

**International Convention on Standards of Training, Certification and
Watchkeeping for Seafarers, STCW 78, as amended- Issue of seafarer's
identification and Sea service Record Books and Endorsements attesting the
recognition of non Cyprus Certificates of Competency**

Circular No. 26/2001

TEN:1/5

TEN:32/4/15

19 December 2001

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 78, as amended- Issue of seafarer's
identification and Sea service Record Books and Endorsements attesting the
recognition of non Cyprus Certificates of Competency**

With reference to the above subject and further to our circular No14/2001 dated 29 June 2001, I wish to inform you the following:

1. "White List"

The Maritime Safety Committee (MSC) during an extraordinary session (27 and 28 November 2001), confirmed that eight (8) additional Parties to the STCW Convention have communicated information pursuant to regulation I/7 of the STCW1978 Convention as amended which demonstrates that they give full and complete effect to the relevant provisions of the aforementioned Convention. The revised so-called "White List" (List of countries found to give full and complete effect to the relevant provisions of the STCW Convention) is shown in the annex of the attached MSC Circular No. 1018, issued by the International Maritime Organization. (Annex 1).

2. Parties to the STCW Convention whose certificates of competency are presently accepted for the issue of Cyprus Identification and Sea Service Record Book and Endorsements Attesting the Recognition of non-Cyprus Certificates of Competency.

The Government of the Republic of Cyprus had until now accepted the certificates of competency issued by or on behalf of forty-nine (49) Parties to the STCW Convention, for the issue of Cyprus Identification and Sea Service Record Books and Endorsements Attesting the Recognition of non-Cyprus certificates of competency.

In view of the revised list of countries found to give full and complete effect to the relevant provisions of the STCW Convention and the signing of an undertaking, required by Regulation I/10 of the STCW,1978 Convention as amended, for the recognition of foreign certificates of competency, with a considerable number of

Parties, this Administration now accepts the certificates of competency issued by thirty (30) additional Parties to the STCW Convention.

The revised list of Parties to the STCW Convention whose certificates of competency are presently accepted for the issue of Cyprus Identification and Sea Service Record Book and Endorsements attesting the recognition of non-Cyprus certificates of competency, is shown in Annex 2.

It should be noted that seafarers holding certificates of competency or training documentary evidence issued by or on behalf of the competent Authorities of Lebanon or Cape Verde, previously recognised by the Government of the Republic of Cyprus, may continue to serve on board Cyprus flag vessels until 30 January 2002.

3. Issue of Endorsements attesting the recognition of non-Cyprus Certificates of Competency to seafarers holding non-national Certificates of competency.

In view of the new expanded list of Parties to the STCW Convention whose certificates of competency are accepted for the issue of Cyprus Seafarers Identification and Sea Service Record Books (SISRB) and Endorsements attesting the recognition of non-Cyprus certificates of competency and the findings of the study on fraudulent practices associated with certificates of competency and endorsements, conducted by the Seafarers International Research Centre (SIRC) of Cardiff University, this Administration in its effort to eliminate unlawful practices associated with Certificates of competency and endorsements, requires a more stringent procedure to be followed for the issue of Cyprus endorsements attesting the recognition of non-Cyprus certificates of competency to seafarers holding non national certificates of competency.

As from 27 December 2001, Companies are hereby required to follow the instructions shown in this section when applying for the issue of Cyprus endorsements attesting the recognition of non-Cyprus certificates of competency to seafarers holding non-national certificates of competency.

3.1 Seafarers required to follow the “expanded” verification procedure for the issue of Cyprus endorsements attesting the recognition of non-Cyprus certificates of competency

All Masters and Officers holding STCW95 Certificates of competency issued by or on behalf of a competent Authority recognised by the Government of the Republic of Cyprus, **other than the competent Authority of the country of their nationality**, when applying to this Administration for the issue of a Cyprus endorsement attesting the recognition of non-Cyprus certificates of competency must follow the “expanded” verification procedure shown in this Section.

Notwithstanding the above, holders of certificates of competency issued by Maritime Administrations of Member States of the European Union and nationals of the former States of U.S.S.R, holding certificates of competency issued by or on behalf of members to the European Union or of former States of U.S.S.R, recognised by the Government of the Republic of Cyprus, are not required to follow the “expanded” verification procedure for the issue of Cyprus endorsements attesting the recognition of non Cyprus certificates of competency.

3.2 Application for the issue of an endorsement attesting the recognition of a non Cyprus Certificate to seafarers holding non- national certificates of competency

Each application for the issue of an endorsement attesting the recognition of a non Cyprus certificate to a seafarer holding non-national certificate of competency must be submitted to the Headquarters of the Department on Form MS.TC. 7, “*Application for the issue of an endorsement attesting the recognition of a non Cyprus Certificate to a seafarer holding a certificate of competency issued by competent Authorities other than those of the country of his /her nationality*” shown in Annex 3.

Applications may be obtained from the Headquarters of the Department, the Overseas Offices of the Department or may be directly downloaded from the “Training and Certification” section of the website of the Department at www.shipping.gov.cy.

It must be noted that the application form for the issue of an endorsement attesting the recognition of a non Cyprus certificate to a seafarer holding non national certificates of competency (Form MS.TC 7) will be revised from time to time. Applicants must use the latest version available at the time of application. Applications made with outdated versions of Form MS.TC 7 may be rejected.

It must also be noted that the Department will approve such applications only whenever it has established that the training and certification requirements followed, do not substantially deviate from the training and certification requirements provided by the Cyprus legislation.

3.2.1 Completion of the Application

The application form (MS.TC 7) must be completed in the Greek and English language or in the English language alone and the information must be printed legibly in capital letters. Failure to complete the application form properly, giving all the required information, may result in the rejection of the application or a delay in its processing.

The application form must be signed by the applicant himself. Failure of the applicant to reproduce the signature shown on his application form may result in the cancellation, withdrawal or suspension of the endorsement attesting the recognition of a non Cyprus certificate issued to the seafarer.

3.2.2 Documents to be submitted with each application

Each application for the issue of an endorsement attesting the recognition of a non Cyprus Certificate to a seafarer holding a certificate of competency which has not been issued by his country of nationality must be supported by the following:

1. Two passport size photographs.
2. A certified copy of the certificate and endorsement to be recognised.
3. Photocopy of the Medical fitness certificate.
4. Photocopies of **national** certificates of competency held. (If Any).
5. Photocopies of **non national** certificates of competency held.
6. Proof of maritime training (If Any).
7. Proof of sea service during the last five years.
8. Proof of sea service immediately prior to obtaining the highest grade certificate held.
9. Declaration regarding Cyprus legislation and national requirements.

