



SUB-COMMITTEE ON STANDARDS OF
TRAINING AND WATCHKEEPING
35th session
Agenda item 19

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REPORT TO THE MARITIME SAFETY COMMITTEE

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1 GENERAL

1.1 The Sub-Committee on Standards of Training and Watchkeeping (STW) held its thirty-fifth session from 26 to 30 January 2004. Due to the absence of the Chairman Professor Dr. Osman K. Sag (Turkey), the meeting was chaired by the Vice-Chairman, Rear Admiral Peter Brady (Jamaica).

1.2 The session was attended by representatives from the following countries:

ALGERIA	KENYA
ANTIGUA AND BARBUDA	KUWAIT
ARGENTINA	LATVIA
AUSTRALIA	LEBANON
BAHAMAS	LIBERIA
BANGLADESH	LUXEMBOURG
BELGIUM	MALAYSIA
BRAZIL	MALTA
BULGARIA	MARSHALL ISLANDS
CANADA	MEXICO
CHILE	MOROCCO
CHINA	NETHERLANDS
COLOMBIA	NIGERIA
CROATIA	NORWAY
CUBA	PANAMA
CYPRUS	PERU
CZECH REPUBLIC	PHILIPPINES
DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA	POLAND
DENMARK	PORTUGAL
DOMINICA	REPUBLIC OF KOREA
ECUADOR	ROMANIA
EGYPT	RUSSIAN FEDERATION
ESTONIA	SAUDI ARABIA
FINLAND	SINGAPORE
FRANCE	SPAIN
GABON	SWEDEN
GERMANY	THAILAND
GHANA	TURKEY
GREECE	UKRAINE
HONDURAS	UNITED KINGDOM
INDIA	UNITED REPUBLIC OF TANZANIA
INDONESIA	UNITED STATES
IRAN (ISLAMIC REPUBLIC OF)	VANUATU
IRELAND	VENEZUELA
ITALY	YEMEN
JAMAICA	
JAPAN	

and the following Associate Members of IMO:

FAROE ISLANDS
HONG KONG, CHINA

1.3 The following representatives from the United Nations and specialized agencies:

INTERNATIONAL LABOUR OFFICE (ILO)

1.4 The following specialized agencies and intergovernmental and non-governmental organizations were also represented:

EUROPEAN COMMISSION (EC)

INTERNATIONAL MOBILE SATELLITE ORGANIZATION (IMSO)

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION (ISO)

INTERNATIONAL SHIPPING FEDERATION (ISF)

INTERNATIONAL CHAMBER OF SHIPPING (ICS)

INTERNATIONAL CONFEDERATION OF FREE TRADE UNIONS (ICFTU)

BIMCO

INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES (IACS)

OIL COMPANIES INTERNATIONAL MARINE FORUM (OCIMF)

INTERNATIONAL MARITIME PILOTS' ASSOCIATION (IMPA)

INTERNATIONAL ASSOCIATION OF INSTITUTES OF NAVIGATION (IAIN)

INTERNATIONAL FEDERATION OF SHIPMASTERS' ASSOCIATIONS (IFSMA)

INTERNATIONAL ASSOCIATION OF INDEPENDENT TANKER OWNERS
(INTERTANKO)

INTERNATIONAL COUNCIL OF CRUISE LINES (ICCL)

SOCIETY OF INTERNATIONAL GAS TANKER AND TERMINAL OPERATORS
LIMITED (SIGTTO)

INTERNATIONAL LIFEBOAT FEDERATION (ILF)

INTERNATIONAL ASSOCIATION OF DRY CARGO SHIPOWNERS
(INTERCARGO)

INTERNATIONAL MARITIME LECTURERS ASSOCIATION (IMLA)

THE INSTITUTE OF MARINE ENGINEERING, SCIENCE AND TECHNOLOGY
(IMarEST)

INTERNATIONAL SAILING FEDERATION (ISAF)

INTERNATIONAL MARINE CONTRACTORS ASSOCIATION (IMCA)

WORLD NUCLEAR TRANSPORT INSTITUTE (WNTI)

Secretary-General's opening address

1.5 In welcoming the participants, the Secretary-General, reiterated his plea to the Council and Assembly last year, inviting all with an interest in the affairs of IMO and the shipping industry to join forces, to create a safer, more secure and environmentally friendly maritime world.

He recalled that IMO rose to the challenges of September the 11th and, in the most expeditious manner, provided the maritime community with a well-considered regulatory regime on which to build a suitable maritime security infrastructure and in support of this new regulatory regime, the Sub-Committee laid the foundations by developing the model courses required to provide the necessary guidance for the development of training programmes for ship security officers, company security officers and port facility security officers.

Recalling progress made in the implementation of the provisions of the STCW Convention, the Secretary-General noted that the total number of Parties in compliance with now totals 111. Turning to the next step in the process, he drew attention to the monitoring of implementation through reports of independent evaluations of quality standards systems which

should be made by 1 February 2004. He also noted that this would bring about a large flow of information and requested Governments to encourage the competent persons nominated by them to participate in this new important task so that effective and timely evaluation of the information is completed expeditiously. He also reminded STCW Parties to ensure that they communicate their information related to the reports of independent evaluations pursuant to regulation I/8 in good time so that they can be evaluated by panels of competent persons, and be reported to MSC 80, as planned.

He then drew attention in the context of the reported shortage of entrants to the industry, the recent incidents of punishment of seafarers involved in high profile accidents which does little to enhance the public image of seafaring and thus does not encourage today's youth to pursue seafaring as a career. Noting that, a number of countries have expressed concern about their medium to long-term ability to provide qualified personnel for the wider maritime services sector, following a steep decline in the number of ships manned by nationals of their flag and growing signs that the supply of an experienced workforce may be drying up, the Secretary-General urged all concerned, to do the utmost to raise the profile of shipping and encourage youngsters to choose shipping as a career to ensure the long-term sustainability of a vibrant shipping industry.

Noting that casualty analyses continued to indicate that the human element is the major cause of accidents and that a key factor in addressing this issue is to have on board ships seafarers, who are properly trained to an internationally accepted standards, the Secretary-General expressed his concern about the burdens on today's crews and the harmful effects of sometimes excessive hours of work with little opportunity to go ashore or, while in port, not to rest enough because of the need to attend to multiple inspections carried out by various interests. He indicated that perhaps time has come when decisions made in this Organization pertaining to the duties of seafarers on board are re-visited to see if improvements can be made to aid their well-being in the service of safety, security and the environment.

In concluding his speech, The Secretary General expressed his concern on the number of signatories to the STCW-F Convention and reiterated the plea to all Governments concerned to do more to contribute to the improvement of the situation vis-à-vis both the Torremolinos Protocol and the STCW-F Convention as soon as possible.

Chairman's remarks

1.6 In response, the Vice-Chairman thanked the Secretary-General for his words of guidance and encouragement and stated that it was an honour and pleasure for him to chair the meeting in the absence of the Chairman representing, Jamaica and the wider Caribbean.

He assured the Secretary-General that his advice and requests would be given every consideration in the deliberations of the Sub-Committee and its working groups.

The Vice-Chairman stressed that the Sub-Committee had before it a demanding and challenging meeting. In spite of that and given the successful history of the Sub-Committee in producing sound and robust international legislation and guidance pertinent to training, certification and watchkeeping, in an efficient way, he was confident that the same mentality would prevail in this session too.

Adoption of the agenda and related matters

1.7 The Sub-Committee adopted the agenda (STW 35/1), and agreed, in general, that the work of the Sub-Committee should be guided by the annotations to the provisional agenda and timetable contained in document STW 35/1/1.

2 DECISIONS OF OTHER IMO BODIES

2.1 The Sub-Committee noted the decisions and comments pertaining to its work, made by, A 23 and C/ES 22, MSC 77, MEPC 49, COMSAR 7, DE 46, and NAV 49, as reported in documents referred to above and took them into account in its deliberations when dealing with relevant agenda items.

2.2 As reflected in paragraphs 9.1 to 9.7 of C/ES.22/D, the Sub-Committee noted that the Council, at its twenty-second extraordinary session, in considering the outcomes of SLF 46 and DSC 8 with regard to the trial reporting system, had:

- .1 noted that, under the provisional arrangements, the issue of the availability of working groups' reports in all working languages for consideration on the penultimate day of the session was not fully resolved, especially if the reports in question were voluminous;
- .2 agreed that the trial period of the provisional system be extended to cover all the sub-committees which will meet between now and the next sessions of the MSC and the MEPC;
- .3 invited the MSC and the MEPC to consider the conclusions and recommendations of the reporting sub-committees and to draw their own recommendations, which they should submit to C 93 for consideration and action, as appropriate;
- .4 agreed that all the working papers approved by the sub-committees in plenary should be posted on the IMO website; and
- .5 agreed that, until further notice, sub-committees should produce an approved final summary of decisions to enable the Committee(s) to take action as may be requested at the first opportunity after a sub-committee's session (as done by SLF 46 and DSC 8).

