



GUIDANCE NOTICE

National Standard for Commercial Vessels – Certificate of Competency

Master <35m Near Coastal (NC)

Duties authorised by certificate

The holder of this certificate can:

- Command a vessel <35 m long in the Exclusive Economic Zone (EEZ);
- be Master of a vessel <80 m long in inshore waters
- Act as Chief Mate or watchkeeper on a vessel <80 m long in the EEZ.

Sea Service – Master <35 m NC

While holding a Master <24 m NC or a Mate <80 m NC certificate

The applicant must have at least:

- 180 days** qualifying sea service on commercial vessels ≥ 12 m long, including 120 days as person in charge of a navigational watch, and a completed approved task book; or
- 360 days** qualifying sea service on commercial vessels ≥ 12 m long, including 240 days as person in charge of a navigational watch.

Possible Restrictions - Master <35 m NC

Restricted to command only in sheltered waters:

A certificate will be restricted to command 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.

Endorsement – Master <35 m NC

Near Coastal Certificates of Competency issued prior to 1 July 2013

The holder of an existing certificate of competency issued by a state or territory marine safety agency prior to 1 July 2013 may apply to the National Regulator for the following endorsements provided the conditions are met.

Endorsement to 600 nm

A Master <35m NC (or equivalent existing state or territory certificate) can be endorsed as Master <35 m and as Chief Mate <80 m operating domestic commercial vessels up to 600 nm from the mainland coast if the holder satisfies the following conditions:

- The certificate was previously endorsed to 600 nm; and
- The holder must not enter the EEZ of another country while carrying out navigation duties relevant to the certificate.

Endorsement to command a vessel <45m long in the EEZ

A Master <35m NC (or equivalent existing state or territory certificate) can be endorsed to command a vessel <45m long in the EEZ if the holder satisfies the following conditions:

- The holder must have at least 120 days qualifying sea service in charge of a navigational watch on commercial vessels ≥ 24 m long, accrued while the holder holds:
 - a Master <35 m NC certificate of competency; or
 - an equivalent certificate approved by the National Regulator.

For further endorsements approved by the National Regulator for a Master <35m NC please refer to MO505 – Approved Endorsements available at the AMSA website.

The endorsement will expire at the same time the certificate of competency expires and can be revalidated at the time the certificate of competency is reissued.

Qualifying Sea Service and Task Books

Sea Service will be assessed using the National Standard for Commercial Vessels (NSCV) Part D, Crew Competencies.

Please note that the applicant must accrue at least half of the qualifying sea service required for the certificate in the 5 years before the application.

For further information on this document and access to additional information on qualifying sea service and task books please refer to the AMSA website www.amsa.gov.au

Final assessment

Candidates are required to undertake a final assessment conducted by a National Regulator approved assessor before being issued a certificate of competency.

Candidates who successfully complete all requirements for an NSCV Part D certificate of competency including the final assessment may request a temporary service permit in the form of a letter to allow them to operate immediately.

The criteria and competencies covered in a final assessment are included in the relevant tables of the 'Skills and Knowledge required for NSCV Certificates of Competency Part D Crew Competencies' document, which can be found on the AMSA website.

Application for Certificate of Competency

If lodging an application in person:

The applicant must complete and provide the information required by the Application for a Certificate of Competency (AMSA form 534).

Completing this form and providing the information required will help the applicant demonstrate he or she meets the eligibility criteria for the issue of the Certificate of Competency (set out below).

If lodging an application by post:

Unless an application by post is from a person who is already known to the National Regulator, the National Regulator may request reasonable evidence to confirm or verify any of the information provided as part of the application. (See also the information below under the heading Certified Copies).

Eligibility Criteria – Master <35 m NC

- Be at least 16 years when the certificate is issued;
- Provide evidence of sea service accrual in the form of:
 - An application for a Qualifying Sea Service Assessment (AMSA form 560); or any of the following
 - A declaration in a form acceptable to the National Regulator;
 - An approved sea service log book or task book;
 - A letter, from the operator, owner, master or chief engineer of a vessel detailing the applicant's sea service
 - Certificate of Medical Fitness for a Marine Qualification (AMSA form 559);
 - Eyesight Test Certificate Application (AMSA form 542);
 - Certified Copy of certificate of competency – Master <24m (NC) and / or Mate <80m (NC);
 - Certificate 4 Master <35 (NC) issued by an AMSA approved training organisation;
 - Marine Radio Operators Certificate of Proficiency issued by the Australian Communications and Media Authority, or higher qualification, or an equivalent qualification approved by the National Regulator;
 - HLTAID003 unit of competency Provide first aid or another certificate that the National Regulator considers to be equivalent;
 - Pay fee/s.

You also will be asked to provide an application for a certificate of competency, proof of identity and two passport-style photographs taken in the previous six months.

Master <35m Certificate of Competency Renewal (Revalidation)

A Master <35 m NC Certificate of Competency expires 5 years after it is issued or renewed; or a lesser period determined by the National Regulator.

Sea Service for other Renewal (Revalidation)

To be eligible to renew (revalidate) a Master <35 m NC Certificate of Competency the applicant must:

- have at least 120 days qualifying sea service accrued in the 5 years prior to the application for renewal, as an officer of the watch for duties of the kind to which the certificate applies.

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 qualifying sea service 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.

Renewal (Revalidation) requirements

- Application for a Certificate of Competency – other renewal - revalidation (AMSA form 534);
- Provide Evidence of sea service accrual in the form of a:
 - Application for a Qualifying Sea Service Assessment (AMSA form 560); or any of the following
 - A declaration in a form acceptable to the National Regulator;
 - An approved sea service log book or task book;
 - A letter, from the operator, owner, master or chief engineer of a vessel detailing the applicants sea service
- Certificate of Medical Fitness for a Marine Qualification (AMSA form 559);
- Eyesight Test Certificate Application (AMSA form 542);
- HLTAID003 unit of competency Provide first aid or another certificate that the National Regulator considers to be equivalent;
- Pay fee/s.

You also will be asked to provide proof of identity and two passport-style photographs taken in the previous six months.

Certified Copies

A certified copy is a copy of an original document (not a copy of a copy) that has been certified as a true and correct copy by a person who is authorised to witness a statutory declaration (see list below).

Certified copies can be obtained by presenting the original document together with a photocopy of that document to an authorised person for them to sight and certify.

Persons who are authorised to witness statutory declarations (under the *Commonwealth Statutory Declarations Act 1959*) include:

- Accountant (Chartered or Certified)
- Clerk of a Court
- Commissioner for Affidavits
- Commissioner for Declarations
- Dentist
- Justice of the Peace
- Legal Practitioner
- Magistrate
- Medical Practitioners
- Nurse
- Pharmacists
- Police Officer
- Post Office Manager
- Sheriff or Sheriff's Officer
- Teacher
- Veterinary Surgeon

For a 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 at the following link:

www.comlaw.gov.au/Details/F2006C00248

More Information

Industry Guidance Notices containing more information on certificates of competency, sea service requirements and task books, can be obtained from the Australian Maritime Safety Authority website at www.amsa.gov.au and from state and territory marine safety agencies.

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.
- Previous documents found to be in conflict with this document (or parts thereof) will be updated or withdrawn at the earliest opportunity.