



Circ.№4/2011

May 27/2011

To: Ship-owners and Managers of the Vessels flying Georgian Flag

Dear Sir/Madam,

Referring to our official letter №01/079 dated on 05 May 2011 concerning new policy of MTA, we hereby convey our policy concerning issuing Certificates of Endorsements for seafarers serving on ships flying Georgian Flag.

If Certificate of Endorsement is requested, the following documents should be submitted to the MTA in due course:

1. Application Form for Endorsement Attesting the Recognition of an Officer's Certificate of Competency (see attachment 1);
2. 2 (two) recent photos (3x4cm);
3. Physical examination form, taken within the last 12 month;
4. Copy of National Passport;
5. Copy of STCW 78/95 National Certificates;
6. Copy of the services acquired within the last 5 years;
7. Copy of National COC;
8. Copy of Seamen's Book;
9. Bill of Payment.

The Certificates of Endorsement are subject to fees under Georgian legislation, specifically, official fee for the issuing of Georgian Certificate of Endorsement is:

- USD 240 for Senior Officers;
- USD 173 for Operational Level Officers.

The official fees shall be paid before the Certificate of Endorsement is issued.

Bank Details are as follows:

Intermediary Bank	Commerzbank, Frankfurt, Germany
SWIFT	COBADEFF
Account With Institution	Bank of Georgia; 3 Pushkin Street, 0105 Tbilisi, Georgia
SWIFT	BAGAGE22
Beneficiary	LEPL MARITIME TRANSPORT AGENCY; 23 Ninoshvili street, 6000 Batumi, Georgia
Account	GE06BG0000000621686700



In accordance with Regulation of I.10.4 of STCW 78/95, MTA preserves its right to entitle a seafarer to serve on ship flying Georgian flag prior to issuing Endorsement Certificate provided he holds a valid COC issued and endorsed by the state of nationality. Accordingly, if circumstances require, MTA will issue Certificate of Receipt of Application (CRA), which is valid for 3 (three) months period upon submission of a copy of valid COC via email or fax.

Please, be advised that MTA contact details are the following:

Address: 23, Ninoshvili Str.

City: Batumi

Post Code: GE-6000

Country: Georgia

Telephone: (+995 422) 7 49 25; (+995 422) 7 39 09

Fax: (+995 422) 7 39 29

Email: [info@maradgeorgia.org](mailto:info@maradgeorgia.org); [stcw@maradgeorgia.org](mailto:stcw@maradgeorgia.org)

Sincerely Yours,



Teimuraz Iobidze

Agency Director

Maritime Transport Agency of Georgia

