STCW (Standards of Training, Certification, and Watchkeeping) Certificates

- Basic Training issued from their home country is required for ALL crew members from Brazil, China, Indonesia, India, and the Philippines (Marine, Hotel, and Medical Teams).

- Basic Training issued by a legitimate maritime training institute is required for all Marine Personnel (except for the Medical team).

- If you are not from Brazil, China, Indonesia, India, and the Philippines and you are a member of the Hotel or Medical teams, you can take or renew your Hotel Basic Safety Training on board upon joining.

- Crowd Management (CMAT) and Crisis Management and Human Behavior
  (CMHB) can be taken or renewed on board.

- Your Security Awareness (SECALL) or Security Awareness Training for Seafarers with Designated Duties (DSDSEC) should be available prior to joining onboard for New Hires.

- Your Crew Readiness Representative will get in touch with you in case you have a missing license or certificate, or if you need to renew any of your training certificates. Additional STCW Certificates may be required depending on your position.

- Please refer to the table in the next page for more information on your required STCW certificates:

STCW TRAINING	REQUIRED FOR
Basic Training (BSTR)	
Validity: 5 years Cannot be taken on board	All Marine, Hotel, and Medical teams, except those from Brazil, China, Indonesia, India, and the Philippines
Hotel Basic Training (HBST)	
Validity: 5 years Can be taken/renewed on board Option to take on board will only be considered if there are crew gateway challenges like high cost of training or unavailability of training facility	All Hotel and Medical team members. Not applicable to crew from Brazil, China, Indonesia, India and the Philippines
Crowd Management (CMAT)	
Validity: 5 years Can be taken/renewed on board	All Hotel and Marine personnel
Crisis Management and Human Behavior (CHMB)	
Validity: 5 years Can be taken/renewed on board	All Hotel and Marine officers
Security Awareness (SECALL)	
Validity: no expiration Must be taken prior to sign-on date Online course from **Marlins** is accepted; fee applies	All newly hired crew members. Not applicable to Staff Captains, Chief Security, and Security team
Security Awareness Training for Seafarers with Designated Duties (DSDSEC)	
Validity: no expiration Must be taken prior to sign-on date Online course from **Marlins** is accepted; fee applies	Security team and Indian crew members Chief Security Officer and Staff Captain must obtain the Ship Security Officer certificate

Step 1: To view the required STCW training certificates you'll need for your assignment, go to **RCLCrewTravel** > **My Travel Details** > **Assignment Confirmation**. Go to the **STCW** section and click **Show STCW**.

➢ After receiving your training certificate:

    - Log in to **MyRCLHome**.
    - Go to **RCLCrewTravel** > **My Travel Details** > **Assignment Confirmation**.
    - Click on the **Upload** icon next to **STCW**.
    - Take a photo of or scan your certificate.
    - Save the file as **docx**, **jpg**, **png**, or **pdf**.
    - Enter your training details.
    - Upload the file and click **Submit**.

Important Reminders: If you need to reschedule your appointment, please update the entry as needed. Please remember that any delays in submitting your requirements can potentially delay the confirmation of your new assignment.

Clicking on **Submit** will update the status of your STCW document to **Pending Document Approval** if you have uploaded all the pending STCW documents.

➢ Repeat the process for your other pending STCW requirements. After all the STCW training certificates required for your assignment have been validated and approved, the status of your STCW documents will be marked as **Completed**.