
	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

## **SEAFARERS TRAINING CENTER INC**



***Upgrading Course for  
Master and Chief Mate on  
Ships of 500 Gross Tonnage  
or More  
( Management Level )  
( Regulation II/2, section A-  
II/2 y table A-II/2)***

	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

## **COURSE OBJECTIVE**

This course comprises three functions at the management level. On successful completion of the course and the requisite watch keeping experience, officers will be prepared for taking full responsibility for the study of the ship, its passengers, crew and cargo. They will be aware of their obligations under international agreements and conventions concerning safety and the protection of the marine environment and will be prepared for taking the practical measures necessary to meet those obligations.

In this course, one combined course has been written for both Masters and chief officers. The material is set out assuming that trainees have previously completed the operational level training content required for watch keeping officer and they have some watch keeping experience. This does not preclude some of the content for both levels being run within the same training course but it is very important that trainees are familiar with the operational level content before attempting to develop the management level competence outlined in this model course.


The teaching schemes should be carefully scrutinized to ensure that all of the tabulated training outcomes are covered, that repetition is avoided and that essential underpinning knowledge at any stage has already been covered. A certain amount of duplication under different subjects will probably occur, provided it is not excessive, the different approaches can provide useful reinforcement of work already learned. Care should be taken to see that items not included in the syllabus or treatment beyond the depth indicated by the objectives have not been introduced except where necessary to meet additional requirements of the administration. The teaching scheme should be adjusted to take account of those matters and the timing of any modular courses (such as training in firefighting), that are to be included.

## **ENTRY STANDARDS**

Entrants should have successfully completed a course covering the minimum standards required for certification as officer in charge of a navigation watch with content similar to IMO model course 7.03, Officer in charge of a navigational watch.


## **COURSE INTAKE LIMITATIONS**

Class size should generally be limited to not more than 24 in order to allow the instructor to give adequate attention to individual trainees. Larger numbers may be admitted if extra staff and tutorial periods are provided to deal with trainees on an individual basis. In addition, for scheduling access to learning facilities and equipment, attention to strict time management is necessary. In large classes trainees should have their own reference books, unless sufficient copies can be provided in a central library. Classroom should be big enough to seat all trainees so they can see and hear the instructor.

	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

During practical sessions and group activities, there will be additional restraints on class size. Where applicable, a recommendation on class size is contained in the framework for each of the individual function.

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	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

## **COURSE FRAMEWORK FOR ALL FUNCTIONS**

### **AIMS**

This course aims to meet the mandatory minimum requirements for knowledge, understanding and proficiency in Table A-II/2 of STCW Code for the function Navigation at the Management Level, for the function Cargo Handling and Stowage at the Management Level and the background knowledge to support Controlling the Operation of the Ship and Care for Persons on Board at the Management Level.

### **OBJECTIVE**

#### **Function 1**

The syllabus for Function 1, covers the requirements of the 2010 STCW Convention Chapter II, Section A-II/2. This functional element provides the detailed knowledge to support the training outcomes related to the Navigation at the Management Level.


This section provides the background knowledge to support the tasks, duties and responsibilities in:

- planning a voyage and conducting navigation
- determining position and the accuracy of resultant position fix by any means
- determining and allowing for compass errors
- co-ordinating search and rescue operations
- establishing watch keeping arrangements and procedures
- maintaining safe navigation through information from navigation equipment and systems to assist command decision-making
- maintain the safety of navigation through the use of ECDIS and associated navigation systems to assist command decision making
- forecasting weather and oceanographic conditions
- response to navigational emergencies
- manoeuvring and handling a ship in all conditions
- operation of remote controls of propulsion plant and engineering systems and services.

#### **Function 2**

The syllabus of Function 2 covers the requirements of the 2010 STCW Convention Chapter II, Section AII/2. This functional element provides the detailed knowledge to support the training outcomes related to Cargo Handling and Stowage at the Management Level.

This section provides the background knowledge to support the tasks, duties and responsibilities in:

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	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

- planning, safe loading, stowage, securing and care during the voyage and unloading of cargoes
- the carriage of dangerous goods.

This includes topics such as ship trim, stability, ballasting, cargo securing, tankers and tanker operations and carriage of dangerous, hazardous and harmful cargoes.

### **Function 3**

The syllabus of Function 3 covers the requirements of the 2010 STCW Convention Chapter II, Section A-II/2. This functional element provides the detailed knowledge to support the training outcomes related to Controlling the Operation of the Ship and Care for Persons on Board at the Management Level.


