

U.S. Department of
Homeland Security

United States
Coast Guard



Commandant
United States Coast Guard

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COMDTCHANGENOTE 16721
NVIC 12-14
December 22, 2022

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH-6

Subj: CHANGE 6 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer in Charge Part of a Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-6 to NVIC 12-14.
2. ACTION. The Coast Guard will use NVIC 12-14 and 46 CFR Part 11 to establish whether mariners are qualified to hold STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW).
3. DIRECTIVES AFFECTED. With the release of this Commandant Change Notice, NVIC 12-14 is updated.
4. DISCUSSION. The Coast Guard has become aware of a typographical error in Enclosure (1) of NVIC 12-14. The assessments a mariner should complete to demonstrate meeting the standard of competence for Leadership and Teamworking Skills are incorrectly identified. This change notice corrects that error. This change notice also removes grandfathering provisions in Enclosure (1) that have expired.
5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.

DISTRIBUTION – SDL No. 168

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NON-STANDARD DISTRIBUTION:

6. MAJOR CHANGES. This Commandant Change Notice revises the guidance found in Enclosure (1) of NVIC 12-14 to:
 - a. Correctly identify the assessments that are applicable to Leadership and Teamworking Skills; and
 - b. Remove grandfathering provisions that expired on June 30, 2020.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this Commandant Change Notice and the general policies contained within it have been thoroughly reviewed under Department of Homeland Security Directive 023-01 and Environmental Planning COMDTINST 5090.1 (series) by the originating office, and are categorically excluded (CE) from further environmental analysis under paragraph #A3 in Table 3-1 of U.S. Coast Guard Environmental Planning Implementing Procedures 5090.1. Because this Commandant Change Notice implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #A3 is appropriate.
 - b. This Commandant Change Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Commandant Change Notice must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located at <http://www.uscg.mil/hq/cg5/nvic>.
9. PROCEDURE. Remove and insert the following pages of NVIC 12-14:

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| <u>Remove</u> | <u>Insert</u> |
| Enclosure (1), Page 3 CH-3 | Enclosure (1), Page 3 CH-6 |
10. RECORDS MANAGEMENT CONSIDERATIONS. This Commandant Change Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.
11. FORMS/REPORTS. None.

12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of NVIC 12-14 and this Commandant Change Notice should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil.



W. R. ARGUIN
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy



COMDTCHANGENOTE 16721

NVIC 12-14

December 15, 2021

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH-5

Subj: CHANGE 5 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS
AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT
OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer in Charge Part of a
Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-5 to NVIC 12-14.
2. ACTION. The Coast Guard will use NVIC 12-14 and 46 CFR Part 11 to establish whether mariners are qualified to hold STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW).
3. DIRECTIVES AFFECTED. With the release of this Commandant Change Notice, NVIC 12-14 is updated.
4. DISCUSSION. The Coast Guard is aware that as a result of the limited number of approved QAs, there may be a hardship on mariners trying to complete STCW assessments after December 31, 2021. In consideration of this, the Coast Guard will continue to allow STCW assessments to be signed by an assessor who meets the requirements specified in NVIC 19-14 until December 31, 2023. These assessments must be submitted to the Coast Guard as part of a complete application no later than June 30, 2024. Qualified military personnel need not be approved QAs and may continue to sign assessments after December 31, 2023. This Commandant Change Notice revises NVIC 12-14 to reflect this extension.
5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.

DISTRIBUTION – SDL No. 170

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NON-STANDARD DISTRIBUTION:

6. MAJOR CHANGES. This Commandant Change Notice revises NVIC 12-14 to extend the date for acceptance of assessments that were not signed by a Coast Guard approved Qualified Assessor.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this Commandant Change Notice and the general policies contained within it have been thoroughly reviewed under Department of Homeland Security Directive 023-01 and Environmental Planning COMDTINST 5090.1 (series) by the originating office, and are categorically excluded (CE) from further environmental analysis under paragraph #A3 in Table 3-1 of U.S. Coast Guard Environmental Planning Implementing Procedures 5090.1. Because this Commandant Change Notice implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #A3 is appropriate.
 - b. This Commandant Change Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Commandant Change Notice must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located at <https://www.dco.uscg.mil/Our-Organization/NVIC/>.
9. PROCEDURE. Remove and insert the following pages of NVIC 12-14:

| <u>Remove</u> | <u>Insert</u> |
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| Enclosure (2), Page 1 CH-4 | Enclosure (2), Page 1 CH-5 |
| Enclosure (3), Page 10 CH-4 | Enclosure (3), Page 10 CH-5 |
10. RECORDS MANAGEMENT CONSIDERATIONS. This Commandant Change Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.
11. FORMS/REPORTS. None.

12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of NVIC 12-14 and this Commandant Change Notice should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for a course or training program, contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.

/s/

J. W. MAUGER

Rear Admiral, U. S. Coast Guard

Assistant Commandant for Prevention Policy



COMDTCHANGENOTE 16721
NVIC 12-14
March 25, 2020

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH-4

Subj: CHANGE 4 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS
AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT
OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer in Charge Part of a
Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-4 to NVIC 12-14.
2. ACTION. The Coast Guard will use NVIC 12-14 and 46 CFR Part 11 to establish whether mariners are qualified to hold STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW). The National Maritime Center should bring this notice to the attention of the maritime industry.
3. DIRECTIVES AFFECTED. With the release of this Commandant Change Notice, NVIC 12-14 is updated.
4. DISCUSSION. The Coast Guard has extended the date for acceptance of assessments of mariner competence that are not signed by a Coast Guard approved Qualified Assessor. This Commandant Change Notice revises NVIC 12-14 to reflect this extension.
5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.
6. MAJOR CHANGES. This Commandant Change Notice revises NVIC 12-14 to extend the date for acceptance of assessments that were not signed by a Coast Guard approved Qualified Assessor.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.

DISTRIBUTION – SDL No. 170

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NON-STANDARD DISTRIBUTION:

- a. The development of this Commandant Change Notice and the general policies contained within it have been thoroughly reviewed under Department of Homeland Security Directive 023-01 and Environmental Planning COMDTINST 5090.1 (series) by the originating office, and are categorically excluded (CE) from further environmental analysis under paragraph #A3 in Table 3-1 of U.S. Coast Guard Environmental Planning Implementing Procedures 5090.1. Because this Commandant Change Notice implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #A3 is appropriate.
 - b. This Commandant Change Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Commandant Change Notice must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located at <https://www.dco.uscg.mil/Our-Organization/NVIC/>.
9. PROCEDURE. Remove and insert the following pages of NVIC 12-14:
- | <u>Remove</u> | <u>Insert</u> |
|-----------------------------|-----------------------------|
| Enclosure (2), Page 1 CH-1 | Enclosure (2), Page 1 CH-4 |
| Enclosure (3), Page 10 CH-1 | Enclosure (3), Page 10 CH-4 |
10. RECORDS MANAGEMENT CONSIDERATIONS. This Commandant Change Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.
11. FORMS/REPORTS. None.
12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of Reference (a) and this Commandant Change Notice should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for a course or training program, contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.

/s/

R. V. TIMME

Rear Admiral, U. S. Coast Guard

Assistant Commandant for Prevention Policy



COMDTCHANGENOTE 16721
NVIC 12-14
19 SEP 2019

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH 3

Subj: CH-3 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer in Charge Part of a Navigational Watch, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-3 to NVIC 12-14, Guidelines on Qualification for STCW Endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More.
2. ACTION. The Coast Guard will use NVIC 12-14 and 46 CFR Part 11 to establish whether mariners are qualified to hold STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW). Officers in Charge, Marine Inspection (OCMIs) should also bring this notice to the attention of the maritime industry within their zones of responsibility.
3. DIRECTIVES AFFECTED. With the release of this Commandant Change Notice, NVIC 12-14 is updated.
4. DISCUSSION.
 - a. NVIC 12-14 included grandfathering provisions that expired on January 1, 2017. As that date has passed, this change notice removes those now-expired provisions.
 - b. As is specified in 46 CFR 11.201(a), mariners applying for an STCW officer endorsement must hold an appropriate national endorsement. This change notice revises NVIC 12-14 to add a discussion of this requirement.
5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.

DISTRIBUTION – SDL No. 169

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NON-STANDARD DISTRIBUTION:

6. MAJOR CHANGES. This Commandant Change Notice revises Enclosure (1) of NVIC 12-14 to remove grandfathering provisions for an STCW endorsement that expired on January 1, 2017, and to add an explanation of the requirement in 46 CFR 11.201(a) to hold an appropriate national endorsement in order to qualify for an STCW endorsement.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this NVIC and the general policies contained within it have been thoroughly reviewed under Department of Homeland Security Directive 023-01 and Environmental Planning COMDTINST 5090.1 (series) by the originating office, and are categorically excluded (CE) from further environmental analysis under paragraph A3 in Table 3-1 of U.S. Coast Guard Environmental Planning Implementing Procedures 5090.1. Because this NVIC implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion A3 is appropriate.
 - b. This NVIC will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this NVIC must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located at <https://www.dco.uscg.mil/Our-Organization/NVIC/>.
9. PROCEDURE. Remove and insert the following pages of Reference (a):

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| <u>Remove</u> | <u>Insert</u> |
| Enclosure (1) | Enclosure (1) CH-3 |
10. RECORDS MANAGEMENT CONSIDERATIONS. This NVIC has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.
11. FORMS/REPORTS. None.

12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of NVIC 12-14 and this Commandant Change Notice should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for a course or training program, contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.

A handwritten signature in blue ink, appearing to read 'R. V. Timme', with a long horizontal stroke extending to the right.

R. V. TIMME
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy



COMDTCHANGENOTE 16721
NVIC 12-14
July 19, 2018

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH-2

Subj: CH-2 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer In Charge of a Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-2 to reference (a).
2. ACTION. The Coast Guard will use reference (a) and 46 CFR 46 CFR 11.309 to establish whether mariners are qualified to hold STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW). Officers in Charge, Marine Inspection (OCMIs) should also bring this notice to the attention of the maritime industry within their zones of responsibility.
3. DIRECTIVES AFFECTED. With the release of this Commandant Change Notice, reference (a) is updated.
4. DISCUSSION. Reference (a) provided a transition period until December 31, 2016, during which mariners could qualify for an OICNW endorsement using assessments from previous policies. The Coast Guard has become aware that some mariners who began qualifying for OICNW using the former assessment scheme have yet to complete all of their assessments and would have to re-start their assessment process using the new assessment scheme. In order to minimize burden to these mariners, the Coast Guard is extending the period during which mariners may use the former assessment scheme.
5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.

DISTRIBUTION – SDL No. 168

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NON-STANDARD DISTRIBUTION:

6. MAJOR CHANGES. This Commandant Change Notice changes the guidance found in reference (a) concerning the transition from the former assessment scheme for OICNW. The Coast Guard will accept assessments from the former scheme if they are signed before March 24, 2019, and submitted to the Coast Guard in application for an OICNW endorsement not later than June 30, 2020.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this Commandant Change Notice and the general policies contained within it have been thoroughly reviewed by the originating office, and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series). Because this NVIC implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #33 is appropriate
 - b. This Commandant Change Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this NVIC must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located at <http://www.uscg.mil/hq/cg5/nvic>.
9. PROCEDURE. Remove and insert the following pages of Enclosure (1) to Reference (a):

| <u>Remove</u> | <u>Insert</u> |
|-----------------------|----------------------------|
| Enclosure (1), Page 2 | Enclosure (1), Page 2 CH-2 |
| Enclosure (4), Page 1 | Enclosure (4), Page 1 CH-2 |
10. RECORDS MANAGEMENT CONSIDERATIONS. This Commandant Change Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.
11. FORMS/REPORTS. None.

12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of Reference (a) and this Commandant Change Notice should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for a course or training program, contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.



J. P. NADEAU
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy



COMDTCHANGENOTE 16721
NVIC 12-14
February 21, 2017

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14, CH 1

Subj: CH-1 TO GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS AS OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE, NVIC 12-14, COMDTPUB 16721

Ref: (a) Guidelines on Qualification for STCW Endorsements as Officer In Charge of a Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721

1. PURPOSE. This Commandant Change Notice publishes CH-1 to Reference (a), Guidelines on Qualification for STCW Endorsements as Officer In Charge of a Navigational Watch on Vessels of 500 GT or More, NVIC 12-14, COMDTPUB 16721.
2. ACTION. Officers in Charge, Marine Inspection (OCMIs) should also bring this Commandant Change Notice to the attention of the maritime industry within their zones of responsibility. Internet release is authorized.
3. DIRECTIVES AFFECTED. Navigation and Inspection Circular (NVIC) 12-14, COMDTPUB 16721 is changed in accordance with this Commandant Change Notice.
4. DISCUSSION.
 - a. This notice changes the guidance found in Reference (a) concerning qualifying for STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW).
 - b. After publication of NVIC 12-14, the Coast Guard recognized that some of the model assessments are duplicative of training and assessment done in Coast Guard approved courses required for an endorsement as OICNW.
 - c. If a mariner has begun qualifying for an OICNW endorsement using the original assessment guidelines, and the vessel on which they are serving does not support one or more assessments

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NON-STANDARD DISTRIBUTION:

from the original guidelines, mariners may substitute the corresponding assessment from this CH-1. The Coast Guard will continue to accept demonstrations of competence using the original guidelines in Enclosure (2) of NVIC 12-14 and documented using the original Record of Assessment (Enclosure (3)) until December 31, 2017.

5. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to, nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance with applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.
6. MAJOR CHANGES.
 - a. This CH-1 to NVIC 12-14 revises Enclosures (2) and (3). Enclosure (2) is revised to: 1) omit excessive detail that is not necessary to establish the competence of the candidate; and 2) note that assessments may be demonstrated by successful completion of a Coast Guard approved course required by regulation. The changes specify which knowledge, understanding and proficiency (KUPs) the courses meet. For these assessments, the mariner need only present a course completion certificate as evidence to demonstrate the assessment. It is important to note that these changes do not impose new training requirements.
 - b. Enclosure (3) is revised to be consistent with changes to Enclosure (2). Changes from the original guidelines in Enclosures (2) and (3) are indicated by a vertical line to the left of the changed text.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this NVIC and the general policies contained within it have been thoroughly reviewed by the originating office, and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series). Because this NVIC implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #33 is appropriate.
 - b. This NVIC will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this NVIC must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
8. DISTRIBUTION. No paper distribution will be made of this CH-1. An electronic version will be located at <http://www.uscg.mil/hq/cg5/nvic>.

9. PROCEDURE. Remove and insert the following pages:

Remove

Insert

Remove Enclosure (2)

Insert CH-1 Enclosure (2)

Remove Enclosure (3)

Insert CH-1 Enclosure (3)

10. RECORDS MANAGEMENT CONSIDERATIONS. This NVIC has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act (44 U.S.C. 3101 et seq.), NARA requirements, and the Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.

11. FORMS/REPORTS. None.

12. REQUEST FOR CHANGES. All requests for changes or questions regarding implementation of this CH-1 should be directed to the Mariner Credentialing Program Policy Division (CG-MMC-2), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for an alternative to the assessments described in Enclosure (2), contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.

P. F. THOMAS
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy



COMDTPUB P16721
NVIC 12-14
April 28, 2014

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14

Subj: GUIDELINES ON QUALIFICATION FOR STCW ENDORSEMENTS AS
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF
500 GT OR MORE

Ref: (a) International Convention on Standards of Training, Certification and Watchkeeping
for Seafarers, 1978, as amended (STCW), Regulation II/1 and Section A-II/1 of the
STCW Code, incorporated into regulations at Title 46 Code of Federal Regulations
(CFR), Part 11.102

1. **PURPOSE.** This Navigation and Vessel Inspection Circular (NVIC) provides guidance on qualification for and revalidation of STCW endorsements as Officer in Charge of a Navigational Watch on Vessels of 500 GT or More (OICNW).
2. **ACTION.** The Coast Guard will use this NVIC and 46 CFR 11.309 to establish whether mariners are qualified to hold STCW endorsements as OICNW. Officers in Charge, Marine Inspection (OCMIs) should bring this NVIC to the attention of the maritime industry within their zones of responsibility. This NVIC is available on the World Wide Web at <http://www.uscg.mil/hq/cg5/nvic/>. The Coast Guard will distribute it by electronic means only.
3. **DIRECTIVES AFFECTED.** This NVIC supersedes NVIC 08-02, *Guidelines for Assessing Merchant Mariners Through Demonstrations of Proficiency as Officers in Charge of a Navigational Watch on Ships of 500 Gross Tonnage or More as Measured Under the International Tonnage Convention (ITC)*, and CG-543 Policy Letter 11-07, *Qualification via "The Hawsepipe" for STCW Endorsements as Officer in Charge of a Navigational Watch on Ships of 200 GRT/500 GT or More*.

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NON-STANDARD DISTRIBUTION

4. BACKGROUND.

- a. The STCW Convention and STCW Code set forth standards for training and certification for merchant mariners, including mariners serving as OICNW.
- b. In order to implement the 1995 amendments to STCW, the Coast Guard published NVIC 08-02 and National Maritime Center (NMC) Policy Letter 01-02 providing guidance on how mariners may qualify for endorsements as OICNW. NMC Policy Letter 01-02 was later cancelled and replaced by CG-543 Policy Letter 11-07.
- c. The International Maritime Organization (IMO) amended the STCW Convention and STCW Code on June 25, 2010. These amendments entered into force for all ratifying countries, including the United States, on January 1, 2012.
- d. The Convention is not self-implementing; therefore, the U.S., as a signatory to the STCW Convention, initiated regulatory changes to ensure full implementation of the amendments to the STCW Convention and STCW Code. The U.S. implements these provisions under the Convention and under the authority of the United States Code, Titles 33 and 46. The Coast Guard published a final rule in the Federal Register on December 24, 2013 (78 FR 77796) that implements the STCW Convention and STCW Code, including the 2010 amendments. This rule became effective on March 24, 2014. The Coast Guard is publishing this NVIC to provide guidance on complying with the new regulations and is cancelling previous policy. Accordingly, this NVIC supersedes NVIC 08-02 and also CG-543 Policy Letter 11-07.

5. DISCUSSION.


- a. Policy regarding endorsement as OICNW is located in this NVIC. Enclosure (1) gives specific requirements for the OICNW endorsement. Enclosure (2) contains the national assessment guidelines for OICNW. Enclosure (3) may be used to record completion of assessments. Enclosure (4) provides a transition scheme for mariners who have begun qualifying for OICNW using the assessments in the now superseded NVIC 08-02. Enclosure (5) provides relevant excerpts from the STCW Convention and STCW Code.
- b. When assessing practical demonstrations of skills, Qualified Assessors (QAs) are encouraged to use either the guidelines in Enclosure (2) or an approved alternative. Shipboard QAs may make minor changes to the assessments in Enclosure (2) to reflect differences in shipboard equipment and operating procedures. QAs may not make other changes unless approval is given by the NMC (46 CFR 11.301(a)(1)(i)) (46 CFR 11.301(a)(1)(i)).
- c. Training institutions requesting approval of a course or program that leads to an endorsement as OICNW should either state that the guidelines in Enclosure (2) will apply, or provide the guidelines they propose to use (46 CFR 10.402(e)).
- d. When applying for an OICNW endorsement, the applicant need only submit the completed Enclosure (3) Record of Assessment (or equivalent evidence of demonstration

of competency) to the Coast Guard. The Coast Guard recommends that the applicant retain a copy of Enclosure (3) (or equivalent evidence of demonstration of competency) for his or her records.

6. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance to the applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
 - a. The development of this NVIC and the general policies contained within it have been thoroughly reviewed by the originating office, and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 D. Because this NVIC implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #33 is appropriate.
 - b. This NVIC will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment.
8. RECORDS MANAGEMENT CONSIDERATIONS. This NVIC has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., National Archives and Records Administration requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create a significant or substantial change to existing records management requirements.

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-14

9. QUESTIONS. All questions regarding implementation of this NVIC should be directed to the Mariner Credentialing Program Policy Division (CG-CVC-4), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for an alternative to the assessments described in Enclosure (2), contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.



J. A. SERVIDIO
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy

- Encl: (1) Discussion of Qualification Requirements for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More
- (2) Assessment Guidelines for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More
- (3) Record of Assessment for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More
- (4) Transition from Former Assessment Scheme for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More
- (5) Excerpts from STCW Convention and STCW Code

**DISCUSSION OF QUALIFICATION REQUIREMENTS FOR OFFICER IN CHARGE
OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE
(OPERATIONAL LEVEL)**

1. GENERAL. This enclosure provides guidance to qualify for an International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW) endorsement as Officer in Charge of a Navigational Watch (OICNW) on Vessels of 500 GT or More (Operational Level) in accordance with Section A-II/1 of the STCW Code and 46 Code of Federal Regulations (CFR) 11.309.

As specified in 46 CFR 11.201(a), an applicant for an STCW officer endorsement must hold an appropriate national endorsement. To be eligible for an STCW endorsement as OICNW, mariners must hold or qualify for any national endorsement authorizing service as the officer in charge of a navigational watch on seagoing vessels of 200 GRT/500 GT or more. The Coast Guard will accept the following national endorsements as meeting this requirement:

- a. Master Unlimited Tonnage Oceans or Near Coastal [46 CFR 11.404];
- b. Chief Mate Unlimited Tonnage Oceans or Near Coastal [46 CFR 11.405];
- c. Second Mate Unlimited Tonnage Oceans or Near Coastal [46 CFR 11.406];
- d. Third Mate Unlimited Tonnage Oceans or Near Coastal [46 CFR 11.407];
- e. Master Less Than 1,600 GRT Oceans or Near Coastal [46 CFR 11.412];
- f. Mate Less Than 1,600 GRT Oceans [46 CFR 11.414];
- g. Mate Less Than 1,600 GRT Near Coastal [46 CFR 11.416];
- h. Master Less Than 500 GRT Oceans or Near Coastal [46 CFR 11.418];
- i. Mate Less Than 500 GRT Oceans [46 CFR 11.420];
- j. Mate Less Than 500 GRT Near Coastal [46 CFR 11.421];
- k. Master of Towing Vessels Oceans or Near Coastal [46 CFR 11.464];
- l. Mate of Towing Vessels Oceans or Near Coastal [46 CFR 11.465];
- m. Master (OSV) 1,600 GRT/3,000 GT or More Oceans or Near Coastal [46 CFR 11.493(b)];
- n. Master (OSV) Less Than 1,600 GRT/3,000 GT Oceans or Near Coastal [46 CFR 11.493(a)];
- o. Chief Mate (OSV) 1,600 GRT/3,000 GT or More Oceans or Near Coastal [46 CFR 11.495(b)];
- p. Chief Mate (OSV) Less Than 1,600 GRT/3,000 GT Oceans or Near Coastal [46 CFR 11.495(a)]; and
- q. Mate (OSV) Oceans or Near Coastal [46 CFR 11.497].

2. SEA SERVICE, TRAINING AND DEMONSTRATIONS.

- a. In accordance with 46 CFR 11.309 and STCW Regulation II/1, an applicant for an STCW endorsement as OICNW on vessels of 500 GT or more must provide evidence of the following:
- 1) Seagoing service as follows:
 - i) Thirty-six months of seagoing service in the deck department on vessels operating in oceans, near-coastal waters and/or Great Lakes. Service on inland waters, bays, or sounds that are navigable waters of the United States may be substituted for up to 50 percent of the total required service; or
 - ii) Twelve months of seagoing service as part of an approved training program, which includes onboard training that meets the requirements of Section A-II/1 of the STCW Code;
 - 2) Having performed during the required seagoing service bridge watchkeeping duties, under the supervision of an officer holding an STCW endorsement as Master, Chief Mate, Second Mate, or OICNW, for a period of not less than 6 months;
 - 3) Meeting the standard of competence specified in Section A-II/1 of the STCW Code. This may be done by completing the assessments in Enclosure (2), or an approved equivalent alternative;
 - 4) Satisfactory completion of the approved or accepted training specified in 46 CFR 11.309(a)(4) in the following subject areas:
 - i) Medical First Aid Provider;
 - ii) Radar Observer;
 - iii) Search and Rescue;
 - iv) Visual Signaling;
 - v) Bridge Resource Management (BRM);
 - vi) Terrestrial and Celestial Navigation, and Electronic Navigation Systems;
 - vii) Watchkeeping, including COLREGS and IMO Standard Marine Communication Phrases (SMCP);
 - viii) Cargo Handling and Stowage;
 - ix) Ship Handling;
 - x) Stability and Ship Construction;
 - xi) Meteorology;
 - xii) Automatic Radar Plotting Aids (ARPA), to be valid on a vessel with this equipment;
 - xiii) Global Maritime Distress and Safety System (GMDSS), to be valid on a vessel with this equipment; and

- xiv) Electronic Chart Display Information Systems (ECDIS), to be valid on a vessel with this equipment; and
- 5) Provide evidence of meeting the standard of competence for Basic Training (BT)(46 CFR 11.302), Advanced Firefighting (46 CFR 11.303), and Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (46 CFR 12.613).
- b. Assessments are not required if the mariner holds or has previously held an STCW endorsement as Master (STCW II/2) valid on vessels of 500 GT or more other than Offshore Supply Vessels issued after 1997. This will apply regardless of when or how the mariner obtained their endorsement.
- c. Experience gained in the engine department on vessels may be creditable for up to 3 months of the service requirements in paragraph (a)(1)(i) and (ii) above.

3. RENEWAL OF ENDORSEMENT.

- a. To renew an STCW endorsement as OICNW, mariners must meet the applicable requirements in 46 CFR 10.227 to renew their national endorsement and provide evidence of:
 - 1) Meeting the standard of competence for Leadership and Teamworking Skills (46 CFR 11.309(c)(1). This may be done by successfully completing assessment numbers 18.1.A through 18.5.A in Enclosure (2); and
 - 2) Maintaining the standard of competence in Basic Training as specified in 46 CFR 11.302(b) and Advanced Firefighting as specified in 46 CFR 11.303(b).
- b. Mariners serving as the person in charge of a lifeboat or other survival craft must also provide evidence of having maintained the standard of competence for Proficiency in Survival Craft (46 CFR 12.613) or Proficiency in Survival Craft-Limited (46 CFR 12.615), as appropriate.

Assessment Guidelines for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More

Standard of Competence

As specified in 46 CFR 11.309(a)(3), every candidate for an endorsement as Officer in Charge of a Navigational Watch (OICNW) on vessels of 500 GT or more must provide evidence of having achieved the required standard of competence specified in Table A-II/1 of the STCW Code. The table below is adopted from Table A-II/1 of the STCW Code (found in Enclosure (5)) to assist the candidate and assessor in the demonstration of competency.

Practical Skill Demonstrations

These assessment guidelines establish the conditions under which the assessment will occur, the performance or behavior the candidate is to accomplish, and the standards against which the performance is measured.

