Concession Agreements for Ports, Planning Commission 2. Report of the Task Force on financing Plan for Ports by Planning Commission | | |

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| Subject | SCP303 - Port, Safety, Security and Vessel Traffic Management System (PSS&VTMS) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To provide comprehensive understanding on Port Safety, Security and Vessel Traffic Management System |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|----------------------------------|---|------------------|-----------------|
| I | Introduction to ISPS code | <ul style="list-style-type: none"> • General Introduction • Aims & Objectives • Functional requirements • Definitions • Application • Responsibilities & Liabilities of Contracting Governments • Declaration of Security • Obligations of the Company • RSO / CSO /SSO <p>A. Ship Security</p> <ul style="list-style-type: none"> • Ship Security Assessment(SSA) • Ship Security Plan(SSP) • Definition • Application • Obligations of Contracting Governments with respect to security& Competent Authority • Requirements for Companies and ships • Specific responsibility of Companies • Ship Security Alert System • Threats to ships • Master's discretion for ship safety <p>B. Port Security (as per ISPS Code)</p> <ul style="list-style-type: none"> • Levels of Security • PFSA • PFS Plan • PFSO • Training, Drill & Exercise for Port facilities | 20 | 10 |

| | | | | |
|-----------|---------------------------------------|---|-----------|-----------|
| | | <ul style="list-style-type: none"> • Access • Restricted Area • Cargo Handling • Deliveries of ship's stores • Monitoring of activities not covered by the code • Different security levels between Port and Ship | | |
| II | Accident & Risk Management | <ul style="list-style-type: none"> • IMDG code Requirement • Safety inspection and AUDIT • Accident investigation • Accident reports, Record and analysis | 20 | 10 |

| | | | | |
|-------------------|---|---|------------------|------------------|
| <p>III</p> | <p>Port & Dock Security Safety</p> | <p>1. Safety at Work Place and Its Reasons 2. Humanitarian reasons, Economic reasons, Legal reasons 3. Elements of Safety Program 4. Duties and Responsibilities of Safety Officer 5. Duties and Responsibilities of Safety Committee 6. Steps for Safety</p> <ul style="list-style-type: none"> • Spot the Danger • Act to Control • Prevent Recurrences • Contributing factors to unsafe acts • Safety Implementation • Guidelines for Safety Officer <p>7 (A) Surveillance</p> <ul style="list-style-type: none"> • Points to Ponder • Introduction • Conventional Method • Intelligence • Investigation & Inspection • Interrogation of accused • Case Procedure FIR <p>7 (B) Information Security</p> <ul style="list-style-type: none"> • Introduction • ISO –27001 • Family of standards • Certification • Code of Practice • Implementation • Risk Assessment • Benefits • Search & Shrinkage • Search of Suspects • Pilferage | <p>20</p> | <p>10</p> |
|-------------------|---|---|------------------|------------------|

| | | | | |
|-----------|-------------|---|-----------|-----------|
| | | <ul style="list-style-type: none"> • Safety Precautions • Security Safeguard • Checklist <p>7 (C) Monitoring & Controlling Access</p> <ul style="list-style-type: none"> • Control Actions • Access Control <ul style="list-style-type: none"> - Physical - System Operation - Component - Barcode Operation - Magnetic Stripe - Wieg and Card Technology - Proximity Card Technology - SmartCard, PIN - Visitor Pass Entry System - CCTV Camera - Zooms - Lenses - Recordings Devices - Camera Switcher - Video Multiplexer - Digital Video Recorder - Network Video Server - Monitor - Lighting - Signals - Transmission -Resolution - How to choose CCTV Camera <p>8. Port Safety</p> <ul style="list-style-type: none"> - Dangerous Goods & General Fire Precautions <p>Health, Safety & Security in Transportation</p> | | |
| IV | VTMS | <ul style="list-style-type: none"> • VTMS Guideline & IMO Definitions – VTMS and Overview <ul style="list-style-type: none"> - Competent Authority - VTMS Authority & Its responsibilities and Liabilities - VTMS Area & application thereto • Functions of VTMS • Classifications of VTMS • VTS, VTMS, VMIS • Functions of VTMS (Information, Navigation, Traffic organization) • Elements/ Components of VTMS • Vessel Traffic & Port Management Systems(VTPMS) | 20 | 10 |

