



MARINE DEPARTMENT
HONG KONG

**Examination Rules for
Pleasure Vessel Operator Certificate of Competency**

Made under section 16 of
the Merchant Shipping (Local Vessels) Ordinance (Cap. 548)

(November 2020 Edition)

TABLE OF CONTENTS

	<u>Page</u>
<u>Chapter 1</u> - Commencement, Introduction, Interpretation and General Requirements	1
<u>Chapter 2</u> - Classes of Certificates	3
Introduction	3
Pleasure Vessel Operator Grade 2	3
Pleasure Vessel Operator Grade 1	3
<u>Chapter 3</u> - Eligibility Criteria for Each Grade of Certificate	4
Pleasure Vessel Operator Grade 2 Certificate	4
Pleasure Vessel Operator Grade 1 Certificate	4
<u>Chapter 4</u> - Eyesight Standards for Pleasure Vessel Operators	5
<u>Chapter 5</u> - Applications, Examination Procedures and General Provisions	6
Address of Application	6
Personal Application	6
Postal Application	6
Examination Procedures	7
- Competency Examinations	7
- Punctuality	7
- Failure to Attend an Examination without Prior Notice of Cancellation or Postponement	7
- Cancellation or Amendment of the Examination Date	8
- Cancellation of Examination by Director	8
- Proof of Identity	9
- Strangers not Admitted	9
- Loose Papers and Books	9
- Leaving Examination Room	9
- Silence	9
- Tropical Cyclone Warning Signal and Black Rainstorm Signal	9
Penalty for Misbehaviour during the Examination	10
Penalty for Breach of Rules	10
Notification of Examination Results and Issue of Certificates	10
Schedule for Re-examination	11
Review of Examination Results	11
Handicap	11
Bribery	11

TABLE OF CONTENTS

	<u>Page</u>
<u>Chapter 6</u> - Examinations	12
Pleasure Vessel Operator Grade 2 Examination	12
Pleasure Vessel Operator Grade 1 Examination	12
<u>Chapter 7</u> - Examination Syllabuses	13
Syllabus for Pleasure Vessel Operator Grade 2 Examination	13
Syllabus for Pleasure Vessel Operator Grade 1 Examination	19
Syllabus for Practical Test Conducted by HKSF	20
<u>Chapter 8</u> - Validity of Certificates and Extension	23
<u>Chapter 9</u> - Recognition of Former Certificates and Exemptions	24
<u>Appendix I</u> - Eyesight Test Certificate — Pleasure Vessel Operator	26

Chapter 1

COMMENCEMENT, INTRODUCTION, INTERPRETATION AND GENERAL REQUIREMENTS

1.1 These examination rules are made by the Director of Marine under powers granted to him by the Merchant Shipping (Local Vessels) Ordinance (Cap. 548) and shall enter into force upon the enactment of Section 16 of the Ordinance.

1.2 The requirements for the carriage of certificated operators on pleasure vessels are contained in the Merchant Shipping (Local Vessels) (Certification and Licensing) Regulation (Cap. 548D).

1.3 Within the context of these examination rules:

“aggregate power” (總功率), in relation to a local vessel, means the total power of all the vessel’s propulsion engines measured in kW as specified in the certificate of survey or certificate of inspection issued to the vessel in accordance with the provisions of the Merchant Shipping (Local Vessels) (Safety and Survey) Regulation (Cap. 548 sub.leg.G);

“approved” (批准) means approved by the Director;

“Director” (處長) means the Director of Marine;

“examiner” (主考人員) means an examiner appointed under section 16(1) of the Merchant Shipping (Local Vessels) Ordinance (Cap. 548);

“former certificate” (先前證明書) means a certificate that was –

- (a) issued or deemed to have been issued under the Shipping and Port Control Ordinance (Cap. 313) (including any subsidiary legislation made under that Ordinance); and
- (b) in force immediately before the commencement date of the Merchant Shipping (Local Vessels) (Local Certificates of Competency) Rules;

“gross tonnage” (總噸位) in relation to a local vessel, means the gross tonnage of the vessel as specified in the licence of the vessel;

“length overall” (總長度), in relation to a pleasure vessel, means the length overall as specified in Section 2 of the Merchant Shipping (Local Vessels) Ordinance (Cap. 548);

“licence of a vessel” (船隻牌照), means the “full licence” or “temporary licence” issued to a vessel in accordance with the provisions of the Merchant Shipping (Local Vessels) (Certification and Licensing) Regulation (Cap. 548 sub.leg.D);
“navigation simulation assessment” (模擬駕駛操作評估) means an assessment of the navigation knowledge by means of simulator approved by Director;

“pleasure vessel” (遊樂船隻) has the same meaning as in section 2 of the Merchant Shipping (Local Vessels) Ordinance (Cap. 548);

“pleasure vessel operator certificate” (遊樂船隻操作人證明書) has the same meaning as in section 2 of the Merchant Shipping (Local Vessels) (Local Certificates of Competency) Rules;

“recognized” (認可) means recognized by the Director;

“experience” (經驗) for certification or “experience” (經驗) for examination means proven experience performed within the preceding five years before the date of application for the issue of a local certificate of competency or before the date of examination respectively;

“specified fee” (指明費用) has the same meaning as specified in paragraph 2 of the Merchant Shipping (Local Vessels) (Local Certificates of Competency) Rules;

“written examination” (筆試) includes an examination that requires a candidate to read and answer the questions by using an interactive computer system.

Chapter 2

CLASSES OF CERTIFICATES

2.1 Introduction

- 2.1.1 Section 47(4) of the Merchant Shipping (Local Vessels) (Certification and Licensing) Regulation stipulates that a Class IV vessel (i.e. auxiliary powered yacht, cruises, open cruises) or an ancillary vessel of a Class IV vessel that is more than 3 metres in length overall or is fitted with engines of more than 3 kW total propulsion power shall not be underway unless there is on board a person in charge of the vessel who is the holder of a local certificate of competency as a pleasure vessel operator, or equivalent certificate as specified in the Local Certificates of Competency Rules.
- 2.1.2 Pleasure Vessel Operator Certificates, which combine both deck and engineering qualifications, are issued in two grades as follows:-
- (a) Pleasure Vessel Operator Grade 2 Certificate; and
 - (b) Pleasure Vessel Operator Grade 1 Certificate.
- 2.1.3 Subject to any limitation or restriction endorsed on a certificate, the holder of a Pleasure Vessel Operator Certificate may act as the pleasure vessel operator of an appropriate pleasure vessel entitled by the certificate.

