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Cadet Record Book

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Introduction

INTRODUCTION

Further to the Maritime Education Training and Assessment (META) Manual and MS Notice No. 14 of 2007 in the subject of Training Record Book for NCV deck cadets in APPENDIX M-II/5A of META Manual Volume II, the Training Record Book for NCV deck cadets is prepared.

This Training Record Book is based on the Structured Shipboard Training requirement of STCW 95 and is approved by the Nautical Advisor to the Government of India (Chief Examiner for Master and Mates). Monitoring and Assessment of training under SSTP should be carried out in conformity with the MS Notice No. 30 of 2002.

The tasks contained in this Record book have been carefully designed with onboard training in mind and to help ensure that the cadets meet the requirements for certification stipulated by the competencies.

What is Shipboard Training?

- Training needs to be differentiated from education. Education is gaining of underpinning knowledge. Training is imparted for assimilation of skills to perform shipboard tasks.
- Any shipboard task needs to be performed to perfection in a safe manner, in the shortest possible time and with ease. In other words, it has to be performed in a seaman like

manner. This will require “hands - on” practice sessions in order to gain experience in performing any task. During such “hands-on” practice session, a shipboard training officer is expected to monitor the cadet’s performance to ensure that **Do’s and Don’ts** associated with that task are understood and observed by the cadet. The objective of this process is to become competent to discharge duties at the work place.

A Shipboard task



Do’s & Don’ts



Why & How?



Hands on practice sessions



STO monitoring



Skill assimilation



Possession of Competence

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Therefore, Competence is the ability to perform any allocated work correctly, in a seamanlike manner “The first time and every time”.

A shipboard task may be associated with hazards to the individual and/or some danger to the ship’s safety.

Shipboard tasks are associated with:

- (a) Navigation;
- (b) Cargo Handling and Stowage; &
- (c) Controlling the Operations of the Ship and Care of Persons on board.

Systematic “hands-on” practice session/experience for assimilation of skills to carry out every shipboard task associated with the function in a seaman like manner is termed as “Structured Shipboard Training Programme” (SSTP). The Cadet’s Record Book is the documentary evidence of the said SSTP.

Why Do We Require This Training Record?

Cadets, who follow the SSTP conducted by DG approved SSTP institutes or DG approved shipping company and successfully complete it are eligible for Post Sea Course. The Assessment Centre shall certify that a cadet has successfully followed the SSTP after scrutinising timely receipt of periodical CRB quarterly

reports received from the ship. The Assessment Centre shall also scrutinise the CRB and the technical journals.

It is therefore important to note that the cadet, the Shipboard Training Officer and the Company Training Officer/ Institutes, are collectively responsible for the SSTP in order for the Cadet to be eligible for the Post Sea Course.

Shipboard Training

Under STCW 95, the Company has an obligation to make provisions to carry out a Structured Shipboard Training Programme through a Company Training Officer (CTO) ashore, and a Shipboard Training Officer (STO) on board the ship. On the job training envisages that a portion of work time of STO is used to train his/her subordinates.

Responsibility and Authority

The prime responsibility of following the Structured Shipboard Training Programme and subsequently this Cadet Record Book lies with the Cadet. The Company, directly and indirectly through its officers onboard the ship, provides every opportunity to the cadet to successfully complete the SSTP.

The responsibilities of the Cadet, Institutes, STO, CTO & the Assessment Centre are listed hereunder:

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CADET

On receiving the CRB the Cadets shall:

- Complete the personal detail column.
- Attach a photograph as required.
- Read these instructions and go through the entire CRB in detail.

On Joining the Ship

• **Maintenance of CRB**

1. On joining the ship, the cadet will present his CRB and the technical journals to the STO for perusal. The CRB contains a list of tasks, which need to be done practically on board. This book also contains a list of tasks, which need to be done practically as well as explained in writing in the journal. These tasks are identified in the record book and shaded accordingly.
2. Subsequently, he will present his CRB and the technical journals to the STO as frequently as possible, but at least every month for review of progress and endorsement of activities completed.
3. He will present his CRB and the technical journals to the Master every month for review of progress in SSTP.

•

• **Periodical Reports to CTO/Assessment Centre**

The cadet shall complete the quarterly report, of the preceding quarter, and present it to the STO on the first day of the next quarter. The cadet shall ensure that the entries made in the quarterly report reflect a true record of the tasks accomplished, as per the CRB.

• **Bridge Watchkeeping**

The cadet is required to complete a total of 180 days of bridge watch keeping time, which translates to 360 watches of at least 4-hour duration each during his apprenticeship. This includes watches at sea, anchor and arrival/departure ports. A detailed and accurate entry must be made in the CRB of the number of watches, watch keeping hours / dates and signed by the OOW / Master. A watch-keeping certificate is required to be obtained from the Master(s) certifying the above.

• **Steering Practice**

The Cadet must steer the vessel by compass during day / night, while entering port / leaving port and by sight without compass under the supervision of officer for becoming proficient in steering. The cadet needs to maintain the record of hand-steering as required by Section VII who obtain the Steering Certificate.

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On Signing off and reporting to CTO

• After each ship

After signing off from the ship, the Cadet must visit the CTO during his leave and present for inspection of the CRB and the technical journals. Such Inspection, along with comments of the CTO, will then be entered on the appropriate page.

• On completion of sea service

After getting all documents inspected by the CTO, the Cadet shall take all documents along with the Company Sea-time Certificate and individual watch keeping certificates duly endorsed by the Company, to the institute, which conducted his/her SSTP. The company / Institute then on having confirmed that SSTP has been successfully completed by the cadet, shall forward the SSTP certificate along with all the duly filled CRB Quarterly Reports to the Assessment Centre for perusal and verification of his SSTP. The Assessment Centre, after satisfying itself that the cadet has followed the SSTP successfully, shall suitably endorse the SSTP certificate, allowing the Cadet for admission to post sea course and assessment for written and oral examination.

SHIPBOARD TRAINING OFFICER

The Shipboard Training Officer shall:

- a) Ensure that he has a complete understanding of the SSTP and the CRB.
- b) Inspect the CRB and the technical journal of the Cadet at the time of joining the vessel and subsequently at least every four weeks.
- c) Endorse the CRB with suitable remarks on successful completion of an activity or task.
- d) Organise the programme of practical ship specific training at sea or in port;
- e) Ensure in a supervisory capacity that the CRB is properly maintained and that all the requirements are fulfilled.
- f) Monitor the SSTP to ensure that the time spent on the ship by the cadet is applied to acquisition of training and experience and that the same is consistent with the objectives of training and operational constraints of the ship.
- g) Make provision for adequate opportunities for supervised bridge watch keeping experience and hand steering experience as required under the SSTP.

MASTER

The Master Shall

- a) Provide a link between the STO and the CTO;

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- b) Fulfil the role of continuity if the STO is relieved during the voyage;
- c) Ensure that all concerned are effectively carrying out the SSTP.
- d) Provide adequate opportunities for supervised bridge, watch keeping experience and hand steering experience as required under the SSTP.
- e) Ensure that at no stage is the safety or the commercial operation of the ship hampered due to the SSTP.
- f) Inspect the CRB, for progress of the cadet in the SSTP, at the beginning of each month and enter remarks on the Monthly Master's Inspection Report page.

COMPANY TRAINING OFFICER

The CTO shall

- a) Carry out the responsibility specified in the STCW code.
- b) Monitor the progress of the student through the institute and the STO whether, the company or the institute takes the responsibility of monitoring the on board training.
- c) Interview the cadet, whenever the cadet is ashore, to ascertain that he is receiving the support of the shipboard personnel. Whenever the institute reports any inadequacies in the cadet's progress, the CTO shall take

appropriate action where so required by the institute to improve the cadets performance.

APPROVED COMPANIES / INSTITUTES

- a) Company shall make a declaration on CRB whether the company intends to discharge the role of the approved training institute in addition to the role of Company Training Officer (CTO) or, it intends to delegate the role of approved training institute to any other DGS approved institute.

Company / Institutes shall

- a) Conduct SSTP, taking into account the requirements of the STCW code. In such applications, they shall take the role of the Company Training Officer (CTO) as specified in the code, in addition to the responsibility of conducting and coordinating the SSTP.
- b) Ensure that the students under their control submit evidence regularly with respect to completion of the Cadet Record Book (CRB) tasks and the certification necessary under sections 7 and 8 of the CRB in the implementation of programme.
- c) When monitoring the completion of the tasks may not require cadets to carry out tasks relating to the Tankers and or dry-docking where they have not been exposed to such environment. Cadets should in any case be provided

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- under pinning knowledge in such tasks, for their information and understanding by Master / STO / CTO / Training Institute as appropriate.
- d) Ensure that the Cadet completes the written tasks in the CRB as per the planner as far as practicable and submit its evidence to the Institute. Such evidence shall include a written process of such completion, which shall be verified, and corrected where necessary by the institute. However, all the tasks (written and done practically) shall be completed under the supervision of STO and the cadet shall obtain an endorsement by the STO on the record book thereafter. Hence the completed CRB should show STO endorsements well spread out date wise from commencement to completion.
- e) Ensure that the cadets, at the end of each quarter (normally three to four months), submit the tear off quarterly report card to the institute. After verifying the correctness of the same, the institute shall forward the same to the Assessment Centre. Each quarterly report shall carry the INDOS number and the institutes name for identification purpose. Reports shall be sent to the assessment centre by end of each quarter.
- f) On satisfactory completion of the 'on board training' by cadet, verify the cadet record book in possession of the Cadet and check that the same has been duly endorsed by the STO, CTO and the Master in the appropriate pages and that the certificates specified in Sections 7 and 8 of the CRB are duly completed and that the cadet has provided evidence thereof to the institutes.
- g) On being satisfied that a cadet has completed all the prescribed CRB tasks and is in possession of valid certificates specified in sections 7 and 8 of the CRB, prepare a certificate for issue to the cadet indicating clearly that the cadet has completed the SSTP satisfactorily. It is only then the cadet will be eligible to further undergo any post sea training.
- h) Prepare the consolidated Quarterly report card and submit to the Assessment Centre along with the prepared certificate in duplicate for issue to the cadet after necessary verification and endorsement by Assessment centre.

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DECLARATION BY THE COMPANY

Cadets Name : _____

Passport No. _____ Date & Place of Issue _____

This is to declare that the SSTP of the above named cadet will be completed under the supervision and guidance of our Company Training Officer (CTO). The company / training institute approved by DGS to conduct SSTP will monitor the progress of training in conformity with the MS Notice No. 30 of 2002 and MS Notice No. 14 of 2007

The detail of the DGS approved training institute to conduct SSTP is as mentioned below:-

Name of the Training Institute: _____

Address of the Training Institute: _____

Authorized Signatory on behalf of the Company

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PERSONAL DETAILS

Particulars of Cadet – (To be completed by the cadet in block letters)

First Name : _____ Middle Name: _____ Last Name : _____
Seafarer's Book No. (C.D.C. or Identify Card) : _____ Birth Date : _____ Birth Place : _____
Home Address

Phone : _____ Fax : _____
Academic Education : _____ Name of the School / College and Address:
_____ From Date : _____ to _____
Subjects : _____
Date Of Entry :- _____ Height : _____ mm. Weight : _____ Kg Blood Group: _____
Distinguishing Marks : _____
Sponsoring Shipping Company : _____
Address : _____
Name, relationship & Address of Next of Kin : _____ Phone : _____ Fax : _____

Photograph
Attested by
Company Training
Officer Or by the
Master of the
First vessel

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Basic Training as required by Section A-VI/1 paragraph 2 of the STCW 95 Code. As part of your pre-sea training, you should have completed Basic Training from a DGS approved Institute. Please enter the details of this training below.

