



REPUBLIC OF CYPRUS
**MINISTRY OF TRANSPORT,
COMMUNICATIONS AND WORKS**



**DEPARTMENT
OF MERCHANT SHIPPING
LEMESOS**

Circular No.23 /2017

29/11/ /2017

TEN 5.13.09
TEN 12.3.01.2.2.

Cyprus Shipping Chamber,
Cyprus Union of Shipowners,
Cyprus Master Mariners Association,
Association of Merchant Marine Officers,
Registered owners, shipmanagers,
Recognised merchant marine academies,
Students of merchant marine academies

Subject: Rules for the execution and approval of sea service for the practical training of cadet officers which they attend an approved training program in a Merchant Marine Academy that is recognized by the Republic of Cyprus.

I refer to the above subject and I wish to inform you of the following:

1. Qualified Vessels

The vessel on which the cadet officer will be employed must :

- 1.1 be 1500 gross tonnage or more and powered by main propulsion machinery of 750kw propulsion power or more; and
- 1.2 perform international voyages; and
- 1.3 if the vessel is not flying the Cyprus flag the management company of the vessel must be located in Cyprus or any other EU Member State.

2. Requirements for sea service approval

The cadets' sea service will be approved provided that:

- 2.1 Before the cadet officer signs on the vessel for his/her practical training he/she has submitted the form EN05F34/02 duly completed and signed on behalf of the manager of the vessel and his/her Training Book to the Department of Merchant Shipping for endorsement.
- 2.2 The sea service is recorded in the Cyprus Seafarer's Identification and Sea Service Record Book (seaman's book) so that the date the cadet signed



on and date he/she signed off the vessel are noted in the seaman's book with the vessel's stamp and master's signature.

- 2.3 Copies of the relevant pages of the seaman's book and ship's articles where the sign on and off date, the vessel's name, the vessel's stamp and master's signature are noted are submitted to DMS after the completion of the a.m. sea service.
- 2.4 For sea service on foreign flagged vessels a sea service confirmation letter signed and stamped by the flag of the vessel is submitted.
- 2.5 A copy of the pages from cadet's training book where the training for all the months serving on board the vessel is documented and signed by the relevant supervised officer is submitted.
- 2.6 The assessment of the practical training carried out by Merchant Marine Academy's assessors in the attached form EN5F35/01 is submitted.
- 2.7 Master's confirmation for the watchkeeping duties carried in the attached form EN5F36/01 is submitted.

3. Exceptional provision for engine crew serving on board vessels operating exclusively in the jurisdiction of the Republic of Cyprus.

A seagoing service up to six (6) months on board the above mentioned vessels will be approved provided:

- 3.1 The vessel is flying the Cyprus flag.
- 3.2 The machinery main propulsion power is at least 3000 Kw.
- 3.3 The trainee has at least 12 months of sea service as engine crew on vessel(s) of the same category before starting the training program of officer in charge of an engineering watch.
- 3.4 The trainee shall perform engine-room watchkeeping duties under the supervision of the chief engineer or second engineer officer for a period of not less than six (6) months on board a vessel as specified in paragraphs 1 and 2.

For more information the interested parties may contact the Department of Merchant Shipping, Seafarers' Division (tel: 25823701 / 710 / 726 or/and visit DMS website www.shipping.gov.cy) .



Dr. Anthony Madella
For Acting Director
Department of Merchant Shipping

- CC:
- Permanent Secretary, Ministry of Transport, Communications and Works
 - Maritime Offices of the Department of Merchant Shipping abroad
 - Trade Union SEK
 - Trade Union PEO
 - Cyprus Bar Association

Confirmation letter

Management Company

Address

.....

.....

Telephone no.

Fax no.

email

We hereby confirm that:

1) Mr/Ms (full name)

Passport number.....

Country of issue

Date of expiry

will be employed as deck/engine (delete as applicable) cadet officer on board our vessel for a period of months.

Vessel's particulars

Type

Name

IMO No.

Flag

Gross Tonnage (GT)

Propulsion power (Kw)

2) During the period of employment the training of the aforementioned cadet officer will be monitored by an officer of the corresponding capacity.

3) The provisions of MLC2006 will be applied respectively for the above mentioned cadet officer.

Signed by

(Name-Title-Stamp-Signature)

Place and date of issue

.....

Βεβαίωση

Πλοιοδιαχειρίστρια εταιρεία

Διεύθυνση

Αρ. τηλεφώνου

Αρ. Φαξ

email

Βεβαιώνουμε ότι:

1) Ο/η (ονοματεπώνυμο)

Αριθμός διαβατηρίου

Χώρα έκδοσης διαβατηρίου

Ημερομηνία λήξης διαβατηρίου

θα ναυτολογηθεί με την ειδικότητα του δόκιμου αξιωματικού καταστρώματος/μηχανής (διαγράφεται ανάλογα) στο παρακάτω πλοίο μας για περίοδο μηνών.

Τύπος

Όνομα

IMO No.

Σημαία

Ολική Χωρητικότητα(GT)

Ισχύς πρόωσης (Kw)

2) Σε όλη την περίοδο κατά την οποία θα είναι ναυτολογημένος/η ο/η παραπάνω δόκιμος αξιωματικός, η εκπαίδευση του/της θα εποπτεύεται από αξιωματικό αντίστοιχης ειδικότητας.

3) Οι πρόνοιες της Σύμβασης MLC,2006 θα εφαρμόζονται ανάλογα και για τον/την ανωτέρω δόκιμο αξιωματικό.

Υπογραφή

(Όνομα-Τίτλος-Σφραγίδα-Υπογραφή)

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Τόπος και ημερομηνία

.....

Assessment of the on Board Training

Merchant Marine Academy

Address

.....

Telephone no.

Fax no.

email

We hereby confirm that:

Mr./Ms. (full name)

Passport number.....

Country of issue

Date of expiry

has attended a training for months and days, from to
on board

Type

Name

Gross Tonnage (GT)

Flag

Propulsion power (Kw)

IMO No.

The practical training has been assessed using a written exam, or/and oral exam or/and simulator exercise (delete as appropriate) and has been successfully passed with grade.....

The on board training record book has been examined and found in order and satisfactory.

The practical training is considered satisfactory and in accordance with the requirements of Section A-II/1 or A-III/1 of the STCW Code.

Signed by

(Name of Assessors (minimum 2)-

Stamp-Signature)

Place and date of issue

EN05F35/01

Watchkeeping duties for the practical training of cadet officers

I the master of M/V IMO no.

hereby confirm that the cadet whose details is written below:

Mr./Ms. (full name)

Passport number.....

Country of issue

Date of expiry

Has been on board M/V from to

During his/her service on board, he/she has performed deck/engine-room (delete as appropriate) watchkeeping duties under the supervision of the chief engineer or second engineer / master or chief officer (delete as appropriate) for a period of months and days.

Signed by Master

(Name –Ship's Stamp-
Signature)

Place and date of issue

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