

Witness Statement

Small Boat Marine Co-ordinator

Verification of competence, education and training



Candidate Name:	
Date of birth:	
Candidate email:	

I confirm that the person detailed above:

- 1 Has been employed by _____ (company name)
- 2 At the position of _____

Between the dates of _____ and _____
- 3 Totalling approximately _____ offshore days
- 4 I can confirm that the person holds a valid and authentic academic/trade qualification (where applicable) for the position at which they are employed (*please provide copies of certificates*).
- 5 In my view the person has demonstrated the skills necessary to be deemed competent at the above grade in accordance with IMCA guidelines (if applicable) and within MTCS Competencies (listed on sheet 2). I would therefore like to recommend that they be assessed for the grade (please provide copies of recent appraisals/performance reviews).
- 6 The person has a valid offshore medical and survival suitable for the geographical area in which they work (*please provide copies of certificates*).

Witness name:		Position:	
Witness signature:		Date:	
Witness email:		Witness contact no:	
Company name / address:			
MTCS (UK) Ltd Email: enquiries@mtcs.info		Tel: +44 (0)15394 40200 www.mtcsuk.com	

Job Summary:

Entry Level Specifications:

- Valid certificate of competency issued in accordance with STCW Reg. II/2 or 3 or VTS certificate
- Holds a Radio Operator's certificate
- Has a valid flag state medical certificate
- Record of Competence should be in accordance with STCW Reg V1/1 and V1/6 and MARPOL 73/78 as amended
- Has valid flag state survival craft and medical care training certificates i.a.w. STCW Reg. VI/1 (if operating from an offshore base)
- Has valid certificates for personal survival techniques; fire-fighting & fire prevention; elementary first aid; and personal safety & social responsibility in accordance with STCW Reg VI/1.
- Health & safety Training appropriate to role, vessel and operational location recognised by the flag state
- Medical care in accordance with STCW Reg VI/1-3
- Record of Competence needs to take cognisance of flag and coastal state requirements at an management level
- Demonstrates knowledge of emergency procedures, including formal training and assessment record of emergency drills / situations with (where applicable) assessment evidence being obtained from approved fire-fighting training and experience in accordance with STCW Reg A- VI/3
- Demonstrates knowledge of drafting emergency plans and administration of crisis management organisation i.a.w. STCW Reg. A-V/2, including formal training and assessment record of emergency drills/situations
- Demonstrates adequate knowledge and use of the English language i.a.w STCW Code Table A-II/1

Competencies:

- 1) The ability to operate the company safety management system and co-ordinate vessels and operations
- 2) The ability to respond and co-ordinate activities during emergency situations on a vessel
- 3) The ability to implement effective management and communication techniques in the workplace
- 4) Demonstrate competence as the marine co-ordinator
- 5) Vessel lifting equipment and lifting operations
- 6) Co-ordinate operations during at least one of the following operations: personnel transfer or fuel transfer
- 7) Co-ordinate vessels during at least one of the following operations: towage/anchor handling/vessel-specific crane operations/diving/dynamic positioning - as specified in the assessment plan