



Maritime &  
Coastguard  
Agency

## APPLICATION FOR A TANKER ENDORSEMENT TO A CERTIFICATE OF COMPETENCY

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**IMPORTANT - BEFORE** completing this form, please ensure you have read the guidance notes and instructions - please see [Merchant Shipping Notice \(MSN\) 1866 Amendment 1](#). You do not need to complete this form to revalidate an existing Tanker Endorsement.

**Please email your application and scanned documents to:**

If you are applying for new tanker endorsement(s) at the same time as revalidating your UK CoC, please email to [revalidation@mcga.gov.uk](mailto:revalidation@mcga.gov.uk), otherwise please email to [deck@mcga.gov.uk](mailto:deck@mcga.gov.uk) (Deck Officer) or [engineering@mcga.gov.uk](mailto:engineering@mcga.gov.uk) (Engineering Officer). You may be selected for random screening as per [MIN 655](#).

If you are applying for your **first UK CoC**, please post your application and original supporting documents with your NOE Pass to: Seafarer Certification, MCA, Spring Place, 105 Commercial Road, Southampton SO15 1EG

### 1 PERSONAL DETAILS

Title Mr/Mrs/Miss/Capt etc		Sex: Male/Female	
Surname /Family name			
Forename(s) in full			
Date of Birth (DD/MM/YYYY)			
Place of Birth		Country of Birth	
Nationality			

	<b>Return Delivery Address</b>		
Address			
District			
Town/City			
County/State			
Post Code/Zip			
Country			
Email Address			
Mobile No		Tel No	

### 2 ENDORSEMENT(S) APPLIED FOR (PLEASE TICK ONE OR MORE OF THE BOXES BELOW)

Please ✓ appropriate box(s), you can apply for more than one endorsement.

BASIC OIL & CHEMICAL V/1-1 paragraph 2	<input type="checkbox"/>	ADVANCED OIL V/1-1 paragraph 4	<input type="checkbox"/>
BASIC LIQUEFIED GAS V/1-2 paragraph 2	<input type="checkbox"/>	ADVANCED LIQUEFIED GAS V/1-2 paragraph 4	<input type="checkbox"/>
		ADVANCED CHEMICALS V/1-1 paragraph 6	<input type="checkbox"/>

**Please do not write below this line**

Received Date:	Documents:	SDS No:	



## 4 CHECKLISTS

**All Sea Service/Training Certificates must have been completed WITHIN THE LAST 5 YEARS**

### 4A FOR ALL APPLICATIONS

	✓ if enclosed	Official Use only
Relevant Certificates of Discharge	<input type="checkbox"/>	<input type="checkbox"/>
Discharge Book(s)	<input type="checkbox"/>	<input type="checkbox"/>
Fee - £73 <u>per</u> Tanker Endorsement (plus 1 x courier fee if applicable - see section 6).	<input type="checkbox"/>	<input type="checkbox"/>

**\*If you do not hold a UK CoC and need to obtain a UK Tanker Endorsement you must read the guidance notes Section 5 “Certificates of Proficiency (CoP)”.**

### 4B BASIC TANKER ENDORSEMENTS\*

	✓ if enclosed	Official Use only
1) MCA approved MNTB Tanker Fire Fighting Training Certificate <b>AND</b>	<input type="checkbox"/>	<input type="checkbox"/>
2a) 3 months of <u>approved</u> seagoing service on relevant tankers <u>and onboard assessment</u> <b>** OR</b>	<input type="checkbox"/>	<input type="checkbox"/>
2b) MCA approved basic training Certificate for Tanker Cargo Operations programme <b>***</b>	<input type="checkbox"/>	<input type="checkbox"/>

**\* If you already hold Advanced Oil or Advanced Chemical tanker endorsement on your UK CoC, you automatically qualify for Basic Oil and Chemical endorsement (i.e. no training required).**

**\*\* You must be assessed as meeting the Outcome, Learning Objectives of the MNTB basic training for oil and chemical tanker cargo operations by a training centre approved by the MCA to deliver that programme.**

**\*\*\* For basic Oil and Chemical Endorsements you must complete an oil and chemical tanker cargo operations programme. For a basic Liquefied Gas Endorsement you must complete a liquefied gas tanker cargo operations training programme. Alternatively these two programmes may be combined.**

### 4C ADVANCED TANKER ENDORSEMENTS

	✓ if enclosed	Official Use only
1) Evidence of having met the Basic Tanker Endorsement requirements* <b>AND</b>	<input type="checkbox"/>	<input type="checkbox"/>
2) Relevant Certificate of MCA approved advanced training in tanker cargo operations programme <b>AND</b>	<input type="checkbox"/>	<input type="checkbox"/>
3a) 3 months of approved seagoing service on relevant tanker <b>OR **</b>	<input type="checkbox"/>	<input type="checkbox"/>
3b) 1 month of MCA approved onboard training on tankers, in a supernumerary capacity <b>***</b>	<input type="checkbox"/>	<input type="checkbox"/>

