

**The Republic of Palau**  
**Palau International Ship Registry**

*“The Reliable Flag to Prosperity”*

**MARINE NOTICE 12-015 TRAINING AND CERTIFICATION REQUIREMENTS**

To: ALL SHIPOWNERS, MANAGERS, MASTERS, REGISTRATION OFFICERS AND RECOGNIZED ORGANIZATION

Subject: TRAINING AND CERTIFICATION REQUIREMENTS

1. Purpose

1.1 This Marine Notice provides guidance on the training and certification carriage requirements for seafarers serving onboard Palau registered vessels.

2. Reference

2.1 The International Convention on Standards of Training, Certification and Watch-keeping for Seafarers, 1978 (STCW), the associate Code (STCW Code) and Maritime Labour Convention 2006 (MLC 2006) required all seafarers to be trained for their assigned shipboard tasks and for the ship on which they are sailing.

2.2 The 2010 amendments to STCW and STCW Code were adopted on June 20<sup>th</sup> 2010 and entered into force on January 1<sup>st</sup> 2012. This Marine Notice makes reference to the requirements of the 2010 amendments.

3. Applicability

3.1 This Marine Notice is applicable to all vessels registered with the Republic of Palau with the exception of fishing vessels and non-commercial yachts.

4. Responsibility of the Company and Master

4.1 Company is the entity responsible for the management of the ship in accordance with the ISM Code as define in STCW Convention Regulation I/1.23

4.2 For the purpose of these requirements, the Master is the person in overall responsibility of the vessel.

4.3 In accordance with Regulation I/14 of the STCW, the Company is responsible for ensuring that the ship is manned in compliance with the Minimum Safety Manning Certificate by properly trained, qualified, certified and medically fit seafarers.

- 4.4 The company must verify the validity and authenticity of all seafarer's sea service, certificates and documents. This responsibility remains irrespective of the Company used as a recruitment and placement agent to arrange the placement of seafarers onboard ships.
- 4.5 Documentation and data relevant to all seafarers employed on its ships are maintained and readily accessible, and include, without being limited to, documentation and data on their experience, training, medical fitness and competency in assigned duties;
- 4.6 The company must verify that seafarers assigned to the vessel have the required valid certification, including applicable flag state endorsements, and are suitably trained to undertake their intended duties including the operation of the shipboard equipment.
- 4.7 The Company and the Master shall ensure that all persons, on joining a ship or unit, are immediately given appropriate familiarization training with respect to emergency, safety and, if applicable, security in addition to their respective duties and functions.
- 4.8 The ship's complement can effectively co-ordinate their activities in an emergency situation and in performing functions vital to safety or to the prevention or mitigation of pollution.

## 5. Responsibility of the Seafarer

- 5.1 The Seafarer shall ensure that they have onboard the appropriate original documentary evidence of their training and qualification dependent on the type of ship and or their assigned role.
- 5.2 All seafarers shall ensure that they have valid medical fitness certificate.

## 6. Record of Sea Service

- 6.1 Where required and where verification of competency is based on experience and/or training, the seafarer should maintain a record of sea service that includes:
  - a. Name of person
  - b. Vessels details: IMO No, Gross Tonnage, Propulsion Power
  - c. Capacity or rank onboard
  - d. Joining and leaving dates
  - e. Voyage description

- 6.2 The information above should be recorded in a Seafarer's Record and Identification Book signed by the Master or Chief Engineer of the respective ships and bears the stamp of the affected ship.
- 6.3 In addition to the above, cadets, apprentices, new entrants or any applicants undergoing supervised training should ensure that any assigned tasks and/ or duties are approved by a certificated officer and recorded in an approved training record book.

