



HONG KONG MARINE DEPARTMENT
香港海事處

Application for issue of a Certificate of Competency
簽發合格證書申請表

You should read the notes on page 3 carefully before completing this form. 填寫此申請表時，請參閱第3頁的附註。

1 Type of Certificate of Competency required 申請合格證書種類

Please select the type of Certificate of Competency required and tick the appropriate box.

請選擇所需合格證書類別，並於適當的方格內加上[✓]號

Deck Department 甲板部	Engine Room Department 輪機部	Additional Dangerous Cargo Endorsement 附加危險貨物簽證
a) <input type="checkbox"/> Class 1 一級 Master 船長	a) <input type="checkbox"/> Class 1 一級 Chief Engineer 輪機長	a) <input type="checkbox"/> Oil Tanker 油輪
b) <input type="checkbox"/> Class 2 二級 Chief Mate 大副	b) <input type="checkbox"/> Class 2 二級 Second Engineer 大管輪	b) <input type="checkbox"/> Chemical Tanker 化學品液貨船
c) <input type="checkbox"/> Class 3 三級 Officer in charge of an navigational watch 負責航行值班的高級船員	c) <input type="checkbox"/> Class 3 三級 Officer in charge of an engineering watch 負責輪機值班的高級船員	c) <input type="checkbox"/> Liquefied Gas Tanker 液化氣體船

2 Personal Details 個人資料

Surname 姓

Chinese Name 中文姓名 (if applicable 如適用) Sex 性別

Passport/Travel Document/Identity Card Number

護照/旅遊證件/身分證編號

Home Address 住址

Fax 傳真

Tel. 電話

Seafarer's Employment Registration Book Number

海員僱用登記簿編號

Forenames 名

Date of Birth 出生日期 Place of Birth 出生地點 Nationality 國籍

Date & Place of issue of passport/travel document

護照/旅遊證件發證日期及地方

Company Name and Address for correspondence 公司名稱及通訊地址

Fax 傳真

Tel. 電話

Date and Place of Issue of Seafarer's Employment Registration Book

海員僱用登記簿發證日期及地方

3 Certificates of Competency held 現時持有之合格證書

Class 級別	Certificate No. 證書編號	Issuing Authority 發證機構	Date of Issue 發證日期 (DD 日/MM 月/YY 年)	Date of Expiry 有效日期至 (DD 日/MM 月/YY 年)

4 Training Course attended for Dangerous Cargo Endorsement 已就讀的危險貨物簽證培訓課程

Title of Course 課程名稱	Training Institutes 培訓機構	Issue Date of Training Certificate 培訓證書簽發日期

5 Dangerous Cargo Endorsements 危險貨物簽證

For service in Oil Tankers, Chemical Tankers and Liquefied Gas Tankers
適用於油輪，化學品液貨船及液化氣體船上服務

Type of Dangerous Cargo Endorsement held 持有危險貨物簽證種類	Date of Issue 發證日期 (DD日/MM月/YY年)	Date of Expiry 有效日期至 (DD日/MM月/YY年)

6 Sea Service 航海服務

Particulars of ship 船隻資料						Date 日期	
Ship's Name 船名	Type of Ship 船隻類別 (Note 9)	Gross Tonnage 總噸	Type of engine (Motor or Steam) and Power 主機類別 (內燃機或蒸氣機) 及馬力	Port of Registry and Official No. 註冊港口 及 註冊編號	Rank 職級	From 自 (DD日/MM月/YY年)	To 至 (DD日/MM月/YY年)

7 Declaration 聲明書

The penalty for making a false declaration is \$50,000 and imprisonment for two years

提供虛假資料可被罰款五萬元及監禁兩年

I declare that the information I have given in this application form is as far as I know true and complete. I also declare that I am the rightful holder of the certificate of competency as described in section 3.

本人謹此聲明，在此申請表內所呈報的資料均屬真確，並無遺漏。並在此聲明本人為第三項所填報的合格證書合法持有人。

Signed 簽署

Date 日期

For official use only 本處專用：

Official receipt no. and date of issue :	Application Approved	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Result of application :	Class 1	<input type="checkbox"/>	Class 2	<input type="checkbox"/>	Class 3	<input type="checkbox"/>
Examiner _____	Dangerous Cargo Endorsement					
Date _____	Oil Tanker	<input type="checkbox"/>	Chemical Tanker	<input type="checkbox"/>	Liquefied Gas Tanker	<input type="checkbox"/>

NOTES

Please read the following notes before completing an application form for a licence.

General

1. This application form is to be used for the application of Hong Kong Certificate of Competency by holders of certificates issued by the Taiwan region authority. The Hong Kong Certificate of Competency issued in this situation will be valid on Hong Kong registered ships only.
2. The form should be completed in English block letters as far as practicable.
3. Applications may be submitted in person or by post to the Seafarers' Certification Section, Marine Department, 3rd Floor, Harbour Building, 38 Pier Road, Hong Kong.
4. Please attach separate sheet if space provided in this application form is insufficient.

Personal Details

5. Surname and forenames are to be entered with a reference to that on the certificate of competency held by the applicant.
6. Employment Registration Book means the official sea service record book held by the applicant.

Certificate of Competency held

7. Applicant should enter the details of his certificate of competency obtained via examination as deck officer or marine engineer officer.

