



# THE COOK ISLANDS GAZETTE

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### NOTICE OF MAKING MARITIME RULES PURSUANT TO SECTION 19 OF THE MARITIME TRANSPORT ACT 2008/4

Pursuant to section 19 of the Maritime Transport Act 2008/4, I **HON. ROBERT TAPAITAU**, Minister of Transport hereby give notice of the making of the following Maritime Rules:

1. Maritime STCW Rules 2020;
2. The objectives of these Rules is to implement Cook Islands obligations under the Standards of Training, Certification and Watchkeeping for Seafarers Convention 1978, as amended;
3. These Rules come into force on the day immediately after the date upon which they are published in the Gazette.
4. These Rules are available for inspection free of charge or purchased for a fee from the Parliament of the Cook Islands, Rarotonga, Cook Islands.

Signed at Rarotonga this 28<sup>th</sup> day of April 2020.

Hon. Robert Tapaitau  
Minister of Transport





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### Part One

#### Purpose, Interpretation and Application

#### 1.0 Title

1.0.1 These Rules are the Maritime STCW Rules 2020.

1.0.2 These Rules will come into force on the date they are published in the Gazette.

#### 1.1 Interpretation

1.1.1 In these Rules, unless the context otherwise requires, —

**Able seafarer deck** means a rating qualified in accordance with the provisions of regulation II/5 of the Convention;

**Able seafarer engine** means a rating qualified in accordance with the provisions of regulation III/5 of the Convention;

**Act** means the Maritime Transport Act 2008;

**Administration** means the Government of the Cook Islands acting through the Ministry of Transport and includes the Administrator appointed under the Ship Registration Act 2007 and acting under delegated authority from the Ministry of Transport;

**Approved** means approved by the Administration;

**Assessment result form** means the form provided by the approved training institution to the Administration confirming the results for each student in respect of each course completed;

**Assessor** means a person appointed by the Administration to conduct assessments under these Rules;

**Certificate** means a valid document issued in the prescribed form in accordance with the Quality Standards System under the authority of the Administration or recognised by the Administration authorising the holder to serve, as stated in the document or as authorised by law;

**Certificate of Competency** means, a certificate issued and endorsed for Masters, Officers and GMDSS radio operators in accordance with the provisions of Chapters II, III, IV or VII of the Convention and entitling the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified therein;

**Certificate of Proficiency** means a certificate other than a Certificate of Competency issued to a seafarer, stating that the relevant requirements of training, competencies or



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seagoing service in the Convention have been met and who has demonstrated proficiency according to the standards set forth in Chapters II, III, V, VI or VII of the Convention and entitling the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified therein;

**Chief mate** means the officer next in rank to the master and upon whom the command of a ship will fall in the event of the incapacity of the master;

**Chief engineer officer** means the senior engineer officer responsible for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the ship;

**Clear grounds** in respect of the control procedures set forth in Part 2, has the same meaning in Regulation I/4.1.3 of the Convention and any deficiencies in a ship's equipment or documentation;

**Code** means the Seafarers' Training, Certification and Watchkeeping Code as adopted by the 1995 STCW Conference Resolution 2, as it may be amended by the IMO;

**Colour vision standards means** the applicable colour vision standards set out in Schedule 2 of these rules;

**Colour vision test** means an Ishihara plate colour vision test or a lantern colour vision test as prescribed in Schedule 2 of these rules;

**Company** means the owner or operator of the ship or any other organization or person such as the manager, or the bareboat charterer, who has assumed the responsibility for operation of the ship from the shipowner and who, on assuming such responsibility, has agreed to take over all the duties and responsibilities imposed on the company by these rules;

**Convention** or **STCW Convention** means the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, and includes all subsequent amendments;

**Cook Islands seafarer** means a seafarer serving on board a Cook Islands ship, who holds or is required to hold a Cook Islands certificate;

**Cook Islands ship** means a ship that is registered under the Ship Registration Act 2007;

**Deck officer** means an officer qualified in accordance with the provisions of Chapter II of the Convention;

**Deficiencies** in respect of clear grounds, includes—

- (a) failure to hold a Certificate of Competency;
- (b) failure to hold a Certificate of Proficiency;



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- (c) failure to hold a valid dispensation or to provide documentary proof that an application for endorsement has been submitted to the flag state administration;
- (d) failure to comply with the provisions of the Safe Manning Certificate;
- (e) watch arrangements that do not conform to those specified by the flag state administration;
- (f) absence in a watch of a qualified seafarer for the purpose of operating equipment essential to security, safe navigation, safe radio communication or the prevention of marine pollution; or
- (g) inability to provide seafarers who are sufficiently rested or otherwise fit for watchkeeping duties;

**Dispensation** means a dispensation from a requirement of these Rules or the Convention and the STCW Code, granted by the Administration under rule 6.13;

**Documentary evidence** means documentation, other than a Certificate of Competency or Certificate of Proficiency used to establish that the relevant requirements of these rules and the Convention have been met;

**Duly certificated** in relation to a seafarer, means holding a valid certificate showing that the holder is qualified to serve in the capacity concerned on the type, tonnage, power and means of propulsion, and class of ship and voyage concerned and to perform the function involved at the relevant level of responsibility specified in the certificate;

**EEZ** means the Exclusive Economic Zone and has the meaning given by the Maritime Zones Act 2018;

**Electro-technical officer** means an officer qualified in accordance with the provisions of regulation III/6 of the Convention;

**Electro-technical rating** means a rating qualified in accordance with the provisions of regulation III/7 of the Convention;

**Endorsement** means an endorsement to a certificate made by the Administration, or made by the maritime administration of another Party under Article 6 and regulation I/2 and I/10 of the Convention;

**Engineer officer** means an officer qualified in accordance with the provisions of regulation III/1, III/2 or III/3 of the Convention;

**Examiner** means examiner of masters and deck department personnel or engine department personnel appointed by the Administration to conduct oral examinations, assessment of seafarer competency, moderation and assessment of seafarer exam papers under these Rules;

**Eye and vision test** means—



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- (a) an examination of eye health and visual function, including a letter test of unaided vision and correct visual acuity;
- (b) an examination for the purpose of determining if there is evidence of serious or progressive eye disease; and
- (c) an Ishihara plate colour vision test or a lantern colour vision test;

**Eyesight standards** means the applicable eyesight and vision standards other than colour vision standard set out in Schedule 2 which includes standards for distance vision, near/ immediate vision, visual fields, night blindness and diplopia (double vision);

**Function** means a group of tasks, duties and responsibilities, as specified in the STCW Code necessary for ship operation, safety of life at sea or protection of the marine environment;

**GISIS** means the Global Integrated Shipping Information System maintained by the IMO and available through the IMO Website;

**GMDSS radio operator** means a person who is qualified in accordance with the provisions of chapter IV of the Convention and these rules;

**Government** means the Government of the Cook Islands;

**ILO/IMO Guidelines on the medical examination of seafarers** means the document entitled 'Guidelines on the medical examination of seafarers' published on behalf of the International Labour Organization and the International Maritime Organization in 2013;

**IMO** means the International Maritime Organisation;

**International voyage** means a voyage from a country to a port outside such country or conversely.

**ISO** means the International Organization for Standardization;

**Ishihara plate colour vision test** means the Ishihara plate colour vision test prescribed in Schedule 2;

**ISPS Code** means the International Ship and Port Facility Security (ISPS) Code adopted on 12 December 2002 by resolution 2 of the conference of Contracting Governments to the SOLAS, as may be amended by the IMO;

**Lantern colour vision test** means the lantern colour vision test prescribed in Schedule 2;

**Maritime auditor** means a suitably qualified person authorised by the Administration to conduct compliance audits of other maritime administrations under Regulation I/10 of the Convention, and training institutions, maritime service providers and audit of safe ship management systems;

**Master** means the person having command of a ship;

**Medical practitioner** means a medical practitioner recognised and registered by the Administration;



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**Officer** means a member of the crew, other than the master, designated as such by law or regulations or, in the absence of such designation, by collective agreement or custom;

**Party** means a Party to the Convention;

**Passenger ship** means a ship as defined in the SOLAS, as amended;

**Port state control officer** means an inspector duly appointed by the Secretary

**Propulsion power** means the total maximum continuous rated output power, in kilowatts, of all the ships main propulsion machinery which appears on the ships certificate of registry or other official document;

**Quality Standards System** means the documented procedures of which manage and control all necessary activities and information relating to seafarer training and certification, in accordance with Regulation I/8 of the Convention;

**Radio duties** include as appropriate, watchkeeping and technical maintenance and repairs conducted in accordance with the Maritime (SOLAS) Rules 2014, the SOLAS as amended and, at the discretion of the Administration, the relevant recommendations of the IMO;

**Radio operator** means a person holding an appropriate certificate issued or recognized by the Administration under the provisions of the Radio Regulations;

**Radio Regulations** means the radio regulations annexed to, or regarded as being annexed to the most recent International Telecommunications Convention, which may be in force at any time.

**Rating** means a member of the ships crew other than the master or an officer;

**Ro-ro passenger ship** means a passenger ship with ro-ro spaces or special category spaces as defined in the SOLAS, as amended;

**Safe Manning Certificate** means a certificate issued by the Administration attesting that the requisite number of seafarers, each holding the appropriate qualification for service in the particular capacity, are on board the ship for its intended voyage as required by SOLAS Chapter V Regulation 14;

**Sea Area A1** means an area within the radiotelephone coverage of at least one very high frequency (VHF) coast station in which continuous digital selective calling (DSC) alerting is available, as may be defined by a Contracting Government under SOLAS;

**Sea Area A2** means an area, excluding sea area A1, within the radiotelephone coverage of at least one medium frequency (MF) coast station in which continuous DSC alerting is available as may be defined by a Contracting Government under SOLAS;



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**Sea Area A3** means an area, excluding sea areas A1 and A2, within the coverage of the International Maritime Satellite (INMARSAT) geostationary satellite in which continuous alerting is available;

**Sea Area A4** means an area outside sea areas A1, A2 and A3;

**Seafarer** means a person employed in any capacity on a ship and includes a person who is employed, or who seeks employment, as master, officer, or rating on a ship;

**Seagoing service** means service on board a ship relevant to the issue or revalidation of a certificate or other qualification;

**Second engineer officer** means the engineer officer next in rank to the chief engineer officer and upon whom the responsibility for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the ship will fall in the event of the incapacity of the chief engineer officer;

**Security duties** include all security tasks and duties on board ships as defined by chapter XI-2 of the SOLAS, as amended, and the International Ship and Port Facility Security (ISPS) Code;

**Ship security officer** means the person on board the ship, accountable to the master, designated by the company as responsible for the security of the ship including implementation and maintenance of the ship security plan and liaison with the company security officer and port facility security officer;

**SOLAS** means the International Convention for the Safety of Life at Sea, 1974, as amended by the Protocols of 1978 and 1988 and any amendments from time to time adopted by IMO;

**Special colour vision test** means a test of colour vision administered by a recognized optometrist;

**Telecommunications Convention** means the International Telecommunication Union (ITU) Convention and associated recommendations;

**Territorial waters** has the meaning given by the Maritime Zones Act 2018.

**Training institution** means an institution approved by the Administration for training of seafarers to the level stipulated under the Convention and for the issue of certificates under the Convention;

1.1.2 In Part 8, (Special Training Requirements),

**Chemical Tanker** means a ship constructed or adapted and used for the carriage in bulk of any liquid listed in chapter 17 of the International Bulk Chemical Code;

**Liquefied gas tanker** means a ship constructed or adapted and used for the carriage in bulk of any liquefied gas or other product listed in chapter 19 of the International Gas Carrier Code;



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**Oil tanker** means a ship constructed and used for the carriage of petroleum and petroleum products in bulk;

1.1.3 In Part 12, (Marine Radio),

**GMDSS** means the global maritime distress and safety system.

1.1.4 A term defined in Article II and Regulation I/1 of the Convention, has the same meaning when used in these Rules.

1.1.5 Applications to the Administration and certificates issued and a certificate of recognition endorsing a certificate issued by another Party, are controlled documents and must be issued in the form prescribed by the Administration's Quality Standards System.

### 1.2 Purpose

1.2.1 These Rules prescribe the requirements for compliance with the Convention and the STCW Code —

- (a) by the Administration;
- (b) by seafarers on board Cook Islands ships;
- (c) by the master or company of a Cook Islands ship
- (d) by training institutions;
- (e) by moderators, trainers, supervisors and assessors engaged in the training, assessment and certification of seafarers;
- (f) by medical practitioners;

### 1.3. STCW Convention

1.3.1 The carriage of the Convention and these Rules, (as amended from time to time), is mandatory on all Cook Islands ships to which the Convention applies. It is sufficient if the Convention and Rules are in electronic form.

### 1.4 Application

1.4.1 These Rules apply to —

- (a) a Cook Islands seafarer;
- (b) a master of a Cook Islands ship;
- (c) a Cook Islands ship;



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- (d) a company;
- (e) a training institution;
- (f) a medical practitioner; and
- (g) the Administration.

1.4.2 For the avoidance of doubt, these Rules, including the control procedures under Part 2, the provisions of the Convention and the STCW Code apply to—

- (a) all foreign ships in Cook Islands territorial waters;
- (b) a company and masters of such ships; and seafarers employed on such ships.

1.4.3 These rules do not apply to seafarers serving on board-

- (a) A Government vessel (as defined in section 2 of the Act), a warship (as defined in section 2 of the Act) of another Party and a ship owned or operated by another Party if the ship is being used by that Party for wholly governmental (but not including commercial) purposes;
- (b) fishing vessels;
- (c) pleasure yachts not engaged in trade, as defined in SOLAS; or
- (d) wooden ships of primitive build.

### 1.5 Obligations under the Convention and STCW Code

1.5.1 All persons exercising or performing functions, duties or powers conferred or imposed by or under the Act or these Rules must act in a manner consistent with the obligations of the Cook Islands under the Convention and the STCW Code.

## Part Two

### 2.0 Control and Procedures

- 2.1 A ship is subject to Cook Islands port state control, in accordance with the control procedures described in sections 37 and 38 of the Act and Regulation I/4 of the Convention by a duly appointed port state control officer.
- 2.2 Every master, mate, chief engineer, engineer, electro technical officer and radio officer and every person who forms part of the deck or engineering watch on a ship not registered in Cook Islands but operating within Cook Islands waters



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shall hold the necessary Certificate of Competency and Certificate of Proficiency or hold an appropriate dispensation issued by the flag state for a ship of that tonnage and propulsion power and for the voyage on which it is engaged.

- 2.3 If a ship is subjected to port state control under Article X of the Convention, inspection is limited to—
- (a) the requirements of Regulation I/4 paragraph 1.1 of the Convention;
  - (b) the requirements of Regulation I/4 paragraph 1.2 of the Convention;
  - (c) the requirements of Regulation I/4 paragraph 1.3 of the Convention.
- 2.4 In verifying the certification of a seafarer under Regulation I/4 of the Convention such certificates must be accepted unless, there are clear grounds to believe that a certificate has been fraudulently obtained or that the holder of a certificate is not the holder of a certificate to whom that certificate was originally issued in which event, the port state control officer must assess that competence of the seafarer in accordance with A-I/4 of the STCW Code.
- 2.5 A port state control officer may only detain a ship if the deficiencies are deemed to pose a danger to persons, property or the environment as set out in Regulation I/4 paragraph 2 of the Convention.
- 2.6 If a ship is detained then, written notice must be given and the reasons therefore, to —
- (a) the master;
  - (b) the flag state administration; and
  - (c) the Secretary General of the IMO.
- 2.7 A ship must remain detained until deficiencies are corrected to the extent that the ship no longer poses a danger to persons, property or the environment.
- 2.8 When exercising control under this rule, a port state control officer must make all possible efforts to avoid the ship being unduly detained or delayed.

### Part Three

#### 3.0 Responsibilities of Companies and Others

##### 3.1 Responsibilities of Companies

- 3.1.1 A company must comply with these Rules, Regulation I/14 of the Convention and A-I/14 of the STCW Code when employing seafarers for service aboard a ship.



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- 3.1.2 A company must provide a written safety familiarization training program to the master setting out procedures for all newly employed seafarers to familiarize themselves with—
- (a) the ship's environment;
  - (b) emergency duties and muster stations including boat stations;
  - (c) all emergency equipment, their operation and location;
  - (d) fire appliances and fire alarm systems;
  - (e) emergency alarms;
  - (f) operation of watertight doors;
  - (g) all emergency escapes and exits.
- 3.1.3 The procedures referred to in sub-rule 3.1.2 must allocate a reasonable time so that immediately upon joining a ship, a new employee is familiarized with the ship's layout, emergency equipment and his or her emergency duties.
- 3.1.4 A company must provide written instructions to the master setting out the policies and procedures to be followed to ensure that all seafarers on board the ship are given a reasonable opportunity to ensure they are familiar with—
- (a) the shipboard equipment and operating procedures; and
  - (b) any other arrangements needed for the proper performance of their duties before being assigned to those duties.
- 3.1.5 The policies and procedures referred to in sub-rule 3.1.4 must—
- (a) allocate a reasonable period of time during which each seafarer will have an opportunity to become familiar with —
    - (i) the specific equipment the seafarer will be operating; and
    - (ii) ship-specific watchkeeping, safety, security, environmental protection and emergency procedures and arrangements the seafarer needs to know to perform the assigned duties properly;
  - (b) designate a knowledgeable seafarer who is responsible for ensuring that an opportunity is provided for each seafarer to receive essential information in a language the seafarer understands; and
  - (c) ensure that—
    - (i) seafarers are free from fatigue
    - (ii) rest periods are observed;
    - (iii) watch rosters are posted in accordance with the watchkeeping arrangements specified under Part 4; and



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- (iv) the rosters are readily available for inspection by Port State Control.
- 3.1.6 A company shall provide ship-specific introductory programs aimed at assisting newly employed seafarers to familiarize themselves with all procedures and equipment relating to their area of responsibility.
- 3.1.7 A company must enter into a seafarer employment agreement with each seafarer. This employment agreement must be contained in the Articles of Agreement to be signed by or on behalf of the company and the seafarer.
- 3.1.8 The Articles of Agreement under sub-rule 3.1.7 must—
- (a) contain the bio-data of the seafarer required by the Convention;
  - (b) specify the date on which the seafarer was engaged and in what capacity, the seafarer's certificate, the nature of the voyage and the date of the seafarer's discharge as required by the Maritime Labour Convention 2006.
- 3.1.9 A company must provide policies and procedures preventing alcohol abuse by seafarers on board ships.
- 3.1.10 Notwithstanding sub-rule 3.1.9 an alcohol limit of not greater than 0.05 per cent blood alcohol level (BAC) or 0.25 mg/l alcohol in the breath may be permitted for masters, officers and other seafarers while performing designated safety, security and marine environmental duties.
- 3.1.11 A company must ensure that seafarers assigned to any of their ships have received refresher and updating training as required by the Convention and these Rules.
- 3.1.12 A company must ensure that at all times on board their ship there is effective communication in accordance with Chapter V of the Convention and section A-V of the Code.
- 3.1.13 A company must ensure that masters, officers and other personnel assigned specific duties and responsibilities on board a ship have completed familiarization training to attain the abilities that are appropriate to the capacity to be filled and duties and responsibilities to be performed, taking into account the guidance given in section B-I/14 of the STCW Code.
- 3.2 Responsibilities of Companies and Masters**
- 3.2.1 A company and master of a ship must each ensure that as far as practicable—
- (a) all seafarers employed on the ship are duly certificated;
  - (b) the ship is manned in compliance with the applicable safe manning requirements prescribed in Part 5;
  - (c) documentation and data relevant to all seafarers employed on the ship are maintained on board the ship and readily accessible and include,



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without being limited to documentation and data on their experience, training, medical fitness and competency in assigned duties;

- (d) all seafarers employed on the ship are familiar with their specific duties and with all ship arrangements, installations, equipment, procedures and ship characteristics relevant to their routine or emergency duties;
- (e) the ship's complement can effectively co-ordinate their activities in an emergency situation and in performing functions vital to safety or to the prevention or mitigation of pollution; and
- (f) The company and the master of a ship to whom these Rules apply must each ensure that every seafarer can make a knowledgeable and informed contribution to the safe operation of the ship.

