

ပြည်ထောင်စုသမ္မတ မြန်မာနိုင်ငံတော် အစိုးရ  
ပို့ဆောင်ရေးနှင့် ဆက်သွယ်ရေးဝန်ကြီးဌာန  
ရေကြောင်းပို့ဆောင်ရေးညွှန်ကြားမှုဦးစီးဌာန

အမိန့်ကြော်ငြာစာအမှတ် ၃/ ၂၀၁၆

၁၃၇၈ ခုနှစ်၊ ဝါခေါင်လဆန်း ၁ ရက်  
(၂၀၁၆ ခုနှစ်၊ ဩဂုတ်လ ၄ ရက်)

Master and Deck Department နှင့် Engine Department တို့အတွက်  
ပင်လယ်ပြင်လုပ်သက် တွက်ချက်ခြင်းဆိုင်ရာ နည်းလမ်းများနှင့် ပတ်သက်သည့်  
လမ်းညွှန်ချက်

၁။ ရေကြောင်းပို့ဆောင်ရေးညွှန်ကြားမှုဦးစီးဌာနသည် မြန်မာနိုင်ငံကုန်သည်သင်္ဘောအက်ဥပဒေ ပုဒ်မ ၂၉၄၊ ပုဒ်မခွဲ(ခ)နှင့် ရေယာဉ်မှူး၊ အရာရှိများနှင့် သင်္ဘောသားများ၏ ကျွမ်းကျင်မှုနှင့် တတ်ကျွမ်းမှုလက်မှတ်များ ထုတ်ပေးခြင်းဆိုင်ရာ နည်းဥပဒေများ၏ အခန်း (၄)ပါ ပြဋ္ဌာန်းချက်များ အရ အပ်နှင်းထားသော လုပ်ပိုင်ခွင့်ကို ကျင့်သုံး၍ ပို့ဆောင်ရေးဝန်ကြီးဌာန၏ သဘောတူညီချက် ဖြင့် ဤအမိန့်ကြော်ငြာစာကို ထုတ်ပြန်လိုက်သည်။

၂။ Master and Deck Department နှင့် Engine Department တို့အတွက် ပင်လယ်ပြင် လုပ်သက် တွက်ချက်ခြင်းဆိုင်ရာနည်းလမ်းများနှင့် ပတ်သက်သည့် လမ်းညွှန်ချက်ကို International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978 as amended including 2010 Manila Amendments နှင့်အညီ ပူးတွဲပါအတိုင်း သတ်မှတ်လိုက်သည်။

၃။ ၂၄-၁၀-၂၀၁၃ ရက်နေ့တွင် ထုတ်ပြန်ခဲ့သည့် အမိန့်ကြော်ငြာစာအမှတ် (၄/၂၀၁၃) အား ဤအမိန့်ကြော်ငြာစာဖြင့် လွှမ်းမိုးပယ်ဖျက်လိုက်သည်။

မောင်မောင်ဦး  
ညွှန်ကြားရေးမှူးချုပ်

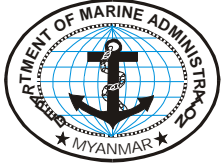
စာအမှတ်၊ ရညန/ အမိန့်ကြော်ငြာစာ/  
ရက်စွဲ၊ ၂၀၁၆ ခုနှစ်၊ ဩဂုတ်လ ရက်

ဖြန့်ဝေခြင်း

မြန်မာနိုင်ငံရေကြောင်းပညာတက္ကသိုလ်  
မြန်မာနိုင်ငံ ကုန်သွယ်ရေးကြောင်းကောလိပ်  
ဦးဆောင်ညွှန်ကြားရေးမှူး  
ပုံနှိပ်ရေးနှင့် စာအုပ်ထုတ်ဝေရေးလုပ်ငန်း } မြန်မာနိုင်ငံ ပြန်တမ်းအပိုင်း (၁)တွင် ထည့်သွင်း ကြေငြာ  
ပေးပါရန် မေတ္တာရပ်ခံချက်ဖြင့် ပေးပို့ပါသည်။

