

Republic of the Philippines
Department of Transportation and Communications
MARITIME INDUSTRY AUTHORITY
STCW OFFICE

STCW Circular No. 2015 – 03

TO : ALL SEAFARERS, MARITIME TRAINING INSTITUTIONS, SHIPPING COMPANIES, MANNING AGENCIES, PORT STATE CONTROL AUTHORITIES AND OTHER MARITIME INDUSTRY STAKEHOLDERS CONCERNED

SUBJECT : RULES AND REQUIREMENTS FOR THE IMPLEMENTATION OF UPDATING TRAINING FOR OFFICERS IN CHARGE OF A NAVIGATIONAL WATCH ON SEAGOING SHIPS OF 500 GROSS TONNAGE OR MORE AND FOR OFFICERS IN CHARGE OF AN ENGINEERING WATCH ON SEAGOING SHIPS POWERED BY MAIN PROPULSION MACHINERY OF 750 KW PROPULSION POWER OR MORE

Pursuant to Republic Act No. 10635 and its Implementing Rules and Regulations (IRR) and in compliance with paragraphs [4] and [5] of Regulation I/11 under the 1978 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW'78 Convention), as amended, the following rules and requirements are hereby adopted, to wit:

I. OBJECTIVES

The objectives of this Circular are to prescribe the following:

1. Rules for implementation of Updating Training for Officers in Charge of a Navigational Watch on seagoing ships of 500 gross tonnage or more and for Officers in Charge of an Engineering Watch on seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more; and
2. Requirements for updating the competence of the aforesaid merchant marine officers in order to be compliant with the required education and training under Regulation II/1 and III/1, respectively, of the STCW'78 Convention, as amended in 2010.

II. COVERAGE

1. This Circular shall cover and apply to the following training programs:
 - 1.1. Updating Training for Officers in Charge of a Navigational Watch on seagoing ships of 500 gross tonnage or more (**Annex - I**); and
 - 1.2. Updating Training for Officers in Charge of an Engineering Watch on seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more (**Annex - II**).

2. It shall also apply to merchant marine officers who are currently holding Certificate of Competency (COC) as:
 - 2.1. Officer in Charge of a Navigational Watch (OIC-NW) on seagoing ships of 500 gross tonnage or more under Regulation II/1 of the SCTW'78 Convention, as amended in 1995; and
 - 2.2. Officer in Charge of an Engineering Watch (OIC-EW) on seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more under Regulation III/1 of the SCTW'78 Convention, as amended in 1995.

III. DEFINITION OF TERMS

For the purpose of this Circular, the following terms shall be construed as follows:

1. **"Accreditation Division"** means the Division under the STCW Office of MARINA, tasked to properly and efficiently implement the standards, rules and procedures in evaluation, inspection and approval of maritime training programs in accordance with the STCW '78 Convention, as amended;
2. **"Approved training program"** (ATP) means a training program relevant to specific competencies, as established and approved by the Administration;
3. **"Assessment"** means the process of evaluating evidence of competence through one or more of the methods of demonstrating competence (Column 3 of the tables) under the STCW Code;
4. **"Assessor"** refers to a qualified, competent and skilled person approved by the Administration, involved in the process of evaluating evidence of competence through one or more of the methods of demonstrating competence (Column 3 of the tables) under the STCW Code;
5. **"Certificated"** means properly holding a certificate under the STCW '78 Convention, as amended;
6. **"Certificate of competency"** (COC) refers to a certificate issued and endorsed for masters, officers and Global Maritime Distress and Safety System (GMDSS) radio operators in accordance with the provisions of Chapters II, III, IV or VII of the Annex to the STCW Convention, entitling the lawful holder to serve and perform the functions involved at the level of responsibility specified therein;
7. **"Competence"** refers to a specific task, as identified in Column 1 of the Competency Tables of the STCW Code, or as otherwise specifically determined by the Administration;
8. **"Compliant"** means the state of conformance to the standards for METP, ATP or any relevant program, as prescribed by the MARINA, CHED or NTC, in compliance with STCW;

