



GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

USER MANUAL
FOR
“Certificate of Competency (Engine)”

Under Ministry of Shipping

F-12/C-1, Agargaon, Sher-E-Bangla Nagar Dhaka 1207, Bangladesh, and Phone: +880 2 9513305

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1. Application for Assessment

Seafarers who wish to obtain a COC certificate must first apply for an assessment. Upon successfully completing the assessment, they will be eligible to apply for the written examination & oral examination.

1.1. Assessment Application Procedure

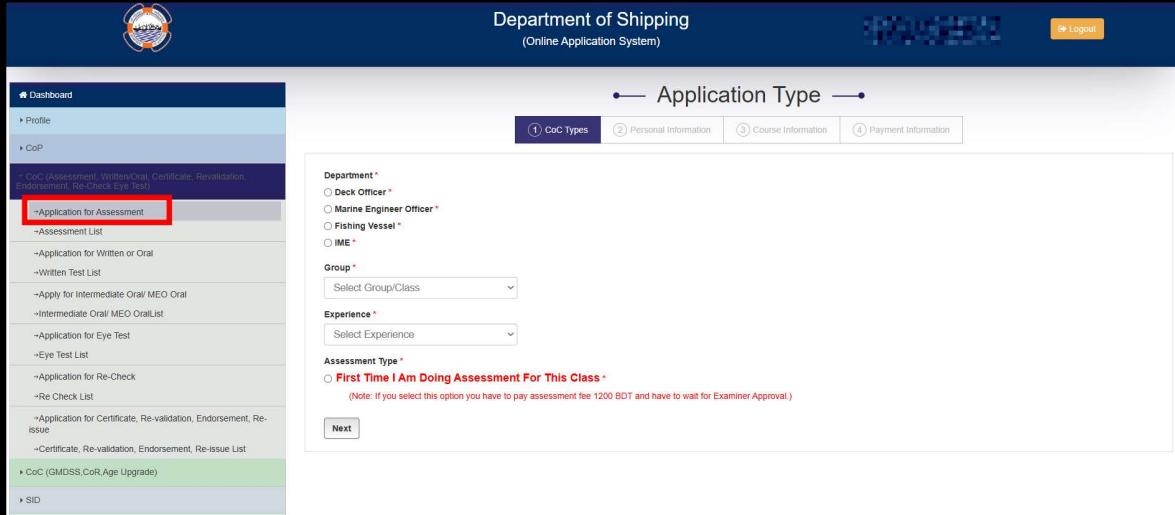
To apply for the assessment, please follow the steps outlined below:

1. Please login into your DOS ERP Profile
2. Navigate to COC menu
3. Select “Application for Assessment”
4. Select Department, Group, Experience and Other Necessary Information
5. Submit the application
6. Now it will redirect you to the payment method, pay for the application and then you will get the payment slip.

After successfully completing the assessment application, a seafarer must submit all the required documents to Department of Shipping, Coc Section. If a seafarer meets all the necessary criteria, they are issued an Eligibility ID. This ID contains of a 12-digit system generated number that confirms their qualifications and is valid for a period of five years.

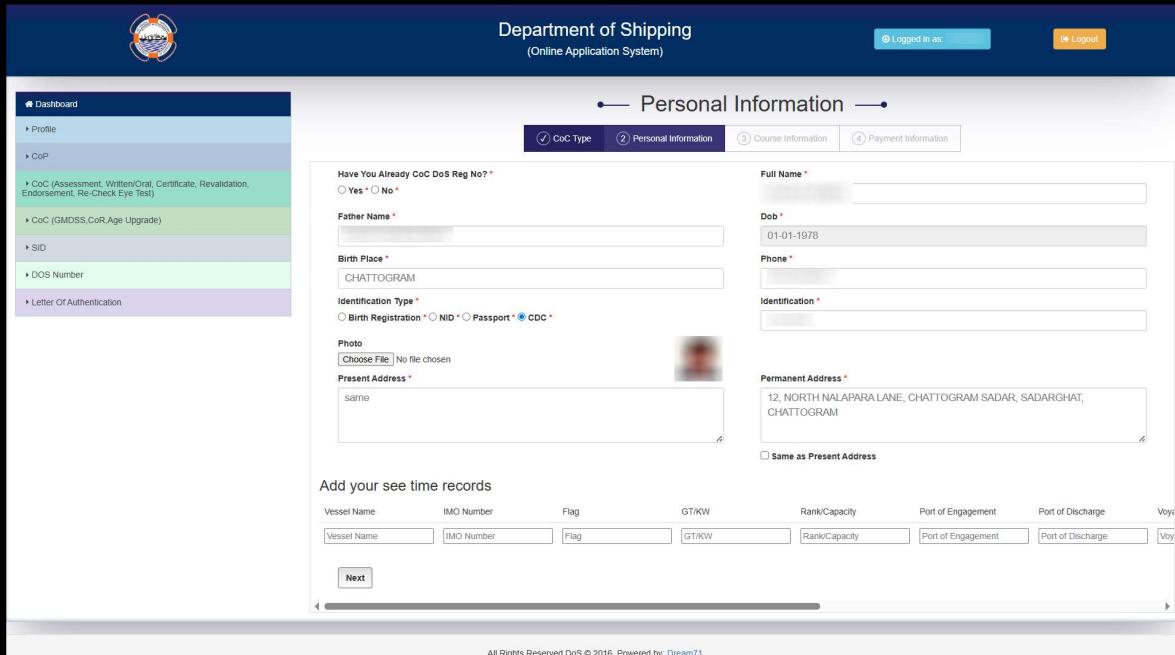
This Eligibility ID is tied to a specific class of competency. If a seafarer wishes to pursue a higher-level certification, they must go through a new assessment for that particular class. This new process will result in the issuance of a new Eligibility ID.

To apply for assessment a seafarer needs to select “Application for Assessment”. Here a seafarer have to fill up his Department, Group & Experience.



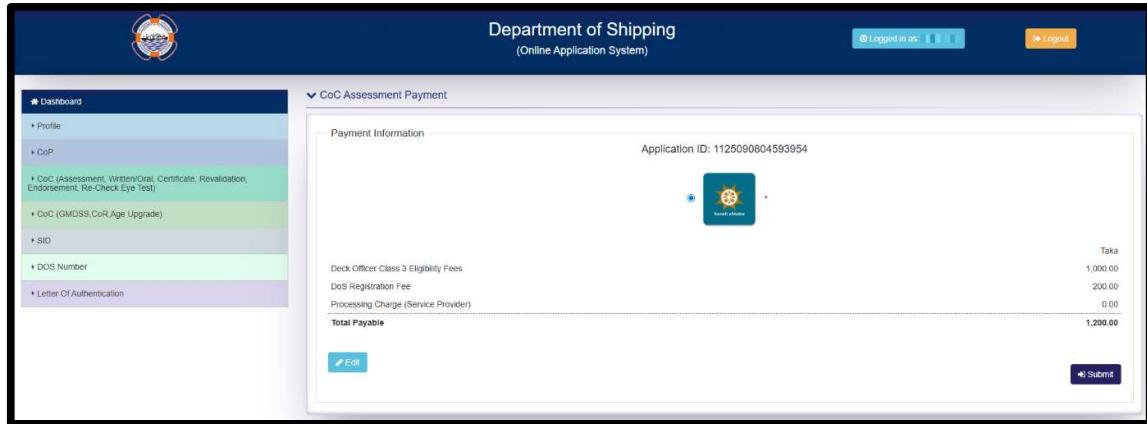
The screenshot shows the 'Application Type' page of the Department of Shipping Online Application System. The sidebar on the left lists various application types, with 'Application for Assessment' highlighted by a red box. The main form area contains fields for 'Department' (Deck Officer, Marine Engineer Officer, Fishing Vessel, IME), 'Group' (Select Group/Class), 'Experience' (Select Experience), and 'Assessment Type' (First Time I Am Doing Assessment For This Class). A note at the bottom states: '(Note: If you select this option you have to pay assessment fee 1200 BDT and have to wait for Examiner Approval.)' A 'Next' button is at the bottom of the form.

After clicking ‘Next,’ the seafarer’s details for the application will be displayed, where he or she can upload the required documents.



The screenshot shows the 'Personal Information' page of the Department of Shipping Online Application System. The sidebar on the left shows various application types. The main form area includes fields for 'Full Name', 'Dob', 'Phone', 'Identification', 'Present Address' (with a photo thumbnail), and 'Permanent Address' (with a note about same address). Below this is a section for 'Add your see time records' with fields for Vessel Name, IMO Number, Flag, GT/KW, Rank/Capacity, Port of Engagement, Port of Discharge, and Voyage. A 'Next' button is at the bottom of the form.

After filling up the required information and pressing on next a seafarer will be forwarded to payment gateway where he/she can pay for the assessment. By clicking on the submit button it redirects to Payment Gateway.



