

<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 manual has been drawn in compliance with  
**STCW 1978 as amended**

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**Issued by:**

**Approved by:**

Mr. A.W. Senaviratne

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**Management Representative**

**Director General of Merchant Shipping**



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## **Chapter – IV**

# **Radio Communication & Radio Operators**

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## **1 Mandatory Minimum Requirements Applicable for Certification in Global Maritime Distress and Safety System (GMDSS).**

### **GMDSS Certificates Issued Are in Accordance with The Regulation 10(1), 10(2) of the Merchant Shipping Standards of Training, Certification and Watch Keeping for Seafarers (STCW) As Amended**

Every candidate to obtain a GMDSS Certificate under the Convention shall produce evidence of having achieved the required standards in accordance with the methods for demonstrating competence and the criteria for evaluating competence particularly, as tabulated in the table A-IV/2 and fully comply with the Regulation IV/2 of the Chapter IV.

#### **1.1 Eligibility Criteria Applicable for Issue of GMDSS General Operator's Certificate (GOC) and GMDSS Restricted Operator's Certificate (ROC).**

- i. Proof of identity<sup>1</sup>;
- ii. Confirmation of the medical fitness in accordance with schedule II of the **Merchant Shipping Standards of training, Certification and Watch keeping (STCW) for Seafarers as amended**<sup>2</sup>;
- iii. Shall have completed the mandatory minimum requirements for training and qualifications specified in Regulation 10. (1)(a)(b)(c) for GMDSS General Radio Operator's Certificate (GOC) and regulation 10. (2) (a)(b)(c) for GMDSS Restricted Operator's Certificate (ROC) as per the Merchant Shipping Standards of Training, Certification and Watch keeping (STCW) for Seafarers as amended
- iv. Produce appropriate Course Completion Certificate in GMDSS (GOC) or GMDSS (ROC) issued by the Approved Maritime Training Institute (AMIT) as proof of having successfully completed specified training and the following.
  - 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 Crafts and Rescue Boats (Table A-VI/2-1 in STCW Code),
  - iii. Advanced Fire Fighting (Table A-VI/3 in STCW Code),
  - iv. Medical First Aid (Table A-VI/4-1 in STCW Code) and
  - v. Security Awareness (Table A-VI/6-1 in STCW Code).

<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 **issued by an** approved medical practitioners registered with the Sri Lanka Maritime Administration

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## 1.2 Eligibility of participants to enrol in GMDSS (GOC) or GMDSS (ROC) course Programs

Approved Maritime Training Institutes (AMTI) shall verify the following to enrol course participants for GMDSS (GOC) and GMDSS (ROC) courses

- (i) meet the requirements prescribed in 1.1 (i)(ii) above and

the applicant shall;

- a) hold a Certificate of Competency prescribed in STCW code or
- b) currently undergoing (or have already completed) an approved training program leading to award a Certificate of Competency, or
- c) following (or have already completed) an Academic Program leading to award of a Certificate of Competency or
- d) be members of professions, which requires GMDSS (GOC) or GMDSS (ROC) certification.

**Note: (i)** Copy of CoC or confirming letter from an approved training institute that the participant is a student of an approved training program which leads to award of a CoC or Letter of Eligibility issued by DGMS or a copy of the Approval Letter; in the case of above (b) and (c) shall be submitted to the respective approved training institute.

**Note: (ii).** If the participant mentioned in above sub paragraph (d) is a self-employed person, shall forward documentary evidence to the satisfaction of Training Institute, to obtain the necessary approvals from DGMS.

## 1.3 Course, Examinations and Assessments Standards Applicable for GMDSS (GOC) Certification.

- a) Maritime Training Institutes require the formal course approval granted by the Director General of Merchant Shipping (DGMS) to conduct GMDSS (GOC) course programs. Conducting appropriate examinations, issuing certificates to successful candidates and the supervisions of separate sections of the examination shall be managed by the Telecommunications Regulatory Commission of Sri Lanka (TRCSL) as per the Regulation IV/2 of the STCW code.
- b) Minimum duration of GMDSS (GOC) course conducted by an Approved Maritime Training Institutes is as follows.  
GMDSS (GOC) course duration shall not be less than **11 days (71.5 Hours)**
- c) The courses' contents, for achieving the minimum standards of competence shall be as per the Director General of Merchant Shipping (DGMS) approved core and detailed syllabi. Any improvements to the training program contents shall be incorporated to the course by the Maritime Training Institute and relevant changes shall be notified to the Director General of Merchant Shipping (DGMS). Such improvements and methodologies adopted shall comply with sections A-I/6 and B-I/6 of the STCW code.
- d) Approved Maritime Training Institutes (AMTI) may contribute examination questions and answers to the GMDSS (GOC) Question Data Bank maintained and possessed by the Telecommunication Regulatory Commission of Sri Lanka (TRCSL)

