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## Training & Certification Guidance: UK Procedure for the Revalidation of Certificates of Competency and Tanker Endorsement

**Notice to all Owners, Masters, Officers, Ratings and those concerned with maritime training.**

*This notice replaces MGN 9, MIN 494 and MIN 501.*

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### **Summary**

This Merchant Shipping Note (MSN) sets out and explains the requirements to revalidate all Certificates of Competency and tanker endorsements under the Standards of Training Certification and Watchkeeping (STCW) Convention and Code. It also details the requirements to revalidate your Certificate of Competency if you are unable to demonstrate the required seagoing service or relevant experience.

#### **This MSN covers:**

1. Introduction
2. Requirements to Revalidate a Certificate of Competency
3. Seagoing Service Requirements
4. Medical Standards
5. Updating Safety Training
6. Additional Ancillary Training
7. Removal of High Voltage and ECDIS Limitations
8. Revalidation of a Tanker Endorsement
9. Alternative Route for Revalidation
10. Security Training Requirements

### **1. Introduction**

- 1.1 The Merchant Shipping (Standards of Training, Certification and Watchkeeping) Regulations 2015, implement the requirements of the International Convention and Code on Standards of Training, Certification and Watch-keeping (STCW) 1978, as amended (referred to in this MSN as the 'STCW Convention' and 'STCW Code' respectively) including the provisions prescribing the mandatory minimum requirements for seafarers to revalidate their Certificates of Competency.



1.2 To revalidate a United Kingdom (UK) STCW Certificate of Competency you must:

- Hold a UK Certificate of Competency;
- Demonstrate continued competence, relevant to the functions of the Certificate of Competency held by either:
  - Completing a minimum period of seagoing service;
  - Demonstrating occupational experience the MCA considers as being equivalent to the seagoing service requirement for revalidation;
  - Completing the required examinations and, if applicable, additional seagoing service;
- Meet medical standards (including eyesight);
- After 31 December 2016 update or complete safety training;
- If applicable, some ancillary technical training.

## 2. Requirements to Revalidate a Certificate of Competency.

2.1 The application form, MSF 4201, details the procedure and fee to revalidate a Certificate of Competency. The application form is available to download from our website: go to [www.gov.uk](http://www.gov.uk) and search "MSF 4201".

All supporting documentation must be original<sup>1</sup>.

2.2 To revalidate your UK Certificate of Competency you must submit:

- (a) A completed and signed application form (MSF 4201);
- (b) Your original Certificate of Competency;
- (c) Evidence of having completed either:
  - The required seagoing service from section 3.1 and documented in one of the following:
    - Merchant Navy discharge book;
    - Certificates of discharge;
    - Professional Yachtsmen's Association (PYA) Service Record Book;
    - Similar Maritime and Coast Guard Agency (MCA) approved service record book; **or**
  - Original company letter(s) demonstrating 30 months in an acceptable occupation. Your letter must detail your role(s), responsibilities and dates of service. You must demonstrate that you have performed functions relating to the duties appropriate to the class or grade of certificate you hold, as per paragraph 3.5;

**Masters must also provide a company letter to verify their seagoing service; self-certified sea time will not be accepted<sup>2</sup>.**

- (d) From 1 January 2017 you must provide certificates showing completion of MCA-approved or accepted updating-refresher training within the last 5 years for:

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<sup>1</sup> If you are applying for a Yacht Certificate of Competency, some companies have been approved to attest documents as true copies. The company must have the MCA's permission to do this.

<sup>2</sup> This is not required if you have a PYA Service Record Book or similar MCA-approved service record book signed off by an authorised official.



- Personal Survival Techniques (STCW Table A-VI/1-1);
  - Fire Prevention and Fire Fighting (STCW Table A-VI/1-2);
  - Proficiency in Survival Craft and Rescue Boats Other Than Fast Rescue Boats (STCW Table A-VI/2-1);
  - Advanced Fire Fighting (STCW Table A-VI/3);
- (e) 1 passport-size photograph (attested as true likeness);
- (f) A valid ENG1 medical fitness certificate, or accepted equivalent;
- (g) If applicable, the required ancillary course completion certificate:
- For deck officers this is ECDIS training, please refer to section 6.1;
  - For engineer officers this is High Voltage training, please refer to sections 6.2 to 6.4;
- (h) The appropriate fee.