3 VALIDATION OF MODEL TRAINING COURSES

3.1 The Sub-Committee noted the information provided by the Secretariat (STW 35/3) on the status of production of model courses and on the progress made with their translation into French and Spanish. According to an oral update by the Secretariat, in addition to the information provided in document STW 35/3, the Sub-Committee also noted that the following model courses have been published in French and Spanish:

- .1 Ship Security Officer (SSO) (3.19);
- .2 Company Security Officer (CSO) (3.20); and
- .3 Port Facility Security Officer (PFSO) (3.21);

and 25 model courses had been translated into French and Spanish and 11 had been published in French and 13 in Spanish. The rest of the translated model courses were in production and will be available shortly.

3.2 The Sub-Committee further noted:

- .1 the oral update provided by the Secretariat on the progress of the development of the model course for IBS training as decided by STW 34 (STW 34/14, paragraph 3.7);
- .2 that the Secretariat has updated the model courses related to ROC and GOC courses CEPT provisions as per the decisions of STW 34 (STW 34/14, paragraph 3.5); and
- .3 that following the recommendations made at the regional seminar/workshops to promote implementation of the STCW-F Convention, the Secretariat had taken steps to develop the model course for safety of fishing operations.

3.3 While discussing the decision of COMSAR 7 to develop a model course for the GMDSS Coast Radio Station Operator's Course (CSOC) as a common training standard for submission to the tenth session of the Joint ICAO/IMO Working Group (JWG 10) and subsequent validation the Sub-Committee noted, that its validation of model courses is restricted to only STCW Convention related courses. It further noted that in the case of model courses related to the ISPS Code, a validation group had been established to review the draft model courses without them being validated by the Sub-Committee. It was therefore agreed, that a similar procedure could be followed for model courses being developed by other Sub-Committees in the future and the Secretariat was instructed to convey this to COMSAR 8. The Sub-Committee invited the Committee to approve this procedure.

4 WATCHKEEPING AT ANCHOR

4.1 The Sub-Committee considered the advice of NAV 49 (STW 35/4), the proposal from Denmark (STW 35/4/1) and results of the study carried out by the Republic of Korea (STW 35/4/2) and agreed to refer them to the working group on training matters for detailed consideration.

4.2 Although some delegations expressed the view that the matter originally raised at STW 33 and further considered by NAV 49 would entail the need for amendments to the STCW Convention in order to eliminate any potential anomaly in the requirements, the Sub-Committee generally agreed that it was not necessary at this stage to prepare any amendments to the STCW Convention and the working group should only develop guidance for masters and it was not necessary to develop qualification requirements for seafarers to undertake anchor watch in other than unsafe conditions.

Establishment of a working group

4.3 In order to make further progress, the Sub-Committee established a working group on training matters and instructed it, taking into account decisions and comments made in the plenary, to:

- .1 consider the advice provided by NAV 49 (STW 35/4), the proposal from Denmark (STW 35/4/1) and the results of study carried out by the Republic of Korea (STW 35/4/2) and develop appropriate guidance as necessary; and
- .2 prepare a draft STCW.7 circular, as necessary, for consideration by the Committee; and
- .3 submit its report to the plenary on Thursday, 29 January 2004.

Report of the working group

4.4 On receipt of the report of the working group (STW 35/WP.3/Rev.1), the Sub-Committee took action as summarized in the ensuing paragraphs.

4.5 The Sub-Committee endorsed the guidance along with the associated draft STCW.7 circular and invited the Committee to approve the draft circular set out at annex 1.

4.6 The Sub-Committee agreed, as the work thereon has been completed, to invite MSC 78 delete this from its work programme (see agenda item 16).

5 UNLAWFUL PRACTICES ASSOCIATED WITH CERTIFICATES OF COMPETENCY

Actions to be taken by the Secretariat

5.1 The Sub-Committee noted the information on actions to be taken by the Secretariat (STW 35/5) and agreed that the Secretariat had completed all actions identified and requested by STW 33.

Actions to be taken by the Sub-Committee

5.2 The Sub-Committee reviewed the need to develop appropriate additional requirements for anti-fraud training for personnel responsible for verification based on the established standards for anti-fraud guidelines and agreed that, in light of the information provided by the Secretariat (STW 35/5/1) on current database standards, record keeping and anti-fraud measures being implemented by Governments, there was no need for the Sub-Committee to develop any additional measures for anti-fraud training for personnel responsible for verification of certificates.

5.3 The Sub-Committee, noting that only 32 STCW Parties had responded to the questionnaire given in MSC/Circ.1088, agreed that further information from STCW Parties was required to complete the data. The Sub-Committee therefore invited the Committee to invite STCW Parties which have not yet responded to the questionnaire to submit the data for consideration at STW 36 and also to urge STCW Parties to adopt procedures for maintaining and updating records for certificates and measures to prevent unauthorized access to database containing information relating to certificates and records.

Working group

5.4 In order to progress further on actions to be taken by the Sub-Committee (STW 35/5, paragraphs 7 and 8), the Sub-Committee instructed the working group on training matters, taking into account discussions and decisions in the plenary, to develop the minimum data required in

ancillary certificates providing documentary evidence leading to the award of certificate of competency and a draft STCW.7 circular.

5.5 The Sub-Committee also instructed the working group to revise the reporting format (STW 35/5, annex 3) for future reporting of information to the Secretariat on fraudulent certificates to the Sub-Committee.

Benefits of using data card format

5.6 The Sub-Committee noted the information provided by the representative of ILO on the Seafarers' Identity Document Convention (revised) 2003 (Convention 185) given at annex 3, which was adopted by the International Labour Conference in June 2003, and invited Member Governments and non-governmental organizations to submit comments to STW 36.

5.7 The Sub-Committee noted the views expressed by ICFTU and supported by ISF that this Convention was adopted in response to resolution 8 of the 2002 SOLAS Conference and they expected that seafarers in possession of such documents be granted shore leave and repatriation facilities. The delegate from Canada, while supporting the ICFTU, expressed the view that the Seaman's Identity Document (SID) should form a part of the security infrastructure mentioned in the ISPS Code.

Report of the working group

5.8 On receipt of the report of the working group (STW 35/WP.3/Rev.1), the Sub-Committee took action as summarized in the ensuing paragraphs.

5.9 The Sub-Committee endorsed the minimum data to be included in documentary evidence of training leading to the award of certificates of competency and a draft STCW.7 circular and invited the Committee to approve the draft circular set out at annex 2.

5.10 The Sub-Committee, revised the reporting format (STW 35/5, annex 3) for future reporting of information to the Secretariat on fraudulent certificates to the Sub-Committee to include an additional column to indicate the date on which the fraudulent certificate was detected and also agreed that additional information should be given in the comments column to indicate the circumstances under which the fraudulent certificate was detected such as port State control inspection, Flag State inspection and application for recognition endorsement (certificates of equivalency).

5.11 During the discussions, it was suggested that the name of the individual holding a fraudulent certificate and his/her passport number or other identification details should also be reported and published by the Secretariat. It was noted that this information would be of interest to Member States and thus allow them to assess the need for any further action.

5.12 The Sub-Committee agreed that before it could make a decision on the provision of details of the identity of the individuals involved, there was a need to examine the legal implications, particularly in connection with provisions of international treaties and national legislation relating to the protection of personal data and the implications for the Organization in publishing such information. In this respect it was noted that at the international level, amongst others, Article 12 of the Universal Declaration of Human Rights, the United Nations Guidelines concerning Computerized Personal Data Files (adopted by the UN General Assembly on 14 December 1990) and the Council of Europe Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data contained provisions to this end.

5.13 The Sub-Committee therefore invited Member States to consider the issue with respect to their international treaty obligations and in connection with any national legislation they may have adopted to this end and instructed the Secretariat to study the matter *vis-à-vis* the position of, and the implications for, the Organization if such information was to be published, and advise the Sub-Committee accordingly.

6 LARGE PASSENGER SHIP SAFETY

6.1 The Sub-Committee recalled the decision of MSC 77 to provide comments on what action should be taken in the context of the 35 recommendations developed by COMSAR 7 relating to life-saving arrangements and training issues. The Sub-Committee reviewed the recommendations relevant to its work and agreed to the comments and the action to be taken as set out in annex 4 and invited the Committee to note them for further consideration by the Working Group on Large Passenger Ship Safety during MSC 78.

6.2 The Sub-Committee, having received an oral report by the Secretariat on the outcome of FP 48, noted that:

- .1 FP 48 had prepared a definition for “safe havens” for approval by MSC 78. The new definition is contained in document FP 48/WP.7 and states:

“A safe haven, in the context of a fire casualty, is, from a perspective of habitability, any area outside the main vertical zone(s) in which a fire has occurred such that it can safely accommodate all persons onboard to protect them from hazards to life or health and provide basic services as the ship proceeds to port under its own power.”; and

- .2 the Sub-Committee had been requested to review the model courses relevant to training in crisis management and human behaviour in light of the new definition to ensure that such courses adequately emphasize the new concept;

and invited Member Governments and non-governmental organizations to submit comments and proposals to STW 36.

