

**Commonwealth of Dominica****Office of the Maritime Administrator**

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF MERCHANT SHIPS, MOBILE OFFSHORE DRILLING UNITS AND RECOGNIZED ORGANIZATIONS**

**SUBJECT: Reporting Certificate Fraud and Professional and Technical Incompetence**

**PURPOSE: This Circular is a reminder of the obligations of mariners toward reporting fraud with respect to certificates of competence and special qualification certificates as well as any evidence of lack of professional qualifications or technical skills.**

**APPLICABILITY: All personnel including Owners, Operators, Masters, Ship Officers and all other marine personnel.**

**REQUIREMENTS:**

- 1.0 Basic principles for ensuring safety of life and property at sea require that ship owners staff all merchant vessels with properly certified officers and crew. Seafaring personnel must have credible qualifications in order to receive Dominica certificates of competency and for special qualifications certificates. Likewise, ratings must possess the necessary technical skills for their respective duties on board the vessels upon which they serve.
- 1.1 Improperly certificated seafarers are, from time to time, found to be sailing on board merchant vessels. Such circumstances have in the past resulted in court denial of limitation of liability to owners, and undue criticism of the certifying administration, when a vessel was determined to be unseaworthy due to incompetent manning.

The provisions of STCW and the STCW Code impose high requirements on the issuance of a certificate of competency to an officer and special qualification certification to all seafarers. Although not specifically ratified by the Republic of The Commonwealth of Dominica, ILO Convention No.74, (1946) establishes minimum requirements for the certification of Ratings. The Commonwealth of Dominica Maritime Act and Regulations pursuant thereto oblige Ship Owners and Operators to make the most of these standards

to ensure proper navigation of the vessel, and the safety of passengers, crew, cargo, ship and the environment.

**2.0** Accordingly Ship Owners, Operators, Crewing Agents and Masters are encouraged to immediately report any officer and/or rating who does not display sufficient technical skills, professional qualifications, evidence or even suspicion that a certificate of competency or special qualification was obtained by fraudulent means. Such information should be sent to the Office of the Deputy Maritime Administrator by letter, fax, e-mail or telephone as soon as practicable.

**3.0** The subject report should include as much of the following information as possible, but not be limited to:

- .1 Name and nationality of the seafarer involved
- .2 Address of the seafarer involved
- .3 Dominica certificate of competency, special qualification or Seafarers Identification
- .4 Nature of the certificate fraud, e.g. counterfeit, bribery in obtaining foreign certificate submitted for an equivalent Dominica certificate; forgery; falsification of sea service, etc.
- .5 Description of certificate, special qualifications, and Seafarers Identification involved, including grade and the country of issue
- .6 Capacity in which the seafarer is/or was employed on the vessel. If applicable, the name of the vessel, and country of registry
- .7 Fraudulent document or copy of the fraudulent document
- .8 Identify, if possible, any other person(s) or organization that may have been involved in the fraudulent procurement of the certificate of competency or special qualification
- .9 Any other information or remarks that may be useful for proper and prompt investigation of this matter
- .10 Indicate telephone number and fax number for investigative contact.

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Inquiries concerning the subject of this Circular should be directed to the Deputy Maritime Administrator  
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