**2.3** To revalidate a tanker endorsement in your UK Certificate of Competency, in addition to the above, you must provide either:

- Evidence of 3 months' seagoing service onboard tankers appropriate to the tanker endorsement<sup>3</sup> you hold and documented in your discharge book and supported by seagoing service testimonials or original company letters stating the cargo(es) carried and length(s) of service; **or**
- An MCA-approved advanced tanker training course completion certificate applicable to your current tanker endorsement; **or**
- Evidence of completing MCA-approved shipboard training; you must submit original seagoing service testimonials or a company letter(s) stating the cargo carried and length of service on the vessel. You must also submit your original completed MCA-approved training record book; **or**
- 30 months' employment in an occupation that demonstrates continued proficiency equivalent to the seagoing service required. This time must include regular onboard visits to tanker(s) appropriate to your endorsement.

Further information regarding the revalidation of tanker endorsements is available in section 8.

**2.4** Once you have met the requirements listed above and the MCA has processed your application, the appropriate Certificate of Competency will be revalidated. Certificates of Competency received for revalidation within a period 6 months prior to expiring shall be revalidated until the fifth anniversary of the current Certificate of Competency expiry date. Certificates received outside of this 6 month period will be revalidated for 5 years from the date of revalidation.

**2.5 Deck officers:** Your UK GMDSS certificate should be submitted with your revalidation application so your endorsement expiry date can be synchronised with your Certificate of Competency.

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<sup>3</sup> All tanker endorsements will be revalidated up until 31 December 2016 if you can demonstrate approved seagoing service in any tanker for a period of at least 3 months in total in the preceding 5 years.



**2.6 You must check and meet the current regulatory requirements when you submit your application to revalidate your Certificate of Competency.** Further information and guidance is available from our website: go to [www.gov.uk](http://www.gov.uk) and search “CoC Revalidation”.

### **3. Seagoing Service Requirements**

**3.1** To revalidate your Certificate of Competence you must demonstrate approved seagoing service, performing functions appropriate to the certificate held for a period of either:

- At least 12 months in total during the preceding 5 years immediately prior to revalidating your Certificate of Competency; **or**
- At least 3 months in total during the preceding 6 months immediately prior to revalidating your Certificate of Competency; **or**
- At least 3 months as a supernumerary immediately prior to revalidation of your Certificate of Competency.

#### **3.2 Vessel size**

Seagoing service in the deck department in the capacity of a Master or deck officer in seagoing ships of more than 80 GT or 24 metres.

Seagoing service in the engine department in the capacity of an engineer officer in seagoing ships of at least 750kW registered power.

For the revalidation of yacht restricted Certificates of Competency, the MCA will accept onboard yacht service in the deck department, where you must have served as a Master or deck officer in yachts of more than 15 metres. Yacht service includes a combination of actual sea service, stand-by service and/or yard service. For definitions please refer to MSN 1857.

For the revalidation of a code vessel Certificate of Competency, the MCA will accept at 6 months' seagoing service (on code vessels) in total during the 5 years immediately prior to revalidating your Certificate of Competency.

#### **3.3 Vessel area of operation**

For your Certificate of Competency revalidation, the MCA will accept seagoing service performed in vessels meeting the above requirements, operating outside of categorised waters around the coast of the UK or beyond the harbour limits for waters outside the UK. If you are working on vessels operating in categorised waters, please refer to section 3.5 for the revalidation requirements.

#### **3.4 Calculating seagoing service**

Seagoing service is defined as time spent onboard a ship, relevant to the issue of the Certificate of Competency you hold. Seagoing service will be reckoned from the date of engagement to the date of discharge.

A month is defined as a calendar month or 30 days if made up of periods of less than 1 month.



### **3.5 Acceptable occupation**

If you are unable to demonstrate the above seagoing service you may revalidate your Certificate of Competency by demonstrating at least 30 months' employment in an occupation the MCA considers equivalent to seagoing service, in the 5 years immediately prior to revalidating your Certificate of Competency. Occupations will be considered equivalent if you can demonstrate proficiency by virtue of having performed functions relating to the duties appropriate to Certificate of Competency held. For a list of acceptable occupations please refer to Annex A.

**3.6** If you are unable to meet these requirements you will need to refer to section 9.

### **4. Medical Standards**

**4.1** For any Certificate of Competency, you must meet the medical fitness and eyesight standards as required by the Merchant Shipping (Maritime Labour Convention) (Medical Certification) Regulations 2010 (S.I. 2010/737), or any subsequent amendment. Details on the application of those regulations are found in MSN 1839 (M), or any subsequent amendment.

