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## Training & Certification Guidance: UK Requirements for Engineer Officer Small Vessel Certificate of Competency

Notice to all Ship owners, Masters, Officers, Ratings and those concerned with maritime training and assessment.

*This notice should be read with MSN 1857 (Amendment 1), MSN 1865 (Amendment 1) and MIN 642. It replaces MSN 1859 (Amendment 1), MIN 524 and MIN 594.*

*This Notice contains equivalent arrangements for the training and assessment leading to a Certificate of Competency for engineer officers working on small vessels, together with guidance, but also the requirements for the approval of training providers in **Annex D**, which are made mandatory by the Merchant Shipping (Standards of Training, Certification and Watchkeeping) Regulations 2022.*

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### Summary

This Merchant Shipping Notice (MSN) outlines the certification structure and examination and training requirements for engineer officers and ratings wanting to work on small vessels: fishing vessels, yachts, tugs, workboats, standby, seismic survey, oceanographic research vessels and government patrol vessels. The route for certification is structured to provide a progressive career path for those in the industry to achieve 'Small Vessel engineer' qualifications.

MSN 1859 (Amendment 1) will run parallel with this MSN until **31st December 2022**. This will allow those with an Engineering Yacht Certificate of Competency (CoC) to complete their training or convert to a Small Vessel Certificate of Competency. You will still be able to revalidate existing Engineering Yacht or Tug restricted Certificates of Competency after this date.

This MSN also provides a route to meet the Class 1 Engineering Fishing Standard required by the Fishing Vessels (Certification of Deck Officers and Engineer Officers) Regulations 1984 No. 1115 as amended by the Fishing Vessels (Certification of Deck Officers and Engineer Officers) (Amendment) Regulations 1995 No.1428. (This qualification is currently under review and subject to change). It also details the requirements to obtain non-STCW Marine Engineer Operators Licences (MEOL). To revalidate this Certificate of Competency you should refer to MSN 1861 (Amendment 1).

### This MSN covers:

1. Introduction
2. Small Vessel Certificate Structure
3. Requirements to obtain a Marine Operator Licence Limited to Small Vessels (MEOL SV)
4. Requirements to obtain a Certificate of Competency
5. Seagoing Service
6. Ancillary and Safety Course Certification
7. Medical Fitness and Eyesight Standards
8. Education and Training Programmes
9. Notice of Eligibility (NOE)
10. MCA Oral Examination
11. The Issue of Your Certificate of Competency
12. Conversions from other Certificates of Competency or the Royal Navy Qualifications to a Small Vessel Certificates of Competency
13. Conversions from a Small Vessel Certificate of Competency (CoC) to other Certificates of Competency
14. Fraudulent Certificates and Seagoing Service



**The Annexes of this MSN cover:**

- A. A Summary of the progression through the Small Vessel Route
- B. Maritime and Coastguard Agency (MCA) Certificate of Discharge
- C. Engineer Cadet/Junior Engineer/ Assistant Engineer/ Rating\* Seagoing Service Testimonial for Maritime and Coastguard Agency
- D. Approval of Small Vessel Training Providers

## 1. Introduction

1.1 The Merchant Shipping (Standards of Training, Certification and Watchkeeping) (“the 2022 Regulations”) implement the requirements of the International Convention and Code on Standards of Training, Certification and Watch-keeping (STCW) 1978<sup>1</sup>, (referred to in this MSN as the “STCW Convention” and “STCW Code” respectively), including the provisions prescribing the mandatory minimum requirements for the certification for engineer officers on “Small Vessels”.

1.2 Regulation 63 of the 2022 Regulations provide for the Secretary of State (in this case, the MCA) to approve alternative training arrangements, which are equivalent to the STCW Convention requirements (Article IX of the STCW Convention). The MCA has relied on Article IX to adopt and allow for the issue of alternative arrangements to create a certificate structure for engineers working on yachts, tugs, fishing vessels, workboats, standby, seismic survey, oceanographic research vessels and government patrol vessels. On successful completion of this training the MCA issue alternative certification under regulation 7(6) of the 2022 Regulations (as provided for in Chapter VII of the STCW Convention).

1.3 For the purposes of this Notice, the term “Small Vessel” (SV) will pertain to fishing vessels, yachts, tugs, workboats, standby, seismic survey, oceanographic research vessels and government patrol vessels. The SV Certificate of Competency (CoC) can be used on any of these types of vessels within the limitations stated on their CoC.

1.4 To obtain a United Kingdom STCW CoC you must:

- Meet the minimum age requirement;
- Complete the minimum period of seagoing service;
- Undertake the required ancillary technical and safety training;
- Complete the appropriate programme(s) of education and training, meeting the minimum vocational and academic standard;
- Meet medical standards (including eyesight);
- Pass an oral examination conducted by an MCA examiner.

**If you are considering a seagoing career it is strongly advised that you have a medical and sight test, which includes testing of colour and visual acuity, before starting training. Please refer to section 7 of this Notice.**

1.5 Prior to joining your first vessel for your first sea voyage you will need to hold<sup>2</sup>:

- A valid ENG1<sup>3</sup> (Medical Fitness Certificate) or accepted equivalent;

<sup>1</sup> The 2022 Regulations revoked and replaced the previous regulations, the Merchant Shipping (Standards of Training, Certification and Watchkeeping) Regulations 2015 (SI 2015/782).

<sup>2</sup> As required by Section A-VI/1 of the STCW Code, if you are employed or engaged in any capacity onboard a ship with designated safety or pollution-prevention duties, before being assigned to any shipboard tasks you will be required to successfully complete those elements of STCW basic training which are appropriate to your duties and functions.

<sup>3</sup> See section 7 for further details. Details of MCA-Approved Medical Certificates are available from [www.gov.uk/seafarer-medical-certificates](http://www.gov.uk/seafarer-medical-certificates).



- Personal Survival Techniques (STCW Code – Table A-VI/1-1);
- Fire Prevention and Fire Fighting (STCW Code – Table A-VI/1-2);
- Elementary First Aid (STCW Code – Table A-VI/1-3);
- Personal Safety and Social Responsibilities (STCW Code - Table A-VI/1-4);
- Security Awareness (STCW Code Table A-VI/6-1).<sup>4</sup>

1.6 All references to Certificates of Competency in this Notice pertain to those issued by the MCA, unless otherwise stated.

1.7 All references to Kilowatt (kW) pertain to the main propulsion power of the vessel, unless otherwise stated.

1.8 This Notice also details the requirements to obtain non-STCW Marine Engineer Operators Licences (MEOL). As such, this is not a certificate which is equivalent to the STCW Convention requirements; it is simply a certificate which relates to requirements outside the Convention.

## 2. Small Vessel Certificate Structure

### 2.1 STCW Small Vessel Certification

The requirements to obtain the following Certificate of Competency are listed in this Notice:

CoC	Area limitation	Power limitation & Tonnage Limitation	Vessel Limitation	STCW Convention regulation
Engineer Office of the Watch (EOOW)	Unlimited	Less than 9,000 kW, Less than 3000 GT	Fishing Vessels, Yachts, Tugs, Workboats, Standby, Seismic Survey, Oceanographic Research Vessels and Government Patrol Vessels	VII & III/1
Chief Engineer	Unlimited	Chief Engineer less than 3000 kW, less than 500 GT	Fishing Vessels, Yachts, Tugs, Workboats, Standby, Seismic Survey, Oceanographic Research Vessels and Government Patrol Vessels	VII & III/3
Chief Engineer	Unlimited	Less than 9,000 kW, Less than 3000 GT	Fishing Vessels, Yachts, Tugs, Workboats, Standby, Seismic Survey, Oceanographic Research Vessels and Government Patrol Vessels	VII & III/2

<sup>4</sup> If you are to serve on ships to which the International Ship and Port Facility (ISPS) Code applies you must hold a Security Awareness certificate (Section A-VI/6, paragraph 4 of the STCW Code, and STCW Code Table A-VI/6-1). If you are assigned designated security duties aboard a vessel you must obtain a Designated Security Duties certificate (Section A-VI/6, paragraphs 6-8 of the STCW Code, and STCW Code Table A-VI/6-2). Please refer to MSN 1865 (Amendment 1): [www.gov.uk/government/publications/msn-1865-m-amendment-1-uk-requirements-for-emergency-occupational-safety-security-medical-care-and-survival-functions](http://www.gov.uk/government/publications/msn-1865-m-amendment-1-uk-requirements-for-emergency-occupational-safety-security-medical-care-and-survival-functions).



2.2 The Certificates of Competency will also carry the following capacity and limitation: **Engineer Officer of the Watch less than 9000 kW, less than 3000 GT, unlimited area, limited to Fishing Vessels, Yachts, Tugs, Workboats, Standby, Seismic Survey, Oceanographic Research Vessels and Government Patrol Vessels, STCW Convention regulation III/1.**

2.3 Small Vessel engineer CoCs will carry the following STCW functions:

- Controlling the operation of the ship and care for persons on board (function 3);
- Marine Engineering (function 4);
- Electrical, electronic and control engineering (function 5);
- Maintenance and repair (function 6).

2.4 For Chief Engineer Certificates of Competency functions will be granted at the Management level and identified as an “M” on the CoC. For EOOW CoC functions will be granted at the Operational level and identified as an “O” on the CoC.

2.5 A flow chart summarising progression through the SV CoC Structure is available in **Annex A.**

### **3. Requirements to obtain a Marine Engineer Operator Licence Limited to Small Vessels (MEOL SV)**

3.1 This qualification will allow you to serve as Marine Engine Operator on Small Vessels with a propulsion (registered) power of between 200 kW and 750 kW, **where STCW requirements do not apply.**

3.2 To obtain this certificate you must:

- (a) Be at least 19 years of age;
- (b) Have completed either:
  - 36 months’ onboard service as a dual-purpose deck hand and engineer responsible for the maintenance and servicing of a Small Vessel of 200 kW or more in propulsion power, of which at least 6 months must be seagoing service in the engineering department; or
  - 24 months’ onboard service as a Small Vessel engineer responsible for system maintenance on a Small Vessel of 200 kW or more in propulsion power of which at least 6 months must be seagoing service;
- (c) Hold the applicable ancillary certificates listed in section 6;
- (d) Hold an Approved Engine Course (AEC) 1 and 2 Certificates of Completion,
- (e) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (f) Pass the MCA oral examination for “MEOL SV.”<sup>5</sup>

**3.3 As the MEOL SV requires a minimum of 24 months onboard service with 6 months seagoing service, it is also evidence of meeting the sea time requirement for entry onto the Experienced Seafarer Route (see section 4.4)**

3.4 As this is a non-STCW CoC, and while the MCA approves the certificate for use in UK waters, it cannot guarantee recognition internationally. If you hold this certificate you should check the certification requirements of the local Port State Control Administration prior to entering their jurisdiction.

