



Department of Transport, Tourism and Sport

Certificates of Competency in the Merchant Marine

Directions as to the Examination of Deck Officers under the Merchant Shipping Acts

The 'Exam Directions'

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Revision Log

Effective Date	Revision No.	Chapter	Comment
6 Sept 2017	1.01	3.1	Remission of sea service removed
30 May 2019	2.0	1.1	Updated references to legislation
		3.4	Inserted section 3.4.2.2 for consistency with section 3.5.2.3.
		3.5	Title updated "Master unlimited and Chief Mate more than 3000GT"
		3.5.2	Reformatted section in line with Annex II, Reg II/2 of EU Directive 2008/106/EC
		3.11	Section updated to refer to new Appendix H - Minimum marks for written examinations.
		4.5.2	Updated to " <i>sea service be less than 12 months</i> "
		7.2.5	Inserted " <i>immediately prior to application for revalidation</i> ".
		Annex H	"Minimum marks required for examination modules".
3 rd March 2020	2.1	Chapter 9	Inserted new Chapter 9 entitled: "Conversion of a <i>Skipper Full Certificates of Competency to Certificates of Competency as an Officer in charge of a navigational watch on ships of 500 gross tonnage or more</i> in accordance with Regulation II/1 of STCW 78, as amended."
		Annex C	Change existing Annex C to Annex I
		Annex C	Inserted new Annex C entitled: "Procedure for the conversion of <i>Skipper Full Certificates of Competency to Certificates of Competency as an Officer in charge of a navigational watch on ships of 500 gross tonnage or more</i> in accordance with Regulation II/1 of STCW 78, as amended."

Corrections, Errors and Omissions

Errors, omissions and suggestions for alteration of this document should be submitted in writing to the **Chief Surveyor, Marine Survey Office, Leeson Lane, Dublin 2** (mso@dtas.gov.ie).

Acronyms

CoC	Certificate of Competency
CeC	Certificate of Equivalent Competency
GT	Gross Tonnage
IMO	International Maritime Organisation
MMO	Mercantile Marine Office, Department of Transport, Tourism and Sport
MSO	Marine Survey Office, Department of Transport, Tourism and Sport
NMCI	National Maritime College of Ireland
OOW	Officer in Charge of a Navigational Watch
SIS	Seafarers Information System
S.I. No. 242/2014	European Union (Training, Certification and Watchkeeping for Seafarers) Regulations 2014
STCW	International Convention on Standards of Training, Certification and Watchkeeping for Seafarers

Note:

Department Department of Transport, Tourism and Sport

Contents

Revision Log	2
“Procedure for the conversion of <i>Skipper Full Certificates of Competency</i> to <i>Certificates of Competency</i> as an <i>Officer in charge of a navigational watch on ships of 500 gross tonnage or more</i> in accordance with Regulation II/1 of STCW 78, as amended.”	2
Acronyms	4
CHAPTER 1	7
Introduction	7
CHAPTER 2	9
Conditions of Entry.....	9
Chapter 3	13
Classes of Certificates and their requirements	13
CHAPTER 4	17
Sea Service	17
CHAPTER 5	22
Examination procedures	22
Chapter 6	23
Special Training for Personnel on Tankers.....	23
Chapter 7	27
Continued Proficiency and Updating of Knowledge	27
Chapter 8	30
Certificates of Equivalent Competency.....	30
Chapter 9	32
Conversion of a Skipper Full Certificates of Competency to Certificates of Competency as an Officer in charge of a navigational watch on ships of 500 gross tonnage or more in accordance with Regulation II/1 of STCW 78, as amended.	32
Annex A.....	35
Application Checklist for STCW Ancillary Certification, as well as other Certification and documentation required for a Certificate of Competency	35
Annex B.....	36
Requirements for issue of a CoC as Chief Mate < 3000GT	36
Appendix 1 - Syllabus	37
Annex C.....	40
Procedure for the conversion of <i>Skipper Full Certificates of Competency</i> to <i>Certificates of Competency</i> as an <i>Officer in charge of a navigational watch on ships of 500 gross tonnage or more</i> in accordance with Regulation II/1 of STCW 78, as amended.....	40

Annex D	43
Domestic Certificates of Competency (under review)	43
Annex E	45
Trading Areas	45
Annex F	46
Able Seafarer Deck Certificate	46
Annex G	47
Certificates of Equivalent Competency	47
Recommended criteria for English assessments for Certificates of Equivalent Competency	50
Criteria Checklist	50
Annex H	53
Minimum marks required for examination modules	53
Annex I	54
(Sample) Certificate of Watchkeeping Service and Testimonial	54

CHAPTER 1

Introduction

1.1 These directions, issued under the S.I. No. 242/2014 European Union (Training, Certification and Watchkeeping for Seafarers) Regulations 2014, and the Merchant Shipping (Certification of Seamen) Act, 1979, specify the standards of competency and the conditions to be satisfied before the issues of classes of certificate of competency as set out in 1.2 below. These directions give particulars of:-

1.1.1 the conditions of entry to, and the conduct of, the examinations to be held for new entrants and existing seafarers as from the 7th December 2016 by the Department of Transport, Tourism and Sport Certificates of Competency in a deck capacity for service in Irish Registered Merchant Ships:

1.1.2 Existing seafarers and holders of CoCs may until 1st August 2020 ask the Examiner to consider the contents of the previous Examination Directions when applying for Examinations.

1.1.3 These directions should be read in conjunction with the guidelines on the "Seafarer" website www.seafarers.ie

1.2 S.I. No. 242/2014 provides for the following Classes of Certificates of competency:

- Officer in charge of a navigational watch and Master on ships of less than 500 gross tonnage.
- Officer in charge of a navigational watch on ships of 500 gross tonnage or more.
- Chief Mate unlimited and Master on ships of less than 3,000 gross tonnage.
- Master unlimited
- Domestic CoCs
- Chief Mate < 3000GT

1.3 Certificates of Competency may be subject to limitations as to use in respect of areas of operation, descriptions of ships or an officer's capacity in a ship.

1.4 Valid Certificates: The Officers Regulations provide that a valid Certificate means:-

1.4.1 A Certificate of Competency issued by the Department of Transport, Tourism and Sport under the Deck Officers Regulations of the appropriate class for the capacity in which the holder is to be carried in the ship

- 1.5 Foreign Certificates of Competency: Certain Certificates of Competency issued by other Administrations, in accordance with STCW Regulation I/10, including all EU Administrations may be recognised as having the same force as those issued by the Minister for Transport, Tourism and Sport. The Administrations are listed on the Department website.
- 1.6 Exemptions: These rules do not apply to fishing vessels, Government fishery research vessels, sail training vessels of less than 80 gross tons and pleasure craft of less than 80 gross tons or less than 24m registered length. In addition certain other ships may be exempted by the Department of Transport, Tourism and Sport, under Section 4 of the Merchant Shipping (Certification of Seamen) Act, 1979 from the provisions of the Officers Regulations. In particular, exemption will be given by the Department of Transport, Tourism and Sport from the requirements to carry Certificated Deck Officers in ships, such as motor barges, harbour tugs, dredgers, hoppers, sludge carrying and similar vessels, which go to sea for very short distances within closely defined Irish limits', subject to the observance of the conditions imposed by the Minister for Transport, Tourism and Sport.
- 1.7 Seafarer Database, Department of Transport, Tourism and Sport: All certificates or other documents issued to seafarers by or under the authority of the Department of Transport, Tourism and Sport are required to have a unique identity number which will appear on all certificates issued after 1st September 2016.
The Seafarer Database is an online portal for access to the database for registered users and as a repository of information for seafarers. Seafarers may login to the system through this portal to register and update details on the SIS. www.seafarers.ie
- 1.8 Fees for Examination. Fees are as listed on SIS Form 9.
- 1.9 Miscellaneous: Any reference in these rules to "he" includes "she" and to "him"/"his" includes "her"/"hers". 'See Marine Notice No. 14 of 1989.

CHAPTER 2

Conditions of Entry

2.1 Proof of Nationality

Proof of Irish Nationality will in general involve the production of a birth certificate, a passport or of a Certificate of Naturalisation. Failing this, the applicant should produce all possible documentary evidence of nationality or of parental birth and nationality. Applicants who are not Irish nationals, should produce an official document testifying to their Nationality and such document will, in cases of doubt, be referred to the nearest appropriate Consular Officer.

