

REPUBLIC



OF CYPRUS

**MINISTRY OF COMMUNICATIONS AND WORKS
DEPARTMENT OF MERCHANT SHIPPING
LIMASSOL**

Circular 14/2004

DMS 5.13.09

DMS 15.06.01

29 April 2004

All Owners, Managers and Representatives of Ships
Registered in Cyprus

**Subject: Directory of Services and Contact Persons of the Department
of Merchant Shipping**

Further to our circular No. 4/2003 dated 25 February 2003 regarding the Directory of Services and Contact Persons of this Department, please find attached an updated Directory, incorporating the changes which occurred so far.

Serghios S. Serghiou
Director
Department of Merchant Shipping

SSS/CHK



**MINISTRY OF COMMUNICATIONS AND WORKS
DEPARTMENT OF MERCHANT SHIPPING
LEMESOS**

DIRECTORY OF SERVICES AND CONTACT PERSONS

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	<u>ADMINISTRATION</u> <i>Consideration of general administrative matters and correspondence with the Ministry of Communications and Works, other Ministries and Departments and private organizations.</i>		
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	<u>SEAFARERS, PROTECTION OF THE MARINE ENVIRONMENT AND COORDINATION DIVISION</u>		
317	Head : Andreas Constantinou, Senior Marine Surveyor <i>A1. Implementation of ILO Conventions.</i> <i>A2. Relief and repatriation of distressed and abandoned seafarers.</i> <i>A3. Examination of complaints and resolution of disputes regarding contracts of employment and conditions of living and work of seafarers on board Cyprus ships.</i>	25848278	aconstantinou@dms.mcw.gov.cy

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	<p><i>B1. Relations with and monitoring of Classification Societies.</i></p> <p><i>B2. Transfer of class procedures.</i></p> <p><i>C1. Protection of the Environment.. Implementation of MARPOL 73/78 as amended, approval of SOPEP's and of Garbage Management plans, investigation of MARPOL violations. Implementation of the IMDG Code and SOLAS Chapter VII (Carriage of dangerous goods). Reception Facilities, underwater pipelines.</i></p> <p><i>C2. Consideration of issues of environmental nature such as ballast water pollution, antifouling paints and dumping of wastes</i></p> <p><i>D1. Matters concerning the Paris M.O.U on Port State Control and coordination with the other M.O.U's. Planning of Port-State Control (Cyprus Ports). Communication with the SIRENAC and EQUASIS.</i></p> <p><i>D2. Matters concerning the Mediterranean M.O.U.</i></p> <p><i>E. Coordination of horizontal issues, falling within the responsibilities of more than one division.</i></p>		
312 314	John Efstratiou, Marine Surveyor A' Michalis Michaelides, Marine Surveyor A'	25848273 25848275	jefstratiou@dms.mcw.gov.cy mmichaelides@dms.mcw.gov.cy
	<u>MARITIME SAFETY DIVISION</u>		
307	Head: John Karitzis, Senior Marine Surveyor	25848264	shipsafety@dms.mcw.gov.cy jkaritzis@dms.mcw.gov.cy
	<p><i>Interpretation of the SOLAS 74/78, LOADLINES 66 , COLREGS 72 and TONNAGE 69 conventions as amended, the STP 71 Agreement and the SPACE STP 73 protocol CSC 72 and consideration of issues concerning these, tonnage measurement of ships, matters concerning passenger ships, small (non convention)ships, fishing vessels, MODU. COLREG contraventions, approval of stability booklets and cargo securing manuals; Consideration of applications for temporary exemptions and equivalent arrangements:</i></p>		
305 324	Andreas Kyriacou, Marine Surveyor Costas Costaras, Marine Surveyor	25848281 25848282	akyriacou@dms.mcw.gov.cy ccostaras@dms.mcw.gov.cy

