

**REPUBLIC OF  
THE MARSHALL ISLANDS**



**REQUIREMENTS FOR  
SEAFARER CERTIFICATION**

**OFFICE OF THE MARITIME ADMINISTRATOR**

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**REQUIREMENTS FOR SEAFARER CERTIFICATION  
(MI-118)**

**ISSUE AND REVISION HISTORY (IRH)**

<b>Series</b>	<b>Date mm/yy</b>	<b>Description</b>	<b>Entered By</b>	<b>Entered mm/dd/yy</b>
2014/2015 Series Rev. 1	02/14	Updated form MI-273 in Annex 6 (page 54) to reflect the addition of a check box under "Required Documentation" for Proof of Security Awareness qualifications	M. McConnell	02/xx/14
2012 Series Rev. 4	11/13	Updated section 5.22.1.1, replaced previous section 5.22.2 on transitional provisions with new verbiage regarding security awareness training & updated sections 5.23.1.2 & 5.23.3 (pages 39-41); updated TOC to reflect above changes	M. McConnell	11/01/13
2012 Series Rev. 3	08/13	Updated sections 2.11.1 & 2.11.3.1 (pages 9 & 10 respectively); updated section 4.1.1 (page 18); updated forms in Annexes 1, 3, 4, 5, 6 & 7 (pages 44-47, 49, 50, 51-52, 53-54 & 55 respectively); added fees for ID Cards in Annex 9 (page 58)	M. McConnell	08/29/13
2012 Series Rev. 2	01/13	Updated forms in Annexes 1 & 5 (pages 44 & 51 respectively)	M. McConnell	01/11/13
2012 Series Rev. 1	05/12	Updated forms in Annexes 1, 5, 7 & 10 (pages 47, 53, 56 & 61 respectively); updated item (e) in fee schedule in Annex 9 (page 59)	M. McConnell	05/17/12
2011 Series Rev. 2	12/11	Added Mumbai & Dubai offices to Annex 11 (page 61)	M. McConnell	12/05/11
2011 Series Rev. 1	10/11	Extensively revised & rearranged section 2.0; added new 3.3; deleted previous section 4.0 on Examinations & revised, rearranged & renumbered rest; revised TOC to reflect above changes	M. McConnell	10/25/11
2009 Series Rev. 4	12/09	Updated age references in 7.5.2.8 (page 29), 7.6.2.8 & 7.6.3 (page 31) from 15 to 16; updated form MI-105M in Annex 5 (pages 60-61)	M. McConnell	12/10/09
2009 Series Rev. 3	04/09	Revised 6.4.2 regarding the second & subsequent issues of SIRBs (page 24)	M. McConnell	04/27/09
2009 Series Rev. 2	03/09	Updated page 2 of forms MI-105 & MI-105E in Annex 1 (pages 47-54) & MI-273 in Annex 6 (pages 61-62); updated item 7 in form MI-273I in Annex 7 (page 62); updated SIRB info in (d) of Fees section in Annex 9 (page 65)	M. McConnell	03/17/09
2009 Series Rev. 1	01/09	Updated forms MI-105 & MI-105E in Annex 1 (pages 47-54)	M. McConnell	01/13/09
2007/2008 Series Rev. 3	05/08	Revised 2.6.2 (page 3); updated forms in Annexes 1, 5, 6 & 7 (pages 47-54, 58-59, 60-61 & 62 respectively); updated Annex 11 (page 68)	M. McConnell	05/23/08
2007/2008 Series Rev. 2	03/08	Revised 7.5.3 (page 29); revised fees in Annex 9 (pages 65-66); added offices in Annex 11 (page 68)	M. McConnell	03/31/08

<b>Series</b>	<b>Date mm/yy</b>	<b>Description</b>	<b>Entered By</b>	<b>Entered mm/dd/yy</b>
2007/2008 Series Rev. 1	05/07	Revised 2.6.3.3 (page 4); updated form MI-273 in Annex 6 (pages 60-61)	M. McConnell	05/16/07
2007/2008 Series	11/06	Revised 7.6.2.6 & 7.6.2.9 (page 31); updated forms MI-105 & MI-105E in Annex 1 (pages 47-54) and item (k) in Annex 9 (page 66) to reflect change in secure delivery fee; updated credit card form in Annex 10 (page 67); revised forms MI-151B in Annex 2 (page 55), MI-105C in Annex 3 (page 56), MI-105D in Annex 4 (page 57) & MI-273 [combined old forms MI-273 & MI-279] in Annex 6 (pages 60-61); added a new Annex 7 (page 62), deleted previous Annex 8 (MI-279) and renumbered previous Annex 7 to Annex 8 and updated forms MI-279A, B, C & D contained therein (pages 63-64); updated credit card form in Annex 10 (page 67); updated address for Greek office in Annex 11 (page 68); revised 6.2.1, 6.2.2, 7.2.1, 7.3.1, 7.3.2, 7.8.9.2 & 7.13.3.2 to reflect new form MI-273; revised 1.1, 2.1.6, 2.2.2, 2.2.3, 2.3.2, 2.5, 3.2.1.1, 4.10.1.1, 5.2.5, 6.3.1 & item (c) in Annex 9 to reflect the renumbering of Maritime Regulations in the revision of the MI-108 dated 11/06; revised TOC to reflect above changes	M. McConnell	11/27/06
2005 Series Rev. 1	06/05	Revised forms in Annexes 1 (pages 47-54), 6 (pages 60-62) & 8 (pages 65-66) by replacing previous e-mail address with <a href="mailto:Seafarers@register-iri.com">Seafarers@register-iri.com</a> ; updated London office address, phone & fax numbers in Annex 11 (page 70)	M. McConnell	06/23/05
2005 Series	03/05	Revised 2.8.1 (page 6) & 7.5.2.4 (page 28); updated STCW equivalency list in Annex 1 (page 50) and Annex 12 (page 71); updated the credit card form in Annexes 6 (page 61) & 10 (page 69)	M. McConnell	03/01/05
2004 Series Rev. 1	10/04	Removed Peter Wong's name from the Regional Marine Safety Offices Hong Kong listing in Annex 11 (page 70)	M. McConnell	10/25/04
2004 Series	12/03	Revised 2.6, 4.6, 4.9.4, 7.7.1, 7.7.2.3, 7.7.5.1, 7.8.7.2 & 7.9.1; deleted 4.5.5, 4.8.5 & 5.2.6; added 7.19; updated forms in Annexes 1, 2, 6, 8 & 10; added form MI-105E to Annex 1; revised Annexes 11 & 12; replaced all references to STCW 95 with STCW Convention, 1978, as amended; updated Table of Contents to reflect above changes	M. McConnell	12/30/03
2003 Series	12/02	Revised Annex 1 (pages 49 – 52) to reflect change in Part VIII (page 50), item 4 (page 51) and item 10 (page 52) of form MI-105; revised Annex 6 (pages 58 – 60) to reflect the clarification of item 7 (page 58) of form MI-273; revised Annex 9 (pages 65 – 67) to reflect current fee structure; revised Annex 11 (page 68) to reflect change in Greek office numbers; added 2.6.2.3 (page 4); revised 6.2.1 (page 25), 6.6 (page 26) and 7.3.1 (page 28)	M. McConnell	12/16/02

<b>Series</b>	<b>Date mm/yy</b>	<b>Description</b>	<b>Entered By</b>	<b>Entered mm/dd/yy</b>
2002 Series Rev. 3	09/02	Revised Annex 8 (pages 63 – 64) to reflect clarification of cost per special qualification in form MI-279	M. McConnell	09/30/02
2002 Series Rev. 2	04/02	Revised Annex 1 (pages 49 – 52) and Annex 6 (pages 58 – 60) to reflect the addition of a designated area for the impression of a thumb print and the addition of e-mailing instructions in forms MI-105 and MI-273; revised Annex 8 (pages 63 – 64) to reflect addition of e-mailing instructions in form MI-279; deleted 7.13.4.2 (page 43).	M. McConnell	04/22/02
2002 Series Rev. 1	03/02	Revised 2.10.5, 5.1, 5.2.2, Annex 1 and Annex 6 to reflect change in number & location of photographs for applications; deleted 7.11.4.2 & 7.12.4.2.	M. McConnell	03/20/02
2002 Series	01/02	Eliminated references to STCW 1978 Certification throughout entire document as only 1995 Certification is acceptable; deleted Form MI-151A in section 2.6.2 & Annex 2; deleted Form MI-105B in section 2.7.1 & Annex 3; revised Form MI-105C in Annex 3; revised Form MI-105D in Annex 4; deleted Forms MI-279E, G & H from section 7.2 & Annex 7; revised Forms MI-105 & MI-279; in section 4.0: deleted paragraph on “Naval or Marine Engineering Degree” & revised paragraphs on Third & Second Assistant Engineers (Steam); eliminated references to radio operator exams throughout entire document as radiotelegraph certification is no longer available; revised Annexes 1, 7, 9 & 13 to reflect above changes; revised TOC to reflect above changes.		
2001 Series (T7)	07/01	Added phrase “Note: MODU certification does not permit service aboard self-propelled vessels.” to sections 4.5, 7.5.2.4 & 7.6.2.5. Revised 6.2.1 & added new section 7.8.1. Updated forms in Annexes 1, 7, 9, 12 & 13. Document reformatted so that each Section begins on an odd-numbered page. TOC updated to reflect additional topic from page 39 and repagination. IRH page added to document.		

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# REQUIREMENTS FOR SEAFARER CERTIFICATION

## 1.0 AUTHORITY

### 1.1 Issuance of Certificates and Documents

Each Deputy Commissioner of Maritime Affairs on behalf of the Republic of the Marshall Islands (RMI) Maritime Administrator (the “Administrator”) is authorized to issue certificates and documents to all seafarers. (See RMI Maritime Act 1990, as amended, Chapter 1, Section 109 and Chapter 8, Section 825; and RMI Maritime Regulations 1.04 and 7.47).

### 1.2 Establishment of Standards

The Administrator is authorized to establish such standards as are necessary and proper for certificating and the up-grading of seafarers’ certification, and for the maintenance of high standards in the RMI Merchant Marine. (See RMI Maritime Act 1990, Chapter 1, Section 109; RMI Maritime Regulation 1.04.)

### 1.3 Compliance with the STCW Convention, 1978, as amended

The standards established pursuant to paragraph 1.2 above have been revised herein to comply fully with the provisions of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (hereinafter referred to as “STCW”).

### 1.4 Evaluation of Uncategorized Qualifications

In cases where an applicant for a certificate or document has acquired qualifications, service, experience and/or training that does not meet these specific requirements, but which in the opinion of the applicant is reasonably equivalent thereto, documentary evidence of such qualifications, etc., may be submitted to the Administrator for evaluation. The decision of the Administrator in all such cases shall be final.

**NOTE:** The RMI Maritime Act 1990, as amended, Maritime Regulations, and Marine Notices referred to in this document may be found in the Combined Publications Folder (CPF), MI-300, which is required to be carried aboard each RMI flagged vessel.

## 2.0 GENERAL

### 2.1 Definitions

For the purpose of these requirements, the following terms shall have the meanings hereby assigned to them:

2.1.1 *Able Seafarer Deck (ASD)* means a rating qualified in accordance with the provisions of regulation II/5 of the Convention;

2.1.2 *Able Seafarer Engine (ASE)* means a rating qualified in accordance with the provisions of regulation III/5 of the Convention;

2.1.3 *Approved* means approved by the Administrator, as a Party to the STCW Convention;

- 2.1.4 *Assistant Engineer Officer* means a person under training to become an engineer officer and designated as such by national law or regulations;
- 2.1.5 *Cadet* means a person who is assigned to a vessel as an apprentice to learn a specific capacity. Terms applied to identify cadets can include junior mate or engineer, assistant mate or engineer, deck cadet, engine cadet, etc. For the purpose of documentation, cadets shall be considered to be seafarers.
- 2.1.6 *Cargo Engineer* means an engineer who is in charge, under the direction of the chief engineer, of the operation and maintenance of the refrigeration equipment related to the handling and storage of cargo on a liquefied gas tanker;
- 2.1.7 *Certificate of Competence (CoC)* means a certificate issued and endorsed for Masters, officers and GMDSS radio operators in accordance with the provisions of chapters II, III, IV or VII of STCW and entitling the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified therein;
- 2.1.8 *Certificate of Endorsement (CoE)* means a certificate issued for Masters, officers or GMDSS radio operators who hold an appropriate and valid CoC issued by a recognized maritime administration in accordance with regulation I/10 of STCW (Recognition of Certificates);
- 2.1.9 *Certificate of Proficiency (CoP)* means a certificate, other than a CoC or CoE, issued to a seafarer, stating that the relevant requirements of training, competencies or seagoing service in STCW have been met;
- 2.1.10 *Chemical tanker* means a ship constructed or adapted and used for the carriage in bulk of any liquid product listed in Chapter 17 of the International Bulk Chemical Code;
- 2.1.11 *Chief Engineer Officer* means the senior engineer officer responsible for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the ship;
- 2.1.12 *Chief Mate (or First Officer)* means the officer next in rank to the Master and upon whom the command of the ship will fall in the event of the incapacity of the Master;
- 2.1.13 *Company* means the owner of the ship or any other organization or person such as the manager, or the bareboat charterer, who has assumed the responsibility for operation of the ship from the ship owner and who, on assuming such responsibility in writing, has agreed to take over all the duties and responsibilities imposed on the Company by these regulations;
- 2.1.14 *Deck Officer (or Officer in Charge of a Navigation Watch (OICNW))* means an officer qualified in accordance with the provisions of Chapter II of STCW;
- 2.1.15 *Documentary evidence* means documentation, other than a CoC, CoE or CoP, used to establish that the relevant requirements of STCW have been met;
- 2.1.16 *Electro-Technical Officer* means an officer qualified in accordance with the provisions of regulation III/6 of STCW;
- 2.1.17 *Electro-Technical Rating* means a rating qualified in accordance with the provisions of regulation III/7 of STCW;

- 2.1.18 *Engineer Officer* (or Officer in Charge of an Engineering Watch (OICEW)) means an officer qualified in accordance with the provisions of regulation III/1, III/2 or III/3 of STCW;
- 2.1.19 *Function* means a group of tasks, duties and responsibilities, as specified in STCW, necessary for ship operation, safety of life at sea, and/or protection of the marine environment;
- 2.1.20 *GMDSS Radio Operator* means a person who is qualified in accordance with the provisions of Chapter IV of STCW;
- 2.1.21 *ISPS Code* means the International Ship and Port Facility Security (ISPS) Code adopted on 12 December 2002, by resolution 2 of the Conference of Contracting Governments to the International Convention for the Safety of Life at Sea (SOLAS), 1974, as may be amended by the International Maritime Organization (IMO);
- 2.1.22 *Liquefied gas tanker* means a ship constructed or adapted and used for the carriage in bulk of any liquefied gas or other product listed in chapter 19 of the International Gas Carrier Code;
- 2.1.23 *Master* means the person having command of a ship;
- 2.1.24 *Month* means a calendar month or 30 days made up of periods of less than one month;
- 2.1.25 *Near-coastal voyages* means voyages in the vicinity of a Party as defined by that Party;

**It is not intended that ships engaged on “Near Coastal Voyages” should extend their operations world wide, under the premise that they are navigating constantly within the limits of designated “Near Coastal Voyages” of neighboring countries. Therefore, officer CoCs for “Near Coastal Voyages” may be further limited as to geographical sea area of operation.**

- 2.1.26 *Officer* means a member of the crew, other than the Master, designated as such by national law or regulations or, in the absence of such designation, by collective agreement or custom;
- 2.1.27 *Oil tanker* means a ship as defined in regulation 1 of Annex I of MARPOL 73/78 constructed and used for the carriage of petroleum and petroleum products in bulk;
- 2.1.28 *Passenger ship* means a ship as defined in Part A, Regulation 2, paragraph (f) of the International Convention for the Safety of Life at Sea, 1974, as amended (SOLAS);
- 2.1.29 *Propulsion power* means the total maximum continuous rated output power, in kilowatts, of all the ship’s main propulsion machinery as it appears on the ship’s certificate of registry or other official document;
- 2.1.30 *Radio duties* include, as appropriate, watchkeeping and technical maintenance and repairs conducted in accordance with the Radio Regulations, SOLAS, and, at the discretion of each Administration, the relevant recommendations of IMO;
- 2.1.31 *Radio Operator* means a person holding an appropriate certificate issued or recognized by the Administrator under the provisions of the Radio Regulations;
- 2.1.32 *Rating* means a member of the ship’s crew other than the Master or an officer;
- 2.1.33 *Regulations* means regulations contained in the annex to STCW, as amended;

- 2.1.34 *Ro-ro passenger ship* means a passenger ship with ro-ro spaces or special category spaces as defined in the SOLAS Chapter II, Regulation 2, paragraph 13;
- 2.1.35 *High-speed craft* means a craft capable of maximum speed, in meters per second (m/s), equal to or exceeding  $3.7 \nabla^{0.1667}$  where  $\nabla$  = volume of displacement corresponding to the design waterline (m<sup>3</sup>) excluding craft the hull of which is supported completely clear above the water surface in non-displacement mode by aerodynamic forces generated by ground effect or foils;
- 2.1.36 *Seagoing service* means service on board a ship relevant to the issue or revalidation of a certificate or other qualification;
- 2.1.37 *Second Engineer Officer (or First Assistant Engineer)* means the engineer officer next in rank to the chief engineer officer and upon whom the responsibility for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the ship will fall in the event of the incapacity of the chief engineer officer;
- 2.1.38 *Security duties* include all security tasks and duties on board ships as defined by Chapter XI-2 of the SOLAS and the ISPS Code;
- 2.1.39 *Ship Security Officer* means the person on board the ship, accountable to the Master, designated by the Company as responsible for the security of the ship including implementation and maintenance of the ship security plan and liaison with the company security officer and port facility security officers;
- 2.1.40 *STCW Code* means the Seafarers' Training, Certification and Watchkeeping Code as adopted by the 1995 Conference resolution 2, as it may be amended by IMO;

## **2.2 Certificate of Competence/Endorsement (CoC/CoE) Requirement**

- 2.2.1 No person shall perform the duties of Master, OICNW, Chief Engineer, or OICEW of any vessel registered under the provisions of the RMI Maritime Act, unless duly issued a CoC/CoE by the Administrator (see RMI Maritime Act, Sections 804 and 805; RMI Maritime Regulation 7.38).
- 2.2.2 The operation of every RMI flagged ship GMDSS station shall be performed only by an operator duly issued a CoC/CoE by the Administrator, as required by RMI Maritime Regulation 4.33.6.
- 2.2.3 No person shall serve in any capacity higher than that for which he/she is duly certificated except by *force majeure*, and no person shall be deemed duly certificated unless the Administrator has issued him/her a CoC/CoE. In circumstances of exceptional necessity the Administrator may issue a temporary permit authorizing service in a capacity for which the person is not duly certificated for a period not to exceed six (6) months (see RMI Maritime Act, Section 805; RMI Maritime Regulation 7.39).

