



Maritime and Coastguard Agency

MGN 95 (M)

TRAINING AND CERTIFICATION GUIDANCE – PART 5

Special Training Requirements for Personnel on Certain Types of Ship

Notice to Owners, Masters, Deck and Engineer Officers and Ratings of Merchant Vessels and those concerned with Maritime Training.

This Note supersedes Marine Guidance Note MGN 5(M) and should be read in conjunction with Merchant Shipping Notices Nos M1015, MSN 1692(M), MSN 1740(M) and MGN 26(M) (or subsequent amendments).

Summary

This Marine Guidance Note (MGN) is part of a series which gives guidance regarding the application of the Merchant Shipping (Training and Certification) Regulations 1997¹.

In order for the guidance to be easy to use and to keep up-to-date, the individual Parts will retain the same Part number but the MGN number may change if and when revisions are necessary. The front sheet of any revised Part will list the latest MGN numbers. Any reference to "Part" in this Note relates to this series of Guidance Notes as listed below.

Key Point

This Part gives information and guidance regarding the mandatory minimum requirements for the training and qualification of officers and ratings on tankers, ro-ro passenger ships, other passenger ships and high speed craft.

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¹ SI 1997/348 as amended by SI 1997/1911

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All references to "Parts" in this document are to other Parts of this series of Training and Certification Guidance Notes

1.0 Introduction

1.1 The Merchant Shipping (Training and Certification) Regulations 1997 (the Regulations) implement in the United Kingdom some of the requirements of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended in 1995 (STCW 95)², and its associated Code (STCW Code). The Regulations apply the STCW 95 requirements regarding the training of personnel on tankers, ro-ro passenger ships and other passenger ships registered in the United Kingdom. The High Speed Craft Code² specifies requirements for training and type rating certification for personnel on High Speed Craft.

TANKERS

2.0 Tanker Familiarisation Training

2.1 **Ratings** assigned specific duties and responsibilities related to cargo or cargo equipment (eg pumpman) and **all officers** on tankers are required to have completed:

- .1 at least 3 months of seagoing service on tankers in order to acquire adequate knowledge of safe operational practices; **or**
- .2 a tanker familiarisation training programme approved by the Maritime and Coastguard Agency (MCA) covering the syllabus given in **paragraphs 2 to 7 of section A-V/1 of the STCW Code; or**
- .3 at least 30 days service under the supervision of qualified officers on a tanker of less than 3000 gt engaged on voyages not exceeding 72 hours.

2.2 In addition to the above, ratings are required to undertake the advanced fire fighting training programme specified in **section A-VI/3 of the STCW Code**.

3.0 Specialised Tanker Training

3.1 Oil Tankers

3.1.1 In addition to the requirements in paragraph 2.1 above, masters, chief engineer officers, chief mates, second engineer officers and any person, such as a cargo officer or cargo engineer officer, with immediate responsibility for loading, discharging and care in transit or handling of cargo in an oil tanker, are required to have completed:

- .1 an MCA-approved specialised oil tanker training programme covering the syllabus in **paragraphs 8 to 14 of section A-V/1 of the STCW Code; and**
- .2 at least 3 months sea service on an oil tanker.

3.2 Chemical Tankers

3.2.1 In addition to the requirements in paragraph 2.1 above, masters, chief engineer officers, chief mates, second engineer officers and any person, such as a cargo officer or cargo engineer officer, with immediate responsibility for loading, discharging and care in transit or handling of cargo in a chemical tanker are required to have completed:

² Available from the Publications Department, The International Maritime Organization, 4 Albert Embankment, London, SE1 7SA

- .1 an MCA-approved specialised chemical tanker training programme covering the syllabus in **paragraphs 15 to 21 of section A-V/1 of the STCW Code**; *and*
- .2 at least 3 months sea service on a chemical tanker.

