



REPUBLIC OF CYPRUS
MINISTRY OF
COMMUNICATIONS AND WORKS



DEPARTMENT
OF MERCHANT SHIPPING
LEMESOS

Circular No. 33/2014

10th October 2014

TEN 5.13.09
TEN 4.28.03.13

To all Registered Owners, Registered Bareboat Charterers,
Managers and Representatives of Ships flying the Cyprus Flag

Subject: International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, STCW 78, as amended- Issue, Renewal and Replacement of Endorsements Attesting the Recognition of Non Cyprus Certificates of Competency

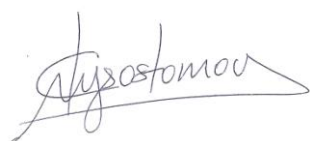
I refer to the above subject and further to our circulars Nos. 14/2001 dated 29 June 2001, 26/2001 dated 19/12/2001, 02/2005 dated 25/01/2005, 25/2007 dated 19/12/2007, 17/2008 dated 16/10/2008, 11/2009 dated 26/05/2009 and 44/2011 dated 18/11/2011, I wish to inform you the following:

1. As from 1st December 2014 the format of the proof of application for the Cyprus endorsement attesting the recognition of non Cyprus certificates of competency for simplification purposes is amended as per attached sample. On the new amended proof of application signature of an officer and official stamp of the Department of Merchant Shipping is no longer required.
2. Port State Control Authorities or any other Foreign Authority are not entitled to interfere and delay or detain Cyprus Ships on account of any discrepancies related with Cyprus proof of application except if it is verified by this Department that the proof of application in question is fraudulent. The authenticity can be verified by sending an email to the following email address seafarers@dms.mcw.gov.cy.
3. In accordance with article 8(2) of Cyprus Law 105(I)/2000 and regulation I/14 of the STCW78 as Amended Convention, the Company is responsible and must ensure that before employing a new crew member the authenticity of his/her professional certificates and training documentary evidence is verified with the issuing Competent Authority. This obligation is now reflected in item 16 of the new version of the application form (MSTC2) for Cyprus endorsement attesting the recognition of non-Cyprus certificate/s which is attached herewith for your easy reference.
4. Furthermore in order to avoid errors in the inclusion of GMDSS certificate and Tanker's training certificate of proficiency on the Cyprus Endorsement items 11 and 17 of the form MSTC2 have been also revised.

5. Notwithstanding the above officers of the Department will continue to carry out random checks for the authenticity of the certificates of competency and certificates of proficiency for tanker training with the issuing Competent Authorities.
6. Please note that the new version of form MSTC2 (MS.TC.2 Rev/8-14) may be used from today and that applications made after 1st December 2014 on the outdated version of form MSTC2 (MS.TC.2 Rev/7-10) will be rejected.

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

This Circular must be placed on board vessels flying the Cyprus flag.



Andreas Chrysostomou
Acting Director
Department of Merchant Shipping

CC:

- Permanent Secretary, Ministry of Communications and Works
- Permanent Secretary, Ministry of Foreign Affairs
- Maritime Offices of the Department of Merchant Shipping
- Diplomatic Missions and Honorary Consular Offices of the Republic
- Cyprus Shipping Chamber
- Cyprus Union of Ship-owners
- Trade Union SEK
- Trade Union PEO



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**PROOF OF APPLICATION FOR THE ISSUE OR RENEWAL OF A CYPRUS ENDORSEMENT
ATTESTING THE RECOGNITION OF NON-CYPRUS CERTIFICATE OF COMPETENCY**

This is to certify that **Name Surname** , born on **05/10/1968** holder of:

- Certificate of competency no. **NUMBER**, issued by the competent Authorities of **COUNTRY**,

has submitted an application for the issue or renewal of an endorsement attesting the recognition of above mentioned certificate.

Pending the examination of his/her application, **he/she is allowed to serve on board Cyprus Flag vessels, pursuant to Regulation I/10 of the STCW-78 Convention as amended**, without a Cyprus endorsement provided he holds the appropriate and valid certificate issued and endorsed by a competent Authority the certificates of which are recognised by the Republic of Cyprus.