2.2 Pleasure Vessel Operator Grade 2

A Pleasure Vessel Operator Grade 2 Certificate entitles the holder to take charge of a pleasure vessel that is of not more than 15 m in length overall operating in Hong Kong waters.

2.3 Pleasure Vessel Operator Grade 1

A Pleasure Vessel Operator Grade 1 Certificate entitles the holder to take charge of any pleasure vessel operating in Hong Kong waters.

Chapter 3

ELIGIBILITY CRITERIA FOR EACH GRADE OF CERTIFICATE

3.1 Pleasure Vessel Operator Grade 2 Certificate

To be eligible for the issue of a Pleasure Vessel Operator Grade 2 Certificate an applicant must:-

- (a) be at least 18 years of age when applying for an examination;
- (b) have passed a Marine Department Pleasure Vessel Operator Grade 2 Part A and Part B examinations specified in paragraphs 6.1 and 7.1 of these Rules, or have satisfactorily completed the Hong Kong Sailing Federation's Pleasure Vessel Operators Licence Grade 2 (PVOL 2) Course, which is approved under the Pleasure Vessel Competency Training and Assessment Scheme, and have passed the course assessment; and
- (c) reach the eyesight standard prescribed in Chapter 4 of these Rules.

3.2 Pleasure Vessel Operator Grade 1 Certificate

3.2.1 A candidate applying for the examination of Pleasure Vessel Operator Grade 1 Certificate must:-

- (a) hold a valid Pleasure Vessel Operator Grade 2 Certificate or equivalent; and
- (b) have obtained vessel operation experience as the person in charge of a powered pleasure vessel or local vessel for at least 1 year after obtaining the certificate as stated in item (a) above.

3.2.2 To be eligible for the issue of a Pleasure Vessel Operator Grade 1 Certificate, the applicant must:-

- (a) have passed the Pleasure Vessel Operator Grade 1 Examination, details of which are specified in paragraph 6.2.1 and paragraph 7.2.1 of these Rules, conducted by the Marine Department; or
- (b) have satisfactorily completed an approved training course and passed the approved practical test, of which are set out in paragraph 6.2.2 and paragraph 7.2.3 of these Rules, conducted by the Hong Kong Sailing Federation (HKSF);
- (c) reach the eyesight standard prescribed in Chapter 4 of these Rules; and
- (d) complete a navigation simulation assessment. If he is not able to prove that he has completed the navigation simulation assessment, the certificate issued will have an endorsement specifying that "the holder of this certificate is not allowed to operate a Class IV vessel of more than 15 m in length overall which is for carrying passengers and is let for hire or reward".

Chapter 4

EYESIGHT STANDARDS FOR PLEASURE VESSEL OPERATORS

4.1 The eyesight standards for pleasure vessel operators are as follows:-

		Eyesight Standards
Distant Vision with or without visual aid	Better eye Other eye	6/9 6/12
Near, Intermediate and colour vision, both eyes together, aided or unaided		Vision required for ship's navigation (e.g. chart and nautical publication reference, use of bridge instrumentation and equipment, identification of navigation aids)

4.2 Colour vision will be tested by Ishihara plates or equivalent.

4.3 All applicants for Pleasure Vessel Operator's Certificate of any grade (including new issue and extension) are required to provide a certificate (Marine Department Form MD 687 – see Appendix I) issued by a registered medical practitioner or registered optometrist (either Part I or Part II optometrist) attesting that the applicant has attained the standards in paragraph 4.1 above within the 24 months (12 months in respect of an applicant 65 years of age and over) preceding the application will be accepted, the certificate shall remain valid at the time of examination (not applicable to extension).

4.4 Any applicant or candidate who fails in colour vision test can only operate a pleasure vessel for the period between sunrise and sunset, in such case his Pleasure Vessel Operator Certificate will be endorsed as "Day time operation only and required to have another person who has reached the eyesight standard for pleasure vessel operator to assist him to perform lookout duty on board".

4.5 Any applicant or candidate who requires visual aids for passing the eyesight test in paragraph 4.1 above, his Pleasure Vessel Operator's Certificate will be endorsed as "with visual aids".

4.6 If the examiner is in doubt of the eyesight standard of an applicant, he may request the applicant to produce an eyesight test certificate signed by another registered practitioner or registered optometrist (either Part I or Part II optometrist) on the expenses of the applicant or refer the applicant to the Hong Kong Eye Hospital for examination.

Chapter 5

APPLICATIONS, EXAMINATION PROCEDURES AND GENERAL PROVISIONS

5.1 Address for Application

5.1.1 Application for examination or certificates should be made to:

River Trade & Local Examination Section
Marine Department
3/F Harbour Building
38 Pier Road
Central
Hong Kong

5.2 Personal Application

5.2.1 Applications can be made in person to the above address during office hours. Applicant should submit the following documents:-

- (i) a completed application form for the examination;
- (ii) proof of identity (Hong Kong Identity Card if held, or, Passport) with a copy of the submitted document;
- (iii) the appropriate specified fee (no cash payment to be made after 16:30 hr.);
- (iv) original and photocopy of certificate of satisfactorily completion of the relevant approved training course and passed the course assessment/practical test, if applicable;
- (v) for Marine Department Pleasure Vessel Operator Grade 1 Certificate examination, documentary proof of the required vessel operation experience as the person in charge of a powered pleasure vessel or local vessel while holding a Pleasure Vessel Operator Grade 2 Certificate or equivalent. The documentary proof should be certified by the owner of the concerned vessel;
- (vi) a recent passport size photo; and
- (vii) original copy of eyesight test certificate (Marine Department Form MD 687 – see Appendix I), if applicable.

Applicants for examination will be advised of the date and time of the examination at the time of submitting application for examination if they submit the application in person.