Qualified Assessors

A shipboard Qualified Assessor who witnesses a practical demonstration may sign the appropriate blocks and pages in the Record of Assessment in Enclosure (3) or an equivalent record. All assessments must be signed by a qualified assessor approved by the Coast Guard in accordance with 46 CFR 10.405. In order to facilitate the transition to this new requirement, the Coast Guard will accept assessments that have been demonstrated in the presence of and signed by an assessor who has not been Coast Guard approved until December 31, 2023, provided that the assessor meets the professional requirements in 46 CFR 10.405(a)(3) to assess competence for the specific endorsement. Assessors must be in possession of the level of endorsement, or other professional credential, which provides proof that he or she has attained a level of experience and qualification equal or superior to the relevant level of knowledge, skills, and abilities to be assessed (46 CFR 10.405(a)(3)). Until June 30, 2024, the Coast Guard will accept assessments signed before January 1, 2024, by mariners holding an appropriate national endorsement and have at least 1 year of experience as OICNW on vessels of at least 500 GT and/or 200 GRT or assessments signed on a military vessel by an assessor authorized to conduct similar assessments for the U.S. Navy or U.S. Coast Guard Personnel Qualification Standard (PQS) for underway officer of the deck (OOD). After December 31, 2023, QAs must be approved by the National Maritime Center (46 CFR 10.405). Qualified military personnel need not be approved QAs and may continue to sign assessments after December 31, 2023.

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

Notes

The following notes are used in the “Task No.” column of the assessment table that follows:

Note 1 The assessment is not required for an endorsement that will be limited to near coastal waters.

ARPA The assessment is not required for mariners serving exclusively on vessels not fitted with an Automatic Radar Plotting Aid (ARPA); a limitation will be added to the OICNW endorsement indicating that it is not valid on vessels equipped with ARPA.

ECDIS The assessment is not required for mariners serving exclusively on vessels not fitted with an Electronic Chart Display Information System (ECDIS); a limitation will be added to the endorsement indicating that it not valid on vessels equipped with ECDIS after December 31, 2016.

Course The assessment is satisfied by successful completion of a Coast Guard approved or accepted course specified in 46 CFR 11.309(a)(4).

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

Assessment Guidelines for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|--|---|---|--|--|---|
| 1.1.A Adjust a sextant <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or in a navigation laboratory, Given a standard marine sextant with the capability for a perpendicularity error, side error, parallelism error, and collimation error, | the candidate detects and corrects adjustable sextant errors in accordance with industry standards. | 1. The candidate removes the adjustable sextant errors in the following order: a. Perpendicularity; b. Side error; c. Parallelism; and d. Collimation error. 2. The candidate's remaining index error is less than 0.5 minutes of arc as determined by the assessor. |
| 1.1.B Measure the altitude of the sun <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or on shore, given a standard marine sextant, a clear or simulated horizon, a visible sun, and an accurate time, | the candidate measures the altitude of the lower limb of the sun and accurately records the time of the observation. | The candidate's: 1. Altitude is within ± 0.5 minutes of arc, after correction for index error, compared with the assessor's solution; and 2. Time is within ± 2 seconds of the assessor's solution. |
| 1.1.C Measure the altitude of at least 3 stars <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or on shore, given a standard marine sextant, a clear or simulated horizon, a clear or partly cloudy sky, and an accurate time, during a single twilight, | the candidate measures the altitude of three stars and accurately records the time of the observation of each star. | The candidate's: 1. Altitude is within ± 2.0 minutes of arc, after correction for index error, compared with the assessor's solution; and 2. Time is within ± 2 seconds of the assessor's solution. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|---|---|---|--|--|---|
| 1.1.D Measure the altitude of the sun at meridian passage (LAN) <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or on shore, given a standard marine sextant, a clear or simulated horizon, a clear or partly cloudy sky, | the candidate measures the altitude of the sun as it transits the vessel's meridian. | The candidate's altitude is within ± 1.0 minutes of arc, after correction for index error, of the assessor's solution measured at meridian passage. |
| 1.1.E Celestial running fix <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or in a navigation laboratory, when given assumed positions, intercepts, azimuths, times of three observations of the sun, and a standard plotting sheet appropriate for the DR position, | the candidate advances all three lines of position to a common time. <i>Electronic nautical almanac and celestial navigation calculation software may be used.</i> | The candidate's position of the running fix is within ± 2.0 nm of the assessor's solution. |
| 1.1.F Plot star fix <i>Note 1</i> | Plan and conduct a passage and determine position | <i>Celestial navigation</i> Ability to use celestial bodies to determine the ship's position | On a vessel or in a navigation laboratory, when given assumed positions, intercepts, azimuths, times of three observations of the stars and a standard plotting sheet appropriate for the DR position, | the candidate plots the three lines of position and advances them to a common time. <i>Electronic nautical almanac and celestial navigation calculation software may be used.</i> | The candidate's position of the running fix is within ± 2.0 nm of the assessor's solution. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|---------------------------------------|---|--|--|--|--|
| 1.2.A Position fix by two bearings | Plan and conduct a passage and determine position | <i>Terrestrial and coastal navigation</i> Ability to determine the ship's position by use of: .1 Landmarks .2 Aids to navigation, including lighthouses, beacons and buoys .3 Dead reckoning, taking into account winds, tides, currents and estimated speed | On a vessel underway, or on a simulator, with land and aids to navigation in sight, using a standard bearing circle, alidade, or other device for taking bearings, and given a chart with a scale of no more than 1:150,000, | the candidate determines the bearings of at least two charted objects and plots them. | The candidate's: 1. Position is within ± 0.10 nm of the assessor's solution; 2. Crossing angles of bearing is not less than 30° nor more than 160° between bearings; 3. Bearings of objects abeam or close to the beam are observed first; and 4. The chart in use is the largest scale suitable for the waters being transited. |
| 1.2.B Plot DR position | Plan and conduct a passage and determine position | <i>Terrestrial and coastal navigation</i> Ability to determine the ship's position by use of: .1 Landmarks .2 Aids to navigation, including lighthouses, beacons and buoys .3 Dead reckoning, taking into account winds, tides, currents and estimated speed | On a vessel underway, or on a simulator, using a standard plotting sheet or chart, and given the vessels speed made good and course made good for the past 4 hours, | the candidate plots the vessel's DR position for every hour for the duration of the watch. | The candidate's position is within ± 0.25 nm of the assessor's solution. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before use.

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| 1.2.C Determine the course to steer | Plan and conduct a passage and determine position | <i>Terrestrial and coastal navigation</i> Ability to determine the ship's position by use of: .1 Landmarks .2 Aids to navigation, including lighthouses, beacons and buoys .3 Dead reckoning, taking into account winds, tides, currents and estimated speed | On a vessel, on a simulator, or in a navigation laboratory, in an actual or simulated scenario with the vessel making at least 10 knots and encountering wind and current which sets the vessel, | the candidate plots the vessel's position on at least two occasions not less than 30 minutes apart, calculates set and drift by vector analysis, and determines the course to steer to make the intended course. | The course to steer determined by the candidate is within $\pm 5^\circ$ of the assessor's solution. |
| 1.3.A Correction of charts and publications | Plan and conduct a passage and determine position | Thorough knowledge of and ability to use nautical charts, and publications, such as sailing directions, tide tables, notices to mariners, radio navigational warnings and ships' routing information | On a vessel, or in a navigational laboratory, given notices to mariners and uncorrected charts, and publications, | the candidate makes not less than five chart corrections and three publication corrections. | The candidate: <ol style="list-style-type: none"> 1. Identifies charts and publications needing correction; 2. Correctly makes corrections to the affected charts and publications; 3. Records all chart corrections on the chart and in the chart-correction record or on the chart-correction spreadsheet; and 4. Records corrections to all publications on the correction page of the publication and on the publication-correction card or the publication-correction spreadsheet. |

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| 1.3.B Chart selection | Plan and conduct a passage and determine position | Thorough knowledge of and ability to use nautical charts, and publications, such as sailing directions, tide tables, notices to mariners, radio navigational warnings and ships' routing information | On a vessel, or in a navigational laboratory, given a voyage of at least 1,000 nm between the port of departure and the port of arrival, and given the appropriate chart catalog, | the candidate identifies the charts needed for the voyage. | The candidate: <ol style="list-style-type: none"> 1. Correctly identifies and records the names and numbers of the charts; 2. Selects the charts with the largest scales appropriate for the area being transited; and 3. Ensures that there is no gap in chart coverage for any part of the voyage requiring coastal navigation between departure and arrival at any port. |
| 1.3.C Route planning | Plan and conduct a passage and determine position | Thorough knowledge of and ability to use nautical charts, and publications, such as sailing directions, tide tables, notices to mariners, radio navigational warnings and ships' routing information | On a vessel, or in a navigation laboratory, when given three waypoints consisting of a position of departure, a position of arrival, and one other way-point, with a total distance of more than 1,000 nm, | the candidate determines the appropriate courses and distances between waypoints, and plots the intended courses on the charts selected. | The candidate: <ol style="list-style-type: none"> 1. Correctly calculates courses and distances between waypoints; 2. Ensures that the route is the most direct; and 3. Plots the courses on the appropriately scaled charts noting the ETA at each waypoint, including the final waypoint. |
| 1.4.A Position fix by two ranges | Plan and conduct a passage and determine position | <i>Electronic systems of position fixing and navigation</i> Ability to determine the ship's position by use of electronic navigational aids | Using a marine radar or a radar simulator that meets applicable national and international performance standards, with land and navigational aids displayed, and given a chart with a scale of no more than 1:150,000, | the candidate determines two or more ranges measured from identified charted objects or points of land and plots them. | The candidate's position is within ± 0.10 nm of the assessor's position. |

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| 1.4.B Position fix by tangents to identified objects | Plan and conduct a passage and determine position | <i>Electronic systems of position fixing and navigation</i> Ability to determine the ship's position by use of electronic navigational aids | Using a marine radar or a radar simulator that meets applicable national and international performance standards, with land and navigational aids displayed, and given a chart with a scale of no more than 1:150,000, | the candidate determines two or more tangents measured from identified-charted objects or points of land and plots them. | The candidate's position is within ± 0.10 nm of the assessor's position. |
| 1.4.C Position fix by GPS | Plan and conduct a passage and determine position | <i>Electronic systems of position fixing and navigation</i> Ability to determine the ship's position by use of electronic navigational aids | On a vessel, on a simulator, or in a navigation laboratory, using a GPS receiver that meets IMO performance standards, | the candidate initializes the GPS receiver, determines the vessel's position and evaluates the accuracy of that position by independent methods. | The candidate: 1. Initializes the system; and 2. Determines the accuracy of the position. |
| 1.4.D Use of GPS position save function | Plan and conduct a passage and determine position | <i>Electronic systems of position fixing and navigation</i> Ability to determine the ship's position by use of electronic navigational aids | On a vessel, on a simulator, or in a navigation laboratory, using a GPS receiver meeting IMO performance standards, when hearing "Man Overboard," | the candidate activates the man overboard/emergency position save function. | The candidate saves or records the ship's position within 1 minute of hearing "Man Overboard." |

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| 1.5.A Use of echo sounder | Plan and conduct a passage and determine position | <i>Echo-sounders</i> Ability to operate the equipment and apply the information correctly | On a vessel, using an echo sounder that meets IMO performance standards or a part-task trainer that realistically simulates all the functions and controls of an echo sounder and that meets IMO performance standards, | the candidate turns on, tests, and operates the echo sounder. | The candidate: 1. Turns the system on; 2. Tests the echo sounder in accordance with manufacturer's recommendations; 3. Notes the correct UTC on the echo sounder paper (if fitted); 4. Ensures that the scale selected is the lowest appropriate for the vessel's draft and the depth of water of the area of transit; and 5. Adjusts the sensitivity to obtain proper depth reading on the display and correct trace on the paper (if fitted). |
| 1.6.A Magnetic variation | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Knowledge of the principles of magnetic and gyro-compasses | On a vessel or in a navigation laboratory, when asked to describe variation, | the candidate describes variation. | The candidate's description includes: 1. Comparing the locations of the geographic and magnetic poles; and 2. Explaining why an annual change correction is needed. |
| 1.6.B Correct for true heading | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Knowledge of the principles of magnetic and gyro-compasses | On a vessel or in a navigation laboratory, given a magnetic heading bearing and a nautical chart, | the candidate calculates the true heading. | The candidate's true heading is corrected for variation found on the chart provided and the solution matches the correct true heading within 0.5°. |

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| 1.6.C Compass deviation | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Knowledge of the principles of magnetic and gyro-compasses | On a vessel or in a navigation laboratory, when asked to describe deviation, | the candidate describes deviation. | The candidate's description includes: 1. Cause of permanent deviation aboard ship; 2. Induced causes of deviation aboard ship; and 3. An explanation of why deviation changes over time, location, heading, loaded condition; and onboard equipment location. |
| 1.6.D Magnetic compass correction | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Knowledge of the principles of magnetic and gyro-compasses | On a vessel or in a navigation laboratory, when given a magnetic heading bearing and using a deviation table, | the candidate calculates the correct compass heading. | The candidate corrects the compass heading deviation and the solution matches the assessor's solution. |
| 1.7.A Determine the gyro-compass error by bearing of range | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel underway or on a simulator, using navigational or natural terrestrial ranges, | the candidate takes a visual bearing of the range and determines gyro-compass error. | The candidate: 1. Compares the visual bearing to the charted bearing; 2. Determines the gyro-compass error and properly labels it; and 3. Determines the gyro-compass error to within $\pm 1.0^\circ$ of the assessor's solution. |

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| 1.7.B Determine magnetic compass error | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel, on a simulator, or in a navigation laboratory when given a magnetic and gyro-heading, the gyro error and a chart that provides local variation, | the candidate determines the magnetic compass error. | The candidate: 1. Compares the magnetic compass heading to the corrected gyro heading (corrected for a known gyro error); 2. Determines the magnetic compass error and properly labels it; 3. Determines the magnetic compass error to within $\pm 1.0^\circ$ of the assessor's solution; and 4. Correctly records it in the compass record book and the vessel's log. |
| 1.7.C Determine magnetic compass deviation | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel underway or on a simulator equipped with both a magnetic and gyro-compass using navigational or natural terrestrial ranges, using only a magnetic compass, and a chart with variation, | the candidate notes the vessel's magnetic-compass heading while aligned on the range and determines magnetic compass deviation. | The candidate: 1. Compares the magnetic compass heading to the charted range bearing; 2. Determines the magnetic compass error and properly labels it; 3. Determines variation from the chart; 4. Determines the magnetic compass deviation to within $\pm 1.0^\circ$ of the assessor's solution; and 5. Correctly records it in the compass record book and the ship's log. |

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| 1.7.D Determine course to steer by magnetic compass | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel underway or on a simulator equipped with both a magnetic and gyro-compass, and given a deviation table, | the candidate correctly applies the compass error to the course by magnetic compass to make good the intended true course. | The candidate correctly applies the compass error to the magnetic course and the solution is within $\pm 1.0^\circ$ of the assessor's solution. |
| 1.7.E Position fix by magnetic compass bearings | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel underway or on a simulator equipped with both a magnetic and gyro-compass, and given a deviation table, and a chart with a scale of no more than 1:150,000, | the candidate correctly applies the compass error to the compass bearings by magnetic compass of at least two charted objects and plots them on the chart in use. | The candidate: 1. Correctly applies compass error to the magnetic compass bearings; and 2. Determines the objects' position to within $\pm 1.0^\circ$ of the assessor's solution. |
| 1.7.F Azimuth of the sun | Plan and conduct a passage and determine position | <i>Compass – magnetic and gyro</i> Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | On a vessel underway using a standard azimuth circle, | the candidate reads the gyro-compass bearing of the sun and determines gyro-compass error. <i>Electronic nautical almanac and celestial navigation calculation software may be used.</i> | The candidate: 1. Reads the azimuth of the sun when the repeater is level; 2. Notes the time of the reading; 3. Determines the true azimuth of the sun for the time of the reading; 4. Compares the gyro-compass to the true azimuth and determines gyro error; and 5. Determines gyro-compass error to within $\pm 1.0^\circ$ of the assessor's solution. |

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| 1.8.A Steering gear test | Plan and conduct a passage and determine position | <i>Steering control system</i> Knowledge of steering control systems, operational procedures and change-over from manual to automatic control and vice versa. Adjustment of controls for optimum performance | On a vessel or on a simulator, | the candidate conducts the pre-departure test of the vessel's steering gear. | The candidate: 1. Turns on the steering control system; 2. Aligns the steering gyro-repeater with the master gyro-compass; 3. Tests the controls for switching pumps and motors between the port and starboard steering systems after the required warm-up period; and 4. Tests the steering systems as follows: a. When the control is switched to hand steering, the rudder is tested throughout its full range of motion; and b. When the control is switched to non-follow-up, the rudder is tested throughout its full range of motion. |
| 1.8.B Set weather controls | Plan and conduct a passage and determine position | <i>Steering control system</i> Knowledge of steering control systems, operational procedures and change-over from manual to automatic control and vice versa. Adjustment of controls for optimum performance | On a vessel underway or on a simulator equipped with rudder and weather controls, while in auto-pilot, | the candidate sets the rudder and weather controls that are most suitable for the weather and sea conditions. | The candidate sets the: 1. Weather control in accordance with the manufacturer's recommendations for the prevailing sea conditions for the area transited or simulated; and 2. Rate of turn control (if fitted) in accordance with the standing orders. |

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| 1.9 Use of meteorological instruments <i>Course</i> | Plan and conduct a passage and determine position | <i>Meteorology</i> Ability to use and interpret information obtained from shipborne meteorological instruments | This KUP is demonstrated by successful completion of the <i>Meteorology</i> course specified in 46 CFR 11.309(a)(4)(xiii). | | |
| 1.10 Knowledge of weather systems and reporting procedures <i>Course</i> | Plan and conduct a passage and determine position | <i>Meteorology</i> Knowledge of the characteristics of the various weather systems, reporting procedures and recording systems | This KUP is demonstrated by successful completion of the <i>Meteorology</i> course specified in 46 CFR 11.309(a)(4)(xiii). | | |
| 1.11 Apply meteorological information <i>Course</i> | Plan and conduct a passage and determine position | <i>Meteorology</i> Ability to apply the meteorological information available | This KUP is demonstrated by successful completion of the <i>Meteorology</i> course specified in 46 CFR 11.309(a)(4)(xiii). | | |
| 2.1.A Identify light configurations | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | At night, on a vessel underway, on a simulator, or in a navigation laboratory, | the candidate identifies vessels through observation of their light configurations. | The candidate correctly identifies the situation or occupation of 4 of 5 vessels that have different light configurations. |

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| 2.1.B Identify day shapes | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | In daylight, on a vessel underway, on a simulator, or in a navigation laboratory, | the candidate identifies vessels through observation of their required shapes. | The candidate correctly identifies the situation or occupation of 4 of 5 vessels that have different required shapes. |
| 2.1.C Identify sound signals | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | In restricted visibility, on a vessel underway, on a simulator, or in a navigation laboratory, | the candidate identifies vessels by hearing their required sound signals. | The candidate correctly identifies the situation or occupation of 4 of 5 vessels that have different required shapes. |
| 2.1.D Determine risk of collision | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | On a vessel underway or on a simulator, using a magnetic compass, gyro-compass repeater (if fitted), azimuth circle, bearing circle or alidade, or other means resulting in equivalent accuracy, | the candidate determines if risk of collision exists with approaching meeting, crossing, and overtaking vessels. | The candidate: 1. Takes two visual bearings of an approaching vessel using an azimuth circle, bearing circle, alidade, or other means resulting in equivalent accuracy, to determine if the bearing to the approaching vessel is appreciably changing, and each observation is within $\pm 2.0^\circ$ of the assessor's solution; and 2. Takes two electronic bearings of an approaching vessel using radar or ARPA, to determine if the bearing to the approaching vessel is appreciably changing, and each observation is within $\pm 2.0^\circ$ of the assessor's solution. |

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| 2.1.E Maneuver to avoid risk of collision - crossing | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | On a vessel underway at sea, or on a simulator, in good visibility when risk of collision exists with a crossing vessel from the candidate's starboard side at a relative bearing between 30° and 112.5°, | the candidate correctly applies the Rules of the Road and maneuvers the vessel to avoid collision, if required. | The candidate: 1. Determines the aspect of the approaching vessel; 2. Identifies the situation as a crossing situation; 3. Takes positive action in ample time in accordance with the Steering and Sailing Rules to achieve a CPA of at least 3.0 nm; and 4. Makes speed or course changes that are large enough to be readily apparent to another vessel observing visually or by radar. |
| 2.1.F Maneuver to avoid risk of collision - meeting | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | On a vessel underway at sea, or on a simulator, in good visibility when risk of collision with an meeting vessel exists, | the candidate correctly applies the Rules of the Road and maneuvers the vessel to avoid collision, if required. | The candidate: 1. Determines the aspect of the approaching vessel; 2. Identifies the situation as a meeting situation; 3. Takes positive action in ample time in accordance with the Steering and Sailing Rules to achieve a CPA of at least 3.0 nm; and 4. Makes speed or course changes that are large enough to be readily apparent to another vessel observing visually or by radar. |

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| 2.1.G Maneuver to avoid risk of collision - overtaking | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | On a vessel underway at sea , or on a simulator, in good visibility when risk of collision with an overtaking vessel exists, | the candidate correctly applies the Rules of the Road and maneuvers the vessel to avoid collision, if required. | The candidate: <ol style="list-style-type: none"> 1. Determines the aspect of the approaching vessel; 2. Identifies the situation as an overtaking situation; 3. Attempts VHF communications with the overtaking vessel; 4. Sounds the danger signal, if required by the rules; 5. Takes positive action in ample time in accordance with the Steering and Sailing Rules to achieve a CPA of at least 1.0 nm; and 6. Makes speed or course changes large enough to be readily apparent to another vessel observing visually or by radar. |

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| 2.2.A Watch relief | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the principles to be observed in keeping a navigational watch | On a vessel underway, | the candidate properly relieves the watch in accordance with STCW Code Section A-VIII/2, Part 3-1, Paragraphs 21 and 22. | The candidate: <ol style="list-style-type: none"> 1. Reads the standing orders and night orders; 2. Determines and compares the vessel's position, course and speed with the DR position and track; 3. Notes the position of the next charted waypoint; 4. Verifies the identities of critical aids to navigation in sight; 5. Determines tides and current as necessary; 6. Checks and properly tunes the radar and/or ARPA, if fitted; 7. Checks any targets displayed on the radar or ARPA, if fitted; 8. Checks the heading by magnetic compass; 9. Determines the navigational hazards likely to be encountered during the watch; 10. Determines the possible effect of list, trim, water density and squat on under keel clearance; 11. Ensures that he/she receives courses, traffic, weather and any special instructions from the officer being relieved; and 12. Tells the officer being relieved that he or she is relieved. |

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| 2.2.B Keep a safe navigation watch | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the principles to be observed in keeping a navigational watch | On a vessel underway, | the candidate properly keeps a safe and environmentally sound navigational watch in accordance with STCW Code Section A-VIII/2, Part 3-1, Paragraphs 23 to 50. | The candidate ensures that the: <ol style="list-style-type: none"> 1. Voyage plan is closely and continuously monitored; 2. Proper lookout is maintained by all available means; 3. Safe speed is maintained; 4. Position, course, and speed are checked at frequent intervals; 5. Steering mode selected is appropriate; 6. Under-keel clearance is suitable for the draft of the vessel at all times; 7. Course changes are made in accordance with the voyage plan; 8. Vessel's position is fixed and plotted on an appropriate chart at intervals suitable to the vessel's speed and the area being transited; 9. Identities of critical aids to navigation in sight are determined; 10. More than one method, including electronic and other navigational equipment, external fixed aids, geographic reference points, and hydrographic contours, is used to fix the vessel's position and check the accuracy of fixes; 11. Radio equipment is frequently checked and found to be functioning properly; <p><i>Continued on next page</i></p> |

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| 2.2.B <i>Cont'd</i> Keep a safe navigation watch | | | | | <p><i>Continued from previous page</i></p> <p>12. Risk of collision with approaching vessels is determined and early and substantial action, if required, is taken in accordance with COLREGS;</p> <p>13. Rudder and engine orders are executed as ordered;</p> <p>14. Validity of the gyro input to all navigation equipment is verified;</p> <p>15. Magnetic compass and gyro errors are determined by any available means and the error is logged;</p> <p>16. Magnetic variation and compass deviation are correctly applied to courses and bearings;</p> <p>17. Person steering is competent;</p> <p>18. Tide and current conditions for the watch are determined in coastal and tidal waters;</p> <p>19. Set and drift are determined and applied to allow for set and drift;</p> <p>20. Weather conditions on board the ship are correctly and timely recorded and reported as required;</p> <p>21. Running lights are checked throughout the watch period;</p> <p>22. Master is notified as directed by all Master's or standing orders;</p> <p>23. All relevant navigation information is used to identify protected marine habitats, areas and sanctuaries; and</p> <p>24. All required log entries are made.</p> |

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| 2.2.C Notify Master when appropriate | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the principles to be observed in keeping a navigational watch | On a vessel or in a navigation laboratory, when asked to describe when the Master should be notified of unusual or unexpected circumstances, | the candidate describes when to notify the Master in accordance with STCW Code Section A-VIII/2, Part 3-1, Paragraph 40. | The candidate 's description includes notifying the Master immediately when the following occur: <ol style="list-style-type: none"> 1. Restricted visibility is encountered or expected; 2. Vessel traffic density or the movement of other ships causes concern; 3. Difficulty is experienced in maintaining course; 4. Failure to sight land or a navigational mark, or to obtain soundings when expected; 5. Aids to navigation are not in position or are displaying incorrect characteristics; 6. Land or a navigational mark is sighted unexpectedly, or soundings change unexpectedly; 7. Engines or their control systems, steering, or any essential navigational equipment fails, or alarms or indicators for these systems fail; 8. Any radio equipment fails; 9. Concerns arise in heavy weather about damage to the vessel or cargo; 10. Any hazard to navigation that poses a threat to the vessel is noticed; 11. Any doubt about the ship's safety or other emergency arises; or 12. Any changes are made to the voyage plan. |

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| 2.2.D Keep a safe anchor watch | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the principles to be observed in keeping a navigational watch | On a vessel , or in a navigation laboratory, when asked to describe watchkeeping at anchor, | the candidate describes how to keep a safe anchor watch in accordance with STCW Code Section A-VIII/2, Part 3-1, Paragraph 51. | The candidate's description includes: <ol style="list-style-type: none"> 1. Determining the vessel's position and plotting the swing of the vessel; 2. Frequently checking the vessel's position by visual and radar bearings and radar ranges from the same charted objects; 3. Establishing GPS anchor alarms; 4. Maintaining a proper lookout; 5. Making periodic inspections; 6. When necessary, a rating is posted at the anchor to carry out orders with respect to the anchor; 7. Monitoring of weather, tides, and sea state; 8. Notifying the Master immediately when the weather changes, visibility becomes restricted, or the anchor starts to drag; 9. Keeping engines ready for immediate use, where conditions require (open roadsteads, strong winds, or current and poor holding ground); and 10. Showing /sounding all required lights, shapes, and sounds. |

