

MANPOWER DEVELOPMENT OFFICE

I. REQUIREMENTS FOR THE ISSUANCE OF QDC CERTIFICATES

NEW APPLICANT

Deck Rating/Engine Rating

1. Duly Accomplished Application Form
2. Basic Safety Course Certificate (BSC) with PSSR
3. Seafarers' Identification and Record Book (SIRB)
4. Medical Certificate

Non Graduate

1. Ratings Forming Part of a Navigational Watch Certificate, as applicable, or
2. Ratings Forming Part of an Engineering Watch Certificate, as applicable

Tanker Vessels

1. General Tanker Familiarization Certificate
2. Shorebased Firefighting

For Officers

Management Level

1. Duly Accomplished Application Form
2. Basic Safety Course (BSC) with PSSR
3. ROC/ROP, SRROC or GOC for GMDSS (Deck Officer), as applicable
4. Seafarers' Identification and Record Book (SIRB)
5. Medical Certificate
6. PRC/NTC License or Board Certificate, if applicable

Tanker Vessels

1. Specialized/Advanced Oil, Chemical, LPG/LNG Tanker Safety Certificate, as applicable
2. Shorebased Firefighting

Operational Level

1. Duly Accomplished Application Form
2. Basic Safety Course (BSC) with PSSR
3. ROC/ROP, SRROC or GOC for GMDSS (Deck Officer), as applicable
4. Seafarers' Identification and Record Book (SIRB)
5. Medical Certificate
6. PRC/NTC License or Board Certificate, if applicable

For Tanker Vessels

1. General Tanker Familiarization Certificate
2. Shorebased Firefighting

For Radio Officer

1. Duly Accomplished Application Form
2. Basic Safety Course Certificate (BSC) with PSSR
3. Seafarers' Identification and Record Book (SIRB)
4. Medical Certificate
5. NTC License

For Tanker Vessels

1. General Tanker Familiarization Certificate
2. Shorebased Firefighting

Promotion on-Board/Upgrading

1. Duly accomplished MARINA application form
2. Training certificate (photocopy)
3. Valid SIRB/certificate of sea service
4. Notice of promotion for employer/master
5. Previous STCW endorsement of certificates/Ratings Certificate
6. Board Certificate as applicable
7. Letter request signed by the employer/company specifying the authorized

representative