**\* All seafarers must meet the requirements stated in 4B unless you are exempt because you hold the corresponding basic endorsement on your UK CoC, or you are applying for Advanced Oil/Chemical and hold the opposite Advanced Oil/Chemical endorsement on your UK CoC.**

**\*\* If you only have sea service on vegetable oil tankers you will only receive a Vegetable Oil Tanker Endorsement.**

**\*\*\* This must include at least three loading and three unloading operations and be documented in an MCA/MNTB approved training record book.**

**All training certificates and sea service must have been obtained within the last 5 years.**

## 5 DECLARATION

(The maximum penalty for a false declaration is £5000)

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I declare that the data contained in this application is, to the best of my knowledge, true and complete. I also declare that the documents are genuine, given and signed by the persons whose names appear on them. I consent to any processing of the data contained in this application by the MCA (including any processing necessary to establish the authenticity and validity of the issued certificate). Please refer to our privacy statement in Section 2 of the guidance notes which explains how we use the personal information we collect from you.

Signature:

For office use only

Today's date: .....

Please sign with your usual signature **within** the signature box above.

- Please print this form to sign it.
- You must use black ink only.
- You must not extend beyond the boundary of the box.
- The maximum dimensions for your signature are 0.6 cm (h) x 5.0 cm (w).
- You must scan in at a minimum of 200dpi and the signature must be clearly legible.

This signature will be transferred to your certificate. If your signature does not meet the above criteria, we will not be able to issue your certificate.

**Please now complete the payment section on page 5**

**Please ensure payment has been made and all required documents have been provided. If your application is missing relevant documents or payment, your application will be delayed and may not be assessed.**

## 6 PAYMENT

**IMPORTANT NOTE: If you are sending documents from outside the UK and indicate to your courier company that the documents have a value of over £100 GBP, you will be liable to pay any import charges.**

You must ensure you pay the appropriate fee (as laid down in the current Merchant Shipping Fees Regulations).

Payment should be made in pounds sterling (£), by BACS Transfer, credit or debit card via online payment facility **Gov.UK Pay** by following the links below:

**We are unable to accept cheques, postal orders, banker's drafts or cash.**

The fee for a Tanker endorsement is £73. **This fee is per endorsement**, for example if you were applying for an Advanced Oil and Advanced Chemical your fee would be £146. If you are applying for an endorsement and you want your documents returned to an address outside of the UK you **must** submit an additional fee, please tick (✓) the appropriate box below. **You do not need to pay for the courier if you are applying with an NoE Pass.**

UK £10  Rest of Europe £20  Rest of the World £30

Please tick (✓) the appropriate box below to indicate your chosen method of payment.

To pay via Gov.UK Pay for processing **with your NOE Pass or CoC revalidation**: £73

<https://www.gov.uk/payments/seafarer-training-courses/application-for-tanker-endorsement-with-noe-pass>

To pay via Gov.UK Pay for delivery to the **UK**: £83

<https://www.gov.uk/payments/seafarer-training-courses/tanker-endorsement-including-uk-courier-fees>

To pay via Gov.UK Pay for delivery to the **European Union or EEA**: £93

<https://www.gov.uk/payments/seafarer-training-courses/tanker-endorsement-including-eu-courier-fees>

To pay via Gov.UK Pay for delivery to the **Rest of the World**: £103

<https://www.gov.uk/payments/seafarer-training-courses/application-for-tanker-endorsement-including-row-courier-fee>

To pay via Gov.UK Pay for **more than one tanker endorsement**: £73 per endorsement (Basic Oil and Chemical is one endorsement) **plus** 1 x courier fee (if applicable). Please email us if you're unsure of amount.

<https://www.gov.uk/payments/seafarer-training-courses/application-for-multiple-tanker-endorsements>

To pay by **bank transfer**, please email [seafarer.finance@mcga.gov.uk](mailto:seafarer.finance@mcga.gov.uk) for our bank details.

## GUIDANCE NOTES FOR THE COMPLETION OF THIS APPLICATION FORM

PLEASE ENSURE THAT YOU READ AND UNDERSTAND THESE NOTES BEFORE COMPLETING THE FORM. YOU SHOULD ALSO REFER TO GUIDANCE FROM [MSN 1866 Amendment 1](#).

Please complete this form in **BLOCK LETTERS** and in black or blue ink.

**ENSURE YOU COMPLETE THIS FORM IN FULL - FAILURE TO DO SO MAY MEAN THAT WE WILL HAVE TO RETURN YOUR APPLICATION TO YOU, AND WILL RESULT IN A DELAY TO YOUR APPLICATION BEING PROCESSED. We will then email you if we require any further evidence.** A series of Training and Certification Guidance Notes, giving further details of requirements are available from the Seafarer Training & Certification Branch and can be found on our website [www.gov.uk/mca](http://www.gov.uk/mca).