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| 2.2.E Turn over a watch | Maintain a safe navigational watch | <i>Watchkeeping</i> Thorough knowledge of the principles to be observed in keeping a navigational watch | On a vessel underway, | the candidate properly turns the watch over. | <p>The candidate ensures that:</p> <ol style="list-style-type: none"> 1. DR position is plotted on the chart in use for the end of the watch; 2. Vessel's position is determined and plotted by all means appropriate to the area being transited; 3. Required weather data is read and recorded in the deck log; 4. Heading of the magnetic compass is checked and recorded; 5. Movement of all vessel traffic is checked by visual and electronic means immediately before being relieved; 6. Vessel's course and speed, posting of special lookouts, steering mode in use, and weather and visibility are relayed to the relieving officer; 7. Any special instructions regarding occurrences during the past watch or which are expected during the next watch are related; 8. All relevant information concerning vessels in sight, or on the radar or ARPA, is reported to the relieving officer; 9. The Master is notified if there is any doubt that the relieving officer is competent to perform his or her duties; <p><i>Continued on next page</i></p> |

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| 2.2.E <i>Cont'd</i> Turn over a watch | | | | | <i>Continued from previous page</i> 10. If the Master or pilot has the con, details concerning delegated responsibilities are relayed; and 11. The watch is not turned over during a maneuver or other action taken to avoid a hazard to navigation. |
| 2.3.A Voyage Planning - Appraisal | Maintain a safe navigational watch | <i>Watchkeeping</i> The use of routing in accordance with the General Provisions on Ships' Routing | On a vessel, or in a navigation laboratory, when given a port of departure and a port of arrival that are between 600 nm and 1,000 nm apart, | the candidate collects the information to plan a safe and environmentally sound voyage plan, taking into account paragraph 2 of the annex to IMO Assembly Resolution A893(21). | The candidate ensures that the following are taken into account when creating a voyage plan: 1. Condition of the vessel, its stability, equipment, operational limitations, draft, and maneuvering characteristics; 2. Any special characteristics of the cargo and its stowage; 3. Crewmembers' competency and rest status; 4. Validity of all vessel certificates and documents; 5. Up-to-date charts of proper scale, and the latest notices to mariners and radio navigational warnings; 6. Up-to-date coast pilots, sailing directions, and other information sources appropriate for the voyage; 7. Relevant routing guides; 8. Up-to-date tide and current tables and atlases; <i>Continued on next page</i> |

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| 2.3.A <i>Cont'd</i> Voyage Planning - Appraisal | | | | | <i>Continued from previous page</i> 9. Weather information; 10. Weather routing services; 11. Ship reporting systems, VTS, and environmental protection measures; 12. Vessel traffic density for the route; 13. Pilotage requirements and information exchange; and 14. Port information, including emergency response capability. |
| 2.3.B Voyage Planning - Planning | Maintain a safe navigational watch | <i>Watchkeeping</i> The use of routing in accordance with the General Provisions on Ships' Routing | On a vessel, or in a navigation laboratory, when given a port of departure and a port of arrival that are between 600 nm and 1,000 nm apart, | the candidate plans a safe and environmentally sound voyage plan, taking into account paragraph 3 of the annex to IMO Assembly Resolution A893(21). | The candidate: 1. Plots courses on appropriately scaled charts noting the ETA at each way point, including the final way point; 2. Correctly calculates and indicates courses and distances between way points on the charts; 3. Calculates the most direct route that avoids all hazards to navigation by a margin of safety of 3.0 nm; 4. Determines the areas of all required speed changes; 5. Determines positions requiring a change of machinery status; <i>Continued on next page</i> |

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| 2.3.B <i>Cont'd</i> Voyage Planning - Planning | | | | | <p><i>Continued from previous page</i></p> <ol style="list-style-type: none"> 6. Determines the waypoint for all course changes; 7. Determines the state of the tide and currents at the port of departure for the times of departure and transit; 8. Creates a contingency plan for alternative actions in cases of emergency; 9. Determines all relevant navigation information used to identify protected marine habitats, areas and sanctuaries; and 10. Reviews the voyage plan with the Master and deck officers. |

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| 2.3.C Execute a voyage plan | Maintain a safe navigational watch | <i>Watchkeeping</i> The use of routing in accordance with the General Provisions on Ships' Routing | On a vessel underway or on a simulator, when given a voyage plan, | the candidate executes the plan, taking into account paragraph 4 and 5 of the annex to IMO Assembly Resolution A893(21). | The candidate: <ol style="list-style-type: none"> 1. Checks the reliability and condition of navigational equipment frequently; 2. Applies basic information obtained from the tide tables and other navigational publications to determine under keel clearance; 3. Fixes position at appropriate intervals; 4. Frequently checks compasses; 5. Assesses meteorological information; 6. Determines compass error; 7. applies set and drift and other needed course corrections; 8. Correctly operates and applies information from electronic navigation systems; 9. Correctly operates the radar and ARPA, if fitted, and applies the information for navigation and collision avoidance; 10. Correctly operates propulsion and steering systems to control heading and speed; 11. Initiates action in the event of a real or simulated equipment malfunction or failure of major items of equipment; 12. Correctly conducts radio-communications; 13. Monitors and correctly operates safety and alarm systems; and 14. Closely and continuously monitors the voyage plan. |

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| 2.4.A Situational awareness | Maintain a safe navigational watch | <i>Watchkeeping</i> The use of information from navigational equipment for maintaining a safe navigational watch | On a vessel underway, or on a simulator in clear visibility with light to moderate traffic, | the candidate demonstrates, through the course of a full watch, the integration of navigational, bridge resource management, and seamanship skills. | The candidate maintains situational awareness with regard to: 1. Hazards to navigation; 2. Navigational landmarks; 3. The vessel's location relative to the intended track; 4. Maritime traffic, both with a potential for collision and being well clear; 5. Weather; 6. Sea state; 7. Location and duties of watch partners; 8. Limitations in propulsion and steering systems; and 9. Maintaining appropriate communications. |

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| 2.5.A Navigate in restricted visibility | Maintain a safe navigational watch | <i>Watchkeeping</i> Knowledge of blind pilotage techniques | On a vessel underway or on a simulator when visibility becomes restricted, | the candidate recognizes the restricted visibility and takes appropriate action to navigate in restricted visibility in accordance with STCW Code Section A-VIII/2, Part 3-1, Paragraph 45. | The candidate: <ol style="list-style-type: none"> 1. Determines the restricted visibility; 2. Notifies Master of restricted visibility; 3. Switches to hand steering; 4. Posts a proper lookout and turns the running lights on; 5. Adjusts the vessel's speed in accordance with Rule 6; 6. Sounds the required sound signals; 7. Sets the radar and/or ARPA on the appropriate scale to scan at long range for other vessels; 8. Plots all approaching targets on the radar or ARPA, if fitted; and 9. Uses radar or ARPA, if fitted, to obtain early warning of risk of collision and to determine the speed and direction of relative motion. |

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| 2.6.A Vessel Traffic System (VTS) | Maintain a safe navigational watch | <i>Watchkeeping</i> The use of reporting in accordance with the General Principles for Ship Reporting Systems and with VTS procedures | On a vessel underway or on a simulator, | the candidate establishes and maintains communication with a Vessel Traffic System (VTS). | The candidate: 1. Establishes communications with a VTS; 2. Provides the initial information exchange as required by the VTS; 3. Updates information during transit as required by the VTS; 4. Updates information as required by the VTS, if the vessel anchors and/or berths; and 5. Closes communications with the VTS as the vessel departs the VTS jurisdiction. |
| 2.7.A Recognition of watch condition | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel, on a simulator, or in a navigation laboratory, when asked to describe actions to be taken upon a change in watch condition, | the candidate describes when there is a need for additional personnel on the bridge and when to notify the Master. | The candidate's description includes notifying the Master immediately if: 1. Vessel encounters or expects to encounter restricted visibility; 2. There is cause for concern because of vessel traffic density or the movements of other ships; 3. Vessel will transit restricted waters with vessel traffic; or 4. Fatigued to the point that decision making is affected. |

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| 2.7.B BRM Condition III Collision Avoidance | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel underway, or on a simulator, with a bridge team in place navigating in congested near coastal waters (with or without reduced visibility), and with the candidate assigned to monitor vessel traffic, using radar and/or ARPA meeting all national and international performance requirements, | the candidate identifies all vessels (targets) posing a risk or danger of collision and provides appropriate information and recommendations on vessel traffic and any other situation or condition that may affect the safe navigation of the vessel to the conning officer. | The candidate: 1. Determines the risk and danger of collision of all approaching vessels within 6 minutes; 2. Immediately notifies the watch officer of the relative position of the threatening vessel, its CPA and TCPA; 3. Recommends course changes in accordance with COLREGS to remove the risk of collision and prevent close-quarters situations from developing; 4. Ensures that all recommended course or speed changes result in increasing the CPA of approaching vessels identified as posing a risk or danger of collision; 5. Ensures that all recommended course changes provide sufficient sea room and bottom clearance for the area being transited; 6. Ensures that communications are clear, immediate, reliable, and relevant; and 7. Ensures that non-essential activities are avoided. |

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| 2.7.C BRM Condition III Navigation | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel underway or on a simulator with a bridge team in place navigating in congested near coastal waters (with or without reduced visibility), and with the candidate assigned to monitor the vessel's position, communicate on the VHF, and all other bridge duties, and while using an IMO compliant ARPA, a GPS or DGPS receiver and all the bridge equipment identified in the performance standard, | the candidate determines and plots the vessel's position by electronic and visual means, communicates as required on the VHF, carries out all engine commands, ensures that all rudder commands are properly carried out, and makes all appropriate logbook entries. | The candidate: 1. Uses visual and electronic means to determine the ship's position, including GPS or DGPS, radar, ARPA, ECDIS (if fitted), and echo sounder; 2. Plots the vessel's position in accordance with tolerances stated previously at regular intervals appropriate to the vessel's speed and the area being transited; 3. Determines the correct courses to steer to maintain the ship on the intended track and recommends them to the conning officer; 4. Answers all VHF calls to own ship and makes calls to other ships in the area and to port authorities as required; 5. Monitors the helmsman to ensure all rudder commands are carried out; 6. Ensures that communications are clear, immediate, reliable, and relevant; 7. Ensures that non-essential activities are avoided; and 8. Makes all required entries in the appropriate vessel's logs. |

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| 2.7.D BRM Condition II or III – error trapping | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel underway or on a simulator with a bridge team in place navigating in congested near coastal waters with restricted visibility, increased traffic, land, and/or shoals affecting navigation, , and with the candidate assigned duties as an officer on the bridge team, when one of the following occur: 1. An incorrect rudder order is given; 2. A rudder or engine command is not given at the proper time to maintain intended track; 3. A navigational aid is misidentified; 4. The vessel's position is improperly fixed; or 5. Target vessel's movements are improperly stated. | the candidate monitors the vessel's movement, recognizes the erroneously-stated information about the vessel's position or target vessel's movement, and notifies the conning officer of specific questions regarding the vessel's situation. | The candidate: 1. Detects the misinformation or command error; and 2. Notifies the watch officer within 30 seconds of the occurrence of the error (for helm orders, the candidate detects the error and issues a corrective order consistent with the order from the watch officer within 5.0 seconds). |

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| 2.7.E BRM Condition II or III prioritization | Maintain a safe navigational watch | <p><i>Bridge resource management</i></p> <p>Knowledge of bridge resource management principles, including:</p> <p>.1 Allocation, assignment, and prioritization of resources</p> <p>.2 Effective communication</p> <p>.3 Assertiveness and leadership</p> <p>.4 Obtaining and maintaining situational awareness</p> <p>.5 Consideration of team experience</p> | <p>On a vessel underway or on a simulator, with a bridge team in place navigating in congested near coastal waters with good visibility, and given the following:</p> <p>1. A vessel on own ship's starboard bow changes course and creates a risk of collision;</p> <p>2. There is insufficient water depth for own ship to turn to starboard;</p> <p>3. The diesel engines are using heavy fuel;</p> <p>4. A vessel ahead is on a reciprocal course 1.5 nm away with a CPA of 0.5 nm on the port side; and</p> <p>5. The GMDSS distress alarm sounds.</p> | <p>the candidate determines the appropriate action to take.</p> | <p>The candidate:</p> <ol style="list-style-type: none"> 1. Assesses the situation; 2. Determines which priority action must be taken for the safety of the vessel; 3. Recommends that the engines be slowed or stopped in sufficient time to avoid the collision with the vessel on the starboard bow; and 4. Acknowledges the distress call after the danger of collision is over. |

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| 2.7.F BRM Condition II Navigation and collision avoidance | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel underway or on a simulator, when the candidate is acting as part of the bridge team, and is assigned duties to monitor the vessel's navigation and determine the risk of collision with all vessels using an ARPA meeting all national and international performance requirements, a GPS or DGPS receiver and all the bridge equipment identified in the performance standard, | the candidate determines and plots the vessel's position at suitable intervals, and plot or systematically observes all approaching vessels and informs the bridge team of dangers to navigation, intended course changes, and vessels that pose a risk or danger of collision. | The candidate: 1. Determines the vessel's position and plots it at suitable intervals; 2. Identifies all aids to navigation; 3. Notifies the bridge team immediately of the following: a. When planned course changes must be made; b. Effects of tides or currents are setting the vessel off its intended course; or c. There is doubt about the vessel's position; 4. Determines by visual and radar/ARPA bearings that risk and danger of collision exists with approaching vessels in vicinity; and 5. Notifies the bridge team of the following: a. Danger or risk of collision exists with any approaching vessel; b. Recommended course change to avoid the risk or danger of collision; and c. Recommended speed change to avoid the risk or danger of collision if the engines are available. |

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| 2.7.G BRM Condition III establish a bridge team | Maintain a safe navigational watch | <i>Bridge resource management</i> Knowledge of bridge resource management principles, including: .1 Allocation, assignment, and prioritization of resources .2 Effective communication .3 Assertiveness and leadership .4 Obtaining and maintaining situational awareness .5 Consideration of team experience | On a vessel underway or on a simulator when ordered to establish a bridge team to monitor the vessel's navigation and determine the risk or danger of collision with all vessels, | the candidate determines the number of officers and crewmembers required to safely navigate the vessel and assigns individual officers and crewmembers specific duties and functions as part of the bridge team. | The candidate assigns the bridge team duties, considering their background, experience, and abilities, to the following tasks: 1. Conning; 2. Lookout; 3. Collision avoidance; 4. Navigation; 5. Communication; and 6. Administration. |
| I 3.1 Radar fundamentals <i>Course</i> | Use of radar and ARPA to maintain safety of navigation | <i>Radar navigation</i> Knowledge of the fundamentals of radar and automatic radar plotting aids (ARPA) | This KUP is demonstrated if the candidate has successfully completed the Radar Observer course specified in 46 CFR 11.309(a)(4)(ii) within the previous 5 years or holds a valid Radar Observer (Unlimited) endorsement. | | |

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| 3.2.A Set up and maintain radar display | Use of radar and ARPA to maintain safety of navigation | <i>Radar navigation</i> Ability to operate and to interpret and analyze information obtained from radar, including setting up and maintaining displays | On an operational radar or radar simulator that meets the standards of 33 CFR 164.38 and other applicable national and international performance standards, | the candidate sets up and maintains the radar display. | The candidate, within 3 minutes after the power is turned on: 1. Switches the set from standby to transmit; 2. Selects the appropriate scale; 3. Adjusts the gain control so that targets and sea return appear; 4. Adjusts the tune control (if the unit is not self-tuning); 5. Adjusts the brilliance control; 6. Adjusts the sea clutter and rain clutter controls to suppress the rain and sea clutter without losing targets; and 7. Selects the north-up stabilized relative motion. |
| 3.2.B Switch display modes | Use of radar and ARPA to maintain safety of navigation | <i>Radar navigation</i> Ability to operate and to interpret and analyze information obtained from radar, including setting up and maintaining displays. | On an operational radar or radar simulator that meets the standards of 33 CFR 164.38 and other applicable national and international performance standards, | the candidate switches the display from north-up stabilized relative motion to true motion to head-up, and states how to recognize the mode displayed. | Within 15 seconds, the candidate: 1. Switches the display from north-up stabilized relative motion to true motion; 2. Switches the display from true motion to head-up; and 3. Points to the location on the display of the information that indicates the mode displayed. |

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| 3.3.A Identify false echoes, sea return, racon and SART | Use of radar and ARPA to maintain safety of navigation | <i>Radar navigation</i> Ability to operate and to interpret and analyze information obtained from radar, including detection of misrepresentation of information, false echoes, sea return, etc., racons and SARTs | On a vessel or on a radar simulator that meets the standards of 33 CFR 164.38 and other applicable national and international performance standards, | the candidate identifies false echoes, sea return, a racon, and SARTs. | The candidate recognizes and correctly identifies: 1. False echoes: a. Indirect or false echoes; b. Side-lobe effects; c. Multiple echoes; d. Second-trace echoes; e. Electronic interference; and f. Spoking; 2. Sea return; 3. Racons; and 4. SARTs. |
| 3.4 Interpreting information from radar <i>Course</i> | Use of radar and ARPA to maintain safety of navigation | <i>Radar navigation</i> Ability to operate and to interpret and analyze information obtained from radar, including the following: range and bearing; course and speed of other ships; time and distance of closest approach of crossing, meeting overtaking ships | This KUP is demonstrated if the candidate has successfully completed the Radar Observer course specified in 46 CFR 11.309(a)(4)(ii) within the previous 5 years or holds a valid Radar Observer (Unlimited) endorsement. | | |

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| 3.5.A Set up and maintain an ARPA display <i>ARPA</i> | Use of radar and ARPA to maintain safety of navigation | Principal types of ARPA, their display characteristics, performance standards and the dangers of over-reliance on ARPA | In an approved or accepted ARPA course using an ARPA simulator that meets the standards of 33 CFR 164.38 and other applicable national and international performance standards, | the candidate sets up and maintains the ARPA display. | <p>Within 3 minutes, the candidate:</p> <ol style="list-style-type: none"> 1. Turns the power on; 2. Initializes the performance monitor; 3. Notes error messages; 4. Switches from standby to on; 5. Selects the appropriate scale; 6. Adjusts the gain control so that targets and sea return appear; 7. Adjusts the tune control (if the unit is not self-tuning); 8. Adjusts the brilliance control; 9. Adjusts the sea clutter and rain clutter control to suppress the rain and sea clutter without losing targets; 10. Selects display north-up stabilized relative motion; 11. Selects proper gyro course and speed input; and 12. Selects sea-stabilized mode. |

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|--|--|---|---|----------------------|----------------------|
| 3.6 Use of ARPA <i>Course ARPA</i> | Use of radar and ARPA to maintain safety of navigation | Ability to operate and to interpret and analyze information obtained from ARPA, including system performance and accuracy, tracking capabilities and limitations, and processing delays and operational warnings and system tests | This KUP is demonstrated if the candidate has successfully completed the ARPA course specified in 46 CFR 11.309(a)(4)(xiv). | | |
| I 4.1 <i>Course ECDIS</i> | Use of ECDIS to maintain the safety of navigation | <i>Navigation using ECDIS</i> Knowledge of the capability and limitations of ECDIS | This KUP is demonstrated by successful completion of an approved or accepted ECDIS course. | | |
| I 4.2 <i>Course ECDIS</i> | Use of ECDIS to maintain the safety of navigation | <i>Navigation using ECDIS</i> Proficiency in operation, interpretation, and analysis of information from ECDIS | This KUP is demonstrated by successful completion of an approved or accepted ECDIS course. | | |

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|--|------------------------|---|---|---|--|
| 5.1.A Passenger safety | Respond to emergencies | <i>Emergency procedures</i> Precautions for the protection and safety of passengers in emergency situations | On a vessel or in a navigation laboratory, when asked to precautions for the protection and safety of passengers in emergency situations, | the candidate describes the precautions for the protection and safety of passengers in emergency situations specified by the assessor. | The candidate's description is appropriate for the specified situations. |
| 5.2.A Action following collision or grounding | Respond to emergencies | <i>Emergency procedures</i> Initial action to be taken following a collision or a grounding; initial damage assessment and control | On a vessel or in a navigation laboratory, when asked to describe action to be taken following a collision or a grounding, | the candidate describes the initial action to be taken following a collision or a grounding. | The candidate's description is appropriate for the described situation and includes initial damage assessment and control. |
| 5.3.A Rescuing persons from the sea, assisting a ship in distress, emergencies in port. | Respond to emergencies | <i>Emergency procedures</i> Appreciation of the procedures to be followed for rescuing persons from the sea, assisting a ship in distress, responding to emergencies which arise in port | On a vessel or in a navigation laboratory, when asked to describe procedures for rescuing persons from the sea, assisting a ship in distress, responding to emergencies that arise in port, | the candidate describes the procedures for rescuing persons from the sea, assisting a ship in distress, responding to emergencies that arise in port. | The candidate's description is appropriate for the described situation. |

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|---|--|--|---|----------------------|----------------------|
| I 6.1 IAMSAR Manual <i>Course</i> | Respond to a distress signal at sea | <i>Search and rescue</i> Knowledge of the contents of the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual | This KUP is demonstrated by successful completion of the Search and Rescue course specified in 46 CFR 11.309(a)(4)(iii). | | |
| I 7.1 SMCP <i>Course</i> | Use the IMO Standard Marine Communication Phrases and use English in written and oral form | <i>English language</i> Adequate knowledge of English language to enable the officer to use charts and nautical publications, understand meteorological information and messages concerning ship's safety and operation, to communicate with other ships, coast stations and VTS centers and to perform the duties with a multilingual crew, including ability to use and understand IMO Standard Marine Communication Phrases (SMCP) | This KUP is demonstrated by successful completion of the training in IMO Standard Marine Communication Phrases (SMCP) specified in 46 CFR 11.309(a)(4)(ix). | | |

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|--|--|---|---|--|--|
| I 8.1 International Code of Signals <i>Course</i> | Transmit and receive information by visual signaling | <i>Visual signaling</i> Ability to use the International Code of Signals | This KUP is demonstrated by successful completion of the Visual Signaling course specified in 46 CFR 11.309(a)(4)(vi). | | |
| I 8.2 Receive information by Morse light <i>Course</i> | Transmit and receive information by visual signaling | Ability to transmit and receive, by Morse light, distress signal SOS and single-letter signals as specified in the International Code of Signals | This KUP is demonstrated by successful completion of the Visual Signaling course specified in 46 CFR 11.309(a)(4)(vi). | | |
| 9.1.A Turning circles and stopping distances I | Maneuver the ship | <i>Ship maneuvering and handling</i> Knowledge of the effects of deadweight, draught, trim, speed and under keel clearance on turning circles and stopping distances | On a vessel or in a laboratory, when asked to describe the effects of deadweight, draught, trim, speed, and under-keel clearance on turning circles and stopping distances, | the candidate describes the effects of deadweight, draught, trim, speed, and under-keel clearance on turning circles and stopping distances. | The candidate describes how changes in the following will affect the ship's maneuvering characteristics: 1. Deadweight; 2. Draft; 3. Trim; 4. Speed; and 5. Under-keel clearance. |

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|---|-------------------|---|---|--|---|
| 9.2.A Course change of more than 45° | Maneuver the ship | <i>Ship maneuvering and handling</i> Knowledge of the effects of wind and current on ship handling | On a vessel at sea or in a simulator, | the candidate orders the vessel left or right more than 45° from the original heading. | The candidate: <ol style="list-style-type: none"> 1. Orders the turn left or right more than 45° from the original heading by applying a minimum of 10° and a maximum of 20° of rudder; 2. Reduces rudder as the ship approaches the new course; and 3. Steadies on the new course without overshooting the course by more than 10°. |
| 9.2.B Emergency stop | Maneuver the ship | <i>Ship maneuvering and handling</i> Knowledge of the effects of wind and current on ship handling | On a vessel at sea or in a simulator, proceeding at a speed of at least half ahead, | the candidate executes an emergency stop. | The candidate, within the safe operating limits of the vessel's propulsion system, stops the vessel using maximum astern thrust and rudder cycling without deviating from the original course by more than 20°. |

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|--|-------------------|--|---|--|--|
| 9.3.A Maneuver for a man overboard | Maneuver the ship | <i>Ship maneuvering and handling</i> Knowledge of maneuvers and procedures for the rescue of person overboard | On a vessel at sea or in a simulator, upon receiving notification of a Man-Overboard (MOB), | the candidate immediately initiates either a Williamson Turn or Anderson Turn (as appropriate for conditions), returns the vessel to within sight of the MOB, and gives the command to launch the rescue boat. | The candidate: 1. Orders full rudder to the side of the MOB; 2. Sounds MOB signal if other vessels are in sight; 3. Simulates releasing the lighted buoy; 4. Marks the ship's position on ARPA/GPS (if fitted); 5. Simulates a "Mayday" call on VHF notifying any vessels in vicinity of the MOB; 6. Completes the recovery turn; 7. States the rescue boat would be prepared for launch or scrambling nets rigged on the side of the vessel; and 8. States that when on the reciprocal of the original course, the vessel would be slowed or stopped within 0.1 nm of the MOB to begin the recovery/search. |
| 9.4 Knowledge of shallow water effects <i>Course</i> | Maneuver the ship | <i>Ship maneuvering and handling</i> Knowledge of squat, shallow water and similar effects | This KUP is demonstrated by successful completion of the Basic Ship Handling course specified in 46 CFR 11.309(a)(4)(xi). | | |

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|---|--------------------|--|---|--|--|
| 9.5.A Knowledge of anchoring and mooring | Maneuver the ship. | <i>Ship maneuvering and handling</i> Knowledge of proper procedures for anchoring and mooring | On a vessel or in a laboratory, when asked to describe proper procedures for anchoring and mooring, | the candidate describes proper procedures for anchoring and mooring. | <p>The candidate's description includes:</p> <ol style="list-style-type: none"> Planning: Determine the: <ol style="list-style-type: none"> Depth of water; Type of bottom; Wind and current; Bottom obstructions; Room to swing; Place to anchor; Courses and maneuver to the anchor site; and Desired final heading; Approach: Ensure that the ship does not pass to windward or up current of any anchored vessel or hazard to navigation; Placement: <ol style="list-style-type: none"> Anchor site approached slowly; The ship's position is checked by natural landmarks and aids forming ranges ahead and abeam; The vessel is stopped when in position on the approximate desired final heading; and The anchor is correctly dropped for the depth of water; <p><i>Continued on next page</i></p> |

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| 9.5.A <i>Cont'd</i> Knowledge of anchoring and mooring | | | | | <i>Continued from previous page</i> 4. Laying out: a. The ship is backed slowly; and b. A length of chain 5 to 7 times the water depth is paid out slowly; and 5. Fetching up: a. The ship is allowed to fetch up on the chain; and b. The ship rides on a final heading that is within 40° of the desired final heading. |
| 10.1 Effect of cargo on seaworthiness and stability <i>Course</i> | Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | <i>Cargo handling, stowage and securing</i> Knowledge of the effect of cargo, including heavy lifts, on the seaworthiness and stability of the ship | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |

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|---|--|---|---|--|---|
| 10.2 Safe handling, stowage and securing of cargoes <i>Course</i> | Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | <i>Cargo handling, stowage and securing</i> Knowledge of safe handling, stowage and securing of cargoes, including dangerous, hazardous and harmful cargoes, and effect on the safety of life and the ship | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |
| 10.3.A Effective communications during loading and unloading | Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes. | <i>Cargo handling, stowage and securing</i> Ability to establish and maintain effective communications during loading and unloading | On a vessel or in a laboratory, when asked to describe how to establish and maintain effective communications during loading and unloading, | the candidate describes how to establish and maintain effective communications during loading and unloading. | The candidate's description includes that communications must be clear, understood and consistently successful. |
| 11.1 Inspection for damage and defects <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Knowledge and ability to explain where to look for damage and defects most commonly encountered due to: .1 Loading and unloading operations .2 Corrosion .3 Severe weather conditions | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |

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|---|---|---|---|--|---|
| 11.2 Inspection scheduling <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Ability to state which parts of the ship shall be inspected each time in order to cover all parts within a given period of time | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |
| 11.3 Ship structure <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Identify those elements of the ship structure which are critical to the safety of the ship | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |
| 11.4.A Causes of corrosion in cargo spaces and ballast tanks | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | State the causes of corrosion in cargo spaces and ballast tanks and how corrosion can be identified and prevented | On a vessel or in a laboratory, when asked to describe the causes of corrosion in cargo spaces and ballast tanks and how corrosion can be identified and prevented, | the candidate describes the causes of corrosion in cargo spaces and ballast tanks and how corrosion can be identified and prevented. | The candidate's description correctly describes the causes of and procedures for prevention of corrosion. |
| 11.5 Inspection procedures <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Knowledge of procedures on how the inspections shall be carried out | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |

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| 11.6 Detection of defects and damages <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Ability to explain how to ensure reliable detection of defects and damages | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |
| 11.7 Understanding of “enhanced survey programme” <i>Course</i> | Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | Understanding of the purpose of the “enhanced survey programme” | This KUP is demonstrated by successful completion of the Cargo Handling and Stowage course specified in 46 CFR 11.309(a)(4)(x). | | |
| 12.1.A Pollution prevention precautions | Ensure compliance with pollution prevention requirements | <i>Prevention of pollution of the marine environment and anti-pollution procedures</i> Knowledge of the precautions to be taken to prevent pollution of the marine environment | On a vessel or in a laboratory, when asked to describe pollution prevention procedures, | the candidate describes appropriate pollution prevention procedures. | The candidate’s description includes: 1. Procedures for monitoring shipboard operations and ensuring compliance with MARPOL requirements are fully observed; and 2. Actions to ensure that a positive environmental reputation is maintained. |

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|---|--|--|---|--|---|
| 12.2.A Anti-pollution procedures and associated equipment | Ensure compliance with pollution prevention requirements | <i>Prevention of pollution of the marine environment and anti-pollution procedures</i> Anti-pollution procedures and all associated equipment | On a vessel or in a laboratory, when asked to identify and describe shipboard pollution prevention procedures and associated equipment, | the candidate describes appropriate pollution prevention procedures and equipment. | The candidate's description includes identification of appropriate equipment and its use associated with: 1. Procedures for monitoring shipboard operations and ensuring compliance with MARPOL requirements are fully observed; and 2. Actions to ensure that a positive environmental reputation is maintained. |
| 12.3.A Importance of proactive measures | Ensure compliance with pollution prevention requirements | <i>Prevention of pollution of the marine environment and anti-pollution procedures</i> Importance of proactive measures to protect the marine environment | On a vessel or in a laboratory, when asked to describe compliance with pollution prevention procedures, | the candidate describes appropriate pollution prevention procedures. | The candidate's description includes the importance of proactive measures to protect the marine environment. |
| 13.1 Stability, trim and stress tables and diagrams <i>Course</i> | Maintain seaworthiness of the ship | <i>Ship stability</i> Working knowledge and application of stability, trim and stress tables, diagrams and stress calculating equipment | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |

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| 13.2 Partial loss of intact buoyancy <i>Course</i> | Maintain seaworthiness of the ship | <i>Ship stability</i> Understanding of fundamental actions to be taken in the event of partial loss of intact buoyancy | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |
| 13.3 Fundamentals of watertight integrity <i>Course</i> | Maintain seaworthiness of the ship | <i>Ship stability</i> Understanding of the fundamentals of watertight integrity | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |
| 13.4 Ship structure <i>Course</i> | Maintain seaworthiness of the ship | <i>Ship construction</i> General knowledge of the principal structural members of a ship and the proper names for the various parts | This KUP is demonstrated by successful completion of the Stability and Ship Construction course specified in 46 CFR 11.309(a)(4)(xii). | | |
| 14.1 <i>Course</i> | Prevent, control and fight fires on board | <i>Fire prevention and fire-fighting appliances</i> Ability to organize fire drills | This KUP is demonstrated by candidate successful completion of approved or accepted training in Basic and Advanced Firefighting. | | |
| 14.2 <i>Course</i> | Prevent, control and fight fires on board | <i>Fire prevention and fire-fighting appliances</i> Knowledge of classes and chemistry of fire | This KUP is demonstrated by successful completion of approved or accepted training in Basic and Advanced Firefighting. | | |

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|-------------------------|---|---|---|----------------------|----------------------|
| I 14.3 <i>Course</i> | Prevent, control and fight fires on board | <i>Fire prevention and fire-fighting appliances</i> Knowledge of fire-fighting systems | This KUP is demonstrated by successful completion of approved or accepted training in Basic and Advanced Firefighting. | | |
| I 14.4 <i>Course</i> | Prevent, control and fight fires on board | <i>Fire prevention and fire-fighting appliances</i> Knowledge of action to be taken in the event of fire, including fires involving oil systems | This KUP is demonstrated by successful completion of approved or accepted training in Basic and Advanced Firefighting. | | |
| I 15.1 <i>Course</i> | Operate life-saving appliances | <i>Life-saving</i> Ability to organize abandon ship drills and knowledge of the operation of survival craft and rescue boats, their launching appliances and arrangements, and their equipment, including radio life-saving appliances, satellite EPIRBs, SARTs, immersion suits and thermal protective aids | This KUP is demonstrated by successful completion of approved or accepted training for Proficiency in Survival Craft (and Rescue Boats, other than Fast Rescue Boats or Proficiency in Survival Craft and Rescue Boats, other than Lifeboats and Fast Rescue Boats or by holding an endorsement for PSC or PSC-Limited. | | |

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| I 16.1 <i>Course</i> | Apply medical first aid on board ship | <i>Medical aid</i> Practical application of medical guides and advice by radio, including the ability to take effective action based on such knowledge in the case of accidents or illnesses that are likely to occur on board ship | This KUP is demonstrated by successful completion of an approved or accepted Medical First Aid Provider or Medical Care Provider course. | | |
| 17.1.A International Conventions | Monitor compliance with legislative requirements | Basic working knowledge of the relevant IMO conventions concerning safety of life at sea, security and protection of the marine environment | On a vessel or in a laboratory, when asked, | the candidate describes legislative requirements relating to safety of life at sea, security and protection of the marine environment. | The candidate describes appropriate legislative requirements. |

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|--|---|--|---|--|--|
| 18.1.A Duties and responsibilities of shipboard personnel | Application of leadership and team working skills | Working knowledge of shipboard personnel management and training | On a vessel or in a laboratory, when asked to identify and describe the basic duties of vessel personnel, | the candidate describes the basic duties and responsibilities of vessel personnel. | <p>The candidate describes the duties and responsibilities of the following:</p> <ol style="list-style-type: none"> 1. Master; 2. Deck department including: <ol style="list-style-type: none"> a. Chief Mate; b. Second Mate; c. Third Mate; d. Bosun e. Able Seamen; and f. Entry Level Deck; 3. Engine department including: <ol style="list-style-type: none"> a. Chief Engineer; b. First Assistant Engineer; c. Second Assistant Engineer; d. Third Assistant Engineer; e. QMEDs; and f. Entry Level Engine; and 4. Steward's department including: <ol style="list-style-type: none"> a. Chief Steward; b. Chief Cook; and c. Entry Level Steward's Department. |

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|---|---|---|---|--|--|
| 18.2.A Maritime conventions and national legislation | Application of leadership and team working skills | A knowledge of related international maritime conventions and recommendations, and national legislation | On a vessel or in a laboratory, when asked to identify maritime conventions and national legislation, | the candidate describes the basic international maritime conventions and national regulations. | <p>The candidate describes the following:</p> <ol style="list-style-type: none"> 1. International Convention for the Safety of Life at Sea (SOLAS); 2. International Ship and Port Facility Security Code (ISPS); 3. International Safety Management Code (ISM); 4. International Convention on Standards of Training, Certification and Watchkeeping for Seafarers 1978, as amended (STCW); 5. MARPOL 73/78 and its Annexes; 6. Oil Pollution Act of 1990 (OPA 90); 7. United States laws and regulations on inspection and manning of vessels; 8. United States laws and regulations on shipment and discharge of seamen; 9. U.S. Coast Guard chemical testing requirements (46 CFR Part 16); 10. Department of Transportation Hazardous Materials training requirements; and 11. Onboard contracts, including labor contracts. |

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|--|---|--|--|--|---|
| 18.3.A Task and workload management | Application of leadership and team working skills | Ability to apply task and workload management, including: .1 planning and co-ordination .2 personnel assignment .3 time and resource constraints .4 prioritization | On a vessel or on a simulator, during an operation entering port and docking the vessel and acting as an OICNW under the direct supervision of the Master or the watch's assigned OICNW, | the candidate performs the duties of an OICNW. | The duties performed include: 1. Planning and scheduling the order of events in anticipation of the pilot boarding; 2. Giving or checking helm orders as per the Master's direction; 3. Operating signal devices (flags, signal lights, radio communications, etc.) as directed by the Master; and 4. Assigning and calling out personnel so that equipment is safely rigged and/or unrigged as needed. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before use.

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|-------------------------------|---|--|---|---|---|
| 18.4.A Resource management | Application of leadership and team working skills | <p>Knowledge and ability to apply effective resource management:</p> <p>.1 Allocation, assignment, and prioritization of resources</p> <p>.2 Effective communication onboard and ashore</p> <p>.3 Decisions reflect consideration of team experiences</p> <p>.4 Assertiveness and leadership, including motivation</p> <p>.5 Obtaining and maintaining situational awareness</p> | On a vessel, during a mooring, unmooring, or anchoring operation, | the candidate supervises the operation on the ship's bow or stern, under the supervision of the normally assigned supervisor. | <p>The candidate's satisfactorily performs the following duties:</p> <ol style="list-style-type: none"> 1. Reviewing the overall plan with the Chief Mate or Master, as appropriate for the operation to be conducted; 2. Checking the assigned equipment to ensure that it is ready for use; 3. Briefing the assigned crewmembers on the group's assignment, visual, verbal and/or other signals that will be used and any special procedures or events that may concern them; 4. Delegating tasks to each of the assigned crewmembers, briefing them about any special procedures or events that may concern them; 5. Establishing and maintaining communications with bridge, team and shore personnel; 6. Showing situational awareness by noting to the supervisor items of importance such as the location of any tugs within the candidate's area of responsibility, potential hazards that each team member may encounter, equipment available; and 7. Actively managing the assigned crewmembers by walking around, motivating them to work safely and efficiently, and maintaining communications with all personnel involved while anticipating and mitigating any hazards. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|--------------------------------------|---|--|---|--|--|
| 18.5.A Decision making techniques | Application of leadership and team working skills | <p>Knowledge and ability to apply decision-making techniques:</p> <p>.1 Situation and risk assessment</p> <p>.2 Identify and consider generated options</p> <p>.3 Selecting course of action</p> <p>.4 Evaluation of outcome effectiveness</p> | On a vessel, during a fire or emergency simulation, | the candidate supervises a fire or emergency team under the supervision of the normally assigned supervisor. | <p>The candidate:</p> <ol style="list-style-type: none"> 1. Briefs the team on the situation, the approach to remedying the simulated emergency, and the procedures to be executed; 2. Delegates tasks to each of the assigned crewmembers, briefing them about any special procedures or events that may concern them; 3. Checks the assigned crewmembers to ensure that they are using personal protective equipment (PPE) correctly and appropriately; 4. Checks the assigned crewmembers to ensure that they have made available any equipment that will be needed to accomplish the assigned tasks, both team and individual; 5. Executes the generated plan to handle the emergency simulation; and 6. Participates in the post-simulation critique and presents the positive results of the simulation, the negative findings of the simulation, and makes recommendations to improve procedures, equipment availability, and personnel training. |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before use.

| Task No./Name | STCW Competence | STCW Knowledge, Understanding, and Proficiency | Performance Condition | Performance Behavior | Performance Standard |
|-------------------------|--|--|---|----------------------|----------------------|
| I 19.1 <i>Course</i> | Contribute to the safety of personnel and ship | Knowledge of personal survival techniques | This KUP is demonstrated by successful completion of approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training. | | |
| I 19.2 <i>Course</i> | Contribute to the safety of personnel and ship | Knowledge of fire prevention and ability to fight and extinguish fires | This KUP is demonstrated by successful completion of approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training. | | |
| I 19.3 <i>Course</i> | Contribute to the safety of personnel and ship | Knowledge of elementary first aid | This KUP is demonstrated by successful completion of approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training. | | |
| I 19.4 <i>Course</i> | Contribute to the safety of personnel and ship | Knowledge of personal safety and social responsibilities | This KUP is demonstrated by successful completion of approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training. | | |

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative guidelines must be approved by the National Maritime Center before their use.

Record of Assessment

for

Officer in Charge of a Navigational Watch on Vessels of
500 GT or More

Print Name of Candidate

Candidate's Signature

Candidate's Mariner Reference No.

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

NOTE TO QUALIFIED ASSESSOR(S): In performing your function as a qualified assessor, you may use your initials only to indicate you have personally witnessed the demonstration of skill or ability by the person being assessed. The Assessment Guidelines in Enclosure (2) will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/1 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 11.301(a)(1)(i), alternative Assessment Guidelines must be approved by the National Maritime Center before use.

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|---|---|------------------------|---|---------------------|------|
| Plan and conduct a passage and determine position | Ability to use celestial bodies to determine the ship's position | 1.1.A <i>Note 1</i> | Adjust a sextant | | |
| | | 1.1.B <i>Note 1</i> | Measure the altitude of the sun | | |
| | | 1.1.C <i>Note 1</i> | Measure the altitude of at least 3 stars | | |
| | | 1.1.D <i>Note 1</i> | Measure the altitude of the sun at meridian passage (LAN) | | |
| | | 1.1.E <i>Note 1</i> | Celestial running fix | | |
| | | 1.1.F <i>Note 1</i> | Plot star fix | | |
| | <i>Terrestrial and coastal navigation</i> Ability to determine the ship's position by use of landmarks; aids to navigation; dead reckoning | 1.2.A | Position fix by two bearings | | |
| | | 1.2.B | Plot DR position | | |
| | | 1.2.C | Determine the course to steer | | |

Notes:

This Record of Assessment does not include all Knowledge, Understanding and Proficiency (KUP) specified in STCW Code Table A-II/1 and in Enclosure (2) of this NVIC. It does not include assessments of KUPs that are demonstrated by completion of required training. Mariners will demonstrate those KUPs with the relevant course completion certificate.

Note 1 The assessment is not required for an endorsement that will be limited to near coastal waters.

ARPA The assessment is not required for mariners serving exclusively on vessels not fitted with an Automatic Radar Plotting Aid (ARPA); a limitation will be added to the OICNW endorsement indicating that it is not valid on vessels equipped with ARPA.

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|---|---|----------|--|---------------------|------|
| Plan and conduct a passage and determine position | Thorough knowledge of and ability to use nautical charts and publications | 1.3.A | Correction of charts and publications | | |
| | | 1.3.B | Chart selection | | |
| | | 1.3.C | Route planning | | |
| | Ability to determine the ship's position by use of electronic navigational aids | 1.4.A | Position fix by two ranges | | |
| | | 1.4.B | Position fix by tangents to identified objects | | |
| | | 1.4.C | Position fix by GPS | | |
| | | 1.4.D | Use of GPS position save function | | |
| | Ability to operate the equipment and apply the information correctly | 1.5.A | Use of echo sounder | | |
| | Knowledge of the principles of magnetic and gyro-compasses | 1.6.A | Magnetic variation | | |
| | | 1.6.B | Correct for true heading | | |
| | | 1.6.C | Compass deviation | | |
| | | 1.6.D | Magnetic compass correction | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|---|---|----------|--|---------------------|------|
| Plan and conduct a passage and determine position | Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors | 1.7.A | Determine the gyro-compass error by bearing of range | | |
| | | 1.7.B | Determine magnetic compass error | | |
| | | 1.7.C | Determine magnetic compass deviation | | |
| | | 1.7.D | Determine course to steer by magnetic compass | | |
| | | 1.7.E | Position fix by magnetic compass bearings | | |
| | | 1.7.F | Azimuth of the sun | | |
| | Knowledge of steering control systems, operational procedures and change-over from manual to automatic control and vice versa. Adjustment of controls for optimum performance | 1.8.A | Steering gear test | | |
| | | 1.8.B | Set weather controls | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|------------------------------------|---|----------|--|---------------------|------|
| Maintain a safe navigational watch | Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972 | 2.1.A | Identify light configurations | | |
| | | 2.1.B | Identify day shapes | | |
| | | 2.1.C | Identify sound signals | | |
| | | 2.1.D | Determine risk of collision | | |
| | | 2.1.E | Maneuver to avoid risk of collision - crossing | | |
| | | 2.1.F | Maneuver to avoid risk of collision - meeting | | |
| | | 2.1.G | Maneuver to avoid risk of collision - overtaking | | |
| | Thorough knowledge of the Principles to be observed in keeping a navigational watch | 2.2.A | Watch relief | | |
| | | 2.2.B | Keep a safe navigation watch | | |
| | | 2.2.C | Notify Master when appropriate | | |
| | | 2.2.D | Keep a safe anchor watch | | |
| | | 2.2.E | Turn over a watch | | |
| | The use of routing in accordance with the General Provisions on Ships' Routing | 2.3.A | Voyage Planning - Appraisal | | |
| | | 2.3.B | Voyage Planning - Planning | | |
| | | 2.3.C | Execute a voyage plan | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|------------------------------------|---|----------|---|---------------------|------|
| Maintain a safe navigational watch | The use of information from navigational equipment for maintaining a safe navigational watch | 2.4.A | Situational awareness | | |
| | Knowledge of blind pilotage techniques | 2.5.A | Navigate in restricted visibility | | |
| | The use of reporting in accordance with the General Principles for Ship Reporting Systems and with VTS procedures | 2.6.A | Vessel Traffic System (VTS) | | |
| | Knowledge of bridge resource management principles | 2.7.A | Recognition of watch condition | | |
| | | 2.7.B | BRM Condition III – Collision Avoidance | | |
| | | 2.7.C | BRM Condition III – Navigation | | |
| | | 2.7.D | BRM Condition II or III – Error trapping | | |
| | | 2.7.E | BRM Condition II or III – Prioritization | | |
| | | 2.7.F | BRM Condition II – Navigation and collision avoidance | | |
| | | 2.7.G | BRM Condition III – Establish a bridge team | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|--|--|----------------------|---|---------------------|------|
| Use of radar and ARPA to maintain safety of navigation | Ability to operate and to interpret and analyze information obtained from radar, including setting up and maintaining displays | 3.2.A | Set up and maintain radar display | | |
| | | 3.2.B | Switch display modes | | |
| | Ability to operate and to interpret and analyze information obtained from radar, including detection of misrepresentation of information, false echoes, sea return, etc., racons and SARTs | 3.3.A | Identify false echoes, sea return, racon and SART | | |
| | Principal types of ARPA, their display characteristics, performance standards and the dangers of over-reliance on ARPA | 3.5.A <i>ARPA</i> | Set up and maintain an ARPA display | | |
| Respond to emergencies | Precautions for the protection and safety of passengers in emergency situations | 5.1.A | Passenger safety | | |
| | | 5.2.A | Action following a collision or a grounding | | |
| | | 5.3.A | Rescuing persons, assisting ship in distress, emergencies in port | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|---|---|----------|--|---------------------|------|
| Maneuver the ship | Knowledge of the effects of deadweight, draught, trim, speed and under keel clearance on turning circles and stopping distances | 9.1.A | Turning circles and stopping distances | | |
| | Knowledge of the effects of wind and current on ship handling | 9.2.A | Course change of more than 45° | | |
| | | 9.2.B | Emergency stop | | |
| | Knowledge of maneuvers and procedures for the rescue of person overboard | 9.3.A | Maneuver for a man overboard | | |
| | Knowledge of proper procedures for anchoring and mooring | 9.5.A | Knowledge of anchoring and mooring | | |
| Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | Ability to establish and maintain effective communications during loading and unloading | 10.3.A | Effective communications during loading and unloading | | |
| Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | State the causes of corrosion in cargo spaces and ballast tanks and how corrosion can be identified and prevented | 11.4.A | Causes of corrosion in cargo spaces and ballast tanks | | |
| Ensure compliance with pollution- prevention requirements | Knowledge of the precautions to be taken to prevent pollution of the marine environment | 12.1.A | Precautions to prevent pollution of the marine environment | | |
| | Anti-pollution procedures and all associated equipment | 12.2.A | Anti-pollution procedures and associated equipment | | |
| | Importance of proactive measures to protect the marine environment | 12.3.A | Importance of proactive measures | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

| STCW Competence | Knowledge, Understanding, and Proficiency | Task No. | Task Name | Assessor's Initials | Date |
|---|---|----------|--|---------------------|------|
| Monitor compliance with legislative requirements | Basic working knowledge of the relevant IMO conventions concerning safety of life at sea, security and protection of the marine environment | 17.1.A | Knowledge of international conventions | | |
| Application of leadership and team working skills | Working knowledge of shipboard personnel management and training | 18.1.A | Duties and responsibilities of shipboard personnel | | |
| | A knowledge of related international maritime conventions and recommendations, and national legislation | 18.2.A | Maritime conventions and national legislation | | |
| | Ability to apply task and workload management | 18.3.A | Task and workload management | | |
| | Knowledge and ability to apply effective resource management | 18.4.A | Resource management | | |
| | Knowledge and ability to apply decision-making techniques | 18.5.A | Decision making techniques | | |

RECORD OF ASSESSMENT
OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE
ASSESSOR AND VESSEL INFORMATION

A shipboard Assessor who witnesses a practical assessment may initial the appropriate blocks in this Record of Assessment. QAs should have a minimum of at least 1 year of experience as OICNW on vessels of at least 500 GT and/or 200 GRT or assessments signed on a military vessel by an assessor authorized to conduct similar assessments for the U.S. Navy or U.S. Coast Guard Personnel Qualification Standard (PQS) for underway officer of the deck (OOD). After December 31, 2023, QAs must be approved by the National Maritime Center (46 CFR 10.405). Qualified military personnel will not need to be approved QA's and may continue to sign assessments after December 31, 2023.

| Vessel Name | Gross Tonnage (Note GRT or GT) | Dates of Service | | Assessor Name | Assessor Signature | Sample Initials of Assessor | Assessor Mariner Ref. No. | Assessor Shipboard Position |
|----------------|-----------------------------------|------------------|----------|--------------------|---------------------|-----------------------------|---------------------------|-----------------------------|
| | | From | To | | | | | |
| M/V Underbrook | 8,000 GRT | 4/1/2021 | 7/7/2021 | Ignatius J. Reilly | <i>I. J. Reilly</i> | <i>IR</i> | 1234567 | Master |
| | | | | | | | | |
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TRANSITION FROM FORMER ASSESSMENT SCHEME FOR OFFICER IN CHARGE OF A NAVIGATIONAL WATCH ON VESSELS OF 500 GT OR MORE

The assessments specified in this Navigation and Vessel Inspection Circular (NVIC) differ from those previously specified in NVIC 8-02, National Maritime Center (NMC) Policy Letter 01-02, and CG-543 Policy Letter 11-07. Among the differences are changes in the numbering scheme. The Coast Guard recognizes that mariners may be in the process of qualifying for an endorsement as Officer in Charge of a Navigational Watch (OICNW), and may have already completed OICNW assessments under previous guidance. In order to minimize the burden to these mariners, the Coast Guard will allow a reasonable transition period during which assessments from the old scheme will be accepted.

Until March 24, 2019, mariners may use some or all of the former assessments to meet the equivalent assessments specified in this NVIC. Previous model assessments should be signed no later than March 24, 2019, and submitted to the Coast Guard as part of an application for an OICNW endorsement not later June 30, 2020.