**4.2** The seafarer medical examination includes a sight test for both colour vision and visual acuity. Failure to meet the statutory requirements will mean that an unrestricted medical certificate cannot be issued.

**4.3** For a Certificate of Competency revalidation you must produce a valid medical fitness certificate, either;

- (a) The UK medical fitness certificate, currently known as an ENG1, issued by an MCA-approved medical practitioner, **or**
- (b) A certificate issued by the administration of any country whose medical fitness certificate is recognised as equivalent to the UK ENG1.

**4.4** The medical fitness certificate must specify the date of examination, the period of validity and any restriction applied.

### **5. Updating Safety Training**

**5.1** There is no requirement to provide documentary evidence for having completed updating-refresher training if you are applying to revalidate your Certificate of Competency before 1 January 2017.

**5.2** If you are revalidating your Certificates of Competency after 31 December 2016 you will need to submit documentary evidence of having completed MCA-approved or accepted updating-refresher training within the previous 5 years for:

- Personal Survival Techniques (STCW Table A-VI/1-1);
- Fire Prevention and Fire Fighting (STCW Table A-VI/1-2);
- Proficiency in Survival Craft and Rescue Boats Other Than Fast Rescue Boats (STCW Table A-VI/2-1);
- Advanced Fire Fighting (STCW Table A-VI/3).

**5.3** For the revalidation of a Certificate of Competency the MCA will accept updating safety training courses when approved by an administration with whom it has an agreement to recognise Certificates of Competency for the purpose of issuing a UK Certificate of



Equivalent Competence (CEC). To obtain a list of these administrations please refer to our website: go to [www.gov.uk](http://www.gov.uk) and search “MCA CEC”.

**5.4** From 1 January 2017 Port State Control Officers may require you to provide documentary evidence of having maintained the required standard of competence, to undertake the tasks, duties and responsibilities listed above. Presenting the documentary evidence obtained by completing an MCA-approved updating-refresher course will meet this requirement.

5.5 Details of updating-refresher training can be found in MSN 1865.

## **6. Additional Ancillary Technical Training**

### **6.1 Ancillary technical training for deck officers – ECDIS**

To continue to use your UK Certificate of Competency on vessels fitted with ECDIS equipment after 31 December 2016, you must have completed one of the following:

- An MCA-approved Navigation Radar and ARPA Simulator (NARAS)/Navigation Aids and Equipment and Simulator Training (NAEST) operational level course completed on or after 1 January 2005; **or**
- An MCA-approved NARAS/ NAEST management level course completed on or after 1 January 2005; **or**
- An MCA-approved ECDIS course completed on or after 1 January 2005; **or**
- An ECDIS simulator training course in compliance with the current IMO Model Course 1.27 **and accepted by the MCA for the purpose of CoC revalidation only.**

For a list of MCA-approved and **accepted** courses please refer to [www.gov.uk](http://www.gov.uk) and search “MCA ATP” or “MCA Approved Training Providers”.

Your original course completion certificate must be submitted with your application for a Certificate of Competency revalidation. If you do not meet the above requirement you will receive the following Certificate of Competency limitation:

**“From the 1 January 2017 this certificate is not valid for service on ships fitted with ECDIS”.**

Deck officers may subsequently request the removal of this limitation by providing documentary evidence of MCA-approved ECDIS training.

### **6.2 Ancillary technical training for engineer officers – High Voltage**

A High Voltage (over 1000V) system is where the voltage is generated and distributed at high voltage or transformed to and distributed at high voltage. It does not include systems where high voltage is utilised locally e.g. ignition systems, radio transmission, radar and other navigational equipment.

If you do not intend to work on ships with High Voltage systems there is no requirement for you to undertake additional High Voltage training. If you do not undertake the High Voltage Training you will receive the following Certificate of Competency limitation:

**“From the 1 January 2017 this certificate is not valid for service on ships fitted with High Voltage (over 1000V) systems”.**



If you do not want this limitation placed on your Certificate of Competency you should read the following section applicable to your certificate.

### **6.3 EOW Certificate of Competency STCW Convention regulation III/1 (operational level)**

To avoid having the High Voltage limitation, you will need to show compliance with the STCW requirements. In addition to the current revalidation requirements, you will have to provide documentary evidence of:

- Having completed an MCA-approved High Voltage (HV) operational course; **or**
- Having completed one of the following seagoing service requirements in the engine room on vessels fitted with HV systems;
  - 6 months' seagoing service in the preceding 5 years; **or**
  - 3 months' seagoing service during the last 12 months.

