

STCW A GUIDE FOR SEAFARERS

Taking into account
the 2010 Manila
amendments



INTERNATIONAL TRANSPORT WORKERS' FEDERATION



Foreword

In June 2010 a diplomatic conference in Manila adopted a set of far-reaching and comprehensive amendments to the 1978 International Convention on Training, Certification and Watchkeeping for Seafarers - known to us all more conveniently as the STCW Convention - and its associated Code. This instrument has been described as one for the four pillars of the global maritime regulatory system, along with two other IMO Conventions, SOLAS and MARPOL, and ILO's Maritime Labour Convention. The amendments adopted mark the first major revision of the instrument since those adopted in 1995, which completely revised the original 1978 STCW Convention.

The shipping industry depends on competent, well-trained seafarers to ensure safety of life at sea, maritime security, efficiency of navigation and protection and preservation of the marine environment. The revised STCW Convention aims to provide the international standards necessary for training institutes and trainers to develop the much-needed skills and competencies for today's seafarer.

The ITF has produced this guidance to help seafarers understand the revisions and locate the information that is of most relevance to them. I support this effort to make the Convention requirements accessible to all and trust that this guide will support the achievement of the objectives of the STCW Convention and Code.

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About this guide

This guide is aimed at seafarers of all ranks and nationalities. Its main purpose is to help you find out how the 2010 Manila amendments to the STCW will affect you. Although we have tried to make this guide as accurate as possible, you should contact the maritime Administration issuing your certificate(s) of competency and endorsement(s) for specific information on the national requirements and deadlines you must meet.

Section 1 gives background information on the amended STCW Convention, including deadlines to meet, and provides a brief glossary of terms.

Section 2 outlines the certificates you need to hold before signing on a ship in order to ensure that you comply with the amended STCW. This section consists of four parts. Part 1 tells you about STCW certificates, certification paths and general requirements for officers and ratings. Part 2 lists the certificates and general requirements demanded according to rank. Part 3 tells you what certificates you need, depending on your function on board and the type of vessel you are working on. Part 4 gives guidance on training establishments, simulator requirements, English language and GMDSS certificates.

Section 3 deals with the requirements you need to meet once you are on board. This includes what documentation you must have with you at all times, ship-specific familiarisation training, training records and sea-going service. It also covers the regulations on alcohol and drug consumption, control procedures and penalties. There is also a section applying to watch-keeping personnel only, officers and ratings, on rest hour regulations and watch-keeping guidelines.

Section 4 tells you what you need to do to if you are a holder of an STCW-95 certificate and need to update your certificate to 2010 amended STCW. This section includes tables that summarise by rank the additional competencies you need to demonstrate to upgrade your certificate.

Finally, Section 5 lists other sources of information you can consult should you want to know more about the 2010 amended STCW.

This guide is produced by the International Transport Workers' Federation (ITF). You can also download a free version from our website at www.itfglobal.org





Section 1: STCW Convention



The STCW Convention

The key to maintaining a safe shipping environment and keeping our oceans clean lies in all seafarers across the world observing high standards of competence and professionalism in the duties they perform on-board. The International Convention on Standards of Training, Certification and Watchkeeping for Seafarers 1978, as amended in 1995 and again in 2010, sets those standards, governs the award of certificates and controls watchkeeping arrangements. Its provisions not only apply to seafarers, but also to ship-owners, training establishments and national maritime administrations.

The convention was adopted by the International Maritime Organization (IMO) in 1978 and came into force in 1984. During the late 1980s, it was clear that STCW-78 was not achieving its aim of raising professional standards worldwide, and so IMO members decided to amend it. This was done in the early 1990s, and the amended convention was then called STCW-95.

The 2010 Manila amendments were intended to include all agreed changes since 1995, address new technology, inconsistencies, interpretations and outdated provisions. There was particular emphasis on improving control and communication provisions of certification in Chapter 1 and addressing the specific requirements of offshore and short sea shipping. There was also an overall commitment to harmonise the amended STCW Convention, where practical, with the provisions of the 2006 ILO Maritime Labour Convention

Whereas the STCW-78 Convention focused almost entirely on knowledge, the emphasis of STCW-95 has been shifted to practical skills and competence underpinned by theoretical knowledge. The 2010 amendments continued to emphasise competence rather than sea service or period of training. The standard set by the convention applies to seafarers of all ranks serving on sea-going merchant ships registered under the flag of a country party to the convention.

The term “seagoing ships” includes all commercial vessels engaged on domestic or international voyages. The STCW Convention does not apply to seafarers serving on warships, naval auxiliaries or any other government owned or operated ship engaged in non-commercial service; fishing vessels (there is a separate convention covering personnel on fishing vessels); pleasure yachts not engaged in trade and wooden ships of primitive build.

The STCW (95) Convention has already been accepted by all major labour suppliers and shipping registries. This is more than 98 per cent of the world’s merchant fleet. At the end of this guide you will find a list of all countries that are parties to the current convention and the dates of acceptance but does not indicate those who are implementing fully the 2010 amendments. Governments must submit reports on their compliance to the IMO by 1 January 2013.

Layout of the convention

The STCW Convention is a book consisting of three sections.

1. **The articles:** outline the legal responsibilities a party has to meet.
2. **The annex:** gives technical details on how the legal responsibilities referred to in the articles should be met.
3. **The STCW Code:** specifies in more depth the technical details contained in the annex. It contains part A and part B.

Part A:

Mandatory standards of training, certification and watch-keeping.

Part B:

Recommended guidelines (not mandatory) on training, certification and watch-keeping.

The regulations in the annex should be read in conjunction with the relevant section of the STCW Code (part A). It is a good idea to familiarise yourself with the convention. After all, the standards of competence that you are expected to meet are specified there. A copy of the STCW Convention is normally kept on board all sea-going merchant ships.

Deadlines to meet

The 2010-amended STCW Convention came into force on 1 January 2012. However, there is a five year transitional period, until 1 January 2017, to allow for a phased in implementation of the provisions. After January 2017, all seafarers are required to meet STCW 2010 standards. The three important dates to remember are:

1 January 2012

The STCW Convention comes into force for all countries party to the convention. From 1 January 2012 onwards, requirements for the new minimum rest hours and a record of hours of work must be complied with. For a period of five years, until 1 February 2017, on a national basis the different revised regulations contained in the 2010-amended convention will be phased in. During this five year transitional period, a party may continue to issue certificates of competency in accordance with its previous practices, however from **1 July 2013** new seafarers-training and competence should comply with the 2010-amended STCW Convention.

1 January 2014

After 1 January 2014 seafarers will have to be trained in security in compliance with the new provisions.

1 January 2017

The implementation period ends. From February 2017 onwards **all** seafarers on active service must comply with all the 2010-amended STCW requirements and be in possession of a valid STCW certificate covering the functions performed on-board. Administrations will also issue and recognise and endorse certificates in accordance with the STCW provisions prior to 2010 for those commencing training prior to 1 July 2013.

Glossary of terms

You need to know the meaning of some basic terms that will be used in this guide:

Administration:

The government of the Party (country) whose flag a ship is entitled to fly. An administration deals, among other things, with regulating the training, education and certification of seafarers in accordance with the requirements of the convention.

Approved:

This means that a national maritime administration has approved a training programme or seagoing service because it meets the requirements of the amended STCW Convention.

Function:

This is a way of classifying shipboard tasks by functions and levels of responsibility. There are seven functional areas, at three different levels of responsibility. The levels of responsibility are: **management** level (applies to senior officers); **operational** level (applies to junior officers); and **support** level (applies to ratings forming part of a navigational or engine watch). The following table lists the different functions and levels of responsibility at which the functions can be carried out.

FUNCTION		LEVEL OF RESPONSIBILITY		
		Management	Operational	Support
Deck	Navigation	◆	◆	◆
	Cargo handling and stowage	◆		
Deck & Engine	Controlling the operation of a ship and care for persons on board	◆	◆	
Engine	Marine engineering	◆	◆	◆
	Maintenance and repair	◆	◆	
	Electrical, electronics and control engineering	◆	◆	
Radio	Radio communication		◆	

Party:

A country where the STCW Convention has entered into force. A party is under the obligation to implement the standards contained in the convention.

Seagoing service:

Service on board a ship relevant to the issue of a certificate or other qualification. For example, one of the requirements to qualify as a rating forming part of a navigational watch is to have approved seagoing service, including not less than six months' training and experience.

Seagoing ship:

A ship navigating in areas not close to inland or sheltered waters or where port regulations apply.

Standard of competence:

This term refers to the minimum knowledge, understanding and proficiency that seafarers must demonstrate to gain certification. The tables contained in part A of the STCW Code specify the standards of competence to be achieved by the seafarer. The thinking behind dividing all duties on board into competencies, functions, and levels of responsibility is that certificates should be awarded on the basis of the specific duties the seafarer carries out on-board rather than on ship departmental divisions (deck/engine).

For the complete tables and full details of standards of competence applying to the certificates you hold, refer to the STCW Code (part A) in the 2010-amended STCW Convention.

The 2010 amendments only refer to the following certifications:

Certificate of competence:

A certificate issued and endorsed by the administration, for masters, officer and GMDSS radio operators in accordance with the provisions of chapters II, III, IV or VII and entitles the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified.

Certificate of proficiency:

A certificate, other than a certificate of competency issued to a seafarer, stating that the relevant requirements of training, competencies or seagoing service in the convention have been met.

Documentary evidence:

Documentation, other than a certification of competency or certificate of proficiency used to establish that the relevant requirements of the convention have been met.

Additional definitions and requirements of the amended STCW Convention

Ship security officer means the person on-board the ship, accountable to the master, designated by the company as responsible for the security of the ship, including implementation and maintenance of the ship security plan and liaison with the company security officer and port facility security officers;

Note: *the designation of a ship security officer is mandatory.*

Security duties include all tasks and duties on-board ships as defined by chapter XI-2 of SOLAS and the ISPS code.

Electro-technical officer means an officer qualified in accordance with the provisions of regulation III/6 of the convention.

Electro-technical rating means a rating qualified in accordance with the provisions of regulation III/7 of the convention.

Note: *these positions are not a manning requirement or prohibit other positions of other electrical roles onboard*

Able seafarer deck means a rating qualified in accordance with the provisions of regulation II/5 of the convention.

Able seafarer engine means a rating qualified with the provisions of regulation III/5 of the convention.

Note: *The qualification for able seafarer, previously covered under ILO convention (74) has been transferred to the IMO. National administrations should make provision for the acceptance and endorsement of current holders of an AB certificate. The AB seafarer engine is a new qualification and, under section A VII/2.3 and 4, there are new provisions for an integrated rating covering both deck and engine duties. These positions are not mandatory under the safe manning requirements unless required by the administration.*



Section 2: Certification requirements

PART 1 – STCW certificates

Certificates

The term 'certificates' covers all official documents required under STCW. It includes certificates of competence, endorsements, certificates of proficiency, and any documentary evidence showing that a requirement of the convention has been met.

Certificates are important as they are the main paper evidence you have on hand to prove that your level of maritime education and training, your length of service at sea, your professional competence, medical fitness and age all comply with STCW standards. Every party to the convention has to ensure that certificates are only issued to those seafarers who meet STCW standards.