### Who needs a Tanker Endorsement?

If you are an Officer or Rating assigned specific duties or responsibilities related to cargo or cargo equipment on tankers you must complete STCW basic training for tanker operations before taking up such duties. **This can be demonstrated by obtaining a Certificate of Proficiency issued by an approved STCW training provider.**

If you are a Master, Chief Engineer, OOW\*, Chief Mate, Second Engineer or any person with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on tankers you must obtain an STCW Advanced Training endorsement before taking up such duties.

If you are an Engineer Officer of the Watch serving on tankers you are required to either have your Certificate of Competency endorsed or have a Certificate of Proficiency issued by the Administration for basic tanker training specific to the type of tanker on which you are serving. **Until 31 December 2016 this was able to be a Certificate of Proficiency from an approved STCW training provider. After that date you must apply for Tanker Endorsement to be added to your CoC.**

If you are a Rating (typically Pumpman and Bosun) with immediate responsibility for a cargo operation or equipment (e.g. tank stripping/cleaning) you are required to hold the Advanced Tanker training Certificate of Proficiency. **You can obtain a Certificate of Proficiency from an approved STCW training provider.**

\*It is unlikely that a Deck Officer serving on a tanker will not have duties requiring the completion of the advanced tanker training. If you do not obtain an Advanced Tanker Endorsement Port or Flag State Control Officers may challenge this.

## 1 PERSONAL DETAILS

Enter your personal details in the boxes provided. Your name should be given IN FULL, and should be given in the same format as appears in your passport or birth certificate.

Your date of birth should be given in the format DD/MM/YYYY, e.g. 25 September 1984 would be written 25/09/1984.

You should give your permanent home address, where you are normally resident.

You may also provide an alternative address for return of documents or correspondence relating to this application, e.g. if you are away at college.

## 2 PRIVACY STATEMENT

Personal information which you supply to us will be used to process your application to meet the applicable Standards of Training Certification and Watchkeeping (STCW) requirements. To check and report on how effective the MCA and the services it commissions have been. To make sure that the MCA gives value for money. We may use your information to investigate complaints, legal claims or important incidents. We may use your information for crime prevention and prosecution of offenders.

The information you provide is primarily used for issuing your UK Certificate of Competency (CoC)/ Flag State Endorsement (Certificate of Equivalent Competency) (FSE) but may also be used for other related purposes, and shared with other statutory bodies/organisations to enable them to fulfil their statutory obligations.

We will not disclose any financial details you provide to us. Once your payment has been processed all financial details are securely destroyed.

For more information on how we use your information, and your rights to access information we hold on you, please see our full privacy policy available on our website:

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

### 3 ENDORSEMENTS APPLIED FOR

Please tick (✓) the endorsement for which you are applying. You can tick multiple boxes if required.

### 4 SEA SERVICE

If you are seeking to have your CoC endorsed with basic training for tanker cargo operations sea service may be demonstrated by Discharge Book entries only.

If you are seeking to have your CoC endorsed or be issued with advanced training for tanker cargo operations, sea service must be demonstrated by Discharge Book entries **and** a testimonial stating the cargoes carried during your period of service. A pro forma for the Sea Service Testimonial can be found in Annex A (page 11) of [MSN 1866 Amendment 1](#). Acceptable testimonials must have the ship's stamp and be signed and dated by the Master **OR** other responsible company representative

### 5 CHECKLISTS

#### Certificates of Proficiency (CoP) – For Ratings and Non UK CoC holders.

If you are a British Rating or a UK Flag State Endorsement / Certificate of Equivalent Competency holder, and meet all the requirements in the relevant checklists 4B and 4C above, you may apply to the MCA to be issued with the appropriate CoP at the advanced level. This CoP will be accepted on UK-flagged ships and will be valid for a period of five years. **Your training must be MCA approved.**

If you are a Master or Officer and you are intending to serve on ships operating under a non-UK flag you will need to apply to the relevant administration for the endorsement.

If your CoC was issued by an Administration other than the UK, then there is no guarantee that this Administration will accept a UK issued CoP for the purpose of entering a tanker endorsement in your CoC.

**To obtain a CoP You must include 1 passport size photograph.** Your photograph must be passport approved, taken full face without a hat and measuring a maximum of 50mm x 40mm, and be in colour. The back of one photograph must include your name in BLOCK LETTERS and the signature of a Doctor, Bank Officer, Established Civil Servant, School Teacher or an authorised official within your shipping company. They should also write on the back of the photograph "I certify that this is a true likeness of Mr/Mrs/Miss/Ms/Dr etc....." A member of your family is **NOT** allowed to counter sign your photograph. The back of the other photograph must include your name in BLOCK LETTERS and your date of birth.

### 6 DECLARATION

Please read the declaration. Once you are sure that the information you have given is, to the best of your knowledge, true and complete, and that the documents submitted are genuine, given and signed by the persons whose names appear on them, you should sign the declaration with your usual signature, including the date. Please ensure your signature is inside the box as this will be transferred to your CoC.

### 7 PAYMENT

You must enclose the correct fee with your application. Please tick (✓) the appropriate box to indicate your chosen method of payment and include your courier fee if applicable. Payment must be made in pounds sterling (£).