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<sup>5</sup> For the MCA’s published Oral Examination Syllabi, please refer to the following page and navigate to the section titled ‘Oral Exam Syllabuses’: [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



#### 4. Requirements to obtain a Certificate of Competency

4.1 **With the Exception of General Engineering Science I & II (GES I & II)<sup>6</sup> all MCA Small Vessel Competency examinations, and the MCA oral examination must be passed within 3 years prior to the date of the issue of your CoC.**

4.2 To be issued with a CoC for EOOW on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, Convention regulation III/2 you must follow either route **4.3, 4.4** or **4.7** and be at least 18 years old.

4.3 **Standard MCA-approved programme for EOOW on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, STCW Convention regulation III/2**

4.3.1 If you are following this route you will need to gain a Diploma in Maritime Studies: Small Vessel Engineer or an MCA Approved Equivalent from an MCA-approved training provider.<sup>7</sup> This Diploma will allow you a reduction in sea time as specified in this section.

4.3.2 To qualify for the issue of this CoC you must meet the following requirements:

- (a) Hold an Approved Engine Course I & II (AEC I & II)<sup>8</sup>;
- (b) Have completed 12 months' combined seagoing service and workshop training, which must include:
  - 6 months' seagoing service engaged in watchkeeping or Unmanned Machinery Space (UMS) duties on vessels of at least 350 kW;
  - 5 months' seagoing service on vessels of at least 350 kW;
  - 2 weeks MCA approved Initial Workshop Skills Training;
  - A further 2 weeks seagoing service on vessels of at least 350 kW **or** 2 weeks of MCA approved additional Workshop Skills Training<sup>9</sup>.
- (c) Complete the MCA approved Small Vessel Training Record Book (TRB)<sup>10</sup> during your seagoing service;
- (d) Complete either:
  - the Diploma in Maritime Studies: Small Vessel Engineer; **or**
  - an MCA Approved Equivalent
- (e) Successfully pass the MCA Small Vessel Competency examinations for:
  - Marine Diesel Engineering;
  - Auxiliary Equipment – Part I;
  - Operational procedures, Basic Hotel Services and Ship construction;

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<sup>6</sup> There is no expiry date for GES I & II.

<sup>7</sup> Training providers offering an alternative qualification can approach the MCA for assessment and approval of their course in lieu. More information can be found in Section 8 of this Notice.

<sup>8</sup> An exemption from AEC II may only be considered on a case by case basis for those who have undertaken an MCA approved EOOW Cadetship where the workshop skills element has been successfully completed. Please refer to section 8.2 for further information.

<sup>9</sup> This must be relevant to Small Vessel Engineering and include a syllabus not covered in your previous Workshop Skills Training.

<sup>10</sup> The TRB will be issued to you by an MCA approved Training Provider once you have enrolled onto the SV course. You will then need to complete the task while completing at least 6 months' seagoing service.



- (f) Hold the applicable ancillary and safety course certificates listed in section 6;
- (g) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (h) Complete MCA oral examination for EOOW Engineer Officers on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, III/2.<sup>11</sup>

#### 4.4 Experienced Seafarer Route

- 4.4.1 This route is for existing seafarers serving on small vessels. You will not be required to complete the Diploma in Maritime Studies: Small Vessel Engineer. You will be required to register at an MCA approved SV training provider.
- 4.4.2 To be eligible to register on a study programme you must meet the following requirements:
  - (a) Have completed 24 months' onboard service with 6 months seagoing service in the engineering department on vessels of at least 200 kW<sup>12</sup>;
  - (b) Hold an Approved Engine Course I & II (AEC I & II);
  - (c) Hold basic STCW safety training certificates;
    - Personal Survival Techniques (STCW Code – Table A-VI/1-1);
    - Fire Prevention and Fire Fighting (STCW Code – Table A-VI/1-2);
    - Elementary First Aid (STCW Code – Table A-VI/1-3);
    - Personal Safety and Social Responsibilities (STCW Code – Table A-VI/1-4).
- 4.4.3 Once registered on the programme, you must then be issued a TRB on the request of the MCA approved training provider. **You can only complete your TRB tasks and the required additional seagoing service (noted in 4.5.1) after you have registered at an MCA approved training provider.**

#### 4.5 Notice of Eligibility

- 4.5.1 Once you have registered with an MCA approved training provider and been issued with a TRB, in addition to meeting the requirements in section 4.4.2 above you must now complete the following requirements to be issued with a Notice of Eligibility (NOE):
  - (a) Have completed:
    - An additional 11 months' seagoing service on vessel of at least 350 kW which must include a minimum of 6 months' seagoing service engaged in watchkeeping or UMS duties<sup>13</sup>;
    - 2 weeks MCA-approved initial Workshop Skills Training<sup>14</sup>;
    - A further 2 weeks seagoing service on vessels of at least 350 kW **or** 2 weeks of MCA-approved additional Workshop Skills Training<sup>15</sup>.

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<sup>11</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>12</sup> Engine room seagoing service consisting of cleaning duties only will not be accepted.

<sup>13</sup> If you are working on yachts applying for a SV CoC please refer to section 5.9.1, or if you are working on Yachts applying for a SV CoC restricted to yachts please refer to section 5.9.2 for further information.

<sup>14</sup> This may be completed prior to enrolment onto the programme however completion of Workshop Skills Training will only count towards the seagoing service requirement post registration onto the programme.

<sup>15</sup> This must be relevant to Small Vessel Engineering and include a syllabus not covered in your previous Workshop Skills Training.



(b) Complete the SV Training Record Book (TRB) during your seagoing service<sup>16</sup>.

#### 4.6 Certificate of Competency

4.6.1 To be issued this CoC under this route once you have obtained your MCA issued NOE you must meet the following requirements:

(a) Successfully complete the MCA approved modules and pass the corresponding MCA Small Vessel Competency examinations for:

- Marine Diesel Engineering;
- Auxiliary Equipment – Part I;
- Operational procedures, Basic Hotel Services and Ship Construction;

(b) Hold the applicable ancillary and safety course certificates listed in section 6;

(c) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;

(d) Pass the MCA oral examination for EOOW Engineer Officers on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, III/2.<sup>17</sup>

#### 4.7 Alternative Route: For Graduate Engineer/HND/Advanced Diploma/ HNC/Advanced Certificate/Apprenticeship holders

4.7.1 The “Alternative route” is designed for those with relevant Engineering qualifications to apply directly to an MCA approved training provider for an Action Plan detailing the requirements they must meet to obtain a EOOW Engineer Officer on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, CoC.

You will be eligible for this route if you have completed a suitable engineering qualification and/or work based apprenticeship. This will include:

- Graduates or Higher National Diploma (HND)/Advanced Diploma, Higher National Certificate (HNC)/Advanced Certificate holders in mechanical/aeronautical/marine/electromechanical or an engineering programme that comprises at least four of the following six modules: applied mechanics, applied heat, mathematics, engineering drawing, naval architecture and ship construction and electro-technology. The candidate must provide evidence of obtaining a pass mark of at least 50% in the relevant four modules;
- Suitable engineering apprenticeship (NVQ level 3 or above) holders. Examples could include, but is not limited to Mechanical, Marine Engineering and Diesel Fitter.

4.7.2 For any qualification gained outside the UK, you must obtain a ENIC (<https://www.ecctis.com/>) letter confirming comparable standard of your qualification to a UK equivalent. HND/Advanced Diploma and HNC/Advanced Certificate qualifications will only be accepted if gained from the UK or an EU state.

4.7.3 Suitable engineering apprenticeship (NVQ level 3 or above) will be assessed by the college to ensure they cover experience, training and qualification levels. Relevant apprenticeships must have been completed in the UK or an EU state.

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<sup>16</sup> TRB tasks must be completed and signed off after you have registered at an MCA-approved training provider.

<sup>17</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



Apprenticeships must be in a marine engineering discipline and cover at least 70% of the AEC I and AEC II syllabus.

- 4.7.4 **You can only complete your TRB tasks and the required seagoing service after you have registered at an MCA-approved Training provider.**
- 4.7.5 **If you are eligible to enter onto this programme you will need to apply directly to an MCA approved Small Vessel training provider.** Contact details of the Training Providers offering this programme are available from the MCA website, search [www.gov.uk](http://www.gov.uk) for “MCA approved training providers”.
- 4.7.6 The college Action Plan will be summarised in the letter format shown in Marine Information Note (MIN) 642. The letter will draw on the requirements in this section.
- 4.7.7 To qualify for the issue of this CoC following the issue of your Action Plan you must meet the following requirements:
- (a) Complete a minimum of 6 months’ seagoing service engaged in watchkeeping duties or UMS duties. Seagoing service must be completed on vessels of at least 350 kW and you must document your onboard training during this period in an approved MCA approved Small Vessel Training Record Book (TRB). In addition, you must then complete one of the following:
- (i) **A Graduate (Degree), a holder of an MCA approved HND/Advanced Diploma in Marine Engineering Qualification or an engineering apprenticeship (NVQ level 3 or above),** must complete: an additional 5 months’ of seagoing service on vessels of at least 350 kW and either;
    - An additional 2 weeks seagoing service on vessels of at least 350 kW **or**
    - 2 weeks of further MCA approved additional Workshop Skills Training<sup>18</sup>.
  - (ii) **A HND/Advanced Diploma student** must complete an additional 8 months’ of seagoing service on vessels of at least 350 kW and either;
    - An additional 2 weeks seagoing service on vessels of at least 350 kW **or**
    - 2 weeks of further MCA approved additional Workshop Skills Training<sup>18</sup>.
  - (iii) **A HNC holder/Advanced Certificate** must complete an additional 11 months’ of seagoing service on vessels of at least 350 kW;
    - An additional 2 weeks seagoing service on vessels of at least 350 kW **or**
    - 2 weeks of further MCA approved additional Workshop Skills Training<sup>18</sup>.
- (b) Hold an Approved Engine Course I & II
- (c) 2 weeks MCA approved initial Workshop Skills Training;
- (d) Successfully complete the MCA approved modules and pass the corresponding MCA Small Vessel Competency examinations for:

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<sup>18</sup> This must be relevant to Small Vessel Engineering and include a syllabus not covered in your previous Workshop Skills Training.



