

# Frequently Asked Questions (FAQ) on Refresher trainings and Certificates of Proficiency

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**Note:**

The information provided in this document is subject to change

## **Personnel on board vessels others than fishings vessels**

### **Questions related to proposed regulatory “Changes in Seafarer’s Certification and Training requirements”**

#### **Entry into force**

**Question-1. When will the changes related to the STCW Convention Manila amendments will come into force?**

The proposed changes related to the amendments of the STCW Manila Convention will come into force on January 1<sup>st</sup> 2017.

#### **STCW and Domestic vessels**

**Question-2. What is an “STCW vessel”?**

A “STCW vessel” is a vessel to which the STCW Convention applies. The STCW Convention applies to vessels engaged on a Near Coastal Voyage, Class 1 that is a voyage outside of the Great Lakes, the Gulf of St-Lawrence, Hecate Strait or Queen Charlotte Sound, or engaged on an Unlimited Voyage.

**Question-3. What is a “Domestic Vessel”?**

A “Domestic Vessel” is a vessel engaged in a Sheltered Waters voyage, a Near Coastal, class 2 voyage or a near Coastal Class 1 voyage that is a voyage on the Great Lakes, in the Gulf of St-Lawrence, Hecate Strait or Queen Charlotte Sound. A vessel making a voyage beyond this zone is a STCW vessel.

#### **Refresher`s Trainings**

**Question-4. Why do I need to take refresher trainings?**

With the amendments of the STCW Convention in 2010 (Manila Amendments), Seafarers are required to update their competences in order to maintain required standard of competence every 5 years. Refresher trainings were made mandatory for seafarers sailing on vessels engage on a Near Coastal Voyage, Class 1 that is a voyage outside of the Great Lakes, the Gulf of St-Lawrence, Hecate Strait or Queen Charlotte Sound or an Unlimited Voyage (STCW vessel).

#### **Certificates of proficiency**

**Question-5. What is a Certificate of Proficiency (CoP)?**

A CoP is a certificate (other than a Certificate of Competency) issued to a seafarer, to certify that he/she has met the required standards of competence in a specific duty such training in Marine Emergency Duties (MED), in Tanker's training and in Medical First Aids.

**Question-6. Why do I need a Certificate of Proficiency (CoP)?**

A CoP is required by the STCW Convention to evidence that the relevant requirements of training or competencies were met.

**Question-7. Do I need a Certificate of proficiency (CoP) for any vessel I will serve on?**

No, CoPs are required if you sail on vessels engaged on voyages described in question 2 ("STCW vessel"). If you sail on vessels engaged in Sheltered Waters voyages, in Near Coastal, class 2 voyages, on the Great-Lakes, in the Gulf of St-Lawrence, Hecate Strait or Queen Charlotte Sound (domestic vessel), you are not required to obtain CoPs in MED.

**Question-8. Do I need to complete refresher trainings if I only intent to sail on a domestic vessel?**

Refresher trainings are required to obtain the CoPs required by the STCW Convention. On domestic vessels, CoPs are not mandatory, however training certificates are required. Transports Canada Marine Safety and Security (TCMSS) consider taking part in the various compulsory drills is sufficient to maintain proficiency on "domestic Vessels".

**Question-9. To whom do the refresher courses apply?**

To obtain a new STCW Certificate of Competency (CoC), refresher courses are required. MED refreshers must be completed every 5 years for officers and other seafarers designated with MED or first aid duties on STCW vessels.

**Question-10. Would I need to obtain a Certificate of Proficiency (CoP) in Marine Emergency Duties (MED) or in First Aid, if I wish to obtain a domestic Certificate of Competency and would I be required in the future to complete refresher trainings.**

No. There would be no requirements to obtain a CoP in MED or First aid in order to obtain a Domestic CoC. Therefore, there would be no requirement to complete refresher training in the future if you sail only on a "Domestic Vessel<sup>1</sup>" and acquire sufficient service to renew your CoC.