The following table identifies which assessments from the former scheme will satisfy the assessments specified in this NVIC. Mariners who present evidence of satisfactory completion of the assessment identified in the column titled “Old Assessment Number” may use the assessment as evidence of completing the corresponding task in the column titled “New Task Number.”

| Old Assessment Number | New Task Number | Old Task |
|--|--|---|
| <i>If you completed this assessment,</i> | <i>you do not need to complete this task</i> | |
| OICNW-1-1A | 1.1.A | Adjust a sextant |
| OICNW-1-1B | 1.1.B | Measure the altitude of the sun |
| OICNW-1-1C | 1.1.C | Measure the altitude of at least 3 stars |
| OICNW-1-1D | 1.1.D | Measure the altitude of the sun at meridian passage (LAN) |
| OICNW-1-1E | 1.1.E | Celestial running fix |
| OICNW-1-1F | 1.1.F | Plot star fix |
| OICNW-1-2A | 1.2.A | Fix by two bearings |
| OICNW-1-2B | 1.4.A | Fix by two ranges |
| OICNW-1-2C | 1.4.B | Fix by tangents to two identified objects |
| OICNW-1-2D | 1.2.B | Plot the ship's DR position |
| OICNW-1-2E | 1.2.C | Determine the course to steer |
| OICNW-1-3A | 1.3.A | Correction of charts and publications |
| OICNW-1-3B | 1.3.B | Chart selection |
| OICNW-1-3C | 1.3.C | Route planning |

| Old Assessment Number | New Task Number | Old Task |
|--|--|--|
| <i>If you completed this assessment,</i> | <i>you do not need to complete this task</i> | |
| OICNW-1-4A | 1.4.C | Position fix by GPS |
| OICNW-1-4B | 1.4.D | Use of GPS position save function |
| OICNW-1-4C | N/A | Loran C - DELETED <i>No longer required</i> |
| OICNW-1-4D | 1.5.A | Use of echo sounder |
| OICNW-1-5A | 1.7.A | Determine gyrocompass error by bearing of range |
| OICNW-1-5B | 1.7.B | Determine magnetic compass error |
| OICNW-1-5C | 1.7.C | Determine magnetic compass deviation |
| OICNW-1-5D | 1.7.D | Determine course to steer by magnetic compass |
| OICNW-1-5E | 1.7.E | Position fix by magnetic compass bearings |
| OICNW-1-5F | 1.7.F | Azimuth of the sun |
| OICNW-1-6A | 1.8.A | Steering gear test |
| OICNW-1-6B | 1.8.B | Set weather controls |
| OICNW-1-7A | 1.9.A | Read barometric pressure |
| OICNW-1-7B | 1.9.B | Determine true wind speed and direction |
| OICNW-1-7C | 1.10.G | Determine expected weather conditions |
| OICNW-2-1A | 2.1.A | Identify light configurations |
| OICNW-2-1B | 2.1.B | Identify day shapes |
| OICNW-2-1C | 2.1.C | Identify sound signals |
| OICNW-2-1D | 2.1.D | Determine risk of collision |
| OICNW-2-1E | 2.1.E | Maneuver to avoid risk of collision – meeting |
| OICNW-2-1F | 2.1.F | Maneuver to avoid risk of collision – overtaking |
| OICNW-2-1G | 2.1.G | Maneuver to avoid risk of collision – crossing |
| OICNW-2-2A | 2.2.A | Watch relief |
| OICNW-2-2B | 2.2.B | Keep a safe navigation watch |
| OICNW-2-2C | 2.2.C | Notify Master when appropriate |
| OICNW-2-2D | 2.2.D | Keep a safe anchor watch |
| OICNW-2-2E | 2.5.A | Navigate in restricted visibility |
| OICNW-2-2F | 2.2.E | Turn over a watch |
| OICNW-2-3A | 2.3.A and 2.3.B | Voyage planning |

| Old Assessment Number | New Task Number | Old Task |
|--|--|---|
| <i>If you completed this assessment,</i> | <i>you do not need to complete this task</i> | |
| OICNW-2-3B | 2.3.C | Execute a voyage plan |
| OICNW-2-3C | 2.7.A | BRM – Recognition of watch condition / watch augmentation |
| OICNW-2-3D | 2.7.B | BRM Condition III – collision avoidance |
| OICNW-2-3E | 2.7.C | BRM Condition III – navigation |
| OICNW-2-3F | 2.7.D | BRM Condition II or III – error trapping |
| OICNW-2-3G | 2.7.F | BRM Condition II – navigation and collision avoidance |
| OICNW-2-3H | 2.7.G | BRM Condition III – establish a bridge team |
| OICNW-2-3I | 2.7.E | BRM Condition II or III – prioritization |
| OICNW-3-1A | 3.2.A | Set up and maintain radar display |
| OICNW-3-1B | 3.2.B | Switch display modes |
| OICNW-3-1C | 3.3.A | Identify false echoes, sea return, racon and SART |
| OICNW-3-1D | 3.4.A | Determine range and bearing |
| OICNW-3-1E | 3.4.B | Determine risk of collision |
| OICNW-3-1F | 3.4.C | Determine DRM, SRM, CPA, and TCPA |
| OICNW-3-1G | 3.4.D | Detect speed and course changes of other ships |
| OICNW-3-1H | 3.4.E | Change course to control target DRM |
| OICNW-3-1I | 3.4.F | Change speed to control target DRM |
| OICNW-3-1J | 3.4.G | Determine true course and speed of target vessels |
| OICNW-3-1K | 3.4.H | Parallel indexing |
| OICNW-3-1L | 3.4.C | Determine DRM, SRM, CPA, and TCPA |
| OICNW-3-2A | 3.5.A | Set up and maintain an ARPA display |
| OICNW-3-2B | 3.6.A | Manual target acquisition |
| OICNW-3-2C | 3.6.B | Establish an exclusion area |
| OICNW-3-2D | 3.6.C | Set vector characteristics |
| OICNW-3-2E | 3.6.D | Designate targets |
| OICNW-3-2F | 3.6.E | Cancel targets |
| OICNW-3-2G | 3.6.F | Target history |
| OICNW-3-2H | 3.6.G | Establish CPA and TCPA |
| OICNW-3-2I | 3.6.H | Establish alarm area |
| OICNW-3-2J | 3.6.I | Trial maneuver |

| Old Assessment Number | New Task Number | Old Task |
|--|--|--|
| <i>If you completed this assessment,</i> | <i>you do not need to complete this task</i> | |
| OICNW-3-2K | 3.6.J | Switch stabilization modes |
| OICNW-3-2L | 3.6.L | Navigation lines |
| OICNW-3-2M | 3.6.M | Determine set and drift |
| OICNW-3-2N | 3.6.K | Determine range and bearing to an object |
| OICNW-5-1A | 9.3.A | Maneuver for man overboard |
| OICNW-5-1B | 9.2.A | Course change of more than 45 ⁰ |
| OICNW-5-1C | 9.2.B | Emergency stop |

Excerpts from the International Convention on Standards of Training,
Certification and Watchkeeping for Seafarers, 1978, as amended

and

Seafarers' Training, Certification and Watchkeeping Code, as amended

Notice: These excerpts are provided for background information. By themselves, they do not constitute Coast Guard policy.

The Manila Amendments to the annex to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978

Chapter I
General provisions

Regulation I/6

Training and assessment

Each party shall ensure that:

- .1 the training and assessment of seafarers, as required under the Convention, are administered, supervised and monitored in accordance with the provisions of section A-I/6 of the STCW Code; and
- .2 those responsible for the training and assessment of competence of seafarers, as required under the Convention, are appropriately qualified in accordance with the provisions of section A-I/6 of the STCW Code for the type and level of training and assessment involved.

Regulation I/12

Use of Simulators

1 The performance standards and other provisions set forth in section A-I/12 and such other requirements as are prescribed in part A of the STCW Code for any certificate concerned shall be complied with in respect of:

- .1 all mandatory simulator-based training;
- .2 any assessment of competency required by part A of the STCW Code which is carried out by means of a simulator; and
- .3 any demonstration, by means of a simulator, of continued proficiency required by part A of the STCW Code.

Chapter II

Standards regarding the master and deck department

Regulation II/1

Mandatory minimum requirements for certification of officers in charge of a navigational watch on ships of 500 gross tonnage or more

1 Every officer in charge of a navigational watch serving on a seagoing ship of 500 gross tonnage or more shall hold a certificate of competency.

2 Every candidate for certification shall:

- .1 be not less than 18 years of age;
- .2 have approved seagoing service of not less than 12 months as part of an approved training programme which includes onboard training that meets the requirements of section A-II/1 of the STCW Code and is documented in an approved training record book, or otherwise have approved seagoing service of not less than 36 months;

- .3 have performed, during the required seagoing service, bridge watchkeeping duties under the supervision of the master or a qualified officer for a period of not less than six months;
- .4 meet the applicable requirements of the regulations in chapter IV, as appropriate, for performing designated radio duties in accordance with the Radio Regulations;
- .5 have completed approved education and training and meet the standard of competence specified in section A-II/1 of the STCW Code; and
- .6 meet the standard of competence specified in section A-VI/1, paragraph 2, section A-VI/2, paragraphs 1 to 4, section A-VI/3, paragraphs 1 to 4 and section A-VI/4, paragraphs 1 to 3 of the STCW Code.

Chapter VIII

Watchkeeping

Regulation VIII/2

Watchkeeping arrangements and principles to be observed

- 1 Administrations shall direct the attention of companies, masters, chief engineer officers and all watchkeeping personnel to the requirements, principles and guidance set out in the STCW Code which shall be observed to ensure that a safe continuous watch or watches appropriate to the prevailing circumstances and conditions are maintained on all seagoing ships at all times.
- 2 Administrations shall require the master of every ship to ensure that watchkeeping arrangements are adequate for maintaining a safe watch or watches, taking into account the prevailing circumstances and conditions and that, under the master's general direction:
 - .1 officers in charge of the navigational watch are responsible for navigating the ship safely during their periods of duty, when they shall be physically present on the navigating bridge or in a directly associated location such as the chartroom or bridge control room at all times;
 - .2 radio operators are responsible for maintaining a continuous radio watch on appropriate frequencies during their periods of duty;
 - .3 officers in charge of an engineering watch, as defined in the STCW Code, under the direction of the chief engineer officer, shall be immediately available and on call to attend the machinery spaces and, when required, shall be physically present in the machinery space during their periods of responsibility;
 - .4 an appropriate and effective watch or watches are maintained for the purpose of safety at all times, while the ship is at anchor or moored and, if the ship is carrying hazardous cargo, the organization of such watch or watches takes full account of the nature, quantity, packing and stowage of the hazardous cargo and of any special conditions prevailing on board, afloat or ashore; and
 - .5 as applicable, an appropriate and effective watch or watches are maintained for the purposes of security.

The Manila Amendments to the Seafarers' Training, Certification and Watchkeeping (STCW) Code

Chapter I

Standards regarding general provisions

Section A-I/6

Training and assessment

1 Each Party shall ensure that all training and assessment of seafarers for certification under the Convention is:

- .1** structured in accordance with written programmes, including such methods and media of delivery, procedures, and course material as are necessary to achieve the prescribed standard of competence; and
- .2** conducted, monitored, evaluated and supported by persons qualified in accordance with paragraphs 4, 5 and 6.

2 Persons conducting in-service training or assessment on board ship shall only do so when such training or assessment will not adversely affect the normal operation of the ship and they can dedicate their time and attention to training or assessment.

Qualifications of instructors, supervisors and assessors*

3 Each Party shall ensure that instructors, supervisors and assessors are appropriately qualified for the particular types and levels of training or assessment of competence of seafarers either on board or ashore, as required under the Convention, in accordance with the provisions of this section.

In-service training

4 Any person conducting in-service training of a seafarer, either on board or ashore, which is intended to be used in qualifying for certification under the Convention, shall:

- .1** have an appreciation of the training programme and an understanding of the specific training objectives for the particular type of training being conducted;
- .2** be qualified in the task for which training is being conducted; and
- .3** if conducting training using a simulator:
 - .3.1** have received appropriate guidance in instructional techniques involving the use of simulators; and
 - .3.2** have gained practical operational experience on the particular type of simulator being used.

5 Any person responsible for the supervision of in-service training of a seafarer intended to be used in qualifying for certification under the Convention shall have a full understanding of the training programme and the specific objectives for each type of training being conducted.

* The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

Assessment of competence

6 Any person conducting in-service assessment of competence of a seafarer, either on board or ashore, which is intended to be used in qualifying for certification under the Convention, shall:

- .1** have an appropriate level of knowledge and understanding of the competence to be assessed;
- .2** be qualified in the task for which the assessment is being made;
- .3** have received appropriate guidance in assessment methods and practice;
- .4** have gained practical assessment experience; and
- .5** if conducting assessment involving the use of simulators, have gained practical assessment experience on the particular type of simulator under the supervision and to the satisfaction of an experienced assessor.

Training and assessment within an institution

7 Each Party which recognizes a course of training, a training institution, or a qualification granted by a training institution, as part of its requirements for the issue of a certificate required under the Convention, shall ensure that the qualifications and experience of instructors and assessors are covered in the application of the quality standard provisions of section A-I/8. Such qualification, experience and application of quality standards shall incorporate appropriate training in instructional techniques, and training and assessment methods and practice, and shall comply with all applicable requirements of paragraphs 4 to 6.

Section A-I/12

Standards governing the use of simulators

Part 1 – Performance standards

General performance standards for simulators used in training

- 1** Each Party shall ensure that any simulator used for mandatory simulator-based training shall:
 - .1** be suitable for the selected objectives and training tasks;
 - .2** be capable of simulating the operating capabilities of shipboard equipment concerned, to a level of physical realism appropriate to training objectives, and include the capabilities, limitations and possible errors of such equipment;
 - .3** have sufficient behavioural realism to allow a trainee to acquire the skills appropriate to the training objectives;
 - .4** provide a controlled operating environment, capable of producing a variety of conditions, which may include emergency, hazardous or unusual situations relevant to the training objectives;
 - .5** provide an interface through which a trainee can interact with the equipment, the simulated environment and, as appropriate, the instructor; and

- .6 permit an instructor to control, monitor and record exercises for the effective debriefing of trainees.

General performance standards for simulators used in assessment of competence

2 Each Party shall ensure that any simulator used for the assessment of competence required under the Convention or for any demonstration of continued proficiency so required shall:

- .1 be capable of satisfying the specified assessment objectives;
- .2 be capable of simulating the operational capabilities of the shipboard equipment concerned to a level of physical realism appropriate to the assessment objectives, and include the capabilities, limitations and possible errors of such equipment;
- .3 have sufficient behavioural realism to allow a candidate to exhibit the skills appropriate to the assessment objectives;
- .4 provide an interface through which a candidate can interact with the equipment and simulated environment;
- .5 provide a controlled operating environment, capable of producing a variety of conditions, which may include emergency, hazardous or unusual situations relevant to assessment objectives; and
- .6 permit an assessor to control, monitor and record exercises for the effective assessment of the performance of candidates.

Additional performance standards

3 In addition to meeting the basic requirements set out in paragraphs 1 and 2, simulation equipment to which this section applies shall meet the performance standards given hereunder in accordance with their specific type.

Radar simulation

4 Radar simulation equipment shall be capable of simulating the operational capabilities of navigational radar equipment which meets all applicable performance standards adopted by the Organization* and incorporate facilities to:

- .1 operate in the stabilized relative-motion mode and sea- and ground-stabilized true-motion modes;
- .2 model weather, tidal streams, current, shadow sectors, spurious echoes and other propagation effects, and generate coastlines, navigational buoys and search and rescue transponders; and
- .3 create a real-time operating environment incorporating at least two own-ship stations with ability to change own ship's course and speed, and include parameters for at least 20 target ships and appropriate communication facilities.

* See relevant/appropriate performance standards adopted by the Organization.

Automatic Radar Plotting Aid (ARPA) simulation

5 ARPA simulation equipment shall be capable of simulating the operational capabilities of ARPAs which meet all applicable performance standards adopted by the Organization*, and shall incorporate the facilities for:

- .1 manual and automatic target acquisition;
- .2 past track information;
- .3 use of exclusion areas;
- .4 vector/graphic time-scale and data display; and
- .5 trial manoeuvres.

Part 2 – Other provisions

Simulator training objectives

6 Each Party shall ensure that the aims and objectives of simulator-based training are defined within an overall training programme and that specific training objectives and tasks are selected so as to relate as closely as possible to shipboard tasks and practices.

Training procedures

7 In conducting mandatory simulator-based training, instructors shall ensure that:

- .1 trainees are adequately briefed beforehand on the exercise objectives and tasks and are given sufficient planning time before the exercise starts;
- .2 trainees have adequate familiarization time on the simulator and with its equipment before any training or assessment exercise commences;
- .3 guidance given and exercise stimuli are appropriate to the selected exercise objectives and tasks and to the level of trainee experience;
- .4 exercises are effectively monitored, supported as appropriate by audio and visual observation of trainee activity and pre- and post-exercise evaluation reports;
- .5 trainees are effectively debriefed to ensure that training objectives have been met and that operational skills demonstrated are of an acceptable standard;
- .6 the use of peer assessment during debriefing is encouraged; and
- .7 simulator exercises are designed and tested so as to ensure their suitability for the specified training objectives.

Assessment procedures

8 Where simulators are used to assess the ability of candidates to demonstrate levels of competency, assessors shall ensure that:

- .1 performance criteria are identified clearly and explicitly and are valid and available to the candidates;

- .2 assessment criteria are established clearly and are explicit to ensure reliability and uniformity of assessment and to optimize objective measurement and evaluation, so that subjective judgements are kept to the minimum;
- .3 candidates are briefed clearly on the tasks and/or skills to be assessed and on the tasks and performance criteria by which their competency will be determined;
- .4 assessment of performance takes into account normal operating procedures and any behavioural interaction with other candidates on the simulator or with simulator staff;
- .5 scoring or grading methods to assess performance are used with caution until they have been validated; and
- .6 the prime criterion is that a candidate demonstrates the ability to carry out a task safely and effectively to the satisfaction of the assessor.

Qualifications of instructors and assessors^{*}

9 Each Party shall ensure that instructors and assessors are appropriately qualified and experienced for the particular types and levels of training and corresponding assessment of competence as specified in regulation I/6 and section A-I/6.

Chapter II

Standards regarding the master and deck department

Section A-II/1

Mandatory minimum requirements for certification of officers in charge of a navigational watch on ships of 500 gross tonnage or more

Standard of competence

- 1 Every candidate for certification shall:
 - .1 be required to demonstrate the competence to undertake, at the operational level, the tasks, duties and responsibilities listed in column 1 of table A-II/1;
 - .2 at least hold the appropriate certificate for performing VHF radiocommunications in accordance with the requirements of the Radio Regulations; and
 - .3 if designated to have primary responsibility for radiocommunications during distress incidents, hold the appropriate certificate issued or recognized under the provisions of the Radio Regulations.
- 2 The minimum knowledge, understanding and proficiency required for certification is listed in column 2 of table A-II/1.
- 3 The level of knowledge of the subjects listed in column 2 of table A-II/1 shall be sufficient for officers of the watch to carry out their watchkeeping duties.^{*}

^{*} The relevant IMO Model Course(s) and resolution MSC.64(67), *Recommendations on new and amended performance standards*, may be of assistance in the preparation of courses.

^{*} The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

4 Training and experience to achieve the necessary level of theoretical knowledge, understanding and proficiency shall be based on section A-VIII/2, part 4-1 – Principles to be observed in keeping a navigational watch – and shall also take into account the relevant requirements of this part and the guidance given in part B of this Code.

5 Every candidate for certification shall be required to provide evidence of having achieved the required standard of competence in accordance with the methods for demonstrating competence and the criteria for evaluating competence tabulated in columns 3 and 4 of table A-II/1.

Onboard training

6 Every candidate for certification as officer in charge of a navigational watch of ships of 500 gross tonnage or more whose seagoing service, in accordance with paragraph 2.2 of regulation II/1, forms part of a training programme approved as meeting the requirements of this section shall follow an approved programme of onboard training which:

- .1** ensures that, during the required period of seagoing service, the candidate receives systematic practical training and experience in the tasks, duties and responsibilities of an officer in charge of a navigational watch, taking into account the guidance given in section B-II/1 of this Code;
- .2** is closely supervised and monitored by qualified officers aboard the ships in which the approved seagoing service is performed; and
- .3** is adequately documented in a training record book or similar document.*

Near-coastal voyages

7 The following subjects may be omitted from those listed in column 2 of table A-II/1 for issue of restricted certificates for service on near-coastal voyages, bearing in mind the safety of all ships which may be operating in the same waters:

- .1** celestial navigation; and
- .2** those electronic systems of position fixing and navigation that do not cover the waters for which the certificate is to be valid.

* The relevant IMO Model Course(s) and a similar document produced by the International Shipping Federation may be of assistance in the preparation of training record books.

Table A-II/1

*Specification of minimum standard of competence for officers in charge of
a navigational watch on ships of 500 gross tonnage or more*

Function: Navigation at the operational level

| Column 1 | Column 2 | Column 3 | Column 4 |
|---|--|---|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Plan and conduct a passage and determine position | <p><i>Celestial navigation</i></p> <p>Ability to use celestial bodies to determine the ship's position</p> <p><i>Terrestrial and coastal navigation</i></p> <p>Ability to determine the ship's position by use of:</p> <ul style="list-style-type: none"> .1 landmarks .2 aids to navigation, including lighthouses, beacons and buoys .3 dead reckoning, taking into account winds, tides, currents and estimated speed <p>Thorough knowledge of and ability to use nautical charts, and publications, such as sailing directions, tide tables, notices to mariners, radio navigational warnings and ships' routing information</p> <p><i>Electronic systems of position fixing and navigation</i></p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved in-service experience .2 approved training ship experience .3 approved simulator training, where appropriate .4 approved laboratory equipment training <p>using chart catalogues, charts, nautical publications, radio navigational warnings, sextant, azimuth mirror, electronic navigation equipment, echo-sounding equipment, compass</p> | <p>The information obtained from nautical charts and publications is relevant, interpreted correctly and properly applied. All potential navigational hazards are accurately identified</p> <p>The primary method of fixing the ship's position is the most appropriate to the prevailing circumstances and conditions</p> <p>The position is determined within the limits of acceptable instrument/system errors</p> <p>The reliability of the information obtained from the primary method of position fixing is checked at appropriate intervals</p> <p>Calculations and measurements of navigational information are accurate</p> <p>The charts selected are the largest scale suitable for the area of navigation and charts and publications are corrected in accordance with the latest information available</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|--------------------------------------|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| | Ability to determine the ship's position by use of electronic navigational aids | | Performance checks and tests to navigation systems comply with manufacturer's recommendations and good navigational practice |
| Plan and conduct a passage and determine position (continued) | <p><i>Echo-sounders</i></p> <p>Ability to operate the equipment and apply the information correctly</p> <p><i>Compass – magnetic and gyro</i></p> <p>Knowledge of the principles of magnetic and gyro-compasses</p> <p>Ability to determine errors of the magnetic and gyro-compasses, using celestial and terrestrial means, and to allow for such errors</p> <p><i>Steering control system</i></p> <p>Knowledge of steering control systems, operational procedures and change-over from manual to automatic control and vice versa. Adjustment of controls for optimum performance</p> <p><i>Meteorology</i></p> <p>Ability to use and interpret information obtained from shipborne meteorological instruments</p> <p>Knowledge of the characteristics of the various weather systems, reporting procedures and recording systems</p> <p>Ability to apply the meteorological information available</p> | | <p>Errors in magnetic and gyro-compasses are determined and correctly applied to courses and bearings</p> <p>The selection of the mode of steering is the most suitable for the prevailing weather, sea and traffic conditions and intended manoeuvres</p> <p>Measurements and observations of weather conditions are accurate and appropriate to the passage</p> <p>Meteorological information is correctly interpreted and applied</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|------------------------------------|---|---|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Maintain a safe navigational watch | <p><i>Watchkeeping</i></p> <p>Thorough knowledge of the content, application and intent of the International Regulations for Preventing Collisions at Sea, 1972, as amended</p> <p>Thorough knowledge of the Principles to be observed in keeping a navigational watch</p> <p>The use of routeing in accordance with the General Provisions on Ships' Routeing</p> <p>The use of information from navigational equipment for maintaining a safe navigational watch</p> <p>Knowledge of blind pilotage techniques</p> <p>The use of reporting in accordance with the General Principles for Ship Reporting Systems and with VTS procedures</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience;</p> <p>.2 approved training ship experience</p> <p>.3 approved simulator training, where appropriate</p> <p>.4 approved laboratory equipment training</p> | <p>The conduct, handover and relief of the watch conforms with accepted principles and procedures</p> <p>A proper look-out is maintained at all times and in such a way as to conform to accepted principles and procedures</p> <p>Lights, shapes and sound signals conform with the requirements contained in the International Regulations for Preventing Collisions at Sea, 1972, as amended, and are correctly recognized</p> <p>The frequency and extent of monitoring of traffic, the ship and the environment conform with accepted principles and procedures</p> <p>A proper record is maintained of the movements and activities relating to the navigation of the ship</p> <p>Responsibility for the safety of navigation is clearly defined at all times, including periods when the master is on the bridge and while under pilotage</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|---|---|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Maintain a safe navigational watch (continued) | <p><i>Bridge resource management</i></p> <p>Knowledge of bridge resource management principles, including:</p> <ul style="list-style-type: none"> .1 allocation, assignment, and prioritization of resources .2 effective communication .3 assertiveness and leadership .4 obtaining and maintaining situational awareness .5 consideration of team experience | <p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved training .2 approved in-service experience .3 approved simulator training | <p>Resources are allocated and assigned as needed in correct priority to perform necessary tasks</p> <p>Communication is clearly and unambiguously given and received</p> <p>Questionable decisions and/or actions result in appropriate challenge and response</p> <p>Effective leadership behaviours are identified</p> <p>Team member(s) share accurate understanding of current and predicted vessel state, navigation path, and external environment</p> |
| <p>Use of radar and ARPA to maintain safety of navigation</p> <p><i>Note:</i> Training and assessment in the use of ARPA is not required for those who serve exclusively on ships not fitted with ARPA. This limitation shall be reflected in the endorsement issued to the seafarer concerned</p> | <p><i>Radar navigation</i></p> <p>Knowledge of the fundamentals of radar and automatic radar plotting aids (ARPA)</p> <p>Ability to operate and to interpret and analyse information obtained from radar, including the following:</p> <p>Performance, including:</p> <ul style="list-style-type: none"> .1 factors affecting performance and accuracy .2 setting up and maintaining displays .3 detection of misrepresentation of information, false echoes, sea return, etc., racons and SARTs | <p>Assessment of evidence obtained from approved radar simulator and ARPA simulator plus in-service experience</p> | <p>Information obtained from radar and ARPA is correctly interpreted and analysed, taking into account the limitations of the equipment and prevailing circumstances and conditions</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|--------------------------------------|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| <p>Use of radar and ARPA to maintain safety of navigation (continued)</p> <p><i>Note:</i> Training and assessment in the use of ARPA is not required for those who serve exclusively on ships not fitted with ARPA. This limitation shall be reflected in the endorsement issued to the seafarer concerned</p> | <p>Use, including:</p> <ul style="list-style-type: none"> .1 range and bearing; course and speed of other ships; time and distance of closest approach of crossing, meeting overtaking ships .2 identification of critical echoes; detecting course and speed changes of other ships; effect of changes in own ship's course or speed or both .3 application of the International Regulations for Preventing Collisions at Sea, 1972, as amended .4 plotting techniques and relative- and true-motion concepts .5 parallel indexing | | <p>Action taken to avoid a close encounter or collision with other vessels is in accordance with the International Regulations for Preventing Collisions at Sea, 1972, as amended</p> <p>Decisions to amend course and/or speed are both timely and in accordance with accepted navigation practice</p> <p>Adjustments made to the ship's course and speed maintain safety of navigation</p> <p>Communication is clear, concise and acknowledged at all times in a seamanlike manner</p> <p>Manoeuvring signals are made at the appropriate time and are in accordance with the International Regulations for Preventing Collisions at Sea, 1972, as amended</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|---|--|--|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| <p>Use of radar and ARPA to maintain safety of navigation (<i>continued</i>)</p> <p><i>Note:</i> Training and assessment in the use of ARPA is not required for those who serve exclusively on ships not fitted with ARPA. This limitation shall be reflected in the endorsement issued to the seafarer concerned</p> | <p>Principal types of ARPA, their display characteristics, performance standards and the dangers of over-reliance on ARPA</p> <p>Ability to operate and to interpret and analyse information obtained from ARPA, including:</p> <ol style="list-style-type: none"> .1 system performance and accuracy, tracking capabilities and limitations, and processing delays .2 use of operational warnings and system tests .3 methods of target acquisition and their limitations .4 true and relative vectors, graphic representation of target information and danger areas .5 deriving and analysing information, critical echoes, exclusion areas and trial manoeuvres | | |
| <p>Use of ECDIS to maintain the safety of navigation</p> <p><i>Note:</i> Training and assessment in the use of ECDIS is not required for those who serve exclusively on ships not fitted with ECDIS</p> <p>These limitations shall be reflected in the endorsements issued to the seafarer concerned</p> | <p><i>Navigation using ECDIS</i></p> <p>Knowledge of the capability and limitations of ECDIS operations, including:</p> <ol style="list-style-type: none"> .1 a thorough understanding of Electronic Navigational Chart (ENC) data, data accuracy, presentation rules, display options and other chart data formats .2 the dangers of over-reliance .3 familiarity with the functions of ECDIS | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <ol style="list-style-type: none"> .1 approved training ship experience .2 approved ECDIS simulator training | <p>Monitors information on ECDIS in a manner that contributes to safe navigation</p> <p>Information obtained from ECDIS (including radar overlay and/or radar tracking functions, when fitted) is correctly interpreted and analysed, taking into account the limitations of the equipment, all connected sensors (including radar and AIS where interfaced), and prevailing circumstances and conditions</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|------------|---|--------------------------------------|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| | <p>required by performance standards in force</p> <p>Proficiency in operation, interpretation, and analysis of information obtained from ECDIS, including:</p> <ol style="list-style-type: none"> .1 use of functions that are integrated with other navigation systems in various installations, including proper functioning and adjustment to desired settings .2 safe monitoring and adjustment of information, including own position, sea area display, mode and orientation, chart data displayed, route monitoring, user-created information layers, contacts (when interfaced with AIS and/or radar tracking) and radar overlay functions (when interfaced) .3 confirmation of vessel position by alternative means .4 efficient use of settings to ensure conformance to operational procedures, including alarm parameters for anti-grounding, proximity to contacts and special areas, completeness of chart data and chart update status, and backup arrangements .5 adjustment of settings and values to suit the present conditions | | <p>Safety of navigation is maintained through adjustments made to the ship's course and speed through ECDIS-controlled track-keeping functions (when fitted)</p> <p>Communication is clear, concise and acknowledged at all times in a seamanlike manner</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|---|--|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Use of ECDIS to maintain the safety of navigation (continued) | .6 situational awareness while using ECDIS including safe water and proximity of hazards, set and drift, chart data and scale selection, suitability of route, contact detection and management, and integrity of sensors | | |
| Respond to emergencies | <p><i>Emergency procedures</i></p> <p>Precautions for the protection and safety of passengers in emergency situations</p> <p>Initial action to be taken following a collision or a grounding; initial damage assessment and control</p> <p>Appreciation of the procedures to be followed for rescuing persons from the sea, assisting a ship in distress, responding to emergencies which arise in port</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 approved training ship experience</p> <p>.3 approved simulator training, where appropriate</p> <p>.4 practical training</p> | <p>The type and scale of the emergency is promptly identified</p> <p>Initial actions and, if appropriate, manoeuvring of the ship are in accordance with contingency plans and are appropriate to the urgency of the situation and nature of the emergency</p> |
| Respond to a distress signal at sea | <p><i>Search and rescue</i></p> <p>Knowledge of the contents of the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual</p> | <p>Examination and assessment of evidence obtained from practical instruction or approved simulator training, where appropriate</p> | <p>The distress or emergency signal is immediately recognized</p> <p>Contingency plans and instructions in standing orders are implemented and complied with</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|---|--|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Use the IMO Standard Marine Communication Phrases and use English in written and oral form | <p><i>English language</i></p> <p>Adequate knowledge of the English language to enable the officer to use charts and other nautical publications, to understand meteorological information and messages concerning ship's safety and operation, to communicate with other ships, coast stations and VTS centres and to perform the officer's duties also with a multilingual crew, including the ability to use and understand the IMO Standard Marine Communication Phrases (IMO SMCP)</p> | Examination and assessment of evidence obtained from practical instruction | <p>English language nautical publications and messages relevant to the safety of the ship are correctly interpreted or drafted</p> <p>Communications are clear and understood</p> |
| Transmit and receive information by visual signalling | <p><i>Visual signalling</i></p> <p>Ability to use the International Code of Signals</p> <p>Ability to transmit and receive, by Morse light, distress signal SOS as specified in Annex IV of the International Regulations for Preventing Collisions at Sea, 1972, as amended, and appendix 1 of the International Code of Signals, and visual signalling of single-letter signals as also specified in the International Code of Signals</p> | Assessment of evidence obtained from practical instruction and/or simulation | Communications within the operator's area of responsibility are consistently successful |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--------------------|---|--|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Manoeuvre the ship | <p><i>Ship manoeuvring and handling</i></p> <p>Knowledge of:</p> <ul style="list-style-type: none"> .1 the effects of deadweight, draught, trim, speed and under-keel clearance on turning circles and stopping distances .2 the effects of wind and current on ship handling .3 manoeuvres and procedures for the rescue of person overboard .4 squat, shallow-water and similar effects .5 proper procedures for anchoring and mooring | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved in-service experience .2 approved training ship experience .3 approved simulator training, where appropriate .4 approved training on a manned scale ship model, where appropriate | <p>Safe operating limits of ship propulsion, steering and power systems are not exceeded in normal manoeuvres</p> <p>Adjustments made to the ship's course and speed to maintain safety of navigation</p> |

