

Palau International Ship Registry



Europe Head Office
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www.palaureg.com

MARINE NOTICE 208.3

To: ALL SHIPOWNERS, MANAGERS, MASTERS, and REGISTRATION OFFICERS OF MERCHANT SHIPS AND RECOGNIZED ORGANIZATIONS.

Subject: REQUIREMENTS FOR OFFICERS' CERTIFICATE OF ENDORSEMENT

This document is intended as a guide for ship-owners, ship managers and seafarers as to practices established by the Administration. It is not intended to derogate from or substitute for any requirements of Admiralty and Maritime Act or the STCW Regulations.

Updates to this Guideline may be found at Palau International Ships Registry's website.

PURPOSE

This document provides guidance for vessel owners, managers, seafarers, Deputy Registrars (DR), and Recognized Organizations (RO) on the Administration requirements for eligibility for seafarers to apply for a Certificate of Endorsement as required by the STCW Convention and Code for officers employed or having a commitment for employment on vessels that are registered under Palau's International Ship Registry.

1. AUTHORITY

1.1. Issuance of Certificates, Documents and Examinations

The Administration is authorized to issue certificates and documents to all merchant marine personnel.

1.2. Establishment of Standards:

The Administration 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.

The standards established 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, included the Manila Amendments, are included.



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2. GENERAL

2.1. Definitions

Definitions for these requirements, the following terms shall have the meanings hereby assigned to them:

1. *Administration* means the Minister of Public Infrastructure, Industries and Commerce of the Republic of Palau;
2. *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.
3. *Certificate of Competency (CoC)* means a certificate issued 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;
4. *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);
5. *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;
6. *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;
7. *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;
8. *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;
9. *Documentary evidence* means documentation, other than a CoC, CoE or CoP, used to establish that the relevant requirements of STCW have been met;
10. *Electro-Technical Officer* means an officer qualified in accordance with the provisions of regulation III/6 of STCW;
11. *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;
12. *Function* means a group of tasks, duties and responsibilities, as specified in STCW, necessary for vessel operation, safety of life at sea or protection of the marine environment;
13. *Master* means the person having command of a vessel;
14. *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;
15. *Recognized maritime administration* means the administration of a State that is found to fully comply with the requirements of STCW.
16. *Regulations* mean regulations contained in the annex to STCW Convention as amended;
17. *Seagoing service* means service on board a vessel required for the issue or revalidation of a certificate or other qualification;
18. *Second engineer officer* means the engineer officer next in rank to the chief engineer officer and



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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; and

19. STCW means the International Convention on Standards of Training, Certification and Watch keeping for seafarers, as amended, including the Manila Amendments Convention and any future amendments approved by the Administration.

No person shall perform the duties of Master, OICNW, Chief Engineer, OICEW, or GMDSS operator on any vessel registered under the provisions of the Palau's Admiralty and Maritime Act, unless the persons hold a CoC or a CoE duly issued by the Administration.

2.2. Form of Application for a COE

[PISR A009 - Application for Officer Endorsement of Certificate of Competency \(ANNEX I\)](#)

An Application shall be submitted accompanied by supporting documentation in accordance with A009 as follows:

1. one (1) passport-size photograph of the applicant,
2. a report of medical examination within the preceding 24 months on PISR or equivalent medical examination form;
3. the fee prescribed in section 14.0 of the fee schedule on the website, and
4. valid CoC issued by a recognized maritime administration listed in Annex III.

When an application for an PISR endorsement of a CoC is submitted to any Regional Office the applicant may request issuance of a Certificate of Receipt of Application (CRA).

A CRA, in conjunction with a valid national CoC, allows the holder to serve on board a ship registered under Palau's International Ship Registry for a period not exceeding three months.

Applications should be submitted to the office nearest the applicant's place of residence. If the application, required attachments and proof of foreign certificate are in order, the applicant will promptly be issued a CoE on PISR form (see sample in Annex II)

2.3. Form of a PISR COE

C.704 - Certificate of Endorsement – ANNEX II

Each candidate for COE who is currently duly certificated by the administration of a State, whose certification system is in compliance with STCW, and is acceptable to this Administration, will be issued a COE.



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This CoE shall state that the lawful holder officer has been found duly qualified in accordance with the provisions of STCW, and is entitled to serve aboard PISR flag ships, in the capacity and perform the functions involved at the level of responsibility specified therein.

2.4. Fees

2.4.1. Schedule

Any candidate for certificate of endorsement 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.

2.5. COEs based upon valid national CoCs issued by the Administration of another State

2.5.1. Eligibility:

An applicant who is eligible in all other respects may be issued CoE without further requirements, provided that he/she is currently duly certificated by the administration of a State, whose certification system is in compliance with STCW, and is acceptable to this Administration.