3.2.2 The date of engagement and discharge of every seafarer on a ship, and particulars of the ship (gross tonnage and the main propulsion power in kilowatts) must be recorded by the company or master in the seafarer's employment and training record book.

### 3.3 Responsibilities of Masters

3.3.1 A master must take all steps necessary to implement any company instructions, programmes and procedures issued in accordance with Part 8 including—

- (a) identifying all seafarers who are newly employed on board the ship before they are assigned to any duties;
- (b) ensuring that all newly employed seafarers have satisfactorily completed a safety familiarisation training program with an assigned officer which should be signed off by the seafarer and assigned officer;
- (c) providing the opportunity for all newly arrived seafarers to—
  - (i) visit the spaces, in which their primary duties are to be performed;
  - (ii) get acquainted with the location, controls and display features of equipment they will be operating or using;
  - (iii) activate the equipment when possible and perform functions using the controls on the equipment; and
  - (iv) observe and ask questions of someone who is already familiar with the equipment, procedures and other arrangements, and who can communicate information in a language which the seafarer understands; and
- (d) providing for a suitable period of supervision when there is any doubt that a newly employed seafarer is unfamiliar with the shipboard equipment, operating procedures and other arrangements needed for the proper performance of his or her duties.



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- 3.3.2 The master of a ship must keep on board the ship for the duration of the voyage the employment contract between the company and every seafarer on board the ship.
- 3.3.3 The master must sign the employment contract on behalf of the company and the seafarer must ensure he or she fully understands the provisions of the employment contract before appending his or her signature or mark.
- 3.3.4 The master of a ship is responsible for ensuring that alcohol consumption on board the ship by the crew does not exceed the alcohol limit specified in rule 3.1.10.
- 3.3 Responsibilities of Seafarers**
- 3.3.1 A seafarer assigned to a ship must take full advantage of every opportunity provided to become familiar with the shipboard equipment, operating procedures, and other arrangements needed for the proper performance of his or her duties.
- 3.3.2 Immediately upon arriving on board a ship for the first time, a seafarer has the responsibility of becoming familiar with his or her emergency duties, muster station, ship's fire and alarm system including the ship's emergency equipment, its location and operation.
- 3.3.3 A seafarer has the responsibility to become acquainted with the ship's working environment, particularly with respect to new unfamiliar equipment, procedures or arrangements.
- 3.3.4 A seafarer who does not promptly attain the level of familiarity required for performing his or her duties must bring this fact to the attention of his or her supervisor.
- 3.3.5 A seafarer has the responsibility of ensuring that he or she does not consume alcohol above the limit specified in rule 3.1.10.

## Part Four

### 4.0 Watchkeeping of Ships

#### 4.1 Watchkeeping Arrangements

- 4.1.1 The company, master, chief engineer officer and all watchkeeping personnel on board a ship must observe the requirements, principles and guidelines set out in Regulation VIII of the Convention and A-VIII of the STCW Code to ensure that a safe watch is maintained at all times.
- 4.1.2 The master of a ship must ensure that watchkeeping arrangements are adequate to maintain a safe navigational watch while the ship is at sea, taking into account the watchkeeping arrangements and principles to be observed under Section A-



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VIII/2 of the STCW Code, and having due regard to the guidance contained in Section B-VIII/2 of the STCW Code.

- 4.1.3 In carrying out watchkeeping duties-
- (a) the officer in charge of a navigational watch is responsible for the safe navigation of the ship and must be physically present on the bridge or associated location during his or her period of duty;
  - (b) the officer in charge of a navigational watch or a radio operator is responsible for maintaining continuous radio watch on appropriate frequencies during his or her period of duty;
  - (c) officers in charge of cargo watch with responsibility for the planning and conduct of cargo operations shall ensure that such operations are conducted safely through the control of the specific risks including when non-ship's personnel are involved;
  - (d) an officer shall at all times maintain responsibility for safe anchor watches and if a master considers it necessary, a continuous navigation watch shall be maintained while the ship is at anchor or moored; and
  - (e) a proper look-out shall be maintained at all times.
- 4.1.4 The chief engineer shall ensure that the composition of the engineering watch must, at all times, be adequate to ensure the safe operation of all machinery affecting the operation of the ship, in either automated or manual mode, and be appropriate to the prevailing circumstances and conditions.
- 4.1.5 The chief engineer or the officer in charge of the engineering watch, shall be responsible at all times for the safe and efficient operation and upkeep of machinery affecting the safety of the ship and is responsible for any inspection, operation and testing of all machinery and equipment under the responsibility of the engineering watch.
- 4.1.6 The master shall ensure that appropriate and effective watches must be maintained for the purpose of safety and security at all times—
- (a) when the ship is at anchor, moored or alongside a berth; and
  - (b) when the ship is carrying hazardous cargo.
- 4.2 Watch Schedules**
- 4.2.1 The company and the master shall ensure that a watch schedule is—
- (a) posted where it is easily accessible to the crew; and
  - (b) established in a standardised format in the working language or languages of the ship and in English; and



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- (c) available for inspection at all reasonable times by the Administration, flag state inspector or a port state control officer.
- 4.2.2 The master shall ensure that any deviation from the planned watch schedule that occurs is recorded on the watch schedule that is required to be retained on board by rule 4.2.3.
- 4.2.3 The company and the master shall ensure that watch schedules and a daily record of actual watchkeeping hours of all watchkeeping crew are kept and retained on board for a period of three (3) years from the date of the schedule and made available to the Administration, flag state inspector or port state control officer on request.
- 4.3 Fitness for Duty**
- 4.3.1 The system of watches aboard a ship shall be so arranged and duties so organised that—
- (a) the efficiency of all personnel with watchkeeping duties is not impaired by fatigue; and
- (b) the first watch at the commencement of a voyage and subsequent relieving watches are sufficiently rested and otherwise fit for duty.
- 4.3.2 The company and master shall establish and implement procedures in respect of the ship's crew taking into account, the requirement in rule 4.3.1 to ensure that all crew are fit for duty when keeping a watch.
- 4.3.3 The crew of a ship shall ensure, taking into account the requirement in rule 4.3.2 that they are fit for duty at all times when keeping a watch.
- 4.4 Fatigue**
- 4.4.1 When the company or the master establishes and implements procedures for ensuring a seafarer's fitness for duty, they shall take into account that—
- (a) the level of alertness of a person keeping a navigational or engine room watch may be affected by fatigue; and
- (b) whenever alertness is affected by fatigue, performance can be impaired.
- 4.4.2 When considering his or her fitness for duty, a seafarer shall take into account—
- (a) the signs, symptoms, and effects of fatigue;
- (b) the fatigue affects alertness; and
- (c) that the performance of any person whose alertness is affected by fatigue can be impaired.

**4.5 Hours of Rest**



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- 4.5.1 A company and master must ensure that each person who is assigned duty as officer in charge of a watch or as a rating forming part of a watch and those whose duties involve designated safety, prevention of pollution, and security duties are provided with a minimum of—
- (a) 10 hours of rest in any 24 hour period; and
  - (b) seventy-seven hours of rest in any seven-day period.
- 4.5.2 The company and the master must ensure that the hours of rest required by sub-rule (1) are divided into no more than two periods, one of which is at least six hours in length, the other at least one hour in length. The interval between consecutive periods of rest shall not exceed 14 hours.
- 4.5.3 The rest period requirements prescribed by rules 4.5.1 and 4.5.2 need not be maintained in the case of emergency, or of other essential on board work that for safety or environmental reasons cannot be delayed, or that could not reasonably have been anticipated at the commencement of the voyage.
- 4.5.4 The hours of rest required by rules 4.5.1 and 4.5.2 may be reduced in exceptional circumstances, provided that—
- (a) not less than 70 hours of rest are provided in each seven-day period;
  - (b) which do not extend for more than two consecutive seven-day periods; and
  - (c) the duration of the interval between any two periods are at least twice the duration of the exception.
- 4.5.5 The master must ensure that an adequate compensatory rest period is provided to a seafarer working on call such as when a machinery space is unattended, if the rest period requirements prescribed by rules 4.5.1 and 4.5.2 are disturbed by call-outs to work.
- 4.5.6 The master must ensure—
- (a) that records of the daily hours of rest are taken in accordance with sub-rules (1) and (2) are kept and maintained —
    - (i) in a standardized format
    - (ii) in the working language or languages of the ship and in English; and
    - (iii) to allow monitoring and verification of compliance with the requirements of this Rule;



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- (b) that each seafarer –
  - (i) receives a copy of his or her records that is signed and dated by the master or a person authorised by the master to do so; and
  - (ii) signs and dates that copy.
- 4.5.7 Nothing in this rule impairs the right of the master of a ship to suspend schedule hours of rest and require a seafarer to perform any hours of work necessary for—
  - (a) the immediate safety of the ship, persons on board, or the cargo; or
  - (b) the purpose of giving assistance to other ships or persons in distress at sea.
- 4.5.8 As soon as practicable after the normal situation has been restored under rule 4.5.7 the master must ensure that seafarers who have performed work in a scheduled rest period are provided with an adequate period of rest.
- 4.5.9 The master must ensure that any musters, firefighting drills, lifeboat drills, and other emergency drills required by the Maritime (SOLAS) Rules 2014 are conducted in a manner that minimises the disturbance of rest periods and does not induce fatigue.
- 4.6 Alcohol and Drug Abuse**
- 4.6.1 A Master, an officer and other seafarer shall comply with a company's alcohol policy.
- 4.6.2 Masters shall ensure that seafarers found to be under the influence of drugs or alcohol should not be permitted to perform watchkeeping duties or duties that involve designated safety, prevention of pollution and security duties, until they are no longer impaired in their ability to perform those duties.
- 4.6.3 A company must establish an alcohol policy for its ships.

## Part Five

### 5 Manning of Ships

#### 5.1 Manning

- 5.1.1 The Administration must determine the number of seafarers and classes of certificates for necessary safe manning of ships in accordance with SOLAS Chapter V Regulation 14.
- 5.1.2 In addition to the certificates required under rule 5.1.1 every ship must have persons holding certificates of proficiency –
  - (a) as set out in Part 6 of these Rules;



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(b) as may be determined by the Administration.

5.1.3 The Administration must determine the number of seafarers and classes of certificates for the safe manning of ships laid up and securely moored.

5.1.4 A ship must be manned in accordance with the safe manning certificate issued to the ship by the Administration.

### **5.2 Duties of Companies and Masters with Respect to Manning of Ships**

5.2.1 A company and master must only operate a ship with the number of crew holding relevant certificates determined by the minimum safe manning requirements of the ship.

5.2.2 When determining the minimum safe manning of a ship, due consideration must be given to the following factors to ensure sufficient crew for—

- (a) maintaining safe navigational, engineering and radio watches and the maintenance of general surveillance of the ship;
- (b) mooring and unmooring the ship safely;
- (c) managing the safety functions of the ship when employed in a stationary or near-stationary mode at sea;
- (d) performing operations, as appropriate, for the prevention of damage to the marine environment;
- (e) maintain the safety arrangements and the cleanliness of all accessible spaces to minimize the risk of fire;
- (f) providing for medical care on board the ship;
- (g) ensuring safe carriage of passengers and cargo during transit;
- (h) conducting all stages of the ship's operation safely;
- (i) inspecting and maintaining, as appropriate, the structural integrity of the ship;
- (j) operating all watertight closing arrangements and maintaining them in an effective condition and also deploy a competent damage control party;
- (k) operating all onboard fire-fighting and emergency equipment and lifesaving appliances, carry out maintenance of such equipment as is necessary at sea, and mustering and disembarking all persons on board;



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- (l) operating the main propulsion and auxiliary machinery and maintain them in a safe condition to enable the ship to overcome the foreseeable perils of the voyage; and
  - (m) supplying provisions for and prepare nutritious meals on board the ship.
- 5.2.3 A company and the master when applying for or submitting a proposal for a minimum safe manning certificate, must take into account the requirements of rule 5.2.2 and any maritime rule covering—
- (a) watchkeeping;
  - (b) fitness for duty;
  - (c) safety management;
  - (d) qualifications of seafarers;
  - (e) specialized training requirements for particular types of ships;
  - (f) the need to provide training opportunities for entrant seafarers and cadets to allow them to gain the knowledge and experience needed;
  - (g) occupational health, including hygiene; and
  - (h) crew accommodation.
- 5.2.4 A company and master shall monitor on an on-going basis, the effectiveness of the crewing carried in accordance to rule 5.2.1 in order to ensure compliance with rule 5.2.2.
- 5.2.5 A company shall apply or may submit a proposal to the Administration for safe manning certificate at the following times—
- (a) during the registration of a ship;
  - (b) revalidation of a safe manning certificate;
  - (c) if the ship undergoes a change in trading area, construction, machinery, equipment, operation, or maintenance, which may affect the minimum safe crewing level;
  - (d) if monitoring conducted in accordance with rule 5.2.4 indicates that a change is necessary.
- 5.3 Duties of Seafarers with Respect to Manning of Ships**
- 5.3.1 No person may act in a crew position listed in the minimum safe manning certificate unless that person holds a current certificate required for that position.



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### Part Six

#### 6.0 Training and Certification of Seafarers

##### 6.1 Audit and Approval of Training Institutions

6.1.1 The Administration may approve a training institution for the purpose of training and assessment of seafarers if the Administration is satisfied that, after an initial audit –

- (a) the institution is compliant with relevant provisions of the Convention, the STCW Code and these Rules;
- (b) the institution's Quality Standard System includes all prerequisites, processes, procedures, forms and records to meet the standards in Part 10;
- (c) the institutions' facilities, equipment and learning resources necessary for the training and assessment of seafarers are available;
- (d) the institution has provided electronic copies of course material for each training course/programme and which have been approved by the Administration.

6.1.2 The Administration may approve a course programme if the program meets the specified standards, including, but not limited to, -

- (a) timetables;
- (b) teaching plans;
- (c) qualifications, industrial experience and teaching experience required of training instructors, supervisors and assessors;
- (d) qualification and certification of training of trainers for all instructors, supervisors and assessors;
- (e) qualification and certification of simulator base training for all instructors, supervisors and assessors;
- (f) course materials and notes for candidates which must be at least equivalent to the maritime training syllabus set out in Schedule 1 for each particular course;
- (g) candidate learning outcomes;
- (h) contracts with any off-site training contractors;
- (i) examination rules to be observed during examinations and practical assessments, including rules to prevent cheating and to prevent the disturbance of candidates; and



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- (j) any other documentation considered relevant by the Administration.
- 6.1.3 The Administration may approve a structured training programme if, the structured training programme meets the specified standards set out in rule 6.1.2, including, but not limited to,
- (a) qualifications and industry skill and knowledge required of assessors;
  - (b) candidate learning outcomes;
  - (c) training resources to be employed;
  - (d) procedures for keeping assessors up to date with changes in relevant legislation;
  - (e) any unit standards, observation records or assessment guides to be used in the programme;
  - (f) evidence that the training has been formally agreed between the trainer and the trainee, and if appropriate, the trainee's employer; and
  - (g) any other documentation considered relevant by the Administration.
- 6.1.4 A certificate of approval granted under rules 6.1.1 and 6.1.2 may be granted subject to conditions and is valid for a period not exceeding 5 years from the date of approval.
- 6.1.5 The Administration may conduct further audits to determine if the applicable approval criteria under rules 6.1.1, 6.1.2 and 6.1.3 have been complied with.
- 6.1.6 The audits required under rules 6.1.1, and 6.1.5 must-
- (a) be based on the standard of Regulation 1/8 of the Convention regardless of the standard of the training institution's Quality Standard System;
  - (b) be carried out by maritime auditors employed by the Administration;
  - (c) check sufficient documentation to ensure that the Quality Standard System complies with Part 10 of these Rules;
  - (d) check the facilities, equipment and teaching resources provided by the training institution to verify that the facilities, equipment and learning resources are adequate for the purpose of training and examining candidates.
- 6.2 Training Standards**
- 6.2.1 The training and assessment of competence of seafarers must be administered, supervised and monitored in accordance with the provisions of Regulation I/6 of the Convention and Section A-I/ 6 of the STCW Code.



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- 6.2.2 Every person responsible for the training and assessment of competence of seafarers must be appropriately qualified in accordance with the provisions of Section A-1/6 of the STCW Code for the type and level of training or assessment involved.
- 6.2.3 Training programmes provided for seafarers by a training institution must be equivalent to the standards specified in Schedule 1 (“Maritime Training Syllabus”) and must be conducted in accordance with the provisions of the Convention and to the standards required by the STCW Code.
- 6.2.4 The assessment of competence of seafarers by training institutions must be in accordance with the provisions of the Convention, the standards specified in the relevant sections of the STCW Code and these Rules.
- 6.2.5 Curricula developed for each training programme offered by a training institution must –
- (a) be continuously reviewed so as to include:
    - (i) amendments to the STCW Code and other relevant instruments;
    - (ii) updates to the IMO model course; and
    - (iii) industry developments,
  - (b) be reviewed in consultation with and approved by the Administration.
- 6.2.6 The training and assessment of seafarers must be carried out in the English language.
- 6.2.7 The Administration may set out standards and procedures for —
- (a) course outlines, detailed curricula and methods of assessment;
  - (b) application for certificates;
  - (c) calculation of sea service and determination of prerequisite;
  - (d) conduct of written examinations;
  - (e) determination of pass marks;
  - (f) re-sitting written examinations;
  - (g) oral exams and re-sitting of oral exams;
  - (h) moderation and assessment of exam papers;
  - (i) any other associated requirements that it deems necessary from time to time.



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- 6.2.8 All Officers in charge of a navigational watch serving on board ships of > 500 Gross Tons must hold a valid Certificate of Competency issued under the requirements of Regulations II/1 of the Convention and A-II/1 of the STCW Code including bridge resource management.
- 6.2.9 All Masters and Chief Mates serving on board ships of > 500 Gross Tons must hold a valid Certificate of Competency issued under the requirements of Regulation II/2 of the Convention and A-II/2 of the STCW Code and, -
- (a) for ships >3,000 gross tonnage, II/2 1 and 2;
  - (b) for ships between 500 and 3,000 gross tonnage, II/2 3 and 4.
- 6.2.10 All Officers in charge of a navigational watch and masters serving on board ships of < 500 Gross Tons on near coastal voyages must hold a valid Certificate of Competency issued under the requirements of Regulations II/3 of the Convention and A-II/3 of the STCW Code.
- 6.2.11 If the Administration considers that a ships size and the conditions of its voyage are such as to render the application of the full requirements of Regulation II/3 of the Convention and Section A-II/3 of the STCW Code unreasonable or impracticable, it may to that extent exempt the master and the officer in charge of a navigational watch on such a ship or class of ships from some of the requirements, bearing in mind the safety of all ships which may be operating in the same waters.
- 6.2.12 All Officers in charge of a navigational watch serving on board ships of < 500 Gross Tons not engaged on near coastal voyages must hold a valid Certificate of Competency issued under the requirements of Regulations II/1 or II/2 of the Convention and A-II/1 or A-II/2 of the STCW Code.
- 6.2.13 All Masters serving on board ships of < 500 Gross Tons not engaged on near coastal voyages must hold a valid Certificate of Competency issued under the requirements of Regulation II/2 paragraphs 3 and 4 of the Convention and A-II/2 of the STCW Code.
- 6.2.14 All Radio Operators serving on board ships operating in the A3 or A4 radio area must hold a valid Certificate of Competency issued under the requirements of Regulation IV/2 of the Convention and A-IV/2 of the STCW Code.
- 6.2.15 All Officers in charge of an engineering watch in a manned engine-room or designated duty engineers in a periodically unmanned engine-room must hold a valid Certificate of Competency issued under the requirements of Regulations III/1, of the Convention and A-III/1 of the STCW Code including engine room resource management and high voltage installations.
- 6.2.16 All Chief Engineer officers and second engineer officers on ships powered by main propulsion power of 3,000 kW or more must hold a valid Certificate of



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Competency issued under the requirements of Regulation III/2 of the Convention and A-III/2 of the STCW Code.

