



Sygnity

Business Solutions

PHICS - Polish Harbours Information & Control System
User documentation
Authenticity verification system of seafarers' Polish documents

DOCUMENTATION OF CHANGES:

Item	Version	Date	Author	Description of change	Notes
1.	1.0	10.12.2003	JH	Creation of version 1.0.	
2	1.1	31.03.2014	JH	Documentation update.	
3	1.2	02.04.2014	JH	Documentation update.	
4	1.3	03.04.2014	JH	Documentation update.	
5	1.4	23.12.2016	PD	Documentation update.	

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Date of the last update: 23.12.2016.

Document version: 1.4

Note:

For proper work of components of PHICS system, the following programs have to be installed on a workstation:

- Web browser:
 - o Internet Explorer, version 8 and above.
 - o Opera, version 12 and above.
 - o Chrome, version 23 and above.
 - o Firefox, version 16 and above.
 - o Safari, version 5 and above.

In order to verify correctness of workstation configuration, contact local administrator.

TABLE OF CONTENTS

1. Introduction.....	5
2. Short description of PHICS system.....	5
2.1. Footer.....	6
3. Registration of new user	7
4. Logon to the system.....	11
4.1. Ending of work	11
4.2. Change of user password.....	11
5. Authenticity verification of sailors' Polish documents.....	13
5.1. Authenticity confirmation.....	14
5.2. Lack of authenticity confirmation	19
List of figures.....	20

1. Introduction

This document offers functionality of an application designed for entities or institutions that want to verify authenticity of seafarers' Polish documents.

2. Short description of PHICS system

PHICS (Polish Harbours Information & Control System) is all-Poland system for electronic exchange of documents connected with supervision and control functions of sea transport, being executed by Maritime Offices. The solution is based on the central system located in a data centre and remote access of users from any place in the country and abroad with use of the Internet network. Communication of users with the system is realized with web browser.

The module for authenticity verification of seafarers' Polish documents – a part of PHICS system – is available on the following site:

<https://centrum.phics.gov.pl/umverifi/>

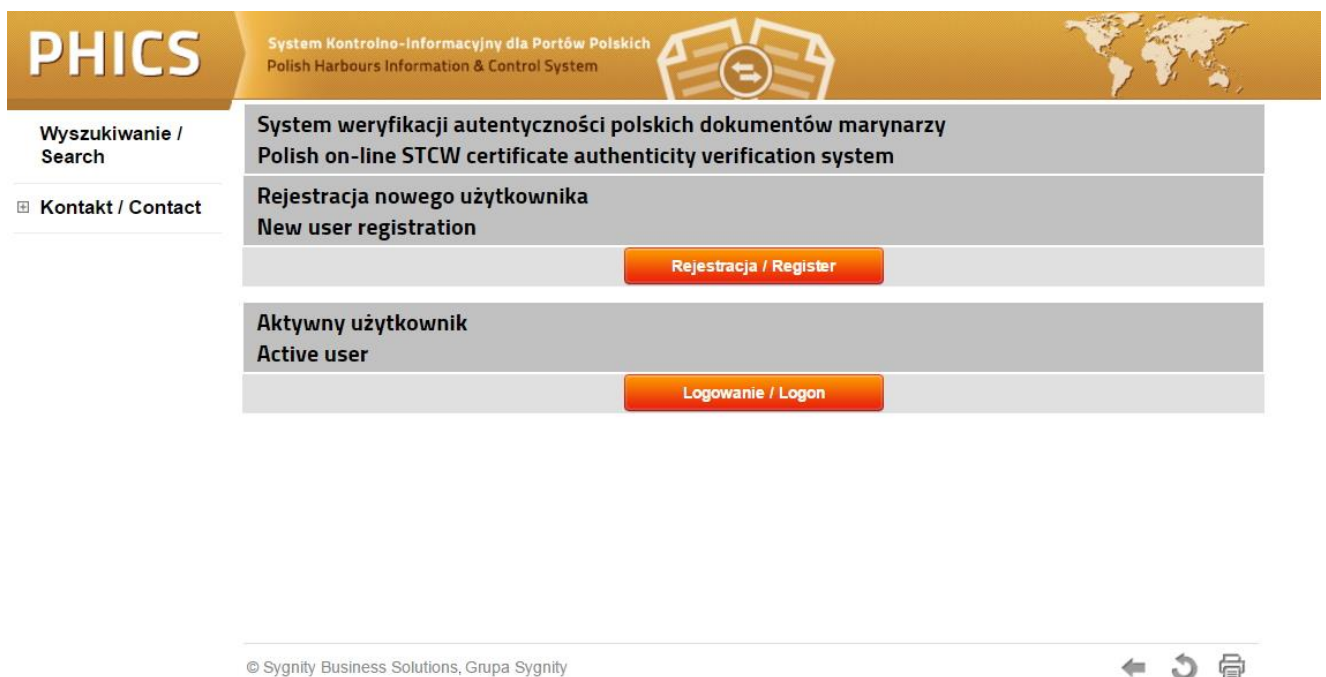


Figure 1. Appearance of the application for authenticity verification of sailors' Polish documents.

User interface of PHICS system is optimized for resolution of 800 x 600 pixels. The figure below presents block diagram of system's user interface. The diagram defines project confines for user, as well as location and the way of assignment of functions and information types.

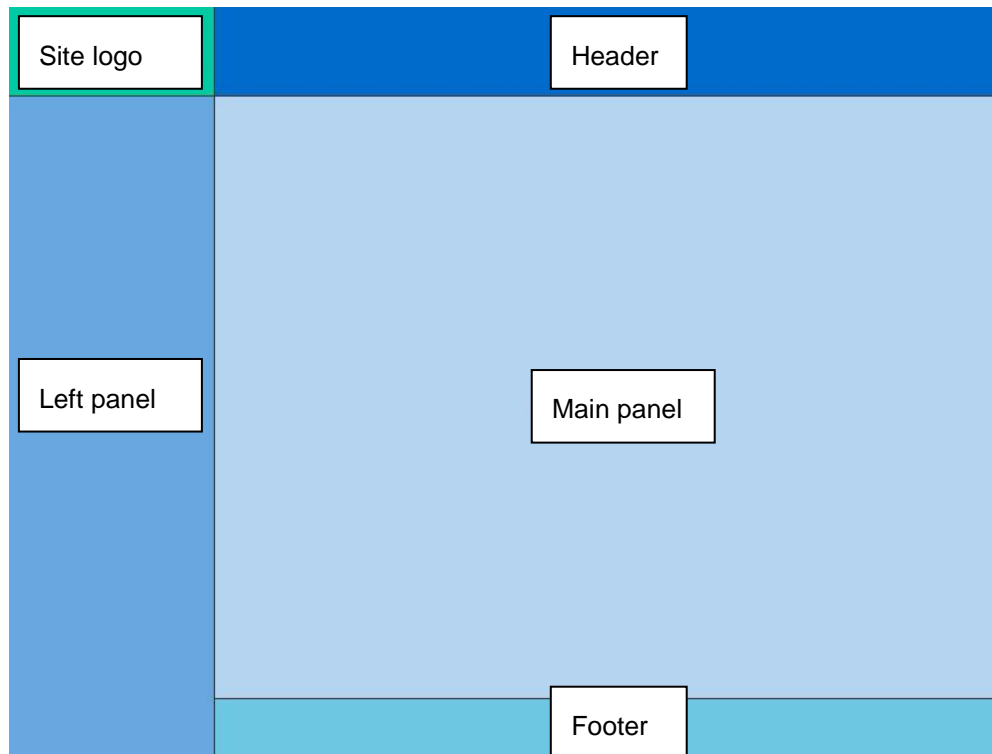


Figure 2. Block diagram of graphical interface of PHICS system.

2.1. Footer

Apart from indication of copyrights assigned to Sygnity Business Solutions, system footer offers also three functions:




-  - Return to the previous page.
-  - Refresh of data contained in table or form.
-  - Printout from the table, allowing to make printout of a page at any time.

Figure 3. Footer of PHICS system.

