



December 10, 2009

SUBMISSION OF MERCHANT MARINER CREDENTIAL (MMC) APPLICATIONS TO REGIONAL EXAMINATION CENTERS (RECs) USING E-MAIL

Beginning January 4, 2010, the Coast Guard will begin accepting credential applications at the 17 Regional Examination Centers using e-mail. This bulletin provides basic information on how mariners can submit credential application packages using e-mail.

INSTRUCTIONS FOR E-MAILING APPLICATIONS TO AN REC:

- E-mail only complete application packages that meet the Coast Guard's Application Acceptance Checklist requirements.
- The subject line of your e-mail must be:
Your Last Name
Your First Name
Your Middle Initial
Your Mariner # (if known)
- Attach a complete application in .pdf format not exceed 10 MB in size.
- Applications must be scanned at a resolution not to exceed 300 dpi.
- The e-mail attachment must include a copy of your TWIC or TWIC application receipt.
- User fees (if applicable) must be paid using www.pay.gov. The e-mail attachment must include a copy of your pay.gov user fee receipt.

E-MAIL YOUR APPLICATION TO ONE OF THE FOLLOWING RECS:

Anchorage, AK	REC-ANC-AppSubmission@uscg.mil
Baltimore, MD	REC-BAL-AppSubmission@uscg.mil
Boston, MA	REC-BOS-AppSubmission@uscg.mil
Charleston, SC	REC-CHA-AppSubmission@uscg.mil
Honolulu, HI	REC-HON-AppSubmission@uscg.mil
Houston, TX	REC-HOU-AppSubmission@uscg.mil
Juneau, AK	REC-JUN-AppSubmission@uscg.mil
Long Beach, CA	REC-LOS-AppSubmission@uscg.mil
Memphis, TN	REC-MEM-AppSubmission@uscg.mil
Miami, FL	REC-MIA-AppSubmission@uscg.mil
New Orleans, LA	REC-NEW-AppSubmission@uscg.mil
New York, NY	REC-NYC-AppSubmission@uscg.mil
Oakland, CA	REC-OAK-AppSubmission@uscg.mil
Portland, OR	REC-POR-AppSubmission@uscg.mil
Seattle, WA	REC-SEA-AppSubmission@uscg.mil
St. Louis, MO	REC-SLM-AppSubmission@uscg.mil
Toledo, OH	REC-TOL-AppSubmission@uscg.mil

Questions regarding this new submission process should be directed to the NMC Mariner Information Call Center at 1-888-IASKNMC (1-888-427-5662). We thank you for your continued support and patience as we continue to improve service to mariners.

Sincerely,

David C. Stalfort
Captain, U. S. Coast Guard
Commanding Officer

U.S. Department of
Homeland Security

United States
Coast Guard



Commandant
U. S. Coast Guard

2100 Second St, S.W. Stop 7581
Washington, DC 20593-7581
Staff Symbol: CG-5434
Phone: 202-372-1128
Fax: 202-372-1909
Email: james.c.smith1@uscg.mil

Important Information for Mariners about posting of the New Merchant Mariner Credential on-board a vessel.

The Coast Guard recently released the new Merchant Mariner Credential (MMC), a passport style document that replaces legacy licenses and documents. The current statute in 46 USC 7110 requires that the license be displayed in a conspicuous place on the vessel on which he/she is serving has not been changed by this new style credential. Those mariners previously required to post a legacy license should now post their MMC in accordance with the guidance below.

Mariners holding an MMC should display the officer endorsement page of the MMC, which is equivalent to the previous officer license. The term "officer endorsement" is defined in 46 CFR 10.107, which directly links to the list of officer endorsements contained in 46 CFR 10.109(a). MMC holders with officer endorsements under 46 CFR 10.109(a) (1) through (a)(43) should display the officer endorsement page of the MMC.

This instruction is consistent with the information in the Consolidation of Merchant Mariner Qualification Credential final rule (USCG-2006-24371) section III, paragraph 15, sub-section A, "Comments from the Docket or Public Meetings." It specifically states, "Officer endorsements could be contained on opposing pages and would not contain personal privacy information so that the credential could be opened to that page for posting aboard vessels to satisfy the requirements of 46 USC 7710."

Mariners holding legacy licenses should continue to display their license.

As a security measure, mariners should not post their credentials while the vessel is visiting foreign ports.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric P. Christensen".

Eric P. Christensen
Captain, U. S. Coast Guard