



ST KITTS & NEVIS INTERNATIONAL SHIP REGISTRY

MARITIME CIRCULAR – MC 120 23

ISSUANCE OF ELECTRONIC CERTIFICATES FOR STCW

1. Purpose

1.1. The purpose of this Maritime Circular is to provide guidance on the implementation of Electronic Certification to all Seafarers serving onboard our registered vessels.

2. Introduction

2.1. Further to our migration to e-certification for our vessels on 31 January 2020, we are now issuing certain seafarer certificates electronically.

3. Application

3.1. All certificates will contain:

3.1.1. A Quick Response (QR) Code

3.1.2. A unique Controlled Certificate Number (e.g. SKAN-SEN-XXYYYY)

3.1.2.1. SKAN- referring to St Kitts & Nevis

3.1.2.2. SEN – referring to Seafarer Endorsement

3.1.2.3. XX – referring to the year (e.g. 23 for 2023)

3.1.2.4. YYYY – referring to the unique issuance number for that certificate within the calendar year.

3.2. In accordance with FAL.5/Circ39/Rev.2 all electronic certificates issued after the effective date stated in paragraph 2.1 may be verified through portal.skanregistry.com and navigating to Validate a Document

3.3. Certificates without a QR code and with a Controlled Certificate Number starting in END can be verified by

3.3.1. Navigating to <http://www.skenseafarers.com/>

3.3.2. Click on the Seafarer Verification link on the left hand menu

3.3.3. Provide the required details and click submit request

4. Encryption/Protection

4.1. Certificates produced through this registration system implement PDF encryption (password protection and permissions) as specified in the PDF reference, version 1.3, section 3.5 "Encryption" of the Adobe Supplement ISO 32000. Certificates are therefore in compliance with 4.1.2 of the aforementioned FAL circular.

5. Certificates to be issued Electronically

5.1. The following certificates will be issued electronically which will be accepted at all times, whether visible on a Visible Display Unit, printed onboard by the Ship's Master and/or in original printed format:

5.1.1. Certificate of Processing of an Endorsement

5.1.2. Certificate of Endorsement including GMDSS, Ship Security Officer and Tanker Endorsement

This circular must be kept onboard at all times and made available for inspection, if required, by any authority.

Authorities are invited to accept this circular in supplement to e-certificates as authorisation/verification to proceed with Electronic copies

If you have any questions, please contact this office at mail@skanregistry.com

Yours truly,



Liam Ryan
International Registrar of Shipping and Seamen