



Certification of Ship Security Officers

Merchant Shipping Notice 84

*Notice to Shipowners, Ship Operators and Managers,
Masters and Officers, Owners' representatives and Recognised Organisations*

The Merchant Shipping Directorate would like to remind all concerned that Ship Security Officers serving on board ship are required to be in possession of a certificate of proficiency issued in accordance with Regulation VI/5 of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978 and Section A-VI/5 of the STCW Code which sets out the specifications of minimum standards of proficiency for SSOs.

Requirements for the issue of a Certificate of Proficiency

Companies operating ships under the Malta flag are to ensure that persons designated as SSO on board ships are in possession of an appropriate and valid certificate of proficiency attesting their competence under the STCW Code A-VI/5.

In order to be issued with a certificate of proficiency as SSO a person shall:

- a) have approved seagoing service of not less than 12 months or appropriate seagoing service and knowledge of ship operations; and
- b) meet the standard of competence for certification of proficiency as SSO, set out in section A-VI/5, paragraphs 1 to 4 of the STCW Code.

Issuance of Certificate of Proficiency

This Administration will recognise certificates of proficiency issued by either:

- a) a Party to the STCW Convention; or
- b) an Organisation/Institute approved by a Party to the STCW Convention.

Applications for issue of Certificate of Proficiency

Persons designated as SSOs on Maltese ships and do not have a certificate of proficiency issued by any of the above, may apply to this Administration to be issued with a certificate. Applications for the issue of the certificate of proficiency shall be submitted on the appropriate form (vide specimen attached) either by the SSO or by the company employing the SSO.

Applications shall be accompanied by such documents as may be prescribed on the application form; these include:

- copy of Passport or Seamen's Record Book or official Identity Card
- passport size colour photograph (name of applicant on the reverse side)
- documentary evidence of seagoing service
- documentary evidence of satisfying the standards of competence specified in STCW Code Section A-VI/5, paragraphs 1 to 4 (certificate of course completion)
- appropriate fee : €23
- if secure delivery by courier is required, additional €25

All applications should be sent by email (stcw@mma.gov.mt) or by registered mail or by courier, or through the shipowner's local representative addressed to:

Registrar-General of Shipping and Seamen
Merchant Shipping Directorate
Maritime Trade Centre
Marsa MRS 1917
Malta

Merchant Shipping Directorate
Valletta

24 June 2009



APPLICATION
for a certificate of proficiency as
Ship Security Officer
under the provisions of the STCW 78 Convention as amended

Type or PRINT in ink throughout

MSD Notice No 84 refers

| 1. Particulars of Applicant | | | |
|--|--|--|---|
| Surname (Family Name) | First Name | Second Name | |
| Country of Birth | Date of Birth | Nationality | |
| 2. Contact Details | | | |
| Company Name | | Address | |
| Contact Person | Telephone Number | Fax Number | E-Mail |
| or Address where certificate is to be forwarded | | Indicate whether secure delivery by courier at additional fee of €25 is required <input type="checkbox"/> | |
| Date | | Signature of Applicant <i>signature to be contained within space provided</i> | |
| 3. Particulars of Service at Sea | | | |
| Ship's Name | IMO Number | Particulars of voyage | Capacity |
| | | | |
| | | | |
| | | | |
| 4. Declaration by Applicant | | | |
| I, the undersigned, declare that to the best of my knowledge the information provided by me is correct. | | | |
| Name in full | Date | Signature | |
| 5. Copy of documents that should accompany this application | | | |
| <i>Copies of certificates and evidence may not be accepted if not certified by the issuing authority, a Maltese consular officer or a notary public as being true copy of the originals. The Directorate retains the right to sight the originals.</i> | | | |
| Passport or Seamen's Record Book | | Passport size colour photograph (name written on reverse side) | |
| Documentary evidence of seagoing service | | Course completion certificate | |
| Appropriate fee (€23 and courier delivery fee if applicable) | | | |
| <input type="checkbox"/> American Express <input type="checkbox"/> Diners Club <input type="checkbox"/> Electron <input type="checkbox"/> Maestro <input type="checkbox"/> Master Card <input type="checkbox"/> Visa | | | |
| Card Number | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | Expiry Date | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Card Holder's Name | | Signature | |