3.3 Liquefied Gas Tankers

- 3.3.1 In addition to the requirements in paragraph 2.1 above, masters, chief engineer officers, chief mates, second engineer officers and any person, such as a cargo officer or cargo engineer officer, with immediate responsibility for loading, discharging and care in transit or handling of cargo in a liquefied gas tanker (LPG & LNG) are required to have completed:
- .1 an MCA-approved specialised liquefied (gas tanker training programme covering the syllabus in **paragraphs 22 to 34 of section A-V/1 of the STCW Code**; *and*
 - .2 at least 3 months sea service on a liquefied gas tanker.

3.4 Multiple Endorsements

- 3.4.1 Where endorsements for service on a second or third type of tanker are sought, the requirement for 3 months sea service on the specific type of tanker may be substituted by successful completion of 28 days approved shipboard training, involving at least one loading and one discharging operation.

3.5 Tankers of less than 3000 gt engaged on voyages not exceeding 72 hours

- 3.5.1 Candidates for a first tanker endorsement serving on tankers of less than 3000 gt engaged on voyages not exceeding 72 hours may, as an alternative to the Familiarisation and Specialised Training in paragraphs 2 and 3 above, complete:-
- .1 an approved specialised tanker training programme appropriate to the type of tanker, i.e. oil, chemical or liquefied gas; *and*
 - .2 a period of 28 days approved shipboard training on that type of tanker, involving at least 4 loading and 4 discharging operations

4.0 Certificates and Endorsements

- 4.1 **Officers** meeting the requirements of paragraph 3 above should have their certificates of competency, certificates of equivalent competency or certificates of service (until 31.1.2002) endorsed by the MCA for service on the appropriate type of tanker(s) (see paragraph 13 for application procedure).
- 4.2 Officers who hold non-UK certificates of competency may obtain tanker endorsements (as separate documents) if they undertake a UK approved relevant tanker training programme and produce evidence of required sea service on tankers. Applications should be made in accordance with the procedure at paragraph 8 below. The issue of such endorsements will not imply recognition by the UK of these officers' certificates of competency.
- 4.3 **Ratings and officers** meeting the requirements of Tanker Familiarisation Training only, should submit the evidence to an MCA Marine Office where their discharge books will be appropriately endorsed. Those not in possession of a UK discharge book may be issued with a Tanker Familiarisation certificate as per the attached specimen at Annex 1.
- 4.4 The requirements of paragraphs 2.1 and 3 above must be completed within the five year period prior to the date of application for an endorsement or Tanker Familiarisation certificate.

4.5 Revalidation

4.5.1 In addition to the general requirements for revalidation of a certificate of competency, (detailed in Part 9), a tanker endorsement will be revalidated provided the holder can provide evidence of the following service in the preceding 5 years:

- .1 at least 3 months, which need not be continuous, on any type of tanker; *or*
- .2 at least 6 months on a storage tanker, barge or terminal engaged in operations involving loading or discharging of tankers.

4.5.2 If this evidence cannot be provided, the tanker (or dangerous cargo) endorsement will be withdrawn. Before it can be re-issued, the applicant will be required to complete:

- .1 the relevant specialised tanker training programme as described in paragraph 3 above; or
- .2 14 days supervised ship-board training in a supernumerary capacity in the relevant type of tanker.

RO-RO PASSENGER SHIPS

5.0 Introduction

5.1 Whilst STCW 95 requirements regarding the training of personnel on seagoing ro-ro passenger ships and other passenger ships apply to personnel on those ships which are engaged only on international voyages, the Regulations apply the STCW 95 requirements to all United Kingdom seagoing ro-ro passenger ships **irrespective of the type and area of voyage undertaken**.

5.2 STCW 95, which came into force on 1 February 1997, introduced special training requirements for seafarers on seagoing ro-ro passenger ships. In addition, recent amendments to Regulation V/2 of STCW 95 relating to approved crisis management and human behaviour training were adopted by the International Maritime Organisation, and entered into force on 1 January 1999. All these training requirements are described below.

