

Academia Navală „Mircea cel Bătrân” PO 7.2-03 Versiunea: 01/07.04.2011 Revizia 2/20.06.2014	<b>CONFORMITATEA          PROGRAMELOR DE STUDII          CU NORMELE STCW          PENTRU BREVETATI</b>	Pag.1/5
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## 8. Verificarea stagiilor de practică efectuate de către studenți / absolvenți ai ANMB la bordul navelor maritime

În vederea participării la examenul de brevet absolvenții studiilor universitare de licență ai ANMB trebuie să prezinte la ANR caietul de practică, purtând viza de control, ce atestă atingerea competențelor minime stipulate în Convenția STCW. În acest sens ANMB înființează comisii de specialitate, formată din cel puțin doi membri, care vor susține periodic evaluări cu studenții/absolvenții ce solicită vizarea caietului de practica. Comisiile de specialitate au în componență cadre didactice reprezentative din zona disciplinelor de specialitate ale programului de studiu, inclusiv cele de limba engleză.

Comisiile de specialitate vor întocmi liste de verificare pentru a valida dobândirea de către studenți a competențelor minime stipulate în Convenția STCW (Anexa 8 a,b, c)

Procedura de vizare a caietului de practică presupune următoarele etape:

- Studentul/absolventul va achita taxa de evaluare stabilită anual de către Senatul universitar;

- Studentul/absolventul depune la secretariatul programului de studii absolvit o cerere, înregistrată, adresată Decanului facultății, cerere însoțită de documente care să ateste că acesta a efectuat perioada stagiului de practică care îi permite să se prezinte la examenul de brevet (sea service sau adeverință de la ANR) și de dovada plății contravalorii taxei de evaluare;

- Evaluarea se face de comisia de specialitate numită de decanul facultății ce gestionează programul de studii absolvit;

- Studentul/absolventul este evaluat pe baza caietului de practică și a interviului condus conform listei de verificare, astfel încât comisia să se asigure că acesta a dobândit sau nu competențe conform cerințelor minime ale Convenției STCW referitoare la practică;

- Comisia acordă studentului/absolventului calificativul **ADMIS / RESPINS**, după caz;

- Membrii evaluatori înscriu rezoluția **ADMIS sau RESPINS** și semnează în clar pe cererea depusă de student/absolvent;

- Pentru rezoluția **ADMIS** - decanul facultății ce gestionează programul de studii absolvit **semnează** caietul de practică și aplică ștampila facultății pentru conformitate;

În cazul în care rezultatul evaluării este **RESPINS**, membrii comisiei trebuie să-și argumenteze calificativul și să comunice candidatului condițiile viitoare în care se poate prezenta la o nouă evaluare. În acest sens, candidatul poate cere o singură reevaluare în contul aceleiași taxe, astfel:

- După completarea corespunzătoare a caietului de practică, în cazul în care calificativul **RESPINS** a fost acordat pentru acest aspect;

- După efectuarea unui nou stagiului de practică efectuat la bordul navelor maritime care îndeplinesc condițiile din STCW, dacă rezultatul interviului demonstrează că studentul/absolventul nu a dobândit cerințele minime ale Convenției STCW referitoare la practică;

În cazul în care rezultatul evaluării este **RESPINS** ca urmare a completării necorespunzătoare a caietului de practică și studentul/absolventul se consideră nedreptățit, acesta poate depune, în termen de 48 ore de la comunicarea rezultatului, o contestație adresată decanului facultății ce gestionează programul de studii absolvit. Decanul facultății va numi comisiei de contestație formată din cadre didactice sau specialiști în domeniul programului de studii, altele decât cele care au participat la evaluarea inițială. Decizia comisiei de contestație este definitivă.

În cazul în care rezultatul evaluării este **RESPINS** ca urmare a răspunsurilor formulate de către studentul/absolventul la interviu, calificativul nu poate fi contestat.

