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## CIRCULAR

# Palau – Seafarer’s Identification & Record Book

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Notice to: Ship Owners/ Managers/ Operators/ Surveyors/ Auditors:

The Palau International Ship Registry (PISR) has issued [Marine Circular 142.3](#) which outlines the requirements for issuing a Seafarer’s Identification and Record Book (SIRB) and supersedes Marine Circular 142.2.

The Circular advises that the Company or the Manning Agent is the entity that has accepted responsibility for the assignment of seafarers to serve onboard Palau registered vessels per the provisions of STCW Regulation 1/14 and that the Registered Owner or Management Company (per the ISM Code) is to report the full name and details of such entity to the Registration Department.

The Circular details the responsibility and authority of the PISR, their Human Element Department and Deputy Registrars.

Points to note:

The following documents are to be attached to each application for a SIRB:

- Valid Passport;
- Valid medical certificate of fitness issued by an accepted Medical Practitioner. Ref: Marine Circular140.1/12/2018);
- A completed application form (PISR APPL 011);
- A colour passport-size photograph (electronic copy is accepted: img, png, gif, jpg).
- For Officers: A clear copy of their STCW Certificate of Competency;
- For Ratings: A clear copy of their STCW Certificate of Proficiency;
- For All Crew members assigned duties which are part of the vessel’s operational status: A clear copy of their STCW Certificate of Proficiency for Basic Training & Security-Related Training for All Seafarers;
- Confirmation of payment.

Basic Training & Security-Related Training is not required for persons employed or engaged on the ship as Marine Technicians for a short period. In such cases, the SIRB is valid for twelve (12) months and excludes the holder from any ordinary crew assignments and safety operations onboard. Safety familiarization training is to be given onboard.

**Act now**

Managers / Operators should note the contents of the Circular and be guided accordingly.