3. Registration of new user

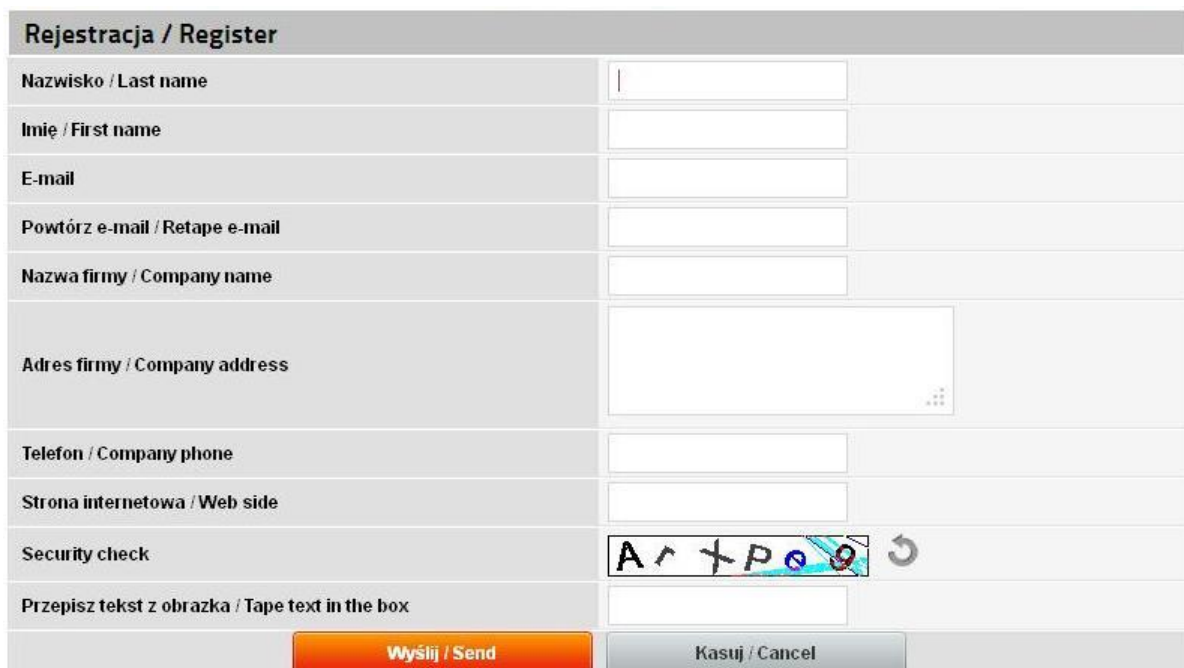
In order to use the system, it's necessary to carry out the procedure of registration and verification of new user. To this end, you should choose „Registration” option.




Figure 4. Function for registration of new user.

During registration stage, the following data is being entered:

- Last name.
- First name.
- E-mail address.
- Company name
- Company address.
- Contact phone number.
- Website address.



The screenshot shows a registration form titled "Rejestracja / Register". The form contains the following fields:

Nazwisko / Last name	<input type="text"/>
Imię / First name	<input type="text"/>
E-mail	<input type="text"/>
Powtórz e-mail / Retape e-mail	<input type="text"/>
Nazwa firmy / Company name	<input type="text"/>
Adres firmy / Company address	<input type="text"/>
Telefon / Company phone	<input type="text"/>
Strona internetowa / Web side	<input type="text"/>
Security check	
Przepisz tekst z obrazka / Tape text in the box	<input type="text"/>

At the bottom of the form, there are two buttons: "Wyślij / Send" (orange) and "Kasuj / Cancel" (grey).

Figure 5. Form for registration of new user.

The program verifies completeness and correctness of data entered by user. Pressing **Send** button starts verification process. All abnormalities are indicated with displayed messages and change of field background colour.

Rejestracja / Register	
Nazwisko / Last name	Kowalski
Imię / First name	Jan
E-mail	<input type="text"/>
Powtórz e-mail / Retape e-mail	<input type="text"/>
Nazwa firmy / Company name	<input type="text"/>
Adres firmy / Company address	<input type="text"/>
Telefon / Company phone	<input type="text"/>
Strona internetowa / Web side	<input type="text"/>
Security check	
Przepisz tekst z obrazka / Tape text in the box	<input type="text"/>
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

podaj email / enter email

podaj ponownie email / retype email

podaj nazwę firmy / enter company name

podaj adres firmy / enter company address

podaj nr telefonu / enter company phone

podaje stronę internetową / enter Web side

zły tekst / wrong text

Figure 6. Form for registration of new user – data verification.

Registration form is protected with Captcha mechanism (Completely Automated Public Turing test to tell Computers and Humans Apart). Thanks to this protection, only data entered by a human is sent into the system. User has to read content from a picture and write it in the field below. In case of reading problems, user can change content of a picture.