Certificate of competence:

This document is issued to masters, officers, radio operators and ratings forming part of a watch who meet the standards of competence relevant to their particular functions and level of responsibility on-board. The table below indicates the title of the certificates under STCW and the various limitations and tonnage thresholds that apply.

CAPACITY	AREA LIMITATION	TONNAGE LIMITATION
Master	Near Coastal None None	Less than 500gt Less than 3,000 gt None
Chief Mate	None None	Less than 3,000 gt None
Officer in charge of navigational watch (OOW)	Near coastal None	Less than 500 gt None
Rating forming part of a navigational watch	None	None
Radio operator	GMDSS (GOC/ROC)	None

CAPACITY	AREA LIMITATION	PROPULSION POWER LIMITATION
Chief engineer	None None Near Coastal Near Coastal	750 kw to 3,000 kw 3,000kw or more 750 kw to 3,000 kw 3,000 kw or more
Second engineer	None None Near coastal Near Coastal	750 kw to 3,000 kw 3,000 kw or more 750 kw to 3,000 kw 3,000 kw or more
Officer in charge of engineering watch (OOW)	None Near Coastal	750 kw or more Less than 3,000kw
Rating forming part of a engineering watch	None	None

Endorsement:

A document issued to masters and officers, either as part of the certificate or as a separate document. This attests (endorses) that the national certificate has been issued in accordance with all STCW requirements. However, due to the ongoing problem with fraudulently issued certificates, the amended 2010 STCW Convention has made substantial changes in regulation I/2 to tighten up on the endorsement process. It is now required that all endorsements are only issued by the administration after fully verifying the authenticity of any certificates and documentary evidence, and the candidate has fulfilled all requirements and has the standard of competence for the capacity identified in the endorsement. There is also a requirement to ensure there is proper approval of the equivalent seagoing service and training and also to maintain a database of certification registration with a controlled electronic access.

Endorsement of recognition:

This endorsement certificate is issued by an administration as an official recognition of the validity of a certificate issued by another administration. This procedure is necessary as many merchant fleets are manned by seafarers certificated by other administrations. In other words, if you hold a certificate from country 'x', but you are serving on a ship registered in country 'y', then you need to apply to the maritime administration of country 'y' for a certificate authorising you to serve on ships registered under its flag. Under the 2010-amended STCW Convention regulation I/2 all seafarers serving on foreign ships must obtain an endorsement.

To obtain an endorsement of recognition, you will need to submit the original of your national certificate of competence to the representative of the issuing administration. You cannot apply for an endorsement on the basis of another endorsement. Administrations will also require proof of identity. In most cases you will have to pay a processing fee that will vary depending on the type of certificate being endorsed and the charges set by different administrations. If you are employed, the employer (shipowner or manning agent) will normally take care of all the necessary paperwork and fees. Even though it is not a requirement of the convention, there are a number of administrations that are now requiring a letter of employment as part of the documentation necessary to process an application for an endorsement of recognition.

The way to submit your documentation varies from administration to administration particularly under the revised requirements, and while some may still accept a postal application and copies of the documents, it is more likely they will insist that the seafarer appears in person with all the original documentation. These face-to-face applications are processed before a representative of the administration at a designated office (if overseas, this is normally held at the consulate of the country's administration).

An STCW endorsement of recognition can only be issued by an administration provided that the certificate being recognised was issued in accordance with STCW requirements and the original certificate presented is genuine. To verify that the certificate in question has been issued in accordance with all requirements of the convention, an administration should inspect the training facilities and certification procedures of another administration.

To verify that the certificate is genuine, the documents that you submit to a foreign administration will be checked for authenticity and the new requirement for the maintenance of a database may aid this process. This will include a visual check to verify security features in the certificate. Its number and details may also be cross-checked with the issuing administration. This process may take time, so the administration will issue a letter stating that your application is being processed. By producing this letter you are able to serve on board a ship registered under the administration processing your application for a maximum period of three months.

Masters, chief mates, chief engineers or second engineers applying for an endorsement of recognition are also required to demonstrate knowledge of the maritime legislation of the flag state issuing the endorsement.

Certificates of proficiency:

These are documents issued to the seafarer to certify that he or she has met the required standard of competence in a specific duty. These certificates include certificates for personnel serving on certain types of ship (tankers, and passenger ships) and for those assigned with safety, security and pollution prevention duties. It certifies that the holder meets STCW standards of competence in specific functions related to safety, care of persons, or cargo.

Documentary evidence:

This is a document which is not necessarily issued or recognised by the administration (and is not, therefore, called a certificate). Documents issued by the shipowner or master of the vessel to attest that the seafarer has participated in a safety drill or has completed some type of training (for example familiarisation training) are examples of documentary evidence. It is important to keep these documents since they are one of the accepted ways of demonstrating that you have achieved proficiency in a given task (basic safety training, for example). Where such evidence is not available of on-board training and experience you will be required to undergo a five yearly refresher course in personal survival and fire prevention and fire fighting.

Whilst the security officer will require a certificate of proficiency, security familiarisation and security awareness are ship specific requirements that will require the seafarer to have documentary evidence. As is the case with the seafarer with designated security duties, it is the company's or security officers' responsibility to ensure crew are trained to the minimum standard within the amended convention and have the appropriate documentary evidence.

Under the STCW Convention, all seafarers need to meet minimum standards of competence, age, medical fitness, and approved sea-going service. These standards are set by each national administration, but as a minimum, they should reflect STCW standards. The certificates you are required to hold depend on your rank, responsibilities you are assigned on board, and the type of vessel you are serving on. For example, if you are watch-keeping officer working on-board a chemical tanker, and your duties include being crew of a fast rescue boat, then you will need to hold certificates covering all these aspects. The same applies to a rating serving on passenger ships with designated safety duties or to a barman working on a passenger ship who is designated to assist passengers in emergencies.

Before you join a ship, make sure you have all the valid certificates you need to cover the functions you will be performing on board. This documentary evidence is proof of your competence and will be subject to inspection by the master, flag state and port state inspectors.

To obtain an STCW certificate you first need to successfully complete a training programme approved by the issuing administration or to complete a period of approved seagoing service. For most certificates you will need a combination of both. Some of the training can be provided at sea, but for more specialised and longer courses you will need to attend a period of shore-based instruction. Certificates are issued once you are able to prove your competence in and knowledge of the tasks covered by your certificate to the standards required.

The requirements to upgrade to a certificate compliant with the 2010 STCW Convention will vary and are outlined in section 4 of this guide.

Certification paths

There are two different ways of gaining your STCW certificates. Whichever path you choose, the standards are identical. The difference lies in the number of functions you will be able to perform on-board and this is reflected in the certificate awarded.

1. The traditional method: STCW certificates awarded in the traditional way are classified according to which department of the ship (deck or engine) you work in. Most seafarers around the world have been awarded their certificates in this way. Under this method you will probably work in the same department (deck or engine) throughout your entire seafaring career.

The change introduced by STCW in this path is that in order to qualify for a specific certificate, say watch-keeping officer in charge of a navigational watch, you will need to be competent in the specific functions stated for that level of responsibility. There is a general decreasing emphasis on the sea-time requirement to gain the required competence.

Under the STCW-78 convention, seafarers were also allowed to qualify for a certificate on the basis of sea-going service alone (ratings qualifying as watch-keeping officers, for example). This is no longer possible under STCW provisions, as all seafarers are now required to complete a minimum approved sea-going service and to have completed an approved education and training programme before they are eligible for the next higher certificates of competence.

The introduction of the able seafarer deck and the able seafarer engine into the STCW Convention under the 2010 amendments involved substantial reductions in sea-time from the requirements of ILO convention 74. At the same time the competency tables were revised to reflect modern ship requirements and the demands of today's vessels. Administrations should recognise ILO certification and provide for a transition to the new certification.

2. The alternative method: This refers to STCW certificates issued to enable the holder to perform different functions that are not necessarily within the same department. The certificate awarded will specify the functions and the level of responsibility. A candidate for alternative certification will need to qualify in all these functions at a determined level of responsibility in one department (deck or engine) before being able to qualify for other functions (at the same level of responsibility) in a different department. For example, a watch-keeping officer applying for an alternative certificate will have to qualify in all the functions of a watch-keeping officer, either in the deck or the engine department, before he or she can qualify for additional functions at the same level in other departments. Standards of competence, age and medical fitness are the same as for the traditional method.

The purpose of the alternative certification is to allow for shipboard organisation to be in line with modern technological developments and to open up a new career path for seafarers.

Under the convention, shipowners are not allowed to use alternative certification as a means of reducing the number of crew members on board and increasing everybody else's workload, or to undermine the integrity of the profession by assigning combined

deck and engine room watch-keeping duties to a single certificate holder during a watch. Alternative certification is still optional for all parties to the convention. To date, very few parties have elected to issue certificates in this way.

The amended 2010 STCW Convention introduced qualifications for an integrated rating with a number of options in how this can be achieved. However, the above criteria should apply, and the introduction of integrated ratings on vessels is not intended to reduce crew numbers.

General requirements for officers

If you are an officer, you must meet minimum requirements in respect of standards of competence, seagoing service time, medical fitness and age. You should be in possession of a valid certificate of competence according to your rank and functions on-board. This certificate should be endorsed (in the same certificate or in a separate document) by the issuing administration. You should also have all the ancillary certificates required such as radar or ARPA, GMDSS, and those referring to safety duties on-board specific types of ships. Part 2 and part 3 of this section will give you guidance as to what certificates officers require.

To know the exact requirements and standards of competence for each certificate you should consult chapters II (master and deck department), III (engine department), IV (radio personnel), V (training requirements for personnel on certain types of ships), VI (emergency, occupational safety, medical care and survival functions) of the STCW Convention. These chapters should be read in conjunction with the respective section of part A of the STCW Code.

Revalidation requirements for officers:

Certificates for masters, officers and radio operators must be endorsed by the issuing administration and re-validated at intervals not exceeding five years. Certificates issued under STCW standards should be upgraded to the 2010-amended STCW standards before January 2017 (see section 4). Other certificates for specialised training are subject to refresher training (see part 2 in this section).

Officers serving on ships registered under a foreign flag:

If you intend to serve on ships registered under the flag of a foreign country, then you need an endorsement of recognition issued by the administration of that country. Some administrations may also require an endorsement of recognition for specialised training certificates. In some instances, administrations from other countries will only recognise training which has been completed at specific training establishments in your country of origin. If in doubt, ask the foreign administration if it has any requirements in this respect.

Going for the next higher certificate:

If you eventually want to opt for the next higher certificate you will need to meet a number of requirements, including approved training and education, minimum age, approved seagoing service and medical fitness.

Officers' duties on joining any ship:

All officers need to complete a period of ship-specific and security familiarisation training before being assigned any shipboard functions. There is no certificate awarded for this, but a record of the training should be kept in the ship's official logbook. This requirement applies to any member of the crew, including hotel staff holding officer rank in passenger ships.

Basic safety training for officers:

Officers serving on any type of ship who are designated with safety and pollution prevention responsibilities in the operation of the ship need basic safety training. Such training must cover personal survival techniques, basic fire prevention and fire fighting, elementary first aid, and personal and social responsibilities. This requirement applies to practically all officers serving on merchant ships. Cadets assigned with these duties also need to complete basic safety training before going to sea. Basic safety training should be documented as having taken place within five years of the officers being assigned to safety and pollution prevention duties.

