

**INDIAN NAVY**



**JOINING INSTRUCTIONS**  
**(OFFICERS)**

**FOR TRAINING AT INS ZAMORIN, EZHIMALA**

**ISSUED BY**  
**DIRECTORATE OF MANPOWER PLANNING**  
**AND RECRUITMENT**

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## **FOREWORD**

1. These instructions have been specifically compiled for candidates selected as under trainee officers and joining INS Zamorin, for their ab-initio training. They contain guidelines to facilitate your smooth transition from civilian life to military life. The joining instruction are aimed to facilitate you in settling down in the training environment of the establishment and the Indian Navy.
2. INS Zamorin is located at Ezhimala in the Kannur (Cannanore) District of Kerala, which forms a part of its North Malabar Region. INS Zamorin is the upcoming premier training establishment of the Indian Navy and will conduct the basic training for all officers being inducted into the Indian Navy under various schemes. At INS Zamorin the staff is committed to impart the highest quality of training, and to mould trainees into officers and gentlemen/ladies. Nestled between the imposing Mount Dilli, serene Kavyayi backwaters and majestic Arabian Sea, INS Zamorin provides an idyllic setting for training with its picturesque and tranquil environment.
3. The curriculum at INS Zamorin has been specifically formulated to mould you into a morally upright, physically robust, mentally alert and technologically aware professional, dedicated to excellence. The implementation of the curriculum is oriented to ensure a clean break from the traditional strait jacketed mentality and infuse in you a sense of innovativeness, creativity, resourcefulness and a passion for excellence. What we expect from you is sincerity of effort and diligence in an endeavour to bring out the best in you.

## **SECTION I**

## **EZHIMALA – GOD’S OWN LAND**

1. **Brief History.** The name ‘Ezhimala’ is believed to have been derived from the seven hills (‘Ezhu’ means seven and ‘Mala’ means hill in Malayalam) that dominate the skyline of this area. The place was also known as ‘Elimalai’ meaning ‘Rat Hill’ (‘Eli’ in Malayalam means rat). Yet another legend has it that the name was derived from ‘Ezhil Malai’ meaning Land of Beauty (‘Ezhil’ means beauty). Folklore has it that the seven hills are parts of the ‘Rishabadri’ mountain that fell to earth when Lord Hanuman was carrying the mountain with Mrita Sanjivani and other herbs to Lanka for Lakshman’s treatment after he was critically injured and lying in coma during the epic battle of Ramayana. As though to substantiate this, the area has many rare medicinal herbs.
  
2. During the Sangam era, approximately 1500 years ago, ‘Ezhimala’ was known as ‘Ezhimalai’. Sangam literature gives us a vivid picture of the life of people at Ezhimala. In 500 AD there were three main kingdoms spanning the modern state of Kerala viz, Aynad in the South, Cheranad in the Centre and Ezhimalainad in the North. The modern districts of Kannur and Kasargode were part of Ezhimalainad ruled by ‘Nanan’. At its zenith Nanan’s rule extended up to Wynad and Gudalur in the foothills of the Western Ghats, bordering the present day Mysore district in Karnataka. It is believed that Nanan buried an immense treasure of coins in 491 AD in the foothills of Ezhimala. The Kolathiri Raja took over the reins of the kingdom from the Nanan dynasty in the 14<sup>th</sup> century AD. The Kolathiri Raja translated the name ‘Ezhimalai’ into ‘Saptasilam’ for the seven hills that dominate the area. In the 18<sup>th</sup> century Tipu Sultan captured the area and it fell into the hands of the British, after they defeated Tipu Sultan in the third Mysore War.
  
3. **Location.** INS Zamorin is situated approximately 35 km North of Kannur (Cannanore) and 135 km South of Mangalore, on the West Coast of peninsular India.
  
4. **How to Reach.** Accessibility. INS Zamorin is well connected both, by rail and road. The nearest railway station is at Payyanur, a town located 12 km away from the naval base. Payyanur is also along the NH 17 between Mangalore and Kannur. All trains on the Konkan Railway route except Rajdhani Express (plying between Delhi - Thiruvananthapuram), Sampark Kranti Express (plying between Chandigarh – Thiruvananthapuram), Jodhpur Express (plying between Jodhpur – Thiruvananthapuram) and Jaipur Maru Sagar Express (plying between Jaipur – Ernakulam) halt at Payyanur. The Rajdhani, Jodhpur and Jaipur Maru Sagar Express halt only at Kannur, 35 km from INS Zamorin. The broad gauge railway line links Payyanur to Mumbai & other major cities in Western, Central and Northern India via the Konkan Railway. The broad gauge rail network also links Payyanur to Chennai and other major cities in Eastern India (via Chennai) and Southern India (via Palakkad). The nearest airport is located at Mangalore, about 150 km from INS Zamorin. There is regular private bus service between INS Zamorin, Payyanur and Kannur.

5. **Climate.** Ezhimala has a tropical climate. Exceptionally heavy rainfall is experienced during monsoons, which last from May/June to December. The summer months ie from March to May/June are hot and humid. The period between January to March is mild. The average annual rainfall is about 350 cm and temperatures range between 21° to 31° C during November to February and 27° to 38° C in summers. The relative humidity in the area is fairly high through the year.

6. **Clothing.** Tropical clothes are worn throughout the year. Light woollens may however be carried for wearing while visiting Ooty/ Bangalore/ Wynad during the course of training.

7. **Languages Spoken** Spoken. Malayalam is the lingua franca of the area. However English can be understood and spoken by majority of the local population. Hindi is understood, but not spoken by the people.

8. **Places of Interest.**

(a) **Towns**

- (i) Payyanur – 12 km.
- (ii) Kannur (Cannanore) – 35 km.
- (iii) Mangalore – 135 km.
- (iv) Kozhikode (Calicut) – 150 km.