- 6.2.17 All chief engineer officers and second engineer officers on ships powered by main propulsion machinery of between 750 kW and 3,000 kW propulsion power must hold a valid Certificate of Competency issued under the requirement of Regulation III/3 of the Convention and A-III/3 of the STCW Code.
- 6.2.18 All Deck and Engine ratings serving on board ships > 500 Gross Tons must hold valid Certificates of Competency issued under Regulations II/4 or II/5 and III/4 or III/5 of the Convention and A-II/4 or A-II/5 and A-III/4 or A-III/5 of the STCW Code.
- 6.2.19 All electro-technical officers serving on board ships of > 500 gross tons must hold a valid Certificate of Competency issued under the requirements of Regulation III/6 of the Convention and A-III/6 of the STCW Code.
- 6.2.20 All electro-technical ratings serving on board ships of > 500 Gross Tons must hold a valid Certificate of Competency issued under the requirements of Regulation III/7 of the Convention and A-III/7 of the STCW Code.

### 6.3 Moderation

- 6.3.1 A training institution must not conduct a written examination for a certificate unless the Administration-
- (a) has been provided with a copy of the examination paper and model answers for the paper to be moderated and approved by the Nautical Moderator and the Engineer Moderator; and
  - (b) the Nautical Moderator and the Engineer Moderator have verified that –
    - (i) the examination paper satisfactorily tests the candidate's knowledge of the curricula approved by the Administration;
    - (ii) each question is allocated marks relative to its difficulty with breakdown of marks provided; and
    - (iii) the model answers provided are accurate.
- 6.3.2 Written exam papers including re-sit exam papers must be submitted to the Nautical Moderator and the Engineer Moderator for moderation 42 days prior to the date of the exam.

### 6.4 Conduct of Exams

- 6.4.1 The training institution must ensure that every candidate is made aware of the rules to be observed during an examination.



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- 6.4.2 A candidate for an examination must observe the rules required by the training institution.
- 6.4.3 The Administration may refuse to issue a certificate to a candidate who violates the rules required by the training institution to be observed.
- 6.4.4 A candidate who fails to attend an examination at the time appointed by the training institution will be considered to have failed that examination unless he or she produces a medical certificate or other evidence satisfactory to the examiner of his or her inability to attend.
- 6.5 Examinations**
- 6.5.1 A training institution intending to examine any candidate for a certificate must give the Administration 42 days notice of the date, time and place of the written examination.
- 6.5.2 A training institution must ensure that written examinations required for the issue of certificates of competency—
- (a) are taken in the order which requires a prior competency to be successfully demonstrated before demonstrating a subsequent competency;
  - (b) have a duration;
  - (c) have pass marks and overall marks; and
  - (d) approved by the Nautical Moderator and the Engineer Moderator under rule 6.3.1.
- 6.5.3 A person shall not mark a written examination required for the issue of a certificate unless he or she is authorised by the training institution to act as an examiner for that course.
- 6.5.4 A examiner must award marks for written examinations against an absolute standard or with scaling approved by the Nautical Moderator or Engineer Moderator.
- 6.5.5 A pass in written examinations for approved curricula shall be valid for a period of 5 years for both the marine engineering and nautical certificates of competency.
- 6.5.6 Any candidate who fails a written examination may re-sit that examination after one month has passed from the date of the failed examination.
- 6.5.7 A candidate who has failed 3 consecutive written exams shall not be allowed to continue to re-sit the written exams unless approved by the Administration.

**6.6 Examination Results**



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- 6.6.1 A training institution that examines a candidate for a certificate must, as soon as possible after the conclusion of the written examination forward the candidates examination papers, marks and results to the Administration for assessment by the Nautical Moderator or Engineer Moderator;
- 6.6.2 A training institution must submit to the Administration an Assessment Result Form for a Certificate of Competency or Certificate of Proficiency for each student who has satisfactorily completed each module in the course structure of the training programme.
- 6.6.3 A training institution may issue certificates of attendance attesting to the satisfactory completion of short courses listed in the STCW Code A-V and A-VI.
- 6.6.4 A training institution must maintain a record of identity, attendance and results of assessments of all students for whom Assessment Result Forms are issued.
- 6.7 Training Instructors, Supervisors and Assessors**
- 6.7.1 A training institution must only employ instructors, supervisors and assessors that are appropriately qualified and experienced for the particular types and levels of training or assessment of competence of seafarers, as required under the Convention.
- 6.7.2 A training institution must ensure that its training instructors, supervisors and assessors-
- (a) have an appreciation of the training programme and an understanding of the specific training objectives for the particular type of training being conducted;
  - (b) are qualified in the task for which training is being conducted;
  - (c) have successfully completed a 'train the trainers' course at a training or other institution that provides such courses;
  - (d) training instructors, supervisors or assessors using a simulator must have received an appropriate guidance in instructional techniques and assessment methods and practice involving the use of simulators;
  - (e) have gained practical operational experience on the particular type of simulator being used and practical assessment experience; and
  - (f) 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.

**6.8 Moderators**



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6.8.1 For the purposes of Rules 6.3 and 6.5, the Administration must appoint an appropriately qualified Nautical Moderator and an Engineer Moderator.

### 6.9 Issue of Certificates

6.9.1 A Certificate of Competency and a Certificate of Proficiency must only be issued by the Administration following verification of the authenticity and validity of necessary documentary evidence as required by the Convention, the STCW Code and these Rules.

6.9.2 Candidates for certificates shall provide satisfactory proof of—

- (a) their identity and age;
- (b) their medical fitness, in accordance with Part 9;
- (c) completion of sea-going service, training or re-training;
- (d) completion of approved course; and
- (e) any other requirements of the Administration.

6.9.3 Where a seafarer applies for a certificate, the pre-requisites and standards of which are prescribed in the Convention or the STCW Code, that seafarer shall only be issued with a certificate if found to be duly qualified under the provisions of Article VI and Regulation 1/2 of the Convention and A-II to A-VII of the Code.

6.9.4 The certificates issued under rule 6.9.1 will be in a format similar to that set out in Section A-I/2 of the STCW Code and must be in the English language.

6.9.5 If the holder of a certificate needs to wear a visual aid to meet the required medical standards, the fact shall be recorded on the certificate.

### 6.10 Recognition of Certificates

6.10.1 A certificate issued by the administration of another Party and which may be endorsed may be recognised by the Administration, if-

- (a) the Administration is satisfied that the Party, meets the provisions in respect of standards of competence, training and certification and quality standards in accordance with Regulation I/10 of the Convention; and
- (b) the certificate complies with the Convention and the STCW Code; and
- (c) the certificate is appropriate to the duties to be performed by the holder on the ship on which the holder intends to serve; and
- (d) the certificate is valid under the Convention for the ship and for the voyage on which the ship is engaged.

6.10.2 If the Administration has entered into an agreement with another Party for the mutual recognition of seafarer certification under Regulation I/10, the



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Administration must promptly notify the other Party of any significant change in the arrangements for the training and certification of seafarers, in compliance with the Convention.

- 6.10.3 A seafarer who applies for the recognition of a certificate issued under Regulation II/2, III/2 or III/3 or VII/1 of the Convention must, for the purposes of having appropriate knowledge, be provided with Cook Islands' maritime legislation particular to the ship and its area of operation and relevant to the functions the seafarer is permitted to perform by the certificate he or she holds.
- 6.10.4 The Administration may, under the provisions of Regulation 1/10 paragraph 5 of the Convention, if circumstances require, issue a letter of acknowledgement that an application for recognition by endorsement has been submitted, permitting a seafarer to serve on a Cook Islands ship for a period not exceeding 3 months while holding an appropriate and valid certificate issued and endorsed by another Party, pending its endorsement by the Administration, for service on Cook Islands ships.
- 6.10.5 Certificates and endorsements issued by the Administration under the provisions of Regulation 1/10 in recognition of, or attesting the recognition of, a certificate issued by another Party shall not be used as the basis for further recognition by another administration.
- 6.10.6 Certificates issued by or under the authority of a non-Party shall not be recognized.
- 6.10.7 The Administration must report to the IMO any agreements referred to in rule 6.10.2 and the manner in which Cook Islands maritime legislation is communicated to a seafarer under rule 6.10.3.

### **6.11 Endorsements**

- 6.11.1 Where recognition by endorsement is requested of a certificate, the administration will only issue an endorsement –
- (a) if the requirements of Regulation 1/2 and 1/10 of the Convention and rule 6.9 have been complied with; and
  - (b) following verification of the authenticity and validity of any necessary documentary evidence.
- 6.11.2 Only the Administration may grant an application under rule 6.11.1 and endorse such certificate to attest its recognition and-
- (c) in the case of a certificate issued by the Administration the form of the endorsement is set out in paragraph 1 of section A-1/2 of the STCW Code;



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- (b) in the case of a certificate issued by another Party, the form of the endorsement is set out in paragraph 2 of section A-1/2 of the STCW Code;
  - (c) in the case of a certificate of proficiency issued to masters and officers in accordance with regulations V/1-1 and V/1-2 of the Convention, the form of endorsement is set out in paragraph 3 of section A-1/2 of the STCW Code.
- 6.11.3 The Administration may endorse a certificate not issued in accordance with the STCW Convention or Code if the requirements of rules 6.11.4, 6.11.5, 6.11.6 and 6.11.7 are satisfied.
- 6.11.4 The endorsements referred to in rules 6.11.2 and 6.11.3 must be in the English language and —
- (a) be issued as separate documents;
  - (b) be assigned a unique number; and
  - (c) expire as soon as the certificate being endorsed expires or is withdrawn, suspended or cancelled by the Party that issued it and, in any case, not more than 5 years after the date of issue.
- 6.11.5 The capacity in which the holder of a certificate is authorised to serve shall be identified in the form of endorsement in terms identical to those used in the applicable safe manning certificate issued by the Administration.
- 6.11.6 A seafarer applying to have his or her certificate recognised by endorsement must provide satisfactory proof of—
- (a) their identity and age;
  - (b) their medical fitness, in accordance with Part 9,
  - (c) sea-going service, training or re-training;
  - (d) completion of approved courses;
  - (e) any other requirements of the Administration.
- 6.11.7 If the holder of a certificate needs to wear a visual aid to meet the required medical standards, the fact shall be recorded on the endorsement certificate.

### 6.12 Revalidation of Certificates



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- 6.12.1 Every seafarer holding a certificate issued or recognised under these Rules must, in order to qualify for seagoing service, hold a valid Certificate of Medical Fitness and be required at intervals not exceeding 5 years to establish continued professional competence in accordance with Section A-I/11 of the STCW Code.
- 6.12.2 A seafarer holding a qualification issued in accordance with the requirements of Regulations VI/1, VI/2, and VI/3 of the Convention shall be required to demonstrate competence in accordance with the relevant requirements of Sections A-VI/1-1, A-VI/1-2, A-VI/2, and A-VI/3, of the STCW Code, at intervals not exceeding 5 years.
- 6.12.3 The Administration may revalidate a seafarer's certificate for a period not exceeding 5 years, if the seafarer seeking revalidation produces evidence to the Administration that the seafarer has—
- (a) approved seagoing service, performing functions appropriate to the certificate held, for a period of at least one year in total during the preceding 5 years;
  - (b) approved seagoing service, performing functions appropriate to the certificate held, for a period of three months in total during the preceding six months immediately prior to revalidating;
  - (c) performed functions or service considered to be equivalent to the seagoing service required under subparagraph 6.12.3 (a) such as marine surveyors and Nautical/Engineer Moderators; or
  - (d) one of the following—
    - (i) passed an approved test which may be a written or oral exam;
    - (ii) successfully completed an approved revalidation course or courses;
    - (iii) satisfactorily completed seagoing service in an appropriate lower officer rank than that for which the certificate is held; or
    - (iv) satisfactorily completed seagoing service, performing functions appropriate to the certificate held, for a period of not less than 3 months in a supernumerary capacity;
- 6.12.4 A certificate, which has expired and has not been revalidated in accordance with these Rules is not valid for seagoing service.
- 6.12.5 A Certificate of Competency may be revalidated within six (6) months prior to its expiry date and in such case, the certificate may be revalidated until the fifth anniversary of its validity, or extension of validity, of the certificate



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### 6.13 Dispensations

- 6.13.1 No dispensations may be issued by the Administration except in accordance with Article VIII of the Convention.
- 6.13.2 Any dispensations issued under Article VIII of the Convention will be reported to the IMO by the Administration as soon as possible after the 1st of January each year.

### 6.14 Registration of Seafarers and Certificates

- 6.14.1 The Administration must maintain an electronic register for seafarers in the English language and record in it the particulars of documents issued under these Rules, including all—
- (a) certificates issued;
  - (b) endorsements made to certificates;
  - (c) certificates suspended or cancelled;
  - (d) certificates issued by another country and recognized as valid on Cook Islands ships;
  - (e) dispensations granted under these Rules;
  - (f) certificates issued or recognized that have been revalidated under these Rules;
  - (g) certificates issued to replace those lost, damaged or expired; and
  - (h) medical certificates issued to seafarers under Part 9.
- 6.14.2 The Administration must make information from the register available to the Secretary-General of IMO, the administration of a Party, and a company, for the purposes of enabling verification of the authenticity and validity of certificates and endorsements issued by the Administration.
- 6.14.3 The Administration must ensure that the register of seafarers records the information referred to in A-I/2 paragraph 9 of the STCW Code.

## Part Seven

### 7.0 Near Coastal Voyages

#### 7.1 Near Coastal Voyages

- 7.1.1 A near coastal voyage by a ship in the Cook Islands means a voyage between one place in the Cook Islands to another place in the Cook Islands.
- 7.1.2 Seafarers on Cook Islands ships engaged in near coastal voyages as defined in rule 7.1.1 must fulfil the appropriate competency requirements of the



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Convention and these Rules applicable to seafarers on such ships not engaged in near coastal voyages.

- 7.1.3 Despite rule 7.1.2, seafarers on board a Cook Islands ship engaged in near coastal voyages in waters of another Party must comply with the requirements for near coastal voyages as defined by that Party.
- 7.1.4 Despite rule 7.1.2, the Administration may determine the standard of competence required by a seafarer on board a Cook Islands ship engaged in near coastal voyages as defined in rule 7.1.1 and the issue of certificates valid for service on such ships engaged in such voyages, bearing in mind the effect on the safety and security of all ships and on the marine environment and must also have regard to –
- (a) type of ship and the trade in which it is engaged;
  - (b) gross tonnage of the ship and the propulsion power in kW of the main machinery;
  - (c) nature and length of the voyages;
  - (d) maximum distance from a port of refuge;
  - (e) adequacy of the coverage and accuracy of navigational position-fixing devices;
  - (f) weather conditions normally prevailing in the near coastal voyages area;
  - (g) provision of shipboard and coastal communication facilities for search and rescue;
  - (h) the availability of shore-based support regarding especially technical maintenance on board.
- 7.1.5 Seafarers on board a Cook Islands ship engaged in near coastal voyages in waters off the coast of a non-Party must comply with the requirements of rule 7.1.2.

## Part Eight

### 8.0 Special Training Requirements

#### 8.1 Basic Safety Training and Safety Familiarisation

- 8.1.1 The company and master of a ship to which these Rules apply, must ensure that all seafarers joining a vessel for the first time—



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- (a) have satisfactorily completed a safety familiarisation training programme with an assigned officer which is signed off by the seafarer and assigned officer; and
  - (b) receive safety familiarisation training or instruction in accordance with STCW Code A-VI/1 and section A-VI/1 of paragraph 1;
  - (c) are given a reasonable opportunity to become familiar with the shipboard equipment, operating procedures and other arrangements needed for the proper performance of their duties; and
  - (d) can make a knowledgeable and informed contribution to the safe operation of the vessel consistent with the responsibilities in Section A-VI/1 of the STCW Code.
- 8.1.2 Before joining a ship and being assigned to any shipboard duties, every seafarer employed on a ship shall receive approved basic safety training as set out in Section A-VI/1 and Tables A-VI/1-1, A-VI/1-2, A-VI/1-3 and A-VI/1-4 of the STCW Code.
- 8.1.3 The basic safety training set out in Section A-VI/1 of the STCW Code, is issued as a Certificate of Proficiency known as the “Basic Training Safety Certificate”.
- 8.1.4 Seafarers are required to revalidate basic safety training (short courses) at intervals not exceeding five years, which includes personal survival technique, fire prevention and control and elementary first aid.
- 8.1.5 The Administration may accept on-board training and experience for certain areas of competency required for personal survival technique and firefighting as specified in Section A-VI/1 paragraph 4 of the STCW Code as amended. For this purpose, documentary evidence of on-board training that meets the required standards of competencies shall be provided to the Administration.
- 8.2 Training in Proficiency in Survival Craft and Rescue Boats**
- 8.2.1 A seafarer in the muster list of a ship must hold a Certificate of Proficiency in survival craft and rescue boats, (other than fast rescue boats), if that person is designated to, —
- (a) command or be second in command of a survival craft;
  - (b) be in charge of launching a survival craft; or
  - (c) be a member of the operating crew of a marine evacuation system.
- 8.2.2 To qualify for a Certificate of Proficiency under rule 8.2.1 a seafarer must have—
- (a) approved seagoing service of not less than 12 months within the last 5 years and have attended an approved training course; and



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- (b) achieved the standard of competence for certificates of proficiency set out in Section A-VI/2, paragraphs 1 to 4 of the STCW Code.
- 8.2.3 A candidate for a Certificate of Proficiency in fast rescue boats must—
- (a) be the holder of a Certificate of Proficiency in survival craft and rescue boats other than fast rescue boats;
  - (b) have attended an approved training course; and
  - (c) meet the standard of competence for certificates of proficiency in fast rescue boats set out in paragraphs 7-10 of Section A-VI/2, of the STCW Code.
- 8.3 Mandatory Minimum Requirements for Advanced Firefighting**
- 8.3.1 Every person designated to control firefighting operations must successfully complete the advanced training in firefighting techniques and meet the standard of competence specified in Section A-VI/3 of the STCW Code.
- 8.3.2 A candidate for a Certificate of Proficiency in advanced firefighting must provide documentary evidence of having achieved the required standard of competence within the previous 5 years, in accordance with the methods of demonstrating competence and the criteria for evaluating competence tabulated in columns 3 and 4 of Table A-VI/3 of the STCW Code.
- 8.3.3 Where training in advanced firefighting is not included in the qualifications for a Certificate of Competency to be issued, a Certificate of Proficiency, as appropriate, may be issued if the holder has attended a course of training in advanced firefighting.
- 8.3.4 Every person so designated must, while serving on board a ship, carry a Certificate of Proficiency in advanced firefighting or other evidence of having received such training.
- 8.3.5 All holders of a Certificate of Proficiency in advanced firefighting set out in Section A-VI/3 of the STCW Code shall attend and successfully complete an approved refresher course within a period of 5 years in areas where specified competency cannot be obtained on board ships.
- 8.4 Mandatory Minimum Requirements for Medical First Aid**
- 8.4.1 Every person designated to provide medical first aid on board a ship must meet the relevant standards of competence in medical first aid specified in Section A-VI/4 of the STCW Code.
- 8.4.2 Every person designated to provide medical first aid, while serving on board a ship must meet the standard of competence specified in A-VI/4 paragraphs 1 – 3 of the STCW Code.