9. **“Evaluator”** refers to a qualified, competent and skilled person approved by the Administration, involved in the process of evaluating evidence of compliance of any institution or person approved by the Administration that provides services for the purpose of the seafarer’s compliance under the STCW;
10. **“Examination”** means a formal test of a person's knowledge, understanding or proficiency in any of the specific competencies under Column 1 of the Competency Tables of the STCW Code;
11. **“Instructor”** refers to a qualified, competent and skilled person approved by the Administration to conduct a specific education or training program;
12. **“MARINA”** refers to the Maritime Industry Authority, which is the “Maritime Administration” or “Single Maritime Administration”, in accordance with Sec. 2 (e) of R.A. 10635, or simply the “Administration” under STCW;
13. **“Maritime Training Institution” or “MTI”** refers to an institution that provides an approved training program;
14. **“Module”** – shall refer to the group of topics specified in each function of the training course;
15. **“Non-compliant”** means the state of non-conformance or insufficiency of conformance to the standards for METP, ATP or any relevant program, as prescribed by the MARINA, CHED or NTC, in compliance with STCW;
16. **“Officer in Charge of Navigational Watch” (OIC-NW)** means a deck officer in the operational level who has direct control over the performance of all functions within the designated area of responsibility in accordance with proper procedures and under the direction of the master or chief mate for that responsibility;
17. **“Officer in charge of an engineering watch” (OIC-EW)** means an engineer officer in the operational level who has direct control over the performance of all functions within the designated area of responsibility in accordance with proper procedures and under the direction of the chief engineer officer or second engineer officer for that responsibility;
18. **“Standard of competence”** refers to the minimum knowledge, understanding and proficiency, as listed in the relevant Column of the STCW Competency Tables, which a seafarer must be able to demonstrate to be entitled to certification, to the satisfaction of the Administration;
19. **“STCW Convention” or “STCW”** refers to the 1978 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, and its subsequent amendments;
20. **“STCW Office” (STCWO)** refers to the office in MARINA, specifically tasked to give full and complete effect to the requirements of STCW;

21. **“Updating Training for Officers in Charge of a Navigational Watch”** means the approved training program for OIC-NW on seagoing ships of 500 gross tonnage or more, who completed an approved education and training that commenced prior to June 2013, in order to be compliant with the required education and training for OIC-NW under the STCW’78 Convention, as amended in 2010;
22. **“Updating Training for Officers in Charge of an Engineering Watch”** means the approved training program for OIC-EW on seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more, who completed an approved education and training that commenced prior to June 2013, in order to be compliant with the required education and training for OIC-EW under the STCW’78 Convention, as amended in 2010.

IV. GENERAL PROVISIONS

1. The updating training contained under Annex I and II mentioned above provides the minimum training requirements and the general framework which shall serve as guide for MTIs in designing their own training program, consisting of a course *framework, outline* and *syllabus*, including the *instructor’s guide, course time table* and other training materials needed to facilitate learning.
2. Pursuant Regulation I/6 and Section A-I/6 of STCW ’78 Convention, as amended, MTIs shall ensure that their updating training are designed and structured in accordance with written programs, methods and media of delivery, procedures and course materials as are necessary to achieve the prescribed standards of competence under the said Convention. They shall also ensure that the Instructors and Assessors who are responsible for the training and assessment of participant seafarers in such updating training, respectively, including those responsible for supervision thereof, are appropriately qualified in accordance the existing qualification standards prescribed by MARINA and the MTI’s own quality policies and procedures.
3. All MTIs with MARINA-approved Management Level Courses, **as well as those entities which have the capability and the necessary expertise**, are enjoined to design and offer the herein subject updating training programs in accordance with Annex I and II above, subject to the filing of necessary application thereof, evaluation, inspection and approval by MARINA.
4. MTIs shall offer and conduct the herein subject updating trainings only at the approved venue and after the corresponding course approval thereof has been granted by MARINA. The training venue that will only be considered for purposes of approval shall be the registered address of the maritime training institution concerned as reflected in its Securities and Exchange Commission (SEC) registration and Articles of Incorporation and By-laws or in the Department of Trade and Industry (DTI) registration certificate, as applicable.