| | | | | |
|----------|---------------------------------|---|-----------|-----------|
| | | <ul style="list-style-type: none"> • VTMS Organization • VTMS Planning & Implementation – as per IMO Guidelines • Competent Authority • Equipments & its specifications • Radar System • AIS • Communication Link & Its advantage in IT (ERP /ROI) • Reporting & Audit Ready • Environment Protection • VHF Direction Finder • VHF Link / Customer Relation Focus • Meteorological and Hydrological Equipments • Tracking and warning system (TWS) for Fishing Boats & Fishermen* • AIS Network system • High Quality Radar and microwave based systems • Computer based voyage data recorder • Harbors & coastal surveillance System • Manning of VTS and Training • IMO, IALA, DGS, DGLL guidelines • Use of VTS for security of coastline • Existing and Upcoming VTS projects in India. • Other important VTMS in the Country and around the world • Offshore Collision Avoidance, Safety & Security Systems* • Sea Surface & Under Water Surveillance Systems • Management Information System * Next Generation Maritime Solutions through C-Scope Product Family * | | |
| V | Maritime Security System | <ul style="list-style-type: none"> • Indian Coastal Geography and its importance for Maritime Sector • Coastal Patrolling • Role, Duties and Organization Structure of the agencies involved in | 20 | 10 |

| | | | | |
|--|------------------------|--|--|--|
| | | <p>Maritime Security</p> <ul style="list-style-type: none"> - Marine Police - Indian Coast Guard - Indian Navy - Border Security Guard (Water Wing) <ul style="list-style-type: none"> • Role of Indian Coast Guard in case of Oil Spill Disaster | | |
| | Text Books | <ol style="list-style-type: none"> 1. Port Security Management by Kenneth Christopher – Auerbach Publication 2. Port Operations ,Planning and logistics By: KHALIDBICHOU | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Maritime Security: An Introduction by Michael McNicholas - Butterworth-Heinemann 2. Llyods Practical Shipping Guides, ISPC Code 2003, SOLAS 74, IMDG Code 1994, Various Notifications of Government of India | | |

| | |
|----------------------|---|
| Subject | SCS301 - Logistics and Supply Chain Management (L&SCM) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | This course enables you to develop knowledge, skills and competencies in the field of logistics and supply chain management which will assist you in the management of resources, processes and people. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--|---|------------------|-----------------|
| I | Introduction to logistics and supply chain management | <ul style="list-style-type: none"> • Understanding the Supply chain and Logistics • Supply chain and Logistics performance • Supply chain and Logistics drivers and metrics. • International Logistics Management • Logistics Management and Operations • Hazardous Materials Management • Hazardous Material Transportation | 20 | 10 |
| II | Strategic importance of supply chain | <ul style="list-style-type: none"> • Designing distribution networks and application toe-business • Distribution channel and their structure • Role & Type of Intermediaries • Logistics channel planning • Assessment of Performance of Distribution channel • International distribution channel • Hub & Spoke • Network design in Supply chain • Network design in uncertain environment • Transportation in Supply chain • Multi-Plant Location Supply Chain | 20 | 10 |
| III | Planning and managing inventory in supply chain | <ul style="list-style-type: none"> • Managing economics of scale in a Supply chain: Cycle inventory • Managing uncertainty in Supply chain: Safety Inventory/ Safety Stock • Determining the optimal level of product availability • EOQ | 20 | 10 |

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|-----------|-------------------------------------|--|-----------|-----------|
| IV | Logistics modes and services | <ul style="list-style-type: none"> • Third Party Logistics (3PL)Resources • Air Cargo Resources • Chemical Logistics Resources • Education & Career Resources • Forklift Resources • Logistics IT Resources • Ocean/Intermodal Resources • Trucking Resources • Warehousing Resources | 20 | 10 |
| V | Case Study on Logistics | <ul style="list-style-type: none"> • Distribution resource planning • Logistics vis-a vis supply chain management- the link • Strategic importance of logistics | 20 | 10 |
| | Text Books | <ol style="list-style-type: none"> 1. Supply Chain Management: Sunil Chopra, Peter Meindl 2. Supply Chain Management: Theories and Practices by Mohanty R.P Deshmukh S. G. (Biztantra) | | |
| | Reference Books | <ol style="list-style-type: none"> 1. Supply Chain Management: Text & Cases by Shah Janat(Pearson) 2. Logistics and Supply Chain Management by Martin Christopher – FTPress | | |