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- 8.4.3 Every person designated to take charge of medical care on board a ship must meet the standard of competence specified in Section A-VI/4, paragraphs 4 to 6 of the STCW Code.
- 8.4.4 If training in medical first aid or medical care is not included in the qualifications for the Certificate of Competency to be issued, a Certificate of Proficiency, may be issued if the holder has attended a course of training in medical first aid and medical care.
- 8.4.5 A candidate for a certificate under paragraph 1 of Regulation VI/4 must possess the knowledge, understanding and proficiency required under column 2 of table A-VI/4-1 and demonstrate the standard of competency in accordance with the methods and criteria for evaluating competence set out in columns 3 and 4, which is sufficient to enable the designated seafarer to take immediate effective action in the case of accidents or illness on board.
- 8.4.6 A candidate for a certificate under paragraph 2 of Regulation VI/4, must possess the knowledge, understanding and proficiency required under column 2 of table A-VI/4-2 and demonstrate the standard of competency in accordance with the methods and criteria for evaluating competence set out in columns 3 and 4, to undertake the tasks, duties and responsibilities listed in column 1 which is sufficient to enable the designated seafarer to take immediate effective action in the case of accidents or illness on board.
- 8.4.7 All holders of Certificate of Proficiency in medical first aid at sea and medical care set out in Section A-VI/4 of the STCW Code must attend and successfully complete an approved refresher course within a period of 5 years in areas where specified competency cannot be obtained on board ships.
- 8.4.8 All holders of a Certificate of Proficiency under sub-rule (1) and (3) must attend and successfully complete an approved refresher course within a period of 5 years in areas where specified competency cannot be obtained on board ships.
- 8.5 **Mandatory Minimum Requirements for Ship Security Officers and Security Related Training and Instruction**
- 8.5.1 The Administration will issue a Certificate of Proficiency as a ship security officer to a seafarer if the seafarer –
- (a) has seagoing service of not less than 12 months or appropriate seagoing service and knowledge of ship operations; and
  - (b) meets the standard of competence for a Certificate of Proficiency set out in A-VI/5, paragraphs 1 to 4 of the STCW Code.
- 8.5.2 Prior to issue of a Certificate of Proficiency, a seafarer must receive security related familiarisation training and security awareness training or instruction



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and must meet the appropriate standard of competence specified in A-VI/6 paragraphs 1 – 4 of the STCW Code.

- 8.5.3 If security awareness is not included in the qualification for the certificate, a certificate of proficiency can be issued recording that the holder has attended a course in security awareness training.
- 8.5.4 Seafarers with designated security duties shall be required to demonstrate competence to undertake the tasks, duties and responsibilities listed in A-VI/6 paragraphs 6 – 8 of the STCW Code.
- 8.5.5 If training in designated security duties is not included in the qualification for the certificate to be issued, a certificate of proficiency can be issued recording that the holder has attended a course of training for designated security duties.

### **8.6 Mandatory Minimum Training for Seafarers on Tankers**

- 8.6.1 Every ship, which carries a bulk cargo consisting in whole or in part of oil, liquid chemicals or liquefied gases, shall carry personnel qualified in accordance with Regulation V/1 of the Convention and these Rules.
- 8.6.2 A person serving as master, chief mate, chief engineer, second engineer or any other officer with immediate responsibility for the loading, discharging, care in transit or handling of the cargo, tank cleaning or other cargo related operations in such a ship shall hold either—
- (a) a certificate to confirm that the holder has received approved training in accordance with the requirements of paragraphs 2 of Section A-V/1-1 of the STCW Code for advance oil tanker cargo operation; or
  - (b) a certificate to confirm that the holder has received approved training in accordance with the requirements of paragraphs 3 of Section A-V/1-1 of the STCW Code for advance chemical tanker cargo operation; or
  - (c) a certificate to confirm that the holder has received approved training in accordance with the requirements of paragraph 2 of Section A-V/1-2 of the STCW Code for advance liquefied gas tanker cargo operation.
- 8.6.3 An existing Certificate of Competency in advanced oil tanker cargo operations, advanced chemical tanker cargo operations and advanced liquefied gas tanker cargo operations shall be revalidated at intervals not exceeding five years if—
- (a) the holder of the certificates has served in a relevant capacity on board the respective type of tanker for a period of three months during the five years preceding the date of revalidation; or
  - (b) the holder of the certificate has undergone advanced tanker training course in either type of tanker.



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- 8.6.4 A seafarer, other than one to whom rule 8.6.2 applies, who has specific duties and responsibilities relating to cargo equipment in tankers shall hold a Certificate of Proficiency valid for service in tankers of the appropriate type or, if the seafarer does not hold such qualifications, shall have—
- (a) completed not less than 3 months approved seagoing service acceptable to the Administration; or
  - (b) completed an approved basic training for tankers cargo operations of the appropriate type meeting the requirements of either section A-V/1-1, paragraph 1 of the STCW Code or section A-V/1-2, paragraph 1 of the STCW Code;
  - (c) a certificate attesting to the training required by the Convention and these Rules.

### **8.7 Mandatory Minimum Training for Seafarers on Passenger Ships including Ro-Ro Ships**

- 8.7.1 This rule applies to Masters, officers and any other person assigned specific shipboard duties and responsibilities on board passenger ships and ro-ro ships engaged in international and domestic voyages. Masters, officers and any other person assigned specific shipboard duties and responsibilities on board passenger ships and ro-ro ships shall have completed the familiarisation training specified in Regulation V/2 of the Convention.
- 8.7.2 Every person required to be trained in accordance with rules 8.7.3, 8.7.5 and 8.7.6 must, at intervals not exceeding 5 years, undertake refresher training.
- 8.7.3 Master, officer and any other persons designated on muster lists to assist passengers in emergency situations on board passenger ships and ro-ro ships shall have completed training in crowd management as specified in paragraph 1 of A-V/2 of the STCW Code.
- 8.7.4 Every person providing direct services to passengers in passenger spaces on-board passenger ships shall have completed the safety training specified in paragraph 2 of A-V/2 of the STCW Code.
- 8.7.5 Masters, officers and any other person designated on muster lists as having responsibility for the safety of passengers in emergency situations on board passenger ships and ro-ro ships shall have completed approved training in crisis management and human behavior as specified in paragraph 3 of A-V/2 of the STCW Code.
- 8.7.6 Masters, officers and any other person assigned immediate responsibility for embarking and disembarking passengers, loading, discharging or securing cargo, or closing hull openings on board and ro-ro ships shall have completed approved training in passenger safety, cargo safety and hull integrity as specified in paragraph 4 of A-V/2 of the STCW Code.



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8.7.7 The master and company of a passenger ship shall provide the Administration with documented evidence of the training of persons required under this Section for the Administration's approval and records.

### 8.8 Use of Simulators for Training

8.8.1 The performance standards and other provisions set forth in Section A-I/12 of the STCW Code and such other requirements as are required in Section A of the STCW Code for any certificate concerned shall be complied with in respect of—

- (a) all mandatory simulator-based training;
- (b) any assessment of competency required by Section A of the STCW Code which is carried out by means of a simulator; and
- (c) any demonstration, by means of a simulator, for continued proficiency required by Section A of the STCW Code.

## Part Nine

### 9.0 Medical Standards

#### 9.1 Purpose and Application of Part 9

9.1.1 This Part provides for medical standards and applies to—

- (a) a medical practitioner;
- (b) a person responsible for the recruitment and employment of seafarers;
- (c) a company and master of a Cook Islands ship;
- (d) a seafarer serving aboard a Cook Islands ship;
- (e) the Administration.
- (f) seafarers on board a foreign ship at a Cook Islands port.

9.1.2 The purpose of this Part is to ensure that seafarers -

- (a) have the physical capability to safely perform their routine and emergency duties on board and to fulfil all the requirements of the basic training as required by section A-VI/1, paragraph 2 of the STCW Code.
- (b) demonstrate adequate hearing and speech to communicate effectively and detect any audible alarms;



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- (c) have no medical condition, disorder or impairment that will prevent the effective and safe conduct of their routine and emergency duties on board;
- (d) are not suffering from any medical condition likely to be aggravated by service at sea or to render the seafarer unfit for such service or to endanger the health and safety of other persons on board; and
- (e) are not taking any medication that has side effects that will impair judgment, balance, or any other requirements for effective and safe performance of routine and emergency duties on board.

### 9.2 Medical Certificates Required

- 9.2.1 A seafarer on board a ship to which the Convention applies must hold a current medical certificate issued by a medical practitioner approved by the Administration.

### 9.3 Standards

- 9.3.1 The standards of physical and medical fitness for seafarers required by Regulation I/9 of the Convention are –
  - (a) the minimum in-service eyesight standards set out in Table A-1/9 of the STCW Code; and
  - (b) the physical ability and fitness standards set out in Table B-1/9 of the STCW Code; and
  - (c) the standards set out in Appendices A – E of the ILO/IMO Guidelines on the Medical Examination of Seafarers as amended from time to time;
- 9.3.2 Subject to Rule 9.7, a medical practitioner may take account of a seafarer's duties in the application of the standards to that seafarer but must always, in so doing, ensure that the purposes set out in Rule 9.1.2 are not compromised.

### 9.4 Approval of Medical Practitioners

- 9.4.1 For the purpose of this Part, the Administration may recognise and approve a person in another State and a person in the Cook Islands, as a medical practitioner if the Administration is satisfied that the person—
  - (a) in the case of another State, the person is recognized and approved by that State to carry out seafarer medical examinations;
  - (b) In the case of the Cook Islands, the person is a registered practitioner under the Medical and Dental Practices Act 1976 and authorized to practise as a medical practitioner;



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- (c) is professionally independent and will not have a conflict of interest in relation to the seafarer, the seafarer's employer or the seafarer's representative;
  - (d) has
    - (i) knowledge of the standards; and
    - (ii) experience in applying the standards to routine and emergency duties which the seafarer will perform.
  - (e) has facilities (or access to facilities) for the conduct of examinations to enable all the requirements of the medical fitness examination to be met and conducted with respect for confidentiality, modesty and cleanliness;
- 9.4.3 A register of medical practitioners must be maintained by the Administration and made available to other Parties, companies, and seafarers.
- 9.4.4 Only an approved medical practitioner can issue a medical certificate to seafarers.
- 9.4.5 An approval under rule 9.4.1 is valid for 5 years from the date of approval unless the appointment is terminated under Rule 9.4.7.
- 9.4.6 The Administration must have in place quality assurance procedures to ensure that medical examinations meet the required standards. The procedures must include:
- (a) the investigation of complaints from shipowners, seafarers, and their representatives concerning the medical examination procedures and the authorized medical practitioners;
  - (b) collection and analysis of anonymized information from medical practitioners about the numbers of examinations undertaken and their outcomes; and
  - (c) the introduction, where practical, of a nationally agreed review and audit programme for examining medical practitioners' practices and recordkeeping undertaken by, or on behalf of, the Administration.
- 9.4.7 Medical practitioners who are found by the Administration as a result of an appeal, complaint, audit procedure, or other reasons to no longer meet the requirements for approval, must have their authorization to conduct seafarers' medical examinations withdrawn.

### 9.5 Examinations

- 9.5.1 A seafarer submitting to medical examination –



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- (a) must not be less than 16 years of age; and
  - (b) must declare any pre-existing medical condition or illness that may affect the seafarer's fitness to safely perform their routine and emergency duties on board; and
  - (c) must provide to the medical practitioner such medical records in the seafarer's possession.
- 9.5.2 Medical examinations required under this Part shall be carried out –
- (a) having regard to the purposes in 9.1.2
  - (b) in accordance with the standards in 9.3
  - (c) having regard to the medical criteria, testing processes and procedures set out in Appendices A – E of the ILO/IMO Guidelines on the Medical Examination of Seafarers.
- 9.5.3 In conducting a medical examination, the medical practitioner -
- (a) must complete the applicable sections of the medical examination form referred to in Rule 9.5.4;
  - (b) should be satisfied in each case that no disease or defect is present which could either be aggravated by working at sea, or represent an unacceptable health risk to the individual seafarer, other crew members or the safety of the ship;
  - (c) should fully consider the occupational circumstances which apply at sea, especially in any borderline case. Particular factors which should be taken into account are –
    - (i) the potentially hazardous nature of seafaring, which calls for a high standard of health and continuing fitness;
    - (ii) the restricted medical facilities likely to be available on board some ships which may not carry a qualified medical doctor and there maybe delay before full medical treatment is available;
    - (iii) the possible difficulty of providing or replacing required medication. As a rule, a seafarer should not be accepted for service if the loss of a necessary medicine could precipitate the rapid deterioration of a medical condition;
    - (iv) the confined nature of life on board ship and the need to be able to live and work in a closed community;
    - (v) the limited crew complements which mean that illness of one crew member may place a burden on others or impair the safe and efficient working of the ship;



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- (vi) the potential need for crew members to play a role in an emergency or emergency drill, which may involve strenuous activity in adverse conditions;
  - (vii) since many seafarers will need to join and leave ships by air, they should be free from any condition which precludes air travel or could be seriously affected by it, such as pneumothorax or conditions which predispose to barotraumas;
  - (d) should be satisfied that no condition is present which is likely to lead to problems during the voyage and no treatment is being followed which might cause adverse side effects. It would be unsafe practice to allow a seafarer to go to sea with any known medical condition where there was the possibility of serious exacerbation requiring expert treatment. Where medication is acceptable for seafarers, the individual seafarer should arrange for a reserve stock of the prescribed drugs to be held in a safe place, with the agreement of the ship's master; and
  - (e) should refer any medical problems found, when appropriate, for further investigation and treatment, whether or not a seafarer is issued with a medical certificate.
- 9.5.4 A medical examination shall be conducted and recorded using the format set out in Appendix F of the ILO/IMO Guidelines on the Medical Examination of Seafarers as may be amended from time to time and must record the medical practitioner's final assessment of the seafarer's suitability as either —
- (a) unfit for service at sea;
  - (b) fit for service at sea, with limitations; or
  - (c) fit for service at sea, without limitations.
- 9.5.5 If the final assessment is either unfit for service at sea or fit for service at sea with limitations, the medical practitioner must inform the seafarer of the right to have the assessment reviewed under Rule 9.11.
- 9.5.6 All persons involved in the conduct of medical examinations, including those who come into contact with medical examination forms, laboratory results and other medical information must —
- (a) ensure the right to privacy of the examinee;
  - (b) ensure they are marked as confidential and so treated;
  - (c) be protected against unauthorized disclosure;
  - (d) only be used for determining the fitness of the seafarer for work and for enhancing health care;



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- (e) not be disclosed to others without prior written informed consent from the seafarer;
- (f) not be included on medical certificates or other documents made available to others following the medical examination;
- (g) be made available to the seafarer upon request by the seafarer.

### 9.6 Medical Certificates

9.6.1 A medical certificate must be in English (and if not, translated into English) and must record any limitations identified by the medical practitioner from the examination.

9.6.2 A medical certificate may be in the form set out in Appendix G of the ILO/IMO Guidelines on the Medical Examination of Seafarers but must include the following information -

- (a) Authorizing authority and the requirements under which the document is issued;
- (b) Seafarer information –  
Name: (last,first,middle)  
Date of birth: (day/month/year)  
Gender: (Male/Female)  
Nationality
- (c) Declaration of the recognized medical practitioner declaring -  
Confirmation that identification documents were checked at the point of examination: Y/N  
Hearing meets the standards in section A-I/9: Y/N  
Unaided hearing satisfactory? Y/N  
Visual acuity meets standards in section A-I/9? Y/N  
Colour vision\* meets standards in section A-I/9? Y/N  
Note: Colour vision assessment only needs to be conducted every six years.  
Date of last colour vision test.  
Fit for look-out duties? Y/N  
No limitations or restrictions on fitness? Y/N If “N”, specify limitations or restrictions.  
Is the seafarer free from any medical condition likely to be aggravated by service at sea or to render the seafarer unfit for such service or to endanger the health of other persons on board? Y/N  
Date of examination: (day/month/year)  
Expiry date of certificate: (day/month/year)  
Details of the issuing authority



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Official stamp (including name) of the issuing authority

- (d) Signature of the authorized person
- (e) Seafarer's signature – confirming that the seafarer has been informed of the content of the certificate and of the right to a review in accordance with paragraph 6 of section A-I/9 and Rule 9.11.

9.6.3 A medical practitioner may only issue a medical certificate if the seafarer has undergone an eyesight test within the preceding 12 months, and in the case of colour vision, has undergone a test within the preceding 6 years.

### 9.7 Vision Standards

9.7.1 A colour vision test must be carried out at intervals of not less than six years.

9.7.2 A seafarer who requires eye or vision tests to be carried out, shall ensure that those eye and vision tests are performed by an optometrist appointed by the Administration.

9.7.3 When determining if the seafarer complies with the eyesight and colour vision standards, the optometrist shall ensure that the eye and vision tests are carried out in accordance with Table A-I/9 and Appendix A of the ILO/IMO Guidelines on the Medical Examination of Seafarers and there is no evidence of serious or progressive eye disease.

9.7.4 The eyes of every seafarer shall be free of disease. Any permanent or progressive debilitating pathology without recovery, may be sufficient cause to determine a seafarer to be unfit for service at sea.

9.7.5 The minimum in-service eyesight standards in each eye for unaided distance vision must not be less than 0.1.

9.7.6 Seafarers in the deck department required to undertake look-out duties must satisfy the minimum eyesight standards for distance vision aided, near/immediate vision and colour vision in table A-I/9.

9.7.7 Seafarers in the engine department must have combined vision that fulfils the requirements set out in table A-I/9.

9.7.8 Where a medical practitioner finds that the seafarer needs to wear corrective lenses to meet any required standard, the practitioner shall endorse the seafarer's medical certificate to that effect.

9.7.9 Every person who is required to use spectacles or contact lenses to perform his or her duties must wear those spectacles or contact lenses when on duty



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and must have a spare pair of spectacles or contact lenses conveniently available aboard ship.

### 9.8 Re-examination

- 9.8.1 The Administration may at any time require the re-examination of seafarer—
- (a) if the Administration has reason to believe that a re-examination is desirable in order to protect the safety of the ship or of other seafarers on board the ship;
  - (b) at the request of the seafarer's employer, if the employer has grounds to believe that the seafarer's state of health may constitute a risk to the safety of the ship or of other seafarers on board the ship; or
  - (c) at the request of the seafarer.
- 9.8.2 A re-examination shall be conducted by a medical practitioner nominated by the Administration as if it were an original examination.
- 9.8.3 The provisions of 9.5.6 relating to privacy apply to a re-examination.

### 9.9 Duration of Certificates

- 9.9.1 Except where a re-examination is required under rule 9.8 a medical certificate is valid—
- (a) for a period of 1 year for seafarers under the age of 18 years; and
  - (b) for a period of two years for all other seafarers.
- 9.9.2 A medical practitioner may issue a medical certificate that specifies a shorter period of validity than the period set out in Rule 9.9.1 after taking into account the state of health of the seafarer examined.

### 9.10 Exceptions

- 9.10.1 If the period of validity of a medical certificate expires in the course of a voyage, then the medical certificate shall continue in force until the next port of call where a medical practitioner recognized by the Party is available, provided that the period shall not exceed three months.
- 9.10.2 In urgent cases the Administration may permit a seafarer to work without a valid medical certificate until the next port of call where a medical practitioner recognized by the Party is available, provided that:
- (a) the period of such permission does not exceed three months; and
  - (b) the seafarer concerned is in possession of an expired medical certificate of recent date.



