

Version 1.1
16-04-2025

Description follow-up (phase II) of the first pilot for digitizing seafarer documents by The Netherlands



creating
trust
***driving
progress***



kiwa

Description follow-up (phase II) of the first pilot for digitizing seafarer documents by The Netherlands

Colofon

Title	Description follow-up (phase II) of the first pilot for digitizing seafarer documents by The Netherlands
Projectmanager	Paul Ras & Arvid van der Bruggen
Author(s)	Paul Ras & Arvid van der Bruggen

Kiwa Nederland B.V.

Nevelgaarde 20b
3430 AM Nieuwegein
Postbus 510

Tel. 088 998 3034
nl.kiwa.info@kiwa.com
www.kiwa.com

Contents

Introduction 4

Pilot description 5

 Objectives 5

 Action plan 5

 Deliverables..... 6

 Documents in scope 6

 Duration of the pilot project 6

 Required Resources 6

References 7

Annex..... 7

 Example digital license 7

Introduction

Purpose of this pilot

In 2024, Kiwa Register conducted a pilot project for the digitization of crew documents. This pilot raised a few questions about the practical use for the shipping company's administration and for the captain on board that we aim to further investigate with this second pilot.

In recent years, the capabilities for digitally publishing personal documents, such as CoCs and CoPs, have significantly improved. The advantages of issuing digital documents include: (1) a reduced risk of forgeries, (2) decreased production of physical documents, (3) enhanced enforcement options, and (4) an improved user experience. In the 2024 pilot, we began issuing digital documents.

During this first pilot, participants provided excellent feedback and suggestions for improvements, ensuring that the digital certificates become even more practical and user-friendly in real-world applications. One of these feedback points was to ensure the shipping company compliance when using digital certificates. Another example of a suggestion came from one of the participants. They proposed a process to digitize not only the certificate of competency, but all certificates that are now on board for a crewmember.

To move forward, we recommended allocating three months to further analyze the possibilities and define practical solutions. By following this approach, an even more effective and scalable solution that meets the needs of all stakeholders while ensuring compliance and usability in the long term can be delivered. This resulted in this second pilot. During this second pilot, we will use the same setup and technique as mentioned in the description of the first pilot¹. Therefore, this information is not copied to this document.

The results of this second pilot are input to a successful and usable implementation of digital crew documents for every stakeholder.

¹ <https://www.kiwaregister.com/getmedia/e70272c4-0b24-4807-9778-b04ceedda50c/Description-pilot-digital-documents-seafarers.pdf>

Pilot description

Objectives

In this subsequent pilot, we have established the following objectives:

1. **Design a process for direct issuance to Certificate Holders:**
 - Streamline the process to ensure certificates are issued directly to the seafarers.
2. **Make sure that the shipping companies are compliant when their seafarer use digital documents:**
 - Develop a method for securely transmitting relevant data to shipping companies.
 - Ensure certificates are accessible in a central place on a ship and recognizable for enforcement, in line with “*IMO Guidelines on the use of electronic certificates of seafarers*”.
3. **Continue testing Digital certificate acceptance:**
 - Conduct further tests on the acceptance of digital certificates by foreign regulatory bodies.
 - Plan and execute national and international demos for verifiers.

Achieving these objectives requires a clear plan and consistent efforts from multiple stakeholders.

Action plan

1. **Analyze the current process for issuing documents**
 - What will be done: analyze the current application and issuing process and create a proposal to adjust it in such a way that the activation code can be send directly to the seafarer
 - Which stakeholders are involved: Kiwa Register, Kiwa Digital Certification, shipping companies, industry organizations
2. **Analyze regulation and compliance requirements:**
 - What will be done: An analysis of the current regulation and compliance requirements will be carried out. Based on the results of this analysis, a proposal will be created to make sure that the shipping companies have all relevant data needed.
 - Which stakeholders are involved: Kiwa Register, Ministry of Infrastructure and Water Management, Human Environment and Transport Inspectorate, shipping companies, industry organizations
3. **Design a solution to store digital documents in central place on a ship for enforcement:**
 - What will be done: An analysis of the options to get and store the digital documents in a safe and usable way on a ship
 - Which stakeholders are involved: Kiwa Digital Certification, shipping companies, industry organizations
4. **Present demos to national and international verifiers**
 - What will be done: presentation and demos sessions with verifiers to explain the digital seafarer documents and how these documents can be verified
 - Which stakeholders are involved: Kiwa Digital Certification, Kiwa Register, Ministry of Infrastructure and Water Management, Human Environment and Transport Inspectorate

Deliverables

This pilot will result in the following deliverables:

1. An adjusted process flow for requesting a digital seafarer document during application in order to directly send the activation code to the seafarer
2. A solution for the shipping companies to ensure they remain compliant with applicable laws and regulations with respect to administrating data about their employees (data sharing)
3. Create and test proposals for making digital seafarer documents accessible in a central place on a ship
4. An overview of all the feedback received from enforcers during the presentations

The deliverables mentioned will be included in a final report.

Documents in scope

In this second pilot, the same documents as in the first pilot are in scope. Additionally, a set of STCW documents (e.g. basic Training, Advanced Fire Fighting, Proficiency in Survival Craft and Proficiency in Fast Rescue Boats) issued by De Ruyter Training and Consultancy will be added to the scope.

These documents were chosen because they are official government-issued certifications, widely recognized as the "license" for seafarers. They serve as proof that the individual has met the required standards necessary for safe and efficient operation onboard a vessel.

Duration of the pilot project

The pilot will initially run for a period of 3 months, starting from 15th of April 2025 and end 31st of July 2025. During the pilot, it will be evaluated occasionally if this duration is appropriate.

Required Resources

The first pilot was executed by Kiwa and the Shipping companies. Because of the new objectives of this second pilot, additional expertise is needed.

1. **Kiwa Register and Kiwa Digital Certification:**
 - o Platform knowledge.
 - o Digital licenses expertise.
 - o Knowledge of issuance processes.
2. **Ministry of Infrastructure and Water Management and Human Environment and Transport Inspectorate (ILT):**
 - o Legal compliance knowledge for shipping companies.
 - o Collect feedback from national and international enforcers.
3. **Shipping companies:**
 - o For integration of the elicensses on the ships (ICT and processes).
 - o For integration in the application and issuance process of seafarer documents (certificate application department).
 - o For meeting compliance regulations (compliance department).
4. **Industry Organizations:**
 - o KVNR, Nautilus, Vereniging van Waterbouwers, Vissersbond for support and feedback
 - o De Ruyter Training and Consultancy for STCW documents issuance.

References

Annex

Example digital license

