



Tips for Completing Assessments

Rating Forming Part of a Navigational Watch (RFPNW)

- [Helpful Hints](#)
- [Control Sheets from Policy Letter 14-02](#)

Helpful Hints - RFPNW

Assessments must be signed by a licensed deck officer holding an unlimited second mate or higher level license, and appropriate [Standards of Training, Certification, and Watchstanding \(STCW-95\)](#) certificate or master holding a limited license and STCW-95 certificate at the management level (master).

The prospective shipboard assessor must be employed on the vessel serving as the platform for the demonstrations.

- Master
- Unlicensed National Oceanic and Atmospheric Association (NOAA) Commissioned officers assigned to and serving on public vessels of NOAA in the capacity of Commanding Officer (CO) or Executive Officer (XO)
- On a military vessel the assessments may be done by an officer qualified as an Officer of the Deck (OOD) or a senior Quartermaster (QM) (E-6 or higher)

Steering and helm assessments must be on a vessel of at least 100 Gross Registered Tonnage (GRT).

Please have the assessors PRINT and SIGN their name on each control sheet. They also need to include their mariner reference number.

For more details, see [Policy Letter 14-02](#).

**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-1A

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Use of magnetic and gyro-compasses.

TASK: Steady on a new course

PERFORMANCE CONDITION: At full sea speed, while on a northeasterly heading, when hearing the command in English, "Steer 342" (the assessor may select any course desired as long as it is more than 30° from the original heading).

PERFORMANCE BEHAVIOR: Turn the helm to bring the vessel to the new course and steady on the course of 342°.

PERFORMANCE STANDARD:

1. Repeat order.
2. Turn the helm in the direction of the fewest degrees to the ordered course using no more than 15° of rudder.
3. Reduce the rudder angle as the vessel approaches the course.
4. Steady on the course of 342° with less than 5° of overshoot.
5. State: she's steady on three four two.

A ship's officer who signs below attests that he/she has met the requirements to qualify as a shipboard assessor.

Mariner

SSN No.

Designated Examiner/ shipboard Assessor

License No.

MMD No.

Position

Vessel or Training Course

**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-1B

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Use of magnetic and gyrocompasses.

TASK: Steer a course by gyrocompass

PERFORMANCE CONDITION: In a sea state of 4 or less, when hearing the command in English, "Steer 342."

PERFORMANCE BEHAVIOR: Use the gyrocompass to steer the course of 342°.

PERFORMANCE STANDARD:

1. Repeat order.
2. When steady on course state: "steering three four two."
3. Steer the course ordered within $\pm 3^\circ$ (open ocean), and $\pm 2^\circ$ (near coastal) for 15 minutes.

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Mariner

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Vessel or Training Course

**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-1C

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Use of magnetic and gyro-compasses.

TASK: Steer a course by magnetic compass

PERFORMANCE CONDITION: In a sea state of 4 or less, when hearing the command in English, "Steer 342."

PERFORMANCE BEHAVIOR: Use the magnetic compass to steer the course of 342°.

PERFORMANCE STANDARD:

1. Repeat order.
2. When steady on course state: "Steering three four two."
3. Steer the course ordered within $\pm 5^\circ$ (open ocean), and $\pm 3^\circ$ (near coastal) for 15 minutes.

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-2A

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Right (Starboard) 10

PERFORMANCE CONDITION: When hearing the command in English, "Right (Starboard) 10."

PERFORMANCE BEHAVIOR: Turn the helm until the rudder is right (starboard) 10°.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to right (starboard).
3. Stop turning the helm when the rudder angle indicator reads right (starboard) 10°.
4. State: "The rudder is right (starboard) 10", or "She's right (starboard) 10°."

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-2B

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Left (Port) 20

PERFORMANCE CONDITION: When hearing the command in English, "Left (Port) 20."

PERFORMANCE BEHAVIOR: Turn the helm until the rudder is left (port) 20°.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to left (port).
3. Stop turning the helm when the rudder angle indicator reads left (port) 20°.
4. State: "The rudder is left (port) 20", or "She's left (port) 20°."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2C

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Hard right (Starboard)

PERFORMANCE CONDITION: When hearing the command in English, "Hard right (Starboard)."

PERFORMANCE BEHAVIOR: Turn the helm to the right (starboard) until the rudder is at maximum right (starboard) rudder.

PERFORMANCE STANDARD:

1. Repeat order
2. Immediately turn helm to right (starboard).
3. Stop turning the helm when the rudder angle indicator reads the rudder is at maximum right (starboard) rudder.
4. The rudder is not jammed against the stops.
5. State: "The rudder is hard right (starboard)", or She's hard right (starboard)."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2D

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Ease to 5

PERFORMANCE CONDITION: When the rudder is more than 5° right (starboard) or left (port), when hearing the command in English, "Ease to 5."