10. Fees.

It should be noted that failure to submit all the required documents, photographs and fees, will result in the rejection of the application.

If the documents required are not in the Greek or English language, an official duly certified translation of the documents into Greek or English must also be submitted with the application. The translations must identify the translator for verification purposes.

Photographs

Two passport size (3.5 x 4.5 cm) photographs, facial front view of the applicant, taken within a year preceding the application, with the applicant's name and surname printed on the reverse side.

Certified copy of the certificate and endorsement to be recognised

A certified copy of the certificate and endorsement to be recognised, issued by a foreign Administration in accordance with the relevant provisions of the STCW 1978, Convention as amended and in force at the time of application. The copy of the certificate and endorsement must be certified by the issuing Authority or by a Cyprus Consul or a Cyprus Honorary Consul or by a Marine Surveyor or any other Officer of the Department of Merchant Shipping.

Notwithstanding the above, if the authenticity and the validity of a certificate can be verified via the Internet, by direct access to an electronic database maintained by the Certificate issuing Authority, a copy of the certificate and endorsement to be recognised, is sufficient.

Medical fitness certificate

Photocopy of the medical fitness certificate issued in accordance with the relevant provisions of the ILO Medical Examination (Seafarers) Convention, 1946 (No.73) and the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended, by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application.

The medical fitness examination must be carried out not more than 18 months before the date of submission of this application.

Photocopies of national Certificates of competency held. (If Any)

Clear photocopy of **all national** certificates of competency issued to the applicant until the date of application, regardless of whether they have expired or not.

Photocopies of non national certificates of competency held

Clear photocopy of **all** certificates of competency issued to the applicant **by competent Authorities of countries other than that of his nationality** until the date of application, regardless of whether they have expired or not, other than the certificate of competency for which a Cyprus recognition endorsement has been requested.

Proof of maritime training (If Any)

Clear photocopy of diplomas, or any other documentary evidence of successful completion of maritime training leading to the issue of a national or non national certificate of competency to the applicant.

Proof of sea service during the last five years

As a proof of sea service, a copy of sea service certificates issued by the flag-states of the vessels on which the applicant has served, or a copy of the pages of the applicant's seaman's book in which the personal identification details and the relevant sea service of the applicant are shown, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of the application are accepted.

Proof of sea service immediately prior to obtaining the highest grade certificate held

As a proof of sea service, a copy of sea service certificates issued by the flag-states of the vessels on which the applicant has served, or a copy of the pages of the applicant's seaman's book in which the personal identification details and the relevant sea service of the applicant are shown, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of the application are accepted.

Declaration regarding Cyprus Legislation and national requirements

Masters, Chief Officers, Chief Engineers and Second Engineers must also submit a signed declaration concerning their knowledge of Cyprus legislation and requirements relevant to their position and duties.

It should be noted that Officers in charge of a navigational watch and Officers in charge of an Engine room watch must also submit the above declaration if their certificate of competency allows them to serve on board a vessel at a higher capacity.

The required declaration (Form MS.TC.3) to be submitted, is shown on the last page of the Guidance Document, entitled, "Familiarisation with National Maritime Legislation and Requirements".

Masters, Chief Officers, Chief Engineers and Second Engineers must have the aforementioned Guidance Document with them, while serving on board Cyprus flag vessels.

The above Guidance Document and the declaration form (Form MS.TC.3) may be obtained from the Headquarters of the Department, the Overseas Offices of the Department or may be directly downloaded from the website of the Department at [*www.shipping.gov.cy*](http://www.shipping.gov.cy).

It must be noted that the "Familiarisation with National Maritime Legislation and Requirements" Guidance Document and Form MS.TC 3 may be revised from time to time. Applicants must use the latest version available at the time of application. Declarations made on outdated versions of Form MS.TC 3 may be rejected.

Fees

The required fees shown on Form MS.TC. 7 (Annex 3) in Cyprus pounds or the equivalent amount in a foreign currency must be paid in cash or by a Banker's Draft

or a Cyprus based Bank cheque in favour of “The Director of Department of Merchant Shipping”, to the Department of Merchant Shipping or to any diplomatic mission or a Maritime Office of the Republic abroad

4. Revision of Form MS. TC 1, (Application for Seafarer’s Identification and Sea Service Record Book), Form MS. TC 2 (Application for the issue of an endorsement attesting the recognition of a non Cyprus Certificate) and Form MS. TC 3 (Familiarisation with National Maritime Legislation and Requirements)

In view of the new Form MS.TC. 7 and the revised list of Parties to the STCW Convention whose certificates of competency are recognized by the Government of the Republic of Cyprus, Form MS. TC 1, (*Application for Seafarer’s Identification and Sea Service Record Book*), Form MS. TC 2 (*Application for the issue of an endorsement attesting the recognition of a non Cyprus Certificate*) and Form MS. TC 3 (*Familiarisation with National Maritime Legislation and Requirements*) have been amended. The revised forms are shown in Annexes 4 to 6 and may be obtained from the Headquarters of the Department, the Overseas Offices of the Department or may be directly downloaded from the website of the Department at <http://www.shipping.gov.cy>.

Serghios S. Serghiou
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 of Cyprus
- Inspectors of Cyprus ships
- Cyprus Shipping Association (Sea Rovers) Ltd
- Cyprus Shipping Council
- Union of Cypriot Shipowners
- Cyprus Bar Association
- Cyprus Naval Architects and Marine Engineers Association
- Master Mariners Association
- Cyprus Seafarers` Unions

INTERNATIONAL MARITIME ORGANIZATION
4 ALBERT EMBANKMENT
LONDON SE1 7SR

Telephone: 020 7735 7611
Fax: 020 7587 3210
Telex: 23588 IMOLDN G



IMO

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Ref. T2/4.2.1

MSC/Circ.1018
29 November 2001

**INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING,
CERTIFICATION AND WATCHKEEPING FOR
SEAFARERS (STCW), 1978,
AS AMENDED**

Parties to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, confirmed by the Maritime Safety Committee to have communicated information which demonstrates that full and complete effect is given to the relevant provisions of the Convention

1 The Maritime Safety Committee (MSC), at its first extraordinary session (27 and 28 November 2001), received reports by the Secretary-General pursuant to regulation I/7, paragraph 2 of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended, (STCW Convention). The reports were in respect of those STCW Parties whose information had not been fully evaluated in time for the seventy-fourth session of the Committee (30 May to 8 June 2001). A list of those STCW Parties confirmed at that session of the Committee and those confirmed by MSC 73 (27 November to 6 December 2000) to have communicated information which had demonstrated that full and complete effect was given to the relevant provisions of the Convention had been promulgated in MSC/Circ.996.

