

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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This Code has been drawn to incorporate the requirements of the Merchant Shipping (Standards of Training, Certification and WatchKeeping for Seafarers) Regulations, 2016, as amended

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**Management Representative**

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**Director General of Merchant Shipping**



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## Chapter – II

# Master & Deck Department

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

**Contents**

**1. Mandatory Minimum Requirements For Certification Of Officer In Charge Of A Navigational Watch On Ships Of 500 Gt Or More (Unlimited) As Per The Regulation 9 (1). .....3**

**2. Mandatory Minimum Requirements For Certification Of Officers In Charge Of A Navigational Watch On Ships Of Less Than 3000 Gross Tonnage Engaged On Near Coastal Voyages On Accordance With Regulation 9 (4).....10**

**3. Mandatory Minimum Requirements For Certification Of Chief Mates On Ships Of 500 Gt Or More And Certification Of Chief Mates On Ships Between 500 Gt & 3000 Gt In Accordance With The Regulation 9(2) And 9(10).....14**

**4. Mandatory Minimum Requirements For Certification Of Masters On Ships Of 500 Gt Or More In Accordance With The Regulations 9(3) And 9(10).....18**

**5. Mandatory Minimum Requirements For Certification Of Chief Mates On Ships Of Less Than 3000 Gross Tonnage Engaged On Near Coastal Voyages In Accordance With Regulation 9(5). .....21**

**6. Mandatory Minimum Requirements For Certification Of Masters On Ships Of Less Than 3000 Gt Engaged On Near Coastal Voyages In Accordance With The Regulation 9 (6). .....24**

**7. Mandatory Minimum Requirements For Certification Of Officers In Charge Of A Navigational Watch On Ships Of Less Than 500 Gt (Ships Not Engaged On Near Coastal Voyages) In Accordance With The Regulation 9(11).....27**

**8. Mandatory Minimum Requirements For Certification Of Officers In Charge Of A Navigational Watch On Ships Of Less Than 500 Gt (Engaged On Near Coastal Voyages) In Accordance With The Regulation 9 (7). .....28**

**9. Mandatory Minimum Requirements For Certification For Masters On Ships Of Less Than 500 Gt (Ships Not Engaged On Near Coastal Voyages) In Accordance With The Regulation 9(11). .....32**

**10. Mandatory Minimum Requirements For Certification For Masters On Ships Of Less Than 500 Gt (Ships Engaged On Near Coastal Voyages) In Accordance With The Regulation 9(8). .....33**

**11. Mandatory Minimum Requirements For Certification Of Ratings Forming Part Of A Navigational Watch In Accordance With The Regulation 9(12) .....36**

**12. Mandatory Minimum Requirements For Certification Of Ratings As Able Seafarer Deck - Under Regulation 9(13) Of The Merchant Shipping Standards Of Training, Certification And Watch Keeping For Seafarers As Amended.....39**

**13. Entry Criteria For Training Programme For Able Seafarer Deck.....40**

**14. Certificates Of Competencies (COC’s) Issued To Deck Department By The Dgms.....43**

**Annex – I.....45**

**Annex - II.....47**

**Annex - III.....49**

**Annex – IV .....50**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

## Definitions

**Code** – STCW Code as amended

**Code of Practice** – This document

**Regulation** – Regulations in the Merchant Shipping (Standards of training, Certification and Watch keeping for Seafarers) Regulations as amended

**Schedule** – Schedules in the Merchant Shipping (Standards of training, Certification and Watch keeping for Seafarers) Regulations as amended

## Section A-II/1

### **1 Mandatory Minimum Requirements for Certification of Officer in Charge of a Navigational Watch on Ships Of 500 GT or More (Unlimited) as per The Regulation 9 (1).**

Every candidate for certification shall be required to provide evidence of having achieved the required standard of competence in accordance with the methods for demonstrating competence and the criteria for evaluating competence described in table A-II/1 of the Code.

#### **1.1 Eligibility Criteria**

- a) Proof of identity<sup>1</sup>;
- b) Confirmation of the medical fitness in accordance with the Schedule II.<sup>2</sup>;
- c) Shall have completed the mandatory minimum requirements of training and qualifications described in regulation 9(1);
- d) Shall produce documentary evidence of sea service and bridge watch keeping in a format as provided in Annex - I or in a similar format;
- e) In case of a seafarer who has fulfilled sea service requirement of 36 months on ships of 500 GT or more, shall have completed an approved training record book (TRB) or a training record book acceptable to DGMS which encompasses the minimum required areas as of approved TRB.

<sup>1</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<sup>2</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- f) Have successfully completed approved education, training, and an examination (An approved cadet training programme or an approved preparatory course for Officer in charge of a navigational watch on ships of 500 GT or more) including relevant Simulator based Training programmes meeting the standard of competence specified in Section A-II/1 of the STCW Code.
- g) Produce documentary evidence of having successfully completed the approved training in;
- i. Proficiency in basic Training (STCW Reg. VI/1) – Need to produce the Certificate of Proficiency in basic training issued by MSS.
  - ii. Proficiency in Survival Craft and Rescue Boats other than fast rescue boats (STCW Reg. VI/2 Para 1), Proficiency in Fast Rescue Boats (if applicable) (STCW Reg. VI/2 Para 2)
  - iii. Proficiency in advanced Fire Fighting (STCW Reg. VI/3)
  - iv. Proficiency in Medical First Aid (STCW Reg. VI/4 Para 1)
  - v. General Operator’s Certificate (GMDSS) (STCW Reg. IV/2) – Need to produce the COC issued by the MSS
  - vi. Proficiency in Ship Security Officer (STCW Reg. VI/5)
  - vii. Maritime English for operational level (STCW Sec. A-II/1)
  - viii. Radar observation & plotting (STCW Sec. A-II/1)
  - ix. ARPA (STCW Sec. A-II/1)
  - x. Electronic Navigation Systems (STCW Sec. A-II/1)
  - xi. Radar simulator (STCW Sec. A-II/1)
  - xii. Navigation watch-keeping simulator course (STCW Sec. A-II/1)
  - xiii. ECDIS (STCW Sec. A-II/1).

## 1.2 Eligibility Criteria for the Preparatory Course

Letter of Eligibility (LOE) is required to obtain by the candidate who wish to follow a preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted.

- a) Educational qualification as prescribe in 1.5 (d) below
- b) Sea going service in accordance with 1.1(c) above
- c) Confirmation of the medical fitness in accordance 1.1(b) above

## 1.3 Course, Examinations and Assessments Process

- a) The application for a LOE/batch approval shall be made through an Approved Maritime Training Institute (AMTI) where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as in this Code of Practice) and forward the required documents to MSS.
- b) AMTI can either conduct final phase (Phase V) of the Approved Navigation Cadet Training Programme (Para 1.5 below) and preparatory course for Officer in charge of navigational watch on ships of 500 GT individually or both programmes combined to cater eligible seafarers. The course content and the duration, to achieve the minimum

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

standards of competence shall be as per the DGMS approved core syllabus and detailed syllabi.