5.3 Postal Application

5.3.1 Applicants should submit the following documents by post to the River Trade & Local Examination Section for postal application:-

- (i) a completed application form for the examination;
- (ii) a photocopy of the identity document of the relevant applicant (i.e. Hong

Kong Identity Card if held, or, Passport);

- (iii) photocopy of certificate of satisfactorily completion of the relevant approved training course and passed the course assessment/practical test, if applicable;
- (iv) for Marine Department Pleasure Vessel Operator Grade 1 Certificate examination, a documentary proof of the required vessel operation experience as the person in charge of a powered pleasure vessel or local vessel while holding a Pleasure Vessel Operator Grade 2 Certificate or equivalent. The documentary proof should be certified by the owner of the concerned vessel;
- (v) original copy of eyesight test certificate (Marine Department Form MD 687 – see Appendix I), if applicable;
- (vi) a recent passport size photo; and
- (vii) crossed cheque for examination fee or application fee payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR”.

Application form can be obtained from the River Trade & Local Examination Section at the above mentioned address or the Marine Department’s website: www.mardep.gov.hk. Receipt for examination fee, which will show the date and time of the examination, will be sent to the applicant by post. The Marine Department will not be responsible for any postal error. Where only photocopy of any documents have been submitted during application, the originals of which are required to be produced for checking when certificate is collected.

5.4 **Examination Procedures**

5.4.1 Competency Examinations

- (1) A person may not take a competency examination unless the person has paid the specified fee in relation to that examination.
- (2) The subjects to be taken in a competency examination and the standard of competency to be attained in order to pass the examination shall be as set out in Chapter 6 (Examinations) and Chapter 7 (Examination Syllabuses) of these Rules.
- (3) A competency examination shall be conducted in accordance with these examination rules.

5.4.2 Punctuality

Candidates must appear punctually for the examination at the time on the date at the place specified by the Director in the relevant receipt of examination fee or notification of examination.

5.4.3 Failure to Attend an Examination without Prior Notice of Cancellation or Postponement

If a candidate fails to appear punctually for the examination at the time, on the date, and at the place specified by the Director in the relevant receipt of examination fee or notification of examination,

- (1) he will be regarded as having failed the examination;

- (2) no part of the fee paid by the candidate in respect of the examination shall be refunded;
- (3) his next appointment will be arranged to the last appointment date of his specific examination type; and
- (4) no further postponement/bringing forward arrangement will be allowed unless -
 - (a) the candidate has notified the Director in accordance with paragraph 5.4.4 (1) ; or
 - (b) the candidate produces a medical certificate issued by a registered medical practitioner certifying his inability to attend the examination within two weeks of the scheduled examination date; or
 - (c) the Director is satisfied that the candidate was unable to attend the examination due to circumstances which was beyond his control.

5.4.4 Cancellation or Amendment of the Examination Date

- (1) Subject to sub-paragraph 5.4.4 (3), a candidate may cancel, postpone or bring forward the taking of an examination by advising the Director by written notice that must be received by the Director at least 10 working days before the day appointed for the examination.
- (2) Any fee paid in respect of such cancelled examination shall either be refunded to the candidate on return of the original payment receipt or, if so requested by him, be held to his credit for a future examination.
- (3) Only one postponement/bringing forward arrangement of an examination will be permitted unless there are exceptional circumstances warranting a second postponement or bringing forward of an examination date.

5.4.5 Cancellation of Examination by Director

- (1) The Director shall not permit a candidate to take any examination under these rules unless he is satisfied that the candidate –
 - (a) is eligible to take the examination; and
 - (b) is the person in respect of whom the application for the examination has been made.
- (2) If before the commencement, or during the course, of an examination, the Director becomes aware that any candidate has any physical or other disability which in his opinion would render the candidate incapable of performing the duties of a coxswain or engine operator of a local vessel or an operator of a pleasure vessel, as the case may be, the Director shall not permit the candidate to take or complete the examination.
- (3) Where the Director does not permit a candidate to take or complete an examination under sub-paragraphs (1) and (2) –
 - (a) he shall state his reasons on the candidate's application form; and
 - (b) the fee paid by the candidate shall be refunded.
- (4) In the event of a candidate failing the sight test which is conducted as part of a competency examination, he is not permitted to take the remaining part of the examination. The balance of the relevant fees paid for the examination, less the fee for sight test as specified in item 9 of Part 1 of Schedule 1 of the Merchant Shipping (Local Vessels) (Local Certificates of Competency) Rules,

will be refunded to the candidate.

5.4.6 Proof of Identity

A candidate when appearing for examination must produce to the examiner or his deputy a Hong Kong Identity Card, or other acceptable proof of the candidate's identity.

5.4.7 Strangers Not Admitted

No persons other than candidates and those whose duties require them to be present will be allowed in the examination room during the examination.

5.4.8 Loose Papers and Books

Before the examination begins, the examiner will ensure that the tables and desks are cleared of all scraps of paper and books (other than those permitted in the examination room).

5.4.9 Leaving Examination Room

- (1) A candidate who has completed the examination and wants to leave the examination room before the ending of examination shall:—
 - (a) sign off the examination from his computer terminal if computer is used for the examination; and
 - (b) report to the examiner or his deputy and request permission to leave the examination room.
- (2) After request is approved by the examiner or his deputy, the candidate can then submit his question and answer papers (if applicable), and other documents or equipment provided to him for examination use to the examiner.
- (3) A candidate who fails to surrender all papers, documents and equipment will be regarded as having failed the examination **AND** will not be allowed to present himself for re-examination for 6 months. No candidate will be allowed to leave the examination room during the first 20 minutes after the examination commences.
- (4) Candidate shall not copy the examination questions and take them away from the examination room. Offenders will be regarded as having failed the examination.

5.4.10 Silence

Silence must be observed in the examination room.

5.4.11 Tropical Cyclone Warning Signal and Black Rainstorm Signal

If, at 6:00 a.m. on the examination date, Tropical Cyclone Warning Signal No. 8 or above and/or the Black Rainstorm Signal has/have been issued by the Hong Kong Observatory and is still in force, all morning examination sessions on that day will be cancelled. If, at 11:30 a.m. on the examination date, Tropical Cyclone Warning Signal No. 8 or above and/or the Black Rainstorm Signal has/have been issued by the Hong Kong Observatory and is still in force, all afternoon examination sessions on that day will be cancelled. Candidates should approach the River Trade &

Local Examination Section as soon as possible for re-scheduling of examinations.