You need to complete an approved training course or provide evidence that you have achieved the required standards of competence within the previous five years (by participating in drills and exercises, for example, or assessment by a qualified assessor). It is advisable that you do hold some form of documentary evidence to show that you have achieved competence in these functions within the previous five years (this may be in the form of record of drills or letters from a training centre).

New requirements of the amended 2010 STCW

All ships must have a qualified security officer delegated by the company and master of the ship, who is responsible for ensuring that the other crew are familiarised and trained in security matters for that vessel.

The revised convention has introduced bridge resource management and engine resource management requirements for senior officers and leadership and management skills within their certificate. Companies should be responsible for providing training in these areas where seafarers do not have appropriate training.

Where the company requires to carry an electro-technical officer they should comply with the new competency requirements under A-III/6.

General requirements for ratings

Ratings fall under three general categories; those forming part of a watch (deck or engine), those who are not assigned watch-keeping duties, and those undergoing training. As a rating you are required to meet minimum standards of medical fitness, minimum age (if designated with watch-keeping duties), competence (if designated with watch-keeping duties), and seagoing service time (if designated with watch-keeping duties). Ratings who are not assigned watch-keeping duties or those still undergoing training are not required to hold watch-keeping certificates.

All other certification requirements for ratings depend on the functions performed on board. Part 2 and part 3 of this section will give you guidance as to what certificates you require, depending on the function you perform and the type of ship you are serving on. If you want to know the exact standards of competence you should meet, consult chapters II (master and deck department), III (engine department), IV (radio personnel), V (training requirements for personnel on certain types of ships), VI (emergency, occupational safety, medical care and survival functions) of the STCW Convention. These chapters should be read in conjunction with the respective section of part A of the STCW Code.

Ratings assigned watch-keeping duties

Ratings forming part of a watch (deck or engine) need to be specifically certified for this function. If you are part of a navigational watch, you need to hold a certificate known as 'rating forming part of a navigational watch' certificate. On the other hand, if you are part of an engineering watch, you will need to hold a certificate known as 'rating forming part of an engineering watch' certificate. To obtain these certificates you need to show that you are competent in the functions set out in the following paragraphs. You can find the complete version of these in the STCW Convention under section A-II/4 for deck personnel and A-III/4 for engine personnel. Seafarers who have the appropriate competencies to become able seafarer deck or able seafarer engine under the new provisions II/5 and III/5 must first have become proficient watchkeepers. However if you served for a period of not less than one year as a rating in the relevant capacity before the convention came into force for the administration issuing your certificate then you may be considered to meet the competence requirements and will be certified accordingly, without needing to undergo any further training. The above may also apply to integrated ratings under the new provisions of VII/2.4.

Ratings forming part of a navigational watch

You should meet the competence requirements stated below. These do not apply to ratings on ships of below 500 gross tonnages. You must be able to:

1. Steer the ship and comply with helm orders issued in English (covers the use of magnetic and gyro compasses, helm orders, change over from automatic pilot to hand steering device and vice-versa).
2. Keep a proper look-out by sight and hearing (covers the responsibilities of a look-out including reporting the approximate bearing of a sound signal, light or other object in degrees or points).

3. Contribute to monitoring and controlling a safe watch (covers shipboard terms and definitions, use of internal communication and alarm systems, have the ability to understand orders and to communicate with the officer of the watch in matters relevant to watch-keeping duties, be familiar with the procedures for the relief, maintenance and hand-over of a watch, the information required to maintain a safe watch and basic environmental protection procedures).
4. Operate emergency equipment and apply emergency procedures (covers knowledge of emergency duties and alarm signals, knowledge of pyrotechnic distress signals, satellite EPIRB's and SARTS, avoidance of false distress alerts and action to be taken in the event of accidental activation).

Ratings forming part of engineering watch

If you are part of an engineering watch you should meet the competence requirements stated below. The requirements are the same as for STCW-95. They do not apply to ratings on ships of below 750kW in propulsion power.

You need to be able to:

1. Carry out a watch routine appropriate to the duties of a rating forming part of an engine room watch, and communicate effectively in matters related to watch-keeping duties (covers terms used in machinery spaces and the names of machinery and equipment, engine-room watch-keeping procedures, safe working practices in engine-room operations, basic environmental protection procedures, use of internal communications systems, engine room alarm systems, and ability to distinguish between the various alarms with special reference to fire extinguishing gas alarms).
2. Keep a boiler watch and maintain the correct water level and steam pressure (covers safe operation of boilers).
3. Operate emergency equipment and apply emergency procedures (covers knowledge of emergency duties, escape routes from machinery spaces, familiarity with the location and the use of fire fighting equipment in machinery areas).

Revalidation requirements for ratings

Certificates for ratings forming part of a watch are not subject to revalidation. Other certificates are subject to refresher training (see part 2 in this Section).

Ratings serving on ships registered under a foreign flag

Under the convention, certificated watch-keeping ratings are not required to have an endorsement of recognition when serving on ships registered under the flag of another country. However, the administrations of some foreign countries require and issue endorsements for ratings forming part of a watch and other certificates relating to specific functions (tanker training, for example). Ask your employer (shipowner or manning agent), or the respective administration directly to find out whether you need to obtain an endorsement of recognition. In some cases, an endorsement of recognition for a specialised certificate will only be issued if the training has been completed at a training centre approved by the administration of the foreign country. Again, if in doubt, ask the administration for any requirements in this respect.

Going for the next higher certificate

Progression through the ranks, particularly from rating to officer, is possible under STCW. However, you will need to complete approved seagoing service and complete an approved programme of training. Under the 2010 STCW Convention the requirement for training books is extended to the able seafarer deck or engine. Under the old system it was possible to progress through the ranks based on seagoing service time only but this is no longer applicable.

Ratings' duties on joining any ship

All ratings need to complete a period of ship-specific familiarisation training, including security before being assigned any shipboard functions. There is no certificate awarded for this, but a record should be kept of it in the ship's official logbook. This requirement applies to any member of the crew, including hotel staff in passenger ships.

Basic safety training for ratings

Ratings serving on any type of ship who are designated with safety, security and pollution prevention responsibilities in the operation of the ship need basic safety training. This covers personal survival techniques, basic fire prevention and fire fighting, elementary first aid, and personal and social responsibilities. This requirement applies to practically all ratings serving on merchant ships as well as to ratings undergoing training. Basic safety training should be documented as having taken place within five years of a rating's being assigned to safety and pollution prevention duties.

You need to complete an approved training course or provide evidence that you have attained the required standards of competence within the previous five years (by participating in drills and exercises, for example, or assessment by a qualified assessor). There is no requirement for seafarers to hold an official certificate of basic training, but it is advisable that you possess some form of documentary evidence to show that you have attained competence in these functions within the previous five years (record of drills or letters from a training centre).

PART 2

Certificates and general requirements by rank

Master

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, II/2,	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
GMDSS endorsement	Yes	IV/2	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as master

Masters on ships of 3,000 gross tonnage or more must:

- Previous certificate & seagoing service: meet requirements for certification as an officer in charge of a navigational watch on ships of 500 gross tonnage or more and have at least 36 months approved seagoing service in that capacity; 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.
- Education & Training: have completed a period of approved education and training and meet the standard of competence specified in section A-II/2 of the STCW Code for masters on ships of 3,000 gross tonnage or more.

Masters on ships of 500 – 3,000 gross tonnage must:

- Previous certificate & seagoing service: meet requirements for certification as an officer in charge of a navigational watch on ships of 500 gross tonnage or more and have at least 36 months approved seagoing service in that capacity; 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.

- b) Education & training: have completed a period of approved education and training and meet the standard of competence specified in section A-II/2 of the STCW Code for masters on ships of between 500 and 3,000 gross tonnage.

Note: *The same requirements apply for masters on ships of less than 500 gross tonnage not engaged on near-coastal voyages.*

Masters on ships of less than 500 gross tonnage must:

- a) Age: be not less than 20 years of age.
- b) Seagoing service: have approved seagoing service of not less than 12 months as officer in charge of a navigational watch.
- c) Education & Training: have completed a period of approved education and training and meet 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 in near-coastal voyages.

Chief mate

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, II/2,	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
GMDSS endorsement	Yes	IV/2	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as chief mate

Chief mates on ships of 3,000 gross tonnage or more must:

- a) Previous certificate & seagoing service: meet requirements for certification as an officer in charge of a navigational watch on ships of 500 gross tonnage or more and have at least 12 months approved seagoing service in that capacity.

b) Education & training: have completed approved education and training and meet the standard of competence specified in section A-II/2 of the STCW Code for masters and chief mates on ships of 3,000 gross tonnage or more.

Chief mates on ships of 500 – 3,000 gross tonnage must:

a) Education & training: have completed a period of approved education and training and meet the standard of competence specified in section A- II/2 of the STCW Code for masters and chief mates on ships of between 500 and 3,000 gross tonnage.

Note: *The master and chief mate competencies now include bridge resource management and require leadership, teamwork and management skills.*

Officer in charge of a navigational watch

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, II/1, II/3	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
GMDSS endorsement	Yes	IV/2	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as officer in charge of a navigational watch

Officers in charge of a navigational watch on ships of 500 gross tonnage or more must:

a) **Age:** be not less than 18 years of age.

b) **Seagoing service:** have approved seagoing service of not less than one year as part of an approved training programme, including onboard training. This training must meet the requirements of section A-II/1 of the STCW Code and be documented in an approved training record book. Otherwise, the seafarer must have approved seagoing service of not less than 36 months.

- c) **Bridge watch-keeping duties:** have performed, during the required seagoing service, bridge watch-keeping duties under the supervision of the master or a qualified officer for a period of not less than six months.
- d) **Radio duties:** meet the applicable requirements of the regulations in chapter IV (GMDSS), as appropriate, for performing designated radio duties in accordance with the radio regulations.
- e) **Education and Training:** have completed a period of approved education and training and meet the standard of competence specified in section A-II/1 of the STCW Code.

Officers in charge of a navigational watch on ships of less than 500 gross tonnage must:

Ships not engaged on near-coastal voyages:

- a) **Certificate:** hold an appropriate certificate for ships of 500 gross tonnage or more.

Ships engaged on near coastal voyages:

- a) **Age:** be not less than 18 years of age.
- b) **Seagoing service:** have completed special training, including an appropriate period of seagoing service as required by the administration, or approved seagoing service in the deck department of not less than 36 months.
- c) **Radio duties:** meet the applicable requirements of the regulations in chapter IV (GMDSS), as appropriate, for performing designated radio duties in accordance with the Radio Regulations.
- d) **Education & training:** have completed a period of approved education and training and meet the standard of competence specified in section A-II/3 of the STCW Code for officers in charge of a navigational watch on ships of less than 500 gross tonnage engaged in near-coastal voyages.

Note: *All navigational officers must now have thorough knowledge of and ability to use ECDIS.*

Ratings forming part of a navigational watch

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, II/4	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as a rating forming part of a navigational watch

Applies only for service on ships of 500 gross tonnage or more.