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- 9.10.3 If either Rules 9.10.1 or 9.10.2 apply to a seafarer, the seafarer, or the seafarer's employer or representative shall apply for a dispensation by submitting an application in writing to the Administration providing:
- (a) details of the affected seafarer;
  - (b) details of the affected ship and intended voyage
  - (c) copy of medical certificate
  - (d) reason for the application
  - (e) applicable fee for assessment of the application.
- 9.10.4 Notwithstanding the provisions 9.10.3 and in accordance with the International Safety Management Code (ISM) requirements in relation to effective planning, the Company and master must monitor the validity of seafarers medical certificates in order to ensure that all documents will be valid for the intended voyage(s) and if not, make the necessary arrangements to avoid certificates expiring during a voyage.
- 9.11 Review of a Medical Certificate**
- 9.11.1 A seafarer may appeal to the Administration for a review by a reviewing medical practitioner of a medical certificate issued under this Part that indicates the seafarer is—
- (a) unfit for service at sea; or
  - (b) unfit for service at sea with limitations.
- 9.11.2 The reviewing medical practitioner shall be a medical practitioner recognised by the Administration.
- 9.11.3 After reviewing a medical certificate and the state of health of the seafarer to whom it was issued, the reviewing medical practitioner may direct that a further medical examination be carried out and may stipulate the examination and the medical practitioner or organisation to carry it out.
- 9.11.4 The reviewing medical practitioner must—
- (a) confirm the medical certificate originally issued; or
  - (b) where appropriate, based on further examinations conducted pursuant to rule 9.11.3, issue a new medical certificate.
- 9.11.5 The provisions of 9.5.6 relating to privacy apply to a review of a medical certificate.

## **9.12 Equivalent Certificates**

- 9.12.1 A current medical certificate issued to a seafarer by or on behalf of a Party that has an agreement with Cook Islands for recognition of certificates of



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competencies, may be recognised by the Administration as equivalent to a medical certificate issued in Cook Islands by a medical practitioner.

### 9.13 Seafarers on Foreign Ships

9.13.1 A seafarer on a foreign ship that is in a Cook Islands port must —

- (a) hold a valid medical certificate issued by or on behalf of or recognized by the flag state; and
- (b) produce the medical certificate to the Administration upon request.

## Part Ten

### 10.0 Quality Standards System

#### 10.1 Purpose and Application of Part 10

10.1.1 The purpose of this Part is to ensure the establishment and maintenance of quality standards systems in accordance with the provisions of Regulation I/8 of the Convention and Section A-I/8 of the STCW Code.

10.1.2 This Part applies to —

- (a) The Administration in the performance of its duties and responsibilities under the Convention and the STCW Code.
- (b) The administration of another Party in the performance of its duties and responsibilities under the Convention and the STCW Code and whose certificates of competence and certificates of proficiency are recognised by endorsement by the Administration.
- (c) Training institutions in relation to the administration of training courses and programs and in particular the qualifications and experience of instructors and assessors and their conduct of training, assessment of competence of seafarers.
- (d) Such other agencies and entities under the authority of the Administration.

#### 10.2 Quality Standards System

10.2.1 The Administration, the administration of another Party, a training institution and other agencies and entities under the authority of the Administration must maintain a Quality Standard System through which the achievement of defined objectives may be continuously monitored.

10.2.2 A Quality Standards System must be established in accordance with Section B-I/8 of the STCW Code and include —

- (a) an expressed policy regarding quality and the means by which such policy is to be implemented;



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- (b) a quality system incorporating the organizational structure, responsibilities, procedures, processes and resources necessary for quality management;
- (c) the operational techniques and activities to ensure quality control;
- (d) systematic monitoring arrangements, including internal quality-assurance evaluations, to ensure that all defined objectives are being achieved; and
- (e) arrangements for periodic external quality evaluations.

### 10.3 Evaluation

10.3.1 The Administration shall appoint competent persons, who are not themselves involved in the activities concerned, to conduct an independent evaluation of knowledge, understanding, skills and competence acquisition and assessment activities, and the administration of the certification system, at intervals of not more than 5 years in order to verify that—

- (a) internal management control and monitoring measures and the follow-up actions comply with planned arrangements and documented procedures and are effective in ensuring achievement of the defined objectives;
- (b) the results of each independent evaluation are documented and brought to the attention of those responsible for the area evaluated; and
- (c) timely action is taken to correct deficiencies.

10.3.2 The evaluation shall include all changes to these Rules and procedures in compliance with the amendments to the Convention and the STCW Code, with all dates of entry into force later than the date information was communicated to the Secretary-General of the IMO.

### 10.4 Reporting

10.4.1 The Administration shall report the results of the evaluation required by rule 10.3 to the Secretary-General in accordance with the format specified in section A-I/7 of the STCW Code.

## Part Eleven

### 11.0 Investigations and Marine Enquiries

#### 11.1 Purpose and Application of Part 11

11.1.1 The purpose of this Part is to make provision for —

- (a) an investigation carried out in accordance with the Act and Regulation 1/5 of the Convention; and



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(b) the impartiality of such investigations.

11.1.2 This Part applies to holders of certificates or endorsements issued or recognised by the Administration in connection with—

- (a) their performance of duties related to their certificates;
- (b) the withdrawal, suspension and cancellation of certificates;
- (c) the imposition of conditions in relation to certificates;
- (d) the prevention of fraud or unlawful practices; and
- (e) the prevention of security breaches in relation to security duties for assigned ship's personnel.

11.1.3 This Part supplements the provisions of the Act relating to the investigation of the matters referred to in rule 11.1.2 and must be read in conjunction with Part 4 of the Act.

### 11.2 Impartial Investigation

11.2.1 The Administration must ensure that an investigation into any reported incompetency, act or omission or compromise to security that may pose a direct threat to safety of life or property at sea or to the marine environment is investigated in an impartial manner.

11.2.2 The person conducting an inquiry or investigation shall not recommend the cancellation or suspension of the certificate of any master or qualified seafarer, unless a statement of reasons for the decision by the Administration to cancel or suspend the certificate has been furnished to the person holding the certificate and, where practicable, the person has had an opportunity to respond.

11.2.3 Every person who obstructs, impedes, delays, hinders or deceives an investigation commits an offence under Sections 127 and 130 of the Act.

### 11.3 Powers of Administration following an Impartial Investigation

11.3.1 The Administration may, following an impartial investigation, impose conditions upon, suspend (for a period specified) or, cancel a certificate issued to a seafarer if the Administration is satisfied that-

- (a) the seafarer -
  - (i) is not a fit and proper person (as defined in Section 33 of the Act) to discharge his or her duties;
  - (ii) acted incompetently or failed to act competently in the performance of his or her duty;
  - (iii) has been seriously negligent in the discharge of his or her duty;



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- (iv) has failed to give assistance as required by the Act; or
- (v) provides false or insufficient information contrary to the Act; and
- (b) a company or master has engaged a person not holding a certificate required by the Safe Manning Certificate;
- (c) a master has allowed any function or service in any capacity required by these rules to be performed by a person not holding the required certificate, a valid dispensation or endorsement;
- (d) a person has obtained a certificate required by these Rules by fraud or in reliance upon a false or forged document.

### 11.4 Suspension or Cancellation of Certificates

11.4.1 If, as a result of an impartial investigation, it appears to the Administration that the seafarer is unfit to be the holder of a certificate for one of the reasons mentioned 11.3.1 the Administration may give the seafarer written notice that it is considering suspending or cancelling the certificate.

11.4.2 The notice referred to in rule 11.4.1 must—

- (a) state the reasons why it appears to the Administration that the seafarer is unfit to be the holder of a certificate; and
- (b) state that within a period specified in the notice, being not less than 14 days, the seafarer may make written or oral representations to the Administration
- (c) comply with the other requirements for such notice under the Act.

11.4.3 The Administration must within 30 days of receipt of any written or oral presentation by or on behalf of the seafarer, notify the seafarer of its decision to either —

- (a) suspend the certificate, and state the effective date of suspension and period;
- (b) cancel the certificate and the effective date of cancellation;
- (c) not to suspend or cancel the certificate

11.4.4 In the case of a decision under rule 11.4.3 paragraphs (a) or (b), require the holder to deliver the certificate to the Administration no later than the date specified in the notice.

### 11.5 Appeals

11.5.1 A person who will be or is affected by an adverse decision (as defined in the Act) under rule 11.4 may appeal to the High Court in accordance with the Act.



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### 11.6 Co-operation with other Parties

11.6.1 The Administration shall extend all co-operation possible to any other Party who has clear grounds to believe that a company or any person has been responsible for or has knowledge of any alleged non-compliance with the Convention.

## Part Twelve

### 12.0 Marine Radio

#### 12.1 Purpose of Part 12

12.1.1 The purpose of this Part is to specify the requirements for compliance with—

- (a) the Maritime (SOLAS) Rules 2014;
- (b) the SOLAS as amended; and
- (c) the Convention

#### 12.2 Application of Part 12

12.2.1 This Part applies to—

- (a) all Cook Islands ships;
- (b) all foreign ships engaged in trade in Cook Island waters, as defined in the Act; and
- (c) all radio personnel employed on those ships

#### 12.3 Certification of Radio Operators

12.3.1 A seafarer in charge of or required to perform radio duties on a ship which is required to participate in the GMDSS shall hold a Certificate of Competency related to the GMDSS, under the provisions of the Radio Regulations and issued or recognised by the Administration.

12.3.2 A candidate for a certificate referred to in rule 12.3.1 for service on a ship which is required by SOLAS to have a radio installation, must—

- (a) be not less than 18 years of age; and
- (c) have completed approved education and training sufficient to meet the standard of competence specified in Section A-IV of the STCW Code.

12.3.3 The Administration shall ensure that the Certificate of Competency for GMDSS as prescribed by rule 12.3.1 are issued to or recognised in respect of such radio operators.



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12.3.4 Radio operators on ships are not required to comply with the provisions of the GMDSS in Chapter V of the SOLAS must otherwise comply with and hold an appropriate certificate, under the Radio Regulations, issued or recognised by, the Administration.

### 12.4 Radio Certificates

12.4.1 A seafarer in charge of or required to perform radio duties operating with a GMDSS system must hold—

- (a) on ships required to comply with the provisions of Chapter IV of the SOLAS, a GMDSS General Operators Certificate issued in accordance with Regulation IV/2 of the Convention;
- (b) an endorsement certificate issued by the Administration recognising a Certificate of Competency issued by another Party.

12.4.2 Ships which operate with a GMDSS radio system in sea areas A3 or A4 must carry at least 2 general operator certificate holders, one of whom may be the master.

12.4.3 Nothing in these rules precludes the Administration or a person designated by the Administration, from varying the requirements for the number of radio operators required to be carried onboard a ship, provided that those requirements comply with the Maritime (SOLAS) Rules 2014 and the Convention.

12.4.4 A seafarer in charge of or required to perform radio duties on a ship not operating within a GMDSS area must hold a Restricted Operators Certificate (ROC) in accordance with the Radio Regulations, issued or recognised by the Administration.

## Part Thirteen

### 13.0 Minimum Age for Seafarers Working on Ships

#### 13.1 Minimum Age

13.1.1 A company and master shall ensure that the requirements of minimum age for seafarers as specified below is complied with at all times.

13.1.2 The minimum age for any person to be employed on a ship is 16 years of age;

13.1.3 A seafarer aged 16 years but under the age of 18 years may only be employed as a rating forming part of a navigational watch or a rating forming part of an engineering watch.

13.1.4 The employment of any seafarer under the age of 18 is prohibited where the work is likely to jeopardise their health or safety.

13.1.5 A seafarer under the age of 18 years may not be employed as a ship's cook.



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13.1.6 A seafarer under the age of 20 years may not be employed as a master.

### Part Fourteen

#### 14.0 Employment and Training Record Book for Seafarers

##### 14.1 Application for Seafarer's Employment and Training Record Book

14.1.1 A person shall obtain a seafarer's employment and training record book prior to being employed on a ship as a seafarer which must record the following:

- (a) name of seafarer;
- (b) capacity of seafarer onboard;
- (c) details of each ship on which the seafarer is or has been employed;
- (d) type of voyage for each ship;
- (e) date of service on board each ship.

14.1.2 A seafarer shall produce his or her employment and training record book when required to do so by the Administration or a duly authorised port state control officer.

14.1.3 As soon as the employment of a seafarer aboard a ship ends, the master, or the company, shall—

- (a) record in the seafarer's employment and training record book details of the service of the seafarer on board the ship; and
- (b) sign the record.

### Part Fifteen

#### 15.0 Offences

##### 15.1 Suspended Persons Not to be Employed

15.1.1. It is an offence under Section 36 of the Act to employ on board a Cook Islands ship, or any ship engaged in near coastal shipping, as defined in rule 7.1.1, a person who has been suspended in accordance with the Act and these Rules.

15.1.2 It is an offence under Section 36 of the Act for any person who has been suspended in accordance with the Act and these Rules to offer himself or herself for employment on board a Cook Islands ship, or any ship engaged in near coastal shipping as defined in rule 7.1.1.

##### 15.2 Investigations

15.2.1 It is an offence under Section 41 of the Act to fail, without reasonable cause, to comply with the requirements of the Administration (relating amongst



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other things to the production of information) made under subsection (1) of that Section.

### **15.3 Acting Without Necessary Certificate**

- 15.3.1 It is an offence under Section 50 of the Act to operate or do any other act in respect of a ship without holding the appropriate, current certificate.
- 15.3.2 It is an offence under Section 50 of the Act to operate or do any other act in respect of a ship knowing that a current certificate is required to be held in respect of that ship before that act may lawfully be done and knowing that the certificate is not held.

### **15.4 Obstruction of Person Duly Authorised by the Administration**

- 15.4.1 It is an offence under Section 127 of the Act to obstruct, impede, delay, hinder or deceive any person who is duly authorised to act in the performance or exercise of any functions, duties or powers conferred on it or him or her by or under the Act or any Rules made under the Act.

### **15.5 Failure to Maintain Accurate Records**

- 15.5.1 It is an offence under Section 128 of the Act to fail to maintain or produce accurate records in contravention of the Act, or any regulations or rules made under the Act.

### **15.6 Communicating False or Insufficient Information**

- 15.6.1 It is an offence under Section 129 of the Act for any person –
- (a) to provide information relevant to the exercise of powers under the Act or under regulations or rules made under the Act, knowing the information to be false;
  - (b) being an applicant for a certificate to be issued or recognised under the Act or pursuant to these Rules to fail, without reasonable excuse, to provide information known to that person which is relevant to the exercise of powers under the Act or under regulations or rules made under the Act; or
  - (c) being the holder of a certificate issued or recognized under the Act or pursuant to these Rules fails, without reasonable excuse, to provide to the Administration information known to that person which is relevant to any continuing obligation to provide such information.



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Part Sixteen

16.0 Miscellaneous

**16.1 Revocation**

The Marine (STCW Convention) Rules 2014 are revoked.

Made this day 28<sup>th</sup> of April 2019.

# Schedule 1

## Maritime Training Syllabus

### 1. TRAINING COURSE FOR BASIC TRAINING (STCW VI/1)

#### 1. Personal survival Techniques - STCW A-VI/1-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Survive at sea in the event of ship abandonment	Introduction, safety at sea and survival	1	
	Accidents at sea – types of emergencies	1	
	Abandoning ship – procedures, drills	1	2,5
	Survival crafts (lifeboats, liferafts) and rescue boats	2	1
	Personal life-saving appliances	1	1
	Emergency radio equipment	0,5	0,5
	Survival techniques	1	
	Evacuation procedures – use of helicopter, rescue vessel	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>9</b>	<b>5</b>
		<b>14</b>	

#### 2. Fire Prevention and Fire Fighting – STCW A-VI/1-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Minimize the risk of fire and maintain a state of readiness to respond to emergency situations involving fire	Introduction, theory of fire and fire processes	1	
	Flammable materials, classification of fire	1	
	Fire hazard; Fire prevention principles	2	
	Fire detection system	1	
	Fire-fighting organisations on board	1	
Fight and extinguish fires	Fire-fighting equipment (fixed and portable)	1	2
	Use of breathing apparatus	0,5	1
	Fire-fighting procedures; Extinguishing fire - exercise	1	2
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>9</b>	<b>5</b>
		<b>14</b>	

### 3. Elementary First Aid– STCW A-VI/1-3

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Take immediate action upon encountering an accident or other medical emergency	General principles of first aid	1	
	Body structure and function	1	
	Positioning of casualty; Unconsciousness	1	1
	Resuscitation techniques	0,5	1
	Bleeding – first aid procedures; Shock management	1,5	1,5
	Injuries - burns and scalds, injuries caused by Electricity	1	1
	Rescue procedures and transport of casualty	0,5	0,5
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>7</b>	<b>5</b>
		<b>12</b>	

### 4. Personal Safety and Social Responsibilities – STCW A-VI/1-4

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Comply with emergency procedures	Emergency procedures	1	
	Mustering and drills; communication	1	
Take precautions to prevent pollution of the marine environment	Pollution from ships – definition, regulations, international measures	1	
	Operational or accidental pollution of the marine environment	1	
	Pollution and measures for preventing pollution (pollution by sewage from ships, pollution by garbage from ships, other pollutions)	2	
Observe safe working practices	Shipboard hazards	0,5	
	Safeguards and equipment used on board to counter hazards	1	
	Use and demonstration of PPE	0,5	0,5
	On-board operations – safe working measures (loading and unloading of cargoes, mooring and unmooring, enclosed spaces entry, working aloft, hot work, ...)	1	
	Safety management system on board – basic principles of ISM Code	2	
Contribute to effective human relationships on board ship	Interpersonal relationships (IPR)	0,5	
	Team building and teamwork	0,5	
	Social Responsibilities – rights and duties of crew	0,5	
	Health and hygiene on board; danger of alcohol and drug abuse	0,5	
Contribute to effective communications on board ship	Fundamentals of communication	0,5	
	Methods of communication	0,5	
	Importance of effective communication;	1	1

	Effects of wrong communication; Barriers in communication		
	Effective transmission and listening skills	0,5	
Understand and take necessary actions to control fatigue	Fatigue - causes and consequences	1	
	Fatigue mitigation and management	0,5	
	Importance of resting/sleep	0,5	
	Recording hours of work and rest	0,5	
	Course review, closing remarks; Assessment and evaluation	1	
TOTAL		19	1
		<b>20</b>	

## 2. TRAINING COURSE FOR ADVANCE FIRE FIGHTING (STCW VI/3)

### Advance fire-fighting - STCW A-VI/3

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Control fire-fighting operations aboard ships	Introduction; Fire theory and conditions; Fire hazard; Fire precautions	1	
	Tactics and procedures of fire control (at sea, in port, on ships carrying dangerous goods, on different types of ships)	2	
	Fire-fighting procedures at sea and in port, with particular emphasis on organization, tactics and command	2,5	
	On-board communication and coordination during fire-fighting operations; coordination with shore-based fire fighters	1,5	
	Fire precautions and hazards associated with the storage and handling of different types of materials	1	
	Ventilation control, including smoke extraction	0,5	
	Use of water and its effect to ship stability; precautions and protective measures	1	
	Management and control of injured persons, rescue and life support equipment	1,5	1
Organize and train fire parties	Preparation of fire plans; preparation of fire parties	1	
	Control of fires (strategies and tactics)	1,5	0,5
	Communication and coordination during fire-fighting operations	1,5	0,5
	Organization of fire drills; training of personnel	0,5	1
Inspect and service fire-detection and fire-extinguishing systems and equipment	Fire-detection and fire-extinguishing systems and equipment; portable and mobile equipment; personal protective and communication equipment (use and maintenance)	3	3
	Requirements for statutory and classification surveys	1	
Investigate and compile reports on incidents involving fire	Fire investigation and reporting; assessment of cause	2,5	
	Case studies		1
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>23,0</b>	<b>7,0</b>
		<b>30</b>	

