

Following documents are required for GMDSS renewal (booklet).

1. COP 23.
2. Bharatkosh portal receipt.
3. GMDSS booklet photocopy.
4. Passport photocopy.
5. CDC Photocopy with 1 year seetime.

All above to be attested by gazette officer. Quickest attestation will be by Govt. doctors at all Govt. hospitals.

And 3 Photographs.

BHARATKOSH Portal payment:

1. Goto bharatkosh.gov.in. Press "Register as User".



The screenshot shows a login form titled "Login For Registered User". It contains the following elements:

- A text input field for "User Name".
- A text input field for "Password".
- A captcha image displaying the text "j2xH3m" and a refresh icon.
- Text below the captcha: "Text shown in Captcha is case-sensitive".
- Text below the captcha: "Type the text shown as per the image above".
- A text input field for the captcha verification.
- A link labeled "Forgot Password?".
- A blue button labeled "Login".
- A link labeled "Register as user" which is circled in red.

2. Fill up details and press Send OTP.



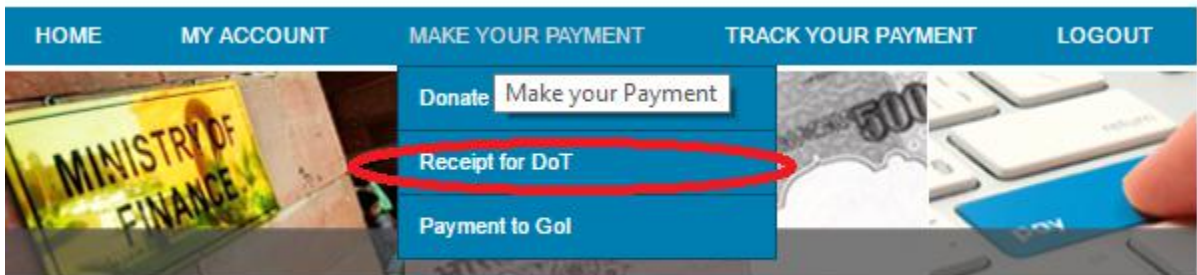
The screenshot shows a registration form titled "User Registration". It contains the following elements:

- A "Mobile No." field with a dropdown menu set to "INDIA(+91)".
- An "Email Id" field with an asterisk indicating it is required.
- A captcha image displaying the text "0febb9" and a refresh icon.
- An "Enter security code" field with an asterisk indicating it is required.
- Text below the security code field: "(Text shown in Captcha is case-sensitive)".
- A blue button labeled "Send OTP" at the bottom right.

3. Once generated and verified, it will redirect to a new page.

NEFT Based Transaction	<input type="checkbox"/>
Depositor's category: *	Individual
Select Controller *	TELECOMMUNICATIONS
First Name : *	askdasd
Last Name :	asdasdasd
User Name: *	asdfgh123 Check username availability asdfgh123 is available
Password: * (Password must contain minimum 6 characters and maximum 25 characters. Password should contain atleast one alphabet, one numeral and one special character like [@\$%^&*])
Confirm Password: *
Organization Name	
Company Identification No.	
TAN:	


4. Fill up all details and press Submit. IMPORTANT: Select Controller to be TELECOMMUNICATIONS.
5. Once submitted, it will redirect to homepage as in Step 1. Login using username and password.
6. Now click on Receipt for DoT



7. Now click on Search button in Purpose

- 1 Payment Purpose — 2 Depositor's Details — 3 Confirm Info — 4 Pay

Payment Purpose

Depositor's category: *	Individual
Purpose: *	<input type="text"/> 
Payment Type *	--Select--
Amount: *	--Select-- <input type="text"/>
Payment Frequency / Period: *	--Select-- 2017-18
Remarks	<input type="text"/>

7. Click on GMDSS Licences

Search Purpose

Purpose:

Purpose:

Function Head:

Search

Purpose

- [AERO MOBILE LICENSE](#)
- [Amateur Exam conducted by Wireless Monitoring Stations and RHQs](#)
- [Amateur license](#)
- [CAB Designation/Recognition Fee](#)
- [CAF](#)
- [CMRTS,MW, Radar etc](#)
- [EMR](#)
- [GMDSS Exam concerned RLOs/RHQs](#)
- [GMDSS Licenses](#)

8. Now in Payment type Press "Licence Renewal Fee"

Payment Purpose	
Depositor's category: *	Individual
Purpose: *	GMDSS Licenses
Payment Type *	License renewal fee
Ministry:	TELECOMMUNICATIONS
Function Head	127500103050100 - PROFICIENCY CERTIFICATE
Pay & Account Office (PAO):	077188 - CONTROLLER OF COMMUNICATION ACCOUNTS, PAO
Drawing & Disbursing Office(DDO): *	205155 - DDO, SO(Cash), New Delhi
Amount: *	INR 1000 RUPEES ONE THOUSAND ONLY
Payment Frequency / Period: *	No Restriction
Remarks	

Add

Rest all will fill on its own. Type amount as 1000 if GOC is still valid, If expired, 1250. Check latest fee for yourself.

And press Add. You will see the screen as below. Press Next for payment.

Payment Type *	--Select--
Amount: *	--Select--
Payment Frequency / Period: *	--Select-- 2017-18
Remarks	

Add

Ministry	Purpose	PAO	DDO	Amount	Payment Period	Delete
TELECOMMUNICATIONS	GMDSS Licenses	077188 - CONTROLLER OF COMMUNICATION ACCOUNTS, PAO HEADQUARTER	205155 - DDO, SO(Cash), New Delhi	1000(INR) (INR)	No Restriction	

Next

9. Once next pressed, again fill details as required and make payment.

Depositor's Details

Name*	--Select--	Askdad Asdasdad
Address Line 1:*		
	Characters not allowed are [- ~ ! @ # \$ % ^ & * () ? < > : ;]	
Address Line 2:		
Country*	INDIA	▼
State*	--Select--	▼
District*	--Select--	▼
City		
Pincode/ Zipcode:		
TAN:		
TIN:		
PAN:		
Aadhaar:		
Mobile No:*	INDIA(+91)	▼
	Mobile Numbers starts with 7, 8 & 9	
Email :*		

Online payment SWIFT/NFT/RTGS

10. Once Payment done, you will get an option to download / print receipt. Take a print out of it.

Along with all the docs required (listed initially) attach this receipt and handover to WPC wing at Perungudi, Chennai.