- c) The training programmes shall comply with the Reg. II/1, Sec. A-II/1 and guidance given in Sec. B-II/1 of the STCW Convention.
- d) DGMS shall conduct examinations at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/1, have been achieved.
- e) Final assessments of the programme conducted at Institute of Technology, University of Moratuwa (ITUM) for the subjects listed in Part I below will be conducted by themselves and the final assessment for the subjects listed in Part II below will be conducted by the DGMS
- f) Dates of the examinations conducted by the DGMS will be based on the annual examination calendar and the venue will be pre-agreed with AMTIs.
- g) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- h) The answer scripts of the subjects listed in Part 1 and 2 below, will be scrutinized by the AMTIs and answer scripts will be moderated by the examiners appointed by the DGMS.
- i) Seafarers who are holding a Certificate of Competency as an Officer in Charge of a navigational watch on ships of less than 3000 GT engaged on NCV and complying with the approved sea time requirement as per regulation 9(1)(b) are exempted from the subjects that he/she had successfully completed in obtaining his/her current CoC.
- j) Seafarers shall have minimum of 85% of class room attendance to be eligible for the final examination. Refer examination procedure for further information.

### **Part I**

<b>Subjects</b>	<b>Type of examination</b>	<b>Duration (hrs)</b>	<b>Pass Marks</b>
Principles of Navigation	Written	03	50%
Bridge Equipment	Written	03	50%
Applied Science	Written	03	50%
Mathematics	Written	03	50%
General Ship Knowledge	Written	03	50%
Meteorology	Written	03	50%
Engineering knowledge	Written	03	50%
Basic management	Written	03	50%
Watchkeeping orals	Assessed under orals in Part 2		

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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## Part II

<b>Subjects</b>	<b>Type of Examination</b>	<b>Duration (hrs)</b>	<b>Pass Marks</b>
Coastal Navigation	Written	03	70 %
Ocean and Off Shore Navigation	Written	03	70 %
Operational Safety	Written	03	60 %
Orals	Oral		After evaluation of the Examiner

### Note:

- a) Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - i. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - ii. Above time period will be countered from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

## 1.4 Exemptions and Limitations

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

## 1.5 Navigation Cadet Training Program

### 1.5.1 Entry Criteria

- a) Shall not be less than 16 years of age at the time of applying for the cadet training programme.;
- b) Proof of identity<sup>3</sup>;
- c) Confirmation of the medical fitness in accordance Schedule II<sup>4</sup>;
- d) Educational Qualifications;

#### **Direct Entry into The Cadet Training Programme**

- i. A credit pass in English at GCE O/L examination and two passes in GCE A/L or equivalent (O/L & A/L) acceptable to the DGMS<sup>5</sup>. The said two passes in A/L may be obtained through;
  - any stream or combination of subjects, but, one of which must be of mathematics or physics; or
  - engineering technology; or
  - science for technology
- ii. A degree or higher educational qualification than Advance Level acceptable to DGMS, in a stream where candidate acquire mathematical knowledge to understand and follow mathematics provided in the syllabuses of the preparatory courses approved by the DGMS.

#### **Entry Through Foundation Programme**

- i. Have Six passes at GCE O/L examination or equivalent acceptable to the DGMS including credit passes in Mathematics, Science and English<sup>6</sup>;
- ii. Have followed an educational programme which leads to GCE A/L examination and at least appear for the same in Mathematics, Biology, IT, engineering technology, science for technology or any technological stream which develop candidate's mathematical skills to a level which require basic knowledge to understand and follow mathematics provided in the syllabuses of the preparatory courses approved by the DGMS; and
- iii. Successfully completed an approved foundation course which is not less than 6 months in duration.

<sup>3</sup> A birth certificate or a passport can be accepted as proof of identity

<sup>4</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the national administration

<sup>5</sup> The equivalent educational qualifications mean educational qualifications accepted by Ministry of Education as equivalent to GCE O/L & A/L

<sup>6</sup> The equivalent educational qualifications mean educational qualifications accepted by Ministry of Education as equivalent to GCE O/L

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- e) Director General of Merchant Shipping accepts the seafarers who have successfully completed the National Diploma in Technology (NDT Nautical), 3-year programme, which is regulated under the University Grant Commission Act of Sri Lanka, with 12 months approved sea going service, and they are exempted from the requirements specified in 1.5.1 (d) above and shall comply the examination criteria prescribe in 1.3 above.

### 1.5.2 The Training Programme

- a) Sea going service shall be in accordance with the approval granted for the cadet training programme, in any case the total sea going service shall not be less than 1.1(c) above.;
- b) The AMTIs shall conduct the approved cadet training programmes in compliance with the DGMS guidelines, core syllabuses & detailed syllabuses.
- c) Requirement for training programme as follows;
- i. The Phase I (the programme duration shall be at least **789 hours including short courses**) shall be completed before engagement of a vessel.
  - ii. At least **666 hours** shall be completed for Phase III, which should be completed before 2nd sea phase of the training programme, however, Phase III may be completed in four modules if approved.
  - iii. If any student following the Phase III programme happen to leave (for onboard training) any module without 85% class room attendance, he/she will have to attend the module concerned from the beginning after disembarking the vessel.
  - iv. Minimum 5 months of sea service shall be completed in order to enrol for the Phase III, unless approval is granted depending upon the circumstances
  - v. Total 12 months of approved sea service shall be completed in order to eligible for Phase V.
  - vi. The preparatory course for officer in charge of a navigation watch on ships of 500 GT or more shall be conducted during the last six months (Phase V) of the training programme and shall comply with the Reg. II/1, Sec. A-II/1 and guidance given in Sec. B-II/1 of the STCW Convention. The duration of the programme shall be at least 720 hours excluding the short courses.
  - vii. AMTI shall issue course completion certificates when the phases are completed successfully and letters stating the student has successfully completed of each module (in case of completing the Phase III in modules).
  - viii. Cadet training record book to be verified by the AMTI.
  - ix. Commencement date of the Phase I shall be included in the final phase V certificate.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

### 1.5.3 Course, Examinations and Assessments Process

The course content and the duration, to achieve the minimum standards of competence shall be as per the DGMS approved core syllabus.

- a) Examinations and assessments shall be conducted as described in the approved training programme of the individual AMTI and shall also comply with the requirements laid down in 1.3 above during the last phase of the programme
- b) To be eligible to sit for the final examination, candidates shall have at least 85% of class room attendance

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

**2 Mandatory Minimum Requirements for Certification of Officers in Charge of a Navigational Watch on Ships of Less Than 3000 Gross Tonnage Engaged on Near Coastal Voyages on Accordance with Regulation 9(4).**

Every candidate for certification as officer in charge of a navigational watch on ships of less than 3000 GT (NCV) shall be required to demonstrate the competence to undertake, at the operational level, the relevant tasks, duties and responsibilities listed in table A-II/1 of the Code

**2.1 Eligibility Criteria**

- a) Proof of identity<sup>7</sup>;
- b) Confirmation of the medical fitness in accordance with the Schedule II.<sup>8</sup>;
- c) Have Six passes at GCE O/L examination or equivalent acceptable to the DGMS including credit passes in Mathematics, Science and English<sup>9</sup>
- d) Shall have completed the mandatory minimum requirements of training and qualifications described in Regulation 9(4).;
- e) Shall produce documentary evidence of sea service and bridge watch keeping in a format as provided in Annex - II or in a similar format;
- f) In case of a seafarer who has fulfilled sea service requirement of 36 months on ships of 500 GT or more, shall have completed an approved training record book (TRB) or a training record book acceptable to DGMS which encompasses the minimum required areas as of approved TRB.
- g) Provided that two-thirds of the period of service on deck duties on seagoing ships of less than 500 GT may be treated as seagoing service for the purpose of this regulation and every candidate shall, in addition, have served at least 12 months performing deck duties on seagoing ships of 500 GT or more.
- h) Have successfully completed approved education, training, and an examination (An approved cadet training programme or an approved preparatory course for Officer in charge of a navigational watch on ships of less than 3000 GT engaged on near coastal voyages) (NCV) including relevant Simulator based Training programmes meeting the standard of competence specified in Section A-II/1 of the STCW Code for officers in

<sup>7</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<sup>8</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<sup>10</sup>The equivalent educational qualifications mean educational qualifications accepted by Ministry of Education as equivalent to GCE O/L & A/L

<sup>9</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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		<i>Revised Date</i>	<i>2024-02-22</i>

charge of navigational watch on ships of less than 3000 GT engaged on near coastal voyages.