V. TRAINING REQUIREMENTS

1. Training Program Design –

- 1.1. MTIs shall come up with their own design and structure of the Updating Training for Officers in Charge of a Navigational Watch and for Officers in Charge of an Engineering Watch taking into account section IV, paragraphs [1] and [2] of this Circular.
- 1.2. The training program shall be consist of the following minimum components:
 - 1.2.1. Course framework;
 - 1.2.2. Course outline;
 - 1.2.3. Course syllabus;
 - 1.2.4. Instructor's guide; and
 - 1.2.5. Course timetable.
- 1.3. The *Updating Training for Officers in Charge of a Navigational Watch*, as provided under Annex – I of this Circular, shall have a minimum of **two hundred forty (240) training hours**, excluding the time needed by the institution to assess the participant seafarers/trainees in the said updating training.
- 1.4. The *Updating Training for Officers in Charge of an Engineering Watch* as provided under Annex – II herein, shall have a minimum of **two hundred seventy-six (276) training hours**, excluding the time needed by the institution to assess the participant seafarers/trainees thereof.
- 1.5. The MTIs must take note that the aforesaid number of training hours are the minimum and can be increased as may be necessary to cover other relevant topic(s) deemed appropriate to achieve the prescribed standards of competence under the STCW '78 Convention, as amended.
- 1.6. It shall also be the responsibility of the MTI to determine and set the number of hours needed for lecture and for practical training/exercises for each of the modules of the Updating Training it intends to offer, based on the specific standards of *Competence, Knowledge, Understanding and Proficiency (KUP)*, and the *Criteria for Evaluating Competence* under Tables A-II/1, A-II/2, A-III/1 and A-III/2, as applicable, of the STCW Code.

2. Instructor, Assessor and Supervisor –

- 2.1. MTI's offering the Updating Training herein provided shall have the following for each training program:
 - 2.1.1. a Training Supervisor;
 - 2.1.2. minimum of two (2) Instructors; and
 - 2.1.3. minimum of one (1) Assessor.

2.2. The Supervisor shall meet the qualifications standards as provided under MARINA STCW Circular No. 2014 – 04. Likewise, the Instructors and Assessor shall meet the general and specific qualifications per function required for an Instructor and Assessor of the Management Level Course for Marine Deck and for Marine Engineering Officers as provided for under the aforesaid Circular.

2.3. A list of Instructors, Assessors and Supervisor shall be provided and submitted in support of the MTI's application for approval of the Updating Training it intends to offer using Form No. 3 as provided under MARINA Circular No. 2013 – 01 (copy attached).

3. Facilities and Training Equipment –

3.1. The MTI shall provide *at least one (1) theoretical classroom* for each Updating Training it intends to offer. The classroom shall be equipped with *multimedia overhead projector, a computer set, white board and necessary paraphernalia*, as well as other *facilities and fixtures* needed. This does not however prevent the MTI from utilizing additional teaching facilities as it may deem necessary.

3.2. The MTI shall provide its own training equipment for each updating training it intends to offer in accordance with Part A–Course Framework of Annex I or Annex II of this Circular as applicable. MTIs shall take note that the training equipment prescribed in the said Annexes are the minimum and does not restrain them from using additional equipment that can help achieve the prescribed standards of competence under the STCW '78 Convention, as amended. They shall ensure that the training equipment and simulators in laboratories and simulator rooms, respectively, are set-up in such a way that each trainee shall have sufficient exposure to use them during training and assessment.

3.3. The list of Training Facilities and Equipment to be used shall be provided and submitted in support of the MTI's application for approval of the Updating Training it intends to offer using Form No. 4 as provided under MARINA Circular No. 2013 – 01 (copy attached).

4. Textbooks, Other References, Videos and Other Teaching Aids –

4.1. It shall be the responsibility of the MTI to determine and select the textbooks, other references, videos and teaching aids that will be used in designing, structuring and effective delivery of the Updating Training it intends to offer. The guidance and suggestions in the revised IMO Model Courses 7.03 and 7.01 and 7.04 and 7.02 may be considered and of help for this purpose; *provided*, that such text books and references shall be relevant and updated to the latest edition.

4.2. The list of textbooks, other references, videos and teaching aids to be used shall be provided and submitted in support of the MTI's application for approval of the Updating Training it intends to offer using Form No. 5 as provided under MARINA Circular No. 2013 – 01 (copy attached).

5. Administrative Requirements –

5.1. MTIs intending to offer the Updating Training herein provided shall also comply with all the Administrative Requirements listed in Form No. 6 of MARINA Circular No. 2013 – 01 (copy attached).

6. Quality Standards System (QSS) –

6.1. The MTI intending to offer the Updating Trainings herein provided shall have a documented Quality Standards System (QSS) as required under *Regulation I/8. Quality Standards* of the STCW '78 Convention, amended. The QSS shall cover all relevant systems, processes and procedures for effective training program delivery and shall be duly certified by an independent Certifying Body, to ensure the achievement of defined objectives, standards of competence, and knowledge, understanding and proficiency prescribed under the STCW '78 Convention, as amended.

