

**MEMORANDUM CIRCULAR**

NO. 15-11-2004

**SUBJECT: ADDENDUM TO MEMORANDUM CIRCULAR NO. 17-12-2002 Providing for the minimum qualification of Radio Training Centers (RTC) Assessors and Supervisors**

Pursuant to Act 3846, as amended, E.O. 546, Chapter NIX Article 55 of the Radio Regulations of the International Telecommunications Union (ITU), and Regulations I/6 and I/8 of the 1978 STCW Convention as amended in 1995, the Memorandum Circular 17-12-2002 dated December 20, 2002 is hereby amended to include a new provision to wit:

**XII. A. MINIMUM QUALIFICATIONS OF RTC ASSESSORS:**

1. At least a college graduate.
2. Holder of Certificate of Assessors Course (IMO Model Course 3.12)
3. Gained practical assessment experience for at least three (3) years.
4. Holder of GOC
5. Appropriate level of knowledge and understanding on the operation of GMDSS including it's equipment and facilities.

**B. MINIMUM QUALIFICATIONS OF TRAINING AND ASSESSMENT SUPERVISORS:**

1. At least a college graduate
2. Familiar with the training program of the course being offered by the RTC.
3. Familiar with instructional techniques and of training methods and practice of the course being offered by the RTC.
4. Holders of Certificate of Assessors Course (IMO Model Course 3.12)
5. Knowledgeable with STCW Convention as amended and the implementation of the IMO Model Courses.
6. Gained practical assessment experience for at least five (5) years.

This circular shall take effect immediately and may be revised, revoked or amended in accordance with law and shall take effect fifteen (15) days after publication in a newspaper of general circulation provided further, that at least three (3) copies thereof shall be filed with the UP Law Center.

**(SGD)**  
**RONALD OLIVAR SOLIS**  
Commissioner

**(SGD)**  
**KATHLEEN G. HECETA**  
Deputy Commissioner

**(SGD)**  
**JORGE V. SARMIENTO**  
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