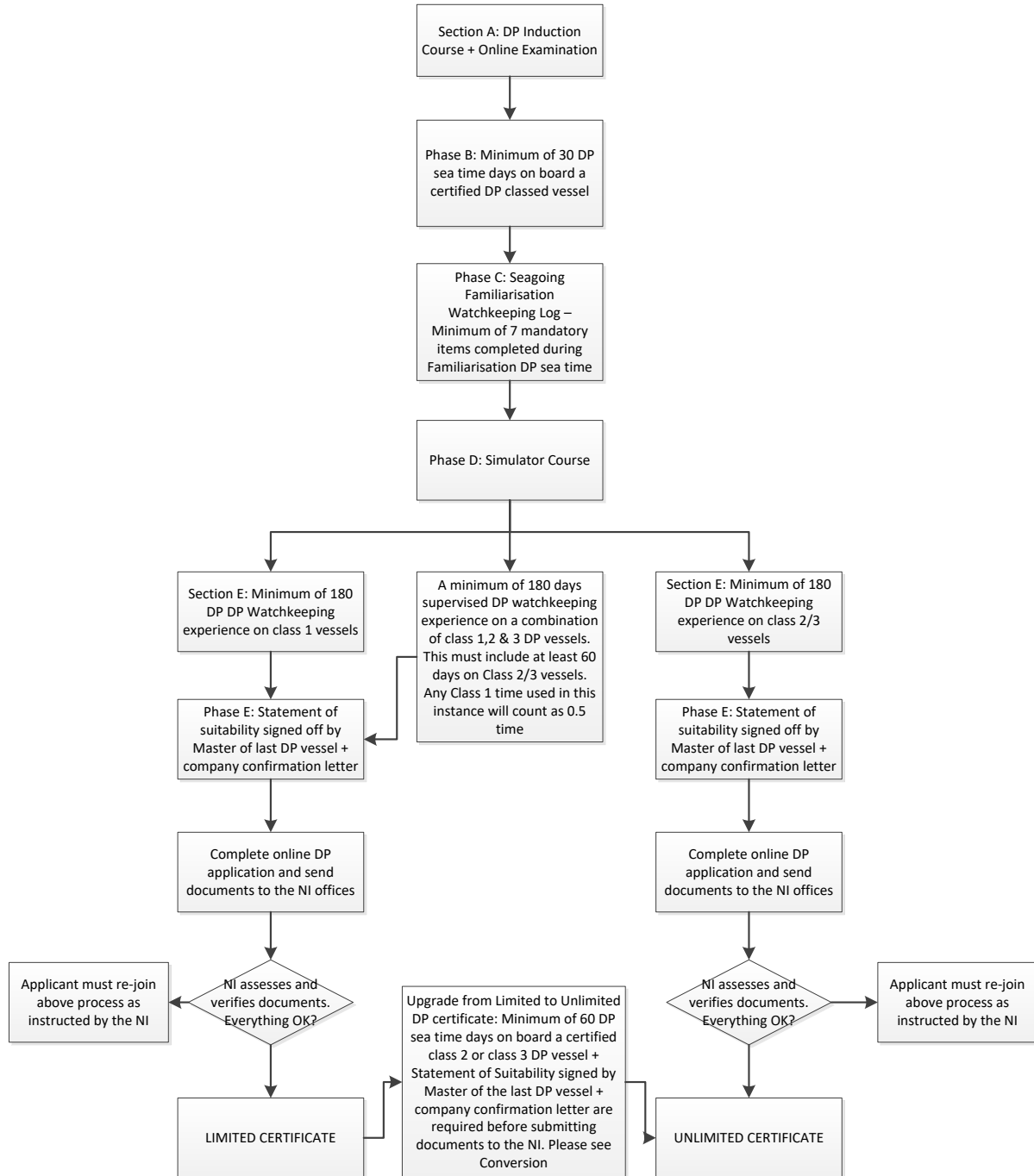


Applying for a DP Certificate - Old Offshore Scheme (Pre 2015)



Requirements for Old Offshore Scheme

A Limited or Unlimited Dynamic Positioning certificate can be issued providing you meet The Nautical Institute’s requirements. The old offshore scheme is for those applicants who started the scheme before 1st January 2015. You will hold the old blue or green A6 logbook or the black A5 logbook.

You must complete all sections of the logbook as laid out below before applying for your DP certificate:

Section A – DP Basic/Induction Course

The DP Basic/Induction course should be entered into the DP Basic/Induction course section of your logbook. This must be stamped, signed and dated by the training centre. This date must be within the previous five years upon receipt of the DP application in the NI office.

Section B – Seagoing DP Familiarisation

30 DP sea time days are required for the Familiarisation section. This should be completed on a DP classed vessel and be stamped and signed in the logbook by the master of the vessel. This time must be completed after the DP Basic/Induction course. A minimum of one hour per day can be counted as a DP day.