Cererile studenților/absolvenților se arhivează pentru o perioadă de trei ani.

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Anexa 8a

**STANDARDE MINIME DE PERFORMANȚĂ**  
 pentru evaluarea competențelor obținute în urma parcurgerii stagiului de practică în vederea înscrierii la examenul pentru obținerea brevetului de ofițer maritim punte, conform cerințelor STCW (Table A-II)

<b>NAUTICAL TRAINING AND VOYAGE PLANNING</b>
<ul style="list-style-type: none"> <li>• Receive and hand over the watch using laid down practices and procedures.</li> <li>• Maintain a proper watch for sights, sounds and other objects.</li> <li>• Acknowledge instructions and communicate clearly and concisely.</li> </ul>
<ul style="list-style-type: none"> <li>• Select the nautical charts and documents for the selected route.</li> <li>• Check and update the route charts using “NOTICES TO MARINERS”: corrections, temporary and preliminary notices, the latest warnings received by NAVTEX ,</li> <li>• Prepare a “Passage Plan “taking into account all necessary information regarding the safer route.</li> </ul>
<ul style="list-style-type: none"> <li>• Verify, test, calibrate and adjust the navigational, steering and communication devices.</li> <li>• Record properly into the ship’s document.</li> <li>• Dispose the latest navigational and weather broadcast.</li> <li>• Dispose the Passage Plan for easy reference.</li> </ul>
<ul style="list-style-type: none"> <li>• Conduct ship’s inspection before sailing.</li> <li>• Record and fill up the proper documents as per company policy.</li> </ul>
<ul style="list-style-type: none"> <li>• Identify the documents requested by port authorities.</li> <li>• Prepare and take care of the proper documents as per arrival / departure.</li> </ul>
<b>WATCH KEEPING SAFETY (AT SEA AND AT ANCHOR)</b>
<ul style="list-style-type: none"> <li>• Take over and hand over an operational watch in accordance with established procedures.</li> <li>• Ensure the exchange information is complete and relevant.</li> <li>• Record irregularities, defects or damage to equipment or materials and report as necessary.</li> <li>• Ensure that the personnel within the operations team take over the watch as per established procedures.</li> </ul>
<ul style="list-style-type: none"> <li>• When navigating in areas with and without currents the candidate is able to :             <ul style="list-style-type: none"> <li>✓ Plot Ship’s :                 <ul style="list-style-type: none"> <li>- True course.</li> <li>- Gyro course.</li> <li>- Compass course.</li> <li>- Course made good.</li> </ul> </li> <li>✓ Determine the currents parameters.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Dead reckoning navigation in areas with and without currents.</li> </ul>
<ul style="list-style-type: none"> <li>• Use all costal procedures, including optical and electronic procedures.</li> <li>• Know the deviation control of instruments and to apply it to the measurements.</li> <li>• Recognition of the navigational marks of the “A” system of maritime buoy age.</li> </ul>
<ul style="list-style-type: none"> <li>• Finding ship’s astronomic position during day-time and twilight</li> <li>• Compass deviation control at sun-rise and sun-set.</li> </ul>
<ul style="list-style-type: none"> <li>• Navigational operation by use of electronic navigational appliances:             <ul style="list-style-type: none"> <li>- Terrestrial and space systems.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Locate the main functions of the radar.</li> <li>• Adjust the radar in order to obtain the maximum of benefit.</li> <li>• Determine the correct limits of the radar.</li> <li>• Determine and apply the errors.</li> </ul>
<ul style="list-style-type: none"> <li>• Recognize the fire alarm, abandon alarm, ingress of water into the ship.</li> <li>• Use of telegraph, telephone, ALDIS, sirens, VHF (IMO standard phrases communication);</li> <li>• Recognize and apply the international code of signals.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure correct preparations are made for anchoring operations.</li> </ul>

- Control anchoring operations in accordance with instructions
  - Confirm security of anchors and equipment on completion of operations.
  - Maintain effective safe working practices during operations.
  - Record all relevant events and times.
  - Prepare and maintain a safe watch using all necessary means, including radar, shapes and signals, sharp lookout and VHF watch.
- Change the steering systems on bridge and in the steering rod .
  - Inform the vessels in proximate area.
  - Display the proper shape and signals.
- Keep continuous VHF / NAVTEX / GMDSS / FAXIMILE watch regarding weather monitoring.
  - Report any change in weather condition or bad weather reports received.

