

Palau International Ship Registry



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MARINE NOTICE 207.3

To: ALL SHIPOWNERS, MANAGERS, MASTERS, and REGISTRATION OFFICERS OF MERCHANT SHIPS AND RECOGNIZED ORGANIZATION.
Subject: REQUIREMENTS FOR SEAFARERS' CERTIFICATES OF PROFICIENCY

PURPOSE:

This publication provides information to ship-owners, managers, seafarers, Deputy Registrars (DR), and Recognized Organizations (RO) on the Palau International Ship Registry (PISR) requirements for eligibility of seafarers to apply for Certificates of Proficiency as required by the STCW Convention and Code for officers and ratings employed or having a commitment for employment on vessels that are under Palau's International Ship Registry. It is not intended to derogate from or substitute for any requirements of **Admiralty and Maritime Act** or the STCW Regulations.

Updates to these requirements may be found at [Palau International Ship Registry's](http://www.palaureg.com) website.

AUTHORITY:

1.1 Issuance of Certificates

PISR is authorized by the Ministry of Public Infrastructure, Industries and Commerce of the Republic of Palau to issue certificates and documents to all merchant marine personnel.

1.2 Establishment of Standards

PISR is authorized to establish such standards as are necessary and proper for certificating and up-grading of merchant marine personnel and for the maintenance of high standards in the Administration's Merchant Marine.

1.3 Compliance with the STCW Convention, 1978, as amended

The standards established pursuant to Item 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"). The term "as amended" is construed to mean that all amendments up to the present, including the Manila Amendments, are included.

1.4 Evaluation of Uncategorized Qualifications

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

GENERAL:



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2.1 Definitions

For the purpose of this Marine Notice, the following terms have the meanings hereby assigned to them:

- .1 *Administration* means the Ministry of Public Infrastructure, Industries and Commerce of the Republic of Palau and Palau International Ship Registry;
- .2 *Able Seafarer Deck* means a rating qualified in accordance with the provisions of regulation II/5 of the STCW Convention;
- .3 *Able Seafarer Engine* means a rating qualified in accordance with the provisions of regulation III/5 of the STCW Convention;
- .4 *Approved* means approved by or on behalf of the Ministry of Public Infrastructure Industries and Commerce of the Republic of Palau in accordance with the Admiralty and Maritime Act or the STCW Regulations;
- .5 *Assistant engineer officer* means a person under training to become an engineer officer and designated as such by national law or regulations;
- .6 *Cadet* means a person who is assigned to a vessel as an apprentice to learn a specific capacity. For documentation issues, cadets shall be seafarers.
- .7 *Certificate of Competency (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;
- .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 STCW Regulation I/10 (Recognition of Certificates);
- .9 *Certificate of Proficiency (COP)* means a certificate, other than a CoC or CoE, issued to masters, officers and ratings in accordance with the provisions of chapters II, III, V or VI of STCW, stating that the relevant requirements of training, competencies have been met and entitling the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified therein;
- .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;
- .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 vessel;
- .12 *Chief mate* means the officer next in rank to the master and upon whom the command of the vessel will fall in the event of the incapacity of the master;
- .13 *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;
- .14 *Documentary evidence* means documentation, other than a CoC, CoE or CoP, used to establish that the relevant requirements of STCW have been met;
- .15 *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;
- .16 *Function* means a group of tasks, duties and responsibilities, as specified in



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- STCW, necessary for vessel operation, safety of life at sea or protection of the marine environment;
- .17 *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 amended by the International Maritime Organization (IMO);
 - .18 *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;
 - .19 *Master* means the person having command of a vessel;
 - .20 *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;
 - .21 *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;
 - .22 *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);
 - .23 *Rating* means a member of the ship's crew other than the Master or an officer;
 - .24 *Regulations* means regulations contained in the annex to STCW Convention as amended;
 - .25 *Seagoing service* means service on board a vessel required for the issue or revalidation of a certificate or other qualification;
 - .26 *Second engineer officer* 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 vessel will fall in the event of the incapacity of the chief engineer officer;
 - .27 *Security duties* include all security tasks and duties on board ships as defined by Chapter XI-2 of the SOLAS and the ISPS Code;
 - .28 *Ship Security Officer* means the person on board the ship, who is accountable to the Master, designated by the Company in the Ship Security Plan (SSP) as responsible for the security of the ship including implementation and maintenance of the SSP and liaison with the company security officer and port facility security officers;
 - .29 *STCW means the International Convention on Standards of Training, Certification and Watchkeeping for seafarers, as amended, including the Manila Amendments to the Convention and any future amendments approved by the Administration.*

