

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



**CDMP-5000RE  
Application Package for  
Rating Endorsement (Seafarer ID Book)**

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**THE COMMONWEALTH OF DOMINICA**  
**Office of the Maritime Administrator**  
**APPLICATION FOR ENDORSEMENT OF FOREIGN RATING CERTIFICATE OF PROFICIENCY**  
**SEAFARER ID BOOK ISSUANCE**

**MAKE SURE ALL BOXES ARE COMPLETED. TYPE OR PRINT CLEARLY.**

<b>PART I. PERSONAL DESCRIPTION AND INFORMATION:</b>				
1. Last Name (Family Name)	First Name (Given Name)	Middle Initial	2. Date of Birth (dd mm yyyy)	3. Place of Birth (City and Country)
4. Permanent address (street, city and country)		5. Address to which certificate is to be mailed (street, city and country)		
Telephone                      Email		Telephone		
6. Name and relationship of person to be notified in emergency		7. Citizenship	7a. Passport Number	
Telephone                      Email		8. Height	9. Weight	10. Color of Hair
11. Color of eyes	12. Distinguishing Marks	13. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female		

**PART II. REQUESTED DOCUMENT**

**Mark all that apply below, by placing an "X" in the proper box. All applicants are required to have a Dominica SID.**

<input type="checkbox"/> Certificate of Receipt of Application	<b>INITIAL:</b> <input type="checkbox"/> Seafarer's Identification & Discharge Book*	<b>RENEWAL OR UPGRADE:</b> <input type="checkbox"/> Seafarer's Identification & Discharge Book* Current Book #: _____
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**Please choose grade/level of ID Book requested:**

<b>Deck</b>		<b>Engineering</b>	
<input type="checkbox"/> II/4 - Navigation Watch Rating	<input type="checkbox"/> II/5 – Able Seafarer Deck	<input type="checkbox"/> III/4 - Engineering Watch Rating	<input type="checkbox"/> III/7 – Electro-Technical Rating
<input type="checkbox"/> VI/1-4 – Ordinary Seaman	<input type="checkbox"/> III/5 – Able Seafarer Engine	<input type="checkbox"/> III/6 – Electro-Technical Officer	<input type="checkbox"/> Rating – <b>OTHER</b> , please specify

**Note Limitations here:**  Not for Service on Tankers    Motor    Other (please specify)

**SPECIAL QUALIFICATIONS:**

Original  
Replacement

**I request the following qualifications to be noted on my CRA and ID Books (Choose all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> V/1-1.2 – Oil & Chemical Tanker Personnel Basic | <input type="checkbox"/> V/1-2-1.1 – Liquefied Gas Tanker Personnel Basic          |
| <input type="checkbox"/> V/1-1.3 – Oil Tanker Personnel Advanced         | <input type="checkbox"/> V/1-2.2 – Liquefied Gas Tanker Personnel Advanced         |
| <input type="checkbox"/> V/1-1.5 – Chemical Tanker Personnel Advanced    | <input type="checkbox"/> VI/6.6 – Vessel Personnel with Designated Security Duties |
| <input type="checkbox"/> V/2 – Personnel on Passenger Vessels            | <input type="checkbox"/> VI/6.4 – Security Awareness Training/Security             |

**PART III. DESCRIPTION OF CURRENT FOREIGN CERTIFICATE(S) OF PROFICIENCY OR ID BOOK NOW HELD:**

Grade of Certificate of Proficiency/Book	Certificate/Book #	Date Issued	Date Expires	Country of Issue

Applicant Name: \_\_\_\_\_

Name of vessel on which now serving (or will join): \_\_\_\_\_

**PART IV. SEA SERVICE**

Submit proof of at least the minimum service required (See Attachment A to this application for specific rating requirements) during the last five years or more to establish eligibility for the Certificate of Proficiency requested. This proof may include copies of your discharge book sea service pages (ensure your Seafarer Book ID# is visible on each page) and/or sea service letters provided by your employer. At minimum, this proof shall include:

1. Propulsion (Steam or Motor)
2. Name of Vessel
3. Deck ratings list Gross Tons/ Engineering ratings list kW Propulsion Power
4. Flag
5. Name of Managing Operator
6. Capacity in which served
7. Period of Service

Copies of the following identity documents (with name and numbers visible) indicated below are being submitted with this application. Originals are required at time of testing:

- Seafarer's Book or Card       Passport       Foreign Certificate of Proficiency

**PART V. AFFIDAVIT OF APPLICANT**

**APPLICATION CANNOT BE ISSUED UNLESS APPLICANT SIGNS BELOW**

I hereby affirm that all information provided by me in this application and its supporting documents and proofs are true and correct to the best of my knowledge and belief; further, that no certificate issued to me heretofore by any Government has ever been revoked or suspended; or, if revoked or suspended, a full explanation of the circumstances is attached hereto and made part of this application.