2.2 Days and Places of Examinations

The dates on which examinations are to be held will be promulgated on the Department website. All written examinations are conducted on the Department's behalf by the Cork Institute of Technology at the National Maritime College of Ireland, Ringaskiddy, Co. Cork, or at any other centre which may be nominated by the Examiner of Masters and Mates. Oral examinations are conducted by the Department's Examiners at the Marine Surveyor's Office, Leeson Lane, Dublin 2, DO2 TR60 or at any other location which may be nominated by the Examiner of Masters & Mates.

2.3 How to apply

Candidates for examinations should complete a form of application (SIS Form 9) obtainable on the Department website. The completed form, together with the appropriate fee and testimonials, discharges, proof of nationality, certificate of competency or service, if any, and other watchkeeping certificates as required, should be addressed to the Examiner of Masters and Mates, Marine Survey Office, Leeson Lane Dublin 2, DO2 TR60 and should be sent to arrive at least six weeks prior to the date on which the candidate wishes to be examined. It is important that this procedure should be observed, as discharges and testimonials may have to be verified and in the absence of such verification the candidate cannot be examined. Candidates will be required to explain to the satisfaction of the Examiner any gaps in their service.

2.4 All the required ancillary certification and other required documentation is listed on the application form, SIS Form 9.

2.5 The fee payable to the Department of Transport, Tourism and Sport is for the oral examination only and includes a charge for administration and the issue of a Certificate of Competency or endorsement. This administration charge will not be payable for second and subsequent attempts at the oral examination. Fees for the written part of the Examination are payable to the National Maritime College.

2.6 A candidate whose application is in order will be issued with a Notice of Eligibility, valid for two years, by the Examiner of Masters and Mates which will authorise his admission to the written, oral and signals parts of the examination as appropriate. This Notice of

Eligibility is required by the National Maritime College where the written examinations are to be conducted and by the Department of Transport, Tourism and Sport when a candidate appears for oral examination. Upon receipt of a Notice of Eligibility a candidate should apply directly to the National Maritime College and pay the necessary fee for entry to written examination. Candidates will be advised of the date and time of an oral examination not less than two weeks prior to the written examination.

2.7 All Department written examinations appropriate to the relevant Certificate of Competency must be passed and within the time frame (refer 3.12). All ancillary certification held by the candidate must be recognised and in date at the time of presenting for the Department's oral examination.

2.8 A candidate who is unsuccessful in orals at his first attempt will be required to pay separate fees in respect of his second and subsequent attempts at this part of the examination.

2.9 A candidate who is unsuccessful in the oral examination is required to wait at least one month before reapplying for a repeat examination. A candidate must wait at least three months before applying for a second or further re-sits of an oral examination. After a second oral examination failure the Examiner may apply a period of additional sea service before a further re-sit.

2.10 A candidate who fails to appear for any written or oral examination at the appointed time may be failed by default. In absence of a reasonable proof that the failure to attend was unavoidable, the examination fee shall be forfeited

2.11 Assessment of service

In cases where candidates are in doubt as to whether their service complies with the requirements of the regulations and wish to submit their case for special consideration, all certificates, discharges, testimonials and watchkeeping certificates as required, together with the form of application (SIS Form 9) duly completed, and appropriate fee, should be submitted to the Examiner of Masters and Mates, Marine Survey Office, Leeson Lane, Dublin 2, DO2 TR60. A notice of eligibility will not be issued at this time.

2.12 Enquiries

Similarly in making enquiries about examinations the point on which information is sought should be clearly stated and certificates, discharges, testimonials etc. should always accompany the enquiry. Enquiries from candidates abroad should be addressed to the Examiner of Masters and Mates, Department of Transport, Tourism and Sport, Leeson Lane, Dublin 2, D02TR60 or by email to stcw@dttas.ie

2.13 Application - Particulars of Sea Service

A candidate's eligibility for examination will depend (among other things) upon the amount of sea service performed and upon the ranks held on board the various vessels in which employed. It is therefore imperative that the particulars which the candidate records on the application form (SIS Form 9) should be accurately stated.

2.14 Candidates for certificates for which service as watchkeeping officer is required must also produce certificates of watchkeeping service signed by the Masters (or in the case of service as Master by some other responsible official of the Company concerned) of the vessels in which they have served.

2.15 The amount of service laid down for each grade of Certificate of Competency is the absolute minimum that can be accepted and unless candidates can prove the full amount they cannot be admitted to the examination.

2.16 Fraud and misrepresentation

Section 3 (3) of the Merchant Shipping Act, 1979 provides that if a person makes a statement which he knows to be false or recklessly makes a statement which is false in a material particular for the purpose of obtaining for himself or for another person a certificate or other document which may be issued under the Officers Regulations he shall be liable to prosecution.

2.17 Gratuities

Any candidate who offers gratuity to any officer of the Department will be regarded as having committed an act of misconduct and will be rejected. Such a candidate will not be allowed to be examined again until a period of at least twelve months has elapsed.

2.18 Testimonials required for Chief Mate and Master CoC.

Testimonials as to character, including sobriety, and as to experience and ability on board ship for at least the twelve months of sea service preceding the date of application to be examined; and as to good conduct at sea for the same period, will be required of all candidates.

2.19 Unsatisfactory conduct.

Candidates or potential candidates who, after having signed crew agreements have neglected to join their vessels, or who, after having joined, have left their ships other than upon discharge or who have committed misconduct on board will be required to produce satisfactory proofs of two years subsequent service with good conduct at sea, unless the Department, after investigation, should see fit to reduce this period.

2.20 All candidates for examination shall hold a medical fitness certificate. This certificate shall not be older than 2 years as from the date of issue.

2.21 Knowledge of English

Candidates, who are non-native English speakers should ensure that before they commence a course of study towards a certificate of competency that they can speak and write English sufficiently well to perform the duties required of them on board a vessel.

2.22 Issue of Certificates

Candidates who pass all parts of their examination for a Certificate of Competency and who qualify in all respect for the issue of a Certificate of Competency will normally receive their certificate of competency on satisfactory completion of the oral examination; in any event the Department will normally issue a Certificate of Competency within one week.

2.23 Insufficient Service

If after a candidate has passed the examination it is discovered that his service is insufficient to entitle him to receive a certificate of the class for which passed, a certificate of that class will not be granted to him. If, however, the Department is satisfied that the error in the calculation of the candidate's service did not occur through any fault or wilful misrepresentation on his part the certificate will be granted when the candidate has made up his deficiency in service.

2.24 Attendance at the NMCI, Cork Institute of Technology is a mandatory requirement for all Deck Officers sitting for a Certificate of Competency.

2.25 Examinations. All candidates for Examinations will be entered on the college rolls and their attendance records monitored closely. Failure to attend at the NMCI on a regular basis (minimum 90% attendance) and without sufficient cause or reason will mean candidates will not be allowed to sit examinations, until their attendance records are in line with normal and usual practice.

Chapter 3

Classes of Certificates and their requirements

- 3.1 Officer in charge of a Navigational Watch on all ships
 - 3.1.1 A candidate must be not less than 18 years of age and must have served at sea in ordinary trading vessels and:-
 - 3.1.2 have approved seagoing service (refer Chapter 4) of not less than one year as part of an approved training programme, recognised by the Department of Transport, Tourism and Sport, that includes on-board training which meets the requirements of section A-II/1 of the STCW Code and which is documented in an approved training record book or otherwise have approved seagoing service of not less than 36 months.
 - 3.1.3 have performed, during the required seagoing service, bridge watchkeeping duties under the supervision of the master or a qualified officer for a period of not less than six months.
 - 3.1.4 meet the applicable requirements of the regulations in STCW chapter IV, as appropriate, for performing designated radio duties in accordance with the radio regulations; and
 - 3.1.5 have completed approved education and training and met the standard of competence specified in section A-II/1 of the STCW code.
 - 3.1.6 possess ancillary certification and other certification as per Annex A of these directions
- 3.2 Master of a seagoing ship of less than 500 gross tonnage engaged on near-coastal voyages shall;
 - 3.2.1 be not less than 20 years of age,
 - 3.2.2 have approved seagoing service of not less than 12 months as officer in charge of a navigational watch; and
 - 3.2.3 have completed education and training approved by the Department of Transport, Tourism and Sport and met the standard of competence specified in section A-II/3 of the STCW code for Masters on ships of less than 500 gross tonnage engaged on near-coastal voyages.
 - 3.2.4 Possess ancillary certification and other certification as per Annex A of these directions

3.3 Chief Mates less than 3000GT

3.3.1 See Annex B of these Directions

3.4 Chief Mate unlimited and Master less than 3000GT

3.4.1 Every Master less than 3000GT and Chief Mate unlimited on a seagoing ship shall hold an appropriate certificate;

3.4.2 Every candidate for certification shall

3.4.2.1 for certification as Chief Mate STCW Reg. II/2 unlimited, meet the requirements of an officer in charge of a navigational watch on ships of 500 gross tonnage or more & be not less than 21 years of age and have approved seagoing service of not less than 12 months;