Training Programme as applicable

Pre-Sea Training Institute		From:	To:
Sea service - Ship 1		From	To
<i>Sea service - Ship 2</i>		From:	To:
Sea service - Ship 3		From:	To:
Sea service - Ship 4		From:	To:
Sea service - Ship 5		From:	To:

STCW modular courses	Date	Institute	Certificate No
Personal Survival Techniques			
Basic Fire Protection and Fire Fighting			
Elementary/Medical First Aid			
Personal Safety and Social Responsibilities			

Record of Other Training	Date	Institute	Certificate No
Radars Observers Course			
ARPA			
Radars and Navigation Simulator			
Second Mate			
Oil Tanker Familiarisation			
Chemical / Gas Carrier Familiarisation			

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Shipboard Service Record

Ship's Name, Flag & IMO Number	Dates		Total Days	Laid Up	Net Period qualified (4 minus 5)	Master's Signature	Seagoing Service in Months & days	
	Signed ON	Signed OFF					Months	Days
1	2	3	4	5	6	7	8	9

Regulation II/1 of STCW 95 requires that every cadet for certification shall have completed atleast 180 days of Bridge Watchkeeping duties under supervision of a certificated officer during his approved sea service of 18 months under SSTP.

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List of Publications, Video or Computer based Training Programmes Studied / Used

<i>Date</i>	<i>Subject / Title of Training Programme</i>	<i>STO's initials</i>

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Shipboard Training Officer's review of Cadet's progress (Monthly)

This table should be completed as frequently as the trading of the vessel allows. In any case the review shall be carried out at least once every month.

This is not an Appraisal report but a progress report on the acquisition and proficiency of Nautical skills.

<i>Ships Name</i>	<i>Comments on acquisition and proficiency of skills</i>	<i>Name of STO</i>	<i>Signature</i>	<i>Date</i>

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Shipboard Training Officer's review of Cadet's progress (Continued)

<i>Ships Name</i>	<i>Comments on acquisition and proficiency of skills</i>	<i>Name of STO</i>	<i>Signature</i>	<i>Date</i>

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Master's Monthly Inspection of Record Book

Comments should relate to the cadet's practical progress in acquiring competence as a watch-keeping officer.

<i>Ships Name</i>	<i>Comments</i>	<i>Name of Master</i>	<i>Signature</i>	<i>Date</i>

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Master's Monthly Inspection of Record Book (Continued)

<i>Ships Name</i>	<i>Comments</i>	<i>Name of Master</i>	<i>Signature</i>	<i>Date</i>

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C. T. O. (Company's) Inspection of the Cadet Record Book
Comments should relate to the adherence and progress made in the SSTP

Comments	Name in block letters	Signature	Date

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Ship 1		Call Sign		Life boats		
IMO No.		Cargo capacity bale		Location	Type / Make	Capacity
LOA		Cargo capacity grain				
Breadth		Cargo capacity containers				
Depth		Cargo capacity liquid				
Net Tonnage		Ballast water tks capacity				
Gross Tonnage		Bunker (HO/DO) capacity				
Deadweight SUMMER		FW tanks capacity		Life rafts		
Light displacement		Engine type / BHP		Location	Type / Make	Capacity
Fresh water allowance		Service speed				
TPC at Summer draft		No of Boilers				
Draft		Daily cons at sea HO				
	Winter	Daily cons at sea DO				
	Tropical	FW generating capacity				
	Summer					
		Anchors / cables		Portable / semi portable fire extinguishers		
Nav instruments	Make & Type	Port / Stbd Anchor type		Location	Type / Make	Quantity
Log		Cable length / size Port				
RADAR		Cable length size Stbd				
Magnetic Compass		Spare Anchor type				
Gyro Compass		Other anchors type				
VHF				Breathing Apparatus		
Echo sounder		Manoeuvring Data		Location	Type / Make	Location
GPS		Advance distance				
ARPA		Transfer distance				
		Stopping distance				
		Crash Stopping distance				

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Ship 2		Call Sign		Life boats		
IMO No.		Cargo capacity bale		Location	Type / Make	Capacity
LOA		Cargo capacity grain				
Breadth		Cargo capacity containers				
Depth		Cargo capacity liquid				
Net Tonnage		Ballast water tks capacity				
Gross Tonnage		Bunker (HO/DO) capacity				
Deadweight SUMMER		FW tanks capacity		Life rafts		
Light displacement		Engine type / BHP		Location	Type / Make	Capacity
Fresh water allowance		Service speed				
TPC at Summer draft		No of Boilers				
Draft		Daily cons at sea HO				
Winter		Daily cons at sea DO				
Tropical		FW generating capacity				
Summer						
		Anchors / cables		Portable / semi portable fire extinguishers		
Nav instruments	Make & Type	Port / Stbd Anchor type		Location	Type / Make	Quantity
Log		Cable length / size Port				
RADAR		Cable length size Stbd				
Magnetic Compass		Spare Anchor type				
Gyro Compass		Other anchors type				
VHF				Breathing Apparatus		
Echo sounder		Manoeuvring Data		Location	Type / Make	Location
GPS		Advance distance				
ARPA		Transfer distance				
		Stopping distance				
		Crash Stopping distance				

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Ship 3		Call Sign		Life boats		
IMO No.		Cargo capacity bale		Location	Type / Make	Capacity
LOA		Cargo capacity grain				
Breadth		Cargo capacity containers				
Depth		Cargo capacity liquid				
Net Tonnage		Ballast water tks capacity				
Gross Tonnage		Bunker (HO/DO) capacity				
Deadweight SUMMER		FW tanks capacity		Life rafts		
Light displacement		Engine type / BHP		Location	Type / Make	Capacity
Fresh water allowance		Service speed				
TPC at Summer draft		No of Boilers				
Draft		Daily cons at sea HO				
Winter		Daily cons at sea DO				
Tropical		FW generating capacity				
Summer						
		Anchors / cables		Portable / semi portable fire extinguishers		
Nav instruments	Make & Type	Port / Stbd Anchor type		Location	Type / Make	Quantity
Log		Cable length / size Port				
RADAR		Cable length size Stbd				
Magnetic Compass		Spare Anchor type				
Gyro Compass		Other anchors type				
VHF				Breathing Apparatus		
Echo sounder		Manoeuvring Data		Location	Type / Make	Location
GPS		Advance distance				
ARPA		Transfer distance				
		Stopping distance				
		Crash Stopping distance				

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Ship 4		Call Sign		Life boats		
IMO No.		Cargo capacity bale		Location	Type / Make	Capacity
LOA		Cargo capacity grain				
Breadth		Cargo capacity containers				
Depth		Cargo capacity liquid				
Net Tonnage		Ballast water tks capacity				
Gross Tonnage		Bunker (HO/DO) capacity				
Deadweight SUMMER		FW tanks capacity		Life rafts		
Light displacement		Engine type / BHP		Location	Type / Make	Capacity
Fresh water allowance		Service speed				
TPC at Summer draft		No of Boilers				
Draft		Daily cons at sea HO				
Winter		Daily cons at sea DO				
Tropical		FW generating capacity				
Summer						
		Anchors / cables		Portable / semi portable fire extinguishers		
Nav instruments	Make & Type	Port / Stbd Anchor type		Location	Type / Make	Quantity
Log		Cable length / size Port				
RADAR		Cable length size Stbd				
Magnetic Compass		Spare Anchor type				
Gyro Compass		Other anchors type				
VHF				Breathing Apparatus		
Echo sounder		Manoeuvring Data		Location	Type / Make	Location
GPS		Advance distance				
ARPA		Transfer distance				
		Stopping distance				
		Crash Stopping distance				

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Ship 5		Call Sign		Life boats		
IMO No.		Cargo capacity bale		Location	Type / Make	Capacity
LOA		Cargo capacity grain				
Breadth		Cargo capacity containers				
Depth		Cargo capacity liquid				
Net Tonnage		Ballast water tks capacity				
Gross Tonnage		Bunker (HO/DO) capacity				
Deadweight SUMMER		FW tanks capacity		Life rafts		
Light displacement		Engine type / BHP		Location	Type / Make	Capacity
Fresh water allowance		Service speed				
TPC at Summer draft		No of Boilers				
Draft		Daily cons at sea HO				
	Winter	Daily cons at sea DO				
	Tropical	FW generating capacity				
	Summer					
		Anchors / cables		Portable / semi portable fire extinguishers		
Nav instruments	Make & Type	Port / Stbd Anchor type		Location	Type / Make	Quantity
Log		Cable length / size Port				
RADAR		Cable length size Stbd				
Magnetic Compass		Spare Anchor type				
Gyro Compass		Other anchors type				
VHF				Breathing Apparatus		
Echo sounder		Manoeuvring Data		Location	Type / Make	Location
GPS		Advance distance				
ARPA		Transfer distance				
		Stopping distance				
		Crash Stopping distance				

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1.0	FAMILIARISATION IN SAFETY MATTERS	Before being assigned to shipboard duties all persons employed on Board or engaged on a seagoing ship other than passengers, shall receive approved familiarisation training in personal survival technique or receive sufficient information and instruction in order to be able to know what to do in emergencies.									
	SAFETY AND SHIP ORIENTATION	SHIP 1		SHIP 2		SHIP 3		SHIP 4		SHIP 5	
	Task to be performed	STO		STO		STO		STO		STO	
1.0.1	Safety first and Essentials to know	Date	Sign	Date	Sign	Date	Sign	Date	Sign	Date	Sign
1.0.1.1	Acquaint with safety & emergency equipment situated in the vicinity of the cabin										
	Know the shortest route from the cabin to Emergency Muster Station										
	Acquaint with the general layout of the accommodation										
1.0.1.2	Locate closest to your cabin										
	Nearest fire alarm button										
	Nearest two fire extinguishers										
	Nearest fire hose/hydrant										
	Closest escape route to lifeboat embarkation deck										
1.0.1.3	Locate various information exhibited in the common areas of the ship										
	Notice boards										
	Plans & Drawings										
	Instructions										
	Placards										
	Safety symbols & signs										

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Contd..	SAFETY AND SHIP ORIENTATION	SHIP 1		SHIP 2		SHIP 3		SHIP 4		SHIP 5	
	Task to be performed	STO		STO		STO		STO		STO	
1.0.1	Safety first and Essentials to know	Date	Sign	Date	Sign	Date	Sign	Date	Sign	Date	Sign
1.0.1.4	Locate the training manual and muster list on board and understand Safety information										
	Various alarms in use for emergency										
	Your duties in various emergencies										
1.0.1.5	Procedure to follow if										
	A person falls over board.										
	An accident or injury to a person takes place.										
	Fire/Smoke is detected										
	Emergency/Abandonship/Man overboard alarm is heard.										
1.0.1.6	Be acquainted with location and use of the following bridge equipment										
	Steering controls										
	Emergency steering										
	Telephones										
	Telegraphs										
	Compasses										
	Signalling equipment										
	Lighting panel switches										

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Contd..	SAFETY AND SHIP ORIENTATION	SHIP 1		SHIP 2		SHIP 3		SHIP 4		SHIP 5	
	Task to be performed	STO		STO		STO		STO		STO	
1.0.1	Safety first and Essentials to know	Date	Sign	Date	Sign	Date	Sign	Date	Sign	Date	Sign
1.0.1.7	Be able to										
	Identify the emergency escape route from each and every location on the ship.										
	Locate and practice donning of life jacket correctly.										
	Understand how to raise alarm for emergencies e.g. Man overboard, fire, pirates approaching, or for medical aid, etc.										
	Recognise and use various portable fire extinguishers, and relate them with compatibility for various types of fires.										
	Locate and understand how to release the Bridge wing Man overboard markers in an emergency										
1.0.1.8	Visit all areas of work e.g. Bridge, forecastle, poop deck, main deck, holds, steering flat, store room, engine room, CO2 room, refrigeration chambers, galleys, workshop and understand their utility and layout.										

