



Australian Government

Australian Maritime Safety Authority

INFORMATION BOOKLET

Certificate of Equivalence

Assessment in Australian Maritime Regulatory Framework

April 2017

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Section 1 - Abbreviations and Definitions

AGSR	Australian General Shipping Register
AISR	Australian International Shipping Register
AMSA	Australian Maritime Safety Authority
AQIS	Australian Quarantine and Inspection Service
ATSB	Australian Transport Safety Bureau
COC	Certificate of Competency
COE	Certificate of Equivalence
COR	Certificate of Recognition
DEE	Department of Environment and Energy
First Engineer	The engineer officer next in rank to the chief engineer and is the same position as that referred to in the STCW Convention as Second Engineer.
JD	Junior Deck Officer (An officer qualified under Section A-II/1 of the STCW Code)
JE	Junior Engineer Officer (An officer qualified under Section A-III/1 of the STCW Code)
IMSBC	International Maritime Solid Bulk Cargoes Code
LSA	Life Saving Appliance Code
MLC	Maritime Labour Convention
MO	Marine Order(s)
OTS	Office of Transport Security
SD	Senior Deck Officer (A Master or Chief Mate qualified under Section A-II/2 of the STCW Code, even if serving as a JD)
SE	Senior Engineer Officer (Chief Engineer or First Engineer qualified under Section A-III/2 and A-III/3 of the STCW Code, even if serving as a JE)
Seacare	Seacare Authority
Seafarer	A member of the ship's crew but does not include supernumeraries and passengers
SOLAS	Safety of Life at Sea Convention
STCW	International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended

Section 2 - Purpose

This booklet has been produced to assist masters, chief engineers, chief mates, first engineers and navigating and engineer watchkeepers who wish to undertake the assessment in Australian maritime regulatory framework required for issue of an AMSA Certificate of Equivalence.

This booklet provides the assessment syllabus and how to apply for the Certificate of Equivalence. The booklet also provides information on where to find reference material and relevant legislation. Most of the reference material and copies of relevant legislation is available from the AMSA web site.

Much of the information required to pass the assessment is also available from the publications and copies of legislation that must be carried on board an Australian registered ship.

The booklet does not include information on Australian government departments or agencies, such as, Customs, Australian Quarantine and Inspection Service (AQIS) and Immigration, whose requirements apply to all ships engaged on an international voyage who visit Australian ports. Further information on the function and responsibilities of these agencies can be found on their web sites or in the "[Australian Seafarers Handbook](#)."

Section 3 - Certificate of Equivalence Assessment Syllabus

Syllabus detailing the knowledge required for the assessment in Australian maritime regulatory framework, including occupational health and safety.

Topic	Learning Objective	Applies to			
		SD	SE	JD	JE
1.	AUSTRALIAN MARITIME REGULATORY FRAMEWORK				
1.1	Australian Maritime Safety Authority (AMSA)				
1.1.1	List the key functions of AMSA	✓	✓	✓	✓
1.1.2	State the legislation that established AMSA	✓	✓		
1.1.3	List the AMSA recognised organisations (classification societies) and understand delegated powers	✓	✓		
1.1.4	Describe the incident reporting requirements				
	(a) Form 18 (Incident Alert)	✓	✓	✓	✓
	(b) Form 19 (Incident Report)	✓	✓		
	(c) Pollution Report (as required by MARPOL)	✓	✓		
1.1.5	Explain AMSA's flag State responsibilities with regards to ship inspections	✓	✓		
1.1.6	Explain the purpose of Marine Orders	✓	✓	✓	✓
1.1.7	Explain the purpose of Marine Notices	✓	✓	✓	✓
1.2	Australian Transport Safety Bureau (ATSB)				
1.2.1	Describe the role of ATSB in marine investigations.				
	(a) Marine incident investigations	✓	✓		
	(b) Confidential Marine Report Scheme	✓	✓	✓	✓
1.2.2	Explain AMSA's role in the ATSB incident reporting process	✓	✓		
1.3	International Ship and Port Facility Security (ISPS) code				
1.3.1	Describe the role and responsibilities of the Office of Transport Security (OTS)	✓	✓		
1.3.2	Name the Australian legislation that applies the ISPS code	✓	✓		
2.	AUSTRALIAN MARITIME LEGISLATION				
2.1	Relevant Acts and Regulations				
2.1.1	Name the principal Australian Act that applies to seafarers and ships	✓	✓	✓	✓
2.1.2	Describe the requirements of Marine Order 2 (Australian International Shipping Register)	✓	✓		
2.1.3	Explain the purpose of Marine Order 2 (Australian International Shipping Register)	✓	✓	✓	✓

