



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input type="radio"/> Nautical <input checked="" type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 23-02-2023 to				
Employment start date (dd-mm-yyyy) 23-02-2031		as	Employment end date (dd-mm-yyyy) s. 22	on board the following vessel:
Vessel name Queen of New Westminster	Official number /IMO number 6413663	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief. s. 22				
_____ Corrine Storey Name		_____ 06-02-2023 Date (dd-mm-yyyy)		
		_____ Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment. with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*



ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

the **Management**

level of responsibility was assessed on

Name

Operational or Management

26-01-2023

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22

[Redacted signature]

Dana Tremblay

Print name of witness

s. 22

[Redacted signature]

Signature of witness

s. 22

General Counsel





Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0E7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)

Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 09-09-2022 to 09-09-2030 as s. 22 Employment start date (dd-mm-yyyy) on board the following vessel:				
Employment end date (dd-mm-yyyy)	On board position			
Vessel name Queen of Cowichan	Official number /IMO number 7411143	Port of registry Nanaimo	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2				


PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.

<u>s. 22</u> Corrine Storey Name	<u>24-08-2022</u> Date (dd-mm-yyyy) Vice President & Chief Operating Officer Position in company
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PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)

I confirm receipt of the above application on _____ Date (dd-mm-yyyy). This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).

_____ Name of duly authorized official	_____ Date (dd-mm-yyyy)	
_____ Signature of duly authorized official		



CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral Interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 *VP, General Counsel Corporate Secretary*
 _____ Name
s. 22 _____ was assessed on 11-08-2022
 _____ Function Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey

s. 22 _____

 _____ Date (dd-mm-yyyy) 24-08-2022



CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety Inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Canada Shipping Act, 2001</i>	• <i>Canada Shipping Act, 2001</i>
• <i>Arctic Waters Pollution Prevention Act</i>	• <i>Arctic Waters Pollution Prevention Act</i>
• <i>Canadian Transportation Accident Investigation and Safety Board Act</i>	• <i>Marine Liability Act, 2001</i>
• <i>Canada Labour Code, Part II</i>	• <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>	• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>
• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>	• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>
• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>	• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>
• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>	• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>
• <i>Fire and Boat Drills Regulations SOR/2010-83</i>	• <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i>
• <i>Hull Inspection Regulations C.R.C., c. 1432</i>	• <i>Fire and Boat Drills Regulations SOR/2010-83</i>
• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>	• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>
• <i>Load Line Regulations SOR/2007-99</i>	• <i>Load Line Regulations SOR/2007-99</i>
• <i>Marine Machinery Regulations SOR/90-264</i>	• <i>Marine Personnel Regulations SOR/2007-115</i>
• <i>Marine Personnel Regulations SOR/2007-115</i>	• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>
• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>	• <i>Navigation Safety Regulations SOR/2005-134</i>
• <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i>	• <i>Safety Management Regulations SOR/98-348</i>
• <i>Safety Management Regulations SOR/98-348</i>	• <i>Safe Working Practices Regulations C.R.C., c. 1467</i>
• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>	• <i>Shipping Casualties Reporting Regulations SOR/85-514</i>

ENGINEERS

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

NAUTICAL

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22 [Redacted]

as a

s. 22 [Redacted]

was assessed on

Name

Function

11-08-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22 [Redacted]
V.P. General Counsel's
Corporate
Secretary

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]

Kierra Philbroök

Print name of witness

s. 22 [Redacted]

witness





Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input type="radio"/> Nautical <input checked="" type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 23-02-2023 to 23-02-2031 as s. 22 Employment start date (dd-mm-yyyy) on board the following vessel:				
Employment end date (dd-mm-yyyy) 23-02-2031	Official number /IMO number	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Vessel name Queen of New Westminste				
On board position				
Voyage classification Near Coastal 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22			06-02-2023 Date (dd-mm-yyyy)	
			Chief Operating Officer Position in company	

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 [Redacted]

the **Management**

level of responsibility was assessed on

Name

Operational or Management

13-01-2023

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

s. 22 [Redacted Signature]

s. 22 [Redacted Signature] *Chief Counsel*



Dana Tremblay

Print name of witness

Signature

s. 22 [Redacted Signature]



Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)

Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 08-08-2022 to 08-08-2030 as s. 22					
Employment end date (dd-mm-yyyy)		On board position		Employment start date (dd-mm-yyyy) on board the following vessel:	
Vessel name Queen of Alberni	Official number /IMO number 7414080	Port of registry Victoria	Labour market impact assessment no.	or	Work permit number (begins with a "U") s. 22
Voyage classification					


PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.

s. 22 _____ Corrine Storey Name		_____ 29-08-2022 Date (dd-mm-yyyy)	
_____ Chief Operations Officer Position in company			

PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)

I confirm receipt of the above application on _____ . This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).
Date (dd-mm-yyyy)

_____ Name of duly authorized official	_____ Date (dd-mm-yyyy)	 SEAL
_____ Signature of duly authorized official		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL**Listening Comprehension**