## **2.3 Period of Validity; Suspension and Revocation of Certificate**

- 2.3.1 Each CoC/CoE shall be valid for a period of up to five (5) years and shall be subject to renewal under the conditions set forth in these requirements.
- 2.3.2 Any CoC/CoE may be suspended or revoked at any time by the Administrator upon the grounds set forth in RMI Maritime Regulation 1.04.4, and in accordance with the procedure set forth in the Rules for Marine Investigations and Hearings (see RMI Maritime Act, Section 110).

## 2.4 Replacement and Renewal of Officer Certificates

### 2.4.1 Stolen, Lost or Destroyed

The holder of a certificate that is stolen, lost or destroyed may apply for its replacement, valid for the unexpired term of the original certificate, by submitting to the Administrator an affidavit in writing sworn or affirmed before a Deputy Commissioner, Special Agent, civil notary or commissioner for oaths (form MI-116, *Affidavit of Lost or Destroyed Certificate*). The affidavit must state the circumstances of the loss or destruction and give a description of the certificate. With the affidavit must be submitted the fee prescribed for issuance of a replacement certificate.

### 2.4.2 Lost in the Mail

CoC/CoEs mailed by the Administrator that are not received by the filing agent will be replaced at no additional charge; however, such replacement certificates will be sent by courier and the filing agent may be responsible for the courier charges.

### 2.4.3 Renewal of Certificate

#### .1 Allowances

Any certificate may be renewed prior to its expiration or within the 12 months following its date of expiration, subject to satisfaction of the requirements of sub-paragraph 2.4.4 (Evidence of Professional Competence).

#### .2 Application

An applicant for renewal of a certificate shall surrender his expired certificate (or a certified copy) and shall submit a properly completed application Form MI-105, (see Annex 1), for renewal. With the application there shall also be submitted:

- .1 one (1) passport-size photograph of the applicant,
- .2 a report of physical examination within the preceding 24 months on form MI-105M (see Annex 5),
- .3 the fee prescribed in Annex 9 for renewal of a certificate, and
- .4 evidence of professional competence.

### 2.4.4 Evidence of Professional Competence

The evidence of professional competence referred to in sub-paragraph 2.4.3.4 above which must accompany the application shall be as follows:

- .1 evidence of all sea service under the expired certificate, including proof of seagoing service in the grade of certificate held for a total of at least one (1) year during the preceding five (5) years; or
- .2 evidence of all employment during at least the preceding five (5) years, including employment ashore closely related to the operation of vessels, which may be considered by the Administrator to be at least equivalent to the seagoing service required by sub-paragraph 2.4.4.1 above; or

- .3 evidence of having completed seagoing service in an appropriate supernumerary capacity for a period of not less than three (3) months immediately prior to taking up the position in which he or she is entitled to serve by virtue of his or her certificate grade, or
- .4 one (1) of the following:
  - passing a refresher examination; or
  - successfully completing an approved refresher course or courses.

#### 2.4.5 Additional Training and Certification

An applicant for certificate renewal must meet the same general requirements for an RMI Certificate as specified in paragraph 2.11 below, General Requirements for a CoC, as applicable, in regards to Firefighting Training, Radar Observer Training, GMDSS Certification, First Aid Training, Proficiency in Survival Craft/Rescue Boats Training, and Automatic Radar Plotting Aids (ARPA) Training.

### 2.5 Surrender of Suspended or Revoked Certificate

The holder of a CoC/CoE that is suspended or revoked shall promptly surrender it as directed by the Administrator.

### 2.6 Display of Certificate or Temporary Permit

Every officer shall cause his certificate or temporary permit to be displayed in a conspicuous location as required by RMI Maritime Regulation 7.47.2(b).

### 2.7 Form of Application

#### 2.7.1 Form MI-105 or MI-105E

Each application for an officer certificate shall be submitted on either official Form MI-105 for endorsement (see Annex 1), or Form MI-105E for examination (see MI-118E, Seafarer Requirements for Certification by Examination), provided by the Administrator, and shall be accompanied by all necessary proofs, other supporting data and fees prescribed in paragraph 2.8 below in accordance with these requirements.

#### 2.7.2 Certificate of Receipt of Application (CRA)

When an application for an RMI endorsement of a CoC is submitted to any Regional Office listed in Annex 11, the applicant may request issuance of a CRA. Applications should be submitted to the office nearest the applicant's place of residence. If the application (with attachments) and proof of foreign certificate are in order, the applicant will promptly be issued a CRA on Form MI-151B as indicated in Annex 2 as follows:

- .1 Each officer certificate applicant that qualifies, based on recognition of a national certificate under the provisions of STCW regulation I/10, will be issued a CRA. These CRAs will be issued by electronic means to the person or office that has filed the application unless the application is presented in person, in which case the CRA will be issued directly to the applicant.
- .2 While holding this CRA in conjunction with a valid national CoC, the applicant may serve aboard RMI flagged vessels for a period up to 90 days while their application for an RMI endorsement Certificate is being processed.

- .3 CRAs shall only be issued after a completed and signed application, MI-105, with all required supporting documents, has been received.
- .4 CRAs become valid when signed by the applicant and the vessel's Master.

### 2.7.3 Urgent Authorizations

- .1 In cases of extreme urgency when time or proximity makes obtaining a CRA impractical, an Urgent Authorization for an Officer to serve on the assignment of an Officer Certificate Number may be obtained. Urgent Authorizations are only valid for a maximum period of 90 days.
- .2 Urgent Authorizations may only be issued, during regular business hours, by Seafarers' Documentation in Reston, Virginia, USA, after receipt and approval of a valid copy of a CoC issued by a National Authority who is on the approved list in Annex 12. Further documents may be requested if a qualification for capacity or the specific vessel cannot be determined from the CoC alone.
3. After an Urgent Authorization is issued, a completed MI-105 application form, along with all required supporting documents, must be submitted within 15 calendar days from the date the Authorization was issued. If the MI-105 application is NOT received within 30 calendar days, the Urgent Authorization could be invalidated.

## 2.8 Form of Certificate

### 2.8.1 STCW Certificates

Each applicant for an CoC/CoE who qualifies under the provisions of STCW, will be issued a certificate on either:

#### .1 *Form MI-105C (CoC)*

This form is for officers who qualify for a CoC based on RMI examination, officers who are renewing existing RMI CoCs, officers who qualify for a CoC based on evaluation of the examination and training systems of the national authority of a nation who is on the list in Annex 12 , or the evaluation of qualifications and training for non-STCW certificates.

#### .2 *Form MI-105D (CoE)*

This form is for officers qualifying based on recognition of a national certificate from the national authority of a nation who is on the list in Annex 12. (Annex 4).

- .3 Both certificates state that the officer has been found duly qualified in accordance with the provisions of STCW, as amended, and in the format prescribed by STCW unless the certificate is for a non-STCW capacity.

### 2.8.2 Format

CoCs and CoEs specify the "Functions" for which the officer has qualified and a "Level of Responsibility" as follows:

#### .1 *Functions*

The abilities specified in the standards of competence are grouped as appropriate under the following seven functions:

- .1 Navigation
- .2 Cargo handling and stowage
- .3 Controlling the operation of the ship and care for persons on board
- .4 Marine engineering
- .5 Electrical, electronic and control engineering
- .6 Maintenance and repair
- .7 Radiocommunications

.2 *Levels of Responsibility*

Levels of responsibility apply as follows:

.1 Management level –

Master  
 Chief Mate (First Officer)  
 Chief Engineer First Assistant Engineer (Second Engineer Officer)  
 Cargo Engineer in Charge

.2 Operational level –

Officer In Charge of the Navigation Watch (OICNW)  
 - Second Mate or Third Mate  
 Officer In Charge of the Engineering Watch (OICEW)  
 - Second Assistant Engineer (Third Engineer Officer), or  
 - Third Assistant Engineer (Fourth Engineer Officer)  
 Cargo Engineer Assistant  
 Radio Operator  
 Electro-Technical Officer

2.8.3 Officer Qualifications for STCW Certification

- .1 Each deck/navigational officer must qualify in functions 1, 2 and 3 (deck). A deck/navigational officer may then qualify in the additional functions of 3 (engineer), 4, 5, 6, and 7.
- .2 Each engineer officer must qualify in functions 3 (engineer), 4, 5, and 6. An engineer officer may then qualify in the additional functions of 1, 2, and 3 (deck).
- .3 A radio operator must qualify in function 7.
- .4 An electro-technical officer must qualify in functions 5 and 6.

**2.9 Fees**

2.9.1 Schedule

Any applicant for a certificate or other document must remit the required fee in accordance with the schedule in Annex 9.

## 2.9.2 Payment

### .1 *Checks*

All fees remitted by check or money order shall be in U.S. dollars, drawn on a U.S. bank or the U. S. branch of an international bank and made payable to “*The Trust Company of the Marshall Islands, Inc.*”

### .2 *Credit Cards*

The fees may also be paid by American Express, MasterCard or VISA. Payment by credit card, however, must be made by the use of the payment form provided as Annex 10 to this Publication, which may be photocopied.

### .3 *Cash*

Cash is not accepted.

### .4 *Mailing*

Send check or credit card information with the appropriate application or applications. When not applying in person, the application(s) with payment should be sent by courier.

## 2.10 **Fraud, Forgery, Misrepresentation or Attempted Bribery**

2.10.1 Any person who submits a fraudulent application for an RMI Certificate, or Seafarer’s Identification and Record Book, or who makes misrepresentations in or in connection with an application, or who attempts to bribe or subvert any person charged with the approval of applications and/or conduct of examinations, shall be denied his/her application and shall forfeit any application fees paid, and in addition to any criminal penalties shall be forbidden to reapply for a period of not less than two (2) years.

2.10.2 Each individual applicant who willfully misstates a material fact or offers forged, altered, fraudulent or fraudulently-obtained documentation of qualification in connection with an application for an RMI Certificate, or Seafarer’s Identification and Record Book will in addition to any criminal penalties be subject to an administrative penalty of USD 500 and may be barred from holding any RMI Certificate, or Seafarer’s Identification and Record Book for not less than two (2) years.

2.10.3 Any ship owner or agent who submits on behalf of an applicant an application for an RMI Certificate, or Seafarer’s Identification and Record Book (SIRB), which application contains a willful misstatement of fact or references a document which is forged, altered, fraudulent or fraudulently-obtained, the truth or genuineness of which is capable of being determined by the submitting party, will be subject to an administrative penalty of USD 500 for each such application. Further submissions from such source may be barred for up to (2) years. (See also RMI Maritime Act, Section 806 and 825(2).)

## 2.11 **General Requirements for a CoC**

### 2.11.1 Age

No certificate shall be issued to any person under 18 years of age. No certificate in the grade of Chief Mate, First Assistant Engineer or higher shall be issued to any person under 21 years of age. An applicant shall be required to submit satisfactory proof of age by means of a passport, birth certificate, certificate of naturalization or other acceptable proof of birth date.

## 2.11.2 Citizenship

An applicant for any certificate may be of any nationality and need not be a citizen or resident of the RMI.

## 2.11.3 Physical Examination

- .1 Every applicant for a certificate shall be required to submit satisfactory evidence of a physical examination that was completed within the 24 months immediately preceding application. The report of examination shall establish that the applicant is in good physical condition and in possession of all body faculties necessary to fulfill the requirements of the seafaring profession. The medical certificate must comply with the requirements of STCW 1975 as amended, Regulation I/9. The report and certificate of physical examination is to be completed either on the official Physical Examination Report/Certificate Form MI-105M (see Annex 5), or an acceptable equivalent. The report, which must be signed by both the medical examiner and examinee, shall specifically indicate that the applicant was examined as to hearing, vision and general physical and mental condition and state that he/she is fit for duty. The following minimum requirements shall apply:

### *.1 Hearing*

Every applicant must have hearing unimpaired for normal sounds and be capable of hearing a whispered voice in the better ear at 15 feet (4.57m) and in the poorer ear at five (5) feet (1.52 m).

### *.2 Eyesight*

Deck/Navigational Officer - An applicant must have (either with or without glasses) at least 20/20 (1.00)<sup>1</sup> vision in one eye and at least 20/40 (0.50) in the other. If the applicant wears glasses, he/she must have vision without glasses of at least 20/160 (0.13) in both eyes. The applicant must also have normal color perception, and be capable of distinguishing the colors red, green, blue and yellow.

Engineer or Radio Officer - An applicant must have (either with or without glasses) at least 20/30 (0.63) vision in one eye and at least 20/50 (0.40) in the other. If the applicant wears glasses, he must have vision without glasses of at least 20/200 (0.10) in both eyes. An engineer or radio officer applicant shall be examined only as to perception of the colors red, yellow and green.

### *.3 Blood Pressure*

An applicant's blood pressure must fall within a range average for their age.

### *.4 Symptoms*

An applicant exhibiting symptoms likely to indicate any of the following diseases or conditions shall be prima facie disqualified: epilepsy, acute mental illness or other lack of mental capacity or stability, tuberculosis, acute venereal disease or neurosyphilis, AIDS, abuse of alcohol, and/or the use of narcotic substances whether or not prescribed by a physician.

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<sup>1</sup> Numbers related to eyesight contained in parentheses are equivalents measured utilizing the decimal visual acuity scale.

.5 *Speech*

A deck/navigational or radio officer applicant must have speech unimpaired for normal voice communication.

.2 Revocation

Willful concealment by an applicant of any medical history or mental or physical disability that might render him/her unfit for service shall be cause for the immediate revocation of any certificate that may have been issued.

2.11.4 Letter of Recommendation

Every applicant for a certificate shall be required to submit at least one letter of recommendation as to his/her character, sobriety, experience and competence. This letter shall be obtained from the applicant's most recent Master or employer. Such letter is not required for the renewal or upgrade of an existing RMI Certificate.

2.11.5 Photograph

Every applicant for a Certificate shall submit one (1) passport-size photograph, taken within the 12 months preceding the date of application. The photograph must show a facial front view of the applicant, and be 1¼" x 1¼" (45mm x 45mm) in size; the photographs may be black and white, but color is preferred.

2.11.6 Advanced Firefighting Training

Every applicant for a CoC or CoE shall be required to submit satisfactory evidence of having completed an approved advanced marine firefighting course.

2.11.7 Proficiency in Survival Craft/Rescue Boat Training

Every applicant for a CoC or CoE shall be required to submit satisfactory evidence of having completed approved survival craft/rescue boat training.

2.11.8 Medical First Aid Training

Every applicant for a CoC or CoE shall be required to submit satisfactory evidence of having completed an approved medical first aid training course.

2.11.9 Radar Simulator Training

Applicants for a Master, Chief Mate or OICNW certificate must submit proof of completion of a marine radar simulator course approved by the Administrator.

2.11.10 Automatic Radar Plotting Aids (ARPA) Training

Every applicant for a Master, Chief Mate or OICNW certificate must complete approved ARPA training, as required for service on ARPA equipped vessels.

#### 2.11.11 Electronic Chart Display and Information (ECDIS) Training

Every applicant for a Master, Chief Mate or OICNW certificate must complete approved ECDIS training, as required for service on ECDIS equipped vessels.

#### 2.11.12 GMDSS Certification

Every applicant for Master, Chief Mate or OICNW certificate must hold GMDSS Certification.

#### 2.11.13 Proof of Experience

Every applicant for a Master, Chief Mate, or OICNW certificate and every applicant for an engineer officer's certificate on vessels of over 750 kW propulsion power must document the required sea service as specified for certification by examination in MI-118E, Requirements for Seafarer Certification by Examination.

#### 2.11.14 STCW - National CoC

An applicant who is certificated by a foreign government whose certification system is acceptable to the Administrator and whose national CoC bears the endorsement specified by STCW, will not be required to document sea service, nautical training or physical examination as specified under this Part, provided the national certificate is issued within one (1) year of application for an RMI certificate. If the national certificate is valid, but is not issued within one (1) year of application for an RMI certificate, the applicant must submit a physical examination taken within two (2) years of application for the RMI certificate and document one (1) year of sea service within the last five (5) years.

### **3.0 CERTIFICATES BASED UPON EQUIVALENT CERTIFICATION**

#### **3.1 Eligibility**

##### 3.1.1 Duly Certificated

An applicant who is eligible in all other respects may be issued an endorsement certificate without further examination, provided he/she is currently duly certificated by a foreign government whose certification system is in compliance with STCW, and is acceptable to the Administrator.

##### 3.1.2 Acceptable Foreign Certificates

- .1 No foreign certificate shall be accepted as the basis for obtaining an RMI Endorsement Certificate unless it is proved that such foreign certificate was obtained in full compliance with the rules and regulations of the issuing government, **including** successful completion of a comprehensive examination administered by the proper authority of said government.
- .2 Such foreign certificates must be current and valid in all respects, contain the specified STCW endorsement and will not be accepted if revoked, expired, altered, illegible or otherwise indicative of non-validity.
- .3 See Annex 12 for a list of Administrator recognized national certificates based on those countries that have been placed on the IMO's "White List" of acceptable countries in compliance with the provisions of STCW, and maintain an undertaking with the Maritime Administrator.

### 3.1.3 Determining Equivalent Grade

When evaluating the holder's eligibility for an RMI Endorsement Certificate, the Administrator may decline to accept a foreign certificate in the same grade and capacity if the standards and requirements for obtaining such foreign certificate are lower than those prescribed by the Administrator for issuance of an RMI certificate by examination, or if the Administrator determines that such foreign certificate is equivalent to a lower grade of an RMI Endorsement Certificate.