- i) Produce documentary evidence of having successfully completed the approved training in;
  - i. Proficiency in basic Training (STCW Reg. VI/1) – Need to produce the Certificate of Proficiency in basic training issued by MSS.
  - ii. Proficiency in Survival Craft and Rescue Boats other than fast rescue boats (STCW Reg. VI/2 Para 1), Proficiency in Fast Rescue Boats (if applicable) (STCW Reg. VI/2 Para 2)
  - iii. Proficiency in advanced Fire Fighting (STCW Reg. VI/3)
  - iv. Proficiency in Medical First Aid (STCW Reg. VI/4 Para 1)
  - v. General Operator’s Certificate (GMDSS) (STCW Reg. IV/2) – Need to produce the COC issued by the MSS
  - vi. Proficiency in Ship Security Officer (STCW Reg. VI/5)
  - vii. Maritime English for operational level (STCW Sec. A-II/1)
  - viii. Radar observation & plotting (STCW Sec. A-II/1)
  - ix. ARPA (STCW Sec. A-II/1)
  - x. Electronic Navigation Systems (STCW Sec. A-II/1)
  - xi. Radar simulator (STCW Sec. A-II/1)
  - xii. Navigation watch-keeping simulator course (STCW Sec. A-II/1)
  - xiii. ECDIS (STCW Sec. A-II/1)

## 2.2 Eligibility Criteria for Preparatory Course

Letter of Eligibility (LOE)/batch approval is required to obtain through the AMTI in order to follow the preparatory course (before enrolling to such a course) The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted.

- a) Educational qualification as prescribe in 2.1 (c)
- b) Sea going service in accordance with 2.1 (d)(e) and (f)(g) as required above
- c) Confirmation of the medical fitness in accordance 2.1(b) above

## 2.3 Course, Examinations and Assessments Process

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned the in the Code of Practice and forward the required documents to MSS.
- b) Approved Maritime Training Institutes (AMTI) will conduct preparatory course for Officer in charge of navigational watch on ships less than 3000 GT individually or combine with phase V of the cadet training programme as required. The course content and the duration, to achieve the minimum standards of competence shall be as per the DGMS approved core syllabi and detailed syllabi.
- c) The training programmes shall comply with the Reg. II/1, Sec. A-II/1 and guidance given in Sec. B-II/1 of the STCW Convention.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- d) Final assessments will be conducted by DGMS at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/1, have been achieved in accordance with the examination calendar at pre agreed venues
- e) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- f) The answer scripts of the subjects listed in Part 1 and 2 below, will be scrutinized by the AMTIs and answer scripts will be moderated by the examiners appointed by the DGMS.
- g) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- h) DGMS shall conduct examinations of the following subjects as per the examination calendar.

**Part I**

<b>P a r t I I</b>	Subject	Type of Examination	Duration (hrs)	Pass Marks
	Bridge Equipment	Written	03	50 %
	Meteorology	Written	03	50 %
	General Ship knowledge	Written	03	50 %
	Engineering Knowledge	Written	03	50%
	Basic Management	Written	03	50%
	Watchkeeping	Preparatory subject for orals Examination conducted by the DGMS		N/A
Subject	Type of Examination	Duration (hrs)	Pass Marks	
Coastal Navigation	Written	03	70%	
Ocean and Offshore Navigation	Written	03	70%	
Operational Safety	Written	03	60%	
Orals	Oral		After evaluation of the Examiner	

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Note:**

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be countered from the date which the results are released.
  
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
  
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

**2.4 Exemptions and limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

## Section A-II/2

### **3 Mandatory Minimum Requirements for Certification of Chief Mates on Ships of 500 GT or More and Certification of Chief Mates on Ships Between 500 GT & 3000 GT in Accordance with The Regulation 9(2) And 9(10).**

Every candidate for certification as chief mate on ships of 500 gross tonnages or more and certification as chief mate on ships between 500 GT and 3000 GT shall be required to demonstrate the competence to undertake, at the management level, the tasks, duties and responsibilities listed in table A-II/2 of the Code.

#### **3.1 Eligibility Criteria for Certification as Chief Mates**

- a) Confirmation of the medical fitness in accordance with the Schedule II.<sup>10</sup>;
- b) Shall have completed the mandatory minimum requirements of training and qualifications described in regulations 9(2) or 9(10) as appropriate.
- c) Shall produce documentary evidence of sea service and bridge watch keeping for 12 months in a format as provided in Annex - II or in a similar format;
- d) shall have successfully completed approved education, training, examination (preparatory course for Chief Mate on ships of 500 GT or more or preparatory course for chief mate on ships between 500 GT and 3000 GT as appropriate) including relevant Simulator based Training programmes meeting the standard of competence specified in Section A-II/2 of the Code.
- e) In addition to above **2.1(i)**, produce documentary evidences of having successfully completed approved training in;
  - i. Proficiency in Medical Care as specified (STCW Reg.VI/4 Para 2)
  - ii. Ship Handling and Manoeuvring (STCW Sec. A-II/2)
  - iii. Bridge resource management (STCW Sec. A-II/2).

#### **3.2 Eligibility Criteria for the Preparatory Course**

- a) Letter of Eligibility (LOE) is required to obtain through the AMTI in order to follow the preparatory course (before enrolling to such a course) The said letter of eligibility is valid

<sup>10</sup>Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<sup>10</sup>The equivalent educational qualifications mean educational qualifications accepted by Ministry of Education as equivalent to GCE O/L & A/L

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service.

