

**[PRC MEMORANDUM CIRCULAR NO. 09-07,
February 06, 2009]**

**REVISED GUIDELINES IN THE ISSUANCE AND ENDORSEMENT OF
STCW '95 CERTIFICATES TO 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 29, Article VII, Resolution No. 02-04 of the Board for Marine Deck Officers.

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.

III. PURPOSE

This Memorandum Circular is issued to provide guidelines in the issuance and endorsement of STCW '95 Certificates to Marine Deck Officers in accordance with Section 10 (c), Article IV of Republic Act No. 8544 and Section 29, Article VII, Resolution No. 02-04 of its implementing rules and regulations, revising Memorandum Circular No. 02-12.

IV. POLICIES

1. Applicant must be medically fit, particularly with good eyesight and hearing. The medical certificate required under these guidelines, which shall be valid for one (1) year from the date of issuance, and if submitted during application, should not be less than fifteen (15) days prior to expiry date, 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. The DOH accredited medical clinic or hospital must have a Quality Standards System (QSS) in place in accordance with Section A-I/8 and Section B-I/8 of the STCW Code.
2. The training courses required under these guidelines must be taken from maritime training centers accredited by the Maritime Training Council (MTC) and only training courses accredited by the MTC or recognized by the Board of Marine Deck Officers shall be accepted.
3. STCW '95 Certificates shall be issued in accordance with the standards/requirements of the 1978 STCW Convention, as amended.

4. STCW '95 Certificate issued under this Memorandum Circular shall be valid until the date of expiry of the Certificate or unless sooner withdrawn, suspended or revoked.

5. To comply with the requirements of Section A-I/6 of the STCW Code, members of the Board/Qualified Assessors 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;
- (d) have gained practical assessment experience, and 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.

6. STCW '95 Certificates issued shall be entered in the database and website of the Commission pursuant to Regulation I/9 of the Revised STCW Convention.

7. The Certificate of Competency may contain limitation/s on type of ship, gross tonnage, trading area, and such other limitation/s which a member of the Board/Qualified Assessor may impose after an assessment.

8. A Chief Mate who applies for the issuance of STCW '95 Certificates under Category A or B in the management level, Part VI of this Circular, shall be required to present proof that he has completed and been duly certificated in the appropriate training course/s of the Management Level Course.

9. A holder of STCW '95 Certificates as Chief Mate who applies for the issuance of STCW '95 Certificates as Master Mariner, shall NO longer be required to present proof that he has completed and duly certificated in the approved training courses for the same level of responsibility.

10. Major Patrons and Minor Patrons registered/licensed by the Professional Regulation Commission (PRC), with at least one (1) year and two (2) years seagoing service as Major Patron and Minor Patron, respectively, shall be issued the STCW '95 Endorsement Certificate under Regulation II/3, paragraph 5 of the revised STCW Convention.

11. The Certificate of Competency bearing the registration/certificate number shall be signed by the Chairman of the Board. In the absence of the Chairman, the Certificate of Competency shall be signed in the following order: (1) the Vice-Chairman; and (2) the senior member of the Board.

12. The Endorsement Certificate bearing the registration/certificate number indicating therein the date of issuance and date of expiration shall be signed by the Chairman of the Commission. In the absence of the Chairman, the Endorsement Certificate shall be signed in the following order: (1) the senior member of the Commission; (2) the junior member of the Commission; and (3) the Assistant Commissioner responsible in the implementation of the 1978 STCW Convention, as amended.

13. The Endorsement Certificate shall be issued in a separate document, the form to be used shall be that set forth in paragraph 2 of Section A-1/2 of the STCW Code, while the Certificate of Competency shall be that set forth in paragraph 1 of Section A-I/2 of the STCW Code. The Endorsement Certificate shall have the same category and limitation/s, if any, indicated in the Certificate of Competency, and shall expire as soon as the Certificate endorsed expires or is withdrawn, suspended or cancelled by the Board, and in no case, not more than five years from date of issue.

14. Every Marine Deck Officer shall be assigned a permanent unique registration/ Certificate number which shall appear in his Certificate of Registration, Certificate of Competency and Endorsement Certificate. Renumbered Certificates shall retain the original date of registration in his present grade/rank in accordance with the guidelines adopted by the Board.

15. These guidelines shall not apply to Marine Deck Officers with seagoing service on board:

- a. warships, naval auxiliaries, or other ships owned or operated by a State and engaged only in governmental non-commercial service;
- b. fishing vessels;
- c. pleasure yachts not engaged in commercial trade; or
- d. wooden ships of primitive build.

16. A holder of STCW '95 Certificates who applies for additional regulation/s shall present proof that he has completed and duly certificated in the approved training courses required under the said regulation/s.

V. DOCUMENTARY REQUIREMENTS

1. Certificate of Registration (Board Certificate)/STCW Certificate of Competency Endorsement Certificate and Valid PRC ID Card.

2. Medical Certificate from DOH accredited medical clinic/hospital with Quality Standards System (QSS) in place, using the DOH approved seafarers pre-employment medical form, which must not be more than one (1) year from date of issue.