Topic	Learning Objective	Applies to			
		SD	SE	JD	JE
2.2	Marine Orders				
2.2.1	Identify and explain the purpose of the Marine Orders that deal with each of the following:				
	(a) Sea-going qualifications (MO 70-74)	✓	✓	✓	✓
	(b) Medical fitness (MO 9)	✓	✓	✓	✓
	(c) Watchkeeping operational standards (MO 28)	✓	✓	✓	✓
	(d) Living and Working Conditions on vessels (MO 11)	✓	✓	✓	✓
	(e) Cargo handling equipment (MO 32)	✓	✓	✓	
	(f) Collision regulations (MO 30)	✓		✓	
	(g) Statutory certification (MO 31)	✓	✓	✓	✓
	(h) Pollution prevention (MO 91 -98)	✓	✓	✓	✓
	(i) Vessel Reporting System (MO 63)	✓		✓	
	(j) Helicopter operations (MO 57)	✓	✓	✓	✓
	(k) ISM Code (MO 58)	✓	✓	✓	✓
	(l) Dangerous goods in packaged form (MO 41)	✓		✓	
	(m) Transitional modifications (MO 4)	✓	✓		
2.3	Name some key areas where Australian requirements differ from International requirements				
	(a) Pollution insurance for vessels greater than 400 gross tons	✓			
	(b) Life-saving appliances	✓	✓	✓	✓
	(c) ISM Code auditing and certification	✓	✓	✓	✓
	(d) Ship Security auditing and certification	✓			
	(e) Ship reporting	✓		✓	
2.4	Seafarers' Welfare				
2.4.1	State the Australian legislation relating to drug and alcohol impairment.	✓	✓	✓	✓
2.4.2	State the blood alcohol limits that apply to seafarers, in accordance with STCW	✓	✓	✓	✓
2.4.3	State the legislation where Australian maritime hours of rest requirements and recording requirements are found	✓	✓	✓	✓
2.4.4	State the rest period requirements for a given scenario	✓	✓	✓	✓
2.5	Prescribed documents required by legislation				
2.5.1	Explain the requirements to maintain the following on Australian registered ships:				
	(a) Official Logbook	✓		✓	
	(b) GMDSS Logbook	✓		✓	
	(c) Battery Logbook	✓	✓	✓	✓
	(d) Oil Record Book	✓	✓	✓	✓
	(e) Garbage Record Book	✓	✓	✓	✓
	(f) Seafarers Work Agreements	✓	✓	✓	✓

Topic	Learning Objective	Applies to			
		SD	SE	JD	JE
2.5.2	State the Australian requirements for the retention and disposal of a completed :				
	(a) Official Logbook	✓			
	(b) Oil Record Book	✓	✓		
	(c) Garbage Record Book	✓			
2.6	Shipping Registration				
2.6.1	State the Australian requirements for registering a ship	✓			
2.6.2	State the Australian requirements for a Continuous Synopsis Record	✓			
2.6.3	State the requirements for flying the Australian national flag	✓		✓	
3.	SEARCH AND RESCUE, SAFETY INFORMATION AND REPORTING				
3.1	Maritime Safety Information (MSI)				
3.1.1	Describe how to obtain the following forms of Australian MSI:				
	(a) AUSCOAST warnings	✓		✓	
	(b) Sea safety messages	✓		✓	
	(c) NAVAREA warnings	✓		✓	
3.2	MASTREP/REEFREP				
3.2.1	List the reporting requirements for Australian ships when operating within the Australian Search and Rescue region	✓		✓	
3.2.2	Explain the difference between MASTREP and REEFREP	✓		✓	
3.2.3	Explain the services provided by ReefVTS	✓		✓	
3.2.4	List the REEFREP reporting requirements	✓		✓	
3.3	Telemedical advice				
3.3.1	Explain how to obtain medical advice from the Australian Telemedical Advice Centre	✓		✓	
4.	OCCUPATIONAL HEALTH AND SAFETY				
4.1	State the legislation where Australian maritime Health and Safety policy is found	✓	✓	✓	✓
4.2	Explain the requirements of approved codes of practice, regulations, and guideline documents	✓	✓		
4.3	Describe the general safety considerations contained in approved codes of practice, regulations, and guideline documents	✓	✓	✓	✓
4.4	Define designated work group	✓	✓	✓	✓
4.5	Explain the roles and responsibilities of Health and Safety representatives	✓	✓	✓	✓
4.6	Explain the duties and responsibilities of the ship operators, and Masters	✓	✓		
4.7	Explain the duties and responsibilities of the seafarer	✓	✓	✓	✓
4.8	Explain the reporting requirements for notifiable occupational health and safety incidents	✓	✓		

Topic	Learning Objective	Applies to			
		SD	SE	JD	JE
5.	ENVIRONMENT PROTECTION				
5.1	Explain AMSA's role in protection of the marine environment that applies to:				
	(a) International Convention for the Prevention of Pollution from Ships (MARPOL)	✓	✓	✓	✓
	(b) Convention on Anti-Fouling Systems (AFS) Convention	✓	✓		
	(c) Powers of Intervention	✓	✓	✓	✓
	(d) Bunkers Convention	✓	✓		✓
	(e) Civil Liability Convention	✓			
	(f) International Oil Pollution Compensation Fund Convention	✓			
6.	ENGINEERING				
6.1	Refrigeration (DEE licensing exemption)				
6.1.1	Describe the hazards of refrigerant handling:				
	(a) Health and safety		✓		✓
	(b) Environmental		✓		✓
6.1.2	Describe the principles of refrigeration systems		✓		✓
6.1.3	Identify refrigeration system components		✓		✓
6.1.4	Explain safe operating procedures for a refrigeration systems:				
	(a) start-up		✓		✓
	(b) shut-down		✓		✓
	(c) isolate		✓		✓
	(d) perform maintenance		✓		✓
	(e) re-commission		✓		✓
6.2	Electrical				
6.2.1	Describe the hazards of working with electricity on board a ship		✓		✓
6.2.2	Describe the principles of electrical systems that may be fitted to ships		✓		✓
6.2.3	Identify key electrical system safety components		✓		✓
6.2.4	Explain safe operating procedures for electrical generation and distribution systems:				
	(a) start-up		✓		✓
	(b) paralleling generators		✓		✓
	(c) shut-down		✓		✓
	(d) isolation		✓		✓
	(e) perform maintenance		✓		✓
	(f) recommission		✓		✓