6.3 The Sub-Committee agreed, in the light of the forthcoming session of the Working Group on Large Passenger Ship Safety during MSC 78, to request the Committee to extend the target completion date to 2005 while discussing the work programme (see agenda item 16).

7 TRAINING OF CREW IN LAUNCHING/RECOVERING OPERATIONS OF FAST RESCUE BOATS AND MEANS OF RESCUE IN ADVERSE WEATHER CONDITIONS

7.1 The Sub-Committee recalled that STW 33 had provisionally considered documents STW 33/13 (United Kingdom) and STW 33/13/1 (Denmark) on the need for the development of additional guidelines or new training requirements for launching/recovery operations of fast rescue boats, but had agreed that a co-ordinated approach was required and that it would be appropriate to develop training requirements after the DE Sub-Committee had finalized design and equipment specifications. The Sub-Committee further recalled that following preliminary consideration of design and equipment specifications by DE 45, DE 46 had decided to defer finalizing specifications until DE 47 (March 2004).

7.2 The Sub-Committee agreeing to defer consideration of this agenda item until DE 47 has finalized the design and equipment specifications, invited Member Governments to submit proposals for consideration at STW 36 and requested the Committee to extend the target completion date to 2006 while discussing the work programme (see agenda item 16).

8 MEASURES TO PREVENT ACCIDENTS WITH LIFEBOATS

8.1 The Sub-Committee considered the proposal by Hong Kong, China (STW 35/8) and agreed to refer the document to Working Group on training matters for detailed consideration and the development of draft amendments to the STCW Code along with the associated MSC resolution.

8.2 The Sub-Committee considered the issues referred to it by DE 46 for comments (STW 35/8/1), namely to:

- .1 generally consider improvements in safety training regarding maintenance of lifeboats and associated equipment and safe practices during lifeboat drills with regard to lifeboat accidents and the outcome of DE 46, taking into account document DE 46/9;
- .2 consider relevant improvement of safety training, facilitating an alternative to on-board training as relevant for free-fall lifeboats, as included in the proposed amended SOLAS regulation III/19.3.3.4;
- .3 develop means of recording participation in free-fall launches;
- .4 consider shore-based training as an alternative to on-board training with lifeboats in general; and
- .5 submit relevant draft amendments to MSC 78 for approval with a view to adoption.

Working Group

8.3 The Sub-Committee instructed the working group on training matters, taking into account decisions and comments made in the plenary, to:

- .1 consider the proposal by Hong Kong (China) (STW 35/8) in detail and, if found appropriate, prepare draft amendments to STCW Code along with the associated MSC resolution; and
- .2 consider in detail the issues referred to the Sub-Committee by DE 46 and provide comments for onward submission to DE 47.

Report of the working group

8.4 On receipt of the report of the working group (STW 35/WP.3/Rev.1), the Sub-Committee took action as summarized in the ensuing paragraphs.

8.5 The Sub-Committee endorsed the amendments to Table A-VI/2-1 of the STCW Code and prepared a draft MSC resolution and invited the Committee to approve the amendments set out in annex 5 with a view to adoption.

8.6 The Sub-Committee agreed that circulation of the information provided would further enhance training and assist in preventing accidents with lifeboats, and proposed a number of improvements to the text forwarded by the DE Sub-Committee set out at annex 6 and invited the Committee to endorse it for onward submission to the DE Sub-Committee.

9 MEASURES TO ENHANCE MARITIME SECURITY

Training in the use of shipboard AIS

9.1 The Sub-Committee considered the proposal by IFSMA (STW 35/9) and agreed that since the performance standards for AIS have been adopted by the Organization, it would be appropriate to develop a model course to impart training in the operational use of AIS for mariners on board ships. Having considered the proposed coverage of such a model course (STW 35/WP.2) the Sub-Committee instructed the Secretariat to take necessary steps to develop the new model course, taking into account any decisions of MSC 78 and COMSAR 8 related to long range tracking and identification of ships and the following issues:

- .1 objectives of AIS;
- .2 description of AIS including connections to external navigational display systems, portable navigational equipment and long-range radiocommunication devices;
- .3 awareness that AIS data and control facilities can be implemented on diverse equipment, including a Minimum Keyboard Display, radar and ECDIS (as part of an integrated navigation system);
- .4 understanding of the graphical presentation and display of AIS target data in stand-alone or integrated navigational aids or systems based on the guidelines developed by IMO;
- .5 understanding of the operation of AIS, including its limitations;
- .6 understanding of the concept of safety related, high priority messages including the application of AIS binary messages;
- .7 understanding of the data received from other ships and from fixed objects and how AIS information can be used in collision avoidance situations;
- .8 understanding of the possible shortfalls and inaccuracies in received data and the potential dangers to avoid including the inherent limitations of AIS;
- .9 understanding of additional and possible future applications of AIS in:
 - .1 VTS operations;
 - .2 (D)GNSS corrections;
 - .3 mandatory ship reporting systems;
 - .4 SAR operations;

- .5 aids to navigation; and
- .6 maritime security.
- .10 awareness of different manufacturers implementing the AIS user interface in their own specific manner and of the need for new users of the equipment to familiarise themselves with the equipment before operation at sea.

Training of Ship Security Officers (SSOs)

9.2 The Sub-Committee gave preliminary consideration to the proposals contained in documents STW 35/9/1 (United States) and STW 35/9/2 (ISF) on competencies for Ship Security Officers (SSOs) and agreed that these should be considered in detail by a working group to be established on maritime security, taking into account the following issues:

- .1 where to fit these into the STCW Convention;
- .2 account needs to be taken of the competence indicated in the IMO model course for SSOs;
- .3 flexible approach to demonstrating competence;
- .4 the status of existing seafarers who have been already trained to meet the ISPS requirements prior to the entry into force of the proposed amendments to the STCW Convention;
- .5 how should the competence in the duties of SSOs be documented;
- .6 the role of the administrations in approving the mandatory training courses; and
- .7 the need to take into account of the experience gained in the implementation of the ISPS Code which would also allow all concerned not to be distracted from the immediate challenge of implementing the ISPS Code by 1 July 2004.

9.3 The Sub-Committee noted and thanked ISF for the revised guidelines for Masters and SSOs for the prevention of piracy and armed robbery (STW 35/INF.2).

Establishment of a working group

9.4 The Sub-Committee established a working group to consider matters related to maritime security and instructed it, taking into account the comments and decisions made in the plenary, to:

- .1 consider the proposals contained in documents STW 35/9/1 (United States), STW 35/9/2 (ISF) and STW 35/INF.2 (ICS/ISF) and advise the Sub-Committee as appropriate; and
- .2 submit its report to the plenary on Thursday 29 January 2004.

Report of the working group

9.5 On receipt of the report of the working group (STW 35/WP.4/Rev.1), the Sub-Committee took action as summarized in the ensuing paragraphs.

9.6 The Sub-Committee:

- .1 approved the competence, knowledge, understanding and proficiency, methods for demonstrating competency and criteria for evaluation of SSOs set out at annex 7;
- .2 agreed that the minimum mandatory training and certification requirements for persons to be designated as SSOs should be included in chapter VI of the STCW Convention;
- .3 agreed that documentary evidence to be issued on satisfactory completion of an approved SSO training programme in accordance with the minimum training requirements to be included in the STCW Convention and in the STCW Code should be in the form of a certificate of proficiency;
- .4 agreed that such certificates of proficiency should not be subject to periodic revalidation and should be treated in the same manner as other certificates or documentary evidence issued under the provisions of chapter VI of the STCW Convention;
- .5 noted the discussions in connection with the current practices of Member States relating to the training and certification of SSOs;
- .6 agreed that there is a need to determine whether certain minimum requirements, additional to those relating to the minimum mandatory training, have to be met by those wishing to obtain a certificate of proficiency as SSOs and the need to discuss appropriate transitional arrangements with respect to those seafarers who may be trained as SSOs prior to entry into force of any mandatory requirements;
- .7 agreed that those who may be designated as SSOs are employed or engaged on board a ship for the business of that ship and as such form part of the shipboard personnel and consequently are to be considered as seafarers;
- .8 approved the establishment of a correspondence group on minimum mandatory training and certification requirements for persons to be designated as ship security officers, under the co-ordination of India¹, with the terms of reference set out in annex 8; and

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- .9 agreed that the interim measure recommended by MSC 77 regarding certification of the training of shipboard personnel should be maintained and, until the issue of introduction of minimum mandatory requirements for SSOs has been resolved, the International Ship Security Certificate (ISSC) should be accepted as *prima facie* evidence to indicate that SSO and ship's security personnel have received training in accordance with the guidance provided in section B/13 of the ISPS Code (paragraphs 18 and 19 of the annex to MSC/Circ.1097) and invited the Committee to concur with this view.