Acceptable Certificates from other administrations:

- No certificate issued by the administration of another nation shall be accepted as the basis for obtaining a PISR COE unless it is proved that such certificate referred to above was obtained in full compliance with the rules and regulations of the issuing government.
- Such certificates must be current and valid in all respects, containing the specified STCW endorsement and will not be accepted if revoked, expired, altered, illegible or otherwise indicative of non-validity.
- See Annex III for a list of nations whose nationally issued certificates this Administration will recognize, provided those nations maintain an undertaking with the Administration.

When evaluating the holder's eligibility for a PISR-issued CoE, this Administration may decline to accept a certificate from another administration in the same grade and capacity if the standards and requirements for obtaining such certificate are lower than those prescribed by this Administration for issuance of a certificate by examination and training, or if the Administration determines that such certificate is equivalent to a lower grade of an PISR-issued Certificate.

Restrictions

Any CoE that is issued on the basis of a CoC issued by another administration may be similarly limited to any limitation that is recorded on said certificate, depending upon the applicant's actual experience.

Verification of a CoC issued by other administrations

A person applying for a CoE is required to submit with his/her application proof of the validity of his/her CoC. Such proof should be a certified copy of the original nationally issued certificate.



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

Candidates for officers' CoE at the management level must sign the affidavit / acknowledgement:

"I hereby acknowledge and affirm that I have been informed that a copy of the publication ("Familiarization with the National Maritime Legislation") is available for review online at www.palaureg.com

I will review this publication to ensure that I become familiar with the national maritime legislation of the Republic of Palau relevant to the functions to be performed by me for which I have applied to be certificated."

2.6. CoE Types

2.6.1. Deck/Navigational Officer

All Grades

Every navigational officer serving aboard an seagoing vessel registered under Palau's International Ship Registry shall hold a valid CoC issued by a recognized flag administration (see Annex III). A relevant CoE issued under the provisions of STCW, will remain valid for the unexpired term of the national certificate that has been recognized.

The following CoEs will be issued:

- Master
- Chief Mate
- OICNW

Limitations

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

2.6.2. Engineer Officer - Steam and Motor

All Grades, Motor - Steam

Every Engineer or Electro-Technical Officer serving aboard seagoing vessel registered under Palau's International Ship Registry shall hold a valid CoC issued by a recognized flag administration (see Annex III). A relevant COEs issued under the provisions of STCW will remain valid for the unexpired term of the national certificate that has been recognized.

The following CoEs will be issued:

- Chief Engineer
- Second Engineer Officer (First Assistant Engineer)
- OICEW
- Electro-Technical Officer (ETO)



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Limitations

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

2.6.3 Officers on oil, chemical and liquefied gas tankers

All Grades

Every Officer serving aboard an oil, chemical and liquefied gas tankers registered under Palau's International Ship Registry shall hold a valid CoP issued by a recognized flag administration (see Annex III). A relevant CoEs issued under the provisions of STCW will remain valid for the unexpired term of the national certificate that has been recognized.

2.7. Period of Validity; Suspension and Revocation of Certificate

Each CoE is valid for a period of up to five (5) years and is subject to renewal under the conditions set forth in these requirements.

All PISR-issued certificates are the property of the Administration. They must be in the possession of the seafarer to whom they are issued, the Administration, PISR, enroute to the seafarer or enroute to PISR if being returned.

Any CoE may be revoked at any time by the Administrator upon the grounds indicated below:

1. Incompetency;
2. Physical or mental disability;
3. Habitual drunkenness;
4. Willful failure to comply with the provisions set forth in any national or international rule or regulation;
5. Criminal conduct and any other conduct, which is incompatible with proper performance of duties and obligations during service on board a ship.

In any such case, a marine administrative proceeding shall be held for the determination regarding the temporary or permanent revocation of a PISR issued CoE.

2.8. Renewal of Officers Certificates of Endorsement

Any certificate may be renewed within 12 months prior to the date of its expiration

The latest revision of all application forms is available [here](#). An applicant for renewal of a certificate shall surrender his/her expired certificate (or a certified copy) and shall submit a properly completed application. With the application the following shall be provided to this Administration:



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5. one (1) passport-size photograph of the applicant,
6. a report of medical examination within the preceding 24 months on PISR or equivalent medical examination form;
7. the fee prescribed in section 14.0 of the fee schedule on the website, and
8. valid CoC issued by a recognized maritime administration listed in Annex III.

2.9. Replacement of Officer Certificates

2.9.1. 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 Palau International Ship Registry a written affidavit. The affidavit must state the circumstances of the loss or destruction and give a description of the certificate. A fee prescribed for issuance of a replacement certificate must be submitted with affidavit.

2.9.2. Lost in the Mail

CoEs mailed by the Administration 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.