2 MSC, at first its extraordinary session (ES.1), noted that, in preparing the reports required by STCW regulation I/7, paragraph 2, the Secretary-General had solicited and taken into account the views of competent persons selected from the list established pursuant to paragraph 5 of section A-I/7 of the STCW Code and circulated as MSC/Circ.797, as revised from time to time.

3 In accordance with STCW regulation I/7, paragraph 3, MSC/ES.1 confirmed further STCW Parties, additional to those listed in MSC/Circ.996, which had communicated information demonstrating that they were giving full and complete effect to the relevant provisions of the STCW Convention, as amended. **The list at annex contains those STCW Parties confirmed by the Committee at its seventy-third, seventy-fourth and first extraordinary sessions.** The Committee noted that, as the process of communicating and evaluating information is continuing, further Parties may be added to the list at annex at subsequent meetings.

4 The Committee also noted that the Kingdom of the Netherlands had approved the necessary legislation for the implementation of the STCW Convention, as amended, in respect of the Netherlands Antilles and Aruba and that a suitable footnote had been added to the annex to this circular to include them in the list.

5 The Committee draws the attention of maritime administrations, shipowners, ship operators and managers, ship masters and other parties concerned to the following:

- .1 not all of the STCW Parties listed at annex provide seafarer training, and some of those Parties listed may only provide a limited range of training; and
- .2 the fact that a Party is listed in the annex does not relieve those concerned of their obligations under the STCW Convention.

6 Notwithstanding the Committee's identification of the Parties listed at annex, Member Governments are invited to draw the attention of their port State control offices to the guidance contained in MSC/Circ.918 including the fact that valid certificates of competency and endorsements issued or recognized by a Party in accordance with the relevant provisions of the STCW Convention, which were in force immediately prior to 1 February 1997, remain valid until 1 February 2002, subject to STCW regulation I/15.

7 As Parties are entitled to accept, in principle, certificates issued by or on behalf of Parties identified in the list at annex, and a position on that list is one of the necessary measures used by many Administrations for the issue of endorsements in compliance with STCW regulation I/10, the attention of port State control officers is drawn to the fact that this circular was issued on 28 November 2001 and, therefore, for practical reasons, seafarers should not be expected to hold certificates with such endorsements until 1 February 2002.

ANNEX

Parties to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, confirmed by the Maritime Safety Committee to have communicated information which demonstrates that full and complete effect is given to the relevant provisions of the Convention

Algeria	Greece	Philippines
Antigua and Barbuda	Honduras	Poland
Argentina	Hungary	Portugal
Australia	Iceland	Republic of Korea
Azerbaijan	India	Romania
Bahamas	Indonesia	Russian Federation
Bangladesh	Ireland	Saint Vincent and the Grenadines
Barbados	Islamic Republic of Iran	Samoa
Belgium	Italy	Senegal
Belize	Israel	Singapore
Brazil	Jamaica	Slovak Republic
Bulgaria	Japan	Slovenia
Canada	Kiribati	Solomon Islands
Chile	Latvia	South Africa
China	Liberia	Spain
Colombia	Lithuania	Sri Lanka
Comoros	Luxembourg	Sweden
Côte d'Ivoire	Madagascar	Switzerland
Croatia	Malaysia	Thailand
Cuba	Maldives	Tonga
Cyprus	Malta	Trinidad & Tobago
Czech Republic	Marshall Islands	Tunisia
Democratic People's Republic of Korea	Mauritius	Turkey
Denmark*	México	Tuvalu
Dominica	Micronesia (Federated States of)	Ukraine
Ecuador	Morocco	United Kingdom***
Egypt	Myanmar	United States
Estonia	Netherlands**	Uruguay
Ethiopia	New Zealand	Vanuatu
Fiji	Nigeria	Venezuela
Finland	Norway	Viet Nam
France	Pakistan	Yugoslavia
Georgia	Panama	China (Hong Kong SAR)****
Germany	Papua New Guinea	
Ghana	Peru	

* Includes: Faeroe Islands

** Includes: Netherlands Antilles & Aruba

*** Includes: Isle of Man
Bermuda
Cayman Islands
Gibraltar

**** Associate Member

LIST OF PARTIES TO THE STCW CONVENTION WHOSE CERTIFICATES OF COMPETENCY ARE PRESENTLY ACCEPTED FOR THE ISSUE OF CYPRUS IDENTIFICATION AND SEA SERVICE RECORD BOOKS AND ENDORSEMENTS ATTESTING THE RECOGNITION OF NON-CYPRUS CERTIFICATES OF COMPETENCY.

Algeria	Malaysia
Argentina	Maldives
Australia	Malta
Bahamas	Marshall Islands
Bangladesh	Mexico
Belgium	Morocco
Brazil	Myanmar
Bulgaria	Netherlands
Canada	New Zealand
Chile	Nigeria
China	Norway
Colombia	Pakistan
Cote d'Ivoire	Panama
Croatia	Peru
Cuba	Philippines
Czech Republic	Poland
Denmark	Portugal
Egypt	Republic of Korea
Estonia	Romania
Finland	Russian Federation
France	Samoa
Georgia	Singapore
Germany	Slovakia
Ghana	Slovenia
Greece	South Africa
Honduras	Spain
Hong Kong, China	Sri Lanka
Hungary	Sweden
Iceland	Thailand
India	Tonga
Indonesia	Tunisia
Ireland	Turkey
Israel	Tuvalu
Italy	Ukraine
Jamaica	United Kingdom
Japan	United States
Kiribati	Venezuela
Latvia	Viet Nam
Liberia	Yugoslavia
Lithuania	

REPUBLIC



OF CYPRUS

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

MS.TC.7 Rev/1-01

**APPLICATION FOR THE ISSUE OR RENEWAL OF AN ENDORSEMENT ATTESTING THE RECOGNITION OF A NON CYPRUS CERTIFICATE
FOR SEAFARERS HOLDING CERTIFICATES OF COMPETENCY ISSUED BY COMPETENT AUTHORITIES OTHER THOSE OF THE COUNTRY OF THEIR
NATIONALITY**

Please read carefully the attached notes before completing this application form.

