

*Training on the Human Element: STCW and MLC for  
Enlargement Countries*

# Enhance your knowledge on the STCW Convention and Code Certification & Endorsement

Antonio Hevia Rodriguez / Senior Project Officer

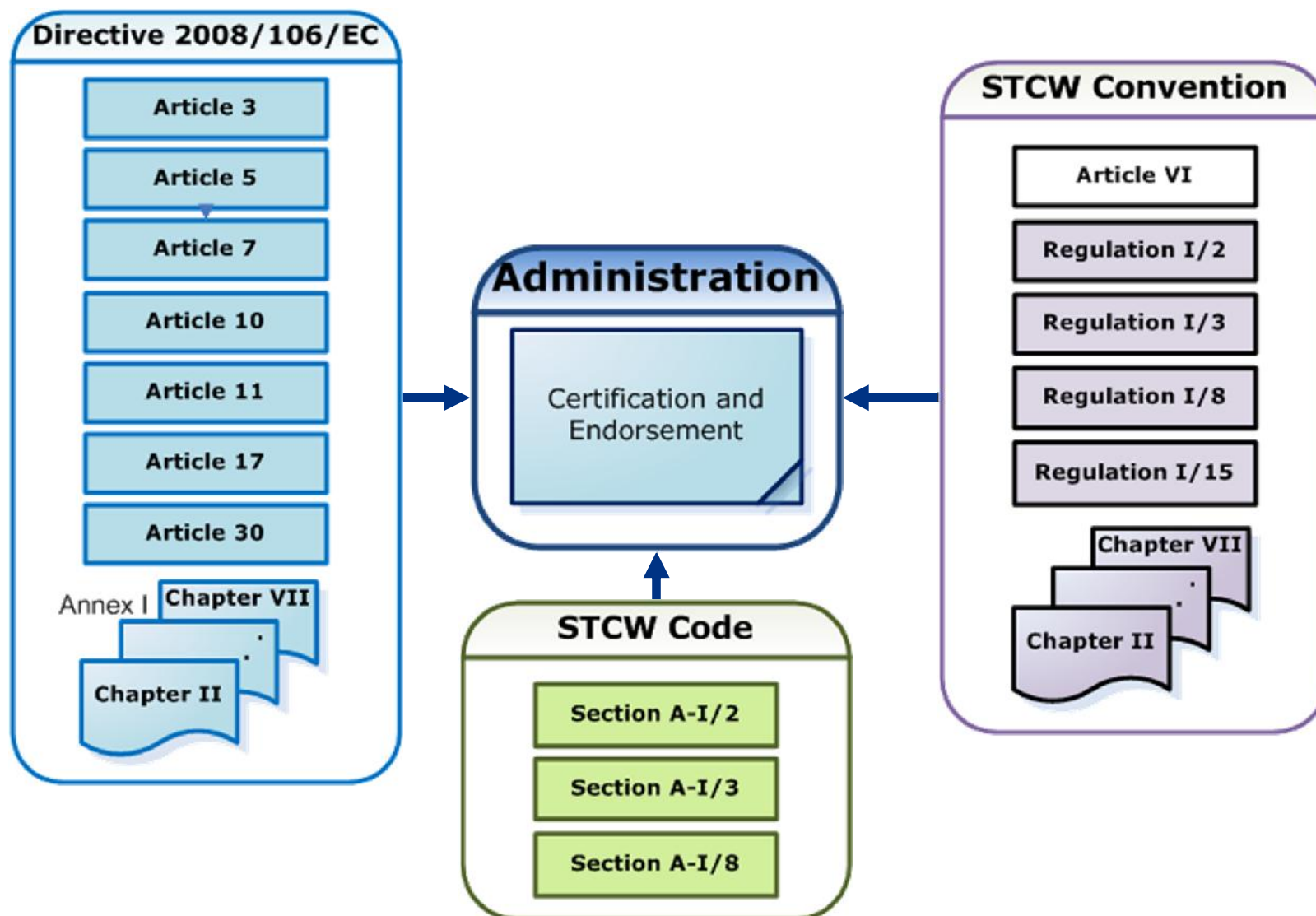
Catarina Ramos / Senior Project Officer

Department: Safety and Standards/Unit: Visits & Inspections

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# Certification and Endorsement



