Able Seafarer Engine

This guideline is for new applicants for an Able Seafarer Engine certificate of proficiency
Able Seafarer Engine (AB Engine)

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1. Overview

**Able Seafarer Engine (AB Engine) certificate of proficiency**

This guideline is for new applicants for the Able Seafarer Engine certificate of proficiency.

The information in this guideline covers training, sea service and other requirements for the certificate, how to apply and pay for your certificate, and where to find more information.

It does not cover recognition of an equivalent certificate obtained outside New Zealand.

Your AB Engine certificate is valid for five years.

For more information about the requirements for recognition and renewal (revalidation) of certificates, refer to the Maritime New Zealand (MNZ) website:

[maritimenz.govt.nz/seafarers](http://maritimenz.govt.nz/seafarers)


With this certificate, you can perform the functions and duties of an engine rating forming part of a navigational watch on ships of any gross tonnage in any operating area.

From AB Engine, you can progress to Integrated Rating and to the operational-level officer certificate Marine Engineer Class 3.

**Disclaimer:**

These guidelines provide information and explanations about the requirements set out in the maritime rules, but are not a substitute for the rules themselves, which are the law. These guidelines refer to provisions in the Maritime Rules Part 32, Seafarer Certification. The Director of Maritime New Zealand (MNZ) will grant a certificate only when satisfied that all requirements have been met. In this guideline, any references to ‘we’ or Maritime New Zealand (MNZ) relating to a decision about the issue or renewal of any seafarer certificate are references to the Director or a person acting under the Director’s delegated authority.

2. Requirements

Before you spend time doing sea service and training, we recommend you check that you can meet the medical fitness and eyesight standards (including for colour vision), and that you understand the fit and proper person requirements.

To get this certificate, you need to prove that you meet all of the requirements. In summary, you need to:

- be at least 18 years old, medically fit and have good eyesight
- be of good character and a fit and proper person
- hold a current Engine Watch Rating certificate
- prove you have met the minimum sea service requirements
- complete and pass an approved training course
- have the required ancillary certificates
- pass MNZ’s final exam.

Each of these requirements and how to prove that you meet them is explained below.

2.1 Prior certification and qualifications

You must have an Engine Watch Rating (EWR) certificate.
2. Requirements (continued)

2.2 Sea service

The amount of seagoing service you need to have depends on whether you complete the approved training record book and associated on-board training.

Sea service requirements

Your sea service must be relevant and appropriate to the requirements set out in the maritime rules. In practice, this will require you to have completed your sea service in the engine department of commercial ships with 750kW main propulsion power or more, operating beyond restricted limits, while holding an EWR certificate. There are two options for the sea service:

Option 1: at least 6 months’ sea service as part of an approved on-board training programme and completing a training record book

Option 2: at least 12 months’ sea service.

All of your sea service must be completed in the 10 years immediately before you apply for the certificate.

Proving your sea service

You are responsible for making sure your sea service is documented and verified by your ship’s master or company.

For Option 1, there is a summary of sea service to complete in the training record book. For Option 2, you can use the summary of sea service form on MNZ’s website to help keep track of your sea service. (This form is not required for your certificate application.)

To support your sea service for both options, you must provide at least one of the following documents for each vessel you have served on:

- certificate of sea service (available on MNZ’s website)
- completed seafarer’s record book
- discharge certificate or discharge book (ensuring that any section on watchkeeping is appropriately signed off).

The documents you provide must contain all of the following details for each vessel you have served on:

- your employer’s name and contact details
- the name, tonnage and type of vessel (for example, cargo vessel, tanker, bulk carrier)
- the type of cargo carried and area of operation
- the dates you were employed and the sea time completed between those dates
- your duties.

