

**ON BOARD TRAINING
RECORD BOOK**

FOR
OFFICERS IN CHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships of 500 gross tonnage or more

Based on the competence requirements of the 2010 amendments to the IMO STCW Convention

Name RUSHAN NIRODHA HABAKKALA

Home Address NO. 369, DIPPITIGODA,
KELANIYA, SRI LANKA.

Date Training Started 2018/02/23

ISF
International Shipping Federation

SECTION 2 SUMMARY RECORD OF PROGRESS

PARTICULARS OF CADET to be completed by the trainee in **BLOCK CAPITALS**

Name in Full RUSHAN NIRODHA HARAKKALA
 Seafarer's Book No. C.08506 Date of Birth 1999.09.11
 Home Address NO. 369, TIPPITIGODA, KELANIYA
 Change of Address (if applicable) _____
 Sponsoring Company MERCANTILE MARINE MANAGEMENT LTD.
 Address 44, K. CYRIL C. PERERA MAWATHA, COLOMBO 13, SRI LANKA
 Cadet Agreement Date Started 02.05.2013 Date Finished 12.01.2018
 Change of Sponsoring Company (if applicable) _____
 Address _____
 Date of Change _____ Date Finished _____



TRAINING PROGRAMME as applicable

| COLLEGE PHASES: | | |
|-----------------|------------------|----------------|
| PHASE - I | From: 07.08.2011 | To: 21.07.2011 |
| PHASE - II | From: 17.02.2014 | To: 23.06.2014 |
| | From: | To: |
| | From: | To: |
| SEA PHASES: | | |
| PHASE - II | From: 02.05.2013 | To: 12.02.2014 |
| PHASE - IV | From: 26.11.2014 | To: 05.10.2015 |
| PHASE - V | From: 14.01.2016 | To: 02.04.2016 |
| | From: 02.04.2017 | To: 12.01.2018 |

BASIC TRAINING as required by Section A-VI/1 paragraph 2 of the STCW Code

As part of your pre-sea training you should have completed Basic Training or instruction as listed. Enter details of this training or instruction below:

| | Date | Location | Document Number |
|---|------|------------------------------------|---------------------|
| Personal Survival Techniques | | MERCANTILE SEAMANS TRAINING CENTRE | MST I / SS8 / 1701 |
| Fire Prevention and Fire Fighting | | MERCANTILE SEAMANS TRAINING CENTRE | MST I / IFFB / 1850 |
| Elementary First Aid | | MERCANTILE SEAMANS TRAINING CENTER | MST I / FA / 2606 |
| Personal Safety and Social Responsibilities | | MERCANTILE SEAMANS TRAINING CENTER | MST I / PSSR / 837 |

DESIGNATED TRAINING OFFICERS REVIEW OF TRAINING PROGRESS

This table should be completed at least once a week or at such intervals as the trading of the vessel allows.
Comments should only relate to the cadet's practical progress and competence and should NOT refer to character.

| Ship | Comments | Name in BLOCK CAPITALS | Initials | Date |
|------------------|---|------------------------|--------------------|------------|
| CLIPPER HELVETIA | keep the performances continuously. | DUMISTRASCU MARIAN | <i>[Signature]</i> | 26/06/2013 |
| CLIPPER HELVETIA | Good hard working & capability to do any kind of work. | DUMISTRASCU MARIAN | <i>[Signature]</i> | 29/07/2013 |
| CLIPPER HELVETIA | Found hard working & obedient character. | DUMISTRASCU MARIAN | <i>[Signature]</i> | 22/08/2013 |
| CLIPPER HELVETIA | Can do any work under any circumstances. | DUMISTRASCU MARIAN | <i>[Signature]</i> | 27/09/2013 |
| CLIPPER HELVETIA | Found hard working & capability to do any job. | ZABODIN OLEG | <i>[Signature]</i> | 28/10/2013 |
| CLIPPER HELVETIA | keep your performances continuously. | ZABODIN OLEG | <i>[Signature]</i> | 30/11/2013 |
| CLIPPER HELVETIA | keep your performances continuously. | ZABODIN OLEG | <i>[Signature]</i> | 29/12/2013 |
| CLIPPER HELVETIA | Found hard working & has got practical knowledge about good seamanship. | ZABODIN OLEG | <i>[Signature]</i> | 27/01/2014 |
| SAFMARINE SHABA | good performances | GAMANOV IVAN | <i>[Signature]</i> | 30.12.2014 |
| SAFMARINE SHABA | — — | GAMANOV IVAN | <i>[Signature]</i> | 28.01.2015 |

DESIGNATED TRAINING OFFICERS REVIEW OF TRAINING PROGRESS (CONTINUED)

| Ship | Comments | Name in BLOCK CAPITALS | Initials | Date |
|-----------------|--|------------------------|--------------------|------------|
| SAFMARINE SHABA | good performances | GAMANOV IVAN | <i>[Signature]</i> | 25.02.2015 |
| SAFMARINE SHABA | — — | GAMANOV IVAN | <i>[Signature]</i> | 28.03.2015 |
| SAFMARINE SHABA | good performances | GAMANOV IVAN | <i>[Signature]</i> | 30.04.2015 |
| SAFMARINE SHABA | Hard working. Active good in performance | SHANIN KYRYLO | <i>[Signature]</i> | 25/05/2015 |
| SAFMARINE SHABA | Improving his knowledge. | SHANIN KYRYLO | <i>[Signature]</i> | 28/06/2015 |
| SAFMARINE SHABA | keeping good performance | SHANIN KYRYLO | <i>[Signature]</i> | 30/07/2015 |
| SAFMARINE SHABA | keeping good performance | SHANIN KYRYLO | <i>[Signature]</i> | 29/08/2015 |
| SAFMARINE SHABA | — — | SHANIN KYRYLO | <i>[Signature]</i> | 27/09/2015 |
| NAJADE | HARD WORKING CABOT, VERY GOOD IN PERFORMANCE | KAMAL HABINDEA | <i>[Signature]</i> | 24/10/2017 |
| NAJADE | GOOD IN BRIDGE WATCHKEEPING. | KAMAL HABINDEA | <i>[Signature]</i> | 28/11/2017 |

MASTER'S MONTHLY INSPECTION OF RECORD BOOK

Comments should only relate to the cadet's practical progress and competence and should NOT refer to character.

| Ship | Comments | Master's Name in BLOCK CAPITALS | Master's Initials | Date | Ship's Official Stamp |
|------------------|---|---------------------------------|-------------------|------------|---|
| CLIPPER HELVETIA | Keep the performance & need more improvement. | MOGOSANA SILVIU | [Signature] | 28/05/2013 | [Ship's Official Stamp: CLIPPER HELVETIA] |
| CLIPPER HELVETIA | keep concentrated on bridge work. | PIOTR KLIMEK | [Signature] | 26/06/2013 | |
| CLIPPER HELVETIA | keep more improvement w/s steering while P.O.B. | PIOTR KLIMEK | [Signature] | 29/07/2013 | |
| CLIPPER HELVETIA | practical knowledge on deck Satisfactory. | PIOTR KLIMEK | [Signature] | 28/08/2013 | |
| CLIPPER HELVETIA | keep your performance regarding watch keeping. | PIOTR KLIMEK | [Signature] | 27/09/2013 | |
| CLIPPER HELVETIA | keep in good knowledge on bridge equipment. | PIOTR KLIMEK | [Signature] | 28/10/2013 | |
| CLIPPER HELVETIA | keep in good practical knowledge while sea passage. | PIOTR KLIMEK | [Signature] | 30/11/2013 | |
| CLIPPER HELVETIA | attend all times on bridge be with the oow. | MARIAN STEFAN DORU | [Signature] | 28/01/2014 | |
| CLIPPER HELVETIA | knowledge of the watch keeping Satisfactory. | MARIAN STEFAN DORU | [Signature] | 12/02/2014 | |
| SAPMARINE SHABA | IMPROVING HIS KNOWLEDGES | MARIAN STEFAN DORU | [Signature] | 30.12.2014 | |

MASTER'S MONTHLY INSPECTION OF RECORD BOOK (CONTINUED)

Comments should only relate to the cadet's practical progress and competence and should NOT refer to character.

| Ship | Comments | Master's Name in BLOCK CAPITALS | Master's Initials | Date | Ship's Official Stamp |
|-----------------|--|---------------------------------|-------------------|------------|--|
| SAPMARINE SHABA | He is improving his knowledge practical and theoretical. | MARIAN STEFAN DORU | [Signature] | 28.01.2015 | [Ship's Official Stamp: SAPMARINE SHABA] |
| SAPMARINE SHABA | — " — | MARIAN STEFAN DORU | [Signature] | 28.02.2015 | |
| SAPMARINE SHABA | GOOD IN PERFORMANCE | MOGOSANA SILVIU | [Signature] | 28.03.2015 | |
| SAPMARINE SHABA | HARD WORK, KEEP GOOD PERFORMANCE | MOGOSANA SILVIU | [Signature] | 26.04.2015 | |
| SAPMARINE SHABA | VERY ACTIVE, GOOD IN WATCH | MOGOSANA SILVIU | [Signature] | 30.05.2015 | |
| SAPMARINE SHABA | — " — | MOGOSANA SILVIU | [Signature] | 27.05.2015 | |
| SAPMARINE SHABA | ACTIVITY, NAVIGATION WATCH WITH 3RD MATE, STUDY - GOOD. NO PROBLEMS AT ALL | PETROVSKYY RUSLAN | [Signature] | 30/06/2015 | |
| SAPMARINE SHABA | ACTIVITY, NAVIGATION WATCH WITH 3RD MATE, STUDY SUCCESSFULLY GOOD PERFORMANCE. | PETROVSKYY RUSLAN | [Signature] | 28/07/2015 | |
| SAPMARINE SHABA | STUDY PASSED SUCCESSFULLY NAVIGATION WATCH WITH 3RD MATE. GOOD PERFORMANCE. | PETROVSKYY RUSLAN | [Signature] | 25/08/2015 | |
| NATADE | Very Good performance | B.A.N WISNARDANA | [Signature] | 23/07/2018 | |

MV "TAJADE" ABN4
OFF-NO.: 91273
MASTER

SHIPBOARD FAMILIARISATION as required by Regulation 1/14 of the STCW Convention (continued overleaf)

You will be given a period of time during which you will have an opportunity to become acquainted with the equipment you will be using, and specific watchkeeping, safety, environmental and emergency procedures and arrangements required to perform your duties. The location of safety and emergency equipment varies from ship to ship. To be sure that you are familiar with your duties and all ship arrangements, installations, equipment procedures and ship characteristics that are relevant to your routine or emergency duties, you must complete the following tasks or duties as soon as possible on joining your ship.

| Ship's Name | Officer's Initials/Date | Officer's Initials/Date | Officer's Initials/Date | Officer's Initials/Date | Officer's Initials/Date | Officer's Initials/Date |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Task/Duty | | | | | | |
| Watchkeeping procedures and arrangements: | | | | | | |
| Visit bridge, look-out post, forecastle, poopdeck, main deck and other work areas | | | | | | |
| Get acquainted with steering controls, telephones, telegraph and other bridge equipment and displays | <i>Di</i> | <i>Kodi</i> | <i>Pu</i> | <i>W/S</i> | | |
| Activate, under supervision, equipment to be used in routine duties | 3/0 28/02/13 | 3/0 10/12/14 | 3/0 20/02/10 | 26/04/2009 | | |
| Safety and emergency procedures: | | | | | | |
| Read and demonstrate an understanding of your Company's Fire and Safety Regulations | | | | | | |
| Demonstrate recognition of the alarm signals for: | | | | | | |
| FIRE | | | | | | |
| EMERGENCY | | | | | | |
| ABANDON SHIP | | | | | | |
| Locate medical and first aid equipment | | | | | | |
| Locate fire fighting equipment: alarm activation points, alarm bells, extinguishers, hydrants, fire axes and hoses | | | | | | |
| Locate rocket line throwing apparatus | | | | | | |
| Locate distress rockets, flares and other pyrotechnics | | | | | | |
| Locate breathing apparatus and firefighter's outfits etc. | | | | | | |
| Locate EPIRB, SART and portable VHF radios | | | | | | |
| Locate Emergency Escape Breathing Devices (EEBDs) | | | | | | |
| Locate CO ₂ bottle room, and control valves for smothering apparatus in machinery spaces, pump rooms, cargo tanks and holds | <i>Di</i> | <i>Kodi</i> | <i>Pu</i> | <i>W/S</i> | | |
| Locate and understand the operation of the emergency fire pump | 3/0 28/02/13 | 3/0 10/12/14 | 3/0 20/02/10 | 26/04/2009 | | |

SHIPBOARD FAMILIARISATION as required by Regulation 1/14 of the STCW Convention (continued)

| Ship's Name | CLIPPER HELVETIA | SAPHIRINE SWANA | PUGNANI | NAJADE | Officer's Initials/Date | Officer's Initials/Date |
|--|------------------|-----------------|-----------|------------|-------------------------|-------------------------|
| Task/Duty | | | | | | |
| Environmental protection: | | | | | | |
| Get acquainted with the procedure for handling garbage, rubbish and other wastes | <i>Di</i> | <i>W/S</i> | <i>Pu</i> | <i>W/S</i> | 3/0 28/02/13 | |
| The use of garbage compactor or other equipment as appropriate | 30.01.2014 | 07.02.2014 | 20/02/10 | 26/04/09 | | |

BOAT AND MUSTER STATIONS

Insert Boat and Fire Muster Stations and other details in the appropriate space. Ask the master to sign in the space provided.

| Ship's Name | CLIPPER HELVETIA | SAPHIRINE SWANA | PUGNANI | NAJADE | | |
|---------------------|------------------------|--------------------|--------------------|--------------------------|--|--|
| Boat Muster Station | B-DECK, STBD | B-DECK, STBD | A-DECK | 2 nd Sup-Deck | | |
| Fire Muster Station | B-DECK, STBD | B-DECK, STBD | Poop Deck, STBD | 2 nd Sup-Deck | | |
| Master's Name | CAPTAIN MDOŠANU SILVIU | MARIAN STEFAN BOGA | C-PAWEL | B.A.N. WISSEKARDANA | | |
| Master's Signature | <i>[Signature]</i> | <i>[Signature]</i> | <i>[Signature]</i> | <i>[Signature]</i> | | |
| Date | 09.06.2013 | 15.02.2015 | 28.02.2016 | 04/05/2016 | | |

SECTION 5 INTERNATIONAL REGULATIONS FOR PREVENTING COLLISIONS AT SEA

When cadets are examined for certificates of competency they will be required to demonstrate a thorough knowledge of the Rules and their application.

Parts A, B, C, D and E

A thorough knowledge of the rules is required. When the cadet can demonstrate that each rule has been committed to memory and is also able to demonstrate a clear understanding of their use and application, the appropriate box should be initialled and dated by an officer.

Annex I

An outline knowledge is required, however the provisions of Section 9a should be fully understood.

Annexes II and III

A general knowledge of these annexes is required.

Annex IV

A full and comprehensive knowledge of distress signals is required.

Note: Whilst an outline knowledge of each rule and the Annex is required, a thorough knowledge is required of the rules shaded in blue.

| PART A General Rules | | | PART B Steering and Sailing Rules | | | | | | | | |
|-------------------------|-------------|------------|--------------------------------------|-------------|------------|-----------|-------------|------------|-----------|-------------|----------|
| Rule | Initials | Date | Section 1 | | | Section 2 | | | Section 3 | | |
| | | | Rule | Initials | Date | Rule | Initials | Date | Rule | Initials | Date |
| 1 | [Signature] | 14/09/2013 | 4 | [Signature] | 24-08-15 | 11 | [Signature] | 10-09-16 | 19 | [Signature] | 10-09-16 |
| 2 | [Signature] | 15/09/2013 | 5 | [Signature] | 15/09/2013 | 12 | [Signature] | 10-09-16 | | | |
| 3 | [Signature] | 15/09/2013 | 6 | [Signature] | 20-06-17 | 13 | [Signature] | 05-09-17 | | | |
| | | | 7 | [Signature] | 20-06-15 | 14 | [Signature] | 05-09-17 | | | |
| | | | 8 | [Signature] | 09-10-13 | 15 | [Signature] | 22/10/2013 | | | |
| | | | 9 | [Signature] | 09-10-13 | 16 | [Signature] | 22/10/2013 | | | |
| | | | 10 | [Signature] | 20-06-15 | 17 | [Signature] | 22/10/2013 | | | |
| | | | | | | 18 | [Signature] | 25-01-16 | | | |

| PART C Lights and Shapes | | | | | | PART D Sound and Light Signals | | | PART E Exemptions | | |
|-----------------------------|-------------|----------|------|-------------|-----------|-----------------------------------|-------------|-----------|----------------------|-------------|----------|
| Rule | Initials | Date | Rule | Initials | Date | Rule | Initials | Date | Rule | Initials | Date |
| 20 | [Signature] | 08-09-15 | 26 | [Signature] | 08-10-13 | 32 | [Signature] | 17-09-15 | 38 | [Signature] | 09-10-13 |
| 21 | [Signature] | 08-09-15 | 27 | [Signature] | 21-1-2013 | 33 | [Signature] | 12-09-15 | | | |
| 22 | [Signature] | 08-09-15 | 28 | [Signature] | 11/1/2013 | 34 | [Signature] | 20-09-17 | | | |
| 23 | [Signature] | 05-09-13 | 29 | [Signature] | 11/1/2013 | 35 | [Signature] | 20-09-17 | | | |
| 24 | [Signature] | 01-09-17 | 30 | [Signature] | 05-05-13 | 36 | [Signature] | 12/1/2013 | | | |
| 25 | [Signature] | 08-09-17 | 31 | [Signature] | 17/09/18 | 37 | [Signature] | 10/1/2013 | | | |

| ANNEX I Positioning and Technical Details of Lights and Shapes | | | | | | ANNEX II Additional Signals for Fishing Vessels Fishing in Close Proximity | | |
|--|-------------|-----------|---------|-------------|-----------|--|-------------|----------|
| Section | Initials | Date | Section | Initials | Date | Section | Initials | Date |
| 1 | [Signature] | 10-09-17 | 9a | [Signature] | 16-1-2013 | All | [Signature] | 20-05-17 |
| 2 | [Signature] | 10-09-17 | 9b | [Signature] | 16/1/2013 | ANNEX III Technical Details of Sound Signal Appliances | | |
| 3 | [Signature] | 09-08-16 | 10 | [Signature] | 16/1/2013 | | | |
| 4 | [Signature] | 05-01-16 | 11 | [Signature] | 11-05-16 | Section | Initials | Date |
| 5 | [Signature] | 10/1/2013 | 12 | [Signature] | 11-05-16 | All | [Signature] | 20-05-17 |
| 6 | [Signature] | 10/1/2013 | 13 | [Signature] | 08-05-13 | ANNEX IV Distress Signals | | |
| 7 | [Signature] | 10/1/2013 | 14 | [Signature] | 18-05-17 | | | |
| 8 | [Signature] | 10/1/2013 | | | | Section | Initials | Date |
| | | | | | | All | [Signature] | 20-05-17 |

