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United States Coast Guard

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NVIC 06-14
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NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 06-14

Subj: GUIDELINES FOR QUALIFICATION FOR STCW ENDORSEMENTS AS RATING FORMING PART OF A NAVIGATIONAL WATCH

Ref: (a) International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW), Regulation II/4 and Section A-II/4 of STCW Code, incorporated into regulations at 46 Code of Federal Regulations (CFR) 12.103

1. PURPOSE. This Navigation and Vessel Inspection Circular (NVIC) provides guidance on qualification for and revalidation of STCW endorsements as Rating Forming Part of a Navigational Watch (RFPNW).

2. ACTION. The Coast Guard will use this NVIC and 46 CFR 12.605 when establishing whether mariners are qualified to hold STCW endorsements as RFPNW. Officers in Charge, Marine Inspection (OCMIs) should also bring this NVIC to the attention of the maritime industry within their zones of responsibility. This NVIC is available on the World Wide Web at http://www.uscg.mil/hq/cg5/nvic. The Coast Guard will distribute it by electronic means only.

3. DIRECTIVES AFFECTED. This NVIC cancels NVIC 02-02, *Guidelines for Assessment of Seafarers' Proficiency for Certification as Ratings Forming Part of a Navigational Watch Through Demonstrations of Skills*, and its enclosures; National Maritime Center (NMC) Policy Letter 05-00, *Approval of Programs Leading to Certification as a Rating Forming Part of a Navigational Watch;* and those portions of NMC Policy Letter 14-02, *Qualifications for Deck and Engineering Ratings*, that are only applicable to RFPNW, including provisions for the issuance of an interim, non-renewable endorsement of Rating Forming Part of a Navigational Watch – Lookout Duties Only. Beginning March 24, 2015,

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this interim endorsement will no longer be issued. Endorsements issued prior to this date will remain valid until their specified expiration date

4. BACKGROUND.

   a. The STCW Convention and STCW Code sets forth standards for training and certification for merchant mariners, including mariners serving as RFPNW.

   b. In order to implement the 1995 amendments to STCW, the Coast Guard published NVIC 02-02 and NMC Policy Letter 14-02 providing guidance on how mariners may qualify for endorsements as RFPNW.

   c. The International Maritime Organization (IMO) amended the STCW Convention and STCW Code on June 25, 2010. These amendments entered into force for all ratifying countries on January 1, 2012.

   d. The Convention is not self-implementing; therefore, the U.S., as a signatory to the STCW Convention, must initiate regulatory changes to ensure full implementation of the amendments to the STCW Convention and STCW Code. The U.S. implements these provisions under the Convention and under the authority of the applicable domestic laws in United States Code, Titles 33 and 46.

   e. The Coast Guard published a final rule on December 24, 2013 (78 FR 77796) that implements the STCW, including the 2010 amendments. The Coast Guard is publishing this NVIC to provide guidance on complying with the new regulations and is cancelling previous policy. Accordingly, this NVIC cancels NVIC 02-02, NMC Policy Letter 05-00 and relevant portions of NMC Policy Letter 14-02.

5. DISCUSSION.

   a. Policy regarding endorsement as RFPNW is located in this NVIC, including forms to facilitate compliance with the regulations. Enclosure (1) details specific requirements found in the regulations for this endorsement. Enclosure (2) contains the national assessment guidelines for this endorsement. Enclosure (3) may be used to record completion of assessments. Enclosure (4) provides a transition scheme for mariners who have begun qualifying for RFPNW using the assessments in the now cancelled NVIC 02-02. Enclosure (5) provides relevant excerpts from the STCW Convention and STCW Code.

   b. Qualified Assessors (QAs) are encouraged to use either the guidelines in Enclosure (2) or an alternative as discussed in paragraph 5.c.

   c. QAs may refine these published guidelines and/or develop alternatives since the standards used on board any given vessel may need to be modified to be compatible with the vessel's equipment and operations manuals. A training institution submitting a course or program that leads to an endorsement as RFPNW should state either that the guidelines in Enclosure (2) will apply, or provide the guidelines it proposes to use.

However, under 46 CFR 10.402(e), a training institution must submit any deviations from these guidelines to the Coast Guard for approval before use.

d. When applying for an RFPNW endorsement, the applicant need only submit the completed Enclosure (3), Record of Assessment (or equivalent evidence of demonstration of competency), to the Coast Guard**.** The Coast Guard recommends that the applicant retain a copy of Enclosure (3) (or equivalent evidence of demonstration of competency) for his or her records.

6. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a regulation. It is not intended to nor does it impose legally-binding requirements on any party. It represents the Coast Guard's current thinking on this topic and is issued for guidance purposes to outline methods of best practice for compliance to the applicable law. You can use an alternative approach if the approach satisfies the requirements of the applicable statutes and regulations.

7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.

a. The development of this NVIC and the general policies contained within it have been thoroughly reviewed by the originating office, and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series). Because this NVIC implements, without substantive change, the applicable Commandant Instruction or other federal agency regulations, procedures, manuals, and other guidance documents, Coast Guard categorical exclusion #33 is appropriate.

b. This NVIC will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this NVIC must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.

8. RECORDS MANAGEMENT CONSIDERATIONS. This NVIC has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., NARA requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.

9. FORMS/REPORTS. None.

10. QUESTIONS. All questions regarding implementation of this Circular should be directed to the Mariner Credentialing Program Policy Division (CG-CVC-4), at (202) 372-2357 or MMCPolicy@uscg.mil. To obtain approval for an alternative to the assessments described in Enclosure (2), contact the NMC at (888) 427-5662 or IAskNMC@uscg.mil.

J. A. SERVIDIO
Rear Admiral, U. S. Coast Guard
Assistant Commandant for Prevention Policy

Encl: (1) Discussion of Qualification Requirements for Ratings Forming Part of a Navigational Watch
(2) Assessment Guidelines for Ratings Forming Part of a Navigational Watch
(3) Record of Assessment for Ratings Forming Part of a Navigational Watch
(4) Transition from the Former Assessment Scheme for Ratings Forming Part of a Navigational Watch
(5) Excerpts from STCW Convention and STCW Code

DISCUSSION OF QUALIFICATION REQUIREMENTS FOR ENDORSEMENTS AS RATING FORMING PART OF A NAVIGATIONAL WATCH

1. GENERAL.

   a. This enclosure provides guidance to qualify for International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW) endorsements as Rating Forming Part of a Navigational Watch (RFPNW) as specified in 46 Code of Federal Regulations (CFR) 12.605.

   b. This Navigation and Vessel Inspection Circular (NVIC) cancels those portions of National Maritime Center (NMC) Policy Letter 14-02 applicable to RFPNW, including provisions for the issuance of an interim, non-renewable endorsement of Rating Forming Part of a Navigational Watch – Lookout Duties Only. Beginning March 24, 2015, this interim endorsement will no longer be issued. Endorsements issued prior to this date, will remain valid until their specified expiration dates.

