

# Record of Assessment

for

MASTER OR CHIEF MATE OF VESSELS OF  
500 GT OR MORE AND LESS THAN 3,000 GT  
(MANAGEMENT LEVEL)

For: \_\_\_\_\_  
(Print Name of Candidate) (Signature) (Mariner Reference No.)

**RECORD OF ASSESSMENT**

Master or Chief Mate of Vessels of 500 GT or More and Less Than 3,000 GT (Management Level)

**NOTE TO QUALIFIED ASSESSOR(S):** In performing your function as a Qualified Assessor, you may use your initials only to indicate you have personally witnessed the demonstration of skill or ability by the person being assessed. The Assessment Guidelines in Enclosure (2) will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/2 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered as described in paragraph 10 of this NVIC. In accordance with 46 CFR 11.301(a)(1)(i), alternative Assessment Guidelines must be approved by the National Maritime Center before use.

STCW Competence	Knowledge, Understanding, and Proficiency	Task No.	Task Name	Assessor's Initials	Date
Plan a voyage and conduct navigation	Voyage planning and navigation for all conditions by acceptable methods of plotting ocean tracks	1.1.A	Create a voyage plan		
		1.2.A <i>Note 1</i>	Great circle sailing		
		1.2.B <i>Note 1</i>	Mercator sailing - initial course and total distance		
		1.2.C <i>Note 1</i>	Mercator sailing - final position		
Determine position and the accuracy of resultant position fix by any means	Position determination in all conditions by celestial observations	2.1.A <i>Notes 1</i>	Meridian transit (other than the sun)		
		2.1.B <i>Note 1</i>	Star identification		
		2.1.C <i>Note 1</i>	Star selection		
		2.2.A <i>Note 1</i>	GPS routing		

**Notes:**

*Note 1* Assessment is not required for an endorsement limited to near-coastal waters.

*ARPA* Assessment is not required for an endorsement limited to vessels not equipped with an Automatic Radar Plotting Aid (ARPA).

*ECDIS* Assessment is not required for an endorsement that will not be valid for vessels equipped with an Electronic Chart Display Information System (ECDIS) after December 31, 2016.

*Course* Assessment is satisfied by completion of an appropriate approved or accepted course. The mariner's course completion certificate will be sufficient documentation of completion of the assessment.

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STCW Competence	Knowledge, Understanding, and Proficiency	Task No.	Task Name	Assessor's Initials	Date
Determine and allow for compass errors	Ability to determine and allow for errors of the magnetic and gyro-compasses	3.1.A	Amplitude of the sun		
		3.1.B	Apply compass error to magnetic course		
		3.1.C	Variation and deviation		
		3.1.D	Gyrocompass error		
		3.2.A	Write a standing order regarding compasses		
		3.3.A	Operation and care of gyrocompass		
Co-ordinate search and rescue operations	Co-ordinate search and rescue operations	4.1.A	Knowledge of IAMSAR procedures	COURSE	
		4.1.B	Coordinate search and rescue operations	COURSE	
Maintain safe navigation through use of information from navigation equipment and systems to assist command decision making	An appreciation of system errors and thorough understanding of the operational aspects of navigational systems	5.1.A <i>ARPA</i>	Operate ARPA controls and functions	COURSE	
		5.2.A	Blind pilotage planning		
		5.3.A	Plan and execute a passage		

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STCW Competence	Knowledge, Understanding, and Proficiency	Task No.	Task Name	Assessor's Initials	Date
Maintain the safety of navigation through the use of ECDIS and associated navigation systems to assist command decision making	Management of operational procedures, system files and data, including manage the procurement, licensing and updating of chart data and system software to conform to established procedures	6.1.A <i>ECDIS</i>	ECDIS licensing and updating	COURSE	
		6.2.A <i>ECDIS</i>	ECDIS updating system version	COURSE	
		6.3.A <i>ECDIS</i>	ECDIS system configuration and backup	COURSE	
		6.4.A <i>ECDIS</i>	ECDIS log file creation and maintenance	COURSE	
		6.5.A <i>ECDIS</i>	ECDIS maintain route plan files	COURSE	
		6.6.A <i>ECDIS</i>	ECDIS functions and alarms	COURSE	
		6.7.A <i>ECDIS</i>	ECDIS playback and route planning	COURSE	
Forecast weather and oceanographic conditions	Knowledge of characteristics of various weather systems	7.1.A	Forecast weather for next 24 hours	COURSE	
		7.2.A	Identify fronts	COURSE	
	Knowledge of ocean current systems	7.3.A	Ocean currents	COURSE	
	Ability to calculate tidal conditions	7.4.A	Calculate height of tide		
		7.4.B	Calculate tidal current		
		7.4.C	Calculate time for desired height of tide		

