

**[PRC MEMORANDUM CIRCULAR NO. 99-15,
August 31, 1999]**

**GUIDELINES IN THE ISSUANCE OF STCW '95 CERTIFICATES
(FOR MARINE DECK OFFICERS)**

I. AUTHORITY

Section 10 (c), Article IV of Republic Act No. 8544, otherwise known as the "PHILIPPINE MERCHANT MARINE OFFICERS ACT OF 1998", as implemented by Section 28, Article VII, Resolution No. 1, series of 1999, of the Board of Marine Deck Officers and Regulations II/1, II/2 and II/3 of the 1978 STCW Convention, as amended in 1995.

II. OBJECTIVE

To ensure that from the point of view of safety of life and property at sea and the protection of the marine environment, merchant marine deck officers are qualified and competent to safely carry out the tasks associated with the performance of the function of their positions on board seagoing ships, having met the standards of competence required under the appropriate Regulations of the Convention.

III. COVERAGE

This memorandum circular shall apply to candidates for certification as marine deck officers in the management and operational level under the following categories:

A. Those who have served on board seagoing ships of 500 gross tonnage or more, and who have commenced approved seagoing service, an approved education and approved training program/course AFTER 01 August 1998.

B. Those who have served on board ships of 250 gross tonnage or more but less than 500 gross tonnage.

C. Those with seagoing service on board certain types of seagoing ships covered by Regulations V/1, V/2 and V/3 of the 1978 STCW Convention, as amended.

D. Marine Officers whose STCW '78 Certificates were revalidated for service beyond 31 January 2002 under the memorandum circulars issued by the Commission.

This memorandum circular however, shall not apply to those who have served on board:

1. Warships, naval auxiliaries or other ships owned or operated by a state and engaged only on governmental non-commercial service;

2. Fishing vessels;
3. Pleasure yachts not engaged in commercial trade; or
4. Wooden ships of primitive built.

IV. DEFINITION OF TERMS

1. Board — shall mean the Board of Marine Deck Officers.
2. Commission — shall mean the Professional Regulation Commission (PRC) created under Presidential Decree No. 223.
3. Marine Deck Officers Licensure Examination — refers to the written and oral/practical examinations given by the Board to measure the competence of applicants for registration as marine deck officers on the functions of the levels of responsibility required by law and the STCW Convention for such officer and which must be taken and passed by applicants to be registered and issued the STCW '95 Certificates as such marine deck officer.
4. Certificate of Registration — shall refer to the document issued to a marine deck officer after passing the required examination, subject to the limitation/s, if any, stated in the certificate of competency, and upon compliance with all the requirements prescribed by the Board and the Commission.
5. Certificate of Competency — a document issued by the Board to a marine deck officer certifying that the marine deck officer has been found qualified to perform the functions of the level of responsibility involved on board the ship for which such officer has been examined and assessed and which shall attest to the authority of the marine deck officer to practice the Merchant Marine profession in the capacity specified therein.
6. Endorsement Certificate — refers to the document issued by the Commission attesting the issue of Certificate of Competency to a marine deck officer or attesting the recognition of a Certificate issued by other Flag States in accordance with and upon compliance with all the relevant requirements of the International Convention on the Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended.
7. Management level — refers to the level of responsibility associated with:
 - (a) serving as Master or Chief Mate, on board a seagoing ship; and
 - (b) ensuring that all functions within the designated area of responsibility are properly performed.
8. Operational level — refers to the level of responsibility associated with:
 - (a) serving as officer-in-charge of a navigational watch; and
 - (b) maintaining direct control over the performance of all functions within the designated area of responsibility in accordance with proper procedures and under the direction and supervision of a merchant marine

deck officer serving in the management level for that area of responsibility.

9. STCW '95 Certificates — means the Certificate of Competency and Endorsement Certificate issued on or after 1 February 1997 in accordance with all applicable requirements of the Convention and the STCW Code, or a STCW '78 certificate duly endorsed after 1 February 1997 in accordance with Regulation I/11.

10. Seagoing Service — shall refer to the actual service on board a ship relevant to the issued Certificate or other qualification.

11. Seagoing ship — means a ship other than those which navigate exclusively in inland waters or waters within, or closely adjacent to sheltered waters or areas where port regulations apply.

12. STCW Convention — means the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended.

V. POLICIES

1. Applicant must be a graduate of Bachelor of Science in Marine Transportation in CHED accredited/recognized maritime institution EXCEPT those who are graduates of other courses and are already registered marine deck officers.

