



The International Register Management L.L.C.
Vessel Registration-Sea Farer Crew Documentation-Offshore Company Incorporation

General Requirements

Picture Requirements :

- The photos must measure (1¼" x 1¼") or (3 cm x 3 cm) – 8 copies
- Photos must show a full front view of the face and top of the shoulders squared to the camera (the image of the face and shoulders must be centered in the photo).
- Photos must be clear, sharp and in focus.
- Photos must be originals and not taken from an existing photo.
- Photos must show a full head without any head covering, unless it is worn for religious beliefs or medical reasons. However, both edges of the face must be clearly visible.
- Photos must be taken against a plain white or light-colored background so that the applicant's features are clearly distinguishable against the background. There should be enough contrast between the background and the traits or clothing

Requirements for Master, Deck and Engineering Officers

- Letter of experience evidencing position held on board (Company's letterhead).
- Discharge books with last two years of experience
- Home country title with STCW endorsement.
- Home country license – COC
- Clear Copy of passport.
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Medical Certification by Rule I/9 valid, up to 6 months of validity–
Panama format only
- **Engineering officers require: ADVANCED COURSES.**
- Personal Survival Techniques
- Fire Prevention and Basic Fire Fighting
- Elementary First Aid
- Personal Safety and Social Responsibilities
- Proficiency in survival craft and rescue boats
- Medical First Aid
- Medical Care

Please send verification for the COC / ENDORSEMENT



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RADIO OPERATORS / GMDSS :

- Application Form.
- Letter of experience evidencing position held on board (company's letterhead).
- Copy of passport.
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back..
- Radio Operator Title (License) GMDSS or Radio/Electronics, etc.
- ARPA Course & Radar Observer Course
- Medical Fitness Certificate -**Panama format only**

*** All Deck officers, Engineers and Gmdss Operator need to have their COC authenticated by the home-country. ***

Tanker Endorsement requirements:

1. Valid Panamanian License
2. Copy valid Passport
3. Copy valid Panamanian Seaman Book (Valid Temporary license)
4. Copy valid certificate Tanker Familiarization (for apply OIL/Chemical/Gas Familiarization Reg. V/1, A-V/1 PAR. 1-7)).

Specialized Tanker Operations should submit:

Advanced/Specialized Tanker Operation in related to Reg. V/1, A-V/I PAR.

8-14 (OIL), PAR. 15-21 (CHEMICAL), PAR. 22-32 (GAS)

SHIP SECURITY OFFICER – SSO

- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Letter of experience evidencing position held on board (company's letterhead).
- Copy of passport – Valid for 6 months
- Discharge books with last two years of experience,
- Endorsement Certificate with STCW.
- Valid Certificate of competency with STCW.
- Medical Fitness



REQUIREMENTS FOR RATINGS ACCORDING TO THE STCW 78/95

All Rating Applications must present the following requirements:

RATINGS: (Including Ordinary Seamen, Fitters, Carpenters, Electric Engineers, Electricians, Firemen, Pump men, and Welders)

- Discharge books with last two years of experience
- Letter of experience evidencing position held on board (company's letterhead).
- Copy of passport.
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Medical Fitness - **Panama format only**
- **Safety Courses are *Valid five years from the date of Issue***
 - Personal Survival Techniques Course (IMO 1.19)
 - Fire Prevention & Basic Fire Fighting (IMO 1.20)
 - Elementary First Aid (IMO 1.13)
 - Personal Safety & Social Responsibilities (IMO 1.21)

RATINGS FORMING PART OF NAVIGATION OR ENGINE WATCH ROOM (Able Seaman/AB, Bosun/Boatswain, Oiler and Motorman):

- Letter of experience evidencing position held on board (company's letterhead).
- Discharge books with last two years of experience,
- Copy of passport – Valid for 6 months
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Watch keeping Certificates (Reg. II/4 and III/4 of **STCW 95**)

NOTE: if those certificates were issued under **STCW 78**, applicants should seek their endorsement. In such case, they should include a copy of their valid Seaman's Book, their current certificate along with the application.

- Medical Fitness Certificate (Panama Format only)
- Safety Courses : (***Valid five years from the date of Issue***)
 - Personal Survival Techniques Course (IMO 1.19)
 - Fire Prevention & Basic Fire Fighting (IMO 1.20)
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MARINE TECHNICIANS: (all individuals that do not fit one of the above categories)

- Application Form.
- Letter of experience evidencing position held on board (company's letterhead).
- Copy of passport, or Seaman's Passport.
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Medical Fitness Certificate (Panama format only)

MOU (Mobile Offshore Units): Offshore Installation Manager, Barge Supervisor, Ballast Control Operator, Chief Engineer MOU, Engineer in Charge, Barge Engineer, Subsea Engineer)

- Application Form.
- Copy of passport, or Seaman's Passport.
- Eight color photographs (1¼" x 1¼") or (3 cm x 3 cm) with applicant name written in the back.
- Title or valid training course.
- Medical Fitness Certificate. (Panama format only)
- Letter of experience (company's letterhead) indicating current and previous positions held on board,
- OIM: 4 years of experience required - Barge Supervisor: 3 years - Ballast Control Operator: 1 year.
- Safety Courses : (**Valid five years from the date of Issue**)
 - Personal Survival Techniques Course (IMO 1.19)
 - Fire Prevention & Basic Fire Fighting (IMO 1.20)
 - Elementary First Aid (IMO 1.13)
 - Personal Safety & Social Responsibilities (IMO 1.21).