

South African Maritime Safety Authority



Marine Notice No. 17 of 2005

Sea service (experiential) training of deck cadets on accelerated training schemes

TO EXAMINERS, MASTERS, TRAINING OFFICERS, TRAINING INSTITUTIONS, SHIPPING COMPANIES AND PRINCIPAL OFFICERS

Summary

This marine notice gives guidance on the performance and monitoring of sea service (experiential) training of deck cadets on accredited accelerated training schemes and on the preparation of cadets for the level 3 assessment (oral examination).

Introduction

1 The *Merchant Shipping (Training and Certification) Regulations, 1999*, reduced the sea service requirement for the first certificate of competency from a minimum of 21 months to 12 months for deck cadets on accredited accelerated training schemes. Since then the examination results of these cadets has been closely monitored and examiners have reported a general decline in standards, especially in the navigational skills and general seamanship subjects. The reason for this can be attributed to:

- .1 insufficient support from ship-board staff in training, mentoring, monitoring and assessing a cadet's progress; and/or
- .2 insufficient time spent at sea.

2 The syllabus committee (a stakeholders' forum) that deals with these matters discussed this trend at its last meeting and adopted the recommendations set out in this notice.

Improved monitoring by shore-based company training officer

3 Regulation 70 of the *Merchant Shipping (Training and Certification) Regulations, 1999*, describes the obligations of the training officer. It is important for the training officer to fully understand his/her obligations and to be fully aware of the facilities and resources available on the various ships on which training is conducted and be acquainted with the individual cadets. The training officer must: monitor the cadet's progress during the training (sea service) by interviewing the cadet at regular intervals (3 monthly); check the progress of learning by inspecting the cadet training record book and projects; and interview the ship's officer(s) responsible for the cadet's training.

4 The training officer must communicate his/her findings to the cadet, the ship's training officer and the master/chief engineer and, where appropriate, make recommendations for improving the training. The training officer must keep a record of these meetings and recommendations.

5 The training officer must report every 6 months to the SAMSA senior examiner on the cadets employed in the training scheme.

Improved mentoring by shipboard training officer

6 The company must ensure that suitably qualified officers are placed in charge of the on-board training. The appointed officer must familiarise him/herself with the training requirements (guidance is printed in the front of the Cadet Training Record Book). The officer must also ensure that the cadet has adequate study time to complete the various projects and must be available to guide, instruct and supervise the cadet. On completion of the various tasks (as specified in the record book), the officer must make arrangements for the proper assessment of the acquired skills/knowledge before the items are "signed off".

7 The experiential training should concentrate on general seamanship and cargowork and, during the last six months, on bridge watchkeeping procedures and navigational skills. Deck cadets are not to be used as "cheap" labour or as look-outs.

8 The shipboard training officer must record a cadet's progress in the Cadet Training Record Book and communicate the progress to the company training officer (and master/chief engineer) at regular intervals.

Sea service

9 It is not the intention to increase sea service requirements at this time. It should be pointed out that the regulations make provision for **minimum** sea service requirements. This means that 12 months is the minimum period in which all the tasks, skills and projects, as mentioned in the Cadet Record Training Book, must be satisfactorily completed and assessed. It also implies that, if a cadet is not ready or has not successfully completed all the tasks, additional sea service is required.

10 Some companies have indicated that they consider 12 months sea service to be insufficient to complete the training and that they intend to extend the sea service to more than the minimum period of 12 months. SAMSA recognises that logistical and operational factors do not allow some companies to complete the training of their cadets within the minimum period. SAMSA, therefore, encourages individual companies to set realistic targets in which the experiential training can be successfully completed.

11 Companies are encouraged to include accredited **simulator training** as part of the experiential training programme.

Company training officer to issue testimonial

12 To complete the audit and control chain, the company training officer must issue each deck cadet who successfully completes the experiential (sea service) training phase with a testimonial stating this fact. The testimonial must also state:

- .1 the cadet's name and ID number;
- .2 a short description of the vessels served in (type of ship and trade);
- .3 the time served in each ship (and if bridge watchkeeping time was accrued);
- .4 if additional simulator training was given;
- .5 a general description of the cadet's conduct and ability;
- .6 any other relevant information.

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