Date of Application

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

**PART VI. IDENTIFICATION INFORMATION**

MARINER APPLICANT FULL NAME : \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

PASSPORT# \_\_\_\_\_

Signature: Please use the space below to sign your name clearly, without touching any of the box lines. This signature will be transferred to your Seafarer's ID book.



PHOTO  
- ORIGINAL COLOR PHOTO  
- CLEAR RESOLUTION

## PART VII GENERAL INFORMATION AND INSTRUCTIONS

1. **READ INSTRUCTIONS CAREFULLY.** Enter all required information. Please use computer or print legibly. Failure to properly complete this application or to submit required supporting proofs, etc. will result in rejection of the application or delay its approval. **PLEASE DO NOT STAPLE THE APPLICATION OR ITS ATTACHMENTS.**
2. **WHERE TO APPLY.** Applications may be emailed to: [mariner@dominica-registry.com](mailto:mariner@dominica-registry.com)
3. **GENERAL INFORMATION**
  - (a) This application is subject to the approval of the Maritime Administrator, Commonwealth of Dominica. In the event approval is not granted, all application documents together with the issuance fee (less shipping costs) shall be returned to the applicant at the mailing address indicated. If the application is approved, the issued certificate/identification book will be sent to the mailing address indicated. The 'certified copy' of Form CDMP-5000 is to be retained by the seafarer as evidence that the application is being processed.
  - (b) Seafarer's ID and Discharge Book (SIB): This identification document conforms to the requirements of the International Labor Organization (ILO) Convention No. 185 (Seafarer's Identity Documents Convention, 2003). It is issued to seafarers of Commonwealth of Dominica flag vessels for use when traveling to or from an assigned vessel or pursuant to instructions from the master of such a vessel. Other uses of the book must be in conformity with Commonwealth of Dominica regulations. ILO 185 does not in any way restrict the right of a member nation from preventing any particular individual from entering or remaining in its territory.
  - (c) The SIB and Training Record Books are issued under the authority of Chapter 8 of the International Maritime Act 2000, as amended. The SIB and TRB remain the property of the Maritime Administrator and may be withdrawn at any time. It may not be altered in any way (other than for the purpose of recording sea time or to records completed assessments) nor be allowed to pass into the possession of an unauthorized person. If the TRB becomes filled with entries, requires alteration, becomes damaged, application for a replacement TRB should be made immediately. If the SIB, TRB or Certificate of Competence is stolen, lost, or accidentally destroyed, notification should be given immediately to office of the Maritime Administrator, and an application for a replacement SID/TRB may be made along with an Affidavit of Lost, Stolen or Destroyed Certificate or Document. (Form CDMP-5000 and CDMP-4007)
4. **AGE AND CITIZENSHIP REQUIREMENTS.** Please refer to Appendix A for age requirements for specific certificates and endorsements. Applicants may be of any nationality and need not be citizens or residents of the Commonwealth of Dominica.
5. **TRAINING REQUIREMENTS.** Applicants must submit copies of required training certificates for the specific rating level for which they are applying. **Appendix A** lists these requirements by STCW regulation number and license, including training required for personnel on certain types of ships.
6. **SEA SERVICE REQUIREMENTS.** Applicants must provide proof of the required sea service required for the rating level for which application is made (see **Appendix A** for sea service requirements for specific rating levels).
7. **DOCUMENTS TO BE FILED WITH APPLICATION.** The following documents, letter and proofs must be submitted together with this application (See Appendix A for requirements by STCW Regulation)
  - (a) One (1) color 2.0" x 2.0" (50 mm. x 50 mm.) photograph - facial front view of applicant, passport size, taken within one (1) year preceding application with applicant's signature and name printed on reverse side. Please do not staple.
  - (b) Physical Examination Report (in this package) - The physical examination must be carried out not more than 12 months prior to date of making application.
  - (c) Identity Document - A copy of a valid passport along with a valid seaman's document or certificate of competence from another maritime nation. A copy of these documents must be submitted with the application. Applications for renewal must include a copy of the previously issued documents as proof of identity. Documents shall be provided in English.
8. **FEES.** Our complete fee schedule is available in Policy Letter 01-14 and is available on our website [www.dominica-registry.com](http://www.dominica-registry.com) . Payment must be made by check, credit card, wire or money order drawn on a U.S. Bank and payable in U.S. dollars to "Dominica Maritime Registry, Inc."