

## SEAFARERS' DOCUMENTS = YOUR RESPONSABILITY!

### Where to start ?

Please note that it is your responsibility to keep your seafarer file up to date with Transport Canada (TC), Particularly for your address following a move.

Every year, documents are lost and not delivered to the correct address and returned to Ottawa. To make a change of address, simply contact a TC service center near you!

It is also important to consider service standards in the issuance of various documents by TC. Don't wait until the last minute, you might not get your documents in time to board.

Remember that it is also your responsibility to update your skills according to TC requirements.

### Training certificates with an expiry date:

#### Example :

FUM STCW (update every five (5) years, first aid etc.)

These trainings must be repeated often, watch the expiry dates to avoid any hassles when boarding.

Reminder: Following receipt of a training certificate, and when a CoC (Certificate of Competency) is required, you must request it. Everything is done remotely.

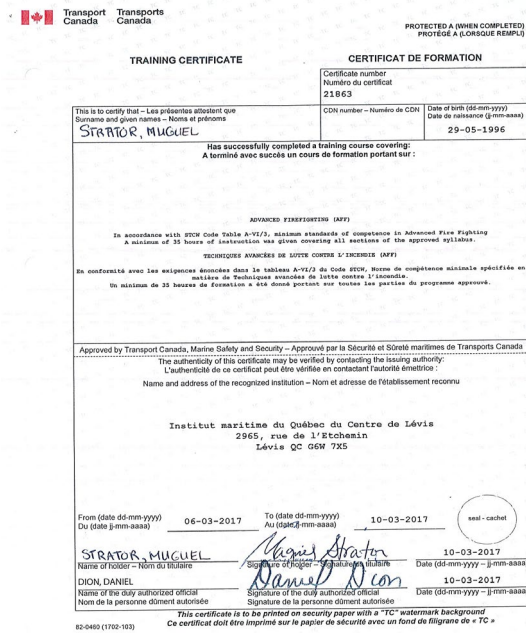
You must contact the TC office near you: <https://tc.canada.ca/en/region-quebec>

The procedures will be explained to you. If everything is in order, you will receive a register of qualifications (see images) with the first sticker of the CoC requested.

For subsequent applications, you will simply receive a sticker to add to your record of qualifications.

In the meantime, an Certificate of Proficiency (CoP) (formerly : The examiner's certificate) will be issued and used as proof of fitness.

### Training Certificate : (Issued by the educational institution)



Transport Canada / Transports Canada

PROTECTED & WHEN COMPLETED / PROTÉGÉ & LORSQU'IL EST REMPLI

TRAINING CERTIFICATE / CERTIFICAT DE FORMATION

Certificate number / Numéro du certificat: 21863

CDN number - Numéro de CDN: 29-05-1996

Date of birth (dd-mm-yyyy) / Date de naissance (d-mmm-aaaa): 29-05-1996

This is to certify that - Les présentes attestent que  
Bureau and given name - Nom et prénom: STRATOR, MUGUEL

Has successfully completed a training course covering:  
A terminé avec succès un cours de formation portant sur :

ADVANCED FIRE FIGHTING (AFF)  
TECHNIQUES AVANCÉES DE LUTTE CONTRE L'INCENDIE (AFF)

In accordance with STCW Code Table A-VI/1, minimum standards of competence in Advanced Fire Fighting  
A minimum of 35 hours of instruction has given covering all sections of the approved syllabus.  
En conformité avec les exigences énoncées dans le tableau A-VI/1 du code STCW, norme de compétence minimale spécifiée en matière de techniques avancées de lutte contre l'incendie.  
Un minimum de 35 heures de formation a été donné portant sur toutes les parties du programme approuvé.

Approved by Transport Canada, Marine Safety and Security - Approuvé par la Sécurité et Santé maritimes de Transports Canada

The authenticity of this certificate may be verified by contacting the issuing authority:  
L'authenticité de ce certificat peut être vérifiée en contactant l'autorité émettrice :

Name and address of the recognized institution - Nom et adresse de l'établissement reconnu

Institut maritime du Québec du Centre de Lévis  
2965, rue de l'Étchemin  
Lévis QC G6W 7X5

From (date dd-mm-yyyy) / Du (date j-mm-aaaa): 06-03-2017 To (date dd-mm-yyyy) / Au (date j-mm-aaaa): 10-03-2017

Signature of holder - Signature du titulaire: Muguel Strator

Signature of the duly authorized official - Signature de la personne dûment autorisée: Daniel Dion

Date (dd-mm-yyyy) - j-mm-aaaa: 10-03-2017

Date (dd-mm-yyyy) - j-mm-aaaa: 10-03-2017

This certificate is to be printed on security paper with a "TC" watermark background  
Ce certificat doit être imprimé sur le papier de sécurité avec un fond de filigrane de « TC »

The record of qualifications booklet to register the Certificates of Competency (CoC) :



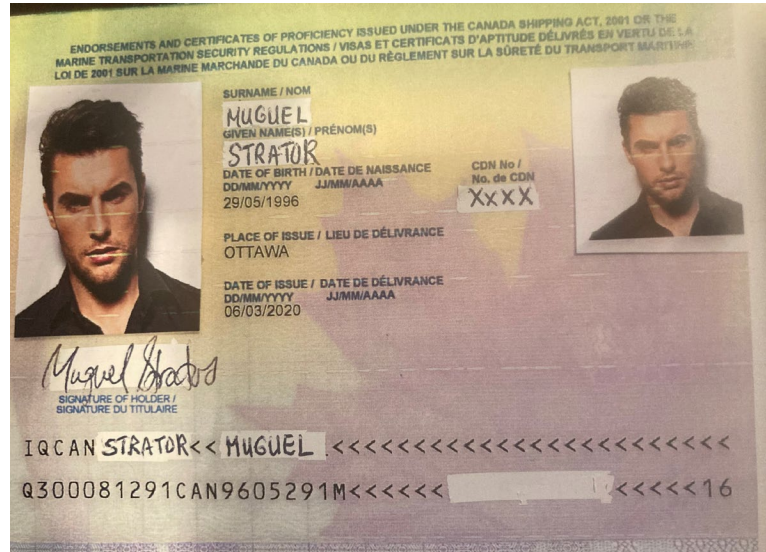


# REGULATIONS COLUMN

► BY SUSAN FALKNER

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Identification page:



The Certificate of Competency (CoC) :  
«passport» format :  
(To be put in the record of qualifications booklet)



Note: The examples of documents used in this column are modified and are not valid documents.

Stay on the lookout for useful information transmitted via our regulatory chronicles!

It is always important to check with your local Transport Canada office to validate your documents.

If you have any questions regarding this column, please contact me!

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This information is provided to you free of charge with the collaboration of:



Transport Canada

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