မိတ္တူကို-

ပို့ဆောင်ရေးနှင့် ဆက်သွယ်ရေးဝန်ကြီးဌာန  
 ဒုတိယညွှန်ကြားရေးမှူးချုပ် (နည်းပညာ)  
 ဒုတိယညွှန်ကြားရေးမှူးချုပ် (စီမံ)  
 ဥပဒေနှင့် နည်းပညာစံများဌာနခွဲ  
 ရေကြောင်းအန္တရာယ်ကင်းရှင်းရေး၊ လုံခြုံရေးနှင့် ပတ်ဝန်းကျင်ထိန်းသိမ်းရေးဌာနခွဲ  
 ရေကြောင်းဌာနခွဲ  
 ရေကြောင်းအင်ဂျင်နီယာဌာနခွဲ  
 ရုံးလက်ခံ  
 မျှော်



**REPUBLIC OF THE UNION OF MYANMAR**  
**MINISTRY OF TRANSPORT AND COMMUNICATIONS**  
**DEPARTMENT OF MARINE ADMINISTRATION**

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## Marine Guidance (1/ 2016)

### “Guidance for approved seagoing service”

<b>Applicable to:</b> Myanmar Maritime University, Myanmar Mercantile Marine College, Approved Training Institutions, Shipping Companies, Examiners, Myanmar Seafarers.
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### MASTER AND DECK DEPARTMENT

#### Certificate Structure

1. The Notifications provides for the certification of masters and deck department personnel involved in bridge watch keeping and navigational duties as shown in *Table 1*. However, additional flexibility is provided by further limitations and restrictions on certification for specific ship types or trades, as appropriate.

**Table 1: Summary of Deck Officer Certificates of Competency**

No.	Certificate	Capacity	Area Limitation	Tonnage Limitation	STCW Regulation
1.	Deck Officer Class I	Master	Unlimited	None	II/2
2.	Deck Officer Class II	Master	Unlimited	Less than 3,000 gt	II/2
3.	Deck Officer Class II	Chief Mate	Unlimited	None	II/2
4.	Deck Officer Class III	Chief Mate	Unlimited	Less than 3,000 gt	II/2
5.	Deck Officer Class III	OOW	Unlimited	None	II/1
6.	Deck Officer Class IV	Master	Near-coastal	Less than 3,000 gt	II/2*
7.	Deck Officer Class V	Chief Mate	Near-coastal	Less than 3,000 gt	II/2*

2. There are two main routes to gaining the necessary skills and underpinning knowledge required for the issue of a certificate of competency:

- (A) (1) through a Degree from University, or  
(2) through a Diploma from the College, and
- (B) the route based on traditional examinations alone.

3. Where appropriate, any route can lead through the nationally recognized qualifications, either a Degree from Myanmar Maritime University or a Diploma from Myanmar Mercantile Marine College or attempts on traditional examinations conducted by the Department of Marine Administration (DMA).

### Approved Seagoing Service

4. (A) **“Seagoing service”** means *service on board a ship* relevant to the issue or revalidation of a certificate or other qualification.
- (B) **“Approved seagoing service”** means *qualified seagoing service* on board a ship, relevant to the issue or revalidation of a certificate or other qualification, which has been identified and approved by the Department of Marine Administration (DMA).
- (C) **“Qualified seagoing service”** means *seagoing service on board a ship* which has been determined by the Department of Marine Administration (DMA) in accordance with the requirements for such service specified in *paragraph 5 of this Directive*.
- (D) The phrase **“service on board a ship”** allows the acceptance of service on board a ship while it is in port or in dry-dock and so on, provided that, such periods form part of normal ship operations in which seafarers have to become competent and it is the intention to provide for their acceptance as part of a seagoing voyage completed by the seafarer. Although valuable experience, periods of service performed as relieving officer on board a ship only while it is in port and which do not include any part of the seagoing stage of the voyage cannot be described as seagoing.

