Examinations as per IV Act, 1917 and Port (Harbour Craft) Rules
Checklist for List of Documents to be attached

Name………………………………………………………….. Date ……………………………

Grade applied for:……………………………………………………………………………………

S.No.	Contents	YES	NO	REMARKS
1.	Application form duly filled-in and signed by the applicant appearing for examination (*in original*)			
2.	3 in Nos. recent Passport size, colour photographs			
3.	**Demand Draft (Assessment fees)** favouring of *'BES Trust Examinations Fees AC'.*			
4.	**SERVICE CERTIFICATE** VERIFIED FROM THE EMPLOYER'S OFFICE RECORD(*In Original*) *Describe the number of Service Certificates attached…………………. Sl.No. Name of the Company* *1…………………………………………………………… 2……………………………………………………………*			
5.	Other state 'Serang' COC holder applying for 2nd Class Master, must attach original certificate from IV Master / Company certifying that the candidate has worked under duly qualified IV master of vessel plying within the coast of Maharashtra State in addition to Sea Service Certificate wherein the candidate requires a minimum of 6 months of service period on an inland vessel plying within the coast of Maharashtra State. This sea service requirement is part of the total sea service requirements as required by the eligibility criteria.			
6.	**Notarized Affidavit for Sea Service (In Original)** Total Numbers ………………………………			
7.	Self-attested photo copy of the following is attached *Valid Passport OR Police Verification Certificate, If NOC then Original.* *Write the name of document attached….……………………………*			
8.	Self-attested photo copy of the following is attached. *Govt. issued Photo Identity Card.*			
9.	**Proof of Date of Birth (DOB)** (Photo copy & Self attested) *School Leaving Certificate (SLC) OR Birth Certificate* *Write the name of document attached….……………………………*			
10.	**Proof of Educational Qualification** (Photo copy & Self attested)			
11.	**Self-attested Photo Copy of Previous COC if any.**			
12.	Valid Physical Fitness, Eye Sight test& night vision of colour blindness by DG approved Medical Examiner (*FOR DECK SIDE CANDIDATE*)			
13.	Valid Physically fitness certificate by DG approved Medical Examiner (*FOR ENGINE CANDIDATE*)			
14.	Basic Safety Courses STCW, 2010 DG Approved as per the grade:- a) **EFA ………………b) PST………………..** c) **FPFF………………d) PSSR………………**			
15.	**STSDSD Or SSO …………………..**			

Signature of the Candidate………………………………..