1. Surname (Family Name)		2. First Name (Given Name)	
3. Other names (Middle)		4. Place of Birth	
		City:	Country:
5. Date of birth	6. Nationality (Citizenship)		7. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Day: Month: Year:			
8. Father's Surname (Family Name)		9. Father's First Name (Given Name)	
10. Mother's Surname (Maiden Name)		11. Mother's First Name (Given Name)	
12. Medical Certificate issue date		13. Medical Certificate expiry date	14. Medical Certificate Issuing Authority (Country)
Day: Month: Year:	Day: Month: Year:		
15. Seafarer's contact Address			
Street:		Postal Code:	
City:		Country:	
Tel / Fax:		Other:	
16. Mailing address where the document applied for should be sent if different from contact address			
Street:		Postal Code:	
City:		Country:	
Tel / Fax:		Other:	
DESCRIPTION OF HIGHEST GRADE CERTIFICATE NOW HELD, IF ANY (1995 CERTIFICATE)			
17. Grade of certificate now held		18. Certificate issuing Authority (Country)	
19. Certificate issue date		20. Certificate expiry date	
Day: Month: Year:	Day: Month: Year:		
21. FUNCTIONS	22. LEVEL	23. LIMITATIONS APPLYING, IF ANY	
Navigation			
Cargo handling and stowage			
Controlling the operation of the ship and care of persons on board			
Marine Engineering			
Maintenance and repair			
Electrical, Electronic and Control Engineering			
Radiocommunications			
24. CAPACITY		25. LIMITATIONS APPLYING, IF ANY	

26. **National** Certificates of competency held (If Any)

26. National Certificates of Competency held (if Any)					
No.	Grade of National Certificate	Certificate Number	Certificate issuing Authority (Country)	Issue Date D/M/Y	Expiry Date D/M/Y
1					
2					
3					
4					

27. Non national Certificates of competency held	
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27. Non-national Certificates of competency held					
No.	Grade of non-national Certificate	Certificate Number	Certificate issuing Authority (Country)	Issue Date D/M/Y	Expiry Date D/M/Y
1					
2					
3					
4					

28. Maritime Institutions attended to obtain the above national or non national certificates of competency (If Any)

26. Maritime institutions attended to obtain the above national or non national certificates of competency (if Any)				
Name of Training Institution	Address	Start Date D/M/Y	End Date D/M/Y	Title of Certificate received upon successful completion

29. Sea Service during the last five years

[illegible]

30. Sea service immediately prior to obtaining the Certificate of competency for which you are applying to be endorsed

[illegible]

31. Do you hold a valid Cyprus seafarer's identification and sea service record book?

☐ YES ☐ NO

If **NO**, state the date of application for Cyprus seafarer's identification and sea service record book

Day: _____ Month: _____ Year: _____

If yes, give the Cyprus seafarer's identification and sea service record book Number :

C	Y								
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32. Are you familiar with the Cyprus legislation and requirements related to your duties?

(A separate declaration must be submitted with this application, see instructions)

☐ YES ☐ NO

33. Is this Application for Renewal?

☐ YES ☐ NO

If Yes give old Cyprus Endorsement number

R	E								
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34. If furnished with Cyprus certificates or endorsement or training documentary evidence or seafarer's identification and record book, specify Seafarer's Identification Number

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35. If the application is for a replacement, give old Cyprus Endorsement number and reason for replacement

R	E								
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36. Photographs (Two)

37. DECLARATION (THE MAXIMUM PENALTY FOR FALSE DECLARATIONS IS CY£ 5000)

I DECLARE THAT THE INFORMATION I HAVE GIVEN IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND COMPLETE. I ALSO DECLARE THAT THE DOCUMENTS SUBMITTED ARE GENUINE.

Signature

Date of Application

Seafarers found with fraudulent certificates of competency or training documentary evidence, will be banned from employment on board Cyprus flag vessels for life

FOR OFFICIAL USE ONLY

Do not write below this line

**APPLICATION FOR THE ISSUE OR RENEWAL OF AN ENDORSEMENT ATTESTING THE
RECOGNITION OF NON CYPRUS CERTIFICATE TO SEAFARERS HOLDING CERTIFICATES OF
COMPETENCY ISSUED BY COMPETENT AUTHORITIES OTHER THAN THOSE OF THE COUNTRY
OF THEIR NATIONALITY**

General information and notes for guidance

1. Please read these notes carefully before completing the attached application form. All required information must be printed legibly in **capital letters**. Failure to properly complete this application or to submit the required documentation may result in the rejection of this application or delay its processing.
2. An Endorsement Attesting the recognition of a non Cyprus certificate is required **only** for Masters, Chief Officers, Officers in charge of a Navigational watch, GMDSS restricted or General Operators, Chief Engineers, Second Engineers and Officers in charge of an Engineering watch.
3. Applicants must hold valid certificates of competency and endorsements issued in accordance with the relevant provisions of the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended and in force at the time of application (STCW 95 Certificate), recognised by the Government of the Republic of Cyprus.
4. Applicants must hold valid Cyprus Seafarer's Identification and Sea service Record Books or must have applied for Cyprus Seafarer's Identification and Sea service Record Books. (Form MS.TC.1).
5. Applications must be forwarded to the following address

DEPARTMENT OF MERCHANT SHIPPING
Kyllinis Street, Mesa Geitonia,
CY-4007 Lemesos,
Cyprus
P.O. Box 56193
CY-3305 Lemesos
Cyprus
Tel.: +357 25848132, Fax: +357 25848135, E-mail dmscy@attglobal.net

6. The entries for **Level** (22), **Limitations applying for each function, if any** (23), **Capacity** (24) and **Limitations applying for each capacity** (25) must be recorded exactly as they appear on the certificate of competency and endorsement of the applicant. For function(s) not applicable, a N/A note must be entered in the corresponding **Level** and **Limitations** column.
7. The following documents must be submitted with this application :

- I. Two passport size (3.5 x 4.5 cm) photographs- facial front view of the applicant, taken within a year preceding the application, with applicant's name and surname printed on the reverse side .
- II. A copy of the certificate and endorsement to be recognised, which must be issued in accordance with the relevant provisions of the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended and in force at the time of application, by or on behalf of any competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application. The copy of the certificate and endorsement must be certified by the issuing Authority or by a Cyprus Consul or a Cyprus Honorary Consul or by a Marine Surveyor or other Officer of the Department of Merchant Shipping.