6.0 General Training Requirements

6.1 Prior to being assigned shipboard duties, masters, officers, ratings and other personnel with responsibility for guidance of passengers in an emergency on a ro-ro passenger ship, are required to undertake appropriate training (which does not require MCA approval), as follows:

- .1 all personnel **providing a direct service to passengers**, including those working in shops, bars and restaurants, are required to be able to communicate effectively between themselves and with passengers during an emergency, as detailed in **paragraph 3 of section A-V/2 of the STCW Code**, and be able to demonstrate the correct donning of lifejackets;
- .2 all personnel designated **on muster lists** to assist passengers in an emergency, are required to complete crowd management training as described in **paragraph 1 of section A-V/2 of the STCW Code**. This essentially practical training can readily be provided on board ship and can be kept up to date through regular drills. This will enable the STCW 95 requirement for refresher training at 5 yearly intervals to be met;
- .3 all personnel with **responsibilities related to loading ro-ro cargo and securing for sea** are required to be sufficiently familiar with the design and operational limitations affecting ro-ro passenger ships and the tasks detailed in **paragraph 2 of section A-V/2 of the STCW Code**. The practical elements of training required could be undertaken on board under supervision. An element of formal instruction is also considered appropriate to ensure attainment of the abilities necessary to meet **all** of the requirements specified in the paragraph.

6.2 In line with the responsibilities of companies required by STCW 95, and provisions in the International Safety Management Code (ISM)², records should be maintained and documentary evidence provided to any person meeting the appropriate standard, indicating the date the standards were met.

7.0 Approved Training Requirements

7.1 Prior to being assigned shipboard duties, masters, chief engineer officers, chief mates, second engineer officers and persons having immediate responsibility on ro-ro passenger ships for:

- .1 embarking and disembarking passengers;
- .2 loading, discharging or securing of cargo; *and*
- .3 closing hull openings,

are required to successfully complete MCA-approved training in passenger safety, cargo safety and hull integrity specified in **paragraph 4 of section A-V/2 of the STCW Code**, which extends the knowledge required for those with responsibilities under paragraph 6.1.3 above and includes more detailed training in the specialist requirements applying to ro-ro passenger ships.

7.2 Masters, chief mates, chief engineer officers, second engineers officers and any person having responsibility for the safety of passengers in emergency situations on board ro-ro passenger ships shall have completed MCA-approved training in crisis management and human behaviour as specified in **paragraph 5 of section A-V/2 of the STCW Code**, which extends the crowd management training and safety training required in paragraphs 1 and 3 of section A-V/2. This training requirement came into force on 1 January 1999.

7.3 The training in paragraphs 7.1 and 7.2 above may be carried out in-house or in conjunction with external training providers. Training elements referred to in paragraph 6.1.2, 7.1 and 7.2 above must be undertaken once every 5 years or evidence produced of having achieved the required standard by way of initial training followed by at least 3 months service in every five years in the relevant type of ships.

7.4 Part 12 of this series of guidance notes gives detailed guidance on the safety training requirements for concessionaires working on passenger ships.

PASSENGER SHIPS OTHER THAN RO-RO SHIPS

8.0 Introduction

8.1 The introduction of a new Regulation V/3 in STCW 95 relating to the minimum requirements for the training and qualifications of personnel on passenger ships **other than** ro-ro passenger ships engaged on international voyages, was recently adopted by the International Maritime Organisation and entered into force on 1 January 1999. The requirements of Regulation V/3 are described below.

9.0 General Training Requirements

9.1 Prior to being assigned shipboard duties, masters, officers, ratings and other personnel with responsibility for guidance of passengers in an emergency on passenger ships other than ro-ro passenger ships engaged on international voyages are required to undertake appropriate training (which does not require MCA approval), as follows:

- .1 all personnel **providing a direct service to passengers**, including those working in shops, bars and restaurants, are required to be able to communicate effectively between themselves and with passengers during an emergency, as detailed in **paragraph 3 of section A-V/3 of the STCW Code**, and be able to demonstrate the correct donning of lifejackets;
- .2 all personnel designated **on muster lists** to assist passengers in an emergency, are required to complete crowd management training as described in **paragraph 1 of section A-V/3 of the STCW Code**. This essentially practical training can readily be provided on board ship and can be kept up to date through regular duties. This will enable the STCW 95 requirement for refresher training at 5 yearly intervals to be met;

- 3 all personnel assigned **specific duties and responsibilities on board** (such as those related to design and operational limitations of the ship) are required to be sufficiently familiar with the special nature of passenger ships and the tasks detailed in **paragraph 2 of section A-V/3 of the STCW Code**. The practical elements of training required could be undertaken on board under supervision.
- 9.2. In line with the responsibilities of companies required by STCW 95 and provisions in the ISM Code, documentary evidence should be provided to any person meeting the appropriate standard, indicating the date that the standards were met. Records should be maintained and be made available on request to any authorised person.