### 3.1.4 Experience

A foreign certificate that authorizes the holder to serve in more than one (1) grade will be considered equivalent to that RMI Endorsement Certificate grade that reflects the applicant's actual experience.

### 3.1.5 Restrictions

Any endorsement certificate that is issued based upon a foreign equivalent may be similarly limited to any restriction that is applicable to such foreign certificate, depending upon the applicant's actual experience.

## 3.2 Additional Requirements

### 3.2.1 Proof of Experience

Each applicant for an endorsement certificate, in addition to complying with the general requirements of paragraph 2.11 above, must provide evidence of at least one (1) year of total actual sea service during the five (5) years immediately preceding the date of application except as provided in 2.11.14 above.

#### .1 *Acceptable Documentation*

Seafarer's books, certificates of service, forms of discharge and other documents that certify the amount and character of experience and identify the vessels upon which served shall be examined as to their authenticity. Any indication of unauthorized alteration or other invalidity shall render such documents unacceptable. Proof of sea service can be satisfactorily established by providing a copy of the applicant's official Seafarer's (discharge) book or a certified transcript of sea service from the seafarer's employer(s). For certification of service aboard RMI flagged vessels, the applicant must provide a copy of the applicant's SIRB, MI-272, or a certificate of service in accordance with RMI Maritime Regulation 7.47.3.

#### .2 *Originals or Copies*

An applicant who files in person may exhibit original proofs of service or experience, which will be returned to the applicant after copies are made. All others must submit copies of their discharge books or certificates of service in lieu of the original documents.

### 3.2.2 Verification of Foreign CoC

.1 A person applying for an endorsement certificate without further examination is required to submit with his application proof of his foreign CoC. Such proof should be a certified copy of the original nationally issued certificate.

- .2 Applicants should be aware that all such certificates are subject to verification by the Administrator with the relevant authority of the country of issue in accordance with STCW Regulation I/10. The implied country of issue will be notified of any certificate determined to have been obtained through fraudulent means.

### 3.3 CoE TYPES

#### 3.3.1 Deck/Navigational Officer

##### .1 *All Grades*

Every officer serving aboard an RMI registered seagoing vessel shall hold a valid CoC issued by a recognized flag administration. Equivalent endorsement certificates issued under the provisions of STCW, as amended, will be issued for the unexpired term of the national certificate that has been recognized. The following CoEs will be issued:

- Master
- Chief Mate (First Officer)
- OICNW (Second Mate)

Note: This CoE will be issued to those officers who have at least one (1) year of approved seagoing service as OICNW.

- OICNW (Third Mate)

##### .2 *Limitations*

Certificates issued pursuant to paragraph 3.3.1 may be limited by endorsement to service on vessels of not more than 3000 gross tons. Such certificates may be further limited according to the candidate's actual experience and qualifications as appropriate.

#### 3.3.2 MODU Deck Officer

For Mobile Offshore Drilling Units (MODUs) in accordance with IMO Assembly resolution A.891(21)

Note: MODU certification permits service aboard any offshore drilling unit that is not considered to be a drillship underway, non-self propelled support barge, and non-self propelled floating load facility. MODU certification is not valid for service on board ships.

##### .1 *Ballast Control Operator (BCO)*

An applicant for BCO must provide evidence of:

- .1 One (1) calendar year of service on MODUs which includes at least 30 days of service as a trainee under the supervision of a BCO; or
- .2 Hold a Bachelor of Science degree from a recognized school of technology and have at least 30 days of service as a trainee under the supervision of a BCO.
- .3 Additional Requirements - Candidates for BCO certificates must complete the fire-fighting training requirement as per sub-paragraph 2.11.6 above and must also complete a stability course for Barge Supervisor or BCO and a survival suit and survival craft training course.

.2 *Barge Supervisor (BS)*

An applicant for BS must provide evidence of:

- .1 Two (2) calendar years of service on MODUs as roustabout, derrickman, driller, barge engineer, toolpusher, rig superintendent or equivalent; or
- .2 Hold a Bachelor of Science degree from a recognized school of technology and have 12 months of actual service on MODUs as roustabout or in another capacity listed above.
- .3 Additional Requirements - Candidates for BS certificates must complete the fire-fighting training requirement as per sub-paragraph 2.11.6 above and must also complete a stability course for BS and a survival suit and survival craft training course.

.3 *Offshore Installation Manager (OIM)*  
(in accordance with IMO Assembly resolution A.891(21))

An applicant for OIM must provide evidence of:

- .1 Four (4) calendar years of service on MODUs as roustabout, derrickman, driller, barge engineer, toolpusher, rig superintendent or equal, **at least** two (2) years of which have been in a supervisory capacity such as driller, barge engineer, tool pusher or rig superintendent; or
- .2 One (1) year of service as a certificated BS or
- .3 Hold a Bachelor of Science degree from a recognized school of technology and have two (2) years of service on drill units, one (1) year of which was in a supervisory capacity in a position listed above.
- .4 Additional Requirements - Candidates for OIM certificates must complete the fire-fighting training requirement as per sub-paragraph 2.11.6 above and must also complete a stability course for OIM, a blowout prevention and well control training program for the driller or toolpusher position and a survival suit and survival craft training course.
- .5 An OIM being assigned to a non-drilling unit is not required to provide evidence of well-cap training. Such will be noted as a limitation on the certificate that is issued.

.4 *Service Time*

While the Administrator does **not** require a 12-hour workday, **calendar** year service is acceptable for MODU certificates if the applicant has worked 30 days on and 30 days off (or equivalent) **and** a 12-hour day.

3.3.3 Engineer Officer - Steam and Motor

.1 *All Grades – Motor*

Every officer serving aboard a Marshall Island registered seagoing vessel shall hold a CoC issued by a recognized administration. Equivalent endorsement certificates issued

under the provisions of STCW, as amended, will be issued for the unexpired term of the national certificate which has been recognized. The following CoEs will be issued:

- Chief Engineer
- Second Engineer Officer (First Assistant Engineer)
- OICEW (Second Assistant Engineer), (Third Engineer Officer)  
Note: This CoE will be issued to those officers who have at least one (1) year of approved seagoing service as OICEW.
- OICEW (Third Assistant Engineer), (Fourth Engineer Officer)
- Cargo Engineer in Charge (usually will be a steam vessel)
- Cargo Engineer Assistant (usually will be a steam vessel)

.2 *Limitations*

A certificate issued pursuant to paragraph 3.3.3 may be limited as to tonnage or power rating of main propulsion machinery, or both as appropriate.

.3 *Steam Certificates*

The candidate must prove six (6) months of sea service on steam vessels in a comparable capacity to be issued a steam endorsement.

3.3.4 Cargo Engineer

.1 Cargo Engineer in Charge (CENGIC)

An applicant for CENGIC must provide evidence they are qualified at the management level as an Engineer Officer, the completion of an approved specialized training program and 12 months of sea service on a liquefied gas tanker, or a nationally issued certificate as a refrigeration engineer.

.2 Cargo Engineer Assistant (CENGA)

An applicant for CENGA must provide evidence they are qualified at least to the operational level as an Engineer Officer, the completion of an approved specialized training program and at least three (3) months sea service on a liquefied gas tanker, or a nationally issued certificate as a refrigeration technician.

3.3.5 MODU Engineer Officer  
(For MODUs in accordance with IMO Assembly resolution A.891(21))

.1 *Assistant Maintenance Supervisor (AMS)*

An applicant for AMS must provide evidence of:

- .1 Two (2) calendar years of service on MODUs as roustabout or above; one (1) year of which has been as a mechanic, electrician, motorman, subsea engineer or equivalent; or
- .2 Three (3) years of service in the machinist trade engaged in the construction or repair of diesel engines, together with one (1) year of service in the capacity of mechanic, motorman, oiler or equivalent; or

- .3 Hold a Bachelor of Science degree in Marine Engineering, Mechanical Engineering, or Electrical Engineering, **together with** six (6) months of service in the capacity of mechanic, electrician, motorman, subsea engineer or equivalent.

.2 *Maintenance Supervisor (MS)*

An applicant for MS must provide evidence of:

- .1 Four (4) calendar years of service on MODUs as roustabout or in a capacity above, at least two (2) years of which have been as a mechanic, electrician, motorman, subsea engineer or equivalent; or
- .2 Two (2) years of service as a certificated Assistant Maintenance Supervisor.
- .3 The maintenance supervisor on some MOUs may also be referred to as the chief engineer (MODU only), technical section leader or rig mechanic.

.3 *Firefighting*

Candidates for MODU engineer certificates must complete the firefighting training requirement as per sub-paragraph 2.11.6 above.

.4 *Service Time*

While the Administrator does **not** require a 12-hour workday, **calendar** year service is acceptable for MODU certificates if the applicant has worked 30 days on and 30 days off (or equivalent) **and** a 12-hour day.

3.3.6 Global Maritime Distress and Safety System (GMDSS)

.1 *Restricted Operator*

Previous service is not required. The candidate must successfully complete an approved GMDSS training program complying with STCW Code Section A-IV/2, paragraph 4.

.2 *General Operator*

The candidate must successfully complete an approved GMDSS training program complying with STCW Code Section A-IV/2, paragraph 4.

.3 *Second-Class Radio Electronic Operator*

Previous service is not required. The candidate must successfully complete an approved GMDSS training program complying with STCW Code Section A-IV/2, paragraph 4.

.4 *First-Class Radio Electronic Operator*

Previous service is not required. For STCW certification, the candidate must successfully complete an approved GMDSS training program complying with STCW Code Section A-IV/2, paragraph 4.

3.3.7 Electro-Technical Officer (ETO)

- .1 Every ETO serving on a seagoing ship powered by main propulsion machinery of 750 kW propulsion power or more shall hold a certificate of competence; and

- .2 completed not less than 12 months of combined workshop skills training and approved seagoing service of which not less than 6 months shall be seagoing service as part of an approved training program which meets the requirements of Section A-III/6 of the STCW Code; or 36 months combined workshop skills training and approved seagoing service of which not less than 30 months shall be seagoing service in the engine department; and
- .3 have completed approved education and training and met the standard of competence specified in Section A-III/6 of the STCW Code; and
- .4 meet the standard of competence specified in section A-VI/1, paragraph 2, section A-VI/2, paragraphs 1 to 4, section A-VI/3, paragraphs 1 to 4, and section A-VI/4, paragraphs 1 to 3 of the STCW Code.
- .5 Notwithstanding the above requirements, a suitably qualified person may be considered by the Administrator to be able to perform certain functions of section A-III/6 of the STCW Code.

#### **4.0 SIRB**

**References made in paragraphs 4.0 and 5.0 are to Regulations of STCW and sections of the STCW Code (unless otherwise noted).**

#### **4.1 General Information**

##### **4.1.1 National Requirement**

Each person employed on board an RMI flagged vessel as a seafarer, including cadets, other than those persons such as certain hotel staff personnel on passenger vessels, scientists aboard research and satellite launch vessels, livestock tenders aboard cattle carriers, fish gutters aboard fish factory ships, riding repair crews, oil production workers on FPSOs and MODUs and other non-maritime personnel who are not regularly assigned or required to perform shipboard safety, security and environmental protection related duties, shall have in his or her possession an official RMI SIRB (form MI-272) containing all certificates of special qualification issued to the holder by the Administrator. For personnel serving on passenger vessels, Mobile Offshore Units and yachts, an optional Seafarer's Identification Card (MI-272D) is available in conjunction with the SIRB to help facilitate verification of credentials. There is an additional fee for the optional ID card.

##### **4.1.2 Persons Eligible**

An officer, rating, or cadet presently serving aboard any RMI flagged vessel, a holder of a valid seafarer's identity document issued by another maritime state, or an applicant with a letter of commitment for employment from a shipping company for service aboard an RMI flagged vessel, is eligible to apply for an SIRB.

##### **4.1.3 Fees**

A fee schedule is listed in Annex 9.

##### **4.1.4 Basic Training Pre-requisite**

###### **.1 *Basic Safety Training Elements***

Seafarers applying for an original SIRB must show evidence of having received appropriate approved "Basic Safety Training" or instruction in:

- Personal survival techniques,
- Fire prevention and firefighting,
- Elementary first aid, and
- Personal safety and social responsibilities.

This training will be reflected by the insertion of the appropriate Special Qualification Certificate into the SIRB (reference: STCW Code Section A-VI/1).

## .2 *Basic Security Related Training*

Seafarers applying for an original SIRB must show evidence of having received appropriate basic “Security Awareness Training” (reference: STCW Code Section A-VI/6).

## .3 *Transitional Provision*

On 1 January 2014 the requirement for mandatory minimum security related basic training will enter into force. Seafarers who commenced approved seagoing service prior to this date may fall under the transitional provision as specified in paragraph 5.22.2 below.

### 4.1.5 Passenger Vessels

The Basic Training requirements are limited to those seafarers who are regularly assigned or required to perform routine ship safety and pollution prevention related duties. Therefore, those certain hotel staff personnel not so assigned will not be required to comply with these requirements.

## 4.2 **How to Apply**

### 4.2.1 Form MI-273

Each application must be submitted in person on Form MI-273; “Application for SIRB and Special Qualifications” (see Annex 6) to an Authorized Filing Agent who will review the documents submitted and witness the applicant signing the application. Detailed instructions are set forth in the “GENERAL INFORMATION AND INSTRUCTIONS” sheet, Form MI-273I. *A copy of this application shall be retained by the seafarer as evidence that the application is being processed.* This application shall be valid for up to 90 days as authorization to serve in the capacity for which he/she has applied.

### 4.2.2 Complete Application

To establish eligibility for an RMI SIRB each applicant must submit all necessary documents, letters and/or proofs, as specified in the “GENERAL INFORMATION AND INSTRUCTIONS” sheet, Form MI-273I, with each properly completed application form, and the fee prescribed in Annex 9.

### 4.2.3 Physical Examination

Every applicant for a Certificate shall be required to submit satisfactory evidence of a physical examination completed within the 24 months immediately preceding application. See paragraph 2.10.3 above for details.

*Submitting the application without the necessary supporting documentation will result in delay and possible rejection of the application.*

### **4.3 Uses**

#### **4.3.1 Identification**

The SIRB is issued under the authority of Section 109 of the RMI Maritime Act, RMI Maritime Regulation 7.47 and in conformity with the provisions of ILO Convention No. 185 (the Seafarer's Identity Documents Convention, 2003). It is a document issued to personnel serving aboard RMI flagged vessels for the purposes of providing the holder with identity papers for travel to or from an assigned vessel. It is not a passport; it is issued without prejudice to and in no way affects the national status of the holder. It remains the property of the RMI, and can be withdrawn at any time.

#### **4.3.2 Service Time**

- .1 The SIRB is also a means by which a record of the holder's sea service and special qualifications are maintained.
- .2 Once the SIRB has expired, the holder should retain possession of it for proof of sea service. Sea service pages remain valid as proof even though the book itself has expired. The expired SIRB should not be sent with an application for a new book.

### **4.4 Period of Validity**

#### **4.4.1 Expiration Date**

An original SIRB is valid for five (5) years from the date of issue.

### **4.5 Replacement Issues**

#### **4.5.1 Replacement**

Replacement SIRBs for stolen, lost or destroyed books will be issued with the same date of expiry as the original SIRB.

#### **4.5.2 Filled or Damaged**

If any book becomes filled with entries, requires alteration or is damaged, application for a replacement book should be made immediately.

#### **4.5.3 Stolen, Lost or Destroyed**

If the book is stolen, lost or accidentally destroyed, notification should be given immediately to the Administrator in Reston, VA, USA followed by an application for a replacement book.

#### **4.5.4 Lost in Mail**

Books mailed by the Administrator that are not received by the filing agent will be replaced at no additional charge. However, such replacement books will be sent by courier and the filing agent may be responsible for the courier charges.

### **4.6 Renewal**

An application for renewal of a SIRB should be made at least three (3) months, but no more than one (1) year, before the expiration date of the book. SIRBs that have expired within a year of application will be renewed. All other applications will be considered to be for new SIRBs.

## **5.0 SPECIAL QUALIFICATION CERTIFICATES (SQC)**

### **5.1 Transitional Provisions**

Until 1 January 2017, the Administration will continue to issue, recognize and endorse certificates in accordance with the provisions of the STCW Convention that applied immediately prior to 1 January 2012 for those seafarers who commenced approved seagoing service, an approved education and training program or an approved training course before 1 July 2013.

### **5.2 General Information**

#### 5.2.1 Persons Eligible

##### .1 *Watchstanders*

Certain ratings forming part of the navigational or engineering watches, and all officers and ratings participating in cargo loading or discharge operations aboard oil tankers, chemical tankers or liquefied gas tankers, must meet the requirements of paragraph 5.0 above and be certificated by the Administrator as qualified to serve in such capacities. (Reference: STCW Regulation V)

##### .2 *Valid Certification*

An applicant who provides proof of a current and valid certificate issued by a foreign government, whose system of evaluation of education, training, examination, competency assessment and certification policies are acceptable to the Maritime Safety Committee of the IMO, may be eligible for an equivalent RMI Special Qualification Endorsement Certificate.

#### 5.2.2 Date of Expiry of Special Qualification Certificates

- .1 Ratings will be issued SQCs with no date of expiry. Most officers' SQCs will be issued with dates of expiry.
- .2 Certification based on evaluation by examination, training certificates, or renewal requiring an expiry date will only be valid for five (5) years.
- .3 Initial endorsement certification based on "equivalency" requiring an expiry date will be valid only for the period of validity remaining on the equivalent (base) certificate. Upon expiry, standard revalidation requirements will be followed. (See sub-paragraph 5.10.7, "Revalidation Requirements.")

#### 5.2.3 Record

SQCs are issued by the Administrator for entry in the RMI SIRB.

### **5.3 Forms of SQC**

#### 5.3.1 STCW SQCs

Each applicant for an SQC who qualifies under the provisions of STCW will be issued a certificate on one of the following:

.1 *Form MI-279A*

This form is for applicants qualifying for “Basic Training” by means of the submission of training or refresher course certification (see Annex 8A).

.2 *Form MI-279B*

This form is for applicants qualifying based upon recognition of a national certificate (see Annex 8B).