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Respond to navigational emergencies	Precautions when beaching a ship	8.1.A	Beaching a ship	COURSE	
	Action to be taken if grounding is imminent, and after grounding	8.2.A	Grounding a ship	COURSE	
	Refloating a grounded ship with and without assistance	8.3.A	Refloating a grounded ship	COURSE	
	Action to be taken if collision is imminent and following a collision or impairment of the watertight integrity of the hull by any cause	8.4.A	Prepare for a collision	COURSE	
		8.4.B	Post collision actions	COURSE	
	Assessment of damage control	8.5.A	Damage control		
	Emergency steering	8.6.A	Emergency steering		
	Emergency towing arrangements and procedure	8.7.A	Emergency towing		
Maneuver and handle a ship in all conditions	Maneuvering and handling a ship in all conditions, including maneuvers when approaching pilot stations and embarking or disembarking pilots	9.1.A	Embark or disembark a pilot		
	Maneuvering and handling a ship in all representative conditions, including handling ship in rivers, estuaries and restricted waters	9.2.A	Counter set and drift		
	Maneuvering and handling a ship in all conditions, including application of constant rate-of-turn techniques	9.3.A	Constant radius turn		

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Maneuver and handle a ship in all conditions	Maneuvering and handling a ship in all conditions, including maneuvering in shallow water, including the reduction in under-keel clearance caused by squat, rolling and pitching	9.4.A	Maneuver in shallow water		
	Maneuvering and handling a ship in representative conditions, including interaction between passing ships and between own ship and nearby banks	9.5.A	Canal effect		
	Maneuvering and handling a ship in all conditions, including berthing and unberthing under various conditions of wind, tide and current with and without tugs	9.6.A	Dock vessel		
	Maneuvering and handling a ship in all conditions, including ship and tug interaction	9.7.A	Turn ship short around		
	Maneuvering and handling a ship in all conditions, including choice of anchorage; anchoring with one or two anchors in limited anchorages and factors involved in determining the length of anchor cable to be used	9.8.A	Anchor a ship		

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Maneuver and handle a ship in all conditions	Maneuvering and handling a ship in all conditions, including dragging anchor; clearing fouled anchors	9.9.A	Dragging anchor		
		9.9.B	Clearing fouled anchor		
	Maneuvering and handling a ship in all conditions, including dry-docking, both with and without damage	9.10.A	Drydocking		
	Maneuvering and handling a ship in all conditions, including: management and handling of ships in heavy weather means of keeping an unmanageable ship out of trough of the sea use of oil	9.11.A	Shiphandling in heavy weather	COURSE	
	Maneuvering and handling a ship in all conditions, including assisting a ship or aircraft in distress	9.11.B	Assisting a ship or aircraft in distress	COURSE	
	Maneuvering and handling a ship in all conditions, including towing operations	9.11.C	Towing operations	COURSE	
	Maneuvering and handling a ship in all conditions, including precautions in maneuvering to launch rescue boats or survival craft in bad weather	9.12.A	Maneuver to launch rescue boats	COURSE	

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Maneuver and handle a ship in all conditions	Maneuvering and handling a ship in all conditions, including methods of taking on board survivors from rescue boats and survival craft	9.13.A	Taking on survivors from rescue craft	COURSE	
	Maneuvering and handling a ship in all conditions, including ability to determine the maneuvering and propulsion characteristics of common types of ships	9.14.A	Maneuvering and propulsion characteristics	COURSE	
	Maneuvering and handling a ship in all conditions, including importance of navigating at reduced speed to avoid damage caused by own ship's bow wave and stern wave	9.15.A	Reducing wake damage	COURSE	
	Maneuvering and handling a ship in all conditions, including practical measures to be taken when navigating in or near ice	9.16.A	Ice navigation		
	Maneuvering and handling a ship in all conditions, including practical measures to be taken when in conditions of ice accumulation on board	9.16.B	Ice accumulation		
	Maneuvering and handling a ship in all conditions, including use of, and maneuvering in and near, traffic separation schemes and in vessel traffic service (VTS) areas	9.17.A	Maneuvering in traffic separation schemes		

