

REPUBLIC OF CYPRUS



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TEN 1/5  
TEN 32/4/15

27 July 1998

To all Owners, Managers  
and Representatives of Ships Under the Cyprus Flag

**Subject:** INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING,  
CERTIFICATION AND WATCHKEEPING FOR SEAFARERS (STCW) -1995  
AMENDMENTS

With reference to the above subject and further to our circular No.4/97 dated 27<sup>th</sup> January 1997, please find attached herewith a document entitled " *Guidance Document and Instructions to Companies on Company Roles and Responsibilities under the 1995 Amendments to the International Convention on Standards of Training, Certification And Watchkeeping for Seafarers (STCW)* ". The guidance document contains guidelines and instruction for applying the International Convention on Standards of Training, Certification and Watchkeeping of Seafarers as Amended in 1995. Specifically it provides guidance and instructions to Companies as to their role and responsibilities under the revised STCW95 Convention and the Code, ratified by the Republic of Cyprus with Ratification law I(III)/98 (Official Gazette No. 3232 dated 31 March 1998)

The Owners, Managers and Representatives of ships flying the Cyprus flag are advised to abide strictly by the requirements of the above document

The attention of the Owners and Companies is drawn to the fact that, contravention of the provisions of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended in 1995 (Ratification) and Matters Connected Therewith (Amending) Law of 1998, and the Regulations made under this

Law is punishable, irrespective of whether subject to any other provision of the law there is criminal or disciplinary liability, with fine, which rates between one hundred and five thousand pounds, depending on the seriousness of the Contravention confined.

The Department will be at the disposal of the Owners, of the Companies and of those concerned with the matter for any explanations and clarifications they may deem necessary



A handwritten signature in dark ink, appearing to read 'A. Constantinou', is written over a horizontal line. The signature is cursive and somewhat stylized.

Capt. Andreas A. Constantinou  
Senior Surveyor of Cyprus Ships  
for Director  
Department of Merchant Shipping

CC Permanent Secretary, Ministry of Communications and Works  
Permanent Secretary, Ministry of Foreign Affairs  
Maritime Offices of the Department of Merchant Shipping abroad  
Diplomatic Missions and Honorary Consular Officers of the Republic  
Inspectors of Cyprus ships

Cyprus Shipping Association (Sea Rovers) Ltd  
Cyprus Shipping Council  
Union of Cypriot Shipowners  
Cyprus Bar Association

GD/GD

GUIDANCE DOCUMENT AND INSTRUCTIONS TO COMPANIES ON COMPANY  
ROLES AND RESPONSIBILITIES UNDER THE 1995 AMENDMENTS TO THE  
INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION  
AND WATCHKEEPING FOR SEAFARERS  
(STCW)

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**1. PURPOSE**

The purpose of this document is to establish guidelines to those concerned for applying the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended in 1995 (Ratification) and Matters Connected Therewith (Amending) Law of 1998 of 1998 [Law I/III 98] (reference 1) implementing the International Convention on Standards of Training, Certification And Watchkeeping of Seafarers as Amended in 1995 (STCW95). Specifically it provides guidance and instructions to companies as to their roles and responsibilities under the revised STCW95 Convention.

**2. REFERENCES:**

1. International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended in 1995 (Ratification) and Matters Connected Therewith (Amending) Law of 1998 [Law I/III 98]
2. Merchant Shipping (Master and Seamen) Laws 1963-1997
3. Circular No.22/97
4. Circular No. 4/97
5. STCW.7 Circ.5
6. Circular No. 6/96

**3. DEFINITIONS**

**Company:** means the owner of the ship or any other organisation or person such as the manager, or the bareboat charterer, who has assumed the responsibility for operation of the ship from the shipowner and who, on assuming such responsibility, has agreed to take over all the duties and responsibilities imposed on the company by STCW Convention

**Ship:** or vessel means a Cyprus ship or vessel to which the provisions of the STCW Convention as amended apply

**Seafarer:** means anyone who is employed or engaged on a ship other than passengers.

**Passenger:** means an invited guest or paying customer who has no responsibilities whatsoever with the operation or the business of the ship

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| <b>Department:</b>         | means the Department of Merchant Shipping of the Ministry of Communications and Works  |
| <b>STCW78 Certificate:</b> | means a Certificate recognized under the transitional provisions of Article VII, paragraph 2, or regarded as the equivalent of a certificate issued under the Convention by virtue of paragraph 3 of that Article or issued in accordance with the provisions of the STCW convention in force prior to 1 February 1997 or issued on or after that date in accordance with the transitional provisions of regulation I/15 |
| <b>STCW95 Certificate:</b> | means a certificate issued on or after 1 February 1997 in accordance with all applicable requirements of the Convention and the STCW Code. Or a STCW78 Certificate duly endorsed after 1 February 1997 in accordance with Regulation I/11  |
| <b>Engine Rating A:</b>    | means a rating forming part of an engine room watch  |
| <b>Engine Rating B:</b>    | means a rating not forming part of an engine room watch  |
| <b>Deck Rating A:</b>      | means a rating forming part of navigational watch  |
| <b>Deck Rating B:</b>      | means a rating not forming part of navigational watch  |

#### **4. "NEW" COMPANY RESPONSIBILITIES WITH RESPECT TO STCW95 CONVENTION**

The revised STCW Convention considerably extends the responsibilities of Company. Under STCW95 the Company is responsible for ensuring that the provisions of STCW Convention as amended in 1995 Regulation I/14 and Section A-I/14 & A-VIII/1 of the STCW Code are met for each of its ships to which STCW Convention applies in each of the following areas.

- i. Certification of Seafarers on Board
- ii. Safe Manning
- iii. Documentation and record keeping of seafarer training
- iv. Ship-specific familiarisation training or instruction for new crewmembers.
- v. Effective co-ordination of crew on board
- vi. The fitness of each watchkeeping seafarer for duty

##### **4.1 Certification of Seafarers**

In accordance with the provisions of STCW Convention Regulation I/14.1.1 the Company must ensure that each seafarer assigned to any of its ships holds an **appropriate Certificate** in accordance with the provisions of the Convention.

**Appropriate Certificate** is considered to include all Certificates and documentary evidence or endorsement required by STCW Convention for a specific position and duty, which may include but not limited to those shown in Appendix 1.

The Company shall establish and maintain procedures to ensure that all seafarers on board its ships hold certificates, endorsements and other documentary evidence as appropriate for their positions according to the Document of Safe Manning issued by the Department for the ship that they serve on.

The Company when verifying compliance with the above requirement shall consider the following clarifications regarding the appropriate certificate that each seafarer may hold.:

#### **4.1.1 Certificate of Competency**

A certificate of competency is required for every master and officer serving on board ship, issued in accordance with Article VI of the STCW Convention.

After 1<sup>st</sup> February 2002 every master and officer serving on board ship shall be furnished with Certificate of Competency issued under the provisions of the STCW95 Convention or an endorsement issued by the Competent Authority that has issued the relevant STCW78 Certificate attesting (or re-attesting) the issue of the STCW78 Certificate, issued under the provisions of Article VI and Regulation I/11 of the revised STCW Convention.

It must be noted that updating to the STCW95 certification is subject to the requirements of the Competent Authority that has issued the relevant STCW78 Certificate.

STCW95 Certificates of Competency must be revalidated at every five-year interval in accordance with the provisions of the STCW95 Regulation I/11

Radio personnel serving on board ships not furnished with GMDSS, shall hold a valid Certificate of Competency in accordance with Radio Regulations.

#### **4.1.2 Endorsement from the issuing Authority**

The issuing Competent Authority must endorse certificates of competency for master and officers.

The endorsement attesting to the issue of the STCW78 Certificate must be in the format prescribed by the STCW78 Regulation I/2.

The endorsement attesting to the issue of the STCW95 Certificate may be incorporated in the certificate itself or issued as an attached or accompanying document. The endorsement attesting to the issue of STCW95 Certificate must be in accordance with Section A-I/2 of the STCW Code.

Endorsement is not required for radiocommunication and radio personnel designated solely for this purpose

Officers certified under Chapters II and III of the STCW 95 Convention as amended and also certified under Chapter IV to perform radiocommunication duties must be furnished with valid endorsement from the issuing Authority indicating that the particular officer has also the required qualifications to perform radiocommunication duties.

**4.1.3 Recognition Endorsement from Cyprus Administration**

No recognition endorsement is required prior to revalidation of the STCW78 certificate under the STCW95 Regulation I/11.