7. Assessment System –

7.1. The MTI must have a documented system for assessment following the rules under Item VII. B of MARINA Circular No. 2013-01 and its future amendment, in relation to Section A-I/6 of the STCW Code.

VI. APPROVAL OF THE UPDATING TRAINING PROGRAM

The approval and implementation of the Updating Trainings herein provided shall be in accordance with the rules provided under MARINA Circular No. 2013-01 and its future amendment.

VII. COMPLETION OF THE UPDATING TRAINING

1. Trainees, who have successfully completed each Function of the Updating Training mentioned above and passed the assessment thereof, shall be issued a Certificate of Training Completion for the Function duly completed.
2. The format of such certificate shall be in accordance with **Annex III** for the Updating Training for OIC-NW and **Annex IV** for the Updating Training for OIC-EW as provided under this Circular.

VIII. REQUIREMENTS TO UPDATE THE COMPETENCE OF EXISTING OIC-NW AND OIC-EW AND COMPLY WITH THE REQUIREMENTS OF STCW 2010 AMENDMENTS

1. Pursuant to STCW Regulation I/11, paragraphs [4] and [5], merchant marine officers currently holding COC as OIC-NW on seagoing ships of 500 gross tonnage or more under Regulation II/1 of the STCW'78 Convention, as amended in 1995 and who completed an approved education and training that commenced prior to June 2013 shall complete the updating training mentioned under Annex - I of this Circular in order to:

- 1.1. be compliant with the required education and training for OIC-NW and revalidate their COC under the STCW'78 Convention, as amended in 2010; and
 - 1.2. qualify to take the Management Level Course (MLC) for Marine Deck Officers as provided under MARINA Circular No. 2014 – 01, Series of 2014.
2. For revalidation purposes, the completion of the following Modules shall, among other requirements, be sufficient to revalidate the COC of OIC-NW mentioned in the immediately preceding paragraph in accordance with STCW'78 Convention, as amended in 2010:

Function	Module
Function 1	Module 1: Maintain a safe Navigational Watch Module 2: Use of ECDIS to maintain the safety of navigation
Function 3	Module 1: Ensure compliance with pollution prevention requirements Module 3: Application of leadership and team working skills

The validity of a duly revalidated COC mentioned herein can extend beyond 01 January 2017.

3. For the purpose of qualifying to take the MLC for Marine Deck Officers as provided under MARINA Circular No. 2014 – 01, Series of 2014, OIC-NW mentioned under section VIII, paragraph [1] above shall remain obligated to complete all the remaining modules of the Updating Training for OIC-NW as provided under Annex – I of this Circular.
4. In the same manner, merchant marine officers currently holding COC as OIC-EW on seagoing ships powered by main propulsion machinery of 750 kW propulsion power or more under Regulation III/1 of the STCW '78 Convention, as amended in 1995 and who completed an approved education and training that commenced prior to June 2013 shall complete the updating training mentioned under Annex – II hereof in order to:
- 4.1. be compliant with the required education and training for OIC-EW and revalidate their COC under the STCW'78 Convention, as amended in 2010; and
 - 4.2. qualify to take the Management Level Course for Marine Engineer Officers as provided under MARINA Circular No. 2014 – 01, Series of 2014.
5. For revalidation purposes, the completion of the following Modules shall, among other requirements, be sufficient to revalidate the COC of OIC-EW mentioned in the immediately preceding paragraph in accordance with STCW'78 Convention, as amended in 2010:

Function	Module
Function 1	Module 1: Maintain a Safe Engineering Watch Module 2: Operate main and auxiliary machinery and associated control systems
Function 2	Module 1: Operate electrical, electronic and control systems
Function 4	Module 1: Ensure compliance with pollution prevention requirements Module 2: Application of leadership and team working skills

The validity of a duly revalidated COC mentioned herein can extend beyond 01 January 2017.