The rating must:

- a) **Age:** be not less than 16 years of age.
- b) **Seagoing service:** have completed approved seagoing service, including not less than six months' training and experience, or
- c) **Education & training:** have received special training, either pre-sea or onboard ship, including an approved period of seagoing service which shall not be less than two months; **and**
- d) **Competence:** meet the standard of competence specified in section A-II/4.

Able seafarer deck

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, II/5	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as an able seafarer deck

Applies only for service on ships of 500 gross tonnage or more.

The rating must:

- a) **Age:** be not less than 18 years of age.
- b) **Meet** the requirements for certification as a rating forming part of a navigational watch.
- c) **Seagoing service:** have completed 18 months approved seagoing service in the deck department, or 12 months and completed approved training.
- d) **Education & training:** onboard training documented in a training book or approved training ashore with a minimum of 12 months sea service.
- e) **Competence:** meet the standard of competence specified in section A-II/5.

Note: *There are also alternative training options for integrated ratings in A-VII/2, and seafarers should make enquires with their national administrations.*

Radio operators

NAME OF CERTIFICATE	REVALIDATION	REG.	
For radio personnel on board GMDSS ships - general operator's certificate (GOC) and endorsement or - restricted operator's certificate (ROC) and endorsement The type of certificate required depends on whether you are serving on a ship trading in a GMDSS zone A1 (coastal) or GMDSS A2 and A3 (deep-sea)	Yes	I/2, II/1,	C/R
For radio personnel on ships not required to comply with GMDSS: national certificate of competence (ITU radio regulations) and endorsement	Yes		
Flag state endorsement of recognition	Yes	I/10	E/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous 5 years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as a GMDSS operator

- a) **Age:** be not less than 18 years of age.
- b) **Education & training:** have completed a period of approved education and training and meet the standard of competence.

Chief engineer

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, III/2, III/3	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as a chief engineer

Chief engineer officers on ships powered by main propulsion machinery of 3,000 kW propulsion power or more must:

- a) **Previous certificate & seagoing service:** meet the requirements for certification as an officer in charge of an engineering watch and have not less than 36 months approved seagoing service, of which not less than 12 months shall have been served as an engineer officer in a position of responsibility while qualified to serve as second engineer officer.
- b) **Education & training:** have completed approved education and training and meet the standard of competence specified in section A-III/2 of the STCW Code.

Chief engineer officers on ships powered by main propulsion machinery of 750 kW – 3,000 kW propulsion power must:

- a) **Previous certificate & seagoing service:** meet the requirements for certification as an officer in charge of an engineering watch and have not less than 24 months approved seagoing service, of which not less than 12 months shall have been served while qualified to serve as second engineer officer.
- b) **Education & training:** have completed approved education and training and meet the standard of competence specified in section A-III/3 of the STCW Code.

Second engineer

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, III/2, III/3	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate as a second engineer

Second engineer officers on ships powered by main propulsion machinery of 3,000 kW propulsion power or more must:

- Previous certificate & seagoing service:** meet the requirements for certification as an officer in charge of an engineering watch and have not less than 12 months approved seagoing service as assistant engineer officer or engineer officer.
- Education & training:** have completed approved education and training and meet the standard of competence specified in section A-III/2 of the STCW Code.

Note: *Second engineer officers qualified for service on ships powered by main propulsion machinery of 3,000 kW propulsion power or more, may serve as chief engineer officer on ships powered by main propulsion machinery of less than 3,000 kW propulsion power provided not less than 12 months approved seagoing service shall have been served as an engineer officer in a position of responsibility and the certificate is so endorsed.*

Second engineer officers on ships powered by main propulsion machinery of 750 kW – 3,000 kW propulsion power must:

- Previous certificate & seagoing service:** meet the requirements for certification as an officer in charge of an engineering watch and have not less than 12 months approved seagoing service as assistant engineer officer or engineer officer.
- Education & training:** have completed approved education and training and meet the standard of competence specified in section A-III/3 of the STCW Code.

Note: *The chief engineer and second engineer competencies now include engine resource management and require leadership, teamwork and management skills.*

Officer in charge of an engineering watch

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence and endorsement	Yes	I/2, III/1,	C/R
Flag state endorsement of recognition	Yes	I/10	E/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical first aid	No	VI/4	D/P
Survival craft and rescue boats	Yes	VI/2	D/P
Advanced fire fighting	Yes	VI/3	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as an officer in charge of an engineering watch

Officers in charge of an engineering watch in a manned engine-room or designated duty engineers in a periodically unmanned engine-room (750 kW propulsion power or more) must:

- a) **Age:** be not less than 18 years of age.
- b) **Seagoing service:** have completed not less than 12 months of combined workshop skills training and approved seagoing service of which not less than 6 months shall be seagoing service as part of an approved training programme or; not less than 36 months of combined workshop skills training and approved seagoing service of which not less than 30 months shall be seagoing service in the engine department. This must be documented in an approved training record book.
- c) have performed, during the required seagoing service, engine-room watch-keeping duties under the supervision of the chief engineer or a qualified engineer officer for a period of not less than six months.
- d) **Education & training:** have completed approved education and training and meet the standards of competence specified in section A-III/1 of the STCW Code.

Note: *The minimum period of training has been reduced from 30 months to 12 months of a combined workshop skills training and an approved seagoing service (six months) as part of an approved training programme. However competence levels have not been reduced and training periods should remain as currently set by administrations.*

Electro-technical officer

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, III/6	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as an electro-technical officer

Electro-technical officers serving on a seagoing ship powered by a main propulsion machinery of 750 kW propulsion power or more must be:

- a) **Age:** not less than 18 years of age.
- b) **Seagoing service:** have completed not less than 12 months of combined workshop skills training and approved seagoing service of which not less than six months shall be seagoing service as part of an approved training programme or;

not less than 36 months of combined workshop skills training and approved seagoing service of which not less than 30 months shall be seagoing service in the engine department. This must be documented in an approved training record book.

- c) **Education & training:** have completed approved education and training programme meeting the standards of competence specified in section A-III/6 of the STCW Code.

Note: *Seafarers may be considered to have met requirements of this regulation if they have served on board a ship for a period of not less than 12 months within the last 60 months preceding the entry into force of this regulation and the competence specified in section A-III/6*

Notwithstanding the above requirements, a suitable qualified person may be able to undertake certain functions of section A-III/6

Ratings forming part of an engineering watch

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, III/4	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as a rating forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine room

Applies only for service on ships of 750 kW propulsion power or more.

The rating must:

- a) **Age:** be not less than 16 years of age.
- b) **Seagoing service:** have completed approved seagoing service including not less than six months training and experience, or
- c) **Education & training:** special training, either pre-sea or onboard ship, including an approved period of seagoing service which shall not be less than two months; **and**
- d) meet the standard of competence specified in section A-II/4 of the STCW Code.

Able seafarer engine

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, III/5	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certificate of competency as an able seafarer engine

Applies only for service on ships of 500 gross tonnage or more.

The rating must:

- a) **Age:** be not less than 18 years of age.
- b) **Meet the requirements** for certification as a rating forming part of a engine watch.
- c) **Seagoing service:** have completed 12 months approved seagoing service in the deck department, or six months and completed approved training.
- d) **Education & training:** onboard training documented in a training book or approved training ashore with a minimum of 12 months sea service.
- e) **Competence:** meet the standard of competence specified in section A-III/5.

Note: *There are also alternative training options for integrated ratings in A-VII/2 and seafarers should make enquires with their national administrations.*

Electro-technical ratings

NAME OF CERTIFICATE	REVALIDATION	REG.	
National certificate of competence	No	I/2, III/7	C/R
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

General requirements to obtain a certification as a electro-technical rating

Electro-technical rating serving on a seagoing ship powered by a main propulsion machinery of 750 kW propulsion power or more must be:

- a) **Age:** be not less than 18 years of age.
- b) **Seagoing service:** have
 - completed approved seagoing service including not less than 12 months training and experience, or
 - completed approved training, including an approved period of seagoing service which shall not be less than six months or,
 - qualifications that meet the technical competences in table A-III/7 and an no less than three months approved period of seagoing service.

This must be documented in an approved training record book.

- c) **Education & training:** education and training programme meeting the standards of competence specified in section A-III/7 of the STCW Code.

Note: *Seafarers may be considered to have met requirements of this regulation if they have served on board a ship for a period of not less than 12 months within the last 60 months preceding the entry into force of this regulation and the competence specified in section A-III/7*

Notwithstanding the above requirements, a suitable qualified person may be able to undertake certain functions of section A-III/7

Other crew members with designated safety or pollution prevention duties in the operation of the ship

NAME OF CERTIFICATE	REVALIDATION	REG.	
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

Other crew members that are not certified under the 2010 STCW Convention or do not have designated safety or pollution prevention duties in the operation of the ship.

NAME OF CERTIFICATE	REVALIDATION	REG.	
Medical fitness	Yes	I/9	C/R
Basic safety familiarisation	On assignment	VI/1	T/O
Ship specific familiarisation	On assignment	I/14	T/O
Security familiarisation	On assignment	VI/6	T/O

C/R certificate required. D/P Documentary proof. T/O Training onboard. E/R Endorsement required.

Note. *Whilst the STCW Convention only requires medical certificates and basic training for seafarers certified under the convention or carrying out safety duties, the 2006 ILO MLC requires all seafarers have medicals, Reg 1.2 and successfully completed training for personal safety on board ship, Reg 1.3.*

PART 3

Other certificates according to function performed on board and type of vessel

For personnel on any type of ship

1. If designated with safety or pollution duties in the operation of the ships:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Basic safety training - Personal survival techniques - Fire prevention and fire fighting - Elementary first aid - Personal safety and social responsibility	Achieved within previous five years	VI/1	D/P

2. If in charge of survival craft or rescue boats (other than fast rescue boats):

NAME OF CERTIFICATE	REVALIDATION	REG.	
Survival craft certificate of proficiency	No	VI/2	D/P

3. If designated as crew of a fast rescue boat:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Fast rescue boat certificate	No	VI/2	D/P

4. If designated to control fire fighting operations:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Advanced fire fighting	5 years refresher	VI/3	D/P

5. If designated to provide medical care:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Medical care	No	VI/4	D/P

6. If designated as the ship security officer:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Ship security officer	No	VI/5	D/P

7. If the seafarer has a non-security role onboard:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Security-awareness training	No	VI/6	D/P

8. If the seafarer has designated security duties:

NAME OF CERTIFICATE	REVALIDATION	REG.	
Seafarer with designated security duties	No	VI/6	D/P

Note: *Anti piracy training for all crew will be dependent on the area the vessel operates in and may be incorporated into the security training required under the ISPS code at the discretion of the flag state and company.*

Additional non-mandatory training within the 2010 STCW

B-V/a - Guidance regarding additional training for masters and chief mates of large ships and ships with unusual manoeuvring characteristics.

B-V/b - Guidance regarding training of officers and ratings responsible for cargo handling on ships carrying dangerous and hazardous substances in solid form in bulk.

B-V/c - Guidance regarding training of officers and ratings responsible for cargo handling on ships carrying dangerous and hazardous substances in package form.

B-V/d - Guidance on application of the provisions of the STCW Convention to mobile offshore units (MOUs).

B-V/e - Guidance on the training and experience for personnel operating dynamic positioning systems.