| | |
|----------------------|---|
| Subject | SCS302 - Liner Trade and Multi Modal Transport (LT&MMT) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To emphasize the need for LT & MMT in solving LSCM problems. To impart learning about concepts involved in LT & MMT. To familiarize the students with liners, vessels, cargos, MMT etc. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours per week) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|---|---|------------------|-----------------|
| I | Trade Finance & Logistics Operations | <ul style="list-style-type: none"> • International Trade Operations • Physical & Financial Supply Chain Synchronization • Logistics/SEM and Cost Optimization • Responsiveness Drivers in Logistics/Supply Chain • Role of IT in Logistics/Supply Chain • Documentary Framework • Role and Type of Documents • International Trading Practices • (LATEST INCOTERMS) • Salient Features of an Export Contract • Methods of Financing Global Trade • Letter of Credit (UCP600) • Customs Clearance and EDI • Trade Facilitation in Global Trade | 20 | 10 |
| II | Foreign Trade Policy | <ul style="list-style-type: none"> • Theories of Trade • Trade Flows & Economic Growth • Globalization & Trade • Global Trade: Growth & Perspective • WTO: Multilateral Trade Forum • India's Foreign Trade: Growth & Potential • India's Foreign Trade Policy 2009-14 <ul style="list-style-type: none"> ○ A Broad Outline ○ Strategy & Objective ○ EDI Measures • Export Promotion Measures • Export Promotion Capital Goods Scheme • SEZ & Free Trade Warehousing Zones • Private Freight Terminals | 20 | 10 |

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|-------------------|---|---|------------------|------------------|
| <p>III</p> | <p>International Trade Logistics</p> | <ul style="list-style-type: none"> • Origin and Growth • Critical Role and Importance • Integrated Logistics Management • Logistics Outsourcing • Logistics Infrastructure • Warehousing Networks • Cold Chain Logistics • Packaging Infrastructure • Communication: Changing Face of Logistics • Indian Logistics Landscape • Global Trade Logistics (WB Report) | <p>20</p> | <p>10</p> |
| <p>IV</p> | <p>Transportation Logistics</p> | <ul style="list-style-type: none"> • Modes of Transportation • Logistics Efficiency Productivity of Each Mode • Logistics Decisions and Selection Mode including Perishable goods • Road Transportation • Aviation Logistics • Rail Logistics (details to be covered) • Private Train Operator • Containerization: Role and Perspective • Role of CONCOR – <i>duplicated</i> (Rather one can look forward to Rail Freight carriers – including private) • Global Trends in Containerization • Multi-modalism • Indian Scenario • Current Issues & Developments • Cost of Carrying Inventory & Financial Cash-flow of Logistics | <p>20</p> | <p>10</p> |
| <p>V</p> | <p>Maritime Logistics</p> | <ul style="list-style-type: none"> • Logistics Intermediaries in Maritime Transport • Development of Global Shipping • Organizations of Global Shipping Services • Chartering & Liner Shipping • Shipping & Ports: Role/Growth • Modes of Water Transport • Global Maritime Transport: UNCTAD Latest Reports • Current Issues & Developments | <p>20</p> | <p>10</p> |

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|--|------------------------|---|--|--|
| | Text Books | 1. A text book on container and multimodal transport management by K. V. Hariharan – Shroff Publisher | | |
| | Reference Books | 1. Improvement of Transport and Logistics Facilities to Expand Port Hinterlands: Policy Guidelines, United Nation 2. Ten Keys to global logistics by Red Prairie | | |

| | |
|----------------------|---|
| Subject | SCS303 - Chartering and Chartering Practice (C&CP) |
| Academic Year | 2019-20 Onwards |
| Credits | 3.5 |
| Objective | To understand the knowledge in chartering and operations of ships. The practical and business use of charter parties, contracts of affreightment, voyage calculation, stowage planning, post fixture management, procurement, documentation and accounting. |
| Total Hours | 50+2 hours (3.5 hours of classroom + 0.5 remedial per week = 4 hours perweek) |
| Instructor | |

