



GUIDANCE NOTE
Level 3 assessment –
Master

Document No. GOP-513.1
Revision No, Date 4 – 25.09.13
Effective Date
Page 1 of 9

Compiled by

Approved by

Chief Examiner

Executive Head: Centre of Seafarers

OPERATIONS – SEAFARER CERTIFICATION

GUIDANCE NOTE

Level 3 assessment – Master

Content

STCW'78 AS AMENDED MASTER ORAL EXAMINATION
SYLLABUS GUIDELINE

The oral examination is mainly concerned with the safe and efficient operation of a ship, the correct use of equipment provided for the safety of the ship and the protection of the environment.

The examiner will expect the candidate to be able to answer selected questions from the syllabus guideline with the exception of the collision regulations, where the candidate shall be questioned in depth and is expected to have a thorough knowledge.

MASTER

TOPIC ONE COLLISION REGULATIONS

1. General

- (a) Application of Rules, definitions, Rule 2(b)
- (b) Look out and safe speed
- (c) Risk of collision, scanty information and action taken to avoid a collision
- (d) Narrow channels and Traffic Separation Schemes

2. Lights, shapes, fog signals and additional signals

- (a) Lights, shapes and fog signals of all types of vessels. Models or cards shall be used for this part of the examination.
- (b) Arc and range of visibility of lights for various lengths and types of vessels. Details of shapes

3. Conduct of vessels in sights of one another

- (a) Responsibilities between vessels, action of give way and stand on vessels
- (b) Action to take to avoid collision by use of models for all cases including end on, crossing and overtaking
- (c) Action to take when in a multiple vessel situation by use of models
- (d) Describe the procedures for routine navigational and collision avoidance manoeuvres
- (e) Describe actions when officer of the watch calls the Master when in an close quarters situation or in extremis

4. Conduct of vessels not in sight of one another

- a) Thorough knowledge of Rule 19
- b) Single and multiple vessel collision situations in restricted visibility

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **3 of 9**

5. Annexes to Collision Regulations and other items

- a) Distress signals
- b) Positioning of lights
- c) Describe the requirements for the organisation of bridge teams
- d) Explains the requirements and methods for passage planning
- e) Describe the contents of Masters standing orders and expectations from the officers of the watch

NOTE: IF A CANDIDATE SHOWS A LACK OF KNOWLEDGE OF THESE REGULATIONS, THEN THE ORAL IS TO BE TERMINATED.

TOPIC TWO EXCEPTIONAL CIRCUMSTANCES AND HEAVY WEATHER

1. Exceptional circumstances

- (a) Demonstrate the ability to act decisively in situations that put the vessel in possible or real peril such as loss of rudder and or propeller
- (b) Explain the legal and practical actions after a collision or sustaining hull damage from any cause
- (c) Explain the actions after grounding and methods of re-floating
- (d) State reasons and methods of beaching a vessel
- (e) Describe methods of handling a disabled vessel in seaway
- (f) Explain the actions when experiencing loss of power in confined waters or on a lee shore
- (g) Explain the actions when experiencing E/R emergencies such as crankcase explosions, generator failure, and fire
- (h) Explain the actions when cargo lashing come adrift
- (i) Devise a contingency plan due to structural failure, leaking hatch covers, cracks to the deck and hull and flooding

2. Preservation of passengers and crew

- (a) Describe the steps and procedure to be taken when a vessel is in distress as a result of grounding, collision, fire or foundering
- (b) Describe the procedures to ensure survival following abandoning ship
- (c) Describe recognised distress procedures when communicating with another station
- (d) Explain the use of distress equipment rocket apparatus to facilitate contact between ship and shore
- (e) Explain various methods for rescuing of passengers and crew by helicopter, other vessels and rocket apparatus

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **4 of 9**

3. Search and Rescue

- (a) Demonstrate an in depth knowledge of the IAMSAR manual including search patterns and roles of OSC and shore stations
- (b) Describe the methods for preparing boats, rafts and other equipment for the recovering of survivors
- (c) Describe methods of rescuing survivors of casualties, manoeuvring of vessels close to casualty, launching a recovery of boats in a seaway and treatment of survivors
- (d) Explain working with helicopters and fixed wing aircraft