FUNCTION: NAVIGATION AT THE OPERATIONAL LEVEL

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/Service Assessor (Initials/Date) |
|--------|--|---|---|
| 1. | Competence: Plan and conduct a passage and determine position | | |
| 1.1 | Consult navigational publications | The planned voyage is in compliance with guidance in relevant nautical publications | 2/0 14-08-2013 |
| | Task/Duty | Task Completed Supervising Officer/Instructor (Initials/Date) | Task Completed Supervising Officer/Instructor (Initials/Date) |
| .1 | Demonstrate an understanding of the chart folio system and assist in correcting charts and other publications | 2/0 10-08-2013 | 2/0 12-08-2013 |
| .2 | Demonstrate an understanding of contents and the use of Notices to mariners | 2/0 10-08-2013 | 2/0 12-08-2013 |
| .3 | Sailing directions and ship's routing information | 2/0 10-08-2013 | 2/0 14-08-2013 |
| .4 | List of lights and fog signals | 2/0 10-08-2013 | 2/0 12-08-2013 |
| .5 | Tide tables, tidal stream and current atlases | 2/0 10-08-2013 | 2/0 14-08-2013 |
| .6 | Pilot books | 2/0 10-08-2013 | 2/0 14-08-2013 |
| .7 | Radio navigational warnings | 2/0 10-08-2013 | 2/0 14-08-2013 |
| 1.2 | Select charts of adequate scale | The charts selected are the largest scale suitable for the area of navigation and are corrected in accordance with the latest information available | 2/0 09-09-15 |
| .1 | Assist deck officer in preparing navigational passages and in voyage planning | 2/0 15-08-2013 | 2/0 20-08-2013 |
| .2 | Select appropriate scale chart from paper (chart portfolio, Electronic Chart System (ECS) or Electronic Chart Display and Information Systems (ECDIS)) | 2/0 15-08-2013 | 2/0 20-08-2013 |

| | | | |
|-----|---|--|----------------|
| 1.3 | Set courses | The courses are suitably set in respect of the ship's size, draught and manoeuvrability and set with sufficient distance off-shore waters, banks and other dangers to navigation. Due consideration is taken of currents, ice and prevailing weather conditions. | 2/0 06-08-13 |
| .1 | Demonstrate the use of the compass when setting course | 2/0 11-07-2013 | 2/0 19-07-2013 |
| .2 | Set up: Course recorder | 2/0 11-07-2013 | 2/0 19-07-2013 |
| .3 | Off course alarm | 2/0 11-07-2013 | 2/0 15-07-2013 |
| .4 | Estimate and make allowance for leeway and tidal currents | 2/0 11-07-2013 | 2/0 14-07-2013 |
| .5 | Practise tidal calculations | 2/0 11-07-2013 | 2/0 24-07-2013 |
| 1.4 | Calculate Estimated Time of Arrival (ETA) | The total distance is correctly stated and ETA given within acceptable time limits | 2/0 06-09-15 |
| .1 | Practise calculations for distance, average speed, course made good, set and drift, ETA | 2/0 11-07-2013 | 2/0 20-08-2013 |
| 1.5 | Determine and apply compass error for courses and compass bearings | Errors in magnetic and gyro compasses are determined and correctly applied to courses and bearings. | 2/0 06-08-13 |
| .1 | Apply magnetic variation and deviation | 2/0 11-07-2013 | 2/0 04-03-2015 |
| .2 | Practise use of the azimuth mirror | 2/0 11-07-2013 | 2/0 04-03-2015 |
| .3 | Practise: Azimuths | 2/0 11-07-2013 | 2/0 04-03-2015 |
| .4 | Amplitudes | 2/0 11-07-2013 | 2/0 05-03-2015 |
| .5 | Understand the use of and make entries in the compass error book and interpret information recorded | 2/0 11-07-2013 | 2/0 05-03-2015 |

| Ref No | Training | Criteria for Evaluation | | Competence Demonstrated (Designated Training Officer's Name/ Assessor Initials/Date) |
|--------|---|--|--|---|
| 1. | Competence: Plan and conduct a passage and determine position | | | |
| 1.6 | Recognise conspicuous objects and other terrestrial/celestial aids to navigation in daylight and at night | When visibility allows, sufficient objects or aids are identified to determine the position of the ship safely | | <i>[Signature]</i> 01/01/17 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor Initials/Date | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor Initials/Date |
| .1 | Perform look-out duties and report objects in degrees or points | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .2 | Identify aids to navigation including lighthouses, beacons and buoys | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .3 | Identify star constellations and stars of first magnitude and learn to use star chart and star finder | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .4 | Practise compass bearings and visual fixes | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .5 | Demonstrate a knowledge of the IALA system of buoyage | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| 1.7 | Use azimuth mirror and sextant to fix ship's position by celestial and terrestrial observations | The instruments are properly checked and applied and the fix given is the most probable position | | <i>[Signature]</i> 01/01/17 |
| .1 | Use azimuth mirror to fix ship's position | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .2 | Use a sextant and demonstrate how to identify and remove errors | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .3 | Practise vertical and horizontal sextant angles | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .4 | Make noon calculations e.g. distance, average speed, course made good, set and drift and ETA | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| 1.8 | State ship's position by dead reckoning | Calculations are correctly carried out and adequate judgement demonstrated when applying the effect of winds, tides, currents and the ship's estimated speed | | <i>[Signature]</i> 01/01/17 |
| .1 | Estimate and make allowance for leeway and tidal currents | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |
| .2 | Practise tidal calculations | <i>[Signature]</i> 01/01/17 | | <i>[Signature]</i> 01/01/17 |

| 1.9 | Operate all electronic navigational equipment required to be carried on the ship and apply the information obtained to ascertain the ship's position | Performance checks and testing of the equipment are satisfactorily executed. The most relevant equipment is used to obtain a reliable fix. The position is stated with due precision and the accuracy of the fix is within the limits given by the manufacturer. | |
|-----|--|--|------------------------------|
| .1 | Practise: Radar switch on and set up procedure | <i>[Signature]</i> 2017-05-05 | GET MORE PRACTISE WITH RADAR |
| .2 | Radar plotting | <i>[Signature]</i> 2017-03-05 | |
| .3 | Position fixes by radar | <i>[Signature]</i> 2017-03-05 | |
| .4 | Parallel indexing | <i>[Signature]</i> 2017-03-05 | |
| .5 | Practise using ARPA | <i>[Signature]</i> 2017-03-05 | |
| .6 | Demonstrate an understanding of the limitations of radar | <i>[Signature]</i> 2017-03-05 | |
| .7 | Under supervision demonstrate set up of AIS and input ship's data. Read static (ship type, dimensions etc.) and dynamic data (course, speed etc.) of other vessels | <i>[Signature]</i> 2017-03-05 | |
| .8 | Understand other uses and capabilities of AIS | <i>[Signature]</i> 2017-03-05 | |
| .9 | Operate distance/speed recorders | <i>[Signature]</i> 2017-03-05 | |
| .10 | Practise: Satellite navigation set up procedure | <i>[Signature]</i> 2017-03-05 | |
| .11 | Use of any correction tables | <i>[Signature]</i> 2017-03-05 | |
| .12 | Fixes by satellite navigation (GPS) applying applicable corrections | <i>[Signature]</i> 2017-03-05 | |
| .13 | Compare a manually developed passage plan with a plan generated by use of electronic systems | <i>[Signature]</i> 2017-03-05 | |
| .14 | Set up and use ECDIS or ECR as an aid to navigation | <i>[Signature]</i> 2017-03-05 | |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In Service Assessor (Initials/Date) |
|--------|---|---|--|
| 1 | Competence: Plan and conduct a passage and determine position | | |
| 1.10 | Determine the most probable position of the ship by observing the sun, stars or planets | The fix is within acceptable accuracy, and due regard is taken of possible errors of the position lines and the meteorological conditions | <i>[Signature]</i> 09/09/2013 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Identify stars of first magnitude | <i>[Signature]</i> 05.09.2013 | <i>[Signature]</i> 05.09.2013 |
| .2 | Demonstrate use of the chronometer | <i>[Signature]</i> 05.09.2013 | <i>[Signature]</i> 05.09.2013 |
| .3 | Understand use of chronometer rate book | <i>[Signature]</i> 05.09.2013 | <i>[Signature]</i> 05.09.2013 |
| .4 | Practise sun sights | <i>[Signature]</i> 05.09.2013 | <i>[Signature]</i> 05.09.2013 |
| .5 | Practise noon calculations e.g. distance, average speed, course made good, set and drift and ETA. | <i>[Signature]</i> 05.09.2013 | <i>[Signature]</i> 05.09.2013 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In Service Assessor (Initials/Date) |
|--------|---|---|--|
| 2 | Competence: Maintain a safe navigational watch | | |
| 2.1 | On preparing for sea, check ship's draught, and that the necessary bridge equipment is operational and that proper sailing information is available | All navigational and communication equipment is operational and all appropriate charts, files and weather information are available | <i>[Signature]</i> 12.09.13 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Make entries in the bridge movement book, and understand the importance of it. Synchronise bridge and engine-room clocks | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 12.09.2013 |
| .2 | Use internal communications and test alarm systems | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 12.09.2013 |

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|-----|--|--|-------------------------------|
| .3 | Read the draught and check freeboard on arrival and departure | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 12.09.2013 |
| .4 | Check and calibrate draught gauges, when fitted | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 17.09.2013 |
| .5 | Take dock water density and calculate dock water allowance | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 17.09.2013 |
| .6 | Assist in checking bridge steering control equipment, communication systems and all other navigational aids before departure | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 17.09.2013 |
| .7 | Inspect the ship prior to sailing to ensure that the ship is all secure to proceed to sea | <i>[Signature]</i> 10.09.2013 | <i>[Signature]</i> 17.09.2013 |
| 2.2 | On leaving or entering port notify the master/engine-room as appropriate and assist in carrying out the master's/pilot's orders/directions while monitoring the course, speed and position | Correct lights, flags, shapes and sound signals are displayed/rounded. The pilot's safety is ensured when boarding and disembarking. Pilot's instructions are verified and essential information recorded and relevant information given to those concerned. Ship's safety is constantly monitored and the cadet shown to be particularly vigilant and alert in confined waters. The crew is available for handling moorings/anchors when required | <i>[Signature]</i> 26.09.13 |
| .1 | Under the supervision of an officer rig pilot ladders, including pilot hoists or similar (if fitted) | <i>[Signature]</i> 20.09.2013 | <i>[Signature]</i> 23.09.2013 |
| .2 | Operate bridge controls, e.g. telegraph, whistles, telephones | <i>[Signature]</i> 20.09.2013 | <i>[Signature]</i> 23.09.2013 |
| .3 | Understand flag etiquette | <i>[Signature]</i> 20.09.2013 | <i>[Signature]</i> 23.09.2013 |
| .4 | Understudy an officer on the bridge when vessel is entering and leaving port | <i>[Signature]</i> 20.09.2013 | <i>[Signature]</i> 26.09.2013 |
| .5 | Spend at least two periods in the engine-room (observing/assisting) when vessel is entering and leaving port | <i>[Signature]</i> 20.09.2013 | <i>[Signature]</i> 26.09.2013 |
| 2.3 | At the commencement of the watch ascertain ship's position, course and speed and appraise the traffic situation and any hazards to navigation | All checks are promptly and correctly carried out. A clear statement is given that the situation is under full control when the watch is formally taken over. | <i>[Signature]</i> 27.09.13 |
| .1 | Know what constitutes the safe keeping of a navigational watch | <i>[Signature]</i> 26.09.2013 | <i>[Signature]</i> 26.09.2013 |
| .2 | Demonstrate the correct procedure for handing over a bridge watch | <i>[Signature]</i> 26.09.2013 | <i>[Signature]</i> 27.09.2013 |

| Ref No | Training | Criteria for Evaluation | | Competence Demonstrated Designated Training Officer/Service Assessor (Initials/Date) |
|--------|---|--|--|---|
| 2. | Competence: Maintain a safe navigational watch | | | |
| 2.3 | At the commencement of the watch ascertain ship's position, course and speed and appraise the traffic situation and any hazards to navigation (continued) | All checks are promptly and correctly carried out. A clear statement is given that the situation is under full control when the watch is formally taken over | | DL 09-08-13 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .3 | Understudy an officer on rounds: At sea | DL 06-08-2013 | | DL 06-08-2013 |
| .4 | At anchor | DL 11-08-2013 | | DL 11-08-2013 |
| .5 | In port | DL 06-08-2013 | | DL 06-08-2013 |
| 2.4 | At sea prioritise the look-out, fix the ship's position regularly, assess risks of collision and/or grounding and take appropriate action | All actions are in compliance with the basic principles to be observed in keeping a navigational watch and any potentially dangerous situation is not allowed to become critical. At an early stage the engine is prepared for use, assistance is called from master, look-out or helmsman. Suitable teamwork is exercised and the ship is never put into a situation of uncontrollable risk | | DL 18-08-13 |
| .1 | Demonstrate an understanding of the principles of safe watchkeeping as detailed in the ICS Bridge Procedures Guide | DL 11-08-2013 | | DL 12-08-2013 |
| .2 | Perform look-out duties and report objects in degrees or points | DL 11-08-2013 | | DL 12-08-2013 |
| .3 | Understand the need to maintain a visual look-out for small ships and other floating objects that may not be visible by radar | DL 11-08-2013 | | DL 12-08-2013 |
| .4 | Recognise the limitations of AIS as an aid to identification and understand that it is not a collision avoidance system | DL 11-08-2013 | | DL 12-08-2013 |
| .5 | Understand the need to engage hand steering at an early stage when encountering traffic or hazards to navigation | DL 11-08-2013 | | DL 18-08-2013 |
| .6 | Understand the need for taking early action to avoid close quarters situations | DL 11-08-2013 | | DL 18-08-2013 |

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|-----|---|--|--|---------------|
| .7 | Understand the need to analyse and consider 'what if?' scenarios before taking collision avoidance action | DL 11-08-2013 | | DL 18-08-2013 |
| .8 | Show an ability to supervise ratings in watchkeeping duties | DL 11-08-2013 | | DL 18-08-2013 |
| .9 | Assist officer of the watch in anchor watch duties | DL 11-08-2013 | | DL 18-08-2013 |
| .10 | Read and understand the purpose and contents of the Night Orders book | DL 11-08-2013 | | DL 18-08-2013 |
| 2.5 | Adjust the ship's course and speed to the traffic, the waters and the meteorological conditions | Meteorological information is acquired, correctly interpreted and proper actions taken. The speed and mode of steering is suitable for the prevailing conditions | | DL 22-08-13 |
| .1 | Read barometer and derive corrected barometric pressure | DL 15-08-2013 | | DL 20-08-2013 |
| .2 | Read barograph and obtain the barometric tendency | DL 15-08-2013 | | DL 20-08-2013 |
| .3 | Read hygrometer and calculate dew point | DL 15-08-2013 | | DL 20-08-2013 |
| .4 | Obtain sea and air temperature | DL 15-08-2013 | | DL 20-08-2013 |
| .5 | Estimate wind force, direction and sea state | DL 15-08-2013 | | DL 22-08-2013 |
| .6 | Identify main cloud types | DL 15-08-2013 | | DL 22-08-2013 |
| .7 | Recognise the need to adjust course and/or speed in heavy seas | DL 15-08-2013 | | DL 22-08-2013 |
| 2.6 | Monitor and control navigational instruments and record relevant activities and incidents | Compass errors and other instrument errors are regularly checked and correctly applied. All movements and activities related to the navigation of the ship are properly recorded | | DL 27-08-13 |
| .1 | Complete watch entries in the deck log book | DL 20-08-2013 | | DL 27-08-2013 |
| .2 | Operate echo sounder and analyse information obtained | DL 20-08-2013 | | DL 27-08-2013 |
| .3 | Set echo sounder alarm appropriate to passage | DL 20-08-2013 | | DL 27-08-2013 |
| .4 | Operate passive radio equipment where fitted, including: Navtex | DL 20-08-2013 | | DL 27-08-2013 |
| .5 | Weather fax | DL 20-08-2013 | | DL 27-08-2013 |

| Ref No. | Training | Criteria for Evaluation | | Competence Demonstrated Designated Training Provision Number (Ref No./Date) |
|---------|--|---|--|--|
| 3 | Competence: Use of radar and ARPA to maintain safety of navigation | | | |
| 3.1 | Carry out operational checks and adjust the equipment to proper performance | The equipment is functioning properly and in accordance with the manufacturer's specifications | | 11-0-13 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Practise radar set-up procedure and system tests | PHL 10-10-2013 | | 11-10-2013 |
| .2 | Practise set-up procedures for true motion display | PHL 10-10-2013 | | 11-10-2013 |
| .3 | Understand the limitations of radar | PHL 10-10-2013 | | 11-10-2013 |
| .4 | Demonstrate an understanding of the information provided from: Relative motion display | PHL 10-10-2013 | | 11-10-2013 |
| .5 | True motion display | PHL 10-10-2013 | | 11-10-2013 |
| 3.2 | Use the equipment to fix the ship's position | The information obtained from the equipment is correctly interpreted and applied with due regard to the limitations of the equipment. The fix is correct and properly set out on the chart. | | |
| .1 | Practise fixes by radar | PHL 14-10-2013 | | 14-10-2013 |
| .2 | Cross-check fixes by radar with visual fixes | PHL 14-10-2013 | | 14-10-2013 |
| .3 | Demonstrate an understanding of factors affecting performance and accuracy | PHL 14-10-2013 | | 14-10-2013 |
| 3.3 | Operate radar and ARPA to detect any hazards for groundings, close quarters situations or collisions with other ships or objects and determine appropriate avoiding action | The course and speed of other ships, as well as time and distance of assumed closest approach to other ships, are ascertained with sufficient accuracy to take appropriate action | | |
| .1 | Practise determining CPA and TCPA | PHL 15-10-2013 | | 18-10-2013 |
| .2 | Practise parallel index techniques | PHL 15-10-2013 | | 18-10-2013 |
| .3 | Demonstrate knowledge and understanding of the differences between ground and sea stabilisation for ARPA | PHL 15-10-2013 | | 18-10-2013 |

