



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION



MARITIME INDUSTRY AUTHORITY

PANGASIWAAN NG KALAKALANG PANDAGAT

<http://www.marina.gov.ph>

MEMORANDUM CIRCULAR

No. MD-2020-01

Series of 2020

TO : ALL PERSONNEL OF FISHING VESSELS, FISHING COMPANIES, MANNING AGENCIES AND ALL OTHERS CONCERNED

SUBJECT : RULES AND REGULATIONS IN THE CONDUCT OF ASSESSMENT OF COMPETENCE OF PERSONNEL ONBOARD FISHING VESSELS IN PHILIPPINE WATERS

Pursuant to Presidential Decree 474, R.A. 9295 and its Implementing Rules and Regulations and Philippine Fishing Vessels Safety Rules and Regulations (PFVSRR) of 2018, the following rules and regulations on the assessment of competence of personnel onboard fishing vessels in Philippine waters are hereby prescribed:

I. OBJECTIVE

1. To prescribe rules and regulations on the assessment of competence of personnel onboard fishing vessels in Philippine waters.
2. To ensure that all personnel onboard fishing vessels in Philippine Waters are assessed with regard to their capacity and capability in the performance of their duties.

II. COVERAGE

This Circular shall cover candidates applying for assessment of competence of personnel onboard fishing vessels in Philippine waters.

III. EXCEPTION

This Circular shall not apply to personnel onboard fishing vessels below 3 GT or non-propelled by mechanical means.

IV. DEFINITION OF TERMS

For the purposes of this Circular, the following terminologies are defined:

1. **Administration** refers to the Maritime Industry Authority (MARINA).

2. **Assessment of Competence** refers to the process of collecting evidence through theoretical examinations and/or practical assessment of the knowledge, understanding and proficiency, gained from the following: approved education, training and sea service experience, and making judgments on whether competency has been achieved to confirm that an individual can perform the required competence.
3. **Candidate** refers to a seafarer or a personnel of fishing vessel applying for assessment of competence under this Circular.
4. **Deck hand** refers to a personnel onboard fishing vessel other than the Skipper or Mate as listed in the Minimum Safe Manning Certificate given the task to assist the Mate.
5. **Engine hand** refers to a personnel onboard fishing vessel other than the licensed Engine Officer as listed in the Minimum Safe Manning Certificate given the responsibility to assist the Engine Officers.
6. **Engine Officer** refers to a seafarer duly licensed by the Administration to assist the Chief Engineer in the operation of the mechanical propulsion and other machinery equipment of a fishing vessel.
7. **External Panel of Examiners (EPE)** refers to a pool of qualified Merchant Marine Officers tasked to formulate, review and validate test questions and conduct Assessment.
8. **Fish Carrier** refers to the Cargo vessel used to supply ice and other food provisions as well as collect/transport fish catch from fish catcher, which is also owned and operated by the same fishing company.
9. **Fishing Vessel** refers to any boat or other watercraft equipped to be used for taking of fishery species, aiding or assisting one (1) or more vessels in the performance of any activity relating to fishing, including, but not limited to, preservation, supply, storage, refrigeration or processing.
10. **Internal Panel of Examiners (IPE)** refers to Director of Manpower Development Service (MDS) or STCW Maritime Education and Training Standards Supervisor (METSS) for the MARINA Central or MARINA Regional Directors/OICs for Regional Offices or any authorized Technical personnel to conduct practical assessment, formulation, review and validation of test questions.
11. **Marine Engine Mechanic 1 (MEM1)** refers to a person duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of a fishing vessel with EPP below 750 kW.
12. **Marine Engine Mechanic 2 (MEM2)** refers to a person duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of a fishing vessel with EPP below 1500 kW.