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Contd..	SAFETY AND SHIP ORIENTATION	SHIP 1		SHIP 2		SHIP 3		SHIP 4		SHIP 5	
	Task to be performed	STO		STO		STO		STO		STO	
1.0.1	Safety first and Essentials to know	Date	Sign	Date	Sign	Date	Sign	Date	Sign	Date	Sign
1.0.1.9	Read the following available on board the ship and understanding how to achieve it.										
	Company's Safety Policy										
	Ship Master's Policy										
1.0.1.10	Locate										
	Medical locker										
	First aid equipment										
	Stretchers										
	Resuscitators & other medical equipment										
1.0.1.11	Locate										
	Fire fighting equipment										
	Fire alarms										
	Activating points										
	Alarm bells										
	Fire extinguishers										
	Hydrants										
	Fire axes										
	Fire hoses										
	International shore connection										
	Portable drilling machine										
	SCBA and accessories.										
	Fire suits										

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Contd..	SAFETY AND SHIP ORIENTATION	SHIP 1		SHIP 2		SHIP 3		SHIP 4		SHIP 5	
	Task to be performed	STO		STO		STO		STO		STO	
1.0.1	Safety first and Essentials to know	Date	Sign	Date	Sign	Date	Sign	Date	Sign	Date	Sign
1.0.1.12	Locate										
	Distress rockets										
	Flares										
	Smoke markers										
	Other Pyrotechnics										
	Line Throwing Apparatus										
	EPIRBs										
	SARTs										
	GMDSS Survival Craft Walkie-Talkies.										
1.0.1.13	Locate and understand the shipboard garbage management plan and the arrangements available to handle / store / compact / incinerate / dispose off garbage and other wastes.										

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1.1 Navigation at operational level			
Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	1.1.1 Identify & consult navigation publications		
1.1.1.1	Locate, understand the contents, use and extract information from the Chart Catalogue and understand the chart folio system on board vessel.		
1.1.1.2	Locate, understand the contents and use of Weekly, Annual & Cumulative Notices to Mariners.		
1.1.1.3	Locate, understand the contents, use and extract the information available in the Sailing Directions, List of Lights, Tide Tables, ALRS, Ocean passages of the world, Mariners hand book		
1.1.1.4	Demonstrate proper identification of various symbols and abbreviations used on an navigational chart		
1.1.1.5	Identify and learn to distinguish between ocean charts, coastal charts and plan charts		
1.1.1.6	Locate, familiarise and extract basic information from the Nautical Almanac & Nautical Tables		
	1.1.2 Compass and compass errors		
1.1.2.1	<i>Explain in your journal the differences between the different types of compasses and repeaters onboard ship. Explain their limitations if any.</i>		
1.1.2.2	Demonstrate the process and understand the importance of comparing gyro and magnetic compasses and synchronising the gyro repeaters with the master gyro compass		
1.1.2.3	Understand and demonstrate the use of an azimuth mirror to take accurate bearings of terrestrial and celestial objects		
	1.1.3 Maintaining the course steered		
1.1.3.1	Understand and follow various helm orders. Understand the different modes of steering available on the bridge		
1.1.3.2	<i>Demonstrate and explain in your journal with sketches an understanding of the ships steering gear system, its operation and all the associated alarms on the bridge & the engine control room.</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

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1.1 Navigation at operational level			
Contd: Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	1.1.4 Identify conspicuous objects and other terrestrial aids to navigation		
1.1.4.1	Identify on the chart various aids to navigation such as light houses, beacons and recognise them by sight and their physical characteristics.		
1.1.4.2	<i>Demonstrate, identify and explain in your journal the various buoys in the buoyage system used on the Indian coast by their shapes, top marks and light characteristics.</i>		
	1.1.5 Determine ships position and calculate DR positions and set and drift		
1.1.5.1	<i>Understand and explain the difference between a DR and an observed position. Describe with sketches, how would you determine a DR position using RPM and Log readings and further improve its accuracy by allowing for wind, tides and current. Explain the process of calculating set and drift with appropriate calculations and sketches.</i>		
	1.1.6 Operate electronic navigational equipment to ascertain the ships position		
1.1.6.1	Familiarise with various controls of the RADAR & demonstrate how to set up in RM (North up, Head up) & TM modes		
1.1.6.2	<i>Demonstrate and explain in your journal all the methods used to plot positions on the chart using the ships RADAR. Draw relevant sketches wherever needed.</i>		
	1.1.7 Reading & calculating error of the chronometer		
1.1.7.1	Take a time signal to ascertain and record error and daily rate of variance of the chronometer and demonstrate reading the chronometer for taking a sight.		

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1.1 Navigation at operational level			
Contd.. Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	1.1. 8 Miscellaneous bridge equipment, their function, maintenance and performance		
1.1.8.1	Demonstrate ability to operate all the bridge controls including telegraph, whistle, telephone, intercom and loud hailer.		
1.1.8.2	<i>Explain the procedure to make fog signals at sea and anchor in manual and automatic modes. Locate, and explain the use of manual fog horn, gong and mallet</i>		
	1.1.9 Transmit and receive information		
1.1.9.1	Learn, understand and demonstrate the use of Standard Maritime Communication Phrases		
1.1.9.2	Demonstrate the use and maintenance of the Aldis lamp and battery		
	1.1.10 Meteorology		
1.1.10.1	<i>Describe all the Meteorological instruments, viz. Anemometer, Barometer, Barograph, Facsimile Recorder, Hydrometer, Hygrometer, pycrometer, Sea Water thermometer, Marine bucket, Air thermometers (Wet & Dry) and explain their purpose and the procedures to use.</i>		
1.1.10.2	Observe and record wind / sea / swell direction and force using the Beaufort wind scale in the deck log book		
	1.1.11 Bridge watchkeeping at sea / Anchor		
1.1.11.1	Demonstrate an understanding of look out duties by sight and hearing at sea / anchor and its importance.		
1.1.11.2	<i>Read and explain, your understanding of the company standing orders, Masters standing orders and night orders.</i>		
1.1.11.3	Demonstrate knowledge of various methods (compass bearings, RADAR, ARPA) by which a risk of collision with other objects can be ascertained		
1.1.11.4	Identify main switches of all bridge equipment, main and emergency lighting		

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1.1 Navigation at operational level			
Competence: Maintain a safe navigation watch			STO
Task No	Task to be performed		Date
1.1.12 Prepare for arrival port, departure port and for sea			
1.1.12.1	<i>Explain the procedures and preparations you will undertake on the bridge for departure port, arrival port and arrival anchorage.</i>		
Competence: Response to emergencies and SAR			
1.1.13 Emergency, distress & SAR			
1.1.13.1	<i>Describe all the various signals used to indicate a "distress" at sea and indicate the actions you must take on board if you sight it visually.</i>		

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1.2 Cargo handling and stowage at operational level			
Competence: Preparation of holds and securing hatches		STO	
Task No	Task to be performed	Date	Sign
	1.2.1: Opening/battening down hatches, manhole lids, trimming hatches etc. ensure water/weather tightness		
1.2.1.1	Identify the locations, understand the purpose and describe the method of marking the ship with its IMO No, Official No and NRT of the ship		
1.2.1.2	<i>Demonstrate and explain in your journal the procedure to batten down and secure hatches and/ or cargo tank openings before proceeding out to sea.</i>		
1.2.1.3	Understand and explain the operation of opening, closing, maintenance and lubricating of hatch cover / tank lids		
1.2.1.4	<i>Describe and sketch the corrugated bulkheads between two compartments in your vessel</i>		
1.2.1.5	Locate and identify non-return valves, strum boxes, sounding pipes inside the bilges or the bilge well of a cargo / engine room compartment.		
1.2.1.6	<i>Identify all the air pipes, filling pipes, sounding pipes, temperature pipes and ventilators on board your ship. Indicate their locations by drawing a plan in your journal</i>		
1.2.1.7	Locate a striker plate fitted at bottom of sounding pipe of a tank and understand its function and importance.		
1.2.1.8	Demonstrate the procedure and understand the importance of taking soundings of tanks, bilges, void spaces and maintaining records.		
1.2.1.9	<i>Enumerate the various dunnage material used on your ship and explain the use of each.</i>		
1.2.1.10	<i>Sketch the layout of the vessel indicating the location of bilges in each of the compartments ie: tanks / holds, engine room, pump room etc</i>		
1.2.1.11	Understand the procedures for calculating fresh water / ballast water quantities using soundings and tank calibration tables.		

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1.2 Cargo handling and stowage at operational level			
Competence: Preparation of holds and securing hatches			STO
Task No	Task to be performed	Date	Sign
	1.2.2: Operation of Cargo gear, standing & running rigging, SWL and Safe working practices.		
1.2.2.1	<i>Draw a labeled sketch showing standing & running gear and equipment of any one crane / derrick and explain each of the components. Explain how and why is it needed to indicate the SWL at a conspicuous place on the crane / derrick.</i>		
1.2.2.2	Understand the procedure involved in rigging, topping, lowering, adjusting, derrick/cranes safely in readiness for conducting a lifting operation. Describe all the safety precaution taken.		
1.2.2.3	Learn the process of making rope and wire slings keeping in mind the load to be lifted by them.		
1.2.2.4	Learn and understand the process of making a rope guy as a replacement to one parted in operation		
1.2.2.5	Practice knots, bends, hitches, splicing wires etc and understand their uses.		
1.2.2.6	Understand the importance of rigging cargo light clusters and portable lights when working in a cargo hold.		
1.2.2.7	Demonstrate knowledge of basic IMDG cargo classification, identify their class by the labels and understand the precautions when handling cargoes marked with such labels		
1.2.2.8	Understand the purpose, importance and use of obtaining a MSDS for all goods (cargoes, stores, chemicals, paints etc) received on board prior handling them		
	1.2.3: Learn and understand the documentation provided for planning of the cargo and the regulations that are required to be taken into account.		
1.2.3.1	Learn and understand the process of reading accurate draft and precautions to be taken when reading draft marks.		
1.2.3.2	Learn and understand watch keeping during cargo operation including anti-pilferage steps to be taken to prevent loss/damage to cargo.		
1.2.3.3	Learn and understand how to take tally of stores / cargo for quality and quantity.		

