

INFORMATION BULLETIN No. 262**GUIDANCE ON THE IMPLEMENTATION OF THE MANILA AMENDMENTS
TO THE STCW CONVENTION**

This Bulletin provides information on the certification and training requirements for seafarers engaged on Barbados registered vessels.

Documents referred to in this bulletin notice:

International Convention on Standards of Training, Certification and Watch-keeping for Seafarers, up to and including the 2010 Manila Amendments (STCW Convention);

Seafarers' Training, Certification and Watch-keeping Code, as amended (STCW Code);

STCW.7/Circ.16: Clarification of transitional provisions relating to the 2010 Manila Amendments to the STCW Convention and Code;

Barbados Endorsement Application Process;

Minimum Safe Manning Requirements.

Most regulations and bulletins are available on the BMSR website: www.barbadosmaritime.org or by contacting registry@barbadosmaritime.com.

Introduction:

The STCW Convention establishes basic requirements on training, certification and watch-keeping for seafarers on an international level. A comprehensive review of the STCW Convention (known as the Manila Amendments) adopted a significant number of amendments including new requirements for: training and certification, hours of work and rest, prevention of drug and alcohol abuse and medical fitness standards for seafarers.

1. Application

Manning and STCW Regulations apply to all seafarers working on a Barbados registered ship and it is the responsibility of the Shipowner/operator to ensure the requirements are being met. The Regulations implement the STCW Convention up to and including the 2010 Manila Amendments and require all seafarers to be assigned for service on a ship in accordance with the requirements of the STCW Convention.

2. Barbados endorsement requirements

Regulation I/10 of the STCW Convention requires a Certificate of Competency (CoC) issued by another Party to a master, officer or radio operator to be recognised by BMSR. Barbados recognises the CoCs of a number of countries and this list of recognised countries is stated on the BMSR website (www.barbadosmaritime.org). The list may be updated from time to time, and the current listing is available on Bulletin 255.

The seafarer's documentation is inspected at BMSR and, if found satisfactory, a Certificate of Receipt of Application (CRA) or a Barbados endorsement recognising the seafarer's CoC is issued. Further information on the Barbados endorsement application process is available on the website.

BMSR no longer issues navigational and engineering watch rating certificates. Seafarers who require these certificates should contact their national issuing authority.

3. Responsibility of the master and the ship-owner/operator

The ship-owner/operator by which is meant the ship-owner, or an authorised representative such as the manager, crewing manager or the bareboat charterer is responsible for the assignment of seafarers for service on Barbados flagged ships in accordance with the provisions of the STCW Convention.

The master and ship-owner/operator must ensure that –

- a. each seafarer assigned to any Barbados registered ship holds an appropriate certificate in accordance with the provisions of the STCW Convention; and
- b. their ships are manned in compliance with the applicable safe manning requirements (further information is stated in Bulletin No. 261).

In addition the ship-owner/operator must ensure that –

- a. seafarers assigned to any of their ships have received refresher and updating training as required by the STCW Convention;
- b. documentation and data relevant to all seafarers employed on their ships are to be maintained and readily accessible at the ship-owner/operator's office (this can be accessed electronically in most cases). This shall include documentation and data relating to the seafarer's:–
 - i. experience;
 - ii. training;
 - iii. medical fitness; and
 - iv. competency in assigned duties.
- c. written instructions are issued to the master regarding setting out the policies and procedures to be followed to ensure that seafarers, on being assigned to any of the ships, are familiarised with the shipboard equipment, operating procedures and other arrangements needed for their specific duties. The policies and procedures shall include an

allocation of a reasonable period of time during which each seafarer will have an opportunity to become acquainted with –

- i. the specific equipment they will be using; and
 - ii. ship-specific watch-keeping safety, environmental protection, security and emergency procedures and arrangements the seafarer needs to know to perform the assigned duties properly;
- d. the ship's complement can effectively coordinate their activities in an emergency situation and in performing functions vital to safety, security and to the prevention or mitigation of pollution; and
- e. at all times on board their ships there shall be effective oral communication in accordance with chapter V, regulation 14, paragraphs 3 and 4 of the International Convention for the Safety of Life at Sea, 1974 (SOLAS), as amended.

4. Dispensations

The Ship Registry may issue a dispensation permitting a specified seafarer to serve on a ship for a specified period not exceeding six months. This will only be issued under the circumstances stated in Article 8 of the STCW Convention. Any requests for a dispensation must be made to registry@barbadosmaritime.com.

5. STCW Convention Chapter II Deck department

All members of the deck department must hold STCW certification relevant to their position on board the ship on which they are serving in accordance with Table 1 below.