Function: Cargo handling and stowage at the operational level

| Column 1 | Column 2 | Column 3 | Column 4 |
|---|--|---|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | <p><i>Cargo handling, stowage and securing</i></p> <p>Knowledge of the effect of cargo, including heavy lifts, on the seaworthiness and stability of the ship</p> <p>Knowledge of safe handling, stowage and securing of cargoes, including dangerous, hazardous and harmful cargoes, and their effect on the safety of life and of the ship</p> <p>Ability to establish and maintain effective communications during loading and unloading</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 approved training ship experience</p> <p>.3 approved simulator training, where appropriate</p> | <p>Cargo operations are carried out in accordance with the cargo plan or other documents and established safety rules/regulations, equipment operating instructions and shipboard stowage limitations</p> <p>The handling of dangerous, hazardous and harmful cargoes complies with international regulations and recognized standards and codes of safe practice</p> <p>Communications are clear, understood and consistently successful</p> |
| Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks | <p>Knowledge[*] and ability to explain where to look for damage and defects most commonly encountered due to:</p> <p>.1 loading and unloading operations</p> <p>.2 corrosion</p> <p>.3 severe weather conditions</p> <p>Ability to state which parts of the ship shall be inspected each time in order to cover all parts within a given period of time</p> <p>Identify those elements of the ship structure which are critical to the safety of the ship</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 approved training ship experience</p> <p>.3 approved simulator training, where appropriate</p> | <p>The inspections are carried out in accordance with laid-down procedures, and defects and damage are detected and properly reported</p> <p>Where no defects or damage are detected, the evidence from testing and examination clearly indicates adequate competence in adhering to procedures and ability to distinguish between normal and defective or damaged parts of the ship</p> |

* It should be understood that deck officers need not be qualified in the survey of ships.

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|--------------------------------------|------------------------------------|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Inspect and report defects and damage to cargo spaces, hatch covers and ballast tanks (continued) | <p>State the causes of corrosion in cargo spaces and ballast tanks and how corrosion can be identified and prevented</p> <p>Knowledge of procedures on how the inspections shall be carried out</p> <p>Ability to explain how to ensure reliable detection of defects and damages</p> <p>Understanding of the purpose of the “enhanced survey programme”</p> | | |

Function: Controlling the operation of the ship and care for persons on board at the operational level

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|--|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Ensure compliance with pollution-prevention requirements | <p><i>Prevention of pollution of the marine environment and anti-pollution procedures</i></p> <p>Knowledge of the precautions to be taken to prevent pollution of the marine environment</p> <p>Anti-pollution procedures and all associated equipment</p> <p>Importance of proactive measures to protect the marine environment</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 approved training ship experience</p> <p>.3 approved training</p> | <p>Procedures for monitoring shipboard operations and ensuring compliance with MARPOL requirements are fully observed</p> <p>Actions to ensure that a positive environmental reputation is maintained</p> |
| Maintain seaworthiness of the ship | <p><i>Ship stability</i></p> <p>Working knowledge and application of stability, trim and stress tables, diagrams and stress-calculating equipment</p> <p>Understanding of fundamental actions to be taken in the event of partial loss of intact buoyancy</p> <p>Understanding of the fundamentals of watertight integrity</p> <p><i>Ship construction</i></p> <p>General knowledge of the principal structural members of a ship and the proper names for the various parts</p> | <p>Examination and assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 approved training ship experience</p> <p>.3 approved simulator training, where appropriate</p> <p>.4 approved laboratory equipment training</p> | <p>The stability conditions comply with the IMO intact stability criteria under all conditions of loading</p> <p>Actions to ensure and maintain the watertight integrity of the ship are in accordance with accepted practice</p> |
| Prevent, control and fight fires on board | <p><i>Fire prevention and fire-fighting appliances</i></p> <p>Ability to organize fire drills</p> <p>Knowledge of classes and chemistry of fire</p> <p>Knowledge of fire-fighting systems</p> | <p>Assessment of evidence obtained from approved fire-fighting training and experience as set out in section A-VI/3</p> | <p>The type and scale of the problem is promptly identified and initial actions conform with the emergency procedure and contingency plans for the ship</p> <p>Evacuation, emergency shutdown and isolation</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|---|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| | Knowledge of action to be taken in the event of fire, including fires involving oil systems | | <p>procedures are appropriate to the nature of the emergency and are implemented promptly</p> <p>The order of priority and the levels and time-scales of making reports and informing personnel on board are relevant to the nature of the emergency and reflect the urgency of the problem</p> |
| Operate life-saving appliances | <p><i>Life-saving</i></p> <p>Ability to organize abandon ship drills and knowledge of the operation of survival craft and rescue boats, their launching appliances and arrangements, and their equipment, including radio life-saving appliances, satellite EPIRBs, SARTs, immersion suits and thermal protective aids</p> | Assessment of evidence obtained from approved training and experience as set out in section A-VI/2, paragraphs 1 to 4 | Actions in responding to abandon ship and survival situations are appropriate to the prevailing circumstances and conditions and comply with accepted safety practices and standards |
| Apply medical first aid on board ship | <p><i>Medical aid</i></p> <p>Practical application of medical guides and advice by radio, including the ability to take effective action based on such knowledge in the case of accidents or illnesses that are likely to occur on board ship</p> | Assessment of evidence obtained from approved training as set out in section A-VI/4, paragraphs 1 to 3 | The identification of probable cause, nature and extent of injuries or conditions is prompt and treatment minimizes immediate threat to life |
| Monitor compliance with legislative requirements | Basic working knowledge of the relevant IMO conventions concerning safety of life at sea, security and protection of the marine environment | Assessment of evidence obtained from examination or approved training | Legislative requirements relating to safety of life at sea, security and protection of the marine environment are correctly identified |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|---|---|---|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Application of leadership and teamworking skills | <p>Working knowledge of shipboard personnel management and training</p> <p>A knowledge of related international maritime conventions and recommendations, and national legislation</p> <p>Ability to apply task and workload management, including:</p> <ul style="list-style-type: none"> .1 planning and co-ordination .2 personnel assignment .3 time and resource constraints .4 prioritization <p>Knowledge and ability to apply effective resource management:</p> <ul style="list-style-type: none"> .1 allocation, assignment, and prioritization of resources .2 effective communication onboard and ashore .3 decisions reflect consideration of team experiences .4 assertiveness and leadership, including motivation .5 obtaining and maintaining situational awareness | <p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved training .2 approved in-service experience .3 practical demonstration | <p>The crew are allocated duties and informed of expected standards of work and behaviour in a manner appropriate to the individuals concerned</p> <p>Training objectives and activities are based on assessment of current competence and capabilities and operational requirements</p> <p>Operations are demonstrated to be in accordance with applicable rules</p> <p>Operations are planned and resources are allocated as needed in correct priority to perform necessary tasks</p> <p>Communication is clearly and unambiguously given and received</p> <p>Effective leadership behaviours are demonstrated</p> <p>Necessary team member(s) share accurate understanding of current and predicted vessel status and operational status and external environment</p> <p>Decisions are most effective for the situation</p> |

| Column 1 | Column 2 | Column 3 | Column 4 |
|--|--|---|--|
| Competence | Knowledge, understanding and proficiency | Methods for demonstrating competence | Criteria for evaluating competence |
| Application of leadership and teamworking skills (continued) | <p>Knowledge and ability to apply decision-making techniques:</p> <p>.1 situation and risk assessment</p> <p>.2 identify and consider generated options</p> <p>.3 selecting course of action</p> <p>.4 evaluation of outcome effectiveness</p> | | |
| Contribute to the safety of personnel and ship | <p>Knowledge of personal survival techniques</p> <p>Knowledge of fire prevention and ability to fight and extinguish fires</p> <p>Knowledge of elementary first aid</p> <p>Knowledge of personal safety and social responsibilities</p> | Assessment of evidence obtained from approved training and experience as set out in section A-VI/1, paragraph 2 | <p>Appropriate safety and protective equipment is correctly used</p> <p>Procedures and safe working practices designed to safeguard personnel and the ship are observed at all times</p> <p>Procedures designed to safeguard the environment are observed at all times</p> <p>Initial and follow-up action on becoming aware of an emergency conforms with established emergency response procedures</p> |

Chapter VIII

Standards regarding watchkeeping

Section A-VIII/2

Watchkeeping arrangements and principles to be observed

Part 1 – Certification

- 1** The officer in charge of the navigational or deck watch shall be duly qualified in accordance with the provisions of chapter II or chapter VII appropriate to the duties related to navigational or deck watchkeeping.
- 2** The officer in charge of the engineering watch shall be duly qualified in accordance with the provisions of chapter III or chapter VII appropriate to the duties related to engineering watchkeeping.

Part 2 – Voyage Planning

General requirements

- 3** The intended voyage shall be planned in advance, taking into consideration all pertinent information, and any course laid down shall be checked before the voyage commences.
- 4** The chief engineer officer shall, in consultation with the master, determine in advance the needs of the intended voyage, taking into consideration the requirements for fuel, water, lubricants, chemicals, expendable and other spare parts, tools, supplies and any other requirements.

Planning prior to each voyage

- 5** Prior to each voyage, the master of every ship shall ensure that the intended route from the port of departure to the first port of call is planned using adequate and appropriate charts and other nautical publications necessary for the intended voyage, containing accurate, complete and up-to-date information regarding those navigational limitations and hazards which are of a permanent or predictable nature and which are relevant to the safe navigation of the ship.

Verification and display of planned route

- 6** When the route planning is verified, taking into consideration all pertinent information, the planned route shall be clearly displayed on appropriate charts and shall be continuously available to the officer in charge of the watch, who shall verify each course to be followed prior to using it during the voyage.

Deviation from planned route

- 7** If a decision is made, during a voyage, to change the next port of call of the planned route, or if it is necessary for the ship to deviate substantially from the planned route for other reasons, then an amended route shall be planned prior to deviating substantially from the route originally planned.

Part 3 – Watchkeeping principles in general

- 8** Watches shall be carried out based on the following bridge and engine-room resource management principles:

- .1 proper arrangements for watchkeeping personnel shall be ensured in accordance with the situations;
- .2 any limitation in qualifications or fitness of individuals shall be taken into account when deploying watchkeeping personnel;
- .3 understanding of watchkeeping personnel regarding their individual roles, responsibility and team roles shall be established;
- .4 the master, chief engineer officer and officer in charge of watch duties shall maintain a proper watch, making the most effective use of the resources available, such as information, installations/equipment and other personnel;
- .5 watchkeeping personnel shall understand functions and operation of installations/equipment, and be familiar with handling them;
- .6 watchkeeping personnel shall understand information and how to respond to information from each station/installation/equipment;
- .7 information from the stations/installations/equipment shall be appropriately shared by all the watchkeeping personnel;
- .8 watchkeeping personnel shall maintain an exchange of appropriate communication in any situation; and
- .9 watchkeeping personnel shall notify the master/chief engineer officer/officer in charge of watch duties without any hesitation when in any doubt as to what action to take in the interest of safety.

Part 4 – Watchkeeping at sea

Principles applying to watchkeeping generally

9 Parties shall direct the attention of companies, masters, chief engineer officers and watchkeeping personnel to the following principles, which shall be observed to ensure that safe watches are maintained at all times.

10 The master of every ship is bound to ensure that watchkeeping arrangements are adequate for maintaining a safe navigational or cargo watch. Under the master's general direction, the officers of the navigational watch are responsible for navigating the ship safely during their periods of duty, when they will be particularly concerned with avoiding collision and stranding.

11 The chief engineer officer of every ship is bound, in consultation with the master, to ensure that watchkeeping arrangements are adequate to maintain a safe engineering watch.

Protection of marine environment

12 The master, officers and ratings shall be aware of the serious effects of operational or accidental pollution of the marine environment and shall take all possible precautions to prevent such pollution, particularly within the framework of relevant international and port regulations.

Part 4-1 – Principles to be observed in keeping a navigational watch

13 The officer in charge of the navigational watch is the master's representative and is primarily responsible at all times for the safe navigation of the ship and for complying with the International Regulations for Preventing Collisions at Sea, 1972, as amended.

Lookout

14 A proper lookout shall be maintained at all times in compliance with rule 5 of the International Regulations for Preventing Collisions at Sea, 1972, as amended and shall serve the purpose of:

- .1** maintaining a continuous state of vigilance by sight and hearing, as well as by all other available means, with regard to any significant change in the operating environment;
- .2** fully appraising the situation and the risk of collision, stranding and other dangers to navigation; and
- .3** detecting ships or aircraft in distress, shipwrecked persons, wrecks, debris and other hazards to safe navigation.

15 The lookout must be able to give full attention to the keeping of a proper lookout and no other duties shall be undertaken or assigned which could interfere with that task.

16 The duties of the lookout and helmsperson are separate and the helmsperson shall not be considered to be the lookout while steering, except in small ships where an unobstructed all-round view is provided at the steering position and there is no impairment of night vision or other impediment to the keeping of a proper lookout. The officer in charge of the navigational watch may be the sole lookout in daylight provided that, on each such occasion:

- .1** the situation has been carefully assessed and it has been established without doubt that it is safe to do so;
- .2** full account has been taken of all relevant factors, including, but not limited to:
 - state of weather;
 - visibility;
 - traffic density;
 - proximity of dangers to navigation; and
 - the attention necessary when navigating in or near traffic separation schemes; and
- .3** assistance is immediately available to be summoned to the bridge when any change in the situation so requires.

17 In determining that the composition of the navigational watch is adequate to ensure that a proper lookout can continuously be maintained, the master shall take into account all relevant factors, including those described in this section of the Code, as well as the following factors:

- .1** visibility, state of weather and sea;
- .2** traffic density, and other activities occurring in the area in which the vessel is navigating;

- .3 the attention necessary when navigating in or near traffic separation schemes or other routeing measures;
- .4 the additional workload caused by the nature of the ship's functions, immediate operating requirements and anticipated manoeuvres;
- .5 the fitness for duty of any crew members on call who are assigned as members of the watch;
- .6 knowledge of, and confidence in, the professional competence of the ship's officers and crew;
- .7 the experience of each officer of the navigational watch, and the familiarity of that officer with the ship's equipment, procedures, and manoeuvring capability;
- .8 activities taking place on board the ship at any particular time, including radiocommunication activities, and the availability of assistance to be summoned immediately to the bridge when necessary;
- .9 the operational status of bridge instrumentation and controls, including alarm systems;
- .10 rudder and propeller control and ship manoeuvring characteristics;
- .11 the size of the ship and the field of vision available from the conning position;
- .12 the configuration of the bridge, to the extent such configuration might inhibit a member of the watch from detecting by sight or hearing any external development; and
- .13 any other relevant standard, procedure or guidance relating to watchkeeping arrangements and fitness for duty which has been adopted by the Organization.

Watch arrangements

18 When deciding the composition of the watch on the bridge, which may include appropriately qualified ratings, the following factors, *inter alia*, shall be taken into account:

- .1 at no time shall the bridge be left unattended;
- .2 weather conditions, visibility and whether there is daylight or darkness;
- .3 proximity of navigational hazards which may make it necessary for the officer in charge of the watch to carry out additional navigational duties;
- .4 use and operational condition of navigational aids such as ECDIS, radar or electronic position-indicating devices and any other equipment affecting the safe navigation of the ship;
- .5 whether the ship is fitted with automatic steering;
- .6 whether there are radio duties to be performed;
- .7 unmanned machinery space (UMS) controls, alarms and indicators provided on the bridge, procedures for their use and their limitations; and

- .8 any unusual demands on the navigational watch that may arise as a result of special operational circumstances.

Taking over the watch

19 The officer in charge of the navigational watch shall not hand over the watch to the relieving officer if there is reason to believe that the latter is not capable of carrying out the watchkeeping duties effectively, in which case the master shall be notified.

20 The relieving officer shall ensure that the members of the relieving watch are fully capable of performing their duties, particularly as regards their adjustment to night vision. Relieving officers shall not take over the watch until their vision is fully adjusted to the light conditions.

21 Prior to taking over the watch, relieving officers shall satisfy themselves as to the ship's estimated or true position and confirm its intended track, course and speed, and UMS controls as appropriate and shall note any dangers to navigation expected to be encountered during their watch.

22 Relieving officers shall personally satisfy themselves regarding the:

- .1 standing orders and other special instructions of the master relating to navigation of the ship;
- .2 position, course, speed and draught of the ship;
- .3 prevailing and predicted tides, currents, weather, visibility and the effect of these factors upon course and speed;
- .4 procedures for the use of main engines to manoeuvre when the main engines are on bridge control; and
- .5 navigational situation, including, but not limited to:
 - .5.1 the operational condition of all navigational and safety equipment being used or likely to be used during the watch;
 - .5.2 the errors of gyro- and magnetic compasses;
 - .5.3 the presence and movement of ships in sight or known to be in the vicinity;
 - .5.4 the conditions and hazards likely to be encountered during the watch; and
 - .5.5 the possible effects of heel, trim, water density and squat on under-keel clearance.

23 If, at any time, the officer in charge of the navigational watch is to be relieved when a manoeuvre or other action to avoid any hazard is taking place, the relief of that officer shall be deferred until such action has been completed.

Performing the navigational watch

24 The officer in charge of the navigational watch shall:

- .1 keep the watch on the bridge;

- .2** in no circumstances leave the bridge until properly relieved; and
 - .3** continue to be responsible for the safe navigation of the ship, despite the presence of the master on the bridge, until informed specifically that the master has assumed that responsibility and this is mutually understood.
- 25** During the watch, the course steered, position and speed shall be checked at sufficiently frequent intervals, using any available navigational aids necessary, to ensure that the ship follows the planned course.
- 26** The officer in charge of the navigational watch shall have full knowledge of the location and operation of all safety and navigational equipment on board the ship and shall be aware and take account of the operating limitations of such equipment.
- 27** The officer in charge of the navigational watch shall not be assigned or undertake any duties which would interfere with the safe navigation of the ship.
- 28** When using radar, the officer in charge of the navigational watch shall bear in mind the necessity to comply at all times with the provisions on the use of radar contained in the International Regulations for Preventing Collisions at Sea, 1972, as amended in force.
- 29** In cases of need, the officer in charge of the navigational watch shall not hesitate to use the helm, engines and sound signalling apparatus. However, timely notice of intended variations of engine speed shall be given where possible or effective use shall be made of UMS engine controls provided on the bridge in accordance with the applicable procedures.
- 30** Officers of the navigational watch shall know the handling characteristics of their ship, including its stopping distances, and should appreciate that other ships may have different handling characteristics.
- 31** A proper record shall be kept during the watch of the movements and activities relating to the navigation of the ship.
- 32** It is of special importance that at all times the officer in charge of the navigational watch ensures that a proper lookout is maintained. In a ship with a separate chartroom, the officer in charge of the navigational watch may visit the chartroom, when essential, for a short period for the necessary performance of navigational duties, but shall first ensure that it is safe to do so and that proper lookout is maintained.
- 33** Operational tests of shipboard navigational equipment shall be carried out at sea as frequently as practicable and as circumstances permit, in particular before hazardous conditions affecting navigation are expected. Whenever appropriate, these tests shall be recorded. Such tests shall also be carried out prior to port arrival and departure.
- 34** The officer in charge of the navigational watch shall make regular checks to ensure that:
- .1** the person steering the ship or the automatic pilot is steering the correct course;
 - .2** the standard compass error is determined at least once a watch and, when possible, after any major alteration of course; the standard and gyro-compasses are frequently compared and repeaters are synchronized with their master compass;
 - .3** the automatic pilot is tested manually at least once a watch;

- .4** the navigation and signal lights and other navigational equipment are functioning properly;
- .5** the radio equipment is functioning properly in accordance with paragraph 86 of this section; and
- .6** the UMS controls, alarms and indicators are functioning properly.

35 The officer in charge of the navigational watch shall bear in mind the necessity to comply at all times with the requirements in force of the International Convention for the Safety of Life at Sea (SOLAS), 1974^{*}. The officer of the navigational watch shall take into account:

- .1** the need to station a person to steer the ship and to put the steering into manual control in good time to allow any potentially hazardous situation to be dealt with in a safe manner; and
- .2** that, with a ship under automatic steering, it is highly dangerous to allow a situation to develop to the point where the officer in charge of the navigational watch is without assistance and has to break the continuity of the lookout in order to take emergency action.

36 Officers of the navigational watch shall be thoroughly familiar with the use of all electronic navigational aids carried, including their capabilities and limitations, and shall use each of these aids when appropriate and shall bear in mind that the echo-sounder is a valuable navigational aid.

37 The officer in charge of the navigational watch shall use the radar whenever restricted visibility is encountered or expected, and at all times in congested waters, having due regard to its limitations.

38 The officer in charge of the navigational watch shall ensure that the range scales employed are changed at sufficiently frequent intervals so that echoes are detected as early as possible. It shall be borne in mind that small or poor echoes may escape detection.

39 Whenever radar is in use, the officer in charge of the navigational watch shall select an appropriate range scale and observe the display carefully, and shall ensure that plotting or systematic analysis is commenced in ample time.

40 The officer in charge of the navigational watch shall notify the master immediately:

- .1** if restricted visibility is encountered or expected;
- .2** if the traffic conditions or the movements of other ships are causing concern;
- .3** if difficulty is experienced in maintaining course;
- .4** on failure to sight land, or a navigation mark or to obtain soundings by the expected time;
- .5** if, unexpectedly, land or a navigation mark is sighted or a change in soundings occurs;

^{*} See SOLAS regulations V/24, V/25 and V/26.

- .6 on breakdown of the engines, propulsion machinery remote control, steering gear or any essential navigational equipment, alarm or indicator;
- .7 if the radio equipment malfunctions;
- .8 in heavy weather, if in any doubt about the possibility of weather damage;
- .9 if the ship meets any hazard to navigation, such as ice or a derelict; and
- .10 in any other emergency or if in any doubt.

41 Despite the requirement to notify the master immediately in the foregoing circumstances, the officer in charge of the navigational watch shall, in addition, not hesitate to take immediate action for the safety of the ship, where circumstances so require.

42 The officer in charge of the navigational watch shall give watchkeeping personnel all appropriate instructions and information which will ensure the keeping of a safe watch, including a proper lookout.

Watchkeeping under different conditions and in different areas

Clear weather

43 The officer in charge of the navigational watch shall take frequent and accurate compass bearings of approaching ships as a means of early detection of risk of collision and shall bear in mind that such risk may sometimes exist even when an appreciable bearing change is evident, particularly when approaching a very large ship or a tow or when approaching a ship at close range. The officer in charge of the navigational watch shall also take early and positive action in compliance with the applicable International Regulations for Preventing Collisions at Sea, 1972, as amended and subsequently check that such action is having the desired effect.