PERFORMANCE BEHAVIOR: Turn the helm to reduce the angle of the rudder until the indicator shows the rudder angle is right (starboard) or left (port) 5°.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to reduce the rudder angle.
3. Stop turning the helm when the rudder angle indicator shows the rudder angle is right (starboard) or left (port) 5°.
4. State: "The rudder is right (starboard) or left (port) 5°."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2E

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Midships; or, midships the wheel

PERFORMANCE CONDITION: When hearing the command in English, "Midships."

PERFORMANCE BEHAVIOR: Turn the helm to reduce the angle of the rudder until the rudder angle indicator shows the rudder angle is zero.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to reduce the rudder angle.
3. Stop turning the helm when the rudder angle indicator shows the rudder angle is zero.
4. State: "The rudder is midships."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2F

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Shift your rudder

PERFORMANCE CONDITION: With the rudder at 15° right (starboard) rudder, when hearing the command in English, "Shift your Rudder."

PERFORMANCE BEHAVIOR: Turn the helm to the left (port) until the indicator shows the rudder angle is left (port) 15°.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to the left (port).
3. Stop turning the helm when the rudder angle indicator shows the rudder angle is left (port) 15°.
4. State: "The rudder is left (port) 15°."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2G

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Meet her or, check her

PERFORMANCE CONDITION: During a turn, when hearing the command in English, "Meet Her," or "Check Her."

PERFORMANCE BEHAVIOR: Turn the helm to reduce the angle of the rudder and apply counter rudder until the vessel stops turning.

PERFORMANCE STANDARD:

1. Repeat order.
2. Immediately turn helm to reduce the rudder angle.
3. Apply counter rudder until the vessel stops turning.
4. Ease the wheel to midships.
5. State: "The vessel's heading is ____."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2H

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Steady as she goes

PERFORMANCE CONDITION: When hearing the command in English, "Steady as She Goes."

PERFORMANCE BEHAVIOR: Note the heading of the vessel, stop any swing of the ship, and steer in the direction noted when the command was given.

PERFORMANCE STANDARD:

1. Repeat order.
2. Note the heading when the command was given.
3. Immediately apply rudder to stop any swing of the ship.
4. Steer in the direction noted.
5. State: "She's steady as she goes."

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW-1-2I

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Steer on the range

PERFORMANCE CONDITION: When hearing the command in English, "Steer on the range."

PERFORMANCE BEHAVIOR: Keep the vessel's heading the same as the direction of the range.

PERFORMANCE STANDARD:

1. Repeat order.
2. Use the upper and lower range to keep the vessel's heading within 1° of the charted direction of the range for 5 minutes when the upper and lower ranges are aligned one over the other.

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW -1-2J

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Helm orders.

TASK: Nothing to the right (Starboard)

PERFORMANCE CONDITION: When hearing the command in English, "Nothing to the right (Starboard)" [nothing to the left (port) may also be used].

PERFORMANCE BEHAVIOR: Keep the vessel from swinging to the right (starboard) and the vessel's heading from increasing (or decreasing).

PERFORMANCE STANDARD:

1. The vessel does not swing to the right (starboard).
2. The vessel's heading does not increase for 5 minutes.

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**ASSESSMENT OF COMPETENCE
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ASSESSMENT NO. RFPNW-1-3A

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Change over from automatic pilot to hand steering and vice versa.

TASK: Change from auto pilot to hand steering

PERFORMANCE CONDITION: At sea speed, when hearing the command to put the steering into hand steering.

PERFORMANCE BEHAVIOR: Change the steering mode from auto pilot to hand steering.

PERFORMANCE STANDARD:

1. Repeat order.
2. Switch the steering mode from autopilot to hand.
3. Test that the new steering mode is responding.
4. State, "She's in hand steering."

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -1-3B

FUNCTION: Navigation at the Support Level

COMPETENCE: Steer the ship and comply with helm orders in the English language

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Change over from automatic pilot to hand steering and vice versa.

TASK: Change from hand steering to auto pilot

PERFORMANCE CONDITION: At sea speed, when hearing the command to put the steering into auto pilot.

PERFORMANCE BEHAVIOR: Change the steering mode from hand steering to auto pilot.

PERFORMANCE STANDARD:

1. Repeat order.
2. Put wheel amidships.
3. Verify the course dialed into the auto pilot is the same as the course to be steered.
4. Switch the steering mode from hand to auto pilot.
5. Verify that the autopilot is responding properly.
6. State, "She's in auto pilot."

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Position

Vessel or Training Course

**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -2-1A

FUNCTION: Navigation at the Support Level

COMPETENCE: Keep a proper look out by sight and hearing

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Responsibilities of lookout, including reporting the approximate bearing of a sound signal, light or other object in degrees or points.

TASK: Detect and report objects in daylight

PERFORMANCE CONDITION: On a ship or full mission ship simulator, given a condition in daylight of unlimited visibility through a field of view from right ahead to 22.5 degrees abaft the beam on each side of the vessel and a sea state of four or less, and a large and small vessel and a buoy in sight.