Table 1 – Deck department

Capacity STCW	Area limit	Tonnage	Regulation
Master	near-coastal none none	<500 ≥500 up to 3,000 ≥3,000	II/3 II/2 II/2
Chief Mate	None none	≥500 up to 3,000 ≥3,000	II/2 II/2
Officer in charge of a Navigational Watch	near-coastal none none	<500 <500 ≥500	II/3 II/3 II/1
Rating serving as able seafarer deck	none	≥500	II/5
Rating forming part of a navigational watch	none	≥500	II/4

6. STCW Convention Chapter III Engine Department

All members of the engine department must hold STCW certification relevant to their position on board the ship they are serving on in accordance with Table 2 below

Table 2 – Engine Department

Capacity	Main propulsion power (kW)	STCW Regulation
Chief Engineer	≥750 up to 3,000 ≥3,000	Reg. III/3 Reg. III/2
Second Engineer	≥750 up to 3,000 ≥3,000	Reg. III/3 Reg. III/2
Officer in charge of an engineering watch in a manned engine-room or designated duty engineer in a periodically unmanned engine- room	≥750	Reg. III/1
Rating forming part of an engine-room watch or designated to perform duties in a periodically unmanned engine-room	≥750	Reg. III/4
Ratings serving as able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine-room	≥750	Reg. III/5
Electro-technical officer	≥750	Reg. III/6
Electro-technical rating	≥750	Reg. III/7

7. Requirements for certification of GMDSS radio operators

Every person in charge of or performing radio duties on a ship required to comply with the GMDSS requirements (commercial ships of ≥ 300 GT) shall hold a GMDSS operator's certificate issued in accordance with STCW Reg. IV/2.1

All persons performing radio duties shall be qualified as follows –

- a. ships operating in the A1 sea areas a GMDSS restricted operator's certificate is required; and
- b. ships operating in the A2, A3 and A4 sea areas a GMDSS general operator's certificate is required.

8. Certificates of Proficiency

STCW regulations require that a seafarer assigned to a ship must hold a certificate of proficiency in accordance with the provisions of the STCW Convention. A certificate of proficiency is defined in STCW as – ‘a certificate other than a Certificate of Competency issued to a seafarer, stating that the relevant requirements of training, competencies or seagoing service in the Convention have been met’.

9. Special training requirements for personnel on certain types of ships

The National Administration will either issue a certificate of proficiency for oil, chemical and liquefied gas tankers or endorse the seafarer's existing certificate of competency. In either case the National Administration must be a country on the Barbados list of recognised countries as stated in Bulletin No. 255.

Oil and chemical tanker training and qualifications (STCW Reg. V/1-1)

1. Basic training for oil and chemical tanker cargo operations: Officers and ratings assigned specific duties and responsibilities related to cargo or cargo equipment on oil or chemical tankers shall hold a certificate in basic training for oil and chemical tanker cargo operations.

2. Advanced training for oil tanker cargo operations:

A certificate in advanced training for oil tanker cargo operations or for chemical tankers must be held by masters, chief engineer officers, chief mates, second engineer officers and any person with immediate responsibility for the following –

- a. loading;
- b. discharging;
- c. care in transit;
- d. handling of cargo;
- e. tank cleaning; or
- f. other cargo-related operations on oil/chemical tankers.

Liquefied gas tankers (STCW Reg. V/1-2)

1. Basic training for liquefied gas tanker cargo operations: Officers and ratings assigned specific duties and responsibilities related to cargo or cargo equipment on liquefied gas tankers shall hold a certificate in basic training for liquefied gas tanker operations.
2. Advanced training for liquefied gas tanker cargo operations: A certificate in advanced training for liquefied gas tanker cargo operations must be held by masters, chief engineer officers, chief mates, second engineer officers and any person with immediate responsibility for the following –
 - a. loading;
 - b. discharging;
 - c. care in transit;
 - d. handling of cargo;
 - e. tank cleaning; or
 - f. other cargo-related operations on liquefied gas tankers.

Passenger ships (STCW Reg. V/2)

Additional training is required for personnel serving on passenger ships. The additional training can be arranged on board by the shipowner/operator as long as the training has been approved by BMSR. All approved systems shall be issued with a letter from BMSR confirming that the training system has been approved and this letter must be retained on board as evidence of approval.

The passenger ship training and qualifications is in four elements and must have been completed by the seafarer prior to being assigned shipboard duties –

1. Crowd management (STCW Reg. V/2.4)

This is required for the master, officers, and every other person designated on the muster list as being required to assist passengers in emergency situations. The training is specified in section A-V/2, paragraph 1 of the STCW Code.