- b) Sea going service as described in 3.1(b) above as appropriate,
- c) Confirmation of the medical fitness in accordance 3.1(a) above

### **3.3 Course, Examinations and Assessments Process**

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned the in this Code of Practice and forward the required documents to MSS.
- b) AMTI may conduct preparatory courses for chief mates on ships of 500 GT or more to cater for eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/2, Sec. A-II/2 and guidance given in Sec. B-II/2 of the STCW Convention.
- d) Final assessments will be conducted by DGMS at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/2, have been achieved;
- e) Above assessments will be conducted in accordance with the annual examination colander at pre agreed venues
- f) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- g) The answer scripts of the subjects listed in Part 1 and 2 below, will be scrutinized by the AMTIs and answer scripts will be moderated by the examiners appointed by the DGMS.
- h) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- i) DGMS shall conduct examinations of the following subjects as per the examination calendar.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Part I**

Subjects	Type of Examination	Duration (hrs)	Pass Marks
Marine Meteorology	Written	03	50%
Ship Construction	Written	03	50%
Business and Law	Written	03	50%
Engineering and Control systems	Written	03	50%
Electronic Navigation Aids and Instrumentation	Written	03	50%
Leadership & Team Working Skills	Written	03	50%
Watch-keeping / Orals	Preparatory subject for orals examination conducted by the DGMS	NA	NA

**Part II**

Subjects	Type of Examination	Duration (hrs)	Pass Marks
Navigation	Written	03	70%
Ship Board Operations	Written	03	70%
Ship's Stability	Written	03	60%
Oral Examination	Oral		After evaluation of the Examiner

**Note:**

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be counterded from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### **3.4 Upgrading of COCs, Exemptions and Limitations**

- a) Upgrading of COCs as chief mate between 500GT and 3000 GT (Unlimited) to chief mate on ships of more 500 GT (Unlimited):
- i. Shall have at least 12 months of approved sea going service as chief mate on ships of more than 500 GT
  - ii. Successfully completion of an oral test conducted by the DGMS

### **3.5 Exemptions and limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**4 Mandatory Minimum Requirements for Certification of Masters on Ships of 500 GT or More in Accordance with The Regulations 9(3) And 9(10).**

Every candidate for certification as master on ships of 500 gross tonnages or more and certification as master on ships between 500 GT and 3000 GT shall be required to demonstrate the competence to undertake, at the management level, the tasks, duties and responsibilities listed in table A-II/2 of the Code, as appropriate.

**4.1 Eligibility Criteria for Certification as Masters**

- a) Confirmation of the medical fitness in accordance with the Schedule II<sup>11</sup>;
- b) Shall have completed the mandatory minimum requirements of training and qualifications described in regulations 9(3) or 9(10) as appropriate.
- c) Shall produce documentary evidence of sea service and bridge watch keeping for 12 months in a format as provided in Annex -II or in a similar format;
- d) shall have successfully completed approved education, training, examination (upgrading course for Master on ships of 500 GT or more) including relevant Simulator based Training programmes meeting the standard of competence specified in Section A-II/2 of the STCW.

**4.2 Eligibility Criteria for The Preparatory Course**

- a) Letter of Eligibility (LOE) is required to obtain through the AMTI in order to follow the preparatory course (before enrolling to such a course) The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service.
- b) Sea going service as described in 4.1(c) above,
- c) Confirmation of the medical fitness in accordance 4.1(a) above

**4.3 Course, Examinations and Assessments Process**

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned the in this Code of Practice and forward the required documents to MSS.

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<sup>11</sup>Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- b) AMTI may conduct preparatory courses for Masters on ships of 500 GT or more to cater for eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/2, Sec. A-II/2 and guidance given in Sec. B-II/2 of the STCW Convention.
- d) Final assessments shall be conducted by the DGMS at the end of the training programme to verify standards of competence as mentioned in STCW Table A-II/2, have been achieved;
- e) Above examinations will be held in accordance with the annual examination calendar and the at the pre-agreed venues.
- f) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- g) The answer scripts of the subjects listed in Part 1 below will be scrutinized by AMTI.
- h) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- i) DGMS shall conduct examinations of the following subjects as per the examination calendar.

**Part I**

Subjects	Type of Examination	Duration (hrs)	Pass Marks
Navigation	Combined written examination for all the subjects	03	60%
Meteorology			
Shipboard Operations			
Business & Law			
Magnetism			
Leadership & Team working Skills			
Assignment			

- j) A final examination for the issue of Certificate of Competency will be conducted by the administration as detailed below;

**Part II**

Subjects	Type of examination	Duration (Hrs)	Pass marks (%)
N/A	Oral		After evaluation of the Examiner

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Note:**

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be counterded from the date which the results are released.
  
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
  
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

**4.4 Upgrading of COCs**

- a) Upgrading of COCs as master on ships Between 500GT to 3000 GT (Unlimited) to master on ships of 500GT or more (Unlimited):
- b) Shall have at least 12 months of approved sea going service as master on ships of more than 500 GT.
- c) Shall have successfully completed an oral examination conducted by DGMS

**4.5 Exemptions and Limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**5 Mandatory Minimum Requirements for Certification of Chief Mates on Ships of Less Than 3000 Gross Tonnage Engaged on Near Coastal Voyages in Accordance with Regulation 9(5).**

Every candidate for certification as chief mate on ships of less than 3000 GT (NCV) shall be required to demonstrate the competence to undertake, at the management level, the relevant tasks, duties and responsibilities listed in table A-II/2 of the Code.

**5.1 Eligibility Criteria for Certification**

- a) Confirmation of the medical fitness in accordance with Schedule II.<sup>12</sup>;
- b) Shall have completed the mandatory minimum requirements of training and qualifications described in regulation 9(5);
- c) Shall produce documentary evidence of sea service and bridge watch keeping for 12 months in a format as provided in Annex - II or in a similar format;
- d) have successfully completed approved education, training, examination (preparatory course for Chief Mate on ships of less than 3000 GT engaged on near coastal voyages) including relevant Simulator based Training programmes, meeting the appropriate standard of competence specified in Section A-II/2 of the STCW Code for Chief Mates on ships below 3000 GT (NCV)
- e) In addition to above **2.1(i)**, produce documentary evidences of having successfully completed approved training in;
  - i. Proficiency in Medical Care as specified (STCW Reg.VI/4 Para 2)
  - ii. Bridge resource management (STCW Sec. A-II/2).
  - iii. Ship Handling and Manoeuvring (STCW Sec. A-II/2).

**5.2 Eligibility Criteria for the Preparatory Course**

- a) Letter of Eligibility (LOE) is required to be obtained through an AMTI in order to follow the preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service.
- b) Sea going service as described in 5.1(c) above,
- c) Confirmation of the medical fitness in accordance 5.1(a) above

<sup>12</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Lankan administration

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### 5.3 Course, Examinations and Assessments Process

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned in this Code of Practice and forward the required documents to MSS.
- b) AMTI may conduct preparatory courses for chief mates on ships less than 3000 GT (NCV) to cater for eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the relevant areas of Reg. II/2, Sec. A-II/2 and guidance given in Sec. B-II/2 of the STCW Convention.
- d) Final assessment will be conducted by the DGMS at the end of the training programme to verify standards of competence as mentioned in STCW Table A-II/2, have been achieved as appropriate, in accordance with the annual examination calendar at the pre-agreed venues with the AMTIs
- e) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by the DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- f) The answer scripts of the subjects listed in Part 1 and 2 below, will be scrutinized by the AMTIs and answer scripts will be moderated by the examiners appointed by the DGMS.
- g) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- h) DGMS shall conduct examinations of the following subjects as per the examination calendar.