PERFORMANCE BEHAVIOR: Detect and report all three objects.

PERFORMANCE STANDARD:

1. Reports the large vessel before it is within ten miles of own ship.
2. Reports the small vessel before it is within 2 miles of own ship.
3. Reports the buoy before it is within 2 miles of own ship.
4. Reports the directions to all objects in degrees or points within ± 1 point or $\pm 11.25^\circ$.

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -2-1B

FUNCTION: Navigation at the Support Level

COMPETENCE: Keep a proper look out by sight and hearing

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Responsibilities of lookout, including reporting the approximate bearing of a sound signal, light or other object in degrees or points.

TASK: Detect and report objects at night

PERFORMANCE CONDITION: On a ship or full mission ship simulator, given a condition at night of unlimited visibility through a field of view from right ahead to 22.5 degrees abaft the beam on each side of the vessel and a sea state of four or less, and a large and small vessel and a buoy in sight.

PERFORMANCE BEHAVIOR: Detect and report all three objects.

PERFORMANCE STANDARD:

1. Reports the lights of the large vessel before it is within ten miles of own ship.
2. Reports the lights of the small vessel before it is within 2 miles of own ship.
3. Reports the light of the buoy before it is within 2 miles of own ship.
4. Reports the directions to all objects in degrees or points within ± 1 point or $\pm 11.25^\circ$.

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW -2-2A

FUNCTION: Navigation at the Support Level

COMPETENCE: Keep a proper look out by sight and hearing

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Responsibilities of lookout, including reporting the approximate bearing of a sound signal, light or other object in degrees or points.

TASK: Detect and report sounds

PERFORMANCE CONDITION: On a ship or full mission ship simulator, in any condition of visibility, when a sound is generated by any sound appliance listed in the International Navigation Rules.

PERFORMANCE BEHAVIOR: Detect and report the direction of the sound.

PERFORMANCE STANDARD:

Report the direction of the sound in degrees or points within ± 1 point or $\pm 11.25^\circ$.

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW-3-1A

FUNCTION: Navigation at the Support Level

COMPETENCE: Contribute to monitoring and controlling a safe watch

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Procedures for the relief, maintenance and hand over of a watch.

TASK: Hand over a lookout watch

PERFORMANCE CONDITION: On a ship at sea, given traffic that has been reported to the officer of the watch, when the lookout relief reports to relieve the watch.

PERFORMANCE BEHAVIOR: Hand over the watch in accordance with the ordinary practice of good seamanship.

PERFORMANCE STANDARD:

1. Tells the relief of:
 - a. all objects sighted and reported;
 - b. objects sighted and not yet reported;
 - c. past and present weather;
 - d. any special instructions to be followed during the watch; and
 - e. the status of the running lights.
2. The candidate allows the lookout relief to acquire his or her night vision.
3. Report "The lookout is relieved."

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**ASSESSMENT OF COMPETENCE
RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW-3-1B

FUNCTION: Navigation at the Support Level

COMPETENCE: Contribute to monitoring and controlling a safe watch

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Procedures for the relief, maintenance and hand over of a watch.

TASK: Hand over a helm watch

PERFORMANCE CONDITION: On a ship at sea, when being relieved at the helm.

PERFORMANCE BEHAVIOR: Hand over the helm in accordance with the ordinary practice of good seamanship.

PERFORMANCE STANDARD:

1. Tells the relief:
 - a. both the gyro and magnetic course or helm position;
 - b. the steering mode;
 - c. the steering unit in use; and
 - d. the amount and direction of rudder needed to hold course.
2. The candidate does not turn over the helm while executing a helm order (the candidate waits until the order is completed).
3. The helmsman states, "The wheel (or helm) is relieved."

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RATING FORMING PART OF A NAVIGATIONAL WATCH**

ASSESSMENT NO. RFPNW-3-2A

FUNCTION: Navigation at the Support Level

COMPETENCE: Contribute to monitoring and controlling a safe watch

KNOWLEDGE, UNDERSTANDING & PROFICIENCY: Use of appropriate internal communications and alarm systems.

TASK: Report alarms

PERFORMANCE CONDITION: On a ship at sea.

PERFORMANCE BEHAVIOR: Notify the officer of the watch when hearing the following alarms:

1. The ARPA guard ring intrusion alarm;
2. The gyro-compass failure alarm;
3. Smoke and/or heat detector alarms;
4. Running light panel alarms;
5. The steering motor failure alarm; and,
6. The steering pump failure alarm.

PERFORMANCE STANDARD:

1. Immediately report each alarm to the Officer in Charge of the Watch.
2. In the case of steering failures, immediately after notifying the Officer in Charge of the Watch:
 - a. if not in hand steering, switch the steering to hand;
 - b. midship the wheel;
 - c. switch the motor or pump;
 - d. test the steering response; and,
 - e. when ordered by the watch officer, switch the steering to autopilot.

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