

Seafarer Licensing

GUIDELINES FOR APPLICANTS: NEW ZEALAND OFFSHORE MASTER

Please note - Calculation of Sea Service:

- *A candidate shall have completed not less than 36 months total sea service, of which at least 12 months must have been gained in the last ten years.*
- *12 of the 36 months must be obtained “BEYOND RESTRICTED LIMITS” on power driven vessels.*
- *At least 6 months of the sea service shall be served on vessels of not less than 10 metres.*
- *You must show not less than 18 months sea service whilst holding an Inshore Launchmaster certificate; or*
- *Served not less than 12 months sea service whilst holding a NZ Offshore Watchkeeper certificate of competency.*

Notes on Sea Service:

Evidence of sea service must be by statement of service in writing from the Master/Skipper, owner or operator of the vessel. This statement should include the name, length and tonnage (if applicable) of the vessel(s) on which you have served. In addition the dates of joining and leaving the vessel or the dates and hours served should be provided in a neat and readable fashion.

Only one day's sea service can be counted in any 24 hour period no matter how many hours are worked in the 24.

For the purpose of calculating sea service 30 days is counted as one month.

Statutory declarations can be made in relation to pleasure service and in the case of **self-employed persons**. A statutory declaration **may** be accepted in certain other cases, this will be for very unusual circumstances only. The statutory declaration **must** be signed by a Justice of the Peace.

In addition to completing an approved course and passing a Maritime NZ approved oral exam, to be eligible for the issue of a certificate of competency as an NZ Offshore Master an applicant must satisfy and produce the following:

- An application form for a maritime qualification correctly completed.
- A Completed Fit and Proper Person Questionnaire.
- A completed Consent to Disclosure form.
- Proof of 36 months sea service, not less than 12 months must have been served on vessels operating beyond restricted limits and at least 6 months must have been on power-driven vessels of not less than 10 metres.
- Duties at sea record book and proof of 180 days at sea performing duties associated with navigational watchkeeping service.
- A dated testimonial, not more than 12 months old from someone who knows you well (not a family member) referring to your conduct, ability and sobriety.
- A signed and dated reference from a former employer/skipper covering the 12 months prior to the examination.
- A standard eyesight test by an Maritime NZ designated optometrist, including the lantern test.
- Application fee.

CHECKLIST OF MINIMUM REQUIREMENTS TO BE ELIGIBLE FOR AN EXAM PERMIT TO SIT FOR THE NEW ZEALAND OFFSHORE MASTER CERTIFICATE OF COMPETENCY

1. Proof of sea service. Yes No
2. Application form completed correctly. Yes No
3. A Fit and Proper Person Questionnaire and Consent to Disclosure form correctly completed and results obtained. Yes No
4. Eyesight test certificate from a Maritime NZ approved optometrist. Yes No
5. A character testimonial/reference signed and dated not more than one year old from someone who knows you well, but is not a family member. Yes No
6. A reference relating to your ability, conduct and experience from a former employer or skipper during the period of 12 months before the examination. Yes No
7. Administration fee. Yes No

CHECKLIST OF FURTHER REQUIREMENTS FOR ISSUE OF A CERTIFICATE OF COMPETENCY AS A NZ OFFSHORE MASTER

1. Certified Copy of your birth certificate or passport. Yes No
2. A valid first aid certificate from St John or Red Cross. The course should be 16 hours in length or 2 days and cover units 6400, 6401 and 6402. Yes No
3. A Restricted Radio Telephone Operator's certificate. Yes No
4. A Restricted Radar certificate. Yes No
5. A Basic Ship Fire Fighting certificate. Yes No
6. A survival course attendance or competence in personal survival techniques (i.e. a Proficiency in Survival Craft course). Yes No
7. The original of your previous Certificate of Competency. Yes No

If you are uncertain as to whether the nature or duration of your sea service meets Maritime NZ's requirements, you may contact the Maritime NZ Head Office and seek a formal assessment of your sea time by a Maritime NZ examiner. A fee may apply for this assessment.

DISCLAIMER

This form is intended to be a guide only. Completion of this form does not indicate any entitlement to any certificate or qualification issued under Maritime Rule part 32, Ship's Personnel – Qualifications. Actual eligibility for a certificate can only be determined after verification of existing qualifications and extent of sea service.

Important note:

Qualifying sea service for higher qualifications can only be gained whilst holding the lower grade certificate, not from the date of passing the exam. It is therefore very important that as soon as all the requirements have been met that you obtain the certificate from Maritime NZ. The certificate may only serve to the rank of your certificate when you have taken delivery of it. The certificate is granted from the Principal Nautical Examiner, Maritime New Zealand.

This certificate may be upgraded to STCW '95 standard by proving the following:

- Be at least 20 years of age.
- Provide evidence of 12 months sea service beyond restricted limits performing duties associated with navigational watchkeeping on commercial vessels.
- Six months of the sea service must be on non-fishing vessels over 24 metres in length and over 100 gross tonnes.

- Navigational watchkeeping shall be gained as a person in charge of a navigational watch for not less than 8 hours out of every 24 whilst **holding** either a NZ Offshore Master or Offshore Watchkeeper certificate.

You must also hold the following:

- A Proficiency in Survival Craft (other than fast rescue boats) Certificate.
- An Advanced Fire Fighting certificate.
- Proficiency in medical First Aid certificate.