#### Part I

<b>Subjects</b>	<b>Type of examination</b>	<b>Duration (hrs)</b>	<b>Pass Marks</b>
Electronic Aids & Instrumentation	Written	03	50%
Meteorology	Written	03	50%
Ship Construction	Written	03	50%
Business and Law	Written	03	50%
Engineering & Control Systems	Written	03	50%
Leadership & Team Working Skills	Written	03	50%
Watchkeeping & Orals	Preparatory subject for orals Examination conducted by the DGMS	N/A	N/A

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

## Part II

Subjects	Type of Examination	Duration (hrs)	Pass Marks
Navigation	Written	03	70%
Ship Board Operations	Written	03	60%
Ship's Stability	Written	03	60%
Oral Examination	Oral		After evaluation of the Examiner

### Note:

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be counterded from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

## 5.4 Exemptions and Limitations

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**6 Mandatory Minimum Requirements for Certification of Masters on Ships of Less Than 3000 GT Engaged on Near Coastal Voyages in Accordance with The Regulation 9 (6).**

Every candidate for certification as master on ships of less than 3000 GT (NCV) shall be required to demonstrate the competence to undertake, at the management level, the relevant tasks, duties and responsibilities listed in table A-II/2 of the STCW Code as appropriate.

**6.1 Eligibility Criteria for Certification as Masters**

- a) Confirmation of the medical fitness in accordance with the Schedule II.<sup>13</sup> ;
- b) Shall have completed the mandatory minimum requirements of training and qualifications described in regulation 9(6).
- c) Shall produce documentary evidence of sea service and bridge watch keeping for 12 months in a format as provided in Annex - II or in a similar format;
- d) Have successfully completed approved education, training, examination (preparatory course for Master of ships of less than 3000 GT (NCV)) including relevant Simulator base Training programme, meeting the standard of competence specified in Section A-II/2 in STCW Code, as appropriate, for Masters on ships of Less than 3000GT engaged on near coastal voyages.

**6.2 Eligibility Criteria for The Preparatory Course**

- a) Letter of Eligibility (LOE) is required to be obtained through an AMTI in order to follow the preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service.
- b) Sea going service as described in 6.1(b) above,
- c) Confirmation of the medical fitness in accordance 6.1(a) above

**6.3 Course, Examinations and Assessments Process**

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned in this Code of Practice and forward the required documents to MSS.

<sup>13</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- b) Approved Maritime Training Institutes may conduct preparatory courses for Masters on ships less than 3000 GT to cater the eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/2, Sec. A-II/2 and guidance given in Sec. B-II/2 of the STCW Convention as appropriate.
- d) Final assessment will be conducted by DGMS at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/2, have been achieved as appropriate, in accordance with the annual examination calendar at pre-agreed venues with the AMTI
- e) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- f) The answer scripts of the subjects listed in Part 1 below will be scrutinized by the relevant AMTI.
- g) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- h) DGMS shall conduct examinations of the following subjects as per the examination calendar.

**Part I**

Subjects	Type of Examination	Duration (hrs)	Pass Marks
Navigation	Combined written examination for all the subjects	03	50%
Meteorology			
Shipboard Operations			
Business & law			
Magnetism			
Leadership & Team working Skills			
Assignment			

**Part II**

Subjects	Type of examination	Duration (Hrs)	Pass marks (%)
Orals	Oral		After evaluation of the Examiner

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Note:**

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time periods will be counterd from the date which the results are released.
  
- b) Candidates shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
  
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

**6.4 Exemptions and Limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
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		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### Section A-II/3

**7 Mandatory minimum requirements for certification of officers in charge of a navigational watch on ships of less than 500 GT (Ships not engaged on near coastal voyages) in accordance with the regulation 9(11).**

Every candidate for certification shall be required to demonstrate the competence to undertake, at operational level, the tasks, duties and responsibilities listed in table A-II/1 of the Code and required to be certified as officers on ships of 500 GT or more as described under section 01 above.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**8 Mandatory Minimum Requirements for Certification of Officers in Charge of a Navigational Watch on Ships Of Less Than 500 GT (Engaged On Near Coastal Voyages) In Accordance With The Regulation 9 (7).**

Every candidate for certification shall be required to demonstrate the competence to undertake, at operational level, the tasks, duties and responsibilities listed in table A-II/3 of the Code.

**8.1 Eligibility Criteria for Certification**

- a) Proof of identity<sup>14</sup>;
- b) Confirmation of the medical fitness in accordance with the Schedule II.<sup>15</sup>;
- c) Have Six passes at GCE O/L examination or equivalent acceptable to the DGMS including credit passes in Mathematics, Science and English
- d) Shall have completed the mandatory minimum requirements for training and qualifications described in regulation 9(7).;
- e) Shall produce documentary evidence of sea service and bridge watch keeping in a format as provided in Annex - 1 or in a similar format;
- f) Have successfully completed approved education, training, examination (preparatory course for Officer in charge of a navigational watch on ships of less than 500 gross tonnage (NCV)) including relevant Simulator Training and assessment meeting the standard of competence set out in table A-II/3 of the Code for officers in charge of a navigational watch on ships of less than 500 gross tonnage engaged on near coastal voyages.
- g) Produce documentary evidence of having successfully completed the approved training in;
  - i. Proficiency in basic Training (STCW Reg. VI/1) – Need to produce the Certificate of Proficiency in basic training issued by MSS.
  - ii. Proficiency in Survival Craft and Rescue Boats other than fast rescue boats (STCW Reg.VI/2 Para 1), Proficiency in Fast Rescue Boats (if applicable) (STCW Reg. VI/2 Para 2)
  - iii. Proficiency in advanced Fire Fighting (STCW Reg.VI/3)
  - iv. Proficiency in Medical First Aid (STCW Reg. VI/4 Para 1)

<sup>14</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<sup>15</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan Administration.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- v. General Operator’s Certificate (GMDSS) (STCW Reg. IV/2) – Need to produce the COC issued by the MSS
- vi. Proficiency in Ship Security Officer (STCW Reg. VI/5)
- vii. Maritime English for operational level (STCW Sec. A-II/1)
- viii. Radar observation & plotting (STCW Sec. A-II/1)
- ix. ARPA (STCW Sec. A-II/1). Seafarers who have not completed approved ARPA training programme shall be endorsed as “not valid for service on ship’s fitted with ARPA”.
- x. Radar simulator (STCW Sec. A-II/1)  
**Optional**
- xi. ECDIS (STCW Sec. A-II/1).  
(Seafarers who have not completed approved ECDIS training programme shall be endorsed as “not valid for service on ship’s fitted with ECDIS”)

## 8.2 Eligibility Criteria for the Preparatory Course

- a) Letter of Eligibility (LOE) is required to be obtained through the AMTI in order to follow the preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service. Sea going service as described in 8.1(e) above
- b) Confirmation of the medical fitness in accordance 8.1(b) above

## 8.3 Course, Examinations and Assessments Process

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned this Code of Practice and forward the required documents to MSS.
- b) AMTI may conduct preparatory courses for officer in charge of navigational watch on ships of less than 500GT engaged on near coastal voyages to cater the eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/3, Sec. A-II/3 and guidance given in Sec. B-II/3 of the STCW Convention.
- d) Final assessments will be conducted by the DGMS at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/3, have been achieved as appropriate as per the annual examination calendar at the venues pre-agreed with the AMTI

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- e) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- f) The answer scripts of the subjects listed in Part 1 and 2 below, will be scrutinized by the AMTIs and answer scripts will be moderated by the examiners appointed by the DGMS.
- g) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- h) DGMS shall conduct examinations of the following subjects as per the examination calendar.

