



GUIDANCE NOTICE

National Standard for Commercial Vessels – Certificate of Competency

Coxswain Grade 2 Near Coastal (NC)

Duties authorised by certificate

The holder of this certificate can:

- (a) command and operate engines of a vessel <12 m long that is not carrying passengers:
 - (i) in sheltered waters or within 5 nm from point of departure, shore base or aquaculture lease; and
 - (ii) with propulsion power:
 - for an inboard engine - <100 kW unless endorsed to <500 kW inboard propulsion; or
 - for an outboard engine – unlimited
- (b) command and operate the engines of a vessel that is not carrying passengers:
 - (i) as a tender or auxiliary vessel within 3 nm of a parent vessel in the EEZ; and
 - (ii) with propulsion power:
 - for an inboard engine - <100 kW unless endorsed to <500 kW inboard propulsion; or
 - for an outboard engine - unlimited

Sea service – Coxswain Grade 2 (NC)

Sea service required for a Coxswain Grade 2 NC. The applicant must have at least:

- **7 days** qualifying sea service on commercial or recreational vessels, and a completed approved task book; or
- **60 days** qualifying sea service on commercial or recreational vessels.

Note: applicants completing task books **must** have them signed off by a qualified supervisor; this includes any tasks completed on a recreational vessel. Please refer to the Industry Guidance Notice Task Books at www.amsa.gov.au for further information.

Possible restriction - Coxswain Grade 2 (NC)

Restricted to daylight hours

A certificate will be restricted to daylight hours:

- if the person is colour vision deficient.

Endorsement - Coxswain Grade 2 (NC)

500 kW inboard propulsion power

A Coxswain Grade 2 NC can be endorsed to command a vessel with inboard propulsion power <500 kW if the person:

- completes the Certificate II, Coxswain Grade 1 NC engineering units of the Transport and Logistics Industry Skills Council Ltd maritime training package.

Note: the engineering tasks in the task book must be completed to be considered for the task book option for qualifying sea service.

Command a passenger carrying vessel

A Coxswain Grade 2 NC can be endorsed to carry passengers while in command of a domestic commercial vessel within the limits of a Coxswain Grade 2 if the person:

- Holds a certificate for the HLTAID003 unit of competency Provide first aid or another certificate that the National Regulator considers equivalent; and
- Completes 30 days' qualifying sea service on commercial vessels ≥5 m long while working in a deck, or deck and engineering, capacity on board, and a completed approved task book;

or

- 240 days' qualifying sea service on vessels ≥5 m long while working in a deck, or deck and engineering, capacity on board, of which all may be accrued on recreational vessels.

Note: Unless your certificate is endorsed to carry passengers, you cannot command a vessel carrying passengers.

Qualifying Sea Service and Task Books

Sea Service will be assessed using the National Standard for Commercial Vessels (NSCV) Part D, Crew Competencies.

Please note that the applicant must accrue at least half of the qualifying sea service required for the certificate in the 5 years before the application.

For further information on this document and access to additional information on qualifying sea service and task books please refer to the AMSA website www.amsa.gov.au

Final assessment

Candidates are required to undertake a final assessment conducted by a National Regulator approved assessor before being issued a certificate of competency.

Candidates who successfully complete all requirements for an NSCV Part D certificate of competency including the final assessment may request a temporary service permit in the form of a letter to allow them to operate immediately.

The criteria and competencies covered in a final assessment are included in the relevant tables of the 'Skills and Knowledge required for NSCV Certificates of Competency Part D Crew Competencies' document, which can be found on the AMSA website.

Application for Certificate of Competency

If lodging an application in person:

The applicant must complete and provide the information required by the Application for a Certificate of Competency (AMSA form 534).

Completing this form and providing the information required will help the applicant demonstrate he or she meets the eligibility criteria for the issue of the Certificate of Competency (set out below).

If lodging an application by post:

Unless an application by post is from a person who is already known to the National Regulator, the National Regulator may request reasonable evidence to confirm or verify any of the information provided as part of the application. (See also the information below under the heading Certified Copies).

- Be at least 16 years when the certificate is issued;
- Provide evidence of sea service accrual in the form of:
 - An application for a Qualifying Sea Service Assessment (AMSA form 560); or any of the following:
 - A declaration in a form acceptable to the National Regulator;
 - An approved sea service log book or task book;
 - A letter, from the operator, owner, master or chief engineer of a vessel detailing the applicant's sea service
 - Self-Declaration of Medical Fitness (AMSA form 558);
 - Eyesight Test Certificate Application (AMSA form 542);
 - Certificate 1 – Coxswain Grade 2 issued by an AMSA approved training organization;
 - Pay fee/s.

You also will be asked to provide an application for a certificate of competency, proof of identity and two passport-style photographs taken in the previous six months.

Coxswain Grade 2 NC Certificate of Competency renewal

Coxswain Grade 2 NC Certificate of Competency expires 5 years after it is issued or renewed; or a lesser period determined by the National Regulator.

Renewal requirements

- Application For A Certificate Of Competency – (AMSA form 534);
- Self Declaration of Medical Fitness (AMSA form 558);
- If holding a passenger carrying endorsement:
 - Current HLTAID003 unit of competency Provide first aid or another certificate that the National Regulator considers equivalent;
- Pay fee/s.

You also will be asked to provide proof of identity and two passport-style photographs taken in the previous six months.

Certified Copies

A certified copy is a copy of an original document (not a copy of a copy) that has been certified as a true and correct copy by a person who is authorised to witness a statutory declaration (see list below).

Certified copies can be obtained by presenting the original document together with a photocopy of that document to an authorised person for them to sight and certify.

Persons who are authorised to witness statutory declarations (under the Commonwealth Statutory Declarations Act 1959) include:

- Accountant (Chartered or Certified)
- Clerk of a Court
- Commissioner for Affidavits
- Commissioner for Declarations
- Dentist
- Justice of the Peace
- Legal Practitioner
- Magistrate
- Medical Practitioners
- Nurse
- Pharmacists
- Police Officer
- Post Office Manager
- Sheriff or Sheriff's Officer
- Teacher
- Veterinary Surgeon

For a full list of persons authorised to witness statutory declarations under the Commonwealth Statutory Declarations Act (1959), see Statutory Declarations Regulations 1992, Schedule 2, a copy of which is available at the following url:
<http://www.comlaw.gov.au/Details/F2006C00248>)

More Information

Industry Guidance Notices containing more information on certificates of competency, sea service requirements and task books, can be obtained from the Australian Maritime Safety Authority website at www.amsa.gov.au and from state and territory marine safety agencies.

Note:

- If there is an inconsistency between this document and previously issued documents about the subject matter, this document supersedes information found in previous documents dealing with these matters.
- Previous documents found to be in conflict with this document (or parts thereof) will be updated or withdrawn at the earliest opportunity.