#### **SHIP'S STEERING**

- Relieve and handover responsibilities for steering using laid down practices and procedures.
  - Maintain a steady course within acceptable limits having regard to the area of navigation and prevailing sea-state.
  - Alter course safe, smooth and controlled manner.
  - Initiate change of mode of steering in compliance with operating instructions and good navigation practice.
  - Acknowledge instructions and communicate clearly and concisely
  - Seek advice and clarification from the officer of the watch when communications are not clearly understood.
  - Steer by gyro and magnetic compass.
- Identify the main functions of the steering system.
  - Acknowledge the systems limits.
  - Adjust the proper settings of the system as per manufacturer instructions.
  - Set the automatic pilot.
  - Change from auto to manual mode.
  - Act proper in case of emergency procedure or equipment failure.
- Cope in case of collision avoidance.
  - Act as per classical curves (Sharnow, Williamson etc.)

#### **SHIP'S HANDLING**

- Recognize documents in which appears the turning curve parameters, the ship's way and forced maneuver.
  - Apply this information to the real state of the moment: case of collision avoidance, shallow waters, berthing maneuver, loaded or laden condition, confined or open waters.
- Ensure correct preparation is made for mooring operations.
  - Control mooring, letting go and shifting vessel operations in accordance with instructions.
  - Confirm security of mooring and equipment on completion of operations.
  - Control rigging and securing of access arrangement.
  - Main effective safe working practices during operations.
  - Communicate the instructions for duty periods.
  - Confirm understanding of the instructions.
  - Control the watch in accordance with instructions.
  - Maintain effective safe working practices during operations.
- Ship's maneuvering during lifeboats launching drills, fire fighting drills & leak drills.
  - Performing the "man overboard maneuver".

#### **CARGO LOADING, HANDLING, STOWING AND LASHING ON BOARD**

- Prove knowledge of the cargo loading/discharging systems.
- Know the technical characteristics of loading / discharging systems.

- Communicate clearly and concisely and seek clarification when information or instructions are not understood.
- Select the correct type and quality of equipment and materials to carry out the operation.
- Prepare the equipment in accordance with operating practice and safety requirements.
- Confirm that equipment is in working order and preparations are complete.
- Identify and promptly report any faults or deficiencies in equipment and materials.

- Identification of guide marks.
- Tally of cargo.
- Safety precautions.
- Cargo stowing, lashing and dunnaging.
- Correctly carry out required tasks relating to the operations, in accordance with operating practice and safety requirements.
- Correct operate equipment associated with the operations
- Take the appropriate actions in emergency situations.
- Identify and report promptly any faults or deficiencies in equipment and materials.
- Correctly secure the equipment and shut down operations on completion of the operation.

- Inspection of the ship's rigging (running riggings, standing riggings).

- Establishing the quantity of loaded/ discharged cargo by tallies and draughts, stability calculations and trim.

- Inspection of the loading space: cargo stowing control; cargo lashing after loading and during the voyage; potential breakdowns or failures.

- Filling in the cargo loading-discharging documents.

- Providing a good stowage, lashing of all cargo packages Dunn aging.
- Partitioning of cargo in bulk and cargo packages, if necessary.

- Applying the International Maritime Code of Dangerous Cargoes (IMDG); regular inspection of cargo.

- Closing and opening the ship's holds for loading-discharging operations.

#### **POLLUTION PREVENTION**

- Ship's bunkering and pollution prevention measures:

- Knowledge of the MARPOL requirements and completion of the OIL RECORD BOOK (ORB).

