



DEPARTMENT OF TRANSPORT, TOURISM AND SPORT

APPLICATION FOR A MARINE ENGINE OPERATOR'S LICENCE

FOR OFFICIAL USE ONLY:		
Able Seafarer Deck Certificate Number:		
Application Origin:	In Person <input type="checkbox"/>	By a Representative <input type="checkbox"/>
If by a representative, state name:		
Date Received:		
Amount Paid:		
Receipt Number:		
Issuing Officer:		
Date of Issue:		
Distribution Method:	By Post <input type="checkbox"/>	In Person <input type="checkbox"/>
Registered Post Number (if by post):		
Attach Photograph Here		

PLEASE READ THE ATTACHED GUIDANCE NOTES BEFORE COMPLETING THIS FORM

1 DETAILS OF APPLICANT		
Tick the Appropriate Box:	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>
	Ms <input type="checkbox"/>	
Surname:		
Forename(s):		
If known by an alternative name or names, please state:		
Seafarer's Unique ID Number (if known, see guidance note 5):		
Home Address:		
Alternative Postal Address:		
Phone Number:		Mobile Number:
Email Address:		
Name of Nominated Contact:		
Address of Nominated Contact:		
Phone Number of Nominated Contact:		

2 PARTICULARS REGARDING CITIZENSHIP			
Date of Birth:		Country of Birth:	
County of Birth (If born in Ireland):		Nationality:	

3 APPLICANT'S DECLARATION	
<p>I certify that the particulars furnished in this application are true, the accompanying photographs are photographs of me, and I am aware that it is an offence to knowingly or recklessly make a false declaration.</p> <p>I hereby apply for admission to an oral examination for the purpose of qualifying for the issue of a Marine Engine Operators Licence</p>	
Signature of Applicant: <i>Note: Please keep signature within the box provided. This signature will be scanned and printed into the certificate being applied for.</i>	<div style="border: 1px dashed black; width: 150px; height: 40px; margin: 0 auto;"></div>
Date:	

4 DOCUMENTS TO ACCOMPANY YOUR APPLICATION - CHECKLIST

	For Applicant	For Official Use only
A completed application form	<input type="checkbox"/>	<input type="checkbox"/>
Two photographs, signed on reverse	<input type="checkbox"/>	<input type="checkbox"/>
Approved certificate or documents in respect of an approved training course(s)	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Proficiency in Personal Survival Techniques (STCW A-VI/1-1)	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Proficiency in Fire Prevention and Fire Fighting (STCW A-VI/1-2)	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Proficiency in Elementary First Aid (STCW A-VI/1-3)	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Proficiency in Personal Safety and Social Responsibilities (STCW A-VI/1-4)	<input type="checkbox"/>	<input type="checkbox"/>
Hold a Certificate of Proficiency in Advanced Fire Fighting	<input type="checkbox"/>	<input type="checkbox"/>
Hold a Certificate of Proficiency in Survival Craft and Rescue Boats (other than fast rescue boats)	<input type="checkbox"/>	<input type="checkbox"/>
Hold a Certificate of Proficiency in Medical First Aid	<input type="checkbox"/>	<input type="checkbox"/>
Discharge Book or other evidence of Sea Service	<input type="checkbox"/>	<input type="checkbox"/>
Passport or alternatively an original Birth Certificate and current State photographic ID i.e. Driver's Licence (<i>not required if an Irish Discharge Book is provided</i>)	<input type="checkbox"/>	<input type="checkbox"/>
STCW Medical Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Record of Duties Form	<input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT NOTICE: INCOMPLETE APPLICATIONS MAY BE RETURNED UNPROCESSED, BY POST. THEREFORE IN ORDER TO AVOID ANY UNDUE DELAY IN THE PROCESSING OF YOUR APPLICATION, PLEASE ENSURE THAT THE ABOVE CHECKLIST IS ADHERED TO.

