



CHECK LIST FOR ISSUANCE OF CERTIFICATE OF PROFICIENCY AS ABLE SEAFARER DECK/ENGINE

FOLLOWING DOCUMENTS ARE REQUIRED ALONG WITH APPLICATION

Name :

Date :

Place of Birth :

Date of Birth:

(Name, Date of Birth and Place of Birth should be same as in passport)

Name of the Company

Name of the Authorised person

Photocopy of each document to be submitted are to be self certified and must be arranged in the following sequence

DOCUMENTS TO BE ATTACHED		Candidate	Company	INSA
1.	Application form in original duly filled and signed			
2	Photo Copy of INDoS number print out			
3	Photo copy of Indian CDC (all stamped pages)			
4.	Photocopy of passport (all stamped pages)			
5.	Photocopy of COP as rating forming part of navigational/engineering watch, As applicable			
6.	For Category I : Letter issued by the employer/operator of the vessel in original regarding sea service that the seafarer is in possession of WKC issued prior 01.01.2012 and has completed 12 Months of Sea service as Watch Keeping rating between 01.01.2007 and 01.01.2012.			
7.	For Category II: Letter issued by the employer/operator of the vessel in original regarding sea service after obtaining the rating watch keeping certificate (mentioning that the candidate meets the standard of competence as specified in section A-II/5 or A-III/5 of the STCW code, as the case may be) with RPSL number postal address, e-mail address of the recruiting company in India or sea service letter from the owners (for Indian flag vessels) for sea service verification. Sea Service Requirement: For Able seafarer Deck: Not less than 18 months or not less than 12 months in the deck department with Training Assessment Record Book, after having obtained Rating Forming part of a navigational watch (STCW, Regulation II/4) For Able seafarer Engine : Not less than 12 months or not less than six months in the engine department with Training Assessment Record Book, after having obtained Rating Forming part of a engineering watch (STCW Regulation III/4)			
8.	Approved AB TRAINING RECORD BOOK (in Original)/attested by candidate and authorised person) for Category II as applicable and will be returned back to candidate with AB Certificate if found eligible).			
9.	Photocopy of following training courses: 1) Refresher Training in FPPF(Required only if the FPPF course was done on more than five years ago) 2) Elementary First Aid (EFA) 3) Refresher training in PST (Required only if the PST Course was done more than five years ago) 4) Personal safety and social responsibilities (PSSR) 5) Security training for seafarers with designated security duties (Note: Seafarers holding STCW95 certificates of EFA and PSSR need not undergo the course again)			
10	Additional courses applicable for deck ratings only: 1) Proficiency in Survival Crafts and Rescue Boats 2) Refresher training in PSCRB(Required only if the PSCRB course was done more than five years ago)			
11	Photocopy of Article of Agreement in case of Indian Flag ships OR Contract letter in case of Foreign Flag Vessels			
12	Photocopy of valid medical fitness certificate			
13	Three recent colour photographs (size 40x30 mm)			
14	1. Submit your Fee of MMD Rs.3750/ for Able Seafarers for Deck and Rs. 3250/- for Able Seafarers for Engine through the website www.bharatkosh.gov.in and submit the copy of receipt with the application 2. The Serice charge of Rs.1027/- to be deposited in the following account. Name of the Bank : Axis Bank Ltd. Account No. 447010100027715, Beneficiary Name : Indian National Shipowners Assocaition Type of Account : Saving Account Swift/Sort/IFSC Code : UTIB0000447			

Please note: DGS E Samudra Seafarers Registration Compulsory for all candidates at the time of applying for AB Certificate. Candidate are to verify with MASTERCHECKER whether companies have filled in their sea time and MTIs have filled in their Certificate details accurately.

Applicant Signature

Company Stamp

Name and Authorised Signature of INSA Member Company

Transaction ID.....

Date

for Rs.....

Payment advise No.

Date

for Rs.1027/-