

	<b>GOVERNMENT OF ANTIGUA AND BARBUDA</b> <b>DEPARTMENT OF MARINE SERVICES AND</b> <b>MERCHANT SHIPPING (ADOMS)</b> <b>VERIFICATION OF APPLICATION DOCUMENTS</b>	Document	FO-C14		
		Revision	04		
		Page	1 of 1		
		Reference	ARP-C01		
1. Name		2. First Name		3. Date of Birth	

**Note: Please attach the completed checklist to the Application FO-C01**

\*Application for: Endorsement STCW  GMDSS  Seafarer's Book

*Items to be checked (* <input checked="" type="checkbox"/> where applicable)		Check1		Check2		Remarks
		Yes	No	Yes	No	
<b>1</b>	<b>General</b>					
.1	Application signed and dated by applicant/filing agent/crewing company/owner					
.2	Each document is copied on one page (size A4 or letter)					
.3	Documents are in English language or certified translation is attached					
.4	1 Photograph, passport size, recently taken, not used before (preferably in color)					
.5	Items 1-11 completed (FO-C01 Part I)					
.6	Name/Surname checked for correctness					
.7	Name is spelled according to the spelling in the passport/seaman's passport					
.8	Details of Antigua and Barbuda endorsement (if available FO-C01 Part II)					
.9	Description of national certificate (if available)					
.10	Details of watch keeping endorsement (if available)					
.11	Certificates issued by a country stated on the IMO list					
.12	Requirement(s) marked correctly (in A; B; C; D; E, (FO-C01 Part III)					
.13	Items 15 and 16 completed (FO-C01 Part IV)					
.14	Schools attended completed (for officers only, FO-C01 Part VI)					
.15	Check of ADOMS online database for duplicates (only by filing agent check 1)					
<b>2</b>	<b>Application for the issuance of a Seafarer's Book</b>					
.1	Copy of passport					
.2	Copy of a valid physical examination report					
.3	• Form FO-C02 completed and signed by an approved physician <b>or</b>					
.4	• National document in accordance with ILO No. 73					
.5	Proof of sea service (min. 6 month) <b>or</b>					
.6	Copy of a Basic Safety Training Certificate					
.7	Copy of the national Seafarer's book, <b>first page only (personal data)</b>					
.8	Confirmation that applicant will serve on a vessel under A&B flag (FO-C01, Part III, No. 14: name/owner of vessel on which now serving or will join)					
<b>3</b>	<b>Application for the issuance of a STCW Endorsement (all documents stated under 2 and in addition...)</b>					
.1	National CoC/endorsement, authenticity <b>confirmed by the issuing administration</b>					
.2	Issuing country stated on IMO list					
.3	Sea service (min. 1 year during the last 5 years), proof available and checked					
.4	• Part V of Form FO-C01 <b>or</b>					
.5	• Printout of sea service records					
.6	Alternatively proof of participation in an adequate refresher course					
.7	Qualification of applicant sufficient for the endorsement applied for					
.8	Declaration of familiarization (FO-C13) duly signed (management level only)					
<b>4</b>	<b>Application for the issuance of a GMDSS Endorsement (all documents stated under 2 and in addition...)</b>					
.1	Copy of the national GMDSS certificate					
.2	Authenticity of national certificate <b>confirmed by the issuing administration</b>					

Check No.	Conducted by	Name (in print)	Place	Date	Result*++		Initial
					positive	negative	
1	Filing Agent						
2	ADOMS Oldenburg						

Certificate of Receipt of Application (CRA) or Certificate attesting Issuance of Documents (CAD)				
CRA No.	CAD No.	sent by e-mail	sent by fax	Initial

\* please tick  where applicable

++ If verification result is negative complete Form "Rejection of Application" and inform applicant;  
If verification result is positive progress with endorsement process.