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|-----|--|--|--|------------|
| .4 | Under supervision, demonstrate blind pilotage techniques | PHL 15-10-2013 | | 18-10-2013 |
| 3.4 | Take appropriate action to avoid accidents | All manoeuvres carried out to maintain safe navigation are properly announced by signals, timely and decisively executed and in accordance with the International Regulations for Preventing Collisions at Sea | | 25-10-13 |
| .1 | Practise plotting of radar targets | PHL 25-10-2013 | | 25-10-2013 |
| .2 | Recommend appropriate avoiding action (using true motion and relative motion displays) | PHL 25-10-2013 | | 25-10-2013 |
| .3 | Understand rate of turn information | PHL 25-10-2013 | | 25-10-2013 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated (Designated Training Officer/Instructor Assessor Initials/Date) |
|--------|--|--|--|
| 4 | Competence: Use of ECDIS to maintain the safety of navigation | | |
| 4.1 | Knowledge of the capability and limitations of ECDIS operations including: A thorough understanding of Electronic Navigational Chart (ENC) data, data accuracy, presentation rules, display options and other chart data formats | Monitors information on ECDIS in a manner that contributes to safe navigation | <i>[Signature]</i> 10.06.15 |
| | Task/Duty | Task Completed (Supervising Officer/Instructor Initials/Date) | Task Completed (Supervising Officer/Instructor Initials/Date) |
| 1 | Explain the difference between a raster chart and a vector chart | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 2 | Demonstrate how to use ECDIS to interrogate the chart display and obtain chart details e.g. information on originator, edition number and update status | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 3 | Explain the difference between official ENCs and unofficial ENCs | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 4 | Explain how ENCs and RNCs are kept up to date | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 5 | Understand that an electronic chart system is another tool or aid to navigation | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 6 | Explain the factors in determining a safety contour and demonstrate how it is set | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 7 | Explain the factors in determining a safe passing distance of charted hazards and demonstrate how it is set | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 8 | Explain factors affecting the quality of chart and survey data | <i>[Signature]</i> 13.06.2015 | <i>[Signature]</i> 10.06.15 |
| 4.2 | Knowledge of the capability and limitations of ECDIS operations including: The dangers of over-reliance | Information obtained from ECDIS (including radar overlay and/or radar tracking functions when fitted) is correctly interpreted and analysed, taking into account the limitations of the equipment, all connected sensors (including radar and AIS where interfaced), and prevailing circumstances and conditions | <i>[Signature]</i> 10.06.15 |
| 1 | Demonstrate an understanding that in comparison to the errors that may affect paper charts ECDIS may be subject to a different range of errors and anomalies requiring remedial measures | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 2 | Understand that the voyage plan should include information on equipment status and backup procedures | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |

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|-----|--|--|-----------------------------|
| 3 | Under supervision, demonstrate that in accepting the watch, the officer reviews the voyage plan and agrees the selected pre-settings of functions, alarms and indicators to be used on ECDIS | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 4 | Understand the need to check validity of data by regularly checking data sources and visually cross-checking | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 5 | Understand that the use of ECDIS does not release the navigator from proper watchkeeping, managing and monitoring all data sources | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 6 | Understand that situational awareness demands having sufficient relevant information for decision making | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 7 | Understand that the watchkeeper's situational awareness may be impaired by information overload | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 8 | Demonstrate an understanding of the need for situational awareness in responding to changing traffic hazards | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 9 | Explain actions to take in event of failure of main navigational systems | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 4.3 | Knowledge of the capability and limitations of ECDIS operations including: Familiarity with the functions of ECDIS required by performance standards in force | Information obtained from ECDIS (including radar overlay and/or radar tracking functions when fitted) is correctly interpreted and analysed, taking into account the limitations of the equipment, all connected sensors (including radar and AIS where interfaced), and prevailing circumstances and conditions | <i>[Signature]</i> 10.06.15 |
| 1 | Understand the danger in the tendency to put too much trust in computer-based systems and believe whatever is on the display | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 2 | Understand the need to cross-check ECDIS information by all other means available, especially by visual means and use of the radar | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 3 | Understand the difference between primary position and secondary position source and how it is activated | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |
| 4 | Understand the process for updating base charts and the display of update history | <i>[Signature]</i> 10.06.2015 | <i>[Signature]</i> 10.06.15 |

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated (Designated Training Officer/In Service Assessor Initials/Date) |
|---------|--|--|--|
| 5. | Competence: Respond to emergencies | | |
| 5.1 | Describe assigned duties laid down in the ship's contingency plans for emergencies. | Statements of assigned duties are correct and include actions in the event of fire, heavy weather damage, collision, stranding, rescue of survivors, shipboard oil pollution and abandon ship. | <i>do [Signature]</i> 15.07.2013 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Participate in a fire drill at sea | <i>do [Signature]</i> 07.07.2013 | <i>do [Signature]</i> 07.07.2013 |
| .2 | Participate in an emergency response exercise for: Heavy weather damage | <i>do [Signature]</i> 07.07.2013 | <i>do [Signature]</i> 07.07.2013 |
| .3 | Collision | <i>do [Signature]</i> 07.07.2013 | <i>do [Signature]</i> 07.07.2013 |
| .4 | Rescue or recovery of in water survivors/casualties | <i>do [Signature]</i> 07.07.2013 | <i>do [Signature]</i> 07.07.2013 |
| .5 | Person over board | <i>do [Signature]</i> 07.07.2013 | <i>do [Signature]</i> 07.07.2013 |
| .6 | Shipboard oil pollution incident | <i>do [Signature]</i> 10.07.2013 | <i>do [Signature]</i> 10.07.2013 |
| .7 | Steering failure | <i>do [Signature]</i> 10.07.2013 | <i>do [Signature]</i> 10.07.2013 |
| .8 | Main engine failure | <i>do [Signature]</i> 10.07.2013 | <i>do [Signature]</i> 10.07.2013 |
| .9 | Power failure | <i>do [Signature]</i> 15.07.2013 | <i>do [Signature]</i> 15.07.2013 |
| .10 | Security alert | <i>do [Signature]</i> 15.07.2013 | <i>do [Signature]</i> 15.07.2013 |
| .11 | Participate in a lifeboat drill for abandon ship | <i>do [Signature]</i> 15.07.2013 | <i>do [Signature]</i> 15.07.2013 |
| 5.2 | Demonstrate ability to take initial actions in the event of an emergency | The type and scale of the simulated emergency is promptly identified. Actions taken are in accordance with contingency plans | <i>do [Signature]</i> 22.07.2013 |
| .1 | Participate in a response exercise for an unspecified emergency situation | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| .2 | Change over the normal steering control on the bridge to the emergency steering position | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |

| | | | |
|-----|--|--|----------------------------------|
| .3 | Assist with the changeover from the bridge emergency steering position to the emergency system in the steering flat and steer from this position | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| 5.3 | Demonstrate ability to act correctly when emergencies arise in port | The need for information and assistance from shore facilities is adequately assessed and communication established with the proper authorities | <i>do [Signature]</i> 22.07.2013 |
| .1 | Prepare a contact list of shore side emergency organisations such as: Port control, fire, police, ambulance and tugs | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| .2 | Participate in an emergency response exercise in port for: Fire | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| .3 | Pollution incident | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| .4 | Demonstrate the procedure for alerting port emergency services | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |
| .5 | Demonstrate a knowledge of vessel's shipboard oil pollution emergency plan and shipboard marine pollution emergency plan | <i>do [Signature]</i> 22.07.2013 | <i>do [Signature]</i> 22.07.2013 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Assessor (Initials/Date) |
|--------|--|---|---|
| 6 | Competence: Respond to a distress signal at sea | | |
| 6.1 | Establish position of own ship and the unit in distress | The positions are correctly plotted on suitable charts | 18-03-15 |
| | Task/Duty | Task Completed Supervising Officer/Instructor (Initials/Date) | Task Completed Supervising Officer/Instructor (Initials/Date) |
| 1 | Meet the requirements of Competence 1.9 (see page 43) | 20-03-08 | 15-03-15 |
| 2 | Plot the position given for a vessel in distress and calculate course distance and ETA | 20-03-08 | 15-03-15 |
| 3 | Understand the duties and responsibilities of the designated radio operator in times of distress | 20-03-08 | 15-03-15 |
| 4 | Operate GMDSS equipment on test | 20-03-08 | 15-03-15 |
| 5 | Practise the use of VHF and MF radio telephone equipment using the Standard Marine Communication Phrases | 20-03-08 | 16-03-15 |
| 6.2 | Make a preliminary assessment of the situation, suggest actions and inform the master | Actions planned are in compliance with the IAMSAR Manual and based on an assessment of the total situation including the type of emergency, distance to the unit in distress, other ships in the area, meteorological conditions and the possibilities for rendering the assistance needed. | 09/04/15 |
| 1 | Recognise distress and urgency signals | 20-03-08 | 01/04/15 |
| 2 | Record distress signal sighted or received in log book | 20-03-08 | 01/04/15 |
| 3 | Consult vessel's contingency plans and instructions | 20-03-08 | 01/04/15 |
| 4 | Assist in preparing a response or contingency plan | 20-03-08 | 01/04/15 |
| 6.3 | Record all incidents and actions taken and the master's decision | All vital information is properly recorded to support any subsequent debriefing | 09/04/15 |
| 1 | Record information in the deck log book | 20-03-08 | 12-12-2014 Peck |
| 2 | Maintain records of communications and actions taken | 20-03-08 | 02-12-2014 Peck |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Assessor (Initials/Date) |
|--------|--|---|---|
| 7 | Competence: Use the IMO Standard Marine Communication Phrases and use English in written and oral form | | |
| 7.1 | Use the IMO Standard Marine Communication Phrases | Navigation and safety communications are clear and understood | 17-04-15 |
| | Task/Duty | Task Completed Supervising Officer/Instructor (Initials/Date) | Task Completed Supervising Officer/Instructor (Initials/Date) |
| 1 | Use the IMO Standard Marine Communication Phrases with: Other ships | 20-03-10 | 18-04-15 |
| 2 | Coast stations | 20-03-10 | 18-04-15 |
| 7.2 | Use English nautical publications and manuals | The English language nautical publications and manuals relevant to the navigation, watch-keeping and safety of the ship are correctly interpreted | 20/04/15 |
| 1 | Demonstrate understanding of contents and use of: Notices to mariners | 20-03-10 | 22/04/15 |
| 2 | Sailing directions and pilot books | 20-03-10 | 22/04/15 |
| 3 | List of lights and fog signals | 20-03-10 | 22/04/15 |
| 4 | Tide tables, tidal stream and current atlases | 20-03-10 | 22/04/15 |
| 5 | Meteorological and marine safety messages | 20-03-10 | 22/04/15 |
| 6 | Ships' routing information | 20-03-10 | 22/04/15 |
| 7.3 | Fill in standard English nautical reports and forms | All reports and forms relevant to the duties of an officer in charge of a navigational watch are correctly completed | 20-04-15 |
| 1 | Keep a port log in English | 20-03-10 | 29-04-15 |
| 2 | Complete watch entries in English and understand purpose of the deck log book | 20-03-10 | 29-04-15 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In Service Assessor (Initials/Date) |
|--------|---|---|--|
| 7 | Competence: Use the IMO Standard Marine Communication Phrases and use English in written and oral form | | |
| 7.4 | Communicate with members of the watch in safety related duties | All orders and information related to operations are correctly understood and acted upon by those concerned | 28/08/13 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Demonstrate an ability to communicate instructions to a multinational crew | 28/08/13 | 28/08/13 |
| .2 | Show an ability to supervise ratings during mooring operations | 28/08/13 | 28/08/13 |
| .3 | Spend one week keeping engine-room watches with each of the engineering watchkeeping officers, i.e. two days on each of the three watches | C/E 28/08/13 | 28/08/13 |
| .4 | Use hand held transceivers (portable radios) | 28/08/13 | 28/08/13 |
| .5 | Observe a Master-Pilot information exchange concerning pilot's intentions, ship's characteristics and operational parameters | 28/08/13 | 28/08/13 |
| 7.5 | Communicate with shore stations | Reporting is in accordance with the general principles for Ship Routing Systems and with VTS procedures | 28/08/13 |
| .1 | Understand the purpose of IMO ships routing measures and separation schemes | 28/08/13 | 28/08/13 |
| .2 | Under supervision, make reports to comply with ship reporting requirements | 28/08/13 | 28/08/13 |
| .3 | Understand purpose of vessel traffic services and where to find reporting requirements | 28/08/13 | 28/08/13 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In Service Assessor (Initials/Date) |
|--------|---|---|--|
| B. | Competence: Transmit and receive information by visual signalling | | |
| B.1 | Transmit and receive Morse signals | Single letter signals are correctly transmitted and received | 28/08/13 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Send and receive Morse code for letters, numbers and group 'SOS' | 28/08/13 | 28/08/13 |
| .2 | Understand, maintain and use Aldis lamp and battery | 28/08/13 | 28/08/13 |
| B.2 | Use the International Code of Signals to interpret messages given by flags and pennants | A message given by maximum three flags and/or pennants is correctly interpreted | 28/08/13 |
| .1 | Identify International Code of Signals flags and principal national flags | 28/08/13 | 28/08/13 |
| .2 | Learn the meaning of single letter flag hoists: A, B, G, H, O, P, Q | 28/08/13 | 28/08/13 |
| .3 | Practise coding and decoding using the International Code of Signals | 28/08/13 | 28/08/13 |

| Ref No. | Training | Criteria for Evaluation | | Competence Demonstrated (Designated Training Officer/Service Assessor (Initials/Date)) |
|---------|---|---|--|---|
| 8 | Competence: Manoeuvre the ship | The information is adequately used during normal situations while taking due regard to draught, trim, wind and current. All manoeuvres are safely carried out and any re-orientation for tug assistance is backed by valid arguments. | | <i>[Signature]</i> 18.04.15 |
| 8.1 | Use available information as to the ship's turning circles and stopping distances when manoeuvring. | | | <i>[Signature]</i> 18.04.15 |
| | Task/Duty | Task Completed Supervising Officer/Instructor (Initials/Date) | Advice on Areas for Improvement | Task Completed Supervising Officer/Instructor (Initials/Date) |
| .1 | Demonstrate an understanding of the operation of the steering gear and associated alarms | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .2 | Observe any steering or other system limitations during normal manoeuvres | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 18.04.15 |
| .3 | Demonstrate where to find manoeuvring information | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 18.04.15 |
| .4 | Demonstrate understanding of squat, shallow water and similar effects | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 16.04.15 |
| .5 | Under supervision, using the manoeuvring board information, practise manoeuvring the vessel | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 18.04.15 |
| .6 | Observe rate of turn at different speeds and water depths | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| 9.2 | Demonstrate proper berthing and anchoring procedures | Anchors are lowered and moorings and mainpower ready. Anchor, heave ropes, stern rope, breast rope and springs are made fast or taken on board as ordered. Ship is safely berthed and unberthed without undue delay. | | <i>[Signature]</i> 10.12.2014 |
| .1 | As a team member assist in preparing for mooring: Heaving lines, ropes, wires, stoppers, communications, lights, fenders etc. | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 10.12.2014 |
| .2 | Run off ropes stowed on reels and flake out for use | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 10.12.2014 |
| .3 | Understand cold weather precautions | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .4 | Under supervision: Start/operate winches and windlass | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 10.12.2014 |
| .5 | Run, heave, stopper and turn up mooring lines | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 10.12.2014 |

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|-----|--|--|--|-------------------------------|
| .6 | Demonstrate safe handling of moorings, with particular reference to synthetic fibre ropes and self-tensioning winches | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .7 | Under the supervision of an officer, rig accommodation ladders and gangways | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .8 | Check and calibrate draught gauges, when fitted | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .9 | Understudy an officer during mooring operations: On the bridge | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .10 | At mooring stations | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .11 | Anchoring | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .12 | Securing tugs | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .13 | Explain the shackle markings on anchor cables | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .14 | As a team member assist with: Preparation of anchors prior to letting go | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .15 | Weighing and securing anchors for sea | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .16 | Under supervision: Inspect chain locker, peak tanks and other forward compartments | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .17 | Prepare an anchor and let go | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .18 | Weigh an anchor, inspect for damage and fouling and secure | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .19 | Supervise the stowage of ropes used in mooring operations | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| .20 | Secure rat guards | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 15.02.2015 |
| 9.3 | Manoeuvre to rescue a person overboard | The action taken are as generally recommended and the manoeuvre brings the ship into its wake. | | <i>[Signature]</i> 20.05.13 |
| .1 | As a team member participate in a person overboard exercise | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |
| .2 | Demonstrate an understanding of the ship manoeuvre turns in the IAMSAR Manual Vol III for positioning the vessel to recover a person overboard | <i>[Signature]</i> 20.05.10 | | <i>[Signature]</i> 20.05.13 |

FUNCTION: CARGO HANDLING AND STOWAGE AT THE OPERATIONAL LEVEL

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Attended (Initials/Date) |
|--------|---|---|---|
| 10. | Competence: Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | | |
| 10.1 | Supervise the preparation of holds and deep tanks for loading | Precautions are taken before entering holds or confined spaces to ensure safe atmosphere. The holds and deep tanks are in good order and condition, sufficiently cleaned, and adequately dunnaged for the new cargo. Any heating arrangements are functioning. The bilges are dry and there is free drainage to the cofferdams. | <i>[Signature]</i> 20/10/20 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Demonstrate an understanding of the safe handling of hatch covers, including mechanical hatch covers. | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .2 | Assist in general preparation of holds, including the laying of dunnage for cargo | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .3 | Calculate the capacity of spaces available for cargo | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .4 | Clean and prepare bilges, wells and strum-boxes | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .5 | Test hold scuppers | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .6 | Test bilge suction | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .7 | Assist with opening up, overhaul and testing a non-return valve | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .8 | Understudy the deck officer in supervising a tank cleaning operation | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .9 | Use a check list for entry into an enclosed space | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .10 | Inspect fresh water tanks | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| 10.2 | Supervise the operation of the ship's cargo gear | The gear is safely operated and the safe working load never exceeded. Damaged or worn out ropes, wire or parts of the gear are detected and replaced | <i>[Signature]</i> 20/10/20 |
| .1 | Practise knots, bends, hitches and whippings | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .2 | Practise splices in ropes and wire | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |

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|------|--|--|-----------------------------|
| .3 | Identify types of ropes and wire and know their uses | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .4 | Break out new coils of rope and wire | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .5 | Stow wire and ropes with due regard to their preservation | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .6 | As a team member assist with the rigging of heavy lift derricks | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .7 | Inspect holds for safety, with special regard to hatch boards, ladders, guard wires and stanchions, permanent dunnage, beams and beam bolts, lighting and accesses | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .8 | Assist with rigging clusters and portable lights | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .9 | With due regard to safety, start, operate and assist with routine inspection and maintenance of Winches | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .10 | Derricks/cranes | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .11 | Assist with topping and lowering cranes and derricks | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| 10.3 | Supervise the loading | The cargo is loaded in accordance with the cargo plan while maintaining proper trim and stability at all times. Dangerous goods are detected and treated in accordance with international rules and available guidance. Any incidents or accidents during loading are reported immediately and proper actions taken. | <i>[Signature]</i> 20/10/20 |
| .1 | Assist in the supervision of loading of cargo | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .2 | Assist in cargo documentation | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .3 | Check that dangerous goods are being stowed in accordance with the IMDG Code | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .4 | Assist the chief officer with testing and verification of bulk cargo moisture content and report findings to the master | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .5 | Inspect cargo gear during operation | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 19/08/19 |
| .6 | Assist with separation of cargo | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |
| .7 | Prepare and interpret cargo plans | <i>[Signature]</i> 20/10/20 | <i>[Signature]</i> 20/10/20 |

| Ref No | Training | Criteria for Evaluation | | Competence Demonstrated Designated Training Officer/Sevens Assessor (Initials/Date) |
|--------|--|--|--|--|
| 10 | Competence: Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes | | | |
| 10.1 | Supervise the loading (continued) | The cargo is loaded in accordance with the cargo plan while maintaining proper trim and stability at all times. Dangerous goods are detected and treated in accordance with international rules and available guidance. Any incidents or accidents during loading are reported immediately and proper actions taken. | | <i>ABD</i> 30 12/01/15 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .8 | Locate and consult Cargo Securing Manual | <i>Qth</i> 13/04/10 | | <i>H. clb</i> 12/01/11 |
| .9 | Calculate cargo loaded, stability and loading stresses using stress diagrams, stress indicators or loading computers | <i>Qth</i> 13/04/10 | | <i>H. clb</i> 12/01/11 |
| .10 | Understudy a deck officer during loading of bulk cargoes to ensure correct cargo distribution and prevent excessive point loadings | <i>Qth</i> 13/04/10 | | <i>ABD</i> 30 13/04/10 |
| .11 | Sketch and interpret the markings on four different types of container | <i>Qth</i> 13/04/10 | | <i>H. clb</i> 13/01/05 |
| .12 | Explain the: Different classes of containers | <i>Qth</i> 13/04/10 | | <i>H. clb</i> 13/01/05 |
| .13 | Correct methods of handling containers | <i>Qth</i> 13/04/10 | | <i>H. clb</i> 13/01/05 |
| .14 | Identify the marking of containers and container stowage positions | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-09-2014 |
| .15 | Assist in receiving, checking and stowing ship's stores | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .16 | Assist in taking on fresh water | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .17 | Understand the importance of monitoring moisture content and correct loading of fine bulk cargoes with respect to cargo liquefaction | <i>Qth</i> 13/04/10 | | <i>Qth</i> 40 13/01/10 |
| .18 | Assist the chief officer in calculating and confirming cargo loaded against the total given by the terminal and report any discrepancies to the master | <i>Qth</i> 13/04/10 | | <i>Qth</i> 40 13/01/10 |

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|------|--|--|--|---------------------------|
| 10.4 | Ensure a solid stow and securing of all cargoes in packaged form | Cargoes liable to slide during rolling or pitching are adequately stowed and secured to avoid damage to ship and cargo. Special attention is paid to dangerous goods, heavy loads and vehicles | | <i>ABD</i> 30 12/01/15 |
| .1 | As a team member assist in securing cargo: Stowed below deck | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .2 | Stowed on deck | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .3 | Assist with securing containers | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .4 | Assist in checking lashings on deck containers | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 20-12-2014 |
| .5 | Assist in checking the lashings on break bulk cargo stowed on open flats | <i>Qth</i> 13/04/10 | | <i>ABD</i> 30 12/01/15 |
| 10.5 | Ensure separation between bulk cargoes or packaged goods if required | The cargoes are not mixed or contaminated and all cargoes are delivered at the due port | | <i>ABD</i> 30 13/01/05 |
| .1 | Assist with separation of cargo | <i>Qth</i> 20/3/06/10 | | <i>Qth</i> 30 13/01/05 |
| .2 | Understand reasons for separation of cargo parcels | <i>Qth</i> 20/3/06/10 | | <i>Qth</i> 30 13/01/05 |
| 10.6 | Supervise to ensure that adequate precautions are taken to ensure ventilation and facilitate inspections during the voyage | The ventilation is sufficient to avoid sweat from cargo and ship and harmful gases are let out | | <i>ABD</i> 30 13/01/05 |
| .1 | Assist in the control of cargo ventilation and temperature | <i>Qth</i> 20/3/06/10 | | <i>Qth</i> 30 13/01/05 |
| .2 | Trim ventilators | <i>Qth</i> 20/3/06/10 | | <i>Qth</i> 30 13/01/05 |
| .3 | Operate ventilator fans | <i>Qth</i> 20/3/06/10 | | <i>Qth</i> 30 13/01/05 |
| 10.7 | Use the International Maritime Dangerous Goods (IMDG) Code | The handling of dangerous, hazardous and harmful cargoes complies with international regulations and recognised standards and codes of safe practice | | <i>Qth</i> 30 13/01/15 |
| .1 | Recognise markings and labels that indicate stores or cargoes are classified as dangerous goods | <i>Qth</i> 13/04/10 | | <i>ABD</i> 30 13/04/09 |
| .2 | Compile a list of all dangerous goods containers with their IMO classification and storage position | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 13/01/15 |
| .3 | Demonstrate how to identify a product and handling procedures from the IMDG Code | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 13/01/15 |
| .4 | Describe procedure to follow in event of leakage of dangerous, hazardous or harmful stores or cargoes | <i>Qth</i> 13/04/10 | | <i>Qth</i> 30 13/01/15 |

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Senior Assessor (Initials/Date) |
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| 10. | Competence: Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes. | | |
| 10.7 | Use the International Maritime Dangerous Goods (IMDG) Code (continued) | The handling of dangerous, flammable and harmful cargoes complies with international regulations and recognized standards and codes of safe practice | AKB/clo 15.07.02 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| 5 | Understand the reasons and need for separation of dangerous, hazardous and harmful stores or cargoes | AKB 20/07/10 | AKB/clo 15.07.02 |
| 6 | Understand need to secure dangerous goods and to secure adjacent cargoes | AKB 20/07/10 | AKB/clo 15.07.02 |
| 7 | Check container security seals are intact and not tampered with | AKB 20/08/10 | AKB/clo 15.07.02 |
| 10.8 | Inspect the cargo at regular intervals | The inspections are carried out in accordance with company's standing orders and procedures | AKB/clo 17/01/10 |
| .1 | Check connection of refrigerated containers to ship's support systems and make a record of daily readings | AKB 17/01/10 | AKB/clo 17/01/10 |
| .2 | Understand an officer of the watch on rounds | AKB 17/01/10 | AKB/clo 17/01/10 |
| 10.9 | Record all inspections and the conditions found | The results of the inspections are properly recorded and any requirement for action promptly reported | AKB/clo 20/01/10 |
| .1 | Take ullages and temperatures, where applicable, of liquid cargo | AKB 20/01/10 | AKB/clo 20/01/10 |
| .2 | Take and record hold air temperatures | AKB 20/01/10 | AKB/clo 20/01/10 |
| .3 | Identify the dew point temperature from data collected | AKB 20/01/10 | AKB/clo 20/01/10 |
| 10.10 | Take actions to avoid damage to the ship or cargo | Correct actions are taken to adjust ventilation or temperature or to carry out any other operation to avoid damage to ship or cargo | AKB/clo 01/11/10 |
| 1 | Tend mooring lines, wires and gangway while vessel is alongside | AKB 20/01/10 | AKB/clo 01/11/10 |
| 2 | As a team member assist with battening down and securing hatches and/or cargo tank lids | AKB 20/01/10 | AKB/clo 22/10/10 |

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|-------|--|---|--------------------|
| 3 | Keep a security deck watch | AKB 20/01/10 | AKB/clo 17/01/10 |
| 10.11 | Inspect hatch covers, gear and cargoes before and during discharging | Any damage is immediately reported and properly rewarded. Appropriate actions are taken to avoid accidents or further damage | AKB/clo 10/01/10 |
| .1 | Under supervision: Rig and use stages and boson's chair | AKB 20/01/10 | AKB/clo 10/01/10 |
| .2 | Overhaul running rigging | AKB 20/01/10 | AKB/clo 10.04.05 |
| .3 | Overhaul blocks and shackles (have knowledge of markings to be found on them) | AKB 20/01/10 | AKB/clo 10.04.05 |
| .4 | Make a survey with the chief officer of all cargo handling gear and demonstrate an understanding of the test certificates and other documents involved | AKB 20/01/10 | AKB/clo 10.04.10 |
| .5 | Where applicable, assist with the opening, closing and securing hatch covers, insulated plugs and slabs | AKB 20/01/10 | AKB/clo 10/01/10 |
| .6 | As a team member assist with handling and securing hatch beams | AKB 20/01/10 | AKB/clo 10/01/10 |
| .7 | Assist with the inspection of cargo hooks, chains, swivels and other gear | AKB 20/01/10 | AKB/clo 10/01/10 |
| .8 | Assist in checking the safety of walkways, ladders, handrails, container stools and other container fittings | AKB 20/01/10 | AKB/clo 10/01/10 |
| .9 | Demonstrate an understanding of precautions to be taken when opening and closing hydraulic and mechanical hatch covers | AKB 20/01/10 | AKB/clo 02-01-2015 |
| 10.12 | Ensure that all cargoes are discharged in good condition and at the right destination | Improper handling of gear or cargo is immediately stopped or reported. All cargoes are discharged in the port of destination and nothing is left on board when leaving port | AKB/clo 10/01/10 |
| .1 | As a team member, assist in the supervision of loading and discharging of cargo | AKB 20/01/10 | AKB/clo 02-01-2015 |
| .2 | Document and report cargo damage caused by stevedores | AKB 20/01/10 | AKB/clo 10/01/10 |
| .3 | Assist in the preparation of cargo documentation | AKB 20/01/10 | AKB/clo 10/01/10 |
| .4 | Inspect holds for completion of cargo discharge prior to sailing | AKB 20/01/10 | AKB/clo 02-01-2015 |

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated |
|---------|--|--|---|
| 10. | Competence: Monitor the loading, stowage, securing, care during the voyage and the unloading of cargoes. | | Designated Training Officers/Service Assessor (Initials/Date) |
| 10.13 | Ensure satisfactory trim, stability, hogging and sagging at all times. | Factors influencing the safety of the ship are constantly monitored and kept within stated acceptable limits. | 15/08/18 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| 1. | Practise the use of: Stability computer | 15/08/18 | 15/08/18 |
| 2. | Computers/calculators for trim and stress | 20/08/18 | 20/08/18 |
| 3. | Understudy the deck officer in supervising a ballasting operation | 20/08/18 | 20/08/18 |
| 4. | Under supervision, use heeling tanks to maintain the vessel in an upright condition during loading/discharging | 21/08/18 | 21/08/18 |
| 5. | Take readings of draught and calculate hog or sag | 20/08/18 | 20/08/18 |
| 6. | Use draughts to calculate quantity of cargo loaded | 20/08/18 | 20/08/18 |
| 10.14 | Identify any damage to ship or cargo after discharging and establish possible causes. | Any damage is detected, immediately reported and causes established or suggested depending on the circumstances. | 15/08/18 |
| 1. | Conduct an inspection of cargo spaces on completion of discharge and report defects or damages. | 15/08/18 | 15/08/18 |

FUNCTION: CONTROLLING THE OPERATION OF THE SHIP AND CARE FOR PERSONS ON BOARD AT THE OPERATIONAL LEVEL

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated |
|---------|---|--|---|
| 14. | Competence: Ensure compliance with pollution prevention requirements. | | Designated Training Officers/Service Assessor (Initials/Date) |
| 14.1 | Implement proactive measures to protect the marine environment. | The operations are properly planned and comply with international regulation in spirit as well as in word. | 15.08.18 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| 1. | Understand that environmental protection includes both sea and air which are protected by detailed MARPOL regulations | 15.08.18 | 15.08.18 |
| 2. | Name at least two Particularly Sensitive Sea Areas (PSSA) | 20.08.18 | 15.08.18 |
| 3. | Demonstrate by example preparedness to take personal responsibility for actions to protect the marine environment. | 20.08.18 | 15.08.18 |
| 4. | Understand that marine pollutants must be landed ashore for safe disposal in compliance with MARPOL | 20.08.18 | 15.08.18 |
| 5. | Understand that there are strict rules covering disposal at sea of oily water mixtures applicable to all ships | 20.08.18 | 15.08.18 |
| 6. | Understand the safe and correct operation of the oily water separator, including requirement for accurate record keeping | 20.08.18 | 15.08.18 |
| 7. | Understand that there are strict rules covering disposal of noxious liquid substances applicable to all ships | 20.08.18 | 15.08.18 |
| 8. | Understand that there are strict rules covering disposal of harmful substances carried in packaged form applicable to ships | 20.08.18 | 15.08.18 |
| 9. | Understand that there are strict rules covering pollution prevention by sewage applicable to all ships | 20.08.18 | 15.08.18 |
| 10. | Understand that there are strict rules for prevention of pollution by garbage from ships, applicable to all ships | 20.08.18 | 15.08.18 |
| 11. | Understand that there are strict rules covering air pollution from ships which will progressively apply to all ships | 20.08.18 | 15.08.18 |

| Ref No | Training | Task Completed Supervising Officer/ Instructor (Initials/Date) | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/Instructor Assessor (Initials/Date) |
|--------|---|--|--|---|
| 14. | Competence: Ensure compliance with pollution prevention requirements | | | |
| 14.1 | Implement proactive measures to protect the marine environment (continued) | | The operations are properly planned and comply with international regulation in spirit as well as in word | 13/01/15 |
| | Task/Duty | | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| 12 | Understand the impact of SOx, NOx and why efforts are needed to reduce atmospheric pollution | 13/01/15 | | 13/01/15 |
| 13 | Understand that there are strict rules covering the management and treatment of ballast water | 13/01/15 | | 13/01/15 |
| 14 | Understand the requirements under the ISM Code regarding environmental protection | 13/01/15 | | 13/01/15 |
| 14.2 | Ensure that procedures are agreed and properly planned and all scuppers are blocked before bunkering: | | The operations are properly planned, all scuppers are blocked and pipes and hoses inspected before bunkering takes place | |
| 1 | Plug deck scuppers | 13/01/15 | | 13/01/15 |
| 2 | Demonstrate knowledge of ship's bunkering procedures | 13/01/15 | | 13/01/15 |
| 3 | Participate in bunkering operations | 13/01/15 | | 13/01/15 |
| 4 | Demonstrate the emergency shutdown procedure | 13/01/15 | | 13/01/15 |
| 14.3 | Initiate immediate investigation to detect the source on discovering any pollution around the ship | | All available resources are utilised to detect the source and the master or authorities are informed as appropriate | |
| 1 | Participate in an emergency response exercise for controlling spillage of oil or other noxious or toxic substances on board | Dhr 14-01-15 | | 14-01-15 |

| | | | | |
|------|---|--------------|--|------------|
| 14.4 | Stop or prevent leakages and spills of harmful liquids and solid substances | | The situation is thoroughly assessed. Actions taken are well organized and executed. Due consideration is taken of the extent of the pollution | 13/01/15 |
| 1 | Demonstrate use of Material Safety Data Sheets and the IMDG Code for obtaining information on cargo hazards and handling instructions | 13/01/15 | | 13-01-2015 |
| 2 | Participate in drill for clean-up of hazardous cargo spillage | 13/01/15 | | 13-01-2015 |
| 14.5 | Sound all tanks and compartments if any damage is suspected | | The soundings are readily available and the results immediately reported to the master | |
| 1 | Participate in an emergency response exercise for stranding | Dhr 14-01-15 | | 14-01-15 |
| 2 | Perform soundings of bilges, peak tanks, double bottom and other tanks and record information | Dhr 14-01-15 | | 14-01-2015 |
| 14.6 | Carry out bilge, ballast and bunkering operations | | All operations are carried out in accordance with MARPOL and due regard paid to the Shipboard Oil Pollution Emergency Plan (SOPEP) | |
| 1 | Locate the ship's ballast water management plan and demonstrate an understanding of its content | 13/01/15 | | 13/01/15 |
| 2 | Understudy the deck officer in supervising: A ballasting operation | 13/01/15 | | 13/01/15 |
| 3 | A tank clearing operation | 13/01/15 | | 13/01/15 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Assessor (Initials/Date) |
|--------|--|---|---|
| 15. | Competence: Maintains seaworthiness of the ship | | |
| 15.1 | Inspect hull and hull openings, compartments, hatch covers and equipment, and take action where defects are detected | The inspection is properly carried out, due regard paid to the prevailing circumstances and areas where defects are most likely to occur. Any defect is immediately reported and recorded and the suggested or required action adequate for the situation | <i>[Signature]</i> 2019/01/10 |
| | Task/Duty | Task Completed Supervising Officer Instructor (Initials/Date) | Task Completed Supervising Officer Instructor (Initials/Date) |
| .1 | Demonstrate an understanding of the precautions required for entry into enclosed spaces | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .2 | Working aloft | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .3 | Working over side | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .4 | Using power tools | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .5 | Manual lifting and carrying | <i>[Signature]</i> 2019/01/12 | <i>[Signature]</i> 2019/01/12 |
| .6 | Where applicable, assist with the opening, closing and securing of hatches: Steel and single pull types | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .7 | Hydraulic hatches | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .8 | Assist with the maintenance of watertight doors, ports and hatches | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .9 | Assist with the maintenance of fairleads, tumblers, gosenecks etc. | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .10 | Inspect and lubricate roller beams | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .11 | Carry out a full inventory check of the deck stores | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .12 | Prepare steel plates and other surfaces for protective coating | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |
| .13 | Apply protective coats to appropriate surfaces | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 2019/01/10 |

| | | | |
|------|--|--|-------------------------------|
| 15.2 | Ensure that all loose objects are securely fastened to avoid damage | Inspection is carried out at regular intervals and more frequently in heavy weather or if other incidents occur. Heavy or otherwise dangerous objects are given the highest priority and good seamanship exercised | <i>[Signature]</i> 2019/01/10 |
| .1 | Ensure that all gear, tools, spares etc. are properly stowed and secured | <i>[Signature]</i> 01.01.2015 | <i>[Signature]</i> 2019/01/10 |
| .2 | Assist with the rigging of safety lines and guard rails | <i>[Signature]</i> 01.01.2015 | <i>[Signature]</i> 2019/01/10 |
| .3 | Participate in lashing deck cargo | <i>[Signature]</i> 01.01.2015 | <i>[Signature]</i> 15-01-2015 |
| 15.3 | Arrange for regular control measures to ensure watertight integrity | Reaks, bilges, tanks and other compartments are sounded regularly; the results recorded and any irregularities reported and examined further | <i>[Signature]</i> 17/01/10 |
| .1 | Take and record the daily soundings of tanks, bilges, and other spaces: By manual means | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 17/01/10 |
| .2 | By use of gauges | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 17/01/10 |
| .3 | Check and report watertight doors, ports and hatches for weather tightness | <i>[Signature]</i> 2019/01/10 | <i>[Signature]</i> 17/01/10 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated |
|--------|---|--|---|
| 16 | Competence: Prevent, control and fight fires on board | | Designated Training Officer/In Service Assessor (Initials/Date) |
| 16.1 | Operate fire and smoke detecting equipment | The equipment is tested and operated at regular intervals and in accordance with manufacturers' manuals and ship specific instructions | AS 3/0 20/01/12 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| 1 | Understand the use and assist in the maintenance of: Portable foam extinguisher | AS 01-05-2013 | AS 3/0 20/01/12 |
| 2 | Portable CO ₂ extinguisher | AS 09-05-2013 | AS 3/0 20/01/12 |
| 3 | Portable dry powder extinguisher | AS 09-05-2013 | AS 3/0 20/01/12 |
| 4 | Portable water extinguisher | AS 05-05-2013 | AS 3/0 20/01/12 |
| 5 | Maintain hoses, nozzles and couplings | AS 05-06-2013 | AS 2/0 08/02/12 |
| 16.2 | Ensure that all persons on watch are able to detect and correct hazardous situations and actions and keep the ship clean and tidy | Personnel on watch making inspections in areas at risk from possible fires are supervised. It is ensured that readily combustible materials are stored safely and an attitude of alertness to fire prevention is demonstrated by the watch | AS 3/0 20/01/12 |
| 1 | Perform fire patrol duties | AS 10-08-2013 | AS 3/0 20/01/12 |
| 2 | Re-stow gear and secure after maintenance work | AS 08-08-2013 | AS 3/0 20/01/12 |
| 16.3 | Locate fire fighting appliances, emergency escape routes and sound alarm | Personnel on watch making inspections in areas at risk from possible fires are supervised. Ensure readily combustible materials are stored safely and the watch demonstrate an attitude of alertness to fire prevention | AS 11-06-12 |
| 1 | Carry out a full inspection of fire fighting equipment and report to the chief officer | AS 11-08-2013 | AS 3/0 15-02-2015 |
| 2 | Participate in an emergency response exercise for fire at sea and fire in port | AS 11-03-2013 | AS 3/0 15-02-2015 |
| 3 | Demonstrate how to raise the alarm | AS 11-08-2013 | AS 3/0 15-02-2015 |

