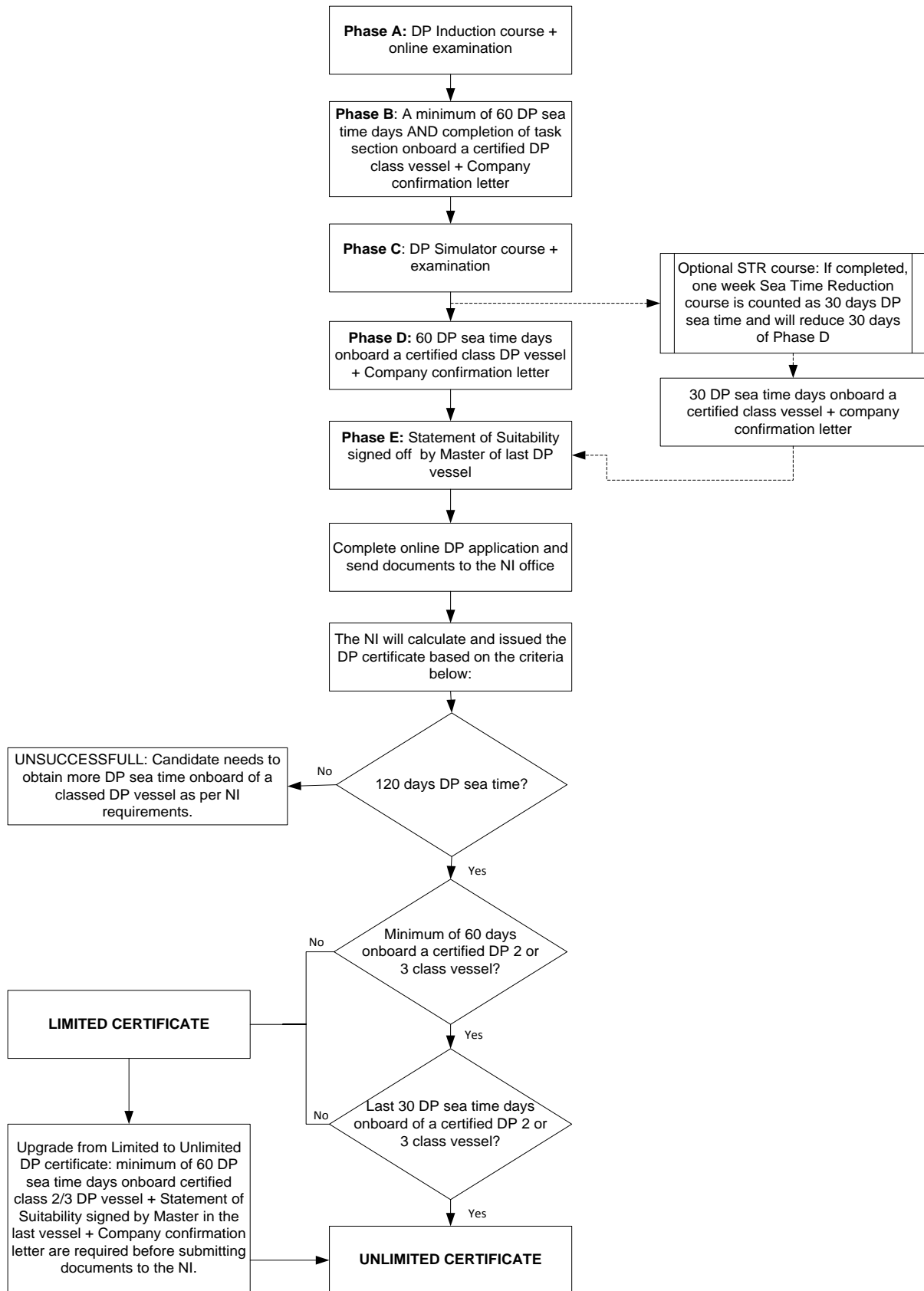


New Offshore Scheme



REQUIREMENTS FOR NEW OFFSHORE SCHEME

A Limited or Unlimited Dynamic Positioning certificate can be issued providing that the applicant meets the NI's requirements. The new scheme is for those applicants who started the scheme after 1st January 2015. These applicants will hold the new Grey A5 Nautical Institute logbook.

