

U.S. Department of
Homeland Security

United States
Coast Guard



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United States Coast Guard
National Maritime Center

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Captain D.A. Welch, USN
Department of the Navy
Surface Warfare Officers Command
446 Cushing Road
Newport, RI 02841-1209

Ref: USNAVY-328
ATID 50027
OCT 11 2016

Dear Captain Welch:

We write in response to your letter of June 28, 2016, requesting the approval of the training covered in the Navy's *Basic Division Officer Course (BDOC)* to cover specified assessments in Enclosure (2), of NVIC 12-14 "Officer in Charge of a Navigational Watch."

Officer in Charge of a Navigational Watch (OICNW) assessment only courses are uniformly labeled as such by the NMC for reference purposes. Accordingly, the course approval wording refers to the course as *Officer in Charge of a Navigational Watch Assessment (USNAVY-328)*.

The course satisfies applicable requirements, and the following approval is granted subject to the conditions specified below and in Enclosure (1):

Any applicant who has successfully completed the *Basic Division Officer Course (BDOC)*, NMC reference *Officer in Charge of a Navigational Watch Assessment (USNAVY-328)*, will have met the following assessment tasks from Enclosure (2) to NVIC 12-14 "Assessment Guidelines for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More:"

- 1.2.A, 1.2.B, 1.2.C, 1.3.A, 1.4.A, 1.4.B, 1.4.C, 1.4.D, 1.5.A, 1.6.A, 1.6.B, 1.6.C, 1.6.D, 1.7.A, 1.7.B, 1.7.C, 1.7.D, 1.8.A, 1.8.B, 1.10.A, 1.10.B, 1.10.C, 1.10.D, 1.10.E, 1.10.F, 2.1.A, 2.1.B, 2.1.C, 2.1.D, 2.1.E, 2.1.F, 2.1.G, 2.3.A, 2.3.B, 2.3.C, 2.4.A, 3.1.A, 3.2.A, 3.2.B, 3.3.A, 3.4.B, 3.4.C, 3.4.D, 3.4.E, 3.4.F, 3.4.G, 3.4.H, 3.5.A, 3.6.A, 3.6.G, 3.6.I, 3.6.K, 5.3.A, 9.3.A, 9.4.A, 10.1.A, 10.2.A, 11.1.A, 11.2.A, 11.3.A, 12.1.A, 12.2.A, 12.3.A, 14.2.A, 14.3.A, 14.4.A, and 18.1.A.

Applicants who have successfully completed the *Basic Division Officer Course (BDOC)* course, NMC reference *Officer in Charge of a Navigational Watch Assessment (USNAVY-328)*, need not present completed Task Control Sheets for the above listed assessments in application for STCW certification. STCW OICNW assessments not completed in this course may be completed at sea as part of the *Combat Information Center Watch Officer (CICWO)* and *Officer of the Deck (OOD)* training.

Approval of several of the assessments tasks requested was denied. Please see Enclosure (3) for an explanation.

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"One Mission, One Team, One Voice"

SUBJ: REPLY TO CAPTAIN WELCH'S LETTER OF JUNE 28, 2016

Instructors: The qualifications for the instructors are based on Naval Education and Training Command Standards. Assessment tasks listed above to be signed off by the instructors witnessing the assessments.

Certificates: Your certificate of training *must* contain the following information:

- Name and code of the course as *Basic Division Officer Course (BDOC)*, NMC reference *Officer in Charge of a Navigational Watch Assessment (USNAVY-328)*.
- Name of the educational institution
- Date of completion and location where the training was conducted
- Name of the student
- Signature of an authorized representative of the school

Your certificate of training *may* contain or you may issue, in addition to a completion certificate, an addendum that contains the approval paragraph as written in this letter. The verbiage appearing on the certificate or addendum must be *verbatim* as found in this approval.

Locations: Course is presented at the Surface Warfare Officers School Learning sites at San Diego, CA and Norfolk, VA.

Approval Dates: This approval is effective October 1, 2016, and expires on October 31, 2018. Subsequent five year renewals may be granted upon a written request to this office made at least 90 days before this approval expires.

Failure to comply with the conditions of this approval may result in the suspension or withdrawal of this approval in accordance with 46 CFR 10.402(g).

