



TUVALU SHIP REGISTRY

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MARINE CIRCULAR

MC-3/2015/1

08/2026

FOR: Ship Owners, Ship Managers, Ship Operators, Ship Masters, Ship Officers, Classification Societies

SUBJECT: ELECTRONIC CERTIFICATES OF ENDORSEMENT

DEFINITIONS:

The following abbreviations stand for:

- "COC" – Certificate of Competency in accordance with the STCW
- "COE" – Certificate of Endorsement (issued against an officer's COC / GOC / DCE / SSO)
- "DCE" – Dangerous Cargo Endorsement (e.g., Advance Oil/Chemical Tanker Certificate)
- "GOC" – GMDSS Operator Certificate
- "IMO" – International Maritime Organization
- "ISM" – International Safety Management Code
- "PSC" – Port State Control
- "SSO" – Ship Security Officer Certificate
- "STCW" – International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended

The following terms shall mean:

- "Administration" - the Tuvalu Ship Registry.
- "Electronic Certificate" – a certificate issued in an electronic format established or approved by the Administration to ensure viewing compatibility for all intended verifiers.
- "Electronic Signature" – data in electronic form which is attached to, embedded in, or logically associated with other electronic data to serve as a method of authentication of the issuer and the contents of the electronic data.
- "Unique Certificate of Endorsement Number" – a string of numbers, letters or symbols used as an identifier to distinguish an electronic certificate issued by, or under the authority of, the Administration from any other electronic certificate issued by, or under the authority of, the Administration.
- "Verification" – a reliable, secure and continuously available process to confirm the authenticity and validity of an electronic certificate using the Unique Certificate of Endorsement Number and other data contained in, or embedded in, the electronic certificate.

PURPOSE:

This Circular sets out the Administration's requirements for the issuance, acceptance, carriage and verification of electronic Certificates of Endorsement (COEs) for seafarers serving on Tuvalu flagged vessels, in accordance with IMO Circular FAL-LEG-MEPC-MS-C.1/Circ.1.

REFERENCES:

- (a) Tuvalu Registry Circular RC-5/2012/1 - Crew Endorsement Application Procedures
- (b) Tuvalu Marine Circular MC-1/2009/10/12/3 – Failure to Apply for Tuvalu Crew Endorsements in Accordance to STCW Reg I/10

- (c) Tuvalu Marine Circular MC-5/2016/1 – Implementation of Electronic Certificates for Vessels
- (d) IMO Circular FAL-LEG-MEPC-MSC.1/Circ.1 – Joint Guidelines for the Use of Electronic Certificates

APPLICATION:

This Marine Circular applies to all ship officers and radio operators issued with COC / DCE / GOC / SSO by other STCW member States serving on board Tuvalu flagged vessels.

CONTENTS:

1. STCW Requirements

- 1.1. All officers including radio operators serving on board Tuvalu ships shall be required to have their COC / DCE / GOC / SSO endorsed by Tuvalu.
- 1.2. This Administration shall recognise the COC / DCE / GOC / SSO issued by a STCW member State through the issuance of a Tuvalu COE.
- 1.3. All officers and radio operators shall ensure that their COC / DCE / GOC / SSO and corresponding Tuvalu COE are readily available on board in their applicable original form, whether paper or electronic, and can be verified when requested.
- 1.4. All officers and radio operators shall, to the best of their ability, ensure that their COC / DCE / GOC / SSO and corresponding COE remain valid for the duration of their intended service on board a Tuvalu flagged vessel.

2. Electronic COEs

- 2.1. With greater acceptance of electronic certificates and documents worldwide, the Administration has fully implemented the use of electronic COEs. This implies that all COEs hereby issued by the Administration shall be in ELECTRONIC format only.
- 2.2. An authentic and valid electronic COE issued by the Administration shall be considered and treated as an original certificate on board. The electronic COE may also be printed for convenience.
- 2.3. Electronic COEs issued by this Administration incorporate the applicable features specified in IMO Circular FAL-LEG-MEPC-MSC.1/Circ.1.
- 2.4. Electronic COEs shall be protected from unauthorized alteration, contain a Unique Certificate of Endorsement Number and other data used for verification, visibly identify the source of issuance, include an electronic signature, and contain the relevant information required by section A-I/2 of the STCW Code.
- 2.5. A copy of this Marine Circular shall be kept on board as the Administration's instructions for the acceptance and verification of electronic COEs by PSC and other relevant authorities.
- 2.6. The seafarer shall have readily available on board the electronic COE, or at minimum the Unique Certificate of Endorsement Number and other information necessary to access the Administration's verification system.

3. Methods for Verification of Electronic COEs issued by the Administration:

- 3.1. Entering the Unique Certificate of Endorsement Number (e.g., T200001 or TVR200001) found on each electronic COE at the online verification system at <https://tvship.com/verify>; or
- 3.2. Scanning the Quick Response (QR) Code found on the electronic COE which will provide access to the Administration's verification system for confirmation of the authenticity and validity of the COE.

WARNING: Users shall exercise caution when verifying electronic certificates. A QR Code on a certificate does not, by itself, establish the authenticity of the certificate. For certificates issued by the Administration, users shall verify that any website accessed through a QR Code uses the official **tvship.com** domain. Where there is any doubt as to the authenticity of a certificate or verification website, confirmation shall be obtained directly from the Administration.

- 3.3. Should there be queries or difficulty with the above verification methods, please contact the Administration at crewing@tvship.com or at +65-6224-2345 for assistance in confirming the authenticity or validity of an electronic COE

Yours sincerely,

Deputy Registrar
Tuvalu Ship Registry