2.2 General Requirements for a Certificate of Proficiency:

2.2.1 Application for Certificate of Proficiency:

2.2.2 An Application shall be submitted accompanied by supporting documentation

2.2.3 **Seafarer's Identification and Record Book (SIRB),**

Applicants must hold or have applied for a PISR issued SIRB.



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2.2.4 Certificate of Proficiency

A Certificate of Proficiency will be issued to each candidate, who qualifies under the provisions of STCW and successfully completes the appropriate training will be issued a certificate of proficiency.

This certificate states that the officer or the Rating has been found duly qualified in accordance with the provisions of STCW and in the format prescribed by STCW for those qualified to receive STCW certificates. References will not appear on non-STCW certificates.

2.2.5 Upgrades to National Certificates

A candidate, who is certificated by another Administration the national COPs of which are recognized by PISR, can apply for an equal or next higher capacity of COP by qualifying for such an upgrade and successful completion of an examination for that capacity.

2.2.6 **Age:** Ratings' Candidates shall not be approved for any candidate who is under 16 years of age. A candidate 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.

2.2.7 **Citizenship:** A candidate for a COP may be of any nationality and need not be a citizen or resident of the Republic of Palau

2.2.8 **Medical Examination:** Every candidate for certification shall be required to submit satisfactory evidence of a medical examination completed within the 18 months immediately preceding application. The report of examination shall establish that the candidate is in good physical condition and in possession of all body faculties necessary to fulfill the requirements of the seafaring profession.

The report and certificate of medical examination shall be completed on the official Medical Examination Report/Certificate [F.018 – Medical Examination Form](#) or acceptable equivalent. The medical certificate must comply with the requirements of STCW, Regulation I/9 and Section A-I/9 paragraph 7. The report must be signed by both the medical examiner and the examinee. If the report is in the form of an acceptable equivalent it shall comply with the requirements of STCW Regulation I/9 and STCW Section A-I/9 in its content and specifically shall state that the seafarer is fit for duty as a seafarer.

Willful concealment by a candidate of any medical history or mental or physical disability that might render the candidate unfit for service shall be cause for the immediate revocation of any certificate which may have already been issued.

2.2.9 **Photograph:** Every candidate for a Certificate shall submit one (1) passport-size photograph of themselves, taken within the twelve (12) months preceding the date of application. The photograph must show a facial front view of the candidate and be 1¾" x 1¾" (45mm x 45mm) in size.

2.2.10 Fees Schedule:

Any candidate for proficiency must remit the required fee to the Palau International Ship Registry. This fee is non-refundable and must be paid at the time of application in accordance with relevant instructions of the Invoice issued by Palau International Ship Registry.

2.3 Fraud, Forgery, Misrepresentation or Attempted Bribery



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- 2.3.1 Any person who submits a fraudulent application for an PISR certificate of proficiency, who makes misrepresentations in or about an application, or who attempts to bribe or subvert any person charged with the approval of applications, shall be denied his/her application and shall forfeit any application fees paid. In addition to any criminal penalties, that person shall be forbidden to reapply for a period of not less than two (2) years.
- 2.3.2 Each individual candidate who willfully submits forged, altered, fraudulent or fraudulently-obtained documentation of qualification about an application for a certificate of proficiency will in addition to any criminal penalties be subject to an administrative penalty of USD 500,00 and may be barred from holding any PISR-issued Certificate, or Seafarer's Identification and Record Book (SIRB) for up to and including two (2) years.
- 2.3.3 Any ship-owner or agent who submits, on behalf of a candidate, an application for a PISR Certificate that contains a willful misstatement of facts 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 500.00. Further submissions from such source may be barred for a period not to exceed two (2) years.