(b) **Places of Historical Interest.**

- (i) Pazhassi Dam – 70 km South East of INS Zamorin.
- (ii) Pailathal Mala – 65 km East of INS Zamorin.
- (iii) Bekal Fort – a grand fort located 55 km North of INS Zamorin.
- (iv) Chandragairi Fort – 65 km North of INS Zamorin.
- (v) St Angelo Fort – located at Kannur, 40 km from INS Zamorin.

(c) **Beaches**

- (i) Muzhapilngadu - a drive-in beach about 55 km South of INS Zamorin.
- (ii) Payyambalam - located in Kannur about 40 km South of INS Zamorin.
- (iii) Pallikara – near Bekal fort, about 55 km North of INS Zamorin.
- (iv) Kappil – situated about 5 km North of Bekal Fort.

(d) **Other Places of Interest**

- (i) Parassinikkadavu Snake park – 35 km South of INS Zamorin.
- (ii) Valiyaparamba Islands – located in picturesque Kavvayyi backwaters.

## SECTION II

### ADMINISTRATIVE DETAILS

1. **Postal Particulars.** INS Zamorin has a full-fledged post office. The postal and telegraphic address during your stay at INS Zamorin will be as follows: -

- (a) **Postal Address.** Sub Lieutenant  
(Training Department)  
INS Zamorin, Ezhimala  
PO Ramanthalli, Kannur  
Kerala 670308
- (b) **Telegraphic Address.** Sub Lieutenant  
(Training Department)  
C/o Commanding Officer  
Indian Naval Ship Zamorin,  
PO Ramanthalli, Kannur  
Kerala 670308

(c) **Official Address.** All official letters must be addressed to the Commanding Officer INS Zamorin on the following address: -

The Commanding Officer  
(for Training Commander)  
INS Zamorin, Ezhimala  
PO Ramanthalli, Kannur  
Kerala 670308

2. **Official E-Mail Address.**

- (a) [zamorin-navy@nic.in](mailto:zamorin-navy@nic.in).
- (b) [inszamorin@yahoo.com](mailto:inszamorin@yahoo.com).

3. **Important Telephones/Fax.**

Ser No	Designation	Telephone	Fax
1.	Training Commander	04985-223700 9446505820	04985-223700
2.	Officer of the Day (OOD)	04985-230250 04985-230370 04985-230895 04985-230922	-
3.	Training Office (Duty Training Officer)	04985-223700 04985-223964 04985-223970 04985-223971 9446507980	-

4. **Travelling.** You are entitled to travel by train in Second Class sleeper and are to travel at your own expense while joining INS Zamorin. The amount expended on your journey to INS Zamorin will be reimbursed on joining, after producing the journey ticket. The nearest railway station from INS Zamorin is Payyanur. Trainees arriving from various destinations should disembark only at Payyanur Station. Payyanur station can be reached as follows:-

(a) **Rail.** All trains on the Konkan Railway route except Rajdhani Express (plying between Delhi - Thiruvananthapuram), Sampark Kranti Express (plying between Chandigarh – Thiruvananthapuram), Jodhpur Express (plying between Jodhpur – Thiruvananthapuram) and Jaipur Maru Sagar Express (plying between Jaipur – Ernakulam) halt at Payyanur.

(b) **Road.** NH 17 connects Payyanur with Kannur and Mangalore. There are regular State Government and Private bus services connecting Payyanur to Kannur and Mangalore. The candidates arriving by bus are to disembark at Payyanur bus stand (located within Payyanur town, about 04 km from Railway station).

(c) **Air.** Payyanur does not have an airport. The nearest airport is located at Mangalore, 150 km from Payyanur. Indian Airlines and Jet Airways operate services to & from Mangalore. The other airport is at Kozhikode (Calicut), 145 km from Payyanur. Both, Mangalore and Kozhikode, are well connected to Payyanur by road and rail.

5. **Transport to INS Zamorin.** You are required to intimate your arrival particulars to INS Zamorin, Ezhimala, by fax/ telegram / speed post/ e-mail at the earliest. Arrangements will be made for your reception at Payyanur railway station (only for two days prior to the date of commencement of the course). A suitable transport would be provided to convey you from Payyanur railway station to INS Zamorin. If you arrive by any other means, you are requested to reach the Payyanur railway station on your own. The Payyanur bus stand and Railway station are well connected by bus service/ auto rickshaw service. If you arrive on any other day, you are to make your own arrangements to reach INS Zamorin. In case of any difficulty or doubt you may contact the Training Office/ Duty Training Officer/ Officer of the Day, INS Zamorin on telephone.

6. **Acknowledgement of Appointment.** The receipt of Appointment Letter/ telegram despatched from Integrated Headquarters, Ministry of Defence (Navy) is to be acknowledged by fax/ speed post/ courier, stating the arrival details as per the format given at Appendix A . The Fax number of IHQ MoD (Navy), OI&R section is **011-23011282.**

7. **Clothing.** In order to ensure uniformity and correct pattern, the following clothing are to be brought by the under trainee officers:-

(a) **Personal Clothing.** A list of the minimum essential items required to be brought along by you while reporting to INS Zamorin is given at Appendix B and C for men and women respectively. It is requested that all clothing/items indicated in the appendices mentioned ibid be necessarily carried while reporting for training. Additional clothing/items required thereafter shall be made available at INS Zamorin.

(b) **Uniform.** You would be required to stitch various naval uniforms on arrival at INS Zamorin. The approximate cost of stitching including cost of cloth for all the uniforms is Rs 7,500/-. This expenditure will be eventually met by the Indian Navy. On completion of the course you will be required to carry all the uniforms thus acquired. It would thus be advisable to bring a 32" suitcase or equivalent and a handbag for the purpose. In case you do not bring these along with you, they can easily be purchased from the unit canteen. The money to purchase them will have to be brought in addition to the amount mentioned in Para 9 below.