9.7 The Sub-Committee agreed to invite the Committee to extend the target completion date to 2005 while discussing the work programme (see agenda item 16).

10 EDUCATION AND TRAINING REQUIREMENTS FOR FATIGUE PREVENTION, MITIGATION AND MANAGEMENT

10.1 The Sub-Committee considered in detail a submission of the United States (STW 35/10) proposing that, as agreed at STW 34, although it was premature to develop mandatory education and training requirements, training in fatigue management should be addressed through voluntary guidance in the form of a model course. The Sub-Committee agreed that, since no submissions from Member Governments had been received related to their experiences with the application of the Guidelines in MSC/Circ.1014 and the hours of work and other provisions in STCW chapter VIII and ILO Convention 180, it was still premature to develop this model course and invited Member Governments to submit their experiences gained, related to these provisions and instruments to STW 36, to enable the Sub-Committee to decide, if the development of the model course was appropriate.

10.2 The Sub-Committee agreed to invite the Committee to extend the target completion date to 2006 while discussing the work programme (see agenda item 16).

11 REQUIREMENTS FOR KNOWLEDGE, SKILLS AND TRAINING FOR OFFICERS ON WIG CRAFT

11.1 The Sub-Committee considered the proposals by Australia (STW35/11) and the Russian Federation (STW 35/11/1) and agreed that these should be considered in detail by the working group on training matters and consequently instructed it, taking into account decisions and comments made in the plenary, to prepare draft MSC Circular providing guidance for knowledge, skills and training requirements for officers on WIG craft using documents STW 35/11 (Australia) and STW 35/11/1 (Russian Federation).

Report of the working group

11.2 On receipt of the report of the working group (STW 35/WP.3/Rev.1), the Sub-Committee, agreeing that it was premature to prepare an MSC circular providing guidance, proposed to continue work on the development of guidance for the above requirements and invited Member States to submit additional information to assist in developing appropriate training and certification requirements for consideration by the Sub-Committee at the next session.

12 DEVELOPMENT OF REQUIREMENTS FOR TRAINING IN BALLAST WATER MANAGEMENT

12.1 The Sub-Committee recalled that MSC 77, noting that the diplomatic conference on Ballast water management was scheduled for 2004, had included this item in the agenda of the Sub-Committee and changed its priority from low to high and had also extended the target completion date to 2005.

12.2 The Sub-Committee, noting that the diplomatic conference was now scheduled from 9 to 13 February 2004, agreed to invite the Committee to extend the target completion date of this item to 2007 and change the title to “development of training requirements for the Control and Management of Ship’s Ballast Water and Sediments”(see agenda item 16).

13 DEVELOPMENT OF COMPETENCE FOR RATINGS

13.1 The Sub-Committee considered the information provided by the Secretariat (STW 35/13), the update provided by the ILO on the outcome of the consideration of the preliminary second draft text of ILO’s consolidated maritime labour convention given at annex 9 and the comments provided by ISF (STW 35/13/1) and:

- .1 noted the outcome of the discussions at ILO to date with respect to training and qualifications of able seamen/seafarers;
- .2 noted that in the **preliminary second draft** text of ILO’s consolidated maritime labour convention there are no mandatory international standards for certification as able seaman/seafarer, although there is a requirement that seafarers be trained or certified as competent or otherwise qualified for their duties on board ship and a further requirement that there be national requirements regarding the competence of able seafarers, with guidance provided (reflecting ILO Convention No. 74) as to the implementation of that obligation;
- .3 noted the need to retain the term ‘able seaman’ or similar terminology as it continues to be used extensively throughout the world’s merchant fleet;
- .4 endorsed the proposal that the transfer of the **existing** ILO provisions for able seamen to the STCW Convention is not appropriate as the intention of ILO is to only provide **guidance** on training and qualification standards, the details of which are left to national legislation; and
- .5 deferred the consideration of the preliminary proposals for the development of competence for ratings until the outcome of the Preparatory Technical Maritime Conference of the ILO in September 2004.

13.2 The Sub-Committee recognized that currently there are no international standards for the competence for rating and agreed that they could be included within the STCW Convention and invited the Committee to instruct the Secretariat to convey this view to the ILO for their consideration and possible comments.

14 REVIEW OF THE IMPLEMENTATION OF STCW CHAPTER VII

14.1 The Sub-Committee considered the submission by ISF (STW 35/14) and agreed that the following issues needed to be considered when reviewing chapter VII of the STCW Convention pursuant to resolution 7 of the 1995 STCW Conference:

- .1 that few administrations have attempted to apply the flexible approach to their national training programmes;
- .2 the lack of appreciation of the benefits of alternative certification; and
- .3 whether a need exists to make the requirements more flexible, since cross qualifications, function wise, would be desirable without full qualifications.

14.2 The Sub-Committee agreed that it would not be prudent to complete the review at this session and that more experience was required before such a review was completed. Accordingly, the Sub-Committee decided to invite the Committee to delete it from the agenda of the Sub-Committee and still keep it under the work programme as a low priority item with the target completion of two sessions.

15 TRAINING AND CERTIFICATION REQUIREMENTS FOR COMPANY AND PORT FACILITY SECURITY OFFICERS

15.1 The Sub-Committee gave preliminary consideration to the proposals contained in documents STW 35/15 (United States) and STW 35/15/1 (ICS/ISF), and instructed the working group on maritime security, taking into account the comments made in the plenary, to consider the proposals contained in documents STW 35/15 (United States) and STW 35/15/1 (ICS/ISF) and advise the Sub-Committee as appropriate.

15.2 The Sub-Committee noted that no proposals had been submitted for considering the training and certification requirements for Port Facility Security Officers (PFSOs).

Report of the working group

15.3 On receipt of the report of the working group (STW 35/WP.4/Rev.1), the Sub-Committee took action as summarized in the ensuing paragraphs.

15.4 The Sub-Committee:

- .1 noted the discussion relating to the training and certification requirements for Company Security Officers (CSOs);
- .2 agreed that neither the STCW Convention nor the STCW Code are the appropriate instruments for including training and certification requirements for CSOs;
- .3 invited Member Governments to submit comments and proposals relating to the training and certification of CSOs with a view of reaching a decision during STW 36 on the matter.

16 WORK PROGRAMME AND AGENDA FOR STW 36

Terms of reference of the Sub-Committee

16.1 The Sub-Committee having reviewed its terms of reference, invited the Committee to approve the revised terms of reference given in annex 10.

Work programme

16.2 Taking into account the progress made during the session and the instruction of the Committee, the Sub-Committee reviewed its work programme and agenda (STW 35/WP.1, annexes 1 and 2), and invited the Committee to take action as summarized in the ensuing paragraphs.

16.3 The Sub-Committee invited the Committee to approve the deletion of the item H.1, Watchkeeping at anchor, from its work programme as the work has been completed.

16.4 The Sub-Committee invited the Committee to approve the following amendments to the target completion dates in its work programme, as listed below:

- .1 to extend the target completion dates to 2005 for the following existing work programme items:
 - .1 H.3 Large passenger ship safety; and
 - .2 H.6 Measures to enhance maritime security;
- .2 to extend the target completion date to 2006 for the following existing work programme items:
 - .1 H.4 Training of crew in launching and recovery of fast rescue boat and means of rescue in adverse weather conditions;
 - .2 H.7 Education and training requirements for fatigue prevention, mitigation and management; and
- .3 to amend the target completion date to two sessions for the following work programme item:
 - .1 L.1 Review of implementation of STCW Chapter VII.

16.5 The Sub-Committee, in light of the diplomatic conference scheduled for 9 to 13 February 2004, invited the Committee to change the title of item H.9 from ‘ Development of requirements for training in ballast water management’ to “development of training requirements for the Control and Management of Ship’s Ballast Water and Sediments” and to extend the target completion date of this item to 2006.

16.6 The Sub-Committee noted that in view of the fact that the Company and the Port Facility Security Officers are shore based, the inclusion of any mandatory training and certification requirements for them in the STCW Convention is inappropriate and therefore requested the Committee to clarify and to provide any additional guidance to the Sub-Committee with respect

to the Committee's instructions (paragraph 6.82 of MSC 77/26) relating to the development of training and certification requirements for Company and the Port Facility Security Officers.

Agenda for STW 36

16.7 The Sub-Committee invited the Committee to delete the following items from its agenda:

- .1 H.1 Watchkeeping at anchor;
- .2 L.1 Review of implementation of STCW chapter VII,

and to amend the title of item H.9 from 'Development of requirements for training in ballast water management' to "development of training requirements for the Control and Management of Ship's Ballast Water and Sediments".

16.8 The Sub-Committee invited the Committee to approve the draft revised work programme and the provisional draft agenda for STW 36 given in annex 11.

Date of next session

16.9 The Sub-Committee noted that STW 36 had been tentatively scheduled to be held from 10 to 14 January 2005.

17 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2005

17.1 The Sub-Committee, being informed of his decision to relinquish his office, expressed deep appreciation to the present Chairman, Prof. Dr. Osman Sag, for the outstanding contribution he had made over many years to the work of IMO and this Sub-Committee in particular; and wished him well, happiness in life and success in all his professional undertakings.

