Circular 77 / 2013

To: Seafarers, Ship Security Officers and Company Security Offices, Deputy Registrars and Other Interested Parties

Subject: STCW Security Training Requirements

Date: 27 November 2013

Summary

This circular is intended to provide seafarers guidance on the STCW requirements and how they may meet those requirements

1. Standard of competence for security-related familiarization training

Before being assigned to shipboard duties, all persons employed or engaged on a seagoing ship which is required to comply with the provisions of the ISPS Code, other than passengers, shall receive approved security-related familiarization training, to be able to:

(i) report a security incident, including a piracy or armed robbery threat or attack;
(ii) know the procedures to follow when they recognize a security threat; and
(iii) take part in security-related emergency and contingency procedures.

Seafarers with designated security duties engaged or employed on a seagoing ship shall, before being assigned such duties, receive security-related familiarization training in their assigned duties and responsibilities.

The security-related familiarization training shall be conducted by the ship security officer or an equally qualified person.

Training requirements of VI/5 STCW for ship Security Officers remains unchanged.

It is recommended that, if not already, security familiarization training should be incorporated into the normal safety familiarization training (as specified by STCW VI/1) and further incorporated into the existing ISM system.

Documentary evidence must be kept by the ship in order to establish that training has been complete; it is recommended that the same method of recording safety familiarization training is used to record security-related familiarization training.

The word “approved” shall mean, that Cook Islands flagged Ships’ Ship Security Plan shall include in its section that relates to 9.4.9 of the ISPS Code “procedures for training, drills and exercises with the plan” the following, or similar:

All persons employed or engaged on the ship shall receive training enabling them to:

(i) report a security incident, including a piracy or armed robbery threat or attack;
(ii) know the procedures to follow when they recognize a security threat; and
(iii) take part in security-related emergency and contingency procedures.
An approved Ship Security Plan including a section similar to above would be deemed by Maritime Cook Islands to meet the requirements of SCTW VI/6 1.

2. Security Awareness training (seafarers without designated security duties)

Seafarers employed or engaged in any capacity on board a ship which is required to comply with the provisions of the ISPS Code on the business of that ship as part of the ship’s complement without designated security duties shall, before being assigned to any shipboard duties receive appropriate approved training or instruction in security awareness as set out in table A-VI/6-1 (see below); namely

(i) contribute to the enhancement of maritime security through heightened awareness
(ii) recognition of threats
(iii) Understanding the need for and methods of maintaining security awareness and vigilance

2.1 The word “approved” means Cook Islands will accept documentary evidence that the seafarer has complete a training course which has been approved by a party to STCW that appears on the STCW white list.

2.2. Cook Islands will also accept the following –

2.2.1. For seafarers who commenced sea going service before 1 January 2012

Seafarers working on board Cook Islands flagged ships may make an application to Maritime Cook Island STCW Officer or a Maritime Cook Island appointed Deputy Register for the issuance of Certificate of Security Awareness Training.

The seafarer must complete the application form (attached below) and submit with the following supporting documents –

1. A declaration issued by the Ship Security Officer / Company Security officer of a Cook Islands Registered vessel, stating the Seafarer has completed training, and proved competent in the requirements in accordance with table A-VI/6-1 (see below);
2. Evidence of sea service showing the seafarer has had at least 6 months sea service in any capacity in the 3 years prior to 1 January 2012.
3. Copy of the seafarers passport
4. Copy of a current passport photo

For further information refer to the application form attached below

2.2.2. For Seafarers who commence seagoing service after 1 January 2012

Seafarers working on board Cook Island flagged ships may make an application to Maritime Cook Islands STCW Officer or a Maritime Cook Island appointed Deputy Register for the issuance of Certificate of Security Awareness Training.

The seafarer must complete the application form (attached below) and submit with the following supporting documents

1. A declaration issued by the Ship Security Officer / Company Security officer of a Cook Islands Registered vessel, stating the Seafarer has –

   1.1. receive appropriate approved training or instruction in security awareness as set out in table A-VI/6-1;

   1.2. achieved the required standard of competence to undertake the tasks, duties and responsibilities listed in column 1 of table A-VI/6-1:
1.2.1. Demonstrated competence, in accordance with the methods and the criteria for evaluating competence tabulated in columns 3 and 4 of table A-VI/6-1; and
1.2.2. Continuous assessment is ongoing and part of the Maritime Cook Islands approved Ship Security Plan, training programme which specifies the subjects listed in column 2 of table A-VI/6-1.

Evidence of the above items should be attached to the declaration

2. Provide evidence of sea service showing the seafarer has had at least 6 months sea service in any capacity
3. Copy of the seafarers passport
4. Copy of a current passport photo

For further information refer to the application form attached below

*** As discussed today with Efthimios – there needed to be a distinction between seafarers that commenced training before 1 January 2012 and those that commenced after 1 Jan 2012

Sections 221 gives requirements for sea service before 1 Jan 2012
Section 222 gives requirements for sea service after 1 Jan 2012

The sections are basically the same - the only difference is a higher standard of evidence is required in 2.2.2

I am not sure why a seafarer that commenced training before 1 January 2012 would have easier criteria to satisfy that the seafarer that commenced training after 1 January 2012

below is what MCA requires … they approve the training rather than require each seafarer to submit evidence of the training – also note that the MCA approve the companies training procedure and then the company issues the certificate

Annex 2(a)
Training Programme Guide for approval of training for security awareness.

Scope

This training is intended to meet the requirements set out in Regulation VI/6 paragraph 1 and Section A-VI/6 paragraph 4 of the STCW ’78 Code as amended.