Course Content:

| Module | Description | Content | Weightage | Sessions |
|---------------|--------------------------------|---|------------------|-----------------|
| I | Chartering Introduction | <ul style="list-style-type: none"> Types of ships for the trade: major cargoes: producing areas and trades, their movement; methods of cargo handling for dry cargo and tankers. Air Charter: Full & Part Aircraft Charter, Regulatory Body, IATA area, International Air Routes, Labeling and Packaging of Cargo. Chartering market - Different players, Sale agreements, FOB, CIF; factors influencing Supply and Demand; role of Brokers; Baltic Exchange, Various freight indices and BIFFEX Abbreviations and other chartering terms and definitions | 20 | 10 |
| II | Chartering contracts | <ul style="list-style-type: none"> Voyage time, Bareboat-cum-demise charters; Contract of affreightment; Different Standard Charter Party forms for dry cargo and tankers and their salient features. Chartering market practice-Offer, Counteroffer, Negotiations, Finalization of fixture; Explanation of abbreviated fixture Reports in simple language. | | |

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|-------------------|------------------------------------|---|------------------|------------------|
| <p>III</p> | <p>Dry Cargo Chartering</p> | <ul style="list-style-type: none"> • Lay time calculations -Types of Lay time;importance of Notice of Readiness; Commencement and Termination of time; Detailed knowledge of statement of facts and time sheets; Calculation of Demurrage and Dispatch; Charter party Lay time definitions. • Voyage estimates and calculations; Stowage and loading zones. • Financial aspects of Chartering contracts (voyage and time) - Freight and Hire calculations and payment methods. • Post-fixture aspects of chartering. • NYPE Inter-Club Agreement, 1996. • Charter party disputes: Voyage Charters arrived ship; Lay time calculations; • Deductions from freight; excepted periods. Time Charters off-hire periods; Final voyage; Payment of hire; Bunkers; Performance clauses. • Frustration of Charter party | <p>20</p> | <p>10</p> |
| <p>IV</p> | <p>Tanker Chartering</p> | <ul style="list-style-type: none"> • Crude oil and various types of products and their movement; Oil terminals. Oil Transportation -- Indian scene • Technical aspects of tanker operations - cleaning of tanks; heating; inert gas system; crude oil washing; clean ballast tanks; segregated ballast tanks; double hull, etc. | <p>20</p> | <p>10</p> |

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|------------------|----------------------------------|---|------------------|------------------|
| <p>IV</p> | <p>Chartering markets</p> | <ul style="list-style-type: none"> • Oil majors and traders; Importance of OPEC; Role of INTERTANKO and OCIMF. • Lay time calculations -- Types of Lay time; Importance of Notice of Readiness; Commencement and termination of time; Calculation of demurrage. • World scale; Voyage estimates and calculations, Bunker Adjustment Factor, AFRA. • Post-fixture aspects of chartering. • Charter party disputes: Voyage Charters- Arrived ship; Lay time calculations; Deductions from freight; Excepted periods. Time Charters -Off-hire periods; Final voyage; Payments of hire; Bunkers; Performance clauses; Bunker Adjustment Factor • Oil transportation -- losses and claims • Do's and don'ts of a Chartering Manager | <p>20</p> | <p>10</p> |
| | <p>Text Books</p> | <ol style="list-style-type: none"> 1. Charter Party – Capt. D Driver and Edition (Navneet) 2. Shipping and charter practice- Gorton 4th edition 1995 | | |
| | <p>Reference Books</p> | <ol style="list-style-type: none"> 1. Chartering and Shipping Terms , Barker & Howard 2. Chartering practice: Analysis of charter parties, J Bes - Barker & Howard 3. Chartering Practice Handbook by Thomas Pagonis | | |

| | |
|----------------------|--|
| Subject | LTP -On-site Project Training / On Job Training 4 to 5 Months (LongTerm) |
| Academic Year | 2019-20 Onwards |
| Credits | 10 |
| Objective | To expose the students to port and logistic or allied institution to get hands on experience to different technical, functional and managerial aspects of maritime industry. |
| Total Hours | 162 hours Onsite |
| Instructor | |

STRUCTURE OF THE PROJECT WORK DURING SEM-IV OF MBA (MM)

Basically it is expected that students must get the actual operational and applied experience during the project period so as to make them familiar with the working environment of prospective organizations they are likely to join after the completion of their course.