17.2 The Sub-Committee unanimously elected Rear Adm. Peter Brady (Jamaica), as Chairman and Mr. A. H. Kayssi (Lebanon) Vice-Chairman respectively for 2005.

18 ANY OTHER BUSINESS

Guidance on early abandonment of bulk carriers

18.1 The Sub-Committee endorsed the draft MSC circular on guidance on early abandonment of bulk carriers prepared by DE 46 (STW 35/18/1) for the approval by MSC 78.

Transportation of cargoes containing toxic substances

18.2 The Sub-Committee instructed the working group established to consider training to consider the issues referred by BLG 8 (STW 35/2, paragraph 3, part and annex 3) and advise the Sub-Committee as appropriate.

18.3 Having received the report of the working group, the Sub-Committee took action as summarized in the ensuing paragraphs.

18.4 The Sub-Committee considered the draft guidelines on the basic elements of a shipboard occupational safety programme and agreed that these guidelines would be useful to promote a safety culture on board ship (STW 35/2, paragraph 3, part and annex 3).

18.5 The Sub-Committee noted that currently there are no mandatory requirements for such information relating to MARPOL, Annex I type cargoes and marine fuel oils on safety data sheets. The Sub-Committee recognized that it is important that seafarers are provided with clear, concise and accurate information on the health effects of toxic substances carried on board oil tankers. Taking into account the importance of the matter, the Sub-Committee endorsed the decision of BLG 8, subject to the approval of the Committees, to extend the work under this item to include the development of mandatory requirements for safety data sheets for the carriage of toxic liquids (STW 35/2, paragraph 3, part).

Dispensations issued under article VIII

18.6 The Sub-Committee considered and noted the information (STW 35/18) on the submissions made by Parties in accordance with article VIII of the Convention on the dispensation granted by them in the year 2002.

Requirement for navigating officers to hold GMDSS qualifications

18.7 The Sub-Committee considered the request by Australia (STW 35/18/2) and agreed that false distress alerts are a source of concern. The majority of delegations supported the interpretation proposed by Australia, noting that, depending on the area of operation, the officer in charge of the navigational watch should be a holder of an appropriate GMDSS certificate.

Other matters

Proposed changes to the Sub-Committee's report to the Maritime Safety Committee

18.8 The Sub-Committee agreed with the proposal by the Secretariat, that, in an effort, to avoid unnecessary duplication of work and securing savings in reproduction and mailing costs, there is no need for the agenda and list of documents to be annexed to the reports and that instead, only the relevant information document be retained for distribution.

Recognition arrangements between STCW Parties (STCW regulation I/10)

18.9 The Sub-Committee recalled the instruction of MSC 75 (MSC 75/24, paragraph 9.8) to the Secretariat to prepare for the Committee's approval at subsequent sessions, draft MSC circulars, as necessary, identifying recognition arrangements established by STCW Parties. The Sub-Committee invited STCW Parties to submit this information to the Secretariat at an early date.

EXPRESSIONS OF APPRECIATION

18.10 The Sub-Committee expressed appreciation to the following delegates and observers, who had recently relinquished their duties, retired or were transferred to other duties or were about to, for their invaluable contribution to its work and wished them a long and happy retirement or, as the case might be, every success in their new duties:

- .1 Captain Marcelo Genné, Alternate Permanent Representative of Argentina to IMO on returning home;
- .2 Lt. Cdr. Luke Harden on his imminent retirement from the military service of the United States Coast Guard;

- .3 Capitán Juan Pablo Heusser, Alternate Permanent Representative of Chile to IMO on returning home;
- .4 Captain Ángel Suárez, Naval Attaché, Mexican Embassy, London on returning home.

19 ACTION REQUESTED OF THE COMMITTEE

19.1 The Committee, at its seventy-eighth session, is invited to:

- .1 approve the establishment of a validation group for new model courses developed by other Sub-Committees (paragraph 3.3);
- .2 approve the guidance for masters on watchkeeping at anchor along with the associated draft STCW.7 circular (paragraph 4.5 and annex 1);
- .3 invite STCW Parties who have not yet responded to the questionnaire, circulated under MSC/Circ.1088, to submit data for consideration at STW 36 (paragraph 5.3);
- .4 approve the minimum data required in documentary evidence of training leading to the award of a certificate of competency along with the associated draft STCW.7 circular (paragraph 5.9 and annex 2);
- .5 note the comments of the Sub-Committee on the recommendation developed by COMSAR 7 for further consideration by the Working Group on Large Passenger Ship Safety during MSC 78 (paragraph 6.1 and annex 4);
- .6 approve the draft amendments to the STCW Code along with the associated MSC resolution on measures to prevent accidents with lifeboats (paragraph 8.5 and annex 5);
- .7 note that the comments of the Sub-Committee on the issues raised to it by DE 46 on measures to prevent accidents with lifeboats have been transferred to DE 47 (paragraph 8.6 and annex 6);
- .8 concur with the Sub-Committee's view that the interim measure recommended by MSC 77, that the International Ship Security Certificate (ISSC) should be accepted as *prima facie* evidence that SSOs and ship's security personnel have received training in accordance with guidance provided in section B/13, should be maintained until the introduction of minimum mandatory requirements for SSOs has been resolved (paragraph 9.6.9);
- .9 note that the Sub-Committee deferred the consideration of preliminary proposals for the development of competence for ratings until the outcome of the preparatory Technical Maritime Conference of the ILO would be made available (paragraph 13.1.5);
- .10 agree that competence for ratings could be included within the STCW Convention and instruct the Secretariat to convey this view to the ILO for their consideration and possible comments (paragraph 13.2);

- .11 note that, taking into account the lack of comments and proposals from Member Governments, the Sub-Committee agreed that more experience would be required before the review of the implementation of STCW chapter VII would be completed and this item should be deleted from the agenda of the next session (paragraph 14.2);
- .12 approve the revised terms of reference for the Sub-Committee (paragraph 16.1 and annex 10);
- .13 provide any additional guidance to the Sub-Committee with respect to the Committee's instruction (MSC 77/26, paragraph 6.8) relating to the development of training and certification of CSOs and PFSOs (paragraph 16.6);
- .14 approve the draft revised work programme and the provisional draft agenda for STW 36 (paragraph 16.8 and annex 11); and
- .15 approve the report in general.

ANNEX 1

DRAFT STCW.7 CIRCULAR

GUIDANCE FOR MASTERS ON KEEPING A SAFE ANCHOR WATCH

1 The Sub-Committee on Standards of Training and Watchkeeping, at its thirty-fifth session (26 to 30 January 2004), considered the requirements in section A-VIII of the STCW Code relating to watchkeeping requirements at anchor after seeking the advice of the NAV Sub-Committee as this was an operational matter.

2 The Sub-Committee, noting the advice issued by the NAV Sub-Committee, developed additional guidance for masters on keeping a safe anchor watch, set out at annex.

3 The Maritime Safety Committee, at its [seventy-eighth session (12 to 20 May 2004)], approved the circulation of this guidance for masters on keeping a safe anchor watch.

4 Member Governments are invited to bring the guidance to the attention of those concerned.

ANNEX

GUIDANCE FOR MASTERS ON KEEPING A SAFE ANCHOR WATCH

1 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 3-1, paragraph 51 of the STCW Code, is bound to ensure that watchkeeping arrangements are adequate for maintaining a safe watch at all times. A deck officer shall at all times maintain responsibility for a safe anchor watch.

2 In determining the watchkeeping arrangements, and commensurate with maintaining the ship's safety and security and the protection of the marine environment, the master shall 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.

ANNEX 2**DRAFT STCW.7 CIRCULAR****MINIMUM DATA TO BE INCLUDED IN DOCUMENTARY EVIDENCE
OF TRAINING LEADING TO THE AWARD OF A CERTIFICATE OF COMPETENCY**

- 1 The Sub-Committee on Standards of Training and Watchkeeping, at its thirty-third session (21 to 25 January 2002), agreed to the development of a harmonized format for ancillary certificates providing documentary evidence leading to the award of a certificate of competency as a long term action to assist in the prevention of unlawful practices associated with certificates of competency.
- 2 The Sub-Committee at its thirty-fifth session (26 to 30 January 2004) agreed to the minimum data to be included in documentary evidence of training leading to the award of a certificate of competency instead of a harmonized format for ancillary certificates, as set out in annex.
- 3 The Maritime Safety Committee, at its [seventy-eighth session (12 to 20 May 2004)], approved the circulation of this minimum data for use by Member Governments and training institutions to assist in the prevention of unlawful practices associated with certificates of competency.
- 4 Member Governments are urged to bring the guidance to the attention of those concerned.

