

## **Certification of seafarers in Belgium - STCW: FAQ**

### **How can I apply for a Belgian STCW certificate?**

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

- submit application via [STCW-on-Web2](#) (registered companies, e-ID or password).
- e-mail the application with Form F12 and attachments to [stcw95@mobilit.fgov.be](mailto:stcw95@mobilit.fgov.be)
- send documents (copy) by post or deposit documents at the counter in Antwerp at DG Shipping, Certification of Seafarers Antwerp (STCW).

Method:

If you hold a foreign Certificate of Competency fill out form [F16-Application Recognition STCW](#), if you have followed the maritime training in Belgium the fill out the form [F12-Application STCW](#) and send your application with attachments to:

FPS Mobility and Transport – DG Shipping – Certification of Seafarers Antwerp (STCW),  
Entrepotplaats 1 b 7, 2000 Antwerpen, Belgium.

Attachments: photocopy or scans in PDF format (max 5MB), photograph in JPG or JPEG (max 2 MB).

Tip : Give attachments a meaningful name (example: Refr-AFF-20211025.pdf).

### **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. 1 x digital photograph in JPG, JPEG;
3. Certificate of completion of approved nautical training;
4. Declaration of medical fitness for seafarers issued by accredited doctor;
5. Certificates of Service;
6. GMDSS Certificate (for officers deck) or Certificate High Voltage (officers engine);
7. Additional certificates: Basic Safety Training, Proficiency survival craft, Security Awareness, Tanker certificate, other courses.

### **How can I revalidate an endorsement of a STCW certificate?**

Make sure your national Certificate of Competency is revalidated. Then you may apply for a revalidation of your Belgian endorsement. Send your application ([form F16 application Recognition STCW](#)) with attachments to Certification of Seafarers Antwerp (STCW) or email to [stcw95@mobilit.fgov.be](mailto:stcw95@mobilit.fgov.be)

Seafarers can also apply for a Belgian seaman's book, certificates of proficiency and a certificate of competency by using the tool [STCW-on-WEB2](#).

What type of attachments? Photocopy or scans in PDF format (max 5MB), photograph in JPG or JPEG (max 2 MB).

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

### **How to revalidate an STCW certificate of competency or certificate of proficiency?**

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

1. Identity card or international passport (black and white copy is sufficient);
2. 1 x digital photograph (clear background, neutral expression) in JPG or JPEG;
3. Valid medical examination for seafarers;
4. Certificates of the following **refresher 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)*

5. Extended GMDSS certificate (for officers deck).
6. *Certificates of Service ( Certificates of Service or Letters of Discharge) for at least 12 months of sea service in the last 5 years in a rank appropriate for the requested certificate or for at least 3 months during the 6 months prior to the renewal of the valid certificate of competency.*

### **When should I follow a refresher course?**

The compulsory refresher courses should be followed within five years of the previous module.

If this deadline has passed then the complete (initial) module should be followed.

### **Where can I follow refresher courses?**

See the *list of accredited maritime institutions* on our website.

We also accept the course certificates of the recognized maritime institutions under the supervision of the Netherlands.

We also accept certificates of proficiency issued under the supervision of another EU Member State.

**Which STCW courses should be refreshed (five-yearly) ?**

<b>Name of course</b>	<b>Regulation</b>	<b>For whom</b>
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 Belgian GMDSS certificate?**

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

For the endorsement of the Belgian GMDSS-certificate a valid medical fitness declaration is required and at least 12 months of approved sea service in the last 5 years.

**How can I obtain a Belgian tanker certificate ?**

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

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

OR

minimum 3 months of service on tankers of the type oil, chemicals or liquefied gas. See [website](#) to download the correct form "Declaration of Compliance for .."

OR

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

a) 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

Approved advanced tanker training AND 1 month of sea 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). See [website](#) to download the correct form "Declaration of Compliance for Adv .."

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

### **Do I need to complete a Training Record Book?**

The (cadet) training record book will be checked by the maritime training center.

*CoP II/4*: 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.

*CoP III/4*: 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 are not required 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. See [website](#) to download the correct form "Declaration of Compliance for COP.."

*COP II/5*: a "Training record book for ratings navigational watch / able seafarer deck" is required for the certificate II/5 (able seafarer deck).

*COP III/5*: a "Training record book for ratings engineering watch / able seafarer engine" is required for the certificate III/5 (able seafarer engine).

*CoC II/1*: The "Cadet Training Record Book for deck officers" (CTRB) is required for a certificate of competency II/1 (officer in charge of a navigational watch). In that case a minimum of 12 months of approved sea service is required on board a sea going vessel of 500 GT or more, of which at least 6 months involved in tasks related to bridge watchkeeping functions.

*CoC III/1*: The "Cadet Training Record Book for engine officers" (CTRB) is required for a certificate of competency III/1 (officer in charge of an engineering watch). In that case a minimum of 12 months of approved sea service is required on board a sea going vessel with a propulsion power of 750 kW or more, of which at least 6 months involved in tasks related to engine watchkeeping functions.

If no Cadet training record book is used, then at least 36 months of approved sea going service is required.

**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.

<b>Name of course</b>	<b>Regulation</b>	<b>Remark</b>
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	Course + 6 months of sea service
Fast Rescue Boats	VI/2-2	+ 6 months of sea service
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	+ 2 months of sea service in polar waters
Security Awareness	VI/6-1	
Designated Security Duties	VI/6-2	
Ship Security Officer	V/5	+ at least 12 months of operational experience