



# COMMONWEALTH OF DOMINICA MARITIME ADMINISTRATION

## APPLICATION FOR ENGAGEMENT AS A SHIP INSPECTOR/SURVEYOR

PLEASE COMPLETE IN CAPITAL LETTERS IN BLACK INK OR BY TYPING AND READ ALL EXPLANATORY NOTES

Part A - PERSONAL DETAILS OF APPLICANT			
1) <b>Family name:</b>		2) <b>Given name(s):</b>	
<b>Address of Applicant:</b> Home address to be given. Documents will be sent to this address unless requested otherwise			
3) <i>Address Line 1</i>			
4) <i>Address Line 2</i>			
5) <b>Town/City</b>		6) <b>County/State</b>	
7) <b>Post/Zip Code</b> (if available)			
8) <b>Country</b>			
9) <b>Tel:</b>		10) <b>Fax:</b>	11) <b>Email:</b>
10) <b>Passport No</b>		12) <b>Nationality:</b>	13) <b>Date of birth</b> (dd/mm/yy):
			14) <b>Place of birth:</b>
Part B - BUSINESS DETAILS (Insert name & details if Applicant trades under a business name)			
15) <b>Name:</b>		16) <b>Type</b> (e.g. Limited Liability Co., Partnership, Sole Proprietorship)	
17) <b>Address</b> (If same as Applicant, state "same as above")			
18) <i>Address Line 1</i>			
19) <i>Address Line 2</i>			
20) <b>Town/City</b>		21) <b>County/State</b>	
22) <b>Post/Zip Code</b> (if available)			
23) <b>Country</b>			
24) <b>Tel:</b>		25) <b>Fax:</b>	26) <b>Email:</b>
Part C – PROFESSIONAL & TECHNICAL EDUCATION (i.e. college/university education)			
27) <b>NAME &amp; LOCATION OF COLLEGE/UNIVERSITY</b> (highest level only)		28) <b>CERTIFICATES OBTAINED</b>	
PROFESSIONAL TRAINING COURSES ATTENDED (Attach Copies of certificates – continue on separate sheet if required)			
29) <b>Dates:</b>	30) <b>Name of Organisation/Course</b>	31) <b>Professional Qualification gained</b> (if any):	

**Part D - WORK SURVEY EXPERIENCE** (Most recent first - continue on separate sheet if required)

32) From (dd/mm/yy)	33) To (dd/mm/yy)	34) Name of Organisation/Business	35) Position held/work done

**Part E - SURVEY INFORMATION** (Please indicate which surveys you consider can be supported by your experience or qualifications)

36) Tonnage Calculations	[ ]	42) Hull Surveys	[ ]	48) Pleasure Vessels/Yachts	[ ]
37) Life saving equipment (SOLAS)	[ ]	43) Machinery Surveys	[ ]	49) Commercial Yachts	[ ]
38) Pollution Prevention (MARPOL)	[ ]	44) Underwater Surveys	[ ]	50) Caribbean Cargo Ship Code	[ ]
39) Load Line Assignments & Freeboard Calculations	[ ]	45) Electrical Systems	[ ]	51) Maritime Labour Compliance	[ ]
40) ISM Audits	[ ]	46) Telecommunication & Radio Equipment	[ ]	52) Non-SOLAS Vessel Safety	[ ]
41) ISPS Audits	[ ]	47) Passenger Ships	[ ]	53) Other (please state details below)	[ ]

**53) Part F – DECLARATION – TO BE COMPLETED BY ALL APPLICANTS**

I hereby declare that the information contained on this application is true and correct and I apply for authorisation as a "Ship Inspector/Surveyor". I am aware that if I submit false information, Certificates or other documents that are later found to be fraudulent or not authentic, that any Authorisation will be cancelled immediately and I will not be allowed to act for the Commonwealth of Dominica Maritime Administration in the future.

54) **Signature of Applicant**

Please keep your signature within the box and sign without touching any of the box lines

55) **Date of Application**

56) **Signature of Witness**

57) **Print Name of Witness**

**58) Part H – SUPPORTING DOCUMENTS REQUIRED WITH APPLICATION**

*SUPPORTING DOCUMENTS REQUIRED (all applications):		Attached <i>(please tick)</i>	For Official use
1	Authenticated copy of National passport – showing personal details as per those entered on this Application Form		
2	2 x Passport size photos - with applicants name printed on the reverse		
3	Scanned image of applicants signature		
4	Copies of Education & Training certificates (including COCs)		
5	Copy of applicants CV/Resume		
6	Copies of sea service letters or other documentary evidence of required experience		
7	Medical Certificate		
8	Any additional evidence of specialized training for special qualifications		

**EXPLANATORY NOTES FOR APPLICANTS:**

- 1) For current Fees please refer to the Fee Schedule (CD-PL 01-10).
- 2) Failure to complete the Application Form fully or submit the required documentation may result in rejection or delays in processing.
- 3) Applicants must sign in the box shown, keeping their signature within the box lines.
- 4) Applicants may initially submit their application by scanning the Application Form and supporting documents and submitting by email to [inspection@dominica-registry.com](mailto:inspection@dominica-registry.com).
- 5) All supporting documents submitted must be clear copies and legible and in English.
- 6) Authentication of documents can be accepted by: Notary or Consulate
- 7) For more information see the website [www.dominica-registry.com](http://www.dominica-registry.com)

DATE RECEIVED	DATE ASSESSED	RESULT – AUTHORISED/REJECTED	NOTES