- (1) Certificates for masters, officers or ratings shall be issued to those candidates who, to the satisfaction of the Administration, meet the requirements for service, age, medical fitness, training, qualification and examinations in accordance with the appropriate provisions of the annex to the Convention
- (2) Certificates for masters and officers issued in compliance with this article shall be endorsed by the issuing Administration in the form as prescribed in regulation I/2 of the annex. If the language used is not **English**, the endorsement shall include a **translation** into that language

**Certificate of competency (CoC)** - 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 this annex and entitling the lawful holder thereof to serve in the **capacity** and perform the **functions** involved at the **level of responsibility** specified therein



Certificate

+

endorsement

***Certificate of proficiency (CoP)*** - means a **certificate**, **other than a CoC** issued to a seafarer, **stating** that the relevant requirements of training, competences or seagoing service in the Convention have been met

***Documentary evidence*** - means **documentation**, **other than a CoC or CoP**, used to **establish** that the relevant requirements of the Convention have been met

1

**CoC**

issued only by the Administration

following verification of the authenticity & validity  
of any necessary documentary evidence

2

### Certificates for tankers

to masters and officers issued only by an  
Administration

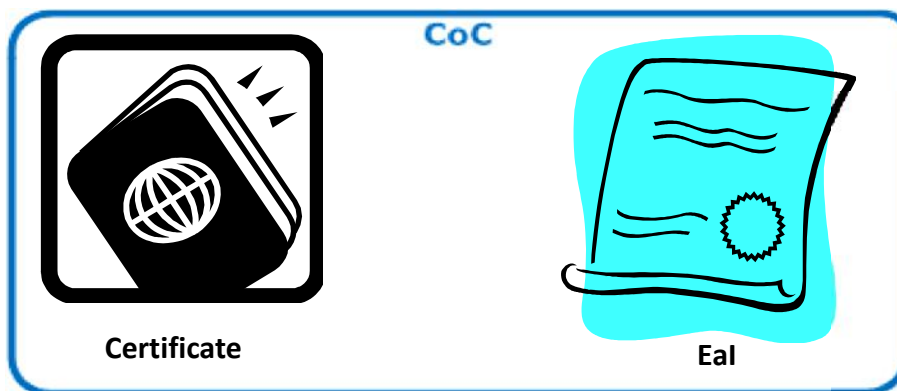
- 5 The **endorsement** required by article VI of the Convention **to attest the issue** of a certificate **shall only be issued if all the requirements of the Convention have been complied with**
- 6 **Endorsement attesting the issue (Eal)**
  - may be incorporated in the format of the certificate – form in paragraph **1** of **section A-I/2** of the STCW Code
  - may be issued as a separate document – form in paragraph **2** of **section A-I/2** of the STCW Code



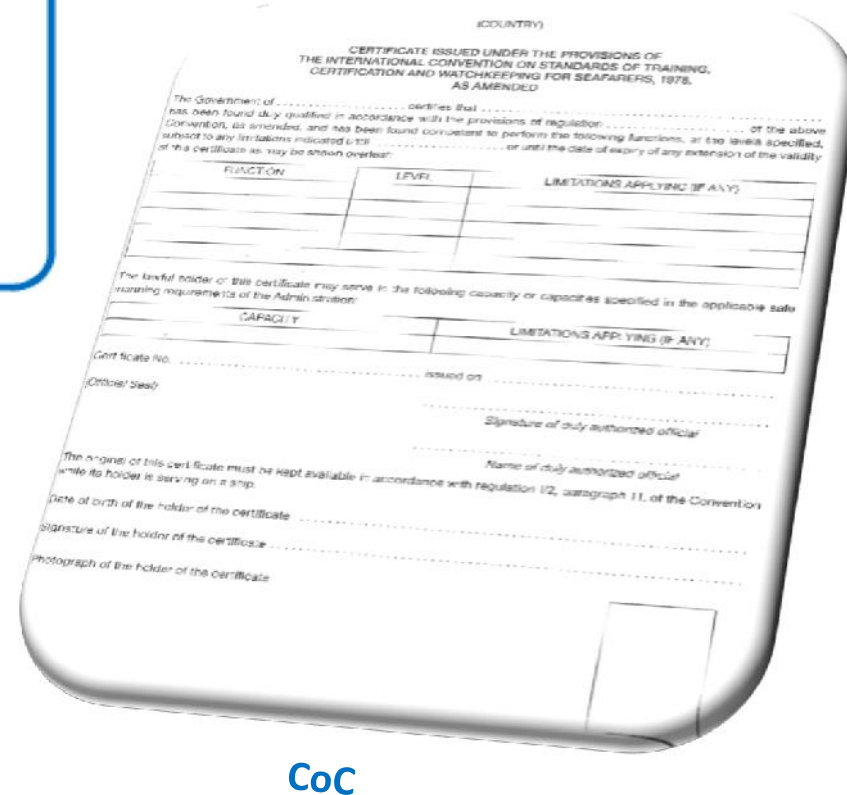
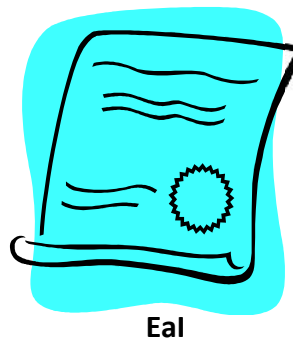
# Regulation I/2