.3 *Form MI-279C*

This form is for applicants qualifying by RMI examination; renewals of existing RMI SQCs accompanied by training or refresher course certification, as necessary; and based on evaluation of the examination and training systems of the national authority of a nation who is on the list in Annex 12 , or the evaluation of qualifications and training for non-STCW certificates; or

.4 *Form MI-279D*

This form is for applicants qualifying based on recognition of a national certificate (see Annex 8D).

Each of the forms of certificate state that the holder has been found duly qualified in accordance with the provisions of STCW and in the format prescribed by STCW, unless non-STCW certificates are being issued.

## **5.4 How to Apply**

### 5.4.1 Form MI-273

Each application must be submitted to the Administrator on Form MI-273, Application for Seafarer’s Identification and Record Book and Special Qualifications (see Annex 6). (Reference: STCW Code Section B-I/2, paragraph 1.15) *A copy of the properly completed application shall be made by the Filing Agent for the seafarer and retained by the seafarer as evidence that the application is being processed.* This application shall be valid for up to 90 days as authorization to serve in the capacity for which he/she applied.

### 5.4.2 Supporting Documents

All required documents, letters and/or proofs as specified in Instruction Sheet MI-273I (see Annex 7), must be submitted with each properly completed application form in order to establish eligibility for the certificate.

### 5.4.3 STCW National Certificates

An applicant who is certificated by a foreign government whose certification system is acceptable to the Administrator and whose national certificate bears the endorsement specified by STCW, will not be required to document sea service, nautical training or physical examination as specified under this paragraph, provided the national certificate is issued within one (1) year of application for an RMI certificate. If the national certificate is valid, but is not issued within one (1) year of application for an RMI certificate, the applicant must submit a physical examination taken within two (2) years of application for the RMI certificate and document one (1) year of sea service within the last five (5) years.

## **5.5 Fees**

### 5.5.1 Schedule

Any application for certificates and endorsements for entry into the RMI SIRB or other document must include remittance for the required fee in accordance with the Fee Schedule in Annex 9.

### 5.5.2 Payment

#### .1 *Checks*

All fees remitted by check or money order shall be in U.S. dollars, drawn on a U.S. bank or the U.S. branch of an international bank and made payable to *The Trust Company of the Marshall Islands, Inc.*

#### .2 *Credit Cards*

The fees may also be paid by American Express, MasterCard or VISA. Payment by credit card, however, must be made by the use of the payment form provided as Annex 10 to this Publication, which may be photocopied.

#### .3 *Cash*

Applicants must not remit fees in cash.

#### .4 *Mailing*

Send check, or credit card information, with the appropriate application or applications. Applications must be sent by courier, or other secure means, when not applying in person.

## **5.6 Certification for “Basic Training”**

Refer to sub-paragraph 4.1.4 above under requirements for the issuance of a Seafarers’ Identification and Record Book.

## **5.7 Familiarization Training**

### 5.7.1 Requirement

All persons employed or engaged aboard RMI flagged seagoing vessels shall receive “Familiarization Training.” This training shall be the responsibility of and be accomplished by the ship owner/operator in accordance with the guidelines in STCW Regulations VI/1 and VI/6, and Sections A-VI/1 and A-VI/6. It is the intent that the training be completed after a seafarer is assigned to a vessel and prior to the seafarer assuming routine duties aboard that vessel.

### 5.7.2 Certification

Since familiarization training is primarily intended to be vessel specific, no certificate will be issued to the seafarer by the Administrator attesting to the completion of this training. The training shall be documented by shipboard log entry or other acceptable written verification available for review by proper authorities and ISM Code auditors.

## 5.8 Requirements for Navigational Watch Certification and other Deck Department Ratings (Reference: STCW Regulations II/4 and II/5 and Sections A-II/4, 5)

### 5.8.1 Required Deck/Navigation Ratings

“Able Seafarer Deck II/5,” “Ordinary Seafarer II/4,” “General Purpose-1 (GP-1),” and “General Purpose-2 (GP-2)” are required Deck/Navigational Ratings. All others are optional.

### 5.8.2 Seagoing service (sea time) Requirements

#### .1 *Able Seafarer – Deck, II/5 (ASD)*

Each applicant, while qualified to serve as a rating forming part of a navigation watch, must provide evidence of having approved seagoing service in the deck department of 18 months. Six (6) months of this service may be replaced by successful completion of a training course approved by the Administrator. The symbol “**II/5**” will appear after the designation to indicate that the seafarer’s function at the support level is that of a qualified Able Seafarer - Deck in accordance with STCW Regulation II/5.

#### .2 *Able Seafarer, MODU (ASM)*

Note: MODU certification permits service aboard any offshore drilling unit that is not considered to be a drillship underway, non-self propelled support barge, and non-self propelled floating load facility. MODU certification is not valid for service on board ships.

An applicant for ASM must provide evidence of three (3) years of service aboard MODUs in the capacity of roustabout or above, which is creditable for a certificate as Able Seafarer limited to MODUs.

While the Administrator does not require a 12-hour workday, calendar year service is acceptable for MODU-limited certification if the applicant has worked 30 days on and 30 days off (or equivalent) and a 12-hour day.

#### .3 *Ordinary Seafarer, II/4 (OS)*

An applicant for OS must provide evidence of possessing an STCW Regulation II/4 navigational watch-standing certificate and six (6) months of service in the deck department on ocean-going vessels, three (3) months of which must have been on vessels over 500 gross tons. Three (3) months of this service may be replaced by successful completion of a training course approved by the Administrator. The symbol “**II/4**” will appear after the designation to indicate that the seafarer’s function at the support level is that of a qualified rating forming part of a Navigational Watch in accordance with STCW Regulation II/4.

#### .4 *Ordinary Seafarer, MODU (OSM)*

Note: MODU certification permits service aboard any offshore drilling unit that is not considered to be a drillship underway, non-self propelled support barge, and non-self propelled floating load facility. MODU certification is not valid for service on board ships.

An applicant for OSM must provide evidence of having six (6) months of service aboard MODUs as a roustabout or higher capacity, which is creditable for an endorsement as Ordinary Seafarer limited to MODUs.

While the Administrator does not require a 12-hour workday, calendar year service is acceptable for MODU-limited certification if the applicant has worked 30 days on and 30 days off (or equivalent) and a 12-hour day.

.5 *Bosun (BO)*

An applicant for a BO SQC must qualify as an AS and provide evidence of three (3) years of service in the deck department on ocean-going vessels, two (2) years of which must have been on vessels over 500 gross tons. One (1) year of this service may be replaced by successful completion of a training course approved by the Administrator. In addition, the applicant must show either three (3) months service as a BO, or a letter from the vessel operator or crew supplier stating appointment as BO. This is an optional certification.

.6 *GP-1*

GP-1 certification will be issued to applicants who fulfill all the requirements for both “ASD” and “Able Seafarer – Engine III/4 (ASE).”

.7 *GP-2*

GP-2 certification will be issued to applicants who fulfill all requirements for “OS” and “Able Seafarers - Engine III/4.”

.8 *Junior Ordinary Seafarer (JOS)*

Anyone who qualifies as in 5.8.3 and 5.8.4 below may apply for this rating without any sea time. If application is made at the time of applying for an SIRB there is no charge for this rating. If application is submitted at a later date, then an issuance fee is due (see Annex 9). This is an optional rating that is not required by regulation.

.9 *Deck Cadets*

Anyone who qualifies as in 5.8.3 and 5.8.4 below may apply for an SIRB. Upon request they can be issued a JOS SQC as above in 5.7.8. No sea service is required. All cadets must have a letter of appointment to an RMI flagged vessel.

5.8.3 Age Requirements

An applicant for JOS, OS or Cadet must be at least 16 years of age. An applicant for Able Seafarer certification must be at least 18 years of age. An applicant for BO certification must be at least 21 years of age.

5.8.4 Physical Requirements

- .1 Applicants for ASD II/5, GP-1, GP-2, BO, OS II/4 and Cadet must meet the physical examination requirements as in paragraph 2.11.3 above.
- .2 A physical examination with the results noted on Form MI-105M (Annex 5) or equivalent must be completed within the 24 months immediately preceding application.

5.8.5 Endorsement Attesting Recognition of a National Certificate

An applicant who presents certification as ASD, ASE, GP-1, GP-2, OS, BO or equivalent, issued by a foreign government whose rating system is accepted by the Maritime Safety Committee of the IMO, may be issued an equivalent endorsement attesting the recognition of

that certificate provided there is compliance with the relevant provisions of sub-paragraphs 5.8.2, 5.8.3 and 5.8.4.

#### 5.8.6 Revalidation Requirements

Ratings are not required to revalidate watch standing certification. However, all seafarers must have in their possession a “Fit for Duty” Physical Examination form completed by a physician within the past 24 months.

### 5.9 Requirements for Engine Room Watch Certification and other “Engine Room” Ratings. (Reference: STCW Regulations III/4 and III/5 and Sections A-III/4 and A-III/5)

#### 5.9.1 Required Engine Room Watchstanding Ratings

“Oiler/Motor rating, III/4,” “Able Seafarer Engine, III/5,” “Fire/Watertender, III/4,” “GP-1” and “GP-2” are required engine room watchstanding ratings. Others are optional.

#### 5.9.2 Seagoing Service (Sea Time) Requirements

##### .1 *Oiler/Motor Rating, III/4 (OM)*

An applicant for OM must provide evidence of 12 months of service in the engine department of steam or motor vessels, six (6) months of which must have been on vessels of over 750 KW propulsion power. Six (6) months of the one (1) year of service may be replaced by successful completion of a training course approved by the Administrator. The symbol “**III/4**” will appear after the designation to indicate that the seafarer’s function at the Support Level is that of a qualified rating forming part of an engine room watch in accordance with STCW Regulation III/4.

##### .2 *Fire/Watertender, III/4 (FWT)*

An applicant for FWT must provide evidence of 12 months of engine room watchstanding service aboard steam powered vessels, six (6) months of which must have been on vessels of over 750 KW propulsion power is required. Six (6) months of the one (1) year of service may be replaced by successful completion of a training course approved by the Administrator.

##### .3 *Able Seafarer Engine, III/5 (ASE)*

An applicant for ASE must provide evidence of approved seagoing service in the engine department of 12 months while being qualified to serve as a rating forming part of a watch in a manned engine room or designated to perform duties in a periodically unmanned engine room. Six (6) months of this service may be replaced by successful completion of a training course approved by the Administrator. The symbol “**III/5**” will appear after the designation to indicate that the seafarer’s function at the support level is that of a qualified Able Seafarer – Engine in accordance with STCW Regulation III/5.

##### .4 *General Purpose 1 (GP-1)*

GP-1 certification will be issued to applicants who fulfill all the requirements for both “ASD” and “ASE.”

.5 General Purpose 2 (*GP-2*)

GP-2 certification will be issued to applicants who fulfill all requirements for “OS” and “Engine Rating III/4.” A total of nine (9) months sea service as a “General Purpose-Trainee” may be substituted for the combined sea service required for “OS” and “Engine Rating III/4.”

.6 *Oiler/Motor rating, MODU (OMM)*

Note: MODU certification permits service aboard any offshore drilling unit that is not considered to be a drillship underway, non-self propelled support barge, and non-self propelled floating load facility. MODU certification is not valid for service on board ships.

An applicant for OMM must provide evidence of 12 months of service aboard MODUs in an engineering capacity, which is creditable for certification as an Oiler/Motor rating, limited to MODUs. Six (6) months of this service may be replaced by successful completion of a training course approved by the Administrator.

While the Administrator does not require a 12-hour workday, calendar year service is acceptable for MODU certification if the applicant has worked 30 days on and 30 days off (or equivalent) and a 12-hour day.

.7 *Pump Technician (PM)*

This is an optional rating. Applicants must meet the same service and other requirements as those for a rating forming part of a deck or engine watch (II/4 or III/4) in order to be so certificated. Additionally, 12 months of service aboard tank vessels is required. Three (3) months of this service may be replaced by the successful completion of a training course approved by the Administrator. Any limitations indicated on the applicant’s national certificate (either navigation or engineering) will apply to their SQC.

.8 *Fitter (FTR)*

This is an optional rating. Applicants must meet the same service and other requirements as those for a rating forming part of a deck or engine watch (II/4 or III/4) in order to be so certificated. Additionally, the applicant must have at least 12 months of experience as an ASD, ASE, FTR, Welder or Fitter Trainee. Any limitations indicated on the applicant’s national certificate (either navigation or engineering) will apply to their SQC.

.9 *Electro - Technical Rating, III/7 (ETR)*

This is an optional rating and is not equivalent to a watch standing rating.

.1 Complete 12 months of approved sea going service in the engine department of steam or motor vessels. Six (6) months of this service may be replaced by successful completion of a training course approved by the Administrator; and

.2 Must have completed approved education and training and meet the standards of competence specified in section A-III/7 of the STCW Code.

The symbol “**III/7**” will appear after the designation to indicate that the seafarer’s function at the Support Level is that of a rating qualified in accordance with STCW Regulation III/7.

.10 *Wiper (WIP)*

Anyone who qualifies as in 5.9.3 and 5.9.4 below may apply for this rating without any sea time. If application is made at the time of applying for an SIRB there is no charge for this rating. If application for WIP is submitted at a later date, then an issuance fee is due (see Annex 9). This is an optional rating that is not required by regulation.

.11 *Engine Cadets*

Anyone who qualifies as in 5.9.3 and 5.9.4 below may apply for an SIRB. Upon request they can be issue a WIP SQC as above in 5.8.10. No sea service is required. All cadets must have a letter of appointment to an RMI flagged vessel.

5.9.3 Age Requirements

Applicants must be at least 17 years of age, except for applicants for WIP and cadet certification who must be 16 years of age.

5.9.4 Physical Requirements

Applicant must meet the physical examination in paragraph 2.11.3. Examination should be completed within the 24 months immediately preceding application with the results noted on a Physical Examination Report/Certificate Form MI-105M (Annex 5).

5.9.5 Endorsement Attesting Recognition of a National Certificate

An applicant who presents certification as OM, FWT, GP-1, GP-2, PM, Electrician, or equivalent, issued by a foreign government whose rating system is accepted by the Maritime Safety Committee of the IMO, may be issued an equivalent endorsement attesting the recognition of that certificate provided there is compliance with the relevant provisions of subparagraphs 5.9.2, 5.9.3 and 5.9.

5.9.6 Revalidation Requirements

Ratings are not required to revalidate watch standing certification. However, all seafarer's must always possess a "Fit for Duty" Physical Examination form completed by a physician within the past two (2) years.

**5.10 Certification for "Tanker Qualification"**

(Reference: STCW Reg. V/1, Code Section A-V/1-1 & Section A-V/1-2)

5.10.1 General Requirements

Officers and ratings assigned specific duties and responsibilities related to cargo or cargo equipment on oil or chemical tankers shall hold a certificate in basic training for oil *and* chemical tanker cargo operations. Officers and ratings assigned specific duties and responsibilities related to cargo or cargo equipment on liquefied gas tankers shall hold a certificate in basic training for liquefied gas tanker cargo operations.

## 5.10.2 Levels of Responsibility

Tanker qualifications are issued at one of three (3) functional “levels of responsibility”:

### .1 *Management Level*

For senior officers serving as Master, Chief Mate (First Officer), Chief Engineer, and First Assistant Engineer (Second Engineer Officer);

### .2 *Operational Level*

For other certificated officers, serving under the direction of an officer at the management level; and

### .3 *Support Level*

For ratings (capacities), uncertificated crew performing cargo transfer tasks under the direction of an individual serving in the operational or management level.

## 5.10.3 Types of Tanker Qualification Certification

### .1 *Tanker Qualification (Oil and Chemical)*

This certification will be issued to seafarers with cargo handling duties aboard vessels carrying petroleum products in bulk, and/or liquid chemicals in bulk, that cannot be considered liquefied gases.

### .2 *Tanker Qualification (Liquefied Gas)*

This certification will be issued to seafarers with cargo handling duties aboard liquefied gas carrying vessels.

Note: Officer SQCs for this certification will have an expiration date and must be revalidated. SQCs issued to ratings for this certification will not have an expiration date. They are required to be renewed when the SIRB is renewed.

## 5.10.4 General Requirements for All Tanker Qualification Certificates

### .1 *Physical Examination Report*

All applications must include a copy of a physical examination conducted within the previous 24 months. Results of such examination must be noted on Physical Examination Report/Certificate Form MI-105M (see Annex 5) or acceptable equivalent. Deck/Navigation Officers must meet the physical standards for Deck/Navigation Officers' certificates of competency. All others must meet physical standards for engineer officers.

### .2 *Specialized Training*

Senior officers and any person with immediate responsibility for loading, discharging, care in transit, handling cargo, or cargo handling equipment shall hold a certificate in advanced training relating to specific duties aboard oil/chemical tankers or liquefied gas carriers as appropriate to the certification sought. A copy of an appropriate training course certificate must be included with the application.

## 5.10.5 Sea Service Requirements for Tanker Qualification SQCs

### .1 *Senior Officers*

Masters, Chief Mates (First Officers), Chief Engineers, and First Assistant Engineers (Second Engineer Officers) seeking certification at the Management Level, must provide evidence of at least three (3) months of service in the past five (5) years aboard the same type of tank vessel to which they are being assigned or present an endorsement from their National Administration of a management level tanker qualification for the same type tanker. If the other requirements are met and the tank vessel sea time requirement is not met, the certificate will be issued at the Operational Level.

### .2 *Junior Officers*

OICNW (Second Mates), OICNW (Third Mates), OICEW (Second Assistant Engineers or Third Engineer Officers), or OICEW (Third Assistant Engineers or Fourth Engineer Officers) seeking certification at the Operational Level, must provide evidence of familiarization training and at least three (3) months sea service aboard the type of tanker upon which they will serve within the past five (5) years. If all other requirements are met but the tank vessel sea time requirement is not met, the certificate will be issued at the Support Level. An operational level SQC will also be issued upon providing evidence the officer has completed the specialized tanker training as defined in subparagraph 5.10.5.2 above for the type of tanker to which he/she will be assigned.