Seagoing service evidence can be provided in the form of a company letter signed by an authorised official within the company.

### **6.4 Second or Chief Engineer Officer Certificate of Competency STCW Convention regulation III/2 and III/3 (management level)**

To avoid having the High Voltage limitation, in addition to the current revalidation requirements, you will have to provide documentary evidence of having completed an MCA-approved High Voltage (HV) management course.

If you have completed a High Voltage course prior 1 July 2013 that was not MCA-approved, please refer to Annex B to see if it can be accepted.

## **7. Removal of High Voltage and ECDIS Limitations**

**7.1** Seafarers with ECDIS or High Voltage Limitations who provide the appropriate documentary evidence with their application for a Certificate of Competency revalidation will have the limitation(s) removed. Alternatively, these limitations can be removed by submitting the appropriate documentary evidence and the fee for an upgrade of a Certificate of Competency.

## **8. Revalidation of a Tanker Endorsement**

To revalidate an existing tanker endorsement you must either:

- Complete seagoing service, performing duties appropriate to the tanker certificate or endorsement held, for a period of at least 3 months in total in the preceding 5 years; **or**
- Successfully complete an MCA-approved training course appropriate to the tanker endorsement held; **or**
- Complete 30 months' employment in an occupation that demonstrates continued proficiency equivalent to the seagoing service required.



## 8.1 To revalidate a tanker endorsement with relevant seagoing service

In addition to the current revalidation requirements, you must provide evidence of approved tanker seagoing service appropriate to the endorsement(s) in your Certificate of Competency. Evidence must be submitted in the form of original sea service testimonials or a company letter stating the cargo carried and length of service on the vessel.

All tanker endorsements will be revalidated up to 31<sup>st</sup> December 2016 if you can demonstrate approved seagoing service in a tanker, for a period of at least 3 months in total in the proceeding 5 years.

For a tanker endorsement to remain valid after 1<sup>st</sup> January 2017 you must provide evidence of seagoing service appropriate to the tanker endorsement in your Certificate of Competency:

- For an oil tanker endorsement to be revalidated you must submit documentary evidence of 3 months' seagoing onboard an oil tanker;
- For a chemical tanker endorsement to be revalidated you must submit documentary evidence of 3 months' seagoing service onboard a chemical tanker;
- For a gas tanker endorsement to be revalidated you must submit documentary evidence of 3 months' seagoing service onboard a gas tanker;
- For a vegetable oil tanker endorsement to be revalidated you must submit documentary evidence of 3 months' seagoing service onboard a vegetable oil tanker.

If a tanker endorsement(s) cannot be revalidated past 31 December 2016 you will receive the appropriate limitation(s) in your Certificate of Competency:

**“From the 1 January 2017 this certificate is not valid for service on \*oil/chemical/gas/ vegetable oil tankers”**

**\* Include as appropriate**

Seafarers may subsequently request the removal of the tanker limitation by providing documentary evidence of approved training or required seagoing service and the appropriate fee.

## 8.2 Revalidation of a tanker endorsement by completing MCA-approved training

To revalidate your tanker endorsement by this option you must complete either:

- At least 2 weeks' MCA-approved<sup>4</sup> shipboard training on the appropriate type of tanker, in a supernumerary capacity, which includes at least 1 loading and 1 unloading operation and is documented in an MCA-approved training record book; **or**
- An MCA advanced tanker training course appropriate to your tanker endorsement.

To provide evidence that you have completed MCA-approved shipboard training, you must submit original seagoing service testimonials or a company letter(s) stating the cargo

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<sup>4</sup> Company and vessel must be MCA approved. For further information please refer to MSN 1866.





carried and length of service on the vessel together with your discharge book. You must also submit your original completed MCA-approved training record book

To provide evidence that you have completed MCA-approved advanced tanker training course you must submit an original course completion certificate.

### **8.3 Revalidation of a tanker endorsement by completing appropriate employment**

You may be eligible for a tanker endorsement revalidation if you have gained 30 months' employment in an occupation that demonstrates continued proficiency equivalent to the seagoing service required. This time must include regular onboard visits to tanker(s) appropriate to your endorsement. If you believe you are eligible, you must submit a company letter signed by your line manager confirming your job title, length of service, responsibilities and confirmation that you regularly visit relevant tankers and monitor onboard operations.