- Marine Diesel Engineering;
  - Auxiliary Equipment – Part I; Operational procedures, Basic Hotel Services and Ship construction;
- (e) Hold the applicable ancillary and safety course certificates listed in section 6;
- (f) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (g) Pass the MCA oral examination for EOOW Engineer Officers on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area, III/2.<sup>19</sup>

#### 4.8 AEC Requirements to obtain an SV CoC

4.8.1 Alternative qualifications or experience may be used in lieu of an AEC I or II certificate to obtain an SV CoC. If you are not required to complete any part of the AEC requirements, this does not entitle you to the issue of an AEC certificate or to work on a SV in any role that requires you to hold an AEC I or II Certificate.

**AEC I:** Alternative qualifications or experience that may be used in lieu of AEC I include if you:

- Can demonstrate that your previous qualifications and experience cover the AEC Syllabus (see section 8.2); **or**
- Achieved a pass mark of 50% or more in an MCA approved Marine Engineering qualification at operational or management level (HNC/Advanced Certificate, HND/Advanced Diploma or Foundation Degree (FD)) and as part of the course have successfully completed workshop skills.

**AEC II:** Alternative qualifications or experience that may be used in lieu of AEC II include if you:

- Achieved a pass mark of 50% or more in an MCA approved Marine Engineering qualification at management level (HND/Advanced Diploma or FD) and as part of the course have successfully completed workshop skills.

**MCA-approved initial Workshop Training 2 weeks:** If you have previously completed Workshop Skills Training, you may instead provide an MCA approved training provider with evidence of your experience and qualifications. You must provide an MCA approved training provider with evidence of your experience and qualifications, mapped against the MCA approved 'Workshop Training' syllabus to in order to demonstrate that you have met the requirements.

If this alternative approach is followed, you must complete a further two weeks' additional Workshop Skills training, which must encompass different Engineering skills that you have previously not demonstrated. You must obtain confirmation from your MCA approved training provider that you have covered acceptable additional Workshop Skills Training not covered by the initial 'Workshop Training' syllabus.

#### 4.9 Chief Engineer Officer, less than 3000 kW, less than 500 GT, Unlimited Area, STCW Regulation III/3

To qualify for the issue of this CoC you must meet the following requirements:

- (a) While serving as a Small Vessel EOOW Engineer Officer of the Watch less than 9000 kW, less than 3000 GT, unlimited area, STCW Convention regulation III/2, complete a minimum of 6 months' seagoing service as a EOOW Engineer on vessels of at least 350 kW;

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<sup>19</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



(b) Successfully complete the MCA approved modules and pass the corresponding examinations for:

- Chief Engineer Statutory and Operational Requirements;
- Auxiliary Equipment – Part II;

(c) Hold the applicable ancillary and safety course certificates listed in section 6;

(d) Pass the MCA oral examination for Chief Engineer Officer, less than 3000 kW, less than 500 GT, unlimited area, STCW Regulation III/3.<sup>20</sup>

#### 4.10 Chief Engineer Officer, less than 9000 kW, less than 3000 GT, Unlimited Area, STCW Regulation III/2

To qualify for the issue of this CoC you must meet the following requirements:

(a) While serving as a Small Vessel EOOW Engineer Officer of the Watch less than 9000 kW, less than 3000 GT, unlimited area, STCW Convention regulation III/2, complete a minimum of 12 months' seagoing service as an SV EOOW Engineer<sup>21</sup>:

- 6 months of this service must be completed on vessels of at least 750 kW;
- 6 months of this service must be completed on vessels of at least 350 kW;

(b) Successfully complete the MCA approved modules and pass the corresponding MCA Small Vessel Competency examinations for:

- Auxiliary Equipment – Part II<sup>22</sup>;
- Chief Engineer Statutory and Operational Requirements<sup>22</sup>;
- Applied Marine Engineering;

(c) Complete the MCA approved modules and pass the corresponding MCA Small Vessel Competency examinations for General Engineering Science I & II<sup>23</sup>; **or**

(d) Hold the applicable ancillary and safety course certificates listed in section 6;

(e) Pass the MCA oral examination for Chief Engineer Officer, less than 9,000 kW, less than 3,000 GT, unlimited area, STCW Regulation III/3.<sup>24</sup>

#### 4.11 Class 1 and 2 Engineering Certificates of Competence

4.11.1 The Engineering Knowledge I & II examination required to obtain a Fishing Class 1 CoC will be integrated into the SV Engineering certificate structure. The MCA has mapped existing requirements to ensure that the requirements of the Fishing Vessels (Certification of Deck Officers and Engineer Officers) Regulations 1984 No. 1115 are met. Therefore, the Class 2 requirements remain the same. The following progression routes have been developed to align to the existing requirements, while also offering a

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<sup>20</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>21</sup> This will, or this can, be either a EOOW Engineer Officer SV less than 9000 kW, less than 3000 GT, unlimited area, Certificate of Competency, or time served while holding a higher CoC i.e. Chief Engineer Officer, less than 3000 kW, less than 500 GT, Unlimited Area, STCW Regulation III/3 CoC will also be accepted.

<sup>22</sup> Not required if SV Chief Engineer less than 3000 kW, less than 500 GT CoC already held.

<sup>23</sup> If you hold a relevant engineering qualification (degree, HND/Advanced Diploma, HNC/Advanced Certificate or equivalent) please refer to section 8.6.

<sup>24</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



new progression route that enables a pathway for fishermen to obtain a Class 1 Fishing CoC and an SV Engineering CoC.

4.11.2 This route will be subject to review to ensure it is aligned with STCW- F and the review of the Fishing Training and Certification Regulations.

4.11.3 On request, holders of an SV EOOW less than 9000 kW, less than 3000 GT, unlimited area CoC, can be awarded a Fishing Class 2 licence alongside an SV EOOW less than 9000 kW, less than 3000 GT, unlimited area CoC providing they can demonstrate 3 months seagoing service onboard a fishing vessel of 750 kW and/or more in power.

4.11.4 Holders of a Fishing Class 2 will be awarded a Fishing Class 1 licence alongside an SV Chief Engineer less than 9000 kW, less than 3000 GT, unlimited area CoC providing they:

- (a) While serving as a Class 2 Fishing vessel officer, complete 24 months' seagoing service on fishing vessels of at least 350 kW which includes 6 months of seagoing service on fishing vessels of 750 kW and/or more in power;
- (b) Successfully complete the MCA-approved modules and pass the corresponding MCA Small Vessel Competency examinations for:

- Marine Diesel Engineering;
- Auxiliary Equipment – Part I & II;
- General Engineering Science I & II;
- Chief Engineer Statutory and Operational Requirements;
- Applied Marine Engineering;
- Operational Procedures, Basic Hotel Services and Ship Construction;

- (c) Hold the applicable ancillary and safety course certificates listed in section 6 of this Notice;
- (d) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (e) Pass the MCA oral examination for Chief Engineer on Small Vessels less than 9,000 kW, less than 3000 GT, unlimited area, III/2.<sup>25</sup>

4.11.5 Holders of an SV EOOW Engineer Officer, less than 9000 kW, less than 3000 GT, unlimited area, STCW Convention regulation III/2 will be awarded a Fishing Class 1 licence alongside an SV Chief Engineer less than 9000KW, less than 3000GT, unlimited area CoC providing they:

- (a) While serving as an SV EOOW Engineer Officer, less than 9000 kW, less than 3000 GT, unlimited area, STCW Convention regulation III/2, complete 12 months' seagoing service on vessels of at least 350 kW, which includes 6 months of seagoing service on fishing vessels of 750 kW and/or more in power;
- (b) Successfully complete the MCA approved modules and pass the corresponding MCA Small Vessel Competency examinations for:

- Auxiliary Equipment – Part II<sup>26</sup>;
- Chief Engineer Statutory and Operational Requirements<sup>26</sup>;
- Applied Marine Engineering;

- (c) Complete the MCA approved modules and pass the corresponding MCA Small Vessel

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<sup>25</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>26</sup> Not required if SV Chief Engineer less than 3000 kW, less than 500 GT CoC already held.



- Competency examinations for General Engineering Science I & II<sup>27</sup>; **OR**
- (d) Hold the applicable ancillary and safety course certificates listed in section 6 of this Notice;
  - (e) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
  - (f) Pass the MCA oral examination for Chief Engineer on Small Vessels less than 9,000 kW, less than 3000 GT, unlimited area, III/2.<sup>28</sup>

## 5. Seagoing Service

5.1 Before being considered for an MCA oral examination you are required to provide evidence of having completed the full amount of qualifying seagoing service applicable to the CoC you are applying for.

### 5.2 Calculating Seagoing Service

Seagoing service is defined as time spent onboard a ship, relevant to the issue of the certificate or other qualification being applied for. Seagoing service must be in the engineering department reckoned from the date of engagement to the date of discharge. At least 6 months of the qualifying seagoing service must have been performed within the 5 years immediately preceding the date your application is received by the MCA.

A month is defined as a calendar month or 30 days if made up of periods less than one month.

### 5.3 Requirements for Seagoing Service

Seagoing service may be performed on vessels of any flag.

Seagoing service must be performed on vessels proceeding to sea. Proceeding to sea means beyond the categorised waters around the coast of the United Kingdom or beyond the harbour limits for waters outside the United Kingdom. Tug Engineers should refer to section **5.8**.

Seagoing service (steaming time) will be calculated from the seagoing service testimonials.

### 5.4 Requirements for Watchkeeping Service

If you are applying for an SV EOW Engineer CoC, a minimum of 6 months of your seagoing service must be spent performing engine room watchkeeping duties or UMS duties. This duty can be performed in a subsidiary capacity. For Yachts seagoing service requirements please refer to the tables in section 5.9.