13. **Marine Engine Mechanic 3 (MEM3)** refers to a person duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of a fishing vessel with EPP 3000 kW and below.
14. **Mate** refers to a personnel exercising subordinate command of a fishing vessel, including any person, other than a Skipper, liable at all times to be in charge in the navigation of such a vessel.
15. **Medical Certificate** refers to a valid certificate issued by a DOH accredited medical hospitals or clinic.
16. **Panel of Examiner (POE)** is composed of the External Panel of Examiners (EPE) and Internal Panel of Examiners (IPE).
17. **Practical Assessment** refers to method of assessment of competence through Panel interview and/or One-on-One interview and assess the ability of the candidate to prove/demonstrate the particular level of competence.
18. **Philippine Waters** refers to all bodies of water within the Philippine territory such as lakes, rivers, streams, creeks, brooks, ponds, swamps, lagoons, gulfs, bays and seas and other bodies of water now existing or which may hereafter exist in the provinces, cities, municipalities, and barangays and the waters around, between and connecting the islands of the archipelago regardless of their breadth and dimensions, the territorial sea, the sea beds, the insular shelves, and all other waters over which the Philippines has sovereignty and jurisdiction including the 200-nautical miles Exclusive Economic Zone and the continental shelf. *Source:(RA 8550)*
19. **Skipper 1** refers to a person duly authorized by the Administration to command or charge of a fishing vessel below 100 GT.
20. **Skipper 2** refers to a person duly authorized by the Administration to command or charge of a fishing vessel below 500 GT.
21. **Skipper 3** refers to a person duly authorized by the Administration to command or charge of a fishing vessel 1000 GT and below.
22. **Testimonial Assessment** refers to the interview to assess the ability of the candidate to prove/demonstrate the particular level of competence, administered to Skipper 1/MEM1 by the MDS/ MARINA Regional Offices (MRO) Director/OIC and/or authorized technical personnel.
23. **Theoretical Assessment** refers to a method of assessment through written test of the candidate's knowledge, understanding and proficiency of the required competence as prescribed under this Circular.

V. GENERAL PROVISIONS

1. The candidates for the assessment of competence must comply with all the requirements under this Circular.
2. Candidates for assessment shall undergo re-training of the required training courses if has not gone onboard for at least 12 months for the last five years upon evaluation reckon from the date of issuance of the training certificate or date of last disembarkation.
3. Holders of Certificate of Marine Profession (CMP) pursuant to MARINA Circular No. 2012-03 is required to undergo training on Ship Handling and Safe Navigation for deck, and Engine Operation and Maintenance for engine, respectively, prior issuance of DCOC-F without undergoing re-assessment.
4. Notice of Passing shall be posted at the MDS bulletin board, MDS Facebook Account and MARINA Website.

VI. SPECIFIC PROVISIONS

1. For purposes of this Circular, the following nomenclatures with their corresponding limitations, are hereby adopted:

Deck Department		Engine Department	
Skipper 3	1000 GT and Below	MEM 3	3000 kW and Below
Skipper 2	Below 500 GT	MEM 2	Below 1500 kW
Skipper 1	Below 100 GT	MEM 1	Below 750 kW

2. Qualification and Documentary Requirements of Candidate

0.1. Minimum Qualification Requirements

0.1.1. SKIPPER 3 (1000 GT AND BELOW)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSMT Graduate	Ship Handling and Safe Navigation 3	<ul style="list-style-type: none"> • 1 yr. as Skipper 2; or • 6 mos. as Skipper 2 and 1 yr. as Mate; or • 1 yr. as Skipper 1 and 3 yrs. as Deck hand. 	Theoretical and Practical Assessment

Completed Academic Requirement (CAR) For BSMT		<ul style="list-style-type: none"> • 2 yrs. as Skipper 2; or • 1 yr. as Skipper 2 and 2 yrs. as Mate; or • 2 yrs. as Skipper 1 and 1 yr. as Mate and 2 yrs. as Deck hand. 	
College undergraduate for at least 2 yrs. or Senior High School graduate		<ul style="list-style-type: none"> • 3 yrs. as Skipper 2; or • 3 yrs. as Skipper 1 and 2 yrs. as Mate and 1 yr. as Deck hand. 	
High School Level		<ul style="list-style-type: none"> • 5 yrs. as Skipper 2; or • 5 yrs. as Skipper 1 and • 2 yrs. as Mate and/or 4 yrs. as Deck hand; 	

2.1.2. SKIPPER 2 (BELOW 500 GT)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
Completed Academic Requirement (CAR) of BSMT	Ship Handling and Safe Navigation 2	<ul style="list-style-type: none"> • 2 yrs. as Skipper 1; or • 1 yr. as Skipper 1 and 2 yrs. as Mate; or • 1 yr. as Skipper 1 and 1 yr. as Mate and 2 yrs. as Deck hand. 	Practical Assessment
College undergraduate or Senior High School graduate		<ul style="list-style-type: none"> • 3 yrs. as Skipper 1; or • 1 yr. as Skipper 1 and 2 yrs. as Mate and 2 yrs. as Deck hand. 	
Elementary Graduate		<ul style="list-style-type: none"> • 5 yrs. as Skipper 1; or • 2 yrs. as Skipper 1 and 2 yrs. as Mate and 2 yrs. as Deck hand. 	