4. Oil pollution and other items

- (a) Describe actions and statutory obligations to be taken after accidental or deliberate pollution by oil or other noxious substances
- (b) Describe actions to be taken when passengers or crew are injured at or in Port
- (c) Describe actions to take in case of navigational emergencies such as chart does not correspond with marks in sight, poor visibility in heavy traffic and close Waters
- (d) Explain the Master's statutory obligations responsibilities as a result of a marine casualty

5. Heavy weather

- (a) Describe precautions to be taken prior to the onset of heavy weather
- (b) Describe how certain types of vessels will handle in heavy weather
- (c) Describe the method for turning a vessel around in heavy seas
- (d) Describe action to be taken when the vessel is pounding excessively and access control on the decks

TOPIC THREE SHIP HANDLING, TOWAGE AND NAVIGATION NEAR ICE

1 Manoeuvring

- (a) Demonstrate with models the ability to manoeuvre in the open sea, approaching rivers and harbours, to anchorage or to pick up a pilot, to a berth alongside a quay or jetty, to single buoy mooring and to leave from buoys and other SBM's
- (b) Demonstrate the use of anchors and cables both for manoeuvring a vessel and berthing a vessel with or without currents and wind
- (c) Describe various manoeuvres such as running and standing moors, Mediterranean moor
- (d) Describe precautions before entering heavy weather, entering close waters and entering or leaving port
- (e) Describe the routing and handling of a vessel in the vicinity of a TRS
- (g) Demonstrate with models the turning circles and manoeuvring data of ships

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **5 of 9**

2. Towing and being towed

- (a) Explain the legal implications and contractual obligations with reference to the parties involved and the term LOF
- (b) Demonstrate an understanding how remuneration is granted
- (c) Demonstrate an understanding of selection of an appropriate towing vessel
- (d) Explain methods by which tows can be connected with and without power
- (e) Discuss the precautions to be taken en route and how to avoid chaffing
- (f) Discuss the passage planning for a vessel being towed

3. Navigation in the vicinity of ice

- (a) State the areas where ice which is dangerous to navigation may be encountered and where ice accretion may be experienced
- (b) State the sources from which information can be attained about such ice in (a)
- (c) State the precautions when navigating in areas of ice especially at night and in restricted visibility
- (d) Describe damage than can be sustained in areas of ice

TOPIC FOUR: DRYDOCKING, PORT OF REFUGE, AND SAFEGUARDING CARGO

1. Dry-docking

- (a) State particulars to be provided to dock master and records of previous dry-dock
- (b) State the optimum conditions for dry-docking
- (c) State the precautions to be taken in dry-dock
- (d) State the precautions to be taken before undocking
- (e) State the precautions to be taken during undocking
- (f) State the specific precautions to be taken when dry-docking with a full or partial cargo

2. Port of refuge

- (a) Discuss the choice to be made when selecting a port of refuge
- (b) Show an understanding of the legal and other implications of entering a port of refuge
- (c) Describe the procedure for entering a port of refuge
- (d) State the following when entering a port of refuge: - who should be informed, the manner of which costs/claims are met following a deviation
- (e) Discuss the roles of various surveyors attending on board the vessel and they know the rights and duties of each.

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **6 of 9**

3. Safeguarding of cargo

- (a) Describe the Master's responsibilities regarding the care of cargo
- (b) Describe the legal implications if cargo is short landed or transhipped
- (c) Describe the hazards to cargo, ship and personnel when discharging cargo in dry-dock
- (d) Demonstrate an in depth knowledge of refrigerated cargoes, volatile cargoes and other dangerous or susceptible cargoes
- (e) Demonstrate a knowledge of commercial cargo terms and functions of bills of lading, letters of protest and letters of indemnity
- (f) Demonstrate the knowledge of P&I Clubs and the role they play to assist the owners

TOPIC FIVE: PREVENTION OF FIRE, PEST CONTROL, PERSONNEL MANAGEMENT

1. Prevention of fire

- (a) Define terms such as flammable, non-flammable, toxic vapours, combustible, flash point, ignition temperature
- (b) Explain the advantages and disadvantages of certain fire-fighting mediums
- (c) Describe the crew organisation for fire fighting
- (d) Discuss the tactical organisation and actions required in any fire situation
- (e) Discuss the tactical organisation and actions required after any fire situation both from a legal and practical point of view
- (f) Demonstrate an in depth knowledge of how and why all types of fire appliances should be tested and importance of drills
- (g) Demonstrate an in depth knowledge of the IMDG Code, IBC Code, carriage of coal
- (h) Demonstrate knowledge of fire divisions in terms of SOLAS
- (i) Demonstrate knowledge of fire precautions in port
- (j) Explain the contents of the Masters standing orders in port especially with regard to fire patrols

