

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 III

Standards regarding the engine department

Regulation III/7

Mandatory minimum requirements for certification of electro-technical ratings

1 Every electro-technical rating serving on a seagoing ship powered by main propulsion machinery of 750 kW propulsion power or more shall be duly certificated.

2 Every candidate for certification shall:

- .1 be not less than 18 years of age;
- .2 have:
 - .2.1 completed approved seagoing service including not less than 12 months training and experience, or
 - .2.2 completed approved training, including an approved period of seagoing service which shall not be less than 6 months, or
 - .2.3 qualifications that meet the

technical competences in table A-III/7 and an approved period of seagoing service, which shall not be less than 3 months; and

.3 meet the standard of competence specified in section A-III/7 of the STCW Code.

3 Every Party shall compare the standard of competence which it required of electro-technical ratings for certificates issued before 1 January 2012 with those specified for the certificate in section A-III/7 of the STCW Code, and shall determine the need, if any, for requiring these personnel to update their qualifications.

4 Seafarers may be considered by the Party to have met the requirements of this regulation if they have served in a relevant capacity on board a ship for a period of not less than 12 months within the last 60 months preceding the entry into force of this regulation for that Party and meet the standard of competence specified in section A-III/7 of the STCW Code.

5 Notwithstanding the above requirements of paragraphs 1 to 4, a suitably qualified person may be considered by a Party to be able to perform certain functions of section A-III/7.

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.

* * * * *

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 III

Standards regarding the engine department

Section A-III/7

Mandatory minimum requirements for certification of electro-technical rating

Standard of Competence

1 Every electro-technical rating serving on a seagoing ship powered by main propulsion machinery of 750 kW propulsion power or more shall be required to demonstrate the competence to perform the functions at the support level, as specified in column 1 of table A-III/7.

* 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.

2 The minimum knowledge, understanding and proficiency required of an electro-technical rating serving on a seagoing ship powered by main propulsion machinery of 750 kW propulsion power or more is listed in column 2 of table A-III/7.

3 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 specified in columns 3 and 4 of table A-III/7.

Table A-III/7
Specification of minimum standard of competence for electro-technical ratings

Function: Electrical, electronic and control engineering at the support level

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Safe use of electrical equipment	<p>Safe use and operation of electrical equipment, including:</p> <ul style="list-style-type: none"> .1 safety precautions before commencing work or repair .2 isolation procedures .3 emergency procedures .4 different voltages on board <p>Knowledge of the causes of electric shock and precautions to be observed to prevent shock</p>	<p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved in-service experience .2 practical training .3 examination .4 approved training ship experience 	<p>Understands and follows safety instructions of electrical equipment and machinery</p> <p>Recognizes and reports electrical hazards and unsafe equipment</p> <p>Understands safe voltages for hand-held equipment</p> <p>Understands risks associated with high-voltage equipment and onboard work</p>
Contribute to monitoring the operation of electrical systems and machinery	<p>Basic knowledge of the operation of mechanical engineering systems, including:</p> <ul style="list-style-type: none"> .1 prime movers, including main propulsion plant .2 engine-room auxiliary machineries .3 steering systems .4 cargo-handling systems .5 deck machineries .6 hotel systems 	<p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved in-service experience .2 practical training .3 examination .4 approved training ship experience 	<p>Knowledge that ensures:</p> <ul style="list-style-type: none"> .1 operation of equipment and system is in accordance with operating manuals .2 performance levels are in accordance with technical specifications

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Contribute to monitoring the operation of electrical systems and machinery (continued)	<p><i>Basic knowledge of:</i></p> <ul style="list-style-type: none"> .1 electro-technology and electrical machines theory .2 electrical power distribution boards and electrical equipment .3 fundamentals of automation, automatic control systems and technology .4 instrumentation, alarm and monitoring systems .5 electrical drives .6 electro-hydraulic and electro-pneumatic control systems .7 coupling, load sharing and changes in electrical configuration 		
Use hand tools, electrical and electronic measurement equipment for fault finding, maintenance and repair operations	<p>Safety requirements for working on shipboard electrical systems</p> <p>Application of safe working practices</p> <p><i>Basic knowledge of:</i></p> <ul style="list-style-type: none"> .1 construction and operational characteristics of shipboard AC and DC systems and equipment .2 use of measuring instruments, machine tools, and hand and power tools 	<p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved workshop skills training .2 approved practical experience and tests 	<p>Implementation of safety procedures is satisfactory</p> <p>Selection and use of test equipment is appropriate and interpretation of results is accurate</p> <p>Selection of procedures for the conduct of repair and maintenance is in accordance with manuals and good practice</p>