2.1.3. SKIPPER 1 (BELOW 100 GT)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
Able to Read and Write	Ship Handling and Safe Navigation 1	<ul style="list-style-type: none"> • 5 yrs. as Mate and 3 yrs. as Deck hand; or • 3 yrs. as Mate and 6 yrs. as Deck hand. 	Testimonial Assessment

2.1.4. MARINE ENGINE MECHANIC 3 (3000 kW AND BELOW)

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSMarE	Engine Operation and Maintenance 3	<ul style="list-style-type: none"> • 2 yrs. as C/E at 1500 kW; or • 4 yrs.as C/E at 750 kW; or • 1 yr. as C/E at 1500 kW and 2 yrs. as Engine Officer and/or 4 yrs. as Engine Hand. 	Theoretical and Practical Assessment
BSME, BSNAME, BSEE or CAR for BSMarE		<ul style="list-style-type: none"> • 2 yrs. as C/E at 1500 kW and 1 yr. as Engine Officer; or • 4 yrs.as C/E at 750 kW and 1 yr. as Engine Officer; or • 2 yrs. as C/E at 750 kW and 2 yrs. as Engine Officer and/or 5 yrs. as Engine Hand. 	
College undergraduate for at least 2 yrs. or Senior High School graduate		<ul style="list-style-type: none"> • 2 yrs. as C/E at 1500 kW and 2 yrs. as Engine Officer and 2 yrs. as Engine Hand; or • 3 yrs. as C/E at 750 kW and 2 yrs. as Engine Officer and 1 yr. as Engine Hand; or • 2 yrs. as C/E at 750 kW and 3 yrs. as Engine Officer and 3 yrs. as Engine Hand. 	
High School Graduate		<ul style="list-style-type: none"> • 4 yrs. as C/E at 1500 kW and 2 yrs. as Engine Officer and 1 yr. as Engine Hand; or • 4 yrs. as C/E at 750 kW and 3 yrs. as Engine Officer and 2 yr. as Engine Hand; or 	

		<ul style="list-style-type: none"> • 3 yrs. as C/E at 750 kW and 4 yrs. as Engine Officer and 4 yrs. as Engine Hand. 	
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2.1.5. MARINE ENGINE MECHANIC 2 (BELOW 1500 kW)

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSME, BSNAME, BSEE or CAR for BSMarE	Engine Operation and Maintenance 2	<ul style="list-style-type: none"> • 3 yrs. as C/E at 750 kW or • 2 yrs.as C/E at 750 kW and 1 yr. as Engine Officer; or • 2 yrs. as C/E at 750 kW and 2 yrs. as Engine Officer and/or 5 yrs. as Engine Hand. 	Practical Assessment
College undergraduate for at least 2 yrs. or Senior High School graduate		<ul style="list-style-type: none"> • 4 yrs. as C/E at 750 kW; or • 3 yrs. as C/E at 750 kW and 2 yrs. as Engine Officer or • 2 yrs. as C/E at 750 kW and 2 yr. as Engine Officer and 3 yrs. as Engine hand. 	
High School graduate		<ul style="list-style-type: none"> • 5 years as C/E at 750 kW; or • 4 yrs. as C/E at 750 kW and 3 yrs. as Engine Officer and 4 yrs. as Engine Hand 	
Elementary Graduate		<ul style="list-style-type: none"> • 6 yrs. as C/E at 750 kW; or • 5 yrs. as C/E at 750 kW and 5 yrs. as Engine Officer and/or 9 yrs. as Engine hand. 	