Notwithstanding the above, if the authenticity and the validity of a certificate can be verified via the Internet, by direct access to an electronic database maintained by the Certificate issuing Authority, no certified copy of the certificate and endorsement to be recognised is required

- III. Photocopy of the Medical fitness certificate issued in accordance with the relevant provisions of the Medical Examination (Seafarers) Convention, 1946 (No.73) and the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended, by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application. The medical fitness examination must be carried out not more than 18 months prior to the date of submission of this application.
- IV. Clear photocopy of all national certificates of competency issued to the applicant until the date of application, regardless of whether they have expired or not.
- V. Clear photocopy of all certificates of competency issued to the applicant by competent Authorities of countries other than that of his nationality until the date of application, regardless of whether they have expired or not, other than the certificate of competency for which a Cyprus recognition endorsement has been requested.
- VI. Clear photocopy of diplomas, or any other documentary evidence of successful completion of maritime training leading to the issue of a national or non national certificate of competency to the applicant

VII. Proof of sea service during the last five years

As a proof of sea service, a copy of sea service certificates issued by the flag-states of the vessels on which the applicant has served, or a copy of the pages of the applicant's seaman's book in which the personal identification details and the relevant sea service of the applicant are shown, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of the application are accepted.

VIII. Proof of sea service immediately prior to obtaining the highest grade certificate held

As a proof of sea service, a copy of sea service certificates issued by the flag-states of the vessels on which the applicant has served, or a copy of the pages of the applicant's seaman's book in which the personal identification details and the relevant sea service of the applicant are shown, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of the application are accepted.

IX. A signed declaration by the applicant concerning his knowledge of the Cyprus Legislation and requirements relevant to his position and duties. Required only for Masters, Chief Officers, Chief Engineers and Second Engineers (Form MS.TC.3).**X. The required fee for each Endorsement Attesting the recognition of a non Cyprus certificate is CY£15 or U.S\$30, plus CY£10 or U.S\$20 for secure delivery by courier. Payment must be made by Banker's Draft or Cyprus based Bank cheque, payable in Cyprus pounds or U.S dollars or any other European currency convertible to Cyprus Pounds, equal to the U.S\$ amount, to "The Director of Department of Merchant Shipping". Payment can also be made in places where Cyprus has a diplomatic mission or a Maritime Office, in this case a copy of the payment receipt must be submitted with the application.**


8. This application is subject to the approval of the Maritime Administration of the Republic of Cyprus. If the application is not approved, the applicant will be promptly informed of the reasons and all documents submitted together with the fee, shall be returned to the applicant at the mailing address indicated.
9. Endorsements attesting the recognition of a non Cyprus certificate are issued in compliance with the provisions of the Law No 109 (I)/2000 and are in accordance with the provisions of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, STCW78, as amended.
10. Endorsements attesting the recognition of a non Cyprus Certificates shall have the same expiration date as the certificate whose recognition they attest. However no endorsement shall be valid for a period of more than five (5) years from the date of issue.
11. The endorsement Attesting the recognition of a non Cyprus certificate remains the property of the Republic of Cyprus and may be suspended or withdrawn at any time.

SEAFARERS FOUND WITH FRAUDULENT CERTIFICATES OF COMPETENCY OR TRAINING DOCUMENTARY EVIDENCE, WILL BE BANNED FROM EMPLOYMENT ON BOARD CYPRUS FLAG VESSELS FOR LIFE.

**LIST OF COUNTRIES WHOSE CERTIFICATES OF COMPETENCY ARE PRESENTLY
ACCEPTED FOR THE ISSUE OF ENDORSEMENT ATTESTING THE RECOGNITION
OF NON CYPRUS CERTIFICATE OF COMPETENCY**

Algeria	Cuba	Iceland	Malta	Portugal	Tunisia
Argentina	Czech Republic	India	Marshall Islands	Republic of Korea	Turkey
Australia	Denmark	Indonesia	Mexico	Romania	Tuvalu
Bahamas	Egypt	Ireland	Morocco	Russian Federation	Ukraine
Bangladesh	Estonia	Israel	Myanmar	Samoa	United Kingdom
Belgium	Finland	Italy	Netherlands	Singapore	United States
Brazil	France	Jamaica	New Zealand	Slovakia	Venezuela
Bulgaria	Georgia	Japan	Nigeria	Slovenia	Viet Nam
Canada	Germany	Kiribati	Norway	South Africa	Yugoslavia
Chile	Ghana	Latvia	Pakistan	Spain	
China	Greece	Liberia	Panama	Sri Lanka	
Colombia	Honduras	Lithuania	Peru	Sweden	
Cote d'Ivoire	Hong Kong, China	Malaysia	Philippines	Thailand	
Croatia	Hungary	Maldives	Poland	Tonga	

Note: Applicants are advised to obtain the most recent list of list of countries whose Certificates of Competency have been recognised by the Government of the Republic of Cyprus from the website of the Department of Merchant Shipping at www.shipping.gov.cy

REPUBLIC  OF CYPRUS		MS.TC.1 Rev/2-01
MINISTRY OF COMMUNICATIONS AND WORKS DEPARTMENT OF MERCHANT SHIPPING LEMESOS		
<u>APPLICATION FOR THE ISSUE OR RENEWAL OF A SEAFARER'S IDENTIFICATION AND SEA SERVICE RECORD BOOK (SISRB)</u>		
Please read carefully the attached notes before completing this application form		
1. Surname (Family Name)		2. First Name (Given Name)
3. Other names (Middle)		4. Place of Birth
		City: Country:
5. Date of birth	6. Nationality (Citizenship)	7. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Day: Month: Year:		
8. Father's Surname (Family Name)		9. Father's First Name (Given Name)
10. Mother's Surname (Maiden Name)		11. Mother's First Name (Given Name)
12. Medical Certificate issue date		14. Medical Certificate Issuing Authority (Country)
Day: Month: Year:	13. Medical Certificate expiry date	
Day: Month: Year:		
15. Seafarer's contact Address		
Street:		Postal Code:
City:		Country:
Tel. / Fax:		Other:
16. Mailing address where the document applied for should be sent if different from contact address		
Street:		Postal Code:
City:		Country:
Tel. / Fax:		Other:
17. In case of Emergency notify :		
Relationship:		
Surname (Family Name):		First Name (Given Name):
Street:		Postal Code:
City:		Country:
Tel. / Fax:		Other:
PROOF OF IDENTITY		
18. Identity Document <input type="checkbox"/> Passport <input type="checkbox"/> Seaman's Book	19. Identity Document Number	20. Identity Document issuing Authority (Country)
DESCRIPTION OF HIGHEST GRADE CERTIFICATE NOW HELD, IF ANY		
21. Grade of certificate now held, If any		22. Certificate issuing Authority (Country)
23. Certificate issue date		24. Certificate expiry date
Day: Month: Year:	Day: Month: Year:	
25. Under 18 Years old		<input type="checkbox"/> YES <input type="checkbox"/> NO
If under 18 years old ,attach relevant written consent from your legal guardians		
26. Under 16 Years old		<input type="checkbox"/> YES <input type="checkbox"/> NO
If under 16 years of age, will be allowed to serve on board Cyprus flag vessels where only members of the same family are employed		
27. Are you able to swim ?		<input type="checkbox"/> YES <input type="checkbox"/> NO
Cyprus Legislation requires that persons applying for a Seafarer's Identification and Sea Service Record Book must be able to swim		