### **8.4 Removal of tanker endorsements**

If you cannot demonstrate the required seagoing service appropriate to the tanker certificate or have not completed the relevant MCA-approved training course, you will have your tanker endorsement removed from your Certificate of Competency.

### **8.5 Human Element Leadership (HELM) requirements**

If you are revalidating a current Certificate of Competency you will not be required to undertake the additional HELM training. Candidates for new Certificates of Competency, and those upgrading to the next level, will be required to undertake the HELM training in full.

## **9. Alternative Route for Revalidation**

**9.1** If you are unable to revalidate a Certificate of Competency by providing the evidence required in section 2 you will need to apply through the alternative revalidation route. A flow diagram outlining the procedure can be found in Annex C.

If you hold a Certificate of Competency expired within the last 10 years please refer to section 9.2 below. If you hold a Certificate of Competency expired outside of this 10 year period please refer to sections 9.7 and 9.8.

**9.2** You may apply to the Seafarer Training and Certification Branch for a Notice of Eligibility (NOE) for an MCA oral examination. On passing the oral examination you will be issued with a temporary Certificate of Competency for service at a lower rank. After completing 3 months' seagoing service your Certificate of Competence will be revalidated in full. Temporary Certificates of Competency will be issued for a period of 6 months; they may be extended at the discretion of the Chief Examiner.

**9.3** If you are either a Deck Officer of the Watch or Engineering Officer of the Watch who cannot revalidate through the means of paragraph **9.2** in this MSN, you may sit a **FULL** Deck Officer of the Watch or Engineering Officer of the Watch oral examination. On successful completion of the oral examination and providing you meet the other revalidation requirements, your certificate will be revalidated in full.

**9.4** Applications must be submitted to the Seafarer Training and Certification Branch with the full supporting documentation specified below.



**9.5** The application form MSF 4258 details the procedure and fee to revalidate through the alternative route. The application form is available to download from our website: go to [www.gov.uk](http://www.gov.uk) and search “MSF 4258”.

**9.6** To revalidate your UK Certificate of Competence you must submit:

- (a) A completed and signed application form, MSF 4258;
- (b) From 01 January 2017 you must provide certificates showing completion of MCA-approved **or** accepted updating-refresher training within the last 5 years for:
  - Personal Survival Techniques (STCW Table A-VI/1-1);
  - Fire Prevention and Fire Fighting (STCW Table A-VI/1-2);
  - Proficiency in Survival Craft and Rescue Boats Other Than Fast Rescue Boats (STCW Table A-VI/2-1);
  - Advanced Fire Fighting (STCW Table A-VI/3);
  - For Masters and Chief Mates only: Certificate of Proficiency in Medical Care (STCW A-VI/4-2) issued within the last 5 years;
  - For Deck officers only, a GMDSS Certificate approved by the MCA;
- (c) An attested copy of your passport\*;
- (d) A passport size photograph (attested as true likeness);
- (e) A valid ENG1 medical fitness certificate, or accepted equivalent;
- (f) If applicable the required ancillary technical training (for deck officers, ECDIS refer to section 6.1. For engineer officers HV refer to section 6.2 to 6.4);
- (g) The appropriate fee.

\*You should submit a photocopy of your passport attested by either:

- A notary public (UK or Foreign);
- MCA-approved nautical colleges;
- PYA;
- IYT;
- Other MCA-approved organisations.

The copy should be stamped, signed and sighted as an original copy. Copies must be clear and to scale. **Your original passport and visa (if required) will be checked against your Notice of Eligibility at the oral examination.**

Once you have completed 3 months<sup>5</sup> seagoing service in the appropriate capacity you should submit your temporary Certificate of Competency, discharge book **or** certificates of Discharge **and** seagoing service testimonials with a covering letter to the Seafarer Training and Certification Branch. Once the seagoing service has been checked the MCA will issue you with a full UK Certificate of Competency.

### **9.7 Additional requirements for revalidation if your Certificate of Competency expired over 10 years prior to making an application.**

**9.7.1** If you hold a Chief Mate or Master’s Certificates of Competency you must in addition to the requirements listed in 9.6 (a) to (g) above:

- (a) Pass the OOW oral examination ‘C’ (for the syllabus see MGN 69 or any subsequent publication);

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<sup>5</sup> Evidence of seagoing service is not required for EOOW or OOW revalidating through paragraph 9.3.