6. For the purpose of qualifying to take the MLC for Marine Engineer Officers as provided under MARINA Circular No. 2014 – 01, Series of 2014, OIC-EW mentioned under section VIII, paragraph [4] above shall remain obligated to complete all the remaining modules of the Updating Training for OIC-EW as provided under Annex – II of this Circular.
7. Merchant marine officers currently holding COC as OIC-NW who have already completed the MARINA-approved MLC for Marine Deck Officers that commenced from 17 September 2013 shall still be required to complete the updating training provided under this Circular. However, the said MLC for Marine Deck Officers duly completed by such officers shall be considered for the education and training required for certification as Chief Mate under Regulation II/2, paragraph 2.2 of the STCW'78 Convention, as amended.
8. Similarly, merchant marine officers currently holding COC as OIC-EW who have already completed the MARINA-approved MLC for Marine Engineer Officers that commenced from 17 September 2013 shall still be required to complete the updating training provided under this Circular. However, the said MLC for Marine Engineer Officers duly completed by such officers shall be considered for the education and training required for certification as Second Engineer Officer under Regulation III/2, paragraph 2.2 of the STCW'78 Convention, as amended.

IX. IMPLEMENTATION

1. Effective 01 January 2017, no OIC-NW and OIC-EW shall be allowed to serve on board seagoing ships to which the STCW Convention applies, without having completed the Modules specified under section VIII, paragraphs [2] and [5], respectively, of this Circular and having revalidated their COC in accordance with STCW'78 Convention, as amended in 2010.
2. Consequently, the **Updating Training for OIC-NW** shall be **designed** and **offered** in two (2) parts, as follows:

PART – A:

Function	Module
Function 1	Module 1: Maintain a safe Navigational Watch Module 2: Use of ECDIS to maintain the safety of navigation
Function 3	Module 1: Ensure compliance with pollution prevention requirements Module 2: Application of leadership and team working skills

PART – B:

Function	Module
Function 1	Module 3: Plan a voyage and conduct navigation (ML) Module 4: Determine position and the accuracy of resultant position fix by any means (ML) Module 5: Determine and allow for compass errors (ML) Module 6: Forecast weather and oceanographic conditions (ML) Module 7: Operate remote controls of propulsion plant and engineering systems and services (ML)
Function 2	Module 1: Plan and ensure safe loading, stowage, securing, care during the voyage and unloading of cargoes (ML) Module 2: Carriage of dangerous goods (ML)
Function 3	Module 3: Control trim, stability and stress (ML) Module 4: Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, security and the protection of the marine environment (ML)

Thus, OIC-NW mentioned in section VIII above shall first complete Part A in order to revalidate their existing COC before 01 January 2017 and thereafter complete Part B of the Updating Training for OIC-NW in order to qualify to take the MLC for Marine Deck Officers.

3. The **Updating Training for OIC-EW** shall likewise be designed and offered in two (2) parts, as follows:

PART – A:

Function	Module
Function 1	Module 1: Maintain a safe engineering watch Module 2: Operate main and auxiliary machinery and associated control systems
Function 2	Module 1: Operate electrical, electronic and control systems
Function 4	Module 1: Ensure compliance with pollution prevention requirements Module 2: Application of leadership and team working skills

PART – B:

Function	Module
Function 1	Module 3: Manage the operation of propulsion plant machinery (ML) Module 4: Plan and schedule operations (ML) Module 5: Operation, surveillance, performance assessment and maintaining safety of propulsion plant and auxiliary machinery (ML)
Function 2	Module 2: Manage operation of electrical and electronic control equipment (ML)
Function 4	Module 3: Control trim, stability and stress (ML) Module 4: Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, security and the protection of the marine environment (ML)

Thus, OIC-EW mentioned in section VIII above shall first complete Part A in order to revalidate their existing COC before 01 January 2017 and thereafter complete Part B of the Updating Training for OIC-EW in order to qualify to take the MLC for Marine Engineer Officers.

4. All MTIs approved by MARINA to offer and conduct the updating trainings herein provided shall be subject to announced or unannounced visits to monitor and ensure proper and effective delivery of such training programs.

XI. REPEALING CLAUSE

Any provision of existing MARINA and STCW Circulars, rules and regulations, as well as all other Issuances which are contrary to or inconsistent with this Circular shall be deemed repealed and/or superseded accordingly.

XII. EFFECTIVITY CLAUSE

This Circular shall take effect immediately after its publication once in a newspaper of general circulation.

Manila, Philippines, 04 May 2015.

Submitted:


CAPT. ALVIN "TOR" TORMON
Executive Director

Approved:


DR. MAXIMO Q. MEJIA, JR.
Administrator

CERTIFICATION

This is to certify that STCW Circular No. 2015-03 was approved by the Administrator on 04 May 2015.


ATTY. JABETH SENA JEPATH A. DACANAY
Deputy Executive Director