Any statutory declarations you have made are not acceptable as proof of your sea service.
2. Requirements (continued)

Calculating sea service for voyages

Relevant qualifying sea service is expected to be on voyages of 24 hours or more, calculated as follows:

- from the sign-on date of starting work on the ship to the sign-off date of discharge (both dates are inclusive)
- by counting each whole calendar month during this period as one month
- for multiple voyages, by adding together extra days that do not fall within a calendar month, with each addition of 30 days to be calculated as one month.

Extended time in port is generally not counted as sea service, and nor is time on leave.

Note:

Voyage means a voyage between a port or place of departure and a ship’s final port or place of arrival. It includes any period of 24 hours (or more) where you are signed on or employed on the vessel and you remain on board.

For example: If your service record shows your sign-on date as 3 March and sign-off date as 14 April, your sea service would be calculated as one month (3 March to 2 April) and 12 days (from 3 to 14 April inclusive).

For more information about calculating your sea service, refer to the MNZ website:

maritimenz.govt.nz/seafarers
2. Requirements (continued)

Sea service pre-assessment

If you are unsure whether you have met the sea service requirements, you can ask us to assess your sea service time before you make your full application. We charge a fee to do this (see 3.2 Fees and payment options).

To have your sea service pre-assessed, you need to:

- apply for pre-assessment using MNZ’s pre-assessment form
- pay a pre-assessment fee
- send us the documents we need (see Proving your sea service) in order to check your sea service.

Note:

If you are pre-assessed and have the required sea service for the AB Engine certificate, add your pre-assessment reference number to your seafarer certificate application form.

Training record book

The Director of MNZ has approved the International Shipping Federation’s On Board Training Record Book for Engine Ratings (including new STCW grade of ‘Able Seafarer Engine’) as a record of training and experience for Engine Watch Rating and as approved training for AB Engine.

You can order this training book from the publications section of the International Chamber of Shipping website (ics-shipping.org) or from your approved training provider. (You may already have this training record book from completing your EWR certificate.)

Your training record book will be assessed by your training provider.

You must provide the original of your training record book to an MNZ-approved Maritime Examiner before you take your final exam.

Your training record book needs to:

- be the original, not a copy
- have all relevant records completed
- have all relevant project work completed and signed off by the ship’s master or a qualified certificated officer, as indicated in the book.

Keep your training record book in a safe place. We also recommend you make a copy of the completed sections and the associated evidence, storing these in a safe place too – but separately from your training record book.
2. Requirements (continued)

2.4 Training and experience

Training
You must attend and pass a training course that is acceptable to the Director of MNZ to achieve all of the required competencies for this certificate, as specified in section A-III/5 of the STCW Convention.

For more information about approved training providers and the AB Engine competency framework, refer to the MNZ website:

maritimenz.govt.nz/seafarers

Final examination
You must pass a final examination by an MNZ-approved examiner. This is currently an oral examination and is usually arranged by your training provider. Your results will be sent to MNZ.

Refer to the MNZ website for more information:

maritimenz.govt.nz/seafarers
2. Requirements (continued)

Ancillary certificates

You must provide copies of the ancillary certificates you gained as part of your AB Engine training. Your training provider should also offer this training and will provide you with a certificate for each course to confirm that you have demonstrated proficiency in the required skills.

If you already have an ancillary certificate that demonstrates proficiency in the areas listed below and at the required level, you may use it – as long as the specific requirements are met and the certificate is still current (not expired) at the time MNZ issues your AB Engine certificate.

<table>
<thead>
<tr>
<th>Document(s) you must provide</th>
<th>Ancillary certificate requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>STCW basic training</td>
<td>STCW basic training that complies with STCW A-VI/1 paragraph 2 and covers basic personal survival techniques (A-VI/1-1), fire prevention and fire fighting (A-VI/1-2), elementary first aid (A-VI/1-3) and personal safety and social responsibility (A-VI/1-4). This may be issued as one certificate citing the four elements or as four separate certificates</td>
</tr>
</tbody>
</table>

Your ancillary certificates must:

- be current (not expired) when we issue your AB Engine certificate
  Note: The following STCW ancillary certifications must be less than five years old from the date of issue (or, if older, you must demonstrate that you have maintained the required standard of competency to undertake the tasks, duties and responsibilities specified in the relevant STCW tables):
    - STCW A-VI/1-1 basic personal survival techniques
    - STCW A-VI/1-2 fire prevention and fire fighting
  Although not an STCW requirement, we encourage you to maintain the currency of your certificates for first aid, in accordance with the requirements of the issuing organisation (which usually require refresher training every two years).