- (b) Whilst holding an OOW II/1 temporary Certificate of Competency serve as an OOW on seagoing ships of more than 80 GT or 24 metres for at least 3 months;
- (c) After obtaining the seagoing service as an OOW pass the appropriate oral examination for the original Certificate held. For Chief Mate's oral examination 'B' and for Masters oral examination 'A' (for the syllabus see MGN 69 or any subsequent publication).

Holders of an OOW Certificate of Competency who have not been to sea for over 15 years<sup>6</sup> prior to making an application for revalidation must, in addition to the requirements listed in section 9.6 (a) to (g), successfully complete a NAEST Operational course.

Holders of a Chief Mate or Master's Certificate of Competency who have not been to sea for over 15 years<sup>6</sup> prior to making an application for revalidation must, in addition to the requirements listed in sections 9.6 (a) to (g) and 9.7.1 (a) to (c), successfully complete a NAEST Management course.

**9.7.2** Holders of a Second Engineer or Chief Engineer's Certificates of Competency must in addition to the requirements listed in 9.6 (a) to (g) above:

- (a) Pass the MCA oral examination 'STCW Reg – III/1 Engineer Officer of the Watch motor **and/or** steam' (for the syllabus see MGN 69 or any subsequent publication);
- (b) Whilst holding an EOOW III/1 temporary Certificate of Competency serve as an EOOW on seagoing ships of more than 750 kW for at least 3 months;
- (c) After obtaining the seagoing service as an EOOW pass the appropriate oral examination for the original Certificate held. This will be either 'STCW Reg – III/2 Second Engineer' or 'STCW Reg – III/2 Chief Engineer'.

**9.8 Additional requirements for revalidation for those who have not been to sea for over 20 years<sup>6</sup> prior to making an application.**

**9.8.1** Holders of an OOW Certificate of Competency who have not been to sea for over 20 years prior to submitting an application for revalidation must in addition to the requirements listed in 9.6 (a) to (g) above:

- (a) Successfully complete a NAEST Operational course (regardless of whether you have completed this prior to obtaining your original Certificate of Competency);
- (b) Pass the SQA OOW written examinations at an approved SQA Centre in the following subjects:
  - Navigation;
  - Stability and operations.
- (c) Pass the OOW oral examination 'C' (for the syllabus see MGN 69 or any subsequent publication).

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<sup>6</sup> If you cannot provide evidence of when you were last at sea we will use the date of issue of your Certificate of Competency.



**9.8.2** Holders of a Chief Mate or Master's Certificate of Competency who have not been to sea for over 20 years<sup>7</sup> prior to making an application must in addition to the requirements listed in sections 9.6 (a) to (g);

- (a) Successfully complete a NAEST Management course (regardless of whether you have completed this prior to obtaining your original Certificate of Competency);
- (b) Pass the SQA Chief Mate/Master's written examinations at an approved SQA centre in the following subjects:
  - Navigation;
  - Stability and structure.
- (d) Pass the appropriate oral examination for the original Certificate held. For Chief Mate's oral examination 'B' and for Masters oral examination 'A' (for the syllabus see MGN 69 or any subsequent publication).

**9.8.3** Holders of an EOW Certificate of Competency who have not been to sea for over 20 years<sup>7</sup> prior to making an application must in addition to the requirements listed in 9.6 (a) to (g) above:

- (a) Pass the IAMI EOW written examinations at an approved centre in the following subjects:
  - Engineering Knowledge sections<sup>8</sup>:
    - General;
    - Motor **and/or** steam;
    - Control Engineering;
- (b) Pass MCA the oral examination 'STCW Reg – III/1 Engineer Officer of the Watch' (for the syllabus see MGN 69 or any subsequent publication).

**9.8.4** Holders of a Second Engineer or Chief Engineer Certificate of Competency who have not been to sea for over 20 years<sup>7</sup> prior to making an application must in addition to the requirements listed in 9.6 (a) to (g) above:

- (a) Pass the applicable SQA Second Engineer or Chief Engineer<sup>9</sup> examination in:
  - Engineering Knowledge sections<sup>8</sup>:
    - General;
    - Motor **and/or** steam;
- (b) Pass the appropriate oral examination for the original Certificate held. This will be either 'STCW Reg – III/2 Second Engineer' or 'STCW Reg – III/2 Chief Engineer'.

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<sup>7</sup> If you cannot provide evidence of when you were last at sea we will use the date of issue of your Certificate of Competency.