## Certificates and endorsements

### ■ Separate documents:



### ■ Merged documents



COUNTRY: \_\_\_\_\_

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

The Government of \_\_\_\_\_ certifies that \_\_\_\_\_  
has been found duly qualified in accordance with the provisions of regulation \_\_\_\_\_ 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 L198 \_\_\_\_\_ or until the date of expiry of any extension of the validity  
of this certificate as may be shown overleaf:

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)

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

CAPACITY	LIMITATIONS APPLYING (IF ANY)

Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_

Official Seal: \_\_\_\_\_

Signature of duly authorized official: \_\_\_\_\_

Name of duly authorized official: \_\_\_\_\_

The original of this certificate must be kept available in accordance with regulation I/2, paragraph 11, of the Convention  
while its holder is serving on a ship.

Date of birth of the holder of the certificate: \_\_\_\_\_

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

Photograph of the holder of the certificate: \_\_\_\_\_

- 7 An Administration which recognizes under regulation I/10:
- .1 a CoC; or
  - .2 a CoP for tankers issued to masters and officers (in accordance with the provisions of regulations V/1-1 and V/1-2)
- shall endorse such certificate to attest its recognition (EaR) only after ensuring the authenticity and validity of the certificate
  - the endorsement shall only be issued if all requirements of the Convention have been complied with
  - ... **form** of the endorsement ... in paragraph **3** of section **A-I/2** of the STCW Code

8 The **EaI** and **EaR** (endorsements referred to in paragraphs 5, 6 and 7):

- .1 may be issued as separate documents;
- .2 shall be issued by the Administration only;
- .3 shall each be assigned a unique number, except that endorsements attesting the issue of a certificate may be assigned the same number as the certificate concerned, provided that number is unique;
- .4 shall **expire as soon as the certificate endorsed expires** or is withdrawn, suspended or cancelled by the Party which issued it and, in any case, not more than five years after their date of issue

# Section A-I/2

## Certificates and endorsements



### 1 CoC

(Official Seal)

(COUNTRY)

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

The Government of ..... certifies that .....  
has been found duly qualified in accordance with the provisions of regulation ..... 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 ..... or until the date of expiry of any extension of the validity  
of this certificate as may be shown overleaf:

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)

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)

Certificate No. .... issued on .....

(Official Seal) .....  
Signature of duly authorized official  
.....  
Name of duly authorized official

The original of this certificate must be kept available in accordance with regulation I/2, paragraph 11, of the Convention  
while its holder is serving on a ship.

Date of birth of the holder of the certificate .....

Signature of the holder of the certificate .....

Photograph of the holder of the certificate

The validity of this certificate is hereby extended until .....

(Official Seal) .....  
Signature of duly authorized official  
.....

Date of revalidation .....  
Name of duly authorized official

The validity of this certificate is hereby extended until .....

(Official Seal) .....  
Signature of the authorized official  
.....

Date of revalidation .....  
Name of duly authorized official

# Section A-I/2

## Certificates and endorsements



### 2 Eal

(Official Seal)

(COUNTRY)

**ENDORSEMENT ATTESTING THE ISSUE 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 ..... certifies that certificate No. .... has been issued to ..... who has been found duly qualified in accordance with the provisions of regulation ..... 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 ..... or until the date of expiry of any extension of the validity of this endorsement as may be shown overleaf:

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)

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

CAPACITY	LIMITATIONS APPLYING (IF ANY)

Endorsement No. .... issued on .....