2. Safety training (STCW Reg. V/2.5)

This training is for personnel providing direct service to passengers in passenger spaces, and includes training in communication and demonstrating life-saving appliances. The training is specified in section A-V/2, paragraph 2 of the STCW Code.

3. Crisis management and human behaviour training (STCW Reg. V/2.6)

This training is required by the master, chief engineer officers, chief mates, second engineer officers and any person having responsibility for the safety of passengers in emergency situations. The training is specified in section A/2, paragraph 3 of the STCW Code.

4. Passenger safety, cargo safety and hull integrity training (STCW Reg. V/2.7)

This training is for masters, chief engineer officers, chief mates, second engineer officers and any other crew members with immediate responsibility for the safety of passengers in emergency situations embarking and disembarking passengers, loading, discharging or

securing cargo, or closing hull openings. The training is specified in section A-V/2, paragraph 4 of the STCW Code.

Documentary evidence must be available that the training stated above has been completed.

For the training stated in 1, 3, and 4 (above) refresher training must be carried out or evidence must be available that the seafarer has achieved the required standard of competence within the previous 5 years.

10. Standards regarding emergency, occupational safety, security, medical care and survival functions

Safety familiarisation training (STCW reg. VI/1)

All persons employed or engaged on a ship must receive approved safety familiarisation training in personal survival techniques before being assigned any shipboard duties. This training applies to all seafarers including contractors but does not apply to passengers. This training will normally be conducted by the ship's safety officer although it will be for each ship-owner/operator to determine the system to be used in each ship. The familiarisation training should be clearly stated in the vessel's safety management system and must be readily accessible for inspection by a port or flag State inspector in order to verify compliance with STCW reg. VI/1.

The extent of familiarisation training must ensure that each person is able to –

1. communicate with other persons on board on elementary safety matters and understand safety information symbols, signs and alarm signals;
2. know what to do if –
 - a. a person falls overboard;
 - b. fire or smoke is detected; or
 - c. the fire or abandon ship alarm is sounded;
3. identify muster and embarkation stations and emergency escape routes;
4. locate and don lifejackets;
5. raise the alarm and have basic knowledge of the use of portable fire extinguishers;
6. take immediate action upon encountering an accident or other medical emergency before seeking further medical assistance on board; and
7. close and open the fire, weather-tight and watertight doors fitted in the particular ship other than those for hull openings.

Basic training (STCW Reg. VI/1)

The STCW Convention requires that all seafarers engaged in any capacity on board the ship on the business of the ship as part of the ship's complement with designated safety or pollution prevention duties in the operation of the ship shall, before being assigned to any shipboard duties, receive appropriate approved basic training or instruction in –

1. personal survival techniques (STCW A-VI/1.2.1.1);
2. fire prevention and fire-fighting (STCW A-VI/1.2.1.2);
3. elementary first aid (STCW A-VI/1.2.1.3); and
4. personal safety and social responsibilities (STCW A-VI/1.2.1.4).

BMSR considers that this applies to all persons stated on the Minimum Safe Manning Document and includes catering staff, cadets and trainees. Supernumerary personnel, spouses and contractors are not required to undertake this training.

For passenger ships this training is required for all crew with designated duties and who are listed as “additional personnel” on the Minimum Safe Manning Document.

Refresher training

The Manila Amendments introduce the requirement for refresher training and on or after 01/01/2017 all seafarers will be required to provide evidence every 5 years of maintaining the required standard of competence for the training listed below. BMSR considers this to mean that either the full course has been completed within the previous 5 years or if that was completed more than 5 years ago, the relevant refresher training must have been completed within the previous 5 years. The refresher training must be carried out to the satisfaction of an STCW issuing Certificate of Proficiency Authority and may include additional shore-side training or evidence of relevant sea service.

This new requirement for refresher training applies to the following –

1. personal survival techniques (STCW A-VI.2.1.1);
2. fire prevention & fire-fighting (STCW A-VI.2.1.2);
3. survival craft and rescue boats other than fast rescue boats (STCW A-VI/2.1);
4. fast rescue boats (STCW A-VI/2.7); and
5. advanced fire-fighting (STCW A-VI/3).

Until 01/01/2017 the requirements for refresher training will remain at the discretion of the issuing Authority.