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1.3 Controlling the operations of the ship and care for personnel at operational level			
Competence: Seamanship & safe shipboard practices.		STO	
Task No	Task to be performed	Date	Sign
	1.3.1 Seamanship and Pollution Prevention		
1.3.1.1	<i>Demonstrate the safe practices when working aloft, over side and when entering any compartment indicating requirements of checklist</i>		
1.3.1.2	<i>Explain the ship board practice of preventing pollution of the environment by oil in compliance with MARPOL</i>		
1.3.1.3	Locate and understand the use and importance of maintaining an Oil record book as per MARPOL		
1.3.1.4	<i>Explain and demonstrate the ship board practice of preventing pollution of the environment by garbage</i>		
1.3.1.5	Locate and understand the use and importance of the Garbage management manual and the Garbage record book.		
1.3.1.6	Learn and understand the use of draft marks / load lines and the process of reading the draft marks		
1.3.1.7	Demonstrate an understanding and assist in the Master during berthing / anchoring stations on the bridge		
1.3.1.8	Learn & understand the various configurations of mooring patterns for mooring the ship using hawsers / wires including slip wires.		
1.3.1.9	Learn, understand and take part in mooring the ship using hawsers, wires		

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1.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Seamanship & safe shipboard practices.		STO	
Task No	Task to be performed	Date	Sign
	1.3.2 General aspects of ship's structure, understand the causes of corrosion, the way it affects the strength of the steel structure and steps to prevent corrosion.		
1.3.2.1	Understand the procedures and importance of de-scaling, scrapping, wires brushing before applying a coat of primer paint.		
1.3.2.2	Locate various parts of the ship and draw sketches, where practicable, of double bottom, topside tanks, fore-peak tank, after-peak tank, cargo tanks / holds, girders, transverse frames, beams, longitudinals etc		
1.3.2.3	Learn and demonstrate under supervision the procedure for rigging the pilot ladder, including manropes.		
1.3.2.4	<i>Explain and demonstrate under supervision the procedure for rigging the MOT ladder.</i>		
1.3.2.5	Learn and demonstrate under supervision the procedure for rigging the gangway, including gangway net.		
1.3.2.6	<i>Understand and explain the various types of paints available on the ship and their specific uses in different areas of the vessel</i>		
	1.3.3 Knowledge of fire and Fire Fighting Appliances (FFA)		
1.3.3.1	<i>Understand the "fire triangle" and explain its importance in planning a strategy to handle the different classes of fires.</i>		
1.3.3.2	Locate and describe in brief all the FFA equipment on board.		
1.3.3.3	Learn and demonstrate the first response on locating a fire. Participate in fire drills at sea and in port		
1.3.3.4	Learn and demonstrate the unrolling of a fire hose, and the use of different types of nozzles.		
1.3.3.5	<i>Understand and describe the care and maintenance of fire hose, fire hydrant & International shore coupling.</i>		
1.3.3.6	Study instructions, identify various controls, and demonstrate the use of Self Contained Breathing Apparatus with its ancillary gear and explain it in your journal.		
1.3.3.7	<i>Learn, understand and explain the principle behind fire patrol duties & carryout same.</i>		

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1.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Seamanship & safe shipboard practices.		STO	
Task No	Task to be performed	Date	Sign
	1.3.4 Knowledge & maintenance of Life Saving Appliances (LSA)		
1.3.4.1	<i>Explain the inspection and maintenance procedures carried out on the davits (release / recovering arrangements of the Life boats & Life rafts) as per your vessels PMS.</i>		
1.3.4.2	<i>Explain the care and maintenance of lifeboats and life rafts including their equipment / provisions.</i>		
1.3.4.3	Explain the procedure to Launch and recover Lifeboats and rescue boats		
1.3.4.4	Locate, inspect and understand the procedure for using the line throwing apparatus.		
1.3.4.5	<i>Understand and explain in your journal the care, maintenance and use of thermal protective aids.</i>		
	1.3.5 Medicine chest & ship captain's medical guide & shipboard procedure		
1.3.5.1	Demonstrate familiarization with ship captain's medical guide and first aid equipment.		
1.3.5.2	Know contents and layout of a medical chest and first aid equipment		
1.3.5.3	Locate and demonstrate the use of the stretcher when shifting a casualty		
1.3.5.4	Understand the contents of a poison locker and the need to keep it segregated from other medicines.		
	1.3.6 Identification of emergencies and response thereto		
1.3.6.1	Demonstrate the knowledge required by an in charge for the protection and safety of his team in an emergency.		
1.3.6.2	Demonstrate adequate knowledge of response to distress signals observed visually at sea and the alert to be sounded on board.		
1.3.6.3	<i>Locate the IMO's International Aeronautical Maritime Search and Rescue Manual (IAMSAR), read and describe its contents in brief.</i>		

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2.1 NAVIGATION at operational Level			
Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	2.1.1 Consult and identify updated publications and correct them.		
2.1.1.1	Learn, understand and describe the procedure of selection of charts / publications for the voyage		
2.1.1.2	<i>Explain how will you identify whether the chart/publication is corrected to the latest notice to mariners onboard. Explain the detailed procedure to correct navigational charts, ALRS, List of lights and Sailing directions when a new NTM is received on board.</i>		
	2.1.2 Compass and their errors		
2.1.2.1	<i>Take actual observations and explain with calculations, the procedures used to determine compass error by celestial and terrestrial observations. Explain how are these records maintained in the compass error book. Explain with suitable examples the application of compass error to convert True bearings / courses to obtain the compass bearings / course and vice versa.</i>		
2.1.2.2	<i>Explain using suitable calculations and examples on how to find deviation and variation using the deviation tables and variation charts.</i>		
	2.1.3 Maintaining the course steered		
2.1.3.1	<i>Understand and explain the procedures and precautions when changing over steering from Hand to Auto and vice versa. Identify and explain the use and purpose of various settings available on the Auto pilot</i>		
2.1.3.2	<i>Explain the procedure and assist in setting and testing the 'Off Course Alarm' on the auto pilot at sea.</i>		

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2.1 NAVIGATION at operational Level			
Contd.. Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	2.1.4 Determine ships position		
2.1.4.1	<i>Demonstrate and describe with sketches and calculations how to take and use vertical and horizontal sextant angles to obtain position lines</i>		
2.1.4.2	Practice taking compass bearings and fix ship's positions by simple cross fix and running fix methods.		
	2.1.5 Operate electronic navigational equipment to ascertain the ships position and to avoid collisions.		
2.1.5.1	Demonstrate plotting of ships positions by various electronic aids to navigation and methods used to cross check & verify them		
2.1.5.2	Practice recognition of false echoes and understand limitation of RADAR / ARPA		
2.1.5.3	<i>Demonstrate and explain the procedures for plotting of targets on the RADAR PPI and on paper plotting sheets in order to determine their CPAs and TCPAs. Explain with sketches two such plots on paper and target data so obtained.</i>		
	2.1.6 Using the sextant		
2.1.6.1	Identify various parts of Sextant, including adjusting screws. Demonstrate use of sextant, Check and understanding of various errors on the sextant.		
2.1.6.2	<i>Learn, demonstrate and describe with sketches and calculations the procedure of taking the sextant altitude of the Sun & Stars and correct it to obtain the true altitude</i>		
	2.1.7 Miscellaneous bridge equipment, their function, maintenance and performance		
2.1.7.1	Demonstrate how to start and operate speed Log in various modes		
2.1.7.2	Demonstrate how to put on and set up the Echo Sounder, change range, read depth and use all the features of the equipment		
2.1.7.3	Demonstrate how to maintain the echo sounder and replace recording paper & stylus		

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2.1 NAVIGATION at operational Level			
Contd.. Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	2.1.8 Transmit and receive information		
2.1.8.1	Demonstrate an understanding of the International Code of Signals		
2.1.8.2	Identify and understand the use of lights and shapes required to be held on board as per regulations		
2.1.8.3	<i>Understand and describe the operation of all the GMDSS equipment (VHF, MF/HF, Inmarsat, SART, EPIRB, Walkie talkies) for transmitting distress signals</i>		
	2.1.9 Meteorology		
2.1.9.1	<i>Learn, understand and explain the use of weather codes to make and send weather reports. Make a sample weather report for any one observation.</i>		
2.1.9.2	Learn, understand and demonstrate the use of barometer readings to indicate and forecast depressions and tropical revolving storms		
	2.1.10 Knowledge of basic calculations involved with celestial Navigation		
2.1.10.1	<i>Calculate sun set, sun rise, twilight timings and explain how to compute approximate azimuth and altitude of conspicuous stars at a certain time using the star chart / identifier</i>		
	2.1.11 Bridge watch keeping at sea / Anchor		
2.1.11.1	Understand and demonstrate the precautions to be taken as a watch keeper on bridge in heavy weather, restricted visibility and dense traffic.		
2.1.11.2	Inspect status of navigation lights and its control panel		
2.1.11.3	Knowledge of situations on when to call additional look out, additional officer and/or master		
2.1.11.4	<i>Describe the procedure when handing over and taking over a navigational watch at sea and at anchor</i>		

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2.1 NAVIGATION at operational Level			
Competence: Maintain a safe navigation watch and manoeuvring the vessel			STO
Task No	Task to be performed	Date	Sign
2.1.12 Bridge watchkeeping during manoeuvring, arrival and departure port / anchorage			
2.1.12.1	Learn & understand the importance of following orders of the pilot / Master and monitoring them during maneuvering		
2.1.12.2	Understand the importance of monitoring the course steered by the helmsman during manoeuvring		
2.1.13 Prepare for arrival port, departure port and for sea			
2.1.13.1	<i>Explain the procedure for mandatory testing of steering gear, main engines and other critical equipment prior commencement of manoeuvring when arriving and departing port. What log entries will you make and how.</i>		
Competence: Response to emergencies and SAR			
2.1.14 Emergency, distress & SAR			
2.1.14.1	Semonstrate the understanding of the actions taken in response to distress signals received by Radio (VHF, MF, HF), Inmarsat		
2.1.14.2	<i>Familiarise with the Indian ship reporting system "INDSAR" and describe its purpose and the various reports required to be made for a particular voyage.</i>		
2.1.14.3	<i>Demonstrate and explain the various methods of search used for distressed vessels/craft, such as Visual, Electronic, EPIRB, SART, reporting systems & Air surveillance</i>		