3.4.2.2 completed education and training approved by the Department of Transport, Tourism and Sport and met the standard of competence specified in section A-II/2 of the STCW code

3.4.2.3 for certification as Master less than 3000GT, meet the requirements for Chief Mate unlimited, and have approved seagoing service of not less than 36 months since certification as OOW. However, this period may be reduced to not less than 24 months if not less than 12 months of such seagoing service has been served as Chief Mate; have served as Chief Mate on a vessel greater than 500 GT for a minimum of twelve months

3.4.2.4 Possess ancillary certification and other certification as per Annex A of these directions

3.5 Master unlimited and Chief Mate more than 3000GT

3.5.1 Every Master & Chief Mate on a seagoing ship of 3,000 gross tonnage or more shall hold an appropriate certificate.

3.5.2 Every candidate for certification shall:

3.5.2.1 meet the requirements for certification as an officer in charge of a navigational watch on ships of 500 gross tonnage or more & have approved seagoing service in that capacity;

3.5.2.1.1 for certification as Chief Mate, not less than 12 months, be not less than 20 years of age, and

3.5.2.1.2 for certification as Master, not less than 36 months, and be not less than 23 years of age; however, this period may be reduced to not less than 24 months if not less than 12 months of such seagoing service has been served as Chief Mate; and

3.5.2.2 have completed education and training approved by the Department of Transport, Tourism and Sport and met the standard of competence

specified in section A-II/2 of the STCW code for Masters and Chief Mates of ships of 3,000 gross tonnage or more.

3.6 Officers holding Certificates of Competency with limitations endorsed thereon may have the limitations removed upon completion of such specified periods in ordinary trading vessels as may be required.

3.7 Possess ancillary certification and other certification as per Annex A of these directions

3.8 Medical Fitness and Eye Sight

A Medical Fitness Certificate is valid for a maximum of 24 months. No candidate will be accepted for examination without a valid certificate.

3.9 It is important that every young person who contemplates becoming a deck officer should realise that ability to reach the required standard in Medical Fitness and in particular Eye Sight when he first goes to sea does not guarantee that he will be able to pass the test when he presents himself for examination for a Certificate of Competency. It is possible that there may be certain latent defects in e.g. eyesight, which may cause his standard of vision to fail, as he grows older. These defects can only be discovered by a more searching examination and it is very desirable, therefore, that before embarking upon a sea career in a deck capacity every young person should, in his own interests, undergo a thorough examination of his sight by an Ophthalmologist.

3.10 Domestic CoCs

See Annex D

3.11 Written Examinations

Written examinations will be held in the National Maritime College, or if it is deemed necessary by the Examiner of Master's and Mates, at an appropriate location elsewhere. Appendix H sets out the minimum pass marks required for written examinations for Officer of the Watch and Master on ships of more than 500 GT and <Master & Chief Mate on a seagoing ship of 3,000 gross tonnage or more>

3.12 Pass Duration

A pass in each part of every examination i.e. written and oral will remain valid for a period of three years.

3.13 Oral Examinations.

Oral examinations will be as follows.

3.13.1 Officer of the Watch and Master on ships of less than 500 GT.

3.13.2 Officer of the Watch on ships of 500 GT or more.

3.13.3 Chief Mate on ships between 500 to 3,000 GT.

3.13.4 Chief Mate on ships of 3,000 GT or more and Master less than 3000GT

3.13.5 Master on ships of 3,000 GT or more, may only be taken after completion of one years approved sea service after completion of Chief Mates orals for ships of 3,000 GT or more.

3.13.6 Other Oral Examinations as may be arranged by the Examiner of Masters and Mates.

3.14 Copy of a Lost Certificate

A holder of a Certificate of Competency may apply, paying the appropriate fee, for replacement for a lost certificate of competency at the Mercantile Marine Office, Leeson Lane Dublin 2, DO2 TR60. A declaration as to the circumstances in which the Certificate was lost must be made by the applicant before the Superintendent. The Superintendent will then refer the application to the Examiner of Masters and Mates.

No fee is chargeable, if the applicant can show that the certificate was lost through a shipwreck, fire on board or through a shipping casualty.

CHAPTER 4

Sea Service

4.1 Approval of seagoing service

Sea service must be relevant to the qualification being applied for. The purpose of sea service is to allow the seafarer to be instructed in and to practice under appropriate supervision, those safe and proper seagoing practices, procedures and routines which are relevant to the qualification applied for.

4.2 Qualifying Sea Service

4.2.1 Qualifying sea service for Certificates of Competency must be performed in the deck department.

4.2.2 The qualifying service specified for any particular Certificate of Competency or endorsement thereto must be performed within a period of 10 years preceding the date upon which a first attempt is made at the examination.

4.2.3 In general qualifying service required for all Certificates of Competency (except domestic Certificates of competency) is to be served in ships of greater than 500GT which proceed to sea and are actively engaged in commercial trading. Service in non-trading vessels and vessels of less than 500 GT may be accepted on a very limited basis and will be considered on a case by case basis.

4.2.4 Qualifying service will be reckoned from the date of engagement to the date of discharge from a ship, subject to verification by the Superintendent of the Mercantile Marine Office, discharge book entries, company letters and watchkeeping certificates. Holders of a CoC will be required to produce watchkeeping certificates when applying for a superior CoC.

4.3 Bridge watchkeeping duties (OOW 36 month sea service candidates)

4.3.1 Candidates for Officers in charge of a Navigational Watch Certificates of Competency are required to produce a statement from the Master(s) under whom the candidate has served or from their employer(s) that during the final 12 months of their sea service at least 6 months have been spent on duties associated with bridge watchkeeping under the supervision of a certificated officer.

4.3.2 Cadets or trainee deck officers must produce satisfactory evidence that a training programme has been followed throughout the specified period of sea service. Candidates who fail to produce satisfactory evidence that they have followed a

training programme approved by the Department will be required to perform an additional period of sea service as may be stipulated by the Examiner of Masters and Mates, before being admitted to the examinations.

4.3.3 Cadets or trainee deck officers, following an approved programme, must provide evidence from the NMCI indicating that they are exempt from Department written examinations on successful completion of a Degree in Nautical Science at the required marks for such an exemption.

4.3.4 The proper maintenance of Record Keeping books/journals is essential; due to the short sea service involved in following approved courses, it is the implicit duty of the person involved to ensure that the appropriate tasks listed in the Record Book are satisfactorily completed, a vessels full data is filled in properly and the Master of each vessel served on signs the Record book in the appropriate place. Record Books are required to be made available to the Examiner at time of Oral Examination. Failure to complete Record books properly will in all cases mean that further seetime as decided upon by the Examiner of Masters and Mates will need to be undertaken by the person involved.

4.3.5 A maximum of 6 months watchkeeping service whilst holding a Certificate of Competency in a two watch ship may be counted at one and one-fifth times the actual service performed.

4.3.6 Proof of sea service of persons serving in foreign vessels which cannot be verified by the Superintendent of the Mercantile Marine Office must be confirmed by the Master and either by the Consul or by some other recognised official authority of the foreign country. The production of such proofs will not necessarily be deemed sufficient. Service on coastal vessels, outside the EU will be considered on a case by case basis. The Examiner may use appropriate databases to cross check/verify sea service. It is up to a candidate to prove sea service to the satisfaction of the Examiner.

4.3.7 Where watchkeeping service is required, candidates must prove by the production of certificates signed by the Masters of the vessels in which they have served that they have acted as Watchkeeping Officers for not less than 8 hours out of every 24 hours service claimed.