During the project following stages are expected

- 1 Understanding of the organizational set up and its key functional areas.
- 2 Applying any two concepts of port management/shipping/logistics/Coastal in the activities carried out by the organization (To be decided in consultation with Faculty at the time of project commencement).
- 3 Collection of relevant data/ analysis/graphical presentation/inferences/conclusions and recommendations with respect to subject chosen as in 2 above. (To be finalized in consultation of the faculty in last fortnight of training period)
- 4 Submission and presentation of report and *viva-voce*

Broadly the evaluation will be carried out in the following aspects and their tentative weight-age.

The details are provided in the section of evaluation pattern.

| | |
|--|-----|
| 1 Understanding of concept and its application | 30% |
| 2 Analysis and inferences | 30% |
| 3 Presentation and <i>viva-voce</i> | 40% |

Faculties shall identify and make available the tentative list of concepts/subjects of likely studies that can be taken up at least a month before the commencement of project training if possible.

SIP - GUIDELINES FOR SUMMER INTERNSHIP PLACEMENT

Summer placement (summer internship programme, i.e., now popularly known as **SIP**), is an integral part of the academic curriculum of MBA Maritime Management. For the successful completion of the MBA programme, the students are required to complete the SIP. After completion of the 1st year of the programme, i.e., after the 2nd semester and before the commencement of the second year of the programme, the students are required to work with an organisation for hands on experience. The duration of the SIP is six to eight weeks. In some cases this period may be a little longer, but in no case the duration should be more than 10weeks.

SIP aims at widening the student's perspective by providing an exposure to real life organisational and environmental situations in Maritime Industries. This will enable the students to explore an industry/organisation, build a relationship with a prospective employer, or simply hone their skills in a familiar field. SIP also provides invaluable knowledge and networking experience to the students. During the internship, the student has the chance to put whatever he/she learned in the 1st year of MBA Maritime into practice while working on a business plan or trying out a new industry, job function or organisation.

The organisation, in turn, benefits from the objective and unbiased perspective the student provides based on concepts and skills imbibed in the first year at the MBA institute. The Summer interns also serve as unofficial spokespersons of the organisation and help in image building on campus.

In case, the scope of the project is large, even more than one student also can undertake the SIP project jointly. Similarly, if the scope of the project is limited, the student can undertake more than one project during the specified period with the same organisation or with another organisation.

An additional benefit that organisations may derive is the unique opportunity to evaluate the student from a long-term perspective. Thus, the SIP can become a gateway for final placement of the student.

The student should ensure that the data and other information used in the study report is obtained with the permission of the institution concerned. The students should also behave ethically and honestly with the organisation.

The SIP process involves working under the mentorship of an executive of the concerned organisation and also with a faculty member of the institute where the student is studying, if required. The student is expected to first understand the organisation and its setting and the industry/field in which the organisation is operating. Thereafter, the student is expected to concentrate on the specific topic of study, its objectives, its rationale, and adopt a methodology and identify a suitable analysis procedure for the completion of the study. Wherever possible, the student may provide recommendations and action plans, along with the findings of the study.

Thereafter, the student should prepare a report and submit one copy to the organisation and one copy each to the institute and the university. The student should also obtain a certificate from the organisation/s where the SIP was done and attach the same with the copy submitted to the institute.

The University will arrange for evaluation of the SIP reports submitted by the students. For the purpose, the university will nominate one faculty from outside the institute and two faculty members from the institute who will be the examiners. The student/s is/are expected to make a 15 minute presentation before the examiners regarding the SIP project work undertaken, which will be followed by questions by the examiners.