B-V/g - Guidance regarding training of masters and officers for ships operating in polar waters.

For personnel working on a tanker

Title	Regs	Crew required to be trained	Certificate	Refresh every five yrs
Basic training for officers on oil, and chemical tanker cargo operations	V/1-1, A-V/1-1.1	Officers assigned specific duties and responsibilities related to cargo or cargo equipment on oil or chemical tanker cargo operations	Certificate of proficiency	Revalidation required
Advanced training for oil tanker cargo operations	V/1-1, A-V/1-1.2	Masters, chief engineer officers, chief mates, second engineer officers and any person with responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on oil tankers	Certificate of proficiency	Revalidation required
Advanced training for chemical cargo operations	V/1-1, A-V/1-3	Masters, chief engineer officers, chief mates, second engineer officers and any person with responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on chemical tankers	Certificate of proficiency	Revalidation required
Basic training for ratings on oil, and chemical tanker cargo operations	V/1-1, A-V/1-1.1	Ratings assigned specific duties and responsibilities related to cargo or cargo equipment on oil or chemical tanker cargo operations	Certificate of proficiency	Revalidation not required
Basic training for officers on liquefied gas tankers cargo operations	V/1-2, A-V/1-2.1	Officers assigned specific duties and responsibilities related to cargo or cargo equipment on liquefied gas tankers	Certificate of proficiency	Revalidation required
Basic training for ratings on liquefied gas tankers cargo operations	V/1-2, A-V/1-2.1	Ratings assigned specific duties and responsibilities related to cargo or cargo equipment on liquefied gas tankers	Certificate of proficiency	Revalidation not required

Title	Regs	Crew required to be trained	Certificate	Refresh every five yrs
Advanced training for liquefied gas tanker cargo operations	V/1-2, A-V/1-2.2	Masters, chief engineer officers, chief mates, second engineer officers and any person with responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on liquefied gas tankers	Certificate of proficiency	Revalidation required

For personnel working on passenger ships engaged in international voyages

Title	Regs	Crew required to be trained	Certificate	Refresh every five yrs
Training in crowd management	V/2.4, A V/2.1	Master, officers and other personnel designated to assist passengers in emergency situation	Documentary evidence	Required
Safety Training	V/2.5 V/2, A V/2.2	Personnel providing direct services to passengers in passenger spaces	Documentary evidence	Not required
Training in passenger safety, cargo safety and hull integrity	V/2.7, A V/2.4	Master, chief mate, chief engineer, second engineer and every person assigned immediate responsibility for embarking and disembarking passengers, loading, discharging or securing cargo, or closing hull openings on board ro-ro passenger ships	Documentary evidence	Required
Training in crisis management and human behaviour	V/2.6, A V/2.3	Master, chief mate, chief engineer, second engineer and every person having responsibility for the safety of passengers in emergency situations	Documentary evidence	Required

PART 4

Training issues

Education and training centres

The 2010-amended STCW Convention has stricter requirements to prevent fraudulently issued certificates, putting greater responsibilities on parties issuing certificates and endorsements. The requirement for an electronic database with controlled access is central to an improved monitoring system.

All training programmes and assessments provided in connection with an STCW certificate need to comply with STCW standards and must be approved by the respective administration. The competence tables contained in the STCW Code (part A) provide information on what should be included in the teaching programme, the criteria by which competence is assessed, and what standard of ability the student performing that competence needs to demonstrate. These regulations apply to training given both on board and ashore.

All instructors, supervisors and assessors need to be qualified and experienced in the particular types and levels of training and assessment they give. They also need to know about teaching techniques. For example, an instructor teaching fire fighting techniques should be qualified and have practical experience in teaching fire fighting principles and techniques.

Each education and training institution needs to have its academic and training programme approved by the administration issuing the certificate.

It is common for educational and training institutions to issue their own certificates for the courses they run. Before enrolling on any course, find out first if the programmes offered comply with STCW standards and, more importantly, if the training centre has been authorised by the respective administration to provide the courses and services offered and, where applicable, to issue STCW certificates for short courses. Under 2010 amendment there are stronger controls for the approval of training institutions and administrations should maintain a register of approved providers, courses and programs accessible by companies and other parties

In case you intend to use these certificates for service under foreign flags, you should also check if the administrations in the countries concerned recognise the certificates issued by the training institution where you attended any courses. The amended convention puts more responsibility on all parties issuing endorsements to verify the details such as competency of training establishments. You are entitled to ask the training institution for all this information. Remember, if a training centre is not properly authorised to run the course(s) offered, or to issue STCW certificates on behalf of the administration, you could end up with certificates which will not be accepted as proof of competence.

Simulator training under STCW

The only mandatory simulator training under STCW has been that relating to the use of radar and ARPA. The 2010-amended STCW also makes use of simulators for training in electronic chart display and information systems (ECDIS) a mandatory requirement during training. In these specific cases, simulators are the only accepted methods of demonstrating competence. In all other instances, approved simulator training and assessment is not mandatory, being just one of the methods accepted by the convention for training and demonstrating competence. (The use of other methods such as in-service experience or training ship experience are equally acceptable.) This category of optional simulator training and assessment covers navigation and ship handling, cargo handling, GMDSS communication, propulsion and auxiliary machinery.

Simulators need to comply with prescribed standards. This does not imply that all simulators need to be highly expensive and complex electronic artefacts. Although certain simulators, such as radar or ARPA, do fall under this category, other tasks can be taught and assessed using more basic simulators. For example, ship models are widely used for providing training in ship stability and for assessment purposes, and even an orange, when used for teaching injection techniques in first aid training, can be considered as a simulator. Instructors and assessors engaged in simulator-based training need to be properly qualified in the use of such equipment.

English language requirements

Under the STCW Convention, all officers in charge of a watch (navigational or engineering) must have a good command of spoken and written English.

Senior officers with functions at a managerial level must also speak and write English, since this is a requirement at the previous level of responsibility. Ratings forming part of a navigational watch are required to be able to comply with helm orders issued in English. Crew members assisting passengers during emergency situations should be able to communicate safety-related issues in English or in the language spoken by the passengers and other personnel on board. In these days of multi-national and multi-lingual crews, the importance of sharing a common language cannot be underestimated.

The use of distance learning and e-learning

Administrations may now allow the training of seafarers by distance learning and e-learning in accordance with the standards in section A-I/6 and the convention now contains substantial guidance. Seafarers should check with their administrations to ensure they provide for this and check with their company that facilities are available.

Onboard training and assessment

There is increasing emphasis on onboard training and the revalidation of certificates in-service. It is important that this training is documented and the use of training record books has now been extended to all ratings. The details of instructors and assessors should be included and this information is not only of value to the ship's operation and administration but essential if you need to apply to training schools.

The 2010-amended STCW has increased refresher requirements on certificates of proficiency which can be facilitated onboard, but where evidence of training is not available five yearly retraining ashore is required.

Responsibilities of companies

Companies are responsible for the implementation of the STCW Convention and for ensuring that seafarers have appropriate certification for a position they are assigned. The amended convention now clearly requires that each seafarer be fully familiarised, and understand the company's policies and procedures. Too often seafarers are not given sufficient time or opportunity to be made familiar with the vessel and seafarers should ask for any information they are not fully aware of.

Implementation of the ISM code relevant to STCW

Companies' responsibilities are particularly emphasised in the implementation of the international safety management (ISM) code so that seafarers employed onboard are competent, qualified and can perform their duties safely and effectively.

The company should ensure the master is properly qualified for command, conversant with the safety management system and given the necessary support. The company should ensure the ship is correctly manned with qualified, certificated and medically fit seafarers who are properly familiarised with their duties. The company should ensure crew properly understand the SMS to the level of their duties and are properly trained for its implementation. The company should also ensure that the ship's personnel are able to communicate effectively in their duties.

Global maritime distress and safety system (GMDSS) certificates

If you are in charge of distress and safety communications on a ship required to comply with GMDSS, then you need to hold a GMDSS certificate.

There are two types of GMDSS certificates:

1. The general operator's certificate (GOC), for personnel assigned to radio-communication duties on deep-sea ships operating beyond VHF coast station coverage.
2. The restricted operator's certificate (ROC), for personnel on board ships operating **only** in sea areas within VHF coverage (coastal areas).

The type of certificate you need (and the communications equipment needed on board) depends on the GMDSS sea area (or areas) in which the ship you are serving on operates.

GMDSS is mandatory for all ocean-going passenger ships (carrying more than 12 passengers) and cargo ships of 300 gross tonnage and upwards on international voyages. This requirement has been interpreted, however, in different ways. Some parties require all officers on board GMDSS ships to hold a GMDSS certificate, while others require only one or two persons on board to have this qualification. All seafarers performing navigation duties at operational and management levels (master and officers), and any other person assigned to radio communication duties, need to hold a GMDSS certificate. Ship owners and parties should have enforced this requirement for all masters and deck officers on GMDSS ships.

If you are in charge of radio communications on a ship not required to participate in GMDSS, then you are not required to hold GMDSS certification.

Medical fitness

Prior to the 2010-amended STCW it was only mandatory that seafarer need to be reasonably fit and in good health, and administrations established standards for medical health. The amended convention now stipulates mandatory minimum standards of medical fitness for all international seafarers, as previously many administrations had not enforced strict standards.

The new regulations do however give some discretion to the administrations, differentiating between those persons seeking to start a career at sea and those seafarers already serving at sea, and between different functions on board.

The following criteria for standards of physical and medical fitness apply:

1. Have the physical capability to fulfil all the requirements of basic training;
2. Demonstrate adequate hearing and speech to communicate effectively and detect any audible alarms;
3. Have no medical condition, disorder or impairment that will prevent the effective and safe conduct of their routine and emergency duties onboard.
4. Are not suffering from any medical condition likely to be aggravated by service at sea or likely to render the seafarer unfit for such service or to endanger the health and safety of other persons on-board; and
5. Are not taking any medication that has side effects that will impair judgement, balance or any other requirements for effective and safe performance of routine and emergency duties on-board.

There should be procedures in place and a process to address if seafarers do not meet the fitness standards and have permanent or temporary limitations imposed on their ability to work. Seafarers may still be able to operate in some field of work or trading area or with a time constraint.

Medical fitness examinations of seafarers shall be conducted by appropriately qualified and experienced medical practitioners recognised by the administration. If you meet the medical standards, you will be issued with a medical certificate. This certificate is subject to revalidation at least every two years unless you are under 18 years in which case it is every year. If you want to know more about the medical standards that apply to you, the examination procedures and revalidation requirements, contact the administration that issued your certificate.

Medical certificates should be in the official language of the issuing country and in English.





Section 3: On-board requirements

On-board requirements

When considering the on-board application of the STCW Convention you must also consider the requirements of the international safety management code (ISM) and the provisions within the ILO maritime labour convention 2006 (MLC). Whilst the STCW applies to watch-keepers and crew with environmental and security duties the MLC and ISM apply to the master, chief engineer, officers, ratings and any other crew member on board ships of any tonnage, from a coaster to a very large tanker. The hours of work provision of the STCW have been generally harmonised with the MLC. However some anomalies remain.

