



MARITIME INDUSTRY AUTHORITY

STCW Circular No. 2016 - 13

TO: ALL SEAFARERS, SHIPOWNERS, MANNING AGENCIES, MARITIME EDUCATION AND TRAINING INSTITUTIONS, MARITIME INDUSTRY STAKEHOLDERS, PORT STATE CONTROL, OTHER ENTITIES AND INDIVIDUALS CONCERNED

SUBJECT: MANDATORY REQUIREMENTS FOR THE ISSUANCE OF CERTIFICATE OF COMPETENCY FOR ELECTRO-TECHNICAL OFFICERS IN ACCORDANCE WITH REGULATION III/6 OF THE STCW CONVENTION, AS AMENDED IN 2010.

Pursuant to Presidential Decree 474, Republic Act 10635 and its Implementing Rules and Regulations (IRR), the 1978 International Convention on Standards of Training, Certification and Watchkeeping (STCW), as amended in 2010, the following policies, rules and regulations are hereby adopted:

1 OBJECTIVE

To prescribe policies, rules and regulations for the issuance of Certificate of Competency (COC) for Electro-technical Officer (ETO) under regulation III/6 of the STCW Convention, as amended in 2010.

2 COVERAGE

This Circular shall cover the requirements for the issue of COC for existing electricians or new entrant ETOs.

3 DEFINITION OF TERMS

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

- .1 Approved seagoing service - means service on board a ship relevant to the issue or revalidation of a certificate or other qualification.
- .2 Approved in-service experience- means experience while serving on board a ship relevant to specific competency for the purpose of issuance



or revalidation of certificates under STCW, as established and recognized by the Administration.

- .3 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.
- .4 Oral Examination – an examination conducted to assess the candidate's competence to perform task as required under the table of competences of the STCW Code.
- .5 Approved training program (ATP) - means a training program that meets the requirements of table A-III/6 of the STCW Code as established and approved by the Administration.
- .6 Workshop Skills – are sets of skills, as defined in Annex "A", gained by the candidate either onboard or ashore.
- .7 ETO - means the following positions:
 - .1 Electro-Technical Officer; or
 - .2 Chief Electrician; or
 - .3 Senior Electrician; or
 - .4 Electrical Officer; or
 - .5 Electrical Engineer; or
 - .6 Electronics Engineer; or
 - .7 Electro-Engineer; or
 - .8 Instrumentation Engineer; or
 - .9 Other relevant capacity or position as maybe considered by the Administration

4 GENERAL PROVISIONS

- .1 The requirements for the issue of COC as ETO for new entrants shall be in accordance with paragraphs 2, 3 and 5 of regulation III/6 of the STCW Convention.
- .2 Existing Electrician complying to the requirements of paragraph 4, regulation III/6 of the STCW Code, shall be issued COC for ETO.
- .3 On board processing of COC for ETO shall be allowed, provided that the requirements set herein are fulfilled.

- .4 The education and training of ETO shall be in accordance with Table A-III/6 of Section A-III/6 of the STCW Code.
- .5 The method for demonstrating competence shall be in accordance with column 3 of STCW Code, table A-III/6
- .6 The criteria for evaluating competence shall be in accordance with column 4 of STCW Code, table A-III/6.

5 SPECIFIC PROVISIONS

5.1 REQUIREMENTS FOR THE ISSUE OF COC FOR ETO FOR NEW ENTRANTS

Every candidate applying for certification as ETO shall:

- .1 be not less than 18 years of age;
- .2 have completed not less than 12 months of combined workshop skills training and approved seagoing service of which not less than 6 months shall be seagoing service as part of an approved training program which meets the requirements of section A-III/6 of the STCW Code and is documented in an approved training record book;

OR

- not less than 36 months of combined workshop skills training and approved seagoing service of which not less than 30 months shall be seagoing service in the engine department;
- .3 have completed an approved education and training and meet the standard of competence specified in section A-III/6 of the STCW Code;
- .4 have passed the Oral Examination conducted by the Administration; and
- .5 meet the standard of competence in:
 - .1 Basic Training;
 - .2 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats;
 - .3 Advanced Fire Fighting; and
 - .4 Medical First Aid