Master and officers furnished with Certificate of Competency issued in accordance with the provisions of the STCW95 Convention by another party, must be furnished also with an endorsement attesting recognition of their Certificate of Competency in accordance with the STCW95 Regulations I/10 and I/2, or proof that application has been made to this Department for a recognition endorsement during the seafarer's first three months of service on board.

As stated in our Circular 4/94 (reference 4) this Department is preparing to commence the process of endorsement of foreign certificates and companies will be notified accordingly in due course.

**4.1.4 Certificate of continued proficiency and Updating of Knowledge**

Certificates issued under the provisions of the STCW 78 must be revalidated at five-year intervals under STCW78 Regulations II/5, III/5 or IV/3.

**4.1.5 Radar observation and plotting training**

Radar observation and plotting documentary training evidence is required for masters and deck officers serving on board ship when the ship is **not** fitted with Radar observation and plotting aid (ARPA) equipment in accordance with IMO Assembly Resolution A.483(XII). Seafarers furnished with STCW95 Certificate of Competency do not need radar observation and plotting documentary training evidence

**4.1.6 Automatic Radar Plotting Aid training**

Radar observation and plotting aid (ARPA) documentary training evidence is required for every master and deck officers serving on board ship when the ship is fitted with Radar observation and plotting aid equipment in accordance with IMO Assembly Resolution A.482(XII). Seafarers furnished with STCW95 Certificate of Competency do not need ARPA documentary training evidence.

**4.1.7 General Radio Operator's Certificate**

General Radio Operator's Certificate is required for at least two deck officers on board ships other than passenger and ro-ro passenger ships and for at least three deck officers on board passenger and ro-ro passenger ships in accordance with IMO Assembly Resolution A.703 or in accordance with STCW78 Regulation IV/2. Seafarers furnished with STCW95 Certificate of Competency do not need a separate General Radio Operator's Certificate if such certificate is incorporated in their Certificate of Competency.

**4.1.8 Watch keeping Certificate / Authorisation documents**

Engine ratings A and deck ratings A serving on board ship are required to be furnished with watchkeeping certificate or Authorisation documents as follows:

Ratings forming part of a navigational watch who commenced sea-service or training before 1<sup>st</sup> August 1998 must be certified in accordance with STCW78 Convention Regulation II/6

Ratings forming part of a navigational watch who commenced sea-service or training after 1<sup>st</sup> August 1998 must be certified in accordance with STCW95 Convention Regulation II/4

Ratings forming part of an Engine room watch who commenced sea-service or training before 1<sup>st</sup> August 1998 must be furnished with authorisation documents in accordance with STCW78 Convention Resolution 9.

Ratings forming part of a Engine room watch who commenced sea-service or training after 1<sup>st</sup> August 1998 must be certified in accordance with STCW95 Convention Regulation III/4

Certificates issued to watchkeeping ratings **do not** require revalidation or updating to STCW95 Certificates in accordance to STCW95 Convention Regulation I/11.

Certificates for ratings forming part of a navigational or Engine room watch **do not** need recognition endorsement from this Department as stated in STCW.7 Circ.5 (reference 5)

#### **4.1.9 Certificate of proficiency in survival craft**

Certificate of proficiency in survival craft is required for every master and officer serving on board ship, and any other seafarer designated in charge of survival craft and or rescue boat. The Certificate required can be one of the following:

- a. For seafarers certified under STCW95 Convention.
  1. Appropriate Certificate of Competency under STCW95 Convention Chapters II, III or VII.
  2. Certificate under STCW95 Convention Regulation VI/2.
- b. For seafarers certified under STCW78 Convention.
  1. Certificate under STCW78 Convention Regulation VI/1.

Certificates issued under STCW78 Convention Regulation VI/1 **do not** require revalidation or updating to STCW95 Certificates in accordance to STCW95 Convention Regulation I/11.

Certificates issued under STCW95 Convention Regulation VI/2 **do not** require revalidation in accordance to STCW95 Convention Regulation I/11.

#### **4.1.10 Certificate of proficiency in fast rescue boats**

Certificate of proficiency in fast rescue boats is required for all seafarers designated in charge of fast rescue boats on board ship when she is furnished with fast rescue boats. The Department requires that at least two seafarers are holders of fast rescue

boats Certificate of proficiency for each fast rescue boat on board in accordance with STCW95 Convention Regulation VI/2.2.

#### **4.1.11 Basic Safety Training**

Basic safety training is required for all personnel employed or engaged on board ship in any capacity as part of the ship's compliment with designated safety or pollution duties in the operation of the ship.

Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc. on passenger and ro-ro passenger ships, shall in addition to the training required in accordance with STCW Code Section A-VI/1.1 receive special emergency preparedness training comprising first aid, personal survival techniques and fire fighting. The training shall also give throughout knowledge of the ship's arrangement. The training shall at least comply with regulation V/2 paragraph 6 of the STCW95 Convention. Personnel fall into the aforesaid category does not require basic safety training in accordance with STCW Code Section A-VI/1.2

Special training is required only for Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc. on passenger and ro-ro passenger ships which have not received basic safety training in accordance with STCW Code Section A-VI/1.2

Seafarers requiring basic safety training must be furnished with documentary evidence in accordance with STCW Code Section A-VI/1.2.

Masters and Officers certified under the STCW95 Convention Chapters II,III and VII **do not** require basic training in accordance with STCW Code Section A-VI/1.2

Documentary evidence issued in accordance with STCW Code Section A-VI/1.2 **is not** required to be revalidated.

#### **4.1.12 Familiarisation Training**

All seafarers before assigned any duties on board ship must receive appropriate familiarisation training in accordance with STCW95 Regulation I/14.1.4.

No Certificate is required but the Department requires that as minimum relevant entries are made in a training record book or the ship's logbook or documentary evidence is issued by the Company same or similar to the one shown in Appendix 6

#### **4.1.13 Safety Familiarisation Training or instruction**

Safety familiarisation training or instruction is required for all seafarers before assigned any duties on board ship in accordance with STCW Code Section A-VI/1.1 when they have not received more advanced training i.e. basic safety training.



No Certificate is required but the Department requires that as minimum relevant entries are made in a training record book or the ship's logbook or documentary evidence is issued by the Company same or similar to the one shown in Appendix 7

#### **4.1.14 Advanced fire-fighting Training**

Advanced fire fighting training is required for the master and for all seafarers serving on board ship designated to control fire-fighting operations. The Certificate or documentary evidence required can be one of the following:

- a. For seafarers certified under the STCW95 Convention.
  1. Appropriate Certificate of Competency under the STCW95 Convention Chapters II, III or VII.
  2. Certificate or documentary evidence under the STCW95 Convention Regulation VI/3.
- b. For seafarers certified under the STCW78 Convention.
  1. Appropriate Certificate of Competency under the STCW78 Convention Chapters II or III until 1<sup>st</sup> February 2002 when fire fighting is included in their Certificate of Competency.

Certificates issued under the STCW95 Convention Regulation VI/3 **do not** require revalidation in accordance with the STCW95 Convention Regulation I/11.

#### **4.1.15 Medical first Aid Training**

Medical first aid training is required for all seafarers serving on board ship designated to provide medical first aid. The Certificate or documentary evidence required can be one of the following:

1. Appropriate Certificate of Competency under the STCW95 Convention Chapters II, III or VII.
2. Certificate or documentary evidence under the STCW95 Convention Regulation VI/4.

Masters and chief mates certified under STCW78 are exempted from the above provisions

Certificates issued under the STCW95 Convention Regulation VI/4 **do not** require revalidation in accordance with the STCW95 Convention Regulation I/11.

#### **4.1.16 Training of seafarers designated to take charge of medical care on board the ship**

Training of seafarers designated to take charge of medical care on board the ship is required for all seafarers serving on board ship designated to take charge of medical

care on board ship. The Certificate or documentary evidence required can be one of the following:

1. Certificate or documentary evidence under the STCW95 Convention Regulation VI/4 paragraphs 2 and 3.

Masters and chief mates certified under the STCW78 are exempted from the above provisions

Certificates issued under the STCW95 Convention Regulation VI/4 paragraphs 2 and 3 **do not** require revalidation in accordance to STCW95 Convention Regulation I/11.

#### **4.1.17 Certificate of fitness (Medical)**

Certificate of medical fitness is required for all seafarers serving on board ship in accordance to Medical Examination Convention (73) Article 3 and table B-I/9 of the STCW Code.

Medical fitness Certificate can remain valid for a period not more than two years from the date of issue.

#### **4.1.18 Cargo Handling Training**

Seafarers serving on board ship, other than an oil tanker, chemical tanker, gas carrier or combination carrier carrying dangerous goods and hazardous substances in solid form responsible for cargo handling, shall be furnished with documentary evidence of training in accordance with IMO Resolution A.537(13).