ANNEX

**MINIMUM DATA TO BE INCLUDED IN DOCUMENTARY EVIDENCE
OF TRAINING LEADING TO THE AWARD OF A CERTIFICATE OF
COMPETENCY**

A. Document issued by Administrations

- 1 Country name (Administration),
- 2 Certificate title (training program name),
- 3 Certificate number,
- 4 Date of issue,
- 5 Date of expiry (if applicable),
- 6 Full name of the holder,
- 7 Date of birth of the holder,
- 8 Official seal (where applicable),
- 9 Name of duly authorized official,
- 10 Signature of duly authorized official,
- 11 A statement which certifies that the holder has satisfactorily completed training in accordance with the provisions of **regulation/section <number>** of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended.

B. Document issued by Training Institutions/Academies/Providers

- 1 Country name,
- 2 Certificate title (training program name),
- 3 Certificate number,
- 4 Date of issue,
- 5 Date of expiry (if applicable),
- 6 Full name of the holder,
- 7 Date of birth of the holder,

- 8 Official seal of the training provider (where applicable),
- 9 Name, Title and Signature of the authorized person/s,
- 10 Name and Address of the training institution/academy/provider (including Postal address, Telephone, Fax and e-mail),
- 11 A statement which certifies that:
 - .1 The holder has satisfactorily completed training in accordance with the provisions of **regulation/section** <number> of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended.
 - .2 The training program has been approved by the < **administration**> of <**country's name**>.

Note:

If the official language or languages of the issuing authority/training institution/academy/provider is not English, the text shall include a translation into that language.

ANNEX 3

ORAL STATEMENT BY THE ILO OBSERVER AT STW 35 ON SEAFARERS' IDENTITY DOCUMENT

ILO's response to enhanced maritime security: new requirements for seafarers' identity documents

In the wake of the terrorist attacks of September 11, 2001, the International Labour Organization took steps to revise its 1958 Convention on Seafarers' Identity Documents (also known as Convention No.108), under an accelerated procedure. The new Convention (an international treaty), the Seafarers' Identity Documents Convention (Revised), 2003 (Convention No. 185), which was adopted by the International Labour Conference in June 2003 introduced modern security features into the Seafarers' Identity Documents (SIDs or Seafarers' ID) so as to help to resolve the urgent question of seafarers being refused admission, for the purposes of shore leave and transit and transfer to join or change ships, into the territory of countries visited by their ships.

What does Convention No.185 do?

- ILO Seafarers' Identity Documents Convention, 2003 (No.185) provides for:
 - States to issue a seafarers' identity document to their nationals and if they so wish to their permanent residents with greatly increased security features;
 - facilitation of shore leave, transit, transfer and repatriation of seafarers;
 - a system of security that is the strongest developed to date at the international normative level;
 - a balance between enhanced security, facilitation of international commerce, facilitation of seafarers' movements and basic rights of seafarers.

The security system

Convention No.185 provides for a comprehensive security regime that emphasizes reliability at every stage of the process:

- the document itself, including the fingerprint biometric template;
- the infrastructure, including national data bases and the document production and issuance processes;
- the audit of production and issuance systems and national databases;
- review and evaluation by the International Labour Organization and publication by it of a list of countries meeting the Convention requirements.

ILO biometric solution

One of those security features required by Convention No.185 is a fingerprint biometric template, which shall be printed as numbers in a PDF417 bar code “conforming to a standard to be developed” (Convention No.185, Annex I).

In a resolution adopted by the International Labour Conference at the same time as the adoption of Convention No.185, the ILO Director-General was requested to take urgent measures “for the development by the appropriate institutions of a global interoperable standard” for the biometric template just referred to, particularly in cooperation with the International Civil Aviation Organization (ICAO) and other relevant organizations. At a meeting held in the ILO in September 2003 attended by representatives of Governments, Shipowners and Seafarers and of ICAO and ISO, it became clear that ICAO, which was proceeding with a recommendation for a different biometric solution (facial biometric image) as the standard for machine readable passports, was not in a position to take an active part in the development of the template required by the new Seafarers’ ID. It was also noted that the urgent time frame required for the entry into operation of Convention No.185 precluded a resort to the normal procedures for the development of such a template in the framework of ISO.

The ILO is currently developing specifications for the SID, which will store a fingerprint biometric template in a 2-D barcode that will be printed on the SID. The 177 member States of the ILO will use the system to grant shore leave privileges to seafarers as well as to allow transit of seafarers to and from their ships. The next generation SID will begin to be issued in 2004.

The International Labour Office has consequently commissioned two Technical Reports to reflect the requirements generated by the Seafarers’ ID Convention in 2003, which should outline high-level requirements for biometric-based personal identification of the international Seafarer community. The Technical Reports, in the form of biometric profiles, would define the standard for generating and storing pattern-based fingerprint templates on the next-generation SID PDF417 barcode and in the Member’s National Electronic Databases (International Labour Convention No.185, Annex I and Annex II, respectively)². This biometric profiles are being organized in near-ISO-standard-compliant form that can be matured into a standard and then into a procurement document following international discussion and harmonization of the requirements.

Because the next generation ILO Seafarers’ ID will use barcode technology to store biometric data and support the ILO’s international interoperability requirements of the Seafarers’ ID, the SID biometric profile will define the format for PDF417 barcode storage of fingerprint templates. Because fingerprint image storage for two fingers will exceed the SID’s barcode storage capacity, the ILO must specify either minutiae-based or pattern-based fingerprint biometrics as the basis of procurement.

² A second technical report, ILO SID-0002, is under development. ILO SID-0002 defines the standard for printing minutiae-based fingerprint templates on the next-generation SID PDF417 barcode. The ILO will decide which report (ILO SID-0001 or ILO SID-0002) to prioritize as the basis of the next-generation SID and to formalize for submission to ISO.

The biometric profile for fingerprint barcode storage and the SID application profile is expected to be approved by the ILO Governing Body in March 2004.

ANNEX 4

**COMMENTS ON THE RECOMMENDATIONS OF COMSAR 7
(which are relevant to the work of the Sub-Committee)**

Serial No.	Text of COMSAR recommendations	Remarks and action to be taken
2	the MSC Working Group be requested to add the human element, and training, to the tasks and objectives it has asked COMSAR to consider;	MSC has already instructed all Sub-Committees to take the human element into account in their work. Furthermore, the responsibility for shipboard training should remain with the STW Sub-Committee.
13	the levels of SAR training currently required for ships' crews should be noted, as should the fact that crews are unlikely to be able to practice safely in conditions similar to those they may face if involved in an actual operation;	COMSAR should identify the areas where the training is considered insufficient so that the Sub-Committee can develop additional training.
16	ways should be sought to enhance safety in the use of lifesaving appliances, particularly FRCs, both in actual incidents and during training;	Measures to prevent accidents with lifeboats are already being considered by the DE and STW Sub-Committees to enhance safety.
23	wider adoption of the ICCL medical guidelines and the international standardisation of medical requirements should be considered; guidelines for the despatch of medical teams offshore when circumstances require it should be developed; medical training for ships' staff (including the debriefing of the rescued for SAR information) should be reviewed; and shore-based medical advice systems should be reappraised;	Although the STCW Convention covers medical training for mariners, World Health Organization (WHO) may be asked for their views/comments as they are in the process of revising the International Medical Guide for ships. Furthermore, MSC 75 instructed the Working group on Large Passenger Ship Safety to review the medical practices on board passenger ships including debriefing of the rescued for SAR information and shore based medical advice systems.

33	the problem of overworking key personnel, particularly senior personnel, in a major incident should be considered further.	<p>During any emergency situation or major incident, the senior personnel will be required to carry out multiplicity of functions that would entail extended working hours.</p> <p>The Sub-Committee is also considering education and training requirements for fatigue prevention, mitigation and management in addition to the guidelines issued by the Committee (MSC/Circ.1014), the hours of work provisions in STCW chapter VIII and rest provisions in ILO Convention 180.</p>
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ANNEX 5**RESOLUTION MSC. []
(adopted on [... December 2004])****ADOPTION OF AMENDMENTS TO THE SEAFARERS' TRAINING,
CERTIFICATION AND WATCHKEEPING (STCW) CODE**

THE MARITIME SAFETY COMMITTEE,

RECALLING Article 28(b) of the Convention on the International Maritime Organization concerning the functions of the Committee,

RECALLING FURTHER article XII and regulation I/1.2.3 of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, hereinafter referred to as "the Convention", concerning the procedures for amending Part A of the Seafarers' Training, Certification and Watchkeeping (STCW) Code,

HAVING CONSIDERED, at its [seventy-ninth] session, amendments to Part A of the STCW Code, proposed and circulated in accordance with article XII(1)(a)(i) of the Convention,

1. ADOPTS, in accordance with article XII(1)(a)(iv) of the Convention, amendments to the STCW Code, the text of which is set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article XII(1)(a)(vii)(2) of the Convention, that the said amendments to the STCW Code shall be deemed to have been accepted on [...], unless, prior to that date, more than one third of Parties or Parties the combined merchant fleets of which constitute not less than 50% of the gross tonnage of the world's merchant shipping of ships of 100 gross tonnage or more, have notified their objections to the amendments;
3. INVITES Parties to the Convention to note that, in accordance with article XII(1)(a)(ix) of the Convention, the annexed amendments to the STCW Code shall enter into force on [...] upon their acceptance in accordance with paragraph 2 above;
4. REQUESTS the Secretary-General, in conformity with article XII(1)(a)(v) of the Convention, to transmit certified copies of the present resolution and the text of the amendments contained in the Annex to all Parties to the Convention;
5. FURTHER REQUESTS the Secretary-General to transmit copies of this resolution and its Annex to Members of the Organization, which are not Parties to the Convention.