44 In clear weather, whenever possible, the officer in charge of the navigational watch shall carry out radar practice.

Restricted visibility

45 When restricted visibility is encountered or expected, the first responsibility of the officer in charge of the navigational watch is to comply with the relevant rules of the International Regulations for Preventing Collisions at Sea, 1972, as amended with particular regard to the sounding of fog signals, proceeding at a safe speed and having the engines ready for immediate manoeuvre. In addition, the officer in charge of the navigational watch shall:

- .1 inform the master;
- .2 post a proper lookout;
- .3 exhibit navigation lights; and
- .4 operate and use the radar.

In hours of darkness

46 The master and the officer in charge of the navigational watch, when arranging lookout duty, shall have due regard to the bridge equipment and navigational aids available for use, their limitations, procedures and safeguards implemented.

Coastal and congested waters

47 The largest scale chart on board, suitable for the area and corrected with the latest available information, shall be used. Fixes shall be taken at frequent intervals, and shall be carried out by more than one method whenever circumstances allow. When using ECDIS, appropriate usage code (scale) electronic navigational charts shall be used and the ship's position shall be checked by an independent means of position fixing at appropriate intervals.

48 The officer in charge of the navigational watch shall positively identify all relevant navigation marks.

Navigation with pilot on board

49 Despite the duties and obligations of pilots, their presence on board does not relieve the master or the officer in charge of the navigational watch from their duties and obligations for the safety of the ship. The master and the pilot shall exchange information regarding navigation procedures, local conditions and the ship's characteristics. The master and/or the officer in charge of the navigational watch shall co-operate closely with the pilot and maintain an accurate check on the ship's position and movement.

50 If in any doubt as to the pilot's actions or intentions, the officer in charge of the navigational watch shall seek clarification from the pilot and, if doubt still exists, shall notify the master immediately and take whatever action is necessary before the master arrives.

Ship at anchor

51 If the master considers it necessary, a continuous navigational watch shall be maintained at anchor. While at anchor, the officer in charge of the navigational watch shall:

- .1** determine and plot the ship's position on the appropriate chart as soon as practicable;
- .2** when circumstances permit, check at sufficiently frequent intervals whether the ship is remaining securely at anchor by taking bearings of fixed navigation marks or readily identifiable shore objects;
- .3** ensure that proper lookout is maintained;
- .4** ensure that inspection rounds of the ship are made periodically;
- .5** observe meteorological and tidal conditions and the state of the sea;
- .6** notify the master and undertake all necessary measures if the ship drags anchor;
- .7** ensure that the state of readiness of the main engines and other machinery is in accordance with the master's instructions;
- .8** if visibility deteriorates, notify the master;

- .9 ensure that the ship exhibits the appropriate lights and shapes and that appropriate sound signals are made in accordance with all applicable regulations; and
- .10 take measures to protect the environment from pollution by the ship and comply with applicable pollution regulations.

* * * * *

Part 5 – Watchkeeping in port

Principles applying to all watchkeeping

General

90 On any ship safely moored or safely at anchor under normal circumstances in port, the master shall arrange for an appropriate and effective watch to be maintained for the purpose of safety. Special requirements may be necessary for special types of ships' propulsion systems or ancillary equipment and for ships carrying hazardous, dangerous, toxic or highly flammable materials or other special types of cargo.

Watch arrangements

91 Arrangements for keeping a deck watch when the ship is in port shall at all times be adequate to:

- .1 ensure the safety of life, of the ship, the port and the environment, and the safe operation of all machinery related to cargo operation;
- .2 observe international, national and local rules; and
- .3 maintain order and the normal routine of the ship.

92 The master shall decide the composition and duration of the deck watch depending on the conditions of mooring, type of the ship and character of duties.

93 If the master considers it necessary, a qualified officer shall be in charge of the deck watch.

94 The necessary equipment shall be so arranged as to provide for efficient watchkeeping.

95 The chief engineer officer, in consultation with the master, shall ensure that engineering watchkeeping arrangements are adequate to maintain a safe engineering watch while in port. When deciding the composition of the engineering watch, which may include appropriate engine-room ratings, the following points are among those to be taken into account:

- .1 on all ships of 3,000 kW propulsion power and over there shall always be an officer in charge of the engineering watch;
- .2 on ships of less than 3,000 kW propulsion power there may be, at the master's discretion and in consultation with the chief engineer officer, no officer in charge of the engineering watch; and
- .3 officers, while in charge of an engineering watch, shall not be assigned or undertake any task or duty which would interfere with their supervisory duty in respect of the ship's machinery system.

Taking over the watch

96 Officers in charge of the deck or engineering watch shall not hand over the watch to their relieving officer if they have any reason to believe that the latter is obviously not capable of carrying out watchkeeping duties effectively, in which case the master or chief engineer shall be notified accordingly. Relieving officers of the deck or engineering watch shall ensure that all members of their watch are apparently fully capable of performing their duties effectively.

97 If, at the moment of handing over the deck or engineering watch, an important operation is being performed, it shall be concluded by the officer being relieved, except when ordered otherwise by the master or chief engineer officer.

Part 5-1 – Taking over the deck watch

98 Prior to taking over the deck watch, the relieving officer shall be informed by the officer in charge of the deck watch as to the following:

- .1** the depth of the water at the berth, the ship's draught, the level and time of high and low waters; the securing of the moorings, the arrangement of anchors and the scope of the anchor chain, and other mooring features important to the safety of the ship; the state of main engines and their availability for emergency use;
- .2** all work to be performed on board the ship; the nature, amount and disposition of cargo loaded or remaining, and any residue on board after unloading the ship;
- .3** the level of water in bilges and ballast tanks;
- .4** the signals or lights being exhibited or sounded;
- .5** the number of crew members required to be on board and the presence of any other persons on board;
- .6** the state of fire-fighting appliances;
- .7** any special port regulations;
- .8** the master's standing and special orders;
- .9** the lines of communication available between the ship and shore personnel, including port authorities, in the event of an emergency arising or assistance being required;
- .10** any other circumstances of importance to the safety of the ship, its crew, cargo or protection of the environment from pollution; and
- .11** the procedures for notifying the appropriate authority of any environmental pollution resulting from ship activities.

99 Relieving officers, before assuming charge of the deck watch, shall verify that:

- .1** the securing of moorings and anchor chain is adequate;
- .2** the appropriate signals or lights are properly exhibited or sounded;
- .3** safety measures and fire-protection regulations are being maintained;

- .4 they are aware of the nature of any hazardous or dangerous cargo being loaded or discharged and the appropriate action to be taken in the event of any spillage or fire; and
- .5 no external conditions or circumstances imperil the ship and that it does not imperil others.

* * * * *

Part 5-3 – Performing the deck watch

102 The officer in charge of the deck watch shall:

- .1 make rounds to inspect the ship at appropriate intervals;
- .2 pay particular attention to:
 - .2.1 the condition and securing of the gangway, anchor chain and moorings, especially at the turn of the tide and in berths with a large rise and fall, if necessary, taking measures to ensure that they are in normal working condition;
 - .2.2 the draught, under-keel clearance and the general state of the ship, to avoid dangerous listing or trim during cargo handling or ballasting;
 - .2.3 the weather and sea state;
 - .2.4 the observance of all regulations concerning safety and fire protection;
 - .2.5 the water level in bilges and tanks;
 - .2.6 all persons on board and their location, especially those in remote or enclosed spaces; and
 - .2.7 the exhibition and sounding, where appropriate, of lights and signals;
- .3 in bad weather, or on receiving a storm warning, take the necessary measures to protect the ship, persons on board and cargo;
- .4 take every precaution to prevent pollution of the environment by the ship;
- .5 in an emergency threatening the safety of the ship, raise the alarm, inform the master, take all possible measures to prevent any damage to the ship, its cargo and persons on board, and, if necessary, request assistance from the shore authorities or neighbouring ships;
- .6 be aware of the ship's stability condition so that, in the event of fire, the shore fire-fighting authority may be advised of the approximate quantity of water that can be pumped on board without endangering the ship;
- .7 offer assistance to ships or persons in distress;
- .8 take necessary precautions to prevent accidents or damage when propellers are to be turned; and
- .9 enter, in the appropriate log-book, all important events affecting the ship.

* * * * *

Part 5-5 – Watch in port on ships carrying hazardous cargo

General

105 The master of every ship carrying cargo that is hazardous, whether explosive, flammable, toxic, health-threatening or environment-polluting, shall ensure that safe watchkeeping arrangements are maintained. On ships carrying hazardous cargo in bulk, this will be achieved by

the ready availability on board of a duly qualified officer or officers, and ratings where appropriate, even when the ship is safely moored or safely at anchor in port.

106 On ships carrying hazardous cargo other than in bulk, the master shall take full account of the nature, quantity, packing and stowage of the hazardous cargo and of any special conditions on board, afloat and ashore.

Part 5-6 – Cargo watch

107 Officers with responsibility for the planning and conduct of cargo operations shall ensure that such operations are conducted safely through the control of the specific risks, including when non-ship's personnel are involved."

**GUIDANCE REGARDING PROVISIONS OF THE ANNEX TO
THE STCW CONVENTION
PART B**

Chapter I

Guidance regarding general provisions

Section B-I/6

Guidance regarding training and assessment

Qualifications of instructors and assessors

1 Each Party should ensure that instructors and assessors are appropriately qualified and experienced for the particular types and levels of training or assessment of competence of seafarers, as required under the Convention, in accordance with the guidelines in this section.

In-service training and assessment

2 Any person, on board or ashore, conducting in-service training of a seafarer intended to be used in qualifying for certification under the Convention should have received appropriate guidance in instructional techniques*.

3 Any person responsible for the supervision of in-service training of a seafarer intended to be used in qualifying for certification under the Convention should have appropriate knowledge of instructional techniques and of training methods and practice.

4 Any person, on board or ashore, conducting an in-service assessment of the competence of a seafarer intended to be used in qualifying for certification under the Convention should have:

- .1** received appropriate guidance in assessment methods and practice* ; and
- .2** gained practical assessment experience under the supervision and to the satisfaction of an experienced assessor.

5 Any person responsible for the supervision of the in-service assessment of competence of a seafarer intended to be used in qualifying for certification under the Convention should have a full understanding of the assessment system, assessment methods and practice*.

* * * * *

Section B-I/12

Guidance regarding the use of simulators

1 When simulators are being used for training or assessment of competency, the following guidelines should be taken into consideration in conducting any such training or assessment.

Training and assessment in radar observation and plotting*

2 Training and assessment in radar observation and plotting should:

- .1** incorporate the use of radar simulation equipment; and

* The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

- .2 conform to standards not inferior to those given in paragraphs 3 to 17 below.

3 Demonstrations of and practice in radar observation should be undertaken, where appropriate, on live marine radar equipment, including the use of simulators. Plotting exercises should preferably be undertaken in real time, in order to increase trainees' awareness of the hazards of the improper use of radar data and improve their plotting techniques to a standard of radar plotting commensurate with that necessary for the safe execution of collision-avoidance manoeuvring under actual seagoing conditions.

General

Factors affecting performance and accuracy

4 An elementary understanding should be attained of the principles of radar, together with a full practical knowledge of:

- .1 range and bearing measurement, characteristics of the radar set which determine the quality of the radar display, radar antennae, polar diagrams, the effects of power radiated in directions outside the main beam, a non-technical description of the radar system, including variations in the features encountered in different types of radar set, performance monitors and equipment factors which affect maximum and minimum detection ranges and accuracy of information;
- .2 the current marine radar performance specification adopted by the Organization **;
- .3 the effects of the siting of the radar antenna, shadow sectors and arcs of reduced sensitivity, false echoes, effects of antenna height on detection ranges and of siting radar units and storing spares near magnetic compasses, including magnetic safe distances; and
- .4 radiation hazards and safety precautions to be taken in the vicinity of antennae and open waveguides.

Detection of misrepresentation of information, including false echoes and sea returns

5 A knowledge of the limitations to target detection is essential, to enable the observer to estimate the dangers of failure to detect targets. The following factors should be emphasized:

- .1 performance standard of the equipment;
- .2 brilliance, gain and video processor control settings;
- .3 radar horizon;
- .4 size, shape, aspect and composition of targets;
- .5 effects of the motion of the ship in a seaway;
- .6 propagation conditions;
- .7 meteorological conditions; sea clutter and rain clutter;
- .8 anti-clutter control settings;
- .9 shadow sectors; and
- .10 radar-to-radar interference.

** See relevant/appropriate performance standards adopted by the Organization.

6 A knowledge should be attained of factors which might lead to faulty interpretation, including false echoes, effects of nearby pylons and large structures, effects of power lines crossing rivers and estuaries, echoes from distant targets occurring on second or later traces.

7 A knowledge should be attained of aids to interpretation, including corner reflectors and radar beacons; detection and recognition of land targets; the effects of topographical features; effects of pulse length and beam width; radar-conspicuous and -inconspicuous targets; factors which affect the echo strength from targets.

Practice

Setting up and maintaining displays

8 A knowledge should be attained of:

- .1** the various types of radar display mode; unstabilized ship's-head-up relative motion; ship's-head-up, course-up and north-up stabilized relative motion and true motion;
- .2** the effects of errors on the accuracy of information displayed; effects of transmitting compass errors on stabilized and true-motion displays; effects of transmitting log errors on a true-motion display; and the effects of inaccurate manual speed settings on a true-motion display;
- .3** methods of detecting inaccurate speed settings on true-motion controls; the effects of receiver noise limiting the ability to display weak echo returns, and the effects of saturation by receiver noise, etc.; the adjustment of operational controls; criteria which indicate optimum points of adjustment; the importance of proper adjustment sequence, and the effects of maladjusted controls; the detection of maladjustments and corrections of:
 - .3.1** controls affecting detection ranges; and
 - .3.2** controls affecting accuracy;
- .4** the dangers of using radar equipment with maladjusted controls; and
- .5** the need for frequent regular checking of performance, and the relationship of the performance indicator to the range performance of the radar set.

Range and bearing

9 A knowledge should be attained of:

- .1** the methods of measuring ranges; fixed range markers and variable range markers;
- .2** the accuracy of each method and the relative accuracy of the different methods;
- .3** how range data are displayed; ranges at stated intervals, digital counter and graduated scale;
- .4** the methods of measuring bearings; rotatable cursor on transparent disc covering the display, electronic bearing cursor and other methods;
- .5** bearing accuracy and inaccuracies caused by parallax, heading marker displacement, centre maladjustment;
- .6** how bearing data are displayed; graduated scale and digital counter; and
- .7** the need for regular checking of the accuracy of ranges and bearings, methods of checking for inaccuracies and correcting or allowing for inaccuracies.

Plotting techniques and relative-motion concepts

10 Practice should be provided in manual plotting techniques, including the use of reflection plotters, with the objective of establishing a thorough understanding of the interrelated motion

between own ship and other ships, including the effects of manoeuvring to avoid collision. At the preliminary stages of this training, simple plotting exercises should be designed to establish a sound appreciation of plotting geometry and relative-motion concepts. The degree of complexity of exercises should increase throughout the training course until the trainee has mastered all aspects of the subject. Competence can best be enhanced by exposing the trainee to real-time exercises performed on a simulator or using other effective means.

Identification of critical echoes

11 A thorough understanding should be attained of:

- .1** position fixing by radar from land targets and sea marks;
- .2** the accuracy of position fixing by ranges and by bearings;
- .3** the importance of cross-checking the accuracy of radar against other navigational aids; and
- .4** the value of recording ranges and bearings at frequent, regular intervals when using radar as an aid to collision avoidance.

Course and speed of other ships

12 A thorough understanding should be attained of:

- .1** the different methods by which course and speed of other ships can be obtained from recorded ranges and bearings, including:
 - .1.1** the unstabilized relative plot;
 - .1.2** the stabilized relative plot; and
 - .1.3** the true plot; and
- .2** the relationship between visual and radar observations, including detail and the accuracy of estimates of course and speed of other ships, and the detection of changes in movements of other ships.

Time and distance of closest approach of crossing, meeting or overtaking ships

13 A thorough understanding should be attained of:

- .1** the use of recorded data to obtain:
 - .1.1** measurement of closest approach distance and bearing;
 - .1.2** time to closest approach; and
- .2** the importance of frequent, regular observations.

Detecting course and speed changes of other ships

14 A thorough understanding should be attained of:

- .1** the effects of changes of course and/or speed by other ships on their tracks across the display;
- .2** the delay between change of course or speed and detection of that change; and
- .3** the hazards of small changes as compared with substantial changes of course or speed in relation to rate and accuracy of detection.

Effects of changes in own ship's course or speed or both

15 A thorough understanding of the effects on a relative-motion display of own ship's movements, and the effects of other ships' movements and the advantages of compass stabilization of a relative display.

16 In respect of true-motion displays, a thorough understanding should be attained of:

- .1** the effects of inaccuracies of:
 - .1.1** speed and course settings; and
 - .1.2** compass stabilization data driving a stabilized relative-motion display;
- .2** the effects of changes in course or speed or both by own ship on tracks of other ships on the display; and
- .3** the relationship of speed to frequency of observations.

Application of the International Regulations for Preventing Collisions at Sea, 1972, as amended

17 A thorough understanding should be attained of the relationship of the International Regulations for Preventing Collisions at Sea, 1972, as amended to the use of radar, including:

- .1** action to avoid collision, dangers of assumptions made on inadequate information and the hazards of small alterations of course or speed;
- .2** the advantages of safe speed when using radar to avoid collision;
- .3** the relationship of speed to closest approach distance and time and to the manoeuvring characteristics of various types of ships;
- .4** the importance of radar observation reports and radar reporting procedures being well defined;
- .5** the use of radar in clear weather, to obtain an appreciation of its capabilities and limitations, compare radar and visual observations and obtain an assessment of the relative accuracy of information;
- .6** the need for early use of radar in clear weather at night and when there are indications that visibility may deteriorate;
- .7** comparison of features displayed by radar with charted features; and
- .8** comparison of the effects of differences between range scales.

Training and assessment in the operational use of Automatic Radar Plotting Aids (ARPA)

18 Training and assessment in the operational use of automatic radar plotting aids (ARPA) should:

- .1** require prior completion of the training in radar observation and plotting or combine that training with the training given in paragraphs 19 to 35 below;*
- .2** incorporate the use of ARPA simulation equipment; and
- .3** conform to standards not inferior to those given in paragraphs 19 to 35 below.

19 Where ARPA training is provided as part of the general training under the 1978 STCW Convention, masters, chief mates and officers in charge of a navigational watch should understand the factors involved in decision-making based on the information supplied by ARPA in association with other navigational data inputs, having a similar appreciation of the operational aspects and of system errors of modern electronic navigational systems, including ECDIS. This training should be progressive in nature, commensurate with the responsibilities of the individual and the certificates issued by Parties under the 1978 STCW Convention.

Theory and demonstration

Possible risks of over-reliance on ARPA

20 Appreciation that ARPA is only a navigational aid and:

- .1** that its limitations, including those of its sensors, make over-reliance on ARPA dangerous, in particular for keeping a look-out; and
- .2** the need to observe at all times the Principles to be observed in keeping a navigational watch and the Guidance on keeping a navigational watch.

Principal types of ARPA systems and their display characteristics

21 Knowledge of the principal types of ARPA systems in use; their various display characteristics and an understanding of when to use ground- or sea-stabilized modes and north-up, course-up or head-up presentations.

IMO performance standards for ARPA

22 An appreciation of the IMO performance standards for ARPA, in particular the standards relating to accuracy.*

Factors affecting system performance and accuracy

23 Knowledge of ARPA sensor input performance parameters – radar, compass and speed inputs and the effects of sensor malfunction on the accuracy of ARPA data.

* The relevant IMO Model Course(s) and resolution MSC.64(67), as amended, may be of assistance in the preparation of courses.

* See relevant/appropriate performance standards adopted by the Organization.

24 Knowledge of:

- .1** the effects of the limitations of radar range and bearing discrimination and accuracy and the limitations of compass and speed input accuracies on the accuracy of ARPA data; and
- .2** factors which influence vector accuracy.

Tracking capabilities and limitations

25 Knowledge of:

- .1** the criteria for the selection of targets by automatic acquisition;
- .2** the factors leading to the correct choice of targets for manual acquisition;
- .3** the effects on tracking of “lost” targets and target fading; and
- .4** the circumstances causing “target swap” and its effects on displayed data.

Processing delays

26 Knowledge of the delays inherent in the display of processed ARPA information, particularly on acquisition and re-acquisition or when a tracked target manoeuvres.

Operational warnings, their benefits and limitations

27 Appreciation of the uses, benefits and limitations of ARPA operational warnings and their correct setting, where applicable, to avoid spurious interference.

System operational tests

28 Knowledge of:

- .1** methods of testing for malfunctions of ARPA systems, including functional self-testing; and
- .2** precautions to be taken after a malfunction occurs.

Manual and automatic acquisition of targets and their respective limitations

29 Knowledge of the limits imposed on both types of acquisition in multi-target scenarios, and the effects on acquisition of target fading and target swap.

True and relative vectors and typical graphic representation of target information and danger areas

30 Thorough knowledge of true and relative vectors; derivation of targets’ true courses and speeds, including:

- .1** threat assessment, derivation of predicted closest point of approach and predicted time to closest point of approach from forward extrapolation of vectors, the use of graphic representation of danger areas;

- .2 the effects of alterations of course and/or speed of own ship and/or targets on predicted closest point of approach and predicted time to closest point of approach and danger areas;
- .3 the effects of incorrect vectors and danger areas; and
- .4 the benefit of switching between true and relative vectors.

Information on past positions of targets being tracked

31 Knowledge of the derivation of past positions of targets being tracked, recognition of historic data as a means of indicating recent manoeuvring of targets and as a method of checking the validity of the ARPA's tracking.

Practice

Setting up and maintaining displays

32 Ability to demonstrate:

- .1 the correct starting procedure to obtain the optimum display of ARPA information;
- .2 the selection of display presentation; stabilized relative-motion displays and true-motion displays;
- .3 the correct adjustment of all variable radar display controls for optimum display of data;
- .4 the selection, as appropriate, of required speed input to ARPA;
- .5 the selection of ARPA plotting controls, manual/automatic acquisition, vector/graphic display of data;
- .6 the selection of the timescale of vectors/graphics;
- .7 the use of exclusion areas when automatic acquisition is employed by ARPA; and
- .8 performance checks of radar, compass, speed input sensors and ARPA.

System operational tests

33 Ability to perform system checks and determine data accuracy of ARPA, including the trial manoeuvre facility, by checking against basic radar plot.

Obtaining information from the ARPA display

34 Demonstrate the ability to obtain information in both relative- and true-motion modes of display, including:

- .1 the identification of critical echoes;
- .2 the speed and direction of target's relative movement;
- .3 the time to, and predicted range at, target's closest point of approach;

- .4 the courses and speeds of targets;
- .5 detecting course and speed changes of targets and the limitations of such information;
- .6 the effect of changes in own ship's course or speed or both; and
- .7 the operation of the trial manoeuvre facility.

Application of the International Regulations for Preventing Collisions at Sea, 1972, as amended

35 Analysis of potential collision situations from displayed information, determination and execution of action to avoid close-quarters situations in accordance with the International Regulations for Preventing Collisions at Sea, 1972, as amended, in force.

Training and assessment in the operational use of Electronic Chart Display and Information Systems (ECDIS)

Introduction

36 When simulators are being used for training or assessment in the operational use of Electronic Chart Display and Information Systems (ECDIS), the following interim guidance should be taken into consideration in any such training or assessment.

37 Training and assessment in the operational use of the ECDIS should:

- .1 incorporate the use of ECDIS simulation equipment; and
- .2 conform to standards not inferior to those given in paragraphs 38 to 65 below.

38 ECDIS simulation equipment should, in addition to meeting all applicable performance standards set out in section A-I/12 of the STCW Code, as amended, be capable of simulating navigational equipment and bridge operational controls which meet all applicable performance standards adopted by the Organization, incorporate facilities to generate soundings and:

- .1 create a real-time operating environment, including navigation control and communications instruments and equipment appropriate to the navigation and watchkeeping tasks to be carried out and the manoeuvring skills to be assessed; and
- .2 realistically simulate "own ship" characteristics in open-water conditions, as well as the effects of weather, tidal stream and currents.

39 Demonstrations of, and practice in, ECDIS use should be undertaken, where appropriate, through the use of simulators. Training exercises should preferably be undertaken in real time, in order to increase trainees' awareness of the hazards of the improper use of ECDIS. Accelerated timescale may be used only for demonstrations.

General

Goals of an ECDIS training programme

40 The ECDIS trainee should be able to:

- .1 operate the ECDIS equipment, use the navigational functions of ECDIS, select and assess all relevant information and take proper action in the case of a malfunction;

- .2 state the potential errors of displayed data and the usual errors of interpretation; and
- .3 explain why ECDIS should not be relied upon as the sole reliable aid to navigation.

Theory and demonstration

41 As the safe use of ECDIS requires knowledge and understanding of the basic principles governing ECDIS data and their presentation rules as well as potential errors in displayed data and ECDIS-related limitations and potential dangers, a number of lectures covering the theoretical explanation should be provided. As far as possible, such lessons should be presented within a familiar context and make use of practical examples. They should be reinforced during simulator exercises.

42 For safe operation of ECDIS equipment and ECDIS-related information (use of the navigational functions of ECDIS, selection and assessment of all relevant information, becoming familiar with ECDIS man-machine interfacing), practical exercises and training on the ECDIS simulators should constitute the main content of the course.

43 For the definition of training objectives, a structure of activities should be defined. A detailed specification of learning objectives should be developed for each topic of this structure.

Simulator exercises

44 Exercises should be carried out on individual ECDIS simulators, or full-mission navigation simulators including ECDIS, to enable trainees to acquire the necessary practical skills. For real-time navigation exercises, navigation simulators are recommended to cover the complex navigation situation. The exercises should provide training in the use of the various scales, navigational modes, and display modes which are available, so that the trainees will be able to adapt the use of the equipment to the particular situation concerned.

45 The choice of exercises and scenarios is governed by the simulator facilities available. If one or more ECDIS workstations and a full-mission simulator are available, the workstations may primarily be used for basic exercises in the use of ECDIS facilities and for passage-planning exercises, whereas full-mission simulators may primarily be used for exercises related to passage-monitoring functions in real time, as realistic as possible in connection with the total workload of a navigational watch. The degree of complexity of exercises should increase throughout the training programme until the trainee has mastered all aspects of the learning subject.

46 Exercises should produce the greatest impression of realism. To achieve this, the scenarios should be located in a fictitious sea area. Situations, functions and actions for different learning objectives which occur in different sea areas can be integrated into one exercise and experienced in real time.

47 The main objective of simulator exercises is to ensure that trainees understand their responsibilities in the operational use of ECDIS in all safety-relevant aspects and are thoroughly familiar with the system and equipment used.