This section provides the background knowledge to support the tasks, duties and responsibilities in:

- controlling trim, stability and stress
- monitoring and controlling compliance with legislation to ensure
  - safety of life at sea
  - protection of the marine environment
- maintaining safety and security of crew and passengers
- developing emergency and damage control plans
- organizing and managing the crew
- organizing and providing medical care on board

This includes topics such as ship construction and stability, dry-docking, search and rescue, personnel management and contingency planning.

### **ENTRY STANDARDS**

This course is principally intended for officers for certification as master and chief mate on ships of 500 gross tonnage or more. Entrants should have successfully completed a course covering the minimum standards required for certification as officer in charge of a navigational watch on ships of 500 gross tonnage or more (see IMO Model Course No. 7.03, Officer in Charge of a Navigational Watch). In addition they should have completed approved seagoing service as officer in charge of a navigation watch in accordance with STCW convention, 1978, as amended, regulation II/2, paragraph 2 prior to certification.

	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

## **COURSE CERTIFICATE**

On successful completion of the course and assessments, a document may be issued certifying that the holder has successfully completed a course of training which meets or exceeds the level of knowledge and competence specified in Table A-II/2 of STCW Code, for the function.

A certificate may be issued only by centers approved by the Administration.

## **STAFF REQUIREMENTS**

Instructors shall be qualified in the task for which training is being conducted and have appropriate training in instructional techniques and training methods (STCW Code Section AI/6). Depending on the complexity of the exercises set, an assistant instructor with similar experience is desirable for certain practical exercises.

## **TEACHING FACILITIES AND EQUIPMENT**

An overhead projector and a blackboard or whiteboard or interactive board or flipchart should be provided for teaching the theory of the course and holding group discussions.

For all functions we use a simulator NAUTIS vs Version 1-3.


### **For Function 1:**

COLREGS '72 — a set of table-top models displaying proper signals or lights, a magnetic board or a navigation light simulator

Manouvering — a set of models to represent ships, jetties, piers and other dock configurations, which can be used on a table top to illustrate ship handling techniques STCW provides for trainees to have practical competence in ship manouvering. The practical components of this may be developed and assessed on vessels in service; however; however, those training cents completing the practical element of this competence within a training course will need to provide an approved ship simulator, manned ship models or a training ship for this purpose.

For Function 2 and Function 3:

- A collection of photographs, drawings and plans, illustrating various types of ship and constructional details, should be provided. Cutaway models should be used to reinforce this knowledge
- a floating ship stability demonstration model and a flotation tank are recommended.
- the model should be capable of demonstrating the effects of adding or removing masses, of shifting masses, of suspending masses and of free surface liquid

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	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>


- A ship's loading instrument or manufacturers' descriptions of examples of them capacity plans and hydrostatic data for one or more ships electronic calculators.

### **TEACHING AIDS (A)**

The list of teaching aids and reference are recommendations only and are intended to support the learning outcomes of the course.

Note: - Other equivalent teaching aids may be used as deemed fit by the instructor.

- A1 Instructor's Manual (Part D of this course)
- A2 Catalogue of British Admiralty charts and other hydrographic publications
- A3 British Admiralty Notices to Mariners
- A4 Nautical Almanac
- A5 Nautical tables (Norie's, Burton's or others)
- A6 Pre-computed altitude and azimuth tables (eg. H0229)
- A7 Pocket calculator
- A8 Working chart
- A9 Ocean plotting sheet
- A10 Passage planning charts
- A11 Routeing charts
- A12 Ocean Passages for the World (NP 136), (Taunton, Hydrographer of the Navy, 1987)
- A13 Distance tables
- A14 British Admiralty list of lights
- A15 National list of lights and buoyage system
- A16 British Admiralty tide table of the area concerned
- A17 Local tide table
- A18 Tidal stream atlas
- A19 British Admiralty 'Pilot' book for the area concerned
- A20 National sailing directions
- A21 Port information books
- A22 IALA Maritime Buoyage System, Admiralty NP 735
- A23 British Admiralty List of Radio Signals, Vol. 2: Radio Aids to Navigation, Satellite Navigation Systems, legal Time, Radio Time Signals and Electronic Position Fixing System
- A24 British Admiralty List of Radio Signals, Vol. 5: Global Maritime Distress and Safety System (GMDSS)
- A25 British Admiralty List of Radio Signals, Vol. 6: Pilot Services, Vessel Traffic Services and Port Operations. 7 volumes
- A26 British Admiralty List of Radio Signals, Vol. 3: Maritime Safety Information Services
- A27 Ship's log-book
- A28 Loran-C Receiver
- A29 Magnetic compass in a binnacle with necessary correcting devices for identification of various parts only
- A30 Pelorus and azimuth mirror