| | | | |
|------|---|--|-----------------|
| 16.4 | Locate fire stations and demonstrate proper use of fixed installations and other fire fighting appliances and agents | All stations are located and the most suitable one selected in the event of a fire. Proper equipment and extinguishing agents for the various materials on fire are selected | AS 3/0 02/01/12 |
| 1 | Assist with the testing of the following systems, where fitted: Fire detection and alarm systems | AS 01-09-2013 | AS 3/0 02/01/12 |
| 2 | Fire alarms | AS 01-09-2013 | AS 3/0 02/01/12 |
| 3 | Fixed automatic sprinklers | AS 01-09-2013 | AS 3/0 02/01/12 |
| 4 | Fixed steam systems | AS 01-09-2013 | AS 3/0 02/01/12 |
| 5 | Fixed foam extinguishers | AS 01-09-2013 | AS 3/0 02/01/12 |
| 6 | Fixed CO ₂ systems | AS 01-09-2013 | AS 3/0 02/01/12 |
| 7 | Fire flaps and dampers | AS 01-09-2013 | AS 3/0 02/01/12 |
| 8 | Automatic and manual fire doors | AS 01-09-2013 | AS 3/0 02/01/12 |
| 9 | Emergency shut off valves, pump stops and main engine stops | AS 01-09-2013 | AS 3/0 02/01/12 |
| 10 | Describe the operation of the fixed fire extinguishing system | AS 01-09-2013 | AS 3/0 02/01/12 |
| 11 | State the safety precautions required prior to operating the system | AS 01-09-2013 | AS 3/0 02/01/12 |
| 16.5 | Locate and use fire protective equipment (fire-fighter's outfit, including breathing apparatus) | The equipment is quickly donned and used in such a way that no accidents are likely to occur | AS 3/0 02/01/12 |
| 1 | Demonstrate the procedures and precautions required for entry into an enclosed space | AS 01-09-2013 | AS 3/0 02/01/12 |
| 2 | Recognise the difference between a Self Contained Breathing Apparatus (SCBA) set and an Emergency Escape Breathing Device | AS 01-09-2013 | AS 3/0 02/01/12 |
| 3 | Demonstrate donning and use of SCBA sets | AS 01-09-2013 | AS 3/0 02/01/12 |
| 4 | Demonstrate donning and use of a fire-fighter's outfit | AS 01-09-2013 | AS 3/0 02/01/12 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/Service Assessor (Initials/Date) |
|--------|---|--|---|
| 16 | Competence: Prevent, control and fight fires on board | | |
| 16.5 | Locate and use fire protective equipment (fire-fighter's outfit, including breathing apparatus) (continued) | The equipment is quickly donned and used in such a way that no accidents are likely to occur | <i>[Signature]</i> 2017/01/06 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .5 | Demonstrate donning and use of a fire-fighter's outfit with a SCBA set | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .6 | Demonstrate the use of a SCBA record/control board | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| 16.6 | Demonstrate ability to act in accordance with the fire fighting plan during fire drills | | <i>[Signature]</i> 2017/01/02 |
| .1 | Take charge of a fire party during an exercise | <i>[Signature]</i> 16-08-2017 | <i>[Signature]</i> 2017/01/02 |
| .2 | Demonstrate the use and location of all engine-room safety appliances and escape routes | <i>[Signature]</i> 16-08-2017 | <i>[Signature]</i> 2017/01/02 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/Service Assessor (Initials/Date) |
|--------|---|---|---|
| 17 | Competence: Operate life-saving appliances | | |
| 17.1 | Organise abandon ship drills | On sounding the alarm all persons meet at the designated lifeboat station wearing safety belts or immersion suits and carry out their duties on request | <i>[Signature]</i> 2017/01/06 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Understand the hazards to seafarers of manning lifeboats for drills and exercises | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .2 | Understand the need to be familiar with the operation of on-load release mechanisms | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .3 | Recognise that fall prevention devices (FPDs) where fitted, should be used in drills (to prevent premature detachment) | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .4 | Recognise the need for meticulous inspection and maintenance of on-load release mechanisms | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .5 | Understand the maintenance requirements by shipboard personnel and by the manufacturer or manufacturer approved agents | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .6 | Under supervision demonstrate familiarity with the lifeboat manufacturer's operating instructions for the use and operation of the davits, winches, brakes, lifeboats, release and operating mechanisms (including FPD where fitted) and the correct resetting and testing of such devices and controls | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .7 | Identify the permanent markings on survival craft with regard to the number of occupants | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .8 | Locate and test the operation of radio devices including EPIRBs and SARTs | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .9 | Locate and inspect pyrotechnic distress signals | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .10 | State precautions for disposal of out of date pyrotechnics | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .11 | Prepare a boat and fire muster list | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |
| .12 | Understudy an officer in charge of an abandon ship drill | <i>[Signature]</i> 2017/01/02 | <i>[Signature]</i> 2017/01/02 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In Service Assessor (Initials/Date) |
|--------|---|---|--|
| 17 | Competence: Operate life-saving appliances | | |
| 17.2 | Launch, handle and recover a lifeboat | Correct orders for embarkation, launching and immediately clearing the ship's side are given. The boat is safely handled under motor, oars or sail as appropriate. The boat is safely recovered and ready | [Signature] 2017/01/15 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Assist with preparation and swinging out of lifeboats and be aware of attendant dangers | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .2 | Assist with preparation and boarding of free fall lifeboat and be aware of attendant dangers | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .3 | Assist with lowering a lifeboat to clear the ship and ride to a sea anchor | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .4 | Start and operate a lifeboat engine | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .5 | Understand principles of lifeboat sailing | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .6 | Crew a boat under: Oars [] Power [] | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .7 | Cox a boat under: Oars [] Power [] | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .8 | Assist with recovery and securing of a lifeboat | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| .9 | Assist with recovery and securing of a free fall lifeboat | [Signature] 2017/01/15 | [Signature] 2017/01/15 |
| 17.3 | Launch or throw overboard a life raft, and manoeuvre it clear of ship's side | The duties for the person designated for the raft are clearly allocated, orders efficiently executed, the raft is quickly righted if inverted, and all persons boarded before the raft moves away from the ship | [Signature] 2017/01/15 |
| .1 | Demonstrate an understanding of the procedure for launching and inflating life rafts, if the opportunity arises | [Signature] 2017/01/15 | [Signature] 2017/01/15 |

| | | | |
|------|--|---|------------------------|
| 17.4 | Operate radio life-saving appliances | Radio contact is established without alerting anybody by transmitting false signals. | [Signature] 2017/01/15 |
| .1 | Rig and operate the portable lifeboat radio under supervision | | [Signature] 2017/01/15 |
| 17.5 | Ensure that all required equipment on board a rescue craft is functioning and maintained as specified in the SOLAS Training Manual | Proper use of pyrotechnics, food, water and signalling equipment is satisfactorily demonstrated | [Signature] 2017/01/15 |
| .1 | Demonstrate an understanding of statutory equipment required in survival craft and its correct use | | [Signature] 2017/01/15 |
| .2 | State minimum food and water requirements for occupants of survival craft | | [Signature] 2017/01/15 |
| .3 | Locate, explain and understand the operation of distress rockets, flares and other pyrotechnics including precautions for their disposal | | [Signature] 2017/01/15 |
| .4 | Explain the operation of rocket line throwing apparatus | | [Signature] 2017/01/15 |
| .5 | Assist with the maintenance of: Lifeboats and rescue boats | | [Signature] 2017/01/15 |
| .6 | Lifeboat equipment and provisions | | [Signature] 2017/01/15 |
| .7 | Launching davits and gear | | [Signature] 2017/01/15 |
| .8 | Buoyant apparatus, e.g. lifebuoys, lifejackets and attachments | | [Signature] 2017/01/15 |
| .9 | Immersion suits and TPAs | | [Signature] 2017/01/15 |
| .10 | Other survival craft, specify type | | [Signature] 2017/01/15 |
| .11 | Assist with the routine maintenance of a lifeboat engine | | [Signature] 2017/01/15 |

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Assessor (Initials/Date) |
|---------|--|--|---|
| 18. | Competence: Apply medical first aid on board ship | | |
| 18.1 | Stop excessive bleeding, ensure breathing and put casualties in proper recovery position | The actions demonstrated are in compliance with accepted recommendations given in international medical first aid guidance | MS/15/04/12 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Participate in an emergency first aid drill at sea | MS/15/03/12 | MS/15/04/12 |
| .2 | Demonstrate a basic understanding of first aid principles: Stopping bleeding | MS/15/03/12 | MS/15/04/12 |
| .3 | Treatment of suffocation/drowning | MS/15/03/12 | MS/15/04/12 |
| .4 | Placing casualty in the recovery position | MS/15/03/12 | MS/15/04/12 |
| 18.2 | Detect signs of shock and heat stroke and act accordingly | The treatment recommended or given is adequate Ability to request Radio Medical for advice is demonstrated | MS/15/04/12 |
| .1 | Demonstrate how to handle a casualty in shock | MS/15/04/12 | MS/15/04/12 |
| .2 | Demonstrate procedure for dealing with heat stroke | MS/15/04/12 | MS/15/04/12 |
| 18.3 | Treat burns, scalds, fractures and hypothermia | The treatment recommended or given is adequate Ability to request Radio Medical for advice is demonstrated | MS/15/04/12 |
| .1 | State procedure for dealing with a casualty of electric shock | MS/15/04/12 | MS/15/04/12 |
| .2 | Demonstrate procedure for treating burns | MS/15/04/12 | MS/15/04/12 |
| .3 | Demonstrate procedure for treating minor fractures | MS/15/04/12 | MS/15/04/12 |
| .4 | State procedure for avoiding hypothermia | MS/15/04/12 | MS/15/04/12 |
| .5 | Demonstrate procedure for treating casualty with hypothermia | MS/15/04/12 | MS/15/04/12 |

| Ref No. | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer's Service Assessor (Initials/Date) |
|---------|--|--|---|
| 19. | Competence: Monitor compliance with legislative requirements | | |
| 19.1 | State where laws, rules and regulations concerning ship operation and pollution-prevention are available | The statement given is correct and includes relevant bodies or organizations which may be contacted to obtain special information or guidance which is not easily accessible | MS/15/04/12 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Locate on board copies of SOLAS | MS/15/04/12 | MS/15/04/12 |
| .2 | MARPOL | MS/15/04/12 | MS/15/04/12 |
| .3 | Garbage Record Book | MS/15/04/12 | MS/15/04/12 |
| .4 | Locate copies of certificates issued under SOLAS, MARPOL, Load Line, STCW and ILO Conventions, and other regulations | MS/15/04/12 | MS/15/04/12 |
| 19.2 | Use legislation to ascertain due approach to solve questions encountered during on board operations | A correct response is established within an acceptable period of time and consequential actions executed | MS/15/04/12 |
| .1 | Participate in bilge pumping in compliance with MARPOL | MS/15/04/12 | MS/15/04/12 |
| .2 | Dispose of garbage at sea/on shore in compliance with MARPOL and ship's Garbage Management Plan | MS/15/04/12 | MS/15/04/12 |
| .3 | Assist in checking life-saving equipment prior to Safety Equipment Survey | MS/15/04/12 | MS/15/04/12 |
| .4 | Participate in shipboard inspection prior to survey for Load Line Certificate | MS/15/04/12 | MS/15/04/12 |
| 19.3 | Searching for stowaways | A comprehensive and thorough search is conducted and findings reported to the responsible officer | MS/15/04/12 |
| .1 | Carry out a stowaway search | MS/15/04/12 | MS/15/04/12 |

| Ref No | Training | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/In-Service Assessor (Initials/Date) |
|--------|---|---|--|
| 20. | Competence: Application of leadership and teamworking skills | | |
| 20.1 | Play a team role | Awareness is shown of others working nearby and in common goals. Instructions are clear and concise using unambiguous language. Questionable decisions are challenged in a succinct manner. Information concerning the manœuvre or task in hand is freely shared. | <i>[Signature]</i> C/O 12/01/15 |
| | Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| .1 | Understand that as a team member everyone has different experience and has a role to play in any task | <i>[Signature]</i> 12.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .2 | Participate actively in task planning meetings involving different ranks | <i>[Signature]</i> 12.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .3 | Understand that communication is a two-way exchange and demonstrate this in practice both on the bridge and on deck | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .4 | Maintain awareness of changing situations | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .5 | Accept authority while questioning instructions if in doubt | <i>[Signature]</i> 16.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .6 | Check own understanding of situation is shared by other team members | <i>[Signature]</i> 13.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .7 | Participate actively in task review and evaluation meetings involving different ranks | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| 20.2 | Demonstrate leadership ability | Initiative is taken and others are co-ordinated alongside to ensure that what needs to be done is carried out in a timely way | <i>[Signature]</i> C/O 12/01/15 |
| .1 | Think ahead and plan tasks that will follow the immediate task or manoeuvre | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .2 | Set priorities correctly when observing conflict between immediate needs and tasks that may be held back | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| .3 | Allocate resources effectively to achieve desired outcomes | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |

| | | | |
|---|--|-----------------------------|---------------------------------|
| 4 | Check results and take corrective actions as needed/instructed | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |
| 5 | Demonstrate the confidence and maturity to refer to senior officer if in doubt | <i>[Signature]</i> 15.08.15 | <i>[Signature]</i> C/O 12/01/15 |

SECTION 8 STEERING CERTIFICATE

It is important that you learn to steer the ship at sea and understand how to execute helm orders correctly. You should take turns at the wheel by day, by night and when entering and leaving port. Ensure that you keep a proper record of your steering experience by asking the officer in charge to complete the steering record on page 90. When you have completed the turns at the wheel for at least the periods shown on page 93, ask the master to sign the Cadet's Steering Certificate.

| Training | | Criteria for Evaluation | Competence Demonstrated Designated Training Officer/in Service Assessor (Initials/Date) |
|--|--|---|--|
| Competence: Steering the ship | | Steering is efficient in narrow and coastal waters and under pilotage. All orders are acknowledged and complied with in a reasonable manner. Changeover to manual steering and vice-versa is executed unaided | <i>Luis</i> 08.09.15 |
| Task/Duty | Task Completed Supervising Officer/ Instructor (Initials/Date) | Advice on Areas for Improvement | Task Completed Supervising Officer/ Instructor (Initials/Date) |
| Execute helm orders correctly | | | <i>Luis</i> 08/09/15 |
| Demonstrate procedure for handing over the wheel | | | <i>Luis</i> 08/09/15 |
| Understand operation of the main steering system and auto pilot | | | <i>Luis</i> 08/09/15 |
| Demonstrate correct procedure for changing over from manual steering to auto helm and vice-versa | | | <i>Luis</i> 08/09/15 |
| Steer by magnetic compass | | | <i>Luis</i> 08/09/15 |
| Steer by gyro compass | | | <i>Luis</i> 08/09/15 |
| Take turns at the wheel in steering the ship for periods totalling at least 10 hours, excluding periods of instruction | | | <i>Luis</i> 08/09/15 |
| Take the wheel: Entering/leaving port | | | <i>Luis</i> 08/09/15 |
| In canal/river transits | | | <i>Luis</i> 08/09/15 |

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CADET'S STEERING RECORD

| Steering | Voyage | | Date | Steered | | Remarks | Signature of Officer in Charge of the Watch |
|------------------------|-----------|-------------|------------|----------|-------|---------|---|
| | From | To | | Duration | | | |
| | | | | From | To | | |
| By compass - By day | EGUCHI | DOUALA | 15-12-2014 | 09:30 | 10:30 | | <i>D. 2/0</i> |
| | ANTWERP | AGADESSE | 18-07-2015 | 08:00 | 10:00 | | |
| | LENIUS | LES PALMS | 03-08-2015 | 08:00 | 10:00 | | |
| | " | " | 04-08-2015 | 10:00 | 12:00 | | |
| | LES PALMS | BATA | 06-08-2015 | 12:00 | 14:00 | | |
| | " | " | 08-08-2015 | 10:00 | 12:00 | | |
| - By night | DOUALA | POINT NOIRE | 22-12-2014 | 22:00 | 23:00 | | <i>D. 2/0</i> |
| | SOYO | ANTWERP | 03-07-2015 | 03:00 | 04:00 | | |
| | PRESENTIN | LUANDA | 10-08-2015 | 00:00 | 02:00 | | |
| | LUANDA | BATA | 01-09-2015 | 22:00 | 24:00 | | |
| | MATAOZ | CONAKRY | 19-09-2015 | 22:00 | 24:00 | | |
| | " | " | 20-09-2015 | 01:00 | 02:00 | | |
| | CONAKRY | ANTWERP | 26-09-2015 | 22:00 | 24:00 | | |

SECTION 10 TASK SUMMARY CHART - OFFICERS IN CHARGE OF A NAVIGATIONAL WATCH

The purpose of the summary chart is to provide you, your company and your ship's masters and officers with a guide and continuous check on the numbers of tasks or duties listed in Section 7 that you have completed, and those that remain outstanding.

Tick off only those tasks which you have completed. In the charts below the tinted boxes simply indicate the start of a new group of tasks or duties.

