

Facts sheet 1

Renewal of STCW certificates of competence: shore-based equivalents to sea service

This facts sheet outlines the experience required and documentation that you must provide MNZ for the approval of a shore-based equivalent to sea service when **renewing** your certificate of competency. This sheet is concerned with STCW certificates.

If you have worked in any of the following types of position for a minimum of 30 months in the last 5 years:

- marine pilot
- lecturer in maritime training institute in subjects relevant to the certificate being renewed
- examiner in subjects relevant to the certificate being renewed
- lecturer in maritime training institute in GMDSS for renewal of GMDSS certificate
- examiner in GMDSS for renewal of GMDSS certificate
- technical engineering and marine superintendent or ship repair manager
- harbourmaster
- IACS classification society marine surveyor or equivalent
- maritime officer, technical advisor and port State control officer
- FPSO and MODU master, and deck and engineering officers

...then you must



...provide with your renewal application

- a statement from your employer, written on the organisation's letterhead paper, that:
 - includes a position description
 - confirms that you have maintained your professional competence in areas relevant to your certificate
 - confirms the time completed in the position(s) and the dates of service
- evidence of successful completion of a HELM course relevant to your certificate. NB this is a one-off requirement and only needs to be provided the first time you renew your certificate after 01/01/2017.

Notes

The positions on the list will be favourably considered. It is not exhaustive however, and if your position is not on it, you can still apply and have your equivalent service assessed by MNZ.

It's acceptable to combine your service in more than one shore-based role – for example, where you have spent a year as a marine surveyor with a classification society and 18 months as a maritime training institute lecturer in subjects relevant to your certificate. It's also acceptable to combine sea service and service in a shore-based role. Suitable shore-based service will be counted on the basis of 2.5 months' shore-based service being equivalent to one month of sea service.

In addition to the information above you should provide evidence (if any) of relevant training successfully completed and examinations and assessments passed while in the position(s) submitted as equivalent.

Facts sheet 2

Renewal of STCW-F-aligned certificates of competence: shore-based equivalents to sea service

This facts sheet outlines the experience you require and supporting documents you must provide to MNZ for the approval of a shore-based equivalent to sea service when **renewing** your certificate of competency. This sheet is concerned with STCW-F- aligned certificates.

If you have worked in any of the following types of position for a minimum of 30 months in the last 5 years:

- lecturer in maritime training institute in subjects relevant to the certificate being renewed
- examiner in subjects relevant to the certificate being renewed
- lecturer in maritime training institute in GMDSS for renewal of GMDSS certificate
- examiner in GMDSS for renewal of GMDSS certificate
- marine/technical manager at companies operating STCW-F fishing vessels
- marine surveyor
- harbourmaster
- maritime officer, technical advisor and port State control officer

...then you must



...provide with your renewal application

- a statement from your employer, written on the organisation's letterhead paper, that:
 - includes a position description
 - confirms that you have maintained your professional competence in areas relevant to your certificate
 - confirms the time completed in the position(s) and the dates of service.

Notes

The positions on the list will be favourably considered. It is not exhaustive however, and if your position is not on it, you can still apply and have your equivalent service assessed by MNZ.

It's acceptable to combine your service in more than one shore-based role – for example, where you have spent a year as technical manager in a fishing company and 18 months as a lecturer at a maritime training institute in subjects relevant to your certificate. It's also acceptable to combine sea service and service in a shore-based role. Suitable shore-based service will be counted on the basis of 2.5 months' shore-based service being equivalent to one month of sea service.

In addition to the information above you should provide evidence (if any) of relevant training successfully completed and examinations and assessments passed while in the position(s) submitted as equivalent.

Facts sheet 3

Renewal of national certificates of competence: shore-based equivalents to sea service

This facts sheet outlines the experience you require and supporting documents you must provide to MNZ for the approval of a shore-based equivalent to sea service when **renewing** your certificate of competency. This sheet is concerned with national certificates.

If you have worked in any of the following types of position for a minimum of 30 months in the last 5 years:

- marine pilot
- lecturer in maritime training institute in subjects relevant to the certificate being renewed
- examiner in subjects relevant to the certificate being renewed
- technical engineering and marine superintendent, or ship repair manager
- harbourmaster
- maritime officer
- MOSS surveyor

..then you must



...provide with your renewal application

- a statement from your employer, written on the organisation's letterhead paper, that:
 - includes a position description
 - confirms that you have maintained your professional competence in areas relevant to your certificate
 - confirms the time completed in the position(s) and the dates of service.

Notes

The positions on the list will be favourably considered. It is not exhaustive however, and if your position is not on it, you can still apply and have your equivalent service assessed by MNZ.

It's acceptable to combine service in more than one shore-based role – for example, where you have spent a year as a harbourmaster and 18 months as lecturer in a maritime training institute in subjects relevant to your certificate. It's also acceptable to combine sea service and service in a shore-based role. Suitable shore-based service will be counted on the basis of five months' shore-based service being equivalent to one month of sea service.

In addition to the information above you should provide evidence (if any) of relevant training successfully completed and examinations and assessments passed while in the position(s) submitted as equivalent.

