

Standard Service Offering for Cruise Line Manning

Overview

In line with MLC requirements and our own Codes of Conduct no candidate using the services of Speedy Global, or any of its sister or partner companies, will be charged for the normal processes involved with the acquisition, assessment, deployment or re-deployment of seafarers for a client cruise company (a "Principal").

Requirement

This document is to be given (in soft or hard copy) to **every** potential candidate who is to be processed by Speedy Global BEFORE becoming a candidate. It is not to be altered, amended or appended to in any way shape or form by any sister or partner company or any third party. If you are in any doubt please go to our [MLC Compliant Manning Agent](#) webpage for the current version.

Understanding for Candidates

Speedy Global and all of its sister or partner companies comply with the following:

- The **ONLY fees and charges** that are permitted are in this document and as agreed, in writing, with our Principals from time to time.
- All money paid to Speedy Global or any of its sister or partner companies for any and all services **will be receipted with an official written company receipt.**
- **No person** working with or for Speedy Global **can offer or guarantee of a job** under any circumstances or for any reason.
- **All job offers are made** through Speedy Global **by the Principal** and are completely at the sole discretion of the Principal. Speedy Global cannot affect the outcome of interviews or the hiring process.
- A **Speedy Global Approved Training Program** will **assist you to be better prepared for an interview and for a job on a cruise ship** however it **will not guarantee you a job.**
- **No person or entity** associated with Speedy Global **can charge a job success fee** under any circumstance or for any reason.
- **All interviews** with all Principals **are FREE** and **no deposits are to be paid to anyone.**

Special Notes

The figures stated here in are current at the time of publication but may vary from time to time without notice. All references to third party fees and conditions are **indicative only**. Speedy Global does not accept any responsibility for changes in third party fees or conditions.

Version

*This version is current as of **January 2020** and applies to all candidates that apply to Speedy Global from **01 January 2020** until it is revised. If there is any doubt please see our website [Speedy.Global](#) and our webpage [MLC Compliant Manning Agent](#) for the latest version.*

Normal Processing - NO FEE (in order of events)

New Hire List		
Application		
Initial Review	Potential candidates may submit their information for an initial assessment of their suitability to apply for a seafarer job.	No Charge
Initial Interview	Potential candidates may be interviewed in person or via Skype in order to assess their suitability to apply for a seafarer job.	No Charge
Initial Application	All potential candidates will be given clear instructions on how to complete online, or paper based, applications for the Principal.	No Charge
Candidate Acceptance		
Reference Checks	Candidates will be required to give a minimum of two referees. Reference check will be conducted with every referee.	No Charge
Required English Test*	Candidates will be instructed to get an appropriate English Test, where required by the Principal, which must be conducted by a Speedy Global approved assessor.	No Charge
Required Mandarin Test*	Candidates will be instructed to get an appropriate Mandarin Test, where required by the Principal, which must be conducted by a Speedy Global approved assessor.	No Charge
Aptitude Test	Candidates for Carnival Cruise Line are required to do a Talent Plus assessment. The assessment is done online in our offices and the result is presented at the Interview.	No Charge
Interview with Client Company	Candidates will be given clear instructions about where the interview is, when the interview is and how to best prepare for the interview. The interview may be conducted at a physical location, like a hotel or other venue, or via Skype from a Speedy Global office. <i>There is absolutely no cost to be interviewed with any of our Principals.</i>	No Charge
Candidate Passed Interview		
Medical Checks*	Candidates will be given a list of appropriate medical practitioners where the required medical may be conducted. Clear written instructions will be given to all candidates on what is required. Candidates must retain all of the original copies of certificates and results themselves. Speedy Global does not keep any medical results and only retains a scan copy of the appropriate medical certificate and pages as required by the Principal.	No Charge
Police Checks*	Candidates will be given clear instructions about how to complete a Police Check that are required by the Principals with the appropriate visa authority.	No Charge
Visa Applications*	Candidates will be given clear instructions about what visa is required and where to make visa applications that are required by the Principals with the appropriate visa authority.	No Charge
Seaman Book*	Speedy Global will give clear instructions to all candidates on how to attain an appropriate Seaman Book, where required. If the candidate is supplied a Seaman Book by the Principal, Speedy Global will facilitate the information exchange between the Principal and the Seafarer to attain that Seaman Book.	No Charge