5.5 Penalty for Misbehaviour during the Examination

- (1) During the course of an examination, any candidate who is discovered –
 - (a) referring to an unauthorized book or paper;
 - (b) copying from another person;
 - (c) giving assistance or information to another person;
 - (d) accepting assistance or information from another person;
 - (e) communicating in any way with any person other than the examiner or his deputy;
 - (f) making a copy of any part of the question paper to take out of the examination room;
 - (g) damaging or defacing any examination documents or equipment provided; or
 - (h) Carrying any unauthorized items including any instrument / equipment / tool that has the function of recording audio and/or video, or any other form of recording function, whether or not the aforementioned devices are in operation,

will be regarded as having failed the examination and will not be allowed to present himself for re-examination for a period of 12 months.

- (2) A candidate who contravenes any misbehaviour specified in paragraph 5.5 (1) on more than one occasion will not be allowed to present himself for re-examination until 24 months have elapsed from the date of the last contravention.

5.6 Penalty for Breach of Rules

Where the Director is satisfied that a candidate has contravened these rules, or has been guilty of insolence to an examiner, or of disorderly or improper conduct in or about the examination room, the Director may postpone the candidate's examination, or, if the candidate has attempted the examination, he will be considered to have failed and will not be accepted for re-examination for such period as may be decided by the Director.

5.7 Notification of Examination Results and Issue of Certificates

- (1) A candidate will receive a letter advising him of his success or failure also, for successful candidate, when his certificate is available for collection at the Marine Department River Trade & Local Examination Section. This letter should be produced when collecting the certificate, or in the case of unsuccessful candidate when making application for a further examination.
- (2) A certificate may be collected by a person other than the successful candidate. However such person must also produce a letter of authorization which includes the name and the IDENTITY CARD number of the person collecting the certificate.

5.8 **Schedule for Re-examination**

A candidate who fails in an examination and wishes to apply for re-sitting the examination for the same grade of certificate may only make the application for an examination that is to be held not earlier than 28 days from his previous attempt.

5.9 **Review of Examination Results**

- (1) Any candidate who has failed an examination and is aggrieved by the result of the examination may within 30 days of being informed of his result, request in writing the Director to review the result.
- (2) A request for review shall be accompanied by the fee as specified in Part 1 of Schedule 1 of the Merchant Shipping (Local Vessels)(Local Certificates of Competency) Rules.
- (3) Upon receipt of a request under sub-paragraph (2), the Director shall review the examination result to which the request relates and notify the candidate of his decision as soon as practicable.
- (4) If upon review of the examination result the Director decides that the candidate should be considered to have passed the examination, the fee paid under sub-paragraph (2) shall be refunded to the candidate.

5.10 **Handicap**

- (1) A candidate is required to declare if he has any physical disability in the examination application form. A candidate with handicapped condition which may affect the discharge of his duty as a pleasure vessel operator is required to attain an assessment to ascertain his eligibility for the examination.
- (2) If in the course of any examination, the examiner finds that a candidate is afflicted with deafness, an impediment of speech, or with some other physical or mental handicap which he considers sufficient to render the candidate incapable of discharging adequately the ordinary duties of an operator of a pleasure vessel, he will not allow the candidate to complete the examination and he will make arrangement for the refund of the examination fee.
- (3) If such a candidate subsequently produces a medical certificate to the effect that the particular handicap has been overcome or has been improved or that the candidate's condition is now normal, the Director will reconsider the candidate for examination.

5.11 **Bribery**

Any applicant who offers an advantage to any officer of the Marine Department shall be guilty of an offence under the Prevention of Bribery Ordinance and shall be liable on summary conviction to a fine and imprisonment. Such an applicant will not be re-examined for such a period as may be decided by the Director.

Chapter 6

EXAMINATIONS

6.1 Pleasure Vessel Operator Grade 2 Examination

- 6.1.1 A written examination may be carried out with an interactive multiple-choice computer system. If a Pleasure Vessel Operator Grade 2 examination is chosen to be conducted in written form, it will be held in the following manners:-

Pleasure Vessel Operator Grade 2 Examination	Time Allowed	Number of Multiple Choice Questions	Passing Marks
Part A: Navigation, Seamanship and Safety	45 min.	40	60%
Part B: Engineering Knowledge	45 min.	40	60%

- 6.1.2 A candidate who claims to be illiterate may at the discretion of the Director be allowed, on presenting evidence in the form of a letter from an employer or other acceptable evidence of his illiteracy, to take the examination in oral form.
- 6.1.3 Similarly if a candidate considers that he is proficient in oral English but not in English script, he may be allowed to take the examination in oral form.
- 6.1.4 Candidates opting for an oral examination as per paragraph 6.1.2 or 6.1.3 of these Rules must make such preference known when making the original application and may be required to undergo a practical test of ability in addition.

6.2 Pleasure Vessel Operator Grade 1 Examination

- 6.2.1 The Pleasure Vessel Operator Grade 1 examination conducted by the Marine Department comprises a 1 hour 50 minutes written paper on “Practical Chart Work Examination (Navigation)” and an oral examination on “Seamanship”. The syllabus of the examination is specified in paragraph 7.2.1 of these Rules. The passing mark for written examination is 70%. A candidate must pass the written examination before he is allowed to take the oral examination. In order to pass the oral examination, a candidate must demonstrate his understanding and give satisfactory answers on the subjects prescribed in the syllabus specified in paragraph 7.2.1 of these Rules.
- 6.2.2 An approved practical test conducted by the HKSF comprises a four hours practical test. In order to pass the test, a candidate is required to demonstrate his ability to master the various tasks in operating a powered pleasure vessel as specified in paragraph 7.2.3 of these Rules and give satisfactory answers on the subjects specified in the syllabus.

Chapter 7

EXAMINATION SYLLABUSES

7.1 Syllabus for Pleasure Vessel Operator Grade 2 Examination

Part A : Navigation, Seamanship and Safety

- (1) Handling characteristics and limitations of small craft
 - (a) Manoeuvring characteristics, response to rudder, transverse thrust and stopping distances.
 - (b) Appreciation of manoeuvring difficulties of larger vessels and sailing craft.
 - (c) Berthing and unberthing at piers and buoys.
 - (d) Manoeuvring in confined spaces.
 - (e) Handling small craft in rough seas and heavy swell under power.
 - (f) Handling small craft in fog/restricted visibility under power.

