

GUIDANCE FOR APPROVAL AND/OR ACCEPTANCE OF COURSES

1. The Coast Guard will consider granting approvals to Security Awareness (SA) courses and courses for Vessel Personnel with Designated Security Duties (VPDSD).
2. To obtain Coast Guard approval, VPDSD and SA courses should be documented and submitted to the Coast Guard as described in 46 CFR 10.402(b). As described in Navigation and Vessel Inspection Circular (NVIC) 03-14, *Guidelines for Approval of Training Courses and Programs*, applications for approval of courses should be submitted to the National Maritime Center at the following address:

U. S. Coast Guard
National Maritime Center (NMC-2)
100 Forbes Drive
Martinsburg, WV 25404

Alternatively, VPDSD and SA courses may be submitted to the NMC by e-mail to NMCCourses@uscg.mil.

3. Mariners who completed a VPDSD or SA course that was granted an interim approval under CG-CVC Policy Letter 12-06, *Endorsement(s) as Vessel Personnel with Designated Security Duties and for Security-Awareness*, will not be required to repeat or supplement their training.
4. As specified in 33 CFR 104.215(d)(2), VSO courses must require candidates to demonstrate knowledge, understanding, and proficiency in the following competencies:
 - a. Maintaining and supervising the implementation of a vessel security plan;
 - b. Assessing security risk, threat, and vulnerability;
 - c. Undertaking regular inspections of the vessel to ensure that appropriate security measures are implemented and maintained;
 - d. Ensuring that security equipment and systems, if any, are properly operated, tested and calibrated;
 - e. Encouraging security awareness and vigilance; and
 - f. Ensuring compliance with the Transportation Worker Identification Credential (TWIC) program requirements.

A VSO course that is substantially similar to International Maritime Organization (IMO) Model Course 3.19, *Ship Security Officer*, will be considered to meet these requirements.

5. VPDS courses should provide training such that a student who successfully completes the course will be able to demonstrate knowledge, understanding, and proficiency in the following areas listed in 33 CFR 104.220:
 - a. Current security threats and patterns;
 - b. Recognition and detection of dangerous substances and devices;
 - c. Recognition of characteristics and behavioral patterns of persons who are likely to threaten security;
 - d. Techniques used to circumvent security measures;
 - e. Crowd management and control techniques;
 - f. Security related communications;
 - g. Emergency procedures and contingency plans;
 - h. Operation of security equipment and systems;
 - i. Testing and calibration of security equipment and systems, and their maintenance while at sea;
 - j. Inspection, control, and monitoring techniques;
 - k. Relevant provisions of the Vessel Security Plan (VSP);
 - l. Methods of physical screening of persons, personal effects, baggage, cargo, and vessel stores;
 - m. The meaning and the consequential requirements of the different Maritime Security (MARSEC) Levels; and
 - n. Relevant aspects of the TWIC program and how to carry them out.

A VPDS course that is substantially similar to IMO Model Course 3.26, *Security Training for Seafarers with Designated Security Duties*, will be considered to meet these requirements.

6. SA courses should provide training such that a student who successfully completes the course will be able to demonstrate knowledge, understanding, and proficiency in the following areas listed in 33 CFR 104.225:
 - a. Relevant provisions of a VSP;
 - b. The meaning and the consequential requirements of the different MARSEC Levels, including emergency procedures and contingency plans;
 - c. Recognition and detection of dangerous substances and devices;

- d. Recognition of characteristics and behavioral patterns of persons who are likely to threaten security;
- e. Techniques used to circumvent security measures; and
- f. Relevant aspects of the TWIC program and how to carry them out.

An SA course that is substantially similar to IMO Model Course 3.27, *Security Awareness Training for All Seafarers*, will be considered to meet these requirements.