<sup>8</sup> These sections must be passed in a single attempt. If you fail one or both of the sections you will need to retake all of the sections again.

<sup>9</sup> It is expected that from 01 January 2017 the Second and Chief Engineer 'Engineering Knowledge' examinations will be combined to form one management level 'Engineering Knowledge' examination.



## 9.9 Shore based refresher training for yacht restricted Certificates of Competency

To revalidate a yacht restricted Deck Certificate of Competency you can complete an MCA-approved shore based refresher course. The following courses and examinations are accepted:

- For OOW (Yachts): Successful completion of MCA-approved Navigation and Radar, and General Ship Knowledge training modules and passing the corresponding IAMI written examinations;
- For Master (Yachts): Successful completion of MCA-approved 'Navigation, Radar and ARPA Simulator (Master Yachts)' training module and pass the corresponding IAMI module written examination.

**9.10** To revalidate your yacht restricted Deck Certificate of Competency you must submit your original course completion certificate and module pass certificate to the MCA with:

- (a) A completed and signed application form (MSF 4201);
- (b) Your original yacht restricted Certificate of Competence;
- (c) From 1st January 2017 you must provide certificates showing completion of MCA approved **or** accepted updating-refresher training within the last 5 years for:
  - Personal Survival Techniques (STCW Table A-VI/1-1);
  - Fire Prevention and Fire Fighting (STCW Table A-VI/1-2);
  - Proficiency in Survival Craft and Rescue Boats Other Than Fast Rescue Boats (STCW Table A-VI/2-1);
  - Advanced Fire Fighting (STCW Table A-VI/3);
- (d) A passport-size photograph (attested as true likeness);
- (e) Valid ENG1 Medical Fitness Certificate, or accepted equivalent;
- (f) An MCA approved ECDIS Certificate;
- (g) The appropriate fee.

## 10. Security Training Requirements

**10.1** If you are to serve on ships to which the International Ship and Port facility (ISPS) Code applies, you must hold a Security Awareness certificate (STCW A-VI/6 - 4). If you are assigned designated security duties aboard a vessel you must obtain a Designated Security Duties certificate (STCW A-VI/6 - 6 to 8). There is no requirement to submit these certificates when revalidating your Certificate of Competency.

**10.2** Please refer to MSN 1865 for further information.



## More Information

Seafarer Training and Certification  
Maritime and Coastguard Agency  
Bay 2/11  
Spring Place  
105 Commercial Road  
Southampton  
SO15 1EG

Tel : +44 (0) 23 8032 9(see our website or application forms for number)  
Fax : +44 (0) 23 8032 9 N/A  
e-mail: revalidation@mcga.gov.uk

Website Address: [www.gov.uk/government/organisations/maritime-and-coastguard-agency](http://www.gov.uk/government/organisations/maritime-and-coastguard-agency)

General Inquiries: [infoline@mcga.gov.uk](mailto:infoline@mcga.gov.uk)

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telephone numbers are correct at time of publishing

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***Safer Lives, Safer Ships, Cleaner Seas***



**A list of acceptable alternative occupations for Certificate of Competency revalidation**

**Acceptable occupations:**

A list of occupations which will be favourably considered is given below. It is not exhaustive and applications from certificate-holders engaged in other occupations may also be considered. Applications for revalidation may be made by certificate-holders who have been engaged in the listed occupations for at least 30 months in the preceding 5 years:

- Marine Pilots;
- MCA surveyors;
- Maritime college lecturers;
- Technical, engineering and marine superintendents or ship repair managers;
- Harbour Masters;
- Hydrographic surveyors;
- Classification Society marine surveyors;
- Officers working on vessels of over 24 metres within categorised waters.



### **Acceptable High Voltage Courses for Certificate of Competency Revalidation**

Courses previously undertaken prior to 1 July 2013 do not need to be MCA-approved but you must provide documentary evidence confirming the course covers all the following topics:

#### **Operational level**

- The hazards associated with high-voltage systems;
- The functional, operational and safety requirements for a marine high-voltage system;
- Basic arrangement of high-voltage systems and their protective devices;
- Safety procedures related to high-voltage systems;
- Immediate actions to be taken under fault conditions.