**Table 2: Summary of Sea Service Requirements for Certificates of Competency**

Capacity	Voyage	Ship size	Min . age	MMU	MMMC	Matricul -ated	Ex-Naval
<b>OOW (Reg. II/1) (Deck Officer Class III)</b>	Unlimited	Unlimited	18	36 months* (reduced to 12 months* if following an approved training programme)*	36 months* (reduced to 18 months* if following an approved training programme)*	36 months	36 months (at least 3 months on merchant vessel)
<b>Chief Mate (Reg. II/2) (Deck Officer Class II)</b>	Unlimited	Unlimited	-		12 months watchkeeping service whilst holding a II/1 certificate		
<b>Master (Reg. II/2) (Deck Officer Class I)</b>	Unlimited	Unlimited	20		24 months watchkeeping service whilst holding a Chief Mate unlimited II/2 certificate or 12 months served as Chief Mate whilst holding a Chief Mate unlimited II/2 certificate		
<b>Master (Reg. II/2) (Deck Officer Class II)</b>	Unlimited	Less than 3,000 gt			12 months watchkeeping service whilst holding a Chief Mate unlimited II/2 certificate or 12 months watchkeeping service whilst holding a Chief Mate unlimited (<3,000gt) II/2* certificate or 12 months Command service whilst holding a Master (NCV) II/2* (Class IV) certificate		
<b>Chief Mate (Reg. II/2) (Deck Officer Class III)</b>	Unlimited	Less than 3,000 gt			12 months watchkeeping service whilst holding a II/1 certificate or 12 months watchkeeping service whilst holding a Chief Mate (NCV) II/2* (Class V) certificate		

Capacity	Voyage	Ship size	Min . age	MMU	MMMC	Matricul -ated	Ex-Naval
<b>Chief Mate (Reg. II/2*)</b>	Near-coastal	Less than 3,000 gt	18	36 months* (reduced to 12 months* if following an approved training programme)*	36 months* (reduced to 18 months* if following an approved training programme)*	36 months	36 months
<b>Master (Reg. II/2*)</b>	Near-coastal	Less than 3,000 gt		12 months watchkeeping service whilst holding a Chief Mate unlimited (<3,000gt) II/2 (Deck Officer Class III) certificate or 12 months watchkeeping service whilst holding a Chief Mate (NCV) II/2* (Deck Officer Class V) certificate			

### General Requirements for determining “Qualified Seagoing Service”

5. (A) The qualified seagoing service specified for any particular deck officer certificate of competency must be performed in the deck department and is reckoned from the date of engagement to the date of discharge. At least 6 months of the qualified seagoing service must have been performed on board merchant trading vessel within the 5 years preceding the application. Seagoing service should normally be performed on merchant ships of not less than 500gt proceeding to sea.
- (B) Certificates of discharge (seafarer’s Record Book) for service in the foreign trade will generally be accepted as proof of seagoing service, but certificates of discharge within the coastal trade or near coastal voyages will, when necessary, be sent for verification to the authority concerned. Examiners will ensure that these discharges have not been tampered with in any way. Where service in charge of a watch is required, certificates of watch keeping service must also be produced.
- (C) For the Certificate of Competency as Master (Unlimited Voyage), Chief Mate (Unlimited Voyage), and Officer in Charge of a Navigational Watch (OOW), the qualifying seagoing service usually required is service performed in merchant trading vessel. Other seagoing service that performed in non-trading vessels, such as naval vessels, fishing vessels, pilot vessels, may be accepted in lieu of limited amount of service in specialized ships.
- (D) **Service in Foreign-Going Vessels** Watch keeping service performed on a ship on foreign going articles will be accepted in full if the vessel has proceeded along International Voyage.
- (E) **Service in the Near-coastal area** The equivalent rates for service in the Near Coastal Voyages (NCV) for admission to examination for Certificates of Competency of Unlimited Voyage are as follows:
- (1) Service in Near Coastal Voyage (NCV) vessels of 3,000gt and over shall count in full.
  - (2) Service in vessels of 500gt and above but less than 3,000 GT, shall count in full where the most distant ports visited are at least 500 miles apart. Where the most distant ports are less than 500 miles apart, service will count at two-thirds rate.
  - (3) Notwithstanding anything described in the above paragraphs 5(E) (1) and 5(E) (2), candidates for Certificate of Competency as Master and Chief Mate (Unlimited) must have actual international voyage experiences as provided under qualification required for Masters and Mates.