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 Name s. 22 as a s. 22
s. 22 Function s. 22 was assessed on 22-07-2022 Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey

s. 22

29-08-2022

Date (dd-mm-yyyy)

SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

NAUTICAL

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

Name

as a

s. 22

Function

was assessed on

22-07-2022

Date (dd-mm-yyyy)

and was found to be

acceptable

not acceptable

by

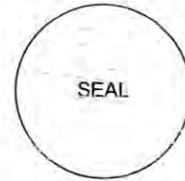
s. 22

General Counsel + Corporate Secretary

Corrine Storey

Print name of authorized representative

s. 22



Dana Tremblay

Print name of witness

s. 22

S


ess



Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com		Telephone number 250-978-1192		
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 09-09-2022 to 09-09-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy) 09-09-2030		Employment start date (dd-mm-yyyy) 09-09-2022		
Vessel name SOVI		Official number /IMO number 9030682	Port of registry Victoria	Labour market impact assessment no. or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
Corrine Storey Name		01-09-2022 Date (dd-mm-yyyy)		
		Vice President & Chief Operating Officer Position in company		
PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)				
I confirm receipt of the above application on _____ . This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).				
Date (dd-mm-yyyy)				
Name of duly authorized official		Date (dd-mm-yyyy)		
Signature of duly authorized official				

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral Interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
s. 22 _____ Name
 _____ was assessed on 08-07-2022 as a General Counsel
 _____ Function Date (dd-mm-yyyy)

and was found to be Acceptable Not Acceptable by

Corrine Storey

s. 22 _____

 _____ Date (dd-mm-yyyy) 01-09-2022



CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

NAUTICAL

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

as a

s. 22

was assessed on

Name

Function

08-07-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22

General Counsel

Corrine Storey

Print name of authorized representative

s. 22

Kierra Philbrook

Print name of witness

s. 22

ess





Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits this certificate to be accepted in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email corrine.storey@bcferries.com			Telephone number 250-978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input type="radio"/> Nautical <input checked="" type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 07-03-2023 to 07-03-2031 as s. 22 Employment start date (dd-mm-yyyy) on board the following vessel:				
Employment end date (dd-mm-yyyy)		On board position		
Vessel name Queen of Cowichan	Official number /IMO number 7411143	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal Class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per the criteria of assessment contained within this form. (For initial application only)				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows the seafarer to carry out their role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement (Form 82-0786). (For initial application only)				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22		09/03/2023		
Corrine Storey		Date (dd-mm-yyyy)		
Name		Chief Operating Officer		
		Position in company		

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and to ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). It should consist of 4 separate sections, as defined below, and should last approximately 1 hour in duration. Questions and answers must be noted or when possible, the Assessment should be recorded. When noted, the answers given maybe in the form of short phrases but it must be sufficiently clear that it can be used as an aide-mémoire for the purpose of the verification by Transport Canada.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criterias are to be used as a checklist and where the interviewer decides that a criteria has not been met, then it is to be noted and must be taken into account in the final result. It will be for the authorized representative (AR) to decide whether failure to meet one or more criteria(s) means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist and the assessment must be sent with the Application.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is to be used by the Authorized Representative (AR) to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement attesting the recognition of a foreign certificate of competency issued in accordance with the provisions of the Regulation II/2, III/2, III/3 or VII/1 at the management level, as defined in the STCW Code.

THE ASSESSMENT

This assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and to ensure the authenticity of the assessment, by a qualified person who holds a certificate of competency at the management level relevant to the discipline of the foreign seafarer (hereinafter "interviewer"). Questions and answers must be noted, or when possible, the assessment should be recorded. When noted, the answers given may be in the form of short phrases but it must be sufficiently clear that it can be used as an aide-mémoire for the purpose of the verification by Transport Canada.

The assessment must be conducted at the management level, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criterias are to be used as a checklist and where the interviewer decides that a criteria has not been met, it is to be noted and must be taken into account. It will be for the AR to decide whether failure to meet one or more criteria(s) means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist and the assessment must be sent with the Application.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

at the management level of responsibility was assessed on

Name

31-01-2023

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22

Dana Tremblay

Print name of witness

s. 22

Signature

s. 22

General Counsel





Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com		Telephone number 250-978-1192		
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 09-09-2022 to 09-09-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy) 09-09-2030		Employment start date (dd-mm-yyyy) 09-09-2022		
Vessel name Spirit of Vancouver Isl		Official number /IMO number 9030622	Port of registry Victoria	Labour market impact assessment no. or Work permit number (begins with a "U")
Voyage classification				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22		31/0/22		
Name Corrine Storey		Date (dd-mm-yyyy) 31/0/22		
Position in company Vice President & Chief Operating Officer				
PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)				
I confirm receipt of the above application on _____ . This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).				
Date (dd-mm-yyyy)				
Name of duly authorized official		Date (dd-mm-yyyy)		
Signature of duly authorized official		SEAL		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral Interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
 _____ Name
 _____ Function was assessed on 29-Aug-2022 Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by
Corrine Storey
 _____ Authorized representative
 _____ representative
30/08/22
 Date (dd-mm-yyyy)

*General Counsel
S. Corporate
Services*

SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety Inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Canada Shipping Act, 2001</i>	• <i>Canada Shipping Act, 2001</i>
• <i>Arctic Waters Pollution Prevention Act</i>	• <i>Arctic Waters Pollution Prevention Act</i>
• <i>Canadian Transportation Accident Investigation and Safety Board Act</i>	• <i>Marine Liability Act, 2001</i>
• <i>Canada Labour Code, Part II</i>	• <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>	• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>
• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>	• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>
• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>	• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>
• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>	• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>
• <i>Fire and Boat Drills Regulations SOR/2010-83</i>	• <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i>
• <i>Hull Inspection Regulations C.R.C., c. 1432</i>	• <i>Fire and Boat Drills Regulations SOR/2010-83</i>
• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>	• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>
• <i>Load Line Regulations SOR/2007-99</i>	• <i>Load Line Regulations SOR/2007-99</i>
• <i>Marine Machinery Regulations SOR/90-264</i>	• <i>Marine Personnel Regulations SOR/2007-115</i>
• <i>Marine Personnel Regulations SOR/2007-115</i>	• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>
• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>	• <i>Navigation Safety Regulations SOR/2005-134</i>
• <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i>	• <i>Safety Management Regulations SOR/98-348</i>
• <i>Safety Management Regulations SOR/98-348</i>	• <i>Safe Working Practices Regulations C.R.C., c. 1467</i>
• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>	• <i>Shipping Casualties Reporting Regulations SOR/85-514</i>

ENGINEERS

NAUTICAL

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

s. 22

as a

was assessed on

Name

Function

29-Aug-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Chief Counsel and Corporate Secretary

Corrine Storey

Print name of authorized representative

s. 22

representative

Kiera Philbrook

Print name of witness

s. 22

witness





Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)

Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 29-09-2022 to 29-09-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy)	On board position	Employment start date (dd-mm-yyyy)		
Vessel name Spirit of Vancouver Isl	Official number /IMO number 9030682	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2				


PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.

s. 22	30-08-2022 Date (dd-mm-yyyy)
Corrine Storey Name	Vice President & Chief Operating Officer Position in company

PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)

I confirm receipt of the above application on _____ . This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).
Date (dd-mm-yyyy)

_____ Name of duly authorized official	_____ Date (dd-mm-yyyy)	
_____ Signature of duly authorized official		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
 _____ Name
s. 22 _____ was assessed on 04-08-2022
 _____ Function Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey

Authorized representative

30-08-2022

Date (dd-mm-yyyy)



CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety Inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

NAUTICAL

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

s. 22

as a

was assessed on

Name

Function

04-08-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22

Chief Counsel's Corporate Secretary

Corrine Storey

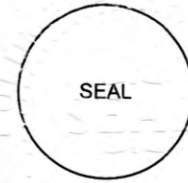
Print name of authorized representative

s. 22

Kierra Philbrook

Print name of wit

s. 22





Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)

Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 30-09-2022 to 30-09-2030 as s. 22 Employment start date (dd-mm-yyyy) on board the following vessel:				
Employment end date (dd-mm-yyyy)	On-board position			
Vessel name Queen Of Cowichan	Official number /IMO number 7411143	Port of registry Nanaimo	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2				

PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.

s. 22	30-08-2022 Date (dd-mm-yyyy)
Corrine Storey Name	Vice President & Chief Operating Officer Position in company

PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)

I confirm receipt of the above application on _____ This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).

Date (dd-mm-yyyy)

_____ Name of duly authorized official	_____ Date (dd-mm-yyyy)
_____ Signature of duly authorized official	

SEAL



CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral Interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

OPERATIONAL LEVEL		
Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
 _____ Name
s. 22 _____ was assessed on 22-07-2022
 _____ Function Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey

Authorized representative

30-08-2022

Date (dd-mm-yyyy)



Handwritten note: Council and Corporate Secretary

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

NAUTICAL

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22 [Redacted]

as a

s. 22 [Redacted]

was assessed on

Name

Function

22-07-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22 [Redacted]

General Counsel & Corporate Services

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]

ative

Kierra Philbrook

Print name of witness

s. 22 [Redacted]

of witness





Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits this certificate to be accepted in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1: AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.			Company contact Corrine Storey	
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email corrine.storey@bcferries.com			Telephone number 250-978-1192	
PART 2: EMPLOYMENT DETAILS (Foreign Seafarer Details)				
<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 07-02-2023 to 07-02-2023 as s. 22 Employment start date (dd-mm-yyyy) on board the following vessel:				
Vessel name Island Discovery	Official number /IMO number 9831751	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered				
PART 3: AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per the criteria of assessment contained within this form. (For initial application only)				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows the seafarer to carry out their role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement (Form 82-0786). (For initial application only)				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22		09/03/2023		
_____ Corrine Storey Name		_____ Date (dd-mm-yyyy)		
		_____ Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and to ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). It should consist of 4 separate sections, as defined below, and should last approximately 1 hour in duration. Questions and answers must be noted or when possible, the Assessment should be