



**APPLICATION FOR A BOATMASTER'S LICENCE -
EXISTING BOATMASTERS / MASTERS OF VESSELS
OPERATING AT 31 DECEMBER 2006**

BML

IMPORTANT - BEFORE completing this form, please ensure you have read and understood the guidance notes on page 10.

1. PERSONAL DETAILS

Title: Mr/Mrs/Miss or other		Sex: Male / Female	
Surname			
Forename(s)			
Date of Birth		Nationality	
Place of Birth		National Insurance or Passport No.	
Full Home Address			
Telephone No.			
Mobile Phone No.			
E-mail Address			
Alternative Address (if applicable)			

2. EXISTING MCA BOATMASTER'S LICENCE HELD

- If you hold an existing/old style MCA Boatmaster's Licence (BML), please complete this section, and then go to section 3.

- You must send your current BML in with this application.

- If you hold a different kind of licence or certificate, please go to section 4.

Grade	
Licence Number	
Expiry Date	
Issuing Office	
Validated (MCA use Only)	

4. OTHER OPERATOR LICENCES OR CERTIFICATES

- Please do not enter details of MCA Boatmaster's Licences in this section, use section 2 on Page 1.

- You must enclose your current licence, or a high quality copy, with this form. Originals will be returned with your new Boatmaster's Licence.

Name of Licence/Certificate	
Licence/Certificate Number	
Expiry Date	
Issuing Body	
Validated (MCA use Only)	

Please now go to section 5

5. PREVIOUS EXPERIENCE

Use this section if you:-

- hold any licence not issued by the MCA;
- have not needed a licence until now (e.g. inland waterways cargo operator).

Please give details about your service over the last 5 years in one or more of the following:-

- Passenger Operations (up to 250)
- Large Passenger Vessel (over 250)
- General Cargoes (including packaged dangerous goods)
- Oil cargoes (including gas or liquid chemicals in bulk)
- Towing & pushing
- Dredging
- Non-seagoing Small Passenger Vessels (up to 12 passengers)
- Non-seagoing Workboat
- Operation as a boatmaster in another EC country
- Other - please specify

Please enclose testimonials or other evidence in support of this information.

Testimonials are acceptable from a current or previous employer, a regular customer or another established operator.

Type of Vessel/Operation	From dd/mm/yyyy	To dd/mm/yyyy	No. of days worked	Vessel Name	Owner/Employer	Water Category/ies and Area(s)	Testimonials Attached (please tick)	Validated (MCA use Only)

Please now go to section 6

6. SAFETY TRAINING

Please give details about the safety training you have done in Personal Survival/Water Safety, Fire Safety and First Aid. Please enclose your certificates.

Course or Training	Date of Training	Training provider	Certificate enclosed (please tick)	Validated (MCA use Only)
Personal Survival/Water Safety				
Fire Safety				
First Aid				

If Sections 7 does not apply to you, please go to Section 8.

7. RELATED QUALIFICATIONS

Please give details of any other related qualifications/certificates you hold (e.g. Pilotage Exemption Certificate/s (PEC); Dangerous Goods Safety Advisor; Marine Engineers Operating Licence). Do Not include Safety Training which is covered under section 6.

Title	Issuing Body or Authority	Date training completed	Refresher Training Done

8. MEDICAL FITNESS EVIDENCE

Evidence of medical fitness is required for a first licence application. Please enclose a current ML5 medical report/certificate or acceptable equivalent as listed in the Evidence Enclosed box below.

If you hold an existing (old style) MCA Boatmaster's Licence, are under 45 years of age, and there have been no significant changes in your health, please sign below. In that case you do not need to submit a medical report/certificate.

Existing (old style) MCA Boatmaster's Licence holders under 45 only

I declare that there have been no changes in my health that would affect my abilities as a Boatmaster.

Signed.....

If you hold an existing MCA Boatmaster's Licence and are:-

- (a) *45 years of age or older, please enclose an ML5 medical report and certificate or acceptable equivalent issued less than five years ago.
- (b) *65 years of age or older, please enclose an ML5 medical report and certificate or acceptable equivalent issued less than one year ago.

* Note: If you need to obtain a new ML5 certificate, please ensure you take the latest version of the ML5 form (MSF 4112) to the doctor. A copy is obtainable from the MCA's webpage at [www.mcga.gov.uk/seafarer information/health and safety/medical information](http://www.mcga.gov.uk/seafarer%20information/health%20and%20safety/medical%20information) or from any MCA Marine Office.

If the doctor is unable to complete the ML5 certificate because a medical condition is indicated, you should still send in the form but ensure you complete Part D, as it will be referred to an MCA Medical Assessor to decide whether you are medically fit to carry out your duties.

Medical Evidence enclosed	Tick which
ML5 report and certificate ¹	
PLA medical certificate	
ENG1 seafarer medical certificate	
Civil Aviation Authority Commercial Pilot's Licence	
Health and Safety Executive (HSE) Diving Medical Certificate	
DVLA Group 2 Driver's Licence	
Any other relevant details (see caution below):	

Caution: It is your responsibility to declare any medical conditions, or any changes to your health, that are likely to affect your performance and safety as a Boatmaster.

