



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION



MARITIME INDUSTRY AUTHORITY
PANGASIWAAN NG KALAKALANG PANDAGAT
<http://www.marina.gov.ph>

MEMORANDUM CIRCULAR

No. MD-2020-03

Series of 2020

**TO : ALL SEAFARERS, SHIPPING COMPANIES, SHIPOWNERS/
OPERATORS, MANNING AGENCIES AND ALL OTHERS
CONCERNED**

**SUBJECT : REVISED RULES AND REGULATIONS IN THE CONDUCT OF
ASSESSMENT OF COMPETENCE OF SEAFARERS ONBOARD
MERCHANT SHIPS BELOW 500 GT OR WITH ENGINE
PROPULSIONPOWER (EPP) BELOW 750 kW IN PHILIPPINE
WATERS**

Pursuant to Presidential Decree 474, R.A. 9295 and its Implementing Rules and Regulations, the following revised rules and regulations in the assessment of competence of seafarers onboard merchant ships below 500 GT or with EPP below 750 kW in Philippine waters are hereby prescribed:

I. OBJECTIVES

1. To enhance the policies thereby providing a rationalized and adoptable assessment of competence of seafarers onboard merchant ships below 500 GT or with EPP below 750 kW;
2. To ensure that all seafarers onboard merchant ships below 500 GT or with EPP below 750 kW in Philippine waters are assessed to meet the required competence in the performance of their duties and responsibilities.
3. To ensure and promote safety, security and protection of marine environment are met by capacitating the domestic seafarers through training and assessment.
4. To enhance the registry system of assessed seafarers under this Circular.

II. COVERAGE

This Circular shall apply to all candidates for assessment of competence onboard merchant ships below 500 GT or with Engine Propulsion Power (EPP) below 750 kW in Philippine waters.

III. EXCEPTION

This Circular shall not apply to seafarers who are onboard the following ships:

1. Warships, naval/coast guard auxiliaries or other ships owned or operated by the Government exclusively engaged in governmental non-commercial service;
2. Pleasure yachts not engaged in commercial trade;

3. Wooden ships of primitive built not used for commercial trade; and
4. Non-propelled barges.

IV. DEFINITION OF TERMS

For the purpose 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. **Boat Captain** refers to a seafarer duly authorized by the Administration to command or charge of a ship below 100 GT.
4. **Candidate** refers to a seafarer applying for assessment of competence under this Circular.
5. **External Panel of Examiners (EPE)** refers to a pool of qualified Merchant Marine Officers tasked to formulate, review and validate test questions, conduct Assessment.
6. **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.
7. **Major Patron** refers to a seafarer duly authorized by the Administration to command or charge of a ship below 500 GT.
8. **Marine Engine Mechanic 1 (MEM1)** refers to a seafarer duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of ships with EPP below 250 kW.
9. **Marine Engine Mechanic 2 (MEM2)** refers to a seafarer duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of ships with EPP below 500 kW.
10. **Marine Engine Mechanic 3 (MEM3)** refers to a seafarer duly authorized by the Administration to act as Chief Engineer responsible in the operation of the mechanical propulsion and other machinery equipment of ships with EPP below 750 kW.
11. **Medical Certificate** refers to a valid certificate issued by a DOH accredited medical hospitals or clinic.
12. **Merchant Ships** refers to Cargo, Passenger and Tanker Vessels.
13. **Minor Patron** refers to a seafarer duly authorized by the Administration to command or charge of a ship below 250 GT.
14. **Panel of Examiner (POE)** is composed of the External Panel of Examiners (EPE) and Internal Panel of Examiners (IPE).

15. **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)
16. **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.
17. **Rating** refers to a ship's crew other than an officer performing deck or engine watchkeeping duties.
18. **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.
19. **Theoretical Examination** 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. Candidate must be a Filipino citizen.
2. The candidates for the assessment of competence must comply with all the requirements under this Circular.
3. 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 from the date of issuance of the training certificate and last date of disembarkation.
4. The MARINA intends to go On-line Application and Assessment of Competence once the system is ready.
5. Notice of Passing shall be posted at the MDS bulletin board, MDS Facebook Account and MARINA Website.