Function: Maintenance and repair at the support level

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Contribute to shipboard maintenance and repair	<p>Ability to use lubrication and cleaning materials and equipment</p> <p>Knowledge of safe disposal of waste materials</p> <p>Ability to understand and execute routine maintenance and repair procedures</p> <p>Understanding manufacturer's safety guidelines and shipboard instructions</p>	<p>Assessment of evidence obtained from one or more of the following:</p> <p>.1 approved in-service experience</p> <p>.2 practical training</p> <p>.3 examination</p> <p>.4 approved training ship experience</p>	<p>Maintenance activities are carried out in accordance with technical, safety and procedural specifications</p> <p>Selection and use of equipment and tools is appropriate</p>
Contribute to the maintenance and repair of electrical systems and machinery on board	<p><i>Safety and emergency procedures</i></p> <p>Basic knowledge of electro-technical drawings and safe isolation of equipment and associated systems required before personnel are permitted to work on such plant or equipment</p> <p>Test, detect faults and maintain and restore electrical control equipment and machinery to operating condition</p> <p>Electrical and electronic equipment operating in flammable areas</p> <p>Basics of ship's fire-detection system</p> <p>Carrying out safe maintenance and repair 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 effect of malfunctions on associated plant and systems is accurately identified, ship's technical drawings are correctly interpreted, measuring and calibrating instruments are correctly used and actions taken are justified</p> <p>Isolation, dismantling and reassembly of plant and equipment is in accordance with manufacturer's safety guidelines and shipboard instructions</p>

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Contribute to the maintenance and repair of electrical systems and machinery on board (continued)	Detection of machinery malfunction, location of faults and action to prevent damage Maintenance and repair of lighting fixtures and supply systems		

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

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Contribute to the handling of stores	Knowledge of procedures for safe handling, stowage and securing of stores	Assessment of evidence obtained from one or more of the following: .1 approved in-service experience .2 practical training .3 examination .4 approved training ship experience	Stores stowage operations are carried out in accordance with established safety practices and equipment operating instructions The handling of dangerous, hazardous and harmful stores complies with established safety practices Communications within the operator's area of responsibility are consistently successful
Apply precautions and contribute to the prevention of pollution of the marine environment	Knowledge of the precautions to be taken to prevent pollution of the marine environment Knowledge of use and operation of anti-pollution equipment/agents Knowledge of approved methods for disposal of marine pollutants	Assessment of evidence obtained from one or more of the following: .1 approved in-service experience .2 practical training .3 examination .4 approved training ship experience	Procedures designed to safeguard the marine environment are observed at all times

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Apply occupational health and safety procedures	<p>Working knowledge of safe working practices and personal shipboard safety, including:</p> <ul style="list-style-type: none"> .1 electrical safety .2 lockout/tag-out .3 mechanical safety .4 permit to work systems .5 working aloft .6 working in enclosed spaces .7 lifting techniques and methods of preventing back injury .8 chemical and biohazard safety .9 personal safety equipment 	<p>Assessment of evidence obtained from one or more of the following:</p> <ul style="list-style-type: none"> .1 approved in-service experience .2 practical training .3 examination .4 approved training ship experience 	<p>Procedures designed to safeguard personnel and the ship are observed at all times</p> <p>Safe working practices are observed and appropriate safety and protective equipment is correctly used at all times</p>

**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* .

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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.

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

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.

* * * * *

Main and auxiliary machinery operation simulation

73 Engine-room simulation equipment should be capable of simulating a main and auxiliary machinery system and incorporate facilities to:

- .1 create a real-time environment for seagoing and harbour operations, with communication devices and simulation of appropriate main and auxiliary propulsion machinery equipment and control panels;
- .2 simulate relevant sub-systems that should include, but not be restricted to, boiler, steering gear, electrical power general and distribution systems, including emergency power supplies, and fuel, cooling water, refrigeration, bilge and ballast systems;
- .3 monitor and evaluate engine performance and remote sensing systems;
- .4 simulate machinery malfunctions;
- .5 allow for the variable external conditions to be changed so as to influence the simulated operations: weather, ship's draught, seawater and air temperatures;
- .6 allow for instructor-controlled external conditions to be changed: deck steam, accommodation steam, deck air, ice conditions, deck cranes, heavy power, bow thrust, ship load;
- .7 allow for instructor-controlled simulator dynamics to be changed: emergency run, process responses, ship responses; and
- .8 provide a facility to isolate certain processes, such as speed, electrical system, diesel oil system, lubricating oil system, heavy oil system, seawater system, steam system, exhaust boiler and turbo generator, for performing specific training tasks.*

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

Chapter III

Guidance regarding the engine department

Section B-III/7

Guidance regarding training and certification for electro-technical ratings

(No provisions)