2. SEA SERVICE, TRAINING, AND DEMONSTRATIONS.

   a. In accordance with 46 CFR 12.605(a) and STCW Regulation II/4, an applicant for an STCW endorsement as an RFPNW shall be not less than 16 years of age and must provide satisfactory evidence of:

      1) Meeting the standard of competence as specified in Table A-II/4 of the STCW Code; and

      2) Either:

         (i) Six months of seagoing service that includes training and experience associated with navigational watchkeeping functions; or

         (ii) Satisfactory completion of Coast Guard approved or accepted training that includes a period of approved seagoing service of at least 2 months.

   b. Service on near coastal and oceans routes, and service on the Great Lakes will be credited on a day-for-day basis. Service on inland waters other than Great Lakes, that are navigable waters of the United States, will be credited for up to 50 percent of the total service. The remaining 50 percent of the service must be obtained on oceans, near coastal waters, and/or the Great Lakes (46 CFR 10.232(b)).

   c. For qualification as an RFPNW, a day of approved seagoing service is 8 hours associated with navigational watchkeeping functions that involve the performance of duties carried out under the direct supervision of a qualified deck officer or a qualified rating (STCW Regulation II/4). As an alternative to 8 hours in 1 day, two periods from two different calendar days, each not less than 4 hours, will be credited as 1 day of sea service. When two such periods are combined as

a single day of sea service, no additional credit is given for periods served over 8 hours total (46 CFR 10.107).

3. ASSESSMENTS.

a. As noted above, mariners must provide evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code by completing the assessments in Enclosure (2), or an equivalent alternative. Applicants may document their assessment using Enclosure (3) or they may provide the information in any other format that shows equivalent information.

b. Vessels under 200 GRT and/or 500 GT used for assessments should:

1) Have a magnetic compass and a gyrocompass. The compasses (or their repeaters) should be divided into 1-degree increments that change readings as the heading changes (digital readout is not acceptable);

2) Be arranged so the helmsman may steer either by the magnetic compass or the gyrocompass (or repeater); and

3) Have a rudder angle indicator and a rudder order indicator.

c. Simulators used in approved or accepted training should use vessels of at least 200 GRT/500 GT for exercises and assessments pertaining to steering the ship and complying with helm orders. Also, the simulator should:

1) Have a visual scene, at a minimum, from dead ahead to 2 points (22.5^{o}) abaft the beam on either side, have the capability of producing appropriate sounds within the same arc as the visual scene, and permit a candidate to steer by a fixed object or a range;

2) Have a magnetic compass and a gyrocompass. The compasses (or their repeaters) should be divided into 1-degree increments that change readings as the heading changes (digital readout is not acceptable);

3) Be capable of being steered either by the magnetic compass or the gyrocompass (or repeater);

4) Have a rudder angle indicator and a rudder order indicator that responds appropriately to the motions of the helm and rudder;

5) Replicate the hydrodynamic properties of vessels of 200 GRT and/or 500 GT or more throughout a realistic range of speeds and drafts;

6) Have realistic steering controls replicating those found on modern merchant vessels that permit switching the steering gear between hand-steering and automatic pilot and also allow the switching of steering motors/pumps;

7) Be capable of simulating steering failure including the failure of control and actuator systems;

8) Have sufficient behavioral realism to allow candidates to exhibit the required competencies;

9) Be capable of simulating failure of the gyrocompass; and

10) Be equipped with the steering alarms required on a vessel of 200 GRT and/or 500 GT or more.

d. Mariners may continue to qualify using the previous model assessments until December 31, 2016.

e. The Coast Guard may exempt an applicant from meeting any individual knowledge, understanding, and proficiency required in Section A-II/4 of the STCW Code. These exemptions must be approved by the Coast Guard based upon vessel type. Under these circumstances, the certificate may include a corresponding limitation (46 CFR 12.605(b)). To request such an exemption, please contact the Mariner Credentialing Program Policy Division (CG-CVC-4) as discussed in paragraph 10 of this NVIC.

4. RENEWAL OF ENDORSEMENT. To renew an endorsement as an RFPNW, a mariner must have completed the requirements for Basic Training found in 46 CFR 12.602 and meet the general qualification requirements for renewal of their national rating endorsement(s) found in 46 CFR 10.227.

Assessment Guidelines for Rating Forming Part of a Navigational Watch

Standard of Competence

Every candidate for endorsement as a Rating Forming Part of a Navigational Watch (RFPNW) shall provide evidence of having achieved the required standard of competence as specified in Table A-II/4 of the STCW Code (46 Code of Federal Regulations (CFR) 12.605(a)(3)). The table below is adopted from Table A-II/4 of the STCW Code (found in Enclosure (5)) to assist the candidate and assessor in the demonstration of competency.

Practical Skill Demonstrations

These assessment guidelines establish the conditions under which the assessment will occur, the performance or behavior the candidate is to accomplish, and the standards against which the performance is measured. The assessor is encouraged to use a checklist in conducting assessments of practical demonstrations of skill. Checklists allow a training institution or Qualified Assessor to ensure that critical tasks are not overlooked when evaluating a candidate's practical demonstration. Training institutions and Qualified Assessors should develop their own checklists for use in conducting the assessments in a complete and structured manner.

Qualified Assessors

A shipboard Qualified Assessor who witnesses a practical assessment may sign the appropriate blocks and pages in the Record of Assessment in Enclosure (3) or an equivalent record. Prospective Qualified Assessors (QAs) should have at least 1 year of experience as Officer in Charge of a Navigational Watch on seagoing vessels of at least 200 GRT and/or 500 GT. After December 31, 2016, QAs must be approved by the National Maritime Center to conduct the assessment(s) (46 CFR 10.107).