**(F) Watch keeping Service**

- (1) Candidates for certification as Officer in Charge of a Navigational Watch (OOW) are required to produce a statement from their employers, or the master(s) under whom they have served, that at least 6 of the last 12 months of their sea service have been spent on navigational watch keeping duties under the supervision of a certificated officer. These duties may include keeping a lookout on the bridge or acting as helmsman but should not generally exceed 2 months out of the required 6 months. Where watch keeping service is required for other certificates, candidates must provide proof of having served as watch keeping officer for not less than 8 hours out of every 24 hours service claimed.
- (2) Where watch keeping service for Chief Mate and Master is required, candidates must prove by production of certificates that during the whole period claimed they have been in full charge or in effective charge of a watch for not less than eight hours out of every 24 hours service claimed. "Effective charge of a watch" means responsibility for the watch, but does not preclude occasional supervision by a senior officer who at any time takes charge of the watch. Where, however, the senior officer does take charge, the watch is doubled and the fact should be noted for entry in the Certificate of Watch keeping Service;
- (3) An officer who is the junior of two officers keeping double watches a voyage may count towards the qualifying seagoing service for Chief Mate and Master under qualification rules, two-thirds of the watch keeping time served up to a maximum of nine months and the exact nature of a candidate's service must be clearly established by one or more certificates signed by the Master in the form as prescribed by the Department of Marine Administration.

**(G) Mixed Service**

- (1) Where a candidate has performed his seagoing service in more than one capacity, or partly in the foreign trade and partly in the near coastal trade, proportionate allowances will be made for each kind of service, provided that in other respects such service complies with the requirements of these rules.
- (2) Testimonial required for evidence of service in foreign vessels.
- (3) The testimonials of service of Myanmar seafarers serving in foreign vessels which cannot be verified at the Department of Marine Administration must be confirmed either by the Consular or some other recognized official authority of the foreign country, or by the testimony of some credible person having personal knowledge of the facts to be established. The production, however, of such proofs will not necessarily be deemed sufficient. Each case will be decided on its own merit.

**(H) Deck Cadets or Trainees**

- (1) The whole of the service claimed under *approved training record book* as a deck trainee will be accepted as actual seagoing service to qualify under qualification rule for Officer in charge of a Navigational Watch (OOW) Certificate, provided that, the candidate has served at sea four-fifths of the time claimed, that is to say, has spent not more than one-fifth of the time in home ports.

- (2) Deck trainees must produce evidence that an *approved training programme* has been followed, and that all service while on board ship was performed in a satisfactory manner. Candidates who fail to produce satisfactory evidence that they have followed a training programme approved by the Department of Marine Administration may be required to complete an additional period of sea service before being considered eligible for a certificate of competency.
- (I) **Training Ships** One half the time served after the age of 18 on board a recognized and approved training ship will be allowed to count as qualifying seagoing service, provided that the candidate can produce a certificate from the Master or Marine Superintendent testifying to his good conduct and proficiency of the training, subject to a given limit in the case of each training ship and to the condition that the total remission of seagoing service in respect of attendance at training ships and approved course of training/studies as set out in rules for shore training shall never exceed twelve months.
- (J) **Maritime Training Centres or Institutions ashore**
- (1) Time spent after the age of 16 at Maritime Training Centres or Institutions for nautical training conducted on premises ashore may be allowed to count in some proportion as service at sea provided that:
- (a) after an inspection by one of its officers and by the recommendation of the Director (Nautical) of the Department of Marine Administration is satisfied that the centre or institution gives a training that justifies time spent there being reckoned as part of the necessary qualifying seagoing service for a Certificate of Competency; and
- (b) the candidate produces a satisfactory certificate as regards conduct and proficiency from the authorities of the centre or institution on leaving it.
- (2) The centres or institutions to which these arrangements may apply are:
- (a) Courses leading to a Diploma or a Degree in Nautical Science at the Maritime University or similar maritime institutions; seagoing service requirement will be determined at the time of the approval of the training scheme by the Department of Marine Administration.
- (b) Institutions, other than Maritime College and University stated in above paragraph 5 (J) (2) (a), at which candidate resides and receives training for a period of one year or more; or course of not less than one academic year, in navigation and seamanship, after the age of 16 at nautical residential training Institute. The maximum remission of seagoing service that will be allowed in respect of attendance at such an institution will be fixed at the time of approval; it will never exceed 12 months.
- (3) In the cases of centres and institutions of classes under above paragraph 5 (J) (2) (a) or 5 (J) (2) (b), the certificate must show that he has successfully completed the course. A candidate who, at different times, has attended two or more approved institutions of nautical training other than mentioned in paragraph 5 (J) (2) (b), will be allowed a remission of seagoing service in respect of attendance at each of them, subject to the condition that the total remission of seagoing service in respect of attendance at approved institutions and training ships will never exceed 12 months.

