



# 2022 Concentrated Inspection Campaign on STCW questions 1- 5

**Paris MoU**



on Port State Control

# CODE OF GOOD PRACTICE FOR PORT STATE CONTROL OFFICERS

Apply the procedures of PSC and the convention requirements in a consistent and professional way and interpret them pragmatically when necessary

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**Paris MoU**



on Port State Control

# Questions 1 – 5

Guidelines for STCW Convention: PSCC54-2021-04

Guidelines for CIC

No.	Item	Yes	No	N/A	Detention
Q.1*	Do the number of the seafarers serving on board conform with the Minimum Safe Manning requirement specified for the vessel? <b>(01209- STCW/CI/ R4)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.2*	Do the master and officers hold valid certificates of competency as required by the Minimum Safe Manning Document? <b>(01201 01203 - STCW/CI/R2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.3*	Do the master, officers and radio operators hold valid endorsements attesting the recognition of certificates or documentary proof of application? <b>(01214 01215 - STCW/CI/R2.7)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.4*	Do seafarers hold relevant certificates of proficiency (COP) or documentary <u>evidences</u> ? <b>(Please refer to the Guidelines)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.5*	Do seafarers on board hold valid medical certificates? <b>(01218 - STCW/CI/R9)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



on Port State Control

# Question 1 :Do the number of the seafarers serving on board conform with the Minimum Safe Manning requirement specified for the vessel?

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The PSCO should verify:

1. If the original Minimum Safe Manning Document (MSMD) or an equivalent is present on board and that it is valid. An expiry date is not mandatory on the MSMD.
2. If the number of seafarers serving on board and their certificates are in conformity with the MSMD or equivalent document.
3. If the flag State has not issued a safe manning document or equivalent due to the ship's size, the PSCO should take into account the requirements of the flag State. Regarding the number of seafarers on board, the PSCO should use his or her professional judgement, to determine if the intended voyage can be undertaken safely. If necessary the PSCO should consult the flag State to verify that the numbers on board are sufficient for the next voyage. (PSCC54-2021-04 6.2.24)

# Question 1 :Do the number of the seafarers serving on board conform with the Minimum Safe Manning requirement specified for the vessel?

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Refer to PORT STATE CONTROL COMMITTEE INSTRUCTION 54/2021/04 Guidelines for PSC inspections of Certification of Seafarers and Manning Requirements according to the STCW Convention, MLC and SOLAS. Paragraph 6.2.24 and 6.2.25

**Deficiency code:** 01209 (Manning specified by the minimum safe manning doc)  
**Convention Reference:** STCW/CI/ R4  
**Suggested Action:** 17/30/55  
**\* ground for detention**

## Question2 :Do the Master and officers hold valid certificates of competency as required by the minimum safe manning document?

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Verify that the master and officers hold valid original Certificates of Competency (CoCs) issued by a party to the STCW Convention. The master and officers shall hold the relevant endorsements which may be issued as a separate document or incorporated with the CoCs.

If the master and officers hold valid endorsements.

- If the endorsement is incorporated into the certificate, the form used should be that set forth in section A-I/2, paragraph 1 of the STCW Code.
- If the endorsement is issued as a separate document, the form used should be that set out in section A-I/2, paragraph 2 of the STCW Code.
- However, a different format for certificates and endorsements can be applied provided that, at a minimum, the required information is provided in Roman characters and Arabic figures.
- If the text is in English or includes a translation into English.

Verify that the master and officers' certificates are in compliance with the capacity, functions and limitations of CoCs.

Example: Safe manning document table for a General cargo ship 5078GT , 2000KW ,Unlimited Trading ,Middle trading, Unattended machinery space.

<u>Grade/capacity</u>	<u>Certificate (STCW regulation)</u>	<u>Number of persons Unlimited Trading Area</u>	<u>Number of persons Middle Trade &amp; Near Continental</u>
Master	Reg. II/2	1	1
Chief Officer	Reg. II/2	1	1
Officer in Charge of a Navigational Watch	Reg. II/1	1	1
Chief Engineer	Reg. III/3	1	1
Second Engineer*	Reg. III/3	1	-
Officer in Charge of an Engineering Watch	Reg. III/1	-	-
Navigational Watch Rating	Reg. II/4	3	3
Rating	Reg VI/1, Reg. VI/6	1	1
Engineroom Watch Rating	Reg. III/4	-	-

Type of Manning (if applicable)

Inter-departmental flexibility, minimum manning = 8

Special requirements or conditions, if any:

\* Second Engineer Officer shall be required only when the ship is on voyages that are outside of the Near Continental and winter time Middle Trade area (see map below) –

A minimum of Two GMDSS GOC to be carried

Ship security officer as per STCW 1978 as amended Reg. VI/5

### Masters Certification:

As the vessel is over 3000GT the master requires a II/2 unlimited

### Chief Engineer Certification:

As the vessel is under 3000KW the chief Engineer requires a III/3 motor ships or higher

## Question2 :Do the Master and officers hold valid certificates of competency as required by the minimum safe manning document?