Certificates and documentary evidence to be carried on board

The certificates and any other documentary evidence you hold are official proof of your competency. Before joining a ship, it is your duty, and that of your employer, to check that you hold the correct certificates. Once on-board, the master and inspectors from port and flag state authorities will check your documentation. If, during the course of these inspections they find that you do not hold the appropriate certificates, or that these have expired, you will probably be discharged until you complete the training required and/or the certificates required have been revalidated. In many cases this is a cause for your employer to terminate your contract.

According to STCW you should carry on board the originals of all certificates and endorsements. Photocopies are not acceptable. You need to have the following documents on you at all times:

1. **National certificate of competence and endorsement** (The endorsement may be part of the certificate or may be issued as a separate document). Refer to the previous section to see what certificates you need to hold.
2. **Certificates and documentary evidence covering specific safety or pollution prevention duties and service on board certain types of ship.** Refer to the previous section to see what certificates you need to hold.
3. **Endorsements of recognition.**

When applying for an endorsement of recognition, remember the following:

- You need to hold separate endorsements for each flag state.
- No endorsement of recognition will be granted if the original national certificate is not valid or has expired.
- STCW endorsements are only issued for current STCW certificates.
- You cannot apply for an endorsement of recognition from one party on the basis of an endorsement issued by another party.
- Endorsements can only be issued on the basis of the original certificate.
- If you have already applied for an endorsement, but this is being processed by the respective flag administration, you have a period of grace of up to three months from the date you join the ship. During this period you will be able to serve without an

endorsement provided you have documentary evidence (a letter from the flag administration or consulate) stating that you have applied for an endorsement of recognition.

- Masters, chief mates, chief engineers and second engineers are required to have adequate knowledge of the maritime legislation of the recognising party. This requirement may be assessed by written examination.

Note: *Some certificates of proficiency can be revalidated with onboard training but it is important to have a record of exercises, drills and training you have taken part in or you will be required to attend a refresher course ashore.*

Under the ISM code there may be regular drills for such situations as entry into enclosed spaces. Whilst this is not an STCW requirement at this time, flag state and port state authorities may require documentary evidence of such training.

4. **Medical certificate** (including vaccination records)

Medical certificates remain valid for two years unless you are under 18 in which case it is only one year. If the certificate expires in the course of a voyage then it will remain in force until the next port where there is a recognised medical practitioner, but this period cannot exceed three months.

Whilst the general health and physical abilities will be assessed based on ILO/WHO guidance the eyesight minimum is mandatory, although it does vary depending on the seafarers duties.

Note: *Remember to check the expiry date on all of the above certificates and documents as expired certificates are not valid for service on-board .*

Mandatory safety, security and ship-board familiarisation training

Every time you join a new ship you need to undergo the basic safety familiarisation, security familiarisation and ship-specific familiarisation training.

1. **Basic safety familiarisation** gives information and instruction about what to do in the case of an emergency. Before being assigned to shipboard duties, you should receive either approved training in personal survival techniques or sufficient information to be able to:
 - a) communicate with other persons on board on safety issues
 - b) understand safety information symbols, signs and alarm signals
 - c) know the procedures for man overboard, fire or smoke detected, and abandon ship alarms
 - d) identify muster and embarkation stations
 - e) identify escape routes
 - f) locate and don life jackets
 - g) use fire extinguishers
 - h) take immediate action upon encountering an accident or other medical emergency
 - i) operate fire, weather-tight and watertight doors fitted in the particular ship other than those for hull openings.

Note: *Basic familiarisation training is different from basic safety training. For information on basic safety training refer to the general requirements for officers or ratings shown in Section 2.*

2. **Ship-specific familiarisation** gives you the opportunity to become acquainted with the specific equipment you will be using, and ship specific watch-keeping, safety, environmental protection and emergency procedures, and arrangements you need to know to perform any assigned duties properly. This training should be completed at the earliest possible opportunity after joining the ship.
3. **Security familiarisation** is a new requirement for all crew in compliance with the provisions of the ISPS code and will usually include measures to take in the event of a piracy or armed robbery threat or attack. This training will require you to take part in security-related emergency and contingency procedures. You will also be required to have security awareness training and if you have designated security duties, further competence in these tasks, duties and responsibilities.

The on-board training is the responsibility of the ship security officer, however the problem of piracy is being dealt with differently by companies depending on the type of ship and its trading routes. Some companies are providing pre-sea training for all crew.

All types of familiarisation instruction are to be given by a responsible person on board the ship, normally an officer, and must be delivered in a language that you are able to understand. They can take place at the same time. No certificates are given for completing the familiarisation instruction, but the master or responsible officer should make a signed entry in the ship's logbook stating when the safety familiarisation training and ship-specific familiarisation was provided. You should also keep a record of it yourself and keep it together with your documents.

In addition to the familiarisation instruction, it is very important that you take every opportunity to familiarise yourself with the equipment used to perform your functions, as well as all safety and emergency procedures.

Allow your curiosity free reign and consult manuals, posters, films and any other audio-visual materials available on board.

Also, try to introduce discussions with your colleagues. You will be surprised how much you can learn from them. Don't be afraid to ask questions if you have any doubts about your duties, safe working practices or emergency procedures. If your immediate superior is unable to give you a satisfactory answer, raise the issue with the next person in the hierarchical chain or with the master.

If you are still not satisfied with the answer, raise the issue with the person in charge of fleet management in the shipping company's office. According to the international safety management code (ISM) there should always be a person in the shipping company's head office designated to deal with safety queries (including STCW).

Note: *Safe operation of the ship is covered by the ISM Code but unfortunately, unlike the issue of security, there is no provision in the STCW for training for a ship safety officer or crew and no requirement for crew involvement in an onboard safety committee. This is, however, a requirement in the ILO 2006 Maritime Labour Convention, which:*

- *Specifies the duties of the master or a person designated by the master.*
- *Specifies the authority of the ship's seafarers appointed or elected as safety representatives to participate in meetings of the ship's safety committee.*

On-board training and assessment

The STCW Convention lays great emphasis on practical competence. Therefore an important part of any STCW training programme is to put into practice what you have learned from books or with an instructor in a classroom. For some specific skills this is best done at approved training establishments in purpose-built installations ashore (fire fighting courses, for example). However, to gain certain other competencies the best way is to practise them at sea under the supervision of a person with appropriate training and experience. This is why it is extremely important that experienced seafarers take every opportunity to train less experienced seafarers. This is the best way of passing on knowledge to new generations of seafarers.

Any training that is carried out on-board, as part of an approved training programme, must be recorded in a training record book. This book is approved by the administration issuing the certificate and lists the specific tasks that should be completed by the student while he/she is at sea in order to demonstrate that competency has been achieved. All trainees must document their on-board training in a training record book.

The tasks assigned in this book should be completed by the candidate under the supervision of a training supervisor on board. This will normally be a designated officer. The training supervisor will inspect the progress made by the student and sign the book accordingly. Training record books should also be checked regularly by the master.

On completion of all the tasks contained in the record book, this is submitted to examiners from the administration or from training establishments. They will inspect it as part of the evidence to demonstrate that the candidate has achieved the standard of competence in order to qualify for an STCW certificate.

Training and assessment, both on-board and ashore, should always be conducted by instructors and assessors qualified in the tasks that are being taught. The training programme must be approved by the maritime administration issuing the certificate.

Remember: *The STCW standards of competency are a minimum and there is no substitute for experience. You should seek to gain experience at every opportunity even when you have already achieved the required level of competency.*

Seagoing service

Many STCW certificates require seafarers to have had sufficient time of service on-board relevant to the issue of a certificate. The exact requirements are given in section 2.

In other words, if you want to apply for a certificate, you need to provide satisfactory proof that you have completed the required seagoing service for the certificate you are applying for. For example, one of the requirements to obtain a certificate as an officer in charge of a navigational watch on ships of less than 500 gross tonnage is to “have approved seagoing service in the deck department of not less than 36 months”. (Reg II/3).

If you are applying for any of the following certificates you will need to meet minimum seagoing service requirements (for details see section 2, part 2): master, chief mate, officer in charge of a navigational watch, rating forming part of a navigational watch, chief engineer, second engineer, officer in charge of an engineering watch, rating forming part of an engineering watch, rating forming part of a watch in a manned engine room, officer or rating assigned specific duties related to cargo equipment on tankers.

You can gain approved seagoing service on any type of ship as long as your duties on board are relevant to the certificate you are applying for. For example, if you intend to apply for a certificate as an officer in charge of a navigational watch, you will need to have approved seagoing service in the deck department. Although there are no specific requirements stating the size or propulsion power of the ships in which you are obtaining your seagoing service time, these should be adequate to the certificate being issued. You should contact the maritime administration from which you intend to obtain the certificate to check if there are any minimum limitations in size or tonnage to obtain approved seagoing service.

Note: *National standards for seafarers may be greater than the STCW Convention and implementation may vary. The national requirements, where superior to the STCW, take precedence and authorities will expect them to be complied with. Port state control will also apply 'no more favourable treatment' to vessels in their ports when inspecting ships or certification.*

When signing off the ship, the seagoing service time is written in your discharge book and this will be stamped and signed by the master of the ship. It will include dates and port of joining and leaving ship. If it does not include particulars of the ship (tonnage, propulsion power, flag, call sign), it might be worth making note of these and keeping them in a separate record in case you are required to provide them later on to the administration.

Alcohol and drug consumption

Consumption of alcohol or illegal drugs can severely impair any seafarer's fitness for duty. In most countries, consumption of drugs is strictly forbidden and anyone convicted of this offence could face severe penalties, including imprisonment and the almost certain termination of their contract.

A seafarer can expect little sympathy from their employer or the authorities if caught in possession of, or using, illegal substances. The adverse effects on personal health and general safety on board are also compelling reasons for avoiding alcohol and drug abuse.

The consumption of alcohol on board ship is being progressively phased out through strict regulations and screening. Many companies now enforce a no-alcohol policy on-board their ships, and companies and port state inspectors may carry out random alcohol tests on crew members.

Note: *Even where the flag state and company have policies that do not prohibit alcohol port state regulations apply and the consumption of any alcohol may be considered an offence.*

The amended 2010 STCW Convention requires administration should put in place adequate measures to prevent drug and alcohol abuse. There is also a mandatory requirement for the administration to establish a limit of not greater than 0.05% blood alcohol level (BAC) or 0.25 mg/l alcohol in the breath or a quantity of alcohol leading to such alcohol concentration for masters, officers and other seafarers while performing designated safety, security and marine environmental duties. Guidelines in part B of the STCW Code on watch-keepers recommend seafarers should not consume any alcohol within four hours of going on watch.

Note: *The scope of coverage in the amended 2010 STCW is wider now, covering not only watch-keepers but also crew with environmental and security duties.*

Control provisions

The effectiveness of STCW will depend on whether the standards laid down in the convention can be enforced and maintained. So a number of control measures have been introduced to give it some teeth. The 2010 STCW has enhanced these measures where they have not been effective

The enforcers include seafarers, the parties (acting as flag states and port states), the IMO, and shipping companies.

By far the best enforcers are seafarers. After all there is a lot to gain if proper standards are maintained. Any accident occurring on-board affects seafarers in one way or another, and maintaining high standards of competence is an effective way of preventing accidents and providing a safe working environment for all.

