



## Marine Order 505 – Certificate of Competency

The following provides a summary of the requirements for a Mate <80m (NC) Certificate of Competency (CoC) under Marine Order 505.

**What will I be able to do with this certificate?** The holder of this certificate can:

- ✓ Be second in command of a vessel <80 m long operating in the Exclusive Economic Zone (EEZ)

### How do I get this certificate?

To obtain a 5 year Mate <80m NC CoC you will need to have completed one of the following options for qualifying sea service (QSS):

**While working in any deck capacity the applicant must have at least:**

- **300 days'** QSS on commercial vessels  $\geq 12$  m long, and a completed approved Master <35 m NC task book, or
- **600 days'** QSS on commercial vessels  $\geq 12$  m long, without a task book.

*Note: At least half (50%) of the QSS required for this certificate must be accrued in the five (5) years immediately prior to lodging your application.*

### Possible restriction – Mate <80m (NC)

#### Restricted to command only in sheltered waters:

A certificate will be restricted to command a vessel only in sheltered waters:

- If at least half of sea service required is not seaward of sheltered waters.

#### Restricted to daylight hours:

A certificate will be restricted to daylight hours:

- If the person is colour vision deficient.

### What must I do to be eligible for a Mate < 80m NC CoC?

- Be at least 16 years when the certificate is issued.
- Evidence of sea service accrual in the form of:
  - Record of sea service form 771 or
  - Approved sea service log book or
  - On board sea service record from your task book or

- Letter from the vessel operator, owner, master or chief engineer detailing your QSS.
- Evidence of Medical Fitness:
  - Current AMSA medical (Certificate of medical fitness form 303) or
  - Certificate of medical fitness for a NC certificate form 559.
- Evidence of Eyesight Test:
  - Eyesight Test Certificate Application within the CoC application form 426 or
  - Current AMSA medical (Certificate of medical fitness form 303).
- Complete an AMSA approved course of study Certificate 4 – Master <35m NC course from an AMSA approved registered training organisation (RTO) as per MAR - Maritime Training Package.
- HLTAID003 unit of competency – Provide first aid or equivalent.
- Marine Radio Operators Certificate of Proficiency (MROCP) issued by the Australian Marine Communications Media and Media Authority, or higher qualification, or an equivalent qualification approved by the National Regulator.
- Pay fee/s.
- Pass Final Assessment.
- Proof of identity.
- Passport-style photograph taken in the previous six months.

## How do I keep this certificate?

To revalidate your certificate you must:

- Lodge a completed a CoC application form 426
- Accrue 120 days QSS as undertaking navigational tasks, for duties of the kind to which the certificate applies, accrued in the 5 years before the application.
- Evidence of Medical Fitness:
  - Current AMSA medical (Certificate of medical fitness form 303) or
  - Certificate of medical fitness for a NC certificate form 559.
- HLTAID003 unit of competency - Provide first aid or equivalent.

### **An applicant who does not meet the sea service requirement may instead:**

- Complete an approved renewal course, or
- Complete an approved final assessment, or
- Accrue 60 days QSS in the 6 months before the application, or
- Have other approved industry experience (e.g. state or territory marine agency assessor or operational employee, fleet manager, shore-side servicing, teaching at an approved training organisation for maritime studies, marine surveyor), or
- Complete a task book approved by the National Regulator for the certificate.

## How to apply for a CoC – Initial Issue / Revalidation (select as required)

### **Lodge an application at Australia Post:**

- Complete a CoC application form 426 online or download a pdf version and then complete it.
- Complete all sections of the form.
- Respond yes or no to all questions and statements in the application form.
- Complete all boxes (if the information requested is unknown or not applicable insert N/A).
- Download a pdf version of the form to generate your barcode.
- Print the form.
- Attach copies of all required documents.
- Sign the declaration.
- Submit your application and pay a fee at an AMSA-contracted Australia Post outlet.
- Provide proof of identity when you lodge your application.

AMSA may request reasonable evidence to confirm or verify any of the information provided as part of the application.

---

## Commonwealth statutory declaration

A Commonwealth provided template can be used to make a declaration under the *Statutory Declarations Act 1959*. The original statutory declaration must be posted to AMSA – SCS, GPO BOX 2181, Canberra ACT 2601.

The completed statutory declaration form tells us that you are sending us true copies of the originals or is a written statement which you sign and declare to be true before an authorised witness.

For a copy of this template and full list of persons authorised to witness statutory declarations under the Commonwealth Statutory Declarations Act (1959), see Statutory Declarations Regulations 1992, Schedule 2, a copy of which is available on our website or at the following link:

---

## More Information

Seafarer Certification Guidance containing additional information on CoC, sea service requirements and task books, can be obtained from the AMSA website at [www.amsa.gov.au](http://www.amsa.gov.au).

*Note: If there is an inconsistency between this document and previously issued documents about the subject matter, this document supersedes information found in previous documents dealing with these matters.*