- (K) **Foreign Nautical Training Ship** On application time spent after the age of 18 on board a Nautical Training ship of shore establishment in the foreign countries may be counted towards a qualified seagoing service for the Certificate of Competency as Officer in charge of a Navigational Watch (OOW) in some proportion to a maximum of twelve months provided it is approved by the Director (Nautical), Department of Marine Administration.
- (L) **Service in Naval ships**
- (1) Naval Officers/ Ex-naval officers who served in naval vessels of TYPE 'A' and TYPE 'B' which are recognized by Department of Marine Administration (DMA) with not less than 36 months seagoing service in the deck department on board ships proceeding to sea may be counted a qualified seagoing service for Deck Officer Class V, and for Deck Officer Class III it will be required to complete a minimum of 3 months on merchant vessels. Seagoing service performed exclusively in naval vessel will count at two-third rate towards qualifying seagoing service for Certificate of Competency as Deck Officer Class III and Deck Officer Class V. Candidates will be required to complete seagoing services record from the Commander in Chief (Navy) Office.
  - (2) Ex- Naval Deck Rating who served in Naval Vessels of Type 'A' and Type 'B' which are recognized by Department of Marine Administration (DMA) with not less than 12 months seagoing service in the deck department on board ships proceeding to sea may be counted a qualified seagoing service for Rating Forming Part of the Navigational Watch. Seagoing service performed exclusively in naval vessel will count at two-third rate towards qualifying seagoing service. Candidates will be required to complete seagoing service record from the Commander in Chief (Navy) Office.
- (M) **Service in deep sea fishing or seagoing tugs** For holders of Schooner Master seagoing service performed exclusively in trawlers and other deep sea fishing vessels or in seagoing tugs will count at two-third rate towards qualifying seagoing service for Certificate of Competency as Officer in charge of a Navigational Watch (OOW) and Chief Mate (Near Coastal Voyage). In addition to such service in trawlers, or in pilot vessels, a candidate must prove at least 12 months of service in merchant trading vessels in the International Voyage.
- (N) **Service in pilot vessels or lighthouse tenders** Service performed in pilot vessels or in lighthouse tenders will count at two-thirds rate towards qualifying seagoing service for Certificate of Competency as Officer in charge of a Navigational Watch (OOW) and Chief Mate (Near Coastal Voyage) on condition that 18 months must have been served in merchant trading vessels in the International Voyage.
- (O) **Service in non-trading vessels**
- (1) Service in non-trading vessels may result in limitation as to use being placed on the Certificate of Competency or endorsement issued.
  - (2) Service in cable ships, sail training vessels, fishery cruisers, research vessels, salvage vessels, navigational aids tenders and other vessels engaged in similar activities will be counted in full if the time actually spent at sea constitutes or exceeds two-thirds of the total period of service on board ships. If the actual seagoing service falls below this proportion, one-half times the actual seagoing service will be counted as qualifying



seagoing service. Candidates will be required to produce, in addition to the evidence of seagoing service required of all candidates, a statement or certificate from the owners of the ship showing the amount of time actually spent at sea.

- (3) Service standing by a new vessel during the final stages of construction, provided that an officer is the holder of a Deck Officer Class II Certificate of Competency and subsequently serves in such a vessel on the maiden voyage, will count in full towards the qualifying seagoing service for a Deck Officer Class II Certificate of Competency or for a Command Endorsement up to a maximum of 6 months.

**(P) Remission of Seagoing Service**

- (1) Except where stated in paragraph 5 (J) (2) (a), the specified periods of seagoing service for Officer in charge of a Navigational Watch (OOW) and Chief Mate (Near Coastal Voyage) certificates may be reduced by remissions granted in respect of attendance at approved courses of training, and in recognition of certain higher academic qualifications.
- (2) Remission from the qualifying seagoing service requirements for Master and Chief Mate Certificate of Competency may be granted in respect of satisfactory attendance at certain short courses approved by the Department of Marine Administration. Courses which attract this remission must satisfy the criteria of:
  - (a) having maritime industrial application for improving the professional capabilities of deck officers;
  - (b) there being industrial support;
  - (c) there being inspected and approved by the Department of Marine Administration; and
  - (d) attendance not being a mandatory requirement.