Section 4 – Certificate of Equivalence - Assessment in Australian Regulatory Framework

Introduction

For service on a ship registered in the Australian International Shipping Register (AISR) all seafarers who do not hold a primary certificate or certificate of recognition issued by AMSA must hold a Certificate of Equivalence (COE) issued by AMSA. A COE is only valid for service on a ship registered in the AISR.

A COE cannot be revalidated as it is directly linked to the seafarer's primary qualifications. A new COE may be issued after satisfactory evidence has been provided that the primary qualification has been revalidated.

It is a condition of registration of a ship in the International Register that reasonable steps are taken to ensure that:

1. Either the master or chief mate of the ship are either an Australian national or Australian resident, and
2. Either the chief engineer or first engineer of the ship are either an Australian national or Australian resident.

Requirements for a COE

All applicants applying for a COE must comply with the following:

- Hold a valid certificate of competency or proficiency as rating issued by a marine administration that has a formal agreement with AMSA. (Refer to the following link for a list of Flag States with which AMSA has agreements: www.amsa.gov.au/vessels/ship-safety/flag-state-administration/). Provide evidence of an offer of employment on a ship registered in the AISR.
- Hold a passport valid for at least six months from the date of application for a COE.
- Demonstrate satisfactory competence in both written and spoken English. This may be achieved by completing one of the following:
 - Hold an STCW Certificate of Competence for which the examinations were in English, or
 - Passing the Marlins test at an approved testing centre, or
 - Pass an English language test as approved by AMSA.

The employer must also provide evidence that the company is satisfied that the seafarer has an acceptable standard of English that will enable them to carry out their shipboard duties safely.

The minimum acceptable pass mark that must be achieved on the Marlins test is:

Senior Deck Officers	90%
Senior Engineer Officers	80%
Junior Deck Officers	80%
Junior Engineer Officers	70%
Ratings	60%

- Hold a valid Certificate of Medical Fitness approved by AMSA.
- Complete the application form
- Pay the prescribed fee/s.
- **Masters, navigating officers and engineer officers, ONLY**, must pass an assessment in Australian maritime legislation, administration requirements and Occupational Health and Safety (OH&S), and if required pass any other test that AMSA deems necessary to prove competence.
- **Masters and navigating officers, ONLY**, must hold a valid GMDSS General Operators Certificate or Certificate of Recognition GMDSS General Operators Certificate issued by AMSA.

Interim Certificates of Equivalence

Apart from a Master, Chief Officer, Chief Engineer and First Engineer, foreign seafarers who make application for a COE may be issued with an Interim COE which may be issued for a period up to, but not exceeding, 3 months. During this time foreign seafarers holding an Interim COE may serve on ships registered under the Australian International Shipping Register. This affords seafarers the opportunity to complete the necessary assessments and provide the necessary documentary evidence to issue a COE.

An interim COE is evidence that the officer has applied for a COE but has not yet passed the necessary assessments.

It should be noted that Masters, Chief Officers, Chief Engineers and First Engineers are required to hold a Certificate of Competency, a Certificate of Recognition or a Certificate of Equivalence issued by AMSA, **PRIOR** to joining the ship.

Note –

On the 1 July 2013 the *Navigation Act 2012* entered into force and the *Navigation Act 1912* was repealed. On 20 August 2013 the Maritime Labour Convention 2006 (MLC) came into force.

Assessment

The assessment is an on-line multiple-choice examination that is conducted in a supervised secure location. The computers used in the examination are locked to ensure that the candidate does not have access to the internet.

The assessment has four levels, namely:

- Senior Deck Officers (masters and chief mates);
- Senior Engineer Officers (chief engineers and first engineers);
- Junior Deck Officers (second and third mates); and
- Junior Engineers Officers (second, third and fourth engineers).

The assessment for Senior Deck Officers and Senior Engineers Officers is a 30 question multiple choice examination. Time allowed for this examination is one hour. Candidates must achieve a pass mark of at least 70 per cent.

The assessment for Junior Deck Officers and Junior Engineer Officers is a 20 question multiple choice examination. Time allowed for this examination is 45 minutes. Candidates must achieve a pass mark of at least 70 per cent.

Preparation

Candidates preparing for the on-line assessment are encouraged to consider each syllabus topic reference. Who does the topic reference apply to? What is the level of knowledge required?

Candidates who are required to undertake the assessment should familiarise themselves with the publications listed in Appendix 1 and information contained on the AMSA, Seacare Authority, ATSB, OTS and DSEWPAC websites. Candidates should also use the resources of their employer and the experience and knowledge of the Australian nationals and citizens who are serving on their ship.

Candidates who don't prepare will fail the assessment.

Candidates who don't spend time familiarising themselves with the information on the various Australian government agencies web sites, especially the AMSA web site, will fail the assessment.

