

8.6 Visa And Passport Renewal

It is the responsibility of the recruitment agency to ensure crewmembers join with a passport that is valid for at least one (1) year from the date of sign on, and with a C1/D visa that is valid for the entire duration of the contract.

Upon sign on of the crewmembers, the HR Coordinator must verify both passport and visa expiry dates prior signing the crewmember onto the crew articles of the vessel.

If the passport or visa validity is not in line with the policy outlined above, the HR Coordinator must advise Shipboard HR in Miami, who will make a determination whether the crewmember can be signed on or not.

All expenses incurred due to renewal passports are at the expense of the crewmember.

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