2.1.6. MARINE ENGINE MECHANIC 1 (Below 750 kW)

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
Able to read and write	Engine Operation and Maintenance 1	<ul style="list-style-type: none"> • 5 yrs. as Engine Officer; or • 8 yrs. as Engine hand. 	Testimonial Assessment

2.2. Documentary Requirements

- 2.2.1. Valid SRB/SIRB/SIB (as applicable)
- 2.2.2. Valid NBI or Police Clearance or Barangay Clearance
- 2.2.3. Valid Medical Certificate
- 2.2.4. Affidavit of Loss or Marine Protest (as applicable)
- 2.2.5. Transcripts of Records/Certificate of Grades (as applicable)
- 2.2.6. Certificate of Training Completion

3. Schedule, Coverage/Scope, Result, Review and Validation of Assessment Instrument

3.1. Schedule of Assessment

- 3.1.1 The approved Annual Program of Assessment shall be posted in the MARINA Website on or before the 31st of December of each calendar year.
- 3.1.2 The Assessment shall be conducted at the MARINA Central or Regional Offices based on the approved Annual Program of Assessment;
- 3.1.3 Deadline for filing of application is 3 working days before the conduct of assessment.

3.2. Filing of Application

- 3.2.1. The applicant shall secure the Application Form from the MDS, MARINA Central Office or any of Regional Offices or download from the MARINA website.
- 3.2.2. The duly filled-up application maybe submitted to MARINA personally, through liaison officer or a courier service. The applicant shall receive a confirmation advise, accordingly.
- 3.2.3. Assessment Permit shall be issued to applicant on the day of the scheduled assessment.

3.3. Coverage of the Assessment

- 3.3.1. For Skipper 1, 2 and 3 shall cover the following subject areas:
 - a) Rules of the Road
 - b) Ship Navigation
 - c) Ship Handling
 - d) Maritime Laws
- 3.3.2. For MEM 1, 2 and 3 shall cover the following subject areas:
 - a) Engine Fundamental Principles and Operation
 - b) Engine Maintenance Procedures

- c) Marine Electricity
- d) Maritime Laws

3.4. Process

- 3.4.1. There shall be Theoretical and Practical Assessment for Skipper 3 and MEM 3. The candidate shall pass the Theoretical Assessment before they can undergo practical assessment.
- 3.4.2. Skipper 2 and MEM 2 shall be subjected to Practical Assessment only.
- 3.4.3. Skipper 1 and MEM 1 shall undergo Testimonial Assessment only.

3.5 Passing Grade

- 3.5.1 The candidate must obtain a General Average Rating of 60% for theoretical assessment.
- 3.5.2 The candidate must pass the practical assessment based on the given performance criteria and standard.

3.6 Publication of the Result of Assessment

The Final results of the assessment shall be posted at the MDS bulletin board, MDS Facebook Account and MARINA Website five (5) working days after the date of assessment.

3.7 Review, Validation and Revisions

The review, validation and revisions of assessment instruments may be done annually or as the need arises.

VII. FEES

Type of Assessment	Fees
1. Theoretical	Php 300.00
2. Practical	Php 500.00

VIII. FINES AND PENALTIES

Any violation of this Circular shall be dealt with in accordance with the existing MARINA Omnibus Rules and Regulations on Fines and Penalties.

IX. REPEALING CLAUSE

Rule 10 of PFVSRR are hereby repealed and provisions of MC 2012-03 which are inconsistent herewith are repealed or modified accordingly.

X. SEPARABILITY CLAUSE

Should any provision or part of this Circular be declared by competent authority to be invalid or unconstitutional, the remaining provisions or parts hereof shall remain in full force and in effect and shall continue to be valid and effective.

XI. EFFECTIVITY

This MARINA Circular shall take effect fifteen (15) days after its publication in a newspaper of general circulation.

Manila, Philippines, JUL 07 2020 2020.

BY AUTHORITY OF THE BOARD:


VADM ROBERT A EMPEDRAD AFP (Ret)
Administrator

SECRETARY'S CERTIFICATE

This is to certify that the Memorandum Circular No. MD-2020-01 has been approved by the MARINA Board during its 276th Regular Board Meeting held on 21 May 2020.


ATTY. EUSEBIA A. CADLUM-BOCO
Corporate Board Secretary