- Measures that should be taken in case of incidental pollution:
  - detection the source of pollution;
  - stopping up the leakage of dangerous liquids;
  - washing up the leakage of dangerous cargo.

#### **SEAWORTHINESS**

- Ensure the procedures for watertight integrity of the vessel are carried out at all times in accordance with the vessel seaworthiness plan, code of safe practice and legal requirements.
- Instigate actions to ensure and maintain the watertight integrity of the vessel in accordance with accepted practices.
- Instruct the crew to ensure the plan is fully met.
- Confirm the watertight integrity of the vessel at all times.
- Confirm that operations are carried out in accordance with established practice, safety and MARPOL requirements.
- Contribute to ensure the vessel's weight distribution maintains the stability and stress condition within safe limits at all times and complies with IMO intact stability criteria under all conditions of loading.
- Carry out checks on the vessel's stability condition at the required frequency.
- Confirm that stability calculations are appropriate to the proposed nature of the voyage or operation and meet the required stress and stability criteria.

- Performing ship's drills:

- man over board;
- fire;

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<ul style="list-style-type: none"> <li>- abandon ship;</li> <li>- Ingress of water.</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of fire fighting equipment location.</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of rescue equipment and its location:</li> </ul>
<ul style="list-style-type: none"> <li>- boats, rafts, buoys, jackets;</li> </ul>
<ul style="list-style-type: none"> <li>- transceivers;</li> </ul>
<ul style="list-style-type: none"> <li>- EPIRB, SART;</li> </ul>
<ul style="list-style-type: none"> <li>- pyrotechnic lights.</li> </ul>
<ul style="list-style-type: none"> <li>• Abandon drills with lifeboats and rafts “launching”.</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of boats and raft’s number in accordance with SOLAS;</li> </ul>
<ul style="list-style-type: none"> <li>- maintenance of equipment.</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of survival techniques at sea and life board handling.</li> </ul>
<b>FIRST AID ASSISTANCE</b>
<ul style="list-style-type: none"> <li>• In case of Wounds</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Traumata</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Fractures</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Burns</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Chilblains</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Drowning</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Intoxications</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Electrocutions</li> </ul>
<ul style="list-style-type: none"> <li>• In case of Practical implementation of medical directions including those broadcasts by radio.</li> </ul>
<b>USING SPOKEN AND WRITTEN ENGLISH</b>
<ul style="list-style-type: none"> <li>• Use of IMO standard maritime communication phrases:</li> </ul>
<ul style="list-style-type: none"> <li>- with other ships;</li> </ul>
<ul style="list-style-type: none"> <li>- coast stations.</li> </ul>
<ul style="list-style-type: none"> <li>• Use of nautical textbooks and publications in the English language.</li> </ul>
<ul style="list-style-type: none"> <li>• Understanding the content and use the following books:</li> </ul>
<ul style="list-style-type: none"> <li>- notice to mariners;</li> </ul>
<ul style="list-style-type: none"> <li>- Sailing Directions, Light and Fog signals.</li> </ul>
<ul style="list-style-type: none"> <li>• Completion of reports and nautical forms in standard English.</li> </ul>
<ul style="list-style-type: none"> <li>• Communication with the crew.</li> </ul>
<ul style="list-style-type: none"> <li>• Studying the ship’s technical documentation, compiled in English.</li> </ul>
<ul style="list-style-type: none"> <li>• Specialized technical conversation.</li> </ul>
<b>KNOWLEDGE AND COMPLIANCE WITH THE IMO REQUIREMENTS, STANDARD AND CONVENTIONS REGARDING THE SHIP’S SAFETY AT SEA AND THE ENVIRONMENTAL PROTECTION</b>
<ul style="list-style-type: none"> <li>• Knowledge the content of SOLAS</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge the content of MARPOL</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge the content of STCW</li> </ul>

**ÎNTOCMIT**

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