#### **4.1.19 Tanker Familiarisation Training**

All seafarers serving on board an oil tanker, chemical tanker, gas carrier or combination carrier, assigned specific duties and responsibilities related to cargo or cargo equipment shall be furnished with a tanker familiarisation training certificate in accordance with:

- a. For seafarers certified under the STCW95 Convention.  
STCW Code Section A-V/1 paragraphs 2 to 7.
- b. For seafarers certified under the STCW78 Convention.  
STCW78 Convention Regulation V/1 until 1<sup>st</sup> February 2002.

Certificates issued under the STCW Code Section A-V/1 paragraphs 2 to 7 must be revalidated at five-year intervals in accordance with the provisions of the STCW95 Regulation I/11

**4.1.20 Oil tanker Training**

Masters, chief engineers chief mates, second engineers and any crew member serving on board an oil tanker with immediate responsibility for loading, discharging and care in transit or handling of cargo shall be furnished with oil tanker training certificate in accordance with:

- a. For seafarers certified under the STCW95 Convention.  
STCW95 Code Section A-V/1 paragraphs 9-14.
- b. For seafarers certified under STCW78 Convention.  
STCW78 Convention Regulation V/1 until 1<sup>st</sup> February 2002.

Certificates issued under the STCW Code Section A-V/1 paragraphs 9 to 14 must be revalidated at five-year intervals in accordance with the provisions of STCW95 Regulation I/11

**4.1.21 Chemical tanker Training**

Masters, chief engineers chief mates, second engineers and any crew member serving on board chemical tanker with immediate responsibility for loading, discharging and care in transit or handling of cargo shall be furnished with a chemical tanker training certificate in accordance with:

- a. For seafarers certified under the STCW95 Convention.  
STCW95 Code Section A-V/1 paragraphs 16-21.
- b. For seafarers certified under the STCW78 Convention.  
STCW78 Convention Regulation V/1 until 1st February 2002.

Certificates issued under the STCW Code Section A-V/1 paragraphs 16 to 21 must be revalidated at five-year intervals in accordance with the provisions of STCW95 Regulation I/11

**4.1.22 Liquefied Gas tanker Training**

Masters, chief engineers, chief mates, second engineers and any crewmember serving on board liquefied gas tanker with immediate responsibility for loading, discharging and care in transit or handling of cargo shall be furnished with a liquefied gas tanker training certificate in accordance with:

- a. For seafarers certified under the STCW95 Convention.  
STCW95 Code Section A-V/1 paragraphs 23-34.
- b. For seafarers certified under the STCW78 Convention.  
STCW78 Convention Regulation V/1 until 1st February 2002.

Certificates issued under the STCW Code Section A-V/1 paragraphs 23 to 34 must be revalidated at five-year intervals in accordance with the provisions of STCW95 Regulation I/11

**4.1.23 Crowd management Training for ro-ro passenger ships**

Masters, officers and any other personnel serving on board ro-ro passenger ship designated on muster lists to assist passengers in emergencies situations, shall be furnished with Crowd management training documentary evidence in accordance with the STCW95 Convention Regulation V/2 and STCW Code Section A-V/2.1

Seafarers required training in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years undertake appropriate refresher training.

**4.1.24 Familiarisation Training for ro-ro passenger ships**

Masters, officers and any other personnel serving on board ro-ro passenger ship assigned specific duties and responsibilities on board, shall be furnished with familiarisation training documentary evidence in accordance with the STCW95 Convention Regulation V/2 and STCW Code Section A-V/2.2

**4.1.25 Safety training for ro-ro passenger ships**

Personnel serving on board ro-ro passenger ship providing direct services to passengers in passenger spaces, shall be furnished with Safety training documentary evidence in accordance with the STCW95 Convention Regulation V/2 and STCW Code Section A-V/2.3

**4.1.26 Passenger safety , cargo safety and hull integrity training for ro-ro passenger ships**

Masters, officers and any other personnel serving on board ro-ro passenger ship assigned immediate responsibility for embarking and disembarking passengers, loading, discharging or securing cargo or closing hull openings on board, shall be furnished with Passenger safety, cargo safety and hull integrity training documentary evidence in accordance with the STCW95 Convention Regulation V/2 and STCW Code Section A-V/2.4

Seafarers who are required to be trained in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years undertake appropriate refresher training

**4.1.27 Crisis management and human behaviour training for ro-ro passenger ships**

Masters, officers and any other personnel serving on board ro-ro passenger ship having responsibility for the safety of passengers, shall be furnished with Crisis management and human behaviour training documentary evidence in accordance with the STCW95 Convention Regulation V/2 and STCW Code Section A-V/2.4

Seafarers who are required to be trained in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years undertake appropriate refresher training.

**4.1.28 Crowd management Training for passenger ships**

Masters, officers and any other personnel serving on board passenger ship designated to assist passengers in emergency situations, shall be furnished with Crowd management training documentary evidence in accordance with the STCW95 Convention Regulation V/3 and STCW Code Section A-V/3.1

Seafarers who are required to be trained in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years undertake appropriate refresher training.

The mandatory implementation date for the above requirements is the 1<sup>st</sup> January 1999.

**4.1.29 Familiarisation Training for passenger ships**

Masters, officers and any other personnel serving on board passenger ship assigned specific duties and responsibilities on board, shall be furnished with familiarisation training documentary evidence in accordance with the STCW95 Convention Regulation V/3 and STCW Code Section A-V/3.2

The mandatory implementation dated for the above requirements is the 1<sup>st</sup> January 1999

**4.1.30 Safety training for passenger ships**

Personnel serving on board passenger ship providing direct services to passengers in passenger spaces, shall be furnished with Safety training documentary evidence in accordance with the STCW95 Convention Regulation V/3 and STCW Code Section A-V/3.3

The mandatory implementation date for the above requirements is the 1<sup>st</sup> January 1999

**4.1.31 Passenger safety for passenger ships**

Masters, officers and any other personnel serving on board passenger ship assigned immediate responsibility for embarking and disembarking passengers, shall be furnished with Passenger safety training documentary evidence in accordance with the STCW95 Convention Regulation V/3 and STCW Code Section A-V/3.4

Seafarers who are required to be trained in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years to undertake appropriate refresher training

The mandatory implementation date for the above requirements is the 1<sup>st</sup> January 1999

**4.1.32 Crisis management and human behaviour training for passenger ships**

Masters, officers and any other personnel serving on board passenger ship having responsibility for the safety of passengers, shall be furnished with Crisis

management and human behaviour training documentary evidence in accordance with the STCW95 Convention Regulation V/3 and STCW Code Section A-V/3.4

Seafarers who are required to be trained in accordance with the above Section of the STCW Code shall, at intervals not exceeding five years to undertake appropriate refresher training.

The mandatory implementation date for the above requirements is the 1<sup>st</sup> January 1999

All the above (paragraphs 4.1.1. to 4.1.32) Certificates and documentary evidence or endorsement required by the revised STCW Convention shall be issued by the Competent Authorities or institutions, as the case may be recognised by the Government of the Republic of Cyprus as per Merchant Shipping (Master and Seamen) Laws 1963-1997 (reference 2). A list of all the Competent Authorities, which are presently recognised by the Government of the Republic of Cyprus, can be found in our Circular No.22/97 (reference 3)

Appendixes 2 to 5 provide the Company with summary tables for all Certificates, documentary evidence and training required for seafarers.

The immediate responsibility of the Company while employing a new crewmember is to verify the authenticity and validity of his professional certificates. Where any doubt exists regarding the authenticity or validity of the aforesaid documents, companies shall conduct the Department's Headquarters for assistance.

#### **4.2 Safe Manning**

In accordance with the STCW95 Regulation I/14.1.2 Company is responsible in ensuring that its ships are manned in accordance with the applicable safe manning requirements of this Administration.

The Company shall establish and maintain the necessary procedures to ensure that each of its ships is manned in accordance with the Document of Safe Manning prior to the ship departing from any port. The Company when verifying compliance with the STCW 95 Regulation I/14.1.2 should take into consideration Section 4.1 and Section 4.6

In accordance with The Merchant Shipping (Masters and Seamen) Laws of 1963-1997 (reference 1) no ship shall leave a port unless it has the prescribed safe manning or relevant waiver from this Administration.

In cases of deficient manning in terms of qualifications or numbers of seafarers of a Cyprus flag ship, the company shall apply for dispensation at the Department's Headquarters in accordance with the provisions of Article VIII of the STCW95 Convention. The Company shall apply for such permission and must do so in accordance to our Circular No.6/96 (reference 6) regulating the issue of dispensations.