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The PSCO may verify the authenticity of certificates by QR code, by e-mails which have been transferred to the IMO by some of the certificate-issuing parties and the IMO public website, by telephone call or any other means if there is doubt about the authenticity or validity of a certificate.

<https://www.imo.org/en/OurWork/HumanElement/Pages/CertificateVerification.aspx>

PSCO should be aware of the IMO STCW Circular STCW.7/Circ.24/Rev.1 concerning the provision of documentation for verification, references to the STCW Convention, 1978, as amended, training for ECDIS and certification for ratings.

PSCO should also bear in mind the List of Circular Letters with COVID-19 related notifications received from Member States and Associated Members.

(Source: <https://www.imo.org/en/MediaCentre/HotTopics/Pages/COVID-19-Member-States-Communications.aspx>)

Guidance available from IMO as per circular 97



## Question2 :Do the Master and officers hold valid certificates of competency as required by the minimum safe manning document?

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**Deficiency code:** 01201 (Certificates for master and officers)

01203 (Certificates for radio personnel)

**Convention Reference:** STCW/CI/R2

**Suggested Action:** 17/30

\* ground for detention

## Question 3: Do the master, officers and radio operators hold valid endorsements attesting the recognition of certificates or documentary proof of application?

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If CoCs for masters, officers and radio operators are issued by the flag State Administration, an "N/A" should be answered.

If CoCs for the master, officers and radio operators are issued by or under the authority of another Party, the PSCO should verify :

1. If there are valid original endorsements issued by the flag State attesting the recognition of a certificate and that these correspond with the original CoC.
2. If an endorsement attesting recognition is issued by an Administration which is not a party included in the IMO MSC.1/circular 1163, a more detailed inspection should be conducted as the ship may be considered as a ship from a country not having ratified the convention (no more favourable treatment)

## Question 3: Do the master, officers and radio operators hold valid endorsements attesting the recognition of certificates or documentary proof of application?

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1. That the validity of endorsements issued is not more than 5 years. An endorsement should expire as soon as the certificate endorsed has expired or has been suspended, cancelled or withdrawn.
2. On conditions that the master, officers or radio operators are permitted by a flag State Administration to serve on board for a period without an endorsement of recognition, the period should not exceed 3 months. The PSCO should verify if there is a valid CoC and the documentary proof of application for an endorsement attesting the recognition of a certificate.
3. If a seafarer holds a dispensation, the period of validity of such dispensation should not exceed 6 months and the conditions of the dispensation should be in accordance with Article VIII of the Convention.

# Question 3: Do the master, officers and radio operators hold valid endorsements attesting the recognition of certificates or documentary proof of application?

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**Deficiency code:** 01214(Endorsement by flag State)  
01215 (Application for Endorsement by flag State)  
**Convention Reference:** STCW/CI/R2.7  
**Suggested Action:** 17/30  
\* ground for detention

# Question 4: Do Seafarers hold relevant certificates of Proficiency (COP) or documentary evidence?

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Seafarers should hold valid COPs and documentary evidence in its original form on board in accordance with their ranking and the type of ship on which they serve.

The PSCO may verify COPs and documentary evidence in accordance with the tables in STCW Code Part B-1/2 Table B-1/2 .

PSCO should use their professional judgement to determine the number and extent of seafarers certificates to check, taking into account the number of seafarers on board and the ship type

# Question 4: Do Seafarers hold relevant certificates of Proficiency (COP) or documentary evidence?

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## **1. Training requirements for personnel on board (all vessels)**

Seafarers serving on board shall hold the corresponding training certificates or documentary evidence listed in STCW Code Part B-1/2 Table B-1/2.

## **2. Special training requirements for personnel on board (Tankers)**

Seafarers serving on tankers shall hold the corresponding training certificates listed in STCW Code Part B-1/2 Table B-1/2.

## **3. Special training requirements for personnel on board (Passenger ships)**

Seafarers serving on passenger ships shall hold the corresponding training documentary evidence listed in STCW Code Part B-1/2 Table B-1/2.

## **4. Special training requirements for personnel on board (ships subject to the IGF Code)**

Seafarers serving on ships subject to IGF code shall hold the corresponding training certificates listed in STCW Code Part B-1/2 Table B-1/2.

## **5. Special training requirements for personnel on board (ships operating in polar waters)**

Masters, deck officers on ships operating in polar waters shall hold the corresponding training certificates listed in STCW Code Part B-1/2 Table B-1/2.

# STCW Code Part B-I/2 Table B-I/2

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required <sup>1</sup>	Registration required <sup>2</sup>	Revalidation of a certificate or maintenance of the required standard of competence <sup>3</sup>
II/1, II/2, II/3, III/1, III/2, III/3, III/6, IV/2, VII/2	Certificate of Competency <sup>4</sup>	Masters, officers and GMDSS radio operators	Yes	Yes	Yes <sup>5</sup>
II/4, II/5, III/4, III/5, III/7, VII/2	Certificate of Proficiency	Ratings forming part of a navigational or engine-room watch (other than those under training or whose duties are of an unskilled nature), and ratings serving as able seafarer deck, able seafarer engine or electro-technical rating	No	Yes	No

# STCW Code Part B-I/2 Table B-I/2

V/1-1, V/1-2	Certificate of Proficiency or endorsement to a Certificate of Competency – Basic training for oil and chemical or liquefied gas tanker cargo operations	Officers assigned specific duties and responsibilities related to cargo or cargo equipment on board tankers	Yes	Yes	Yes <sup>5</sup>
V/1-1, V/1-2	Certificate of Proficiency or endorsement to a Certificate of Competency – Advanced training for oil, chemical or liquefied gas tanker cargo operations	Masters, chief engineer officers, chief mates, second engineer officers and any officer with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on board tankers	Yes	Yes	Yes <sup>5</sup>
V/1-1, V/1-2	Certificate of Proficiency or endorsement to an existing Certificate of Proficiency – Basic training for oil and chemical or liquefied gas tanker cargo operations	Ratings assigned specific duties and responsibilities related to cargo or cargo equipment on board tankers	No	Yes	No
V/1-1, V/1-2	Certificate of Proficiency or endorsement to an existing Certificate of Proficiency – Advanced training for oil, chemical or liquefied gas tanker cargo operations	Any person, other than masters and officers, with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on board tankers	No	Yes	No
V/2	Documentary evidence – Safety training	Personnel providing direct service to passengers in passenger spaces on board passenger ships	No	No	No



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**Convention Reference:** Refer to STCW Code Part B Table B-1/2  
**Deficiency Code:** Refer to THETIS deficiency matrix base code 012  
**Suggested Action:** 17/30  
**\* ground for detention (in the PMoU it is a tick box)**

## Question 5 :Do seafarers on board hold a valid medical certificate?

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The PSCO should verify:

1. If the language used in the medical certificates is English. If not, the text shall include a translation into English.
2. If the seafarers hold medical certificates in correspondence with their duties, for example: deck officer, engineer, lookout
  - a. If the medical certificates are within the validity period:
  - b. two-year maximum for medical certificates;
  - c. one-year maximum for medical certificates for seafarers under 18;
  - d. six-year maximum for a color vision assessment in the certificate.
  - e. Certificate signed by seafarer and medical practitioner
3. If the period of validity of a medical certificate is expired in the course of the voyage the certificate shall continue to be valid until the next port of call where the seafarer can obtain a medical certificate from a medical practitioner recognized by the Party provided that the period shall not exceed three months.

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4. In urgent cases where the competent authority approves one of the crew members to work without a certificate or with an invalid certificate until the next port of call where the seafarer can obtain a medical certificate from a medical practitioner recognized by the Party, the PSCO should check whether this approval is still within the validity period (which is no longer than 3 months) and whether this seafarer holds a recently expired medical certificate.

5. If the physical constraints of individual seafarers are taken into account and that those seafarers are not assigned to perform work that conflicts with their restrictions. This may be verified by checking the work schedule and interviewing crew.

Note: The flag State Administration might, in some cases, not be the Party to the STCW Convention and is not permitted to recognise or approve medical practitioners.

**Deficiency Code: 01218(Medical certificate)**

**Convention Reference: STCW CI/R9**

**Suggested Action: 17/30**

**\* ground for detention**