



16721

NMC Policy Ltr No 13-01

11 November 2001

From: Commanding Officer, U. S. Coast Guard National Maritime Center
To: Distribution

Subj: CONTINUING PROFICIENCY OF QUALIFIED INSTRUCTORS TEACHING
COURSES REQUIRED BY THE INTERNATIONAL CONVENTION ON
STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR
SEAFARERS, 1978 AS AMENDED (STCW)

1. PURPOSE. This policy letter provides guidance about the continuing proficiency of a qualified instructor who teaches courses required by the STCW where continuing proficiency is required to be demonstrated at intervals not exceeding five years. At present, this includes basic safety training (BST) and the special training required of certain mariners serving on passenger vessels and Ro-Ro passenger vessels.
2. ACTION. Commanding officers of units with marine safety responsibilities should bring this policy letter to the attention of the maritime industry with interests in marine personnel issues and to institutions that offer U. S. Coast Guard approved training. This policy letter will be distributed by electronic means only. It is available on the World Wide Web at <http://www.uscg.mil/STCW/m-policy.htm>.
3. BACKGROUND. Some STCW competencies require that training in their proficiencies and demonstrations of the related practical skills be repeated at intervals not exceeding five years. These competencies are those applicable to the four elements of basic safety training and the training required by STCW Code A-VI/2 and A-VI/3.
4. DISCUSSION.
 - a. A qualified instructor teaching a U .S. Coast Guard approved course that leads to proficiency in any of those competencies listed in paragraph 3 may renew his or her proficiency in each area for which the instructor has been approved or accepted by the U. S. Coast Guard as a qualified instructor by:
 1. Teaching at least one class for the entire course in each competence for which continuing certification of proficiency is sought; and
 2. Completing the practical demonstrations that apply to the competency and that are approved for the course. The practical demonstrations must be assessed and approved by a qualified instructor who is authorized to serve as a designated examiner. The course and

Subj: CONTINUING PROFICIENCY OF QUALIFIED INSTRUCTORS TEACHING COURSES REQUIRED BY THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978 AS AMENDED (STCW)

the associated practical demonstrations must be completed within 12 months of each other.

- b. The training institution that employs the instructor seeking an extension of competency may issue a course completion certificate for each course that the qualified instructor has completed the requirements set forth in paragraph 3.a. The certificate should be dated as of the date the requirements in paragraph 3.a were completed.

E. J. FINK

Dist: Commandant (G-MSO)
All District Commanders (m)
COs , all MSOs
All Activity Commanders
All RECs