Candidates should appreciate that the assessment is designed to test knowledge of Australia's maritime regulatory framework, including OH&S. For example, all officers are expected to know that the Seacare Authority has a number of Codes of Practice and guidance documents that must be consulted as necessary. The assessment may not necessarily test knowledge of the content of these documents.

Engineers are expected to demonstrate detailed knowledge of the topics covered in Section 6 of the Assessment Syllabus.

How to apply for Certificate of Equivalence

Masters, chief engineers and other officers

1. Submit application for Certificate of Equivalence using AMSA Form 326 – Application for Certificate of Equivalence:
 - The application form must be completed as per instructions contained in the information sheet that accompanies the form;
 - Ensure that all the required supporting documentation is attached to the application form; and
 - Ensure that two passport photographs are included with the application.
2. On receipt of the application form and supporting documentation AMSA will check for completeness. AMSA will also authenticate the seafarer's primary qualification with the issuing administration.

3. If the application form and supporting documentation is complete and primary qualification is confirmed as authentic AMSA will issue the applicant with a Seafarer Identity Number (SIN).
4. AMSA will inform either the seafarer or the agent who submitted the application form on their behalf the applicant's SIN.
5. Once the applicant has been issued with a SIN they may register for the on-line assessment in Australian maritime regulatory framework.

To register please go to <https://coeamsa.aspeqexams.com>

6. Once the applicant has registered they may book a time and location for the on-line assessment

The online assessment can be undertaken in a number of secure locations in Australia, New Zealand and a number of other countries that issue seafarer qualifications recognized by AMSA.

Masters, chief engineers, chief mates and first engineers will not be issued with Certificate of Equivalence until they have provided evidence that they have passed the assessment in Australian maritime regulatory framework. These officers must hold a Certificate of Equivalence prior to joining a ship registered in AISR.

Junior navigating and engineer officers may be issued with an Interim Certificate of Equivalence, which is valid for three months. An interim Certificate of Equivalence is evidence that they have applied for a Certificate of Equivalence and have not yet completed the assessment in Australian regulatory framework.

Ratings, cooks and catering attendants

1. Submit application for Certificate of Equivalence using [AMSA Form 326 – Application for Certificate of Equivalence](#):
 - The application form must be completed as per instructions contained in the information sheet that accompanies the form;
 - Ensure that all the required supporting documentation is attached to the application form; and
 - Ensure that two passport photographs are included with the application.
2. On receipt of the application form and supporting documentation AMSA will check for completeness. AMSA will also authenticate the seafarer's primary qualification with the issuing administration.
3. If the application form and supporting documentation is complete and primary qualification is confirmed as authentic AMSA will issue the applicant with a Certificate of Equivalence (There may be occasions when AMSA will issue the seafarer with an interim COE).

Ratings, cooks and catering staff must apply for a COE prior to joining a ship registered in the AISR. They must not join a ship until they hold evidence that AMSA is satisfied that their primary qualification is authentic.

Appendix 1 - Role and Responsibilities of Australian Government Departments and Agencies

AMSA is the national safety regulator for Australian registered ships though ships officers must appreciate that other Australian government departments and agencies also have responsibilities for implementing some sections of the SOLAS Convention or Australian domestic legislation relating to ships.

Australian Maritime Safety Authority (AMSA)

The Australian Maritime Safety Authority (AMSA) is the national safety agency responsible for maritime safety, protection of the marine environment and aviation and marine search and rescue. It commenced operations on 1 January 1991 as a statutory authority established under the *Australian Maritime Safety Authority Act 1990*.

AMSA's services are mainly provided on a cost recovery basis from fee and levy revenue sources. It also receives Community Service Obligation funding from the Commonwealth Government specifically relating to aviation and maritime search and rescue operations and boating safety education.

For ships registered in Australia to which the *Navigation Act 2012* applies AMSA performs the occupational health and safety Inspectorate function as provided in Section 82 of the OHS(MI) Act. The functions of the Inspectorate are:

- to ensure, in accordance with the Act and regulations, that the obligations imposed by or under the OHS (MI) Act or the regulations are complied with;
- to advise operators, employees or contractors, on occupational health and safety matters; and
- to provide the Seacare Authority with information.

AMSA is also the competent authority with the power to issue and enforce regulations in respect to the Maritime Labour Convention 2006, see: www.amsa.gov.au/international/mlc/

The Minister for the Department of Infrastructure and Transport represents the Australian Government's interest in the Authority.

Principal legislation related to and enabling AMSA operations

Australian Maritime Safety Authority Act 1990

Protection of the Sea (Prevention of Pollution from Ships) Act 1983

Protection of the Sea (Powers of Intervention) Act 1981

Protection of the Sea (Civil Liability) Act 1981

Protection of the Sea (Oil Pollution Compensation Fund) Act 1993

Protection of the Sea (Harmful anti-fouling Systems) Act 2006

Protection of the Sea (Civil Liability of Bunker Oil Pollution Damage) Act 2008

Navigation Act 2012

Marine Order(s)

Shipping Registration Act 1981, as amended

A complete list of legislation is available at: www.amsa.gov.au/about-amsa/corporate-information/legislation

Australian Transport Safety Bureau

The Australian Transport Safety Bureau (ATSB) is an independent Commonwealth Government statutory Agency. The ATSB is governed by a Commission and is entirely separate from transport regulators, policy makers and service providers.