2. Applicant must be at least 20 years of age and is medically fit, particularly with good eyesight and hearing. The medical certificate required by these guidelines must be issued by a Department of Health (DOH) accredited medical clinic or hospital conducting physical and medical examination for seafarers in accordance with the minimum standards set in the STCW Code.

3. The management level course and the appropriate training courses required by this memorandum circular must be taken from a government accredited/recognized institution and Maritime Training Council accredited training center, respectively.

4. Applicant with sea service on board ships of 250 gross tonnage or more but less than 500 gross tonnage shall be accepted but shall be issued a certificate with the limitation as "valid only on near coastal voyages". The Certificate issued shall be upgraded should the applicant present documentary proof that he has complied with Section VIII of this Memorandum Circular.

5. STCW '95 Certificates issued under this memorandum circular shall be valid for five (5) years from the date of issuance unless sooner withdrawn, suspended or revoked.

6. STCW '95 Certificates issued shall be entered in the registry/database pursuant to Regulation I/9 of the 1978 STCW Convention, as amended.

7. To comply with the requirements of Section A-I/6 of the STCW Code, assessors and/or members of the Board responsible for the assessment of competence of marine deck officers, as required under the Convention shall meet the following:

(a) have an appropriate level of knowledge and understanding of the competence to be assessed;

(b) qualified in the task for which assessment is being made;

(c) have received appropriate guidance in assessment methods and practice in which case the assessor or member of the Board have successfully completed an approved training course in IMO Model Course 3.12;

(d) have gained practical assessment experience; and

(e) if conducting assessment involving the use of simulator, have gained practical assessment experience in the particular type of simulator under the supervision of, and satisfaction of an experienced assessor.

VI. DOCUMENTARY REQUIREMENTS

1. Certificate of Registration (original and a photocopy)

2. Medical Certificate, using the DOH approved medical form, must be issued within the preceding six (6) months from date of application for the issuance of STCW '95 Certificates. (original and a photocopy)

3. Approved seagoing service* on board seagoing ship/s of 500 gross tonnage or more** in the appropriate capacity or level of his certificate during the preceding five (5) years to be supported by the following documents:

(a) Certificate of Sea Service (MDO Form No. 5) signed by the Master. (If unsigned by the Master, contract of employment and affidavit stating the reason for being unsigned, shall be submitted)

(b) Seafarer's Identification and Record Book (SIRB) and one photocopy each of pages one and two, and other pages reflecting sea service. (In case of lost SIRB, affidavit of loss and certification from MARINA that such SIRB had been issued, stating the pertinent data of the issuance, shall be submitted)

(c) Company Certification of Sea Service. The Certification shall include the type of vessel, the rank occupied, vessel's gross tonnage, vessel's trading area and inclusive dates of sea service.

4. Certificates of Training in the appropriate courses required together with one photocopy for each certificate. (If applicable)

5. Documentation Fee

6. Three (3) pieces 2" x 2" pictures in proper uniform, with correct number of bars on shoulder board, name tag and without headgear.

7. Training Record Book

VII. QUALIFICATION REQUIREMENTS

CATEGORY A AND D

A. OFFICER INCHARGE OF A NAVIGATIONAL WATCH

OPERATIONAL LEVEL

1. *THIRD MATE*

1.1 Holder of a Certificate of Registration as Third Mate issued in accordance with Section 28 of Board Resolution No. 1, series of 1999, the Rules and Regulations Implementing R.A. No. 8544.

1.2 Holder of G.O.C. as per Regulation in Chapter IV of the Convention.

2. *SECOND MATE*

2.1 Holder of a Certificate of Registration as Second Mate issued in accordance with Section 28 of Board Resolution No. 1, series of 1999, the Rules and Regulations Implementing R.A. No. 8544.

2.2 Holder of G.O.C. as per Regulation in Chapter IV of the Convention.

MANAGEMENT LEVEL

B. MASTER AND CHIEF MATE

3. *CHIEF MATE*

3.1 Holder of a Certificate of Registration as Chief Mate issued in accordance with Section 28 of Board Resolution No. 1, series of 1999, the Rules and Regulations Implementing R.A. No. 8544.

3.2 Holder of G.O.C. as per Regulation in Chapter IV of the Convention.

3.3 Has completed and duly certificated with a management level course program based on IMO Course 7.01 from a government accredited/recognized institution.

4. *MASTER MARINER*

4.1 Holder of a Certificate of Registration as Master issued in accordance with Section 28 of Board Resolution No. 1, series of 1999, the Rules and Regulations Implementing R.A. No. 8544.

4.2 Holder of G.O.C. as per Regulation in Chapter IV of the Convention.

4.3 Has completed and duly certificated with a management level course program based on IMO Course 7.01 from a government accredited/recognized institution.

CATEGORY B