8. **Documents.** The candidates are to hand over the original and two unattested photocopies each, of the under mentioned documents on arrival at INS Zamorin: -

- (a) Own Risk Certificate (Appendix D).
- (b) Declaration (Appendix E).
- (c) Bond (Appendix F - to be executed jointly by the parent/guardian and the selected candidate on non-judicial stamp paper of a value of Rs 100/- or as applicable to the state of your residence).
- (d) Agreement (Appendix G - to be signed by the candidate selected for the grant of commission).
- (e) Appointment letter/telegram sent by Integrated Headquarters, Ministry of Defence (Navy) intimating selection of the candidate.
- (f) Class X passing certificate (matriculation certificate).
- (g) Class X mark sheet.
- (h) Class XII passing certificate.
- (j) Class XII mark sheet.
- (k) Degree certificate.
- (l) Degree final year mark sheet (including mark sheets for all previous years/ semesters).

9. **Deposit Money.** A minimum sum of Rs 23,975.00(Rs Twenty Three Thousand Nine hundred and Seventy Five only) [in the form of a demand draft for the amount in your favour, payable at the State Bank of India, Naval Academy Branch, Ezhimala (Branch Code 8056)] is to be brought by you and deposited in your personal bank account, which you would be opening at the State Bank of India, Ezhimala, on your reporting to INS Zamorin. Delays are sometimes encountered in the promulgation of Government of India Gazette pertaining to your appointment as a Sub Lieutenant and consequent remittance of pay into your bank accounts. The deposit money is thus a safety net to cater for basic expenditure during training, if a delay takes place in remittance of your pay into your saving bank account. This deposit money would be



utilised to meet the personal expenses of the undertrainee. The breakdowns of deposit money will be as follows:-

- (a) Pocket/personal expenses -Rs 5,000/- @ Rs 1,000/- per /month.
- (b) Expenses on laundry, civilian bearer, hair cutting and other sundry services - Rs 2,525/- @ Rs 505/- per month.
- (c) Expenses on stitching/ purchase of Academy blazer, Academy tie, Academy mufti, formal wear including footwear, Academy sportswear, jogging shoes, jungle boots, swimming trunk/suits, satchels and other stationery - Rs 12,200/-
- (d) Travelling expenses for proceeding to next duty station or home station on leave on completion of the Naval Orientation Course (though you would be entitled to free journey warrants, you will have to meet other expenses enroute) - Rs 1,500/-
- (e) Table money charge and subscriptions for Cadets' Mess -Rs 2,750/- @ Rs 550/- per month.

10. **Initial Settling Down.** When you report at INS Zamorin you will be entering a regimented and disciplined environment, which is quite different from civilian life. Not many of you would have experienced such an environment. The stresses and strains that you will feel initially are a part of the settling down process. The academic, physical, mental and moral training that you will undergo is designed to achieve certain minimum standards for your all round development, which is a prerequisite for every officer of the Indian Navy.

11. **Encouragement from Parents.** Parents/Guardians of trainees may note that the initial stresses and strains that the trainee is undergoing may be evident from his letters to them from INS Zamorin after reporting. They are advised to encourage and guide their child/ward to help him/her in adapting to and settling down in this disciplined environment. One of the ways of taking a step in this direction is to allow your son/daughter to travel alone from home to INS Zamorin and not accompanying them on this journey.

12. **Resignation.** Despite all our encouragement and help, should you feel that you are unable to adapt to the service environment, you may resign from the navy after paying the cost of training and allied charges as fixed by the Government of India from time to time. If you apply for resignation within a period of 14 days of reporting to INS Zamorin, you shall be sent on leave pending formal and final approval from the Government. If you resign after 14 days, you will be allowed to proceed on leave pending withdrawal only on approval from Integrated Headquarters, Ministry of Defence (Navy) subject to final and formal approval from Government of India and recovery of cost of training and allied charges.

13. **Prohibited Items.** You are not to bring any of the following to INS Zamorin:-

- (a) Dogs or other pets.
- (b) Wireless sets (mobile phones without camera facility are allowed).
- (c) Car, motorcycle, bicycles.
- (d) Air guns, firearms and ammunition.
- (e) Private servants.
- (f) Wines, spirits, liquors, drugs and intoxicants.
- (g) Articles of value or jewellery.
- (h) Electric heaters.
- (j) Music system (walkman/discman may be carried)
- (k) Eatables of any nature.
- (l) Stuffed toys, decorative items, posters, etc.
- (m) Cigarettes or other smoking material (smoking is prohibited at INS Zamorin).

14. **Discipline.** You would be subject to Naval Law in accordance with the Navy Act 1957 from the time you report to INS Zamorin for the Naval Orientation Course.

15. **Leave.** Except for leave on medical or extreme compassionate grounds, no leave would be granted during the period of training. Occasions such as brother's/sister's marriage and other traditional rites and ceremonies will not be considered as extreme compassionate grounds. You may, however, be permitted to proceed outside INS Zamorin on Sundays and holidays subject to meeting certain stipulations. While proceeding home on leave or travelling to the next duty station, on completion of the Naval Orientation Course, you are entitled to travel in II AC on free railway warrant.

### **SECTION III**

#### **FACILITIES AT INS ZAMORIN**

1. **Sports and Games.** Sports and games are conducted every day to develop trainees' interest and proficiency in outdoor games as also sportsmanship. Top notch facilities are being developed for football, hockey, basketball, volleyball, tennis, badminton, squash, cricket, swimming and all water sports at INS Zamorin.
2. **Extra Curricular Activities.** Extra curricular activities are conducted to improve the overall personality of a trainee and to provide opportunities for trainees to develop interests, which could be pursued by them during their leisure time.
3. **Cinema.** An ultra modern auditorium cum cinema hall is being constructed in the premises of INS Zamorin. At present various classics revealing the traits of military leadership are screened every Sunday evening in the provisional auditorium located within the Cadets' Mess as part of the training curriculum.
4. **Library.** The main library is under construction. INS Zamorin however has a reasonably well-stocked library with about 1000 books on various subjects including fiction and classics. Several leading periodicals and newspapers in English and Hindi also provide adequate reading material. Trainees are tasked to review books to inculcate the habit of reading in them and to help them hone their English writing skills.
5. **Canteen.** A Unit Run Canteen functions within the base for sale of toiletry, clothing and other items of common use. Specific timings will be promulgated for trainees to avail the services of the canteen. The canteen remains closed on Mondays.
6. **Cafeteria.** A grand cafeteria capable of seating 300 people will be commissioned shortly. The present Trainees' Cafeteria, located near the trainees' residential complex is scheduled to shift to the main complex shortly. It is a fine cafeteria offering fast food, sweets, cold drinks and an oriental as well as traditional menu at a reasonable price. The trainees can have meals and snacks against cash payment and also entertain any guests and visitors at the cafeteria. Trainees may utilise the cafeteria as follows provided no training activity is scheduled:-

