



# Marine Order 71 – Certificate of Competency Mate <500 GT

The following provides a summary of the requirements for a Mate <500GT Certificate of Competency (CoC). This certificate is issued under Marine Order 70 (Seafarer certification) 2014 and Marine Order 71 (Master and deck officers) 2023, made under the Navigation Act 2012.

**What will I be able to do with this certificate?** You will be able to perform the duties of:

✓	<b>Chief Mate or Watchkeeper Deck Officer on ships &lt;500 GT</b> in any operating area
✓	<b>Master on ships &lt;500 GT</b> in near-coastal waters
✓	<b>Watchkeeper Deck Officer on ships &lt;3000 GT</b> in near-coastal waters
✓	If endorsed, <b>Chief Mate on ships &lt;3000 GT</b> in near-coastal waters
✓	<b>Able Seafarer Deck</b> – deck duties or functions

## How do I get this certificate?

To obtain a Mate <500 GT CoC, you will need to:

- Complete 36 months qualifying sea service (QSS) performing watchkeeping duties in the deck department on ships  $\geq 12$  metres of which:
  - At least 24 months served as master or an officer in charge of a navigation watch, and
  - At least 12 months was served on ships  $\geq 24$  metres on voyages at least 24 hours duration.
- Complete an AMSA approved course of study from an AMSA approved registered training organisation for a Mate <500 GT.
- Complete the following approved STCW short courses:
  - Basic Safety Training course, which includes Security Awareness Training.
  - Advanced Fire Fighting.
  - Medical Care on board ships.
- Hold or have held the following certificates, either a:
  - Valid Watchkeeper Deck <500 GT or
  - Unrestricted Master <24 metres NC CoC, or
  - Certificate AMSA considers equivalent to these.
- Hold the following valid certificates:
  - Certificate in Proficiency in Survival Craft and

Rescue Boats other than Fast Rescue Boats.

- GMDSS Radio Operators Certificate.
- AMSA Certificate of Medical Fitness.
- Hold an ECDIS endorsement, if serving on ECDIS equipped ship.
- Pass an AMSA oral examination.

For endorsement as **Chief Mate <3000 GT** on near coastal voyages:

- At least 6 months on ships  $\geq 24$  metres as officer in charge of a navigation watch while holding a Mate <500 GT Certificate of Competency.

## How do I keep this certificate?

To revalidate your certificate you must:

- Hold a valid:
  - AMSA Certificate of Medical Fitness.
  - GMDSS Radio Operators Certificate or GMDSS Certificate of Recognition.
- Have seagoing service performing functions appropriate to the certificate you hold, for a period of at least:
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- a) 12 months in total during the preceding 5 years before application, or
- b) 3 months in total during the preceding 6 months prior to revalidating, or
- c) Have completed an approved revalidation course appropriate for your certificate within 5 years before applying to revalidate, or
- d) Have completed an oral exam and approved short courses that AMSA considers equivalent, or
- e) Have performed duties and functions and approved courses that AMSA considers equivalent.

**On completion of the seagoing service, you should:**

- Obtain a letter(s) from your employer(s) confirming sea service and stating that you have actively participated in the mandatory abandon ship and fire drills required by SOLAS as well as scheduled drills required by the on board Safety Management System (see sample template letter). A copy of the letter should be submitted with the application (you should keep the original).
- Provide written evidence of performing radio service in a seagoing ship fully fitted with GMDSS equipment for sea area A3 of at least 12 months in total within the preceding 5 years, or 3 months in total during the preceding 6 months prior to revalidation. This should be written on company letterhead paper and includes the following details:
  - Ship particulars – the name, IMO number, MMSI number, ship type(s), Gross Tonnage.
  - The rank served on board.
  - The dates served on board the ship.
  - That the ship was fitted with a full GMDSS station (sea area A3).
  - That the applicant operated the equipment on a regular basis.
- Or have performed functions relating to the category of GMDSS Certificate held which are considered by AMSA to be at least equivalent to the seagoing service required.
- Complete continued competence training for the STCW short courses in Advanced Fire Fighting and Fire and Proficiency in Survival Craft and Rescue Craft other than Fast Rescue Boats in the previous 5 years (refer to MO 71 Schedule 4).

*Please note: There are three types of continued competence courses. Please ensure you complete the continued competence for deck / engineer officers and chief integrated ratings.*

If you **DO NOT HAVE** at least the specified seagoing service mentioned above, you will be required to complete the Advance Fire Fighting and Proficiency and Survival Craft in full and one of the revalidation options c, d or e shown above.

## How to Apply for CoC Initial Issue/Revalidation (select as required)

### Lodge an application at Australia Post:

- Complete a CoC application form 419 online or download a pdf version and then complete it.
- Complete all sections of the form.
- Download a pdf version of the form to generate your barcode.
- Print the form.
- Attach copies of all required documents.
- Sign the declaration.
- Submit your application and pay a fee at an AMSA-contracted Australia Post outlet.
- Provide proof of identity when you lodge your application.

AMSA may request reasonable evidence to confirm or verify any of the information provided as part of the application.

### **Please note:**

- *All certificates and training must comply with STCW.*
- *All training courses and training programs must be approved by AMSA.*
- *All sea service must be documented qualifying sea service.*

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## Progress of application

If you submit an incomplete application, AMSA will contact you for further information. If you fail to provide the requested information within 60 days, AMSA will consider and decide your application on the information available. This may result in AMSA deciding to cancel the application.

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## More Information

Seafarer Certification Guidance containing additional information on CoC, sea service requirements and task books, can be obtained from the AMSA website at [www.amsa.gov.au](http://www.amsa.gov.au).

*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.*