Your certificates must also:

- conform to the STCW regulations and have the appropriate STCW regulation number
- be from a training provider approved under the New Zealand Education Act or by MNZ, or from a training provider in a country where the Director has determined that ancillary training is STCW-compliant. (Refer to the recognition guidelines on MNZ’s website for information about recognition of ancillary certificates obtained outside New Zealand)
- be seen by us before we can issue your AB Engine certificate.

For more information about ancillary certificate requirements, including the information you need to provide to demonstrate currency if you already hold an ancillary certificate, refer to the ancillary guidelines on the MNZ website:
maritimenz.govt.nz/seafarers
2. Requirements (continued)

Security awareness training

MNZ strongly recommends that you also get an ancillary certificate for proficiency in security awareness training (STCW A-VI/6-1). This certificate is needed if you wish to work on any ship that the International Ship and Port Facility Security (ISPS) Code applies to.

If you do not provide this ancillary certificate, your certificate will have a condition stating that without a current certificate of Proficiency in Security Awareness Training (STCW A-VI/6-1), it is not valid for vessels to which ISPS applies.

We will accept a proficiency in security awareness training certificate that has been approved by the administration of any country with which New Zealand has an agreement (memorandum of understanding) for recognition of STCW certificates.

For more information about the ancillary security awareness training or recognition process for this application, refer to the ancillary guidelines or recognition guidelines, respectively, on the MNZ website:

maritimenz.govt.nz/seafarers
### 2.4 Fit and proper person

We need to confirm that you are of good character. To help us do this, there are several forms we need from you, which are outlined below.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Document(s) you must provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Be of good character</td>
<td>• A completed <em>fit and proper person form</em>, which must have been signed and dated no more than</td>
</tr>
<tr>
<td></td>
<td>three months before we receive your application</td>
</tr>
<tr>
<td></td>
<td>• A police clearance report for any country or countries outside New Zealand that you have</td>
</tr>
<tr>
<td></td>
<td>lived in for 12 months or longer in the past five years (covering the entire period you</td>
</tr>
<tr>
<td></td>
<td>lived in that country or countries)</td>
</tr>
</tbody>
</table>

Refer to 5. *Forms* for all of the forms that you will need to complete your application.
2. Requirements (continued)

2.5 Medical examination and eyesight tests

You need to prove that your medical fitness and eyesight meet the required standards.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Document(s) you must provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Be medically fit</td>
<td>A certificate of medical fitness for seafarers that is valid at the time we issue your AB Engine certificate.</td>
</tr>
<tr>
<td></td>
<td>• This is a special medical certificate that complies with STCW regulation I/9. You must get this from an approved medical practitioner, or from a medical practitioner approved for issuing seafarer medicals in another country that is party to STCW.</td>
</tr>
<tr>
<td></td>
<td>• You may use an existing medical certificate if it will be valid (usually less than two years old) when your AB Engine certificate is issued.</td>
</tr>
<tr>
<td>Have good eyesight</td>
<td>Eye test results, tested as part of your medical certificate, showing you have met the required standards for:</td>
</tr>
<tr>
<td></td>
<td>• visual acuity (including a letter eyesight test). Your visual acuity eyesight test results must be less than 12 months old at the time we issue your certificate</td>
</tr>
<tr>
<td></td>
<td>• colour vision – this is initially assessed using the Ishihara colour vision test. If you fail the Ishihara test, you will be referred to a registered optometrist to take an alternative colour vision test (for more details, refer to the Advisory Circular for Part 34 on MNZ’s website). Your colour vision test results (of either test) must be less than six years old at the time your AB Engine certificate is issued.</td>
</tr>
</tbody>
</table>