New Hire List		
Seafarer Deployment		
Airline Tickets*	Where the Principal provides the Airline Tickets for the candidates Speedy Global will coordinate this. Tickets not provided by the Principal are the responsibility of the candidate.	No Charge
Port Agent	Speedy Global will organise for all appropriate information to be presented to the Port Agent and facilitate the transfer of all information to the Seafarer and any other third parties as required.	No Charge
Travel Support	Speedy Global provides a 24-hour 'Hot Line' service for its Seafarers while they are travelling. Clear instructions will be given to all Seafarers and all reasonable assistance will be rendered.	No Charge

Re-Hire (where applicable)		
Pre-deployment Requirements		
Medical Checks*	Seafarers requiring a new medical certificate will be given a list of appropriate medical partitioners where the required medical may be conducted. Clear written instructions will be given to all Seafarers on what is required. Seafarers will retain all original copies of certificates and results themselves. Speedy Global does not keep any medical results and only retains a scan copy of the appropriate medical certificate as required by the client company.	No Charge
Visa Applications*	Seafarers will be given clear instructions about what visa is required and where to make visa applications that are required by the Principals with the appropriate visa authority.	No Charge
Seaman Book*	Speedy Global will give clear instructions to all Seafarers on how to renew a local Seaman Book, where required.	No Charge
Seafarer Re-deployment		
Airline Tickets*	Where the Principal provides the Airline Tickets for the candidates Speedy Global will coordinate this.	No Charge
Port Agent	Speedy Global will organise for all appropriate information to be presented to the Port Agent and facilitate the transfer of all information to the Seafarer and any other third parties as required.	No Charge
Travel Support	Speedy Global provides a 24-hour 'Hot Line' service for its Seafarers while they are travelling. Clear instructions will be given to all Seafarers and all reasonable assistance will be rendered.	No Charge

*** What is NOT included in the services listed above**

No Charge means Speedy Global will not charge you. **You are responsible for any and all third parties costs or outlays.** The services listed above are related to the provision of **information** and the **coordination of the candidates and seafarers as required by the Principal.** It does not include assisting the candidate in the requirements that they are responsible for themselves. **Candidates and seafarers are responsible for all third party payments** including, but is not limited to: **Language Tests, Medicals, Police Checks, Visas, and Airline Tickets.** **Any outlay paid to a third party on behalf of the candidate by Speedy Global will incur a processing fee of 12%.**

Fee for Professional Services to Candidates

The following are a list of services offered by Speedy Global, or it's sister or partner companies, that are completely **optional for all candidates**. Under no circumstances will a candidate be told, or have it implied, that:

- They must take any of these services from Speedy Global to qualify for the Principal,
- That taking any of the services will guarantee them that they will; passing a test, be accepted by the Principal, gain a visa or be deployed, OR
- That a service, other than a language test required for interview, must be paid for in part, or full, before the candidate has been given a job offer by the Principal.

The candidate will sign an agreement for **every** service that includes a clear statement that they are not required to accept the service and that accepting the service gives absolutely no additional advantage in the hiring process.

Packaged Premium Service

Item	Description	Cost
Language Tests	All language tests, if required by the Principal, are conducted BEFORE the interview and are not included in our Premium Service.	40 USD per test
Premium Service – Early Bird –	This is the Premium Service (normally 1,250) if it requested and accepted by the candidate within 3 working days of the candidate being notified by Speedy Global that the Principal has accepted them. Any outlay paid on behalf of the candidate by Speedy Global will incur a processing fee of 12%.	650 USD + Outlays
Premium Service – Normal –	<p>Regardless of the Principal: Speedy Global assists the candidate through the whole process from beginning to end. This will ensure the candidate does not have to worry about any of the processes and is prepared, as much as possible, for each stage. Our staff will make sure all your paperwork is correct, your submissions are on time and that you are ready to go for the deployment. This includes assistance with:</p> <ul style="list-style-type: none"> • Medical, • Police Check, • All Visa Applications, • Seaman Books and STCW Training, and • Flights. <p>We also provide:</p> <ul style="list-style-type: none"> • Pre-visa interview practice as required, and • Pre-deployment orientation where needed. <p>Outlays are NOT included. Please see estimated budgets below. All outlays will be documented and itemised and must be paid by the candidate as directed by Speedy Global. REFUND POLICY:</p> <p>75% if you fail the Medical 60% if you fail the Police Check 35% if you fail the Visa Nil after the Visa is issuance</p> <p>Any outlay paid on behalf of the candidate by Speedy Global will incur a processing fee of 12%.</p>	1,250 USD + Outlays