### .3 *Ratings*

Applicants are required to have a minimum of three (3) months service aboard the type of tanker upon which they will serve, or approved tanker familiarization training for that type of tanker. Applicants with sea service only, must be capable of meeting the standard of competence outlined in Section A-V/1-1, paragraph 1 of the STCW Code. Both the sea service and the training shall be appropriate to the type of certification sought.

## 5.10.6 SQCs Based on Nationally Issued Endorsements and Certificates

An applicant for junior officer who presents a “Tanker Qualification” certificate or endorsement issued by the administration that issued the officer’s CoC may be issued an SQC provided sufficient evidence is presented to confirm the required conditions in 5.10.5 above are met.

An applicant for senior officer who presents a management level tanker qualification endorsement or specialized tanker training certificate issued by the administration that issued the officer’s CoC may be issued a management level SQC for that type of tanker.

## 5.10.7 Revalidation Requirements (Reference: STCW Reg. I/11)

### .1 *Officers*

Certificated Deck/Navigation and Engineer Officers are required to renew their Management and Operational Level “Tanker Qualification” certification at five (5) year intervals. Applications for renewal of a SQC should be on Form MI-273, Application for Seafarer’s Identification and Record Book and Special Qualifications (Annex 6), and be accompanied by a completed Physical Examination Report/Certificate Form MI-105M (Annex 5). Applicants must show one (1) year (Management Level) or three (3) months (Operational Level) of sea service in the past five (5) years aboard the type of tank vessel appropriate to the certification.

.2 *Equivalent Service*

In lieu of the required sea service, the applicant may qualify by completing an approved refresher or updating training course appropriate to the certification sought. Such course should include instruction in the changes in relevant regulations concerning safety of life at sea and the protection of the marine environment. Applicant may also qualify having completed approved seagoing service, performing functions appropriate to the certificate held for a period of not less than three (3) months in a supernumerary capacity, or in a lower officer rank than that for which the certificate is valid. Equivalent service may be accepted on a case-by-case basis. A nationally issued tanker endorsement to the officer's CoC may also be accepted.

**5.11 Certification for Dynamic Positioning Operator (DPO)**

(Reference: STCW Code Section B-V/f)

5.11.1 General Requirements

A certificate of proficiency as a DPO will be issued to officers who have completed all of the following requirements:

- .1 a DP Basic/Induction course at a training facility approved by the Administrator;
- .2 a minimum of 30 days seagoing DP familiarization (i.e. trainee);
- .3 a minimum of six (6) months watchkeeping on a DP MODU or ship;
- .4 a DP advanced course (simulator); and
- .5 a statement of suitability by the Master of a DP MODU or ship.

Note: DPOs serving as watchkeepers shall hold formal, appropriate, current qualification to an approved STCW standard.

5.11.2 Documentation of Qualifications

SQCs issued by the Administrator to certify these qualifications will be optional. However, vessels are required to have on board documentation attesting to the satisfactory training and qualifications of the DPOs serving on board.

5.11.3 Familiarization

Upon appointment to a unit operating in DP mode, the Master, OIM, DPOs and other DP-trained personnel should be familiarized with the characteristics of the vessel, the specific DP equipment fitted on board, as well as all relevant documentation, logs and manuals. Particular consideration should be given to the nature of the work of the vessel and the importance of the DP system to this work.

## **5.12 Certification for “Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats”**

(Reference: STCW Code Section A-VI/2)

### 5.12.1 General Requirements

#### .1 *Age and Sea Time*

Applicants must be at least 18 years of age and have approved seagoing service of not less than 12 months or have attended an approved training course and have approved seagoing service of not less than six (6) months.

#### .2 *SIRB*

Applicants must have or have applied for an RMI SIRB, except for passenger vessel “Hotel Staff.”

#### .3 *Hotel Staff*

Hotel Staff aboard passenger vessels may apply for “Proficient in Survival Craft/Rescue Boats” without applying for an RMI SIRB. Form MI-279P must be used in order to create the applicant’s personal data file. A passport size photo must also be attached.

### 5.12.2 Experience Required

.1 Evidence of one (1) year of service on ocean going or near coastal voyage vessels of over 500 gross tons must be provided. Three (3) months of this service may be replaced by successful completion of Administrator approved training course.

.2 Service performed aboard MODUs in any capacity is creditable experience towards an endorsement as Survival Craft/Rescue Boats Crewmember limited to MODUs. While the Administrator does not require a 12-hour day, calendar year service is acceptable for MODU limited certification if the applicant has worked 30 days on and 30 days off (or equivalent) and a 12-hour day. The applicant must provide evidence that they have received either the STCW PSCRB training or offshore Lifeboatman or Coxswain training to receive this SQC.

### 5.12.3 Physical Requirements

Applicants must meet the physical examination requirements for an engineer officer certificate as in sub-paragraph 2.10.3. The examination should be completed within the 24 months immediately preceding application with the results noted on a Physical Examination Report/Certificate MI-105M (see Annex 5).

### 5.12.4 Revalidation Requirements

This SQC must be revalidated when the SIRB is renewed.

**5.13 Certification for “Fast Rescue Boats”**  
(Ref. STCW Code Section A-VI/2, paragraph 2)

5.13.1 General Requirements

.1 *Prior Certification*

All applicants must have previously received “Proficient in Survival Craft/Rescue Boats” certification or possess an RMI Navigational Officer’s CoC.

.2 *Age and Sea Time*

Applicants must be not less than 18 years of age with a minimum 12 months seagoing service.

.3 *Medical*

Applicants must meet the physical examination requirements for a certificated Deck/Navigational Officer (sub-paragraph 2.10.3.)

.4 *Training*

Applicants must have completed an approved training course in Fast Rescue Boat operations in accordance with STCW Regulation VI/2, paragraph 2.

5.13.2 Levels of Responsibility

“Fast Rescue Boats” certification will be issued in three (3) levels of responsibility:

.1 *Management Level*

For senior officers serving as Master, Chief Mate (First Officer), Chief Engineer, and First Assistant Engineer (Second Engineer Officer).

.2 *Operational Level*

For other certificated officers, serving under the direction of an officer at the management level.

.3 *Support Level*

For ratings, uncertificated crew performing tasks under the direction of an individual serving in the operational or management level.

5.13.3 Revalidation

This SQC must be revalidated when the SIRB is renewed.

**5.14 Certification for “Advanced Firefighting”**  
(Ref. STCW Code Section A-VI/3)

5.14.1 STCW Requirements

STCW Regulation VI/3 requires training in “Advanced Firefighting” for those seafarers with command responsibility in fighting fires. An SQC will be issued upon evidence being provided

of successful completion of an approved advanced firefighting course administered in compliance with STCW Regulation VI/3.

#### 5.14.2 Levels of Responsibility

Advanced Firefighting certification will be issued in three (3) levels:

##### .1 *Management Level*

For officers serving as Master, Chief Mate (First Officer), Chief Engineer, and First Assistant Engineer (Second Engineer Officer);

##### .2 *Operational Level*

For other certificated officers, serving under the direction of an officer at the management level; and

##### .3 *Support Level*

For ratings who are designated to control fire fighting operations under the direction of an officer at the management level.

#### 5.14.3 Certification

It should be noted that “Advanced Firefighting” is a pre-requisite for the issuance of any RMI deck/navigational or engineer officer certificate of competence. Therefore, obtaining a separate SQC is optional (see sub-paragraph 2.10.6).

#### 5.14.4 Revalidation

This SQC must be revalidated when the SIRB is renewed.

### **5.15 Certification for “Medical First Aid Provider”** (Ref. STCW Reg. VI/4, Code Section A-VI/4, paragraphs 1 to 3)

#### 5.15.1 STCW Requirements

STCW Regulation VI/4 requires training as “Medical First Aid Provider” for those seafarers designated to undertake the duties of providing immediate first aid in case of injury or illness aboard ship. Certification will be issued upon evidence being provided of successful completion of an approved Medical First Aid Course.

#### 5.15.2 Levels of Responsibility

“Medical First Aid Provider” certification will be issued in three (3) levels:

##### .1 *Management Level*

For Master, Chief Engineer, Chief Mate (First Officer), and First Assistant Engineer (Second Engineer Officer);

##### .2 *Operational Level*

For other certificated officers, serving under the direction of an officer at the management level; and

.3 *Support Level*

For ratings (capacities), uncertificated crew performing medical related duties under the supervision of an individual serving in the management or operational level.

5.15.3 Certification

- .1 In addition to a copy of the “completion certificate” received upon completion of an approved First Aid Course; applicants are required to submit a completed Physical Examination Report/Certificate Form MI-105M (Annex 5) with the application.
- .2 Since this training is a certificate prerequisite for all deck/navigational and engineer officers, this SQC is optional for certificated officers.

5.15.4 Revalidation

This SQC must be revalidated when the SIRB is renewed.

**5.16 Certification for “Medical Care Person in Charge” Aboard Ship**  
(Ref. STCW Reg. VI/4, Code Section A-VI/4, paragraphs 4 to 6)

5.16.1 STCW Requirement

STCW calls for training of persons in charge of medical care on board ship. Certification will only be issued upon completion of an approved Medical Care course for the level of responsibility sought.

5.16.2 Levels of Responsibility

“Medical Care Person in Charge” certification will be issued in two (2) levels:

.1 *Management Level*

For officers serving as Master, Chief Mate (First Officer), Chief Engineer, and First Assistant Engineer (Second Engineer Officer); and

.2 *Operational Level*

For other certificated officers, serving under the direction of an officer at the management level.

5.16.3 Certification

- .1 One Seafarer on board each RMI flagged vessel must have this certification.
- .2 Certificated officers may apply for certification as “Medical Care Person in Charge” by attaching a copy of their “completion certificate” from an approved “Medical Care Person in Charge” course to a Form MI-273.
- .3 Applicants must also submit a completed Physical Examination Report/Certificate Form MI-105M (Annex 5).

5.16.4 Revalidation

This SQC must be revalidated when the SIRB is renewed.

#### 5.16.5 Ship's Doctors

This certification is not required, but may be issued to ship's doctors or ship's nurses/medics upon request. It shall be the responsibility of the ship owner or operator to verify the validity of such persons' medical certification.

### 5.17 Certification for "Electronic Chart Display and Information Systems (ECDIS) Training" (Reference: STCW Reg. II/1 – 3; Annex I, Table A-II/1 - 3)

#### 5.17.1 STCW Requirements (effective 1 January 2012)

Every deck officer standing a navigation watch on an ECDIS equipped vessel must be certified as competent in the use of ECDIS to maintain the safety of navigation. Every Master and Chief Mate (First Officer) standing a navigation watch on an ECDIS equipped vessel must be certified as competent to maintain the safety of navigation through the use of ECDIS and associated navigation systems to assist command decision making.

#### 5.17.2 Training in the Use of ECDIS

To operate Type Approved ECDIS, navigation officers are required to complete two (2) levels of training:

##### .1 Generic (simulator) Training, to include:

- .1 knowledge of the capability and limitations of ECDIS operations including a thorough understanding of electronic navigational chart data, data accuracy, presentation rules, display options and other chart data formats as well as the dangers of over-reliance; and
- .2 proficiency in operation, interpretation and analysis of information obtained from ECDIS including the use of functions that are integrated with other navigation systems, safe monitoring and adjustment of information, confirmation of vessel position by alternative means, efficient use of settings to ensure conformance to operational procedures, adjustment of settings and values to suit the present conditions and situational awareness while using ECDIS.

##### .2 Type Specific Training

This training is to be completed prior to an officer assuming a navigational watch and is intended to familiarize the watch officer with the basic operation of the ECDIS equipment aboard the vessel to which they are assigned, including route planning and execution.

#### 5.17.3 Documentation

No SQCs will be issued by this Administrator to certificate this training. However, vessels are required to have on board documentation attesting to the completion of this training by the appropriate personnel.

The ship owner/operator shall ensure that documentary evidence of the training which has been completed is issued for every person found qualified under the provisions of this regulation and is available for review by proper authorities and ISM Code auditors.

Training and assessment in the use of ECDIS is not required for those who serve exclusively on vessels not fitted with ECDIS; these limitations shall be reflected in the endorsement(s) to the seafarer's CoC.

## **5.18 Documentation for “Ro-Ro Passenger Vessel Training”**

### 5.18.1 STCW Regulation V/2

Masters, officers, ratings and other personnel designated on muster lists to assist passengers in emergency situations aboard ro-ro passenger vessels engaged on international voyages shall receive, prior to being assigned shipboard duties, mandatory minimum training as appropriate.

### 5.18.2 Specific Training at Levels of Responsibility

The following training shall be the responsibility of and be accomplished by the ship owner/operator in accordance with the guidelines in STCW, Regulation V/2 and STCW Code Section A-V/2:

#### *.1 Management Level*

In addition to the courses prescribed for Operational and Support Levels of responsibility listed below, senior officers and every person assigned immediate responsibility for embarking and disembarking passengers, loading, discharging or securing cargo, or closing hull openings on board ro-ro passenger ships shall have completed approved training in passenger safety, cargo safety and hull integrity. Senior officers and any person having responsibility for the safety of passengers in emergency situations on board ro-ro passenger ships shall have completed approved training in crisis management and human behavior as stated in STCW Code Section A-V/2, paragraph 5.

#### *.2 Operational Level*

In addition to the training prescribed for Support Level, officers and other personnel designated on muster lists to assist passengers in emergency situations on board ro-ro passenger ships shall have completed training in crowd management (Ref: STCW Code Section A-V/2, paragraph 1). Officers and other personnel assigned specific duties and responsibilities on board ro-ro passenger ships shall have completed familiarization training covering the subjects listed in STCW Code Section A-V/2, paragraphs 2 and 4.

#### *.3 Support Level*

Personnel providing direct service to passengers in passenger spaces on board ro-ro passenger ships shall have completed the safety training specified in STCW Section A-V/2, paragraphs 1 and 3.

### 5.18.3 Documentation of Training

No SQCs will be issued by the Administrator to certificate this training. However, vessels are required to have on board documentation attesting to the completion of this training by the appropriate personnel.

## **5.19 Documentation for “Passenger Vessel Training”**

### 5.19.1 STCW Regulation V/2

Masters, officers, ratings and other personnel designated on muster lists to assist passengers in emergency situations aboard passenger vessels, other than ro-ro passenger vessels, engaged on international voyages shall receive, prior to being assigned shipboard duties, approved training as appropriate in:

- .1 Crowd management for personnel designated on the muster list to assist passengers in emergency situations as specified in STCW Section A-V/2, paragraph 1;
- .2 Safety for personnel providing direct service to passengers in passenger spaces as specified in STCW Section A-V/2, paragraph 2;
- .3 Crisis management and human behavior for Masters, Chief Mates, Chief Engineer officers, second engineer officers and any person having responsibility for the safety of passengers in emergency situations as specified in STCW Section A-V/2, paragraph 3; and
- .4 Passenger safety, cargo safety and hull integrity for Masters, Chief Mates, Chief Engineer officers, second engineer officers and every person assigned immediate responsibility for embarking and disembarking passengers as specified in STCW Section A-V/2, paragraph 4.

Seafarers who are required to be trained in accordance with paragraphs .1, .2, .3, and .4 above shall, at intervals not exceeding five (5) years, undertake appropriate refresher training or provide evidence of having achieved the required standard of competence within the previous five (5) years.

#### 5.19.2 Lifeboat Crews

Where more than two (2) survival craft/rescue boat crewmembers are required to be assigned to a lifeboat, the crewmembers assigned who are not certified survival craft/rescue boat crewmembers should be selected on the basis of their ability to remain calm, help others during a period of stress and follow the directions of the certified survival craft/rescue boat crewmember in charge of the lifeboat. Their documented training should include at least:

- the proper way to put on the PFDs and how to instruct others,
- where applicable, how to put on TPAs and how to instruct others,
- locations of fire extinguishers and how to use them,
- locations of pyrotechnics and how to use them,
- locations of provisions and how to open them,
- location of the bailers, buckets and bilge pump and how to use them,
- location of the first aid kit,
- how to load and seat people safely in the boat,
- how to safely embark and disembark disabled persons and persons in need of assistance, and
- the location(s) of the muster list(s) and usage.

See RMI Marine Notice 7-038-2, Minimum Safe Manning Requirements for Vessels.

#### 5.19.3 Responsibility

The training of personnel other than Masters, officers and ratings need only be related to the duties assigned to those “other personnel.” This training shall be the responsibility of and accomplished by the ship owner/operator in accordance with the guidelines in STCW Section A-V/3.

#### 5.19.4 Documentation of Training

No SQCs will be issued by the Administrator to certify this training. The ship owner/operator shall ensure that documentary evidence of the training that has been completed is issued for

every person found qualified under the provisions of STCW Regulation V/3 and is available for review by proper authorities and ISM Code auditors.

## **5.20 Certification for “High Speed Craft”**

### 5.20.1 Certificate

A type rating certificate will be issued to officers who have completed the training as specified in the High Speed Craft (HSC) Code, Section 18.3. This HSC Certificate will be specific to the type of craft, model, and route of service and shall be in addition to the appropriate certification already required of the officers by STCW, as amended.

### 5.20.2 Certification Levels

Certification will be issued at two (2) levels of responsibility: “Management,” and “Operational,” and limited to the Master and all officers having an operational role.

### 5.20.3 Period of Validity

HSC type rating certificates will be issued for a period of two (2) years. The certificates may be renewed upon application showing at least six (6) months sea service aboard the same type craft within the previous two (2) years. An acceptable refresher training course may be substituted for the sea service.

## **5.21 Certification for “Ship Security Officer”**

### 5.21.1 STCW Regulation VI/5

A certificate of proficiency as a Ship Security Officer (SSO) will be issued to licensed officers or approved security professionals who provide evidence of:

- .1 approved seagoing service of not less than 12 months or appropriate seagoing service and knowledge of ship operations; and
- .2 successfully completed a recognized training course or program covering the requirements set out in STCW Section A-VI/5.

5.21.2 Vessels are required to have on board documentation attesting to the satisfactory training and qualifications of a properly designated SSO.

## **5.22 Mandatory Minimum Security-Related Training**

### 5.22.1 STCW Regulation VI/6

#### *.1 Familiarization training*

All persons employed or engaged on board an RMI seagoing vessel that is required to comply with the provisions of the ISPS Code on the business of that ship shall receive approved security-related familiarization training as set out in STCW Section A-VI/6. It is the intent that the training be completed after a seafarer is assigned to a vessel and prior to the seafarer assuming routine duties aboard that vessel.

