

MERCHANT SHIPPING (SEAFARERS) ORDINANCE
(CHAPTER 478)

Certificates of Proficiency
for Ship Security Officers Determinations

(2007 Edition)

Made under Section 15 of the
Merchant Shipping (Seafarers)(Certification of Officers) Regulation

**Certificates of Proficiency
for Ship Security Officers Determinations**

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Certificates of Proficiency for Ship Security Officers Determinations

1. Commencement

- 1.1 These Determinations are made by the Seafarers' Authority under powers granted by the Merchant Shipping (Seafarers)(Certification of Officers) Regulation and shall come into operation on [xx September 2007].

2. Application

- 2.1 These Determinations apply to every Hong Kong registered ship for which an International Ship Security Certificate or an Interim International Ship Security Certificate is required under the Merchant Shipping (Security of Ships and Port Facilities) Rules, Cap. 582A.

3. Certification Requirement for Ship Security Officers

- 3.1 With effect from 1 January 2008, every Ship Security Officer designated pursuant to Section 9 of the Merchant Shipping (Security of Ships and Port Facilities) Rules, Cap. 582A, shall hold a Certificate of Proficiency as Ship Security Officer issued or recognized under these determinations.

4. Issue of Certificate of Proficiency as Ship Security Officer

- 4.1 To qualify for the issue of a Certificate of Proficiency as a Ship Security Officer, a candidate must have:

- (a) qualifying seagoing service of not less than 12 months as an officer; and
- (b) successfully completed a training course approved by the Director of Marine as meeting the requirements set out in paragraphs 1 to 4 of Section A-VI/5 of the STCW Code (a copy is provided at Annex I).

- 4.2 In accordance with the transitional provisions in paragraph 5, Section A-VI/5 of the STCW Code, a Certificate of Proficiency as a Ship Security Officer can also be issued to an officer of a Hong Kong registered ship until 1 July 2009, if he/she can demonstrate his/her professional competence acquired before 1 January 2008 by the following:

- (a) has approved seagoing service as a ship security officer, for a period of at least six months in total during the preceding three years; or
- (b) having performed security functions considered to be equivalent to the seagoing service required in (a) above; or

- (c) has completed successfully a training course for ship security officer previously approved by the Director of Marine.

5. Recognition of Certificates Issued by Other Administrations

- 5.1 Certificates of Proficiency as Ship Security Officer issued pursuant to Section A-VI/5 of the STCW Code by those parties to the STCW Convention, the Certificates of Competency issued by which are recognized for the issue of Hong Kong Licences, are also recognized for qualifying an officer to be designated as Ship Security Officer on a Hong Kong registered ship.

6. Application for Certificate of Proficiency as Ship Security Officer

- 6.1 Any application for Certificate of Proficiency as a Ship Security Officer should be made, in accordance with the procedures at Annex II, to:

Seafarers Certificate Section
Marine Department
3rd Floor, Harbour building
38 Pier Road
Central
Hong Kong
(Tel. No. : (+852) 2852 3148)
(Fax No.: (+852) 2541 6754)

Seafarers' Training, Certification and Watchkeeping (STCW) Code

Chapter VI

**Standards regarding emergency, occupational safety, security,
medical care and survival functions**

“Section A-VI/5

Mandatory minimum requirements for the issue of certificates of proficiency for ship security officers

Standard of competence

1 Every candidate for a certificate of proficiency as a ship security officer shall be required to demonstrate competence to undertake the tasks, duties and responsibilities listed in column 1 of table A-VI/5.

2 The level of knowledge of the subjects listed in column 2 of table A-VI/5 shall be sufficient to enable the candidate to act as the designated ship security officer.

3 Training and experience to achieve the necessary level of theoretical knowledge, understanding and proficiency shall take into account the guidance in section B-VI/5 of this Code.

4 Every candidate for certification shall be required to provide evidence of having achieved the required standard of competence in accordance with the methods for demonstrating competence and the criteria for evaluating competence tabulated in columns 3 and 4 of table A-VI/5.

Transitional provisions

5 Determining professional competence for existing ship security officers who hold or can document qualifications before the entry into force of this regulation shall be established by:

- .1 approved seagoing service as a ship security officer, for a period of at least six months in total during the preceding three years; or
- .2 having performed security functions considered to be equivalent to the seagoing service required in paragraph 5.1; or
- .3 passing an approved test; or
- .4 successfully completing approved training.

6 Every person who has been found competent under section A-VI/5, paragraph 5, shall be issued a certificate of proficiency as a ship security officer.

Table A-VI/5

Specifications of minimum standards of proficiency for ship security officers

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
Maintain and supervise the implementation of a ship security plan	<p>Knowledge of international maritime security policy and responsibilities of Governments, Companies and designated persons</p> <p>Knowledge of the purpose for and the elements that make up a ship security plan, related procedures and maintenance of records</p> <p>Knowledge of procedures to be employed in implementing a ship security plan and reporting of security incidents</p> <p>Knowledge of maritime security levels and the consequential security measures and procedures aboard ship and in the port facility environment</p> <p>Knowledge of the requirements and procedures for conducting internal audits, on-scene inspections, control and monitoring of security activities specified in a ship security plan</p> <p>Knowledge of the requirements and procedures for reporting to the company security officer any deficiencies and non-conformities identified during internal audits, periodic reviews, and security inspections</p>	Assessment of evidence obtained from approved training or examination	<p>Procedures and actions are in accordance with the principles established by the ISPS Code and SOLAS as amended</p> <p>Legislative requirements relating to security are correctly identified</p> <p>Procedures achieve a state of readiness to respond to changes in maritime security levels</p> <p>Communications within the ship security officer's area of responsibility are clear and understood</p>