#### **Management level**

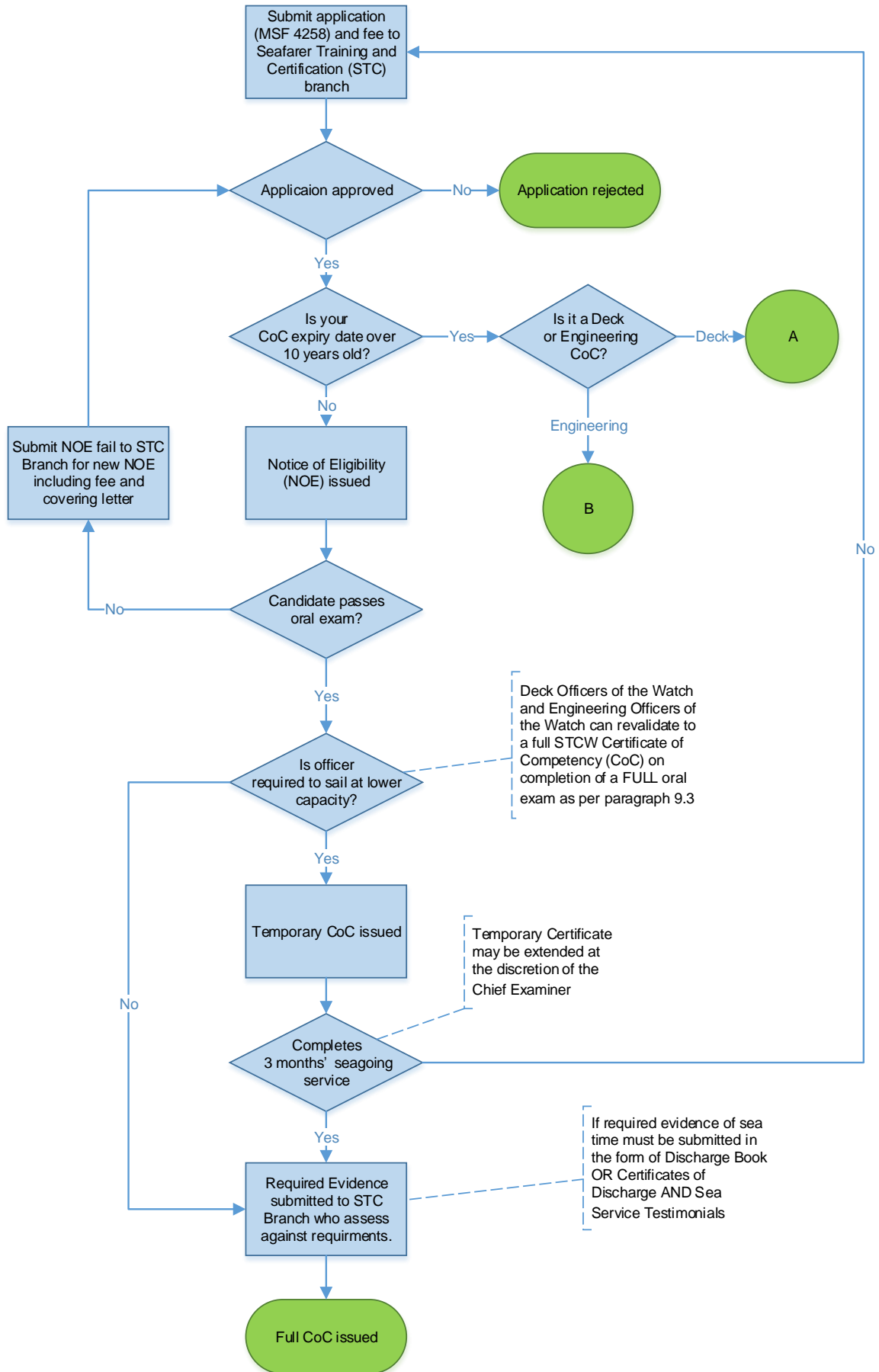
- The functional, operational and safety requirements for a marine high-voltage system;
- Assignment of suitably qualified personnel to carry out maintenance and repair of high-voltage switchgear of various types;
- Taking remedial action necessary during faults in a high-voltage system;
- Producing a switching strategy for isolating components of a high-voltage system;
- Selecting suitable apparatus for isolation and testing of high-voltage equipment;
- Carrying out a switching and isolation procedure on a marine high-voltage system, complete with safety documentation;
- Performing tests of insulation resistance and polarization index on high-voltage equipment.

**The original certificate and course syllabus must be submitted with your application.**





# Alternate Route for Revalidation



If you fail any oral exam at any stage you must apply to the MCA for a re-sit and pay the applicable fee.

