NEW PROCEDURES ON THE REGISTRATION OF SEAFARERS AND ISSUANCE OF THE PERMANENT REGISTRATION NUMBER

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In view of the ongoing review/assessment of the existing computerized processing systems to come up with necessary revisions to conform with the new registration procedures and issuance of seafarer's registration card, the implementation of MC 09, Series of 2002 on the aforesaid subject is hereby deferred until further notice.

Issuance of seafarer's registration card either in the POEA Manila or thru the POEA regional centers and extension units shall be subject to submission of the following requirements:

A) NEW REGISTRANTS (Deck, Engine, College & High School)

1) Valid Seaman's Book
2) Transcript of Record, Diploma and Form 137
3) CAV - Certification Authentication & Verification (DECS, TESDA and CHED)
4) Basic Safety Course with PSSR
5) 2x2 picture (one copy)

B) UPGRADING or CHANGE RATING

1) Valid Seaman's Book
2) Old SRC
3) Service Record - Inter-island experience with SSS Premiums

C) OFFICERS DECK & ENGINE

1) Valid Seaman's Book
2) Old SRC
3) Board Certificate
4) COC - PRC

D) FOR C3 REGISTRANTS

1) Contract from hiring agency
2) Valid Seaman's Book
3) Transcript of Records, Diploma and Form 137
4) CAV - Certification Authentication & Verification (DECS, TESDA and CHED)
5) Basic Safety Course with PSSR
6) Service Record
7) Undertaking from agency
8) Approved salary scale

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E) FOR C2 REGISTRANTS

1) C3 Certification with sea service of not less than 12 months
2) Seaman's Book
3) Contract

Original copies of said documentary requirements shall be presented at the registration stage.

Please be guided accordingly.

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Officer In Charge

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