

**[ MIA STCW Circular No. 2014-06, November 17, 2014 ]**

**RULES FOR THE ISSUANCE AND REVALIDATION OF  
CERTIFICATES OF PROFICIENCY UNDER THE RELEVANT  
PROVISIONS OF CHAPTER II, III, V AND VI OF THE 2010  
MANILA AMENDMENTS TO THE INTERNATIONAL CONVENTION  
ON STANDARDS OF TRAINING, CERTIFICATION AND  
WATCHKEEPING FOR SEAFARERS (STCW) 1978**

*Adopted: 17 November 2014*

*Date Filed: 28 January 2015*

Pursuant to Republic Act 10635 and its Implementing Rules and Regulations (IRR) and the 1978 International Convention on Standards of Training, Certification and Watchkeeping (STCW), as amended, the following rules shall be adopted:

**1. OBJECTIVE**

- 1.1 To prescribe standards and procedures in the issuance and revalidation of Certificate of Proficiency (COP) under the STCW Convention, or any documentary evidence related thereto; and
- 1.2 To ensure complete, effective and timely compliance with the 1978 STCW Convention, as amended;

**2. COVERAGE**

All seafarers serving or intending to serve in certain functions on board ship required to carry a Certificate of Proficiency (COP) or documentary evidence, in accordance with the requirements of Chapter II, III, V and VI of the 2010 Manila Amendments to the STCW Convention.

**3. DEFINITIONS**

For the purpose of this Circular, in addition to the terms defined under STCW Circular No. 2014-01 and the IRR of Republic Act No. 10635, the following terms shall be defined as follows:

- 3.1 "STCW Code" refers to the Seafarers' Training, Certification and Watchkeeping Code, as adopted by the 2010 STCW Conference, except as otherwise expressly stated;
- 3.2 "Certificate of Proficiency" (COP) means a certificate, other than a certificate of competency, issued to a seafarer by or under the authority of the Administration, stating that the relevant requirements of training competencies or seagoing service under the STCW Convention have been met;
- 3.3 "Evidence of having achieved the required standard of competence"

means proof that the candidate for certification has attained the standard to the satisfaction of the Administration with the methods for demonstrating competence and criteria for evaluating of competence tabulated in Column 3 and 4 of Table of Competencies of the STCW Code.

- 3.4 "Evidence of having maintained the required standard of competence" means proof that the candidate for certification has continued to possess the competence as per the standard to the satisfaction of the Administration, in accordance with Sections A-VI/1, A-VI/2 and A-VI/3, of the STCW Code, as applicable.
- 3.5 "Continued professional competence" means the state of maintaining professional competence as established by any of the modes prescribed by Section A-I/11 of the STCW Code.
- 3.6 "Seafarer" means any person who is employed, engaged or working in any capacity on board a ship to which the Convention applies.
- 3.7 "Existing Seafarer" means a seafarer who holds a valid certificate issued and recognized under any provisions of the STCW Convention.
- 3.8 "New Seafarer" means a seafarer who is newly qualified for the issuance of a certificate under the relevant provisions of the STCW Convention, and who was not previously qualified and certificated under any of those provisions.
- 3.9 "Returning seafarer" means a seafarer who was previously certificated under the relevant provisions of the STCW Convention, intending to return to sea after along period ashore, but lacking the approved seagoing service, performing functions appropriate to the certificate held for a period of at least twelve (12) months during the preceding five years, or three (3) months during the preceding six months.
- 3.10 "Approved in-service experience ashore" means experience acquired other than while serving on board ship relevant to specific competencies for the purpose of issuance or revalidation of certificates under STCW, as established and recognized by the Administration.
- 3.11 "Medical certificate" means a certificate issued in accordance with the applicable provisions of Regulation 1/9 (Medical Standards) of the STCW Convention, on the standards of medical fitness, and is valid for a maximum period of two years, unless the seafarer is under the age of 18, in which case the validity shall be one year.
- 3.12 "Refresher training" means an approved training program so structured as to ensure that an existing seafarer achieves the required standard of competence at intervals of five (5) years, in accordance with Regulation I/11 of the STCW Convention.
- 3.13 "Updating training" means an approved training program so structured as to ensure that the knowledge of an existing seafarer is in accordance with and includes the changes in national and international regulations concerning the safety of life at sea, security and the protection of the marine environment and any update or revision of the standard of competence concerned.
- 3.14 "Revalidation of a certificate" means establishing continued professional competence in accordance with Regulation I/11 or maintaining the required standards of competence in accordance with Sections A-VI/1 to A-VI/3, and other regulations, as applicable.
- 3.15 "Assessment of competence" is the process of evaluating evidence of competence through one or more of the methods for demonstrating competence and criteria for evaluating of competence tabulated in Column 3 and 4 of Table of Competencies of the STCW Code, as amended, as established by the Administration.

