



Maritime and Coastguard Agency

MERCHANT SHIPPING NOTICE

MSN 1808 (M)

The Merchant Shipping (Inland Waterways and Limited Coastal Operations) (Boatmasters' Qualifications and Hours of Work) Regulations 2006 – Structure and Requirements

Notice to all operators and masters of passenger ships and non-passenger vessels on inland waterways and on limited coastal operations.

This notice should be read in conjunction with the regulations above and with MGN 334 on local information and local knowledge. Further information is available in MGN 333 on transitional arrangements for Existing Masters, and MGN 264 on medical requirements. It supersedes M1525.

PLEASE NOTE:-

Where this document provides guidance on the law it should not be regarded as definitive. The way the law applies to any particular case can vary according to circumstances - for example, from vessel to vessel and you should consider seeking independent legal advice if you are unsure of your own legal position.

Summary

- The Merchant Shipping (Inland Waterway and Limited Coastal Operations) (Boatmasters' Qualifications and Hours of Work) Regulations come into force in early 2007 and introduce new requirements for those operating commercial vessels on inland waterways and in limited coastal areas.
- The new licence supersedes the previous passenger boatmasters' licence that was introduced in 1993 as was described in Merchant Shipping Notice M1525.
- "Inland Waterways" means waters of Category A to D as defined and listed in Merchant Shipping Notice (MSN) 1776, and any non-categorised inland waters.
- "Limited coastal area" means no more than 3 miles from land and no more than 15 miles from point of departure.
- This MSN gives information about the structure and requirements of the new Boatmasters' Licence for all passenger ship and non-passenger vessel operators within the UK.
- The new Boatmasters' Licence regulations apply only to the master of the vessel, not to other crew members.
- The licence does not apply to pleasure vessels or leisure users of self-drive hire boats.
- Transitional arrangements for those already working as masters when these regulations come into force, and requiring a licence for the first time under them, are set out in MGN 333.
- Information about the Hours of Work Code for self-employed boatmasters, and other working time regulations is in MSN 1778(M).

1. Introduction/ Background

- 1.1 The Merchant Shipping (Inland Waterway and Limited Coastal Operations) (Boatmasters' Qualifications and Hours of Work) Regulations come into force in early 2007 and introduce new requirements for those operating commercial vessels on inland waterways and in limited coastal areas. The new regulations introduce a new Boatmasters' Licence for all those commercially operating. It replaces the previous passenger boatmasters' licence that was introduced in 1993.
- 1.2 The aims of the new Boatmasters' Licence are to underpin safety standards whilst helping facilitate trade and movement of labour on the UK's inland waterways, and on those in other EC countries.
- 1.3 Boatmasters' Licence candidates who wish to be assessed for a licence after the regulations come into force will need to fulfil the training requirements, and undergo a practical and oral assessment, as set out in this and related notices. Existing boatmasters or skippers can apply for a new licence on the strength of their existing licence or, if they do not currently hold a licence, on the basis of their skills and recent experience. Marine Guidance Note (MGN) 333 "New Boatmaster's Licence – Guidance on the Application Provisions for Existing Masters of Vessels" sets out the arrangements for this.

2. Definitions

2.1 For the purpose of this MSN, the following definitions apply:-

“boatmaster” means the person in command of an inland waterways vessel.

“inland waterways” means:-

- Categorised Waters A, B, C and D as defined and listed in Merchant Shipping Notice (MSN) 1776, as amended; and,
- Any non-categorised inland waters.

“limited coastal area” means an area of no more than 3 miles from land and no more than 15 miles from point of departure (excluding waters of category A, B, C or D).

“limited coastal operations” means voyages within a **limited coastal area**.

“small commercial vessel” means a vessel certificated to operate under MCA’s Small Commercial Vessel and Pilot Boat (SCV) Code(s).

3. Application and scope of the new Licence

3.1 The new Boatmasters’ Licence (BML) is required for the masters of:-

- passenger ships (carrying more than 12 passengers)
- non-passenger vessels of 24m and over, which includes:-
 - cargo vessels;
 - tankers;
 - tugs and pusher craft engaged in cargo operations;
 - workboats
 - dredgers

when they are operating in inland waterways or in limited coastal areas.

3.2 The new BML is also suitable for vessels carrying no more than 12 passengers in inland waterways and other small commercial vessels (under 24m) in the same operating areas as above. With a “sea” endorsement the BML is valid for operations up to 60 miles from a safe haven on a small commercial vessel.

3.3 Where local authorities’ byelaws or other local legislation require those operating in their waters to hold a local licence or other master’s qualification, the holder of a relevant BML is not subject to those local requirements. (Pilotage requirements are not affected).

3.4 The new BML is required only for the master of a vessel, not for other crew members.

3.5 The licence does not apply to those in charge of a pleasure vessel or hire boat being used as a pleasure vessel, or to fishing vessels.

4. Alternative qualifications for small vessels

4.1 The regulations allow alternative equivalent qualifications to be used on vessels under 24m load line length or which carry no more than 12 passengers. These are listed at Annex 1.

4.2 These Regulations will supersede the recommendations at section 26 of the MCA/Association of Inland Navigation Authorities' Inland Waters Small Passenger Boat Code¹, in respect of the qualification of the master of small passenger vessels (carrying no more than 12 passengers) which do not go to sea.

4.3 Small commercial vessels are not covered by the regulations, and may continue to operate in Category A to D waters and limited coastal areas with a skipper holding one of the qualifications stipulated under the Small Commercial Vessel and Pilot Boat (SCV) Code(s).

5. Other alternative qualifications

5.1 The regulations provide for equivalent or higher sea-going qualifications to be used on suitable vessels in inland waters. These are:

- (a) STCW Inshore Tug Certificate of Competency (Master), for inshore tugs.²
- (b) STCW (Category D waters) Certificate of Competency (Master II/3), for domestic vessels operating in Category C and D waters ie. which do not go to sea.
- (c) Any STCW command qualification, for vessels under 24m load line length or carrying no more than 12 passengers.

5.2 Certain marine operations in harbour areas are subject to the Port Marine Safety Code, which specifies a suitable level of training for those working in such operations. For harbour towage (which is understood as "assistance to working self-propelled vessels while they are subject to the powers of/under the direction of the competent harbour authority"), the tug master is required to hold as a minimum the STCW Inshore Tug Certificate of Competency (see MGN 209(M)). (TGWU and BTA have agreed that this should apply to any vessel over 24m in length or with a bollard pull of more than 20 tonnes).

5.3 Every other vessel must be in the command of the holder of a BML.

6 Two Tier System for the Boatmasters Licence (BML)

6.1 In order to reflect differing conditions and operations, a two-tier system has been developed for the new BML. Both Tier 1 and Tier 2 versions are based on the same overall competency standards, but the level of training and validation is higher for Tier 1.

6.2 The **Tier 1** BML is a national licence, which is transferable between different areas. Subject to any local knowledge requirements, Tier 1 is available for operating a vessel anywhere on the UK's inland waters (Categories A to D) and for limited coastal operations. Tier 1 can also be taken only for operation on non-tidal waters (Category A and B and non-linked Category C waters).

6.3 The Tier 1 BML also provides the basis for the Boatmasters' Certificate (issued under EC Directive 96/50/EC), which will be valid for operations on inland waterways in other member states. It is hoped that it will also provide a stepping stone to the wider maritime qualification structure through the proposed Maritime Studies Qualification under development by the Merchant Navy Training Board.

¹ Available on MCA website, under Guidance and Regulations/Inland Waterways.

² "Inshore" means tug operations up to 30 miles from a safe haven on the coast of the United Kingdom and Ireland.

- 6.4 The **Tier 2** BML is restricted to the waters and type of operation specified on the licence. This may include a restriction to a local area. If a Tier 2 BML holder subsequently wishes to change the area or type of operation specified on their licence, they will normally require an assessment and a new licence. For new entrants, Tier 2 is valid only for operating within Category A and Category B, and on non-linked Category C waters (eg. lakes).

Section A - The Tier 1 Boatmasters' Licence

7 Tier 1 Levels and Structure

- 7.1 There are two levels of the Tier 1, national BML: one valid for operations in Categories A to D and limited coastal areas (Level 2); and the other for Categories A and B and non-linked Category C waters only (Level 1). For both levels, the Tier 1 BML has a modular structure comprising the following elements:-
- a main **generic** section - for all candidates;
 - ancillary **safety training** – for all candidates;
 - one or more **specialist endorsements** for the type/s of vessel or operation on which the candidate will be working;
 - a **local knowledge endorsement** – for operation in specified areas only.
- 7.2 The **generic** licence covers the “core” competencies and boatmanship skills needed for operating in the relevant water category/ies. These generic competencies are divided into the following sections for all candidates:- Bridge watchkeeping; Meteorology; Ship manoeuvring; Vessel handling in extreme weather; Mooring and unmooring a vessel; Ropework and access; Ship knowledge; Basic engineering and machinery; Health and safety; Emergency action; Pollution prevention and waste management. In addition, depending on the categories of waters to be covered, there are sections on Generic chartwork; Compass work; Tides and currents; Anchor work and Locks and bridges. The syllabus is available from MCA.
- 7.3 On its own, the generic licence is a suitable qualification for operators of workboats and vessels carrying up to 12 passengers.
- 7.4 Please note that, when being examined for their generic licence, candidates will be expected to demonstrate familiarity with local regulations, byelaws and other navigational requirements for their area of operation and immediately adjacent waterways, to show that they understand the existence and importance of local rules and publications. MGN 334 “New National Boatmasters’ Licence - Local Information and Local Knowledge” lists port authorities, main regulations, byelaws etc. for their areas, together with details of where to obtain further information.
- 7.5 If/when a Tier 1 BML holder moves to a different area, it is their responsibility to contact the responsible port or navigation authority for the waters in question, and to find out about and ensure a similar familiarity with the local navigational requirements in the new area, as a matter of good practice and responsible seamanship.

8 Ancillary Safety Training

- 8.1 Ancillary safety training is an integral part of the competency requirements for the new Boatmasters’ Licence, and must be undertaken by **all candidates**. There are three basic safety courses:

- (1). Personal Survival;
- (2). First Aid;
- (3). Fire Safety.

8.2 Training to the appropriate standard in these topics may be covered by one-day courses for each of the three topics.

8.3 All ancillary training required for issue of an MCA Boatmaster’s Licence must be completed at an MCA approved training centre or other organisation accredited by the MCA for delivery of the relevant course. Information will be placed on the MCA website.

9 Specialist Endorsements

9.1 In addition to the generic licence, a Tier 1 BML candidate may need to obtain one or more of the following endorsements listed below, according to his/her type/s of operation.

Name	Limitations (if any)
Cargo - General	Dry cargoes in bulk, packaged dangerous goods, ro-ro operations.
Oil Cargoes	Oil and chemical cargoes in bulk
Dredging	
Towing and Pushing	
Passenger operations - general	No more than 250 passengers
Large Passenger Vessel	More than 250 passengers
Fast craft	(for a specified type of vessel and route)
Radar	
Sea operations	“To Sea” means not more than 60 miles from a safe haven. This endorsement is valid only for small commercial vessels operating under the SCV Code, and is <u>not</u> valid outside the UK.

9.2 The practical competencies for each endorsement are listed in the Task Record Book, and the syllabus and any other qualifying criteria are published by MCA. Minimum ages and Qualifying Service Times for them are included in Annexes 2a and 3.

10 Local Knowledge Endorsement

10.1 In the context of the new Boatmasters’ Licence, “Local Knowledge” means knowledge of the features and characteristics within an area that present a hazard to safe navigation, and how to deal with them, beyond what might be expected under the Boatmaster’s generic skills.

It may also include knowledge of local byelaws, regulations or other requirements which are dealt with separately in MGN 334 "New National Boatmasters' Licence - Local Information and Local Knowledge", under the section on Local Information.

- 10.2 Because of the comprehensive range of skills demanded by the Tier 1 generic licence, a local knowledge endorsement is not a general requirement. A Tier 1 BML holder would understand the need for knowledge of local rules, and would be able to interpret local charts etc. and will have the skills to allow for local tides, currents and other common navigational features. However, the MCA recognises that, for certain areas, local knowledge is essential for safe navigation. An endorsement is therefore required for operation in those areas where the relevant port or navigation authority has proposed local knowledge requirements to the MCA, and these have been agreed as reasonable and justified, in the interests of safe navigation.
- 10.3 MGN 334 explains the criteria for proposing local knowledge requirements, and gives the general syllabus for the local knowledge endorsement. That MGN also lists those areas for which local knowledge requirements have been agreed, and an endorsement is therefore required.
- 10.4 For these areas, an MCA (or MCA-approved) examiner will conduct a test on local knowledge, leading to a formal endorsement on top of the generic Tier 1 Boatmasters' Licence. The current areas for which a local knowledge endorsement is needed, and any additional qualifying requirements, are shown in Annexes 2 and 3 of MGN 334.

11 Qualifying Requirements

- 11.1 To obtain a Tier 1 BML, the candidate must also fulfil the following:-
- be of the correct **minimum age**;
 - present their **Task Record Book (TRB)** completed for the relevant training tasks and other relevant requirements;
 - have completed the appropriate **qualifying service time**;
 - present evidence from an MCA approved examining body that they have the necessary theoretical and **underpinning knowledge**;
 - present a valid **ML5 or ENG 1 medical certificate**³;
 - payment of the **statutory fee**.
- 11.2 On fulfilling the above requirements, the candidate may apply to the MCA for a practical and oral **on-board assessment** by an MCA examiner.

12 Minimum Age Limits

- 12.1 The minimum age limit for the Tier 1 Boatmasters' Licence varies according to the category of water and the type of operation. Details are at Annex 2a of this notice, and can also be found in the Task Record Book.

³ Under the Merchant Shipping (Medical Examination) Regulations 2002, a boatmaster in charge of a passenger vessel which proceeds to sea must hold a valid **ENG1** certificate;

13 Task Record Book

- 13.1 The Task Record Book (TRB) is an essential and integral part of a candidate's training and certification for the Tier 1 Boatmasters' Licence. It is designed to be kept by the candidate and is his/her personal record of skills mastered, and knowledge and experience gained. The TRB is also important in helping to ensure accountability and transparency in the training process.
- 13.2 The TRB must be completed in respect of the generic licence and any endorsements the candidate is to take. It lists a number of tasks that must be performed and mastered, and which, together with the relevant underpinning knowledge, will satisfy the competency requirements of the BML. When a task is satisfactorily performed, or an item of learning completed, it should be recorded in the TRB in the spaces provided.
- 13.3 The completed TRB must be submitted to the examiner for the candidate's on-board practical and oral assessment. The examiner will refer to the TRB in testing the candidate's skills and knowledge during the assessment.
- 13.4 The TRB is divided into the following main sections:-
- generic requirements for all water categories A, B, C and D;
 - other generic requirements for categories A and B only;
 - further generic requirements for categories C and D and limited coastal operations;
 - specialist endorsement requirements.
- 13.5 Further details and guidance are given in the TRB itself, which can be viewed and downloaded from the MCA website (www.mcga.gov.uk) under Guidance and Regulations/Inland Waterways. If that is not possible, a copy is available on request; contact details are at the end of this notice.

14 Qualifying Service Time

- 14.1 Candidates for the Tier 1 BML will have to complete a minimum period of Qualifying Service Time (QST) to be eligible for their licence. Details of QST requirements are set out at Annex 3, and in the Task Record Book.
- 14.2 For operation in some areas where a local knowledge endorsement is needed, Tier 1 BML candidates may also have to fulfil an additional service requirement. In most cases, this may run concurrently with QST for the generic part of the licence, so will mainly affect those moving areas. However, for the Thames local knowledge endorsement, the additional QST must be served on top of that for the generic licence.
- 14.3 Qualifying service time must be recorded in a work record – see paragraph 27 below.

15 Underpinning Knowledge

- 15.1 Candidates for the Tier 1 BML will need to be examined in the theoretical and underpinning knowledge which supports their practical skills. Examination of that underpinning knowledge will be carried out by an MCA-approved examining body. This is to ensure that the Tier 1 BML:-

- is a robust, accountable and transparent qualification, with an examination that is auditable and capable of validation;
 - is of an equivalent standard to that required in other EC countries.
- 15.2 The full syllabus for underpinning knowledge for the generic licence and specialist endorsements is available from the MCA. Details of approved training and examining bodies will also be available from the MCA.

16 On-board Assessment

- 16.1 Having met all of the above criteria, the candidate should apply to the appropriate MCA Marine Office (see paragraph 32 below) for an on-board practical and oral assessment by an MCA examiner. This assessment consists of a practical test of the candidate's seamanship and vessel handling competencies, under various circumstances, and an oral examination that will test the candidate's underpinning knowledge, as well as his/her awareness of local navigation rules (see paragraphs 7.4 and 10.2 above).
- 16.2 The examiner will normally refer to the candidate's Task Record Book and Work Record before and during the assessment, and may ask questions both relating to what has been entered in it, and to ensure that the candidate meets the competency requirements for any tasks that have not been completed.

17 Validity of the BML

- 17.1 The Tier 1 BML has a maximum validity of five years. It needs revalidation every five years up to age 65, and annually thereafter. To enable the boatmaster to continue operating, the licence must be revalidated before its expiry date.
- 17.2 In order to get their Tier 1 licence revalidated, the holder must provide evidence of at least 12 months/120 days operation in a suitable deck capacity in the last five years.

18 Validity on waterways of other Member States

- 18.1 In order to operate on the inland waterways of another Member State, a Tier 1 BML holder must apply for a Boatmaster's Certificate. There are two grades of Boatmaster's Certificate: Group A for all waterways except Rhine waterways (equivalent to the UK Tier 1 level), and Group B for all waterways except "waterways of a maritime character" - tidal waters – (equivalent to the UK Tier 1 level 1) and the Rhine waterways⁴.
- 18.2 The requirements for this are in Annex 4. Please note that a Boatmaster's certificate may NOT be accepted by other Member States for coastal operations.
- 18.3 A Boatmaster's Certificate (on its own) will not be valid for carrying dangerous goods in other EC countries. The holder will also need to be certificated under the European Provisions concerning the International Carriage of Dangerous Goods by Inland Waterway (ADN).

⁴ For operation on the Rhine a Rhine Patente is required. The current EC Directive (96/50/EC) is due for review, and one of the objectives of that review will be to bring the Rhine into the scope of certificates issued under the Directive. In the meantime, the UK will submit the UK Tier 1 licence for recognition on the Rhine under separate arrangements.

Section B - The Tier 2 Boatmasters' Licence

19 Scope

- 19.1 The Tier 2 BML is restricted to UK operations and to the area and type of operation specified on the licence. It is available only for Category A or B (and certain non-linked Category C) waters.

20 Structure and Requirements

- 20.1 The Tier 2 BML is based on the same standards as Tier 1 but has no modular structure. Its requirements are as follows:-

- candidates must have reached the appropriate **minimum age**;
- completion of the **Task Record Book** as appropriate to the candidate's vessel and operation/s;
- completion of **sufficient service** (to the satisfaction of the examiner);
- completion of **ancillary safety training**;
- an **on-board** practical and oral **assessment**.

21 Minimum Ages

- 21.1 For the Tier 2 BML, there are separate minimum age requirements for passenger and non-passenger operators. The details are set out at [Annex 2b](#) and in the Task Record Book.

22 Task Record Book

- 22.1 A Tier 2 BML candidate would not be expected to fulfil all of the Task Record Book (TRB) requirements as a Tier 1 candidate would. However, the TRB should be completed for Tier 2 candidates, as far as is appropriate for their area and type of operation and vessel, for the following reasons:-

- it is a valuable personal record of training done and skills mastered, which may also be useful if a new Tier 2 boatmaster changes vessels or employers;
- any training done and skills mastered which are recorded in the TRB can be used towards a Tier 1 licence if the holder wishes later to apply for a national licence;
- it will improve accountability and transparency with regard to the candidate's training; and,
- it will provide a useful quick reference for both the candidate and the examiner.

- 22.2 There are no endorsements for the Tier 2 BML because it is limited to particular areas and types of operation.

23 Sufficient Service

- 23.1 There are no set qualifying service periods for the Tier 2 BML. Instead, a candidate must demonstrate that he/she has sufficient experience to be proficient in handling the vessel, and has adequate knowledge of navigation matters, local rules and any necessary, related skills.

Examples of these are: methods of controlling and directing passengers (for a passenger operator); or the loading of cargo with regard to stability (for a freight operator).

- 23.2 In practice, this means that an employed candidate will have to satisfy firstly his employer that he/she should enter for the Tier 2 BML, and then the MCA examiner that he/she has sufficient knowledge and practical skills to gain the licence for operating the vessel in the area for the type of operation concerned.

24 Safety Training Courses

- 24.1 All Tier 2 candidates will need to undergo training in Personal Survival, First Aid and Fire Safety. As for the Tier 1 BML, the necessary levels of training can be attained by attending one-day courses for each of the three topics. See Section 8 above.

25 On board practical and oral assessment

- 25.1 The Tier 2 examination is an on—board practical and oral assessment by an MCA examiner. This assessment consists of a practical test of the candidate's seamanship and vessel-handling competencies, and an oral examination that will test the candidate's experience, skills, underpinning knowledge, knowledge of the area in which they are working, navigation rules, emergency arrangements and knowledge of the vessel. The syllabus is available from MCA.
- 25.2 The examiner will normally refer to the candidate's Task Record Book before or/and during the assessment, and may ask questions relating to what has been entered in it.

26 Validity

- 26.1 The Tier 2 BML is valid for a maximum of five years up to age 65, and must then be revalidated annually. To enable the boatmaster to continue operating, it must be revalidated before the expiry date.
- 26.2 In order to get their licence revalidated, a holder must provide evidence of at least 50 days operation as a boatmaster in the last five years (10 days per year pro-rata for those over 65 years).

SECTION C – TIER 1 AND TIER 2 BOATMASTERS

27. Work Record

- 27.1 All boatmasters should complete a Work Record, to record their service and experience. This Work Record must be submitted to the MCA when candidates first apply for the BML, and when boatmasters who already hold one apply to revalidate it. The record will also be an important personal document if a boatmaster changes employer.
- 27.2 The Work Record (Form MSF 4366) is reproduced at Annex 5. This is the recommended format but others will be acceptable provided that they show all the details indicated.

27.3 When a candidate is applying for an EC Boatmasters' Certificate, for use on community waterways outside the UK, the MCA will need to validate and endorse the work record.

28. Medical Fitness

28.1 All Boatmasters' Licence candidates will need to show that their health is satisfactory, so as not to jeopardise their own and others' safety. A valid medical fitness certificate, as specified below, must be submitted when applying for a generic BML, for any endorsement and on applying for revalidation.

28.2 Any BML holder wishing to operate a passenger vessel which goes to sea must obtain an ENG1 seafarer medical certificate (or equivalent issued by a recognised country as specified in MSN 1798). These are issued following an examination by an MCA approved doctor (as listed in MSN 1797(M) or on the MCA's website at www.mcga.gov.uk under the Seafarer Information/Health and Safety section). An ENG1 certificate is valid for 2 years up to the age of 65 and then for 1 year.

28.3 For all other applicants an **ML5 Medical Certificate** is required, which should be completed by the candidate's general practitioner or other General Medical Council registered medical practitioner. An ML5 form and certificate (MSF 4112) is available on request from any MCA Marine Office, or may be downloaded from the MCA website – address above.

28.4 The ML5 Medical Certificate is valid for a maximum of 5 years. BML applicants operating on inland waterways need only obtain one when they first apply for a licence, until they reach age 45. From age 45 to 64 the ML5 must be renewed every five years, upon revalidation of the licence. From age 65 the ML5 must be renewed annually, upon revalidation of the licence.

28.5 For those operating at sea on non-passenger vessels the ML5 Medical Certificate needs to be renewed every five years, until the age of 65, and yearly thereafter.

28.6 The MCA may, at its discretion, call for a medical report at other times and has the power to suspend or revoke a licence on the grounds that, for health reasons, the holder is not fit enough to hold it.

28.7 MGN264 and the notes on the ML5 form explain the procedure for obtaining a medical certificate, and the referral procedure if a medical issue is identified.

28.8 All Boatmasters' Licence holders must notify the MCA issuing office about any changes or deterioration in health that might affect their medical fitness to operate a vessel.

29 Penalties

29.1 It is an offence to operate a vessel on inland waterways (or to sea) without a Boatmaster's Licence that is valid for both the area and type of operation. Details of offences and penalties are shown in the Merchant Shipping (Inland Waterways and Limited Sea Operations) (Boatmasters' Qualifications and Hours of Work) Regulations 2006.

30 Fees

- 30.1 The fees for the Boatmasters' Licence (Tier 1 and Tier 2) are detailed in the Merchant Shipping (Fees) Regulations 2006 (S.I. No. 2006/2055), as amended.

31 Exemptions

- 31.1 MCA has powers to issue an exemption from the Boatmasters' Regulations requirements for a specified vessel. These powers will only be exercised where there are strong grounds for why the requirements of the Regulations cannot be met in full, and safety is not jeopardised.
- 31.2 Exemptions will be time-limited, and conditional on the operator satisfying the MCA that the alternative arrangements proposed are equivalent, in terms of the safety of the crew and any passengers carried, to the vessel being manned in accordance with the regulations.

32 How to apply for a Boatmaster's Licence

- 32.1 **New** entrants must fulfil the requirements explained below, and complete **Application Form MSF 4364**. This will be available from the MCA's website (www.mcga.gov.uk) under Guidance and Regulations/Inland Waterways, or on request from MCA. Candidates will need to decide whether they wish to apply for a Tier 1 or Tier 2 licence (explained above), and complete the Application Form accordingly.
- 32.2 The form should be sent to the nearest MCA Marine Office together with –
- proof of identity (guidance is on the form)
 - a completed Task Record Book (section 13 or 22)
 - a completed Work Record (section 27)
 - proof of medical fitness (section 28)
 - any certificates required for safety training and (Tier 1 only) underpinning knowledge
 - the required fee.

33 Further Information

- 33.1 Further information on the contents of this Notice can be obtained from the MCA at the address given overleaf.

More Information

Inland Waterways Safety Team
Shipping Safety Branch
Maritime and Coastguard Agency
Bay 2/16
Spring Place
105 Commercial Road
Southampton
SO15 1EG

Tel : +44 (0) 23 8032 9209/9507
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Annex 1

Appropriate qualifications for small commercial vessels under 24m load line length and carrying no more than 12 passengers which do not go to sea (see Section 4 of this MSN.)

The possession of a Certificate of Competency or Service should not, on its own, be regarded as evidence of the ability to serve in a particular rank on a specific vessel. The owner(s)/managing agent(s) must ensure that there are sufficient trained personnel on board to work the vessel having due regard for the nature and duration of the voyage.

Certificate	Waters for which it is appropriate under these regulations	
RYA/DfT Certificate of Competency or Service Coastal Skipper *	Categories A, B, C, D and limited coastal operations (Valid up to 20 miles from a safe haven on a Coded vessel)	
International Yachtmaster Training Master of Yachts 200 tons (Coastal)	Categories A, B, C, D and limited coastal operations (Valid up to 20 miles from a safe haven on a Coded vessel)	
RYA/DfT Advanced Powerboat Certificate *	2 years relevant experience	Categories A, B, C, D and limited coastal operations (Valid up to 20 miles from a safe haven on a Coded vessel)
	12 months relevant experience	Categories A, B, C, D and to sea, within 3 miles from a nominated departure point(s) named in the certificate and never more than 3 miles from land, in favourable weather and daylight.
RYA/DfT Day skipper theory and practice *	12 months relevant experience	Categories A, B, C, D and limited coastal operations (Valid within 20 miles from a nominated departure point named in the certificate in favourable weather and daylight, on a Coded vessel).
Local Authority Licence for appropriate area	Categories A, B, C, D and to sea, within 3 miles from a nominated departure point(s) named in the certificate and never more than 3 miles from land, in favourable weather and daylight;	
RYA/DfT Day Skipper Practical Certificate *	Categories A, B,C,D and to sea, within 3 miles from a nominated departure point(s) named in the certificate and never more than 3 miles from land, in favourable weather and daylight;	
RYA/DfT Powerboat Level 2 Certificate *	12 months relevant experience	Categories A, B, C, D and to sea, within 3 miles from a nominated departure

		point(s) named in the certificate and never more than 3 miles from land, in favourable weather and daylight;
British Waterways	Category A and B waters only unless otherwise specified on the certificate	
National Community Boats Association Certificate of Boat Management	Category A and B waters only unless otherwise specified on the certificate	

* RYA/DfT certificates of competency and/or service should carry the endorsement – “valid for vessels of up to 24m in length used for commercial purposes”.

Annex 2a

TIER 1 BML - MINIMUM AGE REQUIREMENTS

Minimum Age

BML Component	Category	Age
Generic	A/B	18
Generic	C/D and limited coastal operations	18
Cargo – General endorsement	All	18 – for vessels under 40m overall length
Cargo – General endorsement	All	21 - for vessels of 40m and over, overall length
Sea operations (valid only for small commercial vessels)	-	18
Passenger operations – General endorsement	All	21
Large Passenger Vessel endorsement	All	22
Radar Endorsement	All	18
All other endorsements	All	21

Annex 2b

TIER 2 BML – MINIMUM AGE REQUIREMENTS (Categories A, B and non-linked C only)

Passenger Operations	
Numbers	Age
- up to 100 passengers	18
- 101 to 250	20
- more than 250	21
Non-Passenger Operations	
	18

Annex 3

Tier 1 BML – Minimum Qualifying Service Requirements

GENERIC LICENCE

Candidate must be working in a suitable deck capacity.

Category	Minimum Length of Experience (months)	Minimum Days service
A/B and non-linked Category C waters (Level 1)	12	120
C/D waters and limited coastal operations (Level 2)	24	240

SPECIALIST ENDORSEMENTS

Candidates for a specialist endorsement must complete the minimum number of days service in an appropriate deck capacity on a relevant vessel for the endorsement in question, in addition to their qualifying service for their generic licence.

However, the minimum length of experience may be completed within the same overall period (12 months for Category A/B waters, 24 months for Category C/D waters)

For example: To obtain a licence for Category C and D waters with cargo endorsement:

- The candidate must complete a minimum of 24 months experience, of which 6 months must be on a cargo vessel.
- Within that period, the candidate must complete 240 days general service plus 60 days on a cargo vessel.

There is no qualifying service period for the fast craft endorsement or the radar endorsement.

Towing & Pushing Endorsement

The candidate must be working in a suitable deck capacity on a vessel engaged in towing or pushing. At least half of the required number of days service should be undertaken in the relevant category of waters.

Category	Minimum Length of Experience (months)	Minimum Days of service (additional to the minimum days for the generic licence)
Level 1	6	60
Level 2	12	120

General Cargo Endorsement

The candidate must be working in a suitable deck capacity on a cargo vessel. At least half of the required days service should be undertaken in the relevant category of waters.

Category	Minimum length of Experience (months)	Days of service within period
Level 1	6	60
Level 2	6	60

Dredging Endorsement

The candidate must be working in a suitable deck capacity on a dredging vessel. At least half of the required number of days service should be undertaken in the relevant category of waters.

Category	Minimum length of Experience (months)	Days of service within period
Level 1	6	60
Level 2	6	60

Oil Cargoes Endorsement

The candidate must be working in a suitable deck capacity on a vessel carrying oil, chemical or dangerous cargoes in bulk. At least half of the required number of days service should be undertaken in the relevant category of waters.

Category	Minimum length of Experience (months)	Days of service within period
Level 1	6	60
Level 2	6	60

General Passenger Operations endorsement

The candidate must be working in a suitable deck capacity on a passenger ship. At least half of the required number of days service should be undertaken in the relevant category of waters.

Category	Minimum length of experience (months)	Minimum days of service
Level 1	6	60
Level 2	12	120

Large passenger vessel endorsement

The candidate must hold a general passenger operations endorsement, and have at least 12 months experience operating as the master of a passenger vessel carrying no more than 250 passengers. In addition, the candidate must meet the following QST requirement on a large passenger vessel working in a suitable deck capacity.

At least half of the required number of days service should be undertaken in the relevant category of waters.

Category	Minimum length of experience (months)	Minimum days of service
All	6	60

Sea endorsement

The sea endorsement is valid only for small commercial vessels, and up to 60 miles from a safe haven.

Category	Minimum length of experience (months)	Minimum days of service
All	12	120

Annex 4

BOATMASTERS CERTIFICATE FOR OPERATION ON COMMUNITY WATERWAYS IN OTHER MEMBER STATES

Requirements:

Those who wish to operate a vessel for the carriage of goods or passengers on European waterways outside the United Kingdom will require a Boatmaster's Certificate. The qualifying criteria are:

For carriage of goods (except hazardous/dangerous cargoes⁵)

- A UK Tier 1 licence (Level 1 for a Group B Certificate; Level 2 for a Group A Certificate) with a general cargo endorsement and a towing and pushing endorsement;
- At least 48 months qualifying service;
- A current ML5 certificate;
- Underpinning Knowledge (UPK) on the European Code for Inland Waterways (CEVNI);
- UPK on the European inland waterway network;
- Knowledge of the technical standards for inland waterway vessels (Council Directive 82/714/EC).

For passenger operations: a General Passenger Operations endorsement.

For operation with radar: a Radar endorsement.

⁵ For carriage of packaged dangerous goods or dangerous cargoes in bulk on inland waterways in other member states, an ADN certificate is required.

Sample of WORK RECORD (Form MSF 4366)

Before you complete this Work Record, please take a few minutes to read through the brief Explanatory Notes on page 3.

Personal details (See Note 1)	
Surname	
Forenames	
Date of Birth	
Place of Birth	
National Insurance Number (UK applicants)	
Passport Number (if held)	
Boatmasters' Licence Number (if held)	
Address	
Address (change)	
Address (change)	
Photograph of Holder (Optional)	
Signature of Holder	I certify that the above details are true and accurate.
Date	

Dates		Vessel Details			Operating Area or Route	
From	To	Name	Type/Operation (see Note 2)	Length	No. of Passengers (if appropriate)	(Include the Category of water where appropriate – see note 3)
1	**/**/**	**/**/**	***** *****	*** X ***	***	
2						
3						
4						
5						
6						
7						
8						

Function/Type of Work (see note 4)	No. of Days Service (See note 5)	Owner or Employer (See note 6)	Employer's/Master's Signature	Validation Official use only (See note 7)
1				
2				
3				
4				
5				
6				
7				
8				

EXPLANATORY NOTES FOR WORK RECORD

General – This is an important document. It is the official record of your work activities and experience which enable you to hold a Boatmasters' Licence. Please make sure that you complete it, have it signed and keep it safe.

Note 1. Please complete the Personal Details section as fully as possible.

Note 2. Please select from the list below – and use the abbreviations if you wish.

Passenger Ship (over 12 and up to 250)	PAX	Towing and /or Pushing	TP
Large Passenger Ship (Over 250)	LPAX	Dredging	DR
Non-seagoing Small Passenger Vessel (up to 12)	SPV	Non-seagoing Workboat	WB
General cargoes (including packaged dangerous goods)	GC	Operation as a boatmaster in another EC country	ECBM
Oil cargoes (including gas or liquid chemicals in bulk)	OC	Any other type of operation/vessel not listed here	Please describe

Note 3. In the UK, inland waters are categorised as A, B, C or D. "A" is the lowest category and includes narrow canals; "D" is the highest category and includes some estuaries and open stretches of water. These categories are explained in Merchant Shipping Notice (MSN) 1776 which is available on the MCA's website: www.mcga.gov.uk.

Note 4. Enter your role on board the vessel eg. master, deckhand, mate etc.

Note 5. A "day's service" is a day on which you are physically present, working on the vessel, and for at least part of the day the vessel is in service.

Note 6. Where the Master/Skipper of the vessel was also the employer or owner, he should complete this column and the signature column.

Note 7. Please do not write in the final "Validation" column on page 2. This is provided to enable your record to be periodically verified by the MCA or relevant Navigation/Port Authority.