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- e) GMDSS course participants shall have 100% of class room attendance to appear for GMDSS examinations conducted by the Telecommunications Regulatory Commission of Sri Lanka (TRCSL). Candidates with 100% course attendance are eligible to receive the GMDSS (GOC) Course Completion Certificates issued by an Approved Maritime Training Institute (AMTI). Course Completion Certificate is not a competency certificate and is proof of 100% course attendance by a candidate.
- f) Telecommunications Regulatory Commission of Sri Lanka (TRCSL) make arrangements to conduct examinations towards the end of a GMDSS training programs, by request notification of an Approved Maritime Training Institutes.
- g) Sections covered in GMDSS (GOC) Examinations and Assessments are as follows,

<b>Examination Subject Component</b>	<b>Type of Examination</b>	<b>Duration Minutes</b>	<b>Pass Mark Limit</b>
Radio Regulations & Procedures	Written	35	75%
Practical Operation of GMDSS Radio Equipment	Practical	90 (per Candidate)	70%
RT On-Scene Distress Communication	Practical	30 (4 candidate Group)	75%

- h) GMDSS General Radio Operator's (GOC) certificates are issued by Telecommunications Regulatory Commission of Sri Lanka (TRCSL) for successful candidates at the final examination
- i) The Approved Maritime Training Institute (AMTI) shall submit the GMDSS (GOC) certificate issued by Telecommunications Regulatory Commission of Sri Lanka (TRCSL) and the Course Completion certificate of AMTI to the DGMS in order to issue the GMDSS COC.

#### **1.4 Course, Examinations and Assessments Standards Applicable for GMDSS (ROC) Certification.**

- a) Maritime Training Institutes require the formal course approval granted by the Director General of Merchant Shipping (DGMS) to conduct GMDSS (ROC) course programs. Conducting appropriate examinations, issuing certificates to successful candidates and the supervisions of separate sections of the examination shall be managed by the Telecommunications Regulatory Commission of Sri Lanka (TRCSL) as per the Regulation IV/2 of the STCW code.
- b) Minimum duration of GMDSS (ROC) course conducted by an Approved Maritime Training Institutes is as follows.  
GMDSS (ROC) course duration shall not be less than **05 days (32.5 Hours)**
- c) The courses' contents, for achieving the minimum standards of competence shall be as per the Director General of Merchant Shipping (DGMS) approved core and detailed syllabi, which has been prepared to cater for the vessels trading in SOLAS defined Sea Area A1. Any improvements to the training program contents shall be incorporated to

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the course by the Maritime Training Institute and relevant changes shall be notified to the Director General of Merchant Shipping (DGMS). Such improvements and methodologies adopted shall comply with sections A-I/6 and B-I/6 of the STCW code.

- d) Approved Maritime Training Institutes (AMTI) may contribute examination questions and answers to the GMDSS Question Data Bank maintained and possessed by the Telecommunication Regulatory Commission of Sri Lanka (TRCSL)
- e) Seafarers shall have 100% of class room attendance to be eligible to sit for the final examination. GMDSS course participants shall have 100% of class room attendance to appear for GMDSS examinations conducted by the Telecommunications Regulatory Commission of Sri Lanka (TRCSL). Candidates with 100% course attendance are eligible to receive the GMDSS (ROC) Course Completion Certificates issued by an Approved Maritime Training Institute (AMTI). Course Completion Certificate is not a competency certificate and is proof of 100% course attendance by a candidate
- f) Telecommunications Regulatory Commission of Sri Lanka (TRCSL) make arrangements to conduct examinations towards the end of a GMDSS training programs, by request notification of an Approved Maritime Training Institutes
- g) Sections covered in GMDSS (ROC) Examinations and Assessments are as follows

<b>Examination Subject Component</b>	<b>Type of Examination</b>	<b>Duration Minutes</b>	<b>Pass Mark Limit</b>
Radio Regulations & Procedures	Written	35	75%
Practical Operation of GMDSS Radio Equipment	Practical	90 (per Candidate)	70%
RT On-Scene Distress Communication	Practical	30 (4 candidate Group)	75%

- h) GMDSS Restricted Operator's (ROC) certificates are issued by the Telecommunications Regulatory Commission of Sri Lanka (TRCSL) for successful candidates at the final examination
- i) The Approved Maritime Training Institute (AMTI) shall submit the GMDSS (GOC) certificate issued by Telecommunications Regulatory Commission of Sri Lanka (TRCSL) and the Course Completion certificate of AMTI to the DGMS in order to issue the GMDSS COC

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### **1.5 Validity Period of COC and Revalidation by Examination or Course Participation**