Persons Eligible to receive CoPs:

Requirements for Deck Department:

- 2.4 **Ratings** (Reference: STCW Regulation II/4 and Section A-II/4):
- 2.4.1 COP: "Basic Training" STCW Regulation VI/1-2
- 2.4.2 Proof of Seagoing service: Every candidate must document the required sea service of six (6) including training and experience, or two (2) months and special training accordingly;
- 2.4.3 Assessment by examination to prove that standards of competence as specified in STCW Regulation II/4 and Section A-II/4, are met.
- 2.5 **Able Seafarers (AB)** (Reference: STCW Regulation II/5 and Section A-II/5):
- 2.5.1 COP: "Basic Training" (STCW Regulation VI/1-2), "proficiency in survival craft, rescue boats and fast rescue boats" (STCW Regulation VI/2), "training in advanced firefighting" (STCW Regulation VI/3) and "security-related training and instruction for all seafarers" (STCW Regulation VI/6).
- 2.5.2 Proof of Seagoing service: Every candidate must document the required sea service of twelve (12) months as specified in STCW Regulation II/5 and Section A-II/5
- 2.5.3 Assessment by examination to prove that standards of competence as specified in STCW Regulation II/5 and Section A-II/5, are met;

Requirements for Engine Room Department Ratings

- 2.6 **Ratings** (Reference: STCW Regulation II/4 and Section A-II/4):
- 2.6.1 COP: "Basic Training" STCW Regulation VI/1-2



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- 2.6.2 Proof of Seagoing service: Every candidate must document the required sea service of six (6) including training and experience, or two (2) months and special training accordingly;
- 2.6.3 Assessment by examination to prove that standards of competence as specified in STCW Regulation II/4 and Section A-II/4, are met;

2.7 **Able Seafarers (AB)** (Reference: STCW Regulation II/5 and Section A-II/5):

- 2.7.1 COP: “Basic Training” (STCW Regulation VI/1-2), “proficiency in survival craft, rescue boats and fast rescue boats” (STCW Regulation VI/2), “training in advanced firefighting” (STCW Regulation VI/3) and “security-related training and instruction for all seafarers” (STCW Regulation VI/6).
- 2.7.2 Proof of Seagoing service: Every candidate must document the required sea service of twelve (12) months as specified in STCW Regulation II/5 and Section A-II/5
- 2.7.3 Assessment by examination to prove that standards of competence as specified in STCW Regulation II/5 and Section A-II/5, are met;

2.7.4 **Engine Room Department Able Seafarers (AB)** (Reference: STCW Regulation III/5 and Section A-III/5)

- 2.7.5 COP: “Basic Training” (STCW Regulation VI/1-2), “proficiency in survival craft, rescue boats and fast rescue boats” (STCW Regulation VI/2), “training in advanced firefighting” (STCW Regulation VI/3) and “security-related training and instruction for all seafarers” (STCW Regulation VI/6).
- 2.7.6 Proof of Seagoing service: Every candidate must document the required sea service of twelve (12) months as specified in STCW Regulation III/5 and Section A-III/5

2.8 **Requirements for Electro-Technical Ratings** (Reference: STCW Regulation III/7 and Section A-III/7)

- 2.8.1 COP: “Basic Training” (STCW Regulation VI/1-2)
- 2.8.2 Proof of Seagoing service: Every candidate must document the required sea service of twelve (12), six (6) or three (3) months accordingly as specified in STCW Regulation III/7 and Section A-III/7

2.9 **Special training requirements for Personnel on certain types of ships:**

2.9.1 Certification for “Tanker Qualification” (Reference: STCW Reg. V/1-1 and V/1-2 and Section A-V/1-1 & Section A-V/1-2)

2.9.2 General Obligation:

Officers and ratings assigned specific duties and responsibilities related to cargo or cargo equipment on oil or chemical tankers shall hold a certificate of proficiency in basic training for oil and chemical tanker cargo operations (STCW V/1-1).

Officers and ratings assigned specific duties and responsibilities related to cargo or cargo



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equipment on liquefied gas tankers shall hold a certificate of proficiency in basic training for liquefied gas tanker cargo operations (STCW V/1-2).

Levels of Responsibility

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

- **Management Level**
For senior officers serving as Master, Chief Mate (First Officer), Chief Engineer, and First Assistant Engineer (Second Engineer Officer);
- **Operational Level**
For other certificated officers, serving under the direction of an officer at the management level, including ETOs; and
- **Support Level**
For ratings (capacities), non-certificated crew performing tasks related to cargo or cargo equipment under the direction of an individual serving in the operational or management level.