## ENGINE DEPARTMENT

### Certificate Structure

6. The Notifications provides for the certification of Marine Engineer Officers and Electro-Technical Officer as shown in *Table 3*. However, additional flexibility is provided by further limitations and restrictions on certification for specific ship types or trades, as appropriate.

**Table 3: Summary of Engineer Officer Certificates of Competency**

No.	Certificate	Capacity	kW Limitation	STCW Regulation
1.	<b>Marine Engineer Officer Class I</b>	Chief Engineer	3,000 kW or more	III/2
2.	<b>Marine Engineer Officer Class II</b>	Second Engineer	3,000 kW or more	III/2
3.	<b>Marine Engineer Officer Class III</b>	Officer in charge of an Engineering Watch (OEW)	750 kW or more	III/1
4.	<b>Marine Engineer Officer Class IV</b>	Chief Engineer	Less than 3,000 kW	III/3
5.	<b>Marine Engineer Officer Class V</b>	Second Engineer	Less than 3,000 kW	III/3
6.	<b>Electro-Technical Officer</b>	Electrical Engineer	Unlimited	III/6

7. There are two main routes to gaining the necessary skills and underpinning knowledge required for the issue of a certificate of competency:

- (A) (1) through a Degree from University, or  
(2) through a Diploma from the College, and
- (B) the route based on traditional examinations alone.

8. Where appropriate, any route can lead through the nationally recognized qualifications, either a Degree from Myanmar Maritime University or Institute Technology or a Diploma from Myanmar Mercantile Marine College or attempts on traditional examinations conducted by the Department of Marine Administration (DMA).

## Approved Seagoing Service

9. (A) **“Seagoing service”** means *service on board a ship* relevant to the issue or revalidation of a certificate or other qualification.
- (B) **“Approved seagoing service”** means *qualified seagoing service* on board a ship, relevant to the issue or revalidation of a certificate or other qualification, which has been identified and approved by the Department of Marine Administration (DMA).
- I **“Qualified seagoing service”** means *seagoing service on board a ship* which has been determined by the Department of Marine Administration (DMA) in accordance with the requirements for such service specified in *paragraph 3 of this Directive*.
- (D) The phrase **“service on board a ship”** allows the acceptance of service on board a ship while it is in port or in dry-dock and so on, provided that, such periods form part of normal ship operations in which seafarers have to become competent and it is the intention to provide for their acceptance as part of a seagoing voyage completed by the seafarer. Although valuable experience, periods of service performed as relieving officer on board a ship only while it is in port and which do not include any part of the seagoing stage of the voyage cannot be described as seagoing.

10. **Summary of Seagoing service requirements for certificate of competency and proficiency** The period of sea service required for certification varies with the level of certification and the training programme followed. The minimum requirements for the issue of an engineer officer’s competency certificate and engine rating’s proficiency certificate are shown in the table below.

**Table 4: Summary of Engineer Officer Certificates of Competency**

Capacity	Voyage	Ship size	Min . age	MMU	MMMC	BE (Other), B. Tech & Technology Diploma	Matriculated
MEO Class III (Reg. III/1)	Unlimited	Unlimited	18	9 months as watch-keeping service with onboard Training Record Book	9 months as watch-keeping service with onboard Training Record Book	9 months as watch-keeping service with onboard Training Record Book	36 months as approved seagoing service
MEO Class II (Reg. III/2)	Unlimited	Unlimited	-	12 months in ship with Eng: Power >3000kW as OEW whilst holding MEO Class III certificate			
MEO Class I (Reg. III/2)	Unlimited	Unlimited	-	24 months as OEW (or) 12 months as 2 <sup>nd</sup> Engineer in ship with Eng: Power >3000kW whilst holding MEO Class II certificate			
MEO Class V (Reg. III/3)	Unlimited	<3000kW	-	12 months as Assistance Engineer or Engineer Whilst holding MEO Class III certificate			
MEO Class IV (Reg. III/3)	Unlimited	<3000kW	-	12 months as 2 <sup>nd</sup> Engineer Whilst holding MEO Class V certificate			
Electro-Technical Officer	Unlimited	Unlimited	-	36 months Or 6 months as Trainee ETO with onboard approved Training Record Book.			