Any discrepancy or doubts about the validity of this **copy of Proof of application** should not be a reason for delaying a Cyprus flagged vessel except if it is verified by this Department that is fraudulent. The validity and authenticity of the documentary proof can be verified by direct request to the following contact details:

Tel No: + 357 25823701 Fax No: + 357 25 30 50 30
E-mail: seafarers@dms.mcw.gov.cy

Issued at Lemesos on: **01/12/2014**

Valid Until: **28/02/2015**

Not signed as it is issued electronically.



DEPARTMENT OF
MERCHANT SHIPPING

APPLICATION FOR THE ISSUE / RENEWAL / REPLACEMENT OF AN ENDORSEMENT ATTESTING
THE RECOGNITION OF A NON CYPRUS CERTIFICATE

Page 1 of 2

Please mark as appropriate:

Issue

Renewal

Replacement

1. Surname (Family Name)	2. First Name (Given Name)
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3. Date of birth Day: _____ Month: _____ Year: _____	4. Place of Birth City: _____ Country: _____
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5. Nationality (Citizenship)	6. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
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7. Medical Certificate issue date Day: _____ Month: _____ Year: _____	8. Medical Certificate expiry date Day: _____ Month: _____ Year: _____	9. Medical Certificate Issuing Authority (Country)
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10. Seafarer's mailing Address

Street: Postal Code:

City: Country:

Tel.: Fax: E-mail:

11. Certificate of Competency and Certificate of Proficiency on Tanker training

Please mark Seafarer's Capacity / ies

MASTER
CHIEF OFFICER
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH
CHIEF ENGINEER OFFICER
SECOND ENGINEER OFFICER
OFFICER IN CHARGE OF AN ENGINEERING WATCH

GMDSS GENERAL OPERATOR
GMDSS RESTRICTED OPERATOR

OIL TANKER TRAINING
CHEMICAL TANKER TRAINING
GAS TANKER TRAINING

<input type="checkbox"/>	<input type="checkbox"/>
BASIC	ADVANCE
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Certificate of Competency No	Issuing Authority (Country)	Position on board the vessel
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Certificate of Competency issue date Day: _____ Month: _____ Year: _____	Certificate of Competency expiry date Day: _____ Month: _____ Year: _____
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12. If you do not hold a valid Cyprus seafarer's identification and sea service record book , state the date of application for this. Day: _____ Month: _____ Year: _____

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

C	Y						
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13. If the application is for replacement of endorsement please mark as appropriate:
Lost Theft Destroyed Other

If you mark other please give reason

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14. Are you familiar with the Cyprus legislation and requirements related to your duties? YES NO

15. DECLARATION (For Masters, Chief officers, Chief Engineers, Second Engineers)

I the undersigned Declare that:

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

Signature of the applicant:

16. DECLARATION (The maximum penalty for false declaration is 8543 euro)

I Declare that the information I have given is, to the best of my knowledge, true and complete. I also Declare that the documents submitted are true copy of the originals and the authenticity of applicant's Certificate of Competency and Certificate of Proficiency for Tanker training (if any) has/have been verified with the issuing Authority.

Name of the Company* :

Company address :

Name of the authorised signatory :

Title of the authorised signatory :

Signature and stamp on behalf of the Company :

Date of Application :

* As defined by Law 105(I)/2000

17. Check List of Documents.

Please check whether the following documents are attached with this application

Two (2) Photographs (3 x 4 cm)	
Copy of Certificate of Competency (COC) and Endorsement if any	
Copy of Medical Certificate	
Copy of GMDSS Certificate and Endorsement if any *	
Copy of the old Cyprus endorsements if any	
Copy of Oil Tanker Certificate if any *	
Copy of Chemical Tanker Certificate if any *	
Copy of Gas Tanker Certificate if any *	

* If you don't mark it will not be included in your Cyprus Endorsement

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

FOR OFFICIAL USE ONLY

Do not write below this line