

**Republic of the Philippines**  
**Department of Transportation and Communications**  
**MARITIME INDUSTRY AUTHORITY**  
**STCW OFFICE**

**STCW Circular No. 2014-02**

**TO : ALL MARITIME INDUSTRY STAKEHOLDERS, MARITIME HIGHER EDUCATION INSTITUTIONS, MARITIME TRAINING INSTITUTIONS, AND OTHER ENTITIES AND INDIVIDUALS CONCERNED**

**SUBJECT : DAILY JOURNAL OF BRIDGE WATCHKEEPING DUTIES AND DAILY JOURNAL OF ENGINE-ROOM WATCHKEEPING DUTIES**

Pursuant to Republic Act 10635 and its Implementing Rules and Regulations (IRR) and the 1978 International Convention on Standards of Training, Certification and Watchkeeping (STCW), as amended, the following rules shall be adopted:

**I. OBJECTIVES:**

1. To prescribe standards and procedures in compliance with the requirements of STCW Regulations II/1 2.3 and III/1 2.3 for candidates for certification as an Officer in Charge of a Navigational Watch (OIC-NW) and as an Officer in Charge of an Engineering Watch (OIC-EW), respectively; and
2. To ensure complete, effective and timely compliance with the 1978 STCW Convention, as amended;

**II. COVERAGE:**

This Circular shall apply to all candidates for certification as Officers in Charge of a Navigational Watch on ships of 500 gross tonnage or more, and as Officers in Charge of an Engineering Watch on ships powered by main propulsion machinery of 750 kW propulsion power or more, respectively.

**III. DEFINITION OF TERMS:**

For the purpose of this Circular, in addition to the terms defined under STCW Circular No. 2014-01, the following terms shall be defined as follows:

1. "Officer in Charge of a Navigational Watch" (OIC-NW) means a deck officer in the operational level who has direct control over the performance of all functions within the designated area of responsibility in accordance with proper procedures and under the direction of the master or chief mate for that responsibility;
2. "Officer in Charge of an Engineering watch" (OIC-EW) means an engineer officer in the operational level who has direct control over the performance of all functions within the designated area of responsibility in accordance with proper procedures and under the direction of the chief engineer officer or second engineer officer for that responsibility;

3. "Candidate" means any person seeking competence, qualification and eventual certification under any of the STCW Regulations;
4. "Daily Journal of Bridge Watchkeeping Duties" (DJBWD) is a documentary evidence required by the Administration showing specific activities during bridge watchkeeping of a candidate for Certificate of Competency (COC) and Certificate of Endorsement (COE) as Officer-in-Charge of a Navigational Watch, under the supervision of the master or a qualified officer for a period of not less than one hundred eighty (180) days, in compliance with Regulation II/1 (2.3) of the STCW, and following the proper format under this Circular;
5. "Daily Journal of Engine-room Watchkeeping Duties" (DJEWD) is a documentary evidence required by the Administration showing specific activities during engine-room watchkeeping activities of a candidate for COC and COE as Officer-in-Charge of an Engineering Watch, under the supervision of the chief engineer officer or a qualified engineer officer for a period of not less than one hundred eighty (180) days, in compliance with Regulation III/1 (2.3) of the STCW, and following the proper format under this Circular;
6. "Supervising Officer" means the master or a qualified officer (for DJBWD) or the chief engineer officer or a qualified engineer officer (for DJEWD) who supervises the candidate during the bridge or engine-room watchkeeping duties, as appropriate;
7. "Examination" means a formal test of a person's knowledge, understanding or proficiency in any of the specific competencies under Column 1 of the Competency Tables of the STCW Code;
8. "Seagoing ship" means a ship other than those which navigate exclusively in inland waters or in waters within, or closely adjacent to, sheltered waters or areas where port regulations apply;
9. "Maritime Higher Education Institution" or "MHEI" refers to a higher education institution that offers the approved Bachelor of Science in Marine Transportation (BSMT) or Bachelor of Science in Marine Engineering (BSMarE) programs.

#### **IV. GENERAL PROVISIONS:**

1. This STCW Circular shall cover one of the mandatory requirements for all candidates for license examinations and Certificates of Competency (COC) as Officer in Charge of a Navigational Watch (OIC-NW) or Officer in Charge of an Engineering Watch (OIC-EW);
2. All MHEI's offering the approved BSMT or BSMarE programs shall be responsible for ensuring that their students in these programs are given guidance as to the full and effective compliance to the requirements under this STCW Circular;
3. All manning agencies and shipping companies shall likewise ensure that their crew members, trainees and other learners on the seagoing ships that they are responsible with, who shall eventually apply for certification as OIC-NW or OIC-EW, are given guidance as to the full and effective compliance to the requirements under this Circular;

4. The requirements of this Circular are separate and independent from other prior mandatory requirements for candidates for license examinations and COC as OIC-NW or OIC-EW.