**Part I**

<b>P a r t I I</b>	Subject	Type of Examination	Duration (hrs)	Pass Marks
	Bridge Equipment	Written	03	50 %
	Meteorology	Written	03	50 %
	General Ship knowledge	Written	03	50 %
	Engineering Knowledge	Written	03	50%
	Basic Management	Written	03	50%
Watchkeeping	Preparatory subject for orals Examination conducted by the DGMS		N/A	N/A
	Subject	Type of Examination	Duration (hrs)	Pass Marks
	Coastal Navigation	Written	03	70%
	Ocean and Offshore Navigation	Written	03	70%
	Operational Safety	Written	03	60%
	Orals	Oral		After evaluation of the Examiner

**Note:**

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be counterered from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

#### **8.4 Exemptions and Limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**9 Mandatory Minimum Requirements for Certification for Masters on Ships of Less Than 500 GT (Ships Not Engaged on Near Coastal Voyages) In Accordance with The Regulation 9(11).**

Every candidate for certification shall be required to demonstrate the competence to undertake, at management level, the tasks, duties and responsibilities listed in 4 above for masters on ships of between 500 GT and 3000 GT not engage in NCV and they are required to be certified as masters on ships of between 500 GT and 3000 GT not engage in NCV

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**10 Mandatory Minimum Requirements for Certification for Masters on Ships of Less Than 500 GT (Ships Engaged on Near Coastal Voyages) In Accordance with The Regulation 9(8).**

Every candidate for certification shall be required to demonstrate the competence to undertake, at management level, the tasks, duties and responsibilities listed in table A-II/3 of the Code.

**10.1 Eligibility Criteria for Certification**

- a) Proof of identity<sup>16</sup>;
- b) Confirmation of the medical fitness in accordance with the Schedule II<sup>17</sup>;
- c) Shall have completed the mandatory minimum requirements of training and qualifications described in regulation 9 (8).;
- d) Shall produce documentary evidence of sea service and bridge watch keeping in a format as provided in Annex - II or in a similar format;
- e) In addition to above 8.1(vii), produce documentary evidences of having successfully completed approved training in;
  - i. Proficiency in Medical care as specified STCW Reg.VI/4 Para 2
  - ii. Electronic Navigation Systems (STCW Sec. A-II/1)

Note: Seafarers who have not completed approved ECDIS training programme shall be endorsed as “not valid for service on ship’s fitted with ECDIS”.

**10.2 Eligibility Criteria for Preparatory Course**

- a) Letter of Eligibility (LOE) is required to be obtained through an AMTI in order to follow the preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service.
- b) Sea going service as described in 10.1(c) above,
- c) Confirmation of the medical fitness in accordance 10.1(b) above

<sup>16</sup> A birth certificate or a passport or a National Seafarer’s Identity Document can be accepted as proof of identity

<sup>17</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan Administration.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### 10.3 Course, Examinations and Assessment Process

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned in this Code of Practice and forward the required documents to MSS.
- b) Approved Maritime Training Institutes may conduct preparatory courses for Master on ships of less than 500GT engaged on near coastal voyages to cater the eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/3, Sec. A-II/3 and guidance given in Sec. B-II/3 of the STCW Convention.
- d) Final examinations shall be conducted by the DGMS at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/3, have been achieved as appropriate in accordance with the annual examination calendar at the venues pre-agreed with the AMTI
- e) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- f) The answer scripts of the subjects listed in Part 1 below will be scrutinized by the AMTIs.
- g) Seafarers shall have minimum of 85% of class room attendance to be eligible to sit for the final examination.
- h) DGMS shall conduct examinations of the following subjects as per the examination calendar.

#### Part I

Subjects	Type of end term examination	Duration (hrs)	Pass marks
Shipboard Operations	Combined written examination	03	50 %
Marine Meteorology			
Electronic Navigational Aids & Instrumentation			
Navigation			
Business & Law			
Stability			

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

<b>Subjects</b>	<b>Type of end term examination</b>	<b>Duration (hrs)</b>	<b>Pass Marks</b>
Ship Construction	Combined written examination	03	50%
Engineering & Control Systems			
Leadership & Team working skills			
Watchkeeping / Orals	Preparatory subject for orals examination conducted by the DGMS	N/A	N/A

## Part II

<b>Subjects</b>	<b>Type of examination</b>	<b>Duration (Hrs)</b>	<b>Pass Marks (%)</b>
Orals Examination	Oral		After evaluation  Of the examiner

### Note:

- a)
  - i. Candidate shall have three consecutive appearing for the written examination, if the former sitting is unsuccessful.
  - ii. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - iii. Above time period will be counterered from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 14 days duration between each sitting if the former sitting is unsuccessful.
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful in first three appearing in (a) or (b) above.

## 10.4 Exemptions and Limitations

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Competency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

## Section A-II/4

### **11 Mandatory Minimum Requirements for Certification of Ratings Forming Part of a Navigational Watch in Accordance with The Regulation 9(12)**

Every rating forming part of a navigational watch on a seagoing ship of 500 gross tonnage or more shall be required to demonstrate the competence to perform the navigation function at the support level, as specified in table A-II/4 of the Code.

#### **11.1 Eligibility Criteria Certification**

- a) Proof of identity<sup>18</sup>;
- b) Confirmation of the medical fitness in accordance with Schedule II.<sup>19</sup>;
- c) Shall have completed the mandatory minimum requirements of training and qualifications described in Regulation 9. (12)(a)(b).;
- d) Shall produce documentary evidence of sea service<sup>20</sup> and 6 months of bridge watch keeping in a format as provided in Annex - III or in a similar format;
- e) Steering practices as provided in Annex - IV or in a similar format;
- f) produce documentary evidences of having successfully completed approved training in;
  - i. Proficiency in basic Training (STCW Reg. VI/1) – Need to produce the Certificate of Proficiency in basic training issued by MSS.
  - ii. Seafarers with designated security duties (STCW REg.VI/6 Para 4);
  - iii. Maritime English – support level
  - iv. Competed approved training record book (TRB).
  - v. Meet the standards of competence specified in Section A-II/4 of the STCW Code.

#### **11.2 Entry Criteria for Pre-Sea Training Course of Deck Rating**

- a) The application for a batch approval shall be made through an Approved Maritime Training Institute (AMTI) where the candidate is expecting to enrol into the preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as in this Code of Practice) and forward the required documents to MSS.

<sup>18</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<sup>19</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan Administration

<sup>20</sup> In the format as provided in Annex – III or in a similar format

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

- b) Confirmation of the medical fitness in accordance 11.1(b) above
- c) shall have studied up to General Certificate of Education Ordinary Level (GCE O/L) or equivalent educational qualifications accepted by the Director General of Merchant Shipping<sup>21</sup>;

### 11.3 Course, Examinations and Assessments Process

- a) Training requirements in accordance with the regulation 9 (12)(b)(ii) – Pre-sea training programme for ratings
- b) AMTI shall submit the list of names of the candidates before the commencement of the programme
- c) Approved Maritime Training Institutes may conduct preparatory courses for pre-sea training for ratings to cater eligible candidates. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- d) The training programme shall comply with the Reg. II/4, Sec. A-II/4 and guidance given in Sec. B-II/4 of the STCW Convention.
- e) At the end of the training programme (a) above, candidate shall have approved seagoing service in accordance with regulation 9 (12)(b).in order to appear for the Oral Examination.
- f) DGMS shall conduct an assessment (oral examination) at the time of applying for the certificate to verify standards of competence as mentioned in STCW Table A-II/4, have been achieved;
- g) DGMS shall conduct the oral examinations of the following subjects as per the examination calendar.