The total marks for the SIP project will be 100. The marks will be awarded for the following aspects:

- i) **Introduction:** Clear understanding of the topic/subject; understanding of the organisation/unit/field.
- ii) **Literature Review:** Published studies, review of similar studies
- iii) **Details about the study:** Objectives, formulation of the problem, scope, and rationale of the study.
- iv) **Methods/methodology adopted for the study:** Analytical, Survey, Field Work or any other method with appropriate justification and reasoning.
- v) **Analysis and conclusions:** The logic of analysis, source of data, whether the conclusions are in line with the objectives, etc.
- vi) **Contribution and learning from the project:** Details of the contribution of the study, the benefits to the organisation, the learning from the study for the student, etc.
- vii) **Acknowledgements:** References/Citations and Bibliography and help, if any, received from other individuals/organisations.
- viii) **Presentation of the report, format of the report, flow of the report, style, language, etc.**
- ix) **Presentation of the report to the examiners:** Substance and treatment of the topic, style of presentation, performance in the question answer session, time management, language, etc.
- x) **Overall impression.**

Note: *Similar Guidelines as mentioned for summer internship placement (SIP) will be applicable for long-term project (LTP) on-site/ on job training during the semester IV of the programme.*

GUJARAT UNIVERSITY
B. K. SCHOOL OF BUSINESS MANAGEMENT
MBA IN MARITIME MANAGEMENT (EVALUATION PATTERN)

(The University Examinations for all the semester will be held only once a year. The examinations for semester I and III will be normally held in the month December / January. The semester II will be held in May / June. The Semester IV examination (Presentation and VIVA-VOCE) will be after the completion of the onsite long term training of 4-6 months.)

1. Evaluation of the course

The evaluation will be totally internal and will be conducted by the faculty who are teaching the subjects as this is a unique course and it will be difficult to get outside experts for evaluation. The grading system will be followed for the purpose, minimum requirement of attendance, etc., are given below:

2. Grading Point

The evaluation will be done on the grading pattern. The idea of the evaluation is to help the students perform better.

| | | | | | | | | | | | | | |
|---------|-----|---|-----|-----|---|-----|-----|---|-----|-----|---|-----|---|
| Grade | A+ | A | A- | B+ | B | B- | C+ | C | C- | D+ | D | D- | F |
| Meaning | 4.3 | 4 | 3.7 | 3.3 | 3 | 2.7 | 2.3 | 2 | 1.7 | 1.3 | 1 | 0.7 | 0 |

3. Meaning of Grades

- A : Excellent
- B : Good
- C : Fair
- D : Poor
- F : Fail
- I : Incomplete

+ & - : These symbols indicate the variations above & below the above description.

Total grade point is calculated by adding the grade points obtained in various courses.

$$GPA = \frac{\sum xiwi}{\sum wi}$$

Grade Point Average: (GPA): G.P.A is calculated by dividing the total grade point by number of credits.

4. Absenting from examination:

- a) It will be compulsory for every student to appear in the university exam for all the courses in every semester. In case a student fails to attempt any one or more university examination, he/she will be given “I” in that component of the course, which may be converted into “F” for calculation of grade point of that subject/course.
- b) If a student fails to appear in the mid-semester examination he/she may be given one more chance by the concerned faculty/Director by a make-up examination. However, in the make-up examination the maximum grade awarded will be “C”. This clause is put to discourage the students from absenting from the mid-semester examination.
- c) If a student has not been able to complete any course (internal or continuous component), he/she will be given “I” grade, implying incomplete. The “I” grade will have to be removed by completing the course requirements within a specified time period allotted by the faculty concerned. If this is not done, the student will be treated as failed in that component of the course and will be given an “F” in that component.