Rejestracja / Register	
Nazwisko / Last name	Kowalski
Imię / First name	Jan
E-mail	jan.kowalski.agent@interi
Powtórz e-mail / Retape e-mail	jan.kowalski.agent@interi
Nazwa firmy / Company name	Agencja Morska ABC
Adres firmy / Company address	ul. Portowa 200C 70-999 Szczecin
Telefon / Company phone	+ 48 91 123 456 789
Strona internetowa / Web side	www.agencjamorskaabc.pl
Security check	
Przepisz tekst z obrazka / Tape text in the box	TAYoi3
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

zły tekst / wrong text

Figure 7. Form for registration of new user – entering Captcha data.

It's required to fill in all fields of Registration Form. On the basis of data contained in the form, employees of Maritime Offices carry out verification. Correct verification of data entitles to use the system.



Figure 8. Confirmation of sending of registration form for verification.

After positive verification of data, authorized employee of the Maritime Office creates user account. After that, the system sends data of created account to e-mail address given during registration.

If user won't use the system for the time exceeding 30 days, his account will be removed automatically. Use of the system will be possible after another registration.



Temat: System Informacja o rejestracji - PHICS register info

Od: phics.info@ums.gov.pl

Do: jan.kowalski.agent@interia.pl;

Ta informacja została wygenerowana automatycznie. Zostałeś zarejestrowany w Polskim Systemie Weryfikacji autentyczności dokumentów marynarz.

Twój login i hasło vmptbPt5, [REDACTED]

Jeśli nie będziesz korzystać z systemu dłużej niż 30 dni Twoje konto zostanie automatycznie usunięte. Korzystanie z systemu będzie możliwe po ponownej rejestracji. Po zalogowaniu wypełnij wszystkie wymagane pola. Numery polskich dokumentów zaczynają się od:
UMS - w przypadku dokumentów wydanych przez Urząd Morski w Szczecinie,
GUM - w przypadku dokumentów wydanych przez Urząd Morski w Gdyni,
SUM - w przypadku dokumentów wydanych przez Urząd Morski w Słupsku.

W przypadku, gdy dokument nie zostanie odnaleziony prosimy o kontakt na adres e-mail:

certyfikaty@ums.gov.pl - w przypadku dokumentu, którego numer zaczyna się od oznaczenia UMS,
ostapowicz@umgdy.gov.pl - w przypadku dokumentu, którego numer zaczyna się od oznaczenia GUM,
dokumenty@umsl.gov.pl - w przypadku dokumentu, którego numer zaczyna się od oznaczenia SUM.

This message was automatically generated by Polish on-line STCW certificate authenticity verification system.
You have been registered in Polish on-line STCW certificate authenticity verification system.
Your login and password: vmptbPt5, [REDACTED]

If you don't use the system for more than 30 days, your account will be automatically deleted.
Use of the system will be possible after re-registration.

After logging in / registration please fill all the required fields.
Numbers of Polish certificates start with:
UMS - for certificates issued by Maritime Office in Szczecin,
GUM - for certificates issued by Maritime Office in Gdynia,
SUM - for certificates issued by Maritime Office in Słupsk.

In case the certificate cannot be found, please contact us at the following e-mail addresses:

certyfikaty@ums.gov.pl - in case the number of certificate starts with UMS,
ostapowicz@umgdy.gov.pl - in case the number of certificate starts with GUM,
dokumenty@umsl.gov.pl - in case the number of certificate starts with SUM.

Figure 9. Confirmation of user registration.

4. Logon to the system

After start of application for authenticity verification of sailors' Polish documents in PHICS system, you should logon with **Logon** option.



Figure 10. Logon function for active users.

In order to logon to the system successfully, you should give correct username and password.



Figure 11. Form for logon to PHICS system.

4.1. Ending of work

At any time you can end work with logoff function. In order to end work in correct way, you should execute **Logoff** function, available in the header of application window.



Figure 12. Header of application window.

4.2. Change of user password

In order to change user password, you should use **Change password** function, available in the header of application window. This function is available all the time during work with the system.

For confirmation of operator authenticity, in *User password change* form you should enter actual / old password (once) and new password (twice). Repeat password entering guarantees its correctness. Passwords being entered in the form are not displayed in explicit way; it ensures their confidentiality.

Zmian hasła / User Password Change	
Użytkownik / User	vmptbP15
Aktualne hasło / Current Password	<input type="password"/>
Hasło / Password	<input type="password"/>
Potwierdź hasło / Confirmed Password	<input type="password"/>
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

Figure 13. Form for change of user password.

In order to confirm password change in the form, press **Send** button. Pressing **Cancel** button causes return to previously open window of PHICS system.