#### **4.3 Documentation and record keeping of seafarers training**

With reference to the STCW95 Regulation I 14/1.3 Companies are responsible that documentation and data relevant to all seafarers employed to their ships are maintained and readily accessible. The minimum documentation and data required has to cover their experience, training, medical fitness and competency in assigned duties.

The Company shall establish and maintain procedures to ensure that:

- a. A document file is kept on board each of its ships accommodating all **original documents of competency** and medical fitness certificates for all seafarers on board the ship. The document file shall be organised in such a manner that all documents concerning a specific crewmember are kept in a single folder and all the folders are filed in the document file in accordance to the crew list. This document file shall be kept by the master of the ship or a person authorised by the master and be presented for inspection by flag Authority and port Authorities when required.
- b. Document file(s) is kept by the Company accommodating copies of all documentation in the onboard file and in addition evidence as to the experience of each crew member and any additional documentation and training which is not required in the onboard file. The document file(s) kept by the companies shall be organised in such a manner so documents of competency can be readily available for inspection by flag Authority and those in management responsible for vessel safety and prevention of marine pollution.

**Documents of competency** within the context of this section should be understood as to include all Certificates and documentary evidence or endorsement required by the STCW95 Convention for a specific position and duty as these are stated in Section 4.1.

The Company is responsible for keeping appropriate records for seafarers employed by it but it may use a third party to maintain and hold physical custody of the records.

#### **4.4 Ship-specific familiarisation training or instruction for new crewmembers.**

With reference to STCW Regulation I/14.1.4 Companies shall ensure that seafarers, on being assigned to any of its ships, are familiarised with their specific duties and with all ship arrangements, installations, equipment, procedures and ship characteristics that are relevant to their routine or emergency duties.

The Company shall under this regulation establish policies and procedures to ensure compliance with the aforesaid Regulation. The policies and procedures shall include the allocation of a reasonable time for the seafarers to become familiar with the above. A knowledgeable member shall be designated as being responsible for ensuring that each newly employed seafarer receives all essential information in a language the seafarer understands

The Company shall also provide written instructions to the master setting out the policies and procedures to be followed to ensure that, before they are assigned to their duties, seafarers newly employed on board are given reasonable opportunity to become familiar with:

- a. Ship arrangements
- b. Ship installations
- c. Shipboard equipment
- d. Procedures on the ship relevant to their routine and emergency duties.

No Certificate is required for familiarisation training conducted in accordance to STCW95 Regulation I/14, however, this Administration requires that as minimum relevant entries are made in the ship's official logbook, or training record book or the Company may issue its own documentary evidence attesting compliance with the shipboard familiarisation training similar or same to the one developed by ISF for this purpose (Appendix 6).

Regulation VI/1 and Section A-VI/1.1 of the STCW95 Code require that all persons employed on a seagoing ship other than passengers, shall receive approved familiarisation training in personal survival techniques or receive sufficient information and instruction to be able to:

- i. communicate with other persons on board on elementary safety matters
- ii. understand safety symbols, signs and alarm signals
- iii. know what to do if a person falls overboard
- iv. know what to do if fire or smoke is detected
- v. know what to do if the fire or abandon ship alarm is sounded
- vi. identify the muster and embarkation stations and emergency escape routes
- vii. locate and don life-jackets
- viii. raise the alarm in case of fire and use portable fire extinguishers
- ix. take immediate action upon encountering an accident or other medical emergency before seeking further medical assistance on board and
- x. close and open the fire, weathertight and watertight doors fitted in the particular ship other than those for hull openings.

Companies must note that although most of the preparatory instruction and training mentioned above could be given prior to assignment of seafarers on board the ship, the final training or instruction and assessment of the understanding of those concerned must be conducted on board.

In view of the above, the Company is required to establish policies and maintain procedures to ensure that all seafarers on board other than passengers have received sufficient instruction or training to perform all the functions mentioned above, so as all are made sufficiently familiar with the ship to look after themselves and also to act in a positive manner in the event of an emergency.

The policies and procedures must include the allocation of a reasonable time for the seafarers to become familiar with the above. A knowledgeable member shall also be designated as being responsible for ensuring that each newly employed seafarer receives all essential information in a language the seafarer understands



As in the case of familiarisation required by Regulation I/14, no certificate is required for familiarisation training conducted in accordance to Section VI/1.1 of the STCW code, however, this Administration requires that as minimum relevant entries are made in the ship's official logbook, or a training record book or the Company may issue its own documentary evidence attesting compliance with the shipboard familiarisation training, similar or same to the one developed by ISF for this purpose (Appendix 7).

It must be noted that basic safety familiarisation training and instruction is **not** required for crew members who have received more advanced training i.e. basic training in accordance with the STCW Code Section A-VI/1 paragraph 2.

#### **4.5 Effective co-ordination of crew on board**

In accordance Regulation I/14.1.5 the Company shall establish policies and maintain procedures to ensure that the master, officers and crew can effectively co-ordinate their activities in an emergency situation and in performing functions vital to safety or to the prevention or mitigation of pollution.

Crew co-ordination in an emergency situation can be maintained and improved through:

- a. Regular drills requiring the active participation of all crewmembers
- b. Following –up discussions of what went well and what needs to be improved and critiques to identify areas where improved procedures, or methods of communication, would allow smoother co-ordination of activities
- c. Regular training sessions to allow crew members to become acquainted with each other's role on the vessel
- d. Incentives for crew members who identify or introduce improvements and for superior team performance during drills

The Company shall also ensure that common language can be spoken sufficiently well by the crew members, as required for co-ordinating their designated duties and to contribute effectively in a crisis situation, as effective communication is vital condition for the crew members ability to co-ordinate.

#### **4.6 The fitness of each watchkeeping seafarer for duty**

The Company shall establish and enforce watch system and work schedules to ensure that fatigue does not impair the efficiency of the watchkeeping seafarers. Procedures shall ensure compliance with the work hours provisions of Section A-VIII/1 of the STCW Code which are:

- i. Each watchkeeping seafarer must receive a minimum of 10 hours of rest in any 24 hour period

- ii. The hours of rest may be divided into not more than two periods, one of which must be at least 6 hours in length.
- iii. These rest hours provisions need not be maintained in the case of an emergency, drill or other overriding operational condition (that is, circumstances in which essential shipboard work cannot be delayed for safety or environmental reasons, or could not reasonably have been anticipated at the commencement of the voyage)
- iv. The minimum 10 hours rest period may be reduced to not less than 6 consecutive hours under the following conditions:
  - a. No reduction may extend beyond two days and
  - b. Not less than 70 hours of rest are provided in each 7 day period.

The Company when verifying compliance with the above requirements shall ensure that every watchkeeping seafarer serving on its ships:

1. Had a period of rest of at least 6 consecutive hours in the last 24 hours.
2. Had two periods of rest each of at least 6 consecutive hours in the last 48 hours.
3. Had three periods of rest each of at least 6 consecutive hours in the last 72 hours.
4. Had an additional rest period of at least 4 consecutive hours in the last 72 hours.
5. Had at least 70 hours of rest in the last 7 days

The Company shall establish and maintain procedures ensuring that a table with the shipboard working arrangements which shall contain for every watchkeeping position at least:

- a. The schedule of service at sea and in port and
- b. The maximum hours of work required by the national legislation currently in force.

is posted in an easily accessible place. The table shall be in English and the working language of the ship if different.

The Company shall establish and maintain procedures ensuring that records of seafarers watchkeeping daily hours of work and daily hours of rest is maintained to allow monitoring of compliance with the provisions of the STCW95 Convention The seafarer shall receive a copy of the records pertaining to him which shall be endorsed by the master or a person authorised by the master, and by the seafarer.