- **PHASE A – INDUCTION COURSE**

The Induction course should be entered into the Induction course section of the logbook. This must be stamped, signed and dated by the training centre. This date must be within the previous four years to the receipt of the DP application in the NI office. The examination must be passed in order to continue with the scheme.

- **PHASE B – DP SEA TIME RECORDS**

60 DP sea time days are required for the phase B section. This should be completed on a DP classed vessel and be stamped and signed by the master of the vessel. This time must be completed after the Induction course. A minimum of two hours per day can be counted as a DP day.

During these 60 DP sea time days, **all items** in the Task section of the logbook must be completed. The applicant will not be permitted to attend the Simulator course until all tasks have been completed.

- **PHASE C – SIMULATOR COURSE**

The Simulator course should be entered into the Simulator course section of the logbook. This must be stamped, signed and dated by the training centre. This date must be within the previous four years to the receipt of the DP application in the NI office.

- **PHASE D – 60 DAYS DP SEA TIME RECORDS**

60 DP sea time days are required for phase D of the scheme. This should be completed on a DP classed vessel and each entry should be stamped and signed by the master of the vessel. A minimum of two hours per day can be counted as a DP day.

A minimum of 30 DP sea time days must be completed after the attendance at the Simulator course. The NI is able to count up to 30 additional DP days sea time completed after the Phase B DP sea time days (60 days) towards the Phase D towards the mandatory 120 days.

The type of certificate issued will be dependent on the type of sea time which is completed for this section:

- If 120 DP sea time days are completed on a DP1 vessel, a Limited certificate will be issued.
- If 120 DP sea time days are completed on a DP2 or DP3 vessel, an Unlimited certificate will be issued.
- If a mixture of DP1 and DP2 or DP3 classed sea time is completed this time can be added together to reach the mandatory amount of 120 days in order to obtain an Unlimited certificate, but at least 60 of the days must be completed on a DP2 or DP3 vessel.

- **PHASE E – STATEMENT OF SUITABILITY FORM**

A Statement of Suitability form must be completed after the 60 DP2 or DP3 sea time days have been completed. This form is in the logbook, but additional forms can be downloaded from the NI website.

The master of the last vessel needs to sign the Statement of Suitability form. The applicant must also sign this form. The signatures on the Statement of Suitability form will be checked against the final DP sea time days recorded in the logbook and also the PDF application form.

Please note that if the applicant is the master of the vessel, the Statement of Suitability form must be signed off by one of the following authorised personnel:

- The vessel Relief Master
- A certified DPO onboard (DP certificate number to be noted on form)
- A Marine Superintendent/Manager who is aware of the applicants DP capabilities

A note should be also be made and submitted with the application to explain. Failure to include this may result in delays or rejection of the application.

Scanned or photocopies versions of this form cannot be accepted. The original signed form must be submitted with the application.

- **CONFIRMATION LETTERS**

For all applications, company letters confirming the DP sea time days must be provided for any time to be used as part of the application. The definition of a DP sea time day for applicants on the new scheme is classed as a minimum of two hour per day on the DP desk.

APPLICATION FOR CERTIFICATE

Once the above requirements have been completed, the applicant will need to apply online for the certificate. The applicant must now apply using their email address as their user ID. As the applicant completed the examination at the training centre as part of the scheme, an account will already be held on The Nautical Institute database and this account must be used. If the user ID is not known, the applicant will need to contact the DP department for the login details.

Once logged in on the NI website, the applicant should update any personal details which may have changed. The details from the logbook should be added to the online application system. Once the online application has been completed, the system will show whether the applicant is eligible for a certificate

If the system says that only a Limited certificate will be issued and the applicant believes that they are entitled to an Unlimited certificate, the applicant will need to check the amount of DP sea time on class 2/3 vessels and the verification document available on the DP website

Please note that all applications are subject to verification once they are received by The Nautical Institute.