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No: 021/ENS/DOS Notice/Circular/Part-1/2237

Date: 05-04-2018

DoS Circular

**Procedure for Revalidation of Certificate of Proficiency (CoP) and duration of Training Courses in accordance with the requirements of STCW Convention as amended in 2010 (STCW 2010).**

As per the requirements of STCW 2010, Regulation I/11, Paragraph 4 and 5, each Party to STCW Convention is required to compare the standards of competence which is required of candidates for certificates under STCW 1995 with those specified for the appropriate certificate in Part A of the STCW Code, as amended in 2010, and shall determine the need for requiring the holders of such certificates to undergo appropriate refresher and updating training or assessment.

Further, the Party to the STCW Convention shall, in consultation with those concerned, formulate or promote the formulation of a structure of refresher and updating courses as provided for in Section A-I/11 of the STCW Code.

The refresher and updating training course (for Revalidation/Up-gradation) required by regulation I/11 shall be approved and include changes in relevant national and international regulations concerning the safety of life at sea (SOLAS 1974), security and the protection of marine environment and take account of any updating of the standard of competence concerned.

Revalidation of a certificate (CoC or CoP) means:

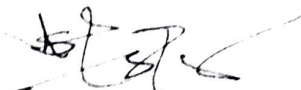
Establishing continued professional competence in accordance with the regulation I/11 (updating)

AND/OR

Maintaining the required standard of competence in accordance with sections A-VI/1 (basic survival & safety trainings), A-VI/2 (advanced survival trainings) & A-VI/3 (advanced Fire Fighting Training), as applicable, and seafarers shall provide evidence of having maintained the required standard of competence every five (5) years (refreshing).

Procedure mentioned in this circular shall be followed in Bangladesh for revalidation of Certificate of Proficiency (CoP).

In case of any confusion or clarification the Controller of Maritime Education (CME) of the Department of Shipping may be contacted.

  
Commodore Syed Ariful Islam, (TAS), ndc, psc, BN  
Director General

Annexure: Procedure for revalidation of CoP and Duration of Training Courses

## Procedure for Revalidation of Certificate of Proficiency (CoP) and Duration of Training Courses

### **Refresher training courses**

- 1 Refresher training course is required for the below courses (every 5 years)
  - .1 Personal Survival Technique (PST) - STCW A-VI/1-3
  - .2 Fire Prevention & Fire Fighting (FPFF) - STCW A-VI/1- 3
  - ~~.3 Proficiency in Survival Craft & Rescue Boat (PSCRB) - STCW A-VI/2-5~~
  - .4 Advance Fire Fighting (AFF) - STCW A-VI/3-5
  - .5 For working onboard passenger ships- STCW Reg. V/2-4
  - .6 Medical First Aid (MFA) – MLC B4.1.1-3
  - .7 Medical Care (Medicare) – MLC B4.1.1-3
- 2 There will be an oral assessment by DoS examiner after attending relevant refresher training course and making application for the revalidation of CoP.

### **Updating training courses**

- 3 Updating course is required for the below courses  
(only once to update from STCW 1995 to STCW 2010)
  - .1 Personal Safety and Social Responsibility (PSSR) – STCW Reg. I/11-6 and STCW A-1/11-2
  - .2 Ship Security Officer (SSO) - STCW Reg. I/11-6 and STCW A-1/11-2
- 4 There will be an oral assessment by DoS examiner after attending relevant updating training course and making application for the revalidation of CoP.

Note: Seafarers holding SSO certificate do not require to have SAT/DSD certificate.

### **Completion of approved seagoing service**

- 5 No refresher course is required but approved seagoing service is required as stated below for revalidation of updated PSSR, SSO and for all other CoPs, except courses mentioned in paragraphs 1 and tanker courses mentioned in paragraph 7.
- 6 For revalidation of updated PSSR, SSO and for all other CoPs, sea service required as follows:
  - .1 The candidate shall have at least 12 (twelve) month sea service in certificate related capacity and function or capacity and function one rank below the certificate within preceding 5 years; or within preceding 6 months before the revalidation of the certificate, shall have at least 3 month sea-service in certificate related capacity and function.
  - .2 If there is no evidence of required sea service in preceding five years, the candidate must attend the full training course for revalidation of the CoP.
  - .3 Testimonial/documentary evidence stating, inter alia, the type of vessel, type of cargo carried, candidate's functions on board etc must be submitted with the record of sea service. Testimonial /documentary evidence shall be issued by the Master/Chief Engineer of the vessel (as appropriate) or by the technical manager/superintendent of

the vessel. Seafarers who will sign off from ships before 01 MAY 2018 can provide testimonial/documentary evidence from the relevant manning agent if the testimonial/documentary evidence not obtained from ship/technical manager/superintendent.

**Completion of approved training course**

- 7 For revalidation of basic and advance tanker (oil/chemical/gas) CoP obtained before 1<sup>st</sup> January 2013, the seafarer must attend the relevant full training course approved by the DoS. Thereafter, for any revalidation, required sea service is applicable as stated in paragraph 6 above.

**Fee paid to DoS for revalidation of CoP**

- 8 After submission of documents and fee for revalidation of CoP, if the documents are not found in order, the fee will remain valid only for 15 working days until the proper documents would be submitted. Full fee to be paid again for processing the documents after 15 working days of submitting the first application for revalidation of CoP.

**Hours/day(s) of training course for issuance of CoP**

- 9 The list of training courses required for issuance of CoP with required training hours/days are given on the next page.
- 10 In the case of any CoP already issued with less number of hours/day(s) than mentioned in the below list until publishing this circular, then the CoP will be considered to be valid for the purpose of its revalidation.