The ATSB's function is to improve safety and public confidence in the aviation, marine and rail modes of transport through excellence in:

- independent investigation of transport accidents and other safety occurrences;
- safety data recording, analysis and research; and
- fostering safety awareness, knowledge and action.

The ATSB is established by the *Transport Safety Investigation Act 2003* (TSI Act) and conducts its investigations in accordance with the provisions of the Act. Under the TSI Act, it is not a function of the ATSB to apportion blame or provide a means for determining liability. The ATSB does not investigate for the purpose of taking administrative, regulatory or criminal action.

The ATSB conducts marine investigations into accidents and serious incidents involving Australian registered ships anywhere in the world, foreign flag ships within Australian waters, or where evidence relating to an accident involving ships is found in Australia. Accidents and serious incidents must be reported as soon as practicable to the ATSB. Such a report can be made through the Australian Maritime Safety Authority (AMSA).

The ATSB also operates a confidential marine reporting scheme. This scheme is known as REPCON – Marine Confidential Reporting Scheme.

Principal legislation related to the ATSB responsibilities¹

Transport Safety Investigation Act 2003 (amended July 2009)

Transport Safety Investigation Regulations 2003 (amended July 2009)

Navigation (Confidential Marine Reporting Scheme) Regulations 2008

See www.atsb.gov.au/marine.aspx

¹Note – These regulations are currently under review

Office of Transport Security

The Office of Transport Security (OTS) situated within the Department of Infrastructure and Transport is the Australian Government's preventive security regulator for the aviation and maritime sectors, and its primary adviser on transport security.

The OTS is responsible for the implementation of the International Ship and Port Facility Security (ISPS) Code, which was developed by the International Maritime Organization (IMO).

The Australian Government developed the *Maritime Transport Security Act 2003* to implement the ISPS Code in Australia. Both the ISPS Code and the Act came into effect on 1 July 2004.

In 2005 the Act was extended and renamed the *Maritime Transport and Offshore Facilities Security Act 2003* (MTOFSA). The amended Act, and Regulations under it, establishes the legislative basis for also approving security plans for offshore oil and gas facilities.

Principal legislation related to the OTS responsibilities

Maritime Transport and Offshore Facilities Act 2003 (MTOFSA)

Maritime Transport and Offshore Facilities Security Regulations 2003

See: www.infrastructure.gov.au/transport/security/maritime/index.aspx

Seacare Authority

The Seacare Authority has the following functions conferred on it by the *Occupational Health and Safety (Maritime Industry) Act 1993* (OHS(MI) Act):

- To ensure that the obligations imposed by the OHS(MI) Act and associated regulations are complied with;
- To advise operators, employees or contractors on OH&S matters;
- To collect, interpret and report information relating to OH&S;
- To formulate policies and strategies relating to the OH&S of employees;
- To accredit occupational health and safety training courses for health and safety representatives for a designated work group;
- To liaise with other bodies concerned with OH&S; and
- To advise the Minister on issues relating to OH&S for the maritime industry.

The purpose of the OHS(MI) Act is to provide an occupational health and safety regime for persons employed in the maritime industry and for related purposes.

Principal Legislation Relating to the Seacare Authority for ships registered in the Australian International Shipping Register

Occupational Health and Safety (Maritime Industry) Act 1993

Occupational Health and Safety (Maritime Industry) Regulation 1995

Occupational Health and Safety (Maritime Industry) (National Standards) Regulations 2003.

A complete list of legislation is available at: www.seacare.gov.au/home/legislation

Department of Environment and Energy

The Department of Environment and Energy (DEE) is the Australian Government department responsible for implementing the government's policies to protect Australia's environment and heritage and promote a sustainable way of life.

DEE is the department responsible for the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* (the Act) and the *Ozone Protection and the Synthetic Greenhouse Gas Management Regulations 1995* (the Ozone Regulations).

The Act gives effect to Australia's obligations under the *Vienna Convention for the Protection of the Ozone Layer* and the *Montreal Protocol on Substances that Deplete the Ozone Layer*.

The Ozone Regulations, among other things, require that a person must not handle refrigerant unless they hold a refrigerant handling licence (RHL). Subject to a number of specific requirements being met DEE has agreed that holders of an AMSA Certificate of Competency, Certificate of Recognition or Certificate of Equivalence as Marine Engineer Class 1, Marine Engineer Class 2 and Engineer Watchkeeper will not be required to hold a separate licence to handle refrigerants.

A copy of the Memorandum of Understanding between DEE and AMSA is available upon request.

Appendix 2 – Reference Material

There is no reference material on the AMSA web site or in this booklet that covers Section 6 - Engineering of the assessment syllabus. Engineers should study the technical books and other publications that they used when preparing for their Certificate of Competency examinations.

If seafarers serving on a ship registered in the AISR do not have easy access to the internet then ship owners and ship operators must ensure that hard copies of all reference material is available on board.

Issued by Australian Hydrographic Service

- Australian Seafarers Handbook, 4th Edition 2013.
- Annual Summary of Australian Notices to Mariners

Copies of above two publications must be on board all Australian ships registered in the Australian General Shipping Register (AGSR) or AISR.

