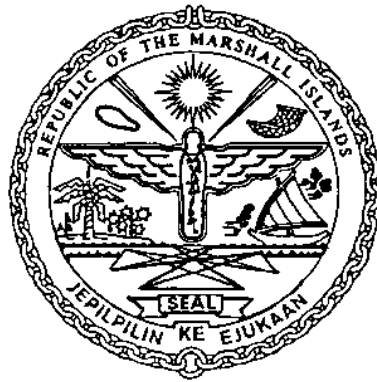


**REPUBLIC OF  
THE MARSHALL ISLANDS**



**REQUIREMENTS FOR  
SEAFARER CERTIFICATION  
BY EXAMINATION**

**MARITIME ADMINISTRATOR**

## NOTICE

This document is intended as a guide for shipowners, ship managers and seafarers as to practices established by the Maritime Administrator. It is not intended to derogate from or substitute for any requirements of the Maritime Act 1990 ([MI-107](#)), or the Maritime Regulations ([MI-108](#)).

This complimentary printing of the Requirements for Seafarer Certification by Examination ([MI-118E](#)) will not be automatically supplemented, and therefore, may be **out of date**.

The link to the updated version of this publication may be found at [www.register-iri.com](http://www.register-iri.com) on the [MI-300](#) dedicated webpage.

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REQUIREMENTS FOR SEAFARER CERTIFICATION BY EXAMINATION  
(MI-118E)

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# REQUIREMENTS FOR SEAFARER CERTIFICATION BY EXAMINATION

## TABLE OF CONTENTS

<b>1.0</b>	<b>AUTHORITY .....</b>	<b>4</b>
<b>1.1</b>	<b>Issuance of Certificates, Documents and Examinations .....</b>	<b>4</b>
<b>1.2</b>	<b>Establishment of Standards .....</b>	<b>4</b>
<b>1.3</b>	<b>Compliance with the STCW Convention, 1978, as amended.....</b>	<b>4</b>
<b>1.4</b>	<b>Evaluation of Uncategorized Qualifications .....</b>	<b>4</b>
<b>1.5</b>	<b>Privacy Consent .....</b>	<b>4</b>
<b>2.0</b>	<b>GENERAL.....</b>	<b>5</b>
<b>2.1</b>	<b>Definitions.....</b>	<b>5</b>
<b>2.2</b>	<b>Form of Application.....</b>	<b>7</b>
	2.2.1 RMI Form MI-105E.....	7
<b>2.3</b>	<b>Form of Certificates.....</b>	<b>7</b>
	2.3.1 STCW Certificates .....	7
	.1 RMI Form MI-105C.....	7
	2.3.2 STCW Certificate Format .....	7
	.1 Functions .....	7
	.2 Levels of Responsibility.....	8
	2.3.3 Officer Qualifications for STCW Certification .....	8
	2.3.4 Non-STCW Certificates.....	8
	.1 Levels of Responsibility.....	8
<b>2.4</b>	<b>Fees.....</b>	<b>8</b>
	2.4.1 Schedule.....	8
	2.4.2 Payment .....	9
	.1 Checks .....	9
	.2 Credit Cards .....	9
	.3 Cash .....	9
	.4 Mailing.....	9
<b>2.5</b>	<b>Fraud, Forgery, Misrepresentation or Attempted Bribery .....</b>	<b>9</b>
<b>2.6</b>	<b>General Requirements for Examination Approval .....</b>	<b>9</b>
	2.6.1 Age.....	9
	2.6.2 Citizenship .....	10
	2.6.3 Medical Examination .....	10
	2.6.4 Letter of Recommendation .....	10
	2.6.5 Photograph.....	10
	2.6.6 Radar Simulator Training .....	10
	2.6.7 Automatic Radar Plotting Aids (ARPA) Training.....	10
	2.6.8 Electronic Chart Display and Information System (ECDIS) .....	11
	2.6.9 Leadership and Teamwork/Managerial Training.....	11
	2.6.10 Bridge Resource Management (BRM), also known as Bridge Team Management (BTM).....	11
	2.6.11 GMDSS Certification .....	11
	2.6.12 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (PSCRB) .....	11

2.6.13	Advanced Firefighting .....	11
2.6.14	Medical First Aid Training .....	11
2.6.15	Proof of experience .....	11
2.6.16	Upgrades to National Certificates .....	11
<b>3.0</b>	<b>EXAMINATIONS FOR OFFICER CERTIFICATES .....</b>	<b>12</b>
<b>3.1</b>	<b>Persons Who Are Eligible .....</b>	<b>12</b>
<b>3.2</b>	<b>Requirements for Deck Officers .....</b>	<b>12</b>
3.2.1	OICNW – Third Mate .....	12
3.2.2	OICNW – Second Mate .....	13
3.2.3	Chief Mate .....	13
3.2.4	Master .....	13
3.2.5	Yacht Master .....	14
	.1 Master (Yacht) – 350GT/Mate (Yacht) – 500GT .....	14
	.2 Master (Yacht) – Unlimited .....	15
3.2.6	Certificated Service .....	16
3.2.7	Ocean-Going .....	16
3.2.8	Tonnage .....	16
<b>3.3</b>	<b>Service Requirements for Mobile Offshore Unit (MOU) Deck Officer Examinations .....</b>	<b>16</b>
3.3.1	Ballast Control Operator .....	16
3.3.2	Barge Supervisor .....	17
	Candidates for this examination must provide evidence of: .....	17
3.3.3	Offshore Installation Manager .....	17
3.3.4	Service Time .....	18
<b>3.4</b>	<b>Service Requirements for Engineer Officer Steam and/or Motor Examinations .....</b>	<b>18</b>
3.4.1	All Engineering Officer Grades .....	18
3.4.2	All Grades – Motor .....	18
3.4.3	Officer in Charge of an Engineering Watch (OICEW) – Third Assistant Engineer (Fourth Engineer Officer) .....	18
3.4.4	OICEW – Second Assistant Engineer (Third Engineer Officer) .....	19
3.4.5	First Assistant Engineer (Second Engineer Officer) .....	19
3.4.6	Chief Engineer .....	20
3.4.7	All Grades - Steam .....	20
3.4.8	Steam and Motor Certificates .....	20
3.4.9	Propulsion Power Validity .....	20
<b>3.5</b>	<b>Service Requirements for Mobile Offshore Unit (MOU) Engineer Officer Examination .....</b>	<b>20</b>
3.5.1	Assistant Maintenance Supervisor .....	20
3.5.2	Maintenance Supervisor .....	21
3.5.3	Firefighting .....	21
3.5.4	Proficiency in Survival Craft and Rescue Boats (PSCRB) .....	21
3.5.5	Immersion Suit training .....	21
3.5.6	Service Time .....	21
<b>3.6</b>	<b>Additional Examination Requirements .....</b>	<b>21</b>
3.6.1	Proof of Experience .....	21
	.1 <i>Acceptable Documentation</i> .....	21
	.2 <i>Graduation Certificates</i> .....	21
3.6.2	Evidence of Foreign Certificate .....	23
3.6.3	Surrender of Old Certificate .....	23
3.6.4	English Language Proficiency .....	23