- 5.2 All existing electricians meeting the requirements of paragraph 4 of regulation III/6 of the STCW Convention shall comply with the following requirements for the issue of COC for ETO:
- .1 not less than 12 months of seagoing service in a relevant capacity for the last 60 months prior to 28 September 2016;
 - .2 have completed an approved education and training or equivalent and meet the standard of competence specified in section A-III/6 of the STCW Code;
 - .3 photocopy of Seafarer's Identification and Registration Book (SIRB) indicating relevant seagoing service;
 - .4 passed the oral examination conducted by MARINA;
 - .5 submit attestation of in-service experience signed by the master or company;
 - .6 valid medical certificate; and
 - .7 meet the standard of competence in:
 - .1 Basic Training;
 - .2 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats;
 - .3 Advanced Fire Fighting; and
 - .4 Medical First Aid
- 5.3 All existing electricians with sea going service not covered by paragraph 4 of Regulation III/6 of the STCW Convention may qualify for the issuance of COC for ETO provided that the following are met:
- .1 not less than 12 months of seagoing service as electrician;
 - .2 have completed an approved education and training or equivalent and meet the standard of competence specified in section A-III/6 of the STCW Code;
 - .3 photocopy of Seafarer's Identification and Registration Book (SIRB) indicating relevant seagoing service;
 - .4 passed the oral examination conducted by MARINA;
 - .5 submit attestation of in-service experience signed by the master or company;
 - .6 valid medical certificate; and
 - .7 meet the standard of competence in:
 - .1 Basic Training;
 - .2 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats;
 - .3 Advanced Fire Fighting; and
 - .4 Medical First Aid
- 5.4 All existing electricians with sea going service of less than 12 months but not

less than six (6) months of seagoing service may qualify for the issuance of COC for ETO provided that the following are met:

- .1 passed the oral examination;
- .2 have completed an approved education and training or equivalent and meet the standard of competence specified in section A-III/6 of the STCW Code;
- .3 provide evidence of workshop skills;
- .4 photocopy of Seafarer's Identification and Registration Book (SIRB) indicating relevant seagoing service;
- .5 submit attestation of in-service experience signed by the master or company;
- .6 valid medical certificate; and
- .7 meet the standard of competence in:
 - .1 Basic Training;
 - .2 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats;
 - .3 Advanced Fire Fighting; and
 - .4 Medical First Aid

6 APPROVED TRAINING PROGRAM FOR ETO

6.1 The design of training program for ETO shall comply to the following:

- .1 The Course Framework and Course Timetable provide the minimum training requirements and course content, respectively, that will guide the Maritime Training Institution in designing their ETO course. The aggregate time allotment indicated in the Course Timetable is the minimum contact hours only and does not include time for assessment tasks. And on the other hand, Maritime Training Institution are to determine how much time should be allocated for the theoretical and practical phases of each lesson.
- .2 The ETO course package shall consist of the following minimum components which shall be submitted to the Accreditation Division, STCW Office upon application for accreditation to offer the course:
 - .1 Part A: Course Framework;
 - .2 Part B: Course Outline and Course Timetable;
 - .3 Part C: Detailed Teaching Syllabus;
 - .4 Part D: Instructor's Guide and Laboratory Exercises;
 - .5 Part E: Table of Specification, Assessment Plan, Written Examination Tools, Practical Assessment Tools and Records of Assessment (ROA).

- .3 The maritime training institution should ensure that this course is conducted, monitored and evaluated by dedicated and accredited instructors, assessors and supervisors possessing qualifications indicated in the course framework.
- .4 The maritime training institution should provide its own set of training facilities, equipment and teaching aids as required in the course framework.
- .5 Maritime Training Institution intending to offer ETO course shall comply with all Administrative Requirements listed in Form 6 in MARINA Circular No. 2013-01.
- .6 In accordance with Regulation I/6 and MARINA Circular No. 2013-01, Maritime Training Institution are required to have a Quality Standards System (QSS) that covers all relevant systems, processes and procedures for effective ETO course delivery.
- .7 Maritime Training Institution are also required to have a documented system for assessment following the requirements of MARINA Circular No. 2013-01 Item no. VII Paragraph B.

