

# Yacht Rating Training Record Book

Name of Seafarer \_\_\_\_\_  
 Date of birth \_\_\_ / \_\_\_ / \_\_\_  
 Discharge Book No or Other I.D. \_\_\_\_\_

## Section 1 - Navigational Watch Duties

Task	Verification	Name/Rank	Date
<b>Steering &amp; Helm orders:</b>			
Demonstrate knowledge of the compass card in 360° notation.			
Demonstrate ability to steer using magnetic and gyro-compass in open waters (minimum 5 hours).			
Demonstrate ability to steer using magnetic and gyro-compass in pilotage waters (minimum 5 hrs).			
Understand and respond to helm orders (for both pilotage and open water situations).			
Demonstrate change over procedures from helm to auto steering and vice-versa.			
<b>Keeping a Proper Lookout &amp; Lookout Duties:</b>			
Demonstrate ability to report bearings in degrees and points.			
Demonstrate ability to report ships, lights, navigation marks and other floating and fixed objects.			
Demonstrate ability to report sound signals.			
<b>Contribute to Monitoring and Controlling a Safe Watch:</b>			
Demonstrate a knowledge of shipboard terms and definitions.			
Demonstrate use of appropriate internal communications equipment and alarms.			
Demonstrate the ability to understand common orders and commands from the OOW in matters relevant to watch keeping.			
Demonstrate the ability to respond to orders and commands, and communicate with the OOW in a clear and concise fashion.			
Demonstrate knowledge of the procedures for the relief and handover of the navigational watch in accordance with accepted principles and procedures.			
Demonstrate knowledge of the information required to maintain a safe navigational watch.			



## Section 2 – Life saving and Fire Fighting Equipment

Task	Verification	Name/Rank	Date
Understand the importance of musters and drills and know what action to take on hearing an alarm signal			
Demonstrate a knowledge of assigned shipboard emergency duties			
Understand alarm systems and demonstrate the ability to distinguish between the various alarm signals			
Demonstrate a familiarity with type, use and location of fire fighting appliances including fixed firefighting equipment such as in engine room, galley and petrol storage lockers			
Understand the importance and operation of fire doors and fire dampers/closure			
Demonstrate a familiarity with type, use and location of life saving appliances and lifesaving equipment.			
Understand the correct operation, precautions and the dangers of launching			

## Section 3 – Seamanship

Task	Verification	Name/Rank	Date
Demonstrate common knots , bends and hitches; <ul style="list-style-type: none"> <li>• Reef knot;</li> <li>• Clove hitch;</li> <li>• Bowline;</li> <li>• Bowline on the bight;</li> <li>• Sheet bend;</li> <li>• Double sheet bend;</li> <li>• Rolling hitch;</li> <li>• Round turn and two half hitches;</li> <li>• Figure of eight.</li> </ul>			
Demonstrate: <ul style="list-style-type: none"> <li>• Handling of mooring ropes and wires;</li> <li>• Use of rope stoppers;</li> <li>• Care, use and storage of ropes and wires;</li> <li>• Safe operation of mooring winches, windlass and capstan;</li> <li>• Correct fitting of wire grips;</li> <li>• Slings a stage and bosun chair;</li> <li>• Rigging pilot ladder, gangways and accommodation ladders;</li> <li>• Rigging of hydrostatic releases;</li> <li>• Securing the deck for heavy weather;</li> <li>• Opening and closing of hatches and watertight doors including, stern, side and other shell openings;</li> <li>• Securing of anchors for sea.</li> </ul>			



Understand the importance and safe operation of watertight doors, hatches and hull openings.			
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#### Section 4 – Code of Safe Working Practices

Task	Verification	Name/Rank	Date
Code of Safe Working Practices (COSWP)			
Have working knowledge of the following COSWP relevant to a seaman's duties: <ul style="list-style-type: none"> <li>• Personal protective equipment;</li> <li>• Safety signs;</li> <li>• Safety induction;</li> <li>• Fire precautions;</li> <li>• Emergency procedures;</li> <li>• Security onboard;</li> <li>• Safe movement onboard ship;</li> <li>• Safe systems of work including work aloft;</li> <li>• outboard and in machinery spaces</li> <li>• Entry into enclosed or confined spaces;</li> <li>• Boarding arrangements;</li> <li>• Manual lifting and carrying;</li> <li>• Use of work equipment;</li> <li>• Lifting plant;</li> <li>• Anchoring, mooring and towing operations;</li> <li>• Stowage and safe handling of oils and chemicals.</li> </ul>			

#### Section 5 - Engine Watch Keeping Duties

Task	Verification	Name/Rank	Date
<b>Watch Keeping:</b>			
Demonstrate knowledge of the information required to maintain a safe engineering watch.			
Understand terms used in machinery space and the names of machinery and equipment.			
Understand engine room watchkeeping Procedures.			
Understand bilge pumping arrangements.			
Understand safe working practices as related to engine room operations.			
Understand the requirement for record and log keeping.			
Demonstrate how to hand over and relieve an engine room watch in accordance with accepted principles and procedures.			
Demonstrate a clear and concise communications and acknowledgement of machinery space orders.			



Demonstrate a knowledge of machinery space emergency escape routes.			
Demonstrate opening and closing of engine room opening and accesses incl. water tight doors (if fitted).			

### Section 6 – Pollution Prevention

Task	Verification	Name/Rank	Date
<b>Prevention of Pollution:</b>			
Understand bunkering and refuelling procedures with regards to protection of the marine environment.			
Demonstrate knowledge of basic environmental protection procedures.			
Understand requirements and prohibitions for discharge of oils, sewage and residues overseas.			
Understand requirements and prohibitions for disposal and/or discharge of garbage.			
Knowledge of the location and use of anti-pollution equipment.			

### Section 7 – Completion of STCW Training

Title	Cert No.	Date Issue	Issued By	Verification
Personnel Survival Techniques (STCW A-VI/1-1)				
Fire Prevention & Fire Fighting (STCW A-VI/1-2)				
Elementary First Aid (STCW A-VI/1-3)				
Personal Safety & Social Responsibility (STCW A-VI/1-4)				

### Section 8 – Yacht Service and Sea Service Records

Name, Type and Length of Yacht	Date of Joining	Date of Leaving	Days at Sea	Mileage	Total Time Onboard



**Section 9 – Verification of Signatures**

Name	Number	Qualification Details				Specimen Signature
		Rank	Certificate Title	Issue Authority	Date of Issue	

**Section 10 – Statement by Master of final vessel**

I confirm that I am satisfied that this candidate meets all of the required standards of competency to be issued with a MCA Yacht Rating Certificate.

Signature.....

Name.....

Date.....