Here we can see an interface of payment gateway. From mobile banking we can pay using methods such as Bkash, Rocket, Nagad and many more. Also, there are option for Internet Banking / Card as well.

Sonali Bank PLC
Sonali Payment Gateway

Transaction Amount 500.00

Paid By
Bank Ref.
Invoice No.
Contact No.
Payment To : **Department of Shipping**

Time Remaining : 8:49

Sonali Bank	Card	Mobile Banking	Internet Banking
-------------	-------------	----------------	------------------

VISA	MasterCard	Amex
------	------------	------

Exit **16639, +8809610016639, V 3.0**

Sonali Bank PLC
Sonali Payment Gateway

Transaction Amount 500.00

Paid By
Bank Ref.
Invoice No.
Contact No.
Payment To : **Department of Shipping**

Time Remaining : 8:47

Sonali Bank	Card	Mobile Banking	Internet Banking
-------------	------	-----------------------	------------------

Nagad	ROCKET	Bkash	Upay
Cellfin	tap	OKwallet	MeghnaPay
TeleCash			Islamic Wallet

Exit **16639, +8809610016639, V 3.0**

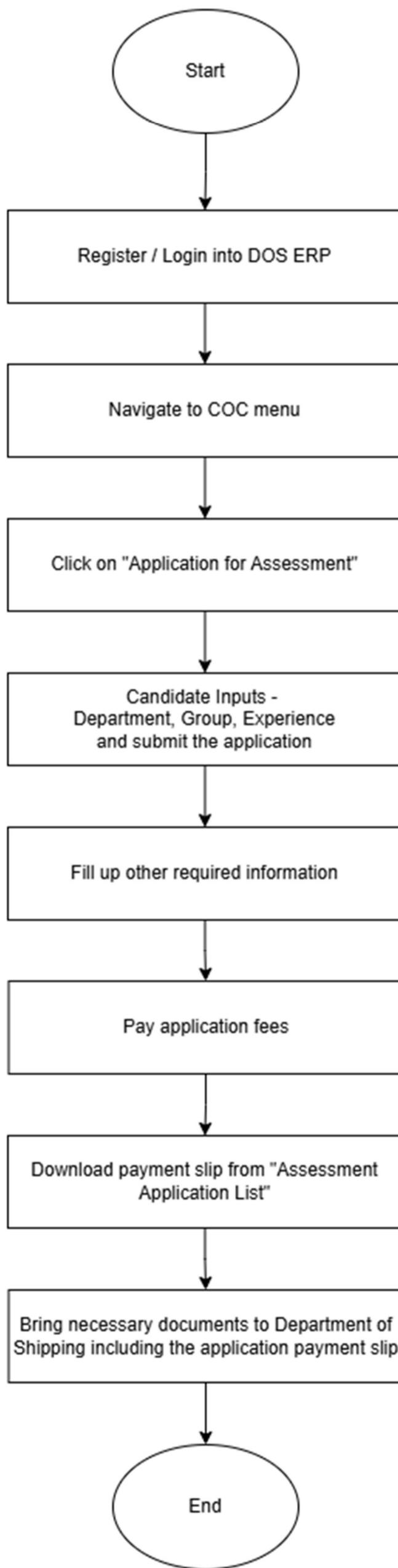
Seafarer can also check the list of application he/she made from “Assessment List” & download the payment slip.



The screenshot shows the Department of Shipping Online Application System. The main title is "Department of Shipping (Online Application System)". The sidebar on the left has a "Dashboard" section with "Profile", "CoP", and "CoC (Assessment, Written/Oral, Certificate, Re-validation, Endorsement, Re-Check-Eye Test)" expanded. Under "CoC", there are links for "Application for Assessment", "Assessment List" (which is highlighted with a red box and has a red arrow pointing to it), "Application for Written or Oral", "Written Test List", and "Apply for Intermediate Oral/MEO Oral". The main content area is titled "CoC Application List" and shows "Showing 1-1 of 1". A table with the following data is displayed:

#	Application ID	Eligibility ID	Full Name	Department	Group	Status	Eligibility Status	Payment
1	11250907070334	2025.2.EC2.00C	7	Marine Engineer Officer	Class 2	Paid	Eligible	 Invoice

Assessment Application for COC



1.2. Documents required for assessment

To apply for New COC a candidate must submit the following documents in COC Section

Marine Engineer Officer Class – 5

1. *DOS copy of the government fee payment from the online application.*
2. *SSC or Diploma Certificate & Marksheets*
3. *Sea Service Testimonial*
4. *Preparatory course certificate*
5. *Workshop Certificate*
6. *Photocopy of Passport and NID card.*
7. *Photocopy of the Medical Fitness Certificate.*
8. *Eligibility Form*
9. *Basic 6 COP*
10. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
11. *Others (if any)*

Marine Engineer Officer Class – 4

1. *DOS copy of the government fee payment from the online application.*
2. *Sea Service Testimonial*
3. *Photocopy of Passport and NID card.*
4. *Photocopy of the Medical Fitness Certificate.*
5. *Eligibility Form*
6. *Basic 6 COP*
7. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
8. *Others (if any)*

Marine Engineer Officer Class – 3

1. *DOS copy of the government fee payment from the online application.*
2. *SSC & HSC Certificate & Marksheets*
3. *Photocopy of CDC with voyages or Sea Service Testimonial*
4. *Preparatory course certificate*
5. *Pre-sea course certificate*
6. *Workshop Certificate*

7. *Photocopy of Passport and NID card.*
8. *Photocopy of the Medical Fitness Certificate.*
10. *Eligibility Form*
11. *All Safety Course Certificate*
12. *Training Record Book*
13. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
14. *Others.*

Marine Engineer Officer Class – 2

1. *DOS copy of the government fee payment from the online application.*
2. *Photocopy of CDC with voyages or Sea Service Testimonial*
3. *COC Copy*
4. *Preparatory course certificate*
5. *BMSO Certificate*
6. *Workshop Certificate*
7. *Photocopy of Passport and NID card.*
8. *Photocopy of the Medical Fitness Certificate.*
9. *Eligibility Form*
10. *All Safety Course Certificate*
11. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
12. *Others.*

Marine Engineer Officer Class – 1

1. *DOS copy of the government fee payment from the online application.*
2. *Photocopy of CDC with voyages or Sea Service Testimonial*
3. *COC Copy*
4. *Preparatory course certificate*
5. *BMSO Certificate*
6. *Photocopy of Passport and NID card.*
7. *Photocopy of the Medical Fitness Certificate.*
8. *Eligibility Form*
9. *All Safety Course Certificate*
10. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
11. *Others.*

Marine Electro-Technical Officer

1. *DOS copy of the government fee payment from the online application*
2. *SSC/Diploma/BSc Certificate & Marksheets*
3. *Photocopy of CDC with voyages or Sea Service Testimonials*
4. *Preparatory course certificate*
5. *Workshop Certificate*
6. *Photocopy of Passport and NID card.*
7. *Photocopy of the Medical Fitness Certificate.*
8. *Eligibility Form*
9. *Basic 6 COP*
10. *Training Record Book*
11. *Two passport-size photos and two stamp-size photos (white background, lab printed).*
12. *Others.*

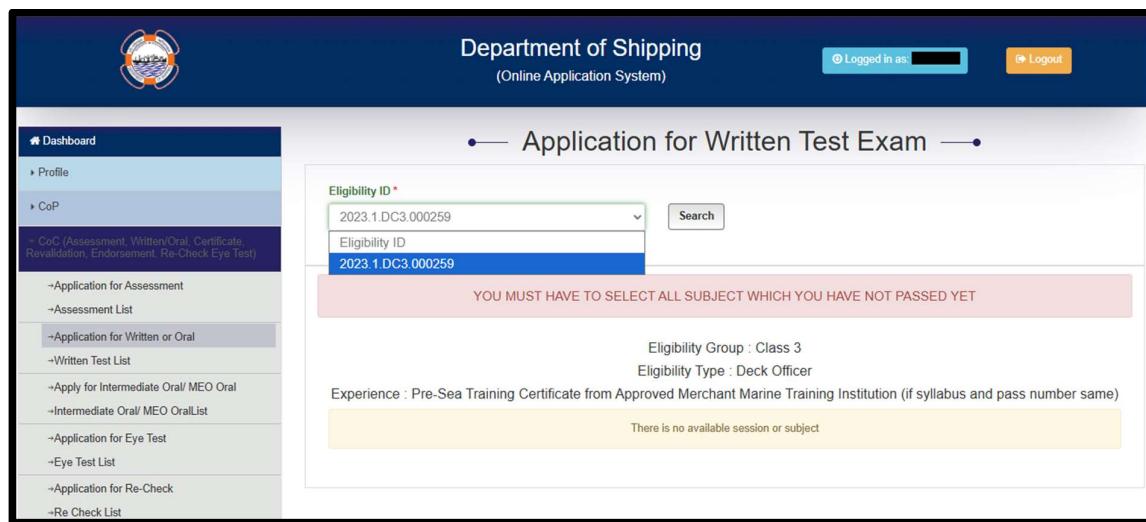
2. Written Test & Oral

It is crucial to note that all previous exam results and records are linked to the specific Eligibility ID under which they were obtained. These results remain valid only for the five-year period of that ID. Once this time expires, the associated results are no longer valid, and a new assessment would be required if the seafarer decides to pursue a different certification in the future.