#### V. SPECIFIC PROCEDURES:

1. Effective immediately, a candidate for certification as OIC-NW shall accomplish a "Daily Journal of Bridge Watchkeeping Duties" (DJBWD), while a candidate for certification as OIC-EW shall accomplish a "Daily Journal of Engine-room Watchkeeping Duties" (DJEWD).
2. The DJBWD or DJEWD shall be a string-bound composition notebook in the following form:
  - .1 size A5 (148mm x 210mm) or bigger;
  - .2 with white sheets (with or without horizontal lines);
  - .3 with numbered pages that are printed on the sheets;
  - .4 with at least 180 pages (or if less than 180 pages, multiple notebooks may be combined);
3. Each page must be accomplished by hand, by the candidate for certification as OIC-NW or OIC-EW, using the English language, with the complete entry of all the items as per Annexes 1 and 2, respectively;
4. None of the pages must be torn off or removed;
5. Each accomplished page must be signed by the qualified officer or master (for DJBWD) or by the chief engineer officer or qualified engineer officer (for DJEWD) who supervised the candidate on that particular day in his watchkeeping duty, with their complete name, Certificate of Competency details, and country of issuance;
6. As proof of having a qualified Supervising Officer, the ship's crew list must be attached. Any subsequent change of Supervising Officer must likewise be proven by attaching a new crew list, as necessary and appropriate;
7. All candidates/applicants for certification as OIC-NW or OIC-EW shall submit the DJBWD or DJEWD to the Administration, through the STCW Office, as part of the mandatory documentary requirements, starting November 15, 2014. Any documentary evidence of similar form and substance accomplished prior to this date, but not earlier than January 1, 2014, may be accepted as a substitute;
7. If the candidate has only partially complied with the minimum of one-hundred eighty (180) days for DJBWD or DJEWD, the manning/shipping company in the Philippines responsible for the ship where the candidate was employed/trained may certify that the candidate has performed his watchkeeping duties, attested to under oath by the responsible officer of the company (notarized), in those undocumented days, with the following wordings:

"Under the penalties of perjury and other applicable laws, this is to certify that \_\_\_\_\_ (name of candidate) has performed \_\_\_\_\_ (bridge watchkeeping duties OR engine-room watchkeeping duties) beginning \_\_\_\_\_ (beginning date) until \_\_\_\_\_ (closing date) for a total of \_\_\_\_\_ days."

- .1 The beginning date above may not be earlier than January 01, 2014.
  - .2 The closing date may not be later than November 15, 2014.
  - .3 The documentary evidence under this provision may be submitted and accepted until March 30, 2015 only.
8. The completion of the one-hundred eighty (180) days of watchkeeping duties using the DJBWD or DJEWD shall be a mandatory requirement starting March 31, 2015. As such, the provision on partial compliance in Paragraph 7 shall be effective only until and shall terminate by March 30, 2015;
  9. Until March 30, 2015, all candidates may still submit alternative proof of bridge watchkeeping duties or engine-room watchkeeping duties, as appropriate, that, as closely as practicable, substantially complies with the required entries in the DJBWD or DJEWD, conducted prior to November 15, 2014;
  10. As the form of DJBWD or DJEWD is generic, selling of such documents (labelled as such) by any entity or individual is strictly prohibited and must be reported immediately to this Administration;
  11. Any false or forged entry to, or the production of a fake DJBWD or DJEWD, or any of its alternatives as allowed by this Circular, shall be grounds for future action by the Administration against the candidate and the perpetrator.

#### VI. REPEALING CLAUSE:

All previous issuances by any other Philippine government agency related to the submission of documentary evidence pertaining to either Bridge Watchkeeping Duties or Engine-room Watchkeeping duties by candidates for OIC-NW and OIC-EW, are hereby superseded, repealed or amended accordingly.

#### VII. EFFECTIVITY:

This STCW Circular shall take effect immediately on the day of its publication.

Manila, Philippines, September 5, 2014.

Submitted:

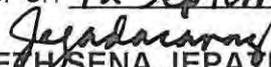
  
**CAPT. ALVIN "TOR" TORMON**  
Executive Director

Approved:

  
**DR. MAXIMO Q. MEJIA, JR.**  
Administrator

#### CERTIFICATION

This is to certify that STCW Circular No. 2014 - 02 was approved by the Administrator on 12 September 2014

  
**ATTY. JABETH SENA JEPATH A. DACANAY**  
Deputy Executive Director