## 7. Training and Certification for Seafarers

- 7.1 All persons other than passengers, who are employed or engaged onboard a vessel, shall receive familiarization training or information and instructions in personal survival techniques satisfying the requirements of STCW Code A-VI/1.1
- 7.2 All persons who are employed or engaged onboard and who have been assigned safety or pollution-prevention duties shall receive basic training or instructions satisfying the requirements of STCW Code A-VI/1.2.
- 7.3 Where there is a requirement for approved training for STCW Chapter V and VI and training for ratings to satisfy the requirements of Chapter II and III of the 2010 amendments shall be approved by an STCW party or the Palau Flag Administration.
- 7.4 Where the certificate requires revalidation, the Palau International Ship Registry will accept the following as evidence of continued professional competence:
  - a. Evidence of approved seagoing service for a period of at least 12 months in the preceding 5 years; or
  - b. Evidence of successful completion of an approved course(s); or
  - c. Evidence of completing approved seagoing service in the capacity of the certificate held, for a period of not less than 3 months in a supernumerary capacity, or lower rank in the 6 months immediately prior to serving in the capacity of the certificate to be revalidated.
- 7.5 Where required by STCW Regulation V/2.3, seafarer who have completed training in the following:
  - a. Crowd management,
  - b. Crisis management and human behavior,
  - c. Passenger safety, cargo safety and hull integrity

Are required to undertake appropriate refresher training at intervals not exceeding 5 years or are required to provide evidence of having achieved the required standards of competence within the previous five years.

- 7.6 The Certificates of competency issued in accordance with STCW Regulations II/1, II/2, II/3, III/1, III/2, III/3, III/6 and VII/2 include the proficiency requirements in

“basic training”, “survival craft and rescue boats other than fast rescue boats”, “advance fire fighting” and “medical first aid” therefore, holders of mentioned certificates of competency are not required to carry Certificates of Proficiency in respect of those competences as noted in STCW Chapter VI.

- 7.7 In accordance with STCW Code A-VI/1, A-VI/2 and A-VI/3, seafarers shall provide evidence of having maintained the required standards of competence every five years. The Palau Flag Administration will accept either appropriate refresher training or sea service assigned to a role that relates these task/duties as evidence of having maintained the required standards of competence.
- 7.8 For the purpose of the STCW Code A-VI/1.2, all seafarers who are assigned designated safety or pollution-prevention duties onboard the ship shall receive basic training or basic instructions before being assigned to their shipboard duties.
- 7.9 The High Speed Craft (HSC) type rating certificate is to be revalidated every 2 years. The Palau Flag Administration will accept either appropriate refresher training or sea service assigned to a role that relates these task/duties as evidence of having maintained the required standards of competence.
- 7.10 Radio personnel on ships not required to comply with the provisions of the GMDSS in chapter IV of the SOLAS Convention are not required to meet the provisions of this chapter. Radio personnel on these ships are, nevertheless, required to comply with the Radio Regulations. The Palau International Ship Registry will ensure that the appropriate certificates as prescribed by the Radio Regulations are issued to or recognized in respect of such radio personnel.

8. RORO Passenger vessels:

- 8.1 In addition to the applicable requirements, persons onboard passenger vessels shall be trained to comply with the requirements of STCW Regulation V/2 taking into consideration their assigned duties, including mustering.
- 8.2 For the purpose of the STCW Regulation V/2.5, the Palau Flag Administration considers that all persons employed or engaged onboard the ship should complete safety training recognizing that they may be required to communicate and provide assistance to passenger with respect to life saving appliance to passengers.
- 8.3 For the purpose of STCW Regulation V/2.6, the Company shall assess the duties assigned to all persons during an emergency and any personnel assigned a leadership and/or safety role in an emergency situation should complete crisis management and human behavior training.

- 8.4 For the purpose of STCW Regulation V/2.7, the person deemed to have immediate responsibility onboard a passenger ship may not be limited to persons at management level but may include those assigned designated passenger or cargo related responsibilities depending on the vessel's operation requirements and allocation of shipboard duties.