- (2) Anchoring
 - (a) Coming to and leaving an anchorage.
 - (b) Identifying a suitable position in which to anchor - depth of water, type of bottom and adequate swinging room.
 - (c) Precautions when at anchor.
 - (d) Action in event of fouled anchor.
 - (e) Action in event of dragging anchor.
 - (f) Anchoring in emergencies.

- (3) Start up and close down safety checks
 - (a) Pre-departure
 - (i) weather forecast.
 - (ii) check compartments to ensure all are dry.
 - (iii) check lifejackets, lifebuoys, fire fighting appliances, distress signals are all correctly stowed and ready for immediate use.
 - (iv) check compass, steering, anchor, mooring ropes, radio if fitted, navigation lights, sound signalling apparatus, and bilge pump.
 - (b) Post arrival
 - (i) ensure vessel securely moored.
 - (ii) check compartments to ensure all are dry.

- (iii) ensure equipment securely stowed away as necessary.
- (iv) check LPG supply is shut and disconnected at cylinder.
- (v) check batteries fully charged.

(4) Chart work, position fixing, ETA etc.

- (a) Knowledge of symbols used on Hong Kong charts and chart correction, relating to depth of water, buoys, lights, pipelines, submarine cables, wrecks, rocks and tidal streams.
- (b) Use of clearing marks and transits.
- (c) Position fixing using cross bearings.
- (d) Ability to determine the course to steer between two points.
- (e) Ability to measure a distance between two points and calculate ETA making allowance for effect of a tidal stream.
- (f) A knowledge of the factors affecting the accuracy of a magnetic compass and how to approximate the error.
- (g) Plan a short sea passage by day or by night.
- (h) Ability to plot and report a position by latitude and longitude; also by bearing and distance.

(5) Tides

Use of Hong Kong tide tables and tidal information from charts of Hong Kong waters. Neap and Spring tides.

(6) Navigation of small power driven craft in restricted visibility

(7) Local knowledge

- (a) Victoria Harbour limits.
- (b) Location of fairways, prohibited anchorages, restricted and prohibited entry areas.
- (c) Speed limits within Hong Kong waters and navigation in typhoon shelters.
- (d) Traffic separation schemes, both IMO adopted and local. Application of Rule 10 of Colregs.
- (e) Ferry routes and ferry piers - precautions when navigating in vicinity thereof.
- (f) Safe recreation areas.
- (g) Lights exhibited by high speed craft in Hong Kong waters.
- (h) Lights which may be exhibited by sailing junks in Hong Kong waters.
- (i) Penalties for polluting and throwing garbage into Hong Kong waters.
- (j) Buoyage system in use in Hong Kong waters (Cardinal, lateral, isolated

danger, safe water and special marks - shapes and colour of buoys, lights and topmarks).

- (k) How to request assistance from the relevant authorities in Hong Kong in case of emergency.

(8) International Regulations for Preventing Collisions at Sea (Colregs)

- (a) Knowledge of International Regulations for Preventing Collisions at Sea including the proper use of Radar, the meaning and importance of proper lookout and safe speed.
- (b) Knowledge of the lights, shapes and sound signals for vessels up to 15 m in length.
- (c) Recognition of the lights and shapes carried by:
 - (i) Power driven vessels of any length.
 - (ii) Sailing vessels of any length.
 - (iii) Vessels towing or pushing.
 - (iv) Vessels not under command or restricted in their ability to manoeuvre (including dredging, salvage, underwater operations; also constrained by their draught).
 - (v) Fishing Vessels.
 - (vi) Pilot vessels.
 - (vii) Anchored vessels.
- (d) Sound signals in restricted visibility.
- (e) Manoeuvring and warning signals.
- (f) Signals of distress.

(9) Safety equipment to be carried on board

- (a) Knowledge of statutory requirement to carry lifesaving and fire fighting equipment on pleasure craft.
- (b) Knowledge of the correct use of lifesaving equipment carried on pleasure craft.
 - (i) Lifejackets.
 - (ii) Lifebuoys.
 - (iii) Buoyant items such as plastic seats.
- (c) Knowledge of the maintenance procedures for lifesaving equipment on pleasure craft.
- (d) Distress signals and their use.
 - (i) Red Flares (hand held or parachute).
 - (ii) Orange Smoke signal.

- (10) Use of VHF
 - (a) Radiotelephone procedures - reception and transmission.
 - (b) VHF channels in use in Hong Kong waters.
 - (c) Distress transmitting procedure.

- (11) Marine Department services
 - (a) Vessel Traffic Centre (VTC) - Radio navigation warnings.
 - (b) Marine Rescue Co-ordination Centre (MRCC).
 - (c) Notices to Mariners.
 - (d) Marine Department Notices.

- (12) Storm signals and weather
 - (a) An understanding of the significance of Typhoon Signals Nos. 1, 3, 8, and the Strong Monsoon Signal together with associated sea and swell conditions.
 - (b) The effect of fetch on wave height.
 - (c) Knowledge of the available sources of weather information and warnings. Types of report available.
 - (d) Correct interpretation of weather information received.
 - (e) Knowledge of local weather patterns.
 - (f) Understanding of the Beaufort Wind Scale.

- (13) Handling of emergency situations
 - (a) Action to be taken in event of collision, grounding, springing a leak, or fire on board.
 - (b) Action to be taken in event of loss of rudder, lost or fouled propeller or loss of anchor.
 - (c) Handling a partially disabled vessel and action to be taken if completely disabled.
 - (d) Beaching.
 - (e) Rendering assistance to other vessels in distress. Taking a disabled vessel in tow.
 - (f) Appreciation of the obligations of the operator to persons and crew.
 - (g) Disposition of persons and crew to ensure satisfactory stability and trim.
 - (h) Man overboard. Immediate response; action to recover person from the water; signals.

- (14) Accident reports
 - (a) Statutory duty to report an accident on board.
 - (b) What constitutes a reportable accident.

