

Directorate General of Shipping, Ministry of Shipping, Govt. of India, Mumbai		
Authorized by the Chief Examiners of Master & Mates and Engineers	Examination, Assessment & Certification (EAC) Branch	IS / ISO Clause No. 7.5.1
	Subject- Certificate of Watch keeping/testimonial for Certificate of Competency examination purposes	NT/ENG Wing Circular No.04 of 2014
	File No. 3-NT (3)/2014	Dated : 18.09.2014

In order to give effect to provisions of the Maritime Labour Convention (MLC) 2006 read with requirements prescribed under the STCW Convention 1978 (as amended), there has been a felt need to revise the format of watch keeping certificates /testimonials to be issued to the Deck officers/ Engineers aspiring to pursue certification process.

All shipping companies, masters, chief engineers and others concerned are hereby requested to put in use attached formats (Annex A for Deck officers and Annex B for Engineering officers).

The existing formats (appendix M-II/2 and appendix M-III/2 of the META manual) will not be accepted from 01.01.2015 for assessments of sea-going service performed after 01.11.2014.

Please give wide circulation for use of revised format (as applicable) by the Master and Chief Engineer of the ship.

Yours faithfully,



(Capt. S.K. Shukla)

Dy. Nautical Advisor to Gol

Encl: as above

To,

1. INSA/ ICCSA/ FOSMA/ MASSA, Mumbai
2. CMMI/IME(I), Mumbai
3. MUI, Mumbai

CC:

1. The Principal Officer, MMD –Mumbai/Chennai/Kolkata/Kandla/Kochi.
2. The Surveyor – In –Charge, MMD, Jamnagar/Goa/ Mangalore / Tuticorin  
/Visakhapatnam / Paradip/Port Blair / Noida
3. The Engineering Wing, DG Shipping, Mumbai
4. E-governance Cell, DGS website to please display
5. NT Wing Guard File.

Certificate of Watchkeeping for Chief Mate's or Master's Certificate  
(For Ministry of Shipping Examination purpose only)

Part I

This is to certify that Mr/Ms \_\_\_\_\_  
served on vessel M. V. / M. T. / \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
in the capacity of \*\*1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> Watch keeping officer under my command.

\*During this period he/she was an officer in full charge of a watch for not less than \_\_\_\_\_  
hours out of every twenty four hours whilst at sea.

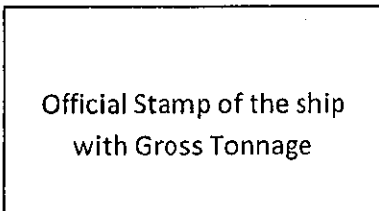
\*In addition he/she has regularly carried out other duties in connection with the routine and  
maintenance of the ship for not less than \_\_\_\_\_ hours out of every twenty-four hours whilst the  
vessel was at sea.

\*Bridge watches were doubled during the following period and at no other times.

\_\_\_\_\_  
\_\_\_\_\_

During these periods he/she has served as the \*\*Senior / Junior of two Bridge Watch Keeping Officers.

\*During these periods of engagement stated above he/she was granted \*\*no leave of absence / \*\*leave  
of absence from \_\_\_\_\_ to \_\_\_\_\_.



Date: \_\_\_\_\_

Signature of Master

Name: Capt. \_\_\_\_\_

Part II May be completed by the Marine Superintendent if the Master is absent during the  
period stated.

\*During the period from \_\_\_\_\_ to \_\_\_\_\_ the vessel was on operational service and  
Mr/Ms. \_\_\_\_\_ was off Articles of Agreement.

\*During the period from \_\_\_\_\_ to \_\_\_\_\_ the vessel was laid up or undergoing engine  
repairs and Mr/Ms. \_\_\_\_\_ was on / off Articles of Agreement.

Date: \_\_\_\_\_

Signature of \* Master / Marine Superintendent

Name: \_\_\_\_\_

**FORM OF TESTIMONIAL FOR SEA-SERVICE (ENGINEERS)**  
**(For Ministry of Shipping Examination purpose only)**

This is to certify that the following is full and true statement of sea service performed by Mr/Ms \_\_\_\_\_ under my supervision on \_\_\_\_\_  
 M.V./S.S. \_\_\_\_\_ Official No. \_\_\_\_\_ Port of Registry \_\_\_\_\_

Period of Service		Rank of Officer and Actual Seniority On Watch	Type of Main Engines, and Boilers, Single or Twin Screw KW	Nature of Duties (For appropriate description see below)
From	To			

During the whole period stated above, this Engineer Officer was on articles of agreement.

No. of days actual spent at Sea: \_\_\_\_\_

Official Stamp of the Ship with kW power or BHP

\_\_\_\_\_  
 Signature of Master or Engr. Suptd.

\_\_\_\_\_  
 Signature of Chief Engineer Officer

\_\_\_\_\_  
 (Name of Master or Engr. Suptd.)

\_\_\_\_\_  
 (Name of Chief Engineer Officer)

Dated \_\_\_\_\_ at \_\_\_\_\_

DESCRIPTION OF DUTIES	
<p>I. On fitter's work either by day or regular watch</p> <ol style="list-style-type: none"> <li>Within Main Engine and Boiler spaces</li> <li>Outside Main Engine and Boiler space</li> <li>On refrigerating or other machinery not essential to the propulsion of the vessel.</li> <li>On Auxiliary Engines separated from main propelling units, but worked in conjunction therewith.</li> </ol> <p>II. On regular watch on Main Engines as</p> <ol style="list-style-type: none"> <li>Senior in full charge.</li> <li>First Assistant.</li> <li>Second Assistant.</li> </ol> <p>III. On Regular watch on Main Boiler</p> <ol style="list-style-type: none"> <li>In-charge of all stoke holds</li> <li>In-charge of section or one stoke hold only.</li> <li>As Boiler Room Assistant.</li> </ol>	<p>IV. On Regular watch on Main Engines and Boilers Simultaneously</p> <ol style="list-style-type: none"> <li>Senior in full charge</li> <li>First Assistant.</li> <li>Second Assistant.</li> </ol> <p>In ships where watches are kept on other than tradition system of not less than eight out of each twenty four hours, a brief description of the duration and frequency of the watches should be given.</p> <p>Mention of periods on day work or on fitters' work by watch should be made. This is particularly applicable to vessels that.</p> <ol style="list-style-type: none"> <li>Have a centralized control room:</li> <li>Are fully or partly automated.</li> <li>Have arrangement such as the engine room is unmanned for some part of the twenty-four hours.</li> </ol>

NOTE: It is recommended that this form be used when the Engineer is reported on or when the Chief Engineer leaves the ship.