2. Pest Control

- (a) State the purpose of the de-rat certificate and period of validity
- (b) State the need for a beetle certificate especially when carrying grain
- (c) Describe methods of preventing infestation and fumigation especially with regard to safety precautions before and after fumigation

3. Personnel management, organisation and training

- (a) Demonstrate knowledge of STCW Convention and ICF/ISF Code of good management practice
- (b) Demonstrate an understanding of the crew welfare sections of the MSA

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **7 of 9**

- (c) Demonstrate an understanding of Contract of Employment and the legislation regarding engagement and discharge of crew
- (d) Describe the seaman's right to wages and employers duties to pay such wages
- (e) Discuss the role of the Master as a manager in respect of planning, delegation and so forth, and their authority and responsibilities.
- (f) Demonstrate knowledge of the concept of modern management practices, motivation of crew, job satisfaction and good communication
- (g) Demonstrate a good understanding of budgets and control of expenditure
- (h) Resolve typical crew problems relating to articles, other transgressions, contract of employment and penalties under the MSA
- (i) Describe procedure for handling crew complaints
- (k) Describe how to conduct a disciplinary hearing and entries in the OLB
- (l) Describe and explain the entries to be made in the OLB
- (m) Show a knowledge of completing documents such as Discharge Books, Watch-keeping Certificates, Record Books, Overtime and so forth
- (n) Describe the role played by all the officers with respect to training of junior officers and ratings
- (o) Describe fully the actions and checks when taking over command in different circumstances such as a new ship, second hand ship, sick Master

TOPIC SIX COMPASSES, REGULATIONS AND SAFETY CONVENTIONS

1. Compasses

- (a) Describe the analysis method of correcting a compass
- (b) Describe the tentative method of correcting a compass
- (c) Describe the behaviour of the compass when passing from one hemisphere to another
- (d) Identify possible causes of unreliable or fluctuating compasses or large deviation for certain headings and practical steps to correct these
- (e) Describe how and why to keep a compass in good order
- (f) Discuss the effects of external influences on the compass
- (g) Identify specific regulations as to the siting, construction and number of compasses
- (h) Understand the content and method of drawing up a deviation card and a compass deviation book

2. Regulations

- (a) Demonstrate a working knowledge of the LSA Regulations, Safety of Navigation Regulations, Loadline Regulations, ISM Regulations, ISPS Regulations, Radio Regulations, Chart and Nautical Publications
- (b) Knowledge of the obligations of the Master in terms of the Training and Certification Regulations with respect to training
- (c) Safe Manning Regulations

GUIDANCE NOTE
Level 3 assessment –
Master

Document No. **GOP-513.1**
Revision No, Date **4 – 25.09.13**
Effective Date
Page **8 of 9**

3. Safety Conventions

- (a) Demonstrate a working knowledge of the contents of the important safety conventions and the MSA relating to seaworthiness and detention how they affect the operation of the vessel
- (b) State the legal obligations of signatory states to conventions
- (c) Discuss the authority of a port state to hold periodic inspections of a vessel
- (d) Demonstrate an understanding of circumstances leading to the detention of a vessel and the method by which it is detained
- (e) Demonstrate a full knowledge of all statutory certification and validity thereof
- (f) Demonstrate an understanding of procedures for inspections and surveys and maintenance of records of such inspections and surveys

LEVEL 3 ASSESSMENT (ORAL EXAMINATION) MASTER STCW’78 AS AMENDED

Name of Examiner:

Name of Assessor:

Name of Candidate:

The examiner should make his decision on the competence of the candidate based on the overall level 3 assessment (oral examination). However, should a candidate fail to answer important safety related questions, such that ships personnel and or the environment is endangered, the examiner shall fail such candidate.
The number of questions asked in each topic is solely at the discretion of the examiner.

LEVEL THREE ASSESSMENT REPORT

TOPIC ONE-Collision Regulations

Competent: YES/NO
Weakness
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TOPIC TWO - Exceptional circumstances and heavy weather

Competent: YES / NO
Weakness:
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