4.4 Non-Trading Service

4.4.1 Service performed in deep sea fishing vessels will count towards the 36 months qualifying service for Officer in Charge of a Navigational Watch Certificates of

Competency. In addition, candidates must have served for at least 6 months on ordinary trading vessels

- 4.4.2 Service in Irish Naval Vessels or other Naval Vessels which regularly proceed to sea will count in full towards the qualifying service for applicants following an approved OOW training programme, provided that the vessels have been at sea for at least two-thirds of the voyage. A minimum of three months of this service must be served in trading vessels.
- 4.4.3 Service in cable ships, sail training vessels, research vessels, salvage vessels, navigational aids tenders and other vessels engaged in similar activities will be counted in full if the time actually spent at sea constitutes or exceeds two-thirds of the total period of service on board ship. If the actual sea service falls below this proportion one and one half times the actual sea service will be counted as qualifying service. Candidates will be required to produce, in addition to the evidence of sea service required of all candidates, a Statement or certificate from the owners of the ship showing the amount of time actually spent at sea.
- 4.4.4 Service in a MODU (Mobile Offshore Drilling Unit) will not be considered in relation to sea service during an approved training programme. Service in MODUs will be considered on a case by case basis and it is important that an applicant with such sea service can document the periods when the MODU was underway.
- 4.4.5 Service in FPSO (Floating, Production, Storage and Offloading vessels) will not be considered in relation to sea service during an approved training programme. Service in FPSOs will be counted at half time up to a maximum of three months for Chief Mate and Master and at half to a maximum of three months for Master.
- 4.4.6 Service in Ro/Ro Passenger vessels will count in full when all periods of sea service are carefully documented, with discharge records and watchkeeping certificates.
- 4.4.7 Service in yachts will count in full only when the yacht is operating under the international maritime conventions. Such yachts will carry trading certificates normally found on passenger/cargo vessels e.g. ISM Safety Management Certification, Minimum Safe Manning Document, ISPS Certification.
- 4.4.8 Applicants for a CoC may claim up to a maximum of 3 months qualifying service for time spent off articles in port, e.g. in a repair yard, when employed in duties appropriate to the role of deck officers for:

- 4.4.8.1 OOW where 36 months sea service is required.

- 4.4.8.2 any subsequent Certificate of Competency.
- 4.4.8.3 Claims for qualifying service under this heading must be accompanied by a Watchkeeping Certificate issued by the vessels master or company superintendent, which specifies the precise nature of the duties performed and the periods concerned. Other supporting evidence may be called for.

4.5 Remission of Sea Service

- 4.5.1 The specified periods of sea service (36 months) for Officer in charge of a Navigational Watch Certificates may be reduced by remissions granted in respect of attendance at approved courses of training and in recognition of certain higher academic qualifications.
- 4.5.2 Candidates may qualify for remission under more than one heading, but in no case will the total sea service be less than 12 months.
- 4.5.3 Every cadet or trainee deck officer following an approved programme wishing to be considered as having followed a reduced period of cadetship under 25.1.1 or .2 must produce a letter from the owners, or from the Master or Masters under whom he has served, stating that all his ship service was performed in a satisfactory manner and that no more than one month of that service was spent on board ships in drydock undergoing engine repairs or otherwise laid up in port.

4.6 Sea Service Table:

Certificate of Competency	Minimum Sea Service Required
OOW Under approved training programme	12 months
OOW not as per approved training programme	36 months
Chief Mate/Master Written, Chief Mate oral examination, leading to Chief Mate Unlimited	12 months while holding OOW CoC
Master < 3000 GT	12 months while holding Chief Mate Unlimited CoC and a minimum of 36 months from attaining an OOW CoC
Master Unlimited (having passed Chief Mate Unlimited Oral Examination)	12 months while holding Chief Mate Unlimited CoC and a minimum of 36 months from attaining an OOW CoC

*The period of sea service may be reduced to a minimum of 24 months if an applicant has served as Chief Mate immediately on obtaining a Chief Mate unlimited CoC (A pro rata calculation may be applied if a person holding a Chief Mate Unlimited CoC serves a period of sea service as OOW initially and then as Chief Mate).

CHAPTER 5

Examination procedures

5.1 Written Examinations

5.1.1 Deck Officer Examinations are held in the National Maritime College of Ireland on behalf of the Maritime Safety Directorate of the Department of Transport, Tourism and Sport shall be subject to the Examination Procedures and Regulations of the Cork Institute of Technology.

5.1.2 Department of Transport syllabi, standards and marking will apply.

5.2 Oral Examinations

5.2.1 The oral examination is intended to ascertain a candidate's competency in the practical aspects of a deck officer's duty.

5.2.2 Particular attention will be paid to an OOW candidate's knowledge of the sextant during oral examinations. Candidates will be required to measure both vertical and horizontal angles and will be examined practically on their knowledge of the adjustment and the use of the adjusting screws. They must be able to read correctly both on and off the arc and find the index error using either the horizon or the sun.

5.2.3 During the course of the oral examination the Examiner will test candidates' knowledge of the sense and intention of the Regulations for preventing Collisions at Sea. Mere ability to repeat the Regulations word for word will not suffice to ensure a candidate passing, nor will the lack of it necessarily entail failure, provided that the Examiner is satisfied that the candidate grasps the full significance, content and practical application of the Regulations. Examiners will not ask for the content of the Regulations by number, but by the subject with which they deal and they will discourage the use by candidates of verses as aids to memorising the Regulations. Examiners will not place a candidate in the position of handling a sailing ship, but may test the candidate's ability to recognise a sailing ship's lights and the candidate's knowledge of a sailing ship's possible manoeuvres according to the direction of the wind.

5.2.4 The Examiner may if he deems it necessary, ask the candidate questions arising from the written work produced by the candidate and in addition in the case of an OOW candidate issues relating to the completion of the Cadet Record Book.

5.2.5 A candidate failing in the oral part of the examination for any Certificate of Competency through serious weakness in practical knowledge may, at the Examiner's discretion, be required to perform further sea service before being re-examined. Such sea service will not exceed six months and may be performed in any capacity on deck in any seagoing ship.

- 5.2.6 A candidate who fails to appear for any examination at the appointed time may be failed by default in absence of reasonable proof that failure to attend was unavoidable. The fee may be forfeited.

Chapter 6

Special Training for Personnel on Tankers

- 6.1 The Regulations provide that Officers and Ratings assigned specific duties and responsibilities related to cargo or cargo equipment on tankers shall hold a certificate in basic training for tanker cargo operations and masters, chief engineer officers, chief mates, second engineer officers and any person with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on tankers shall hold a certificate in advanced training for tanker cargo operations.
- 6.2 Oil tanker means a ship constructed and used for the carriage of petroleum and petroleum products in bulk.
- 6.3 Chemical tanker means a ship constructed or adapted and used for the carriage in bulk of any liquid product listed in chapter 17 of the International Bulk Chemical Code.
- 6.4 Liquefied gas tanker means a ship constructed or adapted and used for the carriage in bulk of any liquefied gas or other product listed in chapter 19 of the International Gas Carrier Code.
- 6.5 Basic Training for Tanker Cargo Operations.
- 6.5.1 Every candidate for a certificate in basic training for oil and chemical tanker cargo operations and/or liquefied gas tanker cargo operations must have completed basic safety training within the previous 5 years prior to application in accordance with provisions of section A-VI/1 of the STCW Code in:
- Personal survival techniques
 - Fire prevention and fire fighting
 - Elementary first aid
 - Personal safety and social responsibilities
- 6.5.2 In addition every candidate must hold a Certificate of Proficiency, in Advanced Fire Fighting issued within the previous 5 years prior to application.

6.5.3 Basic oil and chemical tanker training may be completed by attendance at an approved basic tanker training course for oil and chemical tanker cargo operations and meeting the standard of competence specified in section A-V/1-1, paragraph 1 of the STCW Code.

6.5.4 Basic liquefied gas tanker training may be completed by attendance at an approved basic training course for liquefied gas tanker cargo operations and meeting the standard of competence specified in section A-V/1-2, paragraph 1 of the STCW Code.

6.5.5 A Certificate of Proficiency in basic tanker training will be issued to those candidates that have completed the relevant basic tanker training.

6.6 Advanced training for oil tanker cargo operations

6.6.1 Every candidate for a certificate of proficiency in advanced training for oil tanker cargo operations must hold a certificate of proficiency in basic training for oil and chemical tanker cargo operations. While qualified for certification in basic training for oil and chemical tanker cargo operations, every candidate must have and have:

6.6.1.1 At least three months of approved seagoing service on oil tankers, which includes at least one load and one discharge operation, whilst holding a certificate of proficiency in basic training for oil and chemical tanker cargo operations, or

6.6.1.2 At least one month of approved on board training on oil tankers in a supernumerary capacity, which includes at least three loading and three unloading operations and is documented in an approved training record book taking into account guidance in section B-V/1 of the STCW Code and;

6.6.1.3 Completed approved advanced training for oil tanker cargo operations and meet the standard of competence specified in section A-V/1-1, paragraph 2 of the STCW Code and hold documentary evidence of this training.

6.6.1.4 A Certificate of Proficiency in advanced oil tanker training will be issued to those candidates who have completed the relevant training.