### 3. TRAINING COURSE FOR PROFICIENCY IN SURVIVAL CRAFTS AND RESCUE BOATS OTHER THAN FAST RESCUE BOATS (STCW VI/2)

#### Proficiency in survival craft and rescue boats other than fast rescue boats – STCW A-VI/2-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Take charge of a survival craft or rescue boat during and after launch	Introduction; Construction; Types and characteristics of survival crafts (lifeboats, rescue boats and liferafts)	1	
	Survival craft launching and recovering; Launching procedures	1	3,5
	Maintenance procedures	1	
	Practical exercises and drill evaluation		6
Operate a survival craft engine	Start and operate a survival craft engine, Engine parts and use of a fire-fighting appliance	1	1
Manage survivors and survival craft after abandoning ship	Actions after leaving the ship; Marshalling liferafts; Helicopter rescue methods	2	0,5
	Rough weather operation	1	1
	Use of equipment including food and water	1	1
	Awareness of possible hypothermia and its prevention; Use of personal lifesaving appliances	1	1
	Rescue operations; Rescue of survivors and persons from the sea	2	
Use locating devices, including communication and signalling apparatus and pyrotechnics	Radio equipment; EPIRBs; SARTs; Distress signals, Signalling equipment and pyrotechnics	0,5	0,5
	Pyrotechnic distress signals	0,5	0,5
Apply first aid to survivors	First-aid kit, content and use; Resuscitation techniques; Healing and care of injured Persons; Control of bleeding and shock	1	1
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		14	16
		<b>30</b>	

#### 4. TRAINING COURSE FOR PROFICIENCY IN FAST RESCUE BOATS (STCW VI/2)

##### Proficiency in fast rescue boats STCW A-VI/2-2

Competenc	Topic	Hours	
		Lectures	Exercises / Practical work
Understand the construction maintenance, repair and outfitting of fast rescue boats	Introduction; Types of boats	1	
	Construction and characteristics	0,5	
	Maintenance procedures and emergency Repairs; Deflation of buoyancy compartments		0,5
Take charge of the launching equipment and appliance as commonly fitted, during launching and recovery	Launching appliance and arrangements	0,5	1
	Limitations of the winch, brakes, falls, painters, motion-compensation and other equipment	0,5	
Take charge of a fast rescue boat as commonly fitted, during launching and recovery	Immediate launching and operation (preparation, boarding); Recovery procedures	0,5	1
	Safety precautions during launching and recovery	0,5	
	Launching and recovery in prevailing and adverse weather and sea conditions		2
Take charge of a fast rescue boat during and after launching	Particular characteristics; Limitations of fast rescue boat	0,5	
	Navigational and safety equipment		1
	Handling of a fast rescue boat in prevailing and adverse weather and sea conditions; Marshalling liferafts; Helicopter operation; Transfer of persons	1	4
	Procedures for the righting of a capsized fast rescue boat	0,5	
	Rescuing survivors from the sea		1
	Search patterns and environmental factors affecting their execution; Detectability and location of survival craft	1	
Operate a fast rescue boat engine	Methods of starting and operating a fast rescue boat engine and its accessories	0,5	0,5
	Operating different types of engines (inboard, outboard motor, water jet)		1
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>8</b>	<b>12</b>
		<b>20</b>	

## 5. TRAINING COURSE FOR MEDICAL FIRST AID (STCW VI/4)

### Medical first aid STCW A-VI/4-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Apply immediate first aid in the event of accident or illness on board	Introduction; Body structure and function, Immediate Action, First-aid kit	2	1
	Examination of casualty or patient	1	0,5
	Fractures, dislocations and muscular injuries, Spinal injuries	1,5	2
	Burns, scalds and effects of heat and cold	1	1
	Cardiac arrest, drowning and asphyxia	1	1
	Toxicological hazards on board; Use of Medical First Aid Guide (MFAG)	2	1
	Pharmacology and sterilization	1,5	1
	Medical care of rescued persons and Radio medical advice	2	2
	Psychological/Psychiatric Problems	1	0,5
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>14</b>	<b>10</b>
		<b>24</b>	

## 6. TRAINING COURSE FOR MEDICAL CARE (STCW VI/4)

### Medical care STCW A-VI/4-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Provide medical care to the sick and injured while they remain on board	Introduction; Course objectives	1	
	First Aid principles – revision; Basic and intermediate knowledge; Additional knowledge	3	2
	Care of casualties; Injuries; Bleeding; Burns and scalds; Fractures; Dressing and bandaging, dislocations and muscular injuries; Wounds (wound healing and infection); Pain relief; Techniques of sewing and clamping and minor surgical treatment	8	4
	Aspects of nursing; Principles and care	1,5	0,5
	Diseases, medical conditions and emergencies; Sexually transmitted and tropical and infectious diseases	2	
	Hygiene; Alcohol and drug abuse	1,5	1
	Gynaecology, pregnancy and childbirth	2	
	Medical care of rescued persons; Death at sea	1	
	Disease prevention, disinfection, disinfestation, de-ratting and vaccinations	3	2
	Keeping records and copies of applicable regulations; International and national maritime medical regulations	1	
	Participate in coordinated schemes for medical assistance to ships	External assistance; Radio medical advice; Transportation of injured; Use of helicopter for evacuation; Medical care of sick seafarers; Cooperation with port health authorities	3
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		28	12
		<b>40</b>	

## 7. TRAINING COURSE FOR PASSENGER SHIP SAFETY (STCW V/2)

### 1. Crowd management training - STCW A-V/2-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Assisting passengers in emergency situation	Course introduction; Passenger ships; Overview of STCW requirements related to passenger ships	1	
	Emergency instructions on passenger ships; Muster lists	1	1
	Emergency exists and use of lifts	0,5	
	Methods for evacuation of passengers including disabled persons; Giving orders; Search of accommodation	2	1
	Mustering procedures; Use of passenger lists; Passenger clothing; Lifejackets	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
TOTAL		6	2
		8	

### 2. Safety training for personnel providing direct service to passengers in passenger spaces - STCW A-V/2-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Service to passengers in passenger spaces	Course introduction; Passenger ships	0,5	
	Communication procedures; Use of different languages; Safety instructions; Emergency announcements	2,5	1
	Life-saving appliances on passenger ships	0,5	1
	Embarkation procedures for passengers	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
TOTAL		5	2
		6	

### 3. Crisis management and human behaviour training - STCW A-V/2-3

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Organize shipboard emergency procedures	Course introduction; Passenger ships	0,5	
	General design of passenger ships; Safety regulations and emergency plans	1	
	Preplanning awareness; Drills and emergency procedures	1	
Optimize the use of resources	Use of available resources; Safety equipment; Organising drills	1	1

Control response to emergencies	Leaderships during emergency situations ; Decision making; Motivation of passengers	0,5	
	Stress and stress handling in emergency situation	0,5	1
Control passengers and other personnel during emergency situations	Human behaviour and responses in emergencies; Control of passengers – method;	0,5	
	Passenger reactions; Panic control	0,5	
Establish and maintain Effective communications	Clear and concise instructions; Information that need to be provided to passengers; Use of appropriate language; Exchange of information	0,5	0,5
	Communication methods during emergencies (demonstrations, hand signals, ...); effective communication	0,5	0,5
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>7</b>	<b>3</b>
		<b>10</b>	

#### 4. Passenger safety, cargo safety and hull integrity training - STCW A-V/2-4

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Abilities to embark and disembark passengers, to load, discharge or secure cargo and to close hull openings on board ro-ro passenger ships	Course introduction; Ro-ro passenger ships	0,5	
	Loading and embarkation procedures; Handling with ramps; Stowing vehicles	2	
	Embarkation and disembarkation passengers, with special attention to disabled persons and persons needing assistance.	0,5	
	Carriage dangerous cargo; Procedures and requirements	0,5	1
	Securing vehicle procedures; Code of the Safe Practice for Cargo Stowage and Securing to the vehicles, rail cars and other cargo transport	1	1
	Caro securing equipment	0,5	1
	Stability, trim and stress calculations; Load factors on deck; Ballast operations	1	1
	Opening, closing and securing hull openings procedures	0,5	
	Procedures for the ventilation of ro-ro spaces; Equipment for monitoring atmosphere	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>8</b>	<b>4</b>
		<b>12</b>	

## 8. OPERATIONAL USE OF AUTOMATIC RADAR PLOTTING AIDS (ARPA) STCW A-II/1; A-II/2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Use of radar and ARPA to maintain safety of navigation	Introduction; Knowledge of the fundamentals of radar and automatic radar plotting aids (ARPA)	1	2
	Performance standards requirements for radar ARPA and related applications	2	
	Operational principles of radar and ARPA system; Factors affecting accuracy; Operational limitations; Detection of misrepresentation	2	6
	Use of radar and ARPA in navigation; Plan a voyage; Making and execution of voyage plan	2	9
	Use of radar and ARPA in collision avoidance; Methods of acquiring information	3	9
	Use of radar and ARPA in SAR operations; Identification and confirmation of distress location signals	1	2
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		12	28
		40	

9. TRAINING COURSE FOR THE OPERATIONAL USE OF ELECTRONIC CHART DISPLAY AND INFORMATION SYSTEMS (ECDIS) - STCW A-II/1, A-II/2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Use of ECDIS to maintain the safety of navigation	Introduction; Familiarization with ECDIS station	1	2
	Elements of ECDIS; Watchkeeping with ECDIS; ECDIS Route Planning and Monitoring; ECDIS Targets, Charts and System; ECDIS Responsibility		2
	Basic principle, function, advantage and limitations of AIS; Shipboard equipment	2	2
	Chart selection and information; Information layers; Procuring & installing chart data; Use of ECDIS Chart Manager		2
Maintain safe navigation using ECDIS and related navigation systems to assist in making commanding decisions	Understanding chart data; Installing chart correction and chart objects; Modifying additional information	2	3
	Integrity monitoring; Back-up; Updating; Display of other navigational equipment	2	2
	Archiving with ECDIS data management utility; Data logging and logbook; Playback	3	1
	Specific function for route monitoring (offshore waters); Track limits; Checking voyage plan		4
Plan and conduct a coastal passage and determine position	Basic navigational functions and navigation; Specific function for route planning; Route planning by chart and table; Route schedule; Status indications, indicators and alarms		4
	ARPA tracked target overlay; Radar overlay (RIB) functions; System & position alarm; Radar Settings; Ports and date feeds; Embedded tide and current		4
	Course review, closing remarks; Assessment and evaluation	1	2
<b>TOTAL</b>		<b>12</b>	<b>28</b>
		<b>40</b>	

## 10. TRAINING COURSE FOR

### BASIC TRAINING FOR OIL AND CHEMICAL TANKER CARGO OPERATIONS - (STCW V/1-1)

#### Basic training for oil and chemical tanker cargo operations - STCW A-V/1-1-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Contribute to the safe cargo operation of Oil and Chemical Tankers	Course introduction; Basic knowledge of tankers; Types; Construction; Applicable legislation	2	
	Physical and chemical properties of oil and chemicals; Basic knowledge on physics and chemistry; Physical properties of oil and chemicals carried in bulk	5	
	Cargo operation on oil tankers including inerting, loading, unloading, cargo measurement, cargo pump operations, tank cleaning and, purging, gas freeing	5	
	Cargo operation on chemical tankers including loading, unloading, cargo measurement, tank cleaning and gas freeing	4	
	Knowledge and understanding of tanker safety culture and safety management	2	
Take precautions to prevent hazards	Types of hazards associated to cargo properties (health, environment, hazards, vapour emissions, vapour clouds, ...)	3	
	Hazards prevention and control; Gas testing; Use of Material Safety Data Sheet (MSDS)	2	1
Apply occupational health and Safety precautions and measures	Use of gas measuring and detection instruments; Safety equipment and protective clothing and equipment; Breathing apparatus;	2	2
	Working procedures; Safety measures for everyday working operations; Legislation and industry guidelines; Entering enclosed space procedures	4	
	Basic knowledge of first aid with reference to MSDS	2	
Carry out firefighting operations	Firefighting organization and operations (actions)	1	
	Fire hazards associated with cargo handling and transportation	1	
	Firefighting equipment (systems – fixed and portable; procedures and treatments); Firefighting procedures and operation – practical drill	2	5
Respond to emergencies	Basic procedures in emergency; Organizational structures; Alarms	1,5	
Take precautions to prevent pollution of the environment from the release of oil or chemicals	Oil and chemical pollution impact to health and environment; Shipboard procedures to prevent pollution; SOPEP and SMPEP – measures to be taken	1,5	
	Case studies and discussion	1	

	Course review, closing remarks; Assessment and evaluation	1	
TOTAL		40	8
		48	

## 11. TRAINING COURSE FOR ADVANCED TRAINING FOR OIL TANKER CARGO OPERATIONS (STCW V/1-1)

### Advanced training for oil tanker cargo operations - STCW A- V/1-1-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Ability to safely perform and monitor all cargo operations	Course introduction; Applicable legislation	1	
	Basic knowledge of oil tanker design, systems and equipment (pumps, tanks, pipelines, ventilation, ballast water, cargo systems, electric and electronic systems, firefighting systems, other systems)	6	3
	Pump theory and characteristics, types of cargo pumps and their safe operation	2	
	Loading, unloading and cargo handling Cargo related operation (ballasting, tank cleaning, inerting, gas-freeing, COW, ...)	8	3
	Cargo effect to trim, stability and structural integrity	2	1
	Development and application of cargo-related operation plans and procedures	1	2
	Use of monitoring and gas-detection systems, instruments and equipment	1	1
Familiarity with physical and chemical properties of oil cargoes	Physical and chemical cargo properties	3	
	Use of Material Safety Data Sheet (MSDS)		1
	Medical first aid procedures	1,5	
Take precautions to prevent Hazards	Types of hazards associated with cargo (toxicity, flammability and explosion)	2	
	Health hazards, Electrostatic hazards Oxygen deficiency, Inert Gas composition hazards	1	
	Importance of tanker safety culture and implementation of safety-management system	3	
Apply occupational health and safety precautions	Safe working practices, Risk assessment and personal shipboard safety relevant to oil tankers	1,5	
	Preaction measures (entering enclosed spaces; repairs and maintenance work, hot and cold work, electrical safety, ...); Use of Personal Protective Equipment (PPE)	2	
Respond to emergencies	Ship emergency response plan; Procedures in case of failure of systems or services essential to cargo operation	1	
	Actions to be taken following accident on board (collision, grounding, spillage, ...); Enclosed space rescue procedures	1,5	
	Firefighting procedures on oil tankers	1	
Take precautions to prevent pollution of the environment	Pollution prevention requirements and prevention measures in port and at sea	1,5	
	Use of oil record book	0,5	

Monitor and control, compliance with legislative requirements	MARPOL and other relevant IMO instruments; Industry guidelines	1,5	
	Case studies and discussion	1	1
	Course review, closing remarks; Assessment and evaluation	1	
TOTAL		44	12
		56	

12. TRAINING COURSE FOR ADVANCED TRAINING FOR CHEMICAL TANKER CARGO OPERATIONS (STCW V/1-1)

Advanced training for chemical tanker cargo operations - STCW A-V/1-1-3

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Ability to safely perform and monitor all cargo operations	Course introduction; Applicable legislation	1	
	Basic knowledge of chemical tanker design, systems and equipment (pumps, tanks, pipelines, ventilation, ballast water, cargo systems, gas-detecting, electric and electronic systems, firefighting systems, vapour return/recovery system, other systems)	4	3
	General arrangement and construction; Cargo handling (tanks, pipelines, valves, ...)	2	
	Pump theory and characteristics, types of cargo pumps and their safe operation	2	
	Cargo-related operation plans and procedures; Loading, unloading, care and handling of cargo; Cargo measurements and calculations; Cargo compatibility and segregation; Effect of cargoes on trim, stability and structural integrity	6	6
	Tank cleaning operations; Tank atmosphere control	2	
	Use of monitoring and gas-detection systems, instruments and equipment	1	1
Familiarity with physical and chemical properties of chemical cargoes	Managing and supervising personnel with cargo-related responsibilities	2	
	Chemical cargo categories (corrosive, toxic, flammable, explosive, ...)	2	
	Chemical properties; Reactivity	2	
Take precautions to prevent Hazards	Information contained in a Material Safety Data Sheet (MSDS)		1
	Types of hazards associated with cargo (toxicity, flammability and explosion)	2	
	Health hazards, Electrostatic hazards; Low-boiling-point cargoes; High-density cargoes; Solidifying cargoes; Polymerizing cargoes.	1	
Apply occupational health and safety precautions	Importance of tanker safety culture and implementation of safety-management system	3	
	Safe working practices, Risk assessment and personal shipboard safety relevant to chemical tankers	1,5	
	Health hazards; Safe working practices (entering enclosed spaces, repair and maintenance work, hot and cold work,	2	

	electrical safety); Use of Personal Protective Equipment (PPE)		
Respond to emergencies	Ship emergency response plan; Chemical tanker emergency procedures; Procedures in case of failure of systems or services essential to cargo operation; ESD procedures	1	1
	Actions to be taken following accident on board (collision, grounding, spillage, jettisoning cargo, ...); Enclosed space rescue procedures; Ship/Shore communication	2	
	Firefighting procedures on chemical tankers	1	
	Medical first aid procedures on board chemical tankers; Medical First Guide for Use in Accidents Involving Dangerous Goods (MFAG)	1,5	
Take precautions to prevent pollution of the environment	Procedures to prevent pollution of the atmosphere and the environment	2	
Monitor and control, compliance with legislative requirements	Rules and procedures; International Convention for the Prevention of Pollution from Ships (MARPOL) and other relevant IMO instruments; Industry guidelines and port regulations; IBC Code and related documents	3	
	Case studies and discussion	3	
	Course review, closing remarks; Assessment and evaluation	1	
TOTAL		48	12
		60	

13. TRAINING COURSE FOR BASIC TRAINING FOR LIQUEFIED GAS TANKER CARGO OPERATIONS (STCW V/1-2)

Basic training for liquefied gas tanker cargo operations - STCW A-V/1-2-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Contribute to the safe operation of a liquefied gas tanker	Course introduction; Basic knowledge of liquefied gas tankers, types, design, arrangement and construction	2	
	Basic knowledge of cargo operations (loading, unloading, ...)	4	
	Basic knowledge of the physical properties of liquefied gases (properties and characteristics, pressure and temperature, ...)	2	
	Knowledge and understanding of tanker safety culture and safety management	2	
Take precautions to prevent hazards	Types of hazards associated with gas tanker operation (health, environment, hazards, vapour emissions, electrostatic hazards, vapour leaks, ...)	2	
	Control of hazards	1	
	Material Safety Data Sheet (MSDS)	1	
Apply occupational health and safety precautions and measures	Use of gas measuring and detection instruments; Safety equipment and protective clothing and equipment; Breathing apparatus; PPE	2	1
	Working procedures; Safety measures for everyday working operations; Legislation and industry guidelines; Entering enclosed space procedures; Ship/shore safety check list	1,5	
	Basic knowledge of first aid with reference to MSDS	1	
Carry out firefighting operations	Firefighting organization and operations (actions)	1	
	Fire hazards associated with cargo handling and transportation	1	
	Firefighting equipment (systems – fixed and portable; procedures and treatments); Firefighting procedures and operation – practical drill	2	5
Respond to emergencies	Basic knowledge of emergency procedures including emergency shutdown; Alarms	1	
Take precautions to prevent pollution of the environment from the release of liquefied gases	Gas impact to health and environment; Shipboard procedures to prevent pollution; Procedures for preventing brittle fractures	1	
	Case studies and discussion	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>26</b>	<b>6</b>
		<b>32</b>	