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
325	<i>Tonnage Measurement, issue of Safe Manning Documents:</i> Cleanthis Orphanos, Marine Surveyor	25848283	manning@dms.mcw.gov.cy corphanos@dms.mcw.gov.cy
304 303	<i>Matters concerning Radiocommunications, GMDSS, allocation of MMSI and SELCAL numbers, Maritime Security.</i> Themis Evriviades, Marine Surveyor A' George Stylianides, Marine Surveyor	25848261 25848259	tevriviades@dms.mcw.gov.cy gstylianides@dms.mcw.gov.cy
120	<i>Radio Licences:</i> Georgia Kyprou, Assistant Clerical Officer	25848225	gkyprou@dms.mcw.gov.cy
302	<i>Safety of passenger vessels, dynamically supported crafts coastal and fishing vessels. Implementation of Recreational craft directive High Speed craft: Inspection, Navigation Licence, Operator's Licence:</i> John Palates, Marine Surveyor	25848258	coastalvessels@dms.mcw.gov.cy jpalates@dms.mcw.gov.cy
306	George M. Demetriades, Marine Surveyor	25848263	gmdemetriades@dms.mcw.gov.cy
	<u>MARITIME TRAINING, AND CERTIFICATION DIVISION</u>		seafarers@dms.mcw.gov.cy
002	Head: Panayiotis Pacoutas, Senior Marine Surveyor <i>A. Issue of seafarers' Certificates of Competency and Training Certificates. Dispensations. Maritime Training and Certification; Implementation of the STCW 78 Convention as amended.</i> <i>B. Registration of Seafarers, Issue of Seafarers' Identification and Sea Service Record Books; Endorsements for recognition of Certificates and Proofs of deposit of applications.</i> <i>C. Information and professional orientation of candidates for maritime and shipping related education and training. Processing of applications for admission to the Greek Academies of Mercantile Marine.</i>	25848120	ppacoutas@dms.mcw.gov.cy
002 316 010 001	George Christodoulides, Marine Surveyor A' George A. Demetriades, Marine Surveyor Antonis Damianou, Marine Surveyor Michalis Agapiou	25848132 25848277 25848145 25848131	gchristodoulides@dms.mcw.gov.cy gademetriades@dms.mcw.gov.cy adamianou@dms.mcw.gov.cy magapiou@dms.mcw.gov.cy
	<i>Applications for Seafarer's Identification and Sea Service Record Books and Endorsements for recognition of certificates:</i>		
004	Elena Charalambous- Sophocleous, Ass.Cler.Off.	25848137	esofokleous@dms.mcw.gov.cy

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213	Implementation of Government policy for the registration of ships under the Cyprus flag. Examination of shipmanagement contracts. Athena Chrysostomou, Merchant Shipping Officer (also see Legal and EU Affairs Division)	25848227	athchrysostomou@dms.mcw.gov.cy
102	Processing of applications for provisional registration, extension of provisional registration, instructions for provisional registrations, issue of carving notes, allocation of call signs: Agathoklis Agathokleous, Assistant Clerical Officer	25848177	aagathokleous@dms.mcw.gov.cy
102	Permanent registrations, follow up and control of documents, preparation of certificates for permanent registration, new certificates in case of loss or destruction, alteration of tonnage and issue of Carving Notes: Niki Pavlidou, Assistant Clerical Officer	25848176	npavlidou@dms.mcw.gov.cy
102	Processing of applications for transfer of ownership and changes of name, relevant instructions, issue of Carving Notes, registration and/or discharge of mortgages, preparation of relevant certificates and transcripts of register, injunctions: Egli Mavrokefalou, Assistant Clerical Officer	25848178	emavrokefalou@dms.mcw.gov.cy
105	Processing of applications for parallel registration (in and out) and relevant transactions. Preparation of transcripts and certificates of ownership and encumbrances, issue of certified true copies of certificates, changes of registered offices; follow up of parallel registrations: Maria Parmaxi, Assistant Clerical Officer	25848182	mparmaxi@dms.mcw.gov.cy
105	Processing of applications for parallel registration (in and out) and relevant transactions. Preparation of transcripts and certificates of ownership and encumbrances, issue of certified true copies of certificates, changes of registered offices; follow up of parallel registrations: Maria Pieridou, Assistant Clerical Officer	25848183	mpieridou@dms.mcw.gov.cy
105	Processing of applications for parallel registration (in and out) and relevant transactions. Preparation of transcripts and certificates of ownership and encumbrances, issue of certified true copies of certificates, changes of registered offices; follow up of parallel registrations: Andri Andreou, Assistant Clerical Officer	25848182	aandreou@dms.mcw.gov.cy
107	Registration and discharge of mortgages, relevant instructions, issue of transcripts, injunctions: Processing of applications for the deletion of ships from the Cyprus Register of Ships. Preparation of "Closed" Transcripts: Panayiota Venezi, Assistant Clerical Officer	25848184	pvenezi@dms.mcw.gov.cy
107	Despo Pastidou, Assistant Clerical Officer	25848185	dpastidou@dms.mcw.gov.cy
107	Search of the Register of Cyprus Ships; updating of the Register Books: Stella Christofi, Assistant Clerical Officer	25848185	schristofi@dms.mcw.gov.cy