6.7 Advanced training for chemical tanker cargo operations

6.7.1 Every candidate for a certificate of proficiency in advanced training for chemical tanker cargo operations must hold a certificate of proficiency in basic training for oil and chemical tanker cargo operations. While qualified for certification in basic training for oil and chemical tanker cargo operations, every candidate must have:

- 6.7.1.1 At least three months of approved seagoing service on chemical tankers, which includes at least one load and one discharge operation, or
- 6.7.1.2 At least one month of approved onboard training on chemical tankers in a supernumerary capacity, which includes at least three loading and three unloading operations and is documented in an approved training record book taking into account guidance in section B-V/1 of the STCW Code and;
- 6.7.1.3 Completed approved advanced training for oil tanker cargo operations and meet the standard of competence specified in section A-V/1-1, paragraph 3 of the STCW Code and hold documentary evidence of this training.
- 6.7.1.4 A Certificate of Proficiency in advanced chemical tanker training will be issued to those candidates that have completed the relevant training.

6.8 Advanced training for liquefied gas tanker cargo operations

6.8.1 Every candidate for a certificate of proficiency in advanced training for liquefied gas tanker cargo operations must hold a certificate of proficiency in basic training for liquefied gas tanker cargo operations¹. While qualified for certification in basic training for liquefied gas tanker cargo operations, every candidate must have:

- 6.8.1.1 At least three months of approved seagoing service on liquefied gas tankers, which includes at least one load and one discharge operation, or
- 6.8.1.2 At least one month of approved on board training on liquefied gas tankers in a supernumerary capacity, which includes at least three loading and three unloading operations and is documented in an approved training record book taking into account guidance in section B-V/1 of the STCW Code and;
- 6.8.1.3 Completed approved advanced training for liquefied gas tanker cargo operations and meet the standard of competence specified in section A-V/1-2, paragraph 2 of the STCW Code and hold documentary evidence of this training.
- 6.8.1.4 A Certificate of Proficiency in advanced liquefied gas tanker training will be issued to those candidates that have completed the relevant training.

6.9 Testimonials

6.9.1 Testimonials of service on board tankers for which the certificate is being sought must be provided with each application for a certificate. A sample testimonial is shown at Appendix 4. Each application for a certificate of proficiency must include the following documents:

- Completed application form
- Fee
- Current certificate of competency (if any)
- Valid medical fitness certificate
- Certificate(s) of training in basic and/or advanced tanker training relevant to the type of certificate being applied for
- Discharge book
- Tanker sea service testimonials

Chapter 7

Continued Proficiency and Updating of Knowledge

7.1 REVALIDATION OF CERTIFICATES.

7.1.1 All certificates of competency need to be revalidated or renewed, at five yearly intervals, if the holder wishes to continue to be able to serve at sea. All certificates issued to Masters and Deck Officers will have a maximum validity of five years and will become due for revalidation on or before the expiry date shown in the certificate.

7.1.2 When a certificate is being revalidated the certificate and endorsement will be reissued as a new document.

7.1.3 Certificates may be revalidated up to six months prior to the expiry date. In such cases the expiry date of a new certificate will be five years from the date of expiry of the previous certificate.

7.2 Certificates of Competency. In order to fulfil the requirements for revalidation certificate holders will have to show medical fitness and continued professional competence by:

7.2.1 holding an approved and valid Medical Fitness Certificate (maximum validity two years) and;

7.2.2 having attended approved refresher training in personal survival techniques, proficiency in survival craft and advanced fire fighting within the previous five years and;

7.2.3 having approved sea going service in ships of greater than 500 GT performing functions appropriate to the certificate held, for a period of at least 12 months in total during the preceding 5 years or;

7.2.4 having completed at least three months seagoing service in total during the preceding six months immediately prior to revalidating; or

7.2.5 having completed at least three months seagoing service, in ships of greater than 500GT, performing functions appropriate to the certificate held in a supernumerary capacity, or in a lower officer rank than that for which the certificate is issued, immediately prior to application for revalidation (i.e. Masters may sail as Chief Mate, Chief Mate as Second Mate etc.); or

7.2.6 applying to the Examiner of Masters and Mates for an assessment of relevant working experience which may result in the candidate being required to undertake

additional updating training, revalidation interview, and/or passing an approved test, training course; or

7.2.7 have performed functions considered to be equivalent to the seagoing service (such as Flag State Surveyor, Harbour Pilot, Marine Surveyor, Maritime Lecturer, Marine Superintendent,) which ensures an adequate updating of marine knowledge. Applications for waiving the revalidation sea service should be made only by certificate holders who wish to go to sea in the highest capacity appropriate to their certificate. Such applicants will have been actively involved in the inspection, operation or survey of sea-going ships or other duties for a substantial proportion (at least half) of the 5 years preceding the date of application for revalidation. Certificate holders in other occupations not specifically mentioned will also be considered on application.

7.3 Any relevant refresher and updating training courses required shall be approved and include changes in relevant national and international regulations concerning the safety of life at sea, security and the protection of the marine environment and take account of any updating of the required standard of competence.

7.4 There will be no time limit on applications for the revalidation of an expired certificate of competency for sea-going service, irrespective of the date on which it ceased to be valid for such service.

7.5 Holders of certificates that have not been revalidated on or before the expiry date may apply to have a certificate revalidated or reissued by:

7.5.1 holding an approved and valid Medical Fitness Certificate for Sea Service (medical cert may be issued for less than two years) and;

7.5.2 having attend approved refresher training in personal survival techniques, proficiency in survival craft and advanced fire fighting within the previous five years and;

7.5.3 being in possession of a certificate verifying proficiency in medical first aid and attendance at an approved medical first aid course and;

7.5.4 passing an interview conducted by the Examiner of Masters and Mates who may then either:

7.5.5 issue a Certificate of Competency permitting the certificate holder to sail in the rank lower than that for which the original certificate was issued for a period of three months or;

7.5.6 re-instate the Certificate in exceptional circumstances.

7.6 Certificates of Proficiency (tanker endorsements)

7.6.1 Separate Certificates of Proficiency (tanker endorsements) are required for oil tankers, chemical tankers and for liquefied gas tankers.

7.6.2 STCW defines continued professional competence for seafarers revalidating tanker endorsements under Regulation I/11 as:

7.6.2.1 approved seagoing service, performing duties appropriate to the tanker certificate or endorsement held, for a period of at least three months in total during the preceding five years, or

7.6.2.2 successfully completing an approved relevant training course or courses.

7.6.3 Seafarers revalidating certificates of proficiency (tanker endorsements) must provide evidence of approved minimum sea service appropriate to each of the types of tanker that they want to remain qualified for.

7.6.4 If evidence of sea service cannot be provided the Certificate of Proficiency (tanker endorsement) will not be renewed. Before it can be re-issued, the applicant will be required to complete:

7.6.4.1 the relevant advanced tanker training programme or

7.6.4.2 14 days approved supervised ship-board training (which must include at least one loading and one discharge operation) in a supernumerary capacity in the relevant type of tanker.

Chapter 8

Certificates of Equivalent Competency

8.1 All applicants

If you have a Certificate of Competency issued by another country and you are going to work on an Irish ship you must have an 'endorsement of recognition' of that certificate, issued by Ireland. This is known as a Certificate of Equivalent Competency. We will only issue a Certificate of Equivalent Competency to a person who is going to work on an Irish ship and has an offer of employment. We will only issue Certificates of Equivalent Competency to seafarers that hold Certificates of Competency from countries that we have *mutual agreements with.

8.2 When your application for a Certificate of Equivalent Competency has been received we will check the validity and authenticity of your Certificate of Competency with the country that issued it. If it is authentic and valid we will issue you with a Confirmation of Receipt of Application that will allow you to sail on an Irish ship whilst we process your application.

See annex G for details of English Language requirements.

8.3 Prior to submitting your application for a Certificate of Equivalent Competency you should ensure that:

8.3.1 You know or have applied for your Seafarer ID Number.

8.3.2 You are employed on, or have an offer of employment on, an Irish ship

8.3.3 You hold a Certificate of Competency from a country that we have a mutual agreement with

8.3.4 Your Certificate of Competency is valid and the limits are appropriate for the position on board

8.3.5 You have a sufficient command of the English language to sail on an Irish ship; see Annex G for further information.

8.3.6 You have a valid Medical Fitness Certificate, and

8.3.7 You have the following valid certificates or refresher training for:

- Advanced Fire Fighting,
- Medical First Aid or Medical Care as appropriate, and
- Survival Craft and Rescue Boats other than Fast Rescue Boats.

Chapter 9

Conversion of a Skipper Full Certificates of Competency to Certificates of Competency as an Officer in charge of a navigational watch on ships of 500 gross tonnage or more in accordance with Regulation II/1 of STCW 78, as amended.

