

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
Steering & Helm Orders:			
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			
Keeping a Proper Lookout & Lookout Duties:			
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			
Contribute to Monitoring and Controlling a Safe Watch			
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 duties			
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 navigation 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 fire fighting 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 life saving equipment.			
Understand the correct operation, precautions and the dangers of launching and recovery of rescue and survival craft			

SECTION 3 - Seamanship

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

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"> • Personal protective equipment • Safety signs • Safety induction • Fire precautions • Emergency procedures • Security on board • Safe movement onboard ship • Safe systems of work including work aloft, outboard and in machinery spaces • Entry into enclosed or confined spaces • Boarding arrangements • Manual lifting and carrying • Use of work equipment • Lifting plant • Anchoring, mooring and towing operations • Stowage and safe handling of oils and chemicals 			

SECTION 5 - Engine Watch Keeping Duties

Task	Verification	Name/Rank	Date
Watch Keeping:			
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 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
Prevention of Pollution			
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 95 Basic 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 on Board

SECTION 9 – Verification of Signatures

Name	Rank	Qualification Details				Specimen Signature
		Certificate Title	Number	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 _____