If you have questions contact Course Approvals at NMCCourses@uscg.mil or (304) 433-3720.

Sincerely,



K. R. MARTIN
Captain, U.S. Coast Guard

Enclosure: (1) Terms of Course Approval
(2) Certificate of Approval
(3) List of Assessments Not Approved

Terms of Course Approval
*Basic Division Officer Course (BDOC) course, NMC reference Officer in Charge of a
Navigational Watch Assessment (USNAVY-328)*

Providers of Coast Guard Approved Training must follow the provisions of 46 CFR Subchapter B and additional Coast Guard Policy documented in NVIC 03-14 including:

- 1) All examinations taken to successfully complete a course must be different from any examination previously taken. Examinations must be equivalent in scope and difficulty to the examination that the Coast Guard would have administered. (46 CFR 10.403(a)(4))
- 2) Any demonstration of practical skills must be appropriate to the material presented and equal to the level of endorsement for which the course is approved. (46 CFR 10.403(a)(5))
- 3) For at least 5 years after the end of each student's enrollment, providers must maintain a record in accordance with 46 CFR 10.403(a)(6).
- 4) Any changes to the course, including a change of simulators or training aids, or changes or additions of instructors must be submitted to the NMC for evaluation and written approval prior to implementation; submitted to NMCCourses@uscg.mil. (46 CFR 10.403(a)(7))
- 5) Conduct an internal audit midway through the course's approval period and maintain the results of the audit for a period of not less than 5 years. (46 CFR 10.403(a)(8))
- 6) Training may only be conducted at a site preapproved by the Coast Guard. Should you wish to provide training at a site other than those included on your site approval letter, a request must be submitted to the NMC via e-mail at D05-SMB-NMC SiteApprovals@uscg.mil, or call 304-433-3730, at least 21 days in advance.
- 7) You must allow, at any time, the National Maritime Center, or a designated representative, to:
 - a) Inspect your facilities, equipment and records, including scholastic and assessment records, and administrative and instructional applications of your course delivery software, as applicable;
 - b) Interview and survey students to aid in course evaluation;
 - c) Assign personnel to observe or participate in the course of instruction, with or without prior notification; and
 - d) Supervise or administer the required examinations or practical demonstrations.
 - e) For distance learning courses, access and review the course on-line at any time after approval. The username and password must remain active indefinitely.(46 CFR 10.403(a)(9))
- 8) All Course renewal requests should be submitted to the National Maritime Center, via Homeport or NMCCourses@uscg.mil, at least 90 days before the current approval expires. ((NVIC) 03-14, para 5.c.2)
- 9) All providers with approved training creditable towards STCW endorsements must implement the Quality Standard System requirements of 46 CFR 10.410 by January 1, 2017.
- 10) Live fire fighting training exercises may be subject to U.S. EPA regulations and other federal, state and local government requirements. Training providers are responsible for ensuring that these requirements are met prior to conducting training.

ENCLOSURE (1)

List of Assessments Not Approved
*Basic Division Officer Course (BDOC) course, NMC reference Officer in Charge of a
Navigational Watch Assessment (USNAVY-328)*

Completion of the following assessments were requested to be approved by virtue of completion of the *Basic Division Officer Course (BDOC)*, NMC reference *Officer in Charge of a Navigational Watch Assessment (USNAVY-328)* course. However, the documentation submitted shows that these assessments tasks are to be completed as part of the Combat Information Center Watch Officer (CICWO) and Officer of the Deck (OOD) training aboard vessels in the fleet.

- 1.9.A, 1.9.B, 1.10.G, and 18.3.A

ENCLOSURE (3)

CERTIFICATE OF APPROVAL



Officer in Charge of a Navigational Watch Assessment (USNAVY-328)

course offered by

U.S. Navy

is hereby recognized as an approved training course as outlined in Subpart D of Part 10, Title 46, Code of Federal Regulations. This approval is valid through the expiration date below, unless sooner surrendered or withdrawn as set forth in 46 CFR 10.402, or by the requirements within the course approval.

October 1, 2016

Effective

October 31, 2018

Expires

A handwritten signature in black ink, appearing to read 'K.R. Martin'.

K. R. MARTIN
Commanding Officer, National Maritime Center