- a) validity period of GMDSS CoC is 05 years
- b) candidate may submit to the Merchant Shipping Secretariat one of the following to revalidate a GMDSS certificate with the other relevant documents
  - i. appear for the GMDSS examination and forward the TRCSL confirmation of pass results through the Approved Maritime Training Institute (AMTI) to Merchant Shipping Secretariat
  - or
  - ii. follow the regular full GMDSS course conducted at the Approved Maritime Training Institute and forward the confirmation statement of 100% attendance to the Merchant Shipping Secretariat

### **1.6 Issuing of Certificates**

- a) Candidate shall submit the following documents;
  - i. Filled application form
  - ii. GMDSS COC/ROC issued by TRC.
  - iii. Course completion certificate issued by institute
  - iv. A Valid medical certificate issued by an approved medical practitioner (minimum 6 months of validity required from the submission date)
  - v. Two passport (3cm x 2.5cm) size photographs
  - vi. Fees as per fees regulation

### **1.7 Validity Period of a GMDSS(GOC) or GMDSS(ROC) Certificates**

Five (5) years from the date of issue.

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## **2 Revalidation of Certificate of Competency-under regulation 26(1) of the Merchant Shipping Standards of Training, Certification and Watch Keeping for Seafarers as Amended**

Every master or officer who is holding a GMDSS COC or ROC, (under regulation 10 of the Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers), serving at sea and in order to continue to qualify for seagoing service, be required to establish continued professional competence in accordance with regulation 26. (1)(a) of the Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers

### **2.1 Eligibility Criteria**

- a) Shall be a holder of a Certificate of Competency issued under the STCW'78 as amended;
- b) Confirmation of the medical fitness in accordance with schedule II of the **Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers as amended<sup>3</sup>**;
- c) Professional competence as required **under regulation 26(1)(a) of the Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers,**

### **2.2 Revalidation Process**

- a) Candidate shall submit the original documents of followings;
  - i. Filled application form
  - ii. Current certificate of GMDSS COC;
  - iii. A Valid medical certificate issued by an approved medical practitioner (minimum 6 months of validity required from the submission date)
  - iv. Two passport (3cm x 2.5cm) size photographs
  - v. Fees as per fees regulation
- b) Successful submission of documents in above sub paragraph (a), GMDSS COC/ROC shall be revalidated for period of five years.
- c) If the application for revalidation of a certificate is made within 6 months before expiry of the certificate, the certificate may be revalidated until the fifth anniversary of the date of validity, if the application is make before the above specified time frame, the certificate will be revalidated for five years from the immediate date of disengagement and for the applicants who are not falling under above two categories will be revalidated for five years from the current expiry date of the certificate.

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<sup>3</sup> Foreign students may obtain valid medical fitness certificates and eye sight test certificates by approved medical practitioners of the national administration

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### **3 Refresher & Updating Course – GMDSS COC/ROC**

Every master or officer who is holding a GMDSS COC or ROC under Reg. 10. intends to return to sea after a period ashore, in order to continue to qualify for seagoing service, be required to update professional competence in accordance with 26(c) of the Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers.

#### **3.1 Eligibility Criteria**

- a) Shall be a holder of a Certificate of Competency issued under the STCW'78 as amended;
- b) Confirmation of the medical fitness in accordance with schedule II of the Merchant Shipping Standards of training, Certification and Watch keeping for Seafarers as amended<sup>4</sup>;
- c) Shall have 12 months of approved seagoing service within last 10 years.

#### **3.2 Course, Examination & Assessment Process**

- a) The application for a letter of eligibility (LOE) shall be made through an Approved Maritime Training Institute (AMTI) where the candidate is expecting to complete the refresher and updating requirements. The AMTI shall ensure that the candidate is complying with the enrolment criteria as mentioned the in the Code of Practice.
- b) The AMTI shall comply with the Regulations, orders and guidelines published by the DGMS.
- c) The candidate shall appear for the final examination which is conducted by TRC under the supervision of approved training institute.
- d) GMDSS COC/ROC is issued by the TRC (Telecommunication Regulatory Commission) for the candidates who are successful form the above examination.
- e) The AMTI shall submit the certificate issued by TRC to the DGMS in order to obtain the GMDSS COC/ROC
- f) DGMS may verify the documentation including the results of the final assessments during random and annual audits.

#### **3.3 Training Programmes**

N/A

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

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### 3.4 Issuing of Certificates

- a) Candidate shall submit the following documents;
- i. Filled application form
  - ii. Current certificate of competency;
  - iii. GMDSS COC/ROC issued by TRC.
  - iv. A Valid medical certificate issued by an approved medical practitioner (minimum 6 months of validity required from the submission date)
  - v. Two passport (3cm x 2.5cm) size photographs
  - vi. Fees as per fees regulation

### 3.5 Validity Period of the COC/ROC

Five (5) years from the date of issue.

**NOTE:** DGMS may verify the process of conducting the trainings programmes under this chapter during annual audits and random verifications.