

## FAQ

What Liberian documents do I need to apply for?

All seafarers require a Seaman's Identification and Record Book (SIRB). Basic Safety Training Certificate (BAS) is required for any sea going seafarer. Officers must have their appropriate licenses and the ratings must have their appropriate Special Qualifications (SQCs); i.e. ASDs and ASEs.

What Special Qualifications Certificates (SQCs) are required?

All officers and ratings must show proof of Basic Training Certification conducted within the last 5 years and hold Basic Training (BAS) SQC in their Seaman's Identification and Record Book (SIRB).

All deck officers required to have separate GMDSS certificate in their SIRB to count as authorized operator of the vessels GMDSS equipment and MSMC requirements.

All acting ship security officers (SSO) on board a Liberian flagged vessel must possess the Liberian SSO SQC.

When serving on a tanker, all officers and ratings involved in the tanker operations must possess the appropriate Special Qualification Certificate for the tanker type vessel that they are assigned.

All ratings watchstanders must have the appropriate special qualification (i.e. ASD, OS, ASE, O/M, ETR, COOK) in their Liberian books.

Each vessel must have enough seafarers holding Survival Craft (SCC) certificates in their SIRB to meet the minimum Lifeboatman required aboard their ship.

As an officer, do I need to apply for separate special qualifications listed on my Liberian License?

Basic Safety Training (BAS), Global Marine Distress Safety System (GMDSS) and Tanker Training qualifications listed on a Liberian License all need to be issued as separate special qualifications certificates (SQCs) in a seafarer's Identification Book (SIRB).

Other qualifications such as; Proficient in Survival Craft, Medical Care, Advanced Firefighting, which are listed on the License do not need to be a separate SQC in the SIRB.

What is verification?

Liberia requires proof of verification for all officers' Certificate of Competency (CoC) credentials as well as GMDSS certification. The verification should be provided by the issuing administration outlining the issued certification is current and authentic. Screenshots from administration's online verification sites are acceptable.

What is the difference between Liberian Management, Operational and Support Level?

Management level consists of the following four positions; Master, Chief Officer, Chief Engineer and Second Engineer.

Operational level consists of the following three positions; Navigational Watch Officer, Engineer Watch Officer and Electro-Technical Officer.

Support level consists of all non-officer seafarers, also known as ratings.

What type of Seaman's Book are available?

5 Year Book: Issued to seafarers who will be working aboard a vessel under a ranked position.

Supernumerary: Issued to individuals that may not have STCW certification but assigned as a day worker, technician or superintendent aboard a vessel. In addition, it is available for family members traveling with assigned crew.

Hotel Staff Book: Issued to seafarers working aboard passenger cruise ships as staff. These individuals do not hold ranked positions.

What is FIN?

FIN is an acronym standing for File Identification Number. If issued previous Liberian credentials the FIN will be listed on these documents. If you are a new seafarer, a FIN is assigned during your first submitted application.

What do we require for crew photograph or mean by 'passport quality'?

Photograph should be cropped to square, saved between 200 DPI and 300 DIP resolution, as a JPEG file. The photograph should be no more than 6 months old, close up of your head and part of your shoulders, while looking directly forward. Face should be visible with eyes open. Please do not wear a hat and make sure to have plain light colored background. Lastly, photograph should be in color, sharp, in focus and clear; with no marks, color or contrast distortion.