- 9.1 This section refers to *Skipper Full Certificates of Competency* issued under the *Fishing Vessels (Certification of Deck Officers and Engineer Officers) Regulations 1988*, as amended.
- 9.2 See Annex C for details.

*LIST OF COUNTRIES WITH WHICH IRELAND HAS A MUTUAL AGREEMENT

- All EU Member States
- Australia
- Croatia
- Hong Kong
- Iceland
- Malaysia
- New Zealand
- Norway
- Philippines

- Russia
- Singapore
- Ukraine

Annex A

Application Checklist for STCW Ancillary Certification, as well as other Certification and documentation required for a Certificate of Competency

Ancillary and other Certification	Master >3000GT	Master <3000GT Chief Mate >3000GT	Chief Mate < 3000GT	Master < 500GT Near Coastal Area	OOW >500GT 36 months	OOW >500GT Approved Training Programme	Master Domestic CoC
Basic Training PST	√	√	√	√	√	√	√
Basic Training FF	√	√	√	√	√	√	√
Basic Training FA	√	√	√	√	√	√	√
Basic Training PS&SR	√	√	√	√	√	√	√
Medical Fitness	√	√	√	√	√	√	√
GMDSS GOC	√	√	√	√	√	√	√
EDH	√	√	√	√	√	√	
Advanced Fire Fighting	√	√	√	√	√	√	
NEAST (O)	√	√	√	√	√	√	√ or ENC F
NEAST (M)	√	√	√	√			
Medical First Aid at Sea	√	√	√	√	√	√	√
Medical Care on Board	√	√	√	√			
Watchkeeping Certificates	√	√	√	√			
Photos x 3 (Name + Signature on reverse)	√	√	√	√	√	√	√

CPSC	√	√	√	√	√	√	
Cadet Record Book						√	
NMCI Letter requesting Exemption from Department Examinations		√				√	
NMCI – Pass in Department Written Examinations		√			√		
Testimonials Sea Service + Bridge 6 Months					√		
NMCI Attendance Confirmation Letter	√	√			√	√	
Vessel Owner Testimonials			√				√
Harbour Master Testimonials (as appropriate)							√

Annex B

Requirements for issue of a CoC as Chief Mate < 3000GT

This certificate of competency as Chief Mate < 3000GT will, on successful application be issued providing compliance with the following:

Hold an OOW CoC having completed an approved cadet/seamanship training programme;

- Hold certification as per Checklist in Annex A;
- Pass an Oral Examination as per the syllabus detailed in Appendix 1;
- Provide proof of six months approved sea service, watchkeeping certificate and a company letter.

It is strongly recommended that a preparatory course be undertaken for the Appendix 1 oral examination. The progression path for continuing a sea career for a holder of the above referenced certificate will then be chief mate/master < 3,000 GT or chief mate/master > 3,000 GT

Appendix 1 - Syllabus

STCW 78 as amended Regulation II/2, Syllabus for Chief Mate, Oral Examination, for vessels less than 3,000 gross tonnage in the unlimited area.

Candidates should demonstrate the ability to apply the knowledge outlined in this oral examination syllabus by the appropriate responses, anticipations and reactions to a range of routine, non-routine and contingency scenarios as presented by the examiner.

CHIEF MATE - Unlimited –Ships under 3,000gt (STCW Reg - II/2)

Topic 1: NAVIGATION

Plan and Conduct Safe Navigation

- a. Demonstrate an ability to undertake voyage planning, taking into consideration:
- b. Restricted waters,
- c. Meteorological conditions, through the interpretation of a synoptic chart, and to forecast local area weather, the characteristics of various weather systems;
- d. Restricted visibility;
- e. The requirements of ship routing and mandatory reporting systems;
- f. Reporting in accordance with ship reporting systems;
- g. Limitations of electronic chart systems including ECDIS and RCDS navigational chart systems
- h. Port radio information services: knowledge of the types of service available to aid vessels entering ports, berthing, VTIS and VTS services, as indicated in The Admiralty List of Radio Signals - Vessel Traffic Services, Port Operations and Pilot Stations;
- i. Maritime buoyage systems - IALA region 'A' & B.

Establish & Maintain Safe Watchkeeping Arrangements and Procedures

- a. Possess a thorough knowledge of the principles of navigational watchkeeping at sea, including under pilotage, and watchkeeping at anchor and in port;
- b. Possess a thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea;
- c. Knowledge of principles of establishing a safe engineering watch at sea, anchor and in port.

Compasses

- a. Compasses commonly fitted on board the ships concerned - variation and deviation, causes and effects, siting of other equipment with reference to magnetic compasses;
- b. Knowledge of the purpose of correctors/corrections.

Manoeuvre the Ship and Operate Small Ship Power Plants

- a. Anchoring and working anchors and cables in all circumstances;
- b. Proper procedures for berthing and un-berthing;
- c. Knowledge of factors affecting safe manoeuvring and handling;
- d. Knowledge of the operation of small ship power plants and auxiliaries.

TOPIC 2 CARGO HANDLING AND STOWAGE

Cargo Handling, Stowage, Securing and Care

- a. Knowledge of the regulations and recommendations affecting cargo handling, stowage, securing and carriage;
- b. Use of the IMDG Code.

TOPIC 3 RESPONSE TO EMERGENCIES

Responses to Navigational Emergencies

- a. Action to be taken when disabled and in distress, abandoning ship, survival procedure, use of rockets and rocket apparatus;
- b. Measures to be taken following collision, grounding, heavy weather damage and leaks including the possibility of beaching a ship;
- c. Towing and being towed;
- d. Knowledge of emergency steering systems;
- e. Knowledge of search and rescue procedures, assisting a ship or aircraft in distress, rescuing the passengers and crew of a disabled ship or ditched aircraft;
- f. Use of the International Aeronautical and Marine Search and Rescue (IAMSAR) Manual (Volume III), distress and emergency signals;
- g. Search and Rescue (SAR) plans for passenger ships;
- h. Emergency communications within the GMDSS regulations.

Responses to Other Emergencies

- a. Methods of dealing with fire onboard ship; prevention of fire at sea and in port;
- b. Use and maintenance of fire-fighting equipment, fire dampers, doors and screens, and detection equipment;
- c. The organisation and direction of fire-fighting drill training;
- d. Launch and manage survival craft, recover rescue boats at sea;
- e. The organisation and direction of lifeboat and life-raft drill training;
- f. Understand the fundamental actions to be taken in the event of partial loss of intact buoyancy;
- g. Precautions for the protection and safety of passengers in emergencies;
- h. Appreciation of action to be taken when emergencies arise in port;
- i. Sources of medical information available.

TOPIC 4 ON BOARD SHIP OPERATIONS

Pollution Prevention Requirements

- a. Precautions to be taken to prevent pollution of the marine environment as required by the MARPOL Convention, including Restricted Areas;
- b. Take appropriate action in response to pollution incidents onboard and found at sea;
- c. Knowledge of the contents of the SOPEP manual, Garbage Management Plans, and anti-pollution equipment;
- d. Master's duties, obligations and liabilities, including the keeping of records.

Seaworthiness of the Ship

- a. Precautions to be taken before the onset of heavy weather, management of small ships in heavy weather, handling a disabled ship;
- b. Understand the fundamentals of watertight integrity;
- c. Preparation for dry-docking and undocking, with and without cargo/damage – general procedure and precautions to be observed;
- d. Working knowledge of stability and trim information.

Legislative Requirements

- a. Contents and use of Marine Notices and the Annual Summary of Admiralty Notices to Mariners;
- b. Knowledge of the application of current Merchant Shipping Health and Safety legislation, including the Code of Safe Working Practices for Merchant Seamen, and the main elements of Risk Assessment;
- c. Knowledge of the relevant IMO conventions concerning safety of life at sea and protection of the marine environment;
- d. Crew agreements, the official log book and the law relating to entries, inspection of living quarters and storerooms, complaints procedure;
- e. Reports required by the Marine Casualty Investigation Board (MCIB);
- f. Load-line marks - entries and reports in respect of freeboard, draft and allowances;
- g. The requirements of the regulations concerning life-saving and fire-fighting appliances;
- h. Application of hours of work and rest legislation;
- i. The law relating to the reporting of dangers to navigation;
- j. A knowledge of the master's obligations with respect to pilotage;
- k. Purpose and application of the International Safety Management (ISM) Code;
- l. Purpose of flag State and port State control.

Annex C

Procedure for the conversion of *Skipper Full Certificates of Competency* to *Certificates of Competency as an Officer in charge of a navigational watch on ships of 500 gross tonnage or more* in accordance with Regulation II/1 of STCW 78, as amended.

