

STCW Circular 2018 – _____

TO: ALL SEAFARERS, MANNING AGENCIES, SHIPPING COMPANIES, MARITIME TRAINING INSTITUTIONS, MARITIME HIGHER EDUCATION INSTITUTIONS AND OTHER MARITIME INDUSTRY STAKEHOLDERS CONCERNED

SUBJECT: RULES AND MANDATORY MINIMUM REQUIREMENTS FOR THE ISSUANCE OF DOCUMENTARY EVIDENCE TO SEAFARERS ON PASSENGER SHIPS UNDER REGULATION V/2 OF THE STCW CONVENTION, 1978, AS AMENDED

Pursuant to Presidential Decree (PD) No. 474, Republic Act No. 10635 and its Implementing Rules and Regulations (IRR), and the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW Convention, 1978, as amended), the following rules and requirements are hereby adopted and promulgated:

Article I OBJECTIVE

SECTION 1. The objective of this Circular is to prescribe the rules and mandatory minimum requirements for the issuance of documentary evidence by or under the authority of the Administration to masters, officers, ratings and other personnel on passenger ships in accordance to Regulation V/2 of the STCW Convention, as amended.

Article II COVERAGE

SECTION 2. This Circular shall cover seafarers serving and intending to serve on board passenger ships engaged on international voyages.

Article III DEFINITION OF TERMS

SECTION 3. For purposes of this Circular and in addition to the terms defined in the STCW Convention, 1978, as amended, the Implementing Rules and Regulations of Republic Act 10635 and relevant STCW Circulars, the term below shall be defined as follows:

- 3.1 *International voyage(s)* - means a voyage by a ship entitled to fly the flag of one State to or from a port, shipyard, or offshore terminal under the jurisdiction of another State; and
- 3.2 *Documentary evidence* - shall refer to the Certificate of Training Completion issued to establish that the relevant requirements of the STCW Convention have been met.

Article IV GENERAL PROVISIONS

SECTION 4. The issuance of documentary evidence under Regulation V/2 of the STCW Convention, 1978, as amended shall be in accordance with the relevant provisions as follows:

- 4.1. The documentary evidence of meeting the requirements **for Safety Training for Personnel Providing Direct Service to Passengers in Passenger Spaces** shall be issued in accordance with Section A-V/2, paragraph 2 of the STCW Code.
- 4.2. The documentary evidence of meeting the requirements **for Passenger Ship Crowd Management Training** shall be issued in accordance with Section A-V/2, paragraph 3 of the STCW Code.
- 4.3. The documentary evidence of meeting the requirements **for Passenger Ship Crisis Management and Human Behavior Training** shall be issued in accordance with Section A-V/2, paragraph 4 of the STCW Code.
- 4.4. The documentary evidence of meeting the requirements **for Passenger Ship Passenger Safety, Cargo Safety and Hull Integrity Training** shall be issued in accordance with Section A-V/2, paragraph 5 of the STCW Code.

SECTION 5. As required by Regulation V/2, paragraph 4, seafarers who have completed training in “**Passenger Ship Crowd Management Training**,” “**Passenger Ship Crisis Management and Human Behavior Training**” and “**Passenger Ship Passenger Safety, Cargo Safety and Hull Integrity Training**” shall, at intervals not exceeding five years, undertake appropriate **refresher training** or to provide evidence of having achieved the required standards of competence within the previous five years.

SECTION 6. The Certificate of Training Completion issued under Section 5 shall have a validity of five years reckoning from the date of issuance.

Article V SPECIFIC PROVISIONS

SECTION 7. The conduct of trainings cited in Section 4 and Section 5 shall be provided by Maritime Training Institutions (MTIs) offering STCW mandatory courses duly approved and accredited by the Administration. Seafarers who successfully completed the trainings and have achieved the required standards of competence shall be issued a Certificate of Training Completion following the format of certificate as provided under Annex V of the STCW Circular 2018-02.

SECTION 8. The MTIs shall ensure that seafarers who would be given a Certificate of Training Completion have been duly enrolled, compliant with the entry standards, have been present in the entire duration of the conduct of training, and properly assessed.

SECTION 9. The MTIs shall transmit electronically the enrollment report to the Surveillance Division, one working day prior to the conduct of training and submit to the Central Receiving Unit of the STCW Office the Attendance Record, Report of Training Completion and Record of Assessment (TCROA), Course Completion Report and Copy of Certificates issued, within three days after the date of assessment.

SECTION 10. The registry, authenticity and validity of all issued documentary evidences to seafarers serving on passenger ships engaged on international voyages can be verified through the online verification portal of the MARINA STCW Office website (<http://stcw.marina.gov.ph>). Thus, seafarers who intend to serve on board passenger vessels shall proceed to MARINA for attestation of their Certificates issued under this Circular prior to embarkation.

Article VI OTHER PROVISIONS

SECTION 11. Safety familiarization training in compliance with Section A-VI/1, paragraph 1 of the STCW Code and Passenger ship emergency familiarization in compliance with Section A-V/2, paragraph 1 of the STCW Code shall remain the responsibility of the company as provided in Regulation I/14, paragraph 1-5 of the STCW Convention, 1978, as amended.

Article VII PENALTY CLAUSE

SECTION 12. Use, submission or presentation of fake, fraudulent or tampered document(s) shall:

- 11.1. be ground for disqualification of the seafarer from serving on board passenger ships, for a period of three months, without prejudice to any criminal liability under the Revised Penal Code; and

- 11.2. be ground for suspension of the MTI to conduct the corresponding training course for a period of six months.

**Article XII
REPEALING CLAUSE**

SECTION 13. Any existing MARINA and STCW Circulars, rules and regulations which are contrary or inconsistent with this Circular are likewise hereby superseded, repealed or amended accordingly.

**Article XIII
SEPARABILITY CLAUSE**

SECTION 14. If any provision or part of this Circular is declared by any competent authority to be invalid or unconstitutional, the remaining provisions or parts hereof shall remain in full force and effect and shall continue to be valid and effective.

**Article XIV
EFFECTIVITY**

SECTION 15. This STCW Circular shall take effect after fifteen (15) days following the completion of publication in a newspaper of general circulation and submission to the Office of the National Administration Register (ONAR).

Manila, Philippines, _____.

Submitted:

ATTY. VERA JOY S. BAN-EG

Officer-in-Charge
Office of the Executive Director
(Deputy Executive Director)
STCW Office, MARINA

Approved:

REY LEONARDO B. GUERRERO

Administrator
MARINA

CERTIFICATION

This is to certify that STCW Circular No. 2018- ____ was approved by the Administrator on _____.

ATTY. FERNAN H. CABRAL

OIC Legal Division

STCW Office, MARINA