Table 3 Passenger ships STCW Reg. VI/2.1 requirements

Means of evacuation	Number of certificated persons
For every lifeboat boarded at the stowed position and capable of release and lowering from inside the boat	2 per lifeboat
For every lifeboat boarded at the stowed position and capable of release and lowering from inside the boat after release externally	2 per lifeboat, plus 1 additional person for every 2 boats
For every lifeboat both released and lowered from the ship	3 per lifeboat
For each davit launched life-raft	1 per life-raft plus 1 additional person for each davit
For each Marine Escape System	4 per system plus 1 additional person for each raft associated with the system.

“certificated person” means a member of the crew who holds a certificate of proficiency in survival craft and rescue boats (other than fast rescue boats) issued in accordance with the STCW regulation VI/2.1.

Proficiency in fast rescue boats (STCW Reg. VI/2.2)

In accordance with this regulation, BMSR require fast rescue boats on passenger ships to have at least two crews, each with a minimum of two persons who shall be trained in accordance with STCW Reg. VI/2.2.

Minimum requirements for training in advanced fire-fighting (STCW Reg. VI/3)

All seafarers designated to control fire-fighting operations shall have successfully completed advanced training in techniques for fighting fire with particular emphasis on organization, tactics and command. This training shall be carried out in accordance with the provisions of STCW. Reg VI/3.

Minimum requirements relating to medical first aid and medical care (STCW Reg. VI/4)

The requirements for medical care on board ships are stated in the Maritime Labour Convention Regulations.

Ship Security Officer ‘certificate of proficiency’ (STCW Reg. VI/5)

All commercial vessels of 500GT and over must have a person designated as the Ship Security Officer in accordance with the ISPS Code. The Ship Security Officer must be issued with a certificate of proficiency in accordance with STCW Reg. VI/5 and A-VI/5 of the STCW Code.

Security-related training and instruction for all seafarers (STCW Reg. VI/6)

Security training is required for seafarers serving on ships required to comply with the provisions of the ISPS Code (all commercially operated ships of 500GT and over).

11. Requirements for the prevention of drug and alcohol abuse

The Manila Amendments introduce a new requirement for adequate measures to be established for the purpose of preventing drug and alcohol abuse on board ships.

The maximum limits stated in the table below will apply to masters, officers and other seafarers while performing designated safety, security and marine environmental duties.

Table 4 Alcohol limits

Alcohol Limit	STCW Section A-VIII/1.10	
In the blood	0.05% blood alcohol content	50mg of alcohol in 100ml
In the breath	0.25mg/l	25microgrammes of alcohol in 100ml

The Ship-owner/operator is required to have a clearly written policy of drug and alcohol abuse prevention. This must be available to all seafarers and will include procedures to ensure seafarers on their vessels do not exceed the limits stated in Table 4 while they are performing watch-keeping duties or duties that involve designated safety, prevention of pollution or security duties.

12. Watch-keeping arrangements

The master and Ship-owner/operator must ensure that watch-keeping arrangements are adequate for maintaining a safe watch or watches, taking into account the prevailing circumstances and conditions and that, under the master's general direction –

- a. officers in charge of the navigational watch are responsible for navigating the ship safely during their periods of duty, when they must be physically present on the bridge or in a directly associated location such as the chartroom or bridge control room at all times;
- b. radio operators are responsible for maintaining a continuous radio watch on appropriate frequencies during their periods of duty;
- c. officers in charge of an engineering watch, as defined in the STCW Code, under the direction of the chief engineer, must be immediately available and on call to attend the machinery spaces and, when required, must be physically present in the machinery space during their periods of responsibilities;
- d. an appropriate and effective watch or watches are maintained for the purpose of safety at all times, while the ship is at anchor or moored and, if the ship is carrying hazardous cargo, the organisation of such watch or watches takes full account of

the nature, quantity, packing and stowage of the hazardous cargo and of any special conditions prevailing on board, afloat or ashore; and

e. an appropriate and effective watch or watches are maintained for the purpose of security.

13. Original certification

In accordance with STCW regulation I/2, paragraph 11 any certificate required by the STCW Convention must be kept available in its original form on-board the ship on which the holder is serving.

14. Seaman Record Book (SRB)

1. BMSR has produced a Barbados SRB in response to demand from industry bodies and individuals for a consolidated record of sea service/discharge. BMSR only issues Barbados SRBs to person(s) who are serving or intending to serve on Barbados registered vessels.

2 A Barbados SRB is not a national identity document. National identity documents, including passports or International Labour Organisation (ILO) Convention No. 185 Seafarer Identity Document, can only be issued by the country where the person is a national.

3 A Barbados SRB is not mandatory to serve on board a Barbados ship but BMSR is aware that some countries to which a ship is operating may require a person serving on board a ship to have a SRB issued by the flag of the ship.

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