Piecemeal Professional Services when Premium Service is not required

Item	Description	Cost
Online Application Assistance	All candidates are given detailed written instructions (usually in their own language) so they can complete any online application required for a job with any of our Principals. If a candidate wants to have one of our staff sit with them using our computers and internet, in our office, to fill in the online application then we will do that. Price per assisted online application. NOTE: our staff will only advise you on what you need to do to complete the form and not what answers you should give. Using our staff does not, in any way, improve your chances of success! We would prefer that all candidates do the applications themselves and follow the written instructions that we provide for FREE!	10 USD
Language Tests	All language tests, if required by the Principal, are conducted BEFORE the interview and are not included in our Premium Service.	40 USD per test
Medical Test Assistance	Speedy Global provides a turnkey process for candidates who do not wish to organise their own medical. This includes booking the medical, organising the attendance of the medical (which may include flights, accommodation and transport) and collection of the results (if required). Candidates will always be responsible for retaining the original copies of their medicals. This item is Price on Application because there are too many factors involved. Including if the medical is local or in another country. An itemised receipt will be issued to show the breakdown of the various parts of the service.	POA
C1/D Visa	Speedy Global will assist the candidate to fill in the online application. Make the appointment for interview and prepare the candidate for the interview.	120 USD
UK Student Visa	If a UK Student Visa is required for a candidate (many countries we act in do NOT require it) then Speedy Global will assist the candidate with the full preparation for the visa. Ensure all documents are presented correctly and that all the requirements are met prior to submission. .	300 USD
Renewal of C1/D Visa	Speedy Global will assist the to renew a C1/D as required.	100 USD
Other Visas	Price is POA because it depends upon the visa required and the country of the candidate. Speedy Global operates in 11 countries and the level of assistance required depends upon the country and visa.	POA
RCL Hotel Fee	While not strictly a Speedy Global Fee any RCL candidate wishing to take up the RCL offer of a transfer, hotel and meal will need to pay the fee to Speedy Global. We will issue an RCL receipt as required.	60 USD

* Special Note

All of the above services are completely **optional**. It is up to the candidate to request these services from their local Speedy Global Office, if they require them, or use a third party if they wish. Except for language tests (if required) and online application assistance (if desired) there are **no charges and no fees payable** to Speedy Global **before a job offer from the Principal**. **Presentations and Interviews are 100% Free!** You should not get a medical, seaman book or any visa before being accepted by the Principal, as these are not a requirement for a job with any of our Principals.

*** What is NOT included in any services listed above**

We are **not responsible for, and do not cover the costs of, any third parties or outlays to third parties**. The services listed above are to **assist the candidate in the requirements that they are responsible for themselves**. **Candidates and seafarers are responsible for all third party payments** including, but is not limited to: **Language Tests, Medicals, Police Checks, Visas, and Airline Tickets**. **Any outlay paid on behalf of the candidate by Speedy Global will incur a processing fee of 12%**.

General Indication of Pre-Deployment Budget Requirements

Most Principals require that you contribute to your deployment. They do not cover the costs of many of the things you need, including medicals, police checks and, in the main, flights to deployment. Please see the specific supplements below for specific information.

The following are budgets for you to get to your ship. They are a **rough indicator** for you to budget only and **include our Early Bird Premium Service, a C1/D visa and a Seaman Book**.

Obviously the budget will be less for people who already have a Seaman Book, for example. The cost of specific outlays can vary dramatically from country to country and while our office will be happy to give a specific understanding for their geographic location the cost of outlays is completely and absolutely the responsibility of the candidate.

Carnival Corporation - Global Casino Operations (GCO)

GCO pay the cost of the flight to their ship. The candidate repays it back (see information below) after they get to the ship. Hence the budget does NOT include an estimate of the flight cost:

1,450 to 1,850 USD

Royal Caribbean Cruises Limited (RCL)

Candidates are expected to pay for their own flights. This budget is relevant to all RCL brand:

2,650 to 3,050 USD

These prices are rough budgets only but should allow the candidate to adequately prepare for a job with the specific Principal. We have, for example, included 1,200 USD for a flight, including insurance, which is a median of flights from Vietnam to the USA however might not be required at all (if you are deploying to your own country for example). So please take these for what they are – a helpful guide only to allow the candidate to prepare without getting a shock after interview.