FOR OFFICIAL USE ONLY			
ORAL EXAMINATION RESULTS			

APPLICATION PASSED

I confirm that I have examined the identity, training and service documents supplied in support of this application. I hereby certify that the candidate has met the requirements for the issue of a Marine Engine Operator’s Licence under Section 8, Paragraph (1) (a) of the Merchant Shipping (Certification of Seamen) Act, 1979.

CERTIFICATE TO BE ISSUED NOW		
Marine Engine Operator’s Licence		<i>Office Stamp</i>
Certificate Expiry Date:		
Examiner’s Signature:		
Date:		

APPLICATION REJECTED

I confirm that I have examined the identity, training and service documents supplied in support of this application. I hereby certify that the candidate has **NOT** met the requirements for the issue of a Marine Engine Operator’s Licence under Section 8, Paragraph (1) (a) of the Merchant Shipping (Certification of Seamen) Act, 1979.

REASON(S) FOR REJECTION		
Examiner’s Signature:		<i>Office Stamp</i>
Date:		

GUIDANCE NOTES

1. GENERAL

Holders of a Marine Engine Operator Licence may serve as engineer on vessels of less than 750 kW.

QUALIFYING CRITERIA

Applicants for oral examination for the issue of a Marine Engine Operator's Licence will be required to have completed a satisfactory period of structured training.

In order to qualify for a Marine Engine Operator's Licence each candidate must satisfy the entry requirements as follows:

- I. Sea service or other industrial training completed before the age of sixteen years will not be accepted.
- II. 24 months sea service in ships of not less than 350 kilowatt registered power or; 2 years shore employment with an engineering background acceptable to the Department of Transport, Tourism and Sport and 3 months qualifying sea service in ships of not less than 350 kilowatt registered power and;
- III. An engineering skills course acceptable to the Department such as FAS Course 022 Engineering Multi Skills or B.I.M. one year off the job engineering training or other documented and appropriate training. This requirement may be waived in certain cases where shore employment detailed is of an acceptable standard and;
- IV. Satisfactory completion of a Training Record as outlined in **Appendix 2**.
- V. In lieu of complying with II a candidate may have satisfactorily completed at least 4 years training in engineering craft practice or have satisfactorily completed an apprenticeship in engineering craft practice as a registered apprentice with F.A.S. and been awarded a National Craft Certificate or equivalent to the satisfaction of the Department of Transport, Tourism and Sport and have 6 weeks of qualifying sea service in ships of not less than 350 kilowatt registered power.
- VI. All training, shore employment, sea service etc is to be documented and verified in a manner acceptable to the Examiner of Engineers.
- VII. Sea service and training may be performed in a dual purpose capacity provided such service is accurately described by appropriate entries in the crew agreement such as "deck officer/trainee engine operator", and provided such service is covered by sea service testimonials which should state the type of main propelling machinery and the nature of the duties performed.

In addition to satisfying entry requirements above, each candidate must:

- Hold a valid Seafarer's Medical Certificate (*see Marine Notice 38 of 2014 for a list of approved GP's*)

And have been in attendance at the relevant approved courses within the previous 5 years and

- Hold a Certificate of Proficiency in Personal Survival Techniques (STCW A-VI/1-1) and
- Hold a Certificate of Proficiency in Fire Prevention and Fire Fighting (STCW A-VI/1-2) and
- Hold a Certificate of Proficiency in Elementary First Aid (STCW A-VI/1-3) and
- Hold a Certificate of Proficiency in Personal Safety and Social Responsibilities (STCW A-VI/1-4) and
- Hold a Certificate of Proficiency in Advanced Fire Fighting
- Hold a Certificate of Proficiency in Survival Craft and Rescue Boats (other than fast rescue boats)
- Hold a Certificate of Proficiency in Medical First Aid

SEA SERVICE

Official Discharge Book entries or Certificates of Discharge are normally acceptable evidence of sea service. However, if a Discharge Book does not show all the service an applicant is claiming, written statements from employers testifying that the applicant has performed the service claimed will also be accepted as proof of sea service. In the case of a person claiming sea service in a dual purpose capacity written statements from employers testifying that the service has been in a dual purpose role must be submitted covering the period for which such service is claimed. Such written statements should contain the following information:

- the ship or ships on which the applicant has served giving the propulsive power;
- the capacity in which the applicant served;
- the dates on which the periods of service began and ended;
- the trading area for which the service is claimed.