For more information about the medical and eyesight requirements for this certificate, refer to the guidelines on MNZ’s website:

maritimenz.govt.nz/seafarers
2. Requirements (continued)

2.6 Age and identity

We need to confirm your age and identity. There are several forms we need from you to help us do this.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Document(s) you must provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prove your identity and be 18 or older</td>
<td>• Your completed seafarer certificate application form</td>
</tr>
<tr>
<td></td>
<td>• Fit and proper person form, including sighted and signed copies of the ID documents specified on the form</td>
</tr>
<tr>
<td></td>
<td>• Two passport-sized photographs (or ask the photographer to provide an electronic copy, which you can then forward to MNZ if you are emailing us your application)</td>
</tr>
</tbody>
</table>

Refer to 5. Forms for all of the forms that you will need to complete your application.
3. When and how to apply

Apply when you have completed all of the certificate requirements. Once we have received all of the information we need from you, it may take us up to 20 working days to process your application, so send it in as soon as possible (and at least one month before you need your certificate).

Make sure you include all of the documents we have asked for. Refer to 3.4 Checklist to make sure you have everything you need for your application.

**Note:**

If your application is incomplete, it will not be processed and we will return your application and other documents to you.

3.1 Copies of supporting documents

We only need copies of your supporting documents, not the original versions.

The exceptions are:

- supporting documents for the *Fit and proper person form* – these need to be sighted and signed copies of the ID documents specified on the form

We do not need to see any of the documents you have already sent to us for other applications – just make a note about these documents in your application. However, if any of these documents have expired or will expire before we issue your certificate, we need to see a copy of the new or renewed document.
3. When and how to apply (continued)

3.2 Fees and payment options

The fee for this certificate is NZ$884, which includes goods and services tax (GST).

If applicable, the sea service pre-assessment fee is NZ$398, including GST. With pre-assessment, the application fee for an AB Engine certificate reduces to NZ$541, including GST.

You need to include payment by cheque or indicate your other chosen payment method on your seafarer certificate application form.

You can pay:

- online using a credit card or debit card, or
- by internet banking or bank deposit, or
- by cheque (which you include with your application).

Refer to the MNZ website for more information about how to pay your fees: maritimenz.govt.nz/howtopay

As well as the application fee, you may have other fees and expenses to pay. For example, you may need to pay for your eyesight tests, medical examination, training and ancillary courses.
3. When and how to apply (continued)

3.3 Application process

This is the application process for this certificate of proficiency. Complete each step before you move on to the next one.

1. **Do you meet all the requirements?**
   
   Check that you meet all of the requirements for this certificate.
   
   Apply for pre-assessment of your sea service time if you are unsure about meeting the sea service requirements.
   
   Move to step 2 once you know what the requirements are and that you can meet them.

2. **Do you have the documents we need?**
   
   Prove that you meet the requirements. Include all of the documents we have asked for. Use the checklist (see 3.4. Checklist) to help you.
   
   Remember: We need copies, not the originals.
   
   Move to step 3 once you have copies of all of the documents we have asked for.

3. **Complete the application forms**
   
   You need to complete several forms as part of your application. Use the checklist to help make sure that you have provided all of the information we need.
   
   Remember: for the fit and proper person form we need sighted and signed copies of your identification documents.
   
   Move to step 4 once you have completed all of the forms needed for your application.

4. **Pay the application fee**
   
   You need to pay an application fee.
   
   The options for payment are:
   
   - pay by bank deposit or internet banking, or
   - pay online using a credit card or debit card, or
   - include a cheque with your application.
   
