



REPUBLIC OF THE MARSHALL ISLANDS

MARITIME ADMINISTRATOR

Marine Notice

No. 1-006-1

Rev. Dec/2025

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF
MERCHANT SHIPS, AND RECOGNIZED ORGANIZATIONS**

SUBJECT: Data Privacy Consent: Seafarers and Filing Agents

- References:**
- (a) RMI [Maritime Act 1990](#)
 - (b) RMI [Maritime Regulations](#) (MI-108)
 - (c) RMI Filing Agents Manual ([MI-280](#))
 - (d) RMI Requirements for Seafarer Certification ([MI-118](#))
 - (e) EU Regulation [2016/679](#) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation (GDPR)), issued 27 April 2016
 - (f) Republic of the Philippines Act No. [10173](#), Data Privacy Act of 2012, enacted 25 July 2011
 - (g) Republic of the Philippines, [Implementing Rules and Regulations of the Data Privacy Act of 2012](#), issued 24 August 2016

PURPOSE

This Marine Notice (MN) establishes the requirements and procedures for using the *Data Privacy Consent Form for Seafarers and Filing Agent* ([MI-273C](#), “Consent Form”), when applying to the Republic of the Marshall Islands (RMI) Maritime Administrator (the “Administrator”) for seafarer documentation or Filing Agent approvals. This revision supersedes Rev. Jul/2018.

BACKGROUND

The European Union and the Philippines have enacted laws and regulations to protect personal information. These requirements impact the way the Administrator may collect, process, use, and retain certain personal information.

Persons requesting services from the Administrator must first consent to the use of their personal information. Such services include:

- issuing seafarer documentation;
- providing personal information to legal authorities;
- seafarer documentation verification; and
- ensuring compliance with due diligence and trade restrictions requirements.

By providing consent, individuals acknowledge that certain personal information may become publicly available in the course of the Administrator's official operations.

APPLICABILITY

This MN applies to all persons:

- A. applying for or renewing RMI seafarer documentation;
- B. seeking approval or reapproval as an authorized RMI Filing Agent;
- C. requesting updates to account information; or
- D. requesting access to the Online System for Seafarers' Documentation (OSSD).

REQUIREMENTS

1.0 Personal Information Processing

- 1.1 All persons must complete and submit a Consent Form ([MI-273C](#)) in hardcopy or the appropriate [online](#) form before:
 - .1 applying or renewing seafarer documentation under the [MI-118](#);
 - .2 applying for an officer's examination under the *RMI Requirements for Seafarer Certification by Examination* ([MI-118E](#)); and
 - .3 seeking approval as a RMI Filing Agent in accordance with the [MI-280](#).
- 1.2 The Administrator will not process any of the above documents until the Consent Form is received.
- 1.3 The privacy consent is valid for five years.
- 1.4 The Administrator's full data privacy policy is at [Info Center: Privacy](#).

2.0 Seafarer Documentation Requests

2.1 A Consent Form must be completed by all applicants for RMI seafarer documentation, including:

- .1 for any new or renewal Seafarer's Identification and Record Book (SIRB) request ([MI-273](#) or [MI-271](#) for online system applications);
- .2 a Special Qualification Certificates (SQC) is requested ([MI-273](#)) and the seafarer has a valid SIRB;
- .3 a new or renewal endorsement to an officer's Certificate of Competency (CoC) is requested ([MI-105](#)) and the seafarer has a valid SIRB;
- .4 a request is made for a replacement seafarer certificate ([MI-116](#) for an officer certificate); or
- .5 a request for an officer certification examination ([MI-105E](#)).

3.0 Filing Agent Approval Requests

Filing Agent applications contain the names of up to two persons. The Administrator may require an identity document submission for each person named on the application form, *Filing Agent Authorization Form* ([SICD-281](#)). Accordingly, the [MI-273C](#) can be completed by each of these persons.

4.0 Data Privacy Consent Form Completion and Submission

- 4.1 Seafarer's Consent or Filing Agent's Consent can be [submitted online](#) using the appropriate form. The applicable form may be selected from the options available at the bottom of the webpage.
- 4.2 The system will generate an email confirming that the submission has been received.
- 4.3 The [MI-273C](#) may be submitted in hard copy when the online submission is not possible.
- 4.4 Seafarer documentation and Filing Agent approvals can be issued only after a properly completed Consent Form is received.

5.0 Distribution and Questions

- 5.1 RMI ship owners and operators are asked to share this MN with their crewing departments and manning agents.
- 5.2 Contact dataprivacy@register-iri.com for questions on data privacy requirements.