There is also a separate provision for an Intermediate Oral Examination. This option allows seafarers who have passed all their written subjects to apply for the oral exam without waiting for the regular exam session schedule. The intermediate oral sessions are held more frequently than the standard examination sessions.

This is particularly beneficial for seafarers who have passed all their written tests but have not yet completed the oral component. By utilizing the intermediate oral option, they can avoid the longer waiting period associated with the regular written and oral exam cycles, allowing them to advance their certification process more quickly.

After clicking on “**Application for Written or Oral**”, you must select a valid Eligibility ID for the examination you wish to attend. Please note that if an Eligibility ID is more than 5 years old, you will not be allowed to attend the exam using that ID.



Department of Shipping
(Online Application System)

Logged in as: [REDACTED] Logout

Application for Written Test Exam

Eligibility ID *
2023.1.DC3.000259

Eligibility ID
2023.1.DC3.000259

YOU MUST HAVE TO SELECT ALL SUBJECT WHICH YOU HAVE NOT PASSED YET

Eligibility Group : Class 3
Eligibility Type : Deck Officer
Experience : Pre-Sea Training Certificate from Approved Merchant Marine Training Institution (if syllabus and pass number same)

There is no available session or subject

After selecting the Eligibility ID, the system will display the subjects you have already passed (if any). For seafarers attending the COC exam for the first time, all the subjects they need to apply for will be shown.


Department of Shipping
 (Online Application System)

Dashboard

- Profile
- CoP
- CoC (Assessment, Written/Oral, Certificate, Re-validation, Endorsement, Re-Check Eye Test)
- Application for Assessment
- Assessment List
- Application for Written or Oral
- Written Test List
- Apply for Intermediate Oral/ MEO Oral
- Intermediate Oral/ MEO Oral List
- Application for Eye Test
- Eye Test List
- Application for Re-Check
- Re Check List
- Application for Certificate, Re-validation, Endorsement, Re-issue
- Certificate, Re-validation, Endorsement, Re-issue List
- CoC (GMDSS,CoR,Age Upgrade)
- SID
- DOS Number
- Letter of Authentication

Application for Written Test Exam

Eligibility ID *
 2023.1.DC3.000259 Search

YOU MUST HAVE TO SELECT ALL SUBJECT WHICH YOU HAVE NOT PASSED YET

Eligibility Group : Class 3
 Eligibility Type : Deck Officer
 Experience : Pre-Sea Training Certificate from Approved Merchant Marine Training Institution (if syllabus and pass number same)

Personal Information

Name :	
Birth Place :	
Mobile Number:	
Session :	
Date Of Birth :	
NID/Passport:	

Written Test Subject

You can apply once for this session. Before press next select all subjects you need.

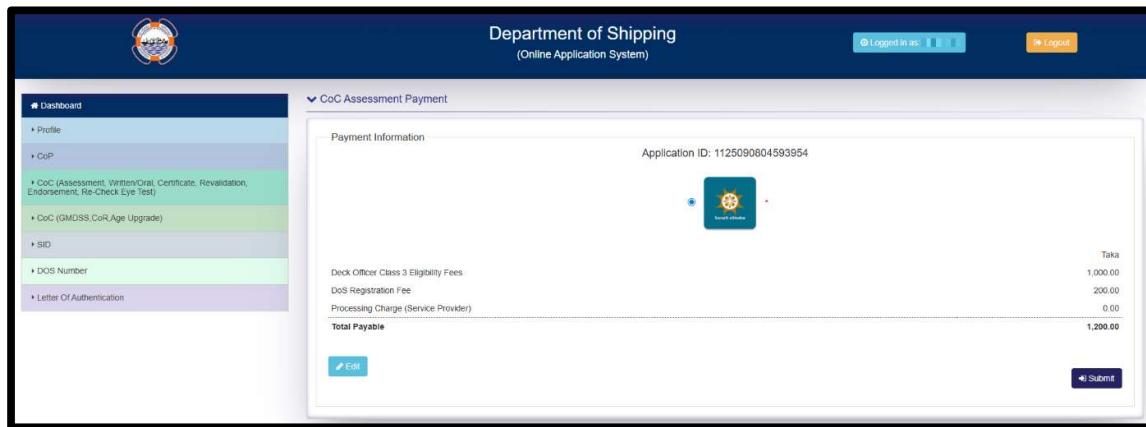
<input type="checkbox"/> Mathematics	
Signalling	Passed
<input type="checkbox"/> Oral	
Meteorology	Passed
General Ship Knowledge	Passed
Cargo Operation & Stability	Passed
Ocean & Offshore Navigation	Passed
Coastal Navigation	Passed
<input type="checkbox"/> Applied Science	
Principles of Navigation	Passed
MCQ	Passed
Multimedia	Passed

Next

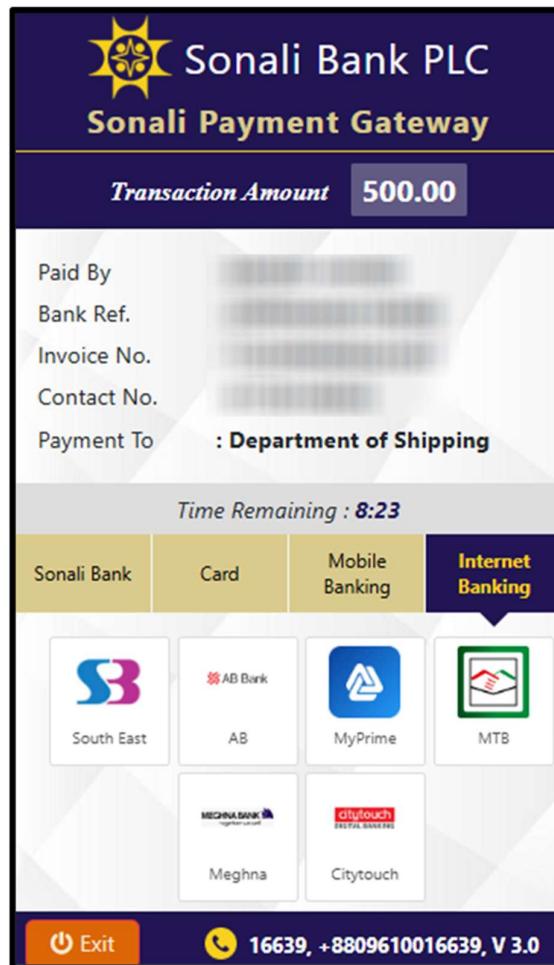
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After selecting the subjects and clicking on next, it will redirect to payment gateway.

After clicking on next we have to select payment gateway and processing with payment.



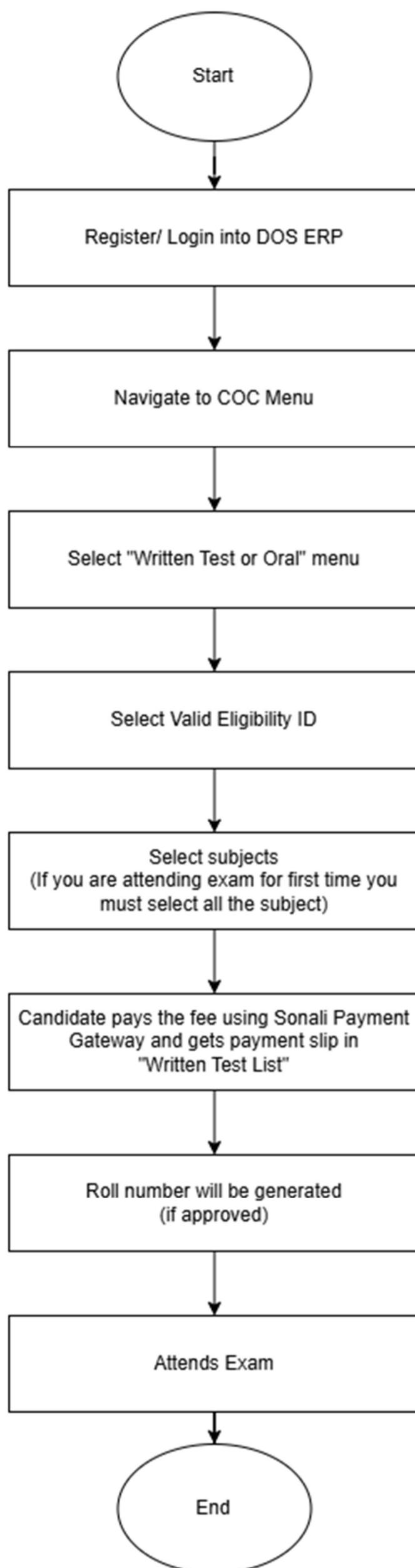
Seafarer can pay for the application by choosing his/her preferable payment method.