Security related familiarization training shall be conducted by the SSO or an equally qualified person.

.2 *Security awareness training*

Seafarers who are assigned RMI vessels must be trained in security awareness as set forth in STCW Section A-VI/6.

.3 *Designated security duties*

Seafarers designated to perform security duties, including anti-piracy and anti-armed robbery, shall meet the standards of training set forth in STCW Section A-VI/6, paragraphs 6 to 8.

5.22.2 Certification for Security Awareness Training and Training for Seafarers with Designated Security Duties

Effective as from 1 January 2014, the Administrator will require the following as evidence a seafarer has been appropriately trained for security awareness:

- .1 a training certificate for security awareness from a facility whose course is approved by the maritime administration of a nation that is on the IMO white list as compliant with the provisions of STCW; or
- .2 a training certificate for Ship Security Officer or training for those with designated security duties from a facility whose course is approved by the maritime administrator of a nation that is on the IMO white list as compliant with the provisions of STCW; or
- .3 A letter on the letterhead of a vessel operator (does not have to be of RMI vessels) that the named seafarer served on board a vessel that had an approved and active SSP during the seafarer's assignment. The sea service must accrue to a minimum total of six (6) months. The letter must, at a minimum, state the name of the seafarer, assigned capacity, time of service on board, vessel name, IMO number, that he/she had received ship board security familiarization training, and that the vessel's SSP was approved and active during this time.

For those who have designated security duties, he/she should provide documentary evidence similar to the above. A letter should also state his/her stated capacity to perform specific duties on board related to the SSP and what those duties were.

**5.23 Certification for "Cook"**

5.23.1 General Requirements (in accordance with the Maritime Labour Convention, 2006 (MLC, 2006))

.1 *MLC, 2006 (Ref. Standard A3.2 & Guideline B3.2)*

Seafarers who are engaged as ships' cooks must be trained, qualified and found competent for the position.

.2 *Age and Sea Time*

Applicants must be not less than 18 years of age and have served at sea for minimum period as prescribed by the Administrator taking into account existing relevant qualifications and/or experience.

.3 *Medical*

Applicants must be certified by the medical examiner to be free of communicable diseases.

.4 *Training*

Applicants must have successfully completed a legitimate training course or program covering practical cookery and food preparation, food and personal hygiene, galley sanitation, nutrition, food storage, stock control, environmental protection and catering health and safety.

5.23.2 Certificate

A Cook certificate may be issued to a seafarer of 18 years of age or older who has successfully completed a legitimate training course or program, qualified and is found competent for the position.

5.23.3 Documentation of Qualifications

SQCs issued by the Administrator to certify these qualifications will be optional. However, possession of the Cook SCQ will be prima facie evidence of compliance with the requirements set forth in MLC, 2006. Vessels are required to have on board documentation attesting to the satisfactory training and qualifications of the Cook or Cooks serving on board.

**6.0 CERTIFICATION BASED ON TRAINING CERTIFICATES**

**6.1 General Policy**

The general policy on the acceptance of Training or SQCs for the issuance of RMI certificates is:

6.1.1 Maritime Training Centers

STCW Certificates of Completion issued by maritime training centers will only be accepted by the Administrator if the course or program is monitored by a Quality Standards System acceptable to the Administrator or is certified by a national government "Reported" by the Maritime Safety Committee of the IMO as giving full force and effect to the Convention. (See RMI Marine Notice 7-047-2.)

6.1.2 Administrations

- .1 Certificates of Training or Special Qualification issued by administrations approved by the IMO will be accepted by the Administrator for the issuance of equivalent RMI certificates. Such certificates which carry an expiry date will be issued only for the time period of the original certificate upon which the RMI equivalent is based (see Annex 12).
- .2 An administration must be on the Maritime Safety Committee Report of the IMO to be acceptable for the issuance of equivalent RMI STW certification. An Undertaking with the Administrator must also be acknowledged.
- .3 In the case of ships' cooks, the Administrator will recognize, where appropriate, certificates of qualification issued by other Member States which have ratified the MLC, 2006 or the Certification of Ships' Cooks Convention, 1946 (ILO no. 69), or other approved body.

## **7.0 CERTIFICATION FOR YACHT PERSONNEL**

### **7.1 General Policy**

All officers and crew working on board RMI registered commercial yachts, or private yachts engaged in chartering, who have been assigned duties and responsibilities with regard to safety, security and environmental protection, shall have in their possession an official RMI issued SIRB (section 4.0).

It is the responsibility of the owner/operator of the yacht to ensure that the yacht's officers and crew have the appropriate certifications, qualifications and experience required for the yacht that they intend to serve aboard. Discussion with the yacht's underwriters is encouraged in order to ensure that the yacht is in full compliance with all Flag State requirements.

### **7.2 Types of Yacht Crew Certification**

#### **7.2.1 Private Yachts**

All CoQs will be issued for Private Yachts only. They will not be valid for use on Commercial Yachts.

#### **7.2.2 Deck/Navigation Officer CoQs**

- Yacht Master
- Yacht Mate
- GMDSS

#### **7.2.3 Engineering Officer CoQs**

- Yacht Chief Engineer
- Yacht Engineer Officer

#### **7.2.4 Crew/Ratings**

- Engine Rating (Yacht Only)
  - Approved Engineer Course (AEC)
  - Marine Engineer Operators License (MEOL)
- Deck Rating (Yacht Only)
  - Deck Hand

#### **7.2.5 SQCs**

Note: Except for the Yacht Master 350 ton CoC (paragraph 7.2.5 below), those licenses and SQCs that are in accordance with STCW are covered in sections 3.0 and 5.0 above.

This CoC will be issued only to those Yacht Masters who are in possession of a Yacht Master not more than 200 Gross Tons CoC and wish to upgrade to 350 gross tonnage and pass an examination

### **7.3 RMI Yacht Crew Certification Center**

All correspondence concerning RMI yacht crew certification, should be directed to the Administrator's Fort Lauderdale office:

c/o International Registries, Inc.  
Harbor Place, Suite 403  
1600 S.E. 17<sup>th</sup> Street Causeway  
Ft. Lauderdale, FL 33316-1717  
USA

Tel: +1-954-763-7775

Email: [yachtcrew@register-iri.com](mailto:yachtcrew@register-iri.com)

**ANNEX**

PHOTOGRAPH  
 Glue 1 3/4" x 1 3/4"  
 (45mm x 45mm) photo in  
 upper left hand corner.  
 See instructions for  
 detailed requirements in  
 Part IX, para. 3(a).

(STAPLE DOCUMENTATION HERE)

# REPUBLIC OF THE MARSHALL ISLANDS

## OFFICE OF THE MARITIME ADMINISTRATOR

### APPLICATION FOR ENDORSEMENT OF OFFICER CERTIFICATE OF COMPETENCE

(FAILURE TO FILL IN ALL APPLICABLE BOXES MAY RESULT IN REJECTION OF APPLICATION)

PART I. PERSONAL DESCRIPTION AND INFORMATION						(Type or print clearly)	
1. Surname		2. Given Name(s)		3. Date of Birth / / Month Day Year		4. Sex Male <input type="checkbox"/> Female <input type="checkbox"/>	
5. Place of Birth (City and Country)				6. Citizenship			
7. Permanent address (Street, City and Country).				8. Address to which certificate is to be mailed.			
9. Name and relationship of person to be notified in emergency.				10. Address of person named in block 9 (if same as block 7, write "same").			
PART II. DESCRIPTION OF HIGHEST GRADE REPUBLIC OF THE MARSHALL ISLANDS (RMI) <u>AND</u> FOREIGN OFFICER CERTIFICATE NOW HELD, IF ANY							
	Grade of Officer Certificate	Certificate No.	Date Issued	Date Expires	Country of Issue		
(a) RMI					RMI		
(b) Foreign							
(c) GMDSS							
COMPLETE ONLY IF NATIONAL OFFICER CERTIFICATE DOES <u>NOT REQUIRE</u> TRAINING AS OUTLINED ON PAGE 4.							
TRAINING Name of School and Address			Dates Attended From To		Type of Certificate Received Upon Graduation		
REQUEST FOR NEW OR RENEWAL CERTIFICATE							
Complete either A or B, whichever is appropriate, by placing an "X" in the proper box.							
A	Enter RMI certificate(s) requested:						
B	I hereby apply for renewal of my RMI officer certificate described in Part II (A), above.						
PART III: CERTIFICATE VERIFICATION							
The undersigned filing agent confirms they have seen the applicant's original foreign officer Certificate of Competence as described in PART II (B) of this application and that they have verified and confirmed with the certificate's issuing authority that it is a valid original certificate, and they have attached a copy of the issuing authority's verification and/or confirmation to this application.							
11. Type or Print Name of Filing Agent:				12. Filing Agent's Title:			
13. Signature of Filing Agent:				14. Filing Agent's Company:			
15. Name and type of vessel on which now serving (or will join).							
PART IV. AFFIDAVIT OF APPLICANT				CERTIFICATE CANNOT BE ISSUED UNLESS APPLICANT SIGNS IN BLOCK #17			
I hereby affirm that all information provided by me in this application and its supporting documents and proofs is true and correct to the best of my knowledge and belief; further, that no certificate issued to me heretofore by any Government has ever been revoked or suspended, or, if revoked or suspended, a full explanation of the circumstances is attached hereto and made part of this application.				17. Signature of Applicant			
16. Date of Application							
DO NOT WRITE BELOW THIS LINE (For Use of Office of the Maritime Administrator only).							
GMDSS REST.	3M	3AE	Steam	OIM	MS		Date and Initials of Grader
GMDSS GEN.	2M	2AE	Motor	BS	AMS	APPROVED	
GMDSS 1st Cl.	CM	1AE	None	BCO	Cargo Engineer IC	REJECTED	
GMDSS MODU	M	CE		ETO	Asst. Cargo Engineer		

**PART V. SEA SERVICE** List and submit proof of at least the minimum service required during the last five (5) years or more to establish eligibility for the officer certificate requested.  
If you list service aboard RMI flagged Vessels in an officer capacity, you must describe the RMI officer certificate held in Part II (a).

Propulsion (Steam or Motor)	Name of Vessel	IMO Number	Type of Vessel	Deck Officers list Gross Tons / Engineers list kW Propulsion Power	Flag	Capacity in which served	PERIOD OF SERVICE						TOTAL SERVICE		
							From			To			years	months	days
							day	month	year	day	month	year			

**PART VI. NAUTICAL, ENGINEERING OR RADIO SCHOOLS ATTENDED** (To be completed by all applicants claiming school attendance to supplement or in lieu of sea service.)

Name of School	Address	Dates Attended		Type of Degree or Diploma Received upon Graduation
		From	To	

**PART VII. APPLICANTS FOR RADIO OPERATORS CERTIFICATE MUST READ AND SIGN THIS OBLIGATION:**

By affixing my signature below, I acknowledge that I am obliged to ensure and maintain the secrecy of all telecommunications of which I may gain knowledge in the course of my services, and that I am likewise obliged not to reveal the existence or contents of any correspondence to anyone other than the addressee. My signature further acknowledges that, if I should breach these obligations, my Radio Operator's Certificate issued pursuant to this application may be suspended and/or revoked.

\_\_\_\_\_

Signature

**PART VIII. APPLICANTS FOR OFFICER'S CERTIFICATE AT THE MANAGEMENT LEVEL MUST SIGN THIS AFFIDAVIT/ACKNOWLEDGMENT.**

These applicants include Master and Chief Mate applicants, as well as Chief Engineer and First Assistant Engineer applicants and Offshore Installation Managers on Mobile Offshore Drilling Units. I hereby acknowledge and affirm that I have been informed that a copy of the publication MI-105A ("Familiarization with the National Maritime Legislation") is available for review online at [www.register-iri.com](http://www.register-iri.com). I will review this publication to ensure that I become familiar with the national maritime legislation of the RMI relevant to the functions to be performed by me for which I have applied to be certificated.

\_\_\_\_\_

Signature

## PART IX

### GENERAL INFORMATION AND INSTRUCTIONS (For applicant reference only – DO NOT SUBMIT WITH APPLICATION)

#### 1. READ INSTRUCTIONS CAREFULLY

Enter all required information. Please use typewriter or print legibly. Failure to properly complete this application or to submit required supporting proofs, etc. will result in rejection of the application or delay its approval. All documentation, except the photo, should be stapled behind the application at the top center of the page where it says (STAPLE DOCUMENTATION HERE).

#### 2. WHERE TO APPLY

Applications may be submitted in person, to any Authorized RMI Filing Agent. Applications for the renewal of original RMI certificates (not endorsements of Certificates of Competence issued by other countries) may also be submitted by mail or in person to an RMI Regional Office or to:

**Office of the Maritime Administrator**  
**c/o Marshall Islands Maritime and Corporate Administrators, Inc.**  
**Seafarers' Documentation**  
**11495 Commerce Park Drive**  
**Reston, Virginia 20191-1506 USA**

#### 3. DOCUMENTS TO BE FILED WITH APPLICATION

The following documents, letter and proofs must be submitted together with this application:

- (a) **One (1) photograph** - Facial front view of applicant, passport size, taken within one (1) year preceding application. Photo may be black and white or color, 1.75" x 1.75" (45 mm. x 45 mm.) in size and should be glued to upper left hand corner of application. **DO NOT STAPLE OR WRITE NAME ON FRONT OF PHOTOGRAPH.**
- (b) **Physical examination report** - All applicants for examination and holders of national STCW certificates are required to submit a physical examination report on medical form MI-105M or on the official medical examination form of a country which is party to ILO Convention No. 73 on Medical Examination of Seafarers. All medical examination forms must be completed and signed by a licensed physician. A copy of form MI-105M, or equivalent, must accompany the application for Officer Certificate of Competence (CoC) form MI-105. The applicant should retain the original as evidence of physical qualification while serving on board an RMI flagged vessel. This physical examination must be carried out within 24 months prior to the date of making application. The physical requirements are stated on form MI-105M for deck/navigational, engineer and radio officer applicants. Holders of acceptable national STCW certificates issued within 24 months of application for an RMI certificate will not be required to submit a physical examination.
- (c) **One (1) letter of recommendation** - From applicant's most recent Master or employer if applicant is applying for his or her first RMI officer certificate. Not required for renewal or upgrading of an RMI officer certificate.
- (d) **Proof of sea service** - Submit proof of at least the minimum service required to establish eligibility for the license requested. Evidence of at least one (1) year of sea service in the appropriate grade in the last five (5) years must be submitted. Holders of acceptable national STCW certificates issued within one (1) year of application for an RMI certificate will not be required to document sea service.
- (e) **Proof of foreign officer certificate** - The foreign officer certificate must have a valid "STCW Convention Endorsement" and be issued by a country recognized by the RMI. Applicants who apply in person at any RMI Regional or USA office, or authorized filing agent office must submit their original foreign CoC along with one (1) clear photocopy of the original (the original certificate will be promptly returned to the applicant). Applicants who submit their applications for the renewal of an RMI CoC by mail must submit a clear copy of their CoC that has been authenticated by a notary public, commissioner for oaths, an agent of the RMI, or other officer authorized by law to administer oaths, as a photocopy that was made from the original.
- (f) **Proof of completion of nautical, marine engineering or radio school training** - Submit one (1) copy of course completion certificate.
- (g) Documents not presented in the English Language must have certified English translations attached and enclosed with the application. These certified translations must identify the translator for verification purposes.
- (h) **Renewal of RMI Officer Certificate** - Submit the certificate to be renewed (or certified copy of the certificate), one (1) photograph, proof of at least one (1) year's sea service within the last five (5) years (or employment ashore directly related to the operation of vessels - e.g., Port Captain, Port Engineer). An RMI Officer Certificate which has expired for more than one (1) year cannot be renewed. The officer must apply for a new certificate.
- (i) **Evidence of foreign training certificate** - Radar simulator training, advanced firefighting training, GMDSS certification, first aid training, advanced medical training, survival craft/rescue boat training, automatic radar plotting aids (ARPA) training and Electronic Chart Display and Information System (ECDIS) training, as applicable - Submit one (1) copy of foreign certificate if national officer certificate does not require this training or it is not included in the officer's national CoC. **SEE PARAGRAPH 6 FOR TRAINING REQUIREMENTS.**

#### 4. SCHEDULE OF FEES

See Annex 9 in publication MI-118 for a list of fees. Payment must be made by check or money order drawn on a U.S. Bank and payable in U.S. dollars to "The Trust Company of the Marshall Islands, Inc." Payment may also be made by credit card using the credit card payment form provided by request, in publication MI-118, or in Marine Notice No. 1-005-1 which may be photocopied, or on-line at [www.register-iri.com](http://www.register-iri.com).

#### 5. AGE AND CITIZENSHIP REQUIREMENTS

Applicants for officer certificates as Officer in Charge of a Navigation Watch (OICNW) Third Mate or Officer in Charge of an Engineering Watch (OICEW) Third Assistant Engineer and GMDSS Operator must be at least 18 years of age; applicants for all other grades of certificates must be at least 21 years of age. Applicants may be of any nationality acceptable to the Administrator and need not be RMI citizens or residents. However, applicants must hold documentation issued by one (1) of the maritime administrators of a country in the list on the next page or equivalent RMI documentation may not be issued.

#### 6. TRAINING REQUIREMENTS

- (a) **Firefighting training** - Every candidate for a Master or Mate's certificate or an engineer officer certificate for service on vessels of over 750kW propulsion power must submit proof of completion of an advanced marine firefighting course.
- (b) **Radar simulator training** - Every candidate for a Master or Mate's certificate must submit proof of completion of a marine radar simulator course.
- (c) **GMDSS certification** - Every candidate for Master, Chief Mate, OICNW Second/Third Mate/Mate's certificate must hold GMDSS certification.
- (d) **First aid training** - Every candidate for a Master, Chief Mate, OICNW Second/Third Mate/Mate's certificate and every applicant for an engineer officer's certificate must complete first aid training.
- (e) **Survival craft/rescue boat training** - Every candidate for a Master, Chief Mate, OICNW Second/Third Mate/Mate's certificate must complete survival craft/rescue boat training.
- (f) **Automatic Radar Plotting Aids (ARPA) training** - Every applicant for a Master, Chief Mate, OICNW Second/Third Mate/Mate's certificate must complete automatic radar plotting aids (ARPA) training.
- (g) **Electronic Chart Display and Information System (ECDIS) training** - Every candidate for Master, Chief Mate, OICNW Second Mate/Third Mate/Mate's certificate must complete ECDIS training.

