



ADMISSION AUDITS EMCI REGISTER – SUBSCOPES & -TYPES

Document: EMCI.AD.007.INT ADMISSION AUDIT SHIPBROKER V1-PILOT

GENERAL PROVISIONS

The following applies to document EMCI.AD.007.INT (Admission audit shipbroker):

1. Document GNG.RD.003.INT General clauses for all documents
2. Document GNG.PD.001.INT Rules for audits
3. Document EMCI.AD.001.INT Admission audit document requirements (*)

The aforementioned documents are published on our websites and are hereby designated as a repeat and insert.

(*)

!! Consult this document !!

In this document: the complete description and all qualification requirements (allowed evidence) with regard to the documents to be supplied by you.

DOCUMENT TYPE

- Yes = required document
- N.A. = not applicable
- Optional = optional document
- Notification = You will receive a notification with regards to required documents

DOCUMENT FORWARDING

- Documents can not be uploaded.
- Documents can only be forwarded via email info@emci-register.com or WeTransfer.

EXTENSION OF YOUR CERTIFICATION | ADD A SCOPE

Documents delivered for another main/subscope do not have to be submitted again.
You only submit documents that have not been submitted before.

AN INCOMPLETE ADMISSION FILE EQUALS NO REGISTRATION/CERTIFICATION

The registration/certification is granted as soon as the admission file is complete.



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	Levels of Certification ►	Associate	Full
	DESCRIPTION ▼	Additional certification subscope shipbroker possible	Additional certification subscope shipbroker possible
Part	Certification Scheme		
<i>Scheme</i>	<i>EMCI International Maritime Practitioner®</i>		
<i>Norm</i>	<i>GNG-EMCI-ISO</i>		
<i>Main scope</i>	<i>EMCI Register International Certified Maritime Broker® (EMCI.BROKER®)</i>		
<i>Subscope</i>	<i>EMCI Register International Certified Shipbroker® (*)</i>		
<i>Subtype</i>	<i>Commercial shipping</i>		
	PERSONAL PROFILE (INDIVIDUAL ADMISSION FILE)		
Document	Identification		
PF.002	Application form subscope, subtypes, specialisms	Yes	Yes
Document	Professional Competencies		
PF.025	Other recognitions, certifications, memberships	Option	Option
Document	Process/Procedures		
PF.050	Process/procedure audit: scope-relevant portfolio (*)	Yes	Yes
PF.200	Valid certificate of competence EMCI certified maritime broker (*)	Yes	Yes
Other	Further documents at the discretion of EMCI Register	Notification	Notification

(*)

Only available for EMCI certified maritime brokers. Subscope certification is only possible if the related main scope certification is granted/active (PF.200) and a scope-relevant portfolio is shown (PF.050). The practitioner must comply with national rules & regulations concerning the applicable scope.