## General Requirements for determining Qualified Seagoing Service

11. (A) Continuous Discharge Certificates (CDC) for service as an engineer or in engine department in the International Voyage will generally be accepted as Service in Unlimited Voyage Vessels. Watch keeping service performed on a foreign going vessel will be accepted in full if the vessel has proceeded along International Voyage.
- (B) For the certificate of competency as Marine Engineer officer, the qualifying seagoing service usually required is the service performed in merchant trading vessels. Other seagoing service that performed in non-trading vessels, such as naval vessels, fishing vessels, pilot vessels, may be accepted in lieu of a limited amount of service in specialization ships.
- (C) **Watch-keeping Service** Watch-keeping service means a service performed on regular watch for not less than 8 hours out of every 24 hours service on main engine or electric propulsion plant, auxiliaries and boiler simultaneously as in full charge of entire watch or assistance to the senior in full charge.
- (D) **Day work** An engineering work carried out at sea other than that performed on regular watch, will be counted in full towards the overall minimum sea service required. However, such service will not be accepted as watch keeping service.
- (E) **Service on auxiliary machinery** Watch keeping service on auxiliary machinery run in conjunction with the main propelling machinery (i.e., auxiliaries which are essential to the running of the main propulsion machinery) will be allowed to count in full towards the qualifying period of sea service. However, time serve on auxiliaries run independently of the main propulsion machinery will be counted at half rate.
- (F) **Offshore service**
- (1) Service in self propelled vessel, used as an offshore unit for sea going passage or well shift or maintaining a fixed station by continuous use of the main propelling machinery, will count at full rate.
  - (2) Service in self propelled vessel, fixed on a station, will be accepted at full rate up to a maximum of half the minimum required watch keeping service as counting toward.
  - (3) Service in an offshore unit, termed a ship under relative flag state Merchant Shipping Act, will count at half rate. However, such service will not be accepted as watch keeping service.
- (G) **Sporadic use of main propelling machinery**
- (1) Service performed in ships where for considerable periods the main propelling machinery is not used, is reckoned as one and a half times the number of days actually spent under way, but in no case can it exceed the time served under a crew agreement. In such cases candidates will be required to produce, in addition to the evidence of seagoing service state the number of days actually spent under way with the main propelling machinery in full use.
  - (2) Service performed in laid up ships for considerable periods the main propelling machinery is not used, is reckoned as one and a half times the number of days serve on auxiliaries run independently of the main propulsion machinery, but in no case can it exceed the time served under a crew agreement. In such cases candidates will be required to produce, in addition to the evidence of service onboard stated the number of days actually served on auxiliary machinery.

- (H) **Service in deep sea fishing or seagoing tugs** For holder of seagoing service performed exclusively in trawlers and other deep sea fishing vessels or in seagoing tugs will count at two-third rate towards qualifying seagoing service for Certificate of Competency as Officer in charge of Engineering Watch (OEW) or Certificate of Proficiency as Engine room Rating.
- (I) **Service in pilot vessels or lighthouse tenders** Service performed in pilot vessels or in lighthouse tenders will count at half rate towards qualifying seagoing service for Certificate of Competency as Officer in charge of Engineering Watch (OEW) or Certificate of Proficiency as Engine room Rating.
- (J) **Service in non-trading vessels** Service in cable ships, fishery cruisers, research vessels, salvage vessels, navigational aids tenders and other vessels, propulsion power is greater than 3,000kW, engaged in similar activities will be counted in full if the time actually spent at sea constitutes or exceeds two-thirds of the total period of service on board ships. If the actual seagoing service falls below this proportion, one half times the actual seagoing service will be counted as qualifying seagoing service. Candidates will be required to produce, in addition to the evidence of seagoing service required of all candidates, a statement or certificate from the owners of the ship showing the amount of time actually spent at sea.
- (K) **Service standing by a New Vessel during the final stages of construction**, provided that an officer holding Marine Engineer Officer Class III Certificate of Competency or Marine Engineer Officer Class II Certificate of Competency and subsequently serves in such a vessel on the maiden voyage, will count in full towards the qualifying seagoing service.
- (L) **Service in ship propelled with steam or gas turbine.** Service in ship propelled with steam or gas turbine shall count in full towards the qualifying seagoing service for Certificate of Competency (Motor), but in no case can it exceed half of the service required to qualify for the examination.
- (M) **Testimonials** All applicants for certificates of competency must produce testimonials which should state the nature and seniority on work, type of propelling machinery, auxiliary and boiler. In addition, it will cover character, standards of behavior including sobriety, experience, ability and conduct of applicant. Testimonial must be signed by Chief Engineer onboard and endorsed by the Master or Superintendent. Testimonials covering service as Chief Engineer are to be signed by responsible official of the employer.
- (N) **Engine Trainees**
- (1) The service claimed under approved training record book as an engine trainee will be accepted in accordance with qualified sea going service requirement.
  - (2) Engine trainees must produce evidence that an approved training programme has been followed, and that all service while on board ship was performed in a satisfactory manner. Candidates who fail to produce satisfactory evidence that they have followed a training programme approved by the Department of Marine Administration (DMA) may be required to complete an additional period of sea going service before being considered eligible for a certificate of competency or proficiency.
- (O) **Training Ships** The time served after the age of 18 on board a recognized and approved Training Ship will be allowed to count at half rate as qualifying seagoing service. The candidate will produce a certificate from Training Master testifying to his good conduct and proficiency of the training subject to a given limit with onboard Training Record Book (TRB).

- (P) **Service in Naval Ships**
- (1) Naval Engineer Officers/ Ex-Naval Engineer Officer who served in Naval Vessels of Type 'A' and Type 'B' which are recognized by Department of Marine Administration (DMA) with not less than 36 months seagoing service in the engine department on board ships proceeding to sea may be counted a qualified seagoing service for Officer in charge of Engineering Watch (OEW). Candidates will be required to complete seagoing service record from the Commander in Chief (Navy) Office.
  - (2) Ex- Naval Engine Rating who served in Naval Vessels of Type 'A' and Type 'B' which are recognized by Department of Marine Administration (DMA) with not less than 12 months seagoing service in the engine department on board ships proceeding to sea may be counted a qualified seagoing service for Rating Forming Part of an Engine Room Watch. Candidates will be required to complete seagoing service record from the Commander in Chief (Navy) Office.
- (Q) **Verification of Service** Entries in a Continuous Discharge Certificates(CDC) supported by testimonials will be treated as evidence of sea service. Examiners will ensure that these discharges have not been tampered with in any way. Where service in charge of a watch is required, certificates of watch keeping service must also be produced. Where there are doubts about the sea service claimed or it cannot be verified as above, it will only be accepted upon written confirmation by some responsible person having personal knowledge of the facts to be established.
- (R) **Calculation of Service** Sea service as entered in Continuous Discharge Certificates (CDC) will be reckoned by the calendar month that is the time included between any given day in any month and the preceding day of the following month, both inclusive. The number of complete months from the commencement of the period, ascertained in this way, should be computed, after which the number of odd days should be counted. The day on which the crew agreement commenced, as well as that on which it terminated, should both be included, all leave of absence excluded and all odd days added together and reckoned at thirty days to the month.
- (S) **Remission of Seagoing Service** The amount of qualifying sea service for certificates of competency may be reduced as follows:
- (1) **Officer in-charge of an Engineering Watch** A candidate who has satisfactorily completed the Department of Marine Administration (DMA) approved education and training may be granted reduction of equal length and the same description as the sea service carried out during the training, provided that candidate's on-board Training Record book has been completed to the satisfaction of the Department of Marine Administration (DMA).
  - (2) Remission from the qualifying seagoing service requirements for Marine Engineer Officer Class I Certificate of Competency or Marine Engineer Officer Class II Certificate of Competency may be granted in respect of satisfactory attendance at certain short courses approved by the Department of Marine Administration (DMA). Courses which attract this remission must satisfy the criteria of:
    - (a) having maritime industrial application for improving the professional capabilities of engineer officers;
    - (b) there being industrial support;
    - (c) there being inspected and approved by the Department of Marine Administration (DMA); and
    - (d) attendance not being a mandatory requirement.