



## **Marine Notice No. 29 of 2009**

*FOR THE ATTENTION OF ALL VESSEL OWNERS, OPERATORS, MASTERS,  
SEAFARERS AND IRISH STUDENTS OF THE NATIONAL MARITIME COLLEGE OF  
IRELAND*

***New Application Procedures for an Irish Seafarer's Identity Card  
and/or Irish Seafarer's Discharge Book***

Following a review of the application procedures for the issuing of the Irish Seafarer's Identity Card and Irish Seafarer's Discharge Book, the Marine Survey Office wishes to advise of the following changes, which will assist seafarers and employers:

- Applications will now be accepted by post.
- Where applications are being made by post from outside the State, and it is not practical to have the application signed by a member of An Garda Síochána, alternative counter-signatories have been added.
- Applications will now be accepted from Irish citizens who are students of the National Maritime College of Ireland, prior to an offer of employment being received.
- The qualifying criteria for the Irish Seafarer's Discharge Book in relation to the minimum size limit for merchant vessels, has been reduced from 200GT to 80GT.

The application form has been revised to provide for the above changes to procedures, other consolidations and amendments to the existing form have also been made. These include:

- The requirement to obtain a separate letter of an offer of employment from an employer has been replaced by the requirement to have each application endorsed directly by the employer or proposed employer, in the relevant section provided on the form.
- In the case of Irish citizens who are students of the National Maritime College of Ireland and have not yet received a letter of offer of employment, the College should endorse the application, in the relevant section provided on the form.
- The application form for the replacement of a lost/stolen/destroyed Seafarer's Identity Card and/or Discharge Book has been consolidated into the one new form.
- A checklist for all supporting documentation to accompany each application has been incorporated into the new form.
- Revised guidance notes on the completion of each form as well as eligibility requirements are clearly outlined. Eligibility criteria are outlined below for reference.

- All payment options are listed, including the provision for credit and debit card payments.

The new application form is available in hard copy from both Mercantile Marine Offices of the Department, as follows:

Mercantile Marine Office,  
Department of Transport,  
Leeson Lane,  
Dublin 2,  
Ireland.  
Ph: + 353 (0) 1 678 3480

Mercantile Marine Office,  
Department of Transport,  
Centre Park House, Centre Park Road,  
Cork,  
Ireland.  
Ph: + 353 (0) 21 496 8989

The new application form will come into use from immediate effect. Applications made on the old form will continue to be accepted, for over the counter applications only, for a transitional period.

**Eligibility For An Irish Seafarer's Identity Card** - Application can be made if you are:

- An Irish citizen who is either a member of crew, engaged in the navigation of the vessel, or who is not a member of crew, but works as a supernumerary (i.e. diver, scientist, researcher, catering/hospitality staff etc.), onboard any merchant vessel of 200 GT and over, or
- An Irish citizen who works onboard a fishing vessel of 200GT and over, or
- An Irish citizen who is enrolled as a student, at the National Maritime College of Ireland.

**Eligibility For An Irish Seafarer's Discharge Book** - Application can be made if you are:

- An Irish citizen who is either a member of crew, engaged in the navigation of the vessel, or who is not a member of crew, but works as a supernumerary (i.e. diver, scientist, researcher, catering/hospitality staff etc.), onboard any merchant vessel of 80GT and over, or
- An Irish citizen who is enrolled as a student, at the National Maritime College of Ireland, or
- A non-Irish citizen who is either a member of crew, engaged in the navigation of the vessel, or who is not a member of crew, but works as a supernumerary (i.e. diver, scientist, researcher, catering/hospitality staff etc.), onboard an Irish registered Merchant Vessel of 80GT and over.

Director General  
Maritime Safety Directorate  
Department of Transport  
Leeson Lane  
Dublin 2

10 June 2009

For any technical assistance in relation to this Marine Notice please contact  
The Marine Survey Office, Leeson Lane, Dublin 2., tel: +353 1 678 3400  
For information in relation to technical specification/type approval of radio equipment  
contact the Radio Surveyors, tel: +353 1 678 2363/2364/2365/2367.  
For general enquiries please contact the Maritime Safety Division tel: +353-1-678 3418  
Any enquiries concerning Marine Notices should be addressed to:  
Maritime Safety Directorate, Department of Transport, Leeson Lane, Dublin 2  
email: [marinenotices@transport.ie](mailto:marinenotices@transport.ie) or visit us at: [www.transport.ie](http://www.transport.ie)