7 CONDUCT OF ORAL EXAMINATION

- 7.1 The oral examination questionnaires shall be taken from Table A-III/6 of the STCW Code.
 - .1 The oral examination shall only be conducted by MARINA accredited Assessor.
 - .2 A candidate who fails in the oral examination shall be allowed to take resit.

8 HIGH VOLTAGE POWER SYSTEM

- 8.1 Seafarers who do not meet the required seagoing service on a seagoing ship that has power system operating in excess of 1,000 volts shall be issued a COC with limitation.
- 8.2 Seafarers holding a valid COC without any remark under the column 3 of the COC "LIMITATION APPLYING (IF ANY)" is qualified to board a ship with 1000 volts or more.

9 ON-BOARD PROCESSING

- 9.1 Seafarers on board who met the requirements for the issuance of COC for ETO under this Circular may apply for Certificate of Competency (COC) for ETO through their liaison officer using the form provided by MARINA and shall provide the following additional documents:

- .1 Crewlist duly signed and stamped by Master
- .2 Photocopy of Seafarer's Identification and Registration Book (SIRB) indicating relevant seagoing service
- .3 Submit attestation of in-service experience signed by the master
- .4 Certificate of Undertaking duly signed and stamped by the Company
- .5 Photocopy of valid medical certificate
- .6 Photocopy of the COP in:
 - .1 Basic Training;
 - .2 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats;
 - .3 Advanced Fire Fighting; and
 - .4 Medical First Aid

10 PENALTY CLAUSE

Any violation of the provisions of this circular and other related MARINA issuances shall be governed and sanctioned by the provisions of the IRR of RA 10635, including relevant circulars promulgated thereof by the administration.

11 REPEALING CLAUSE

STCW Circular No. 2016-04, STCW Circular 2015-03, STCW Advisory No. 2016-11, STCW Advisory No. 2015-13 are hereby expressly repealed. All other existing Circulars, rules and regulations by MARINA or STCW or any other Philippine government agency related to the issuance of certification for Electro-Technical Officers which are contrary or inconsistent with this Circular are likewise hereby superseded, repealed or amended accordingly.

12 SEPARABILITY CLAUSE

If any provision or part of this Circular is declared by any competent authority to be invalid or unconstitutional, the remaining provisions or parts hereof shall remain in full force and effect and shall continue to be valid and effective.

13 EFFECTIVITY

This STCW Circular shall take effect immediately on the day of its publication.

Manila, Philippines, 28 September 2016.

Submitted:



CAPT. ELEAZAR DIAZ

Executive Director, STCW Office

Approved:



MARCIAL Q. C. AMARO III, PhD
Administrator

27/09/16

CERTIFICATION

This is to certify that STCW Circular No. 2016-13 was approved by the Administrator on 28 September 2016.



ATTY. MAXIMO I. BANARES, Jr.
OIC, Deputy Executive Director



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ANNEX "A"

LIST OF WORKSHOP SKILLS

One or more of the following is/are considered workshop skill/s:

1. Electric lamps and lighting in workshop;
2. Electric Motor Circuits and Enclosures;
3. Electric Soldering on Vero boards in workshop;
4. Wiring and connection of electrical and electronics equipment using tools and appliances;
5. Indicating instrument and measurement of quantity of electricity;
6. Resistors and capacitor values measurement and connection;
7. Electronics components and devices;
8. Rectification circuits, incoming and power supply of electricity;
9. Electronics circuits and network of radio and television;
10. Modulation, acoustic and detection in communication laboratories;
11. Communication as Sending and reception of signals;
12. Maintenance and Testing of electronic gadgets;
13. Troubleshooting and servicing of electrical/electronic materials/appliances;
14. Safety in Electrical/Electronic workshops; and/or
15. Equipment and servicing tools and good house keeping