****This Marine Notice supersedes Marine Notice 208.2****

Click [here](#) or use the below QR Code
for the list of the last updated Marine
Notices



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ANNEX I

APPLICATION FOR ENDORSEMENT OF SEAFARERS' CERTIFICATE OF COMPETENCY - PROFICIENCY

PART 1 PERSONAL DESCRIPTION AND INFORMATION

1. Given Name(s)		3. Date of Birth	
2. Surname		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 not same as 7.)			
11 The documents indicated below are attached to the present application:			
<input type="checkbox"/> Seafarer's Identification Record Book or Card No			
<input type="checkbox"/> Passport No		<input type="checkbox"/> Certificate No	
Grade of Officer Certificate		Date issued	
Country of issue		Date Expires	
12. Name and type of vessel on which now serving (or will join)*			

PART 2 HOLDER OF CERTIFICATE OF COMPETENCE -PROFICIENCY AS FOLLOWS:

Tick as appropriate:

Deck Department		Engine Department	
<input type="checkbox"/>	II/2 Master	<input type="checkbox"/>	III/2 Chief Engineer
<input type="checkbox"/>	II/2 Chief Mate	<input type="checkbox"/>	III/2 Second Engineer
<input type="checkbox"/>	II/3 Master	<input type="checkbox"/>	III/3 Chief Engineer
<input type="checkbox"/>	II/3 Chief Mate	<input type="checkbox"/>	III/3 Second Engineer
<input type="checkbox"/>	II/1 Navigational Watch Officer	<input type="checkbox"/>	III/1 Engineering Watch Officer
<input type="checkbox"/>	II/5 Able Seafarer Deck	<input type="checkbox"/>	III/5 Able Seafarer Engine
<input type="checkbox"/>	II/4 Rating Navigational Watch	<input type="checkbox"/>	III/4 Rating Engine Watch

STCW Training Certificates of Proficiency

<input type="checkbox"/>	A-VI/1 GMDSS	<input type="checkbox"/>	A-VI/5 Ship Security Officers
<input type="checkbox"/>	A-V/I-1-1 Basic Training for oil and Chemical tanker Operations		
<input type="checkbox"/>	A-V/I-1-2 Advanced training for oil tanker cargo operations		
<input type="checkbox"/>	A-V/I-1-3 Advanced training for chemical tanker cargo operations		
<input type="checkbox"/>	A-V/I-2-1 Basic Training for liquefied gas tanker cargo operations		
<input type="checkbox"/>	A-V/I-2-2 Advanced training for liquefied gas tanker cargo operations		



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PART 3. CANDIDATES FOR OFFICERS'S CERTIFICATE OF ENDORSEMENT AT THE MANAGEMENT LEVEL MUST SIGN THIS AFFIDAVIT / AKNOWLEDGEMENT

These candidates include Master and Chief Mate candidates, as well as Chief Engineer and Second Engineer candidates and the Offshore Installation Manager on Mobile Offshore Units. I hereby acknowledge and affirm that I have been advised that Palau National Maritime Legislation is available for review online at palaureg.com. I have reviewed this material to ensure that I become familiar with the national maritime legislation of the Republic of Palau relevant to the functions to be performed by me for which I have applied to be certificated.

I also, hereby acknowledge and affirm that I have reviewed and agreed with PISR [GDPR Policy](#).

Signature	Date

PART 4. CERTIFICATE VERIFICATION

The undersigned filing agent confirm that they have seen the original documents attached to the present application, and they have verified and confirmed with the Certificate Issuing Authority that these are valid certificates.

A copy of the verification or confirmation is attached to this application.

Subscribed and Sworn Before me

Day		Signature and Seal of Notary Public or by an Officer at Palau International Ship Registry Head Quarters or by an Authorized Deputy Registrar to Palau International Ship Registry.
Month		
Year		
Place		



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GENERAL INFORMATION AND INSTRUCTIONS (For candidate 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 to any Authorized PISR Filing Agent or may be submitted by mail OR in person to an PISR Regional Office OR to:

PALAU INTERNATIONAL SHIP REGISTRY
Europe Head Office
5, Sachtouri Street
Piraeus, 18536, Greece

3. DOCUMENTS TO BE FILED IN WITH THIS APPLICATION

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

- (a) **Photograph** – Facial front view of candidate, passport size, taken within one (1) year preceding application. Photo may be black and white or color, 1.75" (45mm x 45mm) in size.
- (b) **Physical examination report** – All candidates for examination and holders of national STCW certificates are required to submit a physical examination report on International medical form or Republic of Palau Medical Examination Form F018, 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. This physical examination must have been performed within 24 months prior to the date of making application.
- (c) **Copy of Certificate of Competence (COC)**
- (d) **Copy of Seaman's Book**
- (e) **Copy of Passport**
- (f) **Copy of Safety Certificates:** Advanced Fire Fighting, Proficiency Survival Craft & Rescue Boats, Basic Safety Training and Survival at Sea, Medical First Aid onboard ship
- (g) **Copy of the Seafarer Security related training certificate in accordance with STCW Regulation VI/5 or VI/6.**
- (h) 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.