ANNEX

**AMENDMENTS TO THE SEAFARERS' TRAINING,
CERTIFICATION AND WATCHKEEPING (STCW) CODE**

In Table A-VI/2-1 of the STCW Code:

- .1 The following text is inserted in column 2 at the end of the present text:

***“Dangers associated with the use of on-load release devices”
“Knowledge of maintenance procedures.”***
- .2 The following text is inserted at the end of the present text of sub-paragraph .4 of column 3:

“operate off-load and on-load release devices.”
- .3 The following text is inserted at the end of the present text of sub-paragraph .5 of column 3:

“including the proper resetting of both off-load and on-load release devices.”
- .4 The following text is inserted in column 4 at the end of the present text:

“Equipment is operated in accordance with manufacturers’ instructions for release and resetting.”

ANNEX 6**COMMENTS ON THE ISSUES REFERRED BY DE 46**

Sub-item 1.1

1 The information contained could be useful and the references to Denmark should be deleted and DE should take into account information contained in MSC/Circ.1049 in finalizing the document.

Sub-item 1.2

1 In sub-paragraph 2 of annex 2, delete 'all crew members' and replace with 'assigned operating crew'.

Sub-item 1.3

1 The recording of participation in free-fall launches should be supported as documentary evidence in general. However, some delegations considered means of recording participation in free-fall launches as quite a difficult and onerous task.

Sub-item 1.4

1 The majority of the working group did not support shore-based training as an alternative to on-board training with lifeboats. However, some delegations suggested that shore-based training for free-fall lifeboats could be an alternative to participation in a free-fall launch within the last 18 months as proposed in the amendments to SOLAS regulation III/19.3.3.4.

ANNEX 7

**KNOWLEDGE, UNDERSTANDING AND PROFICIENCIES
REQUIRED OF THE SHIP SECURITY OFFICER**

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Maintain and supervise the implementation of a ship security plan	<ul style="list-style-type: none"> • Knowledge of international maritime security policy and responsibilities of Governments, Companies and designated persons • Knowledge of the purpose for and the elements that make up a ship security plan, related procedures and maintenance of records • Knowledge of procedures to be employed in implementing a ship security plan and reporting of security incidents • Knowledge of maritime security levels and the consequential security measures and procedures aboard ship and in the port facility environment • Knowledge of the requirements and procedures for conducting internal audits, on-scene inspections, control and monitoring of security activities specified in a ship security plan • Knowledge of the requirements and procedures for reporting to the company security officer any deficiencies and non-conformities identified during internal audits, periodic reviews, and security inspections 	Examination or assessment of evidence obtained from training, exercises and/or practical demonstration	<p>Procedures and actions are in accordance with established principles</p> <p>Objectives and strategy are appropriate to the nature of the situation, take account of contingency and make optimum use of available resources</p> <p>Action of shipboard personnel which contribute to maintaining order and control</p> <p>Ship venue not required</p> <p>Practical demonstration not required.</p>

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
	<ul style="list-style-type: none"> • Knowledge of the methods and procedures used to modify the ship security plan • Knowledge of security related contingency plans and the procedures for responding to security threats or breaches of security including provisions for maintaining critical operations of the ship/port interface • Working knowledge of maritime security terms and definitions 		
Assess security risk, threat, and vulnerability	<ul style="list-style-type: none"> • Knowledge of risk assessment and assessment tools • Knowledge of security assessment documentation including the Declaration of Security • Knowledge of techniques used to circumvent security measures • Knowledge enabling recognition, on a non-discriminatory basis, of persons posing potential security risks • Knowledge enabling recognition of weapons, dangerous substances, and devices and awareness of the damage they can cause • Knowledge of crowd management and control techniques • Knowledge in handling sensitive security related information and security related communications 	Examination or assessment of evidence obtained from training, exercises and practical demonstration	<p>Procedures and actions are in accordance with established principles</p> <p>Objectives and strategy are appropriate to the nature of the situation, take account of contingency and make optimum use of available resources</p> <p>Demonstrating an awareness of the procedures ensure a state of readiness to respond to changes in the security level</p> <p>Action of shipboard personnel which contribute to maintaining order and control</p> <p>Ship venue not required</p> <p>Practical demonstration required</p>

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
	<ul style="list-style-type: none"> • Knowledge of implementing and co-ordinating searches • Knowledge of the methods for physical searches and non-intrusive inspections 		
Undertake regular inspections of the ship to ensure that appropriate security measures are implemented and maintained	<ul style="list-style-type: none"> • Knowledge of the requirements for designating and monitoring restricted areas • Knowledge of controlling access to the ship and to restricted areas on board ship • Knowledge of methods for effective monitoring of deck areas and areas surrounding the ship • Knowledge of security aspects relating to the handling of cargo and ship's stores with other shipboard personnel and relevant port facility security officers • Knowledge of methods for controlling the embarkation, disembarkation and access while on board of persons and their effects 	Examination or assessment of evidence obtained from training, exercises and practical demonstration	<p>Procedures and actions are in accordance with established principles</p> <p>Objectives and strategy are appropriate to the nature of the situation, take account of contingency and make optimum use of available resources</p> <p>Demonstrating an awareness of the procedures ensure a state of readiness to respond to changes in the security level</p> <p>Action of shipboard personnel which contribute to maintaining order and control</p> <p>Ship venue not required</p> <p>Practical demonstration required</p>
Ensure that security equipment and systems, if any, are properly operated, tested and calibrated	<ul style="list-style-type: none"> • Knowledge of the various types of security equipment and systems and their limitations • Knowledge of the procedures, instructions, and guidance on the use of ship security alert systems • Knowledge of the methods for testing, calibrating, and maintaining security systems and equipment, particularly whilst at sea 		

Encourage security awareness and vigilance	<ul style="list-style-type: none">• Knowledge of training, drill and exercise requirements under relevant conventions and codes• Knowledge of the methods for enhancing security awareness and vigilance onboard• Knowledge of the methods for assessing the effectiveness of drills and exercises	Examination or assessment of evidence obtained during required training, drills, and exercises	Procedures and actions are in accordance with established principles
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ANNEX 8**TERMS OF REFERENCE FOR THE CORRESPONDENCE GROUP ON MINIMUM MANDATORY TRAINING AND CERTIFICATION REQUIREMENTS FOR PERSONS TO BE DESIGNATED AS SHIP SECURITY OFFICERS****Terms of Reference**

1 The Correspondence Group (CG), taking into account the relevant decisions of STW 35, which are summarized in paragraph 2 below, should:

- .1 develop draft amendments to the STCW Convention and consequential amendments to part A and, if necessary, part B of the STCW Code, to enable the inclusion of appropriate minimum mandatory training and certification requirements for those who may be designated as Ship Security Officers in the STCW Convention and who may;
 - .1 commence an approved seagoing service; or
 - .2 commence an approved education and training programme;on or after the date of entry into force of the amendments.
- .2 consider whether there is a need to establish any other minimum mandatory requirements for SSOs, additional to those relating to the minimum mandatory training, which those wishing to obtain a certificate of proficiency as SSOs should also meet and if so, the CG should propose appropriate amendments to the STCW Convention;
- .3 develop transitional arrangements to be applied in respect of those persons who may hold or can document SSO qualifications acquired prior to the entry into force of the proposed amendments. Such arrangements should include criteria to be used by Parties to determine which persons should be issued certificates of proficiency indicating compliance with the minimum mandatory training and certification requirements to be adopted, bearing in mind that by the time the proposed amendments will enter into force, a considerable number of seafarers will have attended various training programmes for SSOs and that a number of them would have already acquired working experience as SSOs; and
- .4 submit draft proposals for consideration by STW 36.