Part B : Engineering Knowledge

- (15) Engines - Construction and functions of Internal Combustion Engines, Pre-start inspection, starting and stopping sequences
- (a) Construction and functions of various components of engines (petrol and diesel).
 - (b) A knowledge of the pre-start inspection/check of the following items:
 - (i) Unrestricted movement of engine, shafting and propeller.
 - (ii) Integrity of engine and propeller mounting (outboard).
 - (iii) Fuel oil system and quantity of fuel for intended voyage.
 - (iv) Quantity of lubricating oils:
 - a. crankcase and gearbox (inboard)
 - b. gearcase (outboard)
 - (v) Proportion of fuel and lubricating oil (outboard).
 - (vi) Cooling system and quantity of coolant.
 - (vii) Functional test of engine/gearbox control system.
 - (viii) Functional test of steering gear/mechanism.
 - (c) Starting procedures.
 - (d) Effect of repeated/prolonged starting.
 - (e) An understanding of the need for warming up and cooling down and the procedures to follow.
 - (f) Stopping procedures.
 - (g) Procedures for securing the machinery spaces.
- (16) Duties while underway
- (a) Monitoring of engine performance by
 - (i) RPM.
 - (ii) coolant temperature/flow.
 - (iii) lubricating oil pressure.
 - (iv) lubricating oil temperature.
 - (v) exhaust temperature.
 - (vi) exhaust condition.
 - (vii) engine noise/vibration.
 - (b) Monitoring of stern gland condition and bilge level in machinery space.
 - (c) Machinery space ventilation.
- (17) Batteries and electrical equipment
- (a) Batteries

- (i) verify charging condition of batteries.
 - (ii) replenishing electrolyte in batteries.
 - (iii) the importance of ventilation of battery lockers.
 - (iv) charging current and indication.
- (b) brief outline of simple switchboard and its instrumentation.
 - (c) the function, types and rating of fuses, their routine checks and actions in event of blown fuse.
 - (d) the hazards of and actions in event of electric shock.
- (18) Trouble shooting and remedies at sea
- (a) difficulties in starting engine.
 - (b) engine stop when underway.
 - (c) engine speed fluctuation.
 - (d) excessive engine vibration.
 - (e) excessive turbo charger vibration.
 - (f) abnormal smoke from exhaust.
 - (g) high lubricating oil temperature.
 - (h) high coolant temperature (inboard) and/or low/no coolant flow (outboard).
 - (i) high exhaust temperature.
 - (j) difficulties in engaging/disengaging gear.
 - (k) engine fails to stop.
 - (l) deteriorating bilge pumping efficiency.
- (19) Maintenance
- (a) Appreciation of maintenance schedules recommended by shipbuilder and engine manufacturer.
 - (b) A knowledge of the importance of:
 - (i) cleaning/replacement of air, fuel and lube oil filters and sea suction strainers.
 - (ii) replacement of lubricating oils.
 - (iii) cleaning/inspection of cooling and exhaust system.
 - (iv) checking of belt drives.
- (20) Safe operation of deck equipment
- (21) Fire fighting and fire prevention
- (a) fire hazard of petrol and diesel fuel.

- (b) types of fire and appropriate fire fighting medium.
- (c) types of portable fire extinguishers, their operation and maintenance.
- (d) practical fire fighting techniques.
- (e) LPG installation and associated hazards.
- (f) safe fuel storage and isolation of fuel supply in case of fire.
- (g) actions to be taken in event of fuel leak.
- (h) precautions when taking fuel on board.

7.2 Syllabus for Pleasure Vessel Operator Grade 1 Examination

7.2.1 The Pleasure Vessel Operator Grade 1 Examination

Part A: Practical Chart Work Examination - Navigation (Written Examination)

- (1) To express a position on a chart in terms of latitude and longitude or bearing and distance from a charted object.
- (2) Given the latitude and longitude, or bearing and distance from a charted object, to plot the position on a chart.
- (3) Given a table of deviations to convert true courses to compass courses and vice versa.
- (4) To find the compass course and distance between 2 positions, and, given the vessel's speed, to calculate the estimated time of arrival (ETA).
- (5) Given compass courses steered and distances run, to work up the dead reckoning (DR) position by plotting on the chart.
- (6) Given compass course steered, the speed of the vessel and the direction and rate of the current, to find the course and speed made good over the ground (ground track angle).
- (7) To find the compass course to steer to make allowance for leeway and/or current so as to achieve a specified course made good.
- (8) Given compass course steered, distances run or speed of ship and time intervals, direction and rate of current and leeway allowance, to find the estimated position (EP) by plotting on a chart.
- (9) To fix the vessel's position on a chart by simultaneous cross bearings, transferred position lines, bearings and ranges.
- (10) To find the vessel's approximate position from a line of soundings.
- (11) Use of clearing lines and transits.
- (12) Full knowledge of important chart symbols.
- (13) Use of tide tables and tidal information on charts for Hong Kong waters.

Part B: Seamanship (Oral Examination)

- (14) A full knowledge of the International Regulations for the Prevention of Collisions at Sea and to demonstrate their application.

- (15) Berthing alongside, and unberthing from jetties and piers making due allowance for the effect of wind and tide on large pleasure vessels, both single and twin screw.
- (16) Action to be taken in unusual circumstances such as stranding, collision, fire, etc.
- (17) Assisting a person or vessel in distress, including towing and beaching of a vessel.
- (18)
 - (a) To identify the permanent marking on a liferaft as regards the number of persons to be carried.
 - (b) To know the equipment in a liferaft required under the Merchant Shipping (Life Saving Appliances) Regulations and its correct use.
 - (c) Method of launching a liferaft and the precautions to be taken before, during and after launching.
 - (d) Boarding a liferaft from a vessel or the water.
 - (e) Righting an inverted liferaft.
 - (f) Survival procedures.
- (19) Fire prevention and fire fighting, including LPG installation, engine room fire protection, maintenance of fire fighting equipment, etc.
- (20) Precautions to be taken in fog or heavy weather.
- (21) Ability to recognise the alphabetical flags and numerical pennants of the International Code of Signals and to know the meaning of single letter hoists and multi-flag hoists in common use in Hong Kong.
- (22) Pre-start check of engine.
- (23) Man overboard.
- (24) Slow speed manoeuvring, handling of vessel in heavy weather.
- (25) Anchoring the vessel.
- (26) Underway check of engine room.
- (27) Berth & secure the vessel for heavy weather conditions.
- (28) Emergency pumping of engine room bilges and other emergency procedures.
- (29) Methods of ascertaining risk of collision and the proper use of Radar.