However, if you wish to upgrade to a new Domestic CoC, MED courses would have to be completed within the last 5 years, from the date of the application for the CoC sought, unless you have acquired 12 months of sea service, within the previous 5 years or 3 months within the

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<sup>1</sup> A "Domestic Vessel" is a vessel engaged in a Sheltered Waters voyage, a Near Coastal, class 2 voyage or a near Coastal Class 1 voyage that is a voyage on the Great Lakes, in the Gulf of St-Lawrence, Hecate Strait or Queen Charlotte Sound. A vessel making a voyage beyond this zone is an STCW vessel.

previous 12 months. Persons that did not sufficiently sail in the previous 5 years will have to complete a refresher training in MED even if the new CoC is a Domestic one.

**Question-11. Would I need to obtain a Certificate of Proficiency (CoP) in Marine Emergency Duty (MED) or in Marine First Aid, if I wish to obtain an STCW Certificate of Competency (CoC) and would I be required to complete refresher training in the future**

In the proposed *Marine Personnel Regulations*, CoCs and CoPs are addressed separately. If you wish to apply for a new CoC (issued in accordance with the STCW) you will be required to present valid CoPs. Afterward, the necessity to renew a CoP depends on the type of voyage that your ship is doing (STCW or Domestic).

However, if you wish to apply for the renewal of your CoC (issued in accordance with the STCW) or a Domestic CoC, when your intent is to sail on a Domestic Vessel, you will have the option to demonstrate that you maintain your competency by cumulating 12 months of sea service within the previous 5 years of the application date or 3 months within the previous 12 months.

**Question-12. Would I need a MED or First aid refresher training to renew a Domestic Certificate of Competency (CoC)?**

No. In the proposed *Marine Personnel Regulations*, CoC's and CoP's are addressed separately. If you wish to apply for a new Domestic CoC you will be required to present training certificates in MED or in Marine First Aid, issued within the previous 5 years from the application date.

**Question-13. I am an officer on an STCW vessel. What Certificates of Proficiency (CoP) do I need?**

Officers on an STCW vessel are required to maintain CoPs in:

- STCW Basic Safety,
- Survival Craft and Rescue Boats Other Than Fast Rescue Boats,
- Advanced Fire Fighting.
- If designated to provide first aid onboard, a CoP in Marine Advanced First Aid;
- If designated to provide medical care, a CoP in Marine Medical Care is required.

When working on a tanker, you may be required to present one of the following CoPs depending on the type of tanker and on your function:

- Basic Training for Oil and Chemical Tanker Cargo Operations,
- Basic Training for Liquefied Gas Tanker Cargo Operations,
- Advanced Training for Oil Tanker Cargo Operations,
- Advanced Training for Chemical Tanker Cargo Operations, or
- Advanced Training for Liquefied Gas Tanker Cargo Operations.

**Question-14. I am a non certificated crew member on an STCW vessel. What Certificates of Proficiency (CoP's) do I need?**

All crew members that are listed on the Minimum Safe Manning Document of an STCW vessel need to have a CoP in STCW Basic Safety. Moreover, crew members designated on the muster list to the launching of a survival craft, need a CoP in Survival Craft and Rescue Boats Other than Fast Rescue Boats.

In addition, crew members working at the support level on a tanker, require a CoP in Basic Training for Oil and Chemical Tanker Cargo Operations or a CoP in Basic Training for Liquefied Gas Tanker Cargo Operations, as applicable.

**Question-15. I am an officer having to take refresher trainings in STCW Basic Safety, Survival Craft and Rescue Boats Other Than Fast Rescue Boats and Advanced Fire Fighting. Can I take a combined course?**

Yes. Marine institutions are approved to deliver a refresher course combining these 3 courses (STCW BS +PSC+AFF) for a total of 30.5 hrs.

**Question-16. I am a crew member having to take refresher trainings in STCW Basic Safety and in Survival Craft and Rescue Boats Other Than Fast Rescue Boats. Can I take a combined course?**

Yes. Marine institutions are approved to deliver a refresher course combining these 2 courses (STCW BS +PSC).

**Question-17. What is the period of validity of MED training courses?**

MED training courses do not expire. Nonetheless, MED training courses must have been completed within the previous 5 years from the date of application for a Certificate of Proficiency (CoP) or for a new STCW Certificate of Competency (CoC), otherwise a MED refresher training must be done.

**Question-18. What is the period of validity of a Certificate of Proficiency (CoP)?**

A Certificate of Proficiency (CoP) is valid for 5 years. Thus it will expire 5 years after the date of issue, except when the course or when the refresher course was done more than 6 months before the application date. In this case, the CoP will expire 5 years after the course or refresher course was completed.