The Company shall establish and maintain procedures to ensure that a record file is kept on board each of its ships accommodating all “hours of work” records for all watchkeeping crewmembers on board the ship. This

document file shall be kept by the master of the ship or a person authorised by the master and be presented for inspection by flag Authority and port Authorities when required

The Companies may issue their own format of the records of the watchkeeping seafarer's hours of work and rest similar or same to the one shown in Appendix 8

APPROPRIATE CERTIFICATE

Certificates or training documentary evidence, which is considered as appropriate certificate under Regulation I/14 of the revised STCW Convention, include the following:

1. Certificate of Competency
2. Endorsement from the issuing Administration
3. Endorsement from Cyprus Administration
4. Certificate of continued proficiency and Updating of Knowledge
5. Radar observation and plotting training
6. Automatic Radar Plotting Aid training
7. General Radio Operators Certificate
8. Watch keeping Certificate / Authorisation documents
9. Certificate of proficiency in survival craft
10. Certificate of proficiency in fast rescue boats
11. Basic Safety Training
12. Familiarisation Training
13. Safety Familiarisation Training or instruction
14. Advance fire-fighting Training
15. Medical first Aid Training
16. Take Charge of medical care aboardship Training
17. Certificate of fitness (Medical)
18. Cargo Handling Training
19. Tanker Familiarisation Training
20. Oil tanker Training
21. Chemical tanker Training
22. Liquefied tanker Training
23. Crowd management Training for ro-ro passenger ships
24. Familiarisation Training for ro-ro passenger ships
25. Safety training for ro-ro passenger ships
26. Passenger safety , cargo safety and hull integrity training for ro-ro passenger ships
27. Crisis management and human behaviour training for ro-ro passenger ships
28. Crowd management Training for passenger ships
29. Familiarisation Training for passenger ships
30. Safety training for passenger ships
31. Passenger safety training for passenger ships
32. Crisis management and human behaviour training for passenger ships

ANNEX 1

APPENDIX 2

**LIST OF CERTIFICATE OR TRAINING REQUIRED FOR SEAFARERS SERVING ON BOARD CYPRUS SHIPS OTHER THAN PASSENGER SHIPS, OIL TANKERS, CHEMICAL TANKERS, GAS CARRIERS OR COMBINATION CARRIERS**

| Rank<br>Certificate or training                                | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES   |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|---|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |   |
| Certificate of Competency                                      | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>In accordance with Article VI of STCW 78 /95</li> <li>Recognised by the Government of the Republic of Cyprus</li> <li>STCW Certificates shall be updated to STCW95 Certificates prior to 01.02.2002. Updating to STCW95 certification is subject to the requirements of the Administration that has issued the relevant Certificate.</li> <li>All seafarers that commence approved training or sea-service on or after 01.08.1998 shall be certified according to STCW95.</li> </ul> |
| Endorsement of Certificate of Competency                       | x               | x             | x        | x*              |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>Certificates of competency for Master and officers shall be endorsed by the issuing Administration.</li> <li>Certificates shall be endorsed according to the provision of Regulation I/2 of STCW78/95</li> </ul> <p><small>* Is not required for radiocommunication and radio personnel designated solely for this purpose</small></p>   |
| Certificate of continued proficiency and Updating of Knowledge | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>In accordance with Regulation II/5 or III/5 or IV/2 of STCW 78 until 01.02.2002 or updating to STCW95 certification, when required by the Administration that has issued the relevant Certificate.</li> </ul>  |
| Radar observation and plotting                                 | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 | <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.483 (XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>  |
| Automatic Radar Plotting Aid (ARPA)                            | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 | <p>Applicable for vessels furnished with ARPA</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.482(XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>   |
| General Radio Operators Certificate                            | x*              | x*            | x*       |                 |                 |                 |                   |                 |          |                 |                 | <p>Applicable for Vessels furnished with GMDSS</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly resolution A.703 or in accordance to Regulation IV/2 of STCW95 for those who commence approved training or sea-service on or after 01.08.98</li> </ul> <p><small>* Required for at least two deck officers</small></p>  |
| Watch keeping Certificate/ Authorisation documents             |                 |               |          |                 | x               |                 |                   |                 |          | x               |                 | <ul style="list-style-type: none"> <li>Deck ratings                             <ol style="list-style-type: none"> <li>Certificate in accordance to STCW78 Reg. II/6</li> <li>Certificate in accordance to STCW95 Reg. II/4</li> </ol> </li> <li>Engine Ratings                             <ol style="list-style-type: none"> <li>Authorisation documents in accordance to STCW78 Res. 9.</li> </ol> </li> </ul> <p>Certified in accordance to STCW95 Reg. III/4</p>   |

| Rank   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |  |
| Certificate of proficiency in survival craft   | x               | x             | x        | x*              | x*              |                 | x                 | x               | x        | x*              |                 | <ul style="list-style-type: none"> <li>The Certificate required can be one of the following:               <ol style="list-style-type: none"> <li>Appropriate STCW95 Certificate of competency under Chapters II,III or VII</li> <li>Appropriate STCW78 Certificate of competency under Chapters II,III until 01.02.2002</li> <li>Certificate under STCW95 Regulation VI/2</li> <li>Certificate under STCW78 Regulation VI/1</li> </ol> </li> </ul> <p>* Required for all seafarers designated to survival crafts or rescue boats</p>                            |
| Certificate of proficiency in fast rescue boats  | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <p>Applicable for Vessels furnished with fast rescue boats</p> <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation VI/2 paragraph 2</li> </ul> <p>* Required for all seafarers designated to fast rescue boats (two for each fast rescue boat)</p>   |
| Basic safety training or instruction in:<br>a. Personal survival techniques.<br>b. Fire protection and fire fighting.<br>c. Elementary first aid.<br>d. Personal safety and social responsibilities. | x               | x             | x        | x               | x               | x*              | x                 | x               | x        | x               | x*              | <ul style="list-style-type: none"> <li>Documentary evidence is required but it's not considered as a Certificate.</li> <li>In accordance with STCW95 Regulation VI/1 and section A-VI/1 paragraph 2.</li> <li>Masters officers and watchkeeping ratings holding STCW95 certificates of competency do not require Basic safety training or instruction.</li> </ul> <p>* Required for all personnel employed or engaged on board ship in any capacity as part of the ship's complement with designated safety or pollution duties in the operation of the ship</p> |
| Familiarisation training   | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 reg. I/14.</li> </ul> <p>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book</p>   |
| Safety Familiarisation Training  |                 |               |          |                 |                 | x               |                   |                 |          |                 | x               | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 Code Section A-VI/1.1 when they have not received more advance training.</li> <li>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book</li> </ul>   |
| Advance fire-fighting  | x               | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:               <ol style="list-style-type: none"> <li>Appropriate Certificate of competency under STCW95 chapters II,III or VII as master or officer</li> <li>Certificate or documentary evidence under STCW95 Regulation VI/3.</li> <li>STCW78 Certificate of competency when fire fighting is included in their Certificate, until 01.02.2002</li> </ol> </li> </ul> <p>*Required for those Designated to control fire fighting.</p>       |

| Rank                                   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES   |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|---|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |   |
| Certificate or rating                  |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |   |
| Medical first aid                      | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:               <ol style="list-style-type: none"> <li>Appropriate Certificate of competency under STCW95 chapters II,III or VII</li> <li>Certificate or documentary evidence under STCW95 Regulation VI/4.</li> </ol> </li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those Designated to provide medical first aid. |
| Take charge of medical care aboardship | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <ul style="list-style-type: none"> <li>Required Certificate or documentary evidence under STCW95 Regulation VI/4 paragraph 2,3.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those designated to provide medical care aboardship.  |
| Cargo handling training                | x*              | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | Applicable for vessels carrying dangerous goods and hazardous substances In solid form. <ul style="list-style-type: none"> <li>Documentary evidence for training in accordance with IMO Resolution A.537(13)</li> </ul> *Required for those responsible for cargo handling  |
| Recognition of certificates            | x               | x             | x        |                 |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>STCW95 certificates of competency issued by other parties must be recognised by endorsement issued by Cyprus Administration</li> </ul>   |
| Certificate of fitness (medical)       | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | In accordance with Medical Examination Convention (73) Article 3.   |

