

Directorate General of Shipping EAC Branch

CHECK LIST FOR MEO CLASS II

NAME OF MERCANTILE MARINE DEPARTMENT			
Following Documents Are Required For MEO CLASS II Part A Exemption & Part B Examination and Assessment. Copy Of Each Document Must be Self Attested and be Arranged In The Following Sequence			
Name Of The Candidate:		Date:	
Sr. No.	Name of Document	Yes/ No	Remark
1.	Copy of CDC including relevant pages of sea service.		
2.	Copy of Passport (1 st and last page) - call other pages if required		
3.	Copy of INDOS Certificate pertaining to Engineering Category		
4.	Copy of MEO Class IV Certificate of Competency		
5.	Original Sea Services letter issued by the Owner of the Vessel/ RPSL (Addressed to PO, MMD concerned)		
6.	Copy of Sea Service Testimonials, Indicating Article Time and Propelling time.		
7.	Copy of Article of Agreement (Only for Indian Flag Vessels)/ Form 3A		
8.	Copy of Preparatory Course		
9.	Printout of Seafarers Profile to be returned after verification.		
10.	Copy of valid Medical Fitness Certificate form DGS Approved Doctor		
11.	Evidence of Fees Paid.		
DOCUMENTS TO BE SHOWN AND TAKEN AWAY – PLEASE FILL IN THE CERTIFICATE NO OR WRITE NA			
15	Original of STCW Course as follows:	CERTIFICATE NO	NAME OF INSTITUTE
	i. Copy of Engine Room Simulator course		
	ii. PSCRB AND PST Refresher		
	iii. FPF AND AFF Refresher		
	iv. PSSR Refresher		
	v. SSO or STSDSD		
	vi. Medical First Aid valid within 5 years		
Signature of the Candidate		Date	
Signature of the DA		Signature of approving authority	Date