Note: The examiner may ask the candidate any questions arising out of his written work, or may ask questions based on the Grade 2 syllabus, if he deems it necessary on account of any weakness shown by the candidate.

7.2.2 Candidates must pass the written part (Part A) and the oral part (Part B) of the examination within a two years period to retain the validity of a pass in either part.

7.2.3 **Syllabus for Practical Test Conducted by HKSF**

The practical test which is conducted by HKSF for the issue of a Pleasure Vessel Operator Grade 1 Certificate comprises a four hours practical handling test on the following:-

Part A: Pre-departure

This part should last for ½ to 1 hour and include the following:-

- (1) Check all compartments to ensure they are all dry and fit for sea; all loose gear secured.
- (2) Check all LSA, FFA and distress signals are in order, readily accessible and in accordance with the vessel's licence.
- (3) Pre-start check of engine, starting battery, bilge pump and steering; start engine.
- (4) Check navigation lights, shapes, sound signals, navigational equipment and radio (if fitted).
- (5) Charts and passage planning; weather forecast; leave passage plan ashore with responsible person.
- (6) Engine running test.

Part B: Underway

This part should last about 2 to 2½ hours and include the following:-

- (7) Departure from berth.
- (8) Full speed manoeuvring.
- (9) Emergency stop.
- (10) Collision avoidance - practical application. If there is no traffic in the area then an oral test of application of the Collision Regulations should be conducted.
- (11) Man overboard drill using a lifebuoy.
- (12) Slow speed manoeuvring. Handling of vessel in heavy weather (oral examination).
- (13) Anchoring the vessel - precautions when at anchor. Prohibited anchorages (oral).
- (14) Underway check of engine room.
- (15) Practical test of emergency pumping of engine room bilges and oral test of emergency procedures.
- (16) Fire in engine room - procedure to follow (oral).
- (17) Fire in LPG installation - procedure to follow (oral).
- (18) Return to starting point, berth and secure the vessel for heavy weather conditions e.g. typhoon.

Part C: Post-arrival shutdown

This part should last for ½ to 1 hour and include the following:-

- (19) Shutdown procedure for engine and engine room equipment - valves closed, battery isolated (disconnected if necessary).

- (20) Check compartments dry, no oil leaks.
- (21) All LSA and FFA securely stowed as necessary.
- (22) LPG cylinder disconnected/secured.
- (23) Check all ventilation openings etc. secured to prevent ingress of water when vessel is unattended.
- (24) Report arrival to responsible person.

Chapter 8

VALIDITY OF CERTIFICATES AND EXTENSION

- 8.1 Subject to paragraphs 8.2, 8.3 and 8.4, a Pleasure Vessel Operator Certificate shall cease to have effect upon the holder attaining the age of 65 years.
- 8.2 A holder of a certificate quoted in paragraph 8.1 above who wishes to extend the validity of his certificate beyond the date of his attaining the age of 65 years may apply for such extension within 6 months before the expiry of the certificate. If the Director is satisfied on documentary proof or other evidence of the holder's continued competency and physical fitness, including adequate vision, he shall endorse the certificate as valid for a further period of 3 years from the date of the holder attaining the age of 65 years.
- 8.3 The provisions of paragraph 8.2 shall apply in like manner in the case of a holder of a certificate quoted in paragraph 8.1 who wishes to have its validity extended beyond the date on which he attains the age of 68 years.
- 8.4 The provisions of paragraph 8.2 shall apply in the case of a holder of a certificate quoted in paragraph 8.1 who wishes to have its validity extended beyond the date on which he attains the age of 71 years, with the following modifications -
- (a) application shall be made within 3 months before the expiry of the certificate;
 - (b) each extension that is granted shall only be for a period of 12 months from the holder's next birthday.
- 8.5 Holder of an expired certificate may, subject to meeting the following conditions or criteria, apply for issuance of a certificate with the same grade as that of the expired certificate without undergoing the examination specified in Chapter 6:
- (a) (i) the certificate held has expired for less than 12 months; or
 - (ii) if the certificate has expired for a period of 12 months or more but less than 36 months, a maritime refresher course recognised by the Director must be completed;
- and
- (b) the applicant must provide an eyesight test certificate to prove that he has met the eyesight standards set out in Chapter 4 of these examination rules.

Chapter 9

RECOGNITION OF FORMER CERTIFICATES AND EXEMPTIONS

- 9.1 Certificates issued before the enforcement of the Shipping and Port Control (Pleasure Vessels) (Certificates of Competency) Rules 1986 shall remain valid for operation on pleasure vessels subject to the condition set down in Chapter 8 and any limitations of tonnage, length, horsepower etc. stated on such certificates. In such case, there shall be on board the pleasure vessel while under way:-
- (1) a person holding a valid and appropriate local certificate of competency as master of a pleasure vessel; and
 - (2) a person holding a Pleasure Vessel Engineer Grade I or Grade II Certificate for any category of engine, or its equivalent.

This paragraph shall be deemed to be complied with if both the pleasure vessel master certificate and the pleasure vessel engineer certificate are held by the same person. Holder of both pleasure vessel master certificate and pleasure vessel engineer certificate may apply for the issue of an equivalent Pleasure Vessel Operator Certificate under these Rules.

