



GOUVERNEMENT

*Liberté
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**General Directorate for Maritime Affairs,
Fishing and Aquaculture**

*Fleets and Seafarers service
Merchant fleet division
French international register Office*

RIF Office's guidelines regarding French endorsement (« visa de reconnaissance ») application procedure for COC/GMDSS/COPs issued by foreign States.

Annex:

- *list of States whose COC/GMDSS/COP are recognized by France pursuant to STCW international convention rule I/10;*
- *certificate regarding the implementation of the digitalization of seafarer's certificates, documentary evidences of training and endorsements.*

I. Reminder about the flag State's endorsements regarding foreign States certificates (legal references: STCW convention, rule I/10).

All main COC/GMDSS/COP issued by a foreign State attesting to completion of training in accordance with the STCW international convention, enabling the holder to perform the duties of master and chief mate, chief engineer and second engineer (on ships over 750 kW), bridge or engine watch officer, radio operators, etc., must be endorsed by the Flag State.

In case of port state control (PSC), any officer embarked on your ship without an endorsement of its COC/GMDSS/COP issued by the Flag State is considered to have no professional qualifications.

➔ This may lead to detention of the vessel.

The maritime certificates issued by or under the authority of a State other than France which must be recognized by the issue of a French endorsement indicating the recognized skills to enable the holder to carry out duties on board vessels flying the French flag are as follows:

- certificates enabling the holder to perform functions at operational or management level (COC STCW II/1, II/2, II/3, III/1, III/2, III/3, III/6, VII/2) ;
- certificates of basic or advanced training in cargo operations on oil tankers, chemical tankers or liquefied gas tankers (COP STCW V/1-1, V/1-2); and
- qualifications to work as a radiocommunications operator (GMDSS STCW IV/2).

II. Application process.

1. Your request should be sent to the RIF Office (as far as possible) 1 week before the seaman embarks on the ship.

➔ If for any reason, you request a French endorsement less than 2 days before the seamen embarks on the ship, please precise in your request the reason of this delay.

2. Pay attention to the fact that a complete file is always one that is quickly processed. The list of supported documents to be sent with the cerfa form 15333 (which must be signed by the seafarer – 2nd part) is detailed in its 6th part:

- copy of the passport;
- copy of all the COC/COP/GMDSS/certificates/endorsements to be verified and endorsed by the RIF Office (we need readable files);
- ID photo of the seaman, compliant with international standards (white background is mandatory, the photo must be blank) to stick on the cerfa form;
- valid medical certificate;
- all the documents should be sent on rif.equipage@mer.gouv.fr

➔ For officers nationals of non-EU member State, the following information must be indicated on the cerfa form: identification number (i.e. seaman's number), date of boarding, date of end of boarding and function held on board.

3. Once your application is complete, the RIF Office asks for the COC/GMDSS/COP's verification to the State which issued this certificates.

4. As soon as the RIF Office receives the verification, its team issues the French endorsement - **it is an electronic form** - and it by e-mail to the applicant.

➔ RIF Office normal delay to get the French endorsement: 2 days.

III. How to manage the application process when the State which issued the COC/GMDSS/COP has a long delay regarding the verification?

As soon as our team receives an application for a French endorsement on a COC/GMDSS/COP issued by a State whose verification delay we know from experience to be abnormally long, we systematically send you a **provisional attestation**

➔ the seaman concerned can embark, while we wait for the verification.

Provisional certificates issued by the RIF Office are **valid for 3 months and can't be extended under any circumstances**.

While the RIF Office contacts the State concerned to obtain verification, it is the responsibility of the applicant to monitor the expiry date of the provisional

attestation. If you have an agent on the territory of the State concerned by the request for verification, who can intervene with the administration in question, this can really help to unblock the process.

We therefore encourage you, wherever possible, to intervene directly in the processing of the verification.

