



Marine Department

The Government of the Hong Kong Special Administrative Region
of the People's Republic of China



Guidance Notes for Downloading Local Certificate of Competency

1. Enter the URL (<https://www.mardep.gov.hk/en>)
or scan the QR code on the right
to access the Marine Department website.



We are **One in Promoting
Excellence** in Marine Services

2. Select "Seafarers"

What's New

About Us

Public Services

Training

Marine Services

Hong Kong Shipping Registry

Tender Notices

General Public

Ship Owners

Seafarers



3. Click on "E-CERTIFICATE DOWNLOAD"

We are **One in Promoting
Excellence** in Marine Services

Home > [Electronic Services](#) > [e-Certificate Download](#)

- Electronic Business System
- e-Certificate Verification
- e-Certificate Download**
- Port Clearance and Multiple Entry and Clearance Permit Verification
- Dangerous Goods Information
- eVerification of Hong Kong Certificate of Registry (certificate issued on or before 31 July 2023)
- Hong Kong – Macau Ferry Terminal and China Ferry Terminal – Approved Berthing Slot Allocation
- CLC / Bunkers Cert. Authentication (certificate issued on or before 2023)
- Verified Gross Mass Registration System Enquiry
- Seafarer Licence Application Status Enquiry
- Seafarer's Certification and Licence Information System

e-Certificate Download

Please fill out the form below to download a document.

Certificate Type *

- SELVC - Seafarers - Local Certificate of Competency

Total: 1 item

4. Select or enter "SELVC - Seafarers - Local Certificate of Competency" in the Certificate Type box



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Certificate Type *

SELVC Seafarers - Local Certificate of Competency

Surname *

Given Name *

ID Document No. *

Birth Date *

YYYY-MM-DD

Validation Method *

Email Addr.

Captcha *

characters

Verify

5. Enter the applicant's personal information, select and enter the validation method of receiving the One-Time Password for verification (It must be matched with the information provided in the application)



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Certificate Type *

SELVC Seafarers - Local Certificate of Competency

Surname *

WONG

Given Name *

SIU MING

ID Document No. *

A123456(7)

Birth Date *

1990-01-01

Validation Method *

Mobile Num. +852 (HK) 91234567

Captcha *

Please enter the following characters
baych
[Listen](#) | [Refresh](#)

Verify

6. Enter the displayed Captcha

7. Click on "Verify", the system will send you a One-Time Password via email or SMS base on your selection.

e-Certificate Download

Port Clearance and Multiple Entry and Clearance Permit Verification

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Enter One-time Password

The code has been sent to mobile number: 852 9XXXXXXX

The code will expire in 14:37

[Re-send](#)

Cancel

Submit

8. Enter the **One-Time Password** received in the email or SMS (according to your selected verification method)

9. Click on "Submit"

Verify

Electronic Services

You have 5 minutes to download.

Please select certificate(s) to download

Remaining Time: 05:00

Certificate Name	Issue Date	Valid Until	Certificate Number	<input checked="" type="checkbox"/>
Pleasure Vessel Operator Grade 2 Certificate <small>New</small>	2XXX-XX-XX	2XXX-XX-XX	PVXXXXXX	<input checked="" type="checkbox"/>
Local Engine Operator Grade 3 Certificate <small>New</small>	2XXX-XX-XX	2XXX-XX-XX	EXXXXXX	<input checked="" type="checkbox"/>

10. Tick the electronic certificate(s) you wish to download.

You can download ten times.

Cancel

Download (10 times left)

11. Click "Download" , the selected certificate(s) will be saved in PDF or ZIP format on your electronic device.

When requested by authorized personnel, you must present a printed copy of the electronic certificate or display it on your electronic device.

The electronic certificate will include a digital signature authenticated by the MARINE DEPARTMENT

✓  Certified by MARINE DEPARTMENT

No changes are allowed

Valid certified document:

Source of Trust obtained from Adobe Approved Trust List (AATL).

Document has not been modified since it was certified

Signer's identity is valid

Signing time is from the clock on the signer's computer.

Signature is LTV enabled



香港特別行政區本地合格證明書
HONG KONG SPECIAL ADMINISTRATIVE REGION
LOCAL CERTIFICATE OF COMPETENCY

證明書 Certificate	遊樂船隻操作人二級 Pleasure Vessel Operator Grade 2	證明書編號 Certificate No.	PV000000
簽發日期 Date of Issue	XX-XX-2XXX	有效期至 Valid Until	XX-XX-2XXX
持證人詳情 Details of Holder			
姓名 Name	陳小明 CHAN SIU MING		
身份證明文件 Identity Document	香港身份證 HK Identity Card	號碼 No.	A123456(0)
出生日期 Date of Birth	01-01-1990		
規限 Restriction:			
1. 適用操作總長度不超過 1 5 米的遊樂船隻 Valid to operate a pleasure vessel of not more than 15 m in length overall			
批註 Endorsement:			
無 Nil			

- 此證明書按香港特別行政區海事處根據商船(本地船隻)條例(第548章)簽發
Issued under Merchant Shipping (Local Vessels) Ordinance (Cap. 548) by the Marine Department of Hong Kong Special Administrative Region
- 持證人須在獲授權人員要求時出示身份證明文件
Holder is required to produce his/her ID document as required by authorized officer

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持證人姓名 Name of Holder: <u>CHAN SIU MING 陳小明</u> 遊樂船隻操作人二級 Pleasure Vessel Operator Grade 2 獨有的追蹤編號 UTN: SELVC-00001627 證明書編號 Cert No.: PV048672 有效期至 Valid Until: 31-12-2054	本文件由香港特別行政區政府海事處以電子方式簽署 · 可在以下網站驗證 www.mardep.gov.hk/verify This document is signed electronically by Marine Department, HKSAR Government. Validation and authentication can be obtained from the web site: https://www.mardep.gov.hk/verify 
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