Subject	Type of Examination	Duration (hrs)	Pass Marks
	Oral		After evaluation of the Examiner

OR

Subject	Type of	Duration	Pass
	MCQ	1 Hr	40%

<sup>21</sup>The equivalent educational qualifications mean educational qualifications accepted by Ministry of Education as equivalent to GCE O/L

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Note:**

- a) Candidate shall have three consecutive appearing for the oral/MCQ examination, at intervals of at least 7 days duration between each sitting if the former sitting is unsuccessful.
- b) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful.

**11.4 Exemptions and Limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Proficiency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

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<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

## Section A-II/5

### **12 Mandatory Minimum Requirements for Certification of Ratings as Able Seafarer Deck - Under Regulation 9(13) of the Merchant Shipping Standards of Training, Certification and Watch Keeping for Seafarers as Amended**

Every able seafarer deck serving on a seagoing ship of 500 gross tonnages or more shall be required to demonstrate the competence to perform the functions at the support level, as specified in table A-II/5 of the Code.

#### **12.1 Eligibility Criteria**

- a) Proof of identity<sup>22</sup>;
- b) Confirmation of the medical fitness in accordance with the Schedule II.<sup>23</sup>;
- c) Shall have completed the mandatory minimum requirements of training and qualifications described in Regulation 9. (13)(a)(b)(c).;
- d) Shall produce documentary evidence of sea service<sup>24</sup> and 12 months of bridge watch keeping in a format as provided in Annex - III or in a similar format;
- e) steering practices as provided in Annex - iv or in a similar format;
- f) have completed **60 hrs** of an approved education, training and assessment and meet the standard of competence specified in section A-II/5 of the Code
- g) produce documentary evidences of having successfully completed approved training in;
  - i. Proficiency in basic Training (STCW Reg. VI/1) – Need to produce the Certificate of Proficiency in basic training issued by MSS.
  - ii. Seafarers with designated security duties (STCW REg.VI/6 Para 4);
  - iii. Proficiency in Survival Craft and Rescue boats (STCW Reg.VI/2 Para 1),
  - iv. Maritime English – support level
- h) Competed approved training record book (TRB) up to the satisfaction of the relevant examiner for candidates who have less than 18 months of sea service

<sup>22</sup> A birth certificate or a passport or a National Seafarer's Identity Document can be accepted as proof of identity

<sup>23</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the Sri Lankan administration

<sup>24</sup> In the format as provided in Annex – III or in a similar format

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### 12.2 Entry Criteria for Training Programme for Able Seafarer Deck

- a) Letter of Eligibility (LOE) is required to be obtained through the AMTI in order to follow the preparatory course (before enrolling to such a course). The said letter of eligibility is valid for a period of five years from the date of issue and further extensions will not be permitted without appropriate sea service
- b) evidences for the documents listed in 12.1(c)(d)(e) above,
- c) Confirmation of the medical fitness in accordance 12.1(b) above

### 12.3 Course, Examinations and Assessments Procedure

- a) The application for a LOE shall be made through an AMTI where the candidate is expecting to enrol to follow the relevant preparatory course. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned in this Code of Practice and forward the required documents to MSS.
- b) AMTI may conduct preparatory course for Ratings as Able seafarer Deck to cater for eligible seafarers. The course contents and the durations, to achieve the minimum standards of competence shall be as per the DGMS approved core and detailed syllabuses.
- c) The training programmes shall comply with the Reg. II/5, Sec. A-II/5 and guidance given in Sec. B-II/5 of the STCW Convention.
- d) DGMS shall conduct practical examinations at the end of training programme to verify standards of competence as mentioned in STCW Table A-II/5, have been achieved;
- e) Final assessment will be conducted by the DGMS on pre-agreed times, dates & venues with the AMTIs.
- f) All examination papers with the answers scripts will be prepared at the beginning of the year and relevant Examiner/ moderator(s) appointed by DGMS is responsible for setting of question papers, moderation of question papers, preparation of model answers, moderation of model answers and releasing of results.
- g) The answer scripts will be scrutinized by the examiners appointed by the DGMS.
- h) Seafarers shall have 100% of class room attendance to be eligible to sit for the final examination.
- i) Examination and assessment of the following subjects shall be conducted by the nautical institute;

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**Part - I**

<b>Competency</b>	<b>Type of end term examination</b>	<b>Duration (hrs)</b>	<b>Pass Marks</b>
Watchkeeping & Mooring Operations	Combined examination in: <input type="checkbox"/> Written (MCQ) <input type="checkbox"/> Practical		
Cargo work		01	50 %
Operational Safety		03	50 %

j) Examination and assessment of the following subjects shall be conducted by the DGMS;

**Part - II**

<b>Subjects</b>	<b>Type of examination</b>	<b>Duration (Hrs)</b>	<b>Pass Marks (%)</b>
Bridge Watchkeeping & Ship board Operations	Written (MCQ) or	01Hrs	50%
Orals Examination	Oral		After evaluation of the Examiner

**Note:**

- a)
  - i. Validity period shall be 5 years for subjects listed in Part I and Part II above
  - ii. Above time period will be counterded from the date which the results are released.
- b) Candidate shall have three consecutive appearing for the oral examination, at intervals of at least 7 days duration between each sitting if the former sitting is unsuccessful.
- c) The examiner may decide whether the candidate to have further 03 months of approved sea going experience or 2 months of accelerated assignment-based training before the next attempt if the candidate is unsuccessful

**1.**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

#### **12.4 Exemptions and Limitations**

Seafarers who have performed approved sea going service on ships of lesser tonnages than the requirement or service on special category ships may be issued with a Certificate of Proficiency with limitations appropriate to the sea service held, considering the special requirements of the trade subjected to computation of sea service in Reg. 19 of gazette notification 1987/19.

**Note: 1. Candidate shall complete full examinations process (academic/professionals/Orals) within the period of eligibility and if anyone who unable to complete the exam within the eligibility period of five years, he/she shall go through and clear the full examination process again.**

**2. Same minimum requirement to be complied for getting an eligibility again.**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

### **13 Certificates Of Competencies (COC's) Issued to Deck Department by the DGMS**

**a) Certificate of Competency – Master;**

- i. 500 GT and above – Unlimited
- ii. Between 500 & 3000 GT – Unlimited
- iii. Less than 3,000 GT - engaged on near coastal voyages (NCV);
- iv. Less than 500 GT - engaged in near coastal voyages (NCV);

**b) Certificate of Competency – Chief Mate;**

- i. 500 GT and above – Unlimited
- ii. Between 500 & 3000 GT – Unlimited
- iii. Less than 3,000 GT- engaged on near coastal voyages (NCV);

**c) Certificate of Competency – Officer in Charge of Navigational Watch**

- i. 500 GT and above – Unlimited
- ii. Less than 500 GT - engaged in near coastal voyages (NCV);
- iii. Less than 3,000 GT - engaged on near coastal voyages (NCV);

#### **13.1 Endorsements Issued to Holders of Certificate of Competency.**

DGMS may issue Endorsements to seafarers who are qualified to carry out functions in a different capacity other than the function and capacity described in his certificate of competency held after fulfilment of followings;

No.	COC held	Endorsement	Requirement to be fulfilled for the endorsement	Remarks
1.	Chief mate (STCW II/2) – unlimited	Master (STCW II/2) – less than 3000 GT (NCV)	<ul style="list-style-type: none"> <li>• 12 months of sea service as chief mate on ships of 500 GT or more or 24 months as NWKO after obtaining COC as column two of this table</li> <li>• Possess a valid physical fitness and eye sight test certificates</li> <li>• Successful at an oral examination at the MSS</li> </ul>	Relevant examiner shall be satisfied with the candidate's perform the functions of the endorsement as requested.

