
Training and Certification Requirements for Persons sailing on ships subject to the Polar Code

Notice to Shipowners, Managers, Masters, Approved Nautical Inspectors, Recognised Organisations and Surveyors

1 Purpose

- 1.1. Effective 01 July 2018, The International Convention on Standards of Training, Certification and Watch-keeping for Seafarers, 1978, as amended (STCW) require personnel on board ships subject to the International Code for ships Operating in Polar Waters (Polar Code) to have appropriate training and certification.
- 1.2. This Marine Notice outlines the training, instruction and certification requirements for Masters' and Deck Officers serving on Bahamian registered ships that are subject to the Polar Code.
- 1.3. This Marine Notice should be read in conjunction with Bahamas Maritime Authority's (BMA) Marine Notices MN-050, MN-012, MN-028, MN-014, MN-015, MN-016, MN-029, MN-017, MN-018, MN-027, MN-013, MN-004, MN-019 and any other BMA Publications relating to training and certification of seafarers.

2 Application

- 2.1. This Marine Notice applies to:
 - i. All Bahamian ships to which the Polar Code is applicable,
 - ii. All persons serving or intending to serve on Bahamian ships to which the Polar Code is applicable in a capacity for which additional training is required,
 - iii. Companies employing, recruiting or selecting the seafarers noted above for service on board Bahamian ships to which the Polar Code is applicable.

3. Definitions

- 3.1. For the purpose of this Marine Notice, the following definitions apply:
- i. *'Approved Sea Service'* is sea service carried out on board a ship that is subject to the Polar Code and operates in ice-covered Polar Waters for minimum 60 days.
 - ii. *'Record of Approved Sea Service'* Approved sea service in for the purpose of issue an *'Advanced Certificate of Proficiency'* for ships operating in Polar Waters must provide record of approved sea service, re. paragraph i. above, in a separate report (see annex I).
 - iii. *'Approved Training'* is training that satisfies the requirements of STCW Code A-V/4 that has been approved by The Bahamas or a STCW party.
 - iv. *'Company'* is the entity who has accepted responsibility for the assignment of the seafarers for service on board Bahamian registered ships in accordance with the provisions of STCW Regulation I/14. The "ISM Company", as defined below, shall report the full name and details of such entity (e.g. manning agents) to the Seafarers and Manning Department of the BMA. This notification, as well as any changes of the entity, shall be made either completing the 'Manning' section of the Bahamas form R.104 or submitting a letter of declaration to that effect. (The letter shall be on the headed paper of the Registered Owner or Manager).
 - v. *'Equivalent Service'* means operation in areas where conditions may arise that are to the same extent as ice navigation in Polar Waters, e.g. Ice Navigation in the Baltic Sea or the Gulf of Bothnia, where navigation is conducted in ice covered waters.
 - vi. The *ISM Company* is the entity, designated under SOLAS Chapter IX/1.2 that assumes the duties and responsibilities imposed by the International Safety Management (ISM) Code.
 - vii. *'Open Waters'* means a large area of freely navigable water in which the sea ice is present in concentrations less than 1/10. There should be no ice of land origin present.
 - viii. *'Other Waters'* means waters with more than 1/10 ice cover or with any ice of land origin.

4. General

- 4.1. In accordance with the STCW requirements, the Bahamas requires all applicable persons serving on board ships subject to the Polar Code to have a valid Certificate of Proficiency (CoP) that relates to Polar Code training appropriate to their assigned shipboard duties.
- 4.2. The Polar Code training shall satisfy the requirements specified in STCW Code A-V/4 and be approved.

- 4.3. Master and Deck Officers on ships operating in Polar Waters shall be trained in accordance with the following Table:

Ice Conditions	Training Requirements by Ship Type		
	Tankers	Passenger Ships	Other Ship Type
Ice Free	Not Applicable	Not Applicable	Not Applicable
Open Waters	Basic Training Required for Person Serving As: Master, Chief Mate and Officer in Charge of a Navigational Watch	Basic Training Required for Person Serving As: Master, Chief Mate and Officer in Charge of a Navigational Watch	Not Applicable
Other Waters	Advanced Training Required for Person Serving As: Master and Chief Mate. Basic training required for person serving as: Officer in Charge of a Navigational Watch	Advanced Training Required for Person Serving As: Master and Chief Mate Basic training required for person serving as: Officer in Charge of a Navigational Watch	Advanced Training Required for Person Serving As: Master and Chief Mate Basic training required for person serving as: Officer in Charge of a Navigational Watch.

5. Basic Training for Ships Operating in Polar Waters

- 5.1. Every candidate for a Basic Training Certificate for ships operating in polar waters shall have successfully completed an approved training course for Basic Training for ships operating in polar waters.
- 5.2. Basic Training for ships operating in polar waters shall satisfy the requirements STCW A-V/4-1.

6. Advanced Training for Ships Operating in Polar Waters

6.1. Every candidate for Advanced Training Certificate for ships operating in polar waters shall:

- i. hold a valid Basic Training Certificate for ships operating in polar waters and
- ii. have at least two (2) months of approved seagoing (ice) service in the deck department, at management level or while performing watchkeeping duties at the operational level within ice covered (refer to annex 1) waters and
- iii. have successfully completed approved Advanced Training for ships operating in polar waters.

Note: The Bahamas Maritime Authority does not accept simulator training as meeting the requirement of actual sea service in ice covered waters. This does not preclude the use of simulators for training, but actual ice experience is required in order to issue the advanced CoP.

7. Re-validation

7.1. The certificate to serve on ships that operate in polar waters shall be revalidated every five years from the date of issue to ensure that the competencies are maintained.

