WITHDRAWAL FORM - DECK / STEWARD

TOP EVER MARINE MANAGEMENT PHIL CORP
DS FO.004a/Rev.Date: 04.Oct.2019 /Rev No: 04

RANK/NAME: _____ **DATE:** _____

CONTACT NUMBER:

Crew Sign	Documents	Crew Sign	Documents
	PASSPORT & _____ old		
	SEAMAN'S BOOK & _____ old		
	US VISA (in passport)		Electronic Receipt (E-Receipt) & POEA Employment Contract
	OTHER VISA (in passport) _____		JSU Contract (if applicable)
	MCV (AUSTRALIA)		YELLOW FEVER
	CREW ID (for TEMM vsls only)		CHOLERA
			CALLING CARD (for Master only)

FLAGSTATE DOCUMENTS:

PLS SIGN ON THAT SIDE →	PANAMA TRANSITIONAL CERT (_____ PANAMA LIC / _____GMDSS LIC., _____ SSO LIC.)		
PLS SIGN ON THAT SIDE →	PANAMA TANKER ENDO (_____ ATOT / ATCT / BTOC (Permanent/Transitional)		
	PANAMA SIRB		PANAMA LIC/SIRB
	PANAMA ASSESSMENT /SDSD/ Ship's Cook Endorsement		PANAMA GMDSS/SIRB
	PANAMA SSO ENDO / ECDIS ENDO		IOM CRA / *Permanent*
	Hong Kong / *GOC License - for Deck* officers only (Permanent / O.A.)		*IOM Discharge Book*
	Marshall Island CRA		Singapore License / GMDSS (Permanent / CRA)
	Marshall Island License & SIRB with SQC (for Deck Officers)		*Singapore Tanker Endorsement*
	Marshall Island SIRB with SQC (for Deck Ratings)		Bermuda CRA / Endorsement (for Offcers only)
Others:			Bermuda discharge book

Crew Sign	Documents	Crew Sign	Documents
	MARINA ENDORSEMENT & CERTIFICATE : _____		First Class Radiotelegraph Operator's Cert. } NTC License for Radio Officer
	MARINA ID : _____		Radio Electronic Certificate }
	GOC		MARINA COP
			TESDA NCI / *NCIII*

Master & Chief Mate:

	BT		***2nd, 3rd Mate & Radio Officer***
	AFF / PSCRB / MEFA / MECA		BT
	General Tanker Familiarization / BTOC (Tanker vsl)		AFF / PSCRB / MEFA
	STCT / STOT / ATOT / ATCT (Tanker vsl)		MECA (for 2/O and 3/O for Promotion)
	SSBT / BTM (Tanker vsl)		General Tanker Familiarization / BTOC (Tanker vsl)
	RSC / ROC/P (Radar Navigation, Radar Plotting & use of ARPA)		STCT / STOT / ATOT / ATCT (Tanker vsl)
	SRROC - GOC for GMDSS Module I		SSBT / BRM (All vsl)
	INMARSAT - GOC for GMDSS Module II		RSC / ROC/P (Radar Navigation, Radar Plotting & use of ARPA)
	GMDSS - GOC for GMDSS Module III		SRROC - GOC for GMDSS Module I
	ARPA (Radar, ARPA & Brdige Temwork & Search & Rescue)		INMARSAT - GOC for GMDSS Module II
	MARPOL 73/78 Annex I / MARPOL I-VI (Consolidated)		GMDSS - GOC for GMDSS Module III
	SHIP SECURITY OFFICER (Reg. VI//5)		ARPA (Radar, ARPA & Brdige Temwork & Search & Rescue)
	Cargo Handling & Care of Cargo (And for C/O of Tanker)		MARPOL 73/78 Annex I / MARPOL I-VI (Consolidated)
	Ship Handling & Manuevering (And for C/O of Tanker)		Radio Electronic Certificate Course (for Radio Officer)
	Water Ballast Mgmt. (for C/O only & can be taken in-house)		HAZMAT (for Container vsl only)
	HAZMAT (for Container vsl only)		ECDIS (Generic)
	ECDIS (Generic)		ECDIS (Specific) _____
	ECDIS (Specific) _____		*SDSD*
	Gearbulk (for PPT & CDA only)		*Gearbulk (for PPT & CDA only)*
	Cargo Handling Simulator (JA V only)		Cargo Handling Simulator (JA V only)
			Ship Safety Officer Training (for 3/O of Peninsula vessels)

Ratings:

	BT		
	Ratings Forming Part of Navigational		
	PSCRB		***Certificate of Proficiency (COP) - (previously called NAC)***
	General Tanker Familiarization / BTOC (Tanker vsl)		BT, AFF, MEFA, PSCRB, MECA, BTOC, ATOT, ATCT
	MARPOL 73/78 Annex I		SSO, SDSD & PFRB
	Catering Management / Shipboard Culinary / Messman Course		
	SDSD		***INTERIM Courses (STCW 2010)***
	HAZMAT (for Container vsl only)		Cargo Handling & Care of Cargo
	Gearbulk (for BSN of PPT & CDA only)		Collision Avoidance
	Shipboard Welding Course		Maritime Law for Ship's Officers
			MARPOL 73/78 Annex I, II, III, IV, V & VI (Consolidated)
			MLC - Function 1, 2 & 3
			OIC - Function 1, 3

IN-HOUSE Mandatory Training Requirements:

	PDOS Cert		
	Anti-Piracy		***Other Required documents:***
			1 copy of original NSO / PSA Birth Certificate
			Diploma, Transcript, Certification & CAV (for Cadets)
			Training Record Book (TRB) - for cadets
			Onboard Complaint Procedure
			F110 (Temm vessels only)

Others:

EXIT CLEARANCE

Reason for leaving : _____ ***Clearing Officer :*** _____

Clearance Area	*Remarks*	*Date*	*Clearing Officer Signature*
Crewing Department			
Documentation Department			
Accounting Department			
Top Management			

Release Waiver

I do acknowledge that TOP EVER MARINE MANAGEMENT PHILIPPINE CORPORATION has released to me all my DOCUMENTS and all my documents were accounted and received in good condition. Signed in this waiver I released TOP EVER MARINE MANAGEMENT PHILIPPINE CORPORATION to any responsibility and liability.

_____ _____

Signature Over Printed Name *Date*