14. TRAINING COURSE FOR ADVANCED TRAINING FOR LIQUEFIED GAS TANKER CARGO OPERATIONS (STCW V/1-2)

Advanced training for liquefied gas tanker cargo operations - STCW A-V/1-2-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Ability to safely perform and monitor all cargo operations	Course introduction; Applicable legislation	1	
	Knowledge of liquefied gas tanker design, systems, and equipment; Types of gas tankers	4	2
	Pump theory and characteristics, including types of cargo pumps and their safe operation	3	
	Cargo handling procedures; Equipment and instruments; Effect of bulk liquid cargoes on trim and stability and structural integrity	6	3
	Cargo measurements and calculations (liquid phase, gas phase, on board quantity, remain on board, boil-off, ...)	3	2
	Safe preparations, procedures and checklists for all cargo operations	2	2
	Tank atmosphere control; Boil-off procedures	1	
	Managing and supervise personnel with cargo related responsibilities	2	
Familiarity with physical and chemical properties of liquefied gas cargoes	Chemistry and physical properties of gases; Critical temperature of gases and pressure	2	1
	Information contained in a Material Safety Data Sheet (MSDS)		1
Take precautions to prevent Hazards	Hazards and control measures associated with liquefied gas tanker cargo operations (toxicity, flammability, toxicity, reactivity...)	3	
	Calibration and use monitoring and gas-detection systems, instruments and equipment	1	1
	Dangers of non-compliance with relevant rules/regulations	0,5	
	Importance of tanker safety culture and implementation of safety-management system	3	
Apply occupational health and safety precautions	Safe working practices, including risk assessment and personal shipboard safety relevant to liquefied gas tankers	2	
	Health hazards; Safe working practices (entering enclosed spaces, repair and maintenance work, hot and cold work, electrical safety); Use of Personal Protective Equipment (PPE); Precautions for cold burn and frostbite	2	

Respond to emergencies	Emergency procedures on board gas tankers; Ship emergency response plan	2	
	Actions to be taken following collision, grounding or spillage and envelopment of the ship in toxic or flammable vapour	1	
	Medical first aid procedures on board gas tankers; Medical First Guide for Use in Accidents Involving Dangerous Goods (MFAG)	1,5	
Take precautions to Prevent pollution of the environment	Procedures to prevent pollution of the environment	2	
Monitor and control compliance with legislative requirements	International Convention for the Prevention of Pollution from Ships (MARPOL) and other relevant IMO instruments, industry guidelines and port regulations as commonly applied IBC and IGC Codes and related documents	3	
	Case studies and discussion	2	
	Course review, closing remarks; Assessment and evaluation	1	
TOTAL		48	12
		60	

## 15. TRAINING COURSE FOR SHIP SECURITY OFFICER (STCW VI/5)

### Ship security officer - STCW A-VI/5

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Maintain and supervise the implementation of a ship security plan  Assess security risk, threat, and vulnerability  Undertake regular inspections of the ship to ensure that appropriate security measures are implemented and maintained  Ensure that security equipment and systems, if any, are properly operated, tested and calibrated  Encourage security awareness and vigilance	Course introduction; Ship and port operations and conditions; Historical background of maritime security	1	
	Implementation of relevant international legislation related to maritime security; ISPS Code	1,5	
	Security responsibilities; Security stakeholders;	1	
	Personnel responsible for security (ship security officer, company security officer, port facility security officer, other personnel)	1	
	Ship security assessment procedures; Risk assessment	1	0,5
	Ship security plan (content, development, maintenance); Implementation of procedures; Confidentiality issues; Security related sensitive information	2	0,5
	Use of security equipment and systems (maintenance and operational limitations)	0,5	
	Security threats and patterns; Risk recognition and recognition of persons who pose a security risk	1	
	Security levels definition; Ship security actions at different level; Declaration of security; Implementation of security procedures; Importance of security awareness	3	
	Emergency preparedness; Security drills. exercises and training requirements	1	
Security administration and procedures related to security on board; Ship certification	1		
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>15</b>	<b>1</b>
		<b>16</b>	

## 16. TRAINING COURSE FOR SECURITY AWARENESS TRAINING FOR ALL SEAFARERS (STCW VI/6)

### Security-awareness training for all seafarers – STCW A-VI/6-1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Contribute to the enhancement of maritime security through heightened awareness	Introduction introduction; Maritime security regulations and requirements; ISPS Code, Definitions and terms	1	
	Security threats and patterns (terrorism, piracy, stowaways, illegal activities)	0,5	
	Security responsibilities – stakeholders (SSO, PFSO, CSO, ...)	0,5	
Recognition of security threats	Threat identification, recognition and detection of dangerous substances and devices	0,5	
	Recognition of persons posing potential security risk	0,5	
	Response measures and techniques; Handling of security related information	0,5	
Understanding of the need for and methods of maintaining security awareness and vigilance	Security training, drills and exercises	0,5	0,5
	Actions required by different security levels	0,5	0,5
	Training review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>5</b>	<b>1</b>
		<b>6</b>	

17. TRAINING COURSE FOR SECURITY TRAINING FOR SEAFARERS WITH DESIGNATED SECURITY DUTIES (STCW VI/6)

Security awareness for seafarers with designated security duties - STCW A-VI/6-2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Maintain the conditions set out in a ship security plan	Course Introduction; Maritime security terms and definitions, ISPS Code – Definitions and Terms	1	
	Maritime security policy and responsibilities of stakeholders	0,5	
	Ship security assessment; Ship security plan	0,5	
	Monitoring of security activities specified in a ship security plan	0,5	
	Security training, drills and exercises	0,5	0,5
Recognition of security risks and threats	Threat identification, recognition and detection of dangerous substances and devices	0,5	
	Recognition of persons posing potential security risk; Execution and coordination of searches	0,5	
	Response measures and techniques; Handling of security related information	1	
Undertake regular security inspections of the ship	Methods for effective security monitoring of ship (deck and surrounding areas, access to ship, restricted area, ...)	0,5	
	Inspection methods relating to the cargo and ship's stores	0,5	
	Security levels - Security actions required by different security levels	1	0,5
Proper usage of security equipment and systems, if any	Security equipment and systems (operational limitations, testing, calibrating and maintenance)	0,5	
	Training review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>8</b>	<b>1</b>
		<b>9</b>	

## 18. TRAINING COURSE FOR BRIDGE RESOURCES MANAGEMENT (STCW A-II/1)

### Bridge resources management - STCW A-II/1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Maintain a safe navigational watch	Course introduction	1	
	Bridge resource management principles; Attitude; Culture difference awareness; Mistakes, analyses and prevention; Real condition awareness; Leadership and work organization; Allocation	5	
	Effective communication; Assertiveness and leadership; Obtaining and maintaining situational awareness; Consideration of team experience	5	
	Behaviour in dangerous situations and emergency situations; Planning of working activities; Decision making; Automatization awareness	4	
	Exercises		2
	Use of navigational simulator for bridge resource management procedures		4
	Training review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>16,0</b>	<b>8,0</b>
		<b>24,0</b>	

## 19. TRAINING COURSE FOR SHIP SIMULATOR AND BRIDGE TEAMWORK

### Ship simulator and bridge teamwork - STCW A-II/1, A-II/2

Competence	Topic	Hours	
		Lectures	Simulator
Maintain a safe navigational watch  Manoeuvre the ship	Course introduction	1	
	Familiarization with the navigational simulator; Teamwork fundamentals	1	2
	Standard manoeuvres; Cultural awareness; Briefing and debriefing rules and procedures	3	
	Manoeuvring theory (shallow water effects, bank, channel and interaction effects, anchoring and single buoy mooring...); Wind and current effects	4	4
	Management on the bridge; Workload and stress; Decision making and crisis management principles	4	
	Keeping navigational watch; Safety and emergency procedures and principles; Safety precautions; Case studies	2	4
	Use of navigational simulator for manoeuvring and bridge teamwork		14
	Training review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>16</b>	<b>24</b>
		<b>40</b>	

## 20. TRAINING COURSE FOR ENGINE ROOM SIMULATOR

### Engine room simulator - STCW A-III/1, A-III/2

Competence	Topic	Hours	
		Lectures	Simulator
Maintain a safe engineering watch	Course introduction; Course overview	1	
	Familiarization with the engine room simulator	1	2
Operate main and auxiliary machinery and associated control systems	Practical operation with auxiliary machineries and systems, diesel generator, steam generator, steam boiler, turbo generator and other associated systems; Main propulsion		12
Manage the operation of propulsion plant machinery	Trouble shooting procedures – remedial actions		6
Operation, surveillance, performance assessment and maintaining safety of propulsion plant and auxiliary machinery	Keeping engineering watch; Safety and emergency procedures and principles; Safety precautions		10
	Operation and surveillance of propulsion plant, Performance assessment and maintain safety of propulsion plant and auxiliary engines		6
	Course review, closing remarks; Assessment and evaluation	2	
TOTAL		4	36
		40	

## 21. TRAINING COURSE FOR MARINE ENVIRONMENTAL AWARENESS

### Marine environmental awareness - STCW Chapters II and III

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Ensure compliance with pollution prevention requirements	Course introduction; Marine environmental issues	1	
	Personal opinions and attitudes; Marine environmental awareness	0,5	
	Marine environment and ecological issues; Regional marine area; Particularly Sensitive Sea Areas (PSSAs)	1	
	Environmental impact of discharge into sea (oil, chemical, sewage,...); Pollution prevention measures	1	0,5
	Emissions to air from ships (engine emissions impact); Greenhouse gases	1	
	Invasive species and impact of ballast water in transferring of invasive species; Ballast Water Management – basic knowledge	1	
	Other negative impacts to a marine environment (antifouling paint, underwater noise, other pollutant)	0,5	
	Prevention measures; Personal involvement of seafarers; Personal behaviour and responsibility	0,5	0,5
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>7</b>	<b>1</b>
		<b>8</b>	

## 22. TRAINING COURSE FOR LEADERSHIP AND TEAMWORK (STCW A-II/1, A-III/1, A-III/6)

### Leadership and teamworking skills – STCW A-II/1, A-III/1, A-III/6

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Application of leadership and teamworking skills	Introduction; Personnel management	1	
	Crew structure, organization and their responsibilities	1	
	Cultural awareness; Knowledge of personal abilities and behavioural characteristics	1	
	Human error, situation awareness, automation awareness, complacency, boredom	1	
	Leadership and management styles	1	1
	Workload management; Work performance and limitation; Working overload, rest and fatigue	1	1
	Planning and coordination activities; time and resource limitations; Strategies and its implementation	1	
	Effective communication onboard	2	0,5
	Assertiveness and leadership, including motivation; Situation awareness	1	
	Appraisal of work performance	1	1
	Decision making techniques; Situation and risk assessment; Problem solving techniques; Authority and assertiveness; Selection course of action with identifying options	2	0,5
	Decision making in emergency; Crowd management	1	
	International maritime conventions – importance of regulative framework in leadership and teamwork	1	
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		16	4
		<b>20</b>	

## 23. TRAINING COURSE FOR HIGH VOLTAGE (STCW A-III/2, A-III/6)

### High voltage STCW A-III/2, A-III/6

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Manage operation of electrical and electronic control equipment  Safe use of electrical equipment  Operate and maintain power systems in excess of 1,000 volts	Course introduction; Introduction to high voltage (HV) systems	0,5	
	Electric propulsion system onboard	0,5	
	Reasons for using HV systems on board ships; HV production and distribution on ships	1	
	Types of marine HV installations; Design features of high-voltage installations	1	
	Advantages of HV systems; HV circuit breakers; HV cables; HV fuses	1	
	HV insulation and testing equipment;	0,5	
	Procedures for insulation, testing and restoring of HV systems and equipment, including documentation	2	4,5
	Measuring insulation resistance and polarisation index on HV systems	1	1
	HV system failures and corrective measures	0,5	
	Risks associated with-high voltage equipment; Operational and safety requirements for HV systems; HV safety procedures; Test of insulation resistance and polarization index	2	1,5
	HV safety equipment: insulation gloves, glasses, insulation pad, insulated shoes, portable earthing cables, HV testers, etc.	0,5	1
	Qualified staff for repair and maintenance of HV equipment; Certification of HV testing equipment	1	
	Course review, closing remarks; Assessment and evaluation	0,5	
<b>TOTAL</b>		<b>13</b>	<b>8</b>
		<b>20</b>	

24. TRAINING COURSE FOR ENGINE ROOM RESOURCES MANAGEMENT (STCW III/1)

Engine room resources management - STCW A-III/1

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Maintain a safe engineering watch	Course introduction	1	
	Engine room resource management principles; Attitude; Cultural difference awareness; Mistakes, analyses and prevention; Real condition awareness; Leadership and work organization; Allocation and prioritization of resources	5	
	Effective communication; Assertiveness and leadership; Stress control; Effective communication principles; Obtaining and maintaining situational awareness; Team experience	5	2
	Behaviour in dangerous situations and emergency situations; Planning of working activities; Decision making; Automatization awareness	4	
	Exercises		2
	Use of engine-room simulator for resource management procedures		4
	Training review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>16</b>	<b>8</b>
		<b>24</b>	

25. TRAINING COURSE FOR

DANGEROUS, HAZARDOUS AND HARMFUL CARGOES HANDLING (STCW A-II/2)

Dangerous, hazardous and harmful cargoes handling - STCW A-II/2, B-V

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Carriage of dangerous goods	Course introduction; Course overview	1	
	International regulations, standards, codes and recommendations on the carriage of dangerous cargoes; Application of IMO Conventions	2	
	International Maritime Dangerous Goods (IMDG) Code; International Maritime Solid Bulk Cargoes (IMSBC) Code	2	3
	Classification of dangerous cargoes; UN systems; IMDG classification	4	
	Physical and chemical properties of cargoes	2	
	Carriage, stowage and control of different types of dangerous cargoes (flammable solids, substances liable to spontaneous combustion, oxidizing, toxic and corrosive substances, radioactive material, ...); Segregation rules and procedures	6	3
	Packing and labelling; Tank requirements; Construction and package testing, IBC and portable tank	2	2
	Use of IMO Medical First Aid Guide (MFAG) in case of accident involving dangerous goods; Emergency procedures	2	
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>22,0</b>	<b>8,0</b>
		<b>30,0</b>	

## 26. TRAINING COURSE FOR MARITIME ENGLISH

### General Maritime English - A-II/1; A-II/4; A-III/1; A-III/6; A-IV/2; A-V/2

Competence	Topic*	Classroom hours
Use Maritime English in written and oral form	Course introduction	2
	Personal information relevant for shipboard activities	4
	Crew jobs, duties; Routine operation; Job requirements description	10
	Types of vessel; Description of ship accommodation and other facilities; Parts of ship – description and their function; Ship and design technology and changes	10
	Safety equipment description	6
	Navigational routes and geographic locations (latitude and longitude; distance); Helm orders	6
	Description onboard positions and ranks	6
	Personal likes and dislikes; Communication during leisure time on board	4
	Routine operations on board; Watchkeeping duties and principles of watchkeeping; Standard engine orders; Handing over watch procedure;	6
	Cultural and religious beliefs; Cultural norms of different nationalities; Cross-cultural awareness; Food on board; Ordering meals; Reporting damage to food cargoes	8
	Commands in emergency situations; Emergency response procedures and instructions to passengers	6
	Supply information; Cargo handling procedures; Information to passenger, Damage cargo reports	6
	Health and safety on board; Safety and risk at workplace; Safe working practice; Maintenance and repair work; Procedures for survival at sea; Security on board	12
	Marine pollution prevention and pollution avoidance procedures	6
	Visitors on board; Seafarer MET procedures; English language requirements in the STCW; Travel arrangements procedures for seafarers	8
	Weather conditions and forecast	8
	Main engine and propulsion; Machinery operation procedures; Use of manuals; Preparation of survey and maintenance reports	12
	Reporting incidents and accidents; Medical assistance request	4
	Routine operations and communication; VHF communication regarding bunkering, distress and urgency messages; Radio and internet communication; Use of SMCP	14
	Berthing and unberthing procedures	8
Meteorological conditions; Synoptic charts and meteorological information; Navigational warnings;	10	
Course review, closing remarks; Assessment and evaluation	4	

	TOTAL	160
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\*For each topic appropriate understanding and use of grammar, knowledge of vocabulary and phonology and listening, speaking, reading and writing skills are required.

## 27. TRAINING COURSE FOR RATINGS AS ABLE SEAFARER DECK (STCW II/5)

### Ratings as able seafarer deck - STCW A-II/5

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Function: Navigation at the support			
Contribute to a safe navigational watch	Course introduction; Role of the able seafarer on board	2	
	Basic knowledge of the English language required for maintaining proper watchkeeping	4	
	Shipboard terms and definitions	2	
	Procedures for maintaining proper watchkeeping duties; Sea and port watch procedures	5	
	Equipment on the bridge; Use of nautical publications and charts	5	5
	Use of nautical instruments; Determining ships position; Use of meteorological and oceanological data	10	5
Contribute to berthing, anchoring and other mooring operations	Mooring system (mooring lines, tug lines)	4	
	Different types of mooring equipment and their limitations (mooring wires and ropes, synthetic and fibre lines); Use of winches, bollards, bits and other mooring equipment	12	4
	Mooring to buoys – Operational procedures	8	
Function: Cargo handling and stowage at the support level			
Contribute to the handling of cargo and stores	Description of different types of cargo (containers, bulk, Grain, ...)	8	
	Cargo securing procedures; Cargo handling equipment	10	2
	Oil tanker equipment including	4	
	Dangerous, hazardous and harmful cargoes	6	
	Use of cargo plans	4	2
	Handling of stores	4	
	Precaution measures during handling of different types of cargo	20	
	IMDG cargo identification	2	
Function: Controlling the operation of the ship and care for persons on board at the support level			
Contribute to the safe operation of deck equipment and machinery	Deck equipment (pumps, valves, cranes, other related equipment); Hatches and watertight doors; Operational procedures	6	
	Operation with equipment and basic signals	1	
	Anchoring equipment	2	4

	Procedures for executing regular bosuns' jobs (pilot ladders, gangways, rat-guards, anchoring, hoisting flags, ...)	4	10
Apply occupational health and safety precautions	Safe working practice – demonstration; Shipboard personal safety procedures (working aloft, enclosed spaces, electrical safety, ...)	18	6
	Use of PPE	2	1
	Safety information, symbols and signs	2	
Apply precautions and contribute to the prevention of pollution of the marine environment	Basic knowledge of MARPOL requirements	2	
	Pollution prevention measures; Pollution prevention equipment.	3	1
	Garbage disposal procedures; Ballast water management basic requirements	4	
Operate survival craft and rescue boats	Use of survival craft and rescue boats; Survival techniques	2	
Function: Maintenance and repair at the support level			
Contribute to shipboard maintenance and repair	Preparation procedures for painting; Lubrication and cleaning materials and equipment	10	20
	Maintenance scheduling; maintenance of equipment	2	2
	Safety guidelines and shipboard procedures; Use of manufacturer's instructions	4	2
	Disposal of waste materials (paints, solvents, chemicals, ...)	2	
	Application, maintenance and use of hand and power tools; Measuring equipment	4	12
	Course review, closing remarks; Assessment and evaluation	2	
TOTAL		180	76
		256	

**28. TRAINING COURSE FOR RATINGS AS ABLE SEAFARER ENGINE IN A MANNED ENGINE-ROOM OR DESIGNATED TO PERFORM DUTIES IN A PERIODICALLY UNMANNED ENGINE-ROOM (STCW III-5)**

**Ratings as able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine-room - STCW A-III/5**

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
<b>Function 1: Marine engineering at the support level</b>			
Contribute to a safe Engineering watch	Course introduction; Role of the able seafarer in engine room	2	
	Technical marine engineering terms; Equipment in the engine room	4	
	Procedures for maintaining proper watch duties; Watch procedures under different conditions and areas	6	
	Standing orders; Reporting procedures as required by the Engineering officer of the watch (EOOW)	4	2
Contribute to the monitoring and controlling of an engine-room watch	Main propulsion and auxiliary machinery function and operation – basics (diesel engine, auxiliary diesel engines, auxiliary steam boilers)	18	12
	Control pressures, temperatures and valves of main and auxiliary engine	6	2
Contribute to fuelling and oil Transfer operations	Fuel and oil transfer operation (preparation procedures, connecting and disconnecting hoses, ...); Tank level measuring	4	2
	Safety precaution measures during fuel and oil transfer	2	
Contribute to bilge and ballast operations	Bilge and ballast system operation procedures; Maintenance procedures; Tank level measuring	4	2
	Safe operation of ballast and bilge systems	2	
Contribute to the operation of equipment and machinery	Safe operation with valves, pumps, lifts, hatches, ...	12	4
	Basic signals for the operation of equipment	2	
<b>Function 2: Electrical, electronic and control engineering at the support level</b>			
Safe use of electrical equipment	Safety measures during electrical work; Isolation procedures	10	8
	Use of different voltage on board	4	
	Emergency procedures for work with electrical equipment	4	2
	Danger of electricity to human; Medical first aid in case of electrical shock	10	2
<b>Function 3: Maintenance and repair at the support level</b>			