2. LEGIBILITY

All entries (other than where signatures are required) must be made clearly in BLOCK CAPITALS using a black or blue ballpoint pen. Mistakes due to illegible writing cannot be rectified without payment of a further fee.

3. PHOTOGRAPHS

Your application must be accompanied by two identical passport-type photographs. The photographs should be taken full face, without a hat, and should be printed on normal photographic paper. The reverse side of each photograph should be signed by you.

4. FEE

Marine Engine Operator's Licence

€76

Each candidate applying for admission to an examination will be required to pay the appropriate fee before assessment of his/her application will be made. A candidate who is found ineligible may have his/her fee refunded in whole or placed to his/her credit until he/she is eligible.

5. DETAILS OF APPLICANT (SECTION 1)

SEAFARERS UNIQUE ID NUMBER

The Department of Transport, Tourism and Sport are in the process of issuing all seafarers' who hold Irish Seafarer's Discharge Books, Identity Cards, Certificates of Competency, Radio Operator's Certificates and other seafaring qualifications and certificates including Irish Seafarer's Medical Certificates, a Seafarer's Unique ID Number. If this number is known to you, please provide it under Section 1. If this number is not known by you, please leave this field blank. Your unique ID number will be issued to you and printed on the current seafarer's certificate which you are applying for. This number should be quoted on all future communications with this Department.

NOMINATED CONTACT

For data protection purposes your application, or the status of your application, may not be discussed with any other party without your prior consent. Should you envisage another party making inquiries with this Department on your behalf regarding the status of an application submitted by you (i.e. should you be away at sea), then please provide details of that Nominated Contact.

6. APPLICATION METHODS

A. By Post

It is in your interest to use registered post. This Department will not accept responsibility for documents lost in the post. Complete your application form as required, remembering to attach all the supporting documents listed on the checklist provided (see Section 4). Post your application to the Mercantile Marine Office listed under Guidance Note 7.

B. In Person

Complete your application form as required, remembering to include all the supporting documents listed on the checklist provided (see section 4). Call in to our public office detailed below during our public office opening hours:

Monday – Friday Between 10:00 am – 12:30 pm and 2:00 pm and 4:00 pm

Application, whether submitted by post or in person will normally be processed and returned by registered post within 10 working days.

7. CONTACT DETAILS FOR THE MERCANTILE MARINE OFFICE

Mercantile Marine Office
Maritime Services Division,
Irish Maritime Administration,
Department of Transport, Tourism and Sport
Leeson Lane
Dublin 2
Ireland
Ph: + 353 (0)1 678 3480

APPENDIX 1

PREPARATION FOR ORAL EXAMINATION

In general, applicants attending for this oral examination will be required to demonstrate satisfactory familiarity and proficiency in relation to the following areas as they apply to the size of vessel for which the licence will be valid:-