10.0 Approved Training Requirements

- 10.1 Masters, chief mates and all persons assigned immediate responsibility for embarking and disembarking passengers are required to complete MCA-approved training in passenger safety as specified in **paragraph 4 of section A-V/3 of the STCW Code**, which extends the knowledge required under paragraph 9.1.3.
- 10.2 Masters, chief mates, chief engineer officers, second engineer officers and all persons having responsibility for the safety of passengers in emergency situations on board passenger ships are required to complete MCA-approved training in crisis management and human behaviour as specified in **paragraph 5 of A-V/3 of the STCW Code**, which extends the crowd management and safety training required under paragraphs 9.1.1 and 9.1.2 above.
- 10.3 The training in paragraphs 10.1 and 10.2 above may be carried out in-house or in conjunction with external training providers. Training elements referred to in paragraphs 9.1.2, 10.1 and 10.2 above must be undertaken once every 5 years or evidence produced of having achieved the required standard by way of initial training followed by at least 3 months service in every 5 years in the relevant type of ships.

11.0 Use of Common Certificates

- 11.1 The training requirements for ro-ro passenger ships, being more comprehensive than for non ro-ro passenger ships, will be acceptable for service on non ro-ro passenger ships (subject to completion of ship specific training).

HIGH SPEED CRAFT

12.0 Training Requirements

- 12.1 These are set out in detail in MSN 1740(M) and MGN 26(M) (or any subsequent amendments) but are summarised below.

12.2 Type Rating Certificates

- 12.2.1 In addition to a valid certificate of competency, and as applicable, the requirements of paragraphs 5 - 11 above, the master and all officers having an operational role serving on High Speed Craft (HSC) are required to hold a valid Type Rating Certificate (TRC) complying with the requirements of Chapter 18.3 of the International Code of Safety for High Speed Craft (HSC Code²). HSC operators are responsible for ensuring that appropriate approved training is given to personnel so that they may qualify for the issue of a TRC.
- 12.2.2 Type Rating Certificates are issued by the approved organisations providing the training, but must be endorsed by the MCA and require revalidation at intervals of not more than 2 years. The approved training required by the HSC Code includes knowledge of the craft's propulsion and control systems, handling characteristics, communication and navigation procedures, intact stability, and survivability of the craft.
- 12.2.3 **Engineer** officers serving on HSC with gas turbine propulsion may hold either motor, steam or combined certificates of competency. In addition, senior engineer officers specified in the vessel's Safe Manning Document are required to hold a certificate attesting to the completion of an approved gas turbine training programme for the machinery on their vessel.

12.2.4 **Ratings** serving on HSC are required to be trained to meet the requirements of paragraphs 6 to 12 of Chapter 18.3.3 of the HSC Code. These include knowledge of the location and use of all items listed in the training manual e.g. escape routes, life-saving appliances, fire protection and fire-extinguishing appliances and cargo securing systems. This training can be included in training meeting the requirements of paragraphs 5 and 6 above.

13.0 Application Procedure

13.1 **Approval of Training Programmes** - All requests for MCA approval of training programmes required under this Note by companies or training organisations should be addressed to the Surveyor in Charge of the local MCA Marine Office.

13.2 Applications for:

- .1 Tanker Endorsements (using form MSF 4210 which gives details of the documentation to be included with the application) *and*
- .2 endorsement of Type Rating Certificates

should be sent to the MCA at the address given in the introduction to this Guidance Note. Forms are available from that address or from any MCA Marine Office.

14.0 Further Advice

14.1 Further information if required may be obtained from the MCA at any Marine Office or the address given at the beginning of this MGN.

