

**[MTC RESOLUTION NO. 11, S. 2000, November
15, 2000]**

**APPROVING THE GUIDELINES AND PROCEDURES OF
ASSESSMENT FOR THE NATIONAL ASSESSMENT CENTER**

WHEREAS, Section 5 of MTC Resolution No. 6, s-2000 which establishes a National Assessment Center requires that the MTC Secretariat in coordination with the Technical Working Group composed of representatives and agencies represented in the Council shall prepare the guidelines of instruction and the uniform procedure in assessing competence of seafarers;

WHEREAS, a Technical Group was convened on 26 October 2000 to discuss the draft guidelines and procedures;

WHEREAS, Section 5 of the above-mentioned Resolution requires that such Guidelines and Procedures shall be approved by the Council.

NOW, THEREFORE, in view of the foregoing premises, resolve that the herein Guidelines and Procedures of Assessment for the National Assessment Center is hereby approved for immediate implementation.

Adopted: 15 November 2000

(SGD.) BIENVENIDO P. LAGUESMA
*Secretary, Department of Labor and Employment and
Chairman, Maritime Training Council*

(SGD.) HERMOGENES P. POBRE
*Chairman,
Professional Regulation Commission
(PRC)*

(SGD.) REYNALDO A. REGALADO
*Administrator,
Philippine Overseas Employment
Administration
(POEA)*

(SGD.) ELEUTERIO N. GARDINER
*Administrator,
Overseas Worker Welfare
Administration
(OWWA)*

(SGD.) OSCAR M. SEVILLA
*Administrator,
Maritime Industry Authority
(MARINA)*

(SGD.) RADM. EUCEO E. FAJARDO
*Commandant, Philippine Coast Guard
(PCG)*

(SGD.) ESTER A. GARCIA
*Chairman, Commission on Higher
Education
(CHED)*

(SGD.) VICENTE F. ALDANESE, JR.
*Private Sector Representative
Filipino Association for Mariners*

(SGD.) GREGORIA S. OCA
*Private Sector Representative
Associated Marine Officers and*

Attested to:

(SGD.) LORNA O. FAJARDO
Executive Director

Attachment

**Guidelines and Procedures of Assessment and Issue of Certificates
Under Chapters V and VI of the STCW Convention As Amended**

SECTION 1. Objectives — These guidelines and procedures basically aim to provide an efficient mechanism in assessing the competence of seafarers holding STCW '78 certificates or documents for the issuance of the appropriate STCW '95 certificates under Chapters V and VI of the Convention.

SECTION 2. Coverage — These guidelines shall cover all seafarers holding STCW '78 Certificates under the above-mentioned Chapters.

SECTION 3. Definition of Terms —

- a. *Convention* — refers to the 1978 STCW Convention as amended.
- b. *STCW Code* — means the Seafarers' Training, Certification and Watchkeeping (STCW) Code as adopted by the 1995 Conference Resolution 2, as it may be amended;
- c. *Certificate of Proficiency* — refers to the certificate issued by the Maritime Training Council through the National Assessment Center or any entity which the Maritime Training Council may authorize, intended to qualify seafarers under Chapter V and VI of the Convention;
- d. *New Entrant* — refers to seafarers who commenced approved training under MTC Resolution No. 03, s. 1998 on or before 27 October 1998.
- e. *Existing Seafarer* — refers to seafarers who are not included under (d) above prior to 27 October 1998.
- f. *Approved Training* — refers to the completion of training courses from the accredited programs conducted by training centers under Resolution No. 03, s. 1998, or an equivalent course obtained from another country which is recognized by the MTC;
- g. *Seagoing Service* — means service on board a ship relevant to the issue of a certificate or other qualification.
- h. *Master* — means the person having command of a ship;
- i. *Officer* — means a member of the crew, other than the Master, designated as such by national law or regulation;
- j. *Rating* — means a member of the ship's crew other than the Master or an Officer;

k. *National Assessment Center* — the body under the MTC created under Resolution No. 6, s. 2000.

l. *Qualified Assessor* — refers to the person who meets the requirements under Section 2 (d) of this Guidelines and Procedures and designated by the Council to assess the ability of an individual to perform a task, duty or responsibility based on established criteria and professional judgment to determine whether the required level of competence and proficiency is achieved.

m. *RECORD OF ASSESSMENT* — a prescribed document where the qualified assessor records the particulars or details of the examination or assessment conducted which indicates the outcome of such examination and assessment.

n. *Oil Tanker* — means a ship constructed and used for the carriage of petroleum and petroleum products in bulk;

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

p. *Liquefied Gas Tanker* — means a ship constructed or adapted and used for the carriage in bulk of any liquefied gas or other products listed in Chapter 19 of the International Gas Carrier Code;

q. *Ro-Ro Passenger Ship* — means a passenger ship with ro-ro spaces or special category spaces as defined in the International Convention for the Safety of Life and Property at Sea, 1974 as amended;

r. *Passenger Ship Other Than Ro-Ro Ship* - means a passenger ship other than ro-ro as defined in the International Convention for Safety of Life at Sea, 1974 as amended.

SECTION 4. General Provisions —

a. All applications for renewal and revalidation to STCW '95 certificates under this resolution shall emanate from the shipping company, manning agency, seafarers' union and seafarer organization/associations.

b. As the need arises, facilities for walk-in applicants shall be provided.

c. Qualified assessors shall man the NAC and should meet the following qualifications;

1. Have an appropriate level of knowledge and understanding of the competence to be assessed;

2. Be qualified in the tasks for which the assessment is being made;

3. Have received appropriate guidance in assessment method and practice thru attendance to an MTC approved course in IMO Model Course 3.12.