   Move to step 5 when you know what you need to pay and have either included a cheque with your application or chosen another payment option.
3. When and how to apply (continued)

5. **Send us your application by courier or email**

There are two options for you to send your application:

1. Use a courier to send us your completed application forms, supporting documents and cheque for the application fee (if using that payment option).

2. Send your application by email, attaching the scanned documents. (The application form has information about the requirements for electronic copies.)

Move to step 6 when you’ve ticked everything on the checklist and either couriered or emailed your completed application to MNZ (using the address provided at 3.5 Where to send your application).

6. **Confirmation and/or request sent**

We will send you an email or letter to:

- confirm that we have received your application
- give you reference details to pay the application fee (if you did not include a cheque with your application)
- list any documents we need from you before we can assess your application.

We must receive your payment before we can progress your application.

7. **Assessment**

After you have paid the fee and sent us all the documents we need, we will assess your application and make a decision. This will usually take 20 working days (about a month) from the time we let you know that we have received your application.

8. **Issue certificate**

We will send you:

1. your certificate, if your application has been successful, or
2. a letter or email explaining why your application was unsuccessful.
3. When and how to apply (continued)

3.4 Checklist

Use this checklist to make sure you have everything you need for your application.

Check that your documents are complete and have been signed, dated and sighted as required.

We need to see all of the documents listed below to confirm that you have met each requirement. The only exceptions to this are documents that you have already sent to us for other applications (just note this in your application). However, if a document has expired or will expire before we issue your certificate, we need to see a copy of the new or renewed document.

About you

☐ Seafarer certificate application form

☐ Two passport-sized photos or an electronic copy

☐ Fit and proper person form - including sighted and signed copies of the ID documents specified on the form

☐ Police clearance report for other countries (if applicable)

☐ Copy of certificate of medical fitness for seafarers

☐ Copy of eyesight test(s) results

☐ Your pre-assessment reference number if we pre-assessed your sea service time
3. When and how to apply (continued)

Your sea service
Include at least one of the following for each vessel/period of sea service:

☐ Certificate of sea service
☐ Discharge book (or discharge certificates)
☐ Seafarer’s record book showing your seagoing service

Include the following to cover all of your sea service:

☐ Summary of sea service form (unless you provide a training record book)

Your AB Engine training

☐ Your course completion letter and assessment record

Your ancillary certificates

☐ STCW A-VI/1 basic training
☐ STCW A-VI/6-1 proficiency in security awareness training (if completed)

Remember:

☐ Either include a cheque (in $NZ) or indicate which other payment option you’d like to use
☐ Send your application to us as early as you can
☐ Check that your examiner has sent your exam results to us
3. When and how to apply (continued)

3.5 Where to send your application

To provide extra security, we recommend that you courier your application form and documents to us.

Alternatively, you can scan and email your application and supporting documents (refer to the application form for information about how to send your documents electronically).

Courier your application to:

Seafarer Certification
Maritime New Zealand
1 Grey Street
WELLINGTON 6011

Or

Email your application to:

seafarers@maritimenz.govt.nz
4. Contact us for help

If you need more information about the requirements for your application, visit the Seafarer Certification section of our website.

maritimenz.govt.nz/seafarers

If you can’t find the information you need, send us an email:

seafarers@maritimenz.govt.nz

Tell us what you need help with and remember to include your contact details (email address and phone numbers).

We need your completed application before we can assess whether you meet the requirements for this certificate of proficiency. However, you may apply for pre-assessment of your sea service (refer to 2.2 Sea service).
5. Forms

To apply for a maritime certificate of proficiency, there are several forms that you must provide and some that you may provide, depending on your situation.

Everyone applying for this certificate must complete and send us all of the following forms:

- Seafarer certificate application form
- Fit and proper person form

Other forms you may need to use:

- Sea service pre-assessment form
- Certificate of sea service
- Summary of seagoing service form

Each of these forms is available on the MNZ website:

maritimenz.govt.nz/seafarers

Note:

You must complete these forms correctly for your application to be valid. Carefully read any notes before you start.