**LIST OF CERTIFICATE OR TRAINING REQUIRED FOR SEAFARERS SERVING ON BOARD CYPRUS OIL TANKERS,  
CHEMICAL TANKERS, GAS CARRIERS OR COMBINATION CARRIERS**

| Rank   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES   |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|---|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |   |
| Certificate of Competency                                      | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>In accordance with Article VI of STCW 78 /95</li> <li>Recognised by the Government of the Republic of Cyprus</li> <li>STCW Certificates shall be updated to STCW95 Certificates prior to 01.02.2002. Updating to STCW95 certification is subject to the requirements of the Administration that has issued the relevant Certificate.</li> </ul> <p>All seafarers that commence approved training or sea-service on or after 01.08.1998 shall be certified according to STCW95.</p> |
| Endorsement of Certificate of Competency                       | x               | x             | x        | x*              |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>Certificates of competency for Master and officers shall be endorsed by the issuing Administration.</li> <li>Certificates shall be endorsed according to the provision of Regulation I/2 of STCW78/95</li> </ul> <p>* Is not required for radiocommunication and radio personnel designated solely for this purpose</p>  |
| Certificate of continued proficiency and Updating of Knowledge | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>In accordance with Regulation II/5 or III/5 or IV/2 of STCW 78 until 01.02.2002 or updating to STCW95 certification, when required by the Administration that has issued the relevant Certificate.</li> </ul>  |
| Radar observation and plotting                                 | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 | <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.483 (XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>  |
| Automatic Radar Plotting Aid (ARPA)                            | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 | <p>Applicable for vessels furnished with ARPA</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.482(XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>   |
| General Radio Operators Certificate                            | x*              | x*            | x*       |                 |                 |                 |                   |                 |          |                 |                 | <p>Applicable for Vessels furnished with GMDSS</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly resolution A.703 or in accordance to Regulation IV/2 of STCW95 for those who commence approved training or sea-service on or after 01.08.98</li> </ul> <p>* Required for at least two deck officers</p>   |
| Watch keeping Certificate/ Authorisation documents             |                 |               |          |                 | x               |                 |                   |                 |          | x               |                 | <ul style="list-style-type: none"> <li>Deck ratings</li> <li>3 Certificate in accordance to STCW78 Reg. II/6</li> <li>4 Certificate in accordance to STCW95 Reg. II/4</li> </ul> <ul style="list-style-type: none"> <li>Engine Ratings</li> <li>2 Authorisation documents in accordance to STCW78 Res. 9.</li> </ul> <p>Certified in accordance to STCW95 Reg. III/4</p>  |



| Rank   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |  |
| Certificate of proficiency in survival craft   | x               | x             | x        | x*              | x*              |                 | x                 | x               | x        | x*              |                 | <ul style="list-style-type: none"> <li>The Certificate required can be one of the following:</li> <li>5. Appropriate STCW95 Certificate of competency under Chapters II,III or VII</li> <li>6. Appropriate STCW78 Certificate of competency under Chapters II,III until 01.02.2002</li> <li>7. Certificate under STCW95 Regulation VI/2</li> <li>8. Certificate under STCW78 Regulation VI/1</li> </ul> <p>* Required for all seafarers designated to survival crafts or rescue boats</p>  |
| Certificate of proficiency in fast rescue boats  | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <p>Applicable for Vessels furnished with fast rescue boats</p> <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation VI/2 paragraph 2</li> </ul> <p>* Required for all seafarers designated to fast rescue boats (two for each fast rescue boat)</p>   |
| Basic safety training or instruction in:<br>e. Personal survival techniques.<br>f. Fire protection and fire fighting.<br>g. Elementary first aid.<br>h. Personal safety and social responsibilities. | x               | x             | x        | x               | x               | x*              | x                 | x               | x        | x               | x*              | <ul style="list-style-type: none"> <li>Documentary evidence is required but it's not considered as a Certificate.</li> <li>In accordance with STCW95 Regulation VI/1 and section A-VI/1 paragraph 2.</li> <li>Masters officers and watchkeeping ratings holding STCW95 certificates of competency do not require Basic safety training or instruction.</li> </ul> <p>* Required for all personnel employed or engaged on board ship in any capacity as part of the ship's complement with designated safety or pollution duties in the operation of the ship</p> |
| Familiarisation training   | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 reg. I/14.</li> </ul> <p>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book</p>   |
| Safety Familiarisation Training  |                 |               |          |                 |                 | x               |                   |                 |          |                 | x               | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 Code Section A-VI/1.1 when they have not received more advance training.</li> <li>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book</li> </ul>   |
| Advance fire-fighting  | x               | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:</li> <li>4. Appropriate Certificate of competency under STCW95 chapters II,III or VII as master or officer</li> <li>5. Certificate or documentary evidence under STCW95 Regulation VI/3.</li> <li>6. STCW78 Certificate of competency when fire fighting is included in their Certificate, until 01.02.2002</li> </ul> <p>*Required for those with duties and responsibilities related to cargo or cargo equipment.</p>                     |

| Rank                                   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |  |
| Certificate or training                |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |  |
| Medical first aid                      | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:               <ol style="list-style-type: none"> <li>Appropriate Certificate of competency under STCW95 chapters II,III or VII</li> <li>Certificate or documentary evidence under STCW95 Regulation VI/4.</li> </ol> </li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those Designated to provide medical first aid.  |
| Take charge of medical care aboardship | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | <ul style="list-style-type: none"> <li>Required Certificate or documentary evidence under STCW95 Regulation VI/4 paragraph 2,3.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those designated to provide medical care aboardship.   |
| Tanker familiarisation training        | x*              | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | *Required for those with duties and responsibilities related to cargo or cargo equipment.  |
| Tanker training                        | x               | x             | x*       | x*              | x*              | x*              | x                 | x               | x*       | x*              | x*              | The Certificate or documentary evidence required can be one of the following: <ol style="list-style-type: none"> <li>Certificate or documentary evidence under STCW78 Regulation V/1.</li> <li>Certificate or documentary evidence under STCW95 Section A-V/1. Paragraphs 9-14 or</li> <li>Certificate or documentary evidence under STCW95 Section A-V/1. Paragraphs 16-21 or</li> <li>Certificate or documentary evidence under STCW95 Section A-V/1. Paragraphs 23-34</li> </ol> *Required for any person with immediate responsibility for loading, discharging and care in transit or handling cargo. |
| Recognition of certificates            | x               | x             | x        |                 |                 |                 | x                 | x               | x        |                 |                 | <ul style="list-style-type: none"> <li>STCW95 certificates of competency issued by other parties must be recognised by endorsement issued by Cyprus Administration</li> </ul>  |
| Certificate of fitness (medical)       | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | In accordance with Medical Examination Convention (73) Article 3.  |

## LIST OF CERTIFICATE OR TRAINING REQUIRED FOR SEAFARERS SERVING ON BOARD CYPRUS PASSENGER SHIPS

| Rank<br>Certificate or training                                | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES   |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|---|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |   |
| Certificate of Competency                                      | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with Article VI of STCW 78 /95</li> <li>Recognised by the Government of the Republic of Cyprus</li> <li>STCW Certificates shall be updated to STCW95 Certificates prior to 01.02.2002. Updating to STCW95 certification is subject to the requirements of the Administration that has issued the relevant Certificate.</li> </ul> <p>All seafarers that commence approved training or sea-service on or after 01.08.1998 shall be certified according to STCW95.</p> |
| Endorsement of Certificate of Competency                       | x               | x             | x        | x*              |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>Certificates of competency for Master and officers shall be endorsed by the issuing Administration.</li> <li>Certificates shall be endorsed according to the provision of Regulation I/2 of STCW78/95</li> </ul> <p>* Is not required for radiocommunication and radio personnel designated solely for this purpose</p>  |
| Certificate of continued proficiency and Updating of Knowledge | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with Regulation II/5 or III/5 or IV/2 of STCW 78 until 01.02.2002 or updating to STCW95 certification, when required by the Administration that has issued the relevant Certificate.</li> </ul>  |
| Radar observation and plotting                                 | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.483 (XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>  |
| Automatic Radar Plotting Aid (ARPA)                            | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 |        | <p>Applicable for vessels furnished with ARPA</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.482(XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>   |
| General Radio Operators Certificate                            | x*              | x*            | x*       |                 |                 |                 |                   |                 |          |                 |                 |        | <p>Applicable for Vessels furnished with GMDSS</p> <ul style="list-style-type: none"> <li>In accordance with IMO Assembly resolution A.703 or in accordance to Regulation IV/2 of STCW95 for those who commence approved training or sea-service on or after 01.08.98</li> </ul> <p>* Required for at least two deck officers</p>   |
| Watch keeping Certificate/<br>Authorisation documents          |                 |               |          |                 | x               |                 |                   |                 |          | x               |                 |        | <ul style="list-style-type: none"> <li>Deck ratings <ol style="list-style-type: none"> <li>Certificate in accordance to STCW78 Reg. II/6</li> <li>Certificate in accordance to STCW95 Reg. II/4</li> </ol> </li> <li>Engine Ratings <ol style="list-style-type: none"> <li>Authorisation documents in accordance to STCW78 Res. 9.</li> <li>Certified in accordance to STCW95 Reg. III/4</li> </ol> </li> </ul>   |