If you are applying for an SV Chief Engineer CoC, your seagoing service must be spent performing engine room watchkeeping duties while in **FULL CHARGE** of the entire watch or performing UMS duties.

Watchkeeping service is defined as time spent on an engine room watch, for a minimum of 4 hours out of every 24 hours.

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<sup>27</sup> If you hold a relevant engineering qualification (degree, HND/Advanced Diploma/ HNC/Advanced Certificate or equivalent) please refer to section 8.6.

<sup>28</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



## 5.5 Use of Yard / Dry Dock Time

Yard Time is shipyard service where the vessel is alongside in water, at drydock (the vessel is out of water on blocks), or at a ship service facility (or workshop facility) out of operation where any of the following are undertaken:

- Overhaul, major service or survey works are carried out on the main engines;
- Overhaul, major service or survey works are carried out on the auxiliary engines;
- Overhaul, major service or survey works are carried out on auxiliary equipment to include (but not limited to):
  - steering gears;
  - pumps,
  - power distribution systems;
  - gearbox;
  - shafts and propulsors;
  - fire fighting systems and equipment;
  - hull fittings;
  - and side valves;
- Survey and inspection of service tanks, fuel/fresh water and its systems;
- Work carried out in workshops on any of the above equipment;
- Installation of new systems on board working with contractors.

You should provide evidence regarding all the above maintenance or major repair work/survey on the main or auxiliary systems. The work carried out should contain full details of the completed tasks. The report must be verified and signed off by the Chief Engineer, Master or a Company authorised person.

**5.5.1 Standard Route (section 4.3):** There will be no provisions to accept yard / dry dock towards the seagoing service requirements for this route.

**5.5.2 For those on the Experienced Seafarer Route (see section 4.4):** You can use up to 6 months yard / dry dock time towards the EOOW SV CoC. You can include up to 90 days' yard or dry dock time, prior to or post registration, towards the yacht service requirement for an **SV EOOW** CoC. This 90 days in total may be claimed towards the total service requirements for this route, regardless of whether the yard time is completed prior to or post registration, or as a combination (prior and post). **For a yacht restricted SV CoC (see 5.9) yard / dry dock time cannot be counted as 'actual seagoing service' and can only be used as onboard service.**

For entrance onto the Experienced Seafarer programme, you can use an additional 3 months of yard / dry dock time to count towards the entrance requirements. This service above the initial 90 days permitted must be approved by the MCA and cannot be used in lieu of the 6 months' seagoing service requirement<sup>29</sup>.

**5.5.3 For those on the Alternative Route (section 4.7):** If you are applying for a EOOW Engineer SV CoC and require seagoing service of at least 14 months or more, you may count a total of 25% or 3 months (whichever is least) of the required qualifying service; at lay-up, at maintenance berth, at extended anchorage or in yard / dry dock. This service must be supported by a company letter from the owner or operator detailing your roles and responsibilities during this time period.

**5.5.4** If you are applying for a Chief Engineer SV CoC, you may count a total of 25% or 3 months (whichever is least) of the required qualifying service, at lay-up, at maintenance berth,

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<sup>29</sup> This evidence must be in the form of a company letter/proposal and be submitted to the MCA ([exams@mcga.gov.uk](mailto:exams@mcga.gov.uk)), taking into account section 5.5 of this Notice.



at extended anchorage or in yard / dry dock. This service must be supported by a company letter from the owner or operator detailing your roles and responsibilities during this time period.

## 5.6 Required Documentary Evidence

You will be required to submit documentary evidence of seagoing service for each CoC you apply for. Proof of seagoing service must be documented by either discharge book entries or certificates of discharge (MIN 642). Entries must be supported by testimonials completed and signed by the Chief Engineer or if applicable the Master. Examples of seagoing testimonials can be found in MIN 642.<sup>30</sup> The testimonials must cover your conduct and ability and include details of seagoing and watchkeeping service as applicable.

Your seagoing service testimonials must clearly detail your watchkeeping duties, specifying how much of your sea time was spent performing watchkeeping and indicating in what capacity this was performed, i.e. in a subsidiary capacity or in full charge of the watch. If your seagoing service was spent on a vessel with unmanned machinery spaces and you performed duties associated with this operation, your testimonials must state this.

## 5.7 Categorised or Sheltered Water Service (not including Tugs)

Service on ships operating on domestic lakes or rivers, or within category C and D waters as defined in MSN 1837 (or any subsequent amendment), may be accepted. The acceptance of this service will limit the CoC to categorised waters. To remove this limitation from your CoC you must complete a further 3 months seagoing service outside of categorised waters.

## 5.8 Tugs operating in Categorised Waters

Seagoing service performed on tugs within categorised waters will be counted. If you complete your service in categorised waters on a Tug, your Certificate for Competency will receive an area limitation.

The area limitation placed on these certificates depends on where the tug service leading to the issue of the certificate was completed.

- If the tug service was carried out within Category “C” and “D” waters the limitation will be for Tugs only and limited to 30 miles from UK safe haven.
- If the tug service includes at least 90 days service of at least 4 hours per day outside Category C & D/Harbour Limits, the Certificate will be for Unlimited Area but will remain limited to Tugs only.

To receive a full Small Vessel licence the full-service requirements must be met in line with section 5.7.

## 5.9 Service on Yachts

A flow chart summarising progression through the Yacht SV CoC Structure is available in **Annex A** of MIN 642.<sup>31</sup> This includes a summary breakdown for accepting yacht seagoing service towards the Experienced Seafarer route in line with section 5.9.2.

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<sup>30</sup> Please refer to MIN 642: [www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance](http://www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance).

<sup>31</sup> Please refer to MIN 642: [www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance](http://www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance).



Definitions (for yacht service only):

- **Seagoing service:** As per section 5.3 means proceeding to sea and in the seagoing service requirement column in the table below would not include any yard time.
- **Onboard yacht service:** Yacht service must be in the Engine department, onboard yachts, reckoned from the date of engagement to the date of discharge. Yacht service is counted as the time spent on the vessel. A minimum of 4 hours of working duty in 24 hours would count as one full day of service.<sup>32</sup>

5.9.1 Seagoing service requirements for a **Small Vessel CoC** for those working on Yachts: Seagoing service testimonials must state the number of days actually spent underway with the main propelling machinery in full use and on watch as per section 5.4. The table below details the seagoing service for each CoC. You must refer to the entry requirements in the relevant section of this Notice, which for the experienced route will detail sea time requirements for registration.

<b>Those working on yachts applying for a SV CoC</b>			
		Sea time to be completed with the TRB and after entry/registration onto an MCA approved SV programme	
<b>Using Yacht Sea Time</b>	<b>Entry Level and Relevant Section of MSN</b>	<b>Total Time onboard (months)</b>	<b>Seagoing Service and Watchkeeping Required (months)</b>
SV EOOW Engineer Approved Route	MCA approved qualification (4.3)	More than 12 months onboard	8 (includes up to 1-month workshop)
SV EOOW Eng Experienced Route	Registration requirements met (4.4)	More than 12 months onboard	8 (includes up to 1-month workshop)
SV EOOW Eng Alternate route Degree/NVQ 3	Action Plan (4.7)	12	8 (includes up to 1-month workshop)
SV EOOW Eng Alternative Route HND	Action Plan (4.7)	14	9 - 15 (includes up to 1-month workshop)
SV EOOW Eng Alternative Route HNC/Advanced Certificate	Action Plan (4.7)	17	11 - 15 (includes up to 1-month workshop)
SV Chief Engineer <500 GT & 3000 kW	EOOW Eng Yacht CoC	6	4
SV Chief Engineer <3000 GT & 9000 kW	EOOW Eng Yacht CoC	12	8
SV Chief Engineer <3000 GT & 9000 kW	Chief Eng <500 GT & 3000 kW	6	4

5.9.2 Seagoing service requirements for a **restricted Yacht Small Vessel CoC** for those working on yachts: Engineers working on yachts may wish to apply for a SV CoC restricted for use on yachts only. Seagoing service testimonials must state the number of days actually spent underway with the main propelling machinery in full use. The table below details the seagoing service for each CoC, you must refer to the entry requirements in the relevant section of this Notice, which for the experienced route will detail sea time requirements for registration.

<sup>32</sup> Further guidance for those signing off Engineering seagoing service on yachts can be found on: [www.gov.uk](http://www.gov.uk).



Seafarers successfully completing the SV programme and meeting the sea time requirements below will have CoC issued with the applicable SV limitation limited to yachts e.g.<sup>33</sup>:

“Less than 9000 kW, Less than 3000GT, Unlimited Area, Limited to Yachts”

Those working on Yachts applying for a SV CoC restricted to yachts				
		Sea time to be completed with the TRB and after entry/registration onto an MCA approved SV programme		
Route – Yacht Restricted	CoC Held	Total Time onboard (months)	Seagoing Service obtained (months)	Watchkeeping (months)
EOOW Eng Experienced Route	N/A	12	5 (includes up to 1 months' workshop skills)	6 <sup>34</sup>
Then to progress:				
Chief Engineer <500 GT & 3000 kW	EOOW Eng Yacht CoC	6	4	Working as an Eng Officer
Chief Engineer <3000 GT & 9000 kW	EOOW Eng Yacht CoC	12	8	Working as an Eng Officer
Chief Engineer <3000 GT & 9000 kW	Chief Eng <500 GT & 3000 kW	6	4	Working as an Eng Officer

## 5.10 Service on Gas Turbine Ships

Service on gas turbine ships can be used at full rate for small vessel Engineering Certificates. Engineer Officers holding an SV Certificates of Competency are eligible to serve on this type of vessel; however, some additional training related to the gas turbine machinery may be required for senior Engineer Officers.

## 6. Ancillary and Safety Courses Certification

6.1 The ancillary and safety courses that are required for the issue of each CoC are contained in the table below. On successful completion of the relevant course you will be issued with an STCW certificate of proficiency (CoP).

The ancillary technical courses form part of the education and training specified in sections; A-III/1, or A-III/2 of the STCW Code. The safety courses form part of mandatory training for; emergency, occupational safety, security, medical care and survival functions specified in chapter A-VI of the STCW Code.

6.2 You must successfully complete **all** the required ancillary and safety training applicable to the regulation of your CoC.

