



Maritime &
Coastguard
Agency

**APPLICATION FOR INITIAL STCW
ENDORSEMENT AND SUBSEQUENT
REVALIDATION TO GMDSS
CERTIFICATE OF COMPETENCE**

GMDSS

IMPORTANT - BEFORE completing this form, please ensure you have read the guidance notes and instructions on pages 4, 5 and [MSN 1864](#).

Due to the ongoing COVID-19 situation we are currently unable to accept any applications via post. Please submit all applications and supporting documents via email. Please note that scanned copies of supporting documents are currently acceptable. Please note this is subject to change, visit our webpage to stay up to date with the latest information – [Click here](#). Please email your application to deck@mcga.gov.uk

1 PERSONAL DETAILS

Title Mr/Mrs/Miss/Capt etc		Sex Male / Female	
Surname / Family name			
Forename(s) in full			
Date of Birth			
Place and Country of Birth			
Nationality			

	Full Home Address	Address for return of documents <i>(if different from home address)</i>	
Address			
District			
Town / City			
County/State			
Post Code/Zip			
Country			
Telephone No		Mobile No.	
Email Address			

Please do not write below this line

Received:	Fee:	SDS No	
		Receipt No	
		RMS No	
		COC No	
		GMDSS No.	

2- CHECKLIST

GMDSS

Please note that failure to supply all the required documents may cause a delay in the processing of this application. Please read the attached Guidance Notes before completing this application.

2A – FOR ALL APPLICATIONS

Tick if enclosed

Official use only

GMDSS GOC or ROC	<input type="checkbox"/>	<input type="checkbox"/>
Valid Medical Fitness Certificate* (ENG 1 or MCA accepted equivalent)	<input type="checkbox"/>	<input type="checkbox"/>
Courier Fee (strongly recommended for applicants outside of the UK)	<input type="checkbox"/>	<input type="checkbox"/>

*To comply with health and safety requirements in accordance with the Merchant Shipping Training & Certification (Medical Examination) Regulations 2002 and STCW Regulation I/9, any seafarer employed or engaged in any capacity aboard a seagoing vessel must hold a valid medical fitness certificate attesting to their medical fitness for the work for which they are employed. Further information may be obtained from the MCA at www.dft.gov.uk/mca.

2B – APPLICATIONS FOR INITIAL ENDORSEMENT

Valid IMO White list Certificate of Competency OR ALL of the following certificates	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-1 Personal Survival Techniques and refresher if > 5 years old	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-2 Fire Prevention & Fire Fighting and refresher if > 5 years old	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-3 Elementary First Aid	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-4 Personal Safety & Social Responsibility	<input type="checkbox"/>	<input type="checkbox"/>

2C – APPLICATIONS FOR REVALIDATION

A valid IMO white list CoC OR	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-1 Personal Survival Techniques < 5 years old (or updated in last 5 years) AND	<input type="checkbox"/>	<input type="checkbox"/>
STCW A-VI/1-2 Fire Prevention & Fire Fighting < 5 years old (or updated in last 5 years)	<input type="checkbox"/>	<input type="checkbox"/>

3 - DECLARATION

(THE MAXIMUM PENALTY FOR A FALSE DECLARATION IS £5000)

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 genuine, given and signed by the persons whose names appear on them. Please refer to our privacy statement at the end of the guidance notes which explains how we use the personal information we collect from you.

Date.....

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If you are revalidating your UK Certificate of Competency at the same time as your GMDSS, there is no requirement for you to submit an additional courier fee.

Payment should be made in pounds sterling (£), by BACS transfer, credit or debit card via online payment facility **Gov.uk Pay** by following the links below.

We are unable to accept cheques, postal orders, banker's drafts or cash.

The fee for optional courier service is £20 for the European Union or EEA and £30 for the rest of the world.

Please tick (✓) the appropriate box below to indicate your chosen method of payment.

Optional Courier Fee

To pay via Gov.UK Pay for EU/EEA courier fee: £20

<https://www.gov.uk/payments/seafarer-training-courses/application-for-global-maritime-distress-and-safety-system-courier-fees-only>

To pay via Gov.UK Pay for Rest of World courier fee: £30

<https://www.gov.uk/payments/seafarer-training-courses/application-for-row-courier-fees>

If you wish to pay by BACS transfer – please contact us.

If you do not wish to pay the optional courier fee: please tick this box

Please note if you do not pay the courier fee, your GMDSS will be sent out by regular post - this is not a trackable service.

GUIDANCE NOTES

The official regulations are in [MSN 1864](#).