**Question-19. I am currently working as crew member of a vessel making voyages more than 25 miles from shore on the East coast of Canada. Do I need a CoP in STCW Basic Safety?**

Yes, a CoP in STCW Basic Safety is required by the STCW Convention. Also, if you are designated on the muster list to the launching of a survival craft, a CoP in Survival Craft and Rescue Boats Other Than Fast Rescue Boats is also required.

**Question-20. When do I need to hold a Certificate of Proficiency (CoP)?**

A CoP will be required after 1 January 2017. TCMSS is currently making amendments to the *Marine Personnel Regulations* (MPR) to implement these changes.

**Question-21. Regarding seafarers STCW Refresher Trainings, what are the requirements for domestic and STCW vessels?**

1. **“Domestic vessels”** are vessels operating within Sheltered Waters, Near Coastal 2 waters, limited to maximum 25 nautical miles off shore, on the Great Lakes, in the Gulf of St-Lawrence, in the waters of Hecate Strait or Queen Charlotte Sound – **NO REFRESHER COURSES ARE NECESSARY** and the deadline of December 31, 2016 does not apply.
2. **“STCW Vessels”** are vessels operating beyond the “domestic limits”, i.e. making Near Coastal 1 voyages and Unlimited Voyages.
  - (a) **First Example:** A person completed STCW related MED in 2002 – This training remains valid to sail on a domestic vessel, even after December 31, 2016. However, to sail on an STCW vessel, this person will be required to obtain Certificates of Proficiency (CoPs) before January 1<sup>st</sup>, 2017 and therefore, refresher courses are required. It is advisable that the said refresher courses be taken sometimes during 2016 in order to prevent any inconvenience on January 1<sup>st</sup>, 2017.
  - (b) **Second Example:** A person attending STCW related MED on March 20<sup>th</sup>, 2013 – In situations such as these, the MED is valid for five years until March 20<sup>th</sup>, 2018. The person must however obtain a CoP in the corresponding MED prior to January 1, 2017, if sailing on an STCW vessel. Refresher courses are required in order to maintain the training validity after March 20<sup>th</sup>, 2018.
  - (c) **Third Example:** A person attending STCW related MED on January 10, 2016 obtains a CoP for the said course on the same date – In situation such as these, the MED course and the MED CoP is valid until January 10, 2021, and refresher courses are required after that date in order to maintain the training validity to sail on an STCW vessel.

## **First Aid**

**Question-22. Who needs to have a Marine First aid certificate under the current Marine Personnel Regulations (MPR)? Is there a requirement for an officer to have a valid Marine First Aid certificate? Do I need to have a CoP in First aid to take a MED refresher? Who will be required to have a Marine First aid CoP?**

### **First Aid Required:**

Under the MPR, it is currently required to have a valid Marine Basic First Aid or a Marine Advanced First Aid training certificate, as applicable, to obtain a new Certificate of Competency (CoC).

It will be required to have a Marine Advanced First Aid Certificate of Proficiency (CoP) to obtain a new STCW CoC, with the new MPR.

It will be required to have a First Aid training certificate to obtain a new “domestic” CoC, with the new MPR.

The person designated to provide first aid on a vessel making an STCW voyage, will be required to have a valid Marine Advanced First Aid CoP.

The person designated to provide First Aid on a domestic voyage, will only need any valid 2 day first aid course recognized by a province.

### **First Aid Not Required:**

There is no requirement to have a valid Marine First Aid training certificate or Marine First Aid certificate of proficiency (CoP) to take the MED refreshers.

There is no requirement to have a valid Marine First Aid training certificate or Marine First Aid CoP to renew an officer’s certificate of competency (CoC).

It will not be required to hold a valid Marine First Aid training certificate or First Aid CoP to renew an officer’s CoC with the new MPR.

It will not be required to hold a valid Marine First Aid CoP to obtain a new “domestic” officer’s CoC with the new MPR. (Only a training certificate)

There will be no general requirement for every seafarer’s to refresh a Marine First Aid course.