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2.2 Cargo Handling Stowage at Operational Level			
Competence: Maintenance of water tightness, weather tightness of tanks, holds & cargo gear. Safety procedures			STO
Task No	Task to be performed	Date	Sign
	2.2.1 Attending to weather/water tightness of the various openings on deck and in the accommodation		
2.2.1.1	<i>Identify, locate and describe the features of at least one weather tight and one watertight closing arrangement on your ship. Support your description with appropriate sketches.</i>		
2.2.1.2	Demonstrate the maintenance needed to carry out on a weather tight / water tight openings including renewal of packing.		
2.2.1.3	Understand the importance and demonstrate the procedure to hose test a weather tight door / hatch cover.		
2.2.1.4	Demonstrate the procedure when undertaking an inspection of a hold / tank		
	2.2.2 Ship's Derricks and Cranes, their maintenance, regular checks, preventive maintenance and compliance with regulations regarding Safety and Safe Working Load		
2.2.2.1	Demonstrate the procedure to carry of maintenance / inspection / lubrication of blocks, shackles, derrick goosenecks, rings / pads, limit switches related to the lifting gear on board		
2.2.2.2	Demonstrate an understanding of rigging, topping, lowering, derricks/cranes for heavy lift operation		
2.2.2.3	Demonstrate how to work cargo winches and cranes with signal man controlling operations		
2.2.2.4	<i>Describe the various types of cargo slings used to safely handle various types of cargoes on board</i>		
	2.2.3 Cargo watchkeeping, cargo plans and safety		
2.2.3.1	Understand the importance of checking that safety rails are in position and proper lighting provided around hatch openings		
2.2.3.2	Understand the precautions and procedure when loading/stowage of IMDG cargoes		
2.2.3.3	<i>Describe and draw the cargo plan of your ship for the current voyage</i>		
2.2.3.4	Demonstrate an understanding of the Fire Patrol duties on deck		

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2.3 Controlling the operations of the ship and care for personnel at operational level			
Competence: Compliance with customs of the port and the regulations to maintain safe and a pollution free operation.		STO	
Task No	Task to be performed	Date	Sign
	2.3.1 Gangway duties		
2.3.1.1	Understand the importance and purpose of maintaining a gangway register to maintain a record of all persons that may go ashore/ come abroad		
	2.3.2 Safety and pollution prevention.		
2.3.2.1	Understand the procedures and precautions in carrying out ballasting / deballasting operations and explain them in your journal.		
2.3.2.2	Locate/Assist in maintenance and use of oil spill control equipment as per SOPEP		
2.3.2.3	<i>Demonstrate an understanding and explain briefly the contents of the entire Shipboard Oil Pollution Emergency Plan (SOPEP)</i>		
	2.3.3 Dealing with corrosion, erosion, pitting & galvanic action		
2.3.3.1	Understand the various methods used and procedures followed when carrying out surface preparation of mild Steel, galvanized steel, aluminum and wooden surfaces in order to protect them from deterioration.		
2.3.3.2	<i>Demonstrate and explain how to inspect and rig a stage, bosun's chair and other safety equipment required for working on the ships side and aloft.</i>		
2.3.3.3	Understand the importance, requirement and use of checklists to prepare the vessel for a port state control inspection		
	2.3.4 Fire detection & smothering.		
2.3.4.1	<i>Demonstrate an understanding of fixed fire detection system. Explain its principle and operation including testing of the system</i>		
2.3.4.2	<i>Understand the operation of the fixed fire extinguishing system. Explain its working and operation including the various testing procedures on board</i>		
2.3.4.3	Locate fire flaps, fire dampers, automatic/manual fire prevention door operating and maintaining them in operational condition.		

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2.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Compliance with customs of the port and the regulations to maintain safe and a pollution free operation.		STO	
Task No	Task to be performed	Date	Sign
2.3.5 Knowledge of LSA their layout, operations & maintenance			
2.3.5.1	Locate life jackets, immersion suits and thermal protective aids, Demonstrate ability to correctly don them, and understand their limitations		
2.3.5.2	Explain the procedures, duties and responsibilities of a person in charge when assigned for launching a life boat and a lift raft.		
2.3.5.3	<i>Explain the importance and procedure to carry out an inspection and inventory of safe stowage of bridge distress signals, line throwing rockets.</i>		
2.3.5.4	<i>Demonstrate and explain the precautions and procedure to be observed when firing distress signals (hand flares, parachutes, smoke markers).</i>		
2.3.6 Practice of first aid and medical procedures			
2.3.6.1	Demonstrate an understanding during emergency exercise drills the procedures to handle various medical emergencies like resuscitation, shock, heat stroke, hypothermia, cuts, burns, fractures etc		
2.3.6.2	Assist with procedure in seeking Radio Medical Advice by Radio / INMARSAT.		

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2.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Compliance with customs of the port and the regulations to maintain safe and a pollution free operation.		STO	
Task No	Task to be performed	Date	Sign
	2.3.7 Seamanship		
2.3.7.1	Demonstrate the use of an O2 analyser and explosimeter.		
2.3.7.2	<i>Identify and learn the formula for calculating SWL and breaking stress of natural fibre, steel wire and synthetic ropes.</i>		
2.3.7.3	Demonstrate correct way of measuring size of ropes and blocks.		
2.3.7.4	Demonstrate ability to make and understand the uses of various knots and bends.		
2.3.7.5	Demonstrate the ability to make back splice, eye splice, long splice, short splice on a fibre rope		
2.3.7.6	Demonstrate an understanding of care required for various types of paint brushes		
2.3.7.7	<i>Understand and explain precautions to be exercised when painting in open / confined spaces.</i>		
2.3.7.8	Enumerate likely defects in painted surfaces such as fading, flatting, blistering, cracks, discoloration, non-drying, etc.		
2.3.7.9	Demonstrate knowledge of various kinds of paints, their properties and application procedures (primers, under water paints, epoxy paints, synthetic paints etc, butimastic paints)		
2.3.7.10	Demonstrate an understanding and prepare check list show precautions to be taken when painting in open spaces, confined spaces		
2.3.7.11	<i>Explain the purpose and procedures to take inventory of the deck stores.</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.1 NAVIGATION at operational Level			
Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	3.1.1 Passage planning berth to berth		
3.1.1.1	<i>Explain in detail a passage plan for a particular voyage in your journal. Explain the procedures and precautions you used to lay courses from starting position to destination (berth to berth) with sufficient distances off danger points or shallow water, keeping in mind the tidal and meteorological condition, routing instructions and traffic separation schemes, watch levels, position fixing methods etc.</i>		
	3.1.2 Maintaining the course steered (including in an emergency)		
3.1.2.1	Plot a course and calculate / measure distance between two positions on a chart		
3.1.2.2	Calculate and plot the final position using the initial position and the course and distance steamed between them.		
3.1.2.3	<i>Describe with suitable sketches the procedure / preparations / precautions followed on the bridge and steering flat to change over from main to emergency steering</i>		
	3.1.3 Calculate DR positions using days work.		
3.1.3.1	Calculate the ships final position after sailing on various courses and distances using the traverse tables		
	3.1.4 Operate electronic navigational equipment to ascertain / monitor the ships position and for collision avoidance.		
3.1.4.1	Demonstrate the procedure to plot targets on ARPA and obtain data of targets.		
3.1.4.2	Understand and demonstrate the parallel Indexing technique.		
3.1.4.3	Demonstrate how to start, initialise and operate all the features available on the GPS		
3.1.4.4	Identify the status (DR / Fix / Observed) of the position obtained from the GPS. Understand the dangers of using a inferior fix as obtained from the GPS and plotting on the chart .		
3.1.4.5	<i>Explain the various operational tests to check if RADAR, Gyro, ARPA, GPS equipment is performing at optimum & reliable levels.</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.1 NAVIGATION at operational Level			
Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
3.1.5 Miscellaneous bridge equipment, their function, maintenance and performance			
3.1.5.1	Assist in monitoring performance of all navigational instruments and maintaining relevant operation / repair / maintenance logs.		
3.1.5.2	<i>Explain the purpose of an AIS. Describe the procedure to start, initialise, obtain data and operate all the features available on the AIS.</i>		
3.1.6 Transmit and receive information			
3.1.6.1	Demonstrate correct procedure of calling, acknowledgement, receipt and transmission of messages by VHF, RT and Inmarsat and maintaining relevant communication logs		
3.1.6.2	<i>Explain the various daily, weekly, monthly tests (internal and external) needed for all the GMDSS equipment (VHF, MF/HF, Inmarsat, SART, EPIRB, Walkie talkies). What records need to be maintained and how.</i>		
3.1.7 Meteorology			
3.1.7.1	<i>Explain the areas and in what season storms/cyclones may be encountered on the Indian coast. Explain with sketches the guidelines for avoiding the path of a TRS.</i>		
3.1.7.2	Demonstrate ability to operate NAVTEX, Weather Fax and receive navigational and weather reports / warnings.		
3.1.7.3	Identify and understand the various weather charts/reports received by facsimile recorder and Navtex.		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.1 NAVIGATION at operational Level			
Competence: Plan and conduct a passage and determine position			STO
Task No	Task to be performed	Date	Sign
	3.1.8 Knowledge of basic calculations involved with position fixing from celestial bodies		
3.1.8.1	<i>Learn and understand the calculation of the ships longitude, latitude & position line from sextant altitude of the Sun using the long by chronometer and meridian passage methods. Show calculations, with sketches, diagrams and plots of actual observations in your journal to confirm your understanding.</i>		
3.1.8.2	<i>Learn and understand the calculation of the ships position using position lines from sextant altitude of the Stars using the intercept method. Show calculations with sketches, diagrams and plots of actual observations in your journal to confirm your understanding.</i>		
Competence: Maintain a safe navigation watch and manoeuvring the vessel			
	3.1.9 Bridge watchkeeping at sea / Anchor		
3.1.9.1	<i>Assist Officer of the watch and describe his duties when keeping watch on the bridge at sea and at anchor.</i>		
3.1.9.2	Assist OOW on pre-watch / post-watch rounds, and record result.		
3.1.9.3	Demonstrate ability to make Navigational watch entries in deck logbook.		
	3.1.10 Prepare for arrival port, departure port and for sea		
3.1.10.1	Fill up and attach a completed Pilot Card used to exchange information between the master and pilot regarding manoeuvring characteristics of the vessel.		
	3.1.11 Manoeuvring		
3.1.11.1	<i>Demonstrate knowledge of squat & Shallow water effect</i>		
3.1.11.2	<i>Explain the procedures with suitable sketches how will you execute a 'Williamson's Turn' and other emergency maneuvers to rescue a man who has fallen overboard.</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.1 NAVIGATION at operational Level			
Competence: Response to emergencies and SAR			STO
Task No	Task to be performed	Date	Sign
	3.1.12 Emergency, distress & SAR		
3.1.12.1	Demonstrate an understanding of the ships Contingency Plan, participate in drills and know your duties to meet all the emergencies listed therein.		
3.1.12.2	Demonstrate an understanding of the procedure to prepare and evacuate a casualty by Helicopter		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.2 Cargo handling and Stowage at Operational Level			
Competence: Preparation of holds and maintaining integrity of vessel		STO	
Task No	Task to be performed	Date	Sign
3.2.1 Hatch closing arrangements, ventilation and cargo measurement			
3.2.1.1	<i>Understand and describe the emergency procedures to open and close hatch covers in the event of a failure of the main operating system.</i>		
3.2.1.2	Locate and identify the arrangement for ventilating a cargo hold and understand the requirement to ventilate the cargo to avoid cargo damage.		
3.2.1.3	Understand the importance and procedures to lash and secure movable objects prior proceeding to at sea.		
3.2.1.4	<i>Describe the procedures to take ullages, temperatures and specific gravity of liquids in a cargo / bunker tank</i>		
3.2.1.5	<i>Describe the procedure to inspect lashings and securing of cargo prior departure from port</i>		
3.2.2 Cargo gear			
3.2.2.1	Locate the ships chain and machinery register and understand its contents, purpose and all entries recorded in order to comply with the dock safety regulations		
3.2.3: Cargo stowage, lashing and operations			
3.2.3.1	Demonstrate correct method of stowing and lashing of containers as per the lashing manual.		
3.2.3.2	Demonstrate the ability to ensure that the cargo is loaded as per the stowage plan		
3.2.3.3	Understand the procedures and importance of inspecting of ropes, wires and fenders.		
3.2.3.4	<i>Describe in your journal an understanding of the general procedures including segregation requirements when preparing cargo plans for loading IMDG cargoes</i>		
3.2.3.5	Demonstrate an understanding of the precautions to be taken when loading from cargo lighters/barges.		
3.2.3.6	Demonstrate the ability to attend to mooring during loading & discharging Cargo.		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