<b>Ser. No.</b>	<b>Days</b>	<b>Timings</b>
(a)	Weekdays	1730 - 1815 hr
(b)	Wednesdays/Saturdays	1730 - 2000 hr
(c)	Sundays/Holidays	0900 - 2000 hr

7. **Amenities.** The following facilities are also available: -
  - (a) Tailor shop.
  - (b) Stationery shop.
  - (c) Barber shop.

- (d) Laundry.
- (e) STD booth.
- (f) Broadband Internet (this facility is available within the library).
- (g) Cobbler shop (activated as and when required by the trainees).

8. **Transport.** Transport is provided to trainees for training purposes only. The trainees are not allowed to keep any form of private/personal transport.

9. **Medical Facilities.** A Medical Inspection Room (mini hospital) cum 8bedded non-dieted sick bay is available at INS Zamorin. A 64 bed hospital with state of the art facilities is under construction. In the interim the following hospitals provide the necessary support for all specialist medical requirements: -

Ser No	Name of Hospital	Distance	Facilities
1.	Military Hospital, Kannur	40 km	Medical, X-ray, pathology, dental
2.	Govt Hospital, Payyanur	12 km	Surgical, medical, X-ray, pathology, dental
3.	Pariyaram Medical College and Hospital	30 km	All super specialist and investigation facilities
4.	Co-operative Hospital, Payyanur	12 km	All specialist and investigation facilities

10. **Cultural and Social Activities.** These activities are conducted from time to time for all round development of the trainees. They include the following: -

- (a) Inter Squadron Dramatics.
- (b) Inter Squadron Debate.
- (c) Inter Squadron Quiz.
- (d) Inter Squadron English Drama Competition.
- (e) Academy Dinner Night.
- (f) Zamorin Ball.
- (g) Snap talks.
- (h) Preparatory talks.

11. **Guest Lectures and Public Speaking.** Guest lectures by eminent personalities are organised periodically. Prepared talks and snap talks are also conducted regularly, wherein trainees are given the opportunity to develop their oratory skills.

12. **Messing.** While under training at INS Zamorin, you will be messed in the Cadets' Mess. You will be provided with entitled messing and allied services (including light, water, and conservancy and part payment of laundry). Entitled messing or allowance in lieu, will not, however, be admissible during vacations, when you are permitted to leave INS Zamorin.

13. **Accommodation.** You will be provided with free accommodation and would be obliged to live in the accommodation allotted. Each trainee shall have an independent cabin of his/her own. Permission to live out will not be granted in any case.

14. **Telephone Calls.** An STD booth is located in close proximity of the Cadets' Mess. Trainees are permitted to make STD calls from the booth to their next of kin/guardians only on Wednesdays, Saturdays and Sundays/holidays between 1730-2200 hr. On days and at times other than those permitted they may call only after taking prior permission from the Duty Training Officer.

15. Incoming STD Calls from Parents/Guardians. Incoming calls from next of kin/guardians will be entertained only on the days and timings as below: -

Ser. No.	Days	Timings
(a)	All Saturdays	1830 - 2130 hr
(b)	All Sundays/holidays	1600 - 2200 hr

16. **Civilian Bearers.** Civilian bearers or orderlies are employed to carry out various chores, so that the trainees can spend quality time on training activities.

17. **Internet.** A broadband internet facility operates from the library. Trainees can access internet during their stay at INS Zamorin whenever they visit the library. Additionally, they are permitted to use the facility as follows provided no training activity is scheduled: -

Ser. No	Days	Timings
(a)	Weekdays	1730 - 1815 hr
(b)	Wednesdays/Saturdays	1730 - 2200 hr
(c)	Sundays/holidays	0900 - 2200 hr

18. **Bank.** A branch of the State Bank of India with an ATM facility is functional in the campus. You will be required to open an account in the bank on arrival and shall be given an ATM card within two weeks. It is not permitted to carry more than Rs 1000/- in cash within INS Zamorin. Branches of all major banks and their ATM facilities are located at Kannur.

## **SECTION IV**

### **ORGANISATION AND TRAINING**

1. **Organisational Structure.** INS Zamorin's organisational structure is designed to provide optimum resources for the conduct of training. The main departments under the Commanding Officer are Administration, Training, Logistics and Medical. All matters relating to trainees fall under the purview of the Training Department. The Training Department deals with professional training in naval service subjects, and all forms of outdoor training. All matters pertaining to trainees such as accommodation, messing, discipline etc are also dealt by the Training Department. The administration, logistics and medical departments provide vital support for the conduct of training.
2. **Training Organisation.** Training is handled by two basic faculties, namely Service Subjects and Outdoor Training. The organisational structure of the Training Department is placed at Appendix H.
3. **Decorum of Training.** Being the 'cradle' for all officer entrants of the Navy and Coast Guard, it is imperative that all trainees at INS Zamorin maintain the highest standards of turnout and self-discipline.
4. **Initial Training.** The period of initial training is 20 weeks for Sub Lieutenants of Education, Logistics, Engineering, Electrical, Submarine (Technical), Air Traffic Control, Naval Architecture and Law branches/cadres. Branch specific training is subsequently imparted at other naval establishments.
5. **Major Service Subjects Covered.** The list of various service subjects covered is placed at Appendix J.
6. **Examination.** Examinations are conducted at various stages during the course and trainees are graded for performance based on a prescribed scale.
7. **Outdoor Training.** The following outdoor activities form an important part of the curriculum: -
  - (a) **Physical Training (PT).** PT sessions are conducted in the early mornings and extra coaching is conducted in the afternoons. Beginning with simple exercises, the trainee is gradually conditioned for advanced exercises over a period of ten weeks. The trainee is required to clear the prescribed PT tests by the end of the course.
  - (b) **Swimming.** Swimming is compulsory and all trainees are required to clear the basic swimming test before the end of course. The basic swimming test consists of swimming 50 m (any stroke) followed by floating for three minutes while wearing a full sleeved shirt and a pair of trousers.