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

### **13.2 Certificates of Recognition Issued to Deck Department**

- a) All COC category levels as mentioned above in this Section, who were completed their education, training, assessment and obtained their certification of competencies from the countries which are recognized by the Administration of Sri Lanka.
- b) COC holders who has completed their GMDSS COC/ROC (Restricted Radio Operator and obtained their certification of competencies from the countries which are recognized by the Administration of Sri Lanka.

### **13.3 Certificates of Proficiencies (COP's) Issued to Deck Department by the DGMS**

- a) Certificate of Proficiency – Rating forming part of a navigational watch on a seagoing ship of 500 GT or more (STCW Reg. 11/4)
- b) Certificate of Proficiency – Able Seafarer Deck serving on a seagoing ship of 500 GT or more. (STCW Reg. 11/5)
- c) Certificate of Proficiencies – All certificates in (STCW Reg. V)
- d) Certificate of Proficiencies – Certificates in (STCW Reg. VI/1/1 and VI/5)

**All Certificates of Competency, Certificates of Recognition and Certificates of Proficiencies specified in Section 14 above shall be,**

**Valid for 05 years from the date of issue.**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

**Annex – I**

**SEA SERVICE TESTIMONIAL**

Company Address / Contact details :

.....  
.....  
.....

Tel : ..... Fax : .....

**PART 1 – Watchkeeping Service**

**This is to certify that:**

Full Name of Cadet: .....

Date of birth : .....

Discharge Book No.: .....

**has served on:**

Name of Vessel : ..... Official No.: .....

Type of Vessel : ..... Gross Tonnage: .....

**from:** ..... **to:** .....

During this period the above-named cadet/deck rating accrued the following bridge watchkeeping service (under the supervision of a certified navigating officer) for not less than 8 hours out of every 24 hours whilst the vessel was engaged on unlimited voyages:

..... Weeks ..... Days

In addition, the above-named cadet:

- a) regularly carried out other duties in connection with the routine and maintenance of the ship\*
- b) was granted no leave of absence\*
- c) was granted leave of absence as follows\*

.....

**\*Delete as appropriate**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

**PART 2 – TESTIMONIAL**

My report on the service of the above-named deck cadet during the period stated, is as follows:

**Conduct:**

**Experience/Ability:**

**Behaviour/Sobriety:**

**PART 3 – OFFICIAL ENDORSEMENT**

Name (BLOCK LETTERS) of Master: .....

Signature of the Master: .....

Ship's/Company Stamp and Date:

**In exceptional circumstance this testimonial may be signed by a responsible official of the Company.**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

**Annex - II**

**SEA SERVICE TESTIMONIAL – DECK OFFICER**

Company Name: .....

Company Address: .....

.....

.....

Contact Details: Tel: ..... Fax: .....

**PART 1 – Watchkeeping Service**

**This is to certify that:**

Full name of Officer : .....

Date of birth : .....

Discharge book number: .....

**Has served on:**

Name of Vessel: ..... Official Number: .....

Type of Vessel: ..... Gross Tonnage: .....

Area of Operation: .....

From: ..... To: .....

in the capacity of first / second / third\* Watchkeeping officer under my command. During this period the above-named officer was in full charge of a navigational watch for not less than ..... hours out of every 24 hours whilst the vessel was engaged on unlimited\* / near coastal\* voyage:

..... Weeks ..... Days

In addition, the above-named officer:

- a) regularly carried out other duties in connection with the routine and maintenance of the ship; \*
- b) served as the senior / junior\* of two Watchkeeping officers during the following periods when bridge watches were doubled and at no other times; \*
- c) was granted no leave of absence\*
- d) was granted leave of absence as follows\*:

.....

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	<i>Document No</i>	<i>Issue - 02</i>
		<i>Date of 1<sup>st</sup> Issue</i>	<i>2015-05-13</i>
		<i>Issued by</i>	<i>MR</i>
		<i>Approved by</i>	<i>DGMS</i>
		<i>Revised Status</i>	<i>01</i>
		<i>Revised Date</i>	<i>2024-02-22</i>

e) served on board the vessel from ..... to ..... whilst under refit or in the final stages of construction. (Such testimonial to be backed up by a detailed description of the work undertaken.)

**\*Delete as appropriate**

**PART 2 – Testimonial**

My report on the service of the above-named deck officer, during the period stated, is as follows:

**Conduct:**

**Experience / Ability:**

**Behaviour / Sobriety:**

**PART 3 – Official endorsement**

**Name (BLOCK LETTERS) of Master:** .....

**Signature of Master:** .....

**Ship's/Company Stamp and Date:** .....

In exceptional circumstances this testimonial may be signed by a responsible official of the Company

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

**Annex - III**

**DECK RATING TESTIMONIAL (Ability and Conduct)**

This is to certify that:

Full Name : .....

Date of Birth : DD / MM / YYYY

Has served onboard : M.V. ....

Gross Tons : .....

Type of Vessel : .....

From : DD / MM / YYYY to DD / MM / YYYY

During this period of service, the above-named seafarer has served in the following capacity:

Trainee Rating/Rating forming part of a navigational watch\*

Total duration of sea service: ..... Months .....Days

My report on the service of the above named during the period is as follows:

Professional Conduct : .....

Experience/ability : .....

Behaviour : .....

Name of Owning/Managing company\* .....

.....

Signature : .....

Name of Master / Training Officer\* : .....

Date : .....

Ship's Stamp

**\* Delete as appropriate**

<b>MSS</b>	<b>Code of Practice</b> <i>Merchant Shipping Secretariat</i>	Document No	Issue - 02
		Date of 1 <sup>st</sup> Issue	2015-05-13
		Issued by	MR
		Approved by	DGMS
		Revised Status	01
		Revised Date	2024-02-22

**Annex –IV**

**STEERING CERTIFICATE – SUPPORT LEVEL FUNCTIONS**

Candidates expecting to certify as ratings forming part of a navigational watchkeeper shall possess a steering certificate in compliance with MSN 2/2005 in the following format.

Name : .....

Rank : .....

CDC No. : ..... Passport No. : .....

Name of vessel: ..... GT: ..... NT: .....

Name of Owner / Operator : .....

Address, Fax, Email, Telephone No :  
 .....  
 .....  
 .....  
 .....  
 .....

Date Joined : DD / MM / YYYY Date Discharged : DD / MM / YYYY

**Manual Steering Performed**

	Day	Night
OPEN SEA (Minimum 10 hrs Total)	.....	.....
COASTAL (Minimum 08 hrs Total)	.....	.....
UNDER PILOTAGE (Minimum 06 hrs Total)	.....	.....

Master’s comment on steering : .....

Name of the Master : .....

.....  
Signature of the Master

.....  
Ship’s Stamp