Objectives

On completion of the training, the trainees will have sufficient knowledge, understanding and skills enabling them to deal with security related issues onboard ship, which are not designated security duties, including the ability to:

- Contribute to the enhancement of maritime security through heightened awareness
- Recognise security threats
• Understand the need for and methods of maintaining security awareness through heightened awareness

The stated objectives are unlikely to be achieved in less than 4 learning hours.

Training Structure

The training should be structured around the competencies, knowledge, understanding and proficiency stated in Table A-VI/6-1 (reproduced in Annex 2(b) of this document). The level of training and assessment required particularly lends itself to computer/video based learning.

It is important that the treatment of the subject matter is appropriate to the awareness of ships security issues for personnel who do not have designated security duties.

Where possible and appropriate, an inter-active element should be introduced into the learning process to enable those undergoing training to put into practice techniques and procedures for maintaining the security of the vessel through role-play, simulation and scenario-based training. Together with oral questioning and/or computer based feedback, this will provide evidence that can be used for the purposes of assessing achievement of the outcomes of the training.

Assessment

The training and assessment must be organised so that trainees are able to show that they have met the criteria for evaluating competence set out in table A-VI/6-1 for Proficiency in security awareness, see Annex 2(b)
### Annex 2(b)

**Table A-VI/6-1**

**Specification of minimum standard of competence in security awareness**

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
<th>Column 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Competence</strong></td>
<td>Knowledge, understanding and proficiency</td>
<td>Methods for demonstrating competence</td>
<td>Criteria for evaluating competence</td>
</tr>
<tr>
<td>Contribute to the enhancement of maritime security through heightened awareness</td>
<td>Basic working knowledge of maritime security terms and definitions, including elements that may relate to piracy and armed robbery</td>
<td>Assessment of evidence obtained from approved instruction or during attendance at an approved course</td>
<td>Requirements relating to enhanced maritime security are correctly identified</td>
</tr>
<tr>
<td></td>
<td>Basic knowledge of international maritime security policy and responsibilities of Governments, companies and persons</td>
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</tr>
<tr>
<td></td>
<td>Basic knowledge of maritime security levels and their impact on security measures and procedures aboard ship and in port facilities</td>
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<td></td>
<td>Basic knowledge of security reporting procedures</td>
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<td></td>
<td>Basic knowledge of security-related contingency plans</td>
<td></td>
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<tr>
<td>Recognition of security threats</td>
<td>Basic knowledge of techniques used to circumvent security measures</td>
<td>Assessment of evidence obtained from approved instruction or during attendance at an approved course</td>
<td>Maritime security threats are correctly identified</td>
</tr>
<tr>
<td></td>
<td>Basic knowledge enabling recognition of potential security threats, including elements that may relate to piracy and armed robbery</td>
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<td></td>
<td>Basic knowledge enabling recognition of weapons, dangerous substances and devices and awareness of the damage they can cause</td>
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<td>Basic knowledge in handling security-related information and security-related communications</td>
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<tr>
<td>Understanding of the need for and methods of maintaining security awareness and vigilance</td>
<td>Basic knowledge of training, drill and exercise requirements under relevant conventions, codes and IMO circulars, including those relevant for anti-piracy and anti-armed robbery</td>
<td>Assessment of evidence obtained from approved instruction or during attendance at an approved course</td>
<td>Requirements relating to enhanced maritime security are correctly identified</td>
</tr>
</tbody>
</table>
2.2 Transitional provisions

The Manila Amendments allowed for a transitional period during which seafarers who commenced service prior to the date of entry of the requirement can satisfy this security awareness training by demonstrating:

(i) approved seagoing service for at least 6 months in the previous three years; or
(ii) having performed security functions considered equivalent to 6 months service in the past three years, or
(iii) by passing an approved test, or
(iv) by completing approved training.

The transition period will end on 1st January 2014 and owners are reminded of the need to ensure that all seafarers who require this training acquire the appropriate documentary evidence of training before that date.

3. Standard of competence for seafarers with designated security duties

Every seafarer who is designated to perform security duties, under the Ship Security plan, including anti-piracy and anti-armed-robbery-related activities, shall be required to undertake approved training and demonstrate competence the following tasks, duties and responsibilities:

(i) maintain the conditions set out in a ship security plan;
(ii) recognize security risks and threats;
(iii) undertake regular security inspections; and
(iv) properly use security equipment and systems.

Seafarers will be required to provide a certificate of proficiency as evidence of successful completion of such training meeting the requirements of paragraphs 6-8 of the STCW Code, as amended, issued by a Party to STCW, that appears on the STCW white list.

3.1 Transitional provisions

Like the Security Awareness training, this requirement has transitional provisions in place until 1st January 2014. Seafarers with designated security duties who commenced an approved seagoing service prior to January 1, 2014 can demonstrate competence to undertake the tasks, duties and responsibilities listed above (3 (i) – (iv)) by:

(i) having approved seagoing service as shipboard personnel with designated security duties, for a period of at least 6 months in total during the preceding 3 years, or
(ii) having performed security functions considered to be equivalent to the seagoing service required above, or
(iii) passing an approved test, or
(iv) completing approved training.

For further information or clarification please contact the Registrar of Ships, a Deputy Registrar or Fleet Manager at Maritime Cook Islands; alternatively you may contact Maritime Cook Islands Head Office at +682 23848 Phone, +682 23846 Fax, fleet@maritimecookislands.com

Please ensure this has been forwarded to interested parties.