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3.3 Controlling the operations of the ship and care for personnel at operational level			
Competence: Safety and prevention of pollution of the environment.		STO	
Task No	Task to be performed	Date	Sign
	3.3.1 Pollution prevention and MARPOL 73/78, its annexes as amended.		
3.3.1.1	<i>Demonstrate an understanding of the various equipments / instruments / appliances required by a vessel under MARPOL73/78 to prevent pollution, Explain each of them in detail</i>		
3.3.1.2	Demonstrate an understanding of the operation of the Oily Water Separator and the 15 ppm stopping equipment in the E/Room		
3.3.1.3	<i>Demonstrate and explain the actions to be taken in case of pollution, as given in the Emergency Contingency Plan</i>		
3.3.1.4	Demonstrate understandings of bunkering procedure and assist in bunkering operation		
	3.3.2 Scrutiny of hull, its protection & water tight integrity.		
3.3.2.1	Understand the importance, procedures used in taking daily sounding of various tanks, bilges and void spaces		
3.3.2.2	Understand the procedures needed to prepare for inspection / survey of cargo holds, tanks and void spaces		
3.3.2.3	Demonstrate a basic awareness of the concept of Sheer stress & Bending moments and calculation of Hog & Sag		
3.3.2.4	<i>Demonstrate and explain an understanding of precautions to be taken when carrying out Hot work</i>		
3.3.2.5	<i>Demonstrate and explain the precautions to be take for checking cargo lashings when at sea</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

Cadet Record Book

January 2008	Introduction	
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3.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Safety and prevention of pollution of the environment.		STO	
Task No	Task to be performed	Date	Sign
	3.3.3 Fire & smoke detecting equipment, its operation & maintenance.		
3.3.3.1	Understand the starting, operating and maintenance procedures for the emergency fire pump		
3.3.3.2	Understand the starting and operating procedures for the emergency generator		
3.3.3.3	Understand the importance, method and principles used in preparing emergency / abandon ship muster lists		
3.3.3.4	Locate, identify and understand remote control mechanism for operating water tight and fire prevention doors/openings including ventilation cut-out system		
3.3.3.5	Demonstrate ability to be in effective charge of fire party during drill (Hose party, Stretcher party, Breathing Apparatus party)		
3.3.3.6	<i>Demonstrate an understanding of the planned maintenance and inspection procedures of all the FFA onboard the ship (deck and engine room)</i>		
3.3.3.7	Understand the reason and demonstrate under supervision the procedure for operating quick closing valves.		
3.3.3.8	<i>Demonstrate the ability to carryout search and rescue from an enclosed space during a drill</i>		
	3.3.4 Location, maintenance & operation of LSA		
3.3.4.1	Demonstrate the ability to use and maintain life buoys.		
3.3.4.2	Demonstrate under supervision the procedure for changing the lifeboat falls end to end		
3.3.4.3	<i>Demonstrate procedure for disposal of out dated pyrotechnics</i>		
3.3.4.4	Demonstrate the ability to crew and con a lifeboat under oars and power		
3.3.4.5	<i>Demonstrate the ability to take charge and manage survivors in a survival craft.</i>		
3.3.4.6	Demonstrate the purpose and the ability to start the sprinkler & air supply in a totally enclosed lifeboat		
	3.3.5 Use of first aid equipment		
3.3.5.1	<i>Demonstrate the procedure for dealing with Electric shock</i>		
3.3.5.2	<i>Demonstrate the procedure for stopping bleeding by applying pressure at pressure points and using a tourniquet.</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal. t

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3.3 Controlling the operations of the ship and care for personnel at operational level			
Contd...Competence: Safety and prevention of pollution of the environment.		STO	
Task No	Task to be performed	Date	Sign
	3.3.6 Locate, identify & understand various rules & certification requirement for the vessel.		
3.3.6.1	Read and understand Master's standing orders and those of the company		
3.3.6.2	Read and understand instructions provided in the Deck log book and Official log book		
3.3.6.3	Locate, read and understand instructions & guidance provided in Chain and machinery register		
3.3.6.4	<i>Explain the precautions taken on board to avoid stowaways. Understand the need and procedures to search for stowaways prior departure and the procedures to deal with them if found on board.</i>		
3.3.6.5	Understand the importance of inspections and preparing the vessel for oil major and statutory surveys		
3.3.6.6	<i>Identify and demonstrate an understanding of the various statutory trading certificates</i>		
3.3.6.7	Understand the importance of the record of safety equipment document and the procedure for preparing the vessel for a safety equipment survey		
	3.3.7 Care & maintenance of access to the ship & general seamanship		
3.3.7.1	Demonstrate the ability for use and care of gangway, gangway safety nets, manropes, jacob's ladder		
3.3.7.2	<i>Draw up chart / schedule of lubrication. Understand the differences between various types of lubricants / grease and importance of lubrication</i>		
3.3.7.3	Assist in the eye splicing of mooring hawser or connecting two hawsers using a bend when on stations.		
3.3.7.4	Demonstrate the ability to carryout care and maintenance of weather tight doors, water tight doors, man hole covers, side scuttles, booby hatches etc		
3.3.7.5	<i>Demonstrate an understanding of the precautions to be taken when operating a watertight shipside opening below the deck line</i>		

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4 Tankers			
Competence: Safe practice on tankers, oil-chemical - liquefied gas		STO	
Task No	Task to be performed	Date	Sign
	4.1.1 General Tanker Practice		
4.1.1.1	<i>Draw a plan view showing all the cargo pipelines & valves on deck, in tanks and in the pumproom in your journal.</i>		
4.1.1.2	Demonstrate knowledge of procedures relating to loading, discharging, ballasting and deballasting operations on a tanker.		
4.1.1.3	<i>Enumerate your duties when taking rounds of deck during cargo operations</i>		
4.1.1.4	Learn and demonstrate the test procedure for emergency shutdown of cargo loading / discharging operation.		
4.1.1.5	Learn and demonstrate the starting & stopping procedures of cargo pumps		
4.1.1.6	<i>Explain the procedure on how to use the ullage / temperature and interface detector</i>		
4.1.1.7	<i>Understand the principle of an eductor. Explain its working and its advantages over other pumps</i>		
4.1.1.8	<i>Draw a plan view showing all the ballast pipelines & valves in tanks and in the pumproom.</i>		
4.1.1.9	Demonstrate the procedure to tests and operate the ODMCS in the cargo pumproom		
4.1.1.10	<i>Explain the "Load on Top" procedure as recommended by MARPOL.</i>		
4.1.1.11	Demonstrate an understanding of the operation of the hydraulic power pack used for the cargo valve system		
4.1.1.12	Demonstrate an understanding of the cargo heating arrangement and the procedure to heat cargo.		
4.1.1.13	Demonstrate an understanding of the entire inert gas system and the purpose of each of its components.		
4.1.1.14	<i>Explain the MARPOL criteria / requirement to discharge oily water mixture from the machinery spaces of an oil tanker</i>		
	4.1.2 Personal Safety & Pollution Prevention.		
4.1.2.1	<i>Explain the purpose and use of all the oil spill cleanup equipment provided onboard.</i>		
4.1.2.2	<i>Explain the purpose, use and the procedure to rig up fire wires on a oil tanker.</i>		
4.1.2.3	<i>Explain the procedure for man entry into enclosed spaces including pump rooms</i>		
4.1.2.4	Demonstrate knowledge of various entries made in the oil record book and the importance of keeping such records up to date.		
4.1.2.5	<i>Enumerate the information contained in the Shipboard Oil Pollution Emergency Plan (SOPEP Manual).</i>		

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	4 Tankers		
	Competence: Safe practice on tankers, oil-chemical - liquefied gas	STO	
Task No	Task to be performed	Date	Sign
	4.1.3 Operations on chemical / gas tankers		
4.1.3.1	Demonstrate the knowledge of procedures when loading / discharging cargo on a LPG Carrier.		
4.1.3.2	<i>Explain the equipment and procedures on board for gas testing and monitoring of void spaces of an gas tanker.</i>		
4.1.3.3	<i>Describe the ELSA equipment and understand its use and limitations.</i>		
4.1.3.4	<i>Explain the various Personal Protective Gear available on board a chemical tanker and their use</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

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5 Drydocking			
Competence: Dry docking procedures		STO	
Task No	Task to be performed	Date	Sign
	5.0.1 Dry-docking Procedure		
5.0.1.1	Demonstrate the procedure to inspect and check the ships bottom for indentations and record same.		
5.0.1.2	Understand the importance of following special procedures (permit systems) enforced by ship or dockyard relating to enclosed space entry, hot work, heavy repairs, emergency preparedness etc in a dry dock.		
5.0.1.3	Demonstrate the procedure to inspect and confirm the plimsoll marks with a load line batton.		
5.0.1.4	Refer to the docking plan / shell expansion plan and demonstrate identification of frames, hull plates, hull openings, protrusions and other features, which may need attention in a dry dock.		
5.0.1.5	Understand the importance and arrangements for maintaining water pressure in fire mains and for refrigeration plant		
5.0.1.6	<i>Describe the method of ranging, inspecting and marking anchor cables in a dry dock</i>		
5.0.1.7	<i>Describe the connection of the bitter end of anchor cable to the ship inside the chain locker.</i>		
5.0.1.8	<i>Understand and explain the method used on your ship for preventing corrosion to the ships underwater hull (Sacrificial anodes and / or ICCP)</i>		
5.0.1.9	Demonstrate knowledge of procedures used to overhaul and carry out maintenance of sea chests and sea suction /overboard valves		
5.0.1.10	<i>Describe the methods and procedures used for cleaning / surface preparation of various areas of the ships hull (under water, boot topping and topsides)</i>		
5.0.1.11	<i>Draw a table listing the various types of paints along with their specifications, properties and reasons for their use in painting various areas of the ships hull. (underwater, boot topping and topside)</i>		
5.0.1.12	<i>Describe the various inspections to the ships hull and machinery which are generally carried out in a dry dock eg: Propeller, rudder, anchors and anchor cables, anodes, ICCP, sea valves, sea chests, etc)</i>		

* The shaded tasks identified above need to be done practically as well as explained in writing in the journal.