| Rank   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |  |
| Certificate of proficiency in survival craft   | x               | x             | x        | x*              | x*              |                 | x                 | x               | x        | x*              |                 | x*     | The Certificate required can be one of the following:<br>Appropriate STCW95 Certificate of competency under Chapters II,III or VII<br>Appropriate STCW78 Certificate of competency under Chapters II,III until 01.02.2002<br>9. Certificate under STCW95 Regulation VI/2<br>i. Certificate under STCW78 Regulation VI/1<br>* Required for all seafarers designated to survival crafts or rescue boats  |
| Certificate of proficiency in fast rescue boats  | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | Applicable for Vessels furnished with fast rescue boats<br>• In accordance with STCW95 Regulation VI/2 paragraph 2<br>* Required for all seafarers designated to fast rescue boats (two for each fast rescue boat)   |
| Basic safety training or instruction in:<br>a. Personal survival techniques.<br>b. Fire protection and fire fighting.<br>c. Elementary first aid.<br>d. Personal safety and social responsibilities. |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        | • Documentary evidence is required but it's not considered as a Certificate.<br>• In accordance with STCW95 Regulation VI/1 and section A-VI/1 paragraph 2.<br>• Masters officers and watchkeeping ratings holding STCW95 certificates of competency do not require Basic safety training or instruction.<br>* Required for all personnel employed or engaged on board ship in any capacity as part of the ship's complement with designated safety or pollution duties in the operation of the ship [see also Note (1)] |
| Familiarisation training   | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | x      | • Required for all seafarers in accordance with STCW95 reg. I/14.<br>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book   |
| Safety Familiarisation Training  |                 |               |          |                 |                 | x               |                   |                 |          |                 |                 |        | • Required for all seafarers in accordance with STCW95 Code Section A-VI/1.1 when they have not received more advance training.<br>• No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book   |
| Advance fire-fighting  | x               | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | x*     | • The Certificate or documentary evidence required can be one of the following:<br>7. Appropriate Certificate of competency under STCW95 chapters II,III or VII as master or officer<br>8. Certificate or documentary evidence under STCW95 Regulation VI/3.<br>9. STCW78 Certificate of competency when fire fighting is included in their Certificate, until 01.02.2002<br>*Required for those Designated to control fire fighting.  |

(1) Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc., shall in addition to the training required in accordance with STCW Code Section A-VI/1.1 receive special emergency preparedness training comprising first aid, personal survival techniques and fire fighting. The training shall also give throughout knowledge of the ship's arrangement. The training shall at least comply with regulation V/2 paragraph 6 of the STCW95 Convention. Personnel fall into the aforesaid category does not require basic safety training in accordance with STCW Code Section A-VI/1.2

Special training is required only for Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc. on passenger and ro-ro passenger ships which have not received basic safety training in accordance with STCW Code Section A-VI/1.2

| Rank                                   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES   |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|---|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |   |
| Certificate or raining                 |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        |   |
| Medical first aid                      | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:</li> <li>3. Appropriate Certificate of competency under STCW95 chapters II,III or VII</li> <li>4. Certificate or documentary evidence under STCW95 Regulation VI/4.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those Designated to provide medical first aid. |
| Take charge of medical care aboardship | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | <ul style="list-style-type: none"> <li>Required Certificate or documentary evidence under STCW95 Regulation VI/4 paragraph 2,3.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those designated to provide medical care aboardship.  |
| Crowd Management training              | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.01.1999 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/3 and section A-V/3 paragraph 1</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel designated on muster list to assist passengers in emergency situations.  |
| Familiarisation training               | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.01.1999 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/3 and section A-V/3 paragraph 2</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel assigned specific duties and responsibilities on board.  |
| Safety training                        | x*              | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | x*     | Implementation date is 01.01.1999 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/3 and section A-V/3 paragraph 3</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel providing direct service to passengers in passenger spaces.  |
| Passenger safety training              | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.01.1999 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/3 and section A-V/3 paragraph 4</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel assigned immediate responsibility for embarking and disembarking passengers.   |

| Rank  | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES  |
|---|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|--|
|   | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |  |
| Certificate or training                         |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        |  |
| Crisis management and human behaviour training. | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.01.1999<br>• In accordance with STCW95 Regulation V/3 and section A-V/3 paragraph 5<br>• Evidence is required but is not considered a certificate.<br>• Required for all personnel having responsibility for the safety of passengers in emergency situations. |
| Recognition of certificates                     | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | • STCW95 certificates of competency issued by other parties must be recognised by endorsement issued by Cyprus Administration  |
| Certificate of fitness (medical)                | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | x      | In accordance with Medical Examination Convention (73) Article 3.  |

## LIST OF CERTIFICATE OR TRAINING REQUIRED FOR SEAFARERS SERVING ON BOARD CYPRUS RO-RO PASSENGER SHIPS

| Rank<br>Certificate or raining                                 | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |  |
| Certificate of Competency                                      | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with Article VI of STCW 78 /95</li> <li>Recognised by the Government of the Republic of Cyprus</li> <li>STCW Certificates shall be updated to STCW95 Certificates prior to 01.02.2002. Updating to STCW95 certification is subject to the requirements of the Administration that has issued the relevant Certificate.</li> </ul> All seafarers that commence approved or sea-service training on or after 01.08.1998 shall be certified according to STCW95. |
| Endorsement of Certificate of Competency                       | x               | x             | x        | x*              |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>Certificates of competency for Master and officers shall be endorsed by the issuing Administration.</li> <li>Certificates shall be endorsed according to the provision of Regulation I/2 of STCW78/95</li> </ul> * Is not required for radiocommunication and radio personnel designated solely for this purpose  |
| Certificate of continued proficiency and Updating of Knowledge | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with Regulation II/5 or III/5 or IV/2 of STCW 78 until 01.02.2002 or updating to STCW95 certification, when required by the Administration that has issued the relevant Certificate.</li> </ul>   |
| Radar observation and plotting                                 | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 |        | <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.483 (XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>   |
| Automatic Radar Plotting Aid (ARPA)                            | x               | x             | x        |                 |                 |                 |                   |                 |          |                 |                 |        | Applicable for vessels furnished with ARPA <ul style="list-style-type: none"> <li>In accordance with IMO Assembly Resolution A.482(XII)</li> <li>Documentary evidence is required but it's not considered as a Certificate.</li> </ul>   |
| General Radio Operators Certificate                            | x*              | x*            | x*       |                 |                 |                 |                   |                 |          |                 |                 |        | Applicable for Vessels furnished with GMDSS <ul style="list-style-type: none"> <li>In accordance with IMO Assembly resolution A.703 or in accordance to Regulation IV/2 of STCW95 for those who commence approved training or sea-service on or after 01.08.98</li> </ul> * Required for at least two deck officers  |
| Watch keeping Certificate/ Authorisation documents             |                 |               |          |                 | x               |                 |                   |                 |          | x               |                 |        | <ul style="list-style-type: none"> <li>Deck ratings               <ol style="list-style-type: none"> <li>Certificate in accordance to STCW78 Reg. II/6</li> <li>Certificate in accordance to STCW95 Reg. II/4</li> </ol> </li> <li>Engine Ratings               <ol style="list-style-type: none"> <li>Authorisation documents in accordance to STCW78 Res. 9.</li> <li>Certified in accordance to STCW95 Reg. III/4</li> </ol> </li> </ul>  |

ANNEX 1

APPENDIX 5

| Rank   | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES  |
|--|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|--|
|  | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |  |
| Certificate of proficiency in survival craft   | x               | x             | x        | x*              | x*              |                 | x                 | x               | x        | x*              |                 | x*     | The Certificate required can be one of the following:<br>Appropriate STCW95 Certificate of competency under Chapters II,III or VII<br>Appropriate STCW78 Certificate of competency under Chapters II,III until 01.02.2002<br>10. Certificate under STCW95 Regulation VI/2<br>j. Certificate under STCW78 Regulation VI/1<br>* Required for all seafarers designated to survival crafts or rescue boats   |
| Certificate of proficiency in fast rescue boats  | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | Applicable for Vessels furnished with fast rescue boats<br>• In accordance with STCW95 Regulation VI/2 paragraph 2<br>* Required for all seafarers designated to fast rescue boats (two for each fast rescue boat)   |
| Basic safety training or instruction in:<br>e. Personal survival techniques.<br>f. Fire protection and fire fighting.<br>g. Elementary first aid.<br>h. Personal safety and social responsibilities. |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        | <ul style="list-style-type: none"> <li>Documentary evidence is required but it's not considered as a Certificate.</li> <li>In accordance with STCW95 Regulation VI/1 and section A-VI/1 paragraph 2.</li> <li>Masters officers and watchkeeping ratings holding STCW95 certificates of competency do not require Basic safety training or instruction.</li> </ul> * Required for all personnel employed or engaged on board ship in any capacity as part of the ship's compliment with designated safety or pollution duties in the operation of the ship[see also Note (1)] |
| Familiarisation training   | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | x      | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 reg. I/14.</li> </ul> No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book  |
| Safety Familiarisation Training  |                 |               |          |                 |                 | x               |                   |                 |          |                 |                 |        | <ul style="list-style-type: none"> <li>Required for all seafarers in accordance with STCW95 Code Section A-VI/1.1.when they have not received more advance training.</li> <li>No Certificate is required but familiarisation process must be appropriately recorded in a training book or vessel's log book</li> </ul>   |
| Advance fire-fighting  | x               | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | x*     | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:</li> <li>10. Appropriate Certificate of competency under STCW95 chapters II,III or VII as master or officer</li> <li>11. Certificate or documentary evidence under STCW95 Regulation VI/3.</li> <li>12. STCW78 Certificate of competency when fire fighting is included in their Certificate, until 01.02.2002</li> </ul> *Required for those Designated to control fire fighting.  |