<b>3.7</b>	<b>Application Procedure.....</b>	<b>23</b>
3.7.1	How to Apply.....	23
3.7.2	Days and Places of Examination.....	23
<b>3.8</b>	<b>Subject Matter of Examinations.....</b>	<b>23</b>
3.8.1	Guideline Publications .....	23
3.8.2	List of Examination Guidelines .....	23
<b>3.9</b>	<b>Conduct of Examinations .....</b>	<b>24</b>
3.9.1	Authorized Tables, Publications and Equipment.....	24
3.9.2	Unauthorized Persons and Communication Forbidden .....	24
3.9.3	Personal Conduct .....	24
3.9.4	Work Materials .....	24
3.9.5	Penalty .....	24
3.9.6	Failure to Complete Examination .....	25
<b>3.10</b>	<b>Re-examinations.....</b>	<b>25</b>
3.10.1	Passing Grade .....	25
3.10.2	Waiting Period .....	25
3.10.3	Reviewing Examination Papers .....	25
	<b>ANNEX 1 – SAMPLE CERTIFICATE .....</b>	<b>26</b>
	<b>ANNEX 2 – STCW EQUIVALENT ENDORSEMENT CERTIFICATES.....</b>	<b>27</b>
	<b>ANNEX 3 – EXAMINATION FLOWCHART .....</b>	<b>28</b>

# REQUIREMENTS FOR SEAFARER CERTIFICATION BY EXAMINATION

## PURPOSE:

This publication provides guidance for vessel owners, managers, seafarers, Appointed Representatives (AR), and Recognized Organizations (RO) on the Republic of the Marshall Islands (RMI) Maritime Administrator (the “Administrator”) requirements for eligibility for seafarers to take examinations for certification as required by the STCW Convention and Code for officers employed or having a commitment for employment on vessels that are registered to the RMI.

Reference should be made to the publication, *Requirements for Seafarer Certification* ([MI-118](#)), which contains additional information relevant to evaluation and approval of candidates for the issuance of certification by examination.

## 1.0 AUTHORITY

### 1.1 Issuance of Certificates, Documents and Examinations

Each Deputy Commissioner of Maritime Affairs on behalf of the Administrator is authorized to issue certificates and documents to all merchant marine personnel. (See RMI [Maritime Act](#) 1990, as amended, Chapter 1, Section 109(1); and RMI [Maritime Regulation](#) 1.04.)

### 1.2 Establishment of Standards

The Administrator is authorized to establish such standards as are necessary and proper for certificating and up-grading of merchant marine personnel and for the maintenance of high standards in the RMI Merchant Marine. (See RMI [Maritime Act](#) 1990, as amended, Chapter 1, Section 109(2); RMI [Maritime Regulation](#) 1.04.)

### 1.3 Compliance with the STCW Convention, 1978, as amended

The standards established pursuant to Item 1.2 above have been revised herein to comply fully with the provisions of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (hereinafter referred to as “STCW”). The term “as amended” can be construed to mean that all amendments up to the present are included. (See RMI [Maritime Act](#) 1990, as amended, Chapter 8, Section 825.)

### 1.4 Evaluation of Uncategorized Qualifications

In cases where a candidate for examination has acquired qualifications, service, experience and/or training that does not meet these specific requirements, but which, in the opinion of the candidate, is reasonably equivalent thereto, documentary evidence of such qualifications, etc., may be submitted to the Administrator for evaluation. The decision of the Administrator in all such cases shall be final.

### 1.5 Privacy Consent

#### 1.5.1 Applicants for seafarer documentation must consent, as required by [MI-108](#), §1.06, to allow their personal information to be:

- .1 used to obtain seafarer documentation to serve on board an RMI flagged vessel;

- .2 accessible on line for document verification purposes;
  - .3 provided to the Administrator (the information controller) or contracted third parties to carry out administrative and technical support;
  - .4 processed by a contracted third-party to ensure compliance with due diligence requirements and trade restrictions; and
  - .5 transferred and stored internationally to process the application and for incidental purposes, such as port State control requests, marine safety inspections, and other legal requirements.
- 1.5.2 An applicant for seafarer documentation may also consent to personal information being used for marketing purposes, for example, mailings, news updates, and other related communications.
- 1.5.3 Seafarers may complete the online Data Privacy Consent form found [here](#). Once submitted, a confirmation number will be generated by the system. Alternately, a hard copy of the Data Privacy Consent Form for Seafarers and Filing Agents ([MI-273C](#)) may be completed and submitted with the seafarer's application for seafarer documentation or via email.
- 1.5.4 RMI seafarer documentation cannot be issued and the application will be rejected, unless consent is provided.
- 1.5.5 The seafarer has the right to withdraw their consent at any time, but doing so may affect the application and the availability of other services. Personal information will be stored for no longer than legally permitted or until it is no longer needed. A seafarer can request a copy of their personal information and can correct the data at any time. This can be done by contacting [dataprivacy@register-iri.com](mailto:dataprivacy@register-iri.com).
- 1.5.6 The privacy consent is valid for five (5) years.
- 1.5.7 The full privacy policy can be accessed [here](#).

## **2.0 GENERAL**

### **2.1 Definitions**

For the purpose of these requirements, the following terms shall have the meanings hereby assigned to them:

- .1 *Approved* means approved by the Administrator in accordance with these regulations;
- .2 *Assistant engineer officer* means a person under training to become an engineer officer and designated as such by national law or regulations;
- .3 *Ballast Control Operator* (BCO) means the person assigned responsibility for the normal day-to-day control of trim, draught and stability;
- .4 *Barge Supervisor* (BS) means a person who may provide support to the offshore installation manager (OIM) in certain essential marine matters. The barge supervisor on some MOUs may be referred to as the stability section leader, barge engineer or barge master;

