



No. 1(11)/2016-CE&SS
Government of Pakistan
Ministry of Ports & Shipping
(Ports & Shipping Wing)

Karachi, the 07th October, 2016

CIRCULAR NO. 08 /2016

Ministry of Ports & Shipping has developed the Course with Syllabus for issuance of Certificate of Competency to eligible Electro-technical Ratings (ETR) after an oral examination under regulation III/7 of the STCW-Convention, 1978, as amended. This certificate will entitle the successful candidate to perform the duties of electro-technical rating in accordance with the latest standard at an operational level on a ship of any propulsion power in any operating area.

2. All the Existing Electrician/Assistant Electrician desirous to appear in the Certificate of Competency Oral Examination are hereby informed to first go through the standard of Examination set in the attached Annex-A, before applying for issuance of Notice of Eligibility (NOE) which will be issued once you have met the requirements as specified under:

- 1) The appropriate fee;
- 2) A medical fitness certificate from the Administration approved medical center or doctor;
 - a) For any Certificate of Competency, candidate must meet the medical fitness and eyesight standards as required by the Merchant Shipping (Maritime Labour Convention) (Medical Certification) Regulations 2010 (S.I. 2010/737).
 - b) The seafarer medical examination includes a sight test for both colour vision and visual acuity. Failure to meet the statutory requirements will mean that an unrestricted medical certificate cannot be issued.
 - c) The medical fitness certificate must specify the date of examination, the period of validity and any restriction applied.
- 3) An eye test from MMD office;
- 4) 2 passport-size photographs;
- 5) Proof of the required seagoing service at least 6 months of the qualifying seagoing service must have been performed within the immediately last 5 years as an Electrician. Candidate will be required to submit documentary evidence in this regard. Seagoing service may be performed in vessels of any flag. Seagoing service must be performed in merchant ships proceeding to sea.

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6) Ancillary Technical and Safety Courses:

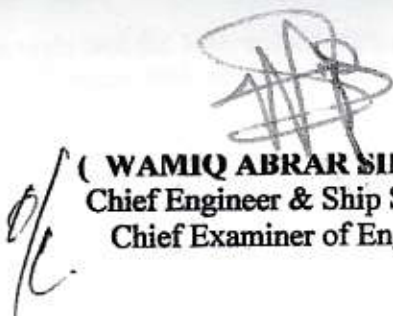
- i. Personal Survival Techniques (STCW Code - Table A-VI/1-1);
- ii. Fire Prevention and Fire Fighting (STCW Code - Table A-VI/1-2);
- iii. Elementary First Aid (STCW Code - Table A-VI/1-3);
- iv. Personal Safety and Social Responsibilities (STCW Code - Table A-VI/1-4);
- v. Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (STCW Code - Table A-VI/2);
- vi. Advanced Fire Fighting (STCW Code - A-VI/3)
- vii. High Voltage (management) (STCW Code - A-III/2)

3. After obtaining NOE for ETR oral Exams, candidates should confirm their date of Oral Examination and any other information from the Office of Chief Examiner of Marine Engineers at Ist Floor, KDLB Building, West Wharf Road, Karachi. Oral examination would be arranged on monthly/quarterly basis in view of number of candidates desiring to appear.

4. Application Forms for the Examination, complete in all respect, should be submitted through Mercantile Marine Department, Karachi at least two weeks before the examination.

5. Fees to be deposited in the Mercantile Marine Department for the ETR examination as per breakup given below:

(i)	Fee for Notice of Eligibility for oral Examination of ETR	Rs. 2,500/-
(ii)	Oral Examination Fee	Rs. 5,000/-


(WAMIQ ABRAR SIDDIQUI)
Chief Engineer & Ship Surveyor/
Chief Examiner of Engineers

DISTRIBUTION:

1. The Director General (P&S).
2. The Chief Nautical Surveyor, P&S Wing, Karachi.
3. The Principal Officer, MMD, Karachi.
4. Engineer & Ship Surveyor (Exams), P& S Wing, Karachi.
5. Notice Board.

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Electro-technical Rating (ETR) certificate of competency for the existing Electrician.

If you are an existing Electrician serving onboard you must be holding Certificate of Competency as Electrician issued from MMD, prove of minimum of 6 months' workshop training Certificate and 12 months' seagoing service while working on board ship as an ETR or undertaking equivalent duties (Electrician or Assistant Electrical Engineer).

At least 6 months of the qualifying seagoing service must have been performed within the 5 years immediately preceding the issue of your Certificate of Competency.

Seagoing service may be performed in vessels of any flag. Seagoing service must be performed in merchant ships proceeding to sea.

If the ship you are serving on is in lay-up, at maintenance berth, extended anchorage or dry dock you may count up to 25% of this service towards your qualifying service.

You will be required to submit documentary evidence of seagoing service for Certificate of Competency you apply for. Proof of seagoing service must be documented by seamen service discharge book entries. Each entry must be supported by testimonials from the Master or Chief Engineer. The testimonials must cover your conduct and ability.

Before being considered for an oral examination you are required to provide evidence of having completed the full amount of qualifying seagoing service and workshops skills training.

