

GUIDANCE NOTE NO: 49/2000

REVISION NO: 6

Requirements for Examiners of Deck Certificates of Competency

The following guidance regarding the conduct of Deck Examinations is provided for the benefit of Registered Training Organisations (RTOs) and examiners.

The following persons are Gazetted Deck Examiners:

- Mike Bowman Up to and including Master Class 3 and Skipper Grade 1
- Bruce Huckstepp Up to and including Master Class 5 and Skipper Grade 3
- John McMaster Coxswain only
- Milton Miller Up to and including Master Class 5 and Skipper Grade 3
- Scott Pisel Up to and including Master Class 3 and Skipper Grade 1
- Grant Rubock Up to and including Master Class 5 and Skipper Grade 3
- Jim Stables Up to and including Master Class 4 and Skipper Grade 2
- Robert Stone Coxswain only
- Richard Teo Up to and including Master Class 3 and Skipper Grade 1
- Mike Wileman Up to and including Master Class 3 and Skipper Grade 1
- Tony Wilson Up to and including Master Class 5 and Skipper Grade 3
- Brad Thomson Inshore Coxswain and Temporary Permits as Coxswain
- Christopher Francis Inshore Coxswain and Temporary Permits as Coxswain

The RTO is required to forward to the Marine Safety Branch an enrolment list of course participants within 2 working days of the commencement of any Inshore Coxswain, Coxswain, Master Class 5, Skipper Grade 3, Master Class 4 and Skipper 2 courses.

RTO should request that students provide a copy of Marine Safety Branch's Eligibility Letter prior to sitting any examinations.

For written exams, candidates who fail to meet the required pass mark will be required to re-sit the written examination. Candidates who obtain a score 20% below the pass mark will have a two calendar week time-penalty imposed before they are permitted to attempt the written examination again.

RTOs are to advise Marine Safety Branch the written examination results of candidates after **all** written examinations for that certificate grade has been completed, as soon as practical for appointments for Oral Examination to be allocated to an Examiner.

Oral examinations are not to be conducted until all prerequisites are met unless the prior approval of Marine Safety Branch has been sought and given.

Examiners are to provide:

- To RTO - a copy of written examinations and all marked completed written examination papers within three working days of completion of the exam, and
- To Marine Safety Branch and RTO - the results of the oral examination on the appropriate form within two working days of completion of the oral examination.

Marine Safety Branch or RTOs are responsible for collection, recording and receipting of the approved written and oral examination fees (copy of which is attached).

Declaration of Conflict of Interest:

Should an examiner be assigned the examination of a candidate who is:

- (a) An employee of the same organisation/company;
- (b) In any way related;
- (c) A student or apprentice of the examiner;

The examiner should seek the Senior Nautical Officer, Marine Safety Branch on telephone: 8924 7133 for assistance in re-assigning the candidate to an alternative examiner.

Signed by: Sri Srinivas
Date Issued: 5 August 2009

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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ATTACHMENT TO GUIDANCE NOTE 49/2000

SUMMARY OF DECK EXAMINATION FEES

Type of Service	Fee GST Inclusive
Coxswain	
Writtens	\$33.00 each
Orals	\$44.00 each
Master Class 5/Skipper Grade 3	
Writtens	\$44.00 each
Orals	\$55.00 each
Master Class 4/Skipper Grade 2	
Writtens	\$55.00 each
Orals	\$66.00 each
Master Class 3/Skipper Grade 1	
Writtens	\$66.00 each
Orals	\$77.00 each