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Introduction

International Regulations for Preventing Collisions at Sea, 1972

When cadets are examined for Certificates of Competency they will be required to demonstrate a thorough knowledge of the rules and their application.

Parts A, D, C, D and E: A thorough knowledge of the rules is required. When the cadet can demonstrate that each rule has been committed to memory, the appropriate box should be initialed and dated by an officer.

Annex I: Only outline knowledge is required, but the provisions of Section 9a should be fully understood.

Annexes II and III: A general knowledge of these annexes is required.

Annex IV: A full and comprehensive knowledge of distress signals is required.

To be completed in Stage 3

PART A General Rules			PART B - Steering and Sailing Rules								
			Section 1			Section 2			Section 3		
Rule	STO's Initials	Date	Rule	STO's Initials	Date	Rule	STO's Initials	Date	Rule	STO's Initials	Date
1			4			11			19		
			5			12					
2			6			13					
			7			14					
3			8			15					
			9			16					
			10			17					
						18					

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PART C - Lights and Shapes						PART D - Sound and Light Signals			PART E - Exemptions		
Rule	STO's Initials	Date	Rule	STO's Initials	Date	Rule	STO's Initials	Date	Rule	STO's Initials	Date
20			26			32			38		
21			27			33					
22			28			34					
23			29			35					
24			30			36					
25			31			37					

ANNEX I - Lights and Shapes - Technical Details						ANNEX II - Additional Signals for Fishing vessels		
Section	STO's Initials	Date	Section	STO's Initials	Date	Section	STO's Initials	Date
1			8			All		
2			9a					
3			9b					
4			10			ANNEX III - Sound Signal Appliance - Technical Details		
5			11			Section	STO's Initials	Date
6			12			All		
7			13			ANNEX IV - Distress Signals		
						Section	STO's Initials	Date
						All		

Cadet Record Book

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Introduction

Record of Hand Steering

Steering		Voyage		Steered		Total Hours	Remarks	Signature O.O.W.	Signature of Designated STO/Ch. Officer	
				<i>From</i>	<i>To</i>					<i>Date</i>
By Compass	by	Day								
		Night								
By Sight without Aid of Compass										
While Entering or Leaving Port										

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Introduction

Record of Hand Steering

Steering		Voyage		Steered		Total Hours	Remarks	Signature O.O.W.	Signature of Designated STO/Ch. Officer	
				<i>From</i>	<i>To</i>					<i>Date</i>
By Compass by	Day									
		Night								
By Sight without Aid of Compass										
While Entering or Leaving Port										

Cadet Record Book

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Introduction

Cadet's Steering Certificate

Cadet's Name (Surname) _____ Other Names _____

Passport No. _____ Date & Place of Issue _____

This is to certify that the above named Cadet has served on board the M.V. / M.T. _____

From _____ To _____. During this period the Cadet took turns at the steering wheel (apart from periods of instruction) as given below :

Steering by Compass during day	hrs	Steering by Compass during night	hrs
Steering by Sight (without Compass)	hrs	Steering while entering and/or leaving port	hrs

This is to state that Cadet _____ has been found to be proficient in steering the ship by hand.

Master's Name _____ Master's Signature : _____ Date : _____

M.V. / M.T. _____

Ship's Stamp

RECOMMENDATION (minimum period of steering)
Steering by Day 10 Hours; Steering by Night 10 Hours; Steering by Sight (without aid of Compass) 5 Hours; & Steering while entering and/or leaving Port 5 Hours. Record of steering time done by the Cadet to be kept in the relevant section of this Cadet Record Book.

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Introduction

Cadet's Steering Certificate

Cadet's Name (Surname) _____ Other Names _____

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From _____ To _____. During this period the Cadet took turns at the steering wheel (apart from periods of instruction) as given below :

Steering by Compass during day	hrs	Steering by Compass during night	hrs
Steering by Sight (without Compass)	hrs	Steering while entering and/or leaving port	hrs

This is to state that Cadet _____ has been found to be proficient in steering the ship by hand.

Master's Name _____ Master's Signature : _____ Date : _____

M.V. / M.T. _____

Ship's Stamp

RECOMMENDATION (minimum period of steering)
Steering by Day 10 Hours; Steering by Night 10 Hours; Steering by Sight (without aid of Compass) 5 Hours; & Steering while entering and/or leaving Port 5 Hours. Record of steering time done by the Cadet to be kept in the relevant section of this Cadet Record Book.

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Cadet's Steering Certificate

Cadet's Name (Surname) _____ Other Names _____

Passport No. _____ Date & Place of Issue _____

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From _____ To _____. During this period the Cadet took turns at the steering wheel (apart from periods of instruction) as given below :

Steering by Compass during day	hrs	Steering by Compass during night	hrs
Steering by Sight (without Compass)	hrs	Steering while entering and/or leaving port	hrs

This is to state that Cadet _____ has been found to be proficient in steering the ship by hand.

Master's Name _____ Master's Signature : _____ Date : _____

M.V. / M.T. _____

Ship's Stamp

RECOMMENDATION (minimum period of steering)
Steering by Day 10 Hours; Steering by Night 10 Hours; Steering by Sight (without aid of Compass) 5 Hours; & Steering while entering and/or leaving Port 5 Hours. Record of steering time done by the Cadet to be kept in the relevant section of this Cadet Record Book.

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Cadet's Steering Certificate

Cadet's Name (Surname) _____ Other Names _____

Passport No. _____ Date & Place of Issue _____

This is to certify that the above named Cadet has served on board the M.V. / M.T. _____

From _____ To _____. During this period the Cadet took turns at the steering wheel (apart from periods of instruction) as given below :

Steering by Compass during day	hrs	Steering by Compass during night	hrs
Steering by Sight (without Compass)	hrs	Steering while entering and/or leaving port	hrs

This is to state that Cadet _____ has been found to be proficient in steering the ship by hand.

Master's Name _____ Master's Signature : _____ Date : _____

M.V. / M.T. _____

Ship's Stamp

RECOMMENDATION (minimum period of steering)
Steering by Day 10 Hours; Steering by Night 10 Hours; Steering by Sight (without aid of Compass) 5 Hours; & Steering while entering and/or leaving Port 5 Hours. Record of steering time done by the Cadet to be kept in the relevant section of this Cadet Record Book.

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Record of bridge navigational watches kept at sea under supervision of master or qualified officers as per STCW (95) Regulation II/1

Ocean or Sea	Voyage		Date		No of days	No of 4 hour watches	OOW Sign
	From	To	From	To			

Cadet Record Book

Record of bridge navigational watches kept at sea under supervision of master or qualified officers as per STCW (95) Regulation II/1

Ocean or Sea	Voyage		Date		No of days	No of 4 hour watches	OOW Sign
	From	To	From	To			

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January 2008	Introduction	
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Record of bridge navigational watches kept at sea under supervision of master or qualified officers as per STCW (95) Regulation II/1

Ocean or Sea	Voyage		Date		No of days	No of 4 hour watches	OOW Sign
	From	To	From	To			

Cadet Record Book

January 2008	Introduction
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Record of bridge navigational watches kept at sea under supervision of master or qualified officers as per STCW (95) Regulation II/1

Ocean or Sea	Voyage		Date		No of days	No of 4 hour watches	OOW Sign
	From	To	From	To			

Cadet Record Book

January 2008	Introduction	
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Record of anchor / arrival/ departure watches kept under supervision of a certified officer / Master

Name of Port	Arr./Dep./ Anchor	Anchor position / Port	Date		No of Days	No of 4 hr watches	Sign O.O.W.
			From	To			

Cadet Record Book

January 2008

Introduction

Record of anchor / arrival/ departure watches kept under supervision of a certified officer / Master

Name of Port	Arr./Dep./ Anchor	Anchor position / Port	Date		No of Days	No of 4 hr watches	Sign O.O.W.
			From	To			

Cadet Record Book

January 2008	Introduction	
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Record of anchor / arrival/ departure watches kept under supervision of a certified officer / Master

Name of Port	Arr./Dep./ Anchor	Anchor position / Port	Date		No of Days	No of 4 hr watches	Sign O.O.W.
			From	To			

Cadet Record Book

January 2008	Introduction	
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Record of anchor / arrival/ departure watches kept under supervision of a certified officer / Master

Name of Port	Arr./Dep./ Anchor	Anchor position / Port	Date		No of Days	No of 4 hr watches	Sign O.O.W.
			From	To			

Cadet Record Book

January 2008

Introduction

Watch keeping proficiency certificate

Cadet's Name (Surname) _____ **other Names** _____

Passport No. _____ **Date & place of issue** _____

This is to certify that the above named cadet has served on board the M.V./M.T. _____

From _____ **To** _____

Number of watches kept on the bridge

Watches at sea	Watches at anchor	Watches during arrival / departure

During the above period of his training, Cadet Mr. _____ **has been assisting in Bridge Watchkeeping duties in accordance with STCW 95 Regulation II/1**

Name of Master : Capt. _____ *Master's Signature:* _____ *Date :* _____

Name of Vessel: M.V./M.T. _____ **Ship's Stamp**

Recommendation: As per STCW 95 Reg. II/1, not less than six months of Watchkeeping duties (Total 360 watches, each of 4 hr duration on bridge at sea and anchorage are to be performed under the supervision of a qualified officer).

Cadet Record Book

January 2008

Introduction

Watch keeping proficiency certificate

Cadet's Name (Surname) _____ **other Names** _____

Passport No. _____ **Date & place of issue** _____

This is to certify that the above named cadet has served on board the M.V./M.T. _____

From _____ **To** _____

Number of watches kept on the bridge

Watches at sea	Watches at anchor	Watches during arrival / departure

During the above period of his training, Cadet Mr. _____ **has been assisting in Bridge Watchkeeping duties in accordance with STCW 95 Regulation II/1**

Name of Master : Capt. _____ *Master's Signature:* _____ *Date :* _____

Name of Vessel: M.V./M.T. _____ **Ship's Stamp**

Recommendation: As per STCW 95 Reg. II/1, not less than six months of Watchkeeping duties (Total 360 watches, each of 4 hr duration on bridge at sea and anchorage are to be performed under the supervision of a qualified officer).

Cadet Record Book

January 2008

Introduction

Watch keeping proficiency certificate

Cadet's Name (Surname) _____ **other Names** _____

Passport No. _____ **Date & place of issue** _____

This is to certify that the above named cadet has served on board the M.V./M.T. _____

From _____ **To** _____

Number of watches kept on the bridge

Watches at sea	Watches at anchor	Watches during arrival / departure

During the above period of his training, Cadet Mr. _____ **has been assisting in Bridge Watchkeeping duties in accordance with STCW 95 Regulation II/1**

Name of Master : Capt. _____ *Master's Signature:* _____ *Date :* _____

Name of Vessel: M.V./M.T. _____ **Ship's Stamp**

Recommendation: As per STCW 95 Reg. II/1, not less than six months of Watchkeeping duties (Total 360 watches, each of 4 hr duration on bridge at sea and anchorage are to be performed under the supervision of a qualified officer.