NOTE: Crew holding Certificate of Competence from the Democratic People's Republic of Korea (DPRK) are not accepted by this Administration.

4. SCHEDULE OF FEES

Any candidate for certificate of endorsement must remit the required fee to the Flag Administration. This fee is non-refundable and must be paid at the time of application, following relevant instructions of the Invoice issued by Palau International Ship Registry.

5. AGE AND CITIZENSHIP REQUIREMENTS

Candidates 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; candidates for all other grades of certificates must be at least 21 years of age. Candidates may be of any nationality acceptable to the Administrator and need not be PISR citizens or residents



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ANNEX II

REPUBLIC OF PALAU CERTIFICATE OF ENDORSEMENT

The Government of the Republic of Palau certifies that certificate No. _____ issued to _____ by or on behalf of the Government of the _____ is duly recognized in accordance with the provisions of regulation 1/10 of the STCW 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	Limitation Applying (If Any)

Issued On*:

Issued At:

Issued By:

Expiration On*:

Certificate No:

Deputy Registrar:

Electronic Signature

Scan to verify this document or visit www.palaureg.com

*Dates are in dd/mm/yyyy format.

The original of this endorsement must be kept available in accordance with regulation 1/2, paragraph 11 of the STCW 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:



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ANNEX III – STCW CERTIFICATES OF ENDORSEMENT (CoE)

CoE 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 (ref: MSC.1/Circ.1163/Rev.13)

Albania	Egypt	Luxembourg	Samoa
Algeria	El Salvador	Madagascar	Saudi Arabia
Antigua and Barbuda	Eritrea	Malawi	Senegal
Argentina	Estonia	Malaysia	Serbia****
Australia	Ethiopia	Maldives	Seychelles
Azerbaijan	Fiji	Malta	Singapore
Bahamas (the)	Finland	Marshall Islands (the)	Slovakia
Bahrain	France	Mauritania	Slovenia
Bangladesh	Georgia	Mauritius	Solomon Islands
Barbados	Germany	Mexico	South Africa
Belgium	Ghana	Micronesia (Federated States of)	Spain
Belize	Greece	Montenegro*****	Sri Lanka
Bolivia (Plurinational State of)	Guatemala	Morocco	Sweden
Brazil	Honduras	Mozambique	Switzerland
Brunei Darussalam	Hungary	Myanmar	Syrian Arab Republic
Bulgaria	Iceland	Netherlands (the)***	Thailand
Cabo Verde	India	New Zealand	Togo
Cambodia	Indonesia	Nigeria	Tonga
Canada	Iran (Islamic Republic of)	Norway	Trinidad and Tobago
Chile	Ireland	Oman	Tunisia
China*	Israel	Pakistan	Turkey
Colombia	Italy	Palau	Tuvalu
Comoros (the)	Jamaica	Panama	Ukraine
Cook Islands (the)	Japan	Papua New Guinea	United Arab Emirates (the)
Côte d'Ivoire	Jordan	Peru	United Kingdom (the)****
Croatia	Kazakhstan	Philippines (the)	United Republic of Tanzania (the)
Cuba	Kenya	Poland	United States (the)
Cyprus	Kiribati	Portugal	Uruguay
Czech Republic	Kuwait	Qatar	Vanuatu
Democratic People's	Latvia	Republic of Korea (the)	Venezuela (Bolivarian Republic of)



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Denmark**
Dominica
Ecuador

Lebanon
Liberia
Libya
Lithuania

Romania
Russian Federation (the)
Saint Vincent and the
Grenadines

Viet Nam

- * Includes: Hong Kong, China (Associate Member to the IMO).
- ** Includes: Faroes (Associate Member to the IMO).
- *** Includes: Aruba, Curaçao and Sint Maarten.
- **** Includes: Bermuda, British Virgin Islands, Cayman Islands, Gibraltar and Isle of Man.
- ***** Part of ex. Yugoslavia. As from 4 February 2003, the name of the State of the Federal Republic of Yugoslavia was changed to Serbia and Montenegro. Following the dissolution of the State of Serbia and Montenegro on 3 June 2006, all treaty actions relating to the provisions of the STCW Convention undertaken by Serbia and Montenegro continue to be in force with respect to the Republic of Serbia and the Republic of Montenegro with effect from the same date, i.e. 3 June 2006.

A candidate with a national STCW certificate will not be required to document sea service, nautical training or medical examination, provided the national STCW certificate is issued within one (1) year of application for an PISR endorsement. If the national STCW certificate is valid but is not issued within one (1) year of application for an PISR endorsement, the candidate must submit a physical examination taken within one (1) year of application for the PISR 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.

