# Guideline for the Seminar of Survival Craft / Rescue Boat Course and Advanced Fire Fighting Course

This is guideline for those who will apply for the Seminar of Survival Craft /Rescue Boat Course and Advanced Fire Fighting Course to have the certificate of the third grade maritime officer (radio electronic) in order to serve as a chief radio officer on board the Japanese flag ocean-going vessels.

#### 1. Contents of the seminar

Survival Craft/Rescue Boat Course and Advanced Fire Fighting Course

## 2. Organizer of the seminar

Seamen's Employment Center of Japan (SECOJ)

Training Course	Masters, Deck officers
Hours of the course	1 hour examination
Requirement for applicants	Masters and deck officers who have valid certificate satisfying Regulation II /1 or II /2, STCW Convention

### 4. Application

A person in charge is requested to send all documents by deadline date to SECOJ (Tokyo).

We do not accept any documents sent directly from foreign company. Please send all documents via your company in Japan.

## (1) Application form

Before sending a paper application, please send us the application by E-mail.

The application is common to that of Examination for recognition certificate (Form 1).

➤ Regarding the notation of birthday, please write 1978/06/01(yyyy/mm/dd) if your birthday is 01-Jun-1978.

## (2) Documents required for the application:

Please send us following documents by mail by deadline date.

- ② One application form (printed paper)
- ② One photocopy of applicant's certificate satisfying regulation II/1 or II/2 of STCW Convention
- 3 One photocopy of applicant's passport

- 4 Two photographs of applicant
  - > Please write the name in block letters on the back of the photograph.
  - > Photographs that do not meet following requirements can not be accepted.
    - > A recent one (no more than within 6 months
    - > Size of photo 30mm(height) x 24mm(width) should be strictly checked.
    - > Photographed with no cap, no shadow and plain light colored background.
    - > Photographs should present full face and shoulder.
    - > The photo should be clear.
    - > Two photos should be identical.

Attention: Documents from ① to ④ should be clipped together for each applicant to avoid mixing with other applicants.

## 5. Issuance standard of the completion certificate

The completion certificate will be issued to those who get score of more than 60% for each completion examination of the Survival/Rescue Course and Advanced Fire Fighting Course.

- 6. Important notice on the day of the seminar
  - ➤ Each applicant is required to carry <u>ID card for the seminar</u> issued by SECOJ, no need to bring any certificate and the passport.
  - ➤ In order to avoid confusion, the person in charge of each shipping company is requested to lead applicants to the place of seminar.
  - > All applicants are also requested to assemble 15 minutes before the start of the seminar.