See: www.hydro.gov.au

Issued Australian Maritime Safety Authority

- MASTREP and Australian Mandatory Reporting Guide.
- Australian GMDSS Handbook
- Code of Safe Working Practice for Australian Seafarers
- Dangerous, Hazardous and Harmful Cargoes Handbook (available in hardcover only)
- Garbage Record Book (available in hardcover only)
- Incident Notification Guide
- Incident Reporting Service Charter
- OH&S Inspectorate Manual Tasks Information Brochure
- Oil Record Books Part 1 and Part 2 (available in hardcover only)
- Reef VTS User Guide
- Seacare Compliance and Enforcement Policy
- Survival at Sea Manual (Hard Copy only) – A copy should be in every crew cabin
- Protection of the Sea – Conventions and Legislation in Australia
- Stow it don't throw it
- Australian Search and Rescue
- Facts Sheets – The AMSA web site also has a large of number of Fact Sheets that provides important information
- Marine Notices – Provides information to the broader shipping community on important information. All current Marine Notices are available on the AMSA web site: www.amsa.gov.au

Important AMSA Forms

AMSA 18 Incident Alert

AMSA 19 Incident Report

AMSA 197 Harmful Substances Report

AMSA 419 Application for a Certificate and/or Endorsement, Australian Seafarer's Service Book
Compass Adjuster Licence, Revalidation and Replacement of Certificates/Endorsements

AMSA 326 Application for a Certificate of Equivalence

AMSA 361 Official Log Book

AMSA 351 Workplace Agreement

AMSA 143 Record of Service

Candidates are encouraged to review the forms section of the AMSA web site:

www.amsa.gov.au/forms-and-publications/index.asp

Candidates are also encourage to review the information regarding registration of a ship in the AISR at: www.amsa.gov.au/vessels/shipping-registration/australian-international-shipping-register/index.asp

Issued by the Seacare Authority

- The Code of Safe Working Practice for Australian Seafarers
- Approved Code of Practice for Manual Handling (Maritime Industry)
- Occupational Health and Safety (Seacare brochure #4)
- Guidance on Confined Space Training
- HSR Handbook

See: www.seacare.gov.au

Issued by ATSB

All candidates preparing for the assessment in Australian maritime regulatory framework are strongly encouraged to review the marine section of the ATSB web site:

www.atsb.gov.au/marine.aspx

Issued by the Office of Transport Security

Strengthening Maritime Security Guide, which is available from the Office of Transport Security website.

All candidates preparing for the assessment in Australian maritime regulatory framework are strongly encouraged to review the maritime security section of the OTS web site:

www.infrastructure.gov.au/transport/security/maritime/index.aspx

Appendix 3 – Current Marine Orders

1. The latest issue of Marine Orders should always be consulted. There is a list of current Marine Orders available from the AMSA web site.
2. The terms Marine Order and Marine Orders are inter-changeable.

MO	Title	Comments
1	Administration	Sets out rules of interpretation that generally apply to all marine orders and generic provisions that a Marine Order may adopt.
2	Australian International Shipping Register	This Order provides for the qualifications for seafarers who work on AISR vessels. The Order also provides for construction, equipment and operational requirements on AISR vessels. The requirement for employment conditions of seafarers who work on AISR vessels is contained in MO11.
4	Transitional Arrangements	This order describes how various Marine Orders were modified when the <i>Navigation Act 2012</i> came into force.
9	Health - Medical Fitness Guidelines for the medical examination of seafarers and coastal pilots	Provides health and medical fitness requirements for all seafarers serving on a ship registered in the AGSR or AISR. Provides minimum medical standards required to be met.
11	Living and Working Conditions on Vessels	This Order replaces MO10, MO14 and MO53. This Order provides for the following matters for seafarers on board regulated vessels: (a) Medical Supplies; (b) Accommodation; (c) Hospitals and medical first aid; (d) Food; (e) Sanitary facilities; (f) Working conditions; (g) Repatriation; and, (h) Describes requirements to ensure MLC Compliance.
12	Construction – Subdivision and stability, machinery and electrical installations	Gives effect to Chapter II-1 of SOLAS and prescribes standards to be met concerning structure, subdivision, stability, machinery and electrical installations for SOLAS ships and non-SOLAS ships. It also gives effect to the IMO guidelines for the design and construction of offshore supply vessels.
15	Construction – Fire Protection, Fire Detection and Fire Extinction	Gives effect to Chapter II-2 of SOLAS and prescribes standards to be met concerning fire protection, fire detection and fire extinction for SOLAS ships and non-SOLAS ships.