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Assessment Guidelines for Rating Forming Part of a Navigational Watch

<table>
<tr><th>Task No./Name</th><th>STCW Competence</th><th>Knowledge, Understanding and Proficiency</th><th>Performance Condition</th><th>Performance Behavior</th><th>Performance Standard</th></tr>
<tr><td>1.1.A
Steady on a new course</td><td>Steer the ship and also comply with helm orders in the English language</td><td>Use of magnetic and gyro-compasses</td><td>At full sea speed, while on a northeasterly heading, when hearing the command, in English, “steer 342,”**</td><td>the candidate turns the helm to bring the vessel to the new course and steady on the course of 342°.</td><td rowspan="2">The candidate:
1. Repeats the order;
2. Turns the helm in the direction of the fewest degrees to the ordered course using no more than 15° of rudder;
3. Reports the ship’s heading, while swinging, in each 10 ° increment;
4. Reduces the rudder angle as the vessel approaches the course;
5. Steadies on the course of 342° with less than 5° of overshoot; and
6. States: “Steady on three four two.”</td></tr>
<tr><td colspan="2">** The assessor may select any course desired as long as it is more than 30° from the original heading. At least one assessment should include a turn to the right from the ordered course.</td></tr>
<tr><td>1.1.B
Steer a course by gyro-compass</td><td>Steer the ship and also comply with helm orders in the English language</td><td>Use of magnetic and gyro-compasses</td><td>In a sea state of 4 or less, when hearing the command in English, “steer 342,”**</td><td>the candidate uses the gyrocompass to steer the course of 342°.</td><td rowspan="2">The candidate:
1. Repeats the order;
2. When steady on course , states “Steering three four two;” and
3. Steers the course ordered within ±3° (open ocean), and ±2° (near coastal) for 15 minutes.</td></tr>
<tr><td colspan="2">** The assessor may select any course desired as long as it can be safely maintained throughout the exercise.</td></tr>
</table>

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
1.1.C Steer a course by magnetic compass	Steer the ship and also comply with helm orders in the English language	Use of magnetic and gyro-compasses	In a sea state of 4 or less, when hearing the command in English, "steer 342,"**	the candidate uses the magnetic compass to steer the course of 342°.	The candidate: 1. Repeats the order; 2. When steady on course , states "Steering three four two;" and 3. Steers the course ordered within ±5° (open ocean), and ±3° (near coastal) for 15 minutes.
			** The assessor may select any course desired as long as it can be safely maintained throughout the exercise.		
1.2.A Right (starboard) rudder	Steer the ship and also comply with helm orders in the English language	Helm orders	When hearing the command in English, "Right (Starboard) 10,"	the candidate turns the helm until the rudder is right (Starboard) 10°.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to right (starboard); 3. Stops turning the helm when the rudder angle indicator reads right (starboard) 10°; 4. States: "The rudder is right (starboard) 10°;" and 5. States the vessel's heading in 10° increments until a new heading is provided (e.g., "passing 320°").
1.2.B Left (port) rudder	Steer the ship and also comply with helm orders in the English language	Helm orders	When hearing the command in English, "Left (Port) 20,"	the candidate turns the helm until the rudder angle indicator is at left (port) 20°.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to left (port); 3. Stops turning the helm when the rudder angle indicator reads left (port) 20°; 4. States: "The rudder is left (port) 20", and 5. States the vessel's heading in 10° increments until a new heading is provided (e.g., "passing 060°").

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
1.2.C Rudder hard over	Steer the ship and also comply with helm orders in the English language	Helm orders	When hearing the command in English, "Hard Right (Starboard),"	the candidate turns the helm to the right (starboard) until the rudder is at maximum right (starboard).	The candidate: 1. Repeats the order; 2. Immediately turns the helm to right (starboard); 3. Stops turning the helm when the rudder angle indicator reads maximum right (starboard) rudder; 4. Ensures that the rudder is not jammed against the stops; and 5. States: "The rudder is hard right (starboard)."
1.2.D Ease the rudder	Steer the ship and also comply with helm orders in the English language	Helm orders	When the rudder is more than 5° right (starboard) or left (port), when hearing the command in English "Ease to 5,"	the candidate turns the helm to reduce the angle of the rudder until the indicator shows the rudder angle is right (starboard) or left (port) 5°.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to reduce the rudder angle; 3. Stops turning the helm when the rudder angle indicator reads right (starboard) or left (port) 5°; and 4. States: "The rudder is right (starboard) or left (port) 5."
1.2.E Midships the wheel	Steer the ship and also comply with helm orders in the English language	Helm orders	When the rudder is either right (starboard) or left (port), when hearing the command in English "Midships,"	the candidate turns the helm to reduce the angle of the rudder until the indicator shows the rudder angle 0°.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to reduce the rudder angle; 3. Stops turning the helm when the rudder angle indicator reads zero; and 4. States: "The rudder is midships."

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
1.2.F Shift your rudder	Steer the ship and also comply with helm orders in the English language	Helm orders	When the rudder is 15° right (starboard) when hearing the command in English "Shift your Rudder,"	the candidate turns the helm to the left (port) until the indicator shows the rudder angle is left (port) 15°.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to the left (port); 3. Stops turning the helm when the rudder angle indicator reads left (port) 15°; 4. States: "The rudder is left (port) 15;" and 5. States the vessel's heading in 10° increments until a new heading is provided (e.g., "passing 060°").
1.2.G Meet her; or, check her	Steer the ship and also comply with helm orders in the English language	Helm orders	During a turn, when hearing the command in English, "Meet her" or "Check Her,"	the candidate turns the helm to reduce the angle of the rudder and apply counter rudder until the vessel stops turning.	The candidate: 1. Repeats the order; 2. Immediately turns the helm to reduce the rudder angle; 3. Applies counter rudder until the vessel stops turning; 4. Eases the wheel to midships; and 5. States: "The vessel's heading is …"
1.2.H Steady as she goes	Steer the ship and also comply with helm orders in the English language	Helm orders	When hearing the command in English, "Steady as She Goes"	the candidate notes the heading of the vessel, stops any swing of the ship, and steers in the direction noted when the command was given.	The candidate: 1. Repeats the order; 2. Notes the heading when the command was given; 3. Immediately applies counter rudder to stop any swing of the ship; 4. Steers the heading noted; and 5. States: "Steady, heading …"

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
1.2.I Nothing to the right/left	Steer the ship and also comply with helm orders in the English language	Helm orders	When hearing the command in English, "Nothing to the right (starboard) [or left (port)],"	the candidate notes the heading of the vessel, stop any swing of the ship to the right (starboard), [or left (port)] and keeps the vessels heading from any direction to the right of the noted heading.	The candidate: 1. Repeats the order; 2. Notes the heading when the command was given; 3. Immediately applies counter rudder to stop any swing of the ship to the right (starboard); and 4. Steers the heading noted, but with no error to the right permitted.
1.3.A Change the steering mode from auto pilot to hand steering	Steer the ship and also comply with helm orders in the English language	Change-over from automatic pilot to hand steering and vice versa	At sea speed, when hearing the command to put steering into hand steering,	the candidate changes the steering mode from auto pilot to hand steering.	The candidate: 1. Repeats the order; 2. Switches the steering mode from autopilot to hand; 3. Tests that the new steering mode is responding; and 4. States: "She's in hand steering."
1.3.B Change the steering mode from hand steering to autopilot	Steer the ship and also comply with helm orders in the English language	Change-over from automatic pilot to hand steering and vice versa	At sea speed, when hearing the command to put steering into auto pilot,	the candidate changes the steering mode from hand steering to autopilot.	The candidate: 1. Repeats the order; 2. Puts the wheel amidships; 3. Verifies the course dialed into the auto pilot is the same as the course to be steered; 4. Switches the steering mode from hand to auto pilot; 5. Verifies that the auto pilot is responding properly; and 6. States: "She's in auto pilot."