After completing the payment, a payment slip will be generated, which you can download. It is mandatory to submit this slip to the Department of Shipping along with the other required documents.

	DoS Copy APPLICATION FOR COC EXAMINATION Deck Officer Class 3 Application ID: 1125080104025840 Bangladeshi CDC/ID for Others : 				
<table border="1"><tr><td>Documents Attached <input type="checkbox"/> 1x Photocopy of Eligibility Application (Candidate's Copy)</td></tr></table>		Documents Attached <input type="checkbox"/> 1x Photocopy of Eligibility Application (Candidate's Copy)			
Documents Attached <input type="checkbox"/> 1x Photocopy of Eligibility Application (Candidate's Copy)					
Name of Courses <table border="1"><thead><tr><th>Sl</th><th>Name of Subject</th></tr></thead><tbody><tr><td>1</td><td>Oral</td></tr></tbody></table>		Sl	Name of Subject	1	Oral
Sl	Name of Subject				
1	Oral				
Write Down Previously Passed Subjects, Result and Date: 					
01-08-2025 Application Date	Candidate Signature	Chief Examiner (Deck / Engineering)			
<hr/> Online Payment Application ID:1125080104025840					
Payment Details					
Deck Officer Class 3 Written Test Fees for 1 Subject	3,500.00	Trans. Id : 2508019007380856			
Processing Charge (Service Provider)	49.00	Card Type : Nagad			
Total Payable:	3,549.00	Card No : 00018			
		Payment Date : 01-08-2025 10:04:08			
		Payment Type : Online			
		Payment Status : Paid			
Please submit DoS, Bank & Candidate copies to Bank during payment and get these copies signed and sealed by Bank. Then appear for examination. After examination submit the DoS copy to Counter.					

Written Test or Oral Application for COC



3. Issuance of Certificate of Competency

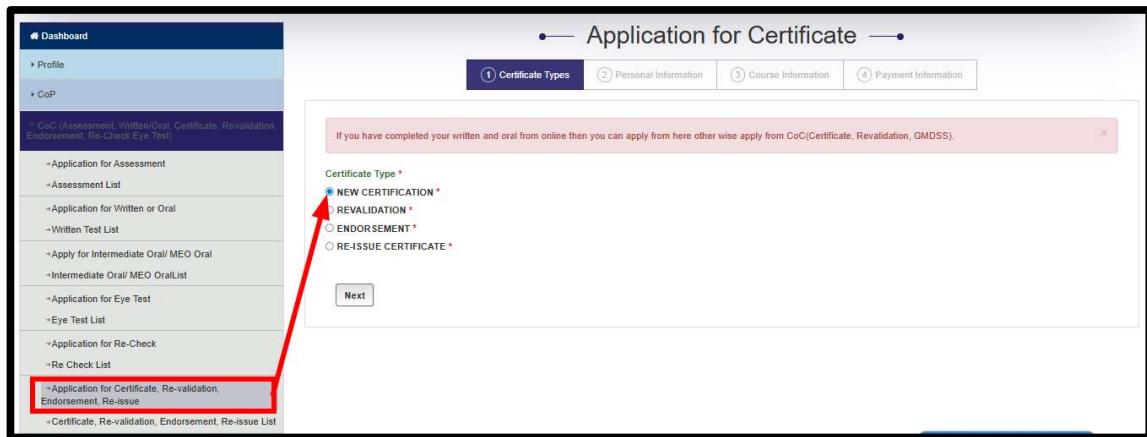
To get a COC, A seafarer must apply for “NEW CERTIFICATION”.

3.1 New Certification Application Procedure

To apply for new certification, please follow the steps outlined below:

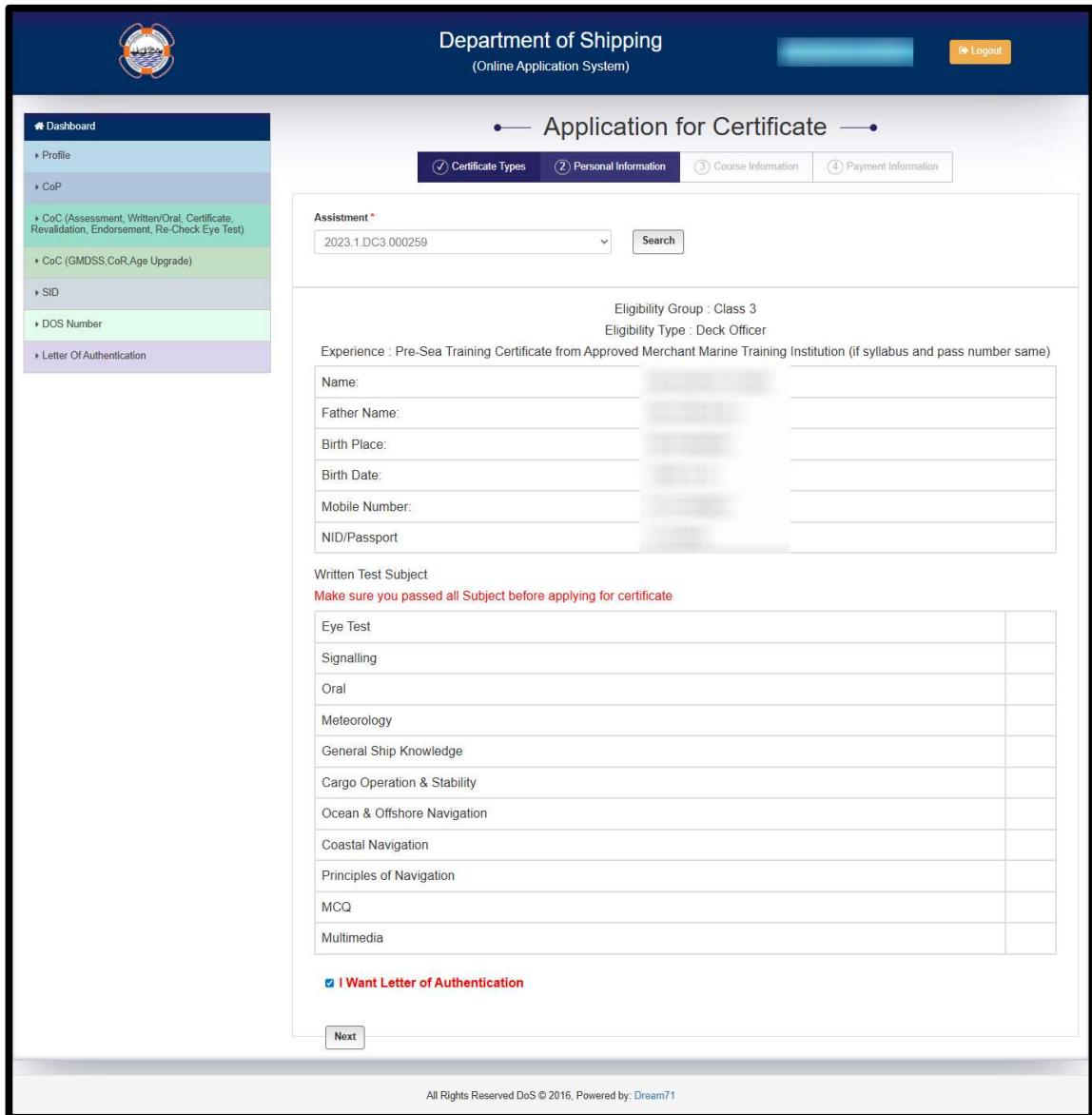
1. Please login into your DOS ERP Profile
2. Navigate to COC, Click on Apply Application for Certificate, Re-validation, Endorsement, Re-issue
3. Select Application Type “NEW CERTIFICATION”
4. Insert Required Information
5. Submit the application
6. Now it will redirect you to the payment method, pay for the application and then you will get the payment slip.
7. Now you have to submit all the documents along with the payment slip to Department of Shipping COC Section

When applying for “NEW CERTIFICATION”, after selecting the appropriate application type and clicking **Next**, the system will retrieve the relevant data.



The screenshot shows the 'Application for Certificate' interface. On the left, a sidebar lists various COC applications. A red box highlights the 'Application for Certificate, Re-validation, Endorsement, Re-issue' option. A red arrow points from this box to the 'NEW CERTIFICATION' radio button in the 'Certificate Types' section on the right. The 'Certificate Types' section also includes 'REVALIDATION', 'ENDORSEMENT', and 'RE-ISSUE CERTIFICATE'. Below these buttons is a 'Next' button. The right side of the screen shows tabs for 'Certificate Types', 'Personal Information', 'Course Information', and 'Payment Information'. A message box at the top right says: 'If you have completed your written and oral from online then you can apply from here otherwise apply from CoC(Certificate, Re-validation, GMDS)'.

When applying for new certification it will show the list of the subject that a seafarer must pass before obtaining the certificate.



The screenshot shows the 'Application for Certificate' page of the Department of Shipping Online Application System. The page is titled 'Application for Certificate' and includes tabs for 'Certificate Types', 'Personal Information', 'Course Information', and 'Payment Information'. A sidebar on the left lists various application types: Profile, CoP, CoC (Assessment, Written/Oral, Certificate, Re-validation, Endorsement, Re-Check Eye Test), CoC (GMDSS, CoR, Age Upgrade), SID, DOS Number, and Letter Of Authentication. The main form area contains fields for 'Assitment' (with a dropdown menu showing '2023.1.DC3.000259' and a 'Search' button), 'Name', 'Father Name', 'Birth Place', 'Birth Date', 'Mobile Number', and 'NID/Passport'. Below these fields, a section for 'Written Test Subject' lists subjects like Eye Test, Signalling, Oral, Meteorology, General Ship Knowledge, Cargo Operation & Stability, Ocean & Offshore Navigation, Coastal Navigation, Principles of Navigation, MCQ, and Multimedia. A red note at the bottom of this list says 'Make sure you passed all Subject before applying for certificate'. At the bottom of the form is a checkbox for 'I Want Letter of Authentication' and a 'Next' button. The footer of the page includes a copyright notice: 'All Rights Reserved DoS © 2016. Powered by: Dream71'.

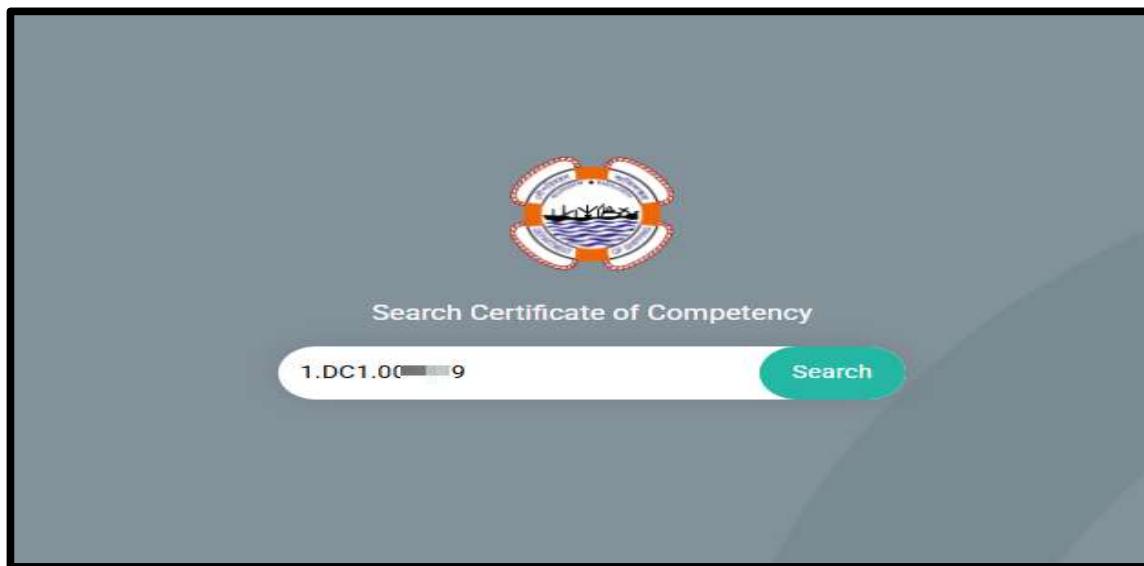
At this stage, a seafarer can review their requirements and create a new application. Upon clicking next, they will be redirected to the payment gateway.

All the application for New Certification/ Re-validation / Reissue can be found at “Certificate, Re-validation, Endorsement, Re-issue List” menu.

Upon applying for the certificate, the candidate shall submit the required documents in accordance with Section 3.2. The Department of Shipping will verify these documents and, thereafter, issue the Certificate of Competency (COC)."

Once the certificate has been issued and authenticated by the Director General, it can be verified online from this link. (<https://verification.dos.gov.bd/search/web/coc.html>)

You have to input certificate number in the input field and click on search



After clicking 'Search,' the system will display all relevant information, including the Issue Date, Expiry Date, CDC details, and other necessary data, allowing the authenticity of the certificate to be confirmed.

		
Certificate of Competency Verification Result		
The credentials supplied for CoC number 1.DC1.00/19 are correct.		
The status of this certificate is Valid		
Date of Issue : 14-06-2023		
Expiry Date : 25-01-2026		
Revalidated Until : 25-01-2031		
Name of Seafarer : H.M. MOZ		
Date of Birth : 16-12-1975		
CDC No : 123456789		
CAPACITY	LIMITATION	EXPIRE
MASTER, CHIEF OFFICER	UNLIMITED	25-01-2031

3.2 Required Documents for New Certification

Any person shall have to comply with following requirements for certificate of competency

Marine Engineer Officer Class 5 –

1. DOS copy of government fee payment for online application
2. Medical fitness certificate and eye sight test certificate
3. COP –
 - a. Elementary First Aid
 - b. Personal Safety and Social Responsibility
 - c. Personal Survival Techniques
 - d. Fire Prevention and Fire Fighting
 - e. Security Awareness Course
 - f. Seafarer with Designated Security Duties
4. *Two passport-size photos and two stamp-size photos (white background, lab printed).*

Marine Engineer Officer Class 4 –

1. DOS copy of government fee payment for online application
2. Medical fitness certificate and eye sight test certificate
3. COP –
 - a. Elementary First Aid
 - b. Personal Safety and Social Responsibility
 - c. Personal Survival Techniques
 - d. Fire Prevention and Fire Fighting
 - e. Security Awareness Course
 - f. Seafarer with Designated Security Duties

Marine Engineer Officer Class 3 –

1. DOS copy of government fee payment for online application
2. Medical fitness certificate and eye sight test certificate
3. COP –
 - i) Elementary First Aid
 - ii) Personal Safety and Social Responsibility
 - iii) Personal Survival Techniques
 - iv) Fire Prevention and Fire Fighting
 - v) Security Awareness Course
 - vi) Seafarer with Designated Security Duties
 - vii) Advanced Fire Fighting
 - viii) Proficiency in Survival Crafts and Boats
 - ix) High Voltage
 - x) Engine Room Resource Management
4. *Two passport-size photos and two stamp-size photos (white background, lab printed)*

Marine Engineer Officer Class 2 –

1. DOS copy of government fee payment for online application
2. Medical fitness certificate and eye sight test certificate
3. COP –
 - i) Elementary First Aid
 - ii) Personal Safety and Social Responsibility
 - iii) Personal Survival Techniques
 - iv) Fire Prevention and Fire Fighting
 - v) Security Awareness Course
 - vi) Seafarer with Designated Security Duties

- vii) Advanced Fire Fighting
- viii) Proficiency in Survival Crafts and Boats
- ix) High Voltage
- x) Engine Room Resource Management

4. *Two passport-size photos and two stamp-size photos (white background, lab printed)*