<sup>33</sup> An Engineer Officer Seagoing Service Testimonial for Commercially and Privately Operated Yachts can be found in **Annex D** of MIN 642: [www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance](http://www.gov.uk/government/publications/min-642-mf-engineer-officer-small-vessel-certificate-of-competency-guidance).

<sup>34</sup> All the seagoing service (minimum 4 months) must be completed while maintaining a watch. Up to 2 months Watchkeeping may be completed while onboard the vessel is at anchor or made fast to the shore providing the vessel is using its own power (vessel's auxiliary power generation), and other related auxiliary machinery is running. Safe Engine Room Watchkeeping must be maintained during these periods.



Certificate of Competency						
Ancillary/Safety Course Certificate	MEOL SV	III/2 EOW Engineer	III/3 Chief Engineer	III/2 Chief Engineer	STCW Code Reference	Updating required
Personal Survival Techniques <sup>a</sup>	Yes	Yes	Yes	Yes	A-V1/1-1	•
Fire Prevention and Fire Fighting <sup>a</sup>	Yes	Yes	Yes	Yes	A-VI/1-2	•
Elementary First Aid <sup>a</sup>	Yes	Yes	Yes	Yes	A-V1/1-3	
Personal Safety and Social Responsibility <sup>a</sup>	Yes	Yes	Yes	Yes	A-V1/1-4	
Proficiency in Survival Craft and Rescue Boats <sup>b</sup>	Yes	Yes	Yes	Yes	A-V1/2	•
Advanced Fire Fighting <sup>b</sup>	Yes	Yes	Yes	Yes	A-VI/3	•
Medical First Aid <sup>b</sup>	Yes	Yes	Yes	Yes	A-V1/4-1	
High Voltage (Operational) <sup>c</sup>	N/A	Optional			A-III/1	
High Voltage (Management) <sup>c</sup>	N/A		Optional	Optional	A-III/2	
HELM (Operational) <sup>c</sup>		Yes			A-III/1	
HELM (Management) <sup>c</sup>			Yes	Yes	A-III/2	

- You will be required to provide documentary evidence of either completing the training course or updating your training within the preceding 5 years for all CoC applications. To satisfy Port State Control requirements you will need to hold evidence onboard your vessel of completing or updating your training within the last 5 years. For further information relating to STCW course certificates, including their validity, please refer to MSN 1865 (Amendment 1).

For the issue of a Certificate of Competency:

- a** – The MCA will accept certificates issued under the authority of any IMO 'White List' country.
- b** – The MCA will accept certificates issued under the authority of any EU Member State, as well as by any country noted in MIN 643<sup>35</sup>.
- c** – Course must be run by an MCA approved training provider.

**6.3 Proficiency in Survival Craft and Rescue Boat:** The MCA strongly recommends all Small Vessel engineer officers complete a STCW CoP in Survival Craft and Rescue Boats given by an MCA approved training provider. However, as Small Vessel engineer officers may operate on vessels without davit launch lifeboats, the MCA is permitting these officers to complete a CoP in Survival Craft and Rescue Boats (Other than fast rescue boats) (Restricted) given by an MCA approved training provider, in lieu of the full course.

**6.4** This course will provide the required training to Small Vessel personnel who are required to take charge of a survival craft in emergency situations. This course is intended only for personnel serving on vessels not equipped with davit launched lifeboats. It should be noted that the MCA cannot guarantee acceptance of a CoP in Survival Craft and Rescue Boats (Other than fast

<sup>35</sup> For further details please refer to MIN 643: [www.gov.uk/government/publications/min-643-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance](http://www.gov.uk/government/publications/min-643-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance).



rescue boats) (Restricted) outside of the UK/Internationally. If you hold this certificate you should check the certification requirements of the local Port State Control Administration prior to entering their jurisdiction.

6.5 For Small Vessel engineer Certificates of Competency only, a CoP in Survival Craft and Rescue Boats (Other than fast rescue boats) (Restricted) may be accepted in lieu of Proficiency in Survival Craft and Rescue Boats; however, your Certificate of Competency will be endorsed with the following limitation:

“Not for use on ships equipped with davit launched lifeboats”

6.6 Small Vessel engineer officers who hold a CoP in Survival Craft and Rescue Boats (Other than fast rescue boats) (Restricted) given by an MCA approved training provider, will need to meet the requirement to update this course every five years course. This is in line with Proficiency in Survival Craft and Rescue Boats course. The refresher course is intended for use on yachts that are not equipped with davit launched lifeboats.

**If you plan to work on a newly constructed Tug of 500 GT and over, you will need to complete the full PSC&RB course because the Tug will have Davit launched lifeboats as per IMO requirements.**

## 6.7 High Voltage

A high voltage (over 1000V) system is where voltage is generated and distributed at high voltage or transformed to and distributed at high voltage. It does not include systems where high voltage is utilised locally e.g. ignition systems, radio transmission, radar and other navigational equipment.

You will not be required to have a High Voltage management certificate if you do not intend to work on ships with high voltage systems. If you do not submit an MCA approved course completion certificate your CoC will not be valid for service on ships fitted with high voltage (over 1000 V) systems.

## 6.8 Human Element Leadership and Management (HELM)

HELM forms part of the education and training requirements to obtain a UK CoC. HELM aims to provide you with the leadership and managerial skills required by the STCW Code. You must complete a standalone course relevant to the CoC you are applying to obtain.

## 7. Medical Fitness and Eyesight Standards

7.1 For any CoC, you must meet the medical fitness and eyesight standards as required by the Merchant Shipping (Maritime Labour Convention) (Medical Certification) Regulations 2010 (S.I. 2010/737).<sup>36</sup> Details on the application of those regulations are found in MSN 1886, or any subsequent amendment.<sup>37</sup>

7.2 The seafarer medical examination includes a sight test for both colour vision and visual acuity. Failure to meet the statutory requirements will mean that an unrestricted medical certificate cannot be issued. **If you are considering a seagoing career it is strongly advised that you have a medical and sight test, which includes testing of both colour and visual acuity, before you start the training.** You can arrange a separate sight test with a local

<sup>36</sup> These Regulations are amended by the Merchant Shipping (Maritime Labour Convention) (Medical Certification) Regulations 2018 (S.I. 2018/242). Further details on the required Medical Fitness Standards and Certification are available from: [www.legislation.gov.uk](http://www.legislation.gov.uk) and search “Maritime Labour Convention”.

<sup>37</sup> Details of MCA-Approved Medical Certificates are available from: [www.gov.uk/seafarer-medical-certificates](http://www.gov.uk/seafarer-medical-certificates).



optometrist by taking along an Application for Seafarer Vision Test Form (MSF 4100). The form can be obtained by contacting an MCA Marine Office or the MCA Seafarer Medical Team: [medical@mcga.gov.uk](mailto:medical@mcga.gov.uk).

7.3 For any CoC you must produce one of the following as a valid medical fitness certificate:

- (a) The UK medical fitness certificate, currently known as an ENG1, issued by a MCA-approved medical practitioner; **or**
- (b) A certificate issued by the administration of any country whose medical fitness certificate is recognised as equivalent to the UK ENG1.

Updated lists are available from the MCA website.

The medical fitness certificate must specify the date of examination, the period of validity and any restriction applied.

## 8. Education and Training Programmes

8.1 The courses, modules and examinations that you are required to complete will enable you to meet the required education and training standards specified in section A-III/1 and A-III/2 of the STCW Code applicable to working on Small Vessels. The MCA is responsible for ensuring that the courses syllabi meet the STCW regulatory requirements. Therefore, any changes to the agreed syllabus or training programme structure must be approved by the MCA. The MCA will monitor and audit all training providers (including Training Providers) that offer training and education leading to the issue of an STCW CoC. The syllabus for the Education training programmes listed in this section will be available on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search "Small Vessel Syllabus".

### 8.2 Approved Engine Course (AEC)

The AEC will be available in two parts, part I and part II. The existing AEC will be known as AEC part I. The AEC part II will be an enhanced part with the delivery of approximately 50% practical tasks and 50% theory. If required for your CoC, you must complete the AEC I and II at a training provider approved by the MCA. On successful completion of the course you will be issued with a course completion certificate that will provide you with the documentary evidence that you have met the required standard.

**MCA Approval:** To gain approval, training providers must ensure they can meet the syllabus and equipment requirements listed on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search "Small Vessel Syllabus". They must follow the Short Course Approval process as detailed in MSN 1865 (Amendment 1) **Annex F**. Once a training provider has gained approval, they will be eligible to carry out the Accreditation of Prior Learning (APL) for the AEC I.

Under the Accreditation of Prior Learning (APL) carried out by an MCA-Approved training provider, alternative qualifications or experience may be used in lieu of AEC I. The providers will map across your previous training and experience against the syllabus for Part I, and if applicable it will be detailed in the Training Provider's letter (format shown in MIN 642).

Alternative qualifications or experience which may be used in lieu of an AEC I or II<sup>38</sup> certificate is only applicable to obtain an SV CoC. If you are not required to complete any part of the AEC requirements, this does not entitle you to the issue of an AEC certificate or to work on a SV in any role that requires you to hold an AEC I or II Certificate.

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<sup>38</sup> An exemption from AEC II may be considered on a case by case basis for those who have undertaken an MCA approved EOOW Cadetship where the workshop skills element has been successfully completed.



### 8.3 MCA approved Modules and Small Vessel Competency Examinations

All candidates must complete approved courses prior to sitting MCA Small Vessel Competency examinations. On successful completion of the course you will be issued with a course completion certificate. If you pass the examination, you will be issued with a pass certificate. These certificates will provide you with the documentary evidence that you have met the required standard.

**MCA Approval:** Training providers must gain approval from the relevant MCA approved awarding body to run these exams. Training providers must ensure they can meet the syllabus and equipment requirement listed on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search “Small Vessel Syllabus”. Training providers must then go through the procedure detailed in **Annex D** to gain MCA approval. The MCA will monitor and audit all training providers (including Training Providers) that offer training and education leading to the issue of an STCW CoC.

### 8.4 Diploma in Maritime Studies: Small Vessel Engineer & Small Vessel Chief Engineer

To follow this route you must complete ‘The Diploma in Maritime Studies: Small Vessel Engineer (level 2)’ or an ‘Alternative Qualification’ approved by the MCA as meeting or exceeding the syllabus requirements of the Diploma.