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
2.1.A Report bearings in daylight	Keep a proper look-out by sight and hearing	Responsibilities of a look-out, including reporting the approximate bearing of a sound signal, light or other object in degrees or points	On a ship or full mission ship simulator, given a condition in daylight of unlimited visibility through a field of view from right ahead to 22.5° abaft the beam on each side of the vessel and a sea state of 4 or less; and a large vessel, small vessel, a buoy in sight,	the candidate detects and reports all three objects.	The candidate reports to the officer in charge of the watch the: 1. Large vessel before it is within 5 miles of own ship; 2. Small vessel before it is within 2 miles of own ship; 3. Buoy before it is within 2 miles of own ship; and 4. Direction to all objects in degrees or points within ± 1 point or ± 11°.
2.1.B Report bearings at night	Keep a proper look-out by sight and hearing	Responsibilities of a look-out, including reporting the approximate bearing of a sound signal, light or other object in degrees or points	On a ship or full mission ship simulator, given a condition at night of unlimited visibility through a field of view from right ahead to 22.5° abaft the beam on each side of the vessel and a sea state of 4 or less; and a large vessel, a small vessel, and a buoy in sight,	the candidate detects and reports all three objects.	The candidate reports the: 1. Lights of the large vessel before it is within 10 miles of own ship; 2. Lights of the small vessel before it is within 2 miles of own ship; 3. Light of the buoy before it is within 2 miles of own ship; and 4. Direction to all objects in degrees or points within ± 1 point or ± 11°.
2.1.C Report bearings by sound	Keep a proper look-out by sight and hearing	Responsibilities of a look-out, including reporting the approximate bearing of a sound signal, light or other object in degrees or points	On a ship or full mission ship simulator, in any condition of visibility, when a sound is generated by any sound appliance listed in the International Navigation Rules,	the candidate detects and reports the direction of the sound.	The candidate reports the: 1. Direction of the sound in degrees or points within ± 1 point or ± 11°; and 2. Type of sound heard (e.g., gong, whistle, siren).

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.1.A Shipboard terms and definitions	Contribute to monitoring and controlling a safe watch	Shipboard terms and definitions	On a ship, simulator, or by examination with the assessor using accepted English maritime terminology,	the candidate demonstrates an understanding of the shipboard terms and definitions used by the assessor.	The candidate: 1. Points out and describes standard shipboard locations and features (e.g., port, starboard, forward, aft) of the following locations from the bridge: a. Green sidelight; b. Red sidelight; c. Stern light; d. Masthead light(s); e. Anchor lights; and f. Not under command lights; 2. Points in the following directions: a. Dead ahead; b. 2 points on the starboard bow; c. Broad on the starboard bow; d. On the starboard beam; e. Broad on the starboard quarter; f. Dead astern; g. Broad on the port quarter; h. 2 points abaft of the port beam; i. On the port beam; j. 1 point forward of port beam; and k. Broad on the port bow; and 3. Describes the purpose of: a. General alarm; b. Ship's whistle; c. Engine order telegraph / bridge throttle control; d. Flags; e. Emergency steering controls; and f. Fathometer.

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.2.A Use of communication and alarm systems	Contribute to monitoring and controlling a safe watch	Use of appropriate internal communication and alarm systems	On a ship or full mission ship simulator,	the candidate notifies the officer of the watch when hearing the following alarms: 1. Gyrocompass failure alarm; 2. Smoke and/or heat detector alarms; 3. Running light panel alarm; and 4. Steering motor failure alarm; and **5.** Steering pump failure alarm.	The candidate: 1. Immediately reports each alarm to the Officer in Charge of the Watch; and 2. Responds to orders as instructed by the Officer in Charge of the Watch.
3.3.A Communicate potential collision situations in daylight	Contribute to monitoring and controlling a safe watch	Ability to understand orders and to communicate with the officer of the watch in matters relevant to watchkeeping duties	On board a ship or on a full mission ship simulator with a sea state of less than 4 and good visibility during daylight,	the candidate, when questioned by the officer on watch about a vessel within sight, using visual cues, describes the possibility of collision.	The candidate describes at least 4 of these possible evolutions: 1. Collision situation (no or little bearing change); 2. Vessel will pass ahead (bearing moving towards the bow); 3. Vessel will pass astern (bearing moving towards the stern); 4. Vessel is being overtaken and on which side of own ship; or 5. Own ship is being overtaken by another vessel and on which side of own ship the overtaking vessel will pass.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.3.B Communicate potential collision situations at night	Contribute to monitoring and controlling a safe watch	Ability to understand orders and to communicate with the officer of the watch in matters relevant to watchkeeping duties	On board a ship at sea or on a full mission ship simulator, with a sea state of less than 4 and good visibility at night,	the candidate, when questioned by the officer on watch about a vessel within sight, using visual cues, will describes the possibility of collision.	The candidate describes at least 4 of these possible evolutions: 1. Collision situation (no or little bearing change); 2. Vessel will pass ahead (bearing moving towards the bow); 3. Vessel will pass astern (bearing moving towards the stern); 4. Vessel is being overtaken and on which side of own ship; or 5. Own ship is being overtaken by another vessel and on which side of own ship the overtaking vessel will pass.
3.4.A Relief of the lookout	Contribute to monitoring and controlling a safe watch	Procedures for the relief, maintenance and handover of a watch	On a ship at sea, given traffic that has been reported to the officer of the watch, when the lookout relief reports to relieve the watch,	the candidate hands over the watch in accordance with the ordinary practice of good seamanship.	The candidate: 1. Advises the relief of: a. All objects sighted and reported; b. Past and present weather; c. Any special instructions to be followed during the watch; and d. The status of the running lights; 2. Allows the lookout relief to acquire his or her night vision; and 3. Reports: "The lookout is relieved." to the officer on watch.