MS.TC.1 Rev/2-01

28. Is this an application for Renewal?

☐ YES ☐ NO

If Yes give old book number

C	Y						
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29. If furnished with Cyprus certificates or endorsement or training documentary evidence or seafarer's identification and record book, specify Seafarer's Identification Number

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30. If the application is for a replacement, give old book number and reason for replacement

C	Y						
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31. Photographs (Two)

32. DECLARATION (THE MAXIMUM PENALTY FOR FALSE DECLARATIONS IS CY£ 5000)

I DECLARE THAT THE INFORMATION I HAVE GIVEN IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND COMPLETE. I ALSO DECLARE THAT THE DOCUMENTS SUBMITTED ARE GENUINE.

.....

Signature

.....

Date of Application

Seafarers found with fraudulent certificates of competency or training documentary evidence, will be banned from employment on board Cyprus flag vessels for life

FOR OFFICIAL USE ONLY

Do not write below this line

APPLICATION FOR THE ISSUE OR RENEWAL OF A SEAFARER'S IDENTIFICATION AND SEA SERVICE RECORD BOOK (SISRB)

GENERAL INFORMATION AND NOTES FOR GUIDANCE

1. Please read these notes carefully before completing the attached application form. All required information must be printed legibly in **capital letters**. Failure to properly complete this application or to submit the required documentation may result in the rejection of this application or delay its processing.

2. Applications must be forwarded to the following address

DEPARTMENT OF MERCHANT SHIPPING
Kyllinis Street, Mesa Geitonia,
CY-4007 Lemesos,
Cyprus
P.O. Box 56193
CY-3305 Lemesos
Cyprus
Tel.: +357-25848132, Fax: +357-25848135, E-mail dmscy@attglobal.net

3. The following documents must be submitted with this application :

- I. Two passport size (3.5 x 4.5 cm) photographs, facial front view of the applicant, taken within a year preceding the application with applicant's name and surname printed on the reverse side .
- II. As a proof of identity, copies of the pages, in which the personal identification details of the applicant are shown, of a valid passport or of a valid seaman's book, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of the application, are accepted. If these documents are not in the Greek or English language, a certified translation of the documents into Greek or English must also be enclosed with the application. If the application is for renewal, only a copy of the previous book's identification pages is required.

Only a valid seaman's book issued by or on behalf of the Government of the Republic of Cyprus or the relevant competent Authorities of the country of nationality of the applicant will be accepted as a proof of identity, provided that the document in question is recognised by the issuing Authority as a travelling document (in lieu of a valid passport)

- III. Clear photocopies of the highest grade, of the valid certificate now held by the applicant, issued by or on behalf of the Government of the Republic of Cyprus or any other competent Authority recognised by the Government of the Republic of Cyprus at the time of the application. Certificates submitted for Masters, Chief Officers, Officers in charge of a Navigational watch, GMDSS restricted or General Operators, Chief Engineers, Second Engineers, Officers in charge of an Engineering watch, ratings forming part of a Navigational watch and ratings forming part of an Engineering watch, must be in accordance with the relevant provisions of the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended and in force at the time of application. The certificates of Masters and Officers must be accompanied by the relevant endorsement and certificate of proficiency and updating of knowledge (For STCW78 Certificates) if any.
- IV. Photocopy of the Medical fitness certificate issued in accordance with the relevant provisions of the Medical Examination (Seafarers) Convention, 1946 (No.73) and the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended, by or on behalf of the Government of the Republic of Cyprus or any other competent Authority, the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application. If the applicant is over 18 years old, the medical fitness examination must be carried out not more than 18 months prior to the date of submission of this application. If the applicant is under 18 years old, the medical fitness examination must be carried out not more than 6 months prior to the date of submission of this application.

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- V. If the applicant is less than eighteen (18) years of age, a written consent from his/ her legal guardians must also be submitted with this application. If these documents are not in the Greek or English language, a certified translation of the documents into Greek or English must also be enclosed with the application
- VI. A report of the conduct and character of the applicant signed by the Master or Shipowner or previous employer, or the manning agent or in case of newly certificated seafarer, by the maritime college or training institution
- VII. The required fee for each Seafarers Identification and Sea Service Record Book is CY£25 or U.S\$50 , plus CY£10 or U.S\$20 for secure delivery by courier. Payment must be made by Banker's Draft or Cyprus based Bank cheque, payable in Cyprus pounds or U.S dollars, as above indicated, or any other European currency convertible to Cyprus Pounds, equivalent to the aforementioned U.S\$ amount, to "The Director of Department of Merchant Shipping". Payment can also be made in places where Cyprus has a diplomatic mission or a Maritime Office, in this case a copy of the payment receipt must be submitted with the application.
4. This application is subject to the approval of the Maritime Administration of the Republic of Cyprus. If the application is not approved, the applicant will be promptly informed of the reasons and all documents submitted together with the fee, shall be returned to the applicant at the mailing address indicated. The applicant may, within forty-five (45) days from the date of rejection of the application, request re-examination of the application. If the application is rejected for the second time, the rejection is final.
5. The Seafarer's Identification and Sea Service Record Book remains the property of the Republic of Cyprus and may be suspended or withdrawn at any time.
6. The Seafarer's Identification and Sea Service Record Books are issued in compliance with the provisions of the Law No 108 (I)/2000 and may be used only for the Engagement, Discharge and recording the sea service of a seafarer on board ships under the Flag of Cyprus.
7. The Seafarer's Identification and Sea Service Record Book is neither a passport nor a travelling document, it is issued without prejudice to and in no way affects the National status of the holder.
8. The Seafarer's Identification and Sea service Record Book is valid for ten (10) years from the date of issue.
9. The Contents of the Seafarer's Identification and Sea Service Record Book are in accordance with the provisions of the International Labour Organization (ILO) Convention No. 108 concerning the Seafarers Identity Documents 1958, and the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, STCW78, as amended.

SEAFARERS FOUND WITH FRAUDULENT CERTIFICATES OF COMPETENCY OR TRAINING DOCUMENTARY EVIDENCE, WILL BE BANNED FROM EMPLOYMENT ON BOARD CYPRUS FLAG VESSELS FOR LIFE.

LIST OF COUNTRIES WHOSE CERTIFICATES OF COMPETENCY ARE PRESENTLY ACCEPTED FOR THE ISSUE OF SEAFARER'S IDENTIFICATION AND SEA SERVICE RECORD BOOK (SISR B)

Algeria	Cuba	Iceland	Malta	Portugal	Tunisia
Argentina	Czech Republic	India	Marshall Islands	Republic of Korea	Turkey
Australia	Denmark	Indonesia	Mexico	Romania	Tuvalu
Bahamas	Egypt	Ireland	Morocco	Russian Federation	Ukraine
Bangladesh	Estonia	Israel	Myanmar	Samoa	United Kingdom
Belgium	Finland	Italy	Netherlands	Singapore	United States
Brazil	France	Jamaica	New Zealand	Slovakia	Venezuela
Bulgaria	Georgia	Japan	Nigeria	Slovenia	Viet Nam
Canada	Germany	Kiribati	Norway	South Africa	Yugoslavia
Chile	Ghana	Latvia	Pakistan	Spain	
China	Greece	Liberia	Panama	Sri Lanka	
Colombia	Honduras	Lithuania	Peru	Sweden	
Cote d'Ivoire	Hong Kong, China	Malaysia	Philippines	Thailand	
Croatia	Hungary	Maldives	Poland	Tonga	

Note: Applicants are advised to obtain the most recent list of countries whose Certificates of Competency have been recognised by the Government of the Republic of Cyprus, from the website of the Department of Merchant Shipping at www.shipping.gov.cy

REPUBLIC OF CYPRUS



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

MS.TC.2 Rev/2-01

**APPLICATION FOR THE ISSUE OR RENEWAL OF AN ENDORSEMENT ATTESTING THE RECOGNITION OF A NON CYPRUS CERTIFICATE FOR SEAFARERS
HOLDING NATIONAL CERTIFICATES OF COMPETENCY**

Please read carefully the attached notes before completing this application form

1. Surname (Family Name)			2. First Name (Given Name)		
3. Other names (Middle)			4. Place of Birth		
5. Date of birth Day: Month: Year:			6. Nationality (Citizenship)		7. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
8. Father's Surname (Family Name)			9. Father's First Name (Given Name)		
10. Mother's Surname (Maiden Name)			11. Mother's First Name (Given Name)		
12. Medical Certificate issue date Day: Month: Year:		13. Medical Certificate expiry date Day: Month: Year:		14. Medical Certificate Issuing Authority (Country)	
15. Seafarer's contact Address					
Street:				Postal Code:	
City:				Country:	
Tel / Fax:				Other:	
16. Mailing address where the document applied for should be sent if different from contact address					
Street:				Postal Code:	
City:				Country:	
Tel / Fax:				Other:	
DESCRIPTION OF HIGHEST GRADE CERTIFICATE NOW HELD, IF ANY (1995 CERTIFICATE)					
17. Grade of certificate now held			18. Certificate issuing Authority (Country)		
19. Certificate issue date Day: Month: Year:			20. Certificate expiry date Day: Month: Year:		
21. FUNCTIONS		22. LEVEL		23. LIMITATIONS APPLYING, IF ANY	
Navigation					
Cargo handling and stowage					
Controlling the operation of the ship and care of persons on board					
Marine Engineering					
Maintenance and repair					
Electrical, Electronic and Control Engineering					
Radiocommunications					
24. CAPACITY			25. LIMITATIONS APPLYING, IF ANY		

MS.TC.2 Rev/2-01

26. Do you hold a valid Cyprus seafarer's identification and sea service record book?

☐ YES ☐ NOIf **NO**, state the date of application for Cyprus seafarer's identification and sea service record book

Day: _____ Month: _____ Year: _____

If yes, give the Cyprus seafarer's identification and sea service record book Number :

C	Y						
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27. Are you familiar with the Cyprus legislation and requirements related to your duties?

☐ YES ☐ NO

(A separate declaration must be submitted with this application, see instructions)

28. Is this Application for Renewal?

☐ YES ☐ NO

If Yes give old Cyprus Endorsement number

R	E								
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29. If furnished with Cyprus certificates or endorsement or training documentary evidence or seafarer's identification and record book, specify Seafarer's Identification Number

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30. If the application is for a replacement, give old Cyprus Endorsement number and reason for replacement

R	E								
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31. Photographs (Two)

32. DECLARATION (THE MAXIMUM PENALTY FOR FALSE DECLARATIONS IS CY£ 5000)

I DECLARE THAT THE INFORMATION I HAVE GIVEN IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND COMPLETE. I ALSO DECLARE THAT THE DOCUMENTS SUBMITTED ARE GENUINE.