**Alternative Qualifications’:** Alternatively, a Further or Higher Education institution may propose an alternative qualification such as a relevant HNC/Advanced Certificate, HND/Advanced Diploma or Honours Degree to meet these requirements. The training provider must map their qualification to the Diploma in Maritime Studies syllabus and submit this for formal approval to the MCA.

**MCA Approval:** To become an approved training provider for the Diploma or for an Alternative Proposal you must get approval from the MCA and, if applicable, the relevant MCA approved awarding body. Training providers must ensure they can meet the syllabus and equipment requirements listed on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search “MCA Small Vessel Syllabus”. Training providers must then go through the procedure detailed in **Annex D** to gain MCA approval. The MCA will monitor and audit all training providers (including Training Providers) that offer training and education leading to the issue of an STCW CoC.

### 8.5 Workshop Skills Training

If you are applying for your first SV CoC you must complete 2 weeks MCA approved initial Workshop Skills Training. The exemption will be available under the APL (Accreditation of Prior Learning) carried out by an MCA approved training provider or MCA recognised assessor. They will map across your previous training and experience against the syllabus to see if an exemption can be granted. If you are entitled to an exemption this will be detailed in your action plan, issued by an MCA approved training provider or MCA recognised assessor, in the letter format shown in MIN 642.

**MCA Approval:** To become an approved training provider for the Workshop Skill Training you must ensure you can meet the syllabus and equipment requirements listed on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search “Small Vessel Syllabus”. Training providers will then need to follow the Short Course Approval process as detailed in MSN 1865 (Amendment 1) **Annex F**. Once a training provider has gained approval, they will be eligible to carry out the assessment to assess if a candidate has met the required standard and therefore issue an exemption under Accredited Prior Learning for the Workshop Skills Training. The MCA will monitor and audit all training providers (including Training Providers) that offer training and education leading to the issue of an STCW CoC.



## 8.6 General Engineering Science I & II

Candidates who hold a UK degree, HND/Advanced Diploma or HNC/Advanced Certificate in mechanical, marine, aeronautical or electro-mechanical engineering may have met the required standard for General Engineering Science I & II courses and may be exempt from completing these academic subjects. The programme must have included the modules of applied mechanics, applied heat, mathematics and electro-technology. If you can demonstrate you have met this standard this will exempt you from the requirement to complete the GES I and II modules and examination.

If you hold an engineering qualification from outside the UK<sup>39</sup> but within the European Union (EU) or from the UK but in different subjects from those mentioned in the paragraph above, you may have met the required standard if the qualification modules match with at least 70% of the MCA syllabus (available on our website) and you achieved a pass mark of 50% or more. Further information on where and how to apply is available in MIN 642.<sup>40</sup> The syllabus can be found on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search “MCA Small Vessel Syllabus”.

If you hold a degree from outside of the UK and the EU, you may have met the required standard for the GES I and II courses if the qualification modules match with at least 70% of the MCA syllabus (available on our website) and you achieved a pass mark of 50% or more. However, you must complete and pass the GES I and II examinations.

Further information on where and how to apply for an exemption from the need to complete the GES I and II modules or examinations is available in MIN 642.<sup>41</sup> The syllabus can be found on the MCA website: go to [www.gov.uk](http://www.gov.uk) and search “MCA Small Vessel Syllabus”.

The MCA will monitor and audit all approved training providers that offer training and education leading to the issue of an STCW SV CoC. Further details of this process are available in **Annex D**.

## 9. Notice of Eligibility (NOE)

9.1 You will be issued with an NOE once you have met the requirements specified below. The NOE will allow you to book an oral examination at an MCA Marine Office and provide you with a list of any outstanding documents that you will need to submit prior to the issue of your CoC.

**9.2 At least 6 months of the qualifying seagoing service must have been performed within the 5 years immediately preceding the issue of an NOE.**

9.3 Prior to the issue of your NOE you must submit:

- The appropriate fee for the CoC you are applying for;
- An ENG1 (medical fitness certificate) or accepted equivalent<sup>42</sup>;
- Passport (attested copy);
- 2 passport-size photos attested by a counter signatory;

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<sup>39</sup> If you have a degree issued from outside the UK you will need to get your degree assessed by ENIC, for further information please visit their website: <https://www.ecctis.com/>.

<sup>40</sup> Details of the MCA's approved course criteria guidelines are available from: [www.gov.uk](http://www.gov.uk) and search “MIN 643”: [www.gov.uk/government/publications/min-643-m-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance](http://www.gov.uk/government/publications/min-643-m-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance).

<sup>41</sup> Details of the MCA's approved course criteria guidelines are available from: [www.gov.uk](http://www.gov.uk) and search “MIN 643”: [www.gov.uk/government/publications/min-643-m-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance](http://www.gov.uk/government/publications/min-643-m-maritime-and-coastguard-agency-mca-short-course-approval-process-guidance).

<sup>42</sup> To go to sea you must have obtained a valid medical fitness certificate. While this may have expired when you apply for your NOE, it must be valid at the time when we issue your Certificate of Competency.



- Proof of the required seagoing service applicable to the CoC you are applying for.

**9.4 For the EOW Engineer Officers on Small Vessels less than 9000 kW, less than 3000 GT, unlimited area Certificate of Competency you must also submit:**

- STCW Basic safety training:
  - Personal Survival Techniques (STCW Code – Table A-VI/1-1);
  - Fire Prevention and Fire Fighting (STCW Code – Table A-VI/1-2);
  - Elementary First Aid (STCW Code – Table A-VI/1-3);
  - Personal Safety and Social Responsibilities (STCW Code – Table A-VI/1-4);
- A completed Training Record Book;
- If required: an action plan from your college detailing seagoing service requirements;
- If required an AEC I & II course completion certificate or letter that exempts you from the requirement to complete the course(s);
- Workshop skills course completion certificate or letter that exempts you from the requirement to complete the course.

**9.5 An NOE provides you with the offer of an MCA oral examination and are valid for period of 5 years from the date of issue.** The date of issue will be put on your NOE. After this period has elapsed you will need to make a new application, with the supporting documentation and the appropriate fee, to the MCA so that your current competency can be assessed to ensure you meet the required standards.<sup>43</sup>

## 10. MCA Oral Examination

10.1 If you are undertaking the EOW Engineer Officer on Small Vessels Oral Examination, prior to the exam you must be able to provide your MCA Training Record Book to the MCA on request. The Examiner may refer to it during the examination.

10.2 You must take your current passport (with visa if applicable) to the oral examination as a means of identification.

10.3 It is recommended that you complete all of the education and training before attempting the oral examination, as this will provide you with the knowledge on which the examination is based. The Oral Examination syllabus is available online, go to [www.gov.uk](http://www.gov.uk) and search “Small Vessel Oral Examination Syllabus”).<sup>44</sup>

10.4 The examiner will record the result of your oral examination on your NOE.

10.5 **Your oral examination pass is valid for a period of 3 years.** This must be in date at the time of the issue of your CoC. The NOE must be returned to the MCA with any outstanding documentary evidence.

10.6 If you fail your oral examination you will need to apply to the MCA for another NOE and pay an additional fee for a re-sit oral examination. Details of how to do this can be found on the NOE.

<sup>43</sup> If you do not pass your oral examination within this timescale your application will be rejected and the appropriate fee will be taken.

<sup>44</sup> For the MCA’s published Oral Examination Syllabi, please refer to the following page and navigate to the section titled ‘Oral Exam Syllabuses’: [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



10.7 If a candidate fails an oral examination, re-sits may be taken at the following intervals:

**Second attempt** – at least 2 weeks after the initial examination;

**Third attempt** – at least 2 weeks after the EOOW attempt;

**Subsequent attempts** – at least 3 months after the previous attempt.

10.8 Time periods between examinations can be reduced at the discretion of the MCA examiner. Where a candidate exhibits a lack of basic competency across the syllabus or makes fundamental errors in areas of safety, the examiner may impose a seagoing service penalty which the candidate must complete before re-sitting the examination.<sup>45</sup>

## **11. The Issue of Your Certificate of Competency**

11.1 At least 6 months of the qualifying seagoing service must have been performed within the 5 years immediately preceding the issue of your CoC. A CoC will not be issued until the MCA has received all the documentary evidence confirming you have met the required standard.

**11.2 With the Exception of GES I & II<sup>46</sup> the MCA Small Vessel Competency examinations and MCA oral examination must be passed within 3 years prior to the date of the issue of your CoC.**

11.3 The appropriate CoC will be issued and is valid for a period of 5 years from the date that the qualifying conditions were met. Your ENG1 seafarer medical (or equivalent) must be valid at the time when we issue your CoC. Any outstanding fees must be received by the MCA before an NOE or CoC can be issued.

**11.4 You must check you meet the current regulatory requirements when you make an initial application AND at the time you submit your NOE pass for the issue of your CoC.**

11.5 Further information and guidance is available from our website go to [www.gov.uk](http://www.gov.uk) and search “Small Vessel Engineer CoC”.

## **12. Conversions from other Certificates of Competency or the Royal Navy Qualifications to a Small Vessel Certificates of Competency**

12.1 The MCA has assessed Certificates of Competency and Merchant Navy Qualifications and set out a route to convert to a Small Vessel CoC by applicants meeting the required standard. This is available in MIN 642.

12.2 For conversions from Royal Navy to Small Vessel Certificates of Competency please refer to the applicable MOUs on [www.gov.uk](http://www.gov.uk).<sup>47</sup>

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<sup>45</sup> Further information about the NOE and oral examination syllabus can be found via the following link: [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>46</sup> There is no expiry date for GES I & II.