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STCW Competence	Knowledge, Understanding, and Proficiency	Task No.	Task Name	Assessor's Initials	Date
Operate remote controls of propulsion plant and engineering systems and services	Operating principles of marine power plants	10.1.A	Diesel engines		
		10.1.B	Remote operation		
		10.1.C	Propeller and propeller shaft		
		10.1.D	Bridge control		
	Ship's auxiliary machinery	10.2.A	Waste heat boilers		
		10.2.B	Pumps and pumping systems		
		10.2.C	Steering gear		
		10.2.D	Remotely operate steering gear		
		10.2.E	Generators, alternators, and electrical distribution		
		10.2.F	Air conditioning and ventilation		
		10.2.G	Sewage treatment plants		
		10.2.H	Oily water separators and oil filtering equipment		
		10.2.I	Deck machinery		
		10.2.J	Hydraulic systems		

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Operate remote controls of propulsion plant and engineering systems and services	General knowledge of marine engineering terms	10.3.A	Engineering terms		
		10.3.B	Fuel consumption		
Plan and ensure safe loading, stowage, securing, care during the voyage and unloading of cargoes	Knowledge of and ability to apply relevant international regulations, codes and standards concerning the safe handling, stowage, securing and transport of cargoes	11.1.A	International regulations for cargo operations		
		11.1.B	Prepare a loading/discharge plan	COURSE	
	Knowledge of the effect on trim and stability of cargoes and cargo operations	11.2.A	Effect of cargo on trim and stability	COURSE	
	Use of stability and trim diagrams and stress calculating equipment	11.3.A	Stability calculations	COURSE	
	Stowage and securing of cargoes on board ships, including cargo handling gear and securing and lashing equipment	11.4.A	Container stowage and securing		
		11.4.B	Stowage and securing of heavy lift cargoes		
		11.4.C	Stowage and securing of cargoes on Ro-Ro ships		
	Loading and unloading operations, with special regard to the transport of cargoes identified in the Code of Safe Practice for Cargo Stowage and Securing	11.5.A	Care of cargo during carriage		
		11.5.B	Safe use of cargo handling gear		
		11.5.C	Develop a loading plan		
11.5.D		Inspect cargo running gear			

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Plan and ensure safe loading, stowage, securing, care during the voyage and unloading of cargoes	General knowledge of tankers and tanker operations	11.6.A	Basic concepts of oil tanker operations		
		11.6.B	ISGOTT contents and application		
		11.6.C	Oil and chemical tanker operations		
		11.6.D	Basic concepts of gas tanker operations		
	Ability to use all available shipboard data related to loading, care and unloading of bulk cargoes	11.7.A	Basic concepts of bulk carriers		
	Ability to establish procedures for safe cargo handling in accordance with the provisions of the relevant instruments such as IMDG Code, IMSBC Code, MARPOL 73/78 Annexes III and V and other relevant information	11.8.A	Develop a garbage plan		
		11.8.B	Loading of packaged dangerous goods		
	Ability to explain the basic principles for establishing effective communications and improving working relationship between ship and terminal personnel	11.9.A	Conduct cargo transfer meeting		
	Assess reported defects and damage to cargo spaces, hatch covers and ballast tanks and take appropriate action	Ability to explain how to avoid the detrimental effects on bulk carriers of corrosion, fatigue and inadequate cargo handling	12.1.A	Met with task no. 11.7.A	SEE TASK NO. 11.7.A

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STCW Competence	Knowledge, Understanding, and Proficiency	Task No.	Task Name	Assessor's Initials	Date
Carriage of dangerous goods	International regulations, standards, codes and recommendations on the carriage of dangerous cargoes, including the International Maritime Dangerous Goods (IMDG) Code and the International Maritime Solid Bulk Cargoes (IMSBC) Code	13.1.A	Carriage of dangerous goods		
Control trim, stability and stress	Understanding of fundamental principles of ship construction and the theories and factors affecting trim and stability and measures necessary to preserve trim and stability	14.1.A	Factors affecting trim and stability	COURSE	
		14.1.B	Principles of shipbuilding materials	COURSE	
		14.1.C	Principles of ship bulkheads		
		14.1.D	Watertight integrity		
	Knowledge of the effect on trim and stability of a ship in the event of damage to and consequent flooding of a compartment and countermeasures to be taken	14.2.A	Effect of flooding	COURSE	
	IMO recommendations concerning ship stability	14.3.A	IMO recommendations concerning ship stability	COURSE	