Successful completion of these Assessment Guidelines will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and alternative means of having achieved the standards of competence in the STCW Code will be considered. In accordance with 46 CFR 10.402(e), alternative guidelines must be submitted to the National Maritime Center and approved before use.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.4.B Relief of the helmsman	Contribute to monitoring and controlling a safe watch	Procedures for the relief, maintenance and handover of a watch	On a ship or full-mission simulator, when being relieved at the helm,	the candidate hands over the helm in accordance with the ordinary practice of good seamanship.	The candidate: 1. Advises the relief of: a. Both the gyro and magnetic course or helm position; b. Steering mode; c. Steering unit in use; and d. Amount and direction of rudder needed to hold course; 2. Does not turn over the helm while executing a helm order (the candidate waits until the order is completed); and 3. Reports: "The wheel (or helm) is relieved." to the officer on watch.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.5.A Relief of anchor watch	Contribute to monitoring and controlling a safe watch	Information required to maintain a safe watch	On a ship at anchor or in a simulator,	the candidate hands over the watch in accordance with the ordinary practice of good seamanship.	The candidate: 1. Advises the relief of: a. Which anchor is in use; b. The number of shots used and how the chain has been marked to indicate if the brake is holding (e.g., a rag tied to the chain where it begins to run through the pawl); c. Any standing and current orders relevant to the anchor watch (e.g., how frequently the anchor should be checked); d. The status of access points to the ship; e. The lead of the anchor chain and the strain when the anchor was last checked; and f. Anticipated weather and events (e.g., heaving anchor, pilot) that can be expected to occur during the next watch; and 2. Reports: "The watch has been relieved." to the officer on watch.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
3.5.B Relief of port watch	Contribute to monitoring and controlling a safe watch	Information required to maintain a safe watch	On a ship at anchor, or on a simulator when being relieved on port watch,	the candidate hands over the watch in accordance with the ordinary practice of good seamanship.	The candidate: 1. Advises the relief: a. Which accommodation ladder or other access to the vessel is in use; b. The ship security alert status; c. Any standing and current orders regarding vessel security; d. Events anticipated for the upcoming watch (sailing, pilot on board, cargo completion, etc); and e. Bus schedules, shore leave requirements, other local events; and 2. Reports: "The watch has been relieved." to the officer on watch.
3.6.A Environmental protection at sea	Contribute to monitoring and controlling a safe watch	Basic environmental protection procedures	On a ship at sea,	during a watch at sea,	The candidate assists the watch in accordance with basic environmental protection procedures while at sea.
3.6.B Environmental protection in port	Contribute to monitoring and controlling a safe watch	Basic environmental protection procedures	On a ship in port,	during a watch in port,	The candidate assists the watch in accordance with basic environmental protection procedures while in port.

Task No./Name	STCW Competence	Knowledge, Understanding and Proficiency	Performance Condition	Performance Behavior	Performance Standard
4.1.A Fire and emergency duties	Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties and alarm signals	This KUP is satisfied if the candidate successfully completes approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training as specified in 46 CFR 12.602.		
4.1.B Abandon ship duties	Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties and alarm signals	This KUP is satisfied if the candidate successfully completes approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training as specified in 46 CFR 12.602.		
4.1.C Man overboard duties	Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties and alarm signals	This KUP is satisfied if the candidate successfully completes approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training as specified in 46 CFR 12.602.		
4.2.A Distress signals	Operate emergency equipment and apply emergency procedures	Knowledge of pyrotechnic distress signals; satellite EPIRBs and SARTs	This KUP is satisfied if the candidate successfully completes approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training as specified in 46 CFR 12.602.		
4.3.A Avoidance of false distress alerts	Operate emergency equipment and apply emergency procedures	Avoidance of false distress alerts and action to be taken in event of accidental activation	This KUP is satisfied if the candidate successfully completes approved or accepted Basic Training or presents evidence of maintaining the standards of competence in Basic Training as specified in 46 CFR 12.602.		

Record of Assessment

for

RATING FORMING PART OF A NAVIGATIONAL WATCH

For: _____ _____ _____

Print Name of Candidate | Candidate's Signature | Mariner Reference No.

RECORD OF PRACTICAL ASSESSMENTS
Rating Forming Part of a Navigational Watch

NOTE TO QUALIFIED ASSESSOR(S): In performing your function as a Qualified Assessor, you may use your initials below to indicate that you have personally witnessed the demonstration of skill or ability by the person being assessed. The Assessment Guidelines in Enclosure (2) will provide satisfactory evidence of meeting the standard of competence specified in Section A-II/4 of the STCW Code. The use of these Assessment Guidelines is not mandatory and an alternative means of having achieved the standards of competence in the STCW Code will be considered as discussed in paragraph 10 of this NVIC.

STCW Competence	Knowledge, Understanding and Proficiency	Task Number	Task Name	Assessor's Initials	Date
Steer the ship and also comply with helm orders in the English language	Use of magnetic and gyro-compasses	1.1.A	Steady on a new course		
		1.1.B	Steer a new course by gyrocompass		
		1.1.C	Steer a new course by magnetic compass		
	Helm orders	1.2.A	Right (starboard) rudder		
		1.2.B	Left (port) rudder		
		1.2.C	Rudder hard over		
		1.2.D	Ease the rudder		
		1.2.E	Midships the wheel		
		1.2.F	Shift your rudder		
		1.2.G	Meet her or check her		
		1.2.H	Steady as she goes		
		1.2.I	Nothing to the left/right		
		1.3.A	Change from automatic pilot to hand steering		
		1.3.B	Change from hand steering to automatic pilot		
Keep a proper look-out by sight and hearing	Responsibilities of a look-out...	2.1.A	Report bearings in daylight		
		2.1.B	Report bearings at night		
		2.1.C	Report bearings by sound		

_____
Print Name of Candidate

RECORD OF PRACTICAL ASSESSMENTS
Rating Forming Part of a Navigational Watch

STCW Competence	Knowledge, Understanding and Proficiency	Task Number	Task Name	Assessor's Initials	Date
Contribute to monitoring and controlling a safe watch	Shipboard terms and definitions	3.1.A	Shipboard terms and definitions		
	Use of appropriate internal communication and alarm systems	3.2.A	Use of communication and alarm systems		
	Ability to understand orders and to communicate with the officer of the watch in matters relevant to watchkeeping duties	3.3.A	Communicate potential collision situations in daylight		
		3.3.B	Communicate potential collision situations at night		
	Procedures for the relief, maintenance and handover of a watch	3.4.A	Relief of the lookout		
		3.4.B	Relief of the helm		
	Information required to maintain a safe watch	3.5.A	Relief of the anchor watch		
		3.5.B	Relief of the port watch		
	Basic environmental protection procedures	3.6.A	Environmental protection at sea		
		3.6.B	Environmental protection in port		
Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties and alarm signals	4.1.A	Fire and emergency duties	BASIC TRAINING	
		4.1.B	Abandon ship duties	BASIC TRAINING	
		4.1.C	Man overboard duties	BASIC TRAINING	
	Knowledge of pyrotechnic distress signals; satellite EPIRBs and SARTs	4.2.A	Distress signals	BASIC TRAINING	
	Avoidance of false distress alerts and action to be taken in event of accidental activation	4.3.A	Avoidance of false distress alerts and action to be taken in event of accidental activation	BASIC TRAINING	

_____
Print Name of Candidate

RECORD OF PRACTICAL ASSESSMENTS
Rating Forming Part of a Navigational Watch

ASSESSOR AND VESSEL INFORMATION

Qualified Assessors should provide all information below, including their Mariner Reference Number.

