



REPUBLIC OF CYPRUS  
MINISTRY OF  
COMMUNICATIONS AND WORKS



DEPARTMENT  
OF MERCHANT SHIPPING  
LEMESOS

Circular No. 44/2011

TEN:1/5  
TEN:32/4/15

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

18<sup>th</sup> November 2011

**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**

I refer to the above subject and further to our circulars Nos. 14/2001 dated 29 June 2001, 26/2001 dated 19/12/2001, 02/2005 dated 25/01/2005, 25/2007 dated 19/12/2007, 17/2008 dated 16/10/2008, and 11/2009 dated 26 May 2009, I wish to inform you that as from today, the Department of Merchant Shipping will accept, provisionally, copy of form MSTC2 (EN05F02) only for the purpose of issuing proofs of application for the issue/renewal/replacement of endorsements attesting the recognition of certificates of competency. It should be noted that it is important that good quality photographs are submitted with the application.

2. If an application for the issue/renewal/replacement of a Seafarer's Identification and Sea Service Record Book (SISSRB) is submitted simultaneously with the application for the issue/renewal/replacement of an endorsement attesting the recognition of a certificate of competency, the Department will accept, provisionally, a copy of the form MSTC1 (EN05F01) and will issue a proof of application.

3. As soon as the original forms MSTC1 (EN05F01) and MSTC2 (EN05F02) (no copies of the supporting documents are needed), are submitted to the Department of Merchant Shipping together with a copy of the proof of application issued, the endorsement certificate and the SISSRB will be issued and delivered to the applicant.

4. Applications submitted only for the issue/renewal/replacement of SISSRB must be on the original form MSTC1(EN05F01).

5. The Department of Merchant Shipping may issue, upon request, a Seafarer's Registry Certificate. This certificate may be issued to those seafarers who need a confirmation that they are registered in the Cyprus Registry of Seafarers. It should be noted that this certificate is not compulsory. It may be issued upon application using form EN05F34 which can be downloaded from the DMS website [www.shipping.gov.cy](http://www.shipping.gov.cy) (Training and Certification) and is attached herewith for easy reference. The fees for the aforementioned certificate are 17.09 euro payable in advance.

The Department will be at the disposal of Owners, Managers and anyone concerned with the matter, for any explanations and clarifications they may require.



Serghios S. Serghiou  
Director  
Department of Merchant Shipping

cc  
Permanent Secretary, Ministry of Communications and Works  
Maritime Offices of the Department of Merchant Shipping abroad  
Inspectors of Cyprus ships  
Permanent Secretary, Ministry of Foreign Affairs  
Diplomatic Missions and Honorary Consular Officers of the Republic of Cyprus  
Cyprus Shipping Chamber  
Cyprus Union of Shipowners  
Cyprus Bar Association



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EN05F34/01

**APPLICATION FOR THE ISSUE OF A SEAFARER'S REGISTRY CERTIFICATE**

1. Surname (Family Name)		2. First Name (Given Name)	
3. Date of birth Day:                      Month:                      Year:		4. Place of Birth City:    Country:	
5. Nationality (Citizenship)		6. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	
7. Surname if different on Identity Document		8. First Name if different on Identity Document	

**12. PROOF OF IDENTITY**

Identity Document	Identity Document Number	Identity Document issuing Authority (Country)
<input type="checkbox"/> Passport		
<input type="checkbox"/> National Seaman's book		

13. 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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14. DECLARATION (THE MAXIMUM PENALTY FOR FALSE DECLARATIONS IS 8543 EURO)

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.

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Signature of applicant

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Date of Application

Do not write below this line

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