Parties to the convention, acting as flag or port states, are responsible for ensuring that seafarers coming under their jurisdiction meet the prescribed standards of competency. You come under the jurisdiction of a flag state when you hold a certificate issued by that administration or you serve on-board a ship registered under its flag. In turn, you will be under the jurisdiction of a port state whenever your ship is in port.

A flag state will exercise control by regulating the certification process, the training and education of seafarers, and by assessing the competence of seafarers prior to certification.

A port state exercises control by inspecting ships calling at their ports. The convention contains a provision for port state authorities to inspect any ship calling at any of their ports. Under this provision inspectors are authorised to verify that seafarers hold appropriate certificates for the functions they perform, that manning level requirements are complied with, and that seafarers are competent in their watch-keeping, safety, and pollution prevention duties.

When a port state Inspector comes on board, he or she will check these aspects in the following ways:

- First, by examining all certificates and documentary evidence of crew members on board.
- Second, by verifying that the number of crew is in accordance with the safe manning document.
- Third, by checking that watch-keeping procedures are being observed, including rest periods.
- Fourth, if there is a reason to believe that standards are not being maintained, the inspector is entitled to make an assessment of the ability of seafarers to maintain watch-keeping standards. For this the inspector may ask the crew about emergency or safety procedures, or to perform a specific emergency drill, or may ask any individual crew member to perform a task relevant to his or her duty on board.

For example, a deck watch-keeping officer may be asked practical questions about operating bridge equipment, while an engineering officer may be asked to operate the

propulsion or electricity generating plant. The sort of questions the inspectors will ask cover the competencies set out in part A of the STCW Code. Port state control has become a feature of modern seafaring – and it is here to stay. You may be asked questions about the ISM code or ISPS code and be expected to have basic knowledge of the important conventions. The level of understanding necessary will depend on your duties on-board.

Another equally important control procedure contained in the convention is the accountability of each party to both the IMO and to other parties. Every party is under an obligation to submit a report to the IMO on its implementation of the convention. This information is examined by the IMO and a decision is reached as to whether or not the party is complying in full with the convention. The list of Parties identified by the IMO as being in full compliance will be included in what is known as the white list (see Annex A).

All administrations included in the white list are subject to a re-evaluation by the panel of experts every five years. Should it be found that, at the time of the re-evaluation, the country is not giving full and effective compliance to the convention, its name will be removed. Similarly, new countries may be added if they meet the criteria for inclusion.

The importance of this for you is that if a party included in the white list issues your certificate, then this is accepted as proof that you meet STCW standards in all respects. This may be an advantage if you are applying for endorsements of recognition or seeking employment in the international fleet. It may even make the visit of the port state inspector that much shorter.

However, it does not mean that seafarers holding certificates issued by a party not listed in the white list will be unable to find employment at sea. They can still be employed, but will probably be subject to additional scrutiny from employers and other administrations before being employed. Holders of certificates issued by countries that are not in the white list will not be able to obtain an STCW endorsement of recognition issued by another administration party to the convention from February 2012 onwards.

Furthermore, a flag state party to the convention may decide not to accept seafarers for service aboard its ships who hold certificates issued by countries not included in the white list. If it does accept such seafarers they will be required to hold an endorsement issued by the flag state to show that their certificate is recognised by the flag state.

Any party not included on the white list will have to correct the deficiencies identified by the IMO before it can be recognised as having fully implemented the convention.

Penalties

Those who breach the convention will face penalties and disciplinary measures ranging from cancellation of certificates to the imposition of heavy fines, not to mention job loss.

Each party has internal disciplinary procedures in place to deal with those breaching the convention where such breaches cause a threat to the safety of life, to property at sea or to the maritime environment through incompetence, act or omission.

The convention lists three specific cases in which penalties are to be applied:

1. **To a company or master:** if found to engage a person not holding a certificate as required by the convention.
2. **To a master:** if found to allow an unduly qualified person (not holding a valid certificate, dispensation or documentary evidence) to perform a function or service in any capacity in which proper certification is required.
3. **To any person:** if found to be serving on board with a fraudulent or forged certificate.

Additionally, if a port state inspector detects a fault, the ship will be detained in port until these deficiencies have been corrected. Deficiencies under this category include:

- failure of seafarers to hold a valid certificate for the function they perform on board.
- failure to comply with safe manning requirements.
- failure to conform with specified engineering or navigational watch arrangements.
- absence during a watch of a person qualified to operate equipment essential to navigation, safety, radio communication, or pollution prevention measures.
- during the first watch at the beginning of a voyage, inability to provide persons who are sufficiently rested and otherwise fit for duty.

Regulations affecting watch-keeping personnel only

The following regulations apply to officers and ratings who are part of a navigational, engine room or radio watch or whose duties involved designated safety, prevention and security duties. There were major changes in the amended 2010 STCW to try and address the problem of fatigue with watch-keepers and harmonise with the provisions of the Maritime Labour Convention 2006 (MLC).

1. Minimum hours of rest for watch personnel

The minimum number of hours of rest for ratings and officers assigned to the above duties is 10 hours in any 24 hour period. There are no exceptions from this rule. This does not mean that the other 14 hours should be spent on duty. The other personnel who do not have watch-keeping, designated safety, security or prevention of pollution responsibilities are exempted from this provision, but the MLC will apply (however this applies to very few crew and only on larger ships).

The 24 hour period is calculated from the time the watch-keeper's duty starts, and not from 00:00 hours. The 10 hour rest period may be divided into no more than two periods, one of which must be at least six hours long and no period less than one hour. The rest period in any seven day period must not be less than 77 hours. The minimum rest period is not obligatory in the case of emergencies, drills or overriding operational conditions.

Important: *The previous provision that allowed the 10 hour rest period to be reduced to not less than six consecutive hours provided such reduction does not extend beyond two days, and not less than 70 hours of rest are provided each seven day period no longer applies in the 2010 STCW Convention.*

In the 2010 STCW there is an exception allowed. The administration may allow an exception of rest hours provided that the rest period is not less than 70 hours in any seven day period and is not allowed for more than two weeks. However the 10 hour minimum per 24 hour period is still in force. In addition, the rest hours may be within these two weeks of exemptions divided into three periods. The interval between two periods of exceptions on board shall not be less than twice the duration of the exception. In practice this means that if you have reduced rest hours to 70 per week over a two week period the next four weeks have to comply with the general rule of 77 hours rest per week and only two rest periods in any 24 hour period.

The administration should at all times take into account the guidance regarding the prevention of fatigue.

Administrations shall require that watch schedules be posted and assessable in the working language or languages of the ship and in English.

A seafarer who has their normal rest period disturbed by a call-out to work must have adequate compensatory rest periods.

Administrations require that records of the daily hours of rest be maintained, and you must ensure these records are correctly maintained. You should receive a copy of the records pertaining to you, endorsed by the master and, after ensuring their accuracy you should also sign them.

2. Watch-keeping principles and arrangements

The STCW Convention contains guidance for watch-keeping personnel on how to keep a safe watch at all times, whether at sea or in port. The complete guidelines can be found in section A-VIII/2 of the convention. The master, chief engineer and all watch-keeping personnel (navigation, propulsion and radio) are required to perform their duties according to these principles and guidelines. Operations procedure manuals kept on board are also likely to contain some of this information and it is in your own interest, to read them.

You should also be familiar with the onboard ISM Code, which places particular emphasis on internal management of safety and the development of company-specific and ship-specific safety procedures. This should contain documentation on bridge and engine room watch-keeping arrangements, along with much more for the ship at sea or in port. Shipping companies are required to provide clear procedures to be followed by watch-keeping personnel. Not only are you required to abide by these provisions, but it is also a useful reminder of procedures seafarers already know but tend to forget.

The master has direct responsibility for ensuring that all watch-keeping principles and arrangements are adhered to at all times and under all circumstances. However, he or she can only be successful through the commitment and co-operation of the whole team, both on-board and ashore.





Section 4: Implications of amendments to STCW holders

Upgrading and revalidation

The 2010 Manila amendments entered into force on 1st January 2012 but although some administrations may introduce new standards, they may continue to apply existing standards for certification and training. Governments may continue to renew and revalidate on the existing convention until 1st January 2017 except for new entrants commencing training after 1st July 2013, who must comply with new mandatory standards.

There are two exceptions to the above, which are that the new minimum hours of rest for seafarers come into force on 1st January 2012, and mandatory security training is applicable from 1st January 2014. You should check with your administration as the national requirements may be introduced earlier.

You have a number of options to re-validate or upgrade your STCW certificate. You should remember that the current emphasis on certification is that the seafarer can demonstrate competency in the duties they will be expected to carry out. Secondly, under the amendments the ship owner has additional responsibilities in regard to seafarers in the service of its ships and requires that: 'seafarers assigned to any of its ships have received refresher and updating training as required by the convention.' You may therefore be able to upgrade competencies by a number of methods:

1. Assessment of current work experience and knowledge gained on appropriate ships under the existing STCW, e.g. tanker endorsements.
2. Company training courses, e.g. security awareness in compliance with the new STCW standards.
3. In-service training; e.g. fire fighting drills.
4. Training establishment accredited course, e.g. ECDIS or integrated rating.
5. Administrations oral examinations, e.g. bridge or engine-room resource management. This is integral with the requirements of the ISM code and dependent on the requirements of administrations.

If you are a seagoing seafarer in the capacity of the certificate you hold it is unlikely that the administration will require re-examination, but you should check with your national administration and that of the flag you are sailing on for confirmation. Remember that if you do not wish to attend shore refresher courses you should keep endorsed records of all onboard safety or security training.

Remember: *Under the new provisions A I/6 any person conducting in-service training of a seafarer, either on board or ashore, which is intended to be used for qualifying for certification, must be appropriately trained and qualified for the role of trainer and assessor. This may not prohibit other supervisors from signing off for tasks undertaken.*

You should also remember that from 1 January 2017 onwards, all STCW certificate holders must satisfy competence requirements

Additional competence requirements under the 2010-amended STCW

The rest of this section shows which additional requirements are included in the 2010-amended STCW Convention. To upgrade an STCW certificate, you will need to prove competence in these tasks. The tables are organised by rank within each shipboard division.

Master and deck department

Officers in charge of a navigational watch on ships of 500 gross tonnage or more

1. Use of electronic chart display and information systems (ECDIS) to maintain the safety of navigation.
2. Knowledge of bridge resource management.
3. Application of leadership and teamwork skills.
4. Contribute to the safety of personnel and ship.

There are also a number of significant amendments to other competencies.

Masters and chief mates on ships of 500 gross tonnage or more

1. Use of electronic chart display and information systems (ECDIS) to maintain the safety of navigation.
2. Knowledge of bridge resource management.
3. Application of leadership and managerial skills.
4. Contribute to the safety of personnel and ship
5. Maintain safe navigation through the use of information from navigation equipment and systems to assist command decision making.

There are also a number of significant amendments to other competencies.

Officers in charge of a navigational watch and masters on ships of less than 500 gross tonnage

1. Contribute to the safety of personnel and ship

There are also a number of significant amendments to other competencies.

Ratings as able seafarer deck

A new requirement in the STCW Convention for minimum standards of competence for ratings as able seafarer deck. The administration will normally accept certificates issued under the ILO convention but may wish some new skills to be gained.