Contribute to shipboard Maintenance and repair	Preparation procedures for painting; Lubrication and cleaning materials and equipment	8	12
	Maintenance scheduling; Maintenance of equipment; Stowing of equipment	2	2
	Safety guidelines and shipboard procedures; Use of manufacturer's instructions	4	2
	Disposal of waste materials (paints, solvents, chemicals, ...)	2	
	Application, maintenance and use of hand and power tools; Measuring equipment	4	16
	Application, maintenance and use of welding equipment	4	16
	Metalwork procedures including metals and their properties, bench work tools and exercises, mechanical cutting, drilling, cutting, sharpening, welding, oxy acetylene cutting, brazing, ...)	20	96
<b>Function 4: Controlling the operation of the ship and care for persons on board at the support level</b>			
Contribute to the handling of stores	Procedures for safe handling, stowage and securing of stores	4	2
Apply precautions and contribute to the prevention of pollution of the marine environment	Basic knowledge of MARPOL requirements	4	
	Pollution prevention measures; Pollution prevention equipment.	4	2
Apply occupational health and safety procedures	Safe working practice – demonstration; Shipboard personal safety procedures (working aloft, electrical safety, mechanical safety, enclosed spaces, ...)	18	6
	Use of PPE	2	2
	Garbage disposal procedures; Ballast water management basic requirements; Disposal of bilge water	4	
	Course review, closing remarks; Assessment and evaluation	2	
<b>TOTAL</b>		<b>176</b>	<b>192</b>
		<b>368</b>	

## 29. TRAINING COURSE FOR RATING FORMING PART OF A NAVIGATIONAL WATCH (STCW II/4)

### Rating forming part of a navigational watch - STCW A-II/4

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Function: Navigation at the support level			
Steer the ship and also comply with helm orders in the English language	Course introduction; Importance of proper steering and lookout	2	
	Maritime English – elementary level required for maintaining proper watchkeeping	4	
	Use of magnetic and gyro compasses	2	
	Helm orders; Steering practical exercises	2	4
	Automatic pilot and hand steering	1	1
Keep a proper look-out by sight and hearing	Responsibilities of a look-out	1	
	Reporting the approximate bearing of a sound signal, light or other object	2	
Contribute to monitoring and controlling a safe watch	Shipboard terms and definitions; Use of appropriate internal communication	1	
	Understanding orders and ability to communicate on the bridge	2	
	Procedures for maintaining proper watch; Handover of a watch procedures; Information required to maintain a safe watch	3	1
Operate emergency equipment and apply emergency procedures	Emergency duties and alarm signals	2	
	Pyrotechnic distress signals; satellite EPIRBs and SARTs	1	
	False distress alerts management and action to be taken in event of accidental activation	1	
	Basic environmental protection procedures	3	
	Practical exercises – manoeuvring and avoiding collision at sea		6
	Course review, closing remarks; Assessment and evaluation	1	
<b>TOTAL</b>		<b>28</b>	<b>12</b>
		<b>40</b>	

**30. TRAINING COURSE FOR RATINGS FORMING PART OF A WATCH IN A MANNED ENGINE-ROOM OR DESIGNATED TO PERFORM DUTIES IN A PERIODICALLY UNMANNED ENGINE-ROOM (STCW III-4)**

**Ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room - STCW A-III-4**

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
Function: Marine engineering at the support level			
Carry out a watch routine appropriate to the duties of a rating forming part of an engine-room watch	Course introduction	2	
	Terms used in machinery spaces	4	2
	Engine-room watchkeeping Procedures; Safe working practices in engine room; Basic environmental protection procedures	6	6
	Communication in engine room; Understanding of orders	2,5	
	Engine-room alarm systems; Fire-extinguishing gas alarms	3	
Understand orders and be understood in matters relevant to watchkeeping duties	Equipment and systems in engine room (pipelines, compensators, valves, filters, connections, ...); Fuel system, lubricating oil system; Ballast system and its components; Water systems (sea, fresh and potable water, wastewater, oily water, sanitary water)	8	6
For keeping a boiler watch: Maintain the correct water levels and steam pressures	Safe operation of boilers – securing normal operation	4	4
Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties; Avoiding sea pollution; Emergency operations; Engine-room escape routes Safety measures on board ship; SOPEP	2,5	2
	Location and use of fire-fighting equipment in the machinery spaces	2	2
	Practical exercises – use of engine room simulator	2	
	Course review, closing remarks; Assessment and evaluation	2	
<b>TOTAL</b>		<b>38,0</b>	<b>22,0</b>
		<b>60,0</b>	

### 31. TRAINING COURSE FOR ELECTRO-TECHNICAL RATING (STCW III-7)

#### Electro-technical rating - STCW A-III-7

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
<b>Function 1: Electrical, electronic and control engineering at the support level</b>			
Safe use of electrical equipment	Course introduction; Role of the electro technical rating	2	
	Safety precautions; Isolation procedures; Different voltage levels	6	2
	Danger of electricity to human; Cause of electrical shock	2	
Contribute to monitoring the operation of electrical systems and machinery	Electro-technology and electrical theory	12	12
	Fundamentals of automation	8	16
	Electrical equipment; Alarms and monitoring systems	6	12
	Operation of mechanical engineering systems (main propulsion plant, auxiliary machinery, steering systems, cargo-handling systems, deck machineries, ...)	20	16
	Electro-hydraulic and electro-pneumatic systems	8	12
Use hand tools, electrical and electronic measurement equipment for fault finding, maintenance and repair operations	Safety requirements during work with electrical systems; Safe working practice	2	2
	Shipboard AC and DC systems and equipment	4	2
	Measuring instruments, machine tools, and hand and power tools	8	16
<b>Function 2: Maintenance and repair at the support level</b>			
Contribute to shipboard maintenance and repair	Preparation procedures for painting; Lubrication and cleaning materials and equipment; Maintenance and repair of lighting fixtures and supply systems	2	6
	Disposal of waste materials (paints, solvents, chemicals, ...)	2	
	Maintenance scheduling; Maintenance of equipment; Stowing of equipment	2	
	Safety guidelines and shipboard procedures; Use of manufacturer's instructions	2	2
Contribute to the maintenance and repair of electrical systems and machinery on board	Electro-technical drawings	2	4
	Safe isolation of equipment and associated electrical systems	2	
	Testing of electrical equipment and machinery	2	4
	Ship's fire detection systems; Operation of electrical equipment in flammable areas	2	4
	Detection of machinery malfunction; Location of faults and action to prevent damage	2	2

Function 2: Controlling the operation of the ship and care for persons on board at the support level			
Contribute to the handling of stores	Procedures for safe handling, stowage and securing of stores	4	2
Apply precautions and contribute to the prevention of pollution of the marine environment	Basic knowledge of MARPOL requirements	4	
	Pollution prevention measures; Pollution prevention equipment.	4	2
Apply occupational health and safety procedures	Safe working practice – demonstration; Shipboard personal safety procedures (working aloft, electrical safety, mechanical safety, enclosed spaces, ...)	8	4
	Use of PPE	2	2
	Course review, closing remarks; Assessment and evaluation	2	
TOTAL		120	120
		<b>240</b>	

## 32.1 TRAINING COURSE FOR GENERAL OPERATOR'S CERTIFICATE FOR GMDSS RADIO OPERATORS (STCW IV/2)

### General Operator's Certificate for GMDSS Radio Operators – STCW A-IV/2

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
<p>Transmit and receive information using GMDSS subsystems and equipment and fulfilling the functional requirements of GMDSS</p> <p>Provide radio services in emergencies</p>	Course introduction; Course overview and requirements	2	
	The statutory framework of the Maritime Mobile Service; SOLAS and radio regulations; Certificates	3	
	Frequencies; Watch keeping procedures; Emergency call categories	3	
	Identification of Radio Stations (ship stations, SAR and VTS stations, Aids to navigation, aircraft stations); Ship and Coast earth stations	2	
	Service publications (ITU lists); Maritime mobile and Maritime Mobile-Satellite service manual	1	3
	Technical fundamentals of radio wave propagation (UHF, VHF, MF,...); Modulation basics and types; Transmitter and receiver fundamentals	4	
	Use of Batteries; Different type of antennas	2	
	Fault location and service on GMDSS marine electronic equipment	2	
	Overview of the GMDSS components	5	
	VHF radio station – use and function; VHF DSC operational procedures; Alerting procedures	6	8
	MF/HF radio station – use and function; MF/HF DSC operational procedures; Alerting procedures	4	12
	VHF/MF/HF voice emergency procedures	4	6
	Routine communication procedures; On-board communication; External communication	2	4
	Use of Radiotelex; Equipment; Calling procedures; Telex message; MF/HF operational procedures – emergency and routine	4	8
	Inmarsat system – an overview; Inmarsat -B system; Inmarsat-C system; Navareas/Metareas; Practical task	2	6

	Inmarsat -M system; Operational limitations; Practical task	2	2
	Inmarsat Fleet 77; Components; Practical task	2	2
	Operational voice, telex and E-mail procedures using Inmarsat; SafetyNET and FleetNET services	2	4
	Cospas/Sarsat structure; use of EPIRB and SART	2	2
	Maritime Safety Information (MSI) system; use of NAVTEX system; EGC system; MSI via VHF/MF/HF; Portable VHF; Practical task	2	4
	Other systems (UHF, AIS, SSAS, ...)	2	
	SAR system organisation; Role of MRCC; SAR radiocommunications; Use of International Aeronautical and Maritime Search and Rescue Manual (IAMSAR); Reporting systems worldwide (AMVER, AUSREP,...); LRIT	6	2
	Use of International Code of Signals and the IMO Standard Marine Communication Phrases (SMCP) for safety and general communication; Use of standard abbreviations in maritime communication	6	
	Traffic charging procedures and accounting;	1	
	Course review, closing remarks; Assessment and evaluation (theoretical and practical)	2	2
<b>TOTAL</b>		<b>73</b>	<b>63</b>
		<b>136</b>	

### 32.2-3 TRAINING COURSE FOR MASTER AND CHIEF MATE ON SHIPS OF 500 GROSS TONNAGE OR MORE (STCW II/2)

#### Master and chief mate on ships of 500 gross tonnage or more - STCW A-II/2

Note - At the end of each specific subject, assessment and evaluation should be carried out. The course contains the following subjects.

Subject	Hours	
	Lectures	Exercises / Practical work
<b>Function 1: Navigation at the Operational level</b>		
<i>Voyage planning</i>	46	4
<i>Navigation</i>	88	32
<i>Search and rescue</i>	20	4
<i>Collision avoidance</i>	24	24
<i>Navigational watch</i>	12	8
<i>Operational use of automatic radar plotting aids</i>	22	28
<i>Meteorology and oceanology</i>	24	6
<i>Ship handling and manoeuvring</i>	70	12
<i>Engineering systems</i>	48	0
<i>TOTAL</i>	354	118
<b>Function 2: Cargo handling and stowage at the operational level</b>		
<i>Cargo handling and stowage</i>	90	16
<i>TOTAL</i>	90	16
<b>Function 3: Controlling the operation of the ship and care for persons on board at the operational level</b>		
<i>Ship's stability</i>	70	40
<i>Maritime law</i>	36	0
<i>Safety at sea</i>	26	10
<i>Management and organisation on ships</i>	40	6
<i>TOTAL</i>	172	56

Competence	Topic	Hours	
		Lectures	Exercises / Practical work
<b>Function 1: Navigation at the Management level</b>			
Plan a voyage and conduct navigation	- <i>Voyage planning</i> Voyage planning and navigation for all conditions; Methods of planning; Methods of plotting ocean and coastal tracks	20	4
	General principles on ship's routeing	14	
	Ship reporting systems; Criteria for ship reporting system; Role of VTS and VTS reporting procedures	12	
Determine position and the accuracy of result position fix by any means	- <i>Navigation</i> Position determination using different methods (terrestrial navigation, great-circle sailing, ...); Using satellite systems and modern electronic navigational aids	60	20
Determine and allow for compass errors	The principles and errors of magnetic and gyro compass	24	12
	Main types of gyro compasses (operation and care)	4	
Co-ordinate search and rescue operations	- <i>Search and rescue</i> International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual – overview; SAR systems; Use of navigational aids in SAR actions	20	4
Establish watchkeeping arrangements and procedures	- <i>Collision avoidance</i> COLREG Convention; Thorough knowledge of content, application and intent of the COLREG	24	24
	- <i>Navigational watch</i> Navigational watch principles (giving orders); Teamwork and bridge teamwork procedures; Bridge team management procedures	12	8
Maintain safe navigation through the use of radar and ARPA and modern navigation systems to assist command decision-making	As per Core Syllabus - <i>Operational use of automatic radar plotting aids</i> ;	12	28
	<i>Additionally</i> - Operational aspects of navigational systems; Blind pilotage planning; Evaluation of navigational information derived from different sources, including radar and ARPA; Command decisions for collision avoidance	10	
Forecast weather and oceanographic conditions	- <i>Meteorology and oceanology</i> Synoptic charts and weather forecasting; Characteristics of various weather systems; Ocean current systems; Calculation of tidal conditions; Navigational publications on tides and currents;	24	6
Manoeuvre and handle a ship in all conditions	- <i>Ship handling and manoeuvring</i> Ship handling in restricted waters, shallow waters, heavy weather... Berthing and unberthing procedures; Anchoring; Drydocking; Emergency steering; Towing procedures and arrangements	60	12

	Beaching procedures; Actions in case of grounding or collision; Damage control assessment;	10	
Operate and remote controls of propulsion plant and engineering systems and services	- <i>Engineering systems</i> Operating principles of marine power plants	30	
	Ships' auxiliary machinery; Fuel consumption - basics	12	
	Marine engineering terms	6	

### 32.6 TRAINING COURSE OFFICERS IN CHARGE OF A NAVIGATIONAL WATCH ON SHIPS OF 500 GROSS TONNAGE OR MORE (STCW II/1)

#### Officers in charge of a navigational watch on ships of 500 gross tonnage or more - STCW A-II/1

Note - At the end of each specific subject, assessment and evaluation should be carried out. The course contains the following subjects.

Subject	Hours	
	Lectures	Exercises / Practical work
<b>Function 1: Navigation at the Operational level</b>		
Celestial navigation	20	30
Terrestrial and coastal navigation	80	40
Electronic systems and navigation	54	14
Meteorology	42	18
Collision avoidance	40	60
Navigational watch	26	12
<i>Operational use of automatic radar plotting aids – Core syllabus</i>	12	28
<i>The Operational Use of Electronic Chart Display and Information Systems (ECDIS) - Core syllabus</i>	12	28
Safety at sea	16	0
<i>Maritime English - Core syllabus</i>	0	0
Ship handling	20	10
<i>TOTAL</i>	<i>318</i>	<i>240</i>
<b>Function 2: Cargo handling and stowage at the operational level</b>		
<i>Cargo handling and stowage</i>	60	8
<i>TOTAL</i>	<i>60</i>	<i>8</i>
<b>Function 3: Controlling the operation of the ship and care for persons on board at the operational level</b>		
<i>Marine pollution prevention</i>	14	18
<i>Ship's stability</i>	70	25
<i>Advance fire fighting</i>	23	7
<i>Proficiency in survival crafts and rescue boats other than fast rescue boats</i>	14	16
<i>Medical first aid</i>	14	10
<i>Maritime law</i>	30	0
<i>Leadership and teamwork</i>	16	4
<i>Basic training</i>	34	16
<i>TOTAL</i>	<i>215</i>	<i>96</i>

## Schedule 2

### IMO/ILO Guidelines on Medical Examinations of Seafarers – Vision Standards

#### Vision standards Testing

All tests needed to determine the visual fitness of a seafarer are to be reliably performed by a competent person and use procedures recognized by the relevant national authority. Quality assurance of vision-testing procedures at a person's first seafarer examination is particularly important to avoid inappropriate career decisions; competent authorities may wish to specify this in detail:

- – Distance vision should be tested using Snellen test type or equivalent.
- – Near vision should be tested with reading test type.
- – Colour vision should be tested by colour confusion plates (Ishihara or equivalent). Supplementary investigations such as lantern tests may be used when appropriate (see the International Recommendations for Colour Vision Requirements for Transport of the International Commission on Illumination (CIE-143-2001, including any subsequent versions)). The use of colour-correcting lenses will invalidate test results and should not be permitted.
- – Visual fields may initially be assessed using confrontation tests (Donders, etc.) and any indication of limitation or the presence of a medical condition where visual field loss can occur should lead to more detailed investigation.
- – Limitations to night vision may be secondary to specific eye diseases or may follow ophthalmological procedures. They may also be noted during other tests or found as a result of limitations to low-contrast vision testing. Specialist assessment should be undertaken if reduced night vision is suspected.

#### Visual correction

Medical practitioners should advise persons required to use spectacles or contact lenses to perform duties that they should have a spare pair or pairs, as required, conveniently available on board the ship.

#### Additional guidance

If laser refractive surgery has been undertaken, recovery should be complete and the quality of visual performance, including contrast, glare sensitivity and the quality of night vision, should have been checked by a specialist in ophthalmology.

All seafarers should achieve the minimum eyesight standard of 0.1 unaided in each eye (STCW Code, section B-I/9, paragraph 10). This standard may also be relevant to other seafarers to ensure visual capability under emergency conditions when visual correction may be lost or damaged.

Seafarers not covered by the STCW Convention's eyesight standards should have vision sufficient to perform their routine and emergency duties safely and effectively.

**STCW Code table A-I/9: Minimum in-service eyesight standards for seafarers**

STCW Convention regulation	Category of seafarer	Distance vision aided <sup>1</sup>		Near/intermediate vision	Colour vision <sup>3</sup>	Visual fields <sup>4</sup>	Night blindness <sup>4</sup>	Diplopia (double vision) <sup>4</sup>
		One eye	Other eye	Both eyes together, aided or unaided				
I/11 II/1 II/2 II/3 II/4 II/5 VI/2	Masters, deck officers and ratings required to undertake look-out duties	0.5 <sup>2</sup>	0.5	Vision required for ship's navigation (e.g. chart and nautical publication reference, use of bridge instrumentation and equipment, and identification of aids to navigation)	See Note 6	Normal visual fields	Vision required to perform all necessary functions in darkness without compromise	No significant condition evident
I/11 III/1 III/2 III/3 III/4 III/5 III/6 III/7 VI/2	All engineer officers, electro-technical officers, electro-technical ratings and ratings or others forming part of an engine-room watch	0.4 <sup>5</sup>	0.4 (see Note 5)	Vision required to read instruments in close proximity, to operate equipment, and to identify systems/components as necessary	See Note 7	Sufficient visual fields	Vision required to perform all necessary functions in darkness without compromise	No significant condition evident
I/11 IV/2	GMDSS radio operators	0.4	0.4	Vision required to read instruments in close proximity, to operate equipment, and to identify systems/components as necessary	See Note 7	Sufficient visual fields	Vision required to perform all necessary functions in darkness without compromise	No significant condition evident

Notes:

1 Values given in Snellen decimal notation.

2 A value of at least 0.7 in one eye is recommended to reduce the risk of undetected underlying eye disease.

3 As defined in the International Recommendations for Colour Vision Requirements for Transport by the Commission Internationale de l'Eclairage (CIE-143-2001, including any subsequent versions).

4 Subject to assessment by a clinical vision specialist where indicated by initial examination findings. 5 Engine department personnel shall have a combined eyesight vision of at least 0.4.

6 CIE colour vision standard 1 or 2.

7 CIE colour vision standard 1, 2 or 3.