(c) **Watermanship Training (WST)**. Theoretical as well as practical instructions are imparted in watermanship. Sufficient practical classes are conducted, so as to enable the trainee to understand the parts of a boat, rig the sails of a boat and handle the boats in water. Proficient trainees are also given the opportunity to sail in Enterprise Class dinghies. Watermanship activities include:-

- (i) Pulling/sailing training in 27 feet service whaler boat (rowing and sailing boat).
- (ii) Sailing (yachting) in Enterprise Class dinghy (sailboat).
- (iii) Power boat handling.

(d) Drill. Drill is the bedrock of discipline. Instructions in squad drill (ie, as part of a contingent) are imparted from the beginning of the course till completion. Rifle and sword drill to form an integral part of Parade Training. Trainees are also taught how to lead a contingent.

8. **Passing out Parade (POP)**. A Passing out Parade is held at the end of the course wherein successful trainees pass out of INS Zamorin and proceed for their next phase of training.

## SECTION V

### PHYSICAL CONDITIONING

1. Physical fitness is a major attribute of an individual in uniform. Being physically fit enables an individual to utilise his mental faculties better and the Indian Navy desires that all its personnel are able to utilise their potential to the optimum in the service of the navy and the country. Physical training therefore forms an important element of the training curriculum at INS Zamorin.

2. Past experience has revealed that trainees experience considerable difficulty in adapting to the physical training regime. Our analysis shows that this is primarily on account of the fact that a majority of the trainees have had very limited participatory experience in sports activities.

3. Realising the limitations prevalent in our schools and colleges on the physical fitness training front, a very scientific approach is being followed at INS Zamorin to gradually lead the candidates to the required standards of physical proficiency. It would however be prudent for candidates to utilise the time available prior to joining the navy, to condition themselves physically so that they can adapt to the training regime easier. A candidate should endeavour to do the following at least three to four times a week: -

Ser. No.	Activity	Remarks
(a)	Running/Jogging	At least 2 to 3 Km
(b)	Sit-ups – straight legs	20
(c)	Push ups	10-15

4. Proficiency in swimming is another necessity for a person in white uniform. It will help to a great extent if you can avail of the facilities of any water body in the vicinity of your home and gain experience in this field. You will of course be trained by the navy in swimming, but it will help if you already possess the basic skills.

5. **Physical Efficiency Test.** During your training at INS Zamorin, you will be required to clear the Physical Efficiency Test (PET). These physical tests are designed for an average person and are the minimum standards expected from an officer in uniform. The PET standards expected to be passed are as follows: -

#### For Men

Ser No	Test	Remark
(a)	2.5 km run	Less than 11:30 min
(b)	Bent knee sit ups	25 repetitions
(c)	Push ups	21 repetitions
(d)	300 m shuttle	Less than 59 s
(e)	Swimming	50 m any style, 03:00 min floating and 5 m jump



**For Women**

<b>Ser No</b>	<b>Test</b>	<b>Remark</b>
(a)	1.65 Km(one mile) run	Less than 11min
(b)	Bent knee sit ups	20 repetitions
(c)	Shot put throw(12 lbs)s	4.5 metre
(d)	60 metre sprint	Less than 10 Secs
(e)	Jump and Reach	Minimum 11"
(f)	50 metre swimming(Any Stroke)	Preferably Breast Stroke

**Appendix A**  
(Refers to Para 6 of Section II)

**LETTER OF ACKNOWLEDGEMENT**  
**(Fax/Speed Post)**

Name of the Candidate (In block letters) \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Tele No.:- \_\_\_\_\_

The Director of Manpower Planning & Recruitment  
(O I & R Section)  
Integrated Headquarters, Ministry of Defence (Navy)  
Room No 204, C Wing, Sena Bhavan  
New Delhi 110011

**SELECTION UNDER PERMANENT/ SHORT SERVICE COMMISSION**

Sir,

1. I have the honour to acknowledge the receipt of Integrated Headquarters, Ministry of Defence (Navy) Letter OF/ \_\_\_\_\_ dated \_\_\_\_\_ selecting me for training as a Sub Lieutenant (Permanent/ Short Service Commission).
2. I confirm that I will report to the Commanding Officer, INS Zamorin on \_\_\_\_\_ for the training commencing on \_\_\_\_\_.
3. I expect to reach Payyanur railway/ bus station at \_\_\_\_\_ (Time) on \_\_\_\_\_ (Date) by \_\_\_\_\_ (name and number of train/ bus).
4. My clothing and shoe sizes are as follows:-
  - (a) Shirt size \_\_\_\_\_
  - (b) Short size \_\_\_\_\_
  - (c) Shoe size (UK size) \_\_\_\_\_

Yours faithfully,

(Signature)

**Copy to: -**

The Commanding Officer  
(for Training Commander)  
INS Zamorin, Ezhimala  
PO Ramanthalli, Kannur  
Kerala-670308