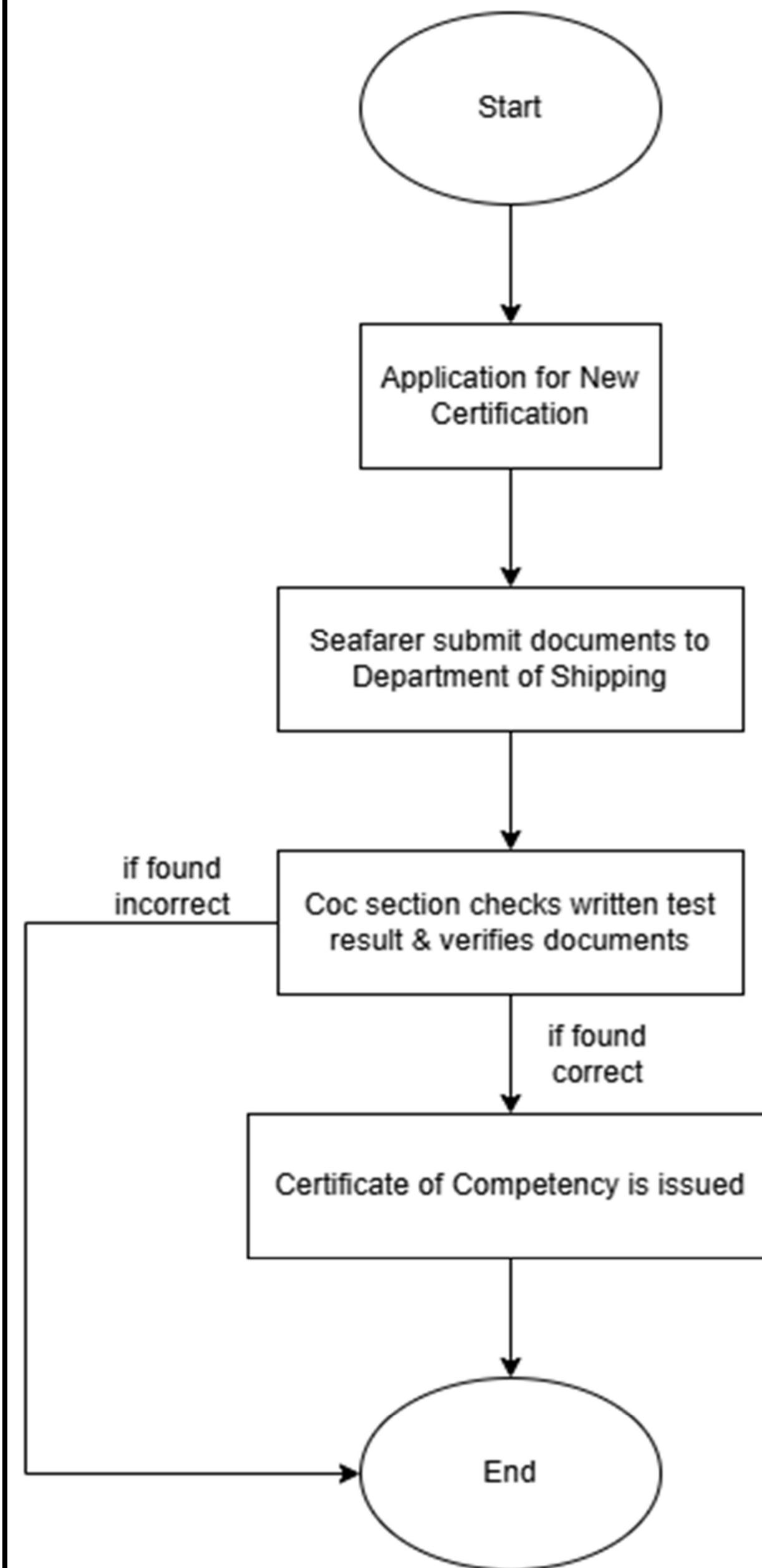
Marine Engineer Officer Class 1 –

- 1. DOS copy of government fee payment for online application
- 2. Medical fitness certificate and eye sight test certificate
- 3. COP –
 - i) Elementary First Aid
 - ii) Personal Safety and Social Responsibility
 - iii) Personal Survival Techniques
 - iv) Fire Prevention and Fire Fighting
 - v) Security Awareness Course
 - vi) Seafarer with Designated Security Duties
 - vii) Advanced Fire Fighting
 - viii) Proficiency in Survival Crafts and Boats
 - ix) High Voltage
 - x) Engine Room Resource Management
- 4. *Two passport-size photos and two stamp-size photos (white background, lab printed)*
- 5.

Marine Electro-Technical Officer –

- 1. DOS copy of government fee payment for online application
- 2. Medical fitness certificate and eye sight test certificate
- 3. COP –
 - i) Elementary First Aid
 - ii) Personal Safety and Social Responsibility
 - iii) Personal Survival Techniques
 - iv) Fire Prevention and Fire Fighting
 - v) Security Awareness Course
 - vi) Seafarer with Designated Security Duties
 - vii) Advanced Fire Fighting
 - viii) Proficiency in Survival Crafts and Boats
 - ix) High Voltage
 - x) Engine Room Resource Management
- 4. *Two passport-size photos and two stamp-size photos (white background, lab printed)*

Issuance of Certificate of Competency



4. Revalidation of Certificate of Competency

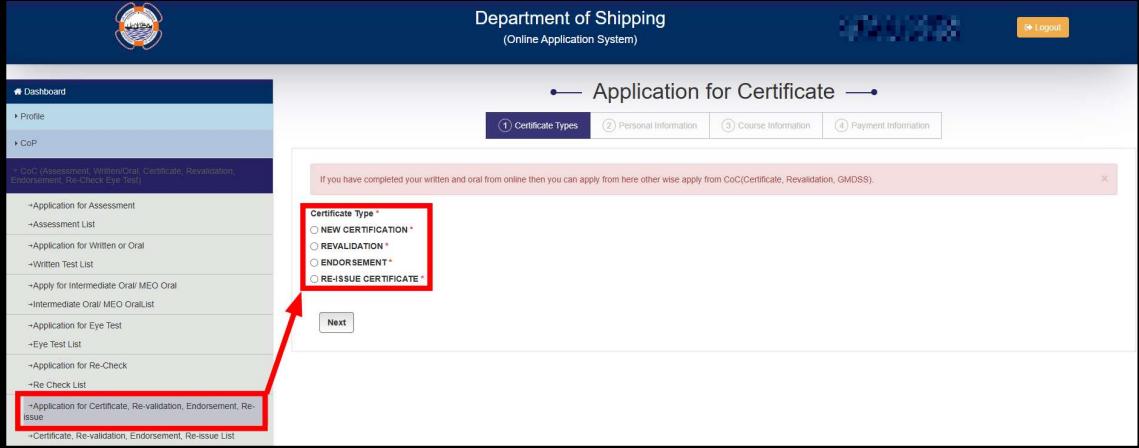
Revalidation of a COC refers to extending the validity of the issued certificate. Every COC is required to be revalidated every five years.

4.1 COC Revalidation Application Procedure

To apply for revalidation, please follow the steps outlined below:

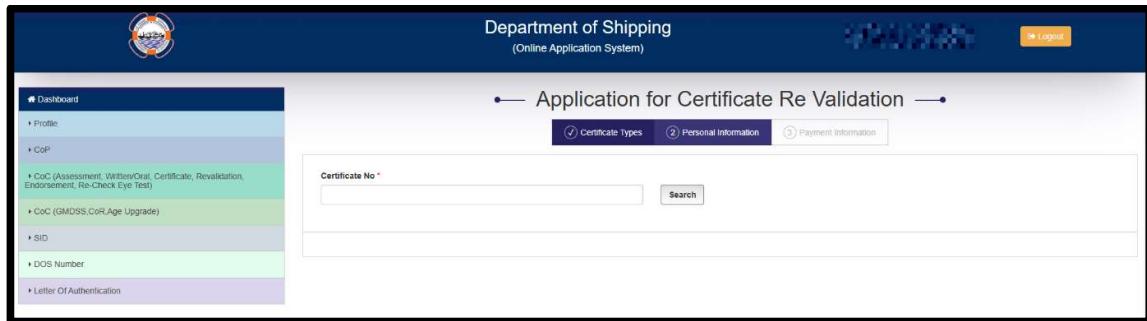
1. Please login into your DOS ERP Profile
2. Navigate to COC
3. Select Application Type “Revalidation”
4. Insert your COC Certificate Number & Submit the application
5. Now it will redirect you to the payment method, pay for the application and then you will get the payment slip.
6. Now you have to submit all the documents along with the payment slip to Department of Shipping COC Section

From this menu, seafarer should select “REVALIDATION”



The screenshot shows the 'Application for Certificate' page of the DOS Online Application System. The left sidebar has a 'Dashboard' menu with several options, including 'CoC (Assessment, Written/Oral, Certificate, Re-validation, Endorsement, Re-Check Eye Test)'. A red box highlights the 'REVALIDATION' option under the 'Certificate Type' section. A red arrow points from the 'CoC' option in the sidebar to the 'REVALIDATION' option on the page. The page also includes tabs for 'Certificate Types', 'Personal Information', 'Course Information', and 'Payment Information'.

It will provide an option for Certificate Number.

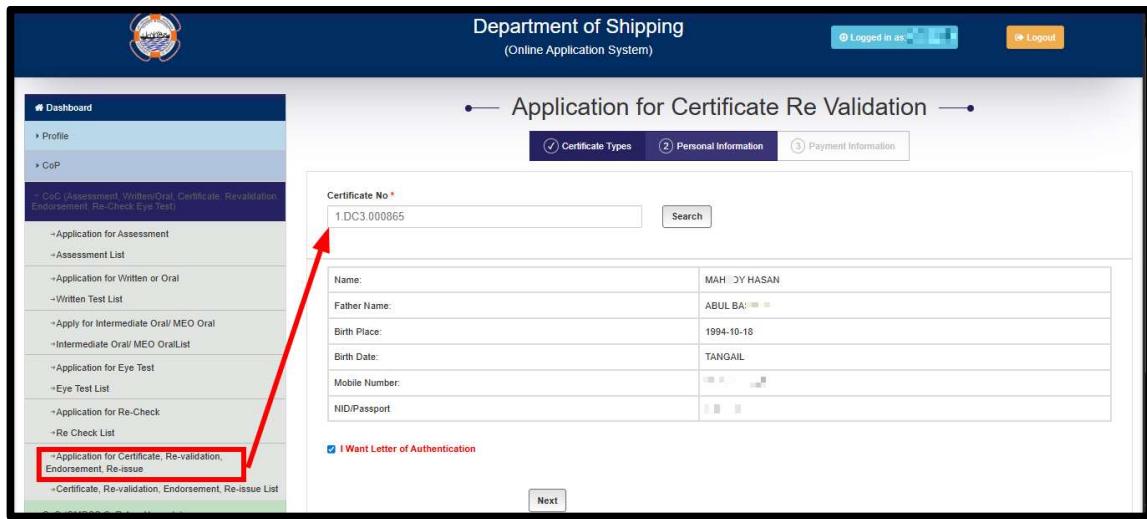


Department of Shipping
(Online Application System)

Application for Certificate Re Validation

Certificate No. Search

Upon entering certificate number, it will retrieve data of the certificate.