1.0 Requirements for applicants

1.1. **All** applicants must hold the following:

1. a valid Irish, Skipper Full, fishing vessel certificate of competency;
2. a valid medical fitness certificate (currently ENG 11);
3. a certificate of proficiency in advanced fire-fighting , STCW Regulation VI/3 issued within the previous five years;
4. a Certificate of Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats, STCW Regulation VI/2 issued within the previous five years;
5. a certificate of proficiency in Medical First Aid, STCW Regulation VI/4 issued within the previous five years, **or**

a certificate of proficiency in Medical Care, STCW Regulation VI/4 issued within the previous five years .
6. the following certificates of proficiency, issued within the previous five years, in Basic Training in accordance with STCW Regulation VI/1 in;
 - 6.1 personal survival techniques as set out in table A-VI/1-1
 - 6.2 fire prevention and fire-fighting as set out in table A-VI/1-2

- 6.3 elementary first aid as set out in table A-VI/1-3, and
 - 6.4 personal safety and social responsibilities as set out in table A-VI/1-4
7. a certificate of proficiency for Seafarers with Designated Security Duties STCW Regulation VI/6, **or**
- a certificate of proficiency as a Ship Security Officer STCW Regulation VI/5;
8. a GMDSS General Operator's Certificate (GOC);
9. i) a Navigation Radar and ARPA Simulator Training (NARAS operational) certificate of training, **or** Navigation Aids and Equipment Simulator Training (NAEST operational) certificate of training and
- ii) an Electronic Chart Display and Information System certificate of training(ECDIS)
10. an Able Seafarer Deck rating Certificate of Training;
11. confirmation of having successfully completed an approved training course and having passed the following STCW 78, as amended examination modules;
- i) Ship Stability & Construction, ii) Shipboard Operations, iii) Ocean Navigation; at the National Maritime College of Ireland;
12. confirmation of having successfully completed an International Safety Management(ISM) and Maritime Labour Convention (MLC) training course;

13. evidence of having completed at least Three months approved seagoing service in the deck department on board a sea going Merchant Vessel(over 500GT); and

All applicants must pass the STCW 78, as amended Regulation II/1 OOW Oral examination conducted by a Department of Transport, Tourism and Sport Examiner of Masters and Mates

2.0 Application procedure

2.1 Applications for STCW 78, as amended, OOW Certificate of Competency described above should be made on Form SIS 9, which may be obtained from the Mercantile Marine Office or downloaded from the website www.seafarers.ie. Applicants should clearly mark the top of the application form “Skipper Full Fishing to OOW STCW II/1 Conversion” and forward it, together with the appropriate fee and all original documentary proof of the above requirements to the Examination Section, Mercantile Marine Office, Leeson Lane, Dublin 2

Annex D

Domestic Certificates of Competency (under review)

Reference: Restricted Domestic CoC on cargo vessels (less than 200/300/500 GT) and passenger vessels carrying less than less than 100 passengers.

The Department will consider applications for the above Certificate of Competency from persons holding an OOW Unlimited, Skipper Full, Skipper Limited or Second Hand Full Certificate of Competency.

The Certificate of Competency issued will be restricted to vessels operating in Irish domestic waters only (no international voyages). There is no exception to this restriction and an applicant should be fully aware that any certificate so issued is limited to Irish Domestic waters only. It is an offence for a shipowner to employ a person in place of a duly certificated Master. It is an offence for a person to knowingly serve in the place of a duly certificated Master.

The limitation applying to passenger vessels is for those vessels designed to carry less than 100 passengers; the Department will not consider applications in relation to vessels designed to carry a larger number of passengers and with a reduced passenger certificate to suit a restricted certificate of competency.

In addition to the above limitation we may consider a limitation to serve as Master on domestic cargo vessels of less than 200, 300 and 500 Gross Tonnes (**no international voyages**) for Second Hand Full, Skipper Limited and Skipper Full + OOW respectively.

Applications from holders of Second Hand Limited certificate of competency will not be considered for cargo vessels (as stability not examined) and will only be considered for a locally restricted area only.

In addition to holding a certificate of competency we require persons applying for a restricted certificate of competency to:

- Hold ancillary and other certification as per Annex A.
- Supply testimonials from passenger vessel (or cargo vessel operators) indicating appropriate experience on such vessels. We will not consider applications where a person has no experience on passenger (or cargo vessels).

On successful application the candidate may be called for examination at a time and date mutually suitable. The candidate will not be interviewed on matters previously covered in attaining their certificate of competency but will be examined on matter relating to:

- Care of passengers – including knowledge of content of appropriate marine notices
- Legal aspects of carriage of passengers on passenger vessels
- The International Ship and Port Facility Security Code (ISPS Code)
- The International Maritime Dangerous Goods Code (IMDG Code)
- The International Safety Management Code (ISM Code)
- Carriage of various types of cargo – bulk, vehicles, building materials etc

The candidate should apply using form SIS 9 and submit along with the certification required.

Holders of an OOW should note that sea service on domestic vessels may not count towards approved sea service for a higher CoC.

Holders of an OOW should consider obtaining a Masters Near Coastal < 500 GT in preference to a domestic CoC.

Holders of a Chief Mate Unlimited CoC are automatically entitled to serve as Master Near Coastal < 500 GT; this entitlement is not entered on a Chief Mate CoC.

The Department strongly advise that holders of a Chief Mate Unlimited CoC should obtain a Masters Near Coastal CoC < 500 GT if they wish to serve on vessels operating in the United Kingdom.

Annex E

Trading Areas

Definition of Trading Areas

Near Coastal Area.

- Area within 170 miles of the coast of Ireland & 30 miles off the coast of the United Kingdom.

Unlimited Trading Area.

- Any area not within the Near Coastal Area.

Near Continental Trading Area(in accordance with STCW 78)

- Any location within an area bounded by a direct line from a point on the Norwegian coast in latitude 62 degrees North to a point 58 degrees North 10 degrees West; thence to a point 54 degrees North 14 degrees 30' West; thence to a point 37 degrees North 10 degrees West; thence to a point 35 degrees 52.3' North 6 degrees 20' West; thence to a point 35 degrees 52.3' North 5 degrees 45' West; thence to a point 35 degrees 53.6' North 5 degrees 36.5' West; thence to a point 35 degrees 58.3' North 5 degrees 21' West; thence to Europa Point (36 degrees 06' North 5 degrees 21' West approximately) including the Baltic as far North as latitude 58 degrees North and in addition, during the period in any year from the 1st day of April to the 31st day of October. the remaining waters of the Baltic.

Middle Trade Trading Area(in accordance with STCW 78)

- Any location within the area bounded by a direct line from a point on the Norwegian Coast in 70 degrees North to a point in 70 degrees North 15 degrees East to a point in 62 degrees North 3 degrees 45' West to a point in 58 degrees North to 10 degrees West to a point in 54 degrees North 14 degrees 30' West to a point in 30 degrees North 19 degrees West to a point in 15 degrees North and 19 degrees West to Dakar, the waters of the Mediterranean, Black and Baltic Seas and in addition, during the period in any year from the 1st day of April to the 31st day of October, any location within the area bounded by a direct line from Mys Kanin Lighthouse (Barents Sea) to a point 72 degrees North 25 degrees East to a point 70 degrees North 15 degrees East to the Norwegian Coast in 70 degrees North.

Unlimited Trading Area(in accordance with STCW 78)

- Any location not within the Middle Trade Trading Area or the Near Continental Trading Area.

Annex F

Able Seafarer Deck Certificate

The requirements to gain an Able Seafarer Deck certification in accordance with STCW Regulation II/5 are set out below:

Every candidate for certification shall

1. Be not less than 18 years of age
2. Have completed the four elements of STCW basic training
 - a. Personal Survival Techniques (STCW A - VI/1-1),
 - b. Fire Prevention and Fire Fighting (STCW A-VI/1-2)
 - c. Elementary First Aid (STCW A-VI/1-3);
 - d. Personal safety and social responsibilities (STCW A-VI/1-4)
3. Have gained not less than 12 months seagoing service in the deck department whilst holding a Regulation II/4 navigation watch rating certificate
4. Hold an Able Seafarer Deck course certificate
5. Hold an STCW Certificate of Proficiency in Survival Craft and Rescue Boats(other than fast rescue boats)
6. Hold a valid STCW medical fitness certificate

Annex G

Certificates of Equivalent Competency

Applicants for Certificates of Equivalent Competency (CEC) issued by the Government of Ireland are required to show an acceptable level of competency in the English language in written, oral and aural form. This is a requirement under Irish and International regulations. One of the following may be accepted as demonstrating this level of competency in English.