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
	<p>Knowledge of the methods and procedures used to modify the ship security plan</p> <p>Knowledge of security related contingency plans and the procedures for responding to security threats or breaches of security including provisions for maintaining critical operations of the ship/port interface</p> <p>Working knowledge of maritime security terms and definitions</p>		
Assess security risk, threat, and vulnerability	<p>Knowledge of risk assessment and assessment tools</p> <p>Knowledge of security assessment documentation including the Declaration of Security</p> <p>Knowledge of techniques used to circumvent security measures</p> <p>Knowledge enabling recognition, on a non-discriminatory basis, of persons posing potential security risks</p> <p>Knowledge enabling recognition of weapons, dangerous substances, and devices and awareness of the damage they can cause</p> <p>Knowledge of crowd management and control techniques, where appropriate</p> <p>Knowledge in handling sensitive security related information and security related communications</p> <p>Knowledge of implementing and co-ordinating searches</p> <p>Knowledge of the methods for physical searches and</p>	<p>Assessment of evidence obtained from approved training, or approved experience and examination, including practical demonstration of competence to:</p> <p>.1 conduct physical searches</p> <p>.2 conduct non-intrusive inspections</p>	<p>Procedures and actions are in accordance with the principles established by the ISPS Code and SOLAS Convention</p> <p>Procedures achieve a state of readiness to respond to changes in the maritime security levels</p> <p>Communications within the ship security officer's area of responsibility are clear and understood</p>

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
	non-intrusive inspections		
Undertake regular inspections of the ship to ensure that appropriate security measures are implemented and maintained	<p>Knowledge of the requirements for designating and monitoring restricted areas</p> <p>Knowledge of controlling access to the ship and to restricted areas on board ship</p> <p>Knowledge of methods for effective monitoring of deck areas and areas surrounding the ship</p> <p>Knowledge of security aspects relating to the handling of cargo and ship's stores with other shipboard personnel and relevant port facility security officers</p> <p>Knowledge of methods for controlling the embarkation, disembarkation and access while on board of persons and their effects</p>	Assessment of evidence obtained from approved training or examination	<p>Procedures and actions are in accordance with the principles established by the ISPS Code and SOLAS Convention</p> <p>Procedures achieve a state of readiness to respond to changes in the maritime security levels</p> <p>Communications within the ship security officer's area of responsibility are clear and understood</p>
Ensure that security equipment and systems, if any, are properly operated, tested and calibrated	<p>Knowledge of the various types of security equipment and systems and their limitations</p> <p>Knowledge of the procedures, instructions, and guidance on the use of ship security alert systems</p> <p>Knowledge of the methods for testing, calibrating, and maintaining security systems and equipment, particularly whilst at sea</p>	Assessment of evidence obtained from approved training or examination	Procedures and actions are in accordance with the principles established by the ISPS Code and SOLAS Convention
Encourage security awareness and vigilance	<p>Knowledge of training, drill and exercise requirements under relevant conventions and codes</p> <p>Knowledge of the methods for enhancing security awareness and vigilance on board</p> <p>Knowledge of the methods for</p>	Assessment of evidence obtained from approved training or examination	Procedures and actions are in accordance with the principles established by the ISPS Code and SOLAS Convention

Column 1	Column 2	Column 3	Column 4
Competence	Knowledge, understanding and proficiency	Methods for demonstrating competence	Criteria for evaluating competence
	assessing the effectiveness of drills and exercises		Communications within the ship security officer's area of responsibility are clear and understood

Certificate of Proficiency as Ship Security Officer Application Procedures

1. An officer meeting the requirements specified in the “Certificates of Proficiency for Ship Security Officer Determinations” (the Determinations) may apply to the Hong Kong Marine Department for the issue of a Certificate of Proficiency as a Ship Security Officer. The application shall be made by completing an application form (M.O.xxx), which is obtainable from the Seafarers’ Certification Section on the 3rd floor of the Harbour Building, 38 Pier Road, Central, Hong Kong, or downloaded from the Marine Department’s website: <http://www.mardep.gov.hk/en/forms/pdf/moxxx.rtf>. The completed application form should be submitted to the Senior Surveyor/ Seafarers’ Certification at the above address together with the following:

- a) Documentary proof of :
 - (i) having successfully completed an approved training course mentioned in Section 4.1(b) of the Determinations, and qualifying sea service of not less than 12 months as an officer; or
 - (ii) professional competence as mentioned in Section 4.2 of the Determinations.

(A legible copy certified by the employer as true copy can be accepted in lieu of the original.)

- b) A legible copy of the Certificate of Competency or Hong Kong Licence held by the applicant. Copy of Certificate of Competency **NOT** issued by Hong Kong Marine Department is required to be certified true copy by the employer of the applicant.
- c) The fee for the issue of a Certificate of Proficiency as a Ship Security Officer is HK\$160. All cheques, drafts, orders and remittance for the payment of the fee should be crossed and made payable to “The Government of the Hong Kong Special Administrative Region” (or the Government of the HKSAR”). Cash should not be sent by post. However, cash payment would be accepted at the counter at the above address during application.