2.9.3 Types of Tanker Qualification-Certification

- **Basic Training for Oil or Chemical Tanker (certificates are issued separately)**
This certification is issued to seafarers with cargo handling duties or duties related to the maintenance or repair of cargo equipment aboard vessels carrying liquid petroleum products in bulk, and/or liquid chemicals in bulk, that cannot be considered liquefied gases.
- **Basic Training for Liquefied Gas Tanker**
This certification is issued to seafarers with cargo handling duties or duties related to the maintenance or repair of cargo equipment aboard liquefied gas carrying vessels.

Note: Officer COPs for this type of training must be revalidated at intervals not exceeding five years.

The same COPs issued to ratings do not have an expiration date.

- **Advanced Training**
All senior officers at the management level and any officer or rating 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 or chemical tankers or liquefied gas carriers.

2.9.4 Requirements for Tanker Qualification-Certification:

- **Senior Officers:**
Masters, Chief Mates (First Officers), Chief Engineers, and First Assistant Engineers (Second Engineer Officers) seeking certification for advanced training at the management level, must provide:
 1. Evidence of having completed an approved advanced training for the same type of tanker to which they are being assigned; and
 2. Evidence of at least three (3) months of service in the past five (5) years aboard the



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same type of tanker to which they are being assigned or

3. At least one (1) month of service in the past five (5) years aboard the same type of tanker to which they are being assigned, in a supernumerary capacity, which must include at least three loading and three unloading operations sufficiently documented in a training record book.
- **Junior Officers:**
Officers in Charge of Navigational Watch (OICNW) and Officers in Charge of an Engineering Watch (OICEW) seeking certification for basic training at the operational level must provide evidence of:
 1. Familiarization training for the type of tanker upon which they will serve; and at least three (3) months sea service within the past five (5) years, aboard the type of tanker they will serve; or
 2. Evidence that the officer has completed an approved basic training for the type of tanker to which he/she will be assigned.
 - **Ratings:**
Applicants are required to have:
 1. A minimum of three (3) months service aboard the type of tanker upon which they will serve; or
 2. Evidence that the rating has completed an approved basic training for the type of tanker to which he/she will be assigned.

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

- **Officers**
Certificated Deck/Navigational and Engineer Officers are required to revalidate their Management and Operational Level Tanker certification at five (5) year intervals. An application must be accompanied by all required supporting documentation.
Applicants must show:
 - ✓ Approved seagoing service, performing functions appropriate to the certificate held, for a period of at least:
 - twelve months in total during the preceding five years, or
 - three months in total during the preceding six months immediately prior to revalidating; or
 - seagoing service, performing functions appropriate to their certificate held, for a period of not less than three months in a supernumerary capacity
 - ✓ Or, successfully pass an examination;
 - ✓ Or, successfully complete an approved training course.

2.10 Certification for “Qualification of masters, officers, ratings and other personnel on passenger ships” (Reference: STCW Reg. V/2 and Section A-V/2)

2.10.1 General Requirements:



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Prior to being assigned shipboard duties on board passenger ships, all seafarers shall have completed the training required by STCW Reg. V/2 and Section A-V/2 in accordance with their capacity, duties and responsibilities.

2.10.2 Types of Qualification – Certification for masters, officers, ratings and other personnel on passenger ships.

1. Masters, officers and other personnel designated on muster lists to assist passengers in emergency situations on board passenger ships shall have completed training in crowd management as specified in section A-V/2, paragraph 1 of the STCW Code.
2. Personnel providing direct service to passengers in passenger spaces on board passenger ships shall have completed the safety training specified in section A-V/2, paragraph 2 of the STCW Code.
3. Masters, chief engineer officers, chief mates, second engineer officers and any person designated on muster lists of having responsibility for the safety of passengers in emergency situations on board passenger ships shall have completed approved training in crisis management and human behavior as specified in section A-V/2, paragraph 3 of the STCW Code.
4. Masters, chief engineer officers, chief mates, second engineer 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 as specified in section A-V/2, paragraph 4 of the STCW Code.