Department of Shipping
(Online Application System)

Application for Certificate Re Validation

Certificate No. Search

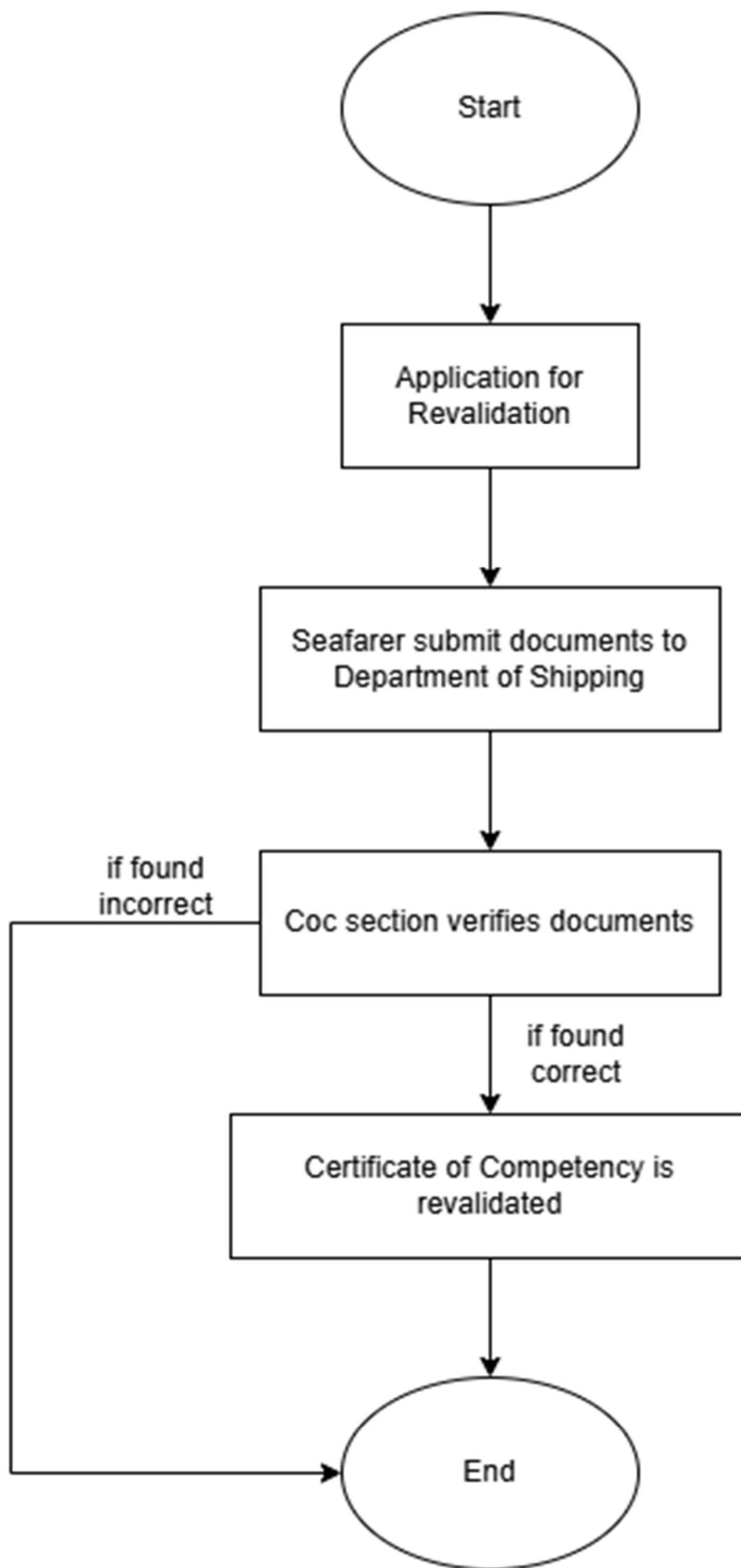
Name:	MAH DY HASAN
Father Name:	ABUL BAJA
Birth Place:	1994-10-18
Birth Date:	TANGAIL
Mobile Number:	01743 123456
NID/Passport:	1234567890

I Want Letter of Authentication

4.2 Documents Required for Revalidation

1. Two copies of the government fee payment receipt for the online application.
2. Original certificate of eyesight/vision test.
3. Photocopy of medical fitness certificate.
4. Photocopy of the certificate, verified online and found correct.
5. Photocopy of CDC and testimonial (Sea-service testimonials for coastal vessels and fishing vessels must be attested by MMD).
6. Photocopies of valid basic safety course COPs
7. Original valid COC attached.
8. Two passport-size photographs (white background, lab print).
9. Others (if applicable)

Revalidation of Certificate of Competency



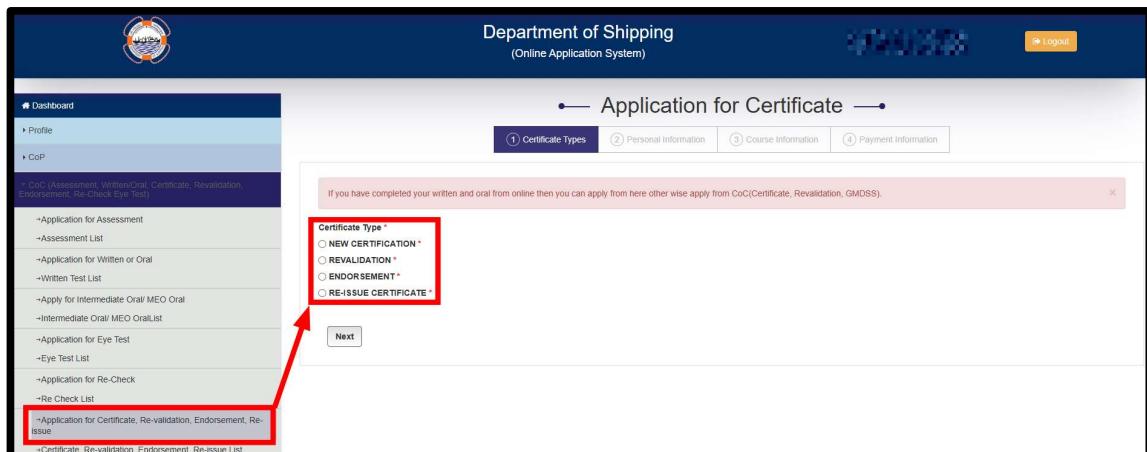
5. Endorsement of Certificate of Competency

To obtain a COC endorsement, such as Basic or Advanced Tanker Cargo Operations, a seafarer must apply through this menu.

5.1 COC Endorsement Application Procedure

To apply for endorsement, please follow the steps outlined below:

1. Please login into your DOS ERP Profile
2. Navigate to COC
3. Select Application Type “Endorsement”
4. Insert your COC Certificate Number & Submit the application
5. Now it will redirect you to the payment method, pay for the application and then you will get the payment slip.
6. Now you have to submit all the documents along with the payment slip to Department of Shipping COC Section



Department of Shipping
(Online Application System)

Application for Certificate

Certificate Type *

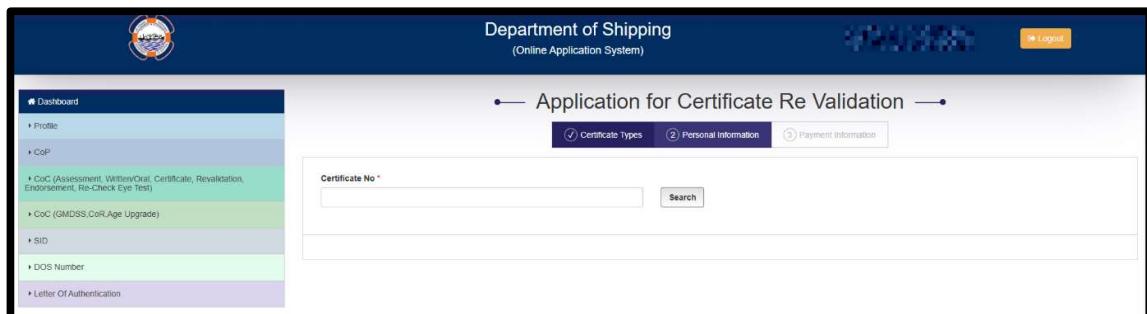
NEW CERTIFICATION *

REVALIDATION *

ENDORSEMENT *

RE-ISSUE CERTIFICATE *

Next



Department of Shipping
(Online Application System)