Signature_____
Date of Application

Seafarers found with fraudulent certificates of competency or training documentary evidence, will be banned from employment on board Cyprus flag vessels for life

FOR OFFICIAL USE ONLY

Do not write below this line

**APPLICATION FOR THE ISSUE OR RENEWAL OF AN ENDORSEMENT ATTESTING THE
RECOGNITION OF A NON CYPRUS CERTIFICATE FOR SEAFARERS HOLDING NATIONAL
CERTIFICATES OF COMPETENCY**

General information and notes for guidance

1. Please read these notes carefully before completing the attached application form. All required information must be printed legibly in **capital letters**. Failure to properly complete this application or to submit the required documentation may result in the rejection of this application or delay its processing.
2. An Endorsement Attesting the recognition of a non Cyprus certificate is required **only** for Masters, Chief Officers, Officers in charge of a Navigational watch, GMDSS restricted or General Operators, Chief Engineers, Second Engineers and Officers in charge of an Engineering watch.
3. Applicants must hold valid certificates of competency and endorsements issued in accordance with the relevant provisions of the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended and in force at the time of application (STCW 95 Certificate), recognised by the Government of the Republic of Cyprus.
4. Applicants must hold valid Cyprus Seafarer's Identification and Sea service Record Books or must have applied for Cyprus Seafarer's Identification and Sea service Record Books. (Form MS.TC.1).
5. Applications must be forwarded to the following address

**DEPARTMENT OF MERCHANT SHIPPING
Kyllinis Street, Mesa Geitonia,
CY-4007 Lemesos,
Cyprus
P.O. Box 56193
CY-3305 Lemesos
Cyprus
Tel.: +357 25848132, Fax: +357 25848135, E-mail dmscy@attglobal.net**

6. The entries for **Level (22)**, **Limitations applying for each function, if any (23)**, **Capacity (24)** and **Limitations applying for each capacity (25)** must be recorded exactly as they appear on the certificate of competency and endorsement of the applicant. For function(s) not applicable, a N/A note must be entered in the corresponding **Level** and **Limitations** column.
7. The following documents must be submitted with this application :

- I. Two passport size (3.5 x 4.5 cm) photographs- facial front view of the applicant, taken within a year preceding the application, with applicant's name and surname printed on the reverse side .
- II. A copy of the certificate and endorsement to be recognised, which must be issued in accordance with the relevant provisions of the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended and in force at the time of application, by or on behalf of any competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application. The copy of the certificate and endorsement must be certified by the issuing Authority or by a Cyprus Consul or a Cyprus Honorary Consul or by a Marine Surveyor or other Officer of the Department of Merchant Shipping.

Notwithstanding the above, if the authenticity and the validity of a certificate can be verified via the Internet, by direct access to an electronic database maintained by the Certificate issuing Authority, no certified copy of the certificate and endorsement to be recognised is required

- III. Photocopy of the Medical fitness certificate issued in accordance with the relevant provisions of the Medical Examination (Seafarers) Convention, 1946 (No.73) and the International Convention on Standards of Training Certification and Watchkeeping for Seafarers, STCW78, as amended, by or on behalf of the Government of the Republic of Cyprus or any other competent Authority the certificates of competency of which are recognised by the Government of the Republic of Cyprus at the time of application. The medical fitness examination must be carried out not more than 18 months prior to the date of submission of this application.

IV. A signed declaration by the applicant concerning his knowledge of the Cyprus Legislation and requirements relevant to his position and duties. Required only for Masters, Chief Officers, Chief Engineers and Second Engineers (Form MS.TC.3).

V. The required fee for each Endorsement Attesting the recognition of a non Cyprus certificate is CY£15 or U.S\$30, plus CY£10 or U.S\$20 for secure delivery by courier. Payment must be made by Banker's Draft or Cyprus based Bank cheque, payable in Cyprus pounds or U.S dollars or any other European currency convertible to Cyprus Pounds, equal to the U.S\$ amount, to "The Director of Department of Merchant Shipping". Payment can also be made in places where Cyprus has a diplomatic mission or a Maritime Office, in this case a copy of the payment receipt must be submitted with the application.

8. This application is subject to the approval of the Maritime Administration of the Republic of Cyprus. If the application is not approved, the applicant will be promptly informed of the reasons and all documents submitted together with the fee, shall be returned to the applicant at the mailing address indicated.
9. Endorsements attesting the recognition of a non Cyprus certificate are issued in compliance with the provisions of the Law No 109 (I)/2000 and are in accordance with the provisions of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, STCW78, as amended.
10. Endorsements attesting the recognition of a non Cyprus Certificates shall have the same expiration date as the certificate whose recognition they attest. However no endorsement shall be valid for a period of more than five (5) years from the date of issue.
11. The endorsement Attesting the recognition of a non Cyprus certificate remains the property of the Republic of Cyprus and may be suspended or withdrawn at any time.

SEAFARERS FOUND WITH FRAUDULENT CERTIFICATES OF COMPETENCY OR TRAINING DOCUMENTARY EVIDENCE, WILL BE BANNED FROM EMPLOYMENT ON BOARD CYPRUS FLAG VESSELS FOR LIFE.

**LIST OF COUNTRIES WHOSE CERTIFICATES OF COMPETENCY ARE PRESENTLY
ACCEPTED FOR THE ISSUE OF ENDORSEMENT ATTESTING THE RECOGNITION OF
NON CYPRUS CERTIFICATE OF COMPETENCY**

Algeria	Cuba	Iceland	Malta	Portugal	Tunisia
Argentina	Czech Republic	India	Marshall Islands	Republic of Korea	Turkey
Australia	Denmark	Indonesia	Mexico	Romania	Tuvalu
Bahamas	Egypt	Ireland	Morocco	Russian Federation	Ukraine
Bangladesh	Estonia	Israel	Myanmar	Samoa	United Kingdom
Belgium	Finland	Italy	Netherlands	Singapore	United States
Brazil	France	Jamaica	New Zealand	Slovakia	Venezuela
Bulgaria	Georgia	Japan	Nigeria	Slovenia	Viet Nam
Canada	Germany	Kiribati	Norway	South Africa	Yugoslavia
Chile	Ghana	Latvia	Pakistan	Spain	
China	Greece	Liberia	Panama	Sri Lanka	
Colombia	Honduras	Lithuania	Peru	Sweden	
Cote d'Ivoire	Hong Kong, China	Malaysia	Philippines	Thailand	
Croatia	Hungary	Maldives	Poland	Tonga	

Note: Applicants are advised to obtain the most recent list of list of countries whose Certificates of Competency have been recognised by the Government of the Republic of Cyprus from the website of the Department of Merchant Shipping at www.shipping.gov.cy

To :

Ministry of Communications and Works
Department of Merchant Shipping
Kyllinis Street
Mesa Geitonia
CY-4007 Lemesos
P.O Box 56193

DECLARATION

I the undersigned
(Name) (Surname)

Citizen of holder of passport /Seaman's book No.....
(Nationality) (Passport or Seaman's book Number)

issued by the competent Authorities of
(Passport or Seaman's book Issuing Authority)

born on theat
(Date of birth [date/month/Year]) (Birth Place)

Declare that:

I have carefully studied and understood the contents of the present guidance document entitled “***Familiarization with National Maritime Legislation and Requirements***”, which I will carry with me every time I serve on board Cyprus flag vessels.

(Signature)

(Date)