#### **4. GENERAL PROVISIONS**

- 4.1 Revalidation of certificates under Regulation V/1-1 for Masters and Officers shall be in accordance with the applicable provisions of Regulations I/9, I/11 and I/15 of the STCW Convention.
- 4.2 Revalidation of certificates under Chapter II, III and VI for existing seafarers and returning seafarers shall be in accordance with the specific regulations for the certificates being applied for and the applicable provisions of Regulations I/9 and I/15 of the STCW Convention.
- 4.3 Issuance of certificates for a new seafarer shall be in accordance with the specific regulations for the certificates being applied for and the applicable provisions of Regulations I/2, I/9 and I/15 of the STCW Convention.
- 4.4 The approved Training Record Book (TRB) is a documentary evidence showing that the standard of competence required under the STCW Convention have been met and demonstrated on board, as established and approved by the Administration.
- 4.5 The Administration shall continue to renew, revalidate and recognize certificates issued under the provisions of the STCW Convention, as amended in 1995, until December 31, 2016, and shall be valid until such date only.
- 4.6 Certificates issued by the approved/recognized training provider or Maritime Training Institution (MTI) under the authority of another Party may be issued a COP by this Administration, subject to additional verification requirements and standards and guidelines set by this Administration.
- 4.7 COP issued under Regulations V/1-1 and V/1-2 (Masters and Officers on tankers), VI/1, VI/2 and VI/3 of the STCW Convention shall be revalidated every five (5) years. The validity of such COP shall coincide with the validity of the Certificate of Competency (COC) issued under Regulations II/1, II/2, II/3, III/1, III/2, III/3, III/6, IV/2 or VII/2, as appropriate.
- 4.8 Refresher training is an approved training program which is shorter than the full training program, but covers all the competencies and tasks, and is in accordance with the methods for demonstrating competence set forth in the Table of Competencies under Column 3 of the STCW Code.
- 4.9 Updating training and assessment of competence related thereto shall be aligned with the competencies as required by the STCW 2010 Manila Amendments.
- 4.10 Valid COPs issued under the provisions of the STCW Convention, as amended in 1995, shall continue to be recognized and may be

revalidated, under the provisions in which the seafarer has been determined to be compliant.

- 4.11 Seafarers applying for revalidation of certificates issued under regulations VI/1, VI/2 and VI/3 of the STCW Convention shall be required to provide evidence of having maintained the required standard of competence.
- 4.12 Evidence of having achieved the required standard of competence shall be required for all issuances of COP in any of the following:
- .1 a new seafarer under the relevant provisions of the STCW Convention; or
  - .2 an existing seafarer seeking new or additional certification; or
  - .3 a returning seafarer; or
  - .4 a seafarer under Regulation V/2 (Special Training Requirements on Passenger Ships); or
  - .5 as required by the STCW, or other national or international legislation.
- 4.13 Seafarers meeting the requirements of Regulation II/5, Paragraph 6 of the STCW Convention, or Regulation II/5, Paragraph 2 of the STCW Convention and Section A-II/5 of the STCW Code, shall be issued a COP as Able Seafarer Deck.
- 4.14 Seafarers meeting the requirements of Regulation III/5, Paragraph 4 of the STCW Convention, or Regulation III/5, Paragraph 2 of the STCW Convention and Section A-III/5 of the STCW Code, shall be issued a COP as Able Seafarer Engine.
- 4.15 Seafarers meeting the requirements of Regulation III/7, Paragraph 4 of the STCW Convention, or Regulation III/7, Paragraph 2 of the Convention and Section A-III/7 of the STCW Code, shall be issued a COP as Electro- Technical Rating.
- 4.16 Under any provisions of the STCW Convention, there is no retraining. In certain specific instances under the Regulations, there may be Refresher or Updating Training, and/or Assessment of Competence.
- 4.17 A returning seafarer who has not been onboard for a total accumulated period of twelve (12) months in the last five years, or three (3) months in the last six months shall undergo Refresher and/or Updating Training, as appropriate, and Assessment of Competence.
- 4.18 For the purpose of revalidation of certificates only, seafarers performing functions considered to be equivalent to approved seagoing service may provide documentary evidence of in-service experience ashore or otherwise, relating to specific competencies on board, where the nature of such functions require, by regulation, an equivalent level of competency to perform on board ships, under the following conditions:
- .1 Every two (2) days of in-service experience ashore is equivalent to one (1) day of sea going service (2 to 1 ratio);
  - .2 Such may be used only for the required total accumulated period of twelve (12) months in the last five years of actual seagoing service,