

## Notes for the guidance of candidates – Coxswain (Restricted to all smooth and inland waters of Queensland)

### Limits

- The holder of this certificate can act as:  
Master in:
  - Commercial ships less than 12 metres in length within smooth and inland (including rivers, lakes and dams) waters of Queensland;
  - Fishing ships less than 15 metres in length within smooth and inland (including rivers, lakes and dams) waters of Queensland.
- Engineer in:
  - Commercial and fishing ships less than 12 meters in length and not exceeding 250kW within smooth and inland (including rivers, lakes and dams) waters of Queensland.
- This is a dual deck and engineering certificate.

### Limits for a master or engineer holding this certificate restricted to outboard powered ships only

- The holder of this certificate that is also restricted to outboard powered ships only **can not act as master or engineer** in the commercial or fishing ships mentioned above which are fitted with inboard propulsion engines.

### Application

- Candidates must lodge their application form (F3103) personally at a Marine Operations Centre. At this time candidates may arrange for an appointment for a sea service assessment or oral examination.
- Proof of compliance with the prerequisites list below must accompany the application. Candidates must supply photocopies of these documents (including their qualifying sea service) which have been verified by a Justice of the Peace or a Commissioner of Declarations.

### Prerequisites

To be eligible for oral examination candidates must:

- Be 18 years of age (evidence of identity required);
- Provide a current certificate of medical fitness (issued within the last 2 years), including an eyesight test as defined in Medical Fitness Requirements (USL Schedule 1) **Note: Maritime Safety Queensland (MSQ) recommends that eyesight testing is undertaken before commencing training. MSQ may not issue a certificate if the minimum standard of form and colour vision is not met. Candidates are required to have their colour vision tested for the issue of their first commercial certificate of competency;**
- Have attained the sea service specified in this handout. Once approved by a marine examiner the sea service assessment remains valid for 1 year;
- Provide two colour passport photographs (taken within the last year);
- Provide proof of a Restricted Radio Operators Certificate of Proficiency **OR** Marine Radio Operators Certificate of Proficiency;
- Provide statements of attainment attesting to the satisfactory completion (within the last 5 years) of all the specified Coxswain units of competency from either the Transport Distribution (Maritime Operations) or Seafood Industry (Aquaculture) training packages (Note – the ESS units of competency are perpetual). See handouts called: Attachment 1 – TDM unit profiles required for NSCV Part D marine licences and Attachment 2 – TDM units of competency titles required for NSCV Part D marine licences (if required); and
- Pay the prescribed fees.

**Note:** Candidates requesting this certificate limited to outboard powered ships only are **not** required to complete the coxswain engineering training (units of competency).

### Qualifying sea service

Sea service required for this certificate is -

6 months appropriate sea service within smooth or inland waters of Queensland including;

- 3 months appropriate sea service in ships less than 24 meters in length.
- A sea service remission for completing a ROPES book is not applicable to restricted certificates of competency.

### Notes

- Under the ROPES book system, candidates must record sea service in the basic unit of a "month". A month is defined as a minimum of 150 hours of work over a period of at least 20 days.
- Candidates who have accumulated sea service in days (under the ROS book system) must convert their sea service to calendar months (30 days = 1 month).
- MSQ may accept sea service declared previously towards this certificate.
- MSQ requires candidates to gain appropriate sea service by performing the duties relevant to the level and discipline of the certificate required. Appropriate sea service may include a combination of commercial, fishing, recreational, rescue or military service.
- MSQ suggests that candidates have their sea service assessed before commencing training with a Maritime Safety Queensland authorised Registered Training Organisation (RTO).
- Information on RTO locations is available from Marine Operations Centres.

### Oral examination

- Candidates must attain and have approved (by a marine examiner) 100% of the required qualifying sea service before making an appointment for an oral examination.
- Oral examinations must be undertaken at a Marine Operations Centre.
- Candidates who successfully complete oral examinations may request a temporary authority to allow them to operate immediately.

### Recording sea service

- The MSQ "Record of Service Book" (ROS Book) or "Record of Practical Experience and Sea-Service (ROPES)" book are the preferred formats for documenting sea service details. However statutory declarations are also acceptable in lieu of a ROS or ROPES Book.
- MSQ may request supporting documentation (i.e. statutory declarations) to support ROS or ROPES Book entries.
- Falsifying sea service is an indictable offence.
- Ratification of sea service does not automatically constitute acceptance. The Maritime Safety Queensland examiner determines final acceptance.

### Marine operations centres

Bundaberg	(07) 4131 8500	Southport	(07) 5539 7300
Gladstone	(07) 4973 1200	Pinkenba	(07) 3860 3500
Airlie Beach	(07) 4946 2200	Mackay	(07) 4944 3700
Cairns	(07) 4052 7400	Townsville	(07) 4726 3400
Mooloolaba	(07) 5477 8425		

**Disclaimer: All information is correct at the time of print. To avoid any inconvenience it is advisable to check with a Marine Operations Centre for current accuracy.**