- Routines associated with taking over, accepting and handing over a watch or period of duty with particular emphasis on safety related issues.
- Understanding of the requirements in relation to maintaining a safe engine room watch at sea and in port including the obligation to ensure a safe working environment for other ship's personnel or shore labour who may be working on board.
- Safety precautions to be observed during a watch or period of duty with emphasis on identifying fire risk areas, flooding hazards and electrical risks and the need and obligation to maintain the machinery spaces in a clean and safe condition especially in relation to the elimination of fire risks.
- Preparing and testing of main machinery, steering system and auxiliary equipment for sea.
- Routine pumping operations involving bilge, ballast, fire and wash deck systems, outlining any special risks or precautions and identification and rectification of the common faults associated with the use of these systems
- Familiarity with typical machinery space layout, escape routes, emergency lighting, communications systems, various alarms.
- Explaining the appropriate action to be taken in the event of fire, flooding, oil-spillage or other serious incident.
- Knowledge of and familiarity with essential fire fighting and lifesaving equipment; emergency procedures and evacuation, the procedure for operating fixed fire extinguishing systems.
- Familiarity with safe working practice relating to engine room operations including safe entry to enclosed spaces, safety clothing, safe use of power tools, use of cranes and lifting gear, welding and burning equipment, need for machine guards and safety devices, danger from rotating machinery, action in event of electric shock, familiarity with the Code of Safe Working Practice, correct use of various chemicals and cleaning agents.
- General familiarity with main propulsion machinery, generators, steering gear, compressors, auxiliary boilers, pumping and piping systems, electrical switchboards and hydraulic systems and the ability to monitor plant performance and detect trends which might lead to failure or breakdown of essential equipment.
- Recognition of and appropriate action in the event of emergencies such as crankcase explosion, low boiler water level, overspeed of engines, blackout, burst fuel lines.
- Appreciation of those operations under the control of the Chief Engineer Officer which might impact on the vessel's stability.
- Familiarity with the safe operation of watertight doors and fire doors.
- Determining voyage needs in relation to bunkers, lubricants, water and consumables.
- Planning for and keeping adequate records of routine maintenance requirements.
- Awareness of the Engineer officer's responsibility and accountability in relation to protection of the marine environment and the atmosphere including bunkering operations and the requirements to maintain records. Obligations in relation to statutory certification requirements, dealing with surveyors, when and to whom to report serious breakdowns, incidents and accidents.
- Preparing, starting, paralleling, changing over and disconnecting alternators or generators.
- Knowledge of the electrical system and distribution arrangements. Electrical safety devices and precautions when working on electrical equipment. Actions to be taken in the event of electric shock and fire.

APPENDIX 2

RECORD OF DUTIES PERFORMED FOR MARINE ENGINE OPERATOR LICENCE

Record of Duties – Marine Engine Operator

COMPANY NAME:

Company Address:.....

 Tel. Fax
 e-mail.....

This is to certify that

Name of Officer
 Date of Birth
 Discharge Book No. or other I.D.

Name of Vessel O.N or I.M.O. No.....

Type of Vessel Gross Tonnage

Registered Power (kW)..... Flag

Type / Make of main propelling machinery

Type / Make of Auxiliary Machinery

Type / Make of Boilers

Has satisfactorily performed the following duties:-

Duties Performed	Date	Initial	Considered competent	Comments
Prepare main machinery and auxiliary equipment for sea				
Shut down main machinery				
Manoeuvre main machinery				
Manoeuvre main machinery on local/emergency control				
Prepare, start, couple and change over alternators				
Transfer fuel oil and/or take bunkers				
Prepare and operate FO/LO purification plant				
Pump bilges				

Operate oily water separator				
Prepare and operate air compressors				
Prepare and start steering gear, conduct appropriate tests to ensure correct operation				
Test boiler water level gauges under working conditions				
Operate fired boilers/water heaters including combustion system				
Transfer ballast and fresh water				
Compile machinery space log book and understand readings				
Act as assistant watchkeeper at sea				
Operate engine alarm and monitoring system				
Demonstrate knowledge of engine room firefighting				
Operate life saving appliances				

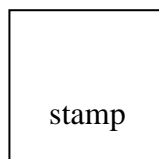
* Note: Not all duties may be applicable

Name of Chief Engineer (block capitals).....

Signature of Chief Engineer.....

Issuing Authority, Certificate or Licence Number & STCW Grade (if applicable) of Chief Engineer

Ships / Company Stamp and Date



Signature of Engineer Superintendent

or

Signature of responsible representative of owners (e.g. Master).....