FUNCTION - Navigation at the Operational Level

1. COMPETENCE - Plan and conduct a passage and determine position

| | | | | | | | | | | | | | | | |
|--------|--------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1.1.1 | 1.1.2 | 1.1.3 | 1.1.4 | 1.1.5 | 1.1.6 | 1.1.7 | 1.2.1 | 1.2.2 | 1.3.1 | 1.3.2 | 1.3.3 | 1.3.4 | 1.3.5 | 1.4.1 | 1.5.1 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 1.5.2 | 1.5.3 | 1.5.4 | 1.5.5 | 1.6.1 | 1.6.2 | 1.6.3 | 1.6.4 | 1.6.5 | 1.7.1 | 1.7.2 | 1.7.3 | 1.7.4 | 1.8.1 | 1.8.2 | 1.9.1 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 1.9.2 | 1.9.3 | 1.9.4 | 1.9.5 | 1.9.6 | 1.9.7 | 1.9.8 | 1.9.9 | 1.9.10 | 1.9.11 | 1.9.12 | 1.9.13 | 1.9.14 | 1.10.1 | 1.10.2 | 1.10.3 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 1.10.4 | 1.10.5 | | | | | | | | | | | | | | |
| ✓ | ✓ | | | | | | | | | | | | | | |

2. COMPETENCE - Maintain a safe navigational watch

| | | | | | | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|-------|-------|-------|-------|-------|
| 2.1.1 | 2.1.2 | 2.1.3 | 2.1.4 | 2.1.5 | 2.1.6 | 2.1.7 | 2.2.1 | 2.2.2 | 2.2.3 | 2.2.4 | 2.2.5 | 2.3.1 | 2.3.2 | 2.3.3 | 2.3.4 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2.3.5 | 2.4.1 | 2.4.2 | 2.4.3 | 2.4.4 | 2.4.5 | 2.4.6 | 2.4.7 | 2.4.8 | 2.4.9 | 2.4.10 | 2.5.1 | 2.5.2 | 2.5.3 | 2.5.4 | 2.5.5 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2.5.6 | 2.5.7 | 2.6.1 | 2.6.2 | 2.6.3 | 2.6.4 | 2.6.5 | | | | | | | | | |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | | | |

3. COMPETENCE - Use of radar and ARPA to maintain safety of navigation

| | | | | | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-------|-------|-------|
| 3.1.1 | 3.1.2 | 3.1.3 | 3.1.4 | 3.1.5 | 3.2.1 | 3.2.2 | 3.2.3 | 3.3.1 | 3.3.2 | 3.3.3 | 3.4 | 3.4.1 | 3.4.2 | 3.4.3 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

TASK SUMMARY CHART

97

4. COMPETENCE - Use of ECDIS to maintain the safety of navigation

| | | | | | | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 4.1.1 | 4.1.2 | 4.1.3 | 4.1.4 | 4.1.5 | 4.1.6 | 4.1.7 | 4.1.8 | 4.2.1 | 4.2.2 | 4.2.3 | 4.2.4 | 4.2.5 | 4.2.6 | 4.2.7 | 4.2.8 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 4.2.9 | 4.3.1 | 4.3.2 | 4.3.3 | 4.3.4 | | | | | | | | | | | |
| ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | | | | | |

5. COMPETENCE - Respond to emergencies

| | | | | | | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|--------|-------|-------|-------|-------|-------|
| 5.1.1 | 5.1.2 | 5.1.3 | 5.1.4 | 5.1.5 | 5.1.6 | 5.1.7 | 5.1.8 | 5.1.9 | 5.1.10 | 5.1.11 | 5.2.1 | 5.2.2 | 5.2.3 | 5.3.1 | 5.3.2 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 5.3.3 | 5.3.4 | 5.3.5 | | | | | | | | | | | | | |
| ✓ | ✓ | ✓ | | | | | | | | | | | | | |

6. COMPETENCE - Respond to a distress signal at sea

| | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 6.1.1 | 6.1.2 | 6.1.3 | 6.1.4 | 6.1.5 | 6.2.1 | 6.2.2 | 6.2.3 | 6.2.4 | 6.3.1 | 6.3.2 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

7. COMPETENCE - Use the IMO Standard Marine Communication Phrases and use English in written and oral form

| | | | | | | | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 7.1.1 | 7.1.2 | 7.2.1 | 7.2.2 | 7.2.3 | 7.2.4 | 7.2.5 | 7.2.6 | 7.3.1 | 7.3.2 | 7.4.1 | 7.4.2 | 7.4.3 | 7.4.4 | 7.4.5 | 7.5.1 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 7.5.2 | 7.5.3 | | | | | | | | | | | | | | |
| ✓ | ✓ | | | | | | | | | | | | | | |

8. COMPETENCE - Transmit and receive information by visual signalling

| | | | | |
|-------|-------|-------|-------|-------|
| 8.1.1 | 8.1.2 | 8.2.1 | 8.2.2 | 8.2.3 |
| ✓ | ✓ | ✓ | ✓ | ✓ |

16. COMPETENCE - Prevent, control and fight fires on board

| | | | | | | | | | | | | | | | |
|--------|--------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 16.1.1 | 16.1.2 | 16.1.3 | 16.1.4 | 16.1.5 | 16.2.1 | 16.2.2 | 16.3.1 | 16.3.2 | 16.3.3 | 16.4.1 | 16.4.2 | 16.4.3 | 16.4.4 | 16.4.5 | 16.4.6 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 16.4.7 | 16.4.8 | 16.4.9 | 16.4.10 | 16.4.11 | 16.5.1 | 16.5.2 | 16.5.3 | 16.5.4 | 16.5.5 | 16.5.6 | 16.6.1 | 16.6.2 | | | |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | |

17. COMPETENCE - Operate life-saving appliances

| | | | | | | | | | | | | | | | |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|--------|--------|--------|--------|
| 17.1.1 | 17.1.2 | 17.1.3 | 17.1.4 | 17.1.5 | 17.1.6 | 17.1.7 | 17.1.8 | 17.1.9 | 17.1.10 | 17.1.11 | 17.1.12 | 17.2.1 | 17.2.2 | 17.2.3 | 17.2.4 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 17.2.5 | 17.2.6 | 17.2.7 | 17.2.8 | 17.2.9 | 17.3.1 | 17.4.1 | 17.5.1 | 17.5.2 | 17.5.3 | 17.5.4 | 17.5.5 | 17.5.6 | 17.5.7 | 17.5.8 | 17.5.9 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 17.5.10 | 17.5.11 | | | | | | | | | | | | | | |
| ✓ | ✓ | | | | | | | | | | | | | | |

18. COMPETENCE - Apply medical first aid on board ship

| | | | | | | | | | | |
|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 18.1.1 | 18.1.2 | 18.1.3 | 18.1.4 | 18.2.1 | 18.2.2 | 18.3.1 | 18.3.2 | 18.3.3 | 18.3.4 | 18.3.5 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

19. COMPETENCE - Monitor compliance with legislative requirements

| | | | | | | | | |
|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 19.1.1 | 19.1.2 | 19.1.3 | 19.1.4 | 19.2.1 | 19.2.2 | 19.2.3 | 19.2.4 | 19.3.1 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

20. COMPETENCE - Application of leadership and team working skills

| | | | | | | | | | | | |
|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 20.1.1 | 20.1.2 | 20.1.3 | 20.1.4 | 20.1.5 | 20.1.6 | 20.1.7 | 20.2.1 | 20.2.2 | 20.2.3 | 20.2.4 | 20.2.5 |
| ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

CDT. RAHABAKKALA
M.V. SAMPARINE SHABA

NAME OF THE SHIP : SAMPARINE SHABA

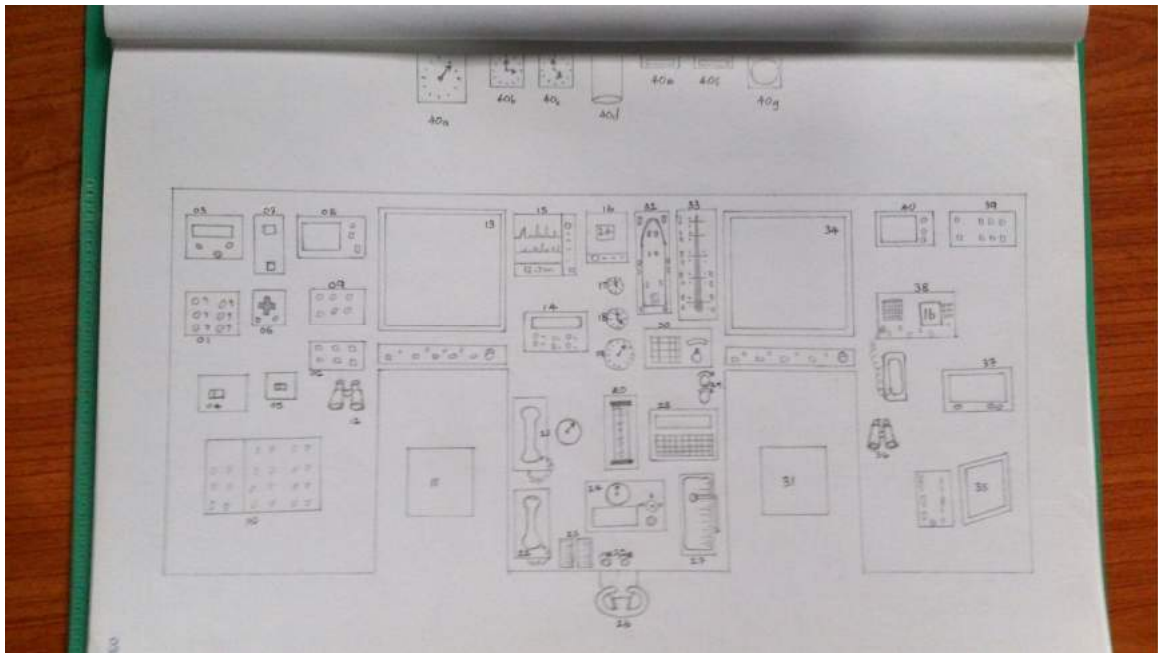
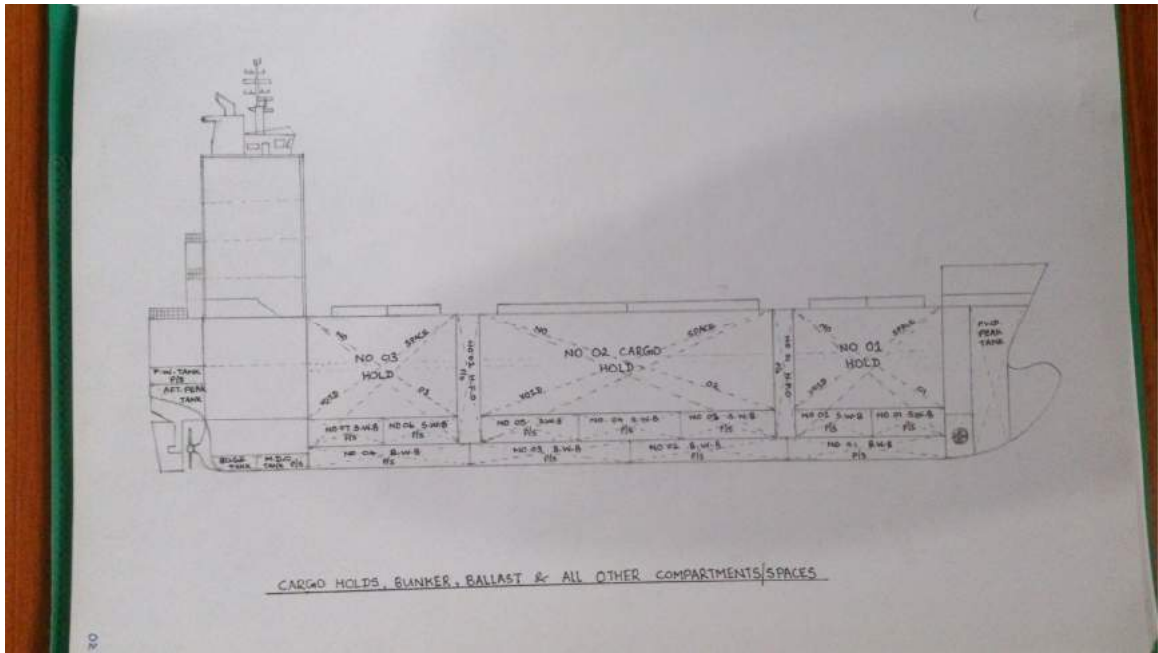
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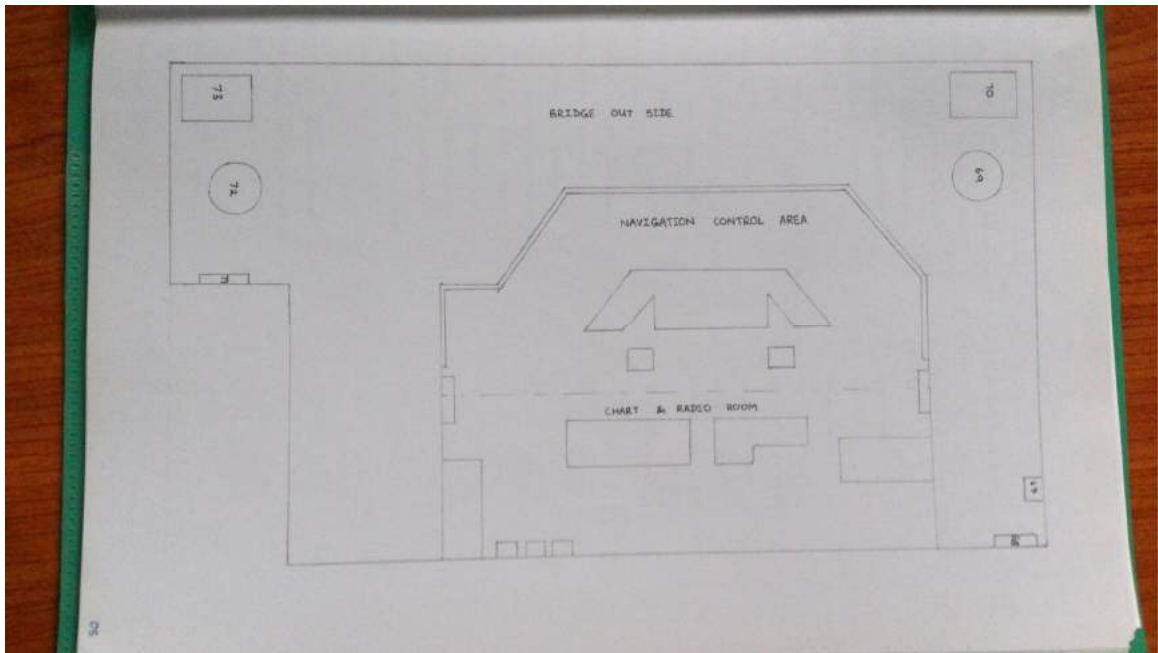
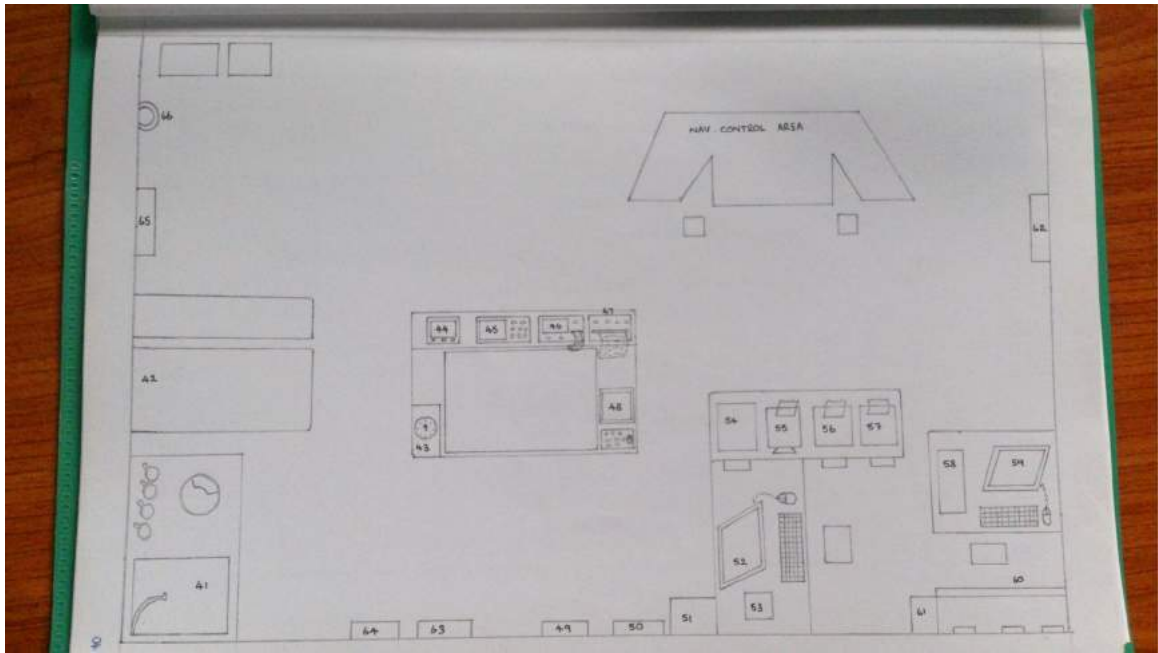
DATE COMMENCED : 2015/02/15

DATE COMPLETED : 2015/02/15

M.V. SAMPARINE SHABA

CHIEF OFFICER





- ① Window wiper
- ② Navigation alarm panel
- ③ Water void system fire alarm panel
- ④ Inmarsat & distress alarm
- ⑤ Inmarsat C alarm panel
- ⑥ Hospital call alarm panel
- ⑦ Central alarm generator
- ⑧ GPS control panel
- ⑨ Fog alarm panel
- ⑩ cone lights, fire pump, 11kV, air-temperature panel
- ⑪ Pilot chair
- ⑫ Binocular
- ⑬ X-band Radar
- ⑭ Engine room alarm panel
- ⑮ Echo sounder
- ⑯ VHF control panel
- ⑰ Rubber angle Indicator
- ⑱ VHF RPM Indicator
- ⑲ VHF Stand air pressure
- ⑳ Telegraph system printer
- ㉑ Sound powered phone
- ㉒ Bridge telephone
- ㉓ Steering motor selector
- ㉔ Auto pilot controller
- ㉕ Auto pilot controller light
- ㉖ Wheel
- ㉗ Telegraph
- ㉘ VHF RPM control panel
- ㉙ Magnetic compass light dimmer
- ㉚ Bow thruster controller
- ㉛ Flak chow
- ㉜ Navigation light panel
- ㉝ Signal light panel
- ㉞ 5-hand Radar
- ㉟ ECBS
- ① Binocular
- ② Course Recorder
- ③ UHF
- ④ Track light control panel
- ⑤ AIS
- ⑥ Chromator
- ⑦ Clock
- ⑧ Armo meter
- ⑨ Magnetic compass
- ⑩ Speed indicator
- ⑪ Course indicator
- ⑫ Rubber angle indicator