(Official Seal) .....  
Signature of duly authorized official  
.....  
Name of duly authorized official

The original of this endorsement must be kept available in accordance with regulation I/2, paragraph 11, of the Convention while its holder is serving on a ship.

Date of birth of the holder of the certificate .....

Signature of the holder of the certificate .....

Photograph of the holder of the certificate



### 3 EaR

(Official Seal)

(COUNTRY)

**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 ..... certifies that certificate No. .... issued to ..... by or on behalf of the Government of ..... 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 ..... or until the date of expiry of any extension of the validity of this endorsement as may be shown overleaf:

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)

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

CAPACITY	LIMITATIONS APPLYING (IF ANY)

Endorsement No. .... issued on .....

(Official Seal) .....  
Signature of duly authorized official  
.....  
Name of duly authorized official

The original of this endorsement must be kept available in accordance with regulation I/2, paragraph 11, of the Convention while its holder is serving on a ship.

Date of birth of the holder of the certificate .....

Signature of the holder of the certificate .....

Photograph of the holder of the certificate



## Section A-I/2

### *Certificates and endorsements*



4 ... in using formats which may be different ..., Parties shall ensure that in all cases:

- .1 all information relating to the **identity and personal description of the holder**, including name, date of birth, photograph and signature, along with the **date on which the document was issued**, shall be displayed on the same side of the documents
- .2 all information relating to the **capacity or capacities** in which the holder is entitled to serve, **in accordance with the applicable safe manning requirements** of the Administration, as well as **any limitations**, shall be prominently displayed and easily identified



# Sections A-II/1 to A-III/3 and B-I/2

## *Limitations on certificates and endorsements*



### Valid limitations

Limitations	CoC entry – Examples	Relevant provisions
Use of ARPA	“Not valid for service on ships fitted with ARPA”	Table A-II/1 and A-II/2
Use of ECDIS	“Valid only for service on ships not fitted with ECDIS”	Table A-II/1, A-II/2 and A-II/3
NCV	“Valid only on Near-Coastal voyages” (as defined by the Party – limits in CoC)	Section A-II/1, A-II/2, A-II/3, A-III/1 (less 3,000kW), A-III/2 (limited propulsion), A-III/3
Steam boilers	“Not valid on ships with steam boilers as part of the ship’s machinery”	Section A-III/1
Type of propulsion machinery	“Valid for ships powered by marine diesel engine only”	Section A-III/1, A-III/2 and A-III/3
Gross tonnage	The limitation in GT or kW does not need to be shown as a limitation itself if already indicated in the title of the certificate or in the capacity entered (Section B-I/2)	
Propulsion power		

Administrations shall ensure that a **CoP** is issued to seafarers, who are qualified in accordance with paragraphs ... as appropriate, or that an **existing CoC or CoP** is duly endorsed

- ***In case of masters and officers, such endorsements should only be issued by the Administration that issued the original CoC or CoP***



## Section B-I/2

### *Guidance regarding certificates and endorsements*



#### ■ Content of the CoP:


- .1 names of the issuing Party and authority
- .2 number assigned to the certificate by the issuing authority
- .3 full name and date of birth of the seafarer
- .4 title of the certificate
- .5 number, or numbers, of the Convention regulation(s) or of the STCW Code section(s) under which the seafarer has been found qualified
- .6 dates of issue and expiry of the certificate
- .7 limitations, if applicable
- .8 name and signature of the authorized person who issues the certificate;
- .9 photograph of the seafarer
- .10 if the certificate is intended to be revalidated, then the date of revalidation, extension of the validity, name and signature of the authorized person
- .11 the contact details of the issuing Authority

## Section B-I/2

*Guidance regarding certificates and endorsements*



Regulation	Doc	EaR	Registr.	Revalidation/ Maintenance of the standard
II/1, II/2, II/3, III/1, III/2, III/3, III/6, IV/2, VII/2 (officers & radio op.)	CoC	✓	✓	✓
II/4, II/5, III/4, III/5, III/7, VII/2 (ratings)	CoP		✓	
V/1-1, V/1-2 (officers)	CoP	✓	✓	✓
V/1-1, V/1-2 (ratings)	CoP		✓	
V/2	Doc Evid			✓
V/3	CoP		✓	✓
V/4	CoP		✓	✓
VI/1, VI/2, VI/3	CoP		✓	✓
VI/4, VI/5, VI/6	CoP		✓	

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