NOTE: Valid national officer certificates containing the STCW endorsement are evidence of completion of the training requirements of (a) through (f) above without having to submit training course certificates.

7. **GLOBAL MARITIME DISTRESS AND SAFETY SYSTEM (GMDSS) CERTIFICATES**

**Restricted Operator; General Operator; Second-Class Radio Electronic Operator and Maintainer; First-Class Radio Electronic Operator and Maintainer** - Previous service not required. The candidate must present a foreign certificate in equivalent grade. For STCW certification, the applicant must complete an approved GMDSS training program.

8. **STCW EQUIVALENT CERTIFICATES**

National STCW certificates from the following countries are recognized for the issuance of equivalent RMI Certificates under the provisions of the 1978 STCW Convention, as amended. Equivalent endorsement certificates issued under the provisions of the STCW Convention, as amended, will be issued for the unexpired term of the national STCW certificate which has been recognized.

Antigua and Barbuda	Fiji	Malaysia	Samoa
Argentina	Finland	Malta	Saudi Arabia
Australia	France	Marshall Islands	Singapore
Azerbaijan	Georgia	Mauritius	Slovak Republic
Bahamas	Germany	Mexico	Slovenia
Bahrain	Ghana	Micronesia (Federated States of)	Solomon Islands
Bangladesh	Greece	Morocco	South Africa
Barbados	Honduras	Mozambique	Spain
Belgium	Hong Kong	Myanmar	Sri Lanka
Belize	Hungary	Netherlands***	Sweden
Brazil	Iceland	New Zealand****	Switzerland
Bulgaria	India	Nigeria	Thailand
Canada	Indonesia	Norway	Tonga
Cape Verde	Ireland	Oman	Turkey
Chile	Israel	Pakistan	Ukraine
China*	Italy	Panama	United Arab Emirates
Columbia	Jamaica	Papua New Guinea	United Kingdom*****
Croatia	Japan	Peru	United States
Cyprus	Jordan	Philippines	Uruguay
Czech Republic	Kiribati	Poland	Vanuatu
Denmark**	Latvia	Portugal	Venezuela
Dominica	Lebanon	Qatar	Vietnam
Ecuador	Liberia	Republic of Korea	
Egypt	Lithuania	Romania	
Estonia	Luxembourg	Russian Federation	

\* Includes: Hong Kong,, China (Associate Member to the IMO)

\*\* Includes: Faeroe Islands (Associate Member to the IMO)

\*\*\* Includes: Netherlands Antilles & Aruba

\*\*\*\* Includes: The Cook Islands

\*\*\*\*\* Includes: Isle of Man, Bermuda, Cayman Islands & Gibraltar

**Republic of the Marshall Islands**  
OFFICE OF THE MARITIME ADMINISTRATOR

**CERTIFICATE OF RECEIPT OF APPLICATION**

ATTESTING THE RECOGNITION OF A CERTIFICATE UNDER  
THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF  
TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED

The Government of the Republic of the Marshall Islands certifies Certificate No. 9999999 issued to  
JOHN Q. PUBLIC


by or on behalf of the Government of Republic of the Marshall Islands is duly recognized  
in accordance with the provisions of regulation I/10 of the above Convention, as amended, and the lawful holder is authorized  
to serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration for a  
period of three (3) months until 29 DECEMBER 2006 while the application for a Marshall Islands officer certificate is  
being processed.

Marshall Islands officer certificate officer number 9999999 assigned, dated 1 OCTOBER 2006

CAPACITY	LIMITATIONS APPLYING (IF ANY)
Chief Mate	None
General Operator – GMDSS	None

*Sample*

Issued on: 1 OCTOBER 2006 at: RESTON, VIRGINIA, U.S.A.

Signature of duly authorized official:   
Name of duly authorized official: Robert A. Fay

Signature of Ship Master: \_\_\_\_\_

Date of Birth of the holder of the certificate: 4 JULY 1976

Signature of the holder of the certificate: \_\_\_\_\_

NOTE: This document and the Officer's National Certificate of Competency must be kept available in accordance with Regulation I/2, paragraph 9 of the Convention while serving on a ship.

Marshall Islands seafarer certificates can be verified on our website at [www.register-iri.com](http://www.register-iri.com) or by contacting the Office of the Maritime Administrator at [seafarers@register-iri.com](mailto:seafarers@register-iri.com) or +1-703-620-4880.



**Republic of the Marshall Islands  
OFFICE OF THE MARITIME ADMINISTRATOR**

CERTIFICATE NUMBER  
271293

CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE  
INTERNATIONAL CONVENTION ON STANDARDS OF  
TRAINING, CERTIFICATION AND WATCHKEEPING  
FOR SEAFARERS, 1978, AS AMENDED



The Government of the Republic of the Marshall Islands certifies that

**JOHN DOE**

has been found duly qualified in accordance with the provisions of regulation III/2 of the above Convention, as amended, and has been found competent to perform the following functions at the levels specified, subject to any limitations indicated until 28 FEBRUARY 2018

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
<i>Controlling the operation of the ship and care for persons on board</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Marine Engineering</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Electrical, electronic and control engineering</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Maintenance and Repair</i>	<i>Management</i>	<i>Motor Vessels Only</i>

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration:

CAPACITY	LIMITATIONS APPLYING (IF ANY)
<i>Chief Engineer</i>	<i>Motor Vessels Only</i>

Certificate No. 271293 issued on 1 MARCH 2013 FIN: 599999

*Signature of duly authorized official*

**R. A. Fay**

*Name of duly authorized official*

*Date of Birth of the holder of the certificate*

1 JANUARY 1970

*Signature of the holder of the certificate*



*Photograph of the holder of the certificate*

NOTE: The original of this certificate must be kept available in accordance with Regulation 1/2, paragraph 9 of the Convention while serving on a ship.

MI-105C (REV 08/13)

**Republic of the Marshall Islands**  
**OFFICE OF THE MARITIME ADMINISTRATOR**  
 ENDORSEMENT ATTESTING THE RECOGNITION OF A CERTIFICATE  
 UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON  
 STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING  
 FOR SEAFARERS, 1978, AS AMENDED

CERTIFICATE NUMBER  
 286510



The Government of the Republic of the Marshall Islands certifies Certificate No. 1234567890 issued to  
**JOHN DOE**

by or on behalf of the Government of UNITED STATES OF AMERICA is duly recognized in accordance  
 with the provisions of regulation I/10 of the above Convention, as amended, and the lawful holder is authorized to perform the  
 following functions at the levels specified, subject to any limitations indicated until 3 SEPTEMBER 2018

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
<i>Controlling the operation of the ship and care for persons on board</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Marine Engineering</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Electrical, electronic and control engineering</i>	<i>Management</i>	<i>Motor Vessels Only</i>
<i>Maintenance and Repair</i>	<i>Management</i>	<i>Motor Vessels Only</i>

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration:

CAPACITY	LIMITATIONS APPLYING (IF ANY)
<i>Chief Engineer</i>	<i>Motor Vessels Only</i>

Certificate No. 286510 issued on 4 SEPTEMBER 2013 FIN: 599999

Signature of duly authorized official

**R. A. Fay**

Name of duly authorized official

**1 JANUARY 1970**

Date of Birth of the holder of the certificate

Signature of the holder of the certificate



Photograph of the holder of the certificate

NOTE: The original of this certificate must be kept available in accordance with Regulation I/2, paragraph 9 of the Convention while serving on a ship.

MI-105D (REV 08/13)

# PHYSICAL EXAMINATION REPORT/CERTIFICATE

## OFFICE OF THE MARITIME ADMINISTRATOR

CONFIDENTIAL DOCUMENT

### REPUBLIC OF THE MARSHALL ISLANDS

SURNAME		GIVEN NAME(S)	
DATE OF BIRTH MONTH      DAY      YEAR		PLACE OF BIRTH CITY      COUNTRY	SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
EXAMINATION FOR DUTY AS: MASTER <input type="checkbox"/> MATE <input type="checkbox"/> ENGINEER <input type="checkbox"/> RADIO OFF <input type="checkbox"/> RATING <input type="checkbox"/>		MAILING ADDRESS OF APPLICANT:	

MEDICAL EXAMINATION (SEE REVERSE SIDE FOR MEDICAL REQUIREMENTS) STATE DETAILS ON REVERSE SIDE

HEIGHT	WEIGHT	BLOOD PRESSURE	PULSE	RESPIRATION	GENERAL APPEARANCE
--------	--------	----------------	-------	-------------	--------------------

VISION: WITHOUT GLASSES	RIGHT EYE	LEFT EYE	HEARING:
WITH GLASSES	_____ / _____	_____ / _____	RT. EAR _____ LEFT EAR _____

COLOR TEST TYPE: BOOK  LANTERN  CHECK IF COLOR TEST IS NORMAL - YELLOW  RED  GREEN  BLUE

ARE GLASSES OR CONTACT LENSES NECESSARY TO MEET THE REQUIRED VISION STANDARD?    Yes  No

HEAD AND NECK	HEART (CARDIOVASCULAR)
---------------	------------------------

LUNGS	SPEECH (DECK/NAVIGATIONAL OFFICER AND RADIO OFFICER) IS SPEECH UNIMPAIRED FOR NORMAL VOICE COMMUNICATION?
-------	--------------------------------------------------------------------------------------------------------------

EXTREMITIES:  
UPPER \_\_\_\_\_ LOWER \_\_\_\_\_

IS APPLICANT VACCINATED IN ACCORDANCE WITH WHO RECOMMENDATIONS?    Yes  No

IS APPLICANT VACCINATED IN ACCORDANCE WITH WHO RECOMMENDATIONS?    Yes  No

IS APPLICANT SUFFERING FROM ANY DISEASE LIKELY TO BE AGGRAVATED BY WORKING ABOARD A VESSEL, OR TO RENDER HIM/HER UNFIT FOR SERVICE AT SEA OR LIKELY TO ENDANGER THE HEALTH OF OTHER PERSONS ON BOARD?    Yes  No

IF YES, PLEASE ENTER EXPLANATION IN THE SECTION AT THE BOTTOM OF ON PAGE 2

IS APPLICANT TAKING ANY NON-PRESCRIPTION OR PRESCRIPTION MEDICATIONS?    Yes  No

\_\_\_\_\_  
SIGNATURE OF APPLICANT      DATE OF EXAMINATION      EXPIRY DATE

THIS SIGNATURE SHOULD BE AFFIXED IN THE PRESENCE OF THE EXAMINING PHYSICIAN.

THIS IS TO CERTIFY THAT A PHYSICAL EXAMINATION WAS GIVEN TO: \_\_\_\_\_  
NAME OF APPLICANT

THIS APPLICANT IS CERTIFIED FREE OF COMMUNICABLE DISEASE (OR VIRUSES FOR COOKS): Yes  No

SEAFARER IS FOUND TO BE  FIT /  NOT FIT FOR DUTY AS A  MASTER /  DECK OFFICER /  ENGINEERING OFFICER /  RADIO OFFICER /  RATING /  CHIEF COOK /  COOK  WITHOUT ANY RESTRICTIONS /  WITH THE FOLLOWING RESTRICTIONS:

NAME AND DEGREE OF PHYSICIAN _____
ADDRESS _____
NAME OF PHYSICIAN'S CERTIFICATING _____
DATE OF ISSUE OF PHYSICIAN'S CERTIFICATE _____
SIGNATURE OF PHYSICIAN _____
DATE _____

This certificate is issued by authority of the Maritime Administrator and in compliance with the requirements of the Medical Examination (Seafarers) Convention 1946 (ILO No. 73)

## MEDICAL REQUIREMENTS

All applicants for an officer certificate, Seafarer's Identification and Record Book or certification of special qualifications shall be required to have a physical examination reported on this Medical Form completed by a certificated physician. The completed medical form must accompany the application for officer's certificate, application for Seafarer's Identification and Record Book, or application for certification of special qualifications. This physical examination must be carried out within 24 months immediately preceding application for an officer certificate, certification of special qualifications or a Seafarer's Identification and Record Book. The examination shall be conducted in accordance with RMI MG-7-47-1. Such proof of examination must establish that the applicant is in satisfactory physical and mental condition for the specific duty assignment undertaken and is generally in possession of all body faculties necessary in fulfilling the requirements of the seafaring profession.

In conducting the examination, the certified physician should, where appropriate, examine the seafarer's previous medical records (including vaccinations) and information on occupational history, noting any diseases, including alcohol or drug-related problems and/or injuries. In addition, the following minimum requirements shall apply:

- (a) Hearing
  - All applicants must have hearing unimpaired for normal sounds and be capable of hearing a whispered voice in better ear at 15 feet (4.57 m) and in poorer ear at 5 feet (1.52 m).
- (b) Eyesight
  - Deck officer applicants must have (either with or without glasses) at least 20/20(1.00) vision in one eye and at least 20/40 (0.50) in the other. If the applicant wears glasses, he must have vision without glasses of at least 20/160 (0.13) in both eyes. Deck officer applicants must also have normal color perception and be capable of distinguishing the colors red, green, blue and yellow.
  - Engineer and radio officer applicants must have (either with or without glasses) at least 20/30 (0.63) vision in one eye and at least 20/50 (0.40) in the other. If the applicant wears glasses, he must have vision without glasses of at least 20/200 (0.10) in both eyes. Engineer and radio officer applicants must also be able to perceive the colors red, yellow and green.
- (c) Dental
  - Seafarers must be free from infections of the mouth cavity or gums.
- (d) Blood Pressure
  - An applicant's blood pressure must fall within an average range, taking age into consideration.
- (e) Voice
  - Deck/Navigational officer applicants and Radio officer applicants must have speech which is unimpaired for normal voice communication.
- (f) Vaccinations
  - All applicants should be vaccinated according to the recommendations provided in the WHO publication, International Travel and Health, Vaccination Requirements and Health Advice, and should be given advice by the certified physician on immunizations. If new vaccinations are given, these should be recorded.
- (g) Diseases or Conditions
  - Applicants afflicted with any of the following diseases or conditions shall be disqualified: epilepsy, insanity, senility, alcoholism, tuberculosis, acute venereal disease or neurosyphilis, AIDS, and/or the use of narcotics.
- (h) Physical Requirements
  - Applicants for able seafarer, bosun, GP-1, ordinary seafarer and junior ordinary seafarer must meet the physical requirements for a deck/navigational officer's certificate.
  - Applicants for Able Seafarer Engine, fire/watertender, oiler/motor, pump technician, electrician, wiper, tanker rating and survival craft/rescue boat crewmember must meet the physical requirements for an engineer officer's certificate.

### IMPORTANT NOTE:

A copy of the MI-105M must accompany the application. The applicant must retain the original of the MI-105M as evidence of physical qualification while serving on board a vessel.

An applicant who has been refused a medical certificate or has had a limitation imposed on his/her ability to work, shall be given the opportunity to have an additional examination by another medical practitioner or medical referee who is independent of the ship owner or of any organization of shipowners or seafarers.

Medical examination reports shall be marked as and remain confidential with the applicant having the right of a copy to his/her report. The medical examination report shall be used only for determining the fitness of the seafarer for work and enhancing health care.

### DETAILS OF MEDICAL EXAMINATION

(To be completed by examining physician; alternatively, the examining physician may attach a form similar or identical to the model provided in Appendix 1 of RMI MG 7-47-1.)



14. SEA SERVICE - List and submit proof of at least the minimum service required to establish eligibility for the special qualification rating requested. (See Part 7.0 of publication MI-118). Proof can be established by a photocopy of the seafarer's own national discharge book or RMI SIRB.

Propulsion (Steam or Motor)	Name of Vessel	IMO Number	Type of Vessel	Deck Officers list Gross Tons / Engineers list kW Propulsion Power	Flag	Capacity in which served	PERIOD OF SERVICE						TOTAL SERVICE		
							From			To			years	months	days
							day	month	year	day	month	year			

15. NAUTICAL, ENGINEERING, OR SPECIALIZED TRAINING COURSES COMPLETED. (Where course completion is a pre-requisite for the Special Qualification.)

Name of School/Course	Location of School	Dates Attended		Type of certification received upon completion
		From	To	

16. GENERAL INSTRUCTIONS

- Age, experience, educational and medical requirements for "Seafarer Identification and Record Book" and "Special Qualification Certificates" are detailed in "Requirements for Seafarer Certification," publication MI-118, which is available on board every RMI registered vessel.
- Please enclose payment with each application: new SIRB=US\$60; SQC=\$US35 (no fee required for Basic Training, Wiper, Junior Ordinary Seafarer, GP Trainee, General Steward Utility)**
- Fees for certification of a Special Qualification are listed in Annex 9 of publication MI-118. Payment must be made by check or money order drawn on a bank or branch in the U.S. and payable in U.S. Dollars to "THE TRUST COMPANY OF THE MARSHALL ISLANDS, INC." Payment may also be made by credit card using the form, TCMI-01, provided in Annex 10 of publication MI-118, or Marine Notice No. 1-005-1, which may be photocopied. Credit card payment forms are also available from Authorized Filing Agents.
- Applications must be sent to:

**OFFICE OF THE MARITIME ADMINISTRATOR**  
c/o MARSHALL ISLANDS MARITIME AND CORPORATE ADMINISTRATORS, INC.  
**SEAFARERS' DOCUMENTATION**  
**11495 COMMERCE PARK DRIVE**  
**RESTON, VIRGINIA 20191-1506 USA**

or, to any of the Regional Offices named in RMI Marine Notice No. 1-002-1.
- All applicants for certification of a Special Qualification must hold an RMI Seafarer's Identification and Record Book or apply at the same time for this book. (See Section 6.0 of publication MI-118).
- Applicants for Special Qualification Certificates holding and/or renewing an RMI Seafarer's Identification and Record Book must submit a copy of Page 2 of that book..