Fax No: 04985-223700

**Appendix B**  
**(Refers to Para 7 of Section II)**

**LIST OF CLOTHING - MEN TRAINEES**

**Personal Clothing**

- |     |   |              |
|-----|---|--------------|
| 1.  | Socks (plain black, nylon)  | : Two pairs  |
| 2.  | Neck tie  | : One        |
| 3.  | Pure white full sleeve readymade shirts with no pleats & front borders – Only reputed makes like Park Avenue/ Arrow/ Van Heusen | : Two        |
| 4.  | Full sleeve shirts (light colours, without any patterns)  | : Two        |
| 5.  | Vests cotton (white sleeveless e.g. VIP Bonus)  | : Twelve     |
| 6.  | Underwear (readymade white)   | : Twelve     |
| 7.  | Towels (plain white Turkish large)  | : Three      |
| 8.  | Sleeping suits (preferably pure white)  | : Three sets |
| 9.  | Handkerchiefs (plain white)   | : Twelve     |
| 10. | Trousers (black colour with single pleat outwards)  | : Two        |
| 11. | Trousers civil (no denims/ jeans; colour is to match the shirts)  | : Two        |
| 12. | Alarm clock   | : One        |
| 13. | Black shoes – Derby Pattern (without the toe piece, eg Bata Ambassador)   | : One pair   |
| 14. | Torch pocket (size to suit carrying in shirt pocket)  | : One        |
| 15. | Black leather sandals with back strap   | : One pair   |
| 16. | Bathroom slippers   | : One pair   |
| 17. | White and black thread with buttons and at least two needles  |              |
| 18. | Ethnic/traditional clothes (required to be worn on a few occasions during the course)   | : One set    |

**Bedding**

- |     |                     |        |
|-----|---------------------|--------|
| 19. | White bed sheets    | : Four |
| 20. | White pillow covers | : Four |

**Sports Clothing**

- |     |   |               |
|-----|---|---------------|
| 21. | White T-shirts with collars (plain white half sleeves)    | : Two         |
| 22. | White shorts (plain white, single pleat, without elastic) | : Two         |
| 23. | Swimming cap (maroon colour for Sikh personnel only)      | : One         |
| 24. | Personal sports gear like racquets etc                    | : As required |
| 25. | White cotton sports socks (plain white)                   | : Two pairs   |
| 26. | Swimming trunk (dark sober colours)                       | : One         |
| 27. | Football shoes (studs)                                    | : One pair    |

**Note:-** If your shoe size is less than eight or more than ten, you are required to bring one pair predominantly white sports shoes with white sole (preferably Reebok/Nike) and one pair jungle boots (preferably Bata). Though an endeavour will be made to provide shoes of all sizes, difficulties have been experienced in procuring shoes of sizes other than eight to ten. Considering the short duration of the orientation course, these shoes may not become available even before you leave.

**Appendix C**  
**(Refers to Para 7 of Section II)**

**LIST OF CLOTHING - WOMEN TRAINEES**

**Personal Clothing**

- |     |   |               |
|-----|---|---------------|
| 1.  | Socks (plain black, nylon)  | : Two pairs   |
| 2.  | Salwar Kameez (pure white, without any design/ pattern)                               | : Three pairs |
| 3.  | Undergarments (readymade white)   | : Twelve      |
| 4.  | Towels (plain white Turkish large)  | : Three       |
| 5.  | Sleeping suits (preferably pure white)  | : Three sets  |
| 6.  | Handkerchiefs (plain white without any patterns/ designs)                             | : Twelve      |
| 7.  | Civil clothes (sari any colour/ pattern)  | : One         |
| 8.  | Black sari (plain, without any patterns/ design; cotton/ chiffon)                     | : One         |
| 9.  | Civil clothes (Salwar Kameez)   | : Two         |
| 10. | Alarm clock   | : One         |
| 11. | Formal black shoes with nominal heel, e.g. Bata Belle                                 | : One pair    |
| 12. | Torch pocket (size to suit carrying in shirt pocket)                                  | : One         |
| 13. | Black leather sandals with back strap   | : One pair    |
| 14. | Hair drier (optional)   | : One         |
| 15. | Bathroom slippers   | : One pair    |
| 16. | White and black thread with buttons and at least two needles                          |               |
| 17. | Ethnic/traditional clothes (required to be worn on a few occasions during the course) | : One set     |

**Bedding**

- |     |                     |        |
|-----|---------------------|--------|
| 18. | White bed sheets    | : Four |
| 19. | White pillow covers | : Four |

**Sports Clothing**

- |     |  |               |
|-----|--|---------------|
| 20. | White T-shirts with collars (plain white half sleeves)   | : Two         |
| 21. | White shorts (cotton, plain white colour, single pleat, without elastic and length five inches above the knee) | : Two         |
| 22. | Swimming suit and cap (dark blue/ navy blue colour)  | : One         |
| 23. | Personal sports gear like racquets etc   | : As required |
| 24. | White cotton sports socks  | : Two pairs   |
| 25. | Cycling shorts (black and white)   | : Two each    |
| 26. | Sports undergarments   | : Three pairs |

**Note:** - If your shoe size is less than six or more than nine, you are required to bring one pair predominantly white sports shoes with white sole (preferably Reebok/Nike) and one pair jungle boots (preferably Bata). Though an endeavour will be made to provide shoes of all sizes, difficulties have been experienced in procuring shoes of sizes other than six to nine. Considering the short duration of the orientation course, these shoes may not become available even before you leave.

**Appendix D**  
**(Refers to Para 8 of Section II)**

**OWN RISK CERTIFICATE TO BE SIGNED BY THE CANDIDATE**

I hereby certify that I fully understand that I will, if required, undergo training at the Indian Naval Ships/Establishments with my full and free consent and at my own risk and that I or my legal heirs shall NOT BE ENTITLED to claim any compensation or other relief from the Government in respect of any injury which I may sustain in the course or as a result of training given to me at the said Indian Naval Ships/Establishments whether due to the negligence of any person or otherwise.