- 9.2 Holders of the following certificates issued under the Shipping and Port Control (Pleasure Vessels)(Certificates of Competency) Rules 1986 may also apply for the issue of the stated equivalent certificate of competency under these Rules:-

Certificates issued under the 1986 Rules	Equivalent Certificate under these Rules
Pleasure Vessel Master Grade I PLUS Pleasure Vessel Engineer Grade I or Grade II for any category of engine	Pleasure Vessel Operator Grade 1
Pleasure Vessel Master Grade II PLUS Pleasure Vessel Engineer Grade II or Grade I for any category of engine	Pleasure Vessel Operator Grade 2

9.3 Holders of those certificates listed in column 1 of the following table issued under the Shipping and Port Control (Pleasure Vessels) (Certificates of Competency) Rules 1986 may apply for the examination listed in column 2. Upon passing the examination, they will be issued with corresponding certificate of competency listed in column 3 under these Rules:-

Certificates issued under the 1986 Rules	Examination Required	Certificate issued under these Rules
Pleasure Vessel Master Grade I	Pleasure Vessel Operator Grade 2 Part B examination	Pleasure Vessel Operator Grade 1
Pleasure Vessel Master Grade II	Pleasure Vessel Operator Grade 2 Part B examination	Pleasure Vessel Operator Grade 2
Pleasure Vessel Engineer Grade I or Grade II for any category of engine	Pleasure Vessel Operator Grade 2 Part A examination	Pleasure Vessel Operator Grade 2

9.4 Exemption of Certain Certificate Holders

The Director may exempt a person from any part of a competency examination if –

- (a) the person has furnished to the Director such documentary evidence, duly authenticated, proving that he holds a certificate that is relevant to the standard of competency required for passing that part of the examination (whether it is a certificate of competency issued or deemed to be issued by the Director under the Shipping and Port Control Ordinance (Cap. 313) or the Merchant Shipping (Seafarers) Ordinance (Cap. 478), or by any other competent authorities recognized by the Director); and
- (b) the Director is satisfied that the person has attained that standard.

9.5 Exemption of persons having completed recognized training courses

- (1) If the Director is satisfied that the completion of a training course enables a person to attain the standard of competency required for passing a competency examination, the Director may recognize the course in respect of the examination.
- (2) If the Director has recognized a training course under sub-paragraph– (1) in respect of a competency examination, a person who has completed the course is exempted from the examination.

Appendix I



香港特別行政區政府海事處
MARINE DEPARTMENT

THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

(Note: Please read the 'Notes' at the bottom before filling in this form.)

To: **Seafarers' Certification Section, Marine Department**

Eyesight Test Certificate — Pleasure Vessel Operator

Note: Please read the 'Notes' below and the 'Personal Data Collection Statement' on page 2 in this form before filling

Name of Applicant	HKID / Passport No.	Date of Birth

This is to certify that an eyesight test was conducted under my supervision according to the eyesight standards laid down in Chapter 4 of the **Examination Rules for Pleasure Vessel Operator Certificate of Competency** for the above-named person. The extract of eyesight standards were provided at page 2 of this Certificate. This statement is true to the best of my knowledge and belief.

The Distant Vision test was conducted when the applicant was *with/without visual aids.

The applicant *has/has not met the prescribed eyesight standards.

Detailed Test Result			
Distant Vision	Near Vision	Intermediate Vision	Colour Vision
<input type="checkbox"/> Pass <input type="checkbox"/> Fail	<input type="checkbox"/> Pass <input type="checkbox"/> Fail	<input type="checkbox"/> Pass <input type="checkbox"/> Fail	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Remark:

Name of

*Registered Medical Practitioner /

Registered Optometrist:

Registration No.:

Signature:

Date of Test:

Address of the *Clinic / Examination Centre:

Telephone No.:

Stamp of the *Clinic / Examination Centre:

- Notes:
- 1) "Registered Medical Practitioner" has the same meaning as in section 2 of Medical Registration Ordinance (Cap. 161)
 - 2) **Only Part I or Part II Registered Optometrist is accepted to sign this certificate.** "Registered Optometrist" means a person who is registered according to the Optometrists (Registration and Disciplinary Procedure) Regulation (Cap. 359F) of the Supplementary Medical Professions Ordinance (Cap. 359).
 - 3) A certificate from a registered medical practitioner or registered optometrist attesting to the applicant having attained these standards within the 24 months (12 months in respect of an applicant who is 65 years of age and over) preceding the application will be accepted.
 - 4) In accordance with Code of Practice for Safety Standards for Class I, II & III vessels, a crew assigned to assist look-out is required to meet the eyesight standards as that for coxswain.

* Delete where appropriate / Tick where appropriate

Eyesight Standards for Pleasure Vessel Operator Certificate of Competency

Eyesight Standards for Pleasure Vessel Operators			Eyesight Test means accepted by the Marine Department
Distant Vision with or without visual aids	Better eye Other eye	6/9 6/12	Testing distance: 4 meters or further away. The better eye should achieve the visual acuity (VA) level at 6/9 without any error, while the other eye should achieve the VA level at 6/12 without any error. Use of telescopic visual aid in Distant Vision test is prohibited.
Near Vision	Both eyes together, with or without visual aids	Vision required for ship's navigation (e.g. chart and nautical publication reference, use of bridge instrumentation and equipment, identification of navigation aids)	Testing distance: 40 cm. With or without visual aids, near VA should achieve M0.63 or n5 without any error.
Intermediate Vision			Testing distance: 80 cm. With or without visual aids, near VA should achieve M1.25 or n10 without any error.
Colour Vision			Use of Ishihara plates under normal room lighting or equivalent. Testing distance: 75 cm. Ishihara twenty-four plates version: Test plate 1 to 15, maximum number of errors allowed is 2. Ishihara thirty-eight plates version: Test plate 1 to 21, maximum number of errors allowed is 3; Use of colour sensing lenses in "Colour Vision test" is prohibited.

Personal Data Collection Statement

- Purposes of Collection** - The personal data provided by means of this form will be used by Marine Department for the following purposes:
 - activities relating to the processing of the application in/related to this form;
 - facilitating communication between Marine Department and yourself;
 - assisting in the enforcement of any other Ordinances and Regulations by other Government Bureaux and Departments;
 - limited personal data of successful applicants may be used via the Marine Department's Internet web site for verification of the issued certificate by any third party;
 - for statistics and research purposes on the condition that the resulting statistics or results will not be made available in a form which will identify the data subjects; and
 - activities relating to Maritime and Aviation Training Fund matters.
- Classes of Transferees** - The personal data you provided by means of this form may be disclosed to other Government Bureaux and Departments for the purposes mentioned in paragraph 1 above.
- Access to Personal Data** - You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.
- Enquires** - Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to the Officer-in-charge, Seafarers' Certification Section, Marine Department, Room 303, 3/F, Harbour Building, 38 Pier Road, Central, Hong Kong.