

<b><u>MSS</u></b> <b><u>EXAMINATION</u></b> <b><u>UNIT</u></b>	<b>Checklist for a New CoC</b> <b><i>Officer in Charge of an</i></b> <b><i>engineering Watch</i></b>	<u>Foam .No : CL-19</u> <u>Date of Issue: 2017.03.16</u> <u>Rev. No: 00</u> <u>Rev. Date:</u> <u>Reviewed by : MR</u> <u>Approved by : DGMS</u>
--	--	--

Check list for the Enclosures of the personal file

**Officer in Charge of an engineering Watch (unlimited)**

**Name of Applicant:** .....

**Index No. :** ..... **COC No:**.....

<b>Documentation for Eligibility</b>	<b>Tick</b>	<b>No of pages</b>
01) Copy of Birth Certificate	<input type="checkbox"/>	<input type="checkbox"/>
02) Copy of NIC	<input type="checkbox"/>	<input type="checkbox"/>
03) Copy of Pass Port	<input type="checkbox"/>	<input type="checkbox"/>
04) Copy of CDC Pages (For Sea time Verification)	<input type="checkbox"/>	<input type="checkbox"/>
05) Copy of Medical Fitness Cert.	<input type="checkbox"/>	<input type="checkbox"/>
06) Copies of Testimonials for Sea Service	<input type="checkbox"/>	<input type="checkbox"/>
07) Copy of existing (CoC/CoP)	<input type="checkbox"/>	<input type="checkbox"/>
08) Copies of O/L result	<input type="checkbox"/>	<input type="checkbox"/>
National		
International		
EDEXEL/CAMBRDIGE/LONDON	<input type="checkbox"/>	<input type="checkbox"/>
09) Proof of Credit Passes for Mathematics, Science and English	<input type="checkbox"/>	<input type="checkbox"/>
10) Copies of A/L result	<input type="checkbox"/>	<input type="checkbox"/>
National		
International		
EDEXEL/CAMBRDIGE/LONDON	<input type="checkbox"/>	<input type="checkbox"/>
11) Proof of two passes for A/L		
(Including pass in Physic or a Mathematical Subject)	<input type="checkbox"/>	<input type="checkbox"/>
12) Certificate of Foundation Course if attended at an AMTI	<input type="checkbox"/>	<input type="checkbox"/>
13) Pre-Sea Training Course at AMTI		
NDT	<input type="checkbox"/>	
NDES	<input type="checkbox"/>	
CINEC	<input type="checkbox"/>	
MSTI	<input type="checkbox"/>	
OTHER	<input type="checkbox"/>	<input type="checkbox"/>
14) Proof of In-Plant training given on Marine Engineering course		
In-plant Training 1	<input type="checkbox"/>	
In-plant Training 2	<input type="checkbox"/>	
In-plant Training 3	<input type="checkbox"/>	<input type="checkbox"/>
15) Training Record Book and its Evaluation Report from AMTI		
16) Proof of Sea Service from the Manning Agent	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>MSS</u></b> <b><u>EXAMINATION</u></b> <b><u>UNIT</u></b>	<b>Checklist for a New CoC</b> <b><i>Officer in Charge of an</i></b> <b><i>engineering Watch</i></b>	<u>Foam .No : CL-19</u> <u>Date of Issue: 2017.03.16</u> <u>Rev. No: 00</u> <u>Rev. Date:</u> <u>Reviewed by : MR</u> <u>Approved by : DGMS</u>
--	--	--

17) Basic short courses certificates

- |                        |                          |                            |                          |                          |
|------------------------|--------------------------|----------------------------|--------------------------|--------------------------|
| Elementary first-aid   | <input type="checkbox"/> | Fire prevention & fighting | <input type="checkbox"/> |                          |
| Personal survival tech | <input type="checkbox"/> | Proficiency in PSSR        | <input type="checkbox"/> |                          |
| Proficiency in ISPS    | <input type="checkbox"/> | Proficiency in English     | <input type="checkbox"/> | <input type="checkbox"/> |

18) Advance short courses certificates

- |                        |                          |                            |                          |                          |
|------------------------|--------------------------|----------------------------|--------------------------|--------------------------|
| First-aid              | <input type="checkbox"/> | Fire prevention & fighting | <input type="checkbox"/> |                          |
| Personal survival tech | <input type="checkbox"/> | Proficiency in ISPS        | <input type="checkbox"/> | <input type="checkbox"/> |

19) Application for Eligibility with Receipt of Processing Fee

.....  
Applicant's signature & Date

.....  
Authenticated by AMTI & Date

**Documentations for Oral Examination**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 20) Notice of Eligibility                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 21) Receipt of Examination Fee                         | <input type="checkbox"/> | <input type="checkbox"/> |
| 22) Admission card                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 23) Basic Training (one or four certificates + COP)    | <input type="checkbox"/> | <input type="checkbox"/> |
| 24) Proficiency in Advanced Fire Fighting              | <input type="checkbox"/> | <input type="checkbox"/> |
| 25) PSCRB other than fast rescue boat                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 26) Proficiency in Medical First Aid                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 27) Ship Security Officer                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 28) Preparatory Course                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 29) Academic & Professional Examination Results Sheets | <input type="checkbox"/> | <input type="checkbox"/> |

**Academic Subjects**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| I. Mathematics                            | <input type="checkbox"/> | <input type="checkbox"/> |
| II. Mechanics & Hydro-Mechanics           | <input type="checkbox"/> | <input type="checkbox"/> |
| III. Thermodynamics & Heat transmission   | <input type="checkbox"/> | <input type="checkbox"/> |
| IV. Electro Technology                    | <input type="checkbox"/> | <input type="checkbox"/> |
| V. Naval Architecture & Ship Construction | <input type="checkbox"/> | <input type="checkbox"/> |
| VI. Maritime Law                          | <input type="checkbox"/> | <input type="checkbox"/> |
| VII. Marine Engineering Drawing & Design  | <input type="checkbox"/> | <input type="checkbox"/> |

<b><u>MSS</u></b> <b><u>EXAMINATION</u></b> <b><u>UNIT</u></b>	<b>Checklist for a New CoC</b> <b><i>Officer in Charge of an</i></b> <b><i>engineering Watch</i></b>	<u>Foam .No : CL-19</u> <u>Date of Issue: 2017.03.16</u> <u>Rev. No: 00</u> <u>Rev. Date:</u> <u>Reviewed by : MR</u> <u>Approved by : DGMS</u>
--	--	--

**Professional Subjects**

VIII. Engineering Knowledge - I & II (General & Motor)

**Other Training Courses**

IX. Engine Room Watch Keeping Simulator (Operational Level)

30) High Voltage –Operational Level (Optional)

31) Oral Examination Result

32) Application for Repeat Examination with relevant Fee

33) COC Application

34) Existing COC if any

35) Payment receipt for the new CoC

36) Remarks (if any)

i).....

ii).....

iii).....

iv).....

37) No. of pages included .....

.....  
Applicant’s signature & Date

.....  
Authenticated by AMTI & Date

**Official Use**