<sup>47</sup>The Royal Navy to MCA MOUs are published on the following webpage:

<https://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information#royal-naval-mous>



### **13. Conversions from a Small Vessel Certificate of Competency (CoC) to other Certificates of Competency**

#### **13.1 Converting an SV EOW Engineer less than 9,000kW, less than 3000 GT Unlimited Area, III/2 CoC to an EOW Unlimited, III/1, Certificate of Competency**

13.1.1 If you hold a SV EOW Engineer less than 9,000kW, less than 3000 GT Unlimited Area, III/2 CoC to obtain an Engineer Officer of the Watch unlimited III/1 CoC you must:

- (a) While serving as a SV EOW Engineer, have completed 6 months' seagoing service on vessels of at least 750 kW while in full charge of the watch or with designated UMS duties;
- (b) Complete 3 months' approved Workshop Skills Training;
- (c) Pass the MCA EOW professional examinations at an MCA approved training provider in the following subjects:
  - Engineering Knowledge sections<sup>48</sup>:
    - General;
    - Motor;
    - Control Engineering;
  - MCA approved General Engineering Science A & B<sup>49</sup>;
- (d) Hold the applicable ancillary and safety course certificates listed in section 6;
- (e) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (f) Pass the MCA the oral examination 'STCW Regulation – III/1 Engineer Officer of the Watch'.<sup>50</sup>

#### **13.2 Converting an SV Chief Engineer less than 3,000 kW, less than 500 GT Unlimited Area to a Second Engineer less than 3000 kW, Unlimited Area, III/3**

13.2.1 If you hold an SV Chief Engineer less than 3,000 kW, less than 500 GT unlimited area CoC, to convert to a EOW Engineer less than 3000 kW, unlimited area, III/3 CoC you must:

- (a) While serving as a SV Chief Engineer less than 3,000 kW, less than 500 GT, unlimited area, have completed 6 months' seagoing service on vessels of at least 750 kW while in full charge of the watch or with designated UMS duties;
- (b) Complete 3 months' approved Workshop Skills Training;
- (c) Pass the MCA EOW professional examinations at an MCA approved training provider in the following subjects:
  - Engineering Knowledge sections<sup>51</sup>:
    - General;
    - Motor;

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<sup>48</sup> The General and Motor sections must be passed in a single attempt. If you fail one or both of the sections you will need to retake both sections again.

<sup>49</sup> You can complete GES I & II instead of GES A & B. This may be suitable if you wish to progress along the limited power certificate route or for the higher SV Chief Engineer CoC.

<sup>50</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>51</sup> The General and Motor sections must be passed in a single attempt. If you fail one or both of the sections you will need to retake both sections again.



- Control Engineering;
- (d) MCA Small Vessel Competency examinations:
- i. General Engineering Science I and II;
  - ii. Applied Marine Engineering;
- (e) Hold the applicable ancillary and safety course certificates listed in section 6;
- (f) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (g) Pass the applicable MCA oral examination: 'STCW Regulation – III/3 EOW Engineer less than 3000 kW'.<sup>52</sup>

### 13.3 Converting an SV Chief Engineer less than 9000 kW, less than 3000 GT, Unlimited Area Certificate of Competency to a Second Engineer Unlimited, III/2, Certificate of Competency

13.3.1 If you hold an SV Chief Engineer less than 9000 kW, less than 3000 GT, unlimited area CoC, to obtain a Second Engineer unlimited, CoC, III/2 you must:

- (a) While serving as a SV Chief Engineer less than 9,000 kW, less than 3,000 GT unlimited area, have completed 12 months' seagoing service on vessels of at least 750 kW while in full charge of the watch or with designated UMS duties;
- (b) Complete 3 months' MCA approved Workshop Skills Training;
- (c) MCA professional examinations in all subjects at Second Engineer/Management level as per MSN 1857 (Amendment 1) sections **3.5.2** and **7.4.2**;
- (d) The applicable ancillary and safety course certificates listed in section 6;
- (e) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (f) Pass the MCA oral examination: EOW Engineer, unlimited area, III/2.<sup>53</sup>

### 13.4 Converting an SV Chief Engineer less than 9000 kW, less than 3000 GT Certificate of Competency to a Chief Engineer less than 3000 kW (Unlimited Area) and less than 9000 kW Near Coastal.

13.4.1 If you hold an SV Chief Engineer less than 9000 kW, less than 3000 GT, unlimited area CoC, to obtain a Chief Engineer less than 3000 kW, unlimited area and less than 9000 kW Near Coastal CoC you must:

- (a) While serving as a SV Chief Engineer less than 9,000 kW, less than 3,000 GT unlimited area, have completed 12 months' seagoing service on vessels of at least 750 kW while in full charge of the watch or with designated UMS duties;
- (b) Complete 3 months' MCA approved Workshop Skills Training;
- (c) Pass the MCA EOW professional examinations at an MCA approved training provider for the following subjects:

- Engineering Knowledge sections:
  - Motor;
  - Control Engineering;

(d) The applicable ancillary and safety course certificates listed in section 6;

<sup>52</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).

<sup>53</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



- (e) Hold a valid ENG1 (medical fitness certificate) or accepted equivalent;
- (f) Pass the MCA oral examination 'STCW Regulation – III/3 Chief Engineer less than 3000 kW'.<sup>54</sup>

13.4.2 The holders of this CoC can progress to achieve higher Merchant Navy CoCs by completing the requirements detailed in MSN 1857 (Amendment 1).

## 14. Fraudulent Certificates and Seagoing Service

14.1 The MCA checks that all of the information you submit in support of your application is accurate and true. The MCA:

- Verify all Certificates of Competency and Watchkeeping certificates issued by foreign administrations;
- Check and verify ancillary and safety course certificates;
- Verify seagoing service testimonials and discharge book entries;
- Only accept original course completion certificates.

14.2 If you submit fraudulent seagoing service records or certificates we will not allow you to proceed with your application. We may also refer your application to the MCA Enforcement Branch who may decide to proceed against you in court. We reserve the right not to let you apply again until after a period specified by the MCA's Chief Examiner.

14.3 The UK holds a record of all Certificates of Competency issued. The authenticity of a CoC can be verified on request. For more information please email the MCA by email [exams@mcga.gov.uk](mailto:exams@mcga.gov.uk).

## More Information

Seafarer Services  
Maritime and Coastguard Agency  
Bay 2/11  
Spring Place  
105 Commercial Road  
Southampton  
SO15 1EG

Tel: +44 (0) 203 8172200  
e-mail: [engineering@mcga.gov.uk](mailto:engineering@mcga.gov.uk)

Website Address: [www.gov.uk/government/organisations/maritime-and-coastguard-agency](http://www.gov.uk/government/organisations/maritime-and-coastguard-agency)

General Enquiries: [infoline@mcga.gov.uk](mailto:infoline@mcga.gov.uk)

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## ***Safer Lives, Safer Ships, Cleaner Seas***

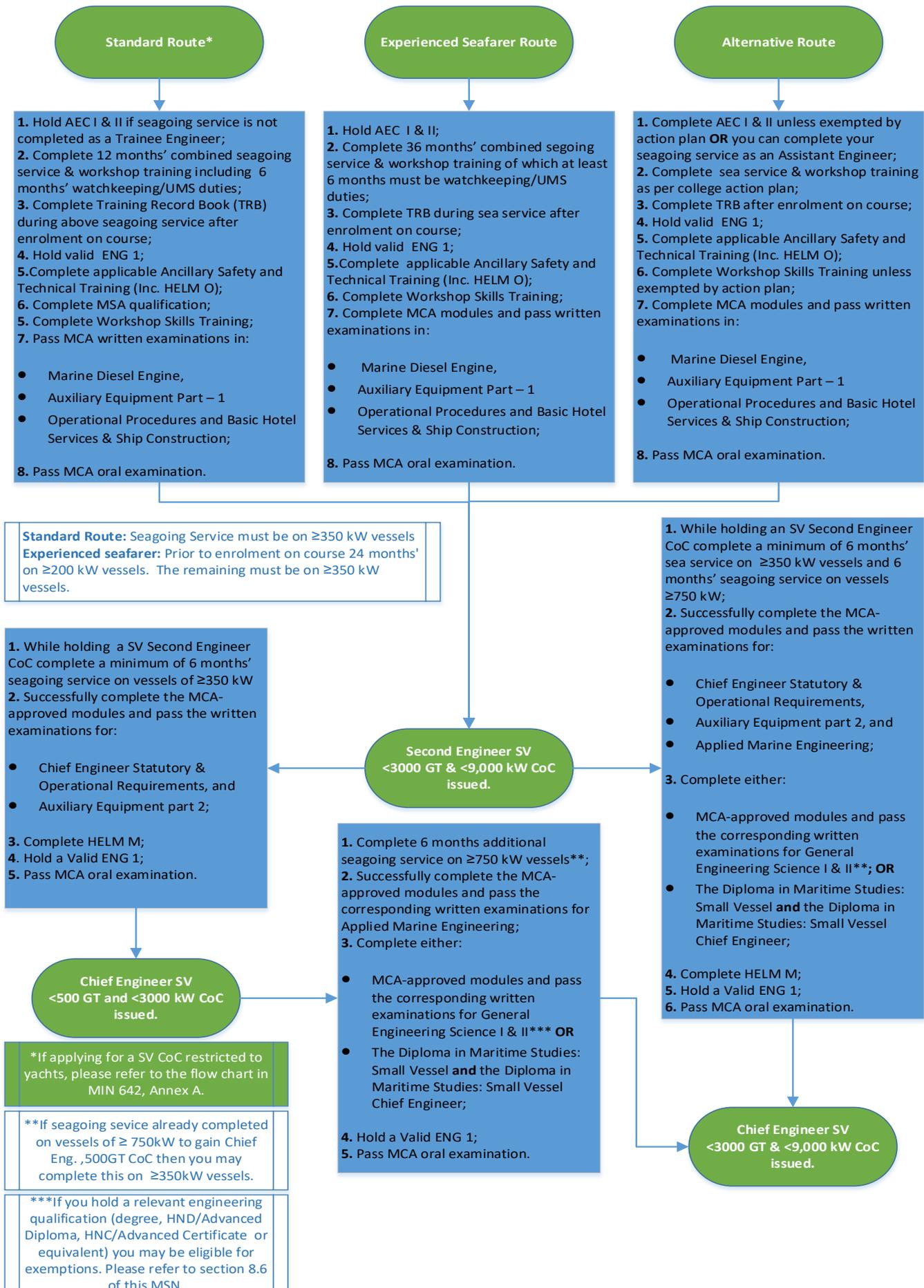
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<sup>54</sup> For the MCA's published Oral Examination Syllabi, please refer to the following page and navigate to the section titled 'Oral Exam Syllabuses': [www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information](http://www.gov.uk/guidance/uk-seafarer-careers-training-provision-and-information).