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Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, security and the protection of the marine environment	Knowledge of international maritime law embodied in international agreements and conventions  Certificates and other documents required to be carried on board ships by international conventions, how they may be obtained and their period of validity	15.1.A	Certificates required by international conventions			
		15.1.B	Documents required aboard vessels			
		15.1.C	Documents required at arrival and departure			
		International Convention on Load Lines, 1966, as amended	15.2.A	International Convention on Load Lines		
		International Convention for the Safety of Life at Sea, 1974, as amended	15.3.A	International Convention for the Safety of Life at Sea		
	Knowledge of international maritime law embodied in international agreements and conventions  International Convention for the Prevention of Pollution from Ships, as amended	15.4.A	MARPOL 73/78			
		15.4.B	MARPOL Annex I			
		15.4.C	MARPOL Annex II			
		15.4.D	MARPOL Annex III			
		15.4.E	MARPOL Annex IV			
		15.4.F	MARPOL Annex V			
		15.4.G	MARPOL Annex VI			

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Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, security and the protection of the marine environment	Maritime declarations of health and the requirements of the International Health Regulations	15.5.A	International health regulations		
	International instruments affecting the safety of the ship, passengers, crew and cargo	15.6.A	International conventions on safety of ship, passengers, crew, cargo		
		15.6.B	International instruments on safety of ship, passengers, crew, cargo		
	Methods and aids to prevent pollution of the marine environment by ships	15.7.A	Pollution prevention		
Maintain safety and security of the ship's crew and passengers and the operational condition of life-saving, fire-fighting and other safety systems	Thorough knowledge of life-saving appliance regulations (International Convention for the Safety of Life at Sea)	16.1.A	Lifesaving appliance regulations		
	Organization of fire drills and abandon ship drills	16.2.A	Plan fire and emergency drill		
	Maintenance of operational condition of life-saving, fire-fighting and other safety systems	16.3.A	Develop a maintenance plan for lifesaving and firefighting equipment		
	Actions to be taken to protect and safeguard all persons on board in emergencies	16.4.A	Procedures to rescue persons from a ship in distress		
		16.4.B	Man overboard procedures		

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Maintain safety and security of the ship's crew and passengers and the operational condition of life-saving, fire-fighting and other safety systems	Actions to limit damage and save the ship following a fire, explosion, collision or grounding	16.5.A	Actions following fire, explosion, collision or grounding		
		16.5.B	Abandon ship procedures		
Develop emergency and damage control plans and handle emergency situations	Preparation of contingency plans for response to emergencies	17.1.A	Met with task no. 16.2.A	SEE TASK NO. 16.2.A	
	Ship construction, including damage control	17.2.A	Prepare a damage control plan	COURSE	
	Methods and aids for fire prevention, detection and extinction	17.3.A	Fire prevention, detection and extinction	COURSE	
	Functions and use of lifesaving appliances	17.4.A	Functions and use of lifesaving appliances	COURSE	
Use of leadership and managerial skill	Knowledge of shipboard personnel management and training	18.1.A	Shipboard personnel management	COURSE	
	A knowledge of related international maritime conventions and recommendations, and national legislation	18.1.B	International maritime conventions	COURSE	
		18.1.C	National legislation	COURSE	
	Ability to apply task and workload management	18.2.A	Use of leadership and managerial skill	COURSE	
	Knowledge and ability to apply resource management and decision-making techniques	18.3.A	Use of leadership and managerial skill	COURSE	

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Organize and manage the provision of medical care on board	A thorough knowledge of the use and contents of the following publications: International Medical Guide for Ships or equivalent national publications	19.1.A	International Medical Guide for Ships	COURSE	
	A thorough knowledge of the use and contents of the following publications: medical section of the International Code of Signals	19.2.A	International Code of Signals – medical section	COURSE	
	A thorough knowledge of the use and contents of the following publications: Medical First Aid Guide for Use in Accidents Involving Dangerous Goods	19.3.A	Medical First Aid Guide for Use in Accidents Involving Dangerous Goods	COURSE	

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**ASSESSOR AND VESSEL INFORMATION**

Qualified Assessors witnessing the successful demonstrations noted in this record should provide the information below relative to their service with the candidate, including their Mariner Reference Number.

Vessel Name	Gross Tonnage (Note GRT or GT)	Dates of Service		Assessor Name	Assessor Signature	Sample Initials of Assessor	Assessor Mariner Ref. No.	Assessor Shipboard Position
		From	To					
M/V Spiny Norman	2,345 GT	4/1/2015	7/7/2015	Douglas Nilbog	<i>Douglas Nilbog</i>	<i>DN</i>	1234567	Master