- ① Wash tub
- ② Dry bunk
- ③ Barometer
- ④ GPS controller
- ⑤ Echo sounder
- ⑥ Navtex receiver
- ⑦ Facsimile receiver
- ⑧ ECBS
- ⑨ Fire control & Detection alarm system
- ⑩ Man clock
- ⑪ Library for publications
- ⑫ Captain's Computer
- ⑬ Printer
- ⑭ Fleet 77 satellite phone
- ⑮ Fax machine
- ⑯ Inmarsat C & printer
- ⑰ MF/HF DSC & printer
- ⑱ Short co. receiver
- ⑲ Short co. computer
- ⑳ Portable GPSD UHF
- ㉑ Flugs & Pyrotechnics box
- ㉒ Door
- ㉓ Bridge entrance door
- ㉔ Wash room door
- ㉕ Door
- ㉖ SART
- ㉗ EPIRB
- ㉘ MOB buoy
- ㉙ Gyro repeater
- ㉚ SSB Wing controller
- ㉛ MOB buoy
- ㉜ Gyro repeater
- ㉝ Port. Wing Controller

NAME OF THE SHIP : SAFMARINE SHABA

PROJECT TITLE : SAFETY

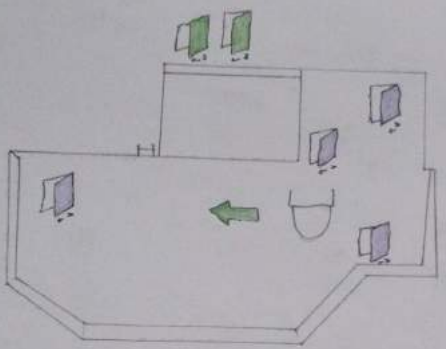
DATE COMMENCED : 2015/03/10

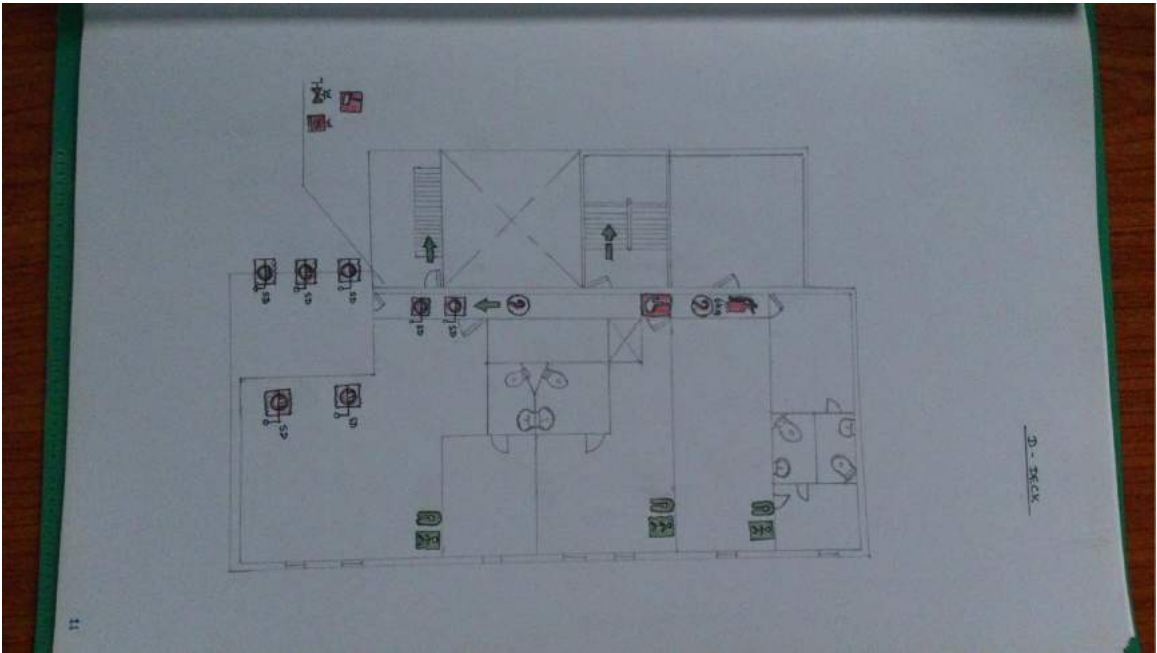
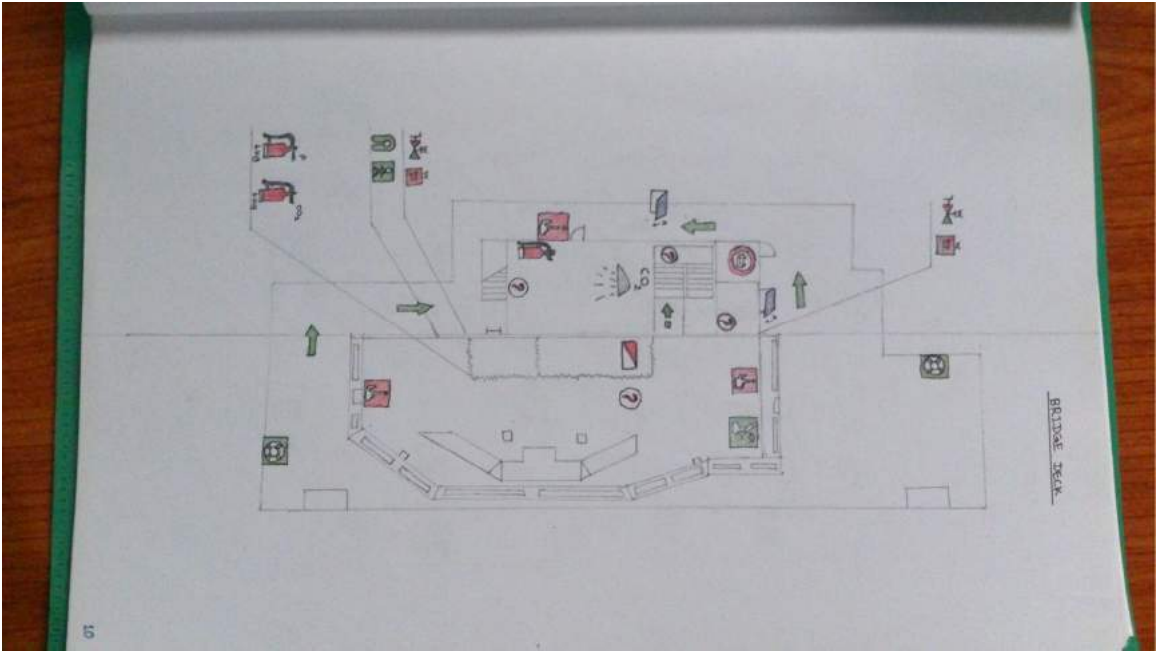
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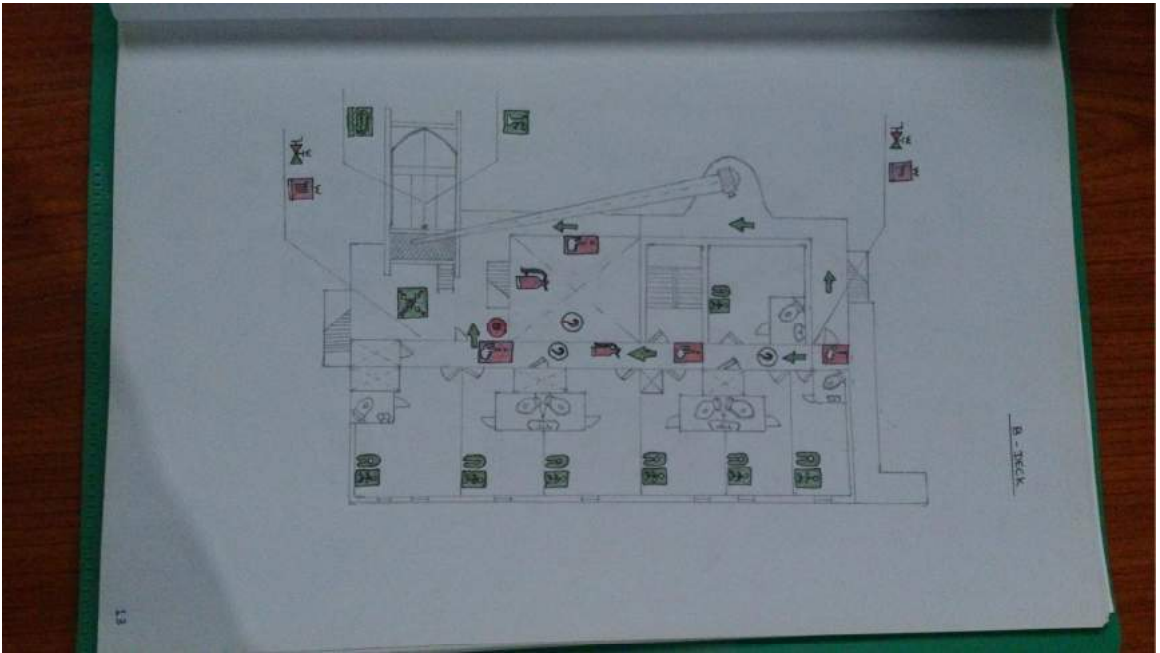
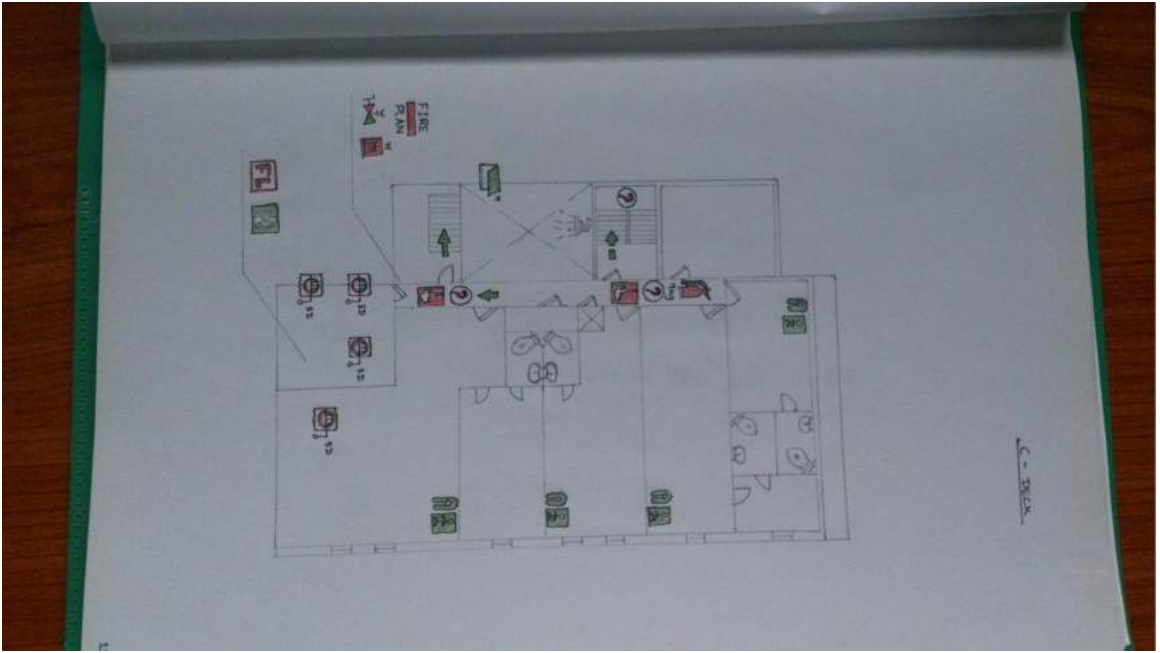
M.V. SAFMARINE SHABA

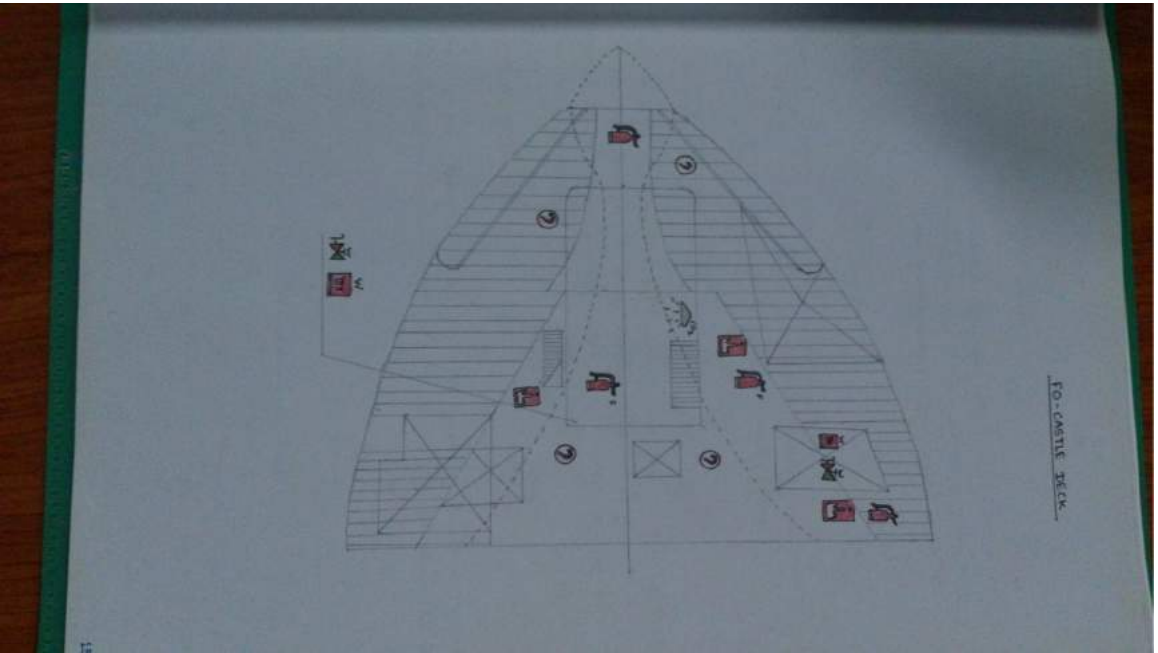
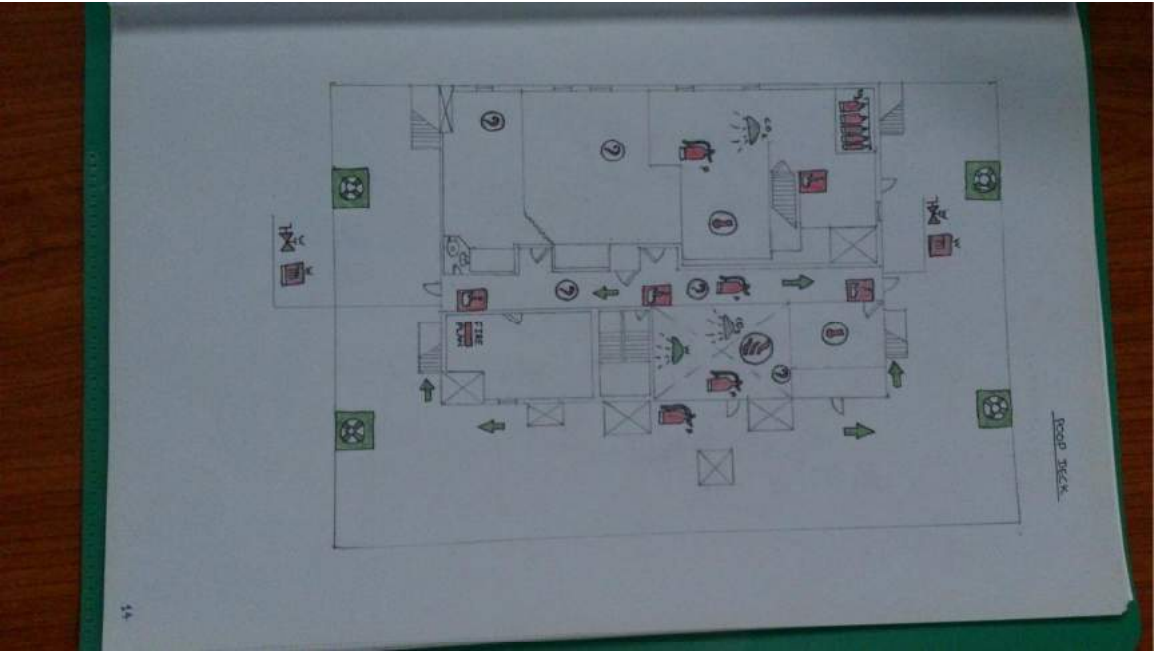
CHIEF OFFICER

COMPASS BECK









ABC DRY POWDER EXTINGUISHERS

ABC dry powder is a mode of extinguishing fire. It can be used to extinguish any class of fire usually in every alley way, and public places these extinguishers are located in vessels.

FOAM FIRE EXTINGUISHER

Foam is another mode of fire extinguishing. This is used to extinguish oil, wooden or hard material related fires. mostly used in engine room spaces & in the galley spaces.

CO₂ FIRE EXTINGUISHER

CO₂ is also a mode of extinguishing fire. This is usually used to extinguish electrical fires. Usually located in engine room spaces & engine control room, spaces, bridge, Deck, Galley, Emergency generator room & battery room.

SMOKE DETECTOR

This is an equipment used to detect smoke of flame in case of fire located in every location of the vessel which has a risk of fire.

FIRE HOSES

This is the main fire extinguishing method of the vessel. Fire hydrant is connected to the fire main. Emergency fire pump where sea water flowing. In the same time of a fire the hose is connected to the fire hydrant & the fire pump is switch on.

FIRE BOXES

These fire boxes are located every where in the vessel that any person can acknowledge the fire alarm in case of fire by breaking the glass & pushing the button.

EMERGENCY ESCAPE BREATHING DEVICE [EEBD]

In case of fire or any circumstance where a person is difficult to breath, to escape from this area, that person can use an "EEBD" this device provides air for about 15-20. one device can be used by only one person.

FIRE BLANKET

Fire blanket is used inside the galley area. This is used to extinguish a small fire inside the galley area.

IMMERSION SUIT

In case of abandonment ship situation a person must take the along with him. By the "Immersion suit" a person can stay in the water for a long time, without any effect. Some immersion suits are floatable & some are not. In cases you have a non floatable immersion suit person should a the life jacket along with the immersion suit. A immersion suit should be done with in 3 mins.

LIFE JACKET

The life jacket is used to float on the water. This life jacket should be taken with you in case of an abandon ship situation. Every cabin, bridge, engine control room & fore/castle stores are the locations where life jackets are placed.

CO₂ SYSTEM

In this system there is a CO₂ room which has plenty of CO₂ bottles. CO₂ system is used to extinguish a fire in cargo hold. Engine control room & in the galley you must choose the proper bottles connected to line & activate the pilot bottle by that it activates the other bottles & extinguishes the fire. you must not stay at the place where the CO₂ system activated.

SEARCH AND RESCUE TRANSDUCER (SART)

SART is used in an abandon ship situation. By the SART you can indicate your location to the other vessels with a range of 12nm. The SART is shown only in "X" band radars by 12 dots as a semi circle. There are 2 SART's in a vessel one is in the bridge & the other one is in the life boat.