Engine department

Officers in charge of an engineering watch in a manned engine room or designated duty engineers in a periodically unmanned engine room

1. Use of internal communication systems.
2. Knowledge of engine room resource management.
3. Application of leadership and teamwork skills.
4. Contribute to the safety of personnel and ship.
5. Maintenance and repair of electrical and electronic equipment.
6. Appropriate use of hand tools, machine tools and measuring instruments for fabrication and repair onboard.

There are also a number of significant amendments to other competencies.

Note: *Whilst the minimum training for engineering watch-keeping officers has been reduced to 12 months this should be considered as an absolute minimum, and it should be substantially longer to achieve the required competencies.*

Chief engineer officers and second engineer officers on ships of 3,000 kW propulsion power or more

1. Manage the operation of propulsion plant machinery.
2. Knowledge of engine room management.
3. Application of leadership and managerial skills.
4. Contribute to the safety of personnel and ship.

There are also a number of significant amendments to other competencies.

Chief engineer officers and second engineer officers on ships of 750 – 3,000 kW propulsion power

1. Increased requirements for near coastal voyages.

Ratings forming part of an engineering watch

1. New competencies for keeping a boiler watch.

Ratings as able seafarer engine

There is a new requirement in the STCW Convention for minimum standards of competence for ratings as able seafarer engine. The administration will normally accept certificates issued under the national legislation or the ILO convention but may wish some new skills to be gained.

Electro-technical officer

There is a new requirement in the STCW Convention for minimum standards of competence for an electro-technical officer. The administration will normally accept any current certificates issued and assess what additional new skills may be required for full compliance with the competencies within the STCW.

Electro-technical rating

There is a new requirement in the STCW Convention for minimum standards of competence for an electro-technical rating. The administration will normally accept any certificates issued under the national legislation but may wish some new skills to be gained.

Integrated (general purpose) ratings

There is a new requirement in the STCW Convention for minimum standards of competence for integrated ratings. The administration will normally accept certificates issued under the national legislation or the ILO convention but may wish some new skills to be gained.





Section 5: Where to find more information on STCW

Where to find more information on STCW

We hope this guide has provided you with a better understanding of STCW requirements. However, remember that any requirements are subject to the particular arrangements that each individual party has made for implementing the convention. Therefore, your first port of call should be the authority issuing your certificate. They can inform you in more detail about specific requirements and deadlines for satisfying the standards of the convention and obtaining STCW certification. Many administrations around the world publish this information on a regular basis.

Another good source of information is training institutions (provided they are in the business of complying with STCW requirements). They will normally know what the requirements are for certification and point you in the right direction should you need further information.

Your employer should also be in a position to give you guidance (and hopefully financial assistance) to help fulfill STCW requirements. If you are affiliated to a national trade union they may also be able to give you guidance

As well as this guide, which is available at www.itfglobal.org, the following websites contain information on STCW and other maritime-related topics:

www.imo.org

www.dft.gov.uk/mca/

www.uscg.mil

www.nautinst.org

www.careersatsea.org

www.safety4sea.com

Annex A

Parties to the international convention on standards of training, certification and watchkeeping for Seafarers (STCW), 1978, as amended, as at 31 July 2011, confirmed by the maritime safety committee to have communicated information which demonstrates that full and complete effect is given to the relevant provisions of the convention

Albania	Finland	Micronesia (Fed States)	Singapore
Algeria	France	Mongolia	Slovakia
Antigua and Barbuda	Gabon	Montenegro	Slovenia
Argentina	Gambia	Monaco	Solomon Islands
Australia	Georgia	Morocco	South Africa
Austria	Germany	Mozambique	Spain
Azerbaijan	Ghana	Myanmar	Sri Lanka
Bahamas	Greece	Namibia	Sudan
Bangladesh	Grenada	Nauru	Sweden
Barbados	Guatemala	Nepal	Switzerland
Belgium	Guinea	Netherlands	Syrian Arab Republic
Belize	Haiti	New Zealand	Thailand
Benin	Honduras	Niger	Togo
Brazil	Hungary	Nigeria	Tonga
Brunei	Iceland	Niue	Trinidad & Tobago
Bulgaria	India	Norway	Tunisia
Cambodia	Indonesia	Oman	Turkey
Cameroon	Ireland	Pakistan	Turkmenistan
Canada	Islamic Republic of Iran	Palau	Tuvalu
Cape Verde	Italy	Panama	Ukraine
Chile	Israel	Papua New Guinea	United Arab Emirates
China	Jamaica	Paraguay	United Kingdom ***
Colombia	Japan	Peru	United Rep of Tanzania
Comoros	Jordan	Philippines	United States of America
Congo	Kenya	Poland	Uruguay
Cook Islands	Kiribati	Portugal	Vanuatu
Côte d'Ivoire	Kuwait	Qatar	Venezuela
Croatia	Latvia	Republic of Korea	Viet Nam
Cuba	Lebanon	Republic of Moldova	Yemen
Cyprus	Liberia	Romania	
Czech Republic	Libya	Russian Federation	
Democratic People's Republic of Korea	Lithuania	St Kitts & Nevis	Hong Kong, China *
Denmark*	Luxembourg	Saint Lucia	Macao, China *
Dominica	Madagascar	St Vincent & Grenadines	Faroe Islands *
Ecuador	Malawi	Samoa	Isle of Man ***
Egypt	Malaysia	Sao Tome & Principe	Bermuda ***
Equatorial Guinea	Maldives	Saudi Arabia	Cayman Islands ***
Eritrea	Malta	Senegal	Gibraltar ***
Estonia	Marshall Islands	Serbia	
Ethiopia	Mauritania	Seychelles	
Fiji	Mauritius	Sierra Leone	
	México		

* Associate Member

Annex B

International convention on standards of training, certification and watchkeeping for seafarers (STCW), 1978, as amended

Advice for port state control officers on transitional arrangements leading up to the full implementation of the requirements of the 2010 Manila amendments to the STCW Convention and code on 1 January 2017

1. The maritime safety committee, at its eighty-ninth session (11 to 20 May 2011), noted the need for some clarifications on the implementation of the 2010 Manila amendments to the international convention on standards of training, certification and watchkeeping for seafarers (STCW), 1978, as amended, in light of their imminent entry into force on 1 January 2012.
2. The committee noted that the amended requirements of chapter VIII come into force on 1 January 2012. However, some aspects of seafarer training, for example, engine room resource management (ERM) or bridge resource management (BRM), are not required to be completed until 1 January 2017.
3. The committee was particularly concerned that, close to the entry into force date of 1 January 2012, there may be practical difficulties for all seafarers with security related requirements to obtain necessary certifications and/or the necessary endorsements required in accordance with regulation VI/6 of the 2010 Manila amendments. In this context, the committee noted that transitional provisions under section A-VI/6 provide, until 1 January 2014, for the recognition of seafarers who commenced an approved seagoing service prior to 1 January 2012.
4. The committee urged parties and companies to ensure that the necessary training and certification of seafarers for full compliance with the 2010 Manila amendments is commenced as soon as possible.
5. The committee recommended that administrations should inform their port state control authorities that, until 1 January 2014, even if a seafarer's documentation with regard to the security-related training in regulation VI/6 is not in accordance with the 2010 Manila amendments, it would be sufficient to accept compliance with section 13 of the international ship and port facility security (ISPS) code.
6. The committee agreed that:
 - .1 for seafarers holding certificates issued in accordance with the provisions of the convention which applied immediately prior to 1 January 2012 and who have not met the requirements of the 2010 Manila amendments, the validity of any revalidated certificate should not extend beyond 1 January 2017;
 - .2 for seafarers holding certificates issued in accordance with the provisions of the convention which applied immediately prior to 1 January 2012 who have met the requirements of the 2010 Manila Amendments, the validity of any revalidated certificate can extend beyond 1 January 2017;

- .3 for seafarers who commenced approved seagoing service, an approved education and training programme or an approved training course before 1 July 2013, the validity of any certificate issued should not extend beyond 1 January 2017, unless they meet the requirements of the 2010 Manila amendments; and
- .4 for seafarers who commenced approved seagoing service, an approved education and training programme or an approved training course after 1 July 2013 the validity of any certificate issued may extend beyond 1 January 2017.
7. Noting that table B-1/2 contains a list of certificates or documentary evidence required under the relevant provisions of the convention, the committee recommends that administrations should take into account that the certificates or documentary evidence under the 2010 Manila amendments have changed in respect of contents and title. Administrations may issue certificates or documentary evidence under the provisions of the 1995 STCW amendments with a validity that should not extend beyond 1 January 2017 or new certificates under the provisions of the 2010 Manila amendments, as appropriate.
8. As the medical requirements under regulation I/9 were significantly changed under the 2010 Manila amendments, the committee agreed that regulation I/15 was also applicable to medical certificates issued under regulation I/9 and, therefore, medical certificates issued in accordance with the 1995 STCW amendments should not have a validity that extends beyond 1 January 2017. Accordingly, administrations may continue to issue medical certificates under the 1995 STCW amendments until 1 January 2017 or new certificates under the provisions of the 2010 Manila amendments, as appropriate.
9. The committee recommended that for seafarers' certificates that have expiry dates beyond 1 January 2017, port state control authorities should accept the certificate issued as prima facie evidence that the seafarer had met the standard of competence required by the 2010 Manila amendments in accordance with the control provisions of article X and regulation I/4.
10. Member governments are invited to be guided accordingly and to bring the contents of this circular to the attention of all concerned, especially port state control officers when exercising control under the provisions of article X and regulation I/4.

Annex C - Summary of requirements

Note: The certificate(s) a seafarer needs to hold depends on the function(s) and level of responsibility held on board. This table is just a guide indicating what are the likely certificates required by rank according to common shipboard work practices. To find out the exact requirement that apply, readers are strongly advised to refer to section 2 in this guide, to the STCW Convention and to the maritime Administrations of both the country issuing the certificate(s) and, if different, of the flag State of the ship where the seafarer intends to work.

Category	STCW title	2010 amendments
Main Certificate	Certificate of competency Certificate of proficiency Endorsement Watch keeping certificate for ratings Endorsement of recognition, foreign flag Medical fitness	New certificates New certificates No change No change No change Revised
Catering	Certificate of qualification as cook	ILO requirement
Basic safety training evidence	Personal survival techniques Fire fighting Elementary first aid Personal safety and social responsibility	No change No change No change No change
Familiarisation	Ship specific familiarisation Security familiarisation	No change New requirement
Personnel assigned with other safety or security functions	Proficiency in survival craft and rescue boat Fast rescue boat Advance fire fighting Medical first aid Medical care Ship security officer Security awareness or security training	Five year refresher Five year refresher Five year refresher Guidance update Guidance update New requirement New requirement
ARPA, RADAR GMDSS	ARPA (if fitted) Radar GMDSS-ROC or GOC	No change No change No change
Personnel on tankers cargo operations	Basic training on oil and chemical tankers Advanced training for oil tankers Advanced training for chemical tankers Basic training on oil & chemical tankers for ratings Basic training for officers on liquefied gas tankers Basic training for ratings on liquefied gas tankers Advanced training for liquefied gas tankers	New format New format New format New format New format New format New format
Personnel on passenger ships	Crowd management Safety training Passenger safety Crisis management & human behaviour	No change Amended No change No change
Training	Training record book	No change



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