Place: -  
Date: -

Signature of candidate  
(Name in Block Letters)

**Appendix E**  
**(Refers to Para 8 of Section II)**

**DECLARATION TO BE SIGNED BY THE CANDIDATES  
SELECTED FOR TRAINING FOR GRANT OF COMMISSION**

1. I \_\_\_\_\_ hereby confirm that in the event of my being selected for another job, I shall not withdraw from the training at Naval Academy/Ship/Establishments to join another post, even if I had applied for it before joining the Indian Navy.
2. **Liability to Refund Cost of Training.** I hereby confirm that in the event of my applying for withdrawal from the Indian Navy, for any reason, I will be liable to pay the entire cost of training that has been incurred by the Government as may be fixed by Integrated Headquarters, Ministry of Defence (Navy) from time to time.
3. **Living Out Privileges.** I fully understand that I will not be permitted to live out or to bring my family to the training establishment for the purpose of staying at the premises.
4. **Marital Status.** I declare that I am not married and shall not marry during the period of training.

**Note:-**Candidates who marry whilst undergoing training will be discharged and will be liable to refund all expenditure incurred on them by the Government.

(Signature of Witness)

(Signature of the Candidate)

(Name in Capitals)

Full Address

Full Address

Date:

Date:

**Appendix F**  
**(Refers to Para 8 of Section II)**

**BOND TO BE SIGNED BY THE PARENT/GUARDIAN AND THE OFFICER**  
**SELECTED FOR INITIAL TRAINING WITH A VIEW TO BEING**  
**COMMISSIONED IN THE INDIAN NAVY**

This agreement made on (*day*) of (*month and year*) between (*Guarantor's full name*) resident of (*Guarantor's full address*)(*hereinafter called 'the guarantor' which expression shall include his personal representative when the context so admits*) and (*Officer's full name*) son/ward of the aforesaid guarantor (*hereinafter called 'the Officer'*) of the one part and The President of India (*hereinafter called 'The Government' which expression shall include his successor and assigns where the context so admits*) of the other part.

Whereas the Officer has been selected by the Government on the terms hereinafter appearing for the purpose of receiving initial training with a view to being commissioned as an officer in the Indian Navy, provided he is considered by the Government to be suitable in all respects and if there is any vacancy.

Now it is agreed between the parties referred to above that in consideration of the Officer being selected by the Government for the purpose of the aforesaid training, the guarantor covenants with the Government that the Trainee will attend the aforesaid training as the Government may determine from time to time for the prescribed periods or until he is declared fit, (*as to which the decision of the appropriate authority prescribed by the Government for the time being shall be final*) to grant a commission, unless, he, the Officer is prevented from doing so by death on account of ill health or some other reason over which he, the Officer has no control or by being removed on the ground that the Officer is considered by the said appropriate authority to be unfit to continue as an Officer or to be commissioned.

If, for any reason not beyond the control of the Officer, he does not complete the prescribed period of his training or he, the Officer does not accept a commission if offered, as covenanted above, then the guarantor and the Officer shall jointly and severally be liable to pay forthwith to the Government in cash a sum such as the Government shall fix but not exceeding such expenses as shall have been incurred by the Government on account of the Trainee in his training and all money received by the Trainee as pay and allowances from the Government together with interest on the said money calculated at the rate in force for Government loans.

And it is lastly agreed that if there is any dispute as to the effect or meaning of these presents, the decision of which has not been expressly herein provided for, the same shall be referred to the decision of the Secretary to the Government of India in the Ministry of Defence, whose decision shall be final. As witness the hands of the parties the day the year first before written.

Signed by the Guarantor  
(Name, designation and address  
to be clearly indicated) in the presence of

Witness (Name, designation and address  
to be clearly indicated).

Signed by the said Officer (Name and address  
to be clearly indicated) in the presence of

Witness (Name, designation and  
address to be clearly indicated).

Signed on behalf of the President of  
India in the presence of

Witness (Name, designation  
and address to be clearly indicated).

### **NOT TO BE INCLUDED IN THE BOND**

**NOTE:** 1. A bond (*or covenant*) is to be executed by the parent/guardian and the selected Officer immediately in acceptance of offer of selection. It should not be executed or stamped until the Candidate has been finally selected by the Government for admission.

2. It should be executed on non-judicial stamp paper. Necessary Stamp paper is to be purchased by the guarantor (*for explanation of the term guarantor see Para 3 below*) from the local revenue officer. The value of stamp paper required varies with different states. The actual value of the stamp paper on which the agreement (*ie the BOND*), has to be executed should be ascertained by the guarantor from the Superintendent of stamps of the district in which he normally resides. (Please refer pg 7, Para 7, Sub Para (c)).

3. The word 'Guarantor' means parent (*father*) or guardian as the case may be. The mother of the Trainee should not execute the BOND, when the father is alive.

4. The signature of the guardian is to be witnessed by a serving or pensioned commissioned officer, or any civilian government servant of Gazetted status. The signature is to be witnessed as specified, even when the Guarantor himself happens to be a Gazetted officer.

5. The BOND will be signed on behalf of the President of India by the Commanding Officer, INS Zamorin, Naval Academy, Ezhimala, Kannur, Kerala.



**Appendix G**  
**(Refers to Para 8 of Section II)**

**AGREEMENT TO BE SIGNED BY OFFICER SELECTED**  
**FOR THE GRANT OF COMMISSION**

THIS AGREEMENT made on *(Date)* day of *(Month)* 2007, of *(Name of the candidate)* son of *(Name of father)* of *(address and place of residence)* hereinafter called the Officer *(which expression shall include his heirs, executors, administrators and representatives where the context so admits)* of the first part AND *(Name of surety)* son of *(Name of surety's father)* *(hereinafter called the surety which expression shall include his heirs, executors, administrators and representatives where the context so admits)* of the second part AND the President of India *(hereinafter called the Government which expression shall include his successors and assigns where the context so admits)* of the third part.

Whereas *(Name of the Officer)* has been selected by the Government, subject to the production to the Government of the documents mentioned below. *(hereinafter referred to as the said documents)* by \_\_\_\_\_ or by such later date as may be fixed by the Government in this behalf :-

(a)

(b)

NOW THIS WITNESS and the parties hereto hereby agree as follows: -

1. That in consideration of the provisional selection of the Officer and the Surety covenant with the Government that the said documents will be produced to the Chief of the Naval Staff by *(Name of Officer)* or by such later date as may be fixed by the Government.