(1) Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc., shall in addition to the training required in accordance with STCW Code Section A-VI/1.1 receive special emergency preparedness training comprising first aid, personal survival techniques and fire fighting. The training shall also give throughout knowledge of the ship's arrangement. The training shall at least comply with regulation V/2 paragraph 6 of the STCW95 Convention. Personnel fall into the aforesaid category does not require basic safety training in accordance with STCW Code Section A-VI/1.2  
Special training is required only for Catering personnel and other personnel employed by the Company to provide service related to passenger accommodation, sales, entertainment etc. on passenger and ro-ro passenger ships which have not received basic safety training in accordance with STCW Code Section A-VI/1.2



| Rank  | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES   |
|---|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|---|
|   | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |   |
| Certificate or raining                                      |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        |   |
| Medical first aid   | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | <ul style="list-style-type: none"> <li>The Certificate or documentary evidence required can be one of the following:</li> <li>5. Appropriate Certificate of competency under STCW95 chapters II,III or VII</li> <li>6. Certificate or documentary evidence under STCW95 Regulation VI/4.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those Designated to provide medical first aid. |
| Take charge of medical care aboardship                      | x*              | x*            | x*       | x*              | x*              |                 | x*                | x*              | x*       | x*              |                 | x*     | <ul style="list-style-type: none"> <li>Required Certificate or documentary evidence under STCW95 Regulation VI/4 paragraph 2,3.</li> <li>For Masters and chief mates the implementation date is 01.02.2002 or after the issue of new STCW95 Certificate of competency.</li> </ul> *Required for those designated to provide medical care aboardship.  |
| Crowd Management training                                   | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.08.1998 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/2 and section A-V/2 paragraph 1</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel designated on muster list to assist passengers in emergency situations.  |
| Familiarization training                                    | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.08.1998 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/2 and section A-V/2 paragraph 2</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel assigned specific duties and responsibilities on board.  |
| Safety training   | x*              | x*            | x*       | x*              | x*              | x*              | x*                | x*              | x*       | x*              | x*              | x*     | Implementation date is 01.08.1998 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/2 and section A-V/2 paragraph 3</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel providing direct service to passengers in passenger spaces.  |
| Passenger safety , cargo safety and hull integrity training | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.08.1998 <ul style="list-style-type: none"> <li>In accordance with STCW95 Regulation V/2 and section A-V/2 paragraph 4</li> <li>Evidence is required but is not considered a certificate.</li> </ul> * Required for all personnel assigned immediate responsibility for embarking and disembarking passengers, discharging or securing cargo or closing hull openings.   |

| Rank  | DECK DEPARTMENT |               |          |                 |                 |                 | ENGINE DEPARTMENT |                 |          |                 |                 | OTHERS | NOTES  |
|---|-----------------|---------------|----------|-----------------|-----------------|-----------------|-------------------|-----------------|----------|-----------------|-----------------|--------|--|
|   | MASTER          | CHIEF OFFICER | OFFICERS | RADIO PERSONNEL | RATINGS CLASS A | RATINGS CLASS B | CHIEF ENGINEER    | SECOND ENGINEER | OFFICERS | RATINGS CLASS A | RATINGS CLASS B |        |  |
| Certificate or training                         |                 |               |          |                 |                 |                 |                   |                 |          |                 |                 |        |  |
| Crisis management and human behaviour training. | x               | x             | x        | x*              | x*              | x*              | x                 | x               | x        | x*              | x*              | x*     | Implementation date is 01.08.1998<br>• In accordance with STCW95 Regulation V/2 and section A-V/2 paragraph 5<br>• Evidence is required but is not considered a certificate.<br>• * Required for all personnel having responsibility for the safety of passengers in emergency situations. |
| Recognition of certificates                     | x               | x             | x        | x               |                 |                 | x                 | x               | x        |                 |                 |        | • STCW95 certificates of competency issued by other parties must be recognised by endorsement issued by Cyprus Administration  |
| Certificate of fitness (medical)                | x               | x             | x        | x               | x               | x               | x                 | x               | x        | x               | x               | x      | In accordance with Medical Examination Convention (73) Article 3.  |

**SPECIFIC SHIPOARD FAMILIARISATION AS REQUIRED BY REGULATION I/14 OF THE STCW CONVENTION**

|   |  |   |
|---|--|---|
| <b>Vessel</b>   | <b>Seafarer's Name</b>   |   |
| <b>Date of Joining</b>  | <b>Function</b>  |   |
| <b>Place of Joining</b>   | Name of designated crew member responsible for providing essential information |   |
| <b>FAMILIARISATION REQUIREMENTS</b>   | <b>DETAILS</b>   | <b>DESIGNATED CREW MEMBER'S INITIALS/DATE</b> |
| Specific equipment with which seafarer has been familiarised<br>(state details in blank space provided)                                       |  |   |
| Watchkeeping procedures and arrangements with which the seafarer has been familiarised<br>(state details in blank space provided)             |  |   |
| Safety procedures with which seafarer has been familiarised<br>(state details in blank space provided)  |  |   |
| Emergency procedures and arrangements with which the seafarer has been familiarised<br>(state details in blank space provided)                |  |   |
| Environmental protection procedures and arrangements with which the seafarer has been familiarised<br>(state details in blank space provided) |  |   |

SAFETY FAMILIARISATION TRAINING AS REQUIRED BY SECTION A-VI/1.1 OF THE STCW CODE

|   |                                 |
|---|---------------------------------|
| <b>Vessel</b>   | <b>Seafarer's Name</b>          |
| <b>Date of Joining</b>  | <b>Function</b>                 |
| <b>Place of Joining</b>   |                                 |
| <b>TASK / DUTY</b>  | <b>OFFICER'S INITIALS/ DATE</b> |
| <b>Be able to</b><br>Communicate with others on elementary safety matters   |                                 |
| Understand safety symbols, signs and alarm signals  |                                 |
| <b>Know what to do if:</b><br>A person falls overboard<br>Fire or smoke is detected<br>The fire or abandon ship alarm is sounded      |                                 |
| <b>Be able to</b><br>Identify the embarkation stations and emergency escape routes  |                                 |
| Locate and don life-jackets   |                                 |
| Raise the alarm in case of fire and use portable fire extinguishers   |                                 |
| Take immediate action upon encountering an accident or other medical emergency before seeking further medical assistance on board and |                                 |
| Close and open the fire, weathertight and watertight doors fitted in the particular ship other than those for hull openings           |                                 |

**ANNEX 1**

**APPENDIX 8**

Vessel Name :..... Call Sign :..... I.M.O No.:.....

Month/ Year :.....Name :.....Rank :.....

| Date | Hours of work (Enter X for full hours and O for half hours) |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | Normal hours | O/T hours | Total hours | Rest hours | O/T Reasons, Remarks |    |  |  |  |  |  |  |  |  |
|------|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--------------|-----------|-------------|------------|----------------------|----|--|--|--|--|--|--|--|--|
|      | 00  | 01 | 02 | 03 | 04 | 05 | 06 | 07 | 08 | 09 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |              |           |             |            |                      | 23 |  |  |  |  |  |  |  |  |
| 01   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 02   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 03   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 04   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 05   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 06   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 07   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 08   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 09   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 10   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 11   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 12   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 13   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 14   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 15   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 16   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 17   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 18   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 19   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 20   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 21   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 22   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 23   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 24   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 25   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 26   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 27   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 28   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 29   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 30   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |
| 31   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |              |           |             |            |                      |    |  |  |  |  |  |  |  |  |

The following national laws, Regulations and/or collective agreements governing maximum working hours or minimum rest periods apply to this vessel.  
 .....

I agree that the record is an accurate reflection of the hours of work and rest of the seafarer concerned.

Signature :.....  
 Master or authorised person

.....  
 Signature of Seafarer