9. Other Passenger Vessels:

- 9.1 Personnel designated on muster lists to assist passengers in emergency situations on board passenger ships shall have completed training in crowd management as specified in section A-V/3, paragraph 1, of the STCW Code.
- 9.2 Masters, officers and other personnel assigned specific duties and responsibilities on board passenger ships shall have completed the familiarization training specified in section A-V/3, paragraph 2, of the STCW Code.
- 9.3 Personnel providing direct service to passengers on board passenger ships in passenger spaces shall have completed the safety training specified in section A-V/3, paragraph 3, of the STCW Code.
- 9.4 Masters, chief mates, and every person assigned immediate responsibility for embarking and disembarking passengers shall have completed approved training in passenger safety as specified in section A-V/3, paragraph 4, of the STCW Code.
- 9.5 Seafarers who are required to be trained in accordance with paragraphs 9.1 through 9.4 above shall, at intervals not exceeding five years, undertake appropriate refresher training or be required to provide evidence of having achieved the required standard of competence within the previous five years.

10. Tankers

- 10.1 All officers, rating and persons involved in cargo operations shall hold evidence of basic training in accordance with the provisions of STCW Requirements relating to the type of tanker on which the person is serving.
- 10.2 In addition to 9.1 above, all officers and persons with immediate responsibility for cargo or cargo related operations shall hold advanced training in accordance with the provisions of STCW requirements relating to the type of tanker on which the person is serving. For the purpose of this requirement, the person deemed to have immediate responsibility may not be limited to persons at management level but may include persons assigned designated cargo related responsibilities depending on the vessel's operation requirements.

11. High Speed Craft

- 11.1 All officers and crew specified on the manning of the Permit to Operate shall be trained in accordance with the STCW Convention, Code and with the provisions of the High Speed Craft Code.

12. Offshore units

12.1 All persons assigned duties onboard an offshore unit should be trained in accordance with either STCW and STCW Code or alternatively the provisions of IMO Resolution A.891(21).

13. Vessels with dynamic position system

13.1 All persons engaged in operating a dynamic position system should have the relevant training and experience, taking into consideration the guidance outlined in STCW Code B/V, prior to being assigned their shipboard duties. For this purpose, dynamic positioning is defined as the system whereby a self propelled vessel's position and heading is automatically controlled using its own propulsion units.

14. Vessels operating in Polar Waters

14.1 The Master and Officers of ships operating in polar waters should be duly trained and have the relevant experience, taking into consideration the guidance outlined in STCW Code B/V, relating to operation in polar waters prior to be assigned shipboard duties.

15. Vessels fitted with Electronic Chart Display Information System (ECDIS)

15.1 Masters and Navigation Officers certificated after 01st January 2011 shall be trained in the operation and use of ECDIS in order to comply with STCW Chapter II. Masters and Navigational officers who hold an STCW certificate prior to the entry into force of the 2010 STCW amendments should be trained in the operation and use of ECDIS if they are sailing onboard vessels fitted with ECDIS equipment.

15.2 The certificate to verify compliance with the ECDIS training requirement shall be issued by the STCW party that issued the affected Officer's Certificate of Competency.

16. Vessels to which the International Code for the Security of Ships and Port Facilities (ISPS Code) apply or vessels with a designated Ship Security Officer (SSO).

15.1 All persons employed or engaged onboard ships to which the ISPS Code applies shall be trained in accordance with relevant provisions of the STCW Convention and Code.

15.2 A person designated as SSO shall comply with the requirements of STCW Regulation VI/5.

17. Watchkeeping Arrangements and Principles to be Observed

17.1 Officers in charge of the navigational watch are responsible for navigating the ship safely during their periods of duty, when they shall be physically present on the navigating bridge or in a directly associated location such as the chartroom or bridge control room at all times.

17.2 Radio operators are responsible for maintaining a continuous radio watch on appropriate frequencies during their periods of duty;

- 17.3 Officers in charge of an engineering watch, as defined in the STCW Code and under the direction of the chief engineer officer, shall be immediately available and on call to attend the machinery spaces and, when required, shall be physically present in the machinery space during their periods of responsibility; and
- 17.4 An appropriate and effective watch or watches are maintained for the purpose of safety at all times, while the ship is at anchor or moored and, if the ship is carrying hazardous cargo, the organization of such watch or watches takes full account of the nature, quantity, packing and stowage of the hazardous cargo and of any special conditions prevailing on board, afloat or ashore.

18. Contact:

- 18.1 In order to obtain further information, contact information is provided below:

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