- .5 *Certificate of competence* (CoC) means a certificate issued and endorsed for masters, officers and GMDSS radio operators in accordance with the provisions of chapters II, III, IV or VII of STCW (see paragraph [2.1.22](#) below) and entitling the lawful holder thereof to serve in the capacity and perform the functions involved at the level of responsibility specified therein;
- .6 *Certificate of Endorsement* (CoE) means a certificate issued for Masters, officers or GMDSS radio operators who hold an appropriate and valid CoC issued by a recognized maritime administration in accordance with STCW Regulation I/10 (Recognition of Certificates);
- .7 *Certificate of proficiency* (CoP) means a certificate, other than a CoC or CoE, issued to a seafarer, stating that the relevant requirements of training, competencies or seagoing service in STCW have been met;
- .8 *Chief engineer officer* means the senior engineer officer responsible for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the vessel;
- .9 *Chief mate* means the officer next in rank to the master and upon whom the command of the vessel will fall in the event of the incapacity of the master;
- .10 *Deck Officer* (or Officer in Charge of a Navigation Watch (OICNW)) means an officer qualified in accordance with the provisions of Chapter II of STCW;
- .11 *Documentary evidence* means documentation, other than a CoC, CoE or CoP, used to establish that the relevant requirements of STCW have been met;
- .12 *Engineer Officer* (or Officer in Charge of an Engineering Watch (OICEW)) means an officer qualified in accordance with the provisions of regulation III/1, III/2 or III/3 of STCW;
- .13 *Function* means a group of tasks, duties and responsibilities, as specified in STCW, necessary for vessel operation, safety of life at sea or protection of the marine environment;
- .14 *Maintenance supervisor* (MS) means the person assigned responsibility for the inspection, operation and testing, as required, of all machinery and equipment as specified by the owner of the MOU. The maintenance supervisor on some MOUs may also be referred to as the chief engineer, technical section leader or rig mechanic;
- .15 *Master* means the person having command of a vessel;
- .16 *Month* means a calendar month.
- .17 *Officer* means a member of the crew, other than the master, designated as such by national law or regulations or, in the absence of such designation, by collective agreement or custom;
- .18 *Offshore installation manager* (OIM) means a competent person, certified in accordance with these recommendations, who has been appointed in writing by the company to manage the offshore activities of the MOU;

- .19 *Regulations* means regulations contained in the annex to STCW;
- .20 *Seagoing service* means service on board a vessel relevant to the issue or revalidation of a certificate or other qualification;
- .21 *Second engineer officer* means the engineer officer next in rank to the chief engineer officer and upon whom the responsibility for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the vessel will fall in the event of the incapacity of the chief engineer officer; and
- .22 *STCW* means the Manila Amendments to the Annex to the International Convention on Standards of Training, Certification and Watchkeeping for seafarers, as it may be further amended by the Organization;

## **2.2 Form of Application**

### **2.2.1 RMI Form [MI-105E](#)**

Each application for an officer certificate by examination shall be submitted on RMI form [MI-105E](#), provided by the Administrator, and shall be accompanied by all necessary proofs, other supporting data and fees prescribed in Section [2.4](#) below in accordance with these requirements.

## **2.3 Form of Certificates**

### **2.3.1 STCW Certificates**

Each candidate for an officer certificate who qualifies under the provisions of STCW and successfully completes the appropriate examination will be issued a certificate on:

#### **.1 *RMI Form MI-105C***

This certificate states that the officer has been found duly qualified in accordance with the provisions of STCW and in the format prescribed by STCW for those officers qualified to receive STCW certificates. References will not appear on non-STCW certificates.

### **2.3.2 STCW Certificate Format**

The STCW Certificate specifies the “functions” for which the officer is qualified and the “level of responsibility” as follows:

#### **.1 *Functions***

The abilities specified in the standards of competence are grouped as appropriate under the following seven functions:

- .1 Navigation
- .2 Cargo handling and stowage
- .3 Controlling the operation of the vessel and care for persons on board
- .4 Marine engineering
- .5 Electrical, electronic and control engineering
- .6 Maintenance and repair
- .7 Radiocommunications

## *.2 Levels of Responsibility*

At the following levels of responsibility:

### *.1 Management level -*

Master  
Chief Mate (First Officer)  
Chief Engineer  
First Assistant Engineer (Second Engineer Officer)

### *.2 Operational level –*

Second Mate (OICNW)  
Third Mate (OICNW)  
Second Assistant Engineer (OICEW; Third Engineer Officer)  
Third Assistant Engineer (OICEW; Fourth Engineer Officer)

## 2.3.3 Officer Qualifications for STCW Certification

- .1 Each Deck/Navigational Officer must qualify in functions 1, 2 and 3 (deck). A Deck/Navigational Officer may then qualify in the additional functions of 3 (engineer), 4, 5, 6, and 7.
- .2 Each engineer officer must qualify in functions 3 (engineer), 4, 5, and 6. An engineer officer may then qualify in the additional functions of 1, 2, and 3 (deck).

## 2.3.4 Non-STCW Certificates

Non-STCW Certificates are issued to officers in the Offshore Oil Industry and do not specify “functions” for which the officer qualified as do the STCW Certificates. They do indicate “levels of responsibility” as follows:

### *.1 Levels of Responsibility*

At the following levels of responsibility:

#### *.1 Management level -*

Oil Installation Manager (OIM)  
Maintenance Supervisor (MS)

#### *.2 Operational level –*

Barge Supervisor (BS)  
Ballast Control Operator (BCO)  
Assistant Maintenance Supervisor (AMS)

## **2.4 Fees**

### 2.4.1 Schedule

Any candidate for an examination must remit the required fee in accordance with Section 14.0 of

the [fee schedule](#) on the website. This fee is non-refundable and must be paid at the time of application.

#### 2.4.2 Payment

##### .1 *Checks*

All fees remitted by check or money order shall be in US dollars, drawn on a US bank or the US branch of an international bank and made payable to “*The Trust Company of the Marshall Islands, Inc.*”

##### .2 *Credit Cards*

Fees may be paid [online](#) by credit card.

##### .3 *Cash*

Candidates must not remit fees in cash.

##### .4 *Mailing*

Send check(s) with the appropriate application(s). When not applying in person, the application(s) with payment should be sent by courier. Do not use the regular mail.

### 2.5 **Fraud, Forgery, Misrepresentation or Attempted Bribery**

2.5.1 Any person who submits a fraudulent application for examination for an RMI Certificate, or who makes misrepresentations in or in connection with an application, or who attempts to bribe or subvert any person charged with the approval of applications and/or conduct of examinations, shall be denied his/her application and shall forfeit any application fees paid, and, in addition to any criminal penalties, shall be forbidden to reapply for a period of not less than two (2) years.

2.5.2 Each individual candidate who willfully misstates a material fact or offers forged, altered, fraudulent or fraudulently-obtained documentation of qualification in connection with an application for an examination for an RMI Certificate will in addition to any criminal penalties be subject to an administrative penalty of USD 500.00 and may be barred from holding any RMI Certificate, or Seafarer’s Identification and Record Book (SIRB) for up to and including two (2) years.

2.5.3 Any shipowner or agent who submits, on behalf of a candidate, an application for an examination for an RMI Certificate that contains a willful misstatement of fact or references a document which is forged, altered, fraudulent or fraudulently-obtained, the truth or genuineness of which is capable of being determined by the submitting party, will be subject to an administrative penalty of USD 500.00 for each such application. Further submissions from such source may be barred for up to and including two (2) years. (See also RMI [Maritime Act](#), Sections 806 and 824.)

### 2.6 **General Requirements for Examination Approval**

#### 2.6.1 Age

Candidates for officer’s certificates by examination shall not be approved for any person who is under 18 years of age. Approvals for certification by examination for the grades of Chief Mate, First Assistant Engineer or higher shall not be issued to any person under 21 years of age. A candidate shall be required to submit satisfactory proof of age by means of a passport, birth

certificate, certificate of naturalization or other acceptable proof of birth date.