EMERGENCY POSITION IDENTIFICATION RADIO BEACON (EPIRB)

There is only one EPIRB on the vessel. It is situated in port bridge wing of the vessel. In case of where the vessel is sunk this device activated automatically & sends a signal through the satellite to a shore SAR co-ordinating centre & by this centre send a message to the vessels in that area.

MAIN OVE BOARD LIFE BOAT (MOB)

There are 2 MOB life boats in the vessel which are situated in port & starboard wings. These life boats consist with a signal & a self ignition light. These life boats weight 4.5kg.

OTHER LIFE BOATS

- There are 2 other types of life boats
- 1) Normal life boats
- 2) Life boats with line
- 3) Life boats with light

The main purpose of life boats is to use in a man over board situation. The life boat with line can be used at day time. The person can secured one end of the line in the vessel the other end is secured to the life boat & thrown towards the person on the water. The life boat with the light is with self ignition light which can be used at night so the person is more visible due to the light. These life boats weight 2.5kg.

WATER SPRINKLER SYSTEM

Sprinkler system is used to extinguish a very large fire inside a cargo hold where any person cannot enter. This system is running by the fire pump via connect the hoses & the couplings in the hold & to the fire line & start the fire pump by this the sprinkler system is activated.

WATER MIST SYSTEM

This fire extinguishing system is used only for a fire in the main engine similar to the sprinkler system. Below only fresh water. There should be 10 tons of fresh water to activate this water mist system.

BREATHING APPARATUS [BA SET]

This is used by the persons who are entering place which has a fire. BA set has a O_2 bottle with has pressure of 300 bars. O_2 bottle can be used upto 45 mins. This BA set is along with a fireman outfit. 3 BA sets should be in the vessel & two fireman BA sets. If the vessel is carrying DGA cargo an extra BA set should be on board the vessel.

PYRO TECHNIQUES

Pyro techniques are used in a emergency situation or in a abandon ship situation. There are 4 types of pyro techniques.

WIND FLAGS - Used to highlight the position of the life raft or life boat to other vessels.

SMOKE SIGNALS - This is also used to indicate the position of the raft or life boat.

ROCKET PARACHUTE - This is an item to indicate the position of the life raft or life boat to other vessels.

LINE THROWING APPARATUS - This is used to pass a line to an other ship which has come to rescue the vessel, life raft or boat.

EMERGENCY ESCAPE ROUTES

The emergency escape routes are used to escape quickly in case of fire or any other hazard. By these routes crew can come to the main deck. The area of emergency escape routes should be free of obstructions.

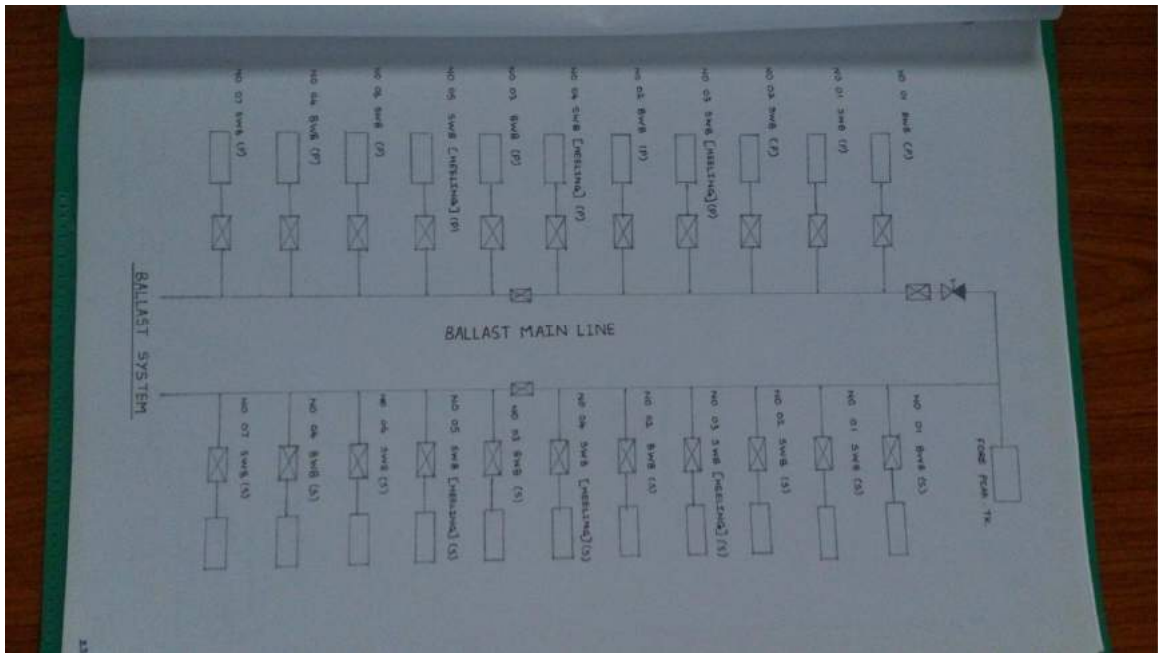
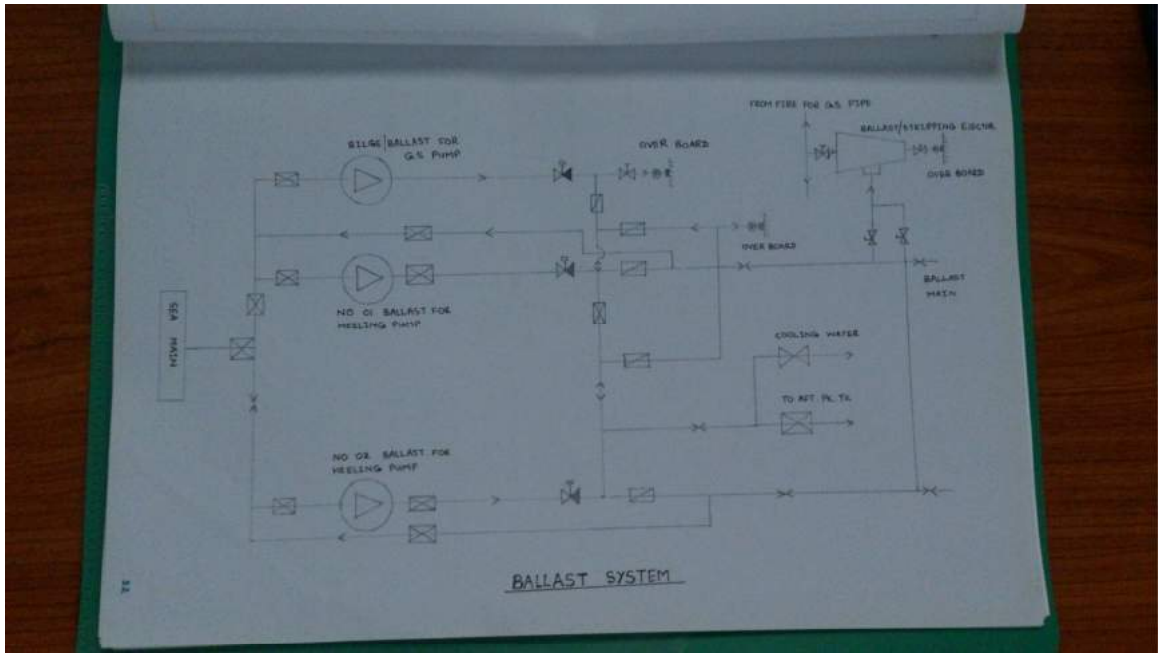
NAME OF THE SHIP : SAFMARINE SHABA
PROJECT TITLE : PIPELINE SYSTEMS

DATE COMMENCED : 2015/04/06

DATE COMPLETED : 2015/04/08

M.V. SAFMARINE SHABA

CHIEF OFFICER



NAME OF THE SHIP : SAFMARTINE SHABA

PROJECT TITLE : CARGO WORK

DATE COMMENCED : 2015/05/01

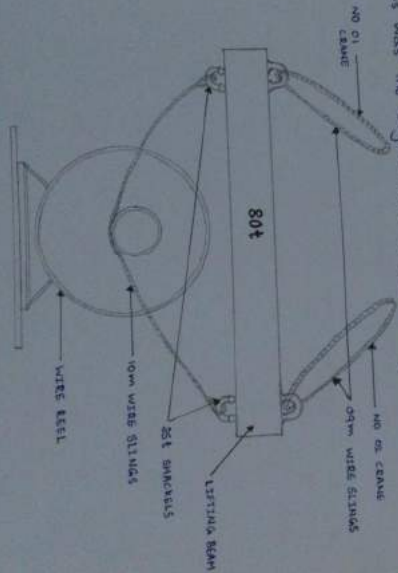
DATE COMPLETED : 2015/05/05

M.V. SAFMARTINE SHABA
CHIEF OFFICER

DATE : 2015/05/05
PLACE : ANKOLA
PARTICIPATED PERSONS : OS
CARGO : :- 01 wire reel : 11217 kg
:- 40 OS & 40 OS covers
WIRE CRANES :- ship's lifting beam
WIRE EQUIPMENTS :- wire sling 09m
:- wire sling 10m
shockels
OSPCS
OSPCS
OSPCS
SUN- 601
OSPCS
OSPCS
OSPCS
SUN- 151

PREPARATION

- Before loading master, chief officers everyone gathered and had a meeting in cargo office.
- chief officer explained how load the wire reel with safety precautions
- Also master described how to arrange the equipments by drawing a diagram.
- This was the diagram used to load the cargo.

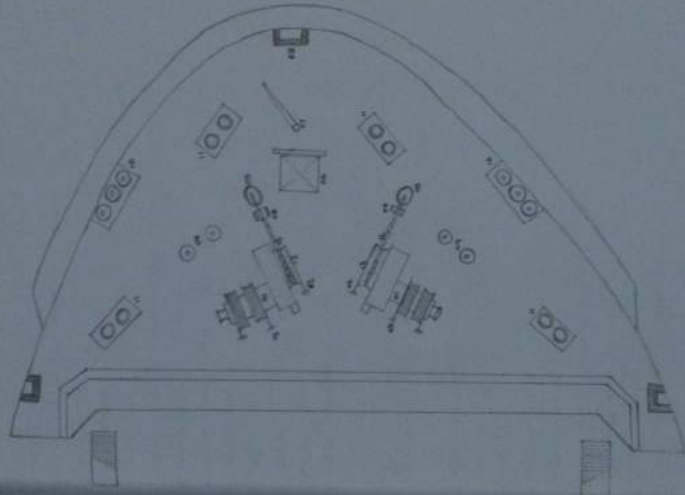


- First c/o or electrician checked the crane's condition & they satisfied about the cranes
- before start the operation checked the gyno's, warning condition & sign board condition.
- As wire redds checked with c/o before start operation
- Bosun & one of AB operated the cranes
- According to the planned diagram all equipments attached to the crane
- Duty officer was standing to check the ship's lat condition while the operation
- Everyone followed the c/o's orders
- First crew attached the wire red
- c/o command let the wire red about one meter & correct the lat
- While the operation, duty officer correct the lat & loaded out about the gyno's & warning ropes.
- Arranged the damages for the loading area by the crew
- After loading the wire red on the damage's c/o checked that the red in correct position.
- c/o confirmed with the master the wire red in correct position
- After that the wire dings removed & the lifting boom & all equipments removed by the cranes.
- c/o showed to ship's crew & filter how to arrange the loading in stages for the red
- After finished loading all checked by the c/o

NAME OF THE SHIP : SAFMARINE SHABA
 PROJECT TITLE : MOORING
 DATE COMMENCED : 20/06/13
 DATE COMPLETED : 22/06/13

M/V SAFMARINE SHABA

 CHIEF OFFICER

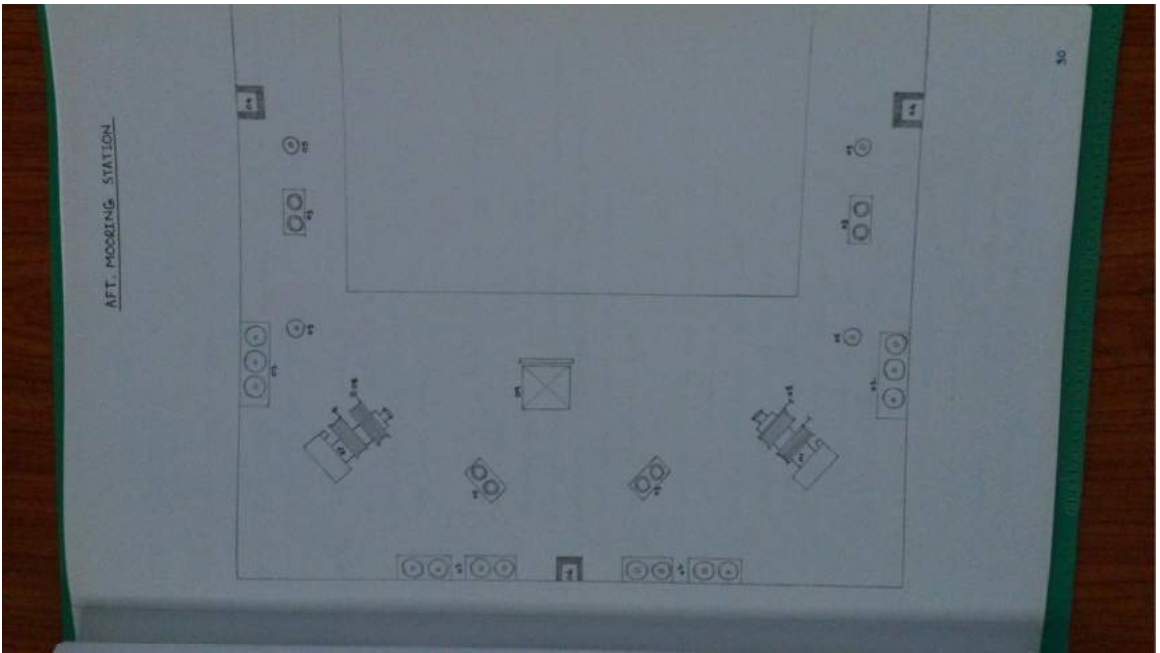


P&D HOORINGS

- ⊗ Hooring winch
- ⊗ Breaks for Anchor drum
- ⊗ Winch breaks
- ⊗ Bow stopper
- ⊗ Hawse pipe
- ⊗ Beddy bath for vessel's store
- ⊗ Manual operation crane
- ⊗ Center lead [panama chock]
- ⊗ Pedestal rollers
- ⊗ Tow leads
- ⊗ Bulwarks
- ⊗ Anchor drum
- ⊗ Cable drum, Gypsy

AFT MESSING

- ⊗ 5th. Side mooring winch
- ⊗ Tow leads
- ⊗ Bulwarks
- ⊗ Panama chock
- ⊗ Pedestal rollers
- ⊗ Center leads [panama chock]
- ⊗ 7th Side mooring winch
- ⊗ Winch breaks
- ⊗ Body leads for provisions store



- UNDERHUNG OF THE VESSEL
- a) Check that the cargo operation completed.
 - b) Passage plan prepared, reviewed, approved & signed for finalisation by navigational officers & master.
 - c) Checks:
 - That all crew onboard
 - Food & water sufficient for voyage
 - Crew certificates in order
 - Boat hours checked
 - d) Bridge:
 - Book pilot & give an hour notice to engine room before pilot onboard
 - Steering gear test performed & record
 - Arrange bridge, check the GDS&S equipment working properly.
 - Radar running, rony, clutter, trail history & various inputs.
 - Check window wipers, clear view screen
 - Check navigational lights.
 - e) Engine Room:
 - From receiving order from bridge prepare main engine
 - Tidy engineers in engine control room
 - Start main engine lub-oil pump
 - Start main engine auto lub-oil filler
 - Check usually all around
 - Check all the oil water levels
 - Activate main engine lubricators
 - Blow through main engine by air
 - Close indicator valves
 - Start main engine auxiliary blowers
 - Inform to bridge, main engine ready for trials
 - Check Ahead, Astern trials with bridge.
 - Ship ready to sail & switch the command to bridge

- a) Ship & cargo:
 - check the winches & windlasses prior mooring operation
 - check crew on stand by having safety precautions
 - check pilot ladder in good condition, passage clear & illuminated, life buoy & other safety materials ready
 - Anchors ready for use
 - Cargo plan available
 - snafft deployed on bridge board
 - Cargo gears secured for sea
 - Vessel certificates are in-order
 - check no ship's equipments left ashore
- e) Carried out and record drug & stowage search
- e) Carried out second drug & stowage search after unberthing & confirm seaworthiness:
 - e) Check SOPEP equipments are in order.
 - e) check the garbage in dedicated containers, nothing on deck
 - e) check if there is any possibility to discharge garbage for ashore
 - e) check fire fighting equipments ready
 - e) check bills of lading, mates receipts in order
 - e) check the port clearance received.
 - e) After pilot on board hoist the pilot flag
 - e) Secure the gangway & stand by on mooring stations
 - e) check the portable communication System (CSP) between bridge & mooring stations.
 - e) Remove the rot-guards waiting for the orders from bridge
 - e) If there is tug for ship
 - e) Follow the orders & unberth the vessel & stand by of the mooring stations.
 - e) After pilot away & at the BOSIP secure anchors, Bow thruster tugs, secure the shores for sea worthiness.

NAME OF THE SHIP : SAFMARINE SHABA
 PROJECT TITLE : NAVIGATION
 DATE COMMENCED : 2015/07/20
 DATE COMPLETED : 2015/07/24

M/V SAFMARINE SHABA

 CHIEF OFFICER

ECDIS

The Electronic Chart Display and Information System is a developed method of chart used in naval vessels and ships with the use of ECDIS it has been easier for a ship's navigating crew to pinpoint the location.

RADAR

A system for detecting the objects by sending out pulses of radio waves which are reflected off the object back to the source.

ECHO SOUNDER

A device for determining the depth of the seafloor or object in the water by measuring the time taken sound waves to return to the receiver.

AIS

Automatic Identification System is an automatic tracking system used on ship and vessel traffic services (VTS) for identification and tracking vessel by electronically exchange data with other nearby ships.

GDS

Global Positioning System is radio navigation system that allows land, sea, air users to detect their exact location, velocity & time. 24 hours a day in all weather conditions anywhere in the world.

GYRO COMPASS

It is a non-magnetic compass in which the direction of true north is maintained by a continuously driven gyroscope. such axis is parallel to the earth's axis of rotation.

IF ECDIS FAIL

In ships use as their primary means of navigation (in paper charts) or additional and independent ECDIS shall be provided as a backup. The backup ECDIS shall be connected to an independent power supply and connected to systems providing continuous position fixing capability.

When the ECDIS being operated by raster chart display system made using ENC data due to lack of suitable coverage of ENC then an appropriate form of update paper chart must be maintained for areas where raster chart coverage is available.

In ships using ECDIS as navigation the ship must carry and maintain appropriate files up to date paper charts.

The ECDIS should be able to operate in normal capacity when it's connected and supplied by an emergency source of electricity. Change over the source one to another including any interferences in electrical supply should not require the equipment to be normally re-initiated for a period of 45 seconds.