* Please check with any MCA Marine Office that you are using the latest version of the form, or download from the MCA's Website - mcga.gov.uk / Seafarer Information / Health and Safety / Medical

9. IDENTITY DOCUMENTS REQUIRED

Document	Enclosed (please tick)	Checked (MCA use only)
Passport*		
or Driver's Licence*		
Two passport-size photos (50 by 40 mm) - photos, taken full face without hat endorsed as good likeness		

* Not required if you are enclosing an existing MCA Boatmaster's Licence, that has a photo on it.

¹ Please check with any MCA Marine Office that you are using the latest version of the form, or download from the MCA's website - [mcga.gov.uk/seafarer information/health and safety/seafarer medical requirements](http://mcga.gov.uk/seafarer%20information/health%20and%20safety/seafarer%20medical%20requirements).

10. DECLARATION

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

I declare that the information that I have given on this application form is, to the best of my knowledge, true and complete.

I consent to any processing of the data contained in this application by the MCA.

Please sign this form in the **centre** of the space opposite, in **BALL POINT PEN**, which will be transferred to your new Boatmaster's Licence.

for office use

Date.....

**IMPORTANT - KEEP WITHIN BORDER
FAILURE TO COMPLY WITH THIS
INSTRUCTION WILL INVALIDATE THE
APPLICATION**

11. PAYMENT

	Fee	Enclosed (please tick)
Issue of Licence	£28	

Please enclose the above fee. Payment should be made in £ sterling by cheque, postal order or banker's order, credit or debit card.

If MCA decides that you need an assessment, an MCA examiner will contact you. In that case, a further fee will be payable - details are available on the MCA Website, or on request.

Cheques, Postal Orders and Bankers Drafts should be made payable to the "Maritime and Coastguard Agency" and crossed "Account Payee" and "not negotiable". Cheques and orders should be drawn at a UK bank. **Cash will not be accepted.**

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

Switch Visa Mastercard/Access Delta Cheque/Bankers Draft Postal Orders

Please charge my Switch / Visa / Mastercard/Access / Delta Card £.....

Name of Card Holder	
Card Number	
Start Date	
Expiry Date	
Switch Issue Number (Switch Cards only)	

Security Code:

The security code is the last three digits of the numbers on the reverse of the card, near the signature strip.

12. CHECKLIST

Please make sure you have enclosed the relevant items from the list below.

Fee
Existing MCA Boatmaster's Licence
Other local operators licence
Testimonials or other evidence of previous service
Safety Training Certificates (Water Safety, First Aid, Fire Safety)
Passport (see Section 9)
Driving Licence (see Section 9)
Medical Certificate or Report
Two passport-size photos

Please note that a licence cannot be issued until all relevant documents have been received and approved, together with the correct fee.

13. FINALLY

- Please now send this form to your local MCA Marine Office. Contact details can be found on the MCA Website (www.mcga.gov.uk), or can be obtained from any MCA Office.
- Please address any queries to your local MCA Marine Office initially.
- Please allow 28 days for processing your application.
- It is recommended that you post your application using the "recorded delivery" service. (If posting from abroad, please send by "registered post".)

For Completion by MCA Only**Practical/Oral Assessment Cases Only**

Full or Partial	
Place/area of assessment	
Date of assessment	
Type of Vessel	
Result (Pass/fail)	
Examiner's comments	
Examiner's signature	
Examiner's name	

Issuing office action

Action taken	Date	Signature
Relevant items validated		
ML5 form referred to Medical Assessor		
ML5 form returned from Medical Assessor		
Details entered onto database		
BML issued		
BMC issued		
Work Record Issued		
Supporting documents returned to		
Application rejected		
Reasons for Rejection (from database list)		

GUIDANCE FOR FILLING OUT THIS FORM

Only use this form if you:-

- are an existing (old style) MCA boatmaster's licence holder;
- hold a current local authority licence, and want to apply for a new Boatmaster's Licence under the transitional provisions;
- have been working as master of a vessel for at least 6 months but have not needed a licence up to now (e.g. an inland waterways cargo vessel).

If you are applying as a new entrant, please **use application form MSF 4364**.

Please complete this form in block letters or typescript, using black ink. Please give as much information as you can, providing supporting documentary evidence where necessary.

Further information is available in Marine Guidance Note (MGN) 333 "**New Boatmaster's Licence - Guidance on the Application Provisions for Existing Masters of Vessels**" which is available from the MCA website (www.mcga.gov.uk) under Guidance and Regulations/Marine Guidance Notes. It can also be obtained on request from MCA.

Your new licence will be issued on the basis of your current licence, or on your experience over the past 5 years where independently confirmed (see Section 5). If you want to change either your area, or type of operation, you must notify the MCA, and may need to undergo a practical and oral on-board assessment.

Type of licence you will get

Current Licence/s held	New BML
Existing MCA BML	Tier 2, valid for current area/s and operation
Other local licences	Tier 2, valid for same operations as current licence
No current licence, as not previously required, but with adequate service as Master of vessel	Tier 2, valid for current operations.