Our optional early bird premium service fee is the same regardless of the Principal!

Carnival Corporation's Global Casino Operations (GCO) Fee Supplement

The following information is specific to all GCO candidates.

Mandarin Tests

The Mandarin test is **not mandatory** for GCO but if you claim to speak Mandarin then you will need to be tested so the actual level can be assessed. In some cases you will be paid more if you speak sufficient Mandarin.

C1/D Visa

GCO will **reimburse on board for a C1/D Visa** with a receipt. This is the cost of the visa and not additional services or expenses (like transport). All other visas are at the candidates cost.

Medical

Seafarers **must have** original medical documents (certificate and results) to carry on board and a copy should be kept, just in case there is an issue. Seafarers will not be allowed to board without an original set of medical documents. Speedy Global will advise you which medical you will need and where the medical can be conducted.

Airline Tickets

GCO requires all seafarers to contribute **up to 500 USD** towards their Airline Ticket to join their ship. Hotels and Transfers are fully paid for by GCO on route to the ship. If you are joining your ship in your own country and there is no travel cost then no contribution is required.

GCO will purchase the airline ticket for the seafarer if required. This means if the seafarer is required to join in Anchorage Alaska and the airline ticket will cost 1,200 USD then GCO will buy the ticket for the seafarer. The seafarer will only repay 500 USD back to GCO from their income on the ship. If the candidate is joining in Singapore and the ticket is only 250 USD then GCO will only require 250 USD to be repaid.

Alternatively the candidate may purchase the ticket through Speedy Global and then be reimbursed, when they get to the ship, any amount over 500 USD. There are conditions and tickets will be approved by GCO.

Royal Caribbean Cruises Limited (all Brands) Fee Supplement

The following information is specific to all candidates of Royal Caribbean Cruises brands.

Marlins English Tests

The Marlins English Test is **not mandatory** for Royal Caribbean but if you must understand English (to various standards depending upon the job. In order to ensure you have the level of English required it is highly recommended that all candidates undertake a Marlins English Test before interview. If it is not taken then the Principal may require it or other English Test before an employment decision can be made.

Mandarin Tests

The Mandarin Test is **not mandatory** for Royal Caribbean but if you claim to speak Mandarin then you will need to be tested so the actual level can be assessed.

C1/D Visas

Royal Caribbean will **reimburse on board for a C1/D Visa** with a receipt. This is the cost of the visa and not additional services or expenses (like transport). All other visas are at the candidates cost.

Medical

Seafarers **must have** original medical documents (certificate and results) to carry on board and a copy should be kept, just in case there is an issue. Seafarers will not be allowed to board without an original set of medical documents. Carnival Cruise Line medicals are organized by Speedy Global and are can be conducted in many countries.

Airline Tickets

We will advise you if your position requires you to purchase a joining ticket.

Royal Caribbean Hotel Travel Package

We will advise you if your position requires you to purchase a the USD60 RCL Travel package from RCL through us.

Contacts

Speedy Global Head Office

Address: Speedy Global Pte Ltd
27 Foch Road
#05-01 Hoa Nam Building
Singapore 209264

Tel: +65 68160495
Fax: +65 68160497

Websites: <https://Speedy.Global>

Email: info@speedy.global (All Seafarers)

Facebook: <https://www.facebook.com/speedy.global.int/>
<https://www.facebook.com/casinoatsea/>

Speedy Global Local Contacts

Please refer to our website

<https://speedy.global/contact-us>

Speedy Global Administration Office (Hong Kong)

Address: Speedy Global Limited
Shop 321, 3/F,
Golden League Building
76-82 Castle Peak Road,
Kowloon, Hong Kong

Email: admin@speedy.global (Corporate Administration and MLC issues ONLY)

Speedy Global Maritime Quality Assurance Office (Australia)

Address: Speedy Global
102 Strong Road
Rush Creek Q 4521
Australia

Email: admin@speedy.global (Corporate Administration and MLC issues ONLY)

MLC: <https://www.amsa.gov.au/safety-navigation/health-and-safety/private-seafarer-recruitment-and-placement-services>