7.2. For revalidation of an advanced certificate to serve on ships that operate in polar waters, the candidate shall provide documentary evidence that he/she:

- i. Has served onboard a ship to which the Polar Code is applicable as Master or Deck Officer for at least 3 months during the preceding 5 year period, or
- ii. Has at least 1 month's polar waters experience within the preceding 6 months period prior to renewal, or
- iii. Has completed a refresher course.

7.3. For revalidation of a Basic Certificate to serve on ships that operate in polar waters, the candidate shall provide documentary evidence that he /she:

- i. Has served as a Master or Deck on ships where the Polar Code is applicable for a minimum of 1 month within the previous 5 years' period, or
- ii. Has completed a refresher course.

8. Application Process for the Issuance of a Bahamas Certificate of Proficiency (CoP) or A Bahamas Flag State Endorsement (FSE).

8.1. Applying for a Bahamas Certificates of Proficiency (CoP)

- .1 Upon successful completion of the relevant approved training, a Certificate of Proficiency (CoP) for either Advanced or Basic Training to serve onboard ships that operate in polar waters shall be issued.

Note: The BMA will accept a CoP issued by a STCW party or an entity approved by a STCW party.

- .2 A Bahamian CoP will only be issued under the following conditions:
 - i. The applicant will have completed the required training (see 4.4.1 Section 5 & Section 6 – as applicable),
 - ii. The applicant will hold an STCW Regulation II Certificate of Competency (CoC) issued by a country with which the Bahamas has a recognition agreement,
 - iii. The CoP expiry date will be harmonised with that of the applicant's CoC,
 - iv. The CoC must be endorsed by the Bahamas Maritime Authority under STCW Regulation I/10

8.2. The certificate to serve on ships in polar waters may be incorporated in the Certificate of Competency (CoC).

8.3. All parties are reminded that training for ships serving in polar waters is in addition to any specialised ship type training required under STCW Chapter V.

- .1 All applications must include a copy of a valid CoC, and for non-Bahamas issued CoC a Bahamas Flagstate Endorsement and valid medical certificate.
- .2 Applications for a Bahamas CoP for Basic Training shall include documentary evidence of successful completion of an approved training of Basic Training for ships operating in polar waters. Approved Sea-Service in ice covered waters re. para. 3.1.i and 3.1.v is not required to be eligible for issue of the **Basic** Polar Code CoP.

8.4 Applications for Bahamas CoP of Advanced training

.1 Applications shall include:

- i. documentary evidence of successful completion of an approved training of Basic Training for ships operating in polar waters and
- ii. Documentary evidence of at least 2 months ice service in the Deck Department whilst the ship was operating in polar waters re. para. 3.1.i or equivalent re. para. 3.1.v
- iii. documentary evidence of successful completion of an approved training of Advanced Training for ships operating in polar waters.
- iv. Where a seafarer is applying for a CoP based on holding documentary evidence (refer to annex 1) of sea service whilst onboard a ship operating in polar waters, the BMA will require a letter (including name and IMO number of affected ship) from the Master or Company confirming that the seafarer has:
 - a. Participated in polar waters operations on board a Polar Code ship or carried out cargo operations on board a Polar Code ship and
 - b. Completed at least two months service in the previous five years on Ships subject to the Polar Code.

8.5 Applying for a Bahamas FSE

- .1 A Bahamas Flag State Endorsement (FSE) is not required for any training carried out under STCW Chapter V/4.
- .2 Notwithstanding 8.5.1, any person who holds a CoP for Basic or Advanced training for ships operating in polar waters, issued by an administration with whom The Bahamas has a STCW recognition agreement, may apply for a Bahamas FSE of that document.
- .3 Unless submitting a postal application via the Nassau Office (Bahamian Nationals Only) submissions must be made via the Bahamas On-Line Registration Information System (BORIS). Full details of BORIS and the application process are contained in BMA Information Notice IN-026.

9. Queries

- 9.1. Any queries on this Notice may be submitted to stcw@bahamasmaritime.com or any BMA office.

Revision History

Version	Description of Revision
1.0	First Issue
2.0	Second Issue and addition of Annex 1

Annex I
Ice Expert Report

Name	
Rank / Position	

Section A – Seafarer Certification	Certificate Level / Function	Certificate No.	Date of Issue (dd/mm/yy)	Date of Expiry (dd/mm/yy)
Enter in the table to the right the details of the seafarer’s relevant certification.				

Section B	Information on Relevant Voyages and Ship Type						
Ship’s Name							
Number of Voyages							
Number of Days							
Ship’s Size (GT)							
Rank During the Voyage							
Type of Voyage							
Destination (Main Area)							
Date (Entered Ice/Polar Area – Left Ice/Polar Area)							
Duration of Trip In Ice Covered Waters							

Section C – Individual Ice Experience (0 = no experience, 1 = experience, 2 = experience in responsible position, 3 = Instructed others due to own experience)							
Manoeuvring in in up 3/10 ice covered waters							
Manoeuvring in 4/10 to 6/10 ice covered waters							
Manoeuvring in 7/10 to 9/10 ice covered waters							
Manoeuvring in 10/10 ice covered waters							
Icebreaking by ramming							
Cooperating with Icebreaker							
Cooperating with Convoy travelling through Ice							
Reception and interpretation of ice charts							
Reconnaissance flights/judging of Ice situation							
Loading operations at fast ice edge							
Loading operations at fast ice shelf edge							
Keeping equipment ready at freezing temps							
Transfer crew/passengers onto the ice							
Participation in Polar Environmental Survival course							
Treatment of hypothermia/frostbite							
Boat disembarkation with passengers							
Shipside Helicopter operations							
Communication outside INMARSAT coverage							
Conduct in Polar area/Accident avoidance							