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
	<i>Registration of small vessels and issue of high speed craft operator's licences</i>		coastalvessels@dms.mcw.gov.cy
053	Gregoris Karapatakis, Clerical Officer	25848155	gkarapatakis@dms.mcw.gov.cy
054	Maria Michael, Assistant Clerical Officer	25848156	mmichael@dms.mcw.gov.cy
	<u>LEGAL AND EU AFFAIRS DIVISION</u>		
216	Head: Anthony Madella, Merchant Shipping Officer A'	2848246	amadella@dms.mcw.gov.cy
	<i>A. All legal matters, except matters on Ships' Registry and maritime labour (See under Ships' Registry). Private Maritime Law Matters; Public Maritime Law Matters; Maritime Safety and Pollution, CLC Convention and issue of CLC Certificates; FUND Convention, Law of the Sea, Piracy and maritime fraud, U.N. sanctions; Stowaways; Taxation of Shipmanagers; Diplomatic protection of Cyprus ships.</i>		
	<i>B. Consolidation of the shipping legislation, Index of shipping Legislation and DMS Circulars.</i>		
	<i>C. European Union Matters (Accession to the EU, Harmonisation, Euromed Partnership).</i>		
217	Chryssa P. Loizou, Merchant Shipping Officer	25848251	cploizou@dms.mcw.gov.cy
227	Athena Chrysostomou, Merchant Shipping Officer (also Register of Ships Division)	25848227	athchrysostomou@dms.mcw.gov.cy
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	<u>MERCHANT SHIPPING DEVELOPMENT SECTION</u>		maritimecyprus@dms.mcw.gov.cy
219	Head: Christina Patsiou, Merchant Shipping Officer A'	25848247	cpatsiou@dms.mcw.gov.cy
	<i>A. Information on Cyprus Merchant Shipping and the registration of ships.</i>		
	<i>B. International relations and promotion of Cyprus as a shipping centre: Maritime Cyprus Conference, participation in maritime exhibitions, organization of seminars, issue of press releases, the newsletter and information booklets. Internet and website information.</i>		
	<i>C. Economic and competition issues, Statistics.</i>		shipaccounts@dms.mcw.gov.cy
	<i>D. Taxation of Shipmanagement Companies</i>		
215	Vassilis Demetriades, Merchant Shipping Officer	25848245	vdemetriades@dms.mcw.gov.cy
218	Elena Prokopiou, Merchant Shipping, Officer	25848248	eprokopiou@dms.mcw.gov.cy
218	Elisavet Neophytou	25848250	eneophytou@dms.mcw.gov.cy

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223	Information technology matters: Christodoulos Melis, Merchant Shipping Officer	25848240	cmelis@dms.mcw.gov.cy
	<u>ACCOUNTS SECTION</u>		
119	Head: Miranda Vakana, Accounting Officer	25848224	mvakana@dms.mcw.gov.cy
	Department's Accounts, Budget, payment vouchers:		
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114	Constantina Vassiliou, Assistant Clerical Officer	25848193	cvassiliou@dms.mcw.gov.cy
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116	Athina Koursarou, Assistant Clerical Officer	25848198	akoursarou@dms.mcw.gov.cy
116	Loukia Koupepa, Assistant Clerical Officer	25848199	lkoupepa@dms.mcw.gov.cy
116	Maria Potonidou, Assistant Clerical Officer	25848152	mpotonidou@dms.mcw.gov.cy
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117	Vasso Georgiou, Assistant Clerical Officer	25848222	vgeorgiou@dms.mcw.gov.cy
117	Vassilia Stylianou, Assistant Clerical Officer	25848223	vstylianou@dms.mcw.gov.cy
050	Cashier: Nicoletta Socratous Papapoliviou	25848153	nspapapoliviou@dms.mcw.gov.cy
	<u>REGISTRY</u>		
015	Chief Clerk: Costakis Constantinou, Clerical Officer	25848141	cconstantinou@dms.mcw.gov.cy
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	Incoming correspondence		
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005	Photini Marathefti, Assistant Clerical Officer	25848143	pmarathefti@dms.mcw.gov.cy
005	Margarita Alexandrou	25848142	malexandrou@dms.mcw.gov.cy
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110	Theonitsa Evagorou, Assistant Clerical Officer	25848187	thevagorou@dms.mcw.gov.cy
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310	Eliana Demetriadou, Assistant Clerical Officer	25848267	edemetriadou@dms.mcw.gov.cy
310	Eugenia Kyprianou, Assistant Clerical Officer	25848268	ekyprianou@dms.mcw.gov.cy
	Messengers:		
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	George Nicolaou	25848171	
	Costas Constantinou	25848171	
	Aristos Aristidou	25848171	
	Demetris Prokopiou (afternoon service)	25848171	

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Assistant to the Registrar of Ships: Andriani Ptochopoulou

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Note: H.E. Ms. Myrna Y Kleopa, High Commissioner of the Republic of Cyprus to the United Kingdom of Great Britain and Northern Ireland, is the accredited Permanent Representative of the Republic of Cyprus to the International Maritime Organisation.

UNITED STATES OF AMERICA

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Nicos Attas, Consul
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Secretaries: 1. Maria Parpa Fiesinger
2. Kirsten-Kida Rahn

2 April 2004