Cadet Record Book

January 2008

Introduction

Watch keeping proficiency certificate

Cadet's Name (Surname) _____ **other Names** _____

Passport No. _____ **Date & place of issue** _____

This is to certify that the above named cadet has served on board the M.V./M.T. _____

From _____ **To** _____

Number of watches kept on the bridge

Watches at sea	Watches at anchor	Watches during arrival / departure

During the above period of his training, Cadet Mr. _____ **has been assisting in Bridge Watchkeeping duties in accordance with STCW 95 Regulation II/1**

Name of Master : Capt. _____ *Master's Signature:* _____ *Date :* _____

Name of Vessel: M.V./M.T. _____ **Ship's Stamp**

Recommendation: As per STCW 95 Reg. II/1, not less than six months of Watchkeeping duties (Total 360 watches, each of 4 hr duration on bridge at sea and anchorage are to be performed under the supervision of a qualified officer.

Cadet Record Book

January 2008

Introduction

Record of watch keeping in port

Ship's Name

Flag

Call sign

IMO No.

Type

<i>Date</i>	<i>Time</i>	<i>Voy. No.</i>	<i>Name of Port / Terminal</i>	<i>Loading / discharging / bunkering / other</i>	<i>Security Level</i>	<i>Observations / Duties carried out during watch</i>	<i>OOW sign</i>

Cadet Record Book

January 2008

Introduction

Record of watch keeping in port

Ship's Name

Flag

Call sign

IMO No.

Type

<i>Date</i>	<i>Time</i>	<i>Voy. No.</i>	<i>Name of Port / Terminal</i>	<i>Loading / discharging / bunkering / other</i>	<i>Security Level</i>	<i>Observations / Duties carried out during watch</i>	<i>OOW sign</i>

Cadet Record Book

January 2008	Introduction	
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Record of watch keeping in port

Ship's Name

Flag

Call sign

IMO No.

Type

Date	Time	Voy. No.	Name of Port / Terminal	Loading / discharging / bunkering / other	Security Level	Observations / Duties carried out during watch	OOW sign

Cadet Record Book

January 2008	Introduction	
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Record of watch keeping in port

Ship's Name

Flag

Call sign

IMO No.

Type

Date	Time	Voy. No.	Name of Port / Terminal	Loading / discharging / bunkering / other	Security Level	Observations / Duties carried out during watch	OOW sign

Cadet Record Book

January 2008	Introduction	
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1st Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____
Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

The above information has been verified by me from the Cadet Record Book and is a true copy of the status of tasks accomplished.

Cadet's Signature & Date

Master's / STO's Signature & Date

Cadet Record Book

January 2008	Introduction	
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2nd Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____

Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

The above information has been verified by me from the Cadet Record Book and is a true copy of the status of tasks accomplished.

Cadet's Signature & Date _____

Master's / STO's Signature & Date _____

Cadet Record Book

January 2008	Introduction	
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3rd Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____

Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

The above information has been verified by me from the Cadet Record Book and is a true copy of the status of tasks accomplished.

Cadet's Signature & Date _____

Master's / STO's Signature & Date _____

Cadet Record Book

January 2008	Introduction	
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4th Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____

Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

The above information has been verified by me from the Cadet Record Book and is a true copy of the status of tasks accomplished.

Cadet's Signature & Date _____

Master's / STO's Signature & Date _____

Cadet Record Book

January 2008	Introduction	
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5th Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____

Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

The above information has been verified by me from the Cadet Record Book and is a true copy of the status of tasks accomplished.

Cadet's Signature & Date

Master's / STO's Signature & Date

Cadet Record Book

January 2008	Introduction	
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6th Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____

Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

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Cadet's Signature & Date

Master's / STO's Signature & Date

Cadet Record Book

January 2008	Introduction	
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7th Quarterly report **Cadet's Name:** _____ **Period of Report: From:** _____ **to:** _____
Identity Card No: _____ **INDOs No:** _____ **Vessel's Name:** _____ **IMO No:** _____

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

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Cadet's Signature & Date

Master's / STO's Signature & Date

Cadet Record Book

January 2008	Introduction	
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Cadets Copy

1.0.1.1	1.1.3.1	1.2.1.3	1.3.1.3	1.3.4.3	2.1.6.2	2.2.1.3	2.3.5.3	3.1.4.3	3.2.1.3	3.3.3.4	3.3.7.3	4.1.3.1
1.0.1.2	1.1.3.2	1.2.1.4	1.3.1.4	1.3.4.4	2.1.7.1	2.2.1.4	2.3.5.4	3.1.4.4	3.2.1.4	3.3.3.5	3.3.7.4	4.1.3.2
1.0.1.3	1.1.4.1	1.2.1.5	1.3.1.5	1.3.4.5	2.1.7.2	2.2.2.1	2.3.6.1	3.1.4.5	3.2.1.5	3.3.3.6	3.3.7.5	4.1.3.3
1.0.1.4	1.1.4.2	1.2.1.6	1.3.1.6	1.3.5.1	2.1.7.3	2.2.2.2	2.3.6.2	3.1.5.1	3.2.2.1	3.3.3.7	4.1.1.1	4.1.3.4
1.0.1.5	1.1.5.1	1.2.1.7	1.3.1.7	1.3.5.2	2.1.8.1	2.2.2.3	2.3.7.1	3.1.5.2	3.2.3.1	3.3.3.8	4.1.1.2	5.0.1.1
1.0.1.6	1.1.6.1	1.2.1.8	1.3.1.8	1.3.5.3	2.1.8.2	2.2.2.4	2.3.7.2	3.1.6.1	3.2.3.2	3.3.4.1	4.1.1.3	5.0.1.2
1.0.1.7	1.1.6.2	1.2.1.9	1.3.1.9	1.3.5.4	2.1.8.3	2.2.3.1	2.3.7.3	3.1.6.2	3.2.3.3	3.3.4.2	4.1.1.4	5.0.1.3
1.0.1.8	1.1.7.1	1.2.1.10	1.3.2.1	1.3.6.1	2.1.9.1	2.2.3.2	2.3.7.4	3.1.7.1	3.2.3.4	3.3.4.3	4.1.1.5	5.0.1.4
1.0.1.9	1.1.8.1	1.2.1.11	1.3.2.2	1.3.6.2	2.1.9.2	2.2.3.3	2.3.7.5	3.1.7.2	3.2.3.5	3.3.4.4	4.1.1.6	5.0.1.5
1.0.1.10	1.1.8.2	1.2.2.1	1.3.2.3	1.3.6.3	2.1.10.1	2.2.3.4	2.3.7.6	3.1.7.3	3.2.3.6	3.3.4.5	4.1.1.7	5.0.1.6
1.0.1.11	1.1.9.1	1.2.2.2	1.3.2.4	2.1.1.1	2.1.11.1	2.3.1.1	2.3.7.7	3.1.8.1	3.3.1.1	3.3.4.6	4.1.1.8	5.0.1.7
1.0.1.12	1.1.9.2	1.2.2.3	1.3.2.5	2.1.1.2	2.1.11.2	2.3.2.1	2.3.7.8	3.1.8.2	3.3.1.2	3.3.5.1	4.1.1.9	5.0.1.8
1.0.1.13	1.1.10.1	1.2.2.4	1.3.2.6	2.1.2.1	2.1.11.3	2.3.2.2	2.3.7.9	3.1.9.1	3.3.1.3	3.3.5.2	4.1.1.10	5.0.1.9
1.1.1.1	1.1.10.2	1.2.2.5	1.3.3.1	2.1.2.2	2.1.11.4	2.3.2.3	2.3.7.10	3.1.9.2	3.3.1.4	3.3.6.1	4.1.1.11	5.0.1.10
1.1.1.2	1.1.11.1	1.2.2.6	1.3.3.2	2.1.3.1	2.1.12.1	2.3.3.1	2.3.7.11	3.1.9.3	3.3.2.1	3.3.6.2	4.1.1.12	5.0.1.11
1.1.1.3	1.1.11.2	1.2.2.7	1.3.3.3	2.1.3.2	2.1.12.2	2.3.3.2	3.1.1.1	3.1.10.1	3.3.2.2	3.3.6.3	4.1.1.13	5.0.1.12
1.1.1.4	1.1.11.3	1.2.2.8	1.3.3.4	2.1.4.1	2.1.13.1	2.3.3.3	3.1.2.1	3.1.11.1	3.3.2.3	3.3.6.4	4.1.1.14	
1.1.1.5	1.1.11.4	1.2.3.1	1.3.3.5	2.1.4.2	2.1.14.1	2.3.4.1	3.1.2.2	3.1.11.2	3.3.2.4	3.3.6.5	4.1.2.1	
1.1.1.6	1.1.12.1	1.2.3.2	1.3.3.6	2.1.5.1	2.1.14.2	2.3.4.2	3.1.2.3	3.1.12.1	3.3.2.5	3.3.6.6	4.1.2.2	
1.1.2.1	1.1.13.1	1.2.3.3	1.3.3.7	2.1.5.2	2.1.14.3	2.3.4.3	3.1.3.1	3.1.12.2	3.3.3.1	3.3.6.7	4.1.2.3	
1.1.2.2	1.2.1.1	1.3.1.1	1.3.4.1	2.1.5.3	2.2.1.1	2.3.5.1	3.1.4.1	3.2.1.1	3.3.3.2	3.3.7.1	4.1.2.4	
1.1.2.3	1.2.1.2	1.3.1.2	1.3.4.2	2.1.6.1	2.2.1.2	2.3.5.2	3.1.4.2	3.2.1.2	3.3.3.3	3.3.7.2	4.1.2.5	

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Cadet's Signature & Date

Master's / STO's Signature & Date

Cadet Record Book

January 2008	Introduction	
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Ref No: _____

Certificate No: _____

This is to Certify that the Cadet: _____
 I.D. No. _____ INDos No: _____ of _____ (name of company) _____ has successfully completed the
 NWKO (NCV) SSTP program, with the following grades:

Subject	Grade
Navigation	
Cargo Handling and Stowage	
Controlling the Operation of Ship	
Journals	
Overall Grade	

It is certified that this Programme has been approved as a Shipboard Structured Training Programme (SSTP), as envisaged in STCW 95 Conventions, by Director General of Shipping, Government of India and that the cadet has completed the programme during the sea service of over **eighteen** months. It is further certified that the student is in possession of the certificates required under section 7 and 8 of the relevant Cadet Record Book.



Date : _____

 (Cadet)
 (Name / Signature)

 (Head of the Institute / CTO)
 (Name / Signature)

ENDORSEMENT OF ASSESSMENT CENTRE

Subject wise grading: E (Excellent) - **75% and above**, G (Good) - **60% and above but below 75%**, F (Fair) - **50% and above but below 60%**

Over all Grading: Excellent: If scored 3 or more excellent grades, **Good:** If scored 3 or more excellent / good grades, **Fair:** All other students provided no poor grades are awarded.

Cadet Record Book

January 2008

Introduction