

GUIDANCE NOTE NO: 57/2001

REVISION NO: 3

Particular Requirements for a Certificate of Competency as Coxswain

The Northern Territory Marine Act requires that persons in charge of vessels in Northern Territory Waters meet the prescribed certification requirements. This information sheet has been compiled for the benefit of persons wishing to apply for or undertake examination for a Certificate of Competency as Coxswain.

All enquires regarding applications and eligibility should be referred to the Marine Safety Branch.

There are two course providers in Darwin and persons wishing to enrol on a course should, contact either:

**Charles Darwin University
Transport and Maritime Industries**
Casuarina Campus
Postal:
Charles Darwin University
Darwin NT 0909
Ph: 08 8946 7504, Fax: 08 8946 6155,
Email: tmi@cdu.edu.au

Seafood and Maritime Industries Training
Level 1, Darwin Shipstores Building
Fishermans Wharf, Darwin NT
GPO Box 4119
DARWIN NT 0801
Ph: 08 8981 0495, Fax: 08 8981 4677,
Email: enquiry@smitech.com.au

It is stressed that attendance at these courses is **not** a prerequisite for the issue of a Certificate of Competency and that persons may be examined subsequent to private study or distance learning providing the other prerequisites are fulfilled.

CERTIFICATE OF COMPETENCY AS COXSWAIN

IS THE ACCEPTABLE BASIC QUALIFICATION

For:

- a) Master of vessels of less than 12 metres in length engaged in Fishing or Trading operations up to Inshore Limits (15 nautical miles).
- b) Taking charge of the propulsion machinery of vessels of less than 12 metres in length with propulsion machinery less than 250KW, operating inshore but within a limit of 15 nautical miles to seaward.

Note: The Coxswain certificate of competency is a dual role (ie deck and engineer) qualification and valid inperpetuity.

PREREQUISITES - SEA SERVICE, EYESIGHT TEST AND FEES

Applicants for the issue of a Certificate of Competency as Coxswain are required to:-

1. Complete the application and record of sea service forms and submit them with a fee of \$30 to the Marine Office. Cheques should be made payable to the "Receiver of Territory Monies";
2. Be at least 18 years old;
3. Provide proof of identification – refer to Guidance Note No. 46/2000;
4. Provide documentary evidence of at least 12 months approved sea service in small vessels;
 - qualifying service may be performed on any vessel, commercial or non-commercial.
 - not less than 3 months shall be served on vessels of less than 24 metres in length.
 - not less than 3 months must be served on vessels operating outside sheltered waters.

Only sea service obtained from the age of 15 years can be accepted for assessment of your eligibility to sit the examinations for a Marine Qualification.

'Service means' performance of a duty related to the functions normally permitted to the holder of a certificate for which the service qualifies eg; does not include a 'passenger'.

Documentary evidence may be in the form of a signed record of service booklet or a statement from previous skippers/employers detailing previous sea service. Where qualifying service is on non-commercial vessels a statutory declaration detailing previous sea service may be accepted.

Note: Applicants without the approved seetime:-

- a) may be able to attend a course. Priority will be given to persons who have obtained the require seetime.
 - b) cannot sit the examinations unless prior approval from the Marine Safety Branch has been obtained.
5. Satisfactorily pass an eyesight test with an optometrist. An eyesight test form can be obtained from this office and must be returned to this office when completed. Note: Eyesight tests are valid for 2 years.

EYESIGHT TEST STANDARDS

The following eyesight test standards have been established for applicants for a Certificate of Competency as Coxswain.

For initial certification:

- (a) with or without aids to vision - 6/6 in better eye, 6/9 in other eye; and
- (b) without aids to vision (if aids used in (a)) 6/30 in each eye; and
- (c) with or without aids; ability to read the N5 chart; and
- (d) pass the Ishihara Test – in order to pass the Ishihara test the applicant may only fail 1 or 2 plates.

Notes:

- (a) Satisfactory completion of the eyesight test is a prerequisite for the issue of a certificate of competency.
 - (b) Where an applicant fails only the colour vision test as a prerequisite for the issue of a Certificate of Competency as Coxswain, he/she may be issued with a Certificate of Competency restricted to a particular area of operation and to daylight operations only.
 - (c) Persons with one eye or poor vision in one eye may be permitted to demonstrate their ability to keep a navigation watch.
6. Obtain a Radiotelephony certificate.
7. Satisfactorily complete an Elements of Shipboard Safety Course consisting of Life-saving Appliances, Fire-fighting and Senior First Aid.

Please note:

1. That the fire-fighting and sea survival elements of a Shipboard Safety course must have been completed within the **5** years prior to the issue of a seafarers' first Certificate of Competency.
2. First aid Certificates must be valid at the time of issue of any Certificates of Competency.
3. If a Shipboard Safety Certificate is more than **10** years old, Seafarers must resit the Fire-fighting and Sea survival elements prior to the issue of a new Certificate of Competency. (this is not applicable for replacement certificates).
4. For the issue of the second or third etc. Certificate of Competency, if a Shipboard Safety Certificate is between 5 and 10 years old, the Marine Safety Branch will determine the validity of the Fire-fighting element.
5. **Exemptions** may only be granted if the training/experience has been obtained within the 5 years prior to the issue of the first Certificate of Competency. Exemptions are valid for a maximum of 5 years.