Vessel Name	Gross Tonnage (GT or GRT)	Dates of Service		Assessor Name	Assessor Signature	Sample Initials of Assessor	Assessor's Mariner Reference No.	Assessor's Shipboard Position
		From	To					
M/V Sample	8,892 GRT	7/7/2014	12/6/2014	Allan Toidal	Allan Toidal	AT	1234567	Chief Mate

Print Name of Candidate

RECORD OF PRACTICAL ASSESSMENTS
Rating Forming Part of a Navigational Watch

Vessel Name	Gross Tonnage (GT or GRT)	Dates of Service		Assessor Name	Assessor Signature	Sample Initials of Assessor	Assessor's Mariner Reference No.	Assessor's Shipboard Position
		From	To					

Print Name of Candidate

TRANSITION FROM THE FORMER ASSESSMENT SCHEME FOR RATING FORMING PART OF A NAVIGATIONAL WATCH

The assessments specified in this Navigation and Vessel Inspection Circular (NVIC) differ from those previously specified in NVIC 02-02, and National Maritime Center (NMC) Policy Letter 14-02. Among the differences are changes in the numbering scheme. The Coast Guard recognizes that mariners may be in the process of qualifying for an RFPNW endorsement, and may have already completed RFPNW assessments under the previous guidance. In order to minimize the burden to these mariners, the Coast Guard will allow a reasonable transition period during which assessments from the old scheme will be accepted.

Until December 31, 2016, mariners may use some or all of the former assessments to meet the equivalent assessment specified in this NVIC.

The following table identifies which assessments from the former scheme will satisfy the assessments specified in this NVIC. Mariners who present evidence of satisfactory completion of the assessment identified in the column titled "Old Assessment Number" may use the assessment as evidence of completing the corresponding task in the column titled "New Task Number."

Old Assessment Number	New Task Number	Task Name
If you completed this assessment from Policy Letter 14-02,	*you do not need to complete this task*	
RFPNW-1-1A	1.1.A	Steady on a new course
RFPNW-1-1B	1.1.B	Steer a course by gyrocompass
RFPNW-1-1C	1.1.C	Steer a course by magnetic compass
RFPNW-1-2A	1.2.A	Right (Starboard) rudder
RFPNW-1-2B	1.2.B	Left (Port) rudder
RFPNW-1-2C	1.2.C	Rudder hard over
RFPNW-1-2D	1.2.D	Ease the rudder
RFPNW-1-2E	1.2.E	Midships; or, midships the wheel
RFPNW-1-2F	1.2.F	Shift the rudder
RFPNW-1-2G	1.2.G	Meet her; or, check her
RFPNW-1-2H	1.2.H	Steady as she goes
RFPNW-1-2J	1.2.I	Nothing to the left or right (Port or Starboard)
RFPNW-1-3A	1.3.A	Change-over from auto pilot to hand steering
RFPNW-1-3B	1.3.B	Change-over from hand steering to auto pilot

Old Assessment Number	New Task Number	Task Name
If you completed this assessment from Policy Letter 14-02,	*you do not need to complete this task*	
RFPNW-2-1A	2.1.A	Detect and report objects in daylight
RFPNW-2-1B	2.1.B	Detect and report objects at night
RFPNW-2-2A	2.1.C	Detect and report sounds
RFPNW-3-1A	3.4.A	Hand over a lookout watch
RFPNW-3-1B	3.4.B	Hand over a helm watch
RFPNW-3-2A	3.2.A	Report alarms

Excerpts from the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended

and

Seafarers' Training, Certification and Watchkeeping Code, as amended

Notice: These excerpts are provided for background information. By themselves, they do not constitute Coast Guard policy.

The Manila Amendments to the annex to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978

Chapter I
General provisions

Regulation I/6
Training and assessment

Each Party shall ensure that:

.1 the training and assessment of seafarers, as required under the Convention, are administered, supervised and monitored in accordance with the provisions of section A-I/6 of the STCW Code; and

.2 those responsible for the training and assessment of competence of seafarers, as required under the Convention, are appropriately qualified in accordance with the provisions of section A-I/6 of the STCW Code for the type and level of training and assessment involved.

Regulation I/12
Use of simulators

1 The performance standards and other provisions set forth in section A-I/12 and such other requirements as are prescribed in part A of the STCW Code for any certificate concerned shall be complied with in respect of:

.1 all mandatory simulator-based training;

.2 any assessment of competency required by part A of the STCW Code which is carried out by means of a simulator; and

.3 any demonstration, by means of a simulator, of continued proficiency required by part A of the STCW Code.

Chapter II
Master and deck department

Regulation II/4
Mandatory minimum requirements for certification of ratings forming part of a navigational watch[*]

1 Every rating forming part of a navigational watch on a seagoing ship of 500 gross tonnage or more, other than ratings under training and ratings whose duties while on watch are of an unskilled nature, shall be duly certificated to perform such duties.

2 Every candidate for certification shall:

.1 Be not less than 16 years of age;

.2 Have completed:

[*] These requirements are not those for certification of Able Seamen as contained in the ILO Certification of Able Seamen Convention, 1946, or any subsequent convention.

.2.1 approved seagoing service including not less than six months of training and experience, or

.2.2 special training, either pre-sea or on board ship, including an approved period of seagoing service which shall not be less than two months; and

.3 Meet the standard of competence specified in section A-II/4 of the STCW Code.

3 The seagoing service, traininig and experience required by subparagraphs 2.2.1 and 2.2.2 shall be associated with navigational watchkeeping functions and involve the performance of duties carried out under the direct supervision of the master, the officer in charge of the navigational watch or a qualified rating.

The Manila Amendments to the Seafarers' Training, Certification and Watchkeeping (STCW) Code

Chapter I
Standards regarding general provisions

Section A-I/6
Training and assessment

1 Each Party shall ensure that all training and assessment of seafarers for certification under the Convention is:

.1 structured in accordance with written programmes, including such methods and media of delivery, procedures, and course material as are necessary to achieve the prescribed standard of competence; and

.2 conducted, monitored, evaluated and supported by persons qualified in accordance with paragraphs 4, 5 and 6.

2 Persons conducting in-service training or assessment on board ship shall only do so when such training or assessment will not adversely affect the normal operation of the ship and they can dedicate their time and attention to training or assessment.

Qualifications of instructors, supervisors and assessors[*]

3 Each Party shall ensure that instructors, supervisors and assessors are appropriately qualified for the particular types and levels of training or assessment of competence of seafarers either on board or ashore, as required under the Convention, in accordance with the provisions of this section.

In-service training

4 Any person conducting in-service training of a seafarer, either on board or ashore, which is intended to be used in qualifying for certification under the Convention, shall:

.1 have an appreciation of the training programme and an understanding of the specific training objectives for the particular type of training being conducted;

.2 be qualified in the task for which training is being conducted; and

.3 if conducting training using a simulator:

.3.1 have received appropriate guidance in instructional techniques involving the use of simulators; and

.3.2 have gained practical operational experience on the particular type of simulator being used.

5 Any person responsible for the supervision of in-service training of a seafarer intended to be used in qualifying for certification under the Convention shall have a full understanding of the training programme and the specific objectives for each type of training being conducted.

[*] The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

Assessment of competence

6 Any person conducting in-service assessment of competence of a seafarer, either on board or ashore, which is intended to be used in qualifying for certification under the Convention, shall:

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

.2 be qualified in the task for which the assessment is being made;

.3 have received appropriate guidance in assessment methods and practice;

.4 have gained practical assessment experience; and

.5 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.

Training and assessment within an institution

7 Each Party which recognizes a course of training, a training institution, or a qualification granted by a training institution, as part of its requirements for the issue of a certificate required under the Convention, shall ensure that the qualifications and experience of instructors and assessors are covered in the application of the quality standard provisions of section A-I/8. Such qualification, experience and application of quality standards shall incorporate appropriate training in instructional techniques, and training and assessment methods and practice, and shall comply with all applicable requirements of paragraphs 4 to 6.

Section A-I/12
Standards governing the use of simulators

Part 1 – Performance standards

General performance standards for simulators used in training

1 Each Party shall ensure that any simulator used for mandatory simulator-based training shall:

.1 be suitable for the selected objectives and training tasks;

.2 be capable of simulating the operating capabilities of shipboard equipment concerned, to a level of physical realism appropriate to training objectives, and include the capabilities, limitations and possible errors of such equipment;

.3 have sufficient behavioural realism to allow a trainee to acquire the skills appropriate to the training objectives;

.4 provide a controlled operating environment, capable of producing a variety of conditions, which may include emergency, hazardous or unusual situations relevant to the training objectives;

.5 provide an interface through which a trainee can interact with the equipment, the simulated environment and, as appropriate, the instructor; and

.6 permit an instructor to control, monitor and record exercises for the effective debriefing of trainees.

General performance standards for simulators used in assessment of competence

2 Each Party shall ensure that any simulator used for the assessment of competence required under the Convention or for any demonstration of continued proficiency so required shall:

.1 be capable of satisfying the specified assessment objectives;

.2 be capable of simulating the operational capabilities of the shipboard equipment concerned to a level of physical realism appropriate to the assessment objectives, and include the capabilities, limitations and possible errors of such equipment;

.3 have sufficient behavioural realism to allow a candidate to exhibit the skills appropriate to the assessment objectives;

.4 provide an interface through which a candidate can interact with the equipment and simulated environment;

.5 provide a controlled operating environment, capable of producing a variety of conditions, which may include emergency, hazardous or unusual situations relevant to assessment objectives; and

.6 permit an assessor to control, monitor and record exercises for the effective assessment of the performance of candidates.

*** * * * ***

Part 2 – Other provisions

Simulator training objectives

6 Each Party shall ensure that the aims and objectives of simulator-based training are defined within an overall training programme and that specific training objectives and tasks are selected so as to relate as closely as possible to shipboard tasks and practices.

Training procedures

7 In conducting mandatory simulator-based training, instructors shall ensure that:

.1 trainees are adequately briefed beforehand on the exercise objectives and tasks and are given sufficient planning time before the exercise starts;

.2 trainees have adequate familiarization time on the simulator and with its equipment before any training or assessment exercise commences;

.3 guidance given and exercise stimuli are appropriate to the selected exercise objectives and tasks and to the level of trainee experience;

.4 exercises are effectively monitored, supported as appropriate by audio and visual observation of trainee activity and pre- and post-exercise evaluation reports;

.5 trainees are effectively debriefed to ensure that training objectives have been met and that operational skills demonstrated are of an acceptable standard;

.6 the use of peer assessment during debriefing is encouraged; and

.7 simulator exercises are designed and tested so as to ensure their suitability for the specified training objectives.

Assessment procedures

8 Where simulators are used to assess the ability of candidates to demonstrate levels of competency, assessors shall ensure that:

.1 performance criteria are identified clearly and explicitly and are valid and available to the candidates;

.2 assessment criteria are established clearly and are explicit to ensure reliability and uniformity of assessment and to optimize objective measurement and evaluation, so that subjective judgements are kept to the minimum;

.3 candidates are briefed clearly on the tasks and/or skills to be assessed and on the tasks and performance criteria by which their competency will be determined;

.4 assessment of performance takes into account normal operating procedures and any behavioural interaction with other candidates on the simulator or with simulator staff;

.5 scoring or grading methods to assess performance are used with caution until they have been validated; and

.6 the prime criterion is that a candidate demonstrates the ability to carry out a task safely and effectively to the satisfaction of the assessor.

Qualifications of instructors and assessors[*]

9 Each Party shall ensure that instructors and assessors are appropriately qualified and experienced for the particular types and levels of training and corresponding assessment of competence as specified in regulation I/6 and section A-I/6.

[*] The relevant IMO Model Course(s) and resolution MSC.64(67), *Recommendations on new and amended performance standards*, may be of assistance in the preparation of courses.

Chapter II

Standards regarding the master and deck department

Section A-II/4

Mandatory minimum requirements for certification of ratings forming part of a navigational watch[*]

Standard of competence

1 Every rating forming part of a navigational watch on a seagoing ship of 500 gross tonnage or more shall be required to demonstrate the competence to perform the navigation function at the support level, as specified in column 1 of table A-II/4.

2 The minimum knowledge, understanding and proficiency required of ratings forming part of a navigational watch on a seagoing ship of 500 gross tonnage or more is listed in column 2 of table A-II/4.

3 Every candidate for certification shall be required to provide evidence of having achieved the required standard of competence in accordance with the methods for demonstrating competence and the criteria for evaluating competence specified in columns 3 and 4 of table A-II/4. The reference to "practical test" in column 3 may include approved shore-based training in which the trainees undergo practical testing.

4 Where there are no tables of competence for the support level in respect to certain functions, it remains the responsibility of the Administration to determine the appropriate training, assessment and certification requirements to be applied to personnel designated to perform those functions at the support level.

[*] These requirements are not those for certification of Able Seamen as contained in the ILO Certification of Able Seamen Convention, 1946, or any subsequent convention.

Table A-II/4

Specification of minimum standard of competence for ratings forming part of a navigational watch

Function: Navigation at the support level

Column 1	Column 2	Column 3	Column 4
Competence	**Knowledge, understanding and proficiency**	**Methods for demonstrating competence**	**Criteria for evaluating competence**
Steer the ship and also comply with helm orders in the English language	Use of magnetic and gyro-compasses Helm orders Change-over from automatic pilot to hand steering and vice versa	Assessment of evidence obtained from: .1 practical test, or .2 approved in-service experience, or .3 approved training ship experience	A steady course is steered within acceptable limits, having regard to the area of navigation and prevailing sea state. Alterations of course are smooth and controlled Communications are clear and concise at all times and orders are acknowledged in a seamanlike manner
Keep a proper look-out by sight and hearing	Responsibilities of a look-out, including reporting the approximate bearing of a sound signal, light or other object in degrees or points	Assessment of evidence obtained from: .1 practical test, or .2 approved in-service experience, or .3 approved training ship experience	Sound signals, lights and other objects are promptly detected and their approximate bearing, in degrees or points, is reported to the officer of the watch
Contribute to monitoring and controlling a safe watch	Shipboard terms and definitions Use of appropriate internal communication and alarm systems Ability to understand orders and to communicate with the officer of the watch on matters relevant to watchkeeping duties Procedures for the relief, maintenance and handover of a watch Information required to maintain a safe watch Basic environmental protection procedures	Assessment of evidence obtained from approved in-service experience or approved training ship experience	Communications are clear and concise and advice/clarification is sought from the officer on watch where watch information or instructions are not clearly understood Maintenance, handover and relief of the watch is in conformity with accepted practices and procedures

Column 1	Column 2	Column 3	Column 4
Competence	**Knowledge, understanding and proficiency**	**Methods for demonstrating competence**	**Criteria for evaluating competence**
Operate emergency equipment and apply emergency procedures	Knowledge of emergency duties and alarm signals Knowledge of pyrotechnic distress signals; satellite EPIRBs and SARTs Avoidance of false distress alerts and action to be taken in event of accidental activation	Assessment of evidence obtained from demonstration and approved in-service experience or approved training ship experience	Initial action on becoming aware of an emergency or abnormal situation is in conformity with established practices and procedures Communications are clear and concise at all times and orders are acknowledged in a seamanlike manner The integrity of emergency and distress alerting systems is maintained at all times

GUIDANCE REGARDING PROVISIONS OF THE ANNEX TO THE STCW CONVENTION PART B

Chapter I

Guidance regarding general provisions

Section B-I/6

Guidance regarding training and assessment

Qualifications of instructors and assessors

1 Each Party should ensure that instructors and assessors are appropriately qualified and experienced for the particular types and levels of training or assessment of competence of seafarers, as required under the Convention, in accordance with the guidelines in this section.

In-service training and assessment

2 Any person, on board or ashore, conducting in-service training of a seafarer intended to be used in qualifying for certification under the Convention should have received appropriate guidance in instructional techniques[*].

3 Any person responsible for the supervision of in-service training of a seafarer intended to be used in qualifying for certification under the Convention should have appropriate knowledge of instructional techniques and of training methods and practice.

4 Any person, on board or ashore, conducting an in-service assessment of the competence of a seafarer intended to be used in qualifying for certification under the Convention should have:

.1 received appropriate guidance in assessment methods and practice[*]; and

.2 gained practical assessment experience under the supervision and to the satisfaction of an experienced assessor.

5 Any person responsible for the supervision of the in-service assessment of competence of a seafarer intended to be used in qualifying for certification under the Convention should have a full understanding of the assessment system, assessment methods and practice[*].

* * * * *

Section B-I/12

Guidance regarding the use of simulators

1 When simulators are being used for training or assessment of competency, the following guidelines should be taken into consideration in conducting any such training or assessment.

* * * * *

[*] The relevant IMO Model Course(s) may be of assistance in the preparation of courses.

Recommended performance standards for non-mandatory types of simulation

67 Performance standards for non-mandatory simulation equipment used for training and/or assessment of competence or demonstration of skills are set out hereunder. Such forms of simulation include, but are not limited to, the following types:

.1 navigation and watchkeeping;

.2 ship handling and manoeuvring;

.3 cargo handling and stowage;

.4 reporting and radiocommunications; and

.5 main and auxiliary machinery operation.

Navigation and watchkeeping simulation

68 Navigation and watchkeeping simulation equipment should, in addition to meeting all applicable performance standards set out in section A-I/12, be capable of simulating navigational equipment and bridge operational controls which meet all applicable performance standards adopted by the Organization,* incorporate facilities to generate soundings and:

.1 create a real-time operating environment, including navigation control and communications instruments and equipment appropriate to the navigation and watchkeeping tasks to be carried out and the manoeuvring skills to be assessed;

.2 provide a realistic visual scenario by day or by night, including variable visibility, or by night only as seen from the bridge, with a minimum horizontal field of view available to the trainee in viewing sectors appropriate to the navigation and watchkeeping tasks and objectives;

.3 realistically simulate “own ship” dynamics in open-water conditions, including the effects of weather, tidal stream, currents and interaction with other ships; and

.4 realistically simulate VTS communication procedures between ship and shore.

* * * * *

Chapter II
Guidance regarding the master and the deck department

Section B-II/4
Guidance regarding the training and certification of ratings forming part of a navigational watch

1 In addition to the requirements stated in table A-II/4 of this Code, Parties are encouraged, for safety reasons, to include the following subjects in the training of ratings forming part of a navigational watch:

* See relevant/appropriate performance standards adopted by the Organization.

.1 a basic knowledge of the International Regulations for Preventing Collisions at Sea, 1972, as amended;

.2 rigging a pilot ladder;

.3 an understanding of wheel orders given by pilots in English;

.4 training for proficiency in survival craft and rescue boats;

.5 support duties when berthing and unberthing and during towing operations;

.6 a basic knowledge of anchoring;

.7 a basic knowledge of dangerous cargoes;

.8 a basic knowledge of stowage procedures and arrangements for bringing stores on board; and

.9 a basic knowledge of deck maintenance and of tools used on deck.