Medical Fitness and Eyesight Standards

For any Certificate of Competency, you must meet the medical fitness and eyesight standards as required by the Merchant Shipping (Maritime Labour Convention) (Medical Certification) Regulations 2010 (S.I. 2010/737).

The seafarer medical examination includes a sight test for both colour vision and visual acuity. Failure to meet the statutory requirements will mean that an unrestricted medical certificate cannot be issued.

The medical fitness certificate must specify the date of examination, the period of validity and any restriction applied.

Proving your sea service

You are responsible for making sure your sea service is documented and verified by your ship's master or company.

To support your sea service, you must provide the following documents for each vessel you have served on:

- 1) *certificate of sea service*
- 2) discharge certificate or discharge book (ensuring that sign on / signed off entries match the service certificate dates).

If it is not included in one of the documents above, you must also provide a reference (on company letterhead), from the ship's master or your employer. The reference(s) must state the start and end dates of your service and duties while in service. Any references must cover your experience, conduct, sobriety and ability

The documents you provide must contain all of the following details for each vessel you have served on:

- 1) your employer's name and contact details
- 2) the name, tonnage and type of vessel (for example, cargo vessel, tanker, bulk carrier)
- 3) the type of cargo carried and area of operation
- 4) the engine type, make, model and output power
- 5) the dates you were employed and the sea time completed between those dates
- 6) your duties, including the actual time you spent on engine room in capacity of Assistant Electrical Engineer / Electrician.

Training

The sea service, training and experience required for this certificate must involve functions and duties associated with electrical, electronic and control engineering at an support level, on a ship of 750kW propulsion power or more in any operating area.

As part of your training, you are required to gain electro-technical (electronic and electrical) workshop skills relevant to the duties of an electro-technical rating. This training may be carried out ashore with an approved training provider.

The competencies you will need to gain and demonstrate are set out in Table A-III/7 of the STCW Code.

You must attend and pass an ETR training course from the institutes approved by the Administration, and meets the required competencies specified in section A-III/7 of the STCW Code. You should check that the course provides the required training in electro-technical workshop skills.

Notice of Eligibility (NOE)

You will be issued with an NOE once you have met the requirements specified below.

The NOE will allow you to book an oral examination at DGP&S, Chief Engineer Examiner and Ship Surveyor office provide you with a list of any outstanding documents that you will need to submit prior to the issue of your Certificate of Competency.

At least 6 months of the qualifying seagoing service must have been performed within the 5 years immediately preceding the issue of your NOE.

Prior to the issue of your NOE you must submit:

- 1) The appropriate fee;
- 2) A medical fitness certificate from the Administration approved medical center or doctor;
- 3) An eye test from MMD office;
- 4) 2 passport-size photographs;
- 5) Proof of the required seagoing service applicable to the Certificate of Competency being applied for;
- 6) Ancillary Technical and Safety Courses:
 - i. Personal Survival Techniques (STCW Code – Table A-VI/1-1);
 - ii. Fire Prevention and Fire Fighting (STCW Code – Table A-VI/1-2);
 - iii. Elementary First Aid (STCW Code – Table A-VI/1-3);
 - iv. Personal Safety and Social Responsibilities (STCW Code - Table AVI/1-4);
 - v. Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (STCW Code – Table A-V1/2);

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- vi. Advanced Fire Fighting (STCW Code - A-VI/3)
- vii. High Voltage (operational) (STCW Code - A-III/2)

The ETR certificate is issued under regulation III/7 of the International Convention on the Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW). With this certificate, you can perform electrical, electronic and control engineering functions and duties at support level on a ship of any propulsion power in any operating area. This is the assistant to senior electro-technical officer.

Final examination

You must pass a final exam to show you have met the standards of competency specified in section A-III/7 of the STCW Code. The final exam is currently an oral examination.

If a candidate fails an oral examination re-sits may be taken at the following intervals:

- Second attempt** - at 2 weeks after the initial examination;
- Third attempt** - at least 4 weeks after the second attempt;
- Subsequent attempts** - at least 3 months after the previous attempt.

Time periods between examinations can be reduced at the discretion of the examiner. Where a candidate exhibits a lack of basic competency across the syllabus or makes fundamental errors in areas of safety, the examiner may impose a seagoing service penalty which the candidate must complete before re-sitting the examination.

Fraudulent Certificates and Seagoing Service

The Administration checks that all of the information you submit in support of your application is accurate and true. We:

- 1) Check and verify ancillary and safety course certificates;
- 2) Verify sea service testimonials and discharge book entries;
- 3) Only accept original course completion certificates.

If you submit fraudulent seagoing service records or certificates we will not allow you to proceed with your application. We reserve the right not to let you apply again until after a period specified by the Chief Examiner.

ETR Oral Examination Syllabus

The principal objective of the oral examination is to ensure that a candidate will be able to undertake the duties and responsibilities of an ETR on board a seagoing ship. In the examination every candidate must prove the ability to undertake the tasks, duties and responsibilities listed in the column 1 of table A-III/7 of STCW Code.

The minimum knowledge understanding and proficiency required of an electro-technical rating serving on a sea going ship powered by main propulsion machinery of 750 kW propulsion power or more is listed in column 2 of table A-III/7 of STCW Code.