Section C - Seagoing Familiarisation Watchkeeping Log

A minimum of 50% of the mandatory activities in Section C must be completed within the seagoing familiarisation period (section B). The remaining Section C activities must be dated within DP sea time entries recorded in Section B or E of your logbook.

- | | |
|--|--|
| 1. Shiphandling | 3. DP computer system |
| 1.1 Controlling vessel movements using - manual controls jointly and individually | 3.1 Power supplies |
| 1.2 Controlling vessel's movement using - joystick control | 3.2 Emergency power supplies |
| 1.3 Setting the vessel up on DP | 3.3 Alarm signals |
| 1.4 Manoeuvre v/l in auto DP mode | |
| 2. DP control system | 6. Understanding & use of propulsion units |
| 2.1 General understanding of dynamic positioning system installed on vessel | (a) In manual control |
| 2.2 Use of the desk facilities | (b) In DP operation |
| 2.3 Use of the reference input systems | |
| | 7.1 Ship's primary & auxiliary supply alternative generating & distribution systems |
| | 7.2 Understanding & use of ups systems |

Section D – DP Advanced/Simulator Course

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

Section E – DP Watchkeeping Experience

180 DP sea time days are required for the DP Watchkeeping Experience section. This should be completed on a DP classed vessel and each entry should be stamped and signed in the logbook by the master of the vessel. A minimum of one hour per day can be counted as a DP day.

For applications on the old scheme only, The Nautical Institute will accept a maximum of 30 DP sea time days towards the application which has been completed before the attendance of the Basic/Induction course. This time can only be counted towards DP watchkeeping time.

A minimum of 30 DP sea time days must be completed after the attendance at the DP Advanced/Simulator Course for the first time. The NI is able to count any additional time completed in Section B - Familiarisation sea time (after the required 30 days) towards Section E - Watchkeeping (mandatory 180 days).

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

- If 180 DP sea time days are completed on a Class 1 vessel, a Limited certificate will be issued.
- If 180 DP sea time days are completed on a class 2 or 3 vessel, an Unlimited certificate will be issued.
- If a mixture of class 1 and class 2 or 3 is completed these can be added together to reach the mandatory amount of 180 days, however any class 1 sea time will only count as 0.5 if applying for an Unlimited certificate. Also, in order to obtain an Unlimited certificate, at least 60 of the days must be completed on a DP class 2 or 3 vessel.

Section F – Suitability Sign Off

A Section F suitability form must be completed after the 180 DP sea time days have been completed.

The master of the last vessel needs to sign the Section F form. You, as the applicant, must also sign this form. Please note, when completing the black NI logbook, if the Master is not a certificated DPO, this page must be countersigned

by the certificated DPO on board the vessel. The signatures on the Section F form will be checked against the final DP sea time days recorded in the logbook and also the PDF Checklist.

Please note that if you are the applicant and the master of the vessel, the Section F must be signed off by one of the following authorised personnel:

- The vessel Relief Master
- A certified DPO onboard
- A Marine Superintendent/Manager who is aware of the applicants DP capabilities

A note should also be made and submitted with the application to explain.

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 old scheme is classed as a minimum of one hour per day on the DP desk.

Application for Certificate

Once the above requirements have been completed, you will need to complete the online application for the Limited/Unlimited Dynamic Positioning Certificate before sending your documents to The Nautical Institute.

To apply online you will need to log into your account on the NI Alexis Platform. An account may already be held on The Nautical Institute database from when you attended a course at the DP training centre, or if you are a member or ever purchased books from us. If you do not know your login details please first try the 'Forgotten password' option on the login page.

Please note that if you have a black logbook, the logbook number will be linked to the account that you set up when you attended the DP Basic/Induction Course so you must use the same account as the logbook has already been registered to your account. Please note that if you have changed your email address since then, please try previous email addresses that you still have access to.

Once logged in on the NI website, you should check and update any personal details which may have changed.

All the details from the logbook should be added to the online application system. Once the information has been entered, the application should be submitted online to check if you are eligible. The payment option will only be available if you meet the certification requirements and the once the payment has been completed, the application should be sent into The Nautical Institute offices for processing along with the PDF Checklist which will become available after payment.

If the system says that a Limited DP Certificate will be issued and you are expecting an Unlimited DP Certificate, please contact the NI before any payment is made to check why the Unlimited DP Certificate is not being issued.

Documents to be sent to The Nautical Institute offices are:

- Copy of passport personal details page
- Copy of STCW certificate held
- Original NI logbook
- Original confirmation letters for all DP sea time
- Additional documents where necessary

Once documents are received and logged in by The Nautical Institute, an automatic email will be generated and sent to your registered email address confirming that we have received your documents. Another email will be sent once your documents are processed.

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