

GUIDANCE NOTE 06/2019 (Rev 1)

Applications for a Cayman Islands Endorsement

To: Owners, Managers, Masters and Seafarers.

1. PURPOSE

This guidance note has been published to advise Owners, Managers, Masters and Seafarers of the revised procedures for obtaining a Cayman Islands Endorsement under the STCW Convention and the revised application form. This Guidance Note should be read in conjunction with the latest revision of Shipping Notice 05/2011.

2. CHANGES TO THE APPLICATION PROCESS

Certificate Verification: From 01 November 2019, all Certificates of Competency and Certificates of Proficiency submitted in support of an application for a Cayman Islands Endorsement will be subject to a 100% verification check. CRAs will continued to be issued immediately on receipt of an application, but a Cayman Islands Endorsement cannot be issued until the underlying certificate has been verified as “valid” by the issuing Administration.

Under the Manilla Amendments to the STCW Convention, all Administrations who issue Certificates of Competency and Certificates of Proficiency are required to support on line verification of these certificates.

Knowledge of English Language / Law and Administrative Procedures: It is no longer necessary for a seafarer to have an employer certify that the seafarer has the necessary knowledge of the English Language and of Cayman Islands Law and Administrative Procedures. The seafarer still requires the appropriate level of proficiency in these areas, however the seafarer may now “self-declare” with respect to their proficiency.

Proficiency in these matters will be verified during scheduled inspections, surveys and audits on board ships.

STCW Basic Training¹: As evidence of current proficiency in STCW Basic Training is required for the issue of any Certificate of Competency under the STCW Convention, there is no requirement to produce evidence of proficiency in support of an application for an endorsement, as the underlying Certificate of Competency itself is evidence of proficiency.

3. CHANGES TO THE APPLICATION FORM

Knowledge of English Language / Law and Administrative Procedures: Section 3 of the revised form contains a declaration that must be signed by the applicant. Also, in this section of the form are links to all merchant shipping legislation of the Cayman Islands and to the existing “Law and Administrative Procedure Manual”. These resources are free to view and download.

Data Protection Requirements: Section 3 also contains a declaration to indicate that the applicant agrees to personal data being processed in support of the application for a Cayman Islands endorsement.

Other Amendments: Additional minor amendments include email address updates, and the section for forwarding issued endorsements now requires a telephone number and email address for the recipient.

4. TRANSITIONAL ARRANGEMENTS

The revised application form is available from www.cishipping.com and should be used for all endorsement applications. To accommodate applications which are in progress, but have not yet been submitted, the previous form will continue to be accepted until 01 December 2019. After 01 December 2019, applications on the previous form cannot be accepted and applications will be returned for submission on the correct form.

¹ Fire Fighting and Fire Prevention, Personal Safety and Social Responsibilities, Personal Survival Techniques, Elementary First Aid, and Security Awareness.