

Directorate General of Shipping EAC Branch

CHECK LIST FOR MEO CLASS I

NAME OF MERCANTILE MARINE DEPARTMENT	
Following Documents Are Required For MEO CLASS for Examination and Assessment Photo Copy Of Each Document Must be Self Attested and be Arranged In The Following Sequence	
Name Of The Candidate:	Date:

Sr. No.	Required Document	Yes/ No	Remark
1.	Two copies of the printout of the Original Profile Form 29 .		
2.	Copy of CDC including relevant pages of sea service.		
3.	Copy of Passport (1 st & Last Page)		
4.	Copy of INDOS Certificate		
5.	Copy of MEO Class II Certificate of Competency		
6.	Original Sea Services letter issued by the Owner of the Vessel/ RPSL (Addressed to PO, MMD Concerned)		
7.	Copy of Sea Service Testimonials, Indicating Article Time and Propelling Days.		
8.	Copy of Article of Agreement (Only for Indian Flag Vessels)/Form 3A for foreign vessel		
9.	Printout of Seafarers Profile to be returned back after verification		
10.	Copy of valid Medical Fitness Certificate in form (DGS Approved Doctor)		
11.	EVIDENCE OF FEES PAID		

DOCUMENTS TO BE SHOWN AND TAKEN AWAY BY THE SEAFARER

Sr. No.	DETAILS	CERTIFICATE NO	VERIFIED YES/NO
1	Original of Diesel Engine Combustion Gas Monitor Simulator course		
2	Original of Preparatory Course		
3	Original of STCW Course as follows:		
	i. PSCRB AND PST Refresher		
	ii. AFF and FPF Refresher		
	iii. PSSR Refresher		
	iv. Medical First Aid valid within last 5 years or Refresher		
	v. SSO or STSDSD		
Signature of the Candidate		DATE	
Signature of the Verifying DA		APPROVING AUTHORITY	DATE