MO	Title	Comments
16	Loadlines	Gives effect to the Load Line Convention and generally makes provision for and in relation to load lines. It also prescribes entries relating to load lines to be made in the official log-book of an Australian registered ship.
17	Liquefied Gas Carriers and Chemical Tankers	(a) Gives effect to Parts B and C of Chapter VII of SOLAS, dealing with the construction and equipment of ships carrying dangerous liquid chemicals and liquefied gases in bulk; (b) Gives effect to requirements for minimising accidental pollution in accordance with Regulation 11 of Annex II to MARPOL; and (c) Makes provision generally for and in relation to the loading, stowing and carriage in ships of dangerous liquid chemicals and liquefied gases.
18	Measures to Enhance Maritime Safety	(a) Gives effect to Chapter XI-1 of SOLAS, which deals with matters including enhanced survey requirements for certain bulk carriers and tankers, ship identification numbers, Company and registered owner identification numbers and Continuous Synopsis Records; and (b) Applies regulations 2 (enhanced surveys), 3 (ship identification numbers) and 5 (Continuous Synopsis Records) of Chapter XI-1 of SOLAS to ships on voyages other than international voyages.
19	Tonnage Measurement	Gives effect to the Tonnage Measurement Convention and makes provision generally for or in relation to the ascertainment of the tonnage of ships.
21	Safety and Emergency Procedures	(a) Gives effect to certain regulations of Chapters II-1, III, V and XI-1 of SOLAS: (b) Prescribes matters relating to manning, navigation bridge visibility, pilot transfer, steering gear, emergency and abandon ship signals, emergency plans, constructions and duties and atmosphere sampling and testing.
25	Equipment – Life Saving	Gives effect to Chapter III of SOLAS, including giving effect to the LSA Code, and prescribes matters relating to distress and urgency signals.
27	Safety of Navigation and Radio Equipment	Gives effect to Chapter IV or V of SOLAS, which deals with the provision of radio equipment, navigation safety measures, navigation safety equipment, and emergency and distress messages.
28	Operations Standards and Procedures	Gives effect to Regulations I/14, VIII/1, VIII/2 of the STCW Convention and provisions A-I/14, A-VIII/1, A-VIII/2 and B-I/14 and B-VIII/2 of the STCW Code.

MO	Title	Comments
30	Prevention of Collisions	Gives effect to the Prevention of Collisions Convention.
31	Vessel Surveys and Certification	Gives effect to Chapter I of SOLAS, which deals with the survey and certification of ships.
32	Cargo Handling Equipment	<p>Prescribes matters for the inspection and testing of machinery and appliances used for loading or unloading ships, off-shore industry vessels and off-shore industry mobile units. This MO also prescribes matters relating to the prevention of the use of defective machinery, maintenance and use of cranes and other equipment and protection of the health and security from injury of person engaged in loading and unloading of ships.</p> <p>This MO also gives effect to a number of instruments of the International Labour Organisation relating to dock work and health and safety.</p>
33	Cargo and Cargo Handling - Grain	Gives effect to Part C of Chapter VI of SOLAS dealing with the carriage of grain and generally makes provision for the loading, stowing and carriage of grain in ships.
34	Solid Bulk Cargoes	Gives effect to the relevant regulations of Chapter VI of SOLAS that deals with the of solid bulk cargoes and the IMSBC . This MO also gives effect to Chapter VII, Part A-1 of SOLAS dealing and generally makes provision for the loading, stowing and carriage and unloading of solid bulk cargoes.
35	Additional Safety Measures for Bulk Carriers	Gives effect to Chapter XII of SOLAS, which provides structural, stability and other requirements for bulk carriers, in addition to the applicable requirements of other chapters.
41	Carriage of Dangerous Goods	<p>Gives effect to the following Parts of Chapter VII of SOLAS:</p> <p>(a) Part A, which deals with the carriage of dangerous goods in packaged form and in particular gives effect to the IMDG Code; and</p> <p>(b) Part D, which deals with special requirements for the carriage of packaged irradiated nuclear fuel, plutonium and high-level radioactive wastes on board ships, and in particular gives effect to the INF Code.</p>
42	Carriage, Stowage and Securing of Cargoes and Containers	Gives effect to SOLAS, Chapter VI, Prescribed matters relating to cargo information and weighing and loading, stowage and securing of cargo.
43	Cargo and Cargo Handling – Livestock	Makes provision for the certification of ships engaged in the carriage of livestock cargoes and specifies requirements concerning the stowage and carriage of such cargoes for the safe operation of ships.
44	Safe Containers	Gives effect to the Container Convention and provides generally for the protection of the health and security from injury of persons loading or unloading containers on and from ships.

MO	Title	Comments
47	Mobile Offshore Drilling Units	<i>Unlikely to apply to ships registered on the AISR.</i>
49	High Speed Craft	Gives effect to Chapter X of SOLAS, which deals with matters relating to high-speed craft.
50	Special Purpose Ships	Gives effect to the Code of Safety for Special Purpose Ships.
51	Fishing Vessels	Applies to Australian registered fishing vessels when engaged on an overseas voyage. This Order sets out: (a) standards of competence to be attained and other conditions to be satisfied by a person to be a qualified skipper, officer in charge of a navigational watch, engineer or deck hand for a fishing vessel; and (b) stability requirements for fishing vessels.
52	Yachts and Training Vessels	<i>Unlikely to apply to ships registered in the AISR.</i>
54	Coastal Pilotage	<i>Unlikely to apply to ships registered in the AISR.</i>
57	Helicopter Operations	Prescribes the requirements for the safe arrangements for transfer of persons or goods from helicopter to ship, or vice versa.
58	Safe Management of Vessels	Gives effect of SOLAS Chapter IX.
59	Offshore Support Vessel Operations	This Order makes provision about: (a) Safety of people engaged in loading or unloading off-shore industry vessels. (b) Safe navigation and operation of off-shore industry vessels. (c) Safety of people, including pilots, going on or coming from, or on board, off-shore industry vessels.
60	Floating Offshore Facilities	<i>Unlikely to apply ships registered in the AISR.</i>
61	Safe Working on Board Ships	Makes provision for the safety of persons on board ships and gives effect to the <i>Code of Safe Working Practice for the Australian Seafarer</i> .
62	Government Vessels	<i>Unlikely to apply to ships registered in the AISR.</i>
63	Vessel Reporting Systems	Ship reporting system for the Australian search and rescue area (NavArea X). This Order applies to a regulated Australian vessel. This Order also applies to a foreign vessel from its arrival at its first port in Australia until its departure from its final port in Australia.
64	Vessel Traffic Service	Makes provision for vessel traffic services.