5. Authenticity verification of seafarers' Polish documents

When an operator is correctly logged in to the system, the main window shows the form for confirmation of document authenticity.


Potwierdzenie autentyczności Confirmation the authenticity of certificate	
Numer dyplomu (świadectwa) / CoC (CoP) number	<input type="text"/>
Data wydania / Date of issue (yyyy-mm-dd)	<input type="text"/> ↗
Data urodzenia / Owners date of birth (yyyy-mm-dd)	<input type="text"/> ↗
Security check	 ↻
Przepisz tekst z obrazka / Type text in the box	<input type="text"/>
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

Figure 14. Form for confirmation of document authenticity.

In order to verify document authenticity, you should enter the following data:

- Certificate number.
- Issue date.
- Birthdate of person concerned.

Date field can be filled in manually, according to defined format; or with use of **Calendar** component.

Potwierdzenie autentyczności Confirmation the authenticity of certificate	
Numer dyplomu (świadectwa) / CoC (CoP) number	<input type="text"/>
Data wydania / Date of issue (yyyy-mm-dd)	<input type="text"/> ↗
Data urodzenia / Owners date of birth (yyyy-mm-dd)	<input type="text"/> ↗
Security check	 ↻
Przepisz tekst z obrazka / Type text in the box	<input type="text"/>
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

Calendar component showing the month of **grudnia** 1984. The calendar grid displays days of the week (Cz, Pt, So, N) and dates. The current month is **grudnia**.

Figure 15. Form for confirmation of document authenticity – filling in date field.

5.1. Authenticity confirmation

If a certificate is found in the database, the system displays detailed data of this certificate:

- First name
- Middle name
- Surname
- Validity date
- Description
- Regulation
- Status

Potwierdzenie autentyczności Confirmation the authenticity of certificate	
Numer dyplomu (świadectwa) / CoC (CoP) number	UMS-13152-126510-33/2014
Data wydania / Date of issue (yyyy-mm-dd)	2014-12-19
Data urodzenia / Owners date of birth (yyyy-mm-dd)	██████████
Dyplom / Certificate	
Polska Administracja Morska potwierdza, że niżej wymieniony dokument jest autentyczny. Polish Maritime Administration certifies that mentioned below certificate is authentic.	
Imię / First name	██████████
Drugie imię / Middle name	WOJCIECH
Nazwisko / Surname	████████████████████
Data ważności / Valid till	2014-12-24
Opis / Description	DYPLOM KAPITANA ŻEGLUGI PRZYBRZEŻNEJ
Opis / Description	MASTER CERTIFICATE NEAR-COASTAL VOYAGES
Podstawa prawna / Regulation	I/3 STCW Convention 78 as amended
Status / Status	Nieważny / Cancelled

Figure 16. Confirmation of document authenticity

When document is valid indefinitely, appropriate text is displayed:

Polska Administracja Morska potwierdza, że niżej wymieniony dokument jest autentyczny. Polish Maritime Administration certifies that mentioned below certificate is authentic.	
Imię / First name	ARKADIUSZ
Drugie imię / Middle name	WOJCIECH
Nazwisko / Surname	BARANOWSKI-JAKUBOWICZ
Data ważności / Valid till	Ważny bezterminowo / Valid indefinitely

Figure 17. Document valid indefinitely - example

Displayed below are level and functions of the certificate holder:

Poziom / Level		Zarządzania / Management
Posiadacz dyplomu/świadectwa jest uprawniony do wykonywania obowiązków w następujących zakresach i poziomach – z wymienionymi niżej ograniczeniami: Holder of this certificate has been found competent to perform the following functions, at the level specified, subject to any limitations indicated below:		
Zakres obowiązków / Function		
No.	Zakres obowiązków	Function
1	Nawigacja	Navigation
2	Operacje ładunkowe	Cargo handling and stowage
3	Dbłość o statek i opieka nad ludźmi	Controlling the operation of the ship and care for person on board
4	Radiokomunikacja	Radiocommunication

Figure 18. Level and functions of the certificate holder

Next section shows list of the capacities the certificate holder may serve in with limitations and notes:

Posiadacz tego dyplomu może zajmować następujące stanowiska: Holder of this certificate may serve in the following capacities indicated below:				
No.	Stanowisko	Ograniczenia	Capacity	Limitation
1	Oficer wachtowy	Ważne tylko w żegludze przybrzeżnej	Officer in charge of a navigational watch	Valid only on near-coastal voyages
2	Kapitan na statkach o pojemności brutto poniżej 500	Ważne tylko w żegludze przybrzeżnej na statkach innych niż pasażerskie	Master on ships of less than 500 GT	Valid only on near-coastal voyages on ships other than passenger ships
3	Kapitan	Ważne tylko w żegludze krajowej na statkach innych niż pasażerskie	Master	Valid only on home trade on ships other than passenger ships
4	Kapitan na statkach bez własnego napędu	Bez ograniczeń	Master on dumb ships	None
5	Kapitan na statkach o pojemności brutto poniżej 500	Ważne tylko w żegludze przybrzeżnej na statkach pasażerskich	Master on ships of less than 500 GT	Valid only on near-coastal voyages on passenger ships
Uwagi / Notes				
No.	Uwagi		Notes	
1	Na statkach wymienionych w rozdziale V Konwencji STCW oraz na statkach wyposażonych w ECDIS dyplom jest ważny tylko w połączeniu z odpowiednim świadectwem z przeszkolenia		On ships indicated in chapter V of STCW Convention and on ships with ECDIS this certificate is valid in connection with an adequate certificate of training only	
2	Ewentualną konieczność noszenia szkieł korekcyjnych należy odczytać z ważnego świadectwa zdrowia		Possible necessity of wearing corrective lenses should be read from valid medical certificate	
Nowe wyszukiwanie / New search				



PHICS: Polish online STCW certificate authenticity verification system
Polish Maritime Administration

Figure 19. Capacities of the certificate holder and notes

Selection of **New search** button at the bottom of the screen starts another document search.

When document status is „suspended”, information about contacting maritime administration will be displayed:

Status / Status	Zawieszony / Suspended
Dokument jest zawieszony. Document is suspended.	
Prosimy o kontakt na adres e-mail: Please contact us at the following e-mail addresses:	
certyfikaty@ums.gov.pl - in case the number of certificates starts with UMS, ostapowicz@umgdy.gov.pl – in case the number of certificates starts with GUM, dokumenty@umsl.gov.pl - in case the number of certificates starts with SUM.	

Figure 20. Document status - suspended

Using **Print confirmation** function available on the bottom left part of the screen, you can print confirmation of document authenticity.

Potwierdzenie autentyczności *Confirmation the authenticity of certificate*

Polska Administracja Morska potwierdza, że niżej wymieniony dokument jest autentyczny.
Polish Maritime Administration certifies that mentioned below certificate is authentic.

Numer dyplomu (świadczenia) <i>CoC (CoP) number</i>	UMS-13152-126510-33/2014
Data wydania <i>Date of issue (yyyy-mm-dd)</i>	2014-12-19
Data ważności <i>Valid till</i>	2014-12-24
Imię <i>First name</i>	ARKADIUSZ
Drugie imię <i>Middle name</i>	WOJCIECH
Nazwisko <i>Surname</i>	BARANOWSKI-JAKUBOWICZ
Data urodzenia <i>Owners date of birth (yyyy-mm-dd)</i>	1975-12-22

Dyplom / Certificate **Opis / Description**

DYPLOM KAPITANA ŻEGLUGI PRZYBRZEŻNEJ
MASTER CERTIFICATE NEAR-COASTAL VOYAGES

Podstawa prawna / Regulation	I/3 STCW Convention 78 as amended
Status / Status	Nieważny / Cancelled

Posiadacz dyplomu/świadczenia jest uprawniony do wykonywania obowiązków w następujących zakresach i poziomach – z wymienionymi niżej ograniczeniami:

Holder of this certificate has been found competent to perform the following functions, at the level specified, subject to any limitations indicated below:

Poziom / Level	Zarządzania / Management
-----------------------	--------------------------

Zakres obowiązków / Function

Nawigacja
Navigation

Operacje ładunkowe
Cargo handling and stowage

Dbalność o statek i opieka nad ludźmi
Controlling the operation of the ship and care for person on board

Radiokomunikacja
Radiocommunication

Posiadacz tego dyplomu może zajmować następujące stanowiska:

Holder of this certificate may serve in the following capacities indicated below:

Stanowisko <i>Capacity</i>	Ograniczenia <i>Limitations applying</i>
Oficer wachtowy <i>Officer in charge of a navigational watch</i>	Ważne tylko w żegludze przybrzeżnej <i>Valid only on near-coastal voyages</i>
Kapitan na statkach o pojemności brutto poniżej 500 <i>Master on ships of less than 500 GT</i>	Ważne tylko w żegludze przybrzeżnej na statkach innych niż pasażerskie <i>Valid only on near-coastal voyages on ships other than passenger ships</i>
Kapitan <i>Master</i>	Ważne tylko w żegludze krajowej na statkach innych niż pasażerskie <i>Valid only on home trade on ships other than passenger ships</i>
Kapitan na statkach bez własnego napędu <i>Master on dumb ships</i>	Bez ograniczeń <i>None</i>
Kapitan na statkach o pojemności brutto poniżej 500 <i>Master on ships of less than 500 GT</i>	Ważne tylko w żegludze przybrzeżnej na statkach pasażerskich <i>Valid only on near-coastal voyages on passenger ships</i>

Uwagi / Notes

Na statkach wymienionych w rozdziale V Konwencji STCW oraz na statkach wyposażonych w ECDIS dyplom jest ważny tylko w połączeniu z odpowiednim świadectwem z przeszkolenia

On ships indicated in chapter V of STCW Convention and on ships with ECDIS this certificate is valid in connection with an adequate certificate of training only

Ewentualną konieczność noszenia szkieł korekcyjnych należy odczytać z ważnego świadectwa zdrowia

Possible necessity of wearing corrective lenses should be read from valid medical certificate

Figure 21. Printout of confirmation of document authenticity

5.2. Lack of authenticity confirmation

If a document isn't found in the database, you should check data and try again. In case of lack of document, user is asked for contact via e-mail:

certyfikaty@ums.gov.pl – if document number begins with designation: **UMS**.

ostapowicz@umgdy.gov.pl – if document number begins with designation: **GUM**.

dokumenty@umsl.gov.pl – if document number begins with designation: **SUM**.

Actual contact data is available in **Contact** menu.

Potwierdzenie autentyczności Confirmation the authenticity of certificate	
Numer dyplomu (świadcstwa) / CoC (CoP) number	<input type="text" value="UMS-13152-126510-33/2014"/>
Data wydania / Date of issue (yyyy-mm-dd)	<input type="text" value="2016-08-20"/> ↗
Data urodzenia / Owners date of birth (yyyy-mm-dd)	<input type="text" value="1975-12-21"/> ↗
Security check	
Przepisz tekst z obrazka / Type text in the box	<input type="text" value="jbh25l"/>
<input type="button" value="Wyślij / Send"/> <input type="button" value="Kasuj / Cancel"/>	

Dokument nie został znaleziony, sprawdź dane i spróbuj ponownie.

Document cannot be found, please check the data and try again.

W przypadku, gdy dokument nie zostanie odnaleziony prosimy o kontakt na adres e-mail:

In case the certificate cannot be found, please contact us at the following e-mail addresses:

certyfikaty@ums.gov.pl - in case the number of certificates starts with UMS,

ostapowicz@umgdy.gov.pl – in case the number of certificates starts with GUM,

dokumenty@umsl.gov.pl - in case the number of certificates starts with SUM.

Figure 22. Lack of confirmation of document authenticity

List of figures

Figure 1. Appearance of the application for authenticity verification of sailors' Polish documents.....	5
Figure 2. Block diagram of graphical interface of PHICS system.	6
Figure 3. Footer of PHICS system.	6
Figure 4. Function for registration of new user.....	7
Figure 5. Form for registration of new user.	7
Figure 6. Form for registration of new user – data verification.....	8
Figure 7. Form for registration of new user – entering Captcha data.	8
Figure 8. Confirmation of sending of registration form for verification.	9
Figure 9. Confirmation of user registration.	10
Figure 10. Logon function for active users.	11
Figure 11. Form for logon to PHICS system.	11
Figure 12. Header of application window.	11
Figure 13. Form for change of user password.	12
Figure 14. Form for confirmation of document authenticity.....	13
Figure 15. Form for confirmation of document authenticity – filling in date field.....	13
Figure 16. Confirmation of document authenticity.....	14
Figure 17. Document valid indefinitely - example	14
Figure 18. Level and functions of the certificate holder	15
Figure 19. Capacities of the certificate holder and notes.....	15
Figure 20. Document status - suspended	16
Figure 21. Printout of confirmation of document authenticity	18
Figure 22. Lack of confirmation of document authenticity.....	19