2 In this respect the CG should note that STW 35 has agreed:

- .1 the proposed amendments will be included in chapter VI of the STCW Convention and as a result there is a need to propose, in addition, consequential amendments to the title of chapter VI and to the titles of section A/VI and paragraph B/VI of the STCW Code;

- .2 the minimum mandatory training and certification requirements to be adopted on the provisions of parts A and B of the ISPS Code and, in particular, the IMO Model Course 3.19;
- .3 the development of the amendments to be included in part A of the STCW Code should be based on the table of competencies, knowledge, understanding and proficiency, method for demonstrating competency and criteria for evaluation SSOs agreed by STW 35 (STW 35/19, annex 7). However, STW 35 agreed that, if during the development of the proposed amendment the CG identifies the need to modify any of the entries in the aforesaid table, the CG should suggest appropriate amendments and explain why such amendments are deemed necessary;
- .4 those who successfully complete an approved mandatory training programme for an SSO, based on the minimum mandatory requirements to be adopted, will be issued with a certificate of proficiency, which should be treated in the same manner as the other certificates or documentary evidence stipulated in chapter VI of the STCW Convention and that no revalidation, at periodic intervals, should be required; and
- .5 those who may be designated as SSOs are employed or engaged on board a ship for the business of that ship and as such from part of the shipboard personnel and consequently are to be considered as seafarers.

ANNEX 9**ORAL UPDATE BY THE ILO OBSERVER ON THE OUTCOME OF THE ILO
HIGH LEVEL TRIPARTITE WORKING GROUP ON MARITIME LABOUR
STANDARDS**

A fourth and last meeting of the ILO High Level Tripartite Working Group on Maritime Labour Standards has taken place in Nantes (France) from 19 to 23 January 2004.

A draft text of the future consolidated instrument was proposed to the Group by the Office. It was amended by the Working Group, which divided itself into four Working Parties during the week, each Working Party being in charge of one or more of the Titles that compose the future instrument.

The Working Party in charge of Training and Qualification examined, inter alia, the issue of the possible movement of some current ILO training provisions to the STCW Convention. The entire text was square bracketed, pending the outcome of this IMO STCW meeting. Some amendments were proposed to ensure a better consistency with STCW and various minor changes proposed.

There were a range of views, largely stemming from a difference of opinion as to what extent ILO should deal with seafarer training. Views ranged from “not at all” to “retain a complementary role”. The “not at all” supporters proposed that the Convention should require that a State be party to STCW before it could be ratified. This would mean inserting an appropriate requirement into the Articles. The Seafarers view was that they could accept ABs going to IMO. However some provisions for training according to national requirements (if any) and safety of seafarers are not covered by STCW, and would still be needed. Other participants wanted it all removed.

Since it appeared unlikely that IMO would deal with ships’ cooks, it was felt that those provisions were still needed. Pending the outcome of the IMO meeting, the Seafarers felt these could possibly be moved to part 3.2, Food and Catering. However they preferred to wait and see the outcome of the IMO STW meeting. In either case the qualifications list for both should be moved to Part A of the Code. The Shipowners were concerned about ensuring consistency with IMO text. It was agreed to square bracket the entire provision pending the outcome of the IMO STCW meeting.

The need to retain the term “Able Seafarer” was illustrated by the inclusion of this expression (still between square brackets at the present time) into the Guidelines for this Title.

The revised text of the future instrument will be submitted to the Preparatory Technical Maritime Conference, later this year, in September 2004. The second half of year 2005 is still considered for the holding of a Maritime Session of the International Labour Conference, with a view to the adoption of the instrument.

ANNEX 10**DRAFT TERMS OF REFERENCE FOR THE SUB-COMMITTEE**

In accordance with resolution A.900(21), establishing the objectives of the Organization in the 2000s and in the view of the importance of the human element in the safer, secure and efficient operation and management of ships and the protection of the marine environment, the Sub-Committee under the overall direction of the Maritime Safety Committee and the Marine Environment Protection Committee will:

- .1 assist the Maritime Safety Committee to monitor the effective implementation of the STCW Convention, and the STCW Code;
- .2 keep under review the minimum international standards for training and certification of seafarers given in the STCW Convention and the STCW Code and other relevant international conventions taking into account technological, organizational, and social developments;
- .3 enhance further the safety and security culture, and environmental consciousness in all ship operations;
- .4 keep under review the principles to be observed in keeping a safe watch at all times;
- .5 keep under review the principles of safe manning of ships taking into account technological, organizational, and social developments;
- .6 promote awareness of the lessons to be learnt from the analysis of accident and incident reports and information;
- .7 keep under review the IMO model course programme and to update and revise courses periodically, as appropriate, taking into account technological organizational and social developments, occupational health and best industry practices to enhance safe working practice on board ships;
- .8 keep under review the training issues related to the human element;
- .9 work in conjunction with other relevant UN bodies, IGO's and NGO's on international standards related to the training and certification of seafarers;
- .10 consider the revision/development of relevant guidelines relating to training of seafarers issues, such as maritime safety, security, and protection of the marine environment; and
- .11 act on any other relevant issues referred to it by the Maritime Safety Committee, the Marine Environment Protection Committee and their subsidiary bodies as authorized or directed by these Committees.

ANNEX 11

**DRAFT REVISED WORK PROGRAMME AND
PROVISIONAL AGENDA FOR STW 36**

SUB-COMMITTEE ON STANDARDS OF TRAINING AND WATCHKEEPING (STW)

		Target completion date/number of sessions needed for completion	Reference
1	Validation of model training courses	Continuous	STW 31/17, paragraph 14.4; STW 33/17, section 3 STW 35/19, section 3
2	Casualty analysis (co-ordinated by FSI)	Continuous	MSC 70/23, paragraphs 9.17 and 20.4; MSC 77/26, paragraphs 18.10 and 23.40.2
H.1	Watchkeeping at anchor	2005	MSC 75/24, paragraph 22.46.2; STW 34/14, paragraph 11.7
H.21	Unlawful practices associated with certificates of competency	2005	MSC 71/23, paragraph 20.55.2; STW 34/14, section 5 STW 35/19, section 5
H.3 2	Large passenger ship safety	2004 2005	MSC 74/24, paragraph 21.4 ; STW 34/14 paragraph 11.10 STW 35/19, Section 6
H.4 3	Training of crew in launching/ recovering operations of fast rescue boats and means of rescue in adverse weather conditions	2004 2006	MSC 74/24, paragraph 21.56; STW 34/14, paragraph 11.10 STW 35/19, Section 7

Notes: 1 "H" means a high priority item and "L" means a low priority item. However, within the high and low priority groups, items have not been listed in any order of priority.

2 Items printed in bold letters have been selected for the provisional agenda for STW 36.

		Target completion date/number of sessions needed for completion	Reference
H.5 ⁴	Measures to prevent accidents with lifeboats (co-ordinated by DE)	2005	MSC 74/24, paragraph 21.34; STW 34/14, paragraph 11.10 STW 35/19, Section 8
H.6 ⁵	Measures to enhance maritime security	2004 2005	STW 33/17, paragraph 14.4; MSC 75/24, paragraphs 22.9 and 22.45; STW 35/19, Section 9
H.7 ⁶	Education and training requirements for fatigue prevention, mitigation and management	2004 2006	MSC 75/24, paragraph 22.48; STW 34/14, paragraph 11.11 STW 35/19, Section 10
H.8 ⁷	Requirements for knowledge, skills and training for officers on WIG craft	2005	MSC 76/23, paragraph 20.55; STW 34/14, paragraph 11.12 STW 35/19, Section 11
H.9 ⁸	Development of requirements for training in ballast water management Development of training requirements for the Control and Management of Ship's Ballast Water and Sediments	2005 2007	MSC 71/23, paragraph 20.55.3; STW 34/14, paragraph 11.12 STW 35/19, Section 12 and paragraph 16.5
H.10 ⁹	Development of competence for ratings	2005	STW 34/14, paragraph 11.11; MSC 77/26, paragraph 23.40.1; STW 35/19, Section 13

		Target completion date/number of sessions needed for completion	Reference
H.11 10	Training and certification requirements for Company and port facility security officers	2005	MSC 77/26, paragraphs 6.82 and 23.41; STW 35/19, Section 15
L.1	Review of the implementation of STCW chapter VII	2005 2 sessions	MSC 72/23, paragraph 21.56 ; STW 34/14, paragraph 11.12 STW 35/19, Section 14
L.2	Clarification of the STCW-F Convention provisions and follow-up action to the associated Conference resolutions	2 sessions	STW 34/14, paragraph 11.8

PROVISIONAL AGENDA FOR STW 36

- Opening of the session
- 1 Adoption of the agenda
 - 2 Decisions of other IMO bodies
 - 3 Validation of model training courses
 - 4 Unlawful practices associated with certificates of competency
 - 5 Large passenger ship safety
 - 6 Training of crew in launching/recovering operations of fast rescue boats and means of rescue in adverse weather conditions
 - 7 Measures to prevent accidents with lifeboats
 - 8 Measures to enhance maritime security: training and certification requirements for ship security officers
 - 9 Education and training requirements for fatigue prevention, mitigation and management
 - 10 Requirements for knowledge, skills and training for officers on WIG craft
 - 11 Development of training requirements for the Control and Management of Ship's Ballast Water and Sediments
 - 12 Development of competence for ratings
 - 13 Training and certification requirements for company and port facility security officers
 - 14 Work programme and agenda for STW 37
 - 15 Election of Chairman and Vice-Chairman for 2006
 - 16 Any other business
 - 17 Report to the Maritime Safety Committee
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