

**[ MIA MEMORANDUM CIRCULAR NO. 126, October 14, 1997 ]**

**REVISED GUIDELINES ON THE ISSUANCE OF ENDORSEMENT OF CERTIFICATES IN ACCORDANCE WITH THE 1978 STCW CONVENTION**

Pursuant to Section 12 (e) of Executive Order No. 125, as amended, and in consonance with the Philippines' accession to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978 through the Instrument of Accession dated 11 January 1984 and pursuant further to Section 2, Article II of the 1987 Philippine Constitution which states that the Philippines adopts the generally accepted principles of International Law as part of the law of the land, the following revised guidelines in the issuance of Endorsement of Certificates are hereby prescribed:

**I. Objective**

To ensure that all seafarers are properly certificated, qualified, competent and medically fit for the proper performance of functions on board seagoing ships in accordance with the Convention.

**II. Coverage**

These guidelines shall apply to all Filipino seafarers serving onboard seagoing ships, except to those 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 trade; or
4. wooden ships of primitive build.

**III. Definition of Terms**

For purposes of this Circular:

1. Administration refers to the Maritime Industry Authority (MARINA);
2. Authentication refers to the Administration's attestation/validation/confirmation of certificates, licenses and documents issued by agencies and entities in compliance with the requirements of the 1978 STCW Convention and its subsequent amendments;
3. Convention refers to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978. Every reference to the

Convention constitutes at the same time reference to the Annex;

4. Indorsement of Certificates means a valid document, by whatever name it may be known, issued by the Administration, authorizing the holder to serve as stated in this document;
5. Fishing Vessel means a vessel used for catching fish, whales, seals, walrus or other living resources of the sea;
6. Seagoing Ship means a ship other than those which navigate exclusively within Philippine waters.

#### **IV. General Provisions**

1. All Filipino seafarers serving onboard seagoing ships shall be properly certificated in accordance with these guidelines.
2. Application for issuance of endorsement of certificates and/or authentication must be personally filed and secured by the applicant. The application can be filed, on behalf of the seafarer while on board, by the duly authorized representative of the company in cases of replacement of lost or damaged certificates and, for purposes of repatriation (for a maximum period of 90 days).
3. Applications shall be filed at the MARINA Central Office (MCO) or at any of its authorized Maritime Regional Office (MRO).
4. Endorsement of Certificates issued for purposes of employment onboard seagoing ships shall be acceptable for use onboard ships operating in the domestic trade.
5. The medical and licensure examinations and training courses required by these guidelines shall have been taken from a government-accredited institution.
6. Certificates in support of application for Endorsement of Certificates shall be automatically authenticated by MARINA. However, a separate authentication of certificates/documents can be undertaken as maybe necessary.
7. Retraining shall be required to holder of training certificates who has not served on board for at least a year within five (5) years from the date of issuance of certificate.
8. The Administration reserves its authority to waive/modify the requirements in the issuance of endorsement of certificates/authentication in cases deemed meritorious.

#### **V. Qualification Requirements**

##### **A. Deck Department**

1. Minimum Requirements for Masters, Chief Mates and Officers in Charge of a Navigational Watch on Ships of 200 GT or More 1

<b>REQUIREMENTS MASTER CHIEF MATE</b>		<b>Officer in Charge of a Navigational Watch</b>
Age	At least 20 years old	At least 18 years old
Medical	Certified medically fit, particularly regarding good eyesight and hearing	
Training	Must have undertaken the following training courses: 1. Basic Safety Courses (BSC) 2. Radar Observer Course (ROC)/Radar Observation and Plotting (ROP) 3. Radar Simulator Course (RSC) 4. Ship Restricted Radiotelephone Operator Course (SRROC) or General Operator Course (GOC)	
Examination/ License	Must have passed the licensure examination for: Master Mariner Chief Mate Second Mate/Third Mate	
Seagoing Service	1) 36 months as officer in charge of a navigational watch; or 18 months as officer in charge of a navigational watch  2) 12 months as chief mate and 12 months as officer in charge of navigational watch	1) 36 months approved seagoing service in the deck department which includes six months bridge watchkeeping duties; or 2) 12 months approved apprenticeship training & 12 months seagoing service in the deck department which includes 6 months bridge watch-keeping duties
Regulation	Regulation II/2	Regulation II/4

1 As per Regulation I/15 (Transitional Provisions) of 1978 STCW Convention, as amended, the Party may, at its discretion, replace tonnage limitations appearing on the original certificate - "200 GRT" may be replaced by "500 GRT".

2. Minimum Requirements for Masters and Officers in Charge of a Navigational Watch on Ships of Less Than 200GT

a. Ships Not Engaged on Near-Coastal Voyages

<b>REQUIREMENTS</b>	<b>MASTER</b>	<b>OFFICER IN CHARGE OF A NAVIGATIONAL WATCH</b>
<b>Age</b>	At least 20 years old	At least 18 years old
<b>Medical</b>	Certified medically fit, particularly regarding good eyesight and hearing	
<b>Examination/ License</b>	Must have passed the equivalent licensure examination	
<b>Training</b>	Must have undertaken the following training courses: 1) Basic Safety Courses (BSC) 2) Radar Observer Course (ROC)/Radar Observation and 3) Radar Simulator Course (RSC) 4) Ship Restricted Radiotelephone Operator Course (SRROC) or General Operator Course (GOC)	
<b>Plotting (ROP)</b>		
<b>Seagoing Service</b>	1) 36 months as officer in charge of a navigational watch; or	1) 36 months approved seagoing service in the deck department which includes six months bridge watchkeeping duties; or

2) 12 months as chief mate and 12 months as officer in charge of a navigational watch

2) 12 months approved apprenticeship training and 12 months seagoing service in the deck department which includes six months bridge watchkeeping duties

## Regulation

Regulation II/3

### b. Ships Engaged on Near-Coastal Voyages

#### REQUIREMENTS

#### MASTER

#### OFFICER IN CHARGE OF A NAVIGATIONAL WATCH

Age

At least 20 years old

At least 18 years old

Medical

Certified medically fit, particularly regarding good eyesight and hearing

Examination/  
License Training

Must have passed the equivalent licensure examination

Must have undertaken the following training courses:

- 1) Basic Safety Courses (BSC)
- 2) Radar Observer Course (ROC)/Radar Observation and Plotting (ROP)
- 3) Radar Simulator Course (RSC)
- 4) Ship Restricted Radiotelephone Operator Course (SRROC) or GOC

Seagoing Service

12 months as officer in charge of a navigational watch

1) 36 months approved seagoing service in the deck department; or 2) 12 months approved apprenticeship training.

Regulation

Regulation II/3

### 3. Minimum Requirements for Ratings Forming Part of a Navigational Watch on a Seagoing Ship of 200 GT or More