## A Summary of the Progression through the Small Vessel Route

## Annex A



**Maritime and Coastguard Agency (MCA)  
CERTIFICATE OF DISCHARGE**

<b>Surname (Block Capitals)</b>		<b>Other Names (In Full)</b>	
<b>Passport or Discharge Book Number</b>		<b>Date and Place of Birth</b>	
<b>Name of Vessel</b>		<b>Port of Registry</b>	
<b>Official or IMO Number</b>		<b>Gross Tonnage</b>	
<b>kW Power of the Engine</b>		<b>Load Line Length</b>	
<b>Capacity</b>		<b>Grade and Number of any CoC</b>	
<b>Date and Place of Joining</b>		<b>Date and Place of Leaving</b>	
<b>Description of Voyage</b>		<b>Total Time Onboard</b>	
		<b>Total Days at Sea</b>	

Signature of Master .....

Name (Print) .....

Email Address .....

CoC No .....

Issuing administration .....

Company stamp:

Date of issue ...../...../.....



**Engineer Cadet/Junior Engineer/ Assistant Engineer/ Rating\* Seagoing Service  
Testimonial for Maritime and Coastguard Agency**

**Company Address/Contact Details**

Company Name:		
Address:		
Contact Details:	Tel:	
	E-mail:	

<b>This is to certify that:</b>	
Full name of Trainee/Rating:	
Date of Birth:	
Discharge Book or Passport Number:	

**has served on:**

Name of vessel:			
IMO number:		Type of vessel:	
Type/make of propelling machinery:		Type/make of auxiliary machinery:	
Power kW:		Type of boilers:	
Shaft power kW:		Vessel GT:	
		Load Line Length:	
<b>Date of joining:</b>		<b>Date of discharge:</b>	

**Please record, below, the actual watchkeeping/ UMS time undertaken on this voyage:**

During this period the above-named trainee/rating accrued the following engine room watchkeeping (under the supervision of a certificated engineer officer) for not less than 4 hours out of every 24 hours while the vessel was; engaged on seagoing voyages\* or operating in categorised waters\*:

\_\_\_\_\_ days

In addition the above-named trainee/rating:

- Regularly carried out other duties in connection with the routine and maintenance of the ship\*
- Was granted no leave of absence\*
- Was granted leave of absence as follows\*:

.....  
\*Delete as appropriate



**This section must be completed.**

My report on the service of the above-named trainee/rating, during the period stated, is as follows:

Conduct:	
Ability:	
General comments:	

<b>Type of Tanker:</b>	
During this period the ship carried the following types of cargo(es) (the different types and grades of oil, gas and chemicals should be specified):	
I confirm the above-named trainee/rating has gained experience in carrying out regular cargo handling duties during the period stated:	

**PART 4 – OFFICIAL ENDORSEMENT**

<b>Name of Chief Engineer**:</b>	
<b>Certificate Details:</b>	
<b>CoC Number:</b>	
<b>Issuing Administration:</b>	
<b>Signature Chief Engineer**:</b>	
<b>Email Address:</b>	
<b>Date:</b>	
<b>Ship's/Company stamp:</b>	<b>** In exceptional circumstances this testimonial may be signed by a responsible official of the Company.</b>



**Engineer Officer Seagoing Service Testimonial for Maritime and Coastguard Agency Company  
Address/Contact Details**

Company Name:			
Address:			
Contact Details:	Tel:		
	E-mail:		

<b>This is to certify that:</b>	
Full name of Officer:	
Date of Birth:	
Discharge Book or Passport Number:	
Served in the capacity of:	

**has served on:**

Name of vessel:			
IMO number:		Type of vessel:	
Type/make of main propelling machinery:		Type/make of auxiliary machinery:	
Power kW:		Type of boilers:	
Shaft power kW:		Vessel GT:	
		Load Line Length:	
<b>Date of joining:</b>		<b>Date of discharge:</b>	

**Please record, below, the actual watchkeeping/ UMS time undertaken on this voyage:**

During this period the above-named Officer accrued the following engine room watchkeeping for not less than 4 hours out of every 24 hours while the vessel was: engaged on seagoing voyages\* or operating in categorised waters\*:

\_\_\_\_\_ days

In addition the above-named Officer:

- a) Regularly carried out other duties in connection with the routine and maintenance of the ship\*
- b) Was granted no leave of absence\*
- c) Was granted leave of absence as follows\*:

.....

\*Delete as appropriate



**This section must be completed.**

My report on the service of the above-named Officer, during the period stated, is as follows:

Conduct:	
Ability:	
General comments:	

<b>Type of Tanker:</b>	
During this period the ship carried the following types of cargo(es) (the different types and grades of oil, gas and chemicals should be specified):	
I confirm the above-named Officer has gained experience in carrying out regular cargo handling duties during the period stated:	

**PART 4 – OFFICIAL ENDORSEMENT**

<b>Name of Master/Chief Engineer**:</b>	
<b>Certificate Details:</b>	
<b>Number:</b>	
<b>Issuing Administration:</b>	
<b>Signature of Master/ Chief Engineer**:</b>	
<b>Email Address:</b>	
<b>Date:</b>	
<b>Ship's/Company stamp:</b>	

**\*\* If you are the Chief Engineer you must get the Master to sign this testimonial. The MCA will not accept self-certificated seagoing service. In exceptional circumstances this testimonial may be signed by a responsible official of the Company.**



### Approval of Small Vessel (SV) Training Providers

All training, assessment and examinations must be taken at an MCA approved training establishment. Details of which providers are approved by the MCA to deliver training modules and short course training programmes are available from the Seafarer Services Branch.

In accordance with regulation 48 of the 2022 Regulations, all training providers planning to offer education and training leading to the issue of a CoC will need to obtain MCA approval.

#### Approval Process

To gain approval to provide a course for certification under the 2022 Regulations, training providers will have to undergo assessment by the MCA to ensure their training standards and course content meet the requirements of the STCW Convention taking into account alternative training arrangement (STCW Convention Article IX). Training providers wishing to obtain approval must make a written application to the MCA outlining:

- Course title;
- Instructions for creating lesson plans/ schemes of work;
- Course duration;
- Facilities, teaching aids and equipment;
- Staff qualifications and experience;
- Examination and assessment procedures;
- Monitoring of entry requirements;
- Issue, control, authentication and recording of certification; **and**
- Quality management systems and procedures that ensures the educational requirements of section 8 of this notice.

**Instructors and assessors are required to be qualified in accordance with the requirements of section A-I/6 of the STCW Code (regulation 48(2) in the 2022 regulations).**

Training Providers must develop an education and training programme that incorporates the requirement for delivering the underpinning knowledge and training required for STCW deck officers.

#### Approval

When the MCA is satisfied that the education and training programme meets the requirements of this Notice, an approval letter will be issued by the MCA Seafarer Services Branch.

#### Ongoing Monitoring

**Training Providers:** In accordance with regulation 48(12) of the 2022 Regulations, all Training Providers that offer education and training leading to the issue of a CoC will be periodically audited by the MCA in accordance with the following requirements:

- Course title;
- Guidance for creating lesson plans/ schemes of work;
- Course duration;
- Facilities, teaching aids and equipment;
- Staff qualifications and experience;
- Examination and assessment procedures;
- Where the completion of MCA safety exams not required, equivalent levels of robust assessment are in place to satisfy the requirements of the STCW Convention and Code;



- Monitoring of entry requirements;
- Issue, control, authentication and recording of certification; **and**
- Quality management systems and procedures that ensure the educational requirements of section 8 of this notice.

If there are any non-conformities found, the MCA may:

- Assess the non-conformities, including requesting evidence such as photographs, updates to desk instructions, new staff CV etc. Where the MCA requests such evidence a deadline should be agreed for the SV training provider to provide the evidence requested and that deadline should be recorded on the report.
- Request a follow up onsite visit to ensure the SV training provider has satisfactorily remedied any non-conformities.
- Alternatively, if satisfied that the non-conformities have been resolved, confirm there is compliance without a further visit.

The MCA will always work with approved Training and Education Providers whose qualifications lead to an MCA CoC to ensure standards are maintained. However, if the MCA identifies major non-conformities the course approval may be altered or cancelled (regulation 48(6) of the 2022 Regulations). If a training provider's approval were cancelled pursuant to regulation 48(6) of the 2022 Regulations, an appeal may be lodged against the decision within 21 days of that decision (pursuant to regulation 50(1) of the 2022 Regulations). Major non-conformities are summarised below (but this is not an exhaustive list):

- Failure of management to implement a QMS to ensure the required STCW standards set out in the 2022 Regulations and this Notice are met prior to the issue of a course completion certificate (the required evidence of a standard, critical for an STCW CoC);
- Teaching of the wrong practices or delivery of incorrect assessments that could endanger the seafarer while training or working at sea; or
- Fraudulent or illegal activity.

Any changes to course structure or syllabus must be submitted in writing to the MCA.

The introduction of any new course that is developed by an MCA approved training provider leading to the issue of a CoC or Certificate of Proficiency (CoP) must be approved by the MCA.

The MCA will inform SV training providers of any changes to STCW requirements that will affect the education and training syllabus. When notified, training providers must provide details in writing of how they plan to incorporate such changes into their programmes. Once the MCA is satisfied that the new STCW regulatory requirements have been met, the existing approval will be amended to reflect that the SV training provider has successfully incorporated the change into the programme. Prior to the amended approval being granted the MCA may carry out a site visit.

**All MCA approved 'Small Vessel Training Providers' will need to be able to offer an MCA Small Vessel Competency Examinations:** The exams syllabus is set by the MCA and the exams are moderated by the MCA to ensure compliance with STCW requirements. There is currently a contractual arrangement between the MCA and a service provider to administer and monitor these exams.

All training providers wishing to offer Small Vessel Training must also apply to be an MCA approved examination centre. The MCA will follow an internal procedure to ensure an exam centre is suitable, prior to deciding on an approval. This procedure is available on request. If the MCA agrees to an exam centre being approved for MCA professional exams, then the exam centre can then apply to the MCA contracted 'exams body' who will provide them with the terms and condition for approval and ongoing monitoring.

The contracted service provider must be separate or demonstrate independence from the SV training provider offering the underpinning knowledge set out in this section of the Notice. The MCA may cancel or suspend approval if exam irregularities are deemed as major non-conformities.