2. That if, for any reasons the said documents are not produced within the time fixed by the Government for their production as covenanted above, then the officer shall be liable to be removed from Service with the Indian Navy and the officer and the surety shall jointly and severally, be liable to pay forthwith to the Government in cash such sum not exceeding such expenses as shall have been incurred by the Government on account of the officer in respect of the said training *(and the decision of the Government as to amount so payable shall be final)*, TOGETHER WITH all monies received by the officer as pay and allowances from the Government with interest on the said monies calculated at the rate in force for Government loans.

3. That the liability of the Surety hereunder shall not in any manner be affected by any time which may be granted, or any other indulgence which may be shown to the Government, nor shall it be necessary for the Government to sue the officer before suing the surety for amounts due hereunder.

4. That if there is any dispute as to the effect or meaning of these presents, the same shall be referred to the decision of the Secretary to the Government of India in the Ministry of Defence whose decision shall be final.

As witness our hands the day and year first above written.

Signed by the officer above named in the presence of

Witness

Signed by the Surety above named in the presence of

Witness

Signed by for and on behalf of the President of India in the presence of

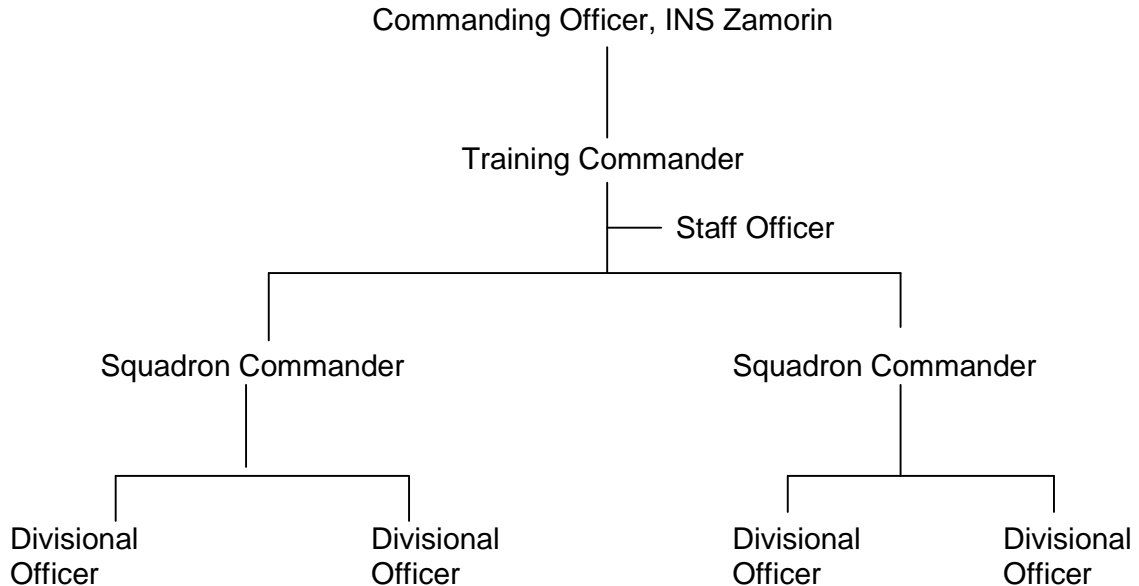
Witness

**NOTES:** - (a) The Agreement Form is to be executed on non-judicial stamp paper of proper value, as applicable in the State in which the candidate resides. The necessary stamp paper is to be purchased by the surety from the local Revenue Officer.

(b) The signature of the surety is to be attested by a serving or pensioned commissioned officer or JCO or any civilian government servant of Gazetted status.

(c) The Agreement Form should not be stamped or executed until the Government has provisionally selected the candidate.

(d) Instructions for completion of the blanks in the agreement form are given in the brackets.

**Appendix H****(Refers to Para 2 of Section IV)****ORGANISATION CHART – INS ZAMORIN**

**Note:** - On reporting, trainees will be accommodated in one of the squadrons at INS Zamorin. Each squadron can consist of up to four divisions with approximately 40 trainees in each division. The squadron is headed by a Squadron Commander who is of the rank of Commander/ Lieutenant Commander and assisted by Divisional Officers of the rank of Lieutenant Commander/Lieutenant. Each division comprises a mix of trainees from various courses and is controlled and monitored, by the Divisional Officer assisted by Trainee Appointments in the squadron/division. The divisional system thus provides for close monitoring, guidance and counselling of trainees in all their activities. The squadrons form the living areas for trainees, whilst the classroom instructions and outdoor training are conducted in separately designated training areas.

**Appendix J**  
**(Refers to Para 5 of Section IV)**

**SERVICE SUBJECTS**

1. Trainees are taught the following service subjects:-
  - (a) Seamanship.
    - (i) Seamanship Theory comprising of Boat Work, Rigging and Anchor work.
    - (ii) Practical training in Rigging, Boat work and Anchor work.
  - (b) General Navigation and Watchkeeping duties
  - (c) Miscellaneous.
    - (i) Small Arms Training.
    - (ii) Naval Organization.
    - (iii) Divisional Duties.
    - (iv) Naval Science and Technology.
    - (v) Nuclear Biological and Chemical Defence and Damage Control including Fire Fighting.
    - (vi) Leadership and Management.
    - (vii) Indian Naval History.
    - (viii) Conventions of Service Writing.
    - (ix) Communication (Theory and Practical).
    - (x) Naval Value System.
    - (xi) Naval Orientation.
    - (xii) Map Reading and Land Navigation (during camp).
    - (xiii) Security.
    - (xiv) Field Hygiene and Sanitation (during camp).
    - (xv) Man Management (during camp).
    - (xvi) Social Graces and Etiquettes.
    - (xvii) Maritime Studies.