# Requirements for the Issuance of Seaman Books, Course Endorsements and Duplicates

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<th>REQUIREMENTS FOR STEWARD</th>
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1. **Application for Certificates and Endorsements** for Seafarers *(duly filled out and signed by the applicant with Black Ink)*.

2. One (1) full color passport photo 4 x 4 centimeters (shoulder and face exposed without hat & white background) Recently taken, no more than six (6) months old, the photo should be pasted on the application form.

3. Valid Passport (Copy)

4. Valid **Medical Fitness Certificate** according to Circular MMC 261 P.10

5. Money order or company check payable to **Consulate of Panama**. The cost for the Steward license is $185.00 plus the cost of the required security endorsement.

6. Letter of Experience or Contract employed as Steward. (Evidencing the position on board)

7. STCW 78 amended Basic Training Courses
   - 7.1 IMO 1.13 Elementary First Aid
   - 7.2 IMO 1.19 Proficiency in Personal Survival Techniques
   - 7.3 IMO 1.20 Fire Prevention and Fire Fighting
   - 7.4 IMO 1.21 Personal Safety and Social Responsibilities

8. Security Awareness Course that meets the requirements of Table A-VI/6-1 of the STCW 78 as amended ($20.00); or Security Training for Seafarers with Designated Security Duties of table A-VI/6-2 of STCW 78 as amended ($40.00); or Ship Security Officer, table A-VI-5 of STCW 78 as amended ($60.00) *(Must endorse with the Panama Maritime Authority)*

**Duplicate**: If stolen or lost, a letter indicating this fact along with a record that a proper complaint was filed with the competent authority or a company letter assuming responsibility for the loss and application. If the cause is deterioration or full use of record pages, a letter indicating the fact and a seaman’s book copy must be submitted.

The cost for duplicate is $80.00