VI. SPECIFIC PROVISIONS

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

Deck Department		Engine Department	
Major Patron	below 500 GT	MEM 3	Below 750 kW
Minor Patron	Below 250 GT	MEM 2	Below 500 kW
Boat Captain	Below 100 GT	MEM 1	Below 250 kW

2. Documentary and Qualification Requirements of Candidate

2.1. Documentary Requirements

- Valid SRB or SIRB
- Valid Medical Certificate
- Affidavit of Loss or Marine Protest (as applicable)
- Transcripts of Records or Certificate of Grades (as applicable)
- Training Certificates

2.2 Minimum Qualification Requirements

2.2.1 MAJOR PATRON (BELOW 500 GT)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSMT Graduate	Ship Handling and Safe Navigation 3	1 yr. as Minor Patron; or 6 mos. as Minor Patron and 1 yr. as Deck Officer; or 1 yr. as Boat Captain and 3 yrs. as Deck Rating.	Theoretical and Practical Assessment
Completed Academic Requirement (CAR) For BSMT		2 yrs. as Minor Patron; or 1 yr. as Minor Patron and 2 yrs. as Deck Officer; or 2 yrs. as Boat Captain and 1 yr. as Deck Officer and 2 yrs. as Deck Rating.	
College Graduate other than BSMT		3 yrs. as Minor Patron; or 3 yrs. as Boat Captain and 2 yrs. as Deck Officer and 1 yr. as Deck Rating.	

College undergraduate for at least 2 yrs. or Senior High School graduate		4 yrs. as Minor Patron; or 4 yrs. as Boat Captain and 3 yrs. as Deck Officer and 3 yrs. as Deck Rating.	
High School Level		5 yrs. as Minor Patron; or 5 yrs. as Boat Captain and 4 yrs. as Deck Officer and/or 4 yrs. as Deck Rating;	

2.2.2 MINOR PATRON (BELOW 250 GT)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
Completed Academic Requirement (CAR) of BSMT	Ship Handling and Safe Navigation 2	2 yrs. as Boat Captain; or 1 yr. as Boat Captain and 2 yrs. as Deck Officer; or 1 yr. as Boat Captain and 1 yr. as Deck Officer and 2 yrs. as Deck Rating.	Theoretical and Practical Assessments
College Graduate other than BSMT,		3 yrs. as Boat Captain; or 1 yr. as Boat Captain and 2 yrs. as Deck Officer and 2 yr. as Deck Rating.	
College undergraduate or Senior High School graduate		4 yrs. as Boat Captain; or 1 yr. as Boat Captain and 2 yrs. as Deck Officer and 2 yrs. as Deck Rating.	
Elementary Graduate		5 yrs. as Boat Captain; or 2 yrs. as Boat Captain and 2 yrs. as Deck Officer and 2 yrs. as Deck Rating.	

2.2.3 BOAT CAPTAIN (BELOW 100 GT)

EDUCATION	TRAINING	EXPERIENCE (SEA SERVICE)	ASSESSMENT
High School Graduate	Ship Handling and Safe Navigation 1	2 yrs. as Deck Officer and 3 yrs. as Deck Rating; or	One-on-One Interview

		1 yr. as Deck Officer and 5 yrs. as Deck Rating.	
Elementary Graduate		3 yrs. as Deck Officer and 4 yrs. as Deck Rating; or 2 yrs. as Deck Officer and 6 yrs. as Deck Rating.	
Able to Read and Write		5 yrs. as Deck Officer and 3 yrs. as Deck Rating; or 3 yrs. as Deck Officer and 6 yrs. as Deck Rating.	