Application for Certificate Re Validation

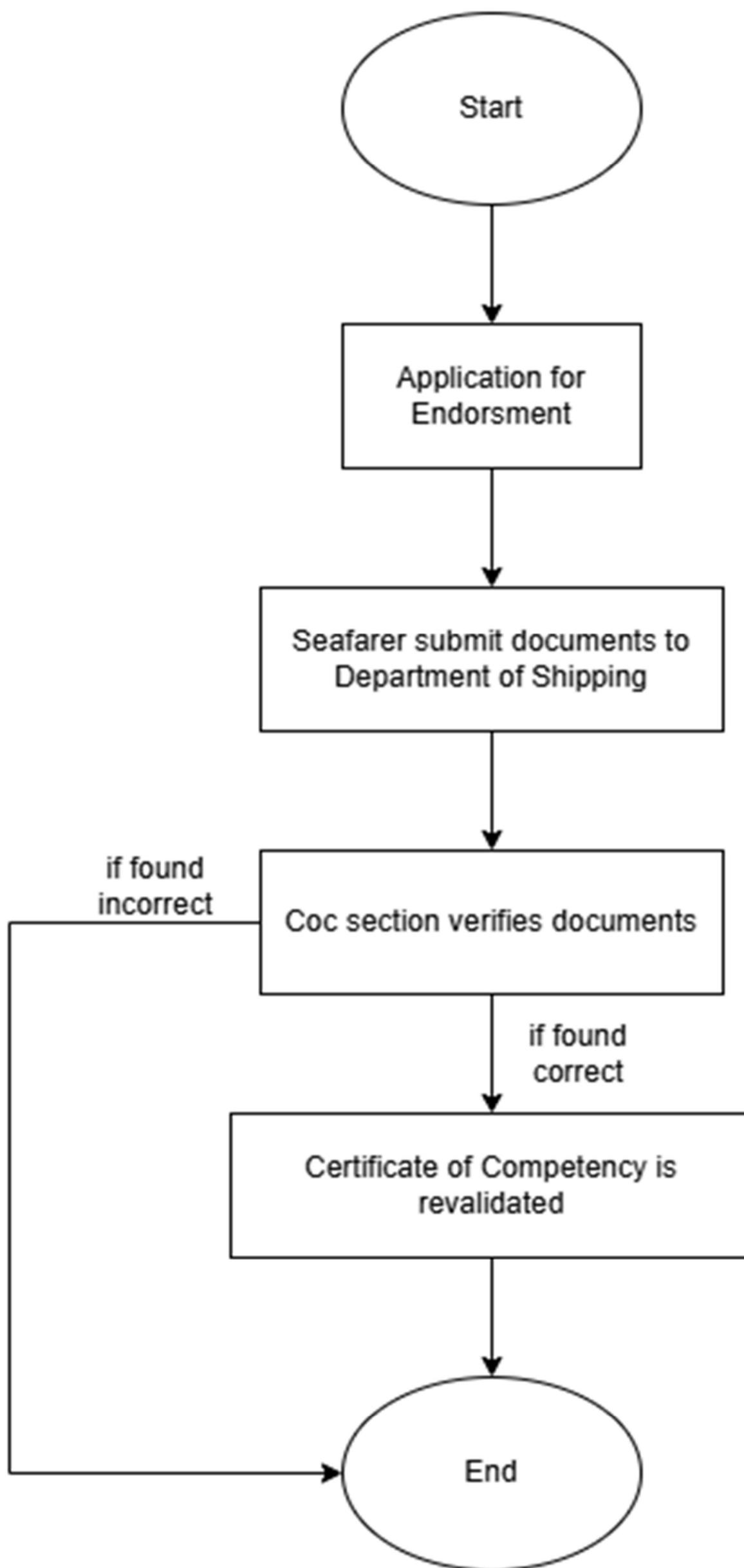
Certificate No *

Search

5.2 Required Documents for COC Endorsement

1. DOS copy of government fee payment for online application
2. COP (photocopies):
 - a) Advanced Fire Fighting
 - b) Tanker Fire Fighting
3. Photocopy of CDC showing all sea service records
4. Photocopy of Sea Service Testimonial (with mention of "Dangerous Cargo")
5. Photocopy of Medical Fitness Certificate
6. Current original COC attached
7. Others

Endorsment of Certificate of Competency



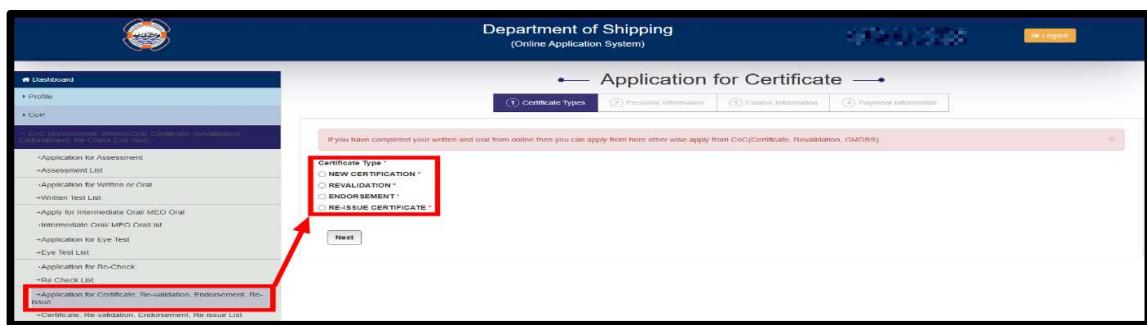
6. Reissue of Certificate of Competency

In the event that a COC certificate is lost or damaged, a reissue may be requested.

6.1 Reissue Application Procedure

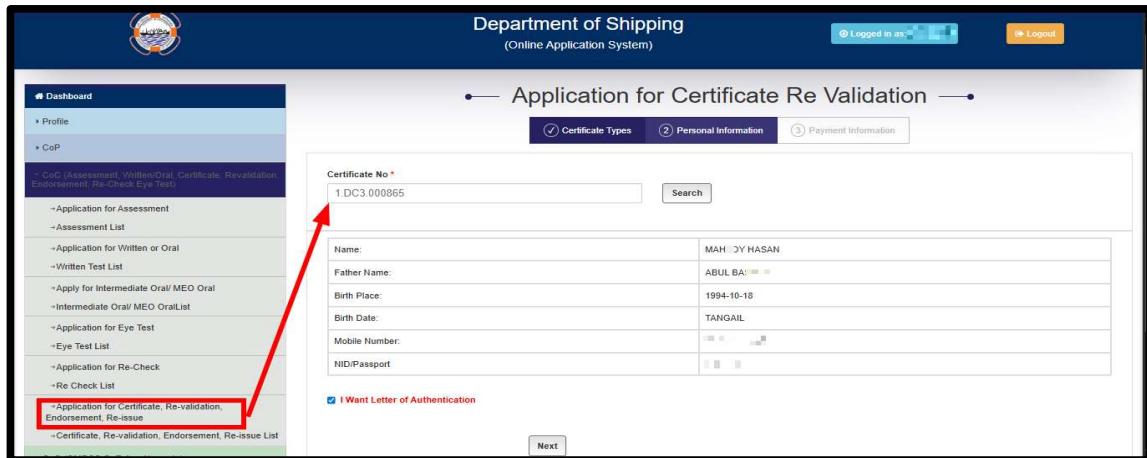
To apply for endorsement, please follow the steps outlined below:

1. Please login into your DOS ERP Profile
2. Navigate to COC
3. Select application Type “Reissue Certificate”
4. Insert your COC Certificate Number & Submit the application
5. Now it will redirect you to the payment method, pay for the application and then you will get the payment slip.
6. Now you have to submit all the documents along with the payment slip to Department of Shipping COC Section



The screenshot shows the 'Application for Certificate' page. The 'RE-ISSUE CERTIFICATE' option is selected in the 'Certificate Type' dropdown, highlighted with a red box and an arrow pointing from the previous step.

After selecting the application type you have to input the certificate number, it will retrieve data of the certificate. After checking the we have to pay for the application.



The screenshot shows the 'Application for Certificate Re Validation' page. The 'RE-ISSUE CERTIFICATE' option is selected in the 'Certificate Type' dropdown, highlighted with a red box and an arrow pointing from the previous step. The 'Certificate No' field contains '1 DC3.000865'.

6.2 Required documents for Reissue

1. DOS copy of government fee payment for online application
2. Application to DG
3. CDC, NID, Old COC Copy

Reissue of Certificate of Competency