### **Trainings completed outside Canada**

**Question-23. I would like to do my Marine Emergency Duties (MED) outside Canada. Can I get a confirmation of acceptance before enrolling into such courses?**

Yes

**Question-24. Will TC accept MED and other training certificates obtained outside Canada if they indicate to be STCW-2010 compliant?**

- Only STCW compatible Training is being considered for Canadian Equivalency;

- In the case of MED refresher training, make sure that the course covers all competencies (some foreign administration allow that some competencies be demonstrated on a ship and not necessarily during the course).
- The training has to be taken at an institution which is approved by the National Maritime Administration of that country;
- Upon obtaining the training certificate, the recipient must visit the nearest Maritime Administration in order to have his/her training certificate endorsed.
- The Applicant shall then visit any TCMSS examination centre in order to have his certificate verified for validity and authenticity;
- Upon submitting his training certificates to a TC examiner center, the clerk or the examiner is to send a copy of the certificates to HQ: (Paul Gauthier; CC: Mario Lavoie); and
- After satisfactory verification, AMSP will issue the applicable CoP.

### Fishing vessels personnel

**Question-25. Will Fishing Master CoC holders (Class IV, III, II or I) who are only fishing in Canadian waters be required to hold MEDs that comply with Manilla 2010?**

MED with respect to STCW Basic Safety will be a requirement to obtain a Fishing Officer, Limited Waters and Fishing Officer, Unlimited Waters Certificates of Competency (CoC). In addition to this course, the MED in Survival Crafts and the MED in Advanced Fire Fighting will be required for the Fishing Master, Limited Waters and Fishing Master, Unlimited Waters CoC. Holders of Domestic fishing CoCs will only require “Domestic MEDs”

**Question-26. Will crew members fishing in Canadian waters be required to hold MEDs that comply with Manila 2010?**

TC’s intent is to amend the MPR to make the *STCW basic safety* a requirement for every member of the complement of a **fishing vessel of 24 metres and more**, who is required to be onboard in order to meet the safe manning requirements, when making a voyage in the **unlimited waters** or an **international voyage**.

Crews members assigned on the muster list to the preparation or launching of a survival craft (except a manually launched life raft or manually launched inflatable rescue platform ) on a **fishing vessel of 24 metres and more** making an **unlimited** voyage or an **international voyage** will be required to have the *Proficiency in survival Craft*.

Basically, there will be no change to the MEDs required for other vessels (other than vessels of 24 metres and more making an **unlimited voyage** or an **international voyage**). The proposed requirements for domestic fishing vessels are indicated in the following table:

**TABLE**  
BASIC SAFETY TRAINING – FISHING VESSELS

	Column 1	Column 2	Column 3	Column 4
<b>Item</b>	<b>Length of vessel and voyage classification</b>	<b>Training certificate in MED with respect to domestic vessel safety</b>	<b>Training certificate in MED with respect to small non-pleasure domestic vessel basic safety</b>	<b>Pleasure Craft Operator Card</b>
1.	Fishing vessel of not more than 12 metres in overall length engaged on a near coastal voyage, Class 2, or a sheltered waters voyage.	Applicable	Applicable	Applicable to sheltered waters voyages and to voyages less than two nautical miles from shore
2.	Fishing vessel of less than 24 metres in length engaged on a near coastal voyage, Class 2, or a sheltered waters voyage.	Applicable	Applicable	
3.	Any other fishing vessel engaged on a voyage in limited waters that is not an international voyage	Applicable		

**Question-27. Will crew member's onboard fishing vessels fishing in Canadian waters be required to complete refreshers training to keep their MEDs valid?**

There is no intention for the moment to require crew members of Canadian fishing vessels to do refresher trainings to revalidate MED courses. The same applies to CoC holders, as there is no refresher trainings required under the STCW-F convention.

**Question-28 A regular STCW certificate (Non STCW-F), such as a BW or MM working on a Fishing Vessel. These certificates are currently STCW, so do these crew members require a refresher for their STCW MM certificate or STCW Bridge watch to work on a fishing vessel?**

**No:**

- Refreshers are requested only as per the STCW Convention.
- The STCW Convention does not apply to Fishing Vessels.

- Under STCW-F Convention: Refreshers are not required so far (this Convention is presently under revision).
- Therefore seafarers sailing on fishing vessels (even with an STCW Certificate of Competency) on which STCW-F Convention apply, do not need refreshers.