#### 2.6.2 Citizenship

A candidate for an examination may be of any nationality and need not be a citizen or resident of the RMI.

#### 2.6.3 Medical Examination

- .1 Every candidate for an examination shall be required to submit satisfactory evidence of a medical examination completed within the 24 months immediately preceding application. The report of examination shall establish that the candidate is in good physical condition and in possession of all body faculties necessary to fulfill the requirements of the seafaring profession.

The report and certificate of medical examination shall be completed on the official Medical Examination Report/Certificate ([MI-105M](#)), or acceptable equivalent. The medical certificate must comply with the requirements of STCW, Regulation I/9 and Section A-I/9 paragraph 7. The report, which must be signed by both the medical examiner and examinee. If the report is in the form of an acceptable equivalent it shall comply with the requirements of STCW Regulation I/9 and STCW Section A-I/9 in its content and specifically state the seafarer is fit for duty as a seafarer. The minimum requirements found in [MI-118](#) paragraph 2.11.3 shall apply.

- .2 Revocation

Willful concealment by a candidate of any medical history or mental or physical disability that might render the candidate unfit for service, shall be cause for the immediate revocation of any certificate which may have already been issued.

#### 2.6.4 Letter of Recommendation

Every candidate for an examination for a certificate shall be required to submit at least one letter of recommendation as to his or her character, sobriety, experience and competence. This letter shall be obtained from the candidate's most recent Master or employer.

#### 2.6.5 Photograph

Every candidate for a Certificate shall submit one (1) passport-size photograph of themselves, taken within the twelve (12) months preceding the date of application. The photograph must show a facial front view of the candidate, and be 1¾" x 1¾" (45mm x 45mm) in size; the photographs may be black and white, but color is preferred.

#### 2.6.6 Radar Simulator Training

Every candidate for an examination for a deck officer's certificate must submit proof of completion of a marine radar simulator course approved by or acceptable to the Administrator.

#### 2.6.7 Automatic Radar Plotting Aids (ARPA) Training

Every candidate for an examination for a deck officer's certificate must provide proof of completion of an ARPA training course approved by or acceptable to the Administrator.

#### 2.6.8 Electronic Chart Display and Information System (ECDIS)

Every candidate for an examination for a deck officer's certificate must provide proof of completion of an "ECDIS" training course approved by or acceptable to the Administrator.

#### 2.6.9 Leadership and Teamwork/Managerial Training

Every candidate for an examination for an Officer in Charge of a Navigation Watch (OICNW) certificate must provide proof of completion of a training course in Leadership and Teamwork training. Every candidate for an examination for a Master or Chief Mate certificate must provide proof of completion of a training course in Leadership and Managerial training. Either of these courses must be approved by or acceptable to the Administrator.

#### 2.6.10 Bridge Resource Management (BRM), also known as Bridge Team Management (BTM)

Every candidate for an examination for a deck officer's certificate must provide proof of completion of a BRM training course approved by or acceptable to the Administrator.

#### 2.6.11 GMDSS Certification

Every candidate for an examination for a deck officer's certificate must hold GMDSS certification or provide proof of completion of a GMDSS radio operator's course approved by or acceptable to the Administrator. This endorsement will be added to the CoC when issued.

#### 2.6.12 Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (PSCRB)

Every candidate for an examination for an officer's certificate must provide proof of completion of a PSCRB training course approved by or acceptable to the Administrator. For offshore officers this may be a lifeboatman's or coxswain's course.

#### 2.6.13 Advanced Firefighting

Every candidate for an examination for an officer's certificate must submit proof of completion of an advanced marine firefighting course approved by or acceptable to the Administrator.

#### 2.6.14 Medical First Aid Training

Every candidate for an examination for an officer's certificate must submit proof of completion of a Medical First Aid Course approved by or acceptable to the Administrator.

#### 2.6.15 Proof of experience

Every candidate for an examination for an officer's certificate must document the required sea service as specified in section [3.0](#) below, six (6) months of which must have been on a vessel registered to the RMI.

#### 2.6.16 Upgrades to National Certificates

A candidate who is certificated by another administration with whom the Administrator has an undertaking can upgrade to the next higher capacity of CoC by qualifying for such an upgrade and successful completion of an examination for that capacity.

##### .1 Experience

To qualify for an examination for upgrade for an officer's certificate the candidate must provide proof of at least 12 months of experience in the capacity of their nationally issued CoC as directed in section [3.0](#) below, six (6) months of which must have been on a vessel registered to the RMI.

### **3.0 EXAMINATIONS FOR OFFICER CERTIFICATES**

#### **3.1 Persons Who Are Eligible**

A person who is not certificated or who desires to raise in grade any certificate presently held may apply to sit for an examination in the appropriate grade, provided such person is otherwise eligible in accordance with these requirements.

#### **3.2 Requirements for Deck Officers**

##### **3.2.1 OICNW – Third Mate**

Eligibility for OICNW is defined in STCW Regulation II/1. This certification will be issued by the Administrator as OCINW – Third Mate for those candidates who cannot meet the service requirements for OICNW – Second Mate (see paragraph [3.2.2](#)). Candidates for this examination must meet the below requirements. To become approved for an examination, the candidate:

- .1 Must be not less than 18 years of age.
- .2 Must have attained qualifying sea service of not less than 36 months in the deck department of foreign going trading vessels of 500 GT or more in the capacity of Trainee Seafarer, Seafarer, Quartermaster, Boatswain, Cadet or any similar deck related capacity, two (2) years of which must have been as an Able Seafarer. Services performed in peripheral duties such as Radio Officer, Purser, Ship's Clerk, Cook, Steward, Messman, Cabinboy, etc., are not acceptable as part of qualifying service. The decision of the Administrator as to qualifying sea time will be final.
- .3 Can, in lieu of .2 above, substitute education for sea time on a day for day basis up to 24 months as follows:
  - .1 Attendance to a maritime academy that prepares seafarers to become deck officers.
  - .2 The possession of a Bachelor of Science degree in Marine Transportation.
  - .3 Attendance at an approved Competency Course for deck officers.
- .4 Must provide evidence that he/she has met the requirements of STCW Regulation II/5 and the competencies listed in Table A-II/5.
- .5 Must provide evidence of completion of all necessary approved mandatory modular courses, which include:
  - Basic Safety Training
  - Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (PSCRB)
  - Medical First Aid (MFA)
  - Advanced Fire Fighting (AFF)

- Radar Observer
  - Automated Radar Plotting Aid (ARPA)
  - Electronic Chart Display and Information System (ECDIS)
  - Bridge Resource Management (BRM)
  - Leadership and Teamwork training
  - Global Maritime Distress Safety System General Operator Certificate (GMDSS GOC)
  - Security Awareness Training
- .6 Must demonstrate a good command of spoken and written English.
- .7 Must present a Medical Examination report that complies with paragraph [2.6.3](#) above from an approved medical examiner where the examination was performed within the two (2) years prior to the date of the application.
- .8 Must present a Continuous Discharge Certificate (CDC) or Seafarer Identification and Record Book (SIRB) that has been validated by the national maritime administration that issued the book as proof of sea service.
- .9 Must present a valid passport as proof of identity and nationality.

### 3.2.2 OICNW – Second Mate

While holding an RMI Certificate as Third Mate, or a CoC issued by another administration with whom the Administrator has an undertaking in equivalent grade, a candidate for this examination must provide evidence of at least one (1) year of service as a Navigational Watch Officer and possess all of the required training for Third Mate in paragraph [3.2.5](#) above.

### 3.2.3 Chief Mate

While holding an RMI Certificate as Second Mate, or a CoC issued by another administration with whom the Administrator has an undertaking in equivalent grade a candidate for this examination must provide evidence of:

- .1 at least one (1) year of service as Second Mate; or
- .2 at least two (2) years of service as Third Mate; or
- .3 a combination of sea time equaling 1 year of service counting half of the sea time as Third Mate, and
- .4 all of the required training for Third Mate in paragraph [3.2.5](#) above except for the Leadership and Teamwork training. In lieu of this Leadership and Managerial training is required

### 3.2.4 Master

While holding an RMI Certificate as Chief Mate, or a CoC issued by another administration with whom the Administrator has an undertaking in equivalent grade a candidate for this examination must provide evidence of:

- .1 at least one (1) year of service as Chief Mate; or
- .2 a combination of sea time equaling one (1) year of service counting half of the sea time

as Second Mate. At least six (6) months must be in the grade of Chief Mate, and

- .3 all of the required training for Third Mate in paragraph [3.2.5](#) above except for the Leadership and Teamwork training. In lieu of this Leadership and Managerial training is required

### 3.2.5 Yacht Master

- .1 Master (Yacht) – 350GT/Mate (Yacht) – 500GT

Candidates must first complete an approved one-week course. The examination will then be administered by a third party who is approved by the Administrator to offer the course and examination on their behalf. All candidates must first be approved by the Administrator to take the examination. Candidates may take the course without prior approval but cannot take the examination until approved as qualified to do so.

Candidates for this examination, in addition to the requirements in [2.6](#) above must be in possession of a valid CoC for a yacht master limited to vessels of not more than 200GT. This certificate will be considered to be an upgrade to that CoC.

In order for an applicant to be approved for this RMI examination the following requirements must be met:

- .1 The applicant must possess a valid CoC for 200GT Master - Yachts (or greater);
- .2 The applicant must have completed three (3) years' service on vessels greater than 15 meters, one (1) year (365 days) of which must be aboard a vessel greater than 200 gross tons in the grade of Master or Mate (OICNW, OOW, Chief Mate);
- .3 The applicant must have completed the following courses:
  - STCW Basic Safety Training (all four (4) parts)
  - Proficiency in Survival Craft and Rescue Boats except for Fast Rescue Boats
  - Master of Yachts 200 Tons – Unlimited Oceans
  - OOW Navigation and Radar
  - General Ships Knowledge
  - Advanced Sea Survival for Yachtsmen
  - Advanced Firefighting
  - Medical First Aid
  - Radar Observer
  - ARPA
  - Security Awareness Training
  - Bridge Resource Management
  - Leadership and Managerial training
  - ECDIS (40-hour course)\*\*
- .4 The applicant must possess either a GMDSS operator's certificate or certificate from an approved training course for GMDSS operator that complies with STCW Regulation IV/2;

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\*\* Applicants without an approved ECDIS certificate will have the following limitation added to their CoC: "NOT VALID FOR SERVICE ON ECDIS EQUIPPED VESSELS."

- .5 The applicant must provide a medical examination report that complies with paragraph [2.6.3](#);
- .6 The applicant must provide a valid passport;
- .7 The applicant must provide 1 good quality passport size photo; and
- .8 The applicant must possess an RMI SIRB (MI-272) or submit an application ([MI-273](#)) for same.

.2 Master (Yacht) – Unlimited

Before the examination can be taken candidates must first qualify for and complete an approved course. The examination will then be administered by a third party which is approved by the Administrator to offer the course and examination on their behalf. All candidates must first be approved by the Administrator to take the examination. Candidates may take the course without prior approval but cannot take the examination until approved as qualified to do so.

Candidates for this examination, in addition to the requirements in [2.6](#) above must be in possession of a valid CoC as outlined in Section 3.2.5.2.1 below. This certificate will be considered to be an upgrade to that CoC.

To be approved for this RMI examination the following requirements must be met:

- .1 The applicant must possess a valid STCW CoC for either: a.) STCW II/2 Master - Yachts not more than 3000 GT (or greater), or b.) STCW II/2 Master – Vessels not more than 3000 GT (or greater)
- .2 The applicant must have completed one (1) year of sea service within the last five (5) years as follows:
  - .1 Holders of a *yacht* CoC must show service aboard a vessel greater than 500 GT in the grade of Master, 270 days of which must be actual sea service
  - .2 Holders of a *commercial vessel* CoC must show service aboard a vessel greater than 500GT in the grade of Master, 180 days of which must be actual sea service; or be qualified to sit for an STCW Master (Unlimited) examination.
- .3 The applicant must have completed the following courses:
  - STCW Basic Safety Training (refresher)
  - Advanced Firefighting
  - Medical First Aid
  - Proficiency in Survival Craft and Rescue Boat other than Fast Rescue Boat
  - Advanced Meteorology
  - Advanced Navigation
  - Advance Ship Handling
  - Advanced Stability
  - ARPA
  - Bridge Resource Management (BRM)
  - Celestial Navigation

- Electronic Chart Display and Information Systems (ECDIS) - 40hr course\*\*
- Leadership and Managerial
- Marine Propulsion for the Deck Officer
- Security Awareness

.4 The possession of either a GMDSS operator's certificate or certificate from an approved training course for GMDSS operator that complies with STCW Regulation IV/2.

3. The applicant must provide a medical examination report that complies with paragraph [2.6.3](#);
4. The applicant must provide a valid passport;
5. The Applicant must provide a good quality passport size photograph; and
6. The applicant must possess an RMI SIRB (MI-272) or submit an application ([MI-273](#)) for same.

### 3.2.6 Certificated Service

Where certificated service is required in establishing eligibility, such service must have been completed while holding a current and valid ocean-going certificate.

### 3.2.7 Ocean-Going

For the purposes of [3.2](#) above, the term "ocean-going" shall mean without limitation or restriction as to trading area, tonnage or type of vessel.

### 3.2.8 Tonnage

Certificates issued pursuant to [3.2](#) above shall be valid for service on vessels of any gross tonnage unless adequate service upon vessels over 3000 gross tons is not met. The issued CoC may then carry a tonnage restriction.

## 3.3 Service Requirements for Mobile Offshore Unit (MOU) Deck Officer Examinations

Note: MOU certification permits service aboard any offshore unit that is not considered to be a drillship underway, non-self-propelled support barge, and non-self-propelled floating load facility. MOU certification is not valid for service on board vessels.

### 3.3.1 Ballast Control Operator

Candidates for this examination must provide evidence of:

- .1 One (1) calendar year of service on MOUs that includes at least thirty (30) days of service as a trainee under the supervision of a Ballast Control Operator; or
- .2 Hold a degree as Bachelor of Science from a recognized school of technology and have at least thirty (30) days of service as a trainee under the supervision of a Ballast Control Operator; and

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\*\* Applicants without an approved ECDIS certificate will have the following limitation added to their CoC: "NOT VALID FOR SERVICE ON ECDIS EQUIPPED VESSELS."

- .3 Completed the fire-fighting training requirement as per sub-paragraph [2.6.13](#); and
- .4 Completed a stability course for Barge Supervisor or Ballast Control Operator; and
- .5 Completed an immersion suit training course; and
- .6 Complete a survival craft training course (PSCRB in accordance with sub-paragraph [2.6.12](#) lifeboatman or coxswain).

### 3.3.2 Barge Supervisor

Candidates for this examination must provide evidence of:

- .1 Two (2) calendar years of service on MOUs as roustabout, derrickman, driller, barge engineer, toolpusher, rig superintendent or equivalent; or
- .2 One (1) year service as a certificated Ballast Control Officer; or
- .3 Hold a degree as Bachelor of Science from a recognized school of technology and have 12 months of actual service on MOUs as a roustabout or in another capacity listed above in .1; and
- .4 Completed the firefighting requirement per sub-paragraph [2.6.3](#) and
- .5 Completed a stability course for Barge Supervisor or Ballast Control Operator; and
- .6 Completed a survival suit training course; and
- .7 Competed a survival craft training course (PSCRB in accordance with sub-paragraph [2.6.12](#) lifeboatman, or coxswain).

### 3.3.3 Offshore Installation Manager

Candidates for this examination must provide evidence of:

- .1 Four (4) calendar years of service on MOUs as roustabout, derrickman, driller, barge engineer, toolpusher, rig superintendent or equal, **at least** two (2) years of which have been in a supervisory capacity such as driller, barge engineer, tool pusher or rig superintendent; or
- .2 One (1) year of service as a certificated Barge Supervisor; or
- .3 Hold a degree as Bachelor of Science from a recognized school of technology and have two (2) years of service on drill units, one (1) year of which was in a supervisory capacity in a position listed above; and
- .3 Completed the fire-fighting training requirement as per sub-paragraph [2.6.13](#); and
- .4 Completed a stability course for Offshore Installation manager; and
- .5 Completed a survival suit training course; and
- .6 Complete a survival craft training course (STCW PSCRB in accordance with sub-paragraph [2.6.12](#), lifeboatman or coxswain); and

- .7 Completed well control training program for the driller or toolpusher position.

#### 3.3.4 Service Time

While the Administrator does not require a 12-hour workday, calendar year service is acceptable for MOU certificates if the candidate has worked a rotation of equal service and off time and a 12-hour day.

### 3.4 Service Requirements for Engineer Officer Steam and/or Motor Examinations

#### 3.4.1 All Engineering Officer Grades

All candidates for Engineering Officer examinations must provide evidence of having completed:

- .1 Security Awareness Training;
- .2 Engine Resource Management training;
- .3 Leadership and Teamwork/Managerial training; and
- .4 Training in High voltage systems - if none can be provided, the certificate will be limited to vessels not equipped with high voltage systems (1000 V or more).

#### 3.4.2 All Grades – Motor

A certificate issued pursuant to section 3.4 may be limited as to power rating of main propulsion machinery. Service shall have been aboard motor vessels of over 3000 kW propulsion power. At least one (1) year of the total service required shall have been within five (5) years preceding the date of application. At least six (6) months of the total service required shall at some time have been served on motor driven vessels with the allowance provided in sub-paragraph [3.6.1](#). The certificated service required in sub-paragraphs [3.6.3](#) and [3.6.4](#), must have been served while holding a motor certificate.

#### 3.4.3 Officer in Charge of an Engineering Watch (OICEW) – Third Assistant Engineer (Fourth Engineer Officer)

Eligibility for OICEW - Third Assistant Engineer (Fourth Engineer Officer) is defined in the STCW Code, Regulation III/1, which will be issued by the Administrator as OICEW - Third Assistant Engineer (Fourth Engineer Officer) for original first time engineering officers. Candidates must qualify for the examination as outlined below.

To qualify, the candidate:

- .1 Must be not less than 18 years of age.
- .2 Must have attained qualifying sea service of not less 36 months in the engine department of foreign going trading vessels of 750 kW or more in the capacity of any watchstanding engine rating, electrician, electro-technical officer or electro-technical rating.
- .3 Can, in lieu of .2 above, substitute training on a day for day basis up to 24 months for sea time as follows:
  - .1 Attendance to a maritime academy that prepares seafarers to become an engineering officer; or

- .2 The possession of a Bachelor of Science degree in Marine Engineering; or.3
- .4 Attendance to an approved Competency Course.
- .3 Must provide evidence of being qualified in accordance with STCW Regulation III/5 and the competencies in Table A-III/5.
- .4 Must provide evidence of completion of all necessary approved mandatory modular courses, which include:
  - .1 Proficiency in Survival Craft and Rescue Boats, other than Fast Rescue Boats (PSCRB)
  - .2 Medical First Aid (MFA)
  - .3 Advanced Fire Fighting (AFF)
  - .4 Engine Resource Management
  - .5 Leadership and Teamwork
  - .6 Security awareness training
  - .7 Training in high voltage systems\*\*\*
- .5 Must demonstrate a good command of spoken and written English.
- .6 Must provide a Medical Examination report that complies with paragraph [2.6.3](#) above.
- .7 Must provide a Continuous Discharge Certificate (CDC) or Seafarer Identification Record Book (SIRB) as proof of sea service.
- .8 Must provide a passport as proof of identity and nationality.

#### 3.4.4 OICEW – Second Assistant Engineer (Third Engineer Officer)

A candidate for this examination, in addition to the requirements in [3.4.3.5](#) above must provide evidence of at least one (1) year of service as an engineering watch officer while holding an RMI Certificate as Third Assistant Engineer or a foreign certificate in equivalent grade.

#### 3.4.5 First Assistant Engineer (Second Engineer Officer)

A candidate for this examination in addition to the requirements in sub-paragraph [3.4.3.5](#) above must provide evidence of, while holding an RMI Certificate as Second Assistant Engineer, or a foreign certificate in equivalent grade:

- .1 at least one (1) year of service as Second Assistant Engineer; or
- .2 at least two (2) years of service as Third Assistant Engineer; or

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\*\*\* The CoC for Candidates who do not have experience or training in high voltage systems will be limited so as not to be valid for vessels with high voltage systems. High voltage is considered to be systems over 1000 volts power.

- .3 a combination of service equal to one (1) year counting Third Assistant Engineer time as half.
- .4 In lieu of Leadership and Teamwork training possess evidence of Leadership and Managerial training.

#### 3.4.6 Chief Engineer

A candidate for this examination in addition to the requirements in sub-paragraph [3.4.2](#) above must provide evidence of, while holding an RMI Certificate as First Assistant Engineer, or a foreign certificate in equivalent grade:

- .1 at least one (1) year of service as First Assistant Engineer; or
- .2 a combination of service equal to one (1) year counting Second Assistant Engineer time at half and at least six (6) month having served as First Assistant Engineer
- .3 In lieu of Leadership and Teamwork training possess evidence of Leadership and Managerial training.

#### 3.4.7 All Grades - Steam

Candidates for steam endorsements must provide evidence of at least one (1) year of sea service required within the five (5) years preceding the date of application. The candidate must also provide evidence of sea service on steam vessels in a comparable capacity and for at least six (6) months, with the allowance provided in sub-paragraph [3.6.1](#). The certificated service required in sub-paragraphs [3.6.3](#) and [3.6.4](#), must have been served while holding a steam certificate.

#### 3.4.8 Steam and Motor Certificates

A candidate who meets the requirements for examination for steam and motor certificates will be examined in both areas, and if successful will be issued a certificate for service with no limitation to propulsion type.

#### 3.4.9 Propulsion Power Validity

Certificates issued pursuant to section [3.4](#) shall be valid for service on vessels of any power rating unless sea service on vessels over 3000 kW cannot be provided. In that case the CoC may be limited in kW propulsion power.

### **3.5 Service Requirements for Mobile Offshore Unit (MOU) Engineer Officer Examination**

#### 3.5.1 Assistant Maintenance Supervisor

Candidates for this examination must provide evidence of:

- .1 Two (2) calendar years of service on MOUs as roustabout or above; one (1) year of which has been as a mechanic, electrician, motorman, subsea engineer or equivalent; or
- .2 Three (3) years of service in the machinist trade engaged in the construction or repair of diesel engines, together with one (1) year of service in the capacity of mechanic, motorman, oiler or equivalent; or
- .3 Hold a degree as Bachelor of Science in Marine Engineering, Mechanical Engineering, or

Electrical Engineering, **together with** six (6) months of service in the capacity of mechanic, electrician, motorman, subsea engineer or equivalent.

### 3.5.2 Maintenance Supervisor

- .1 Four (4) calendar years of service on MOUs as roustabout or in a capacity above, at least two (2) years of which have been as a mechanic, electrician, motorman, subsea engineer or equivalent; or
- .2 Two (2) years of service as a certificated Assistant Maintenance Supervisor.

### 3.5.3 Firefighting

Candidates for MOU engineer certificates must complete the firefighting training requirement as per sub-paragraph [2.6.13](#).

### 3.5.4 Proficiency in Survival Craft and Rescue Boats (PSCRB)

Candidates for MOU engineer certificates must complete the PSCRB training requirement as per sub-paragraph [3.3.1.6](#).

### 3.5.5 Immersion Suit training

Candidates for MOU engineer certificates must complete training in the use of immersion suits per sub-paragraph [3.3.1.5](#)

### 3.5.6 Service Time

While the Administrator does **not** require a 12-hour workday, calendar year service is acceptable for MOU certificates if the candidate has worked a rotation of equal service and off time and a 12-hour day.

## 3.6 Additional Examination Requirements

### 3.6.1 Proof of Experience

#### .1 *Acceptable Documentation*

A candidate for certificate by examination, in addition to complying with the general requirements of section [2.6](#), shall submit satisfactory proof of sea service and experience covering at least the period required for eligibility to sit that examination. Seafarer's books, certificates of service, forms of discharge and other documents certifying the amount and character of experience, and identifying the vessels on which served, shall be examined as to their authenticity and any indication of unauthorized alteration or other invalidity shall render such documents unacceptable.

Normally, proof of sea service can be satisfactorily established by providing a copy of the candidate's official Seafarer's (discharge) book. For certification of service aboard RMI flagged vessels, the candidate must provide a copy of the candidate's RMI SIRB, MI-272, or a certificate of service in accordance with RMI [Maritime Regulation](#) 7.47.3.

#### .2 *Graduation Certificates*

A candidate claiming graduation from a recognized naval, nautical, marine engineering or

radio school in lieu of sea service shall be required to submit a certified copy or other facsimile of the candidate's certificate of graduation or of course completion, and a certified translation into English if such certificate is in a foreign language.

### 3.6.2 Evidence of Foreign Certificate

A candidate who holds a foreign certificate and who is applying for examination for an RMI Certificate in a higher grade is required to submit with the application satisfactory proof of foreign Certificate. Such proof may be an official duplicate or a certified photostatic copy. Candidates should not send originals of any seafarer documentation.

### 3.6.3 Surrender of Old Certificate

A successful candidate for examination in a higher grade than the RMI Certificate presently held shall surrender the old RMI Certificate to the Administrator upon issuance of the new certificate.

### 3.6.4 English Language Proficiency

All examinations will be administered in the English language. Candidates may use language translators while taking the examination.

## 3.7 Application Procedure

### 3.7.1 How to Apply

Every candidate for examination for an officer certificate shall submit a properly completed application (see section [2.6](#)) and shall indicate where and when they would like to take the examination.

### 3.7.2 Days and Places of Examination

Examinations can be taken at selected RMI branch offices or at an examination center that is approved by the Administrator. Examinations shall normally be conducted on weekdays commencing at 0900 hours local time and terminating at 1700 each day. However, a candidate is required to conform to the office hours of the individual facility where these differ from the normal schedule.

## 3.8 Subject Matter of Examinations

### 3.8.1 Guideline Publications

Specimen examination questions for each certificate grade are available on the RMI official website at [www.register-iri.com](http://www.register-iri.com). Each Guideline publication includes examination subjects for each certificate grade in accordance with the STCW Code requirements, sample questions, a list of materials that will be available for use by the candidate in the examination room, and a study bibliography.

### 3.8.2 List of Examination Guidelines

- Deck Officer - [MI-319](#)
- Deck Officer - Yachts - [MI-319Y](#)
- Engineer Officer - [MI-320](#)
- MOU Officer - [MI-325](#)

### 3.9 Conduct of Examinations

#### 3.9.1 Authorized Tables, Publications and Equipment

- .1 No candidate for examination shall be allowed to have on their person or in their possession, nor is there to be present in the examination space, any equipment, material, books, notes or other literature except as provided for the candidate by the examination facility, except as outlined below.
- .2 Candidates may use an English-foreign language translator or dictionary, which may be taken into the examination space **provided** such dictionary is also first inspected for unauthorized notes and loose papers. Electronic language translators must also be examined by the proctor.
- .3 A candidate may also provide and utilize their own Rude star finder and non-programmable calculator. Navigational calculators are not allowed.
- .4 Certain portions of the refresher examinations for certificate renewal are open book. Candidates may avail themselves of materials provided at the test center for that portion of the examination only.
- .5 Candidates must turn off all electronic communication devices, and other devices that could be used for photography, and surrender them to the proctor prior to the start of the examination

#### 3.9.2 Unauthorized Persons and Communication Forbidden

No unauthorized persons shall be permitted to enter the examination space, and no candidate for a Certificate shall be permitted to communicate in any manner with any unauthorized person(s) during the taking of an examination. The candidate shall not be given any assistance by a proctor in the answering of examination questions.

#### 3.9.3 Personal Conduct

Each candidate for an examination shall conform to the particular requirements of the examination facility and shall always maintain absolute silence during the conduct of examinations. Each candidate is required to take care not to mark or otherwise abuse provided publications, equipment, furniture, and shall not remove any such items from the examination facility. Candidates are expected to conduct themselves in a polite and professional manner. Misconduct may result in the candidate being expelled from the examination room. Such an occurrence will be deemed as complete failure of the examination.

#### 3.9.4 Work Materials

In answering the examination questions where the use of a work sheet is required, work must be shown and labeled. Answers are to be neatly marked on the answer sheets provided. Computations and scratch-work sheets shall be attached to the answer sheets to which they apply and must not be taken from the examination room.

#### 3.9.5 Penalty

Any candidate who receives unauthorized assistance, makes use of any unauthorized material, or is in any other way does not comply with the foregoing during the examination will be disqualified from proceeding further and shall forfeit all fees paid. Candidates failing under these circumstances will not be eligible for re-examination for a period of six (6) months.

### 3.9.6 Failure to Complete Examination

Any candidate who commences an examination but who fails to complete it within the prescribed period, or who otherwise fails to finish all required tests, shall not be entitled to a refund of any examination fees paid by him except when the failure to complete the examination is the responsibility of the administering authority.

## 3.10 Re-examinations

### 3.10.1 Passing Grade

The passing grade for nearly all examinations is 70%. Some of the Yacht Master examinations will require a higher passing grade.

### 3.10.2 Waiting Period

A candidate may be re-examined in no more than two (2) sections. If more than two (2) sections are failed, the candidate must retake the entire examination. A candidate who does not pass the examination may not be re-examined earlier than 30 days from notification of failure and may not be re-examined more than twice in 12 months (for fees, see section 14.0 of the [fee schedule](#) on the website).

### 3.10.3 Reviewing Examination Papers

The score of an examination can be reviewed upon written request to the Administrator by the examinee. The score awarded after a review shall be final.

# ANNEX 1 – SAMPLE CERTIFICATE




## Republic of the Marshall Islands

### OFFICE OF THE MARITIME ADMINISTRATOR

CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE  
INTERNATIONAL CONVENTION ON STANDARDS OF  
TRAINING, CERTIFICATION AND WATCHKEEPING  
FOR SEAFARERS, 1978, AS AMENDED

CERTIFICATE NUMBER  
**271293**



The Government of the Republic of the Marshall Islands certifies that  
**JOHN DOE**

has been found duly qualified in accordance with the provisions of regulation III/2 of the above  
Convention, as amended, and has been found competent to perform the following functions at the levels specified, subject to any  
limitations indicated until **28 FEBRUARY 2018**

FUNCTION	LEVEL	LIMITATIONS APPLYING (IF ANY)
Controlling the operation of the ship and care for persons on board	Management	Motor Vessels Only
Marine Engineering	Management	Motor Vessels Only
Electrical, electronic and control engineering	Management	Motor Vessels Only
Maintenance and Repair	Management	Motor Vessels Only

The lawful holder of this certificate may serve in the following capacity or capacities specified in the applicable safe manning requirements of the Administration:

CAPACITY	LIMITATIONS APPLYING (IF ANY)
Chief Engineer	Motor Vessels Only

Certificate No. 271293 issued on 1 MARCH 2013 FIN: 599999



Date of Birth of the holder of the certificate \_\_\_\_\_

Signature of the holder of the certificate \_\_\_\_\_

Signature of duly authorized official  
*R. A. Fay*

Name of duly authorized official  
**R. A. Fay**

1 JANUARY 1970



Photograph of the holder of the certificate

NOTE: The original of this certificate must be kept available in accordance with Regulation I/2, paragraph 11 of the Convention while serving on a ship.

MI-105C (REV 03/14)

## ANNEX 2 – STCW EQUIVALENT ENDORSEMENT CERTIFICATES

Will be issued to certificate holders from major maritime nations whose educational system and examinations are found acceptable. National certificates from the following countries are currently recognized under the provisions of the STCW Convention, 1978, as amended, for STCW endorsement certification based on those countries which have been placed on the International Maritime Organization's "Report" of acceptable countries. This is a dynamic report which will be revised as countries are added to this list or, in special circumstances, deleted from this list.

Antigua and Barbuda	Fiji	Malaysia	Samoa
Argentina	Finland	Malta	Saudi Arabia
Australia	France	Marshall Islands	Singapore
Azerbaijan	Georgia	Mauritius	Slovak Republic
Bahamas	Germany	Mexico	Slovenia
Bahrain	Ghana	Micronesia (Federated States of)	Solomon Islands
Bangladesh	Greece	Morocco	South Africa
Barbados	Honduras	Mozambique	Spain
Belgium	Hong Kong	Myanmar	Sri Lanka
Belize	Hungary	Netherlands***	Sweden
Brazil	Iceland	New Zealand****	Switzerland
Bulgaria	India	Nigeria	Thailand
Canada	Indonesia	Norway	Tonga
Cape Verde	Ireland	Oman	Turkey
Chile	Israel	Pakistan	Ukraine
China*	Italy	Panama	United Arab Emirates
Columbia	Jamaica	Papua New Guinea	United Kingdom*****
Croatia	Japan	Peru	United States
Cyprus	Jordan	Philippines	Uruguay
Czech Republic	Kiribati	Poland	Vanuatu
Denmark**	Latvia	Portugal	Venezuela
Dominica	Lebanon	Qatar	Vietnam
Ecuador	Liberia	Republic of Korea	
Egypt	Lithuania	Romania	
Estonia	Luxembourg	Russian Federation	

\* Includes: Hong Kong, China (Associate Member to the IMO)

\*\* Includes: Faeroe Islands (Associate Member to the IMO)

\*\*\* Includes: Netherlands Antilles & Aruba

\*\*\*\* Includes: The Cook Islands

\*\*\*\*\* Includes: Isle of Man

Bermuda

Cayman Islands

Gibraltar

A candidate with a national STCW certificate will not be required to document sea service, nautical training or medical examination, provided the national STCW certificate is issued within one (1) year of application for an RMI endorsement. If the national STCW certificate is valid, but is not issued within one (1) year of application for an RMI endorsement, the candidate must submit a physical examination taken within one (1) year of application for the RMI endorsement and document one (1) year of sea service within the last five (5) years.

Equivalent endorsement certificates issued under the provisions of the STCW Convention, 1978, as amended, will be issued for the unexpired term of the national certificate which has been recognized.

### ANNEX 3 – EXAMINATION FLOWCHART