Revalidation Requirements:

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

2.11 Certification for “Training of officers, ratings and other personnel regarding emergency occupational health, security, medical care and survival techniques” (Reference: STCW Chapter VI)

2.11.1 **Requirements for Training and Certification of Proficiency in Emergency, Occupational Safety, Security, Medical Care and Survival Functions:**

An applicant must have attended an approved training course to meet the standard of competency of Basic Training set out in section A-VI/1,2 of the STCW Code.

2.11.2 **Requirements for Certificate of Proficiency in “Survival Craft and Rescue Boats other than Fast Rescue Boats” (PSCRB)** (Reference: STCW Code Section A-VI/2)

An applicant must:

1. Provide documentary evidence that he/she has approved seagoing service of not less than six (6) months and
2. Have attended an approved training course to meet the standard of competency of PSCRB set out in section A-VI/2 of the STCW Code.



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2.11.3 Requirements for Certificate of Proficiency in “Fast Rescue Boats” (PIFRB)” (Reference: STCW Code Section A-VI/2)

An applicant must:

1. Hold a Certificate of Proficiency in (PSCRB) and
2. Have attended an approved training course to meet the standard of competency of (PIFRB) set out in section A-VI/2, paragraphs 7 to 10 of STCW Code.

2.12 Requirements for Certification of “Advanced Fire Fighting” (AFF)

(Reference: STCW Code Section A-VI/3)

An applicant must:

1. Hold a Certificate of Proficiency in Basic Training and
2. Have attended an approved training course to meet the standard of competency of (AFF) set out in section A-VI/3 of STCW Code.

STCW Regulation VI/3 requires training in “Advanced Firefighting” for those seafarers with command responsibility in fighting fires, which includes all officers.

2.13 Requirements for Certification of “Medical First Aid” (MFA)

(Reference: STCW Code Section A-VI/4, paragraphs 1-3)

An applicant must have attended an approved training course to meet the standard of competency of MFA set out in section A-VI/4, paragraphs 1 to 3 of STCW.

2.14 Requirements for Certification of “Medical Care” (MC)

(Reference: STCW Code Section A-VI/4)

Applicants must have attended an approved training course to meet the standard of competency of MC set out in section A-VI/4 of STCW.

- In accordance with the SOLAS Convention there must be a person on board a commercial ship that is designated as a person in charge of medical care. STCW requires such a person to be properly trained and certificated. To qualify for Medical Care training, a seafarer must first have received the Medical First Aid training. Certification will be issued upon the submission of evidence that the seafarer is qualified for the certificate. Evidence can be provided by completion of an approved Medical Care training.

2.15 Requirements for Certification of “Security Related Training” (SRT)

(Reference: STCW Code Section A-VI/6, *Security Awareness Training or Security training for seafarers with designated security duties*)

Applicants must have attended an approved training course to meet the standard of competency of SRT set out in section A-VI/6 of STCW.

- All persons employed or engaged on board a PISR seagoing vessel that is required to comply with the provisions of the ISPS Code shall receive approved security-related



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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 security duties aboard that vessel.

Where security awareness is not included in the qualification for the certificate to be issued, a certificate of proficiency shall be issued indicating that the holder has attended a course in security awareness training.

- 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; a CoP must be issued for this qualification

2.16 Requirements for Certification of “Ship Security Officer” (SSO) (Reference: STCW Code Section A-VI/5)

Candidates must:

- Provide documentary evidence that they has approved seagoing service of not less than 1 year and
- Have attended an approved training course to meet the standard of competency of SSO set out in section A-VI/5 of STCW.

A certificate of proficiency as a Ship Security Officer (SSO) will be issued to officers or approved security professionals who possess any STCW Certificate of Competency.

Vessels are required to have on board documentation attesting to the satisfactory training and qualifications of Officers designated as SSO or alternate SSO in the Ship Security Plan

2.17 Revalidation Requirements:

Seafarers holding a COP issued under the provisions of Regulations in Chapter VI of the Convention are required, at intervals not exceeding five years, to provide evidence that they maintain the required standards of competence in order to undertake the tasks duties and responsibilities listed in the related sections of the STCW Code .

****This Marine Notice supersedes
Marine Notice 207.2****

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