



ENHANCEMENTS TO THE EXISTING ON-LINE APPLICATION FOR CERTIFICATE OF ENDORSEMENT (COE) THROUGH MARINET

No. 18 of 2008

31-07-2008

Applicable to : This circular should be brought to the attention to all shipowners and shipmanagers of Singapore registered ships.

Under Regulation 9 of the Merchant Shipping (Training, Certification and Manning) Regulations, the Director of Marine may recognise any valid Certificate of Competency issued by a foreign maritime administration by issuing a Certificate of Endorsement (COE) before they can be employed on board Singapore ships. MPA also issues a Certificate of Receipt (CRA) which is the documentary evidence to prove that an application has been made for a COE. All ships employing officers holding foreign certificates of competency should ensure that original COE or CRA print-out is available on board the ship where the officer is engaged. Ships may be detained or delayed if Port State Control (PSC) inspectors find that officers are found to be without their original COE or CRA print-outs.

2. MPA continually seeks to improve services to the shipping community and has enhanced the current electronic submission to apply for a COE **via MARINET**. This will provide for timely issuance of COE/CRA to applicants for deployment on board Singapore ships. The general features/benefits of the new enhancements are as follows:

- converts paper-based COE form to on-line application - More user-friendly form-filling and also reduces need to correct
- allows uploading of officers' documents - preserves the integrity of the application package which includes supporting documents
- provides hyperlinks to various recognized Administrations' websites and/or emails to facilitate authentication of their documents
- on-line acknowledgement of COE/CRA application upon submission;
- allows applicants to print CRA at company's premises when applications are approved;
- allows applicants to track the status of COE/CRA applications online.

3. This enhancement is only available via the **MARINET**. Companies who have not subscribed to the MARINET are urged to do so. In order to ensure timely processing of COE applications, the main bulk of COE application shall be through MARINET in the future. To apply for a MARINET account, please visit our MPA's website at http://www.mpa.gov.sg/sites/global-navigation/e-services/e_services.page

4. The new system will be implemented on **1 Sep 2008**. Prior to the implementation, we would be conducting briefing sessions on the above. The dates of such briefings will be notified in a separate shipping circular to be issued at a later date.

5. Any queries and feedback relating to this circular should be directed to Ms Irene Goh (Tel: 63756225) or Ms Tay Guek Eng (Tel: 63756224).

KHONG SHEN PING
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE