

**MARITIME AND PORT AUTHORITY OF SINGAPORE ACT
(CHAPTER 170A, SECTION 41)**

**MARITIME AND PORT AUTHORITY OF SINGAPORE
(HARBOUR CRAFT MANNING LICENCE EXAMINATION)
REGULATIONS**

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[9th April 1997]

Citation

1. These Regulations may be cited as the Maritime and Port Authority of Singapore (Harbour Craft Manning Licence Examination) Regulations.

Definitions

2. In these Regulations, unless the context otherwise requires —

“candidate” means a candidate for or in an examination;

“examination” means an examination held under these Regulations for a harbour craft manning licence as a Port Limit Steersman, Port Limit Helmsman, Port Limit Engine Driver (Third Class) or Port Limit Engine Driver (Second Class);

“Institution” means an institution nominated by the Authority to examine candidates for the granting of licences under these Regulations;

“manning licence” means a licence granted under these Regulations as a —

(a) Port Limit Special Grade (Deck Officer);

(b) Port Limit Helmsman;

(c) Port Limit Steersman;

(d) Port Limit Special Grade (Engineer Officer);

(e) Port Limit Engine Driver (Second Class); and

(f) Port Limit Engine Driver (Third Class);

“minimum secondary education” means secondary 2 education or its equivalent, evidenced by any school leaving certificate

or computerised result slip from any secondary school in Singapore or the Ministry of Education;

[S 505/2004 wef 25/08/2004]

“power-driven vessel” means a vessel propelled by machinery.

Applications for examinations

3.—(1) A candidate who wishes to sit for an examination must apply to the Institution at least 2 weeks before the date of the examination.

(2) A candidate must produce documentary proof of his birth, nationality, sea service, conduct and ability, and furnish such other particulars as the Institution may require.

Nationality or domicile

4. Candidates must be citizens or permanent residents of Singapore.

Place, date and time of examination

5.—(1) The place at which an examination may be held is to be determined by the Port Master.

(2) The examination is to be held on such dates and at such times as may be specified by the Institution.

(3) Every examination is to be conducted in the English language or in any other official language as the Port Master may determine.

Rejection of candidate

6. The Port Master may reject an application by a person to be a candidate if the Port Master is of the opinion that such person is not a fit and proper person to be a candidate.

Examination fees

7.—(1) An application under regulation 3 is to be accompanied by a fee specified in the Maritime and Port Authority of Singapore (Scale of Dues, Rates and General Fees) Notification (N 2).

(2) If a candidate is, by reason of not fulfilling the prerequisites or for any other reason, not eligible to sit for an examination and the

examiner is satisfied that there has been no wilful misrepresentation on the part of the candidate, the fee paid is to be refunded to him.

(3) No fee or part thereof is to be refunded to a candidate who fails an examination or fails to present himself for an examination.

Qualifications of candidate for examination as Port Limit Steersman

8.—(1) In order to qualify as a candidate for an examination for a manning licence as a Port Limit Steersman, a person must —

- (a) be at least 18 years of age;
- (b) have passed an approved eyesight test conducted not more than 6 months before the examination; and
- (c) have, within the 5 years immediately preceding the examination, acquired the relevant period of practical experience as a crew member in one or more of the following power-driven vessels:
 - (i) a licensed harbour craft;
 - (ii) a vessel belonging to the Government or a statutory board; or
 - (iii) a sea-going vessel engaged in trade, a trawler or a deep-sea fishing vessel.

(2) For the purposes of paragraph (1)(c), the relevant period of practical experience is either —

- (a) a total period of not less than 3 months, if the person has completed both his minimum secondary education or higher and such training course for a Steersman as the Port Master may require; or
- (b) a total period of not less than 6 months.

[S 505/2004 wef 25/08/2004]

Qualifications of candidate for examination as Port Limit Helmsman

9.—(1) In order to qualify as a candidate for an examination for a manning licence as a Port Limit Helmsman, a person must —

(a) be at least 18 years of age;

[S 193/2007 wef 04/05/2007]

(b) have passed an approved eyesight test conducted not more than 6 months before the examination; and

(c) have, within the 5 years immediately preceding the examination, acquired either —

(i) the relevant period of practical experience as a master or steersman of one or more of the following power-driven vessels:

(A) a licensed harbour craft, while holding a Port Limit Steersman licence;

(B) a vessel belonging to the Government or a statutory board; or

(C) a sea-going vessel engaged in trade, a trawler or a deep-sea fishing vessel; or

(ii) the relevant period of practical experience on deck in an approved capacity in one or more of the following power-driven vessels:

(A) a vessel of at least 300 gross tons, or a tugboat of not less than 50 gross tons, within the port limits;

(B) a vessel of not less than 20 metres in length, and carrying not fewer than 12 passengers, within the port limits;

(C) a vessel belonging to the Government or a statutory board; or

(D) a sea-going vessel engaged in trade, a trawler or a deep-sea fishing vessel.

(2) For the purposes of paragraph (1)(c)(i), the relevant period of practical experience is either —

(a) a total period of not less than 9 months, if the person has completed both his minimum secondary education or

higher and such training course for a Helmsman as the Port Master may require; or

(b) a total period of not less than 18 months.

(3) For the purposes of paragraph (1)(c)(ii), the relevant period of practical experience is either —

(a) a total period of not less than 12 months, if the person has completed both his minimum secondary education or higher and such training course for a Helmsman as the Port Master may require; or

(b) a total period of not less than 24 months.

[S 505/2004 wef 25/08/2004]

Qualifications of candidate for examination as Port Limit Engine Driver (Third Class)

10.—(1) In order to qualify as a candidate for an examination for a manning licence as a Port Limit Engine Driver (Third Class), a person must —

(a) be at least 18 years of age; and

(b) have, within the 5 years immediately preceding the examination, acquired the relevant period of practical experience as a crew member in one or more of the following power-driven vessels:

(i) a licensed harbour craft;

(ii) a vessel belonging to the Government or a statutory board; or

(iii) a sea-going vessel engaged in trade, a trawler or a deep-sea fishing vessel.

(2) For the purposes of paragraph (1)(b), the relevant period of practical experience is either —

(a) a total period of not less than 3 months, if the person has completed both his minimum secondary education or higher and such training course for a Third Class Engine Driver as the Port Master may require; or

(b) a total period of not less than 6 months.

[S 505/2004 wef 25/08/2004]

Qualifications of candidate for examination as Port Limit Engine Driver (Second Class)

11.—(1) In order to qualify as a candidate for an examination for a manning licence as a Port Limit Engine Driver (Second Class), a person must —

(a) be at least 18 years of age; and

[S 193/2007 wef 04/05/2007]

(b) have, within the 5 years immediately preceding the examination, acquired the relevant period of practical experience as an Assistant Engineer or Engine Driver, while holding a Port Limit Engine Driver (Third Class) licence or such equivalent qualification as the Port Master may recognise, in one or more of the following power-driven vessels:

(i) a licensed harbour craft;

(ii) a vessel belonging to the Government or a statutory board; or

(iii) a sea-going vessel engaged in trade, a trawler or a deep-sea fishing vessel.

(2) For the purposes of paragraph (1)(b), the relevant period of practical experience is either —

(a) a total period of not less than 9 months, if the person has completed both his minimum secondary education or higher and such training course for a Second Class Engine Driver as the Port Master may require; or

(b) a total period of not less than 18 months.

[S 505/2004 wef 25/08/2004]

Port Limit Special Grade licence

12. The Port Master may grant a Port Limit Special Grade (Deck Officer) licence, or a Port Limit Special Grade (Engineer Officer)

licence, to a person holding a higher grade sea-going qualification recognised by him without requiring the person to sit for an examination and the licence so granted may be subject to such conditions as the Port Master considers fit.

Requirement for manning licence

12A.—(1) No person shall take charge of a navigational, deck or engineering watch on a harbour craft unless he is the holder of a valid manning licence granted under these Regulations which is required in accordance with the table set out in the Fourth Schedule to the Maritime and Port Authority of Singapore (Harbour Craft) Regulations (Rg 3).

(2) Any person who contravenes paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 and, in the case of a continuing offence, to a further fine not exceeding \$1,000 for every day or part thereof during which the offence continues after conviction.

[S 393/2010 wef 01/08/2010]

Additional training and service requirements for personnel on certain types of harbour craft

12B.—(1) The Port Master may require any holder of a manning licence to —

- (a) complete such additional training relating to the carrying out of any duty on a harbour craft;
- (b) perform such additional sea service; and
- (c) attend such refresher course relating to the carrying out of any duty on a harbour craft,

as the Port Master may specify.

(2) The Port Master may issue an endorsement to any person who has completed such training, performed such service and attended such refresher course as may be required under paragraph (1), and may stipulate a period of validity for such endorsement.

(3) The Port Master may, in his discretion, refuse to issue an endorsement to any person who has completed such training,

performed such service or attended such refresher course as may be required under paragraph (1) if, in the Port Master's opinion, the person is not a fit and proper person to carry out duties on a harbour craft.

(4) The holder of a manning licence who carries out any duties on board a harbour craft without the endorsement referred to in paragraph (2) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 and, in the case of a continuing offence, to a further fine not exceeding \$1,000 for every day or part thereof during which the offence continues after conviction.

[S 393/2010 wef 01/08/2010]

Requirement for training in basic fire-fighting, first-aid, oil spill control and personal survival

13. No manning licence as a Port Limit Helmsman or as a Port Limit Engine Driver (Second Class) shall be granted to a person under these Regulations unless he has satisfactorily completed a training course, recognised by the Port Master in basic fire-fighting, first-aid, oil spill control and personal survival.

Fitness of candidate to perform duties

14. If —

- (a) in the course of the examination the examiner finds that a candidate is afflicted with deafness, an impediment of speech or some other physical or mental infirmity; and
- (b) upon further investigation the examiner is satisfied that the degree of infirmity is such as to render the candidate incapable of discharging adequately the ordinary duties of a Port Limit Steersman, a Port Limit Helmsman, a Port Limit Engine Driver (Third Class) or a Port Limit Engine Driver (Second Class), as the case may be,

the examiner may require the candidate to produce a certificate from a medical practitioner, registered under the Medical Registration Act (Cap. 174), certifying that the candidate is fit to perform such duties before allowing the candidate to complete the examination.

Refusal of permission to sit for examination

15. Where a person —

- (a) offers a gratuity to a member of the Institution;
- (b) makes any representation, which he either knows or has reason to believe to be false; or
- (c) fails to disclose any fact in his application to sit for the examination,

and such offer, representation or non-disclosure, as the case may be, is intended to influence the decision of the Institution to permit him to sit for the examination, that person shall not be permitted to sit for an examination for such period, not exceeding 2 years from the date of the offer, representation or non-disclosure, as the Port Master considers fit.

Evidence of sea service

16. The Port Master may require a person who wishes to sit for an examination to produce a statutory declaration specifying the sea service which he has performed.

Syllabi

17. The syllabus for an examination is to be determined by the Port Master.

Manning licence fees

18.—(1) A successful candidate is to be granted a manning licence by the Port Master on payment of such fee to the Authority as specified in the Maritime and Port Authority of Singapore (Licence Fees) Notification (N 1), and on provision of such particulars to the Port Master as the Port Master may require.

[S 93/2003 wef 01/03/2003]

[S 1007/2022 wef 01/01/2023]

(2) Persons holding higher grade sea-going qualifications recognised by the Port Master may be granted with a Port Limit Special Grade (Deck Officer) licence, or a Port Limit Special Grade

(Engineer Officer) licence, as the case may be, on payment of such fee as the Authority may determine.

(3) Where a manning licence is lost or destroyed, a replacement licence may be granted upon payment of such fee as specified in the Maritime and Port Authority of Singapore (Fees for Replacement or Certified Copy of Licence) Notification 2022 (G.N. No. S 1005/2022).

[S 1007/2022 wef 01/01/2023]

Validity of manning licence

19.—(1) Subject to paragraph (2) and regulation 20, a manning licence shall be valid for such period as the Port Master may specify on the licence.

(2) A manning licence shall cease to be valid on the specified date unless the Port Master receives, before the specified date, a copy of the holder's medical report issued by a registered medical practitioner certifying that the holder is physically and mentally fit to drive a powered pleasure craft.

(3) The medical report specified in paragraph (2) shall not be issued by a registered medical practitioner more than 3 months before the specified date.

(4) A manning licence is renewable before the expiry date on payment of such fee as specified in the Maritime and Port Authority of Singapore (Licence Fees) Notification.

[S 1007/2022 wef 01/01/2023]

(5) In this regulation, “specified date” means —

- (a) the date that the holder of a manning licence attains the age of 60 years; and
- (b) the date falling on every subsequent anniversary of the date referred to in sub-paragraph (a).

[S 393/2010 wef 01/08/2010]

Notification of change of address

19A.—(1) The holder of a manning licence shall notify the Port Master of any change to his residential address within 28 days of the change.

(2) The holder of a manning licence who has made a report of a change to his residential address under section 8 of the National Registration Act (Cap. 201) within 28 days thereof, shall be deemed to have complied with paragraph (1).

(3) Any person who fails to comply with paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$1,000.

[S 93/2003 wef 01/03/2003]

Manning licence may be suspended or cancelled

20. A manning licence granted or endorsement issued under these Regulations may, after due inquiry by the Port Master, be suspended or cancelled if the Port Master determines that the holder of the licence or endorsement —

- (a) was careless, negligent or incompetent in the performance of his duties on a harbour craft; or
- (b) by reason of misconduct, incompetence or incapacity, is unfit to carry out his duties on a harbour craft.

[S 263/2002 wef 01/06/2002]

Suspended or cancelled manning licence to be surrendered

21.—(1) A holder of a manning licence or endorsement which is suspended or cancelled shall surrender the licence or endorsement to the Port Master within 14 days of the suspension or cancellation.

[S 263/2002 wef 01/06/2002]

(2) Any person who fails to comply with this regulation shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$1,000.

Fraudulent use of manning licence

22. Any person who —

(a) forges or fraudulently alters, or assists or procures the forging or fraudulent alteration of, a manning licence or endorsement;

[S 263/2002 wef 01/06/2002]

(b) makes, assists in making of or procures to be made, any false representation for the purpose of procuring, either for himself or for any other person, a manning licence or endorsement;

[S 263/2002 wef 01/06/2002]

(c) fraudulently uses a manning licence or endorsement which has been forged, altered, cancelled or suspended or to which he is not entitled;

[S 263/2002 wef 01/06/2002]

(d) fraudulently lends his manning licence or allows such licence or endorsement to be used by any other person; or

[S 263/2002 wef 01/06/2002]

(e) sells, purchases, gives away or accepts any manning licence or endorsement or makes use of any such licence to which he is not entitled,

[S 263/2002 wef 01/06/2002]

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 or to imprisonment for a term not exceeding 6 months.

Exemption

23. The Authority may, in its discretion, exempt a person or a candidate from any of the provisions of these Regulations.

Savings

24. Any application made, licence granted or exemption granted under the revoked Port of Singapore Authority (Harbour Craft Manning Licence Examination) Regulations (Cap. 236, Rg 9) is

deemed to have been made or granted under the corresponding provisions of these Regulations.

[G.N. No. S 184/97]

LEGISLATIVE HISTORY
MARITIME AND PORT AUTHORITY OF SINGAPORE
(HARBOUR CRAFT MANNING LICENCE EXAMINATION)
REGULATIONS
(CHAPTER 170A, RG 4)

This Legislative History is provided for the convenience of users of the Maritime and Port Authority of Singapore (Harbour Craft Manning Licence Examination) Regulations. It is not part of these Regulations.

**1. G. N. No. S 184/1997 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) Regulations 1997**

Date of commencement : 9 April 1997

**2. 2000 Revised Edition — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) Regulations**

Date of operation : 30 April 2000

**3. G. N. No. S 263/2002 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) (Amendment) Regulations 2002**

Date of commencement : 1 June 2002

**4. G. N. No. S 93/2003 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence Examination)
(Amendment) Regulations 2003**

Date of commencement : 1 March 2003

**5. G. N. No. S 505/2004 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) (Amendment) Regulations 2004**

Date of commencement : 25 August 2004

**6. G. N. No. S 193/2007 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) (Amendment) Regulations 2007**

Date of commencement : 4 May 2007

**7. G. N. No. S 393/2010 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) (Amendment) Regulations 2010**

Date of commencement : 1 August 2010

**8. G.N. No. S 1007/2022 — Maritime and Port Authority of Singapore
(Harbour Craft Manning Licence
Examination) (Amendment) Regulations 2022**

Date of commencement : 1 January 2023