2.2.4 MARINE ENGINE MECHANIC 3 (BELOW 750 kW)

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSMarE	Engine Operation and Maintenance 3	2 yrs. as C/E at 500 kW; or 4 yrs. as C/E at 250 kW; or 1 yr. as C/E at 500 kW and 2 yrs. as Engine Officer and/or 4 yrs. as Engine Rating.	Theoretical and Practical Assessment
BSME, BSNAME, BSEE or CAR for BSMarE		2 yrs. as C/E at 500 kW and 1 yr. as Engine Officer; or 4 yrs. as C/E at 250 kW and 1 yr. as Engine Officer; or 2 yrs. as C/E at 250 kW and 2 yrs. as Engine Officer and/or 5 yrs. as Engine Rating.	
College undergraduate for at least 2 yrs. or Senior High School graduate		2 yrs. as C/E at 500 kW and 2 yrs. as Engine Officer and 2 yrs. as Engine Rating; or 3 yrs. as C/E at 250 kW and 2 yrs. as Engine Officer and 1 yr. as Engine Rating; or 2 yrs. as C/E at 250 kW and 3 yrs. as Engine Officer and 3 yrs. as Engine Rating.	

High School Graduate		<p>4 yrs. as C/E at 500 kW and 2 yrs. as Engine Officer and 1 yr. as Engine Rating; or</p> <p>4 yrs. as C/E at 250 kW and 3 yrs. as Engine Officer and 2 yr. as Engine Rating; or</p> <p>3 yrs. as C/E at 250 kW and 4 yrs. as Engine Officer and 4 yrs. as Engine Rating.</p>	
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2.2.5 MARINE ENGINE MECHANIC 2 (BELOW 500 kW)

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
BSMarE	Engine Operation and Maintenance 2	<p>2 yrs. as C/E at 250 kW; or</p> <p>1 yr. as C/E at 250 kW and 2 yrs. as Engine Officer and/or 4 yrs. as Engine Rating.</p>	Practical Assessment
BSME/BSNAME, BSEE or CAR for BSMarE		<p>3 yrs. as C/E at 250 kW; or</p> <p>2 yrs. as C/E at 250 kW and 3 yrs. as Engine Officer and/or 4 yrs. as Engine Rating.</p>	
College undergraduate for at least 2 yrs. or Senior High School graduate		<p>4 yrs. as C/E at 250 kW; or</p> <p>3 yrs. as C/E at 250 kW and 4 yrs. as Engine Officer and/or 6 yrs. as Engine Rating.</p>	
High School Graduate		<p>5 yrs. as C/E at 250 kW; or</p> <p>4 yrs. as C/E at 250 kW and 5 yrs. as Engine Officer and/or 8 yrs. as Engine Rating.</p>	
Elementary Graduate		<p>6 yrs. as C/E at 250 kW; or</p> <p>5 yrs. as C/E at 250 kW and 5 yrs. as Engine Officer and/or 9 yrs. as Engine Rating.</p>	

2.2.6 **MARINE ENGINE MECHANIC 1 (BELOW 250 kW)**

EDUCATIONAL BACKGROUND	TRAININGS	EXPERIENCE (SEA SERVICE)	ASSESSMENT
Able to read and write	Engine Operation and Maintenance 1	5 yrs. as Engine Officer; or 8 yrs. as Engine Rating.	Testimonial Assessment

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 MAP, MIP and Boat Captain 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 MAP, MIP and MEM 3. The candidate shall pass the Theoretical Assessment before they can undergo practical assessment.

3.4.2. Boat Captain and MEM 2 shall be subjected to Practical Assessment only.

3.4.3. MEM 1 shall undergo Testimonial Assessment only.

3.4 Passing Grade

3.4.1 The candidate must obtain a General Average Rating of 60% for theoretical assessment.

3.4.2 The candidate must pass the practical assessment based on the given performance criteria and standard.

3.5 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.

3.6 Review, Validation and Revisions

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

VII. ASSESSMENT FEES

Type of Assessment	Fees
1. Theoretical	Php 500.00
2. Practical	Php 1,000.00

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

MARINA Circular No. 2012-03 and other MARINA issuances inconsistent herewith are hereby repealed or amended 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.

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-2020-03 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