

STVCW-certificate: FAQ

How can I apply for an STCW certificate?

An application for a Belgian certificate of competence may be submitted by:

- submit application via STCW-on-web (currently only for registered shipping companies or agents).
- e-mail the application with attachments to stcw95@mobiliteit.fgov.be
- send documents (copy) by post or deposit documents at the counter in Berchem at DG Shipping, Certification Seafarers Antwerp (STCW);

Method: fill out form *F12-Application STCW* and send it with attachments to FPS Mobility and Transport – DG Shipping – STCW - Certification Seafarers Antwerp, Posthoflei 5, 2600 Berchem, Belgium.

Attachments: clear photocopy or for electronic application in PDF format, passport photo in JPG, JPEG or TIFF.

Tip : Give attachments a clear name (example: Refr-AFF-20171025.pdf). The date here is the end date of the course. If necessary split attachments into multiple scans.

Which attachments should I send to my application for a certificate?

For an initial application for a Certificate of competency or Certificate of Proficiency the following documents are required:

1. Identity card or international passport;
2. 2 x recent color passport photo (or 1 x digital in JPG, JPEG or TIFF);
3. Final Certificate of approved nautical training;
4. Medical examination for seafarers;
5. Certificates of Service;
6. GMDSS Certificate (for officers deck) or Certificate High Voltage (officers engine);
7. Additional certificates: Basic Safety Training, Security Awareness, Tanker certificate, other.

How can I revalidate an STCW certificate?

Send your application ([form F12 application STCW](#)) with attachments to Certification Seafarers Antwerp or email to stcw95@mobiliteit.fgov.be

Attachments: Photocopy or scan in PDF format, passport photo in JPG or JPEG.

Tip: Give the attachments a clear name (example: refr-MedCare-20181025.pdf for a refresher course). The date is the end date of the course.

What attachments should I add for an extension of a certificate?

To renew a certificate or certificate of competence, you must submit copies or scans of the following documents:

1. Identity card or international passport (black and white copy);
2. 2 x recent passport photo (or 1 x digital passport photo in JPG, JPEG or TIFF; >150 dpi, >50 kB);
3. Valid medical examination for seafarers;
4. Certificates of the following **repeat courses**:

For every rank: *Personal Survival Techniques, Elementary Firefighting (*1),*

For Officers: *Advanced Firefighting, Proficiency in Survival Crafts and Rescue Boats,*

For first mate or captain and for everyone who has taken course: *Medical Care;*

For the holders of a special certificate: Fast Rescue Boats, basic IGF, advanced IGF, advanced polar code.

*(*1: Elementary firefighting is not required if advanced firefighting has been followed)*

1. Extended GMDSS certificate (for officers deck).
2. *Certificates of Service* (Certificates of Service or Letters of *Discharge*) for at least 12 months of sailing in the last 5 years or for at least 3 months during the 6 months prior to the renewal of the still valid certificate.

Which STCW courses should be repeated (five-yearly) ?

Name of course	Regulation	For whom
Personal survival techniques	VI/1-1	Every seafarer
Elementary firefighting	VI/1-2	Every seafarer (*1)
Proficiency in survival craft & rescue boats	VI/2-1	Every seafarer or holder of certificate
Advanced firefighting	VI/3	Every officer deck and officer engine
Medical Care	VI/4-2	Every master, chief mate, person responsible for medical care
Fast rescue boats	VI/2-2	If a fast rescue boat is on board
Advanced course oil tankers	V/1-1 §4	If less than 3 months sea service in the past 5 years
Advanced course chemical tankers	V/1-1 §6	If less than 3 months sea service in the past 5 years
Advanced course liquefied gas tankers	V/1-2 §4	If less than 3 months sea service in the past 5 years
IGF-basic	VI/3 §4	Every seafarer involved in bunkering on a ship with IGF
IGF-advanced	VI/3 §7	Every officer involved in bunkering on a ship with IGF
Polar Waters advanced	VI/4 §4	Every officer on a ship cruising in polar waters

(*1 : Refresher of "elementary firefighting" is not required for those who have taken the refresher course "advanced firefighting".

How to revalidate a GMDSS certificate?

Send your request to BIPT via maritime@bipt.be (contact +32 02 226 88 88 (NL) or +32 02 226 88 87 (FR). Anyone who already has a GMDSS certificate will be contacted in writing by BIPT about one month before the due date.

Do I need to complete a Cadet training record book?

The "*Training record book for ratings navigational watch*" is required for a certificate II/4. In that case, you must demonstrate at least 2 months of sea going service as trainee on seagoing vessels larger than 500 GT.

The "*Training record book for ratings engineering watch*" is required for a certificate III/4. In this case, you must demonstrate at least 2 months of sea going service as trainee on seagoing vessels with propulsion power of more than 750 kW.

Alternatively, those who have obtained the knowledge and skills of II/4 or III/4 through practical training and can prove at least 6 months of sea service to complete a training record book RPNW or RPEW. A declaration by the shipping company on the practical knowledge II/4 or III/4 is required.

A **Training book for oil tankers** (or **chemical tankers** or **liquefied gas tankers**) is required, along with an approved course "advanced cargo operations oil, chemical or liq. gas tankers".

For which training modules can I apply for a certificate of competence?

Anyone who has successfully complete a maritime training accredited by Belgium can apply for a **Certificate of Proficiency** . Sometimes additional sea going service is required.

Module / course	Regulation	Remark
Personal survival techniques	VI/1-1	
Elementary firefighting	VI/1-2	
Basic Safety Training	VI/1	(contains <i>Personal survival techniques, Elementary firefighting, Elementary first aid, Personal safety and social responsibility</i>)
Proficiency in survival craft & rescue boats	VI/2-1	
Fast Rescue Boats	VI/2-2	
Advanced firefighting	VI/3	
Medical Care	VI/4-2	

Basic tanker cargo operations oil / chemical	V/1-1	
Basic tanker cargo operations liq. Gas	V/1-2	
Advanced tanker course oil / chemical	V/1-1 §4	+ 3 months of sea service on oil tanker (cargo handling)
Advanced tanker course chemical	V/1-1 §6	+ 3 months of sea service on chemical tanker (cargo handling)
Advanced tanker course liquefied gas	V/1-2 §4	+ 3 months of sea service on liquefied gas tankers (cargo handling)
IGF-basic	V/3 §4	
IGF-advanced	V/3 §7	+ 3 months of sea service on vessel using IGF fuels
Polar Waters basic	V/4 §2	
Security Awareness	VI/6-1	
Designated Security Duties	VI/6-2	
Ship Security Officer	V/5	+ at least 12 months of operational experience

How can I obtain a tankercertificate?

1. "**Basic tanker training**": requirements for a Belgian certificate of competence "basic tanker training":

Minimum 3 months of service on tankers of the type oil, chemicals or liquefied gas

OR

approved Basic tanker training for OIL and CHEM or LIQ. GAS tankers.

2. "**Advanced tanker training**": requirements for a Belgian certificate of competence "advanced tanker cargo operations":

Approved advanced tanker training for OIL, CHEMICAL or LIQUEFIED GAS tankers

AND after this training 3 months of sea service on tankers of the appropriate type

OR

1 month of service with participation in at least 3 loading and 3 unloading operations (each at least 60% of the loading capacity) AND submitting the completed "training record book for tankers" (MNTB).

A certificate of competence "basic tanker training" is valid indefinitely. An advanced tanker training certificate is valid for five years.