Principal types of ECDIS systems and their display characteristics

48 The trainee should gain knowledge of the principal types of ECDIS in use; their various display characteristics, data structure and an understanding of:

- .1 differences between vector and raster charts;
- .2 differences between ECDIS and ECS;
- .3 differences between ECDIS and RCDS*;
- .4 characteristics of ECDIS and their different solutions; and

* SN/Circ.207/Rev.1 – Differences between RCDS and ECDIS.

- .5 characteristics of systems for special purposes (unusual situations/emergencies).

Risks of over-reliance on ECDIS

49 The training in ECDIS operational use should address:

- .1 the limitations of ECDIS as a navigational tool;
- .2 potential risk of improper functioning of the system;
- .3 system limitations, including those of its sensors;
- .4 hydrographic data inaccuracy; limitations of vector and raster electronic charts (ECDIS vs RCDS and ENC vs RNC); and
- .5 potential risk of human errors.

Emphasis should be placed on the need to keep a proper look-out and to perform periodical checking, especially of the ship's position, by ECDIS-independent methods.

Detection of misrepresentation of information

50 Knowledge of the limitations of the equipment and detection of misrepresentation of information is essential for the safe use of ECDIS. The following factors should be emphasized during training:

- .1 performance standards of the equipment;
- .2 radar data representation on an electronic chart, elimination of discrepancy between the radar image and the electronic chart;
- .3 possible projection discrepancies between an electronic and paper charts;
- .4 possible scale discrepancies (overscaling and underscaling) in displaying an electronic chart and its original scale;
- .5 effects of using different reference systems for positioning;
- .6 effects of using different horizontal and vertical datums;
- .7 effects of the motion of the ship in a seaway;
- .8 ECDIS limitations in raster chart display mode;
- .9 potential errors in the display of:
 - .9.1 the own ship's position;
 - .9.2 radar data and ARPA and AIS information;
 - .9.3 different geodetic coordinate systems; and
- .10 verification of the results of manual or automatic data correction:
 - .10.1 comparison of chart data and radar picture; and
 - .10.2 checking the own ship's position by using the other independent position-fixing systems.

51 False interpretation of the data and proper action taken to avoid errors of interpretation should be explained. The implications of the following should be emphasized:

- .1 ignoring overscaling of the display;

- .2 uncritical acceptance of the own ship's position;
- .3 confusion of display mode;
- .4 confusion of chart scale;
- .5 confusion of reference systems;
- .6 different modes of presentation;
- .7 different modes of vector stabilization;
- .8 differences between true north and gyro north (radar);
- .9 using the same data reference system;
- .10 using the appropriate chart scale;
- .11 using the best-suited sensor to the given situation and circumstances;
- .12 entering the correct values of safety data:
 - .12.1 the own ship's safety contour,
 - .12.2 safety depth (safe water), and
 - .12.3 events; and
- .13 proper use of all available data.

52 Appreciation that RCDS is only a navigational aid and that, when operating in the RCDS mode, the ECDIS equipment should be used together with an appropriate portfolio of up-to-date paper charts:

- .1 appreciation of the differences in operation of RCDS mode as described in SN.1/Circ.207/Rev.1 "Differences between RCDS and ECDIS"; and
- .2 ECDIS, in any mode, should be used in training with an appropriate portfolio of up-to-date charts.

Factors affecting system performance and accuracy

53 An elementary understanding should be attained of the principles of ECDIS, together with a full practical knowledge of:

- .1 starting and setting up ECDIS; connecting data sensors: satellite and radio navigation system receivers, radar, gyro-compass, log, echo-sounder; accuracy and limitations of these sensors, including effects of measurement errors and ship's position accuracy, manoeuvring on the accuracy of course indicator's performance, compass error on the accuracy of course indication, shallow water on the accuracy of log performance, log correction on the accuracy of speed calculation, disturbance (sea state) on the accuracy of an echo-sounder performance; and
- .2 the current performance standards for electronic chart display and information systems adopted by the Organization*.

Practice

Setting up and maintaining display

54 Knowledge and skills should be attained in:

- .1 the correct starting procedure to obtain the optimum display of ECDIS information;

* See relevant/appropriate performance standards adopted by the Organization.

- .2 the selection of display presentation (standard display, display base, all other information displayed individually on demand);
- .3 the correct adjustment of all variable radar/ARPA display controls for optimum display of data;
- .4 the selection of convenient configuration;
- .5 the selection, as appropriate, of required speed input to ECDIS;
- .6 the selection of the timescale of vectors; and
- .7 performance checks of position, radar/ARPA, compass, speed input sensors and ECDIS.

Operational use of electronic charts

55 Knowledge and skills should be attained in:

- .1 the main characteristics of the display of ECDIS data and selecting proper information for navigational tasks;
- .2 the automatic functions required for monitoring ship's safety, such as display of position, heading/gyro course, speed, safety values and time;
- .3 the manual functions (by the cursor, electronic bearing line, range rings);
- .4 selecting and modification of electronic chart content;
- .5 scaling (including underscaling and overscaling);
- .6 zooming;
- .7 setting of the own ship's safety data;
- .8 using a daytime or night-time display mode;
- .9 reading all chart symbols and abbreviations;
- .10 using different kinds of cursors and electronic bars for obtaining navigational data;
- .11 viewing an area in different directions and returning to the ship's position;
- .12 finding the necessary area, using geographical coordinates;
- .13 displaying indispensable data layers appropriate to a navigational situation;
- .14 selecting appropriate and unambiguous data (position, course, speed, etc.);
- .15 entering the mariner's notes;
- .16 using north-up orientation presentation and other kinds of orientation; and
- .17 using true- and relative-motion modes.

Route planning

56 Knowledge and skills should be attained in:

- .1** loading the ship's characteristics into ECDIS;
- .2** selection of a sea area for route planning:
 - .2.1** reviewing required waters for the sea passage, and
 - .2.2** changing over of chart scale;
- .3** verifying that proper and updated charts are available;
- .4** route planning on a display by means of ECDIS, using the graphic editor, taking into consideration rhumb line and great-circle sailing:
 - .4.1** using the ECDIS database for obtaining navigational, hydro-meteorological and other data;
 - .4.2** taking into consideration turning radius and wheel-over points/lines when they are expressed on chart scale;
 - .4.3** marking dangerous depths and areas and exhibiting guarding depth contours;
 - .4.4** marking waypoints with the crossing depth contours and critical cross-track deviations, as well as by adding, replacing and erasing of waypoints;
 - .4.5** taking into consideration safe speed;
 - .4.6** checking pre-planned route for navigational safety; and
 - .4.7** generating alarms and warnings;
- .5** route planning with calculation in the table format, including:
 - .5.1** waypoints selection;
 - .5.2** recalling the waypoints list;
 - .5.3** planning notes;
 - .5.4** adjustment of a planned route;
 - .5.5** checking a pre-planned route for navigational safety;
 - .5.6** alternative route planning;
 - .5.7** saving planned routes, loading and unloading or deleting routes;
 - .5.8** making a graphic copy of the monitor screen and printing a route;
 - .5.9** editing and modification of the planned route;

- .5.10** setting of safety values according to the size and manoeuvring parameters of the vessel;
- .5.11** back-route planning; and
- .5.12** connecting several routes.

Route monitoring

57 Knowledge and skills should be attained in:

- .1** using independent data to control ship's position or using alternative systems within ECDIS;
- .2** using the look-ahead function:
 - .2.1** changing charts and their scales;
 - .2.2** reviewing navigational charts;
 - .2.3** vector time selecting;
 - .2.4** predicting the ship's position for some time interval;
 - .2.5** changing the pre-planned route (route modification);
 - .2.6** entering independent data for the calculation of wind drift and current allowance;
 - .2.7** reacting properly to the alarm;
 - .2.8** entering corrections for discrepancies of the geodetic datum;
 - .2.9** displaying time markers on a ship's route;
 - .2.10** entering ship's position manually; and
 - .2.11** measuring coordinates, course, bearings and distances on a chart.

Alarm handling

58 Knowledge and ability to interpret and react properly to all kinds of systems, such as navigational sensors, indicators, data and charts alarms and indicator warnings, including, switching the sound and visual alarm signalling system, should be attained in case of:

- .1** absence of the next chart in the ECDIS database;
- .2** crossing a safety contour;
- .3** exceeding cross-track limits;
- .4** deviation from planned route;
- .5** approaching a waypoint;

- .6 approaching a critical point;
- .7 discrepancy between calculated and actual time of arrival to a waypoint;
- .8 information on under-scaling or over-scaling;
- .9 approaching an isolated navigational danger or danger area;
- .10 crossing a specified area;
- .11 selecting a different geodetic datum;
- .12 approaching other ships;
- .13 watch termination;
- .14 switching timer;
- .15 system test failure;
- .16 malfunctioning of the positioning system used in ECDIS;
- .17 failure of dead-reckoning; and
- .18 inability to fix vessel's position using the navigational system.

Manual correction of a ship's position and motion parameters

- 59** Knowledge and skills should be attained in manually correcting:
- .1 the ship's position in dead-reckoning mode, when the satellite and radio navigation system receiver is switched off;
 - .2 the ship's position, when automatically obtained coordinates are inaccurate; and
 - .3 course and speed values.

Records in the ship's log

- 60** Knowledge and skills should be attained in:
- .1 automatic voyage recording;
 - .2 reconstruction of past track, taking into account:
 - .2.1 recording media;
 - .2.2 recording intervals;
 - .2.3 verification of database in use;
 - .3 viewing records in the electronic ship's log;
 - .4 instant recording in the electronic ship's log;
 - .5 changing ship's time;

- .6 entering the additional data;
- .7 printing the content of the electronic ship's log;
- .8 setting up the automatic record time intervals;
- .9 composition of voyage data and reporting; and
- .10 interface with a voyage data recorder (VDR).

Chart updating

61 Knowledge and skills should be attained in:

- .1 performing manual updating of electronic charts. Special attention should be paid to reference-ellipsoid conformity and to conformity of the measurement units used on a chart and in the correction text;
- .2 performing semi-automatic updating of electronic charts, using the data obtained on electronic media in the electronic chart format; and
- .3 performing automatic updating of electronic charts, using update files obtained via electronic data communication lines.

In the scenarios where non-updated data are employed to create a critical situation, trainees should be required to perform *ad hoc* updating of the chart.

Operational use of ECDIS where radar/ARPA is connected

62 Knowledge and skills should be attained in:

- .1 connecting ARPA to ECDIS;
- .2 indicating target's speed vectors;
- .3 indicating target's tracks;
- .4 archiving target's tracks;
- .5 viewing the table of the targets;
- .6 checking alignment of radar overlay with charted geographic features;
- .7 simulating one or more manoeuvres;
- .8 corrections to own ship's position, using a reference point captured by ARPA; and
- .9 corrections using the ARPA's cursor and electronic bar.

See also section B-I/12, Guidance regarding the use of simulators (pertaining to radar and ARPA), especially paragraphs 17 to 19 and 36 to 38.

Operational use of ECDIS where AIS is connected

63 Knowledge and skills should be attained in:

- .1 interface with AIS;
- .2 interpretation of AIS data;
- .3 indicating target's speed vectors;
- .4 indicating target's tracks; and
- .5 archiving target's tracks.

Operational warnings, their benefits and limitations

64 Trainees should gain an appreciation of the uses, benefits and limitations of ECDIS operational warnings and their correct setting, where applicable, to avoid spurious interference.

System operational tests

65 Knowledge and skills should be attained in:

- .1 methods of testing for malfunctions of ECDIS, including functional self-testing;
- .2 precautions to be taken after a malfunction occurs; and
- .3 adequate back-up arrangements (take over and navigate using the back-up system).

Debriefing exercise

66 The instructor should analyze the results of all exercises completed by all trainees and print them out. The time spent on the debriefing should occupy between 10% and 15% of the total time used for simulator exercises.

Recommended performance standards for non-mandatory types of simulation

67 Performance standards for non-mandatory simulation equipment used for training and/or assessment of competence or demonstration of skills are set out hereunder. Such forms of simulation include, but are not limited to, the following types:

- .1 navigation and watchkeeping;
- .2 ship handling and manoeuvring;
- .3 cargo handling and stowage;
- .4 reporting and radiocommunications; and
- .5 main and auxiliary machinery operation.

Navigation and watchkeeping simulation

68 Navigation and watchkeeping simulation equipment should, in addition to meeting all applicable performance standards set out in section A-I/12, be capable of simulating navigational

equipment and bridge operational controls which meet all applicable performance standards adopted by the Organization,^{*} incorporate facilities to generate soundings and:

- .1 create a real-time operating environment, including navigation control and communications instruments and equipment appropriate to the navigation and watchkeeping tasks to be carried out and the manoeuvring skills to be assessed;
- .2 provide a realistic visual scenario by day or by night, including variable visibility, or by night only as seen from the bridge, with a minimum horizontal field of view available to the trainee in viewing sectors appropriate to the navigation and watchkeeping tasks and objectives;
- .3 realistically simulate “own ship” dynamics in open-water conditions, including the effects of weather, tidal stream, currents and interaction with other ships; and
- .4 realistically simulate VTS communication procedures between ship and shore.

Ship handling and manoeuvring simulation

69 In addition to meeting the performance standards set out in paragraph 37, ship handling simulation equipment should:

- .1 provide a realistic visual scenario as seen from the bridge, by day and by night, with variable visibility throughout a minimum horizontal field of view available to the trainee in viewing sectors appropriate to the ship handling and manoeuvring training tasks and objectives;^{**} and
- .2 realistically simulate “own ship” dynamics in restricted waterways, including shallow-water and bank effects.

70 Where manned scale models are used to provide ship handling and manoeuvring simulation, in addition to the performance standards set out in paragraphs 68.3 and 69.2, such equipment should:

- .1 incorporate scaling factors which present accurately the dimensions, areas, volume and displacement, speed, time and rate of turn of a real ship; and
- .2 incorporate controls for the rudder and engines, to the correct timescale.

Cargo handling and stowage simulation

71 Cargo handling simulation equipment should be capable of simulating cargo handling and control equipment which meets all applicable performance standards adopted by the Organization^{***} and incorporate facilities to:

- .1 create an effective operational environment, including a cargo-control station with such instrumentation as may be appropriate to the particular type of cargo system modelled;

^{*} See relevant/appropriate performance standards adopted by the Organization.

^{**} The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

^{***} No standards have as yet been adopted by the Organization.

- .2 model loading and unloading functions and stability and stress data appropriate to the cargo-handling tasks to be carried out and the skills to be assessed; and
- .3 simulate loading, unloading, ballasting and deballasting operations and appropriate associated calculations for stability, trim, list, longitudinal strength, torsional stress and damage stability^{*}.

GMDSS communication simulation

72 GMDSS communication simulation equipment should be capable of simulating GMDSS communication equipment which meets all applicable performance standards adopted by the Organization^{**} and incorporate facilities to:

- .1 simulate the operation of VHF, VHF-DSC, NAVTEX, EPIRB and watch receiver equipment as required for the Restricted Operator's Certificate (ROC);
- .2 simulate the operation of INMARSAT-A, -B and -C ship earth stations, MF/HF NBDP, MF/HF-DSC, VHF, VHF-DSC, NAVTEX, EPIRB and watch receiver equipment as required for the General Operator's Certificate (GOC);
- .3 provide voice communication with background noise;
- .4 provide a printed text communication facility; and
- .5 create a real-time operating environment, consisting of an integrated system, incorporating at least one instructor/assessor station and at least two GMDSS ship or shore stations.

* * * * *

* The relevant IMO Model Course(s) may be of assistance in the preparation of courses.
 ** See relevant/appropriate performance standards adopted by the Organization.

Chapter II

Guidance regarding the master and the deck department

Section B-II/1

Guidance regarding the certification of officers in charge of a navigational watch on ships of 500 gross tonnage or more

Training

- 1 Every candidate for certification as officer in charge of a navigational watch should have completed a planned and structured programme of training designed to assist a prospective officer to achieve the standard of competence in accordance with table A-II/1.
- 2 The structure of the programme of training should be set out in a training plan which clearly expresses, for all parties involved, the objectives of each stage of training on board and ashore. It is important that the prospective officer, tutors, ships' staff and company personnel are clear about the competences which are to be achieved at the end of the programme and how they are to be achieved through a combination of education, training and practical experience on board and ashore.
- 3 The mandatory periods of seagoing service are of prime importance in learning the job of being a ship's officer and in achieving the overall standard of competence required. Properly planned and structured, the periods of seagoing service will enable prospective officers to acquire and practice skills and will offer opportunities for competences achieved to be demonstrated and assessed.
- 4 Where the seagoing service forms part of an approved training programme, the following principles should be observed:
 - .1 The programme of onboard training should be an integral part of the overall training plan.
 - .2 The programme of onboard training should be managed and coordinated by the company which manages the ship on which the seagoing service is to be performed.
 - .3 The prospective officer should be provided with a training record book^{*} to enable a comprehensive record of practical training and experience at sea to be maintained. The training record book should be laid out in such a way that it can provide detailed information about the tasks and duties which should be undertaken and the progress towards their completion. Duly completed, the record book will provide unique evidence that a structured programme of onboard training has been completed which can be taken into account in the process of evaluating competence for the issue of a certificate.
 - .4 At all times, the prospective officer should be aware of two identifiable individuals who are immediately responsible for the management of the programme of onboard training. The first of these is a qualified seagoing officer, referred to as the "shipboard training officer", who, under the authority of the master, should organize and supervise the programme of training for the duration of each voyage. The second should be a person nominated by the company, referred to as the "company training

^{*} The relevant IMO Model Course(s) and a similar document produced by the International Shipping Federation may be of assistance in the preparation of training record books.

officer”, who should have an overall responsibility for the training programme and for coordination with colleges and training institutions.

- .5 The company should ensure that appropriate periods are set aside for completion of the programme of onboard training within the normal operational requirements of the ship.

Roles and responsibilities

5 The following section summarizes the roles and responsibilities of those individuals involved in organizing and conducting onboard training:

- .1 The company training officer should be responsible for:
 - .1.1 overall administration of the programme of training;
 - .1.2 monitoring the progress of the prospective officer throughout; and
 - .1.3 issuing guidance as required and ensuring that all concerned with the training programme play their parts.
- .2 The shipboard training officer should be responsible for:
 - .2.1 organizing the programme of practical training at sea;
 - .2.2 ensuring, in a supervisory capacity, that the training record book is properly maintained and that all other requirements are fulfilled; and
 - .2.3 making sure, so far as is practicable, that the time the prospective officer spends on board is as useful as possible in terms of training and experience, and is consistent with the objectives of the training programme, the progress of training and the operational constraints of the ship.
- .3 The master’s responsibilities should be to:
 - .3.1 provide the link between the shipboard training officer and the company training officer ashore;
 - .3.2 fulfil the role of continuity if the shipboard training officer is relieved during the voyage; and
 - .3.3 ensure that all concerned are effectively carrying out the onboard training programme.
- .4 The prospective officer’s responsibilities should be to:
 - .4.1 follow diligently the programme of training as laid down;
 - .4.2 make the most of the opportunities presented, be they in or outside working hours; and
 - .4.3 keep the training record book up to date and ensure that it is available at all times for scrutiny.

Induction

6 At the beginning of the programme and at the start of each voyage on a different ship, prospective officers should be given full information and guidance as to what is expected of them and how the training programme is to be organized. Induction presents the opportunity to brief prospective officers about important aspects of the tasks they will be undertaking, with particular regard to safe working practices and protection of the marine environment.

Shipboard programme of training

7 The training record book should contain, amongst other things, a number of training tasks or duties which should be undertaken as part of the approved programme of onboard training. Such tasks and duties should relate to at least the following areas:

- .1** steering systems;
- .2** general seamanship;
- .3** mooring, anchoring and port operations;
- .4** life-saving and fire-fighting appliances;
- .5** systems and equipment;
- .6** cargo work;
- .7** bridge work and watchkeeping; and
- .8** engine-room familiarization.

8 It is extremely important that the prospective officer is given adequate opportunity for supervised bridge watchkeeping experience, particularly in the later stages of the onboard training programme.

9 The performance of the prospective officers in each of the tasks and duties itemized in the training record book should be initialled by a qualified officer when, in the opinion of the officer concerned, a prospective officer has achieved a satisfactory standard of proficiency. It is important to appreciate that a prospective officer may need to demonstrate ability on several occasions before a qualified officer is confident that a satisfactory standard has been achieved.

Monitoring and reviewing

10 Guidance and reviewing are essential to ensure that prospective officers are fully aware of the progress they are making and to enable them to join in decisions about their future programme. To be effective, reviews should be linked to information gained through the training record book and other sources as appropriate. The training record book should be scrutinized and endorsed formally by the master and the shipboard training officer at the beginning, during and at the end of each voyage. The training record book should also be examined and endorsed by the company training officer between voyages.

Assessment of abilities and skills in navigational watchkeeping

11 A candidate for certification who is required to have received special training and assessment of abilities and skills in navigational watchkeeping duties should be required to

provide evidence, through demonstration either on a simulator or on board ship as part of an approved programme of shipboard training, that the skills and ability to perform as officer in charge of a navigational watch in at least the following areas have been acquired, namely to:

- .1** prepare for and conduct a passage, including:
 - .1.1** interpreting and applying information obtained from charts;
 - .1.2** fixing position in coastal waters;
 - .1.3** applying basic information obtained from tide tables and other nautical publications;
 - .1.4** checking and operating bridge equipment;
 - .1.5** checking magnetic and gyro-compasses;
 - .1.6** assessing available meteorological information;
 - .1.7** using celestial bodies to fix position;
 - .1.8** determining the compass error by celestial and terrestrial means; and
 - .1.9** performing calculations for sailings of up to 24 hours;
 - .2** operate and apply information obtained from electronic navigation systems;
 - .3** operate radar, ARPA and ECDIS and apply radar information for navigation and collision avoidance;
 - .4** operate propulsion and steering systems to control heading and speed;
 - .5** implement navigational watch routines and procedures;
 - .6** implement the manoeuvres required for rescue of persons overboard;
 - .7** initiate action to be taken in the event of an imminent emergency situation (e.g., fire, collision, stranding) and action in the immediate aftermath of an emergency;
 - .8** initiate action to be taken in event of malfunction or failure of major items of equipment or plant (e.g., steering gear, power, navigation systems);
 - .9** conduct radiocommunications and visual and sound signalling in normal and emergency situations; and
 - .10** monitor and operate safety and alarm systems, including internal communications.
- 12** Assessment of abilities and skills in navigational watchkeeping should:
- .1** be made against the criteria for evaluating competence for the function of navigation set out in table A-II/1;
 - .2** ensure that the candidate performs navigational watchkeeping duties in accordance with the Principles to be observed in keeping a safe navigational watch (section A-

VIII/2, part 4-1) and the Guidance on keeping a navigational watch (section B-VIII/2, part 4-1).

Evaluation of competence

13 The standard of competence to be achieved for certification as officer in charge of a navigational watch is set out in table A-II/1. The standard specifies the knowledge and skill required and the application of that knowledge and skill to the standard of performance required on board ship.

14 Scope of knowledge is implicit in the concept of competence. Assessment of competence should, therefore, encompass more than the immediate technical requirements of the job, the skills and tasks to be performed, and should reflect the broader aspects needed to meet the full expectations of competent performance as a ship's officer. This includes relevant knowledge, theory, principles and cognitive skills which, to varying degrees, underpin all levels of competence. It also encompasses proficiency in what to do, how and when to do it, and why it should be done. Properly applied, this will help to ensure that a candidate can:

- .1 work competently in different ships and across a range of circumstances;
- .2 anticipate, prepare for and deal with contingencies; and
- .3 adapt to new and changing requirements.

15 The criteria for evaluating competence (column 4 of table A-II/1) identify, primarily in outcome terms, the essential aspects of competent performance. They are expressed so that assessment of a candidate's performance can be made against them and should be adequately documented in the training record book.

16 Evaluation of competence is the process of:

- .1 collecting sufficient valid and reliable evidence about the candidate's knowledge, understanding and proficiency to accomplish the tasks, duties and responsibilities listed in column 1 of table A-II/1; and
- .2 judging that evidence against the criteria specified in the standard.

17 The arrangements for evaluating competence should be designed to take account of different methods of assessment which can provide different types of evidence about candidates' competence, e.g.:

- .1 direct observation of work activities (including seagoing service);
- .2 skills/proficiency/competency tests;
- .3 projects and assignments;
- .4 evidence from previous experience; and
- .5 written, oral and computer-based questioning techniques* .

*

The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

18 One or more of the first four methods listed should almost invariably be used to provide evidence of ability, in addition to appropriate questioning techniques to provide evidence of supporting knowledge and understanding.

Training in celestial navigation

19 The following areas summarize the recommended training in celestial navigation:

- .1** correctly adjust sextant for adjustable errors;
- .2** determine corrected reading of the sextant altitude of celestial bodies;
- .3** accurate sight reduction computation, using a preferred method;
- .4** calculate the time of meridian altitude of the sun;
- .5** calculate latitude by Polaris or by meridian altitude of the sun;
- .6** accurate plotting of position line(s) and position fixing;
- .7** determine time of visible rising/setting sun by a preferred method;
- .8** identify and select the most suitable celestial bodies in the twilight period;
- .9** determine compass error by azimuth or by amplitude, using a preferred method;
- .10** nautical astronomy as required to support the required competence in paragraphs 19.1 to 19.9 above.

20 Training in celestial navigation may include the use of electronic nautical almanac and celestial navigation calculation software.

Chapter VIII

Guidance regarding watchkeeping

Section B-VIII/2

Guidance regarding watchkeeping arrangements and principles to be observed

1 The following operational guidance should be taken into account by companies, masters and watchkeeping officers.

* * * * *

Part 4 – Guidance on watchkeeping at sea

Part 4-1 – Guidance on keeping a navigational watch

Introduction

2 Particular guidance may be necessary for special types of ships as well as for ships carrying hazardous, dangerous, toxic or highly flammable cargoes. The master should provide this operational guidance as appropriate.

3 It is essential that officers in charge of the navigational watch appreciate that the efficient performance of their duties is necessary in the interests of the safety of life, security and property at sea and of preventing pollution of the marine environment.

Anchor watch

4 The master of every ship at an unsheltered anchorage, at an open roadstead or any other virtually “at sea” conditions in accordance with chapter VIII, section A-VIII/2, part 4-1, paragraph 51 of the STCW Code, should ensure that watchkeeping arrangements are adequate for maintaining a safe watch at all times. A deck officer should at all times maintain responsibility for a safe anchor watch.

5 In determining the watchkeeping arrangements, and commensurate with maintaining the ship’s safety and security and the protection of the marine environment, the master should take into account all pertinent circumstances and conditions such as:

- .1** maintaining a continuous state of vigilance by sight and hearing as well as by all other available means;
- .2** ship-to-ship and ship-to-shore communication requirements;
- .3** the prevailing weather, sea, ice and current conditions;
- .4** the need to continuously monitor the ship’s position;
- .5** the nature, size and characteristics of anchorage;
- .6** traffic conditions;
- .7** situations which might affect the security of the ship;
- .8** loading and discharging operations;
- .9** the designation of stand-by crew members; and
- .10** the procedure to alert the master and maintain engine readiness.