MO	Title	Comments
70	Seafarer Certification	Gives effect of STCW Convention
71	Masters and Deck Officers	Gives effect of STCW Convention
72	Engineer Officers	Gives effect of STCW Convention
73	Ratings	Gives effect of STCW Convention
74	Master and Deck Officers (Yachts)	Gives effect of STCW Convention
91	Marine Pollution Prevention – Oil	Marpol Annex 1
93	Marine Pollution Prevention – Noxious Liquid Substances	Marpol Annex 2
94	Marine Pollution Prevention – Package Harmful Materials	Marpol Annex 3
95	Marine Pollution Prevention – Garbage	Marpol Annex 5
96	Marine Pollution Prevention – Sewage	Marpol Annex 4
97	Marine Pollution Prevention – Air Pollution	Marpol Annex 6
98	Marine Pollution Prevention – Anti-fouling systems	Anti-Fouling System Convention

Appendix 4 – Did you know?

1. Did you know that AMSA publishes the names of Australian registered ships that have been detained on its web site?

Reference – AMSA Act Section 11

2. Did you know that holders of an AMSA Certificate of Competency, Certificate of Recognition or a Certificate of Equivalence as Engineer Class 1, Engineer Class 2 and Engineer Watchkeeper serving on a ship to which the *Navigation Act 2012* applies are exempt from the DEE requirement to hold a Refrigerant Handling Licence?

Reference – MOU between DEE and AMSA

3. Did you know that when AMSA inspects Australian registered ships that the inspection includes refrigeration and air conditioning systems?

Reference – MOU between DEE and AMSA

4. Did you know if refrigeration and air conditioning (RAC) work is or has been carried out that:

- (a) Each engineer carrying out RAC work must hold an AMSA Certificate of Competency, Certificate of Recognition or Certificate of Equivalence as Engineer Class 1, Engineer Class 2 or Engineer Watchkeeper (On ships registered in the AISR engineers who do not hold a full Certificate of Equivalence cannot undertake RAC work).
- (b) Each cylinder of refrigerant on board must be within its test date.
- (c) A Leak detector, vacuum pump and recovery unit is present and has been checked at least quarterly to ensure that the equipment is operating correctly.
- (d) The ship has a risk management plan relating to the storage and handling of fluorocarbon refrigerants?

Reference – MOU between DEE and AMSA

5. Did you know that except in special circumstances AMSA does not delegate to recognised organisations (Classification Societies) the conduct of audits for issue of Safety Management Certificate (SMC) and Document of Compliance (DOC)?

Reference – Marine Orders Part 58 and ISM procedures and policy documentation on the AMSA web site.

6. Did you know that except for issue and amendment of a ship's Continuous Synopsis Record (CSR) the Office of Transport Security is the Australian government agency responsible for the implementation of the ISPS Code?

AMSA's Ship Inspection and Registration section is responsible for issue and amendment of the CSR.

Reference - AMSA web site – Shipping Registration Section.

7. Did you know that an objective of the *Occupational Health and Safety (Maritime Industry) Act 1993* is for each Australian registered ship to have "Designated Work Group/s"?

Reference - Occupational Health and Safety (Maritime Industry) Act 1993, Part 3

8. Did you know that “Designated work Groups” can only be established if there is a request from employee/s and/or an involved union?

Reference – Occupational Health and Safety (Maritime Industry) Act 1993, Provision 34

9. Did you know that the intent of the *Occupational Health and Safety (Maritime Industry) Act 1993* is for each “Designated Work Group” on an Australian registered ship to have a “Health and Safety Representative/s”?

Reference – Occupational Health and Safety (Maritime Industry) Act 1993, Provision 41

10. Did you know that a “Health and Safety Representative” appointed or elected for a designated work group must undertake training that is approved by the Seacare Authority?

Reference – Occupational Health and Safety (Maritime Industry) Act 1993, Provision 47

11. Did you know that a “Health and Safety Representative” appointed or elected for a designated work group has a number of powers? These powers include but not limited to:

- Inspect the workplace;
- Ask the Inspectorate (AMSA) to conduct an investigation;
- Accompany an inspector during an investigation; and
- Issue provisional improvement notices.

Reference – Occupational Health and Safety (Maritime Industry) Act 1993, provisions 48 to 56.

12. Did you know that it is AMSA policy that all Australian flag vessels to which the *Navigation Act 2012*, applies must have an OH&S inspection/audit at least once every 12 months? These inspections/audits are not normally conducted in conjunction with flag state inspections

Reference – ITS 61-01 Functions under the OH&S (MI) Act 1993

13. Did you know that Australian flag vessels under the jurisdiction of the *Navigation Act 2012* are eligible for flag state inspection in accordance with the same criteria that AMSA uses for conducting Port State Control (PSC) inspections?

Reference AMSA ITS 63 – Ship Inspections