Dangerous Cargo Endorsement

8. Applicant does not need to complete part 4 and 5 if he does not apply for dangerous cargo endorsement.

Type of Ship

9. Enter the following types of ship: Cargo, Oil Tanker, Chemical Tanker or Liquefied Gas Tanker.

Fee

10. The prescribed fee must be submitted with the application form. All cheques, drafts and orders should be made payable to "The Government of the HKSAR". Cash should not be sent by post, and post dated cheques will not be accepted. The fees required are as follows:-
 - a. For each application of Hong Kong Certificate of Competency without examination HK\$1,115
 - b. For both application of certificate of competency and application of dangerous cargo endorsement HK\$1,630

Documents Required

11. Each application should be accompanied by:
 - a. The original of a completed application form signed by the applicant.
 - b. Photocopy of the applicant's certificate of competency and dangerous cargo endorsement (if applicable). The photocopy should be legible and certified true by the issuing authority, or a responsible public official, or a public notary.
 - c. Photocopy of the applicant's Sea Service Record Book and Passport. The photocopy should be certified true by the employer.
 - d. A certified true copy of valid certificate of medical fitness issued by an approved medical practitioner. The certificate of medical fitness:-
 - i. is not to be valid for more than two years from the date of issue in respect of a seafarer below 55 years of age; or
 - ii. is not to be valid for more than one year from the date of issue in respect of a seafarer 55 year of age and over or in respect of a seafarer serving or intending to serve on bulk chemical carriers.
 - e. Two passport size photographs (50 mm x 40 mm) must accompany the application form. The photographs should show the full face without any hat. The name of the applicant should be printed on the back of each photograph.
 - f. The prescribed fee as stipulated in paragraph 10 above.

Declaration

12. The declaration must be signed by the applicant. Applicants should note that it is an offence under the Merchant Shipping (Seafarers) (Certification of Officers) Regulation to give false information.

Personal Data

13. The information provided will be used for application of a certificate of competency and may be divulged to departments/agencies authorised to process the information for the mentioned purposes. Limited personal data of successful applicant may be used via the Marine Department's web-site for verification of the issued certificate of competency by any third parties.
14. The supply of information is obligatory. Please ensure that all parts in the form are completed and the information provided is accurate. Failure to do so may result in unsuccessful application. For correction of or access to personal data after submission of this form, please contact the Officer-in-charge, Seafarers' Certification Section, Marine Department (Room 303, 3/F., Harbour Building, 38 Pier Road, Central, Hong Kong).

備註

填寫此申請表時，請參閱以下的備註。

一般

1. 本表格適用於台灣地區證書持有人申請香港合格證書。在此情況下簽發的香港合格證書只適用於香港註冊船舶。
2. 請盡可能用英文正楷填寫此表格。
3. 申請人可以親身或以郵寄方式至海事處海員發證組(香港中環統一碼頭道38號, 海港政府大樓3字樓)辦理申請手續。
4. 如填寫空位不足, 請另外附加紙張填寫。

個人資料

5. 姓氏及名字須要參考持有的合格證書填寫。
6. 僱用登記簿指申請人持有的正式航海服務紀錄簿。

現時持有之合格證書

7. 申請人須填寫其持有的經過考試合格取得的合格證書(高級甲板船員或輪機師)詳情。

危險貨物簽證

8. 申請人如非申請危險貨物簽證, 則無須填寫第4及第5部份。

船隻類別

9. 請填寫以下船隻類別: 貨輪、油船、化學品液貨船或液化氣體船。

收費

10. 呈交申請表時必須連同所需費用一起提交。所有支票、滙票和本票受款人均須寫上"香港特別行政區政府", 並加以劃線。切勿郵寄現金, 未到期的支票將不予接受。所需費用如下:
 - a. 每宗免考試申請香港合格證書 HK\$1,115
 - b. 申請合格證書及申請危險貨物簽證同時辦理 HK\$1,630

所需文件

11. 每份申請, 請連同以下文件一併遞交:
 - a. 經申請人填妥並簽署的申請表正本。
 - b. 申請人的合格證書及危險貨物簽證(如適用)影印副本。該影印副本應清晰可閱並須經由發證當局, 或一位適當的公職人員, 或公證人核實。
 - c. 申請人的航海服務紀錄簿及護照影印副本。該等影印副本須經僱主核實。
 - d. 由認可醫生簽發的有效健康證明書或其核實副本。健康證明書的有效期:-
 - i. 就55歲以下的海員而言, 有效期最長為2年; 或
 - ii. 就55歲或以上或在散裝化學品運載船上服務或擬在該類船舶上服務的海員而言, 有效期最長為1年。
 - e. 申請人在提交申請表時, 必須連同兩張適用於護照的相片(50毫米X 40毫米)。相片須顯示申請人無帽全貌, 及每張相片背面清楚寫上姓名。
 - f. 以上第10段所訂明的費用。

聲明書

12. 申請人須在聲明書中簽署。根據商船(海員)(高級船員資格證明)規例, 提交不正確資料, 實屬違法。

個人資料

13. 申請人所提供的資料會用作申請合格證書之用, 並可能送交執法機構及有關部門, 以便進行與其有關的事宜。成功申請人的有限個人資料可能會用於海事處的互聯網址以供第三者查證本處所發出的合格證書。
14. 申請人必須填妥申請表各項, 並提供正確資料; 否則申請表可能不獲受理。在遞交表格後, 如要更改或索閱其個人資料, 請與海事處海員發證組主管人員聯絡(香港中環統一碼頭道38號, 海港政府大樓3字樓303室)。