### Duration of training courses for issuance of CoP

#### Basic Courses:

S No	Name of Courses	Required for	Model Course	Duration
1.	Personal Safety and Social Responsibility (PSSR)	All seafarers	1.21	20hours/3 days
2.	Elementary First Aid (EFA)	All seafarers	1.13	15 hours/3 days
3.	Personal Survival Technique (PST)	All seafarers	1.19	14 hours/3 days
4.	Fire Prevention and Fire Fighting (FPFF)	All seafarers	1.20	15 hours/3 days
5.	Basic Training for Oil and Chemical Tanker Cargo Operation (Basic Oil & Chemical)	Seafarers on board tankers	1.01	40 hours/5 days
6.	Basic Training for Liquefied Gas Cargo Operation (Basic Gas)	Seafarers on board tankers	1.04	30 hours/4 days

#### Advance Courses:

1.	Proficiency in Survival Craft & Rescue Boat (PSCRB)	Class 3 D + E	1.23	31 hours/5 days
2.	Proficiency in Rescue Boat	Class 3 D + E	1.24	24 hours/3 days
3.	Advanced Fire Fighting (AFF)	Class 3 D + E	2.03	29 hours/5 days
4.	Medical First Aid (MFA)	Class 3 D + E	1.14	30 hours/4 days
5.	Medical Care on board ships (Medicare)	Class 2 Deck	1.15	46 hours/6 days
6.	GMDSS - GOC	Class 3 Deck	1.25	108 hours/14 days
7.	GMDSS - ROC	Class 5 Deck	1.26	51 hours/6 days
8.	Advanced Training for Oil Tanker Cargo Operation	Seafarers on board tankers	1.02	60 hours/8 days
9.	Advanced Training for Chemical Tanker Cargo Operation	Seafarers on board tankers	1.03	60 hours/8 days
10.	Advanced Training for Liquefied Gas Tanker Cargo Operation	Seafarers on board tankers	1.05	60 hours/8 days
11.	Oil Tanker Cargo & Ballast Handling Simulator	As required	2.06	30 hours/4 days
12.	Chemical Tanker Cargo & Ballast Handling Simulator	As required	1.37	30 hours/4 days
13.	Training Course for Instructors and Assessors	MET Instructors	6.09 & 3.12	14 days

#### Security Courses:

1.	Security Awareness Training for all Seafarers (SAT)	All seafarers	3.27	7 hours/1 day
2.	Security Training for Seafarers with Designated Security Duties (DSD)	All seafarers	3.26	11 hours/2 days
3.	Ship Security Officer (SSO)	Class 3 Deck	3.19	16 hours/3 days

#### Other Deck Training Courses:

1.	Efficient Deck Hand	Class 3 Deck	DoS	36 hours/5 days
2.	Operational Use of ECDIS - DoS	Class 3 Deck	1.27	40 hours/5 days

	Radar Navigation at Operational Level (RNOL)	Class 3 Deck	1.07	79 hours/10 days
	Radar Navigation at Management Level (RNML)	Class 2 Deck	1.08	38 hours/5 days
5.	Navigational Aid and Electronic Navigation System (NAENS)	Class 3 Deck	DoS	18 hours/3 days
6.	Ship Simulator & Bridge Teamwork	Class 2 Deck	1.22	40 hours/5 days
7.	Bridge Resource Management and Application of Leadership & Teamworking Skill (BRMLT-OP)	Class 3 Deck	A-II/1 Page 101 + 1.39	20 hours/3 days
8.	Bridge Resource Management and Application of Leadership & Managerial Skill (BRMLM-ML)	Class 2 Deck	A-II/1 Page 101 + 1.39	35 hours/5 days

#### Other Engine Training Courses:

1.	Engine Room Simulator (ERS) Operation Level	Class 3 Engine	2.07	40 hours/5 days
2.	Engine Room Simulator (ERS) Management Level	Class 2 Engine	2.07	80 hours/10 days
3.	High Voltage Power System – Operation Level (HVOL)	Class 3 Engine	A-III /1,2& 3	7 hours/1 day
4.	High Voltage Power System – Management Level (HVML)	Class 2 Engine	A-III /1,2& 3	35 hours/5 days
5.	Engine Room Management and Use of Leadership and Teamworking Skill (ERMLT)	Class 3 Engine	A-III/1 Page 143 + 1.39	20 hours/3 days
6.	Engine Room Management and Use of Leadership and Managerial Skill (ERMLM)	Class 2 Engine	A-III/1 Page 143 + 1.39	35 hours/5 days

#### Updating Training Courses:

1.	Personal Safety and Social Responsibility (PSSR)	All seafarers	STCW-I/11	3.5 hours
2.	Ship Security Officer (SSO)	All officers	STCW-I/11	3 hours

#### Refresher Training Courses:

1.	Personal Survival Technique (PST)	All seafarers	STCW-I/11	4 hours
2.	Fire Prevention & Fire Fighting (FPFF)	All seafarers	STCW-I/11	4 hours
3.	Advance Fire Fighting (AFF)	All seafarers	STCW-I/11	7 hours
4.	Proficiency in Survival Craft & Rescue Boat (PSCRB)	Class 3 D + E	STCW-I/11	6 hours
5.	Medical First Aid (MFA)	Class 3 D + all Engine officer	STCW-I/11	3 hours
6.	Medical Care (Medicare)	Class 1 & 2 Deck	STCW-I/11	3 hours