- Pass in the Marlins English Language Computer Test at an approved Marlins Test Centre. Approved Marlins test centres are available on the Marlin company home page <http://www.marlins.co.uk>

The minimum acceptable pass marks (to be submitted on a Marlins approved centre stamped computer printout) are as follows:

Deck Officers	Engineering Officers
Senior Deck Officers (Management level) 90%	Senior Engineering Officers (Management level) 80%
Junior Deck Officers (Operational level) 80%	Junior Engineering Officers (Operational level) 70%

In addition, as the Marlins English Language Computer Test does not cover oral English, evidence of a satisfactory level of oral English has to be demonstrated. Oral English has to be assessed at a centre recognised by the Department of Transport, Tourism and Sport. In order to be recognised, assessors should forward details of their credentials, qualifications and competency in the English language to:

Examination Section Ph +353 1 6783400

Marine Survey Office Fx + 353 1 6783409

Department of Transport, Tourism and Sport Email stcw@dttas.ie

Leeson Lane

Dublin 2

Ireland

The recommended criteria in this appendix and the checklist should be used each time an oral assessment of an individual's level of competency in the English language is made. A copy of the checklist is to be retained by the company and a copy of the checklist (together with any other certificates required e.g. Marlins) is to be submitted with the application for CEC to:

Examination Section Ph +353 1 6783400

Marine Survey Office Fx + 353 1 6783409

Department of Transport, Tourism and Sport Email stcw@dttas.ie

Leeson Lane

Dublin 2

Ireland

- Pass in the Marlins English Language Computer Test at an approved Marlins Test Centre, as outlined above and in addition, pass in the ISF Marlins Test of Spoken English (TOSE) at an approved Marlins Test Centre. The TOSE complements the computer-based test. Approved Marlins test centres for the English Language Computer Test and the TOSE are available on the Marlin company home page <http://www.marlins.co.uk>

The minimum acceptable pass marks (to be submitted on a Marlins approved centre stamped computer printout) for the Marlins combined test scoring system is as follows:

Level / Department	ISF Marlins English computer test	Test of Spoken English (TOSE)	Minimum acceptable combined score
	Minimum acceptable score	Minimum acceptable TOSE result (overall)	
<u>Management & Operational Level</u>			
<i>Navigational Dept.</i>			
Master	90%	Upper Intermediate	86%
Chief Officer	90%	Upper Intermediate	86%
2 nd Officer	80%	Intermediate	72%
3 rd Officer	80%	Lower Intermediate	62%

Engineering Dept.			
Chief Engineer Officer	80%	Intermediate	72%
2 nd Engineer Officer	80%	Lower Intermediate	62%
3 rd Engineer Officer	70%	Lower Intermediate	58%
4 th Engineer Officer	70%	Lower Intermediate	58%

- Hold an STCW Certificate of Competency for which the examinations were conducted wholly in English.
- Hold an English Language test certificate that is comparable to or exceeds the level of Marlins (e.g. IELTS Level 6, Berlitz Language School level 2+ endorsed by the company, TOEFL for admission to US University).
- Other evidence of proficiency in the English language may be dealt with on a case by case basis by the Examiner (e.g. evidence of degree or diploma where the course and examinations are conducted through English).

Recommended criteria for English assessments for Certificates of Equivalent Competency

When to use

The MARLINS English Language Computer Test for Seafarers does not cover oral or spoken English. The assessment method outlined below is for use for applicants for Certificates of Equivalent Competency (CECs) and is to be used in addition to the MARLINS English Language Computer Test. The checklist should be used to confirm standards of English and as an auditable record for CEC applicants.

The assessment

This is to be conducted on a one-to-one basis with a native English speaker ('the assessor'). Where possible the assessments should be tape-recorded. It should consist of three separate sections of approximately one hour in duration altogether. Where there is doubt as to whether certain criteria are being met there may be a need to retry during the assessment.

Section 1 - oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the seafarer the chance to ask questions or seek clarification.

Section 2 - live listening/comprehension

The assessor should, at a steady pace, read a passage lasting 3-5 minutes of a general maritime nature, e.g. an incident or a procedure. The seafarer may take notes throughout (in their own language if preferred). They should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarising the main points.

Section 3 - specific/job focused communications

This section needs to be tailored to the vocabulary relating to the specific functions to be undertaken by the seafarer. This may need to include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the type of orders, statements and requests that the seafarer is likely to hear or have to make.

Criteria checklist

These criteria are to help establish levels of listening and speaking abilities and are to be filled-in each time an assessment is made and in all CEC applications to confirm established competence. The criteria are to be used as a checklist and where the assessor decides that one/some are not met that is to be noted for the record against the criterion (a tick for met and a cross for not met). It will be for the assessor to decide whether failure to meet any of the criteria means the seafarer's level of English would not be sufficient to carry out their functions safely and effectively. The completed criteria sheet and, where available, the tape-recording will form the basis of the documentation required for audit.

Criteria Checklist

Speaking

1. Clarity - language is sufficiently clear and accurate to be understood by native and non-native speakers of English; any inaccuracies, faults in intonation or hesitation do not impede comprehension of the points being made.

2. Initiation of dialogue - there is evidence of the seafarer not simply echoing or responding, but also of taking the conversation forward, asking questions and raising other issues.

3. Vocabulary - the seafarer can speak about their main job functions and communicate in both familiar and unfamiliar situations; - their vocabulary is extensive enough to allow some flexibility of expression, and is appropriate to the context/topic.

Listening

4. The seafarer shows he/she can understand the overall theme in ways other than repeating back to the examiner word for word.

5. Key points can be identified.

6. Inferences and conclusions can be drawn.

7. The seafarer can demonstrate understanding of work-related communications delivered in a variety of registers and in varying degrees of complexity.

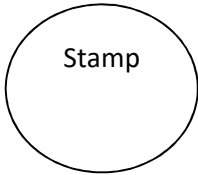
Comments

Company assessment

I can confirm that the standard of English of

..... (name)

..... (function)



was assessed today.....(date)

and was found to be acceptable/not acceptable

by(signature).....(print name)

date

Assessor Details

Name Company

Signature Address

(insert \checkmark for met or **x** for not met)

Annex H

Minimum marks required for examination modules

MODULE	TITLE	Pass %
NAUT7001	Advanced Coastal Navigation	70
NAUT7003	Meteorology	50
NAUT7004	Ocean navigation	70
NAUT7006	Ship Stability and Construction	50
NAUT7007	Shipboard Operations	50

MODULE	TITLE	Pass %
NAUT8001	Advanced Maritime Meteorology	60
NAUT8003	Engineering for Deck Officers	60
NAUT8010	Navigation Management	60
NAUT8017	Ship Stability (M)	60
NAUT8015	Ship Construction (M)	60
NAUT8018	Shipboard Operation (M)	60
NAUT8009	Navigation Instrumentation	60
NAUT8008	Navigation Command	60
NAUT8013	Human Resource Management	60
NAUT8016	Ship Masters Business and Law	60

Annex I

(Sample) Certificate of Watchkeeping Service and Testimonial

Name of Issuing Company

Address and Contact Details

Tel:

Phone:

Fax:

Email:

PART 1 - WATCHKEEPING SERVICE

1. This is to certify that:

Full Name of Officer

Date of Birth

Discharge Book No. or other national ID

has served on:

Name of Vessel

IMO Number

Type of Vessel

Gross Tonnage

Area of Operation

from

to

in the capacity of *(1st) (2nd) (3rd) (4th) watchkeeping officer under my command. During this period the above-named officer was in full** charge of a navigational watch for not less thanhours out of every 24 hours whilst the vessel was engaged on unlimited* /near-coastal* voyages.

2. In addition, the above-named officer: (include the following as appropriate)

- a. regularly carried out other duties in connection with the routine and maintenance of the ship,
- b. served as the **senior/junior of two watchkeeping officers during the following periods when bridge watches were doubled, and at no other times
- c. was granted no leave of absence
- d. was granted leave of absence as follows

.
** Indicate where officer was Senior or Junior Officer on Watch

3. The above named officer served on board the vessel from to
whilst it was in *drydock /repair yard/final stages of construction

PART 2 - TESTIMONIAL

My report on the service of the above-named officer during the period stated is as follows:

Conduct:

Experience/ability:

Behavior/sobriety:

Signature of Master or Authorised official*

Name (in BLOCK letters) of Master / Authorised official*

*** delete as appropriate**

Company Stamp and Date