5. Equivalence between grade and GradePoint

Tentative Guideline regarding equivalence between Grade, Grade Point and Marks are given hereunder. However faculty member can design grading system based on the performance of the students.

| GPA | Marks (Out of 100) | Grade |
|------------------|-----------------------|-------|
| ≥ 4.16 | ≥ 75 | A+ |
| 3.86 - 4.15 | ≥ 70 & < 75 | A |
| 3.51 - 3.85 | ≥ 65 & < 70 | A- |
| 3.16 - 3.50 | ≥ 60 & < 65 | B+ |
| 2.86 - 3.15 | ≥ 55 & < 60 | B |
| 2.51 - 2.85 | ≥ 50 & < 55 | B- |
| 2.16 - 2.50 | ≥ 48 & < 50 | C+ |
| 1.86 - 2.15 | ≥ 45 & < 48 | C |
| 1.51 - 1.85 | ≥ 40 & < 45 | C- |
| 1.16 - 1.50 | ≥ 35 & < 40 | D+ |
| 0.86 - 1.15 | ≥ 30 & < 35 | D |
| 0.5 - 0.85 | ≥ 20 & < 30 | D- |
| less than 0.5 | < 20 | F |

6. Equivalence among class, grade, GPA

SecondClass($\geq 50\%$) → (B- If GPA=2.51-2.85)

Higher SecondClass($\geq 55\%$) → (B If GPA=2.86-3.15)

FirstClass($\geq 60\%$) → (A- If GPA=3.51-3.85), (B+ If GPA=3.16-3.50)

First Class with Distinction ($\geq 70\%$) → (A+ If GPA ≥ 4.16), (A If GPA=3.86-4.15)

7. Passing a Semester

To pass any semester of the year the student should fill the following condition:

- i. Should obtain Grade Point Average of 2.
- ii. Should not obtain more than one 'F' in a year including external and internal grades taken together.
- iii. Should not obtain 'D' in more than four courses, provided he/she does not get 'F' in any course in the year including external and internal grades taken together. ("+" and "-" of "D" will be treated as "D").
- iv. Should not obtain 'D' in more than two courses if he/she obtains 'F' in one course in the year including external and internal grades taken together. ("+" and "-" of "D" will be treated as "D").

If a student fails in a semester he/she will have to re-appear for all those courses of that semester where the grades are less than C only in the internal examinations. and he/she should cover-up the short fall by appearing in internal examinations. For this the student will have to fill-up the examination form for that semester and pay the fees for the exams.

8. Year-wise Promotion

Passing Criteria for 1st year of MBA in Maritime Management:

1. Minimum G.P.A. required: 2.00
2. Should not obtain more than one 'F' in any course.
3. Should not obtain more than four 'D' without 'F'
4. Should not obtain more than two 'D' with 'F'
5. There should be no 'I' (Incomplete) in any of the course.

9. Award of Degree

Passing Criteria for 2nd year of MBA in Maritime Management:

1. Minimum G.P.A. required: 2.00
2. Should not obtain more than one 'F' in any course
3. Should not obtain more than three D without F
4. Should not obtain more than two D with F
5. There should be no 'I' (Incomplete) in any of the courses

10. Examination Pattern:

There are Two semesters in each year duration 15 weeks of teaching.

There will be two exams in each semester : 1. Mid Semester Exam

2. End Semester / Uni. Exam

Details of each exam:

| MID SEM EXAM | INTERNAL EVALUATION | END SEM EXAM |
|--|---|---|
| a. Duration of the exam: 2hrs b. Total marks evaluated: Out of 50 c. Marks carried forward to final result : Out of 30 | Internal Evaluation is done on class-room presentation, Quiz, class test, attendance etc., Total internal evaluation carried forward to final result : Out of 30 | a. Duration of the exam : 3 hrs b. Total marks evaluated : out of 70 c. Marks carried forward to final result : out of 40 |

Evaluation of Summer Internship Project (SIP):

Project work at the end of 1st year: Summer Project.

Duration: 8 – 10 weeks

Evaluation: Presentation and Viva-voce out of 50 marks (By a committee appointed by the university) and project report (By examiner/School) out of 50 marks.

Evaluation of Long Term Project (LTP):

Project Study (P.S.) on-site training / on job training in the Last and Fourth semester of the programme:

Duration: Starting of Fourth semester minimum 12 weeks (Max 16 weeks) consisting of work related to port / shipping / logistics / coastal resources / allied industries understanding, analyzing, issues and working on a specific maritime related project on site and preparation of report. (Data collection, field work, analysis, report writing etc.)

Evaluation: Presentation and Viva-voce out of 50 marks (By a committee appointed by the university) and project report (By examiner/School) out of 50 marks.