Privacy Statement

Personal information which you supply to us will be used to process your application to meet the applicable Standards of Training Certification and Watchkeeping (STCW) requirements. To check and report on how effective the MCA and the services it commissions have been. To make sure that the MCA gives value for money. We may use your information to investigate complaints, legal claims or important incidents. We may use your information for crime prevention and prosecution of offenders.

The information you provide is primarily used for issuing your UK Certificate of Competency (CoC)/Certificate of Equivalent Competency (CEC) but may also be used for other related purposes, and shared with other statutory bodies/organisations to enable them to fulfil their statutory obligations.

We will not disclose any financial details you provide to us. Once your payment has been processed all financial details are securely destroyed.

For more information on how we use your information, and your rights to access information we hold on you, please see our full privacy policy available on our website: <https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

How do I get my United Kingdom GMDSS certificate endorsed for the first time?

You will need to send **your GMDSS Certificate of Competence** and copies of the following certificates:-

- IMO White list Certificate of Competency
- Valid Medical Fitness Certificate (ENG 1 or MCA accepted equivalent)
- Courier Fee (if outside of the UK)

OR

- **STCW A-VI/1-1** Personal Survival Techniques and refresher if >5 years old
- **STCW A-VI/1-2** Fire Prevention and Fire Fighting and refresher if >5 years old
- **STCW A-VI/1-3** Elementary First Aid
- **STCW A-VI/1-4** Personal Safety and Social Responsibility
- Valid Medical Fitness Certificate (ENG 1 or MCA accepted equivalent)
- Courier Fee (if outside of the UK)

How often does my GMDSS certificate need to be revalidated after the first endorsement?

After obtaining the initial STCW endorsement, GMDSS certificates must be revalidated every 5 years.

To **revalidate** your GMDSS certificate you will need to send the following:

- **GMDSS Certificate of Competence.**
- **STCW A-VI/1-1** Personal Survival Techniques <5 years old
- **STCW A-VI/1-2** Fire Prevention and Fire Fighting <5 years old
- Valid Medical Fitness Certificate (ENG 1 or acceptable equivalent)
- **Courier Fee (if outside of the UK)**

Where do I send my GMDSS certificate for endorsement or revalidation?

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Is there a fee to endorse or revalidate my GMDSS certificate?

No, currently there is no fee payable for the endorsement or revalidation of a GMDSS certificate. **We strongly recommend that you use our international courier service if your documents are being returned to an address outside of UK.** There is a fee for courier despatch.

How will my documents be returned?

The documents will be returned by Recorded Delivery **to addresses within the UK.** For addresses outside of the UK **standard international mail will be used if no courier fee is included.** If a fee of £20 (EU or EEA) or £30 (for the rest of the world) is received the documents will be returned by courier service. If this method is chosen, you will need to include a contact telephone number to enable the courier company to deliver your documents.

If I work on an offshore installation can I endorse my GMDSS certificate?

Personnel working on all offshore installations are not required to have their GMDSS Certificates endorsed as they are not regulated under STCW 78, as amended. If they require an endorsement they must comply with all the requirements overleaf. No certification from OPITO or COGENT will be accepted in lieu of the STCW basic safety training certification.

If I work on a fishing vessel can I endorse my GMDSS certificate?

Personnel working on fishing vessels are not required to have their GMDSS Certificates endorsed as they are not regulated under STCW 78, as amended. If they require an endorsement they must comply with all of the requirements overleaf. No certification from OPITO or COGENT will be accepted in lieu of the STCW basic safety training certification.

Where do I send my GMDSS certificate if it is incorrect?

You will need to send your certificate and a letter stating the information which is incorrect to: AMERC NAC Manager, AMERC Limited NAC (GMDSS), Wray Castle Limited, Bridge Mills, Stramongate, Kendal, Cumbria LA9 4UB. Tel: +44 (0) 1539 742 745 fax: +44 (0) 1539 742 746 email: amerc_nac@wraycastle.com website: www.amerc.ac.uk.

How do I replace a lost GMDSS certificate?

If your GMDSS certificate has been lost you need to contact the Seafarer Training & Certification Branch, Maritime & Coastguard Agency, Spring Place, 105 Commercial Rd, Southampton, SO15 1EG. (deck@mcga.gov.uk) or AMERC NAC to obtain an application form. You are required to report the loss to the police. The completed form, including 2 attested passport photographs and a fee of £58 will need to be sent to AMERC NAC Manager, AMERC Limited NAC c/o Wray Castle Limited, Bridge Mills, Stramongate, Kendal, Cumbria LA9 4UB. Tel: +44 (0) 1539 742 745 fax: +44 (0) 1539 742 746 email: amerc_nac@wraycastle.com website: www.amerc.ac.uk.

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AN INCOMPLETE APPLICATION WILL DELAY THE ISSUE OF YOUR GMDSS