ISSUE OF CERTIFICATE

An unrestricted Certificate of Competency as Coxswain will be issued by the Marine Safety Branch after all prerequisites have been completed and the applicant has:-

1. passed the written and oral examinations. (Examinations fees are payable to the relevant examiner);
2. provided valid copies to the Marine Safety Branch, of applicant's:
 - Restricted Radio Operators Certificate;
 - Elements of Shipboard Safety Certificate;
 - Senior First Aid Certificate
3. paid a fee of \$20 for the issue of the certificate;
4. signed two signature labels; and
5. provided two (2) colour passport photographs.

Note: A fee is applicable for the resit of any examination.

VALIDITY OF EXAMINATION RESULTS

Note: **Passes in the written and oral examinations are valid for one (1) year.**

If you have not completed the requirements for the issue of the certificate within the validity dates you may be required to re-sit the examinations.

SYLLABUS - COXSWAIN
As of 18 January 2002

Demonstrate a practical knowledge of the following as they apply to small vessels:

Section 1 - Vessel Handling

- (a) Manoeuvring characteristics of small power-driven vessels (heavily laden and lightly laden); effects of: displacement and planing hulls, outboard and inboard engines, rudder and propeller:
- (b) Handling small vessels in strong tidal streams, bad weather, heavy swell and surf, crossing a bar, and use of a sea anchor:
- (c) Handling small vessel if partially disabled;
- (d) Towing and being towed; towage arrangements for towage at sea and in sheltered waters;
- (e) Berthing and unberthing, in various wind and tidal conditions.

Section 2 - Emergency & Safety

- (a) Action to be taken in an emergency situation;
- (b) Steps to be taken after collision, grounding or other marine casualty and resulting hull damage;
- (c) Action to be taken in the event of loss of rudder; lost or fouled propeller;
- (d) Action to be taken when vessel is completely disabled;
- (e) Beaching with and without heavy surf;
- (f) Rendering assistance to others in distress; man overboard procedures for recovery;
- (g) Disposition of persons and equipment on board to ensure satisfactory stability and trim;
- (h) Obligations and duties toward all persons onboard;
- (i) Knowledge of first aid to render in case of injury, burns, sickness or apparent drowning.

Section 3 - Safety Equipment

- (a) Knowledge of the statutory requirements pertaining to lifesaving appliances and fire fighting appliances;
- (b) Knowledge of the maintenance of lifesaving appliances and fire fighting appliances carried on small vessels;
- (c) Knowledge of the correct use of all lifesaving appliances and fire fighting appliances carried on a small vessel;
- (d) Use of distress signals; **penalty** for misuse.

Section 4 - Weather Reports

- (a) Knowledge of the sources available for obtaining weather reports and warnings. Types of reports available;
- (b) Correct interpretation of weather information received;
- (c) Action to take on receiving adverse weather report, and on encountering heavy weather;
- (d) Knowledge of local weather patterns.

Section 5 - Collision Regulations and Port Operations

- (a) An adequate knowledge of the International Regulations for the Prevention of Collisions at Sea appropriate to small vessels operating within sheltered waters and inshore limits;
- (b) Appreciation of manoeuvring difficulties of larger vessels;
- (c) Knowledge of IALA Buoyage system 'A'.

Section 6 - Practical Seamanship

- (a) Demonstrate common knots and splices;
- (b) Knowledge of basic structural parts of a small vessel.

Section 7 - Navigation and Local Knowledge

- (a) Knowledge of the coastline: Prominent features, isolated dangers, tidal streams and navigational aids;
- (b) Knowledge of the use of a compass and understanding of basic information contained in a navigation chart.

Section 8 - Engineering

- (a) A working knowledge of routine checks required with the operation of propelling machinery, ancillary equipment and other mechanical equipment in small vessels. What to do in the case of malfunction and emergencies. Preparation for the use of such equipment;
- (b) Basic knowledge of the factors associated with the safe operation of propelling and ancillary equipment;
- (c) Basic knowledge of water cooling and bilge pumping arrangements in a small vessel;
- (d) Care and use of low voltage electrical systems on a small vessel including precautions necessary when charging batteries;
- (e) Fire prevention on a small vessel;
- (f) Action that should be taken in the event of fire or explosion;
- (g) Precautions necessary for the prevention of fire or explosion associated with use of petrol, LP gas and distillate and with the charging of batteries;
- (h) Knowledge of precautions to take when refuelling.

Signed by: Sri Srinivas

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For further information contact Marine Safety Branch:

2nd Floor, Energy House, 18-20 Cavenagh, Darwin NT 0800, GPO Box 2520, Darwin NT 0801

Telephone: 08 8924 7100, Facsimile: 08 8924 7009

Email: marinesafety@nt.gov.au

<http://www.nt.gov.au/dpi/>

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