



## Maritime Circular No.8

To:

**Ship – Owners / Managers / Operators, Company Security Officers (CSO), Registration Officers (RegOffs), Recognised Organisations (ROs), Secretariat Paris MoU on PSC, Director Med MoU on PSC, Secretariat Tokyo MoU on PSC, Secretariat India MoU on PSC, Secretariat Abuja MoU on PSC, Secretariat Riyadh MoU on PSC, Secretariat Latin America MoU on PSC, Office Chief US Coast Guard, International Association of Classification Societies Ltd, P&I Insurance Companies, Flag State Inspectors (FSIs), SLMARAD Departments (all), All Parties Concern**

Subject:

**Online Verification System for issued Flag Certificates**

Date:

**03<sup>rd</sup> April 2019**

References:

**N/A**

### **Purpose**

To provide instructions on the use of SLMARAD's online verification system for vessel's Certification and seafarer's Certification.

### **Application**

1. Any Certificate issued by SLMARAD can be verified through our website: [www.slmarad.com](http://www.slmarad.com).
2. Ship's Certificates can be verified online by entering the certificate number on the dedicated section on our website. The Ship's Certificate Number has the form of **VHQ-XXX-XX-XXXX** for certificates issued by the Registration Software "Vessel HQ", and the form **SLR-XXX-XX-XXXX** for any other certificate issued outside the Registration Software.
3. Seafarers Endorsements can be verified online by entering the RAC Number on the system. The Seafarer's Endorsement Number (RAC Number) has the form of **SHQ-XXX-XX-XXXX** for certificates issued through the Seafarers' Software "Seafarers HQ", and the form of **SLE-XXX-XX-XXXX** for any other certificate issued outside the Seafarers' Software.
4. If the Certificate is verified, then the below message should appear: "The System has verified this Certificate" and the user will be able to download or view a verification copy of the Certificate.
5. All verification copies of certificates issued by Sierra Leone Maritime Administration - SLMARAD will be uploaded on the website within 48 hours from the date of issuance.
6. In the case the Certificate cannot be verified within the 48 hours please contact SLMARAD through: [verification@slmarad.com](mailto:verification@slmarad.com).
7. The above reporting system will enter into effect as of 12<sup>th</sup> of January 2017.

For additional information please contact SLMARAD at [info@slmarad.com](mailto:info@slmarad.com)

### Revision Status

Date	Revision	Comments - Changes
12/01/2017	0	Initial - Adopted
03/04/2019	1	Corrections to the paragraph 2