



REPUBLIC OF CYPRUS  
MINISTRY OF  
COMMUNICATIONS AND WORKS



DEPARTMENT  
OF MERCHANT SHIPPING  
LEMESOS

**Circular No.60/ 2012**

**13 November, 2012**

**TEN 5.13.09**

**TEN 12.3.02.10**

To all Registered Owners, Registered Bareboat Charterers,  
Managers and Representatives of Ships flying the Cyprus Flag

**Subject: The Merchant Shipping (Registration of Seafarers and Seafarers' Register) (Amended ) Law of 2012- Application form MSTC1 for the SISRB**

I refer to the above subject and further to my Circular No.14/2001 dated 29 June 2001, regarding, among others, the issue of Seafarers Identification and Sea Service Record Books(SISRB) provided by *the Merchant Shipping (Registration of Seafarers and Seafarers' Register )Law of 2000,(Law 108(I)/2000)* , I wish to inform you that said law has been amended by *the Merchant Shipping (Registration of Seafarers and Seafarers' Register) (Amended) Law of 2012, (Law 132(I)/2012)* published in the Official Gazette of the Republic No. 4356, Supplement I(I), dated 05.10.2012.

1. The amended law, 132(I)/2012, provides about:
  - a) Applications for the issuance of the Seafarers' Identification and Sea Service Record Book (SISRB),should be submitted only by the Company, in the way determined by section 7 of law 132(I)/2012 as follows:

The Company is responsible to submit to the Department of Merchant Shipping the following:

- i) Application form MSTC1 (Can be downloaded from our website: [www.shipping.gov.cy](http://www.shipping.gov.cy)). Please be advised that copy of the application form is also accepted,
- ii) Copy of the pages of the passport in which the personal identification details of the seafarer are written, and from which his/her identity can be deduced,

- iii) A copy of medical certificate from which it can be deduced that the seafarer is physically and mentally capable to be enlisted as a seafarer,
  - iv) Two (2) recent passport size photographs,
  - v) The fee for the (SISRB) Booklet as specified by the Competent Authority ,
  - vi) Certificate of criminal record or
  - vii) Report on the conduct and character of the Seafarer signed by the company or the previous employer or the master of the vessel.
- b) The provisions mentioned under paragraph (a) above, do not necessarily apply to the seafarers, permanent residents of Cyprus, which could submit the application in person provided the following documents are submitted :
- i) Application form MSTC1,
  - ii) Valid Passport or Identity Card from which his/her identity can be deduced,
  - iii) A copy of medical certificate from which it can be deduced that the seafarer is physically and mentally capable to be enlisted as a seafarer,
  - iv) Two (2) recent passport size photographs,
  - v) The fee for the (SISRB) Booklet as specified by the Competent Authority,
  - vi) Certificate of criminal record or
  - vii) Report on the conduct and character of the seafarer signed by the company or the previous employer or the master of the vessel.
- c) The minimum age of the seafarer to be registered in the Seafarers Identification and Sea Service Record Book is determined to be at, least the 16<sup>th</sup> year.
2. This Circular would like to draw your attention to the fact that the Company, having the meaning given under section 2 of law 108(I)/2000, is responsible for the authenticity and validity of the documents submitted with the application for the Cyprus SISRB.
3. The present Circular amends Circular No.14/2001.



Costas Costaras  
Acting Director  
Department of Merchant Shipping  
Cc:

- Permanent Secretary , Ministry of Communications and Works

- Permanent Secretary, Ministry of Foreign Affairs
- Maritime Offices of the Department of Merchant Shipping abroad
- Diplomatic Missions and Honorary Consular Offices of the Republic
- Cyprus Shipping Chamber
- Cyprus Union of Shipowners
- SEK
- PEO

Kk/cpl