**Applicants should keep a photocopy of this completed application as evidence that an RMI Certificate is pending.**

# REPUBLIC OF THE MARSHALL ISLANDS

## Office of the Maritime Administrator

### APPLICATION FOR SEAFARER'S IDENTIFICATION AND RECORD BOOK AND SPECIAL QUALIFICATIONS

#### GENERAL INFORMATION AND INSTRUCTIONS

1. **Read Instructions Carefully.** Enter all applicable information in English. Use a typewriter or print legibly. Failure to properly complete this application or to submit required supporting proofs will result in rejection of this application or delay in its processing. All documentation, except the photo, should be stapled behind the application at the top center of the page where it says **(STAPLE DOCUMENTATION HERE)**.
2. **How to Apply:** Applications must be submitted to an authorized filing agent who must review the documents submitted and view the signing of the application. The filing agent must keep copies of the applications and forward complete application packages to:

**OFFICE OF THE MARITIME ADMINISTRATOR**  
**c/o Marshall Islands Maritime and Corporate Administrators, Inc.**  
**Seafarers' Documentation**  
**11495 Commerce Park Drive**  
**Reston, Virginia 20191-1507 USA**

3. The following documents, letters and/or proofs must be submitted along with this application form:
  - (a) **One (1) Photograph** - Facial front view of applicant, passport size, taken within a year preceding application. Photo should be 1¼ " x 1¼ " (45mm x 45mm) and portray a good likeness of and satisfactorily identify the applicant and should be glued to upper left hand corner. **DO NOT STAPLE PHOTO.**
  - (b) **Identity Document** - A valid passport or other official national identity document, birth certificate, certificate of naturalization, or baptismal certificate or parish record recorded within one year of birth. A copy of the identity document must be submitted with the application. Applications for renewal must include a copy of the previous book's identification pages as proof of identity. If the documents presented are not in the English language, a certified translation of the documents into English must also be enclosed with the application. These certified translations must identify the translator for verification purposes.
  - (c) **STCW Basic Training Pre-requisite** - Seafarers applying for an original "Seafarer's Identification and Record Book" must show evidence of having received appropriate approved "Basic Training" or instruction in: personal survival techniques, fire prevention and firefighting, elementary first aid, and personal safety and social responsibilities and security familiarization.
  - (d) **Medical Requirements** - All applicants, except as stated below, shall be required to have a physical examination reported on form MI-105M, Physical Examination Report/Certificate, completed by a licensed medical doctor or acceptable equivalent. A copy of MI-105M must accompany the application. The applicant must retain the original as evidence of physical qualification while serving on board Republic of the Marshall Islands (RMI) flagged vessels. The physical examination must be carried out within 24 months prior to date of making application. In addition, the following minimum requirements apply:
    - (1) All applicants must have hearing unimpaired for normal sounds.
    - (2) All applicants must have average blood pressure, taking age into consideration.
    - (3) Applicants afflicted with or having medical histories such as follows shall be disqualified for seafarer's identity document: epilepsy, insanity, senility, alcoholism, tuberculosis, acute venereal disease or neurosyphilis, AIDS, and/or the use of narcotics.Applicants holding an RMI officer's certificate which has been issued within 24 months prior to the date of application are not required to undergo a physical examination. In this regard, they must present their RMI officer's certificate and include a copy of the certificate with application for the Seafarer's Identification and Record Book (SIRB).
4. This identification book conforms to the requirements of the International Labor Organization's Convention No. 185 (Seafarer's Identity Documents Convention (Revised), 2003). It is issued to seafarers of RMI flagged vessels for use when traveling to or from an assigned vessel or pursuant to instructions from the Master of such a vessel. Other uses of the book must be in conformity with RMI regulations. ILO 185 does not in any way restrict the right of a member nation from preventing any particular individual from entering or remaining in its territory.
5. SIRBs are issued under the authority of Section 109 of the RMI Maritime Act 1990, as amended. The book remains the property of the Maritime Administrator and may be withdrawn at any time. It may not be altered in any way nor be allowed to pass into the possession of an unauthorized person. If the book becomes filled with entries, requires alteration, or becomes damaged, application for a replacement book should be made immediately. If the book is stolen, lost, or accidentally destroyed, notification should be given immediately to any office of the Maritime Administrator, and an application for a replacement book may be made. A SIRB must be in the possession of either the Administrator or the Seafarer to whom it was issued, or else en route to that seafarer.
6. For Special Qualification Certificates:
  - (a) Age, experience and educational requirements are detailed in "Requirements for Seafarer Certification", Publication MI-118, which is available on board every RMI registered vessel.
  - (b) All applicants for certification of a Special Qualification must hold an RMI SIRB or apply at the same time for this book. (See Section 6.0 of MI-118).
7. **Schedule of Fees:** Payment must be made by check or money order drawn on a U.S. bank and payable in U.S. dollars to "The Trust Company of the Marshall Islands, Inc." or by credit card using form TCMI-01 which may be downloaded from [www.register-iri.com](http://www.register-iri.com).

5-year issuance, renewal or replacement of lost unexpired Seafarer's Identification and Record Book.....	\$60
Optional Identification Card.....	\$25
Basic Training, Wiper, Junior Ordinary Seafarer, GP Trainee, General Steward Utility.....	No Fee
All Other Special Qualification Certificates.....	\$35 each
8. This application is subject to the approval of the RMI Maritime Administrator. If the application is approved, the identification book and/or special qualification certificate will be sent to the mailing address indicated.

**A copy is to be retained by the seafarer as evidence that the application is being processed.**

MI-2731 (Rev. 8/13)

Republic of the Marshall Islands

CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED

The Government of the Republic of the Marshall Islands certifies that JONH Q. PUBLIC

has received appropriate approved "Basic Training" in accordance with the provisions of Section A-VI.1-2 of the above Convention, as amended, in the following:

Sample

- Personal Survival Techniques
- Fire Prevention and Fire Fighting
- Elementary First Aid
- Personal Safety and Social Responsibilities

Certificate No.: 778247 Issued On: 27-MAY-2011 Book No.: MH 231844 FIN: 731206

Signature of Seafarer

Signature of duly authorized official

02-MAY-1989

R. A. Fay

Date of Birth

Name of duly authorized official

BAS

MI-279A (REV 04/06)

Work Order:

87973

ANNEX 8A

Republic of the Marshall Islands

ENDORSEMENT ATTESTING THE RECOGNITION OF A CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED

The Government of the Republic of the Marshall Islands certifies that certificate no. issued to

JOHN Q. PUBLIC

by or on the behalf of the Government of UNITED STATES OF AMERICA is duly recognized in accordance with the provisions of Regulation 1/10 of the above Convention, as amended, and the lawful holder has received in accordance with Section A-VI.1-2 "Basic Training" in the following:

Sample

- Personal Survival Techniques
- Fire Prevention and Fire Fighting
- Elementary First Aid
- Personal Safety and Social Responsibilities

Certificate No.: 300000 Issued On: 27-APR-2006 Book No.: MH SAMPLE FIN: 600000

Signature of Seafarer

Signature of duly authorized official

04-JUL-1976

R. A. Fay

Date of Birth

Name of duly authorized official

BAS

MI-279B (REV 04/06)

Work Order:

123456

ANNEX 8B

**Republic of the Marshall Islands**

CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED

The Government of the Republic of the Marshall Islands certifies that JOHN Q. PUBLIC has been found duly qualified in accordance with the provisions of regulation VI/2 of the above Convention, as amended, and has been found competent to perform the following functions at the levels specified, subject to any limitations indicated until NO DATE OF EXPIRY

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
Care for persons on board	None Applicable	None

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration:

CAPACITY	LIMITATIONS APPLYING (IF ANY)
Proficient in Survival Craft and Rescue Boat	None

Certificate No.: 781459      Issued On: 08-JUN-2011      Book No.: MH 232248      FIN: 730535

Signature of Seafarer: \_\_\_\_\_  
 Date of Birth: 19-DEC-1982  
 PSC: \_\_\_\_\_

  
 Signature of duly authorized official  
 R. A. Fay  
 Name of duly authorized official

Work Order:  
87664

MI-279C (REV 04/06)

**ANNEX 8C**

**Republic of the Marshall Islands**

ENDORSEMENT ATTESTING THE RECOGNITION OF A CERTIFICATE UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED

The Government of the Republic of the Marshall Islands certifies Certificate No. \_\_\_\_\_ issued to JOHN Q. PUBLIC by or on behalf of the Government of UNITED STATES OF AMERICA is duly recognized in accordance with the provisions of regulation I/10 of the above Convention, as amended, and the lawful holder is authorized to perform the following functions at the levels until specified, subject to any limitations indicated until NO DATE OF EXPIRY

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
Care for persons on board	None	None

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration:

CAPACITY	LIMITATIONS APPLYING (IF ANY)
Advanced Fire Fighting	None

Certificate No.: 300004      Issued On: 27-APR-2006      Book No.: MH SAMPLE      FIN: 600000

Signature of Seafarer: \_\_\_\_\_  
 Date of Birth: 04 JUL-1976  
 AFM: \_\_\_\_\_

  
 Signature of duly authorized official  
 R. A. Fay  
 Name of duly authorized official

Work Order:  
123456

MI-279D (REV 04/06)

**ANNEX 8D**

## FEE SCHEDULE

- (a) For initial issuance of officer’s certificate of competence upon qualification by examination or endorsement, as follows:**
- i. All Management & Operational Officers  
(includes issuance of a Certificate of Receipt of Application (CRA)) ..... US\$200
  - ii. Restricted and General Operator – GMDSS only ..... US\$50
- (b) For renewal of an officer certificate of competence:**
- i. Prior to expiration..... US\$100
  - ii. Within one (1) year after expiration ..... US\$150
- (c) For issuance of a Temporary Authorization under:**
- i. RMI Maritime Regulation 7.39 ..... US\$100  
(Must hold a valid RMI Endorsement in lower capacity)
- (d) For issuance of an RMI Seafarer’s Identification and Record Book (SIRB) and Identification Card:**
- i. 5-year issuance, renewal or replacement of an RMI SIRB ..... US\$60
  - ii. Optional Identification Card..... US\$25
  - iii. Expediting Fees:  
First five (5) applicants..... US\$50  
plus for every five (5) or part of five (5) applicants thereafter an additional ..... US\$50
- (e) For issuance of the following Special Qualification Certificates upon qualification by examination or endorsement:**
- i. Basic Training, Wiper, Junior Ordinary Seafarer, GP-Trainee, General Steward Utility .. US\$0
  - ii. All of the following Special Qualification Certificates ..... US\$35
    - Able Seafarer Deck, Ordinary Seafarer Deck, and Bosun
    - Able Seafarer Engine
    - Oiler/Motor, Fire/Watertender, Fitter
    - GP-1, GP-2, Electrician and Pump Technician
    - Proficient in Survival Craft/Rescue Boats
    - Fast Rescue Boat Operator
    - Tanker rating: Chemical; Liquefied Gas; Oil; Crude Oil Washing/Inert Gas
    - Advanced Firefighting
    - Medical First Aid Providers
    - Medical Care Person In Charge
    - Ship Security Officer
    - Steward, Cook

- (f) **Examinations for Officer’s Certificate of Competence..... US\$300**
  - i. Requests from owner/agents or applicants to hold special group examinations or individual examinations away from the designated test centers will be honored, if possible, provided the requesting party undertakes the costs of all administrative out-of-pocket expenses, including the examiner’s transportation, lodging and meals, exam facility rental, assisting proctors’ fees, and related expenses as may be reasonably incurred, or a \$50 per day proctoring fee, whichever is greater.
  - ii Each re-take of failed officer examination ..... US\$150
- (g) **Examinations for Ratings and Special Qualifications.....USD 150.00**
  - i. If the candidate does not already possess an RMI SIRB, the fee will include its issuance.
- (h) **For Urgent Authorization for an Officer to Serve on Assignment of Officer Certificate Number PRIOR to submission of completed application ..... US\$100**
- (i) **For replacement of lost or destroyed certificate of competence..... US\$100**
- (j) **For authentication of sea service and all Special Services/Expediting ..... US\$50**
- (k) **Courier service fee required for secured delivery of seafarer documentation:**
  - i. Courier fee for overseas delivery for one (1) to eight (8) Applicants: ..... US\$40  
plus for each Applicant over eight (8) ..... US\$5
- (l) **Remittances**
  - i. All fees remitted by check or money order must be in U.S. dollars, drawn on a U.S. bank or the U.S. branch of an international bank and made payable to *The Trust Company of the Marshall Islands, Inc.*
  - ii. Fees may also be paid by credit card using the payment form provided as Annex 10 to this publication, which may be photocopied, or online at [www.register-iri.com](http://www.register-iri.com).
  - iii. Applicants should send check or credit card information (**no cash**) with the application.
  - iv. When not applying in person through a filing agent, the application with payment should be sent by **registered mail**.



**REGIONAL OFFICES AUTHORIZED FOR ISSUANCE OF A CERTIFICATE OF RECEIPT OF APPLICATION**

**WASHINGTON, DC / RESTON**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries, Inc.  
11495 Commerce Park Drive  
Reston, Virginia 20191-1506 USA

Tel: +1-703-620-4880  
Fax: +1-703-476-8522  
Email: [maritime@register-iri.com](mailto:maritime@register-iri.com)

**LONDON**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries (U.K.) Ltd.  
3<sup>rd</sup> Floor, 42 Moorgate  
London EC2R 6EL  
UNITED KINGDOM

Tel: +44-20-7638-4748  
Fax: +44-20-7382-7820  
Email: [london@register-iri.com](mailto:london@register-iri.com)

**HONG KONG**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries (Far East) Limited  
2210 Harbour Centre  
25 Harbour Road  
Wanchai  
HONG KONG

Tel: +852-2526-6641  
Fax: +852-2845-0172  
Email: [hongkong@register-iri.com](mailto:hongkong@register-iri.com)

**MUMBAI**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o IRI Maritime and Corporate Services Private  
Limited

201, Raheja Plaza  
Plot No. 15/B, Parksons Press Compound  
Shah Industrial Estate  
Off Andheri Link Road  
Andheri West  
Mumbai 400 053, India

Tel: +91-22-4064-1111  
Fax: +91-22-4064-1110  
Email: [mumbai@register-iri.com](mailto:mumbai@register-iri.com)

**FT. LAUDERDALE**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries, Inc.  
Harbor Place, Suite 403  
1600 S.E. 17<sup>th</sup> Street Causeway  
Ft. Lauderdale, Florida 33316 USA

Tel: +1-954-763-7775  
Fax: +1-954-763-7445  
Email: [ft.lauderdale@register-iri.com](mailto:ft.lauderdale@register-iri.com)

**PIRAEUS**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries, Inc.  
47-49 Akti Miaouli Street  
Livanos Building, 8<sup>th</sup> Floor  
185 36 Piraeus  
GREECE

Tel: +30-210-4293-223  
Fax: +30-210-4293-228  
Email: [piraeus@register-iri.com](mailto:piraeus@register-iri.com)

**SINGAPORE**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries (Far East) Limited  
Singapore Branch  
1 North Bridge Road  
#06-26 High Street Centre  
Singapore 179094  
SINGAPORE

Tel: +65-6226-2726  
Fax: +65-6226-2511  
Email: [singapore@register-iri.com](mailto:singapore@register-iri.com)

**DUBAI**

Marshall Islands Maritime and  
Corporate Administrators, Inc.  
c/o International Registries (Middle East) DMCEST

Office No. 119  
Sultan Business Centre  
P.O. Box 361012  
Dubai, United Arab Emirates

Tel: +971-4-3379974  
Fax: +971-4-3379552  
Email: [dubai@register-iri.com](mailto:dubai@register-iri.com)

## STCW EQUIVALENT ENDORSEMENT CERTIFICATES

Will be issued to certificate holders from major maritime nations whose educational system and examinations are found acceptable. National certificates from the following countries are currently recognized under the provisions of the STCW Convention, 1978, as amended, for STCW endorsement certification based on those countries which have been placed on the International Maritime Organization's "Report" of acceptable countries. This is a dynamic report which will be revised as countries are added to this list or, in special circumstances, deleted from this list.

Antigua and Barbuda	Fiji	Malaysia	Samoa
Argentina	Finland	Malta	Saudi Arabia
Australia	France	Marshall Islands	Singapore
Azerbaijan	Georgia	Mauritius	Slovak Republic
Bahamas	Germany	Mexico	Slovenia
Bahrain	Ghana	Micronesia (Federated States of)	Solomon Islands
Bangladesh	Greece	Morocco	South Africa
Barbados	Honduras	Mozambique	Spain
Belgium	Hong Kong	Myanmar	Sri Lanka
Belize	Hungary	Netherlands***	Sweden
Brazil	Iceland	New Zealand****	Switzerland
Bulgaria	India	Nigeria	Thailand
Canada	Indonesia	Norway	Tonga
Cape Verde	Ireland	Oman	Turkey
Chile	Israel	Pakistan	Ukraine
China*	Italy	Panama	United Arab Emirates
Columbia	Jamaica	Papua New Guinea	United Kingdom*****
Croatia	Japan	Peru	United States
Cyprus	Jordan	Philippines	Uruguay
Czech Republic	Kiribati	Poland	Vanuatu
Denmark**	Latvia	Portugal	Venezuela
Dominica	Lebanon	Qatar	Vietnam
Ecuador	Liberia	Republic of Korea	
Egypt	Lithuania	Romania	
Estonia	Luxembourg	Russian Federation	

\* Includes: Hong Kong,, China (Associate Member to the IMO)

\*\* Includes: Faeroe Islands (Associate Member to the IMO)

\*\*\* Includes: Netherlands Antilles & Aruba

\*\*\*\* Includes: The Cook Islands

\*\*\*\*\* Includes: Isle of Man

Bermuda

Cayman Islands

Gibraltar

An applicant with a national STCW certificate will not be required to document sea service, nautical training or physical examination, provided the national STCW certificate is issued within one (1) year of application for an RMI endorsement. If the national STCW certificate is valid, but is not issued within one (1) year of application for an RMI endorsement, the applicant must submit a physical examination taken within one (1) year of application for the Marshall Islands endorsement and document one (1) year of sea service within the last five (5) years.

Equivalent endorsement certificates issued under the provisions of the STCW Convention, 1978, as amended, will be issued for the unexpired term of the national certificate which has been recognized.