* * *

The RIF Office team is available for any help on this issue.

rif.equipage@mer.gouv.fr

List of States whose COC/GMDSS/COP are recognized by France pursuant to STCW international convention rule I/10.

<https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000046228804>

Algeria	Liechtenstein
Australia	Lithuania
Austria	Luxembourg
Belgium	Madagascar
Brazil	Malta
Bulgaria	Morocco
Canada	Myanmar
Côte d'Ivoire	Netherlands
Croatia	New-Zealand
Cyprus	Norway
Czechia	Philippines
Denmark	Poland
Egypt	Portugal
Estonia	Romania
Finland	Russia
Georgia	Senegal
Germany	Singapore
Ghana	Slovakia
Greece	Slovenia
Hong-Kong	Spain
Hungary	Sweden
India	Tunisia
Indonesia	Ukrain
Ireland	United Kingdom
Island	Uruguay
Italy	Vietnam
Latvia	



MINISTÈRE DE LA MER

Liberté
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Direction des affaires maritimes Directorate for Maritime Affairs

Paris, le 10 août 2021
Paris, August 10th, 2021

ATTESTATION CERTIFICATE

Mise en œuvre de la numérisation des brevets, certificats, attestations de formation et visas de reconnaissance des gens de mer

Implementation of the digitalization of seafarers' certificates, documentary evidences of training and endorsements

Conformément aux dispositions pertinentes des conventions STCW et STCW-F, et aux directives pour l'utilisation des certificats électroniques (FAL.5/Circ.39/Rev.2) publiées par l'Organisation maritime internationale, la France a fait le choix de numériser l'intégralité des brevets, certificats, attestations de formation et visas de reconnaissance délivrés aux gens de mer.

Ainsi, les gens de mer détenteurs d'un brevet, certificat, attestation de formation ou visa de reconnaissance délivrés par la France reçoivent ce document sous format numérique, téléchargeable sur un espace internet personnel et sécurisé dénommé « Portail du marin » et imprimable depuis.

Ces documents peuvent alors être présentés aux agents de contrôle conformément à la règle I/4 de la Convention STCW ou de la règle 4 de l'annexe à la Convention STCW-F, à partir d'un écran informatique (smartphone, tablette, ordinateur) ou en format imprimé.

Conformément à la règle I/2 de la Convention STCW, à la section A-I/2 du code STCW et de la règle 6 de l'annexe à la Convention STCW-F, l'authenticité et la validité du document peut être vérifiée à partir d'un registre électronique accessible :

- Sur le site de l'OMI/CertificateVerification ([lien](#)) ;
- Sur le site de la DAM ([lien](#)) ;
- En recherchant « Promete authentication » sur internet.

Pour servir et valoir ce que de droit.

In accordance with the relevant provisions of the STCW and STCW-F conventions, and with the guidelines for the use of electronic certificates (FAL.5/Circ.39/Rev.2) published by the International Maritime Organization, France choose to digitize all the certificates of competency, certificates of proficiency, documentary evidences of training and endorsements issued to seafarers.

Thus, the seafarers to whom France issues a CoC, a CoP, a documentary evidence of training or an endorsement obtain this document in digital format, downloadable on a personal and secure Internet space called "Portail du marin" and printable.

These documents can be consulted by control officers in accordance with rule I/4 of the STCW Convention or rule 4 of the annex to the STCW-F Convention, from a computer screen (smartphone, tablet, computer) or by printed format.

In accordance with rule I/2 of the STCW Convention, section A-I/2 of the STCW Code and rule 6 of the annex to the STCW-F Convention, the authenticity and validity of the document can be checked from an accessible electronic register :

- On the IMO website/CertificateVerification ([link](#)) ;
- On the French maritime authority website ([link](#)) ;
- By searching for "Promete authentication" on the internet.

To whom it may concern.

Signé : **Thierry COQUIL**,
Signed : Directeur des affaires maritimes
Director for Maritime Affairs

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