3. Twelve (12) months accumulated approved seagoing service for the operational level and twenty four (24) months accumulated approved seagoing service for the management level during the preceding five (5) years from the date of application.

(a) 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.

(b) Seafarer's Identification and Record Book (SIRB) – one photocopy each of pages one and two, and other pages reflecting sea service. (In case of lost/damaged SIRB, any acceptable substitute documentary proof of sea service and affidavit of loss shall be required)

4. National Assessment Center (NAC) Certificate for Training courses under Regulations V & VI and/or Certificates of Training for courses other than Regulations V & VI, as may be required.

5. For Operational Level Officers (CATEGORY A), Original Transcript of Records.

6. For Categories A, B and C of the Master and Chief Mate (Management Level) – (1) Certificate of Completion for Function 3 of the Management Level Course from a training provider accredited by the MTC and the Certificate/Documentary proof for the required assessment in Functions 1 and 2 applying the table of equivalency approved by the MTC for an Officer in Charge of a navigational Watch who PASSED the Chief Mate Licensure Examination.

(2) Certificate of Completion for all the three (3) Functions of the Management Level Course from a training provider accredited by the MTC for an Officer in Charge of a Navigational Watch who FAILED TWICE or more in the Chief Mate Licensure Examination.

(Note: The MLC or any of its Functions shall only be taken once by an Officer in Charge of a Navigational Watch).

7. Two (2) pieces passport size pictures in proper uniform and haircut.

VI. QUALIFICATION REQUIREMENTS

Master and Chief Mate(Management Level)

CATEGORY A – Marine Deck Officers who are holders of STCW '95 Certificates in the operational level (Officer in Charge of a Navigational Watch) must have completed and duly certificated with the following approved training courses:

1. Medical Care
2. Proficiency in Fast Rescue Boat (if applicant will board a ship equipped with fast rescue boats)
3. ECDIS (if applicant will board a ship equipped with ECDIS)
4. General Operator Certificate (GOC)
5. Ship Simulator and Bridge Teamwork (Management Level; Except those who have taken and passed the practical examination) with Assessment
6. Management Level Course

CATEGORY B – Marine Deck Officers who have NOT been previously issued STCW '95 Certificates must have completed and duly certificated with the following approved training courses:

1. Advanced Fire fighting
2. Personal Safety and Social Responsibility (PSSR)
3. Medical Emergency-First Aid
4. Medical Care
5. GOC
6. RSC/ARPA or RNRPUA
7. Proficiency in Survival Craft and Rescue Boat
8. Proficiency in Fast Rescue Boat (if applicant will board a ship equipped with fast rescue boats)
9. ECDIS (if applicant will board a ship equipped with ECDIS)
10. Ship Simulator and Bridge Teamwork (Management Level)
11. Management Level Course

CATEGORY C – Marine Deck Officers who will board seagoing ship for which special training is required under Regulations V/1, V/2 and V/3 of the 1978 STCW

Convention, as amended, must have completed and duly certificated with the following approved training courses:

1. For Tankers (Regulation V/1)

He must have completed at least three (3) months of approved seagoing service appropriate to their duties on the type of tanker on which they serve, **AND** shall have completed and duly certificated in the following approved training courses:

Shore-based fire-fighting course for tankers in addition to the training required by Regulation VI/I.

Specialized Training in the type of tanker on which to serve:

- Oil Tanker;
- Chemical Tanker;
- Liquefied Gas Tanker; or
- Liquefied Natural Gas Tanker

2. For Ro-ro Passenger Ship (Regulation V/2) and Passenger Ship other than Ro-ro (Regulation V/3):

Crowd Management, Passenger Safety and Safety Training for Personnel Providing Direct Services to Passengers in Passenger Spaces. (IMO Model Course 1.28)

Proficiency in Crisis Management and Human Behavior Training in Passenger Safety, Cargo Safety and Hull Integrity Training. (IMO Model Course 1.29)

Officer in Charge of a Navigational Watch (Operational Level)

CATEGORY A – Marine Deck Officers who have commenced approved education and training AFTER August 1, 1998 AND former radio officers who had undergone the fast track B.S.M.T. education program approved by the Commission on Higher Education (CHED), must have completed and duly certificated with the following approved training courses:

1. Advanced Firefighting
2. Proficiency in Survival Craft and Rescue Boat
3. Medical Emergency-First Aid
4. Proficiency in Fast Rescue Boat (if applicant will board a ship equipped with fast rescue boat)
5. ECDIS (if applicant will board a ship equipped with ECDIS)
6. General Operator's Course (GOC)
7. MARPOL 73/78 Annexes 1, 2, 3, 4, 5, & 6
8. Maritime Law for Ship's Officers
9. Ship Simulator and Bridge Teamwork (Operational Level; Except those who have taken and passed the practical examination) with Assessment

CATEGORY B – Marine Deck Officers who have commenced approved education and training PRIOR to August 1, 1998 must have completed and duly certificated with the following approved training courses: