

**STCW Circular No. 2017 - \_\_\_\_**

**TO: ALL SEAFARERS, SHIPOWNERS, MANNING AGENCIES, MARITIME HIGHER EDUCATION INSTITUTIONS, MARITIME TRAINING INSTITUTIONS AND OTHER MARITIME STAKEHOLDERS**

**SUBJECT: MANDATORY MINIMUM REQUIREMENTS FOR CERTIFICATION OF CHIEF ENGINEER OFFICERS AND SECOND ENGINEER OFFICERS ON SHIPS POWERED BY MAIN PROPULSION MACHINERY OF 3,000 kW PROPULSION POWER OR MORE**

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Pursuant to Presidential Decree (PD) 474, Republic Act 10635 and its Implementing Rules and Regulations (IRR), the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, the following rules and regulations are hereby adopted:

## **1 OBJECTIVE**

To prescribe the procedures to ensure full compliance with the requirements of STCW Chapter III, Regulation III/2 for mandatory minimum requirements for assessment and certification of chief engineer officers and second engineer officers on a seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more.

## **2 COVERAGE**

This Circular shall apply to all candidates for certification of chief engineer officers and second engineer officers on seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more.

## **3 DEFINITION OF TERMS**

For the purpose of this Circular, terms defined in IRR of RA 10635 and relevant STCW Circulars are hereby adopted.

## 4 GENERAL PROVISIONS

- .1 The requirements for the issuance and revalidation of Certificate of Competency (COC) and Certificate of Endorsement (COE) for chief engineer officers and second engineer officers shall be in accordance with Regulation III/2 and the relevant provisions of Regulations I/2, I/9 and I/11 of the STCW Convention, 1978, as amended;
- .2 The candidates shall be required to demonstrate the ability to undertake at the management level, the task, duties and responsibilities as specified in column 1 of Table A-III/2;
- .3 The approved education and training shall meet the knowledge, understanding and proficiency (KUPs) required at the management level as specified in column 2 of Table A-III/2;
  - .1 The minimum KUPs listed in column 2 of Table A-III/2 incorporates, expands and extends in depth the subjects listed in column 2 of Table A-III/1 for OIC-EW.
  - .2 The level of knowledge of the subject listed in column 2 of Table A-III/2 shall be sufficient to enable the candidate to serve in the capacity of chief engineer or second engineer;
  - .3 The training and experience to achieve the necessary level of theoretical KUP shall take into account the relevant requirements of Section A-III/2 and the guidance given in Section B-III/2 of STCW Code.
- .4 Bearing in mind that a second engineer officer shall be in a position to assume the responsibilities of the chief engineer officer at any time, assessment in these subjects shall be designed to test the candidate's ability to assimilate all available information that affects the safe operation of the ship's machinery and the protection of marine environment.
- .5 The Administration may omit knowledge requirements for types of propulsion machinery other than those machinery installations for which the certificate to be awarded shall be valid. A certificate awarded on such basis shall not be valid for any category of machinery installation which has been omitted until the engineer officer proves to be competent in these knowledge requirements. Any such limitation shall be stated on the Certificate of Competency (COC) and in the Certificate of Endorsement (COE)

- .6 The evidence of having achieved the required standards of competence in accordance with the methods for demonstrating competence and the criteria for evaluating competence shall be in accordance with column 3 and 4 of Table A-III/2.

## **5 SPECIFIC PROVISIONS**

- .1 Candidates holding a valid COC and COE for second engineer officers on ships powered by main propulsion machinery of between 750 and 3,000 kW propulsion power who intend to apply for certification of second engineer officer on ships powered by main propulsion machinery of 3,000 kW propulsion power or more shall:
  - .1 have an approved seagoing service of not less than 12 months as second engineer or first engineer on seagoing ships powered by main propulsion machinery of between 750 and 3,000 kW propulsion power; and
  - .2 successfully pass the practical assessment for chief engineer officer and second engineer officer on ships powered by main propulsion machinery of 3,000 kW propulsion power or more in MARINA accredited practical assessment centers.
- .2 Candidates holding a valid COC and COE for chief engineer officers on ships powered by main propulsion machinery of between 750 and 3,000 kW propulsion power who intend to apply for certification of chief engineer officer on ships powered by main propulsion machinery of 3,000 kW propulsion power or more shall:
  - .1 have an approved seagoing service of not less than 12 months as chief engineer on seagoing ships powered by main propulsion machinery of between 750 and 3,000 kW propulsion power; and
  - .2 successfully pass the practical assessment for chief engineer officers and second engineer officers on ships powered by main propulsion machinery of 3,000 kW propulsion power or more in MARINA accredited practical assessment centers.
- .3 Onboard processing shall be allowed to be filed by MARINA Accredited Liaison Officer, provided that all the requirements under Section 6 of this Circular are duly complied with and upon submission of the following documents:
  - .1 Letter request from the candidate;

- .2 Company Affidavit of Undertaking, duly signed either by its President or Operations Manager or Crewing Manager and duly notarized, certifying that documents submitted are authentic;
  - .3 Approved POEA Contract of Employment;
  - .4 Crew list duly signed and stamped by Master;
  - .5 Photocopy of the requirements under Section 6 of this Circular
- .4 Candidates who have successfully completed the requirements of the Professional Regulation Commission (PRC) for Theoretical Examination and Practical Assessment shall have complied with the provisions of Section 7 and Section 8 of this Circular, respectively.

**6 GENERAL REQUIREMENTS FOR THE ISSUANCE OF CERTIFICATE OF COMPETENCY (COC) FOR CHIEF ENGINEER OFFICERS AND SECOND ENGINEER OFFICERS ON SHIPS POWERED BY MAIN PROPULSION MACHINERY OF 3,000 kW PROPULSION POWER OR MORE**

Every candidate for certification as chief engineer officers and second engineer officers on seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more shall:

- .1 meet the requirements for certifications as officer in charge of an engineering watch on a seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more and have approved seagoing service:
  - .1 for certification as second engineer officer, have not less than 12 months serving as OIC-EW such as but not limited to fourth engineer officer, third assistant engineer officer, third engineer officer and second assistant engineer officer on seagoing ships powered by main propulsion machinery of 3,000 kW propulsion power or more; and
  - .2 for certification as chief engineer officer, have not less than 12 months of seagoing service has been served as second engineer officer on seagoing ships powered by main propulsion machinery of 3,000 kW propulsion power or more.
- .2 approved seagoing service as required in Section 6.2 shall be documented through, original and photocopy of SIRB showing appropriate seagoing service and Certificate of Sea Service from shipping company;

In addition, for domestic seagoing service shall submit crew list duly signed by the Master and stamped by Philippine Coast Guard;

- .3 have completed an approved education and training by submitting the Management Level Course (MLC) from MARINA accredited MTIs that meets the requirements as specified in section A-III/2 of the STCW Code;
- .4 submit a valid medical certificate in PEME standard format from DOH accredited medical hospital or clinic in accordance with Regulation I/9 of the STCW Convention, 1978, as amended.
- .5 meet the standard of competence specified in section A-III/2 of the STCW Code by submitting the Certificate of Passing for Theoretical Examination; and
- .6 Certificate of Passing for Practical Assessment from accredited Practical Assessment Centers, no later than 24 months from its completion.

## **7 THEORETICAL EXAMINATION**

### **.1 SPECIFIC REQUIREMENTS FOR THE THEORETICAL EXAMINATION OF CHIEF ENGINEERS AND SECOND ENGINEERS**

Every candidate for examination as chief engineer or second engineer on a seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more shall:

- .1 comply all the general requirements stated under Section 6.1-6.3 of this Circular; and
- .2 register in the Seafarer Certification System (SCS) through <http://stcw.marina.gov.ph/SCSv2.0/> to secure the Seafarer's Registration Number (SRN) and upload all the documents stated under Section 6.1- 6.3 of this Circular.

### **.2 PROCEDURES FOR THEORETICAL EXAMINATION**

The candidates shall:

- .1 prior taking the theoretical examination:
  - .1 present all the original documents of the general requirements stated under Section 6.1 – 6.3 of this Circular to:
    - .1 Examination and Assessment Division (EAD) of MARINA Central STCW Office for verification of validity and authenticity of the specific requirements; or

- .2 EAD's counterpart in any MARINA Regional Office (MROs) that conducts theoretical examination for verification of the requirements;
  - .2 complete the form "Application for Theoretical Examination of Chief Engineer and Second Engineer";
  - .3 indicate the particular competences that the candidate intends to be examined on;
  - .4 pay the corresponding examination fee, which shall be a fixed amount each time the candidate sits for the examination, whether taken in full, partially or resit;
  - .5 secure a schedule for the theoretical examination from the EAD; and
  - .6 proceed to the theoretical examination at the scheduled venue, date and time.
- .2 during the theoretical examination:
    - .1 report to the theoretical examination venue at least 30 minutes prior to the scheduled time;
    - .2 follow the instructions of the authorized MARINA theoretical examination proctor;
    - .3 take the theoretical examination only for the competences indicated; and
    - .4 complete the theoretical examination for every competence indicated within the time allotted.
  - .3 after taking the theoretical examination:
    - .1 secure his ratings in the various competences;
    - .2 note the competences with a failing mark, if any; and
    - .3 schedule for resit, if necessary; or
    - .4 schedule other competences that are not yet taken, if necessary.
- .3 REQUIREMENTS FOR SUCCESSFUL PASSING OF THE THEORETICAL EXAMINATION

In taking assessment, the following rules shall be observed:

- .1 the candidate shall pass all the competences indicated in Annex 1 of this Circular;
- .2 the candidate shall pass all the required competences within a period not exceeding 24 months;
- .3 If the candidate fails to complete all the competences within 24-months period, those “PASSED” mark beyond 2 years shall expire and shall be required to be re-assessed accordingly;
- .4 the candidate who fails in 3 or more competences in one sitting shall not be allowed to apply for resit within a 1-month period (“The 3-1 Rule”); and
- .5 the candidate who fails in the same competence 3 times, shall not be allowed to resit for such competence until upon showing proof of:
  - .1 approved seagoing service for a period of not less than 3 months, with a certification from the ship’s master that the candidate has undergone onboard experience relating to that particular competence (“The 3-3 Rule”); or
  - .2 approved training or refresher program relating to that particular competence, taken after the third failure.
- .6 the candidate who fails more than 3 times in at least 4 competences, approved seagoing service of not less 3 months with a certification from the ship’s master that the candidate has undergone onboard experience relating to that particular competence.

## **8 PRACTICAL ASSESSMENT OF COMPETENCE**

### **.1 SPECIFIC REQUIREMENTS FOR THE PRACTICAL ASSESSMENT**

Every candidate for practical assessment of competence as chief engineer and second engineer on ships powered by main propulsion machinery of 3,000 kW propulsion power or more shall have successfully completed the theoretical examination for second engineer officer and chief engineer officer.

### **.2 PROCEDURES FOR PRACTICAL ASSESSMENT**

The candidates shall:

- .1 prior taking the practical assessment:

- .1 present the Certificate of Passing for Theoretical Examination;
  - .2 indicate the particular competences that the candidate intends to be assessed on;
  - .3 pay the corresponding examination fee, which shall be a fixed amount each time the candidate sits for the practical assessment, whether taken in full, partially or resit;
  - .4 secure a schedule for the practical assessment from the accredited assessment centers; and
  - .5 proceed to the accredited practical assessment center at the scheduled venue, date and time.
- .2 during the practical assessment:
- .1 report to the accredited practical assessment center at least 30 minutes prior to the scheduled time;
  - .2 follow the instructions of the accredited assessor;
  - .3 take the practical assessment only for the competences indicated; and
  - .4 complete the practical assessment for every competence indicated within the time allotted.
- .3 after taking the practical assessment:
- .1 note the competences with a failing mark, if any;
  - .2 schedule for resit, if necessary;
  - .3 schedule other competences that are not yet taken, if necessary; and
  - .4 secure the signed and approved Certificate of Passing for Practical Assessment from the Assessment Center.
- .3 REQUIREMENTS FOR SUCCESSFUL PASSING OF THE PRACTICAL ASSESSMENT

In taking assessment, the following rules shall be observed:

- .1 the candidate shall pass all the competences indicated in Annex 2 of this Circular
- .2 the candidate shall pass all the required competences within a period not exceeding 24 months;
- .3 If the candidate fails to complete all the competences within 24 month-period, those "PASSED" mark beyond 2 years shall expire and shall be required to be re-assessed accordingly;



- .4 the candidate who fails in 3 or more competences in one sitting shall not be allowed to apply for resit within a 1-month period (“The 3-1 Rule”); and
- .5 the candidate who fails in the same competence 3 times, shall not be allowed to resit for such competence until upon showing proof of:
  - .1 approved seagoing service for a period of not less than 3 months, with a certification from the ship’s master that the candidate has undergone onboard experience relating to that particular competence (“The 3-3 Rule”); or
  - .2 approved training or refresher program relating to that particular competence, taken after the third failure.
- .6 the candidate who fails more than 3 times in at least 4 competences, approved seagoing service of not less 3 months with a certification from the ship’s master that the candidate has undergone onboard experience relating to that particular competence.

## **9 DOCUMENTS ISSUED BY THE ADMINISTRATION**

- .1 The candidate who has completed all the requirements under Section 6, Section 7 and Section 8 of this Circular, shall be issued;
  - .1 Certificate of Competency (COC);
  - .2 Certificate of Endorsement (COE);
  - .3 MARINA Board Certificate; and
  - .4 MARINA Licensure Identification Card (MARINA ID).
- .2 The candidate for certification as chief engineer or second engineer that do not undergo an approved education, training and assessment for marine steam or gas turbine shall have a limitation on the Certificate of Competency (COC) and Certificate of Endorsement (COE) issued.

## **10 VALIDITY OF CERTIFICATES**

Certificate of Competency (COC), Certificate of Endorsement (COE) and MARINA ID for chief engineer or second engineer on ships powered by main propulsion machinery of 3,000 kW propulsion power or more under shall be valid for 5 years from the date of issuance.

## 11 REVALIDATION OF CERTIFICATE OF COMPETENCY

Every officer holding a Certificate of Competency who is serving at sea or intends to return to sea after a period ashore, shall, in order to continue to qualify for seagoing service, be required, at intervals not exceeding five (5) years, to:

- .1 meet the standards of medical fitness prescribed by Regulation I/9 by submitting a valid medical certificate in PEME standard format from DOH accredited medical hospital or clinic.
- .2 establish continued professional competence in accordance with Section A-I/11 of the STCW Code.
  - .1 approved seagoing service, performing as chief engineer or second engineer on a seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more for a period of at least:
    - .1 twelve (12) months in total from the last five years; or
    - .2 three (3) months in total from the last six months immediately prior revalidating; **or**
  - .2 having performed functions considered to be equivalent to the seagoing service in relevant position performing functions appropriate to the certificate held; **or**
  - .3 passing the practical test by passing practical assessment of competence from an accredited practical assessment center; **or**
  - .4 successfully completed the approved training course or courses for second engineer or chief engineer on a seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more by submitting the Certificate of Completion of Management Level Course (MLC); **or**
  - .5 having completed approved seagoing service, performing as second engineer or chief engineer on a seagoing ship powered by main propulsion machinery of 3,000 kW propulsion power or more, for a period of not less than three (3) months in a supernumerary capacity, or in a lower officer rank than that for which the certificate held is valid immediately prior taking up the rank for which it is valid.

## **12 RENEWAL OF MARINA ID**

The requirements for renewal of MARINA ID or Professional Regulation Commission (PRC) ID (previously issued to marine professionals) shall be renewed by submitting any of the following:

- .1 Valid COC and COE; or
- .2 has passed the practical assessment for second engineer and chief engineer; or
- .3 successfully completed the approved training course for revalidation of certificates for second engineer and chief engineer; or
- .4 has served for a total of at least 12 months in the last five (5) years, in any position in MHEIs, MTIs, ACs, Manning Agencies and other government or private agencies related to the maritime industry.

## **13 REPLACEMENT OF DOCUMENTS ISSUED BY MARINA**

The COPs, COC, COE, MARINA Board Certificate and MARINA ID shall be allowed to be reprinted in case of damage, dilapidated or loss by submitting the following:

- .1 original COPs, COC, COE, MARINA Board Certificate or MARINA ID;
- .2 in case of loss, Notarized Affidavit of Loss.

## **14 PENALTY CLAUSE**

Any violation of the provisions of this circular and other related MARINA issuances shall be governed and sanctioned by the provisions of the IRR of RA 10635, including relevant circulars promulgated thereof by the administration.

## **15 REPEALING CLAUSE**

Any provision of other existing MARINA and STCW Circulars, rules and regulations, or of any other Philippine government agency related to education, training, examination, assessment, licensing and certification of chief engineers and second engineers on ships powered by main propulsion machinery of 3,000 kW propulsion power or more, which are contrary or inconsistent with this Circular are likewise hereby superseded, repealed or amended accordingly.

**16 SEPARABILITY CLAUSE**

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.

**17 EFFECTIVITY**

This STCW Circular shall take effect immediately on the day of its publication.

Manila, Philippines, \_\_\_\_\_

Submitted:

**ATTY. VERA JOY S. BAN-EG.**  
OIC, Deputy Executive Director

Approved:

**MARCIAL Q. C. AMARO III, PhD**  
Administrator

**CERTIFICATION**

This is to certify that STCW Circular No. 2017- \_\_\_\_ was approved by the Administrator on \_\_\_\_\_.

**ATTY. BENEDICTO G. MANLAPAZ**  
OIC, Legal Division