	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

- A31 Gyro-compass
- A32 GPS Receivers
- A33 Differential GPS (DGPS) Receiver
- A34 Enhanced Loran (eLoran) Receiver
- A35 Global Navigation Satellite System (GLONASS) Receiver
- A36 Galileo Receiver
- A37 Automatic Identification System (AIS) Receiver
- A38 Long Range Identification and Tracking (LRIT) Receiver
- A39 Voyage Data Recorder (VDR) and Simplified Voyage Data Recorder (S-VDR)
- A40 Bridge Navigational watch alarm system (BNWAS)
- A41 Ship's Drawings / Plan (GA, Mid section)
- A42 Simulators (wherever applicable to enhance understanding of topics, especially, COLREGS and Ship handling)

**Videos (DVDs), CD-ROMs, CBT's (V)**

V1 Ships' Routing on CD, Version 4 (2008) (IMO Code No. DC927E ISBN 978-92-801-70207)

V2 IMO – Safe, Secure and Efficient Shipping on Clean Oceans on DVD (2006 Edition) (IMO Code No. V010M ISBN 978-92-801-70023)

Available from:       IMO Publishing  
                               4 Albert Embankment  
                               London SE1 7SR, UK  
                               Tel: +44 20 7735 7611, Fax: 44 20 7587 3348  
                               Internet Site: <http://www.imo.org>

V3 Shiphandling — Part 1 (Code No 95)

V4 Shiphandling — Part 2 (Code No 129)

V5 Shiphandling — Part 3 (Code No 321)

V6 Anchoring safely (Code No 928)

V7 Interaction (Code No 13)

V8 Ship handling in following seas (Code No 636)

V9 Ship handling in head seas (Code No 661)

V10 Ship handling in restricted waters - ship squat and shallow (Code No 697)

V11 Ship handling in restricted waters - bank effect & interaction (Code No 748)

V12 Manoeuvring characteristics of special car carriers (Code No 696)

V13 Manoeuvring and control characteristics of special type ships: Part 1 Focusing on the wind pressure effect on a PCC (Code No 9985)

V14 Manoeuvring and control characteristics of special type ships: Part 2 Anchoring and mooring of a PCC (Code No 9986)

V15 Working with tugs (Code No 972)

V16 Tractor tugs (Code No 165)

V17 Shiphandling with Tractor Tugs (Code No 359)

V18 Navigating in ICE (Code No 927)

V19 Helicopter operations at sea (edition 2) (Code No 704)

V20 Margins of safety (Code No 73)


V21 Voyage planning (Code No 758)

V22 Bridge watchkeeping (Code No 497)


V23 Master/pilot relationship (Code No 498)

V24 Accident prevention - the human factor (Code No 637)




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	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

- V25 Emergency procedures (Code No 638)
- V26 Navigational charts & associated publications (Code No 639)
- V27 Working with VTS( Code No 640)
- V28 Five case studies (Code No 781)
- V29 Shipping Casualty Emergency response (Code No 467 )
- V30 Safer mooring (Code No 997)
- V31 Theory of mooring - edition 4 (Code No 1104)
- V32 Safe mooring practice- edition 4 (Code No 1105)
- V33 Maintenance of mooring systems - edition 4 (Code No 1106)
- V34 Pilot on board! working together (Code No 945)
- V35 Basic instincts (passenger mustering & crowd control) (Code No 603)
- V36 The cold and heavy weather file (Code No 626)
- V37 Meteorology for safe navigation in cyclones (Code No 695)
- V38 Wind, waves and storms Part 1 - understanding weather system (Code No 738)
- V39 Wind waves and storms Part 2 - coping with hazardous weather (Code No 743)
- V40 AIS - automatic identification systems (Code No 926)
- V41 The safe use of electronic charts (Code No 705)
- V42 Target tracking devices (Code No 948)
- V43 Gyro compass - Part 1 (Code No 9897)
- V44 Gyro compass - Part 2 (Code No 9898)
- V45 Gyro compass - Part 3 (Code No 9899)
- V46 Watchkeeping in port code no: 659
- V47 Dangerous goods at sea series (edition 5) (Code No 713)
- V48 Dangerous goods at sea series part 2 (edition 5) (Code no: 719)
- V49 Centrifugal pumps - theory & operation (Code no: 9)
- V50 Crude oil washing operations (edition 3) (code no: 707)
- V51 Operation & maintenance of inert gas systems (edition 3) code no: 708
- V52 The ship-shore interface (petroleum tankers) code no: 709
- V53 Safe cargo stowage & securing code no: 747
- V54 Ship to ship transfer - petroleum and liquid cargoes code no: 751
- V55 Tank purging and line cleaning onboard chemical tankers code no: 752
- V56 Introduction to liquified gas carriers (edition 2) code no: 753
- V57 Safe log carrier operations code no: 760
- V58 Successful reefer container operations code no: 788
- V59 Bulk carriers - handle with care code no: 691
- V60 Hatch covers - a practical guide code no: 938
- V61 Chemical tank cleaning & inspection (edition 2) code no: 950
- V62 Chemical tanker operations: safety and pollution prevention part 1 code no: 951
- V63 Chemical tanker operations: safety and pollution prevention part 2 code no: 952
- V64 Tank cleaning practice code no: 982
- V65 Over and under pressurisation of tanks (edition 2) code no: 984
- V66 Handling vegetable oils code no: 988
- V67 Dangerous & difficult bulk cargoes code no: 1101
- V68 Vapour emission control code no: 1118
- V69 Ro-Ro safety and cargo operations code no: 162
- V70 Portable tanks and tank containers code no: 314
- V71 Reefer container operations code no: 481
- V72 Fire fighting & safe cargo operations on car carriers code no: 540

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V74 Cargo loss prevention on board bulk carriers code no: 598  
V75 Cargo lashing operations (ro-ro) code no: 631  
V76 Safe use of rigging equipment code no: 700  
V77 Manual handling techniques code no: 703  
V78 Tanker practices series  
    Pumping cargo part 1 code no: 501  
    Pumping cargo part 2 code no: 502  
    Tank cleaning - part 3 code no: 503  
    Heating cargo - part 4 code no: 504  
    Measuring cargo - part 5 code no: 505  
V79 Fighting pollution - preventing pollution at sea (edition 3) code no: 755  
V80 Good bunkering practice (edition 2), code no: 962  
V81 Permit to work code no: 621  
V82 Safe gangway and ladder operations, code no: 946  
V83 Personal safety on tankers (edition 2), code no: 970  
V84 Personal safety on chemical tankers, code no: 946 code no: 980  
V85 Seven steps to ship stability part 1 code no: 622 Seven steps to ship stability part 2 code no: 623  
V86 Entering into enclosed spaces (edition 2) code no: 682  
V87 Death in minutes - rescue techniques from confined spaces code no: 750  
V88 Permit to work code no: 621  
V89 Safe hot work procedures code no: 701  
V90 Waste and garbage management code no: 627  
V91 Medical first aid (edition 2), code no: 990  
V92 Hull stress monitoring, code no: 550  
V93 Mistaken identity (Code No 14)  
V94 Survival, code no: 681  
V95 Basic fire fighting (edition 3), code no: 674  
V96 Enclosed lifeboats, freefall lifeboats rescue boats, code no: 679  
V97 STCW and flag state implementation, code no: 629  
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V99 Security at sea, code no: 484  
V100 Immersion suits - the difference between life and death, code no: 947  
V101 Muster lists, drills & helicopter operations, code no: 678  
V102 MLC 2006, code no: 986  
V103 Shipshape. a guide to good housekeeping part 1: on deck, code no: 974  
V104 The shipboard management role (edition 2), code no: 969  
V105 Port state control - tightening the net (edition 2), code no: 977  
V106 Health & welfare advice for seafarers, code no: 510  
V107 Personal hygiene, code no: 993  
V108 Load line surveys - part 1, code no: 544  
V109 Safety construction survey - part 2, code no: 545  
V110 Safety equipment survey - part 3, code no: 546  
V111 Management for seafarer series, code no: 607 - 612

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**IMO references (R)**

- R1 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 2001 edition (IMO Sales No. 938, ISBN 9789280152884)
- R2 International Convention for the Safety of Life at Sea (SOLAS), as amended

	<b>SEAFARERS TRAINING CENTER</b>	<b>M-MCM(I)-30</b>
	<b>MASTER AND CHIEF MATE</b>	<b>REV. 02 - 2015</b>

(IMO SaleNo. IE110E) SOLAS - Consolidated Edition, 2009 (ISBN Number: 9789280115055)

R3 Ships' Routing (2010, 10th ed.) (IMO Sales No. ID927E)

R4 Assembly resolution A.665 (16): Performance standards for radio direction-finding systems

R5 Assembly resolution A.574 (14): Recommendation on general requirements for electronic navigational aids

R6 Assembly resolution A.382 (X): Magnetic compasses: carriage and performance standards

R7 Assembly resolution A.424 (XI): Performance standards for gyro-compasses

R8 Convention on the International Regulations for Preventing Collisions at Sea, (COLREGS 1972), as amended (IMO Sales No. IB904E) Consolidated Edition, 2003 (ISBN 978-92-801-41672)

R9 International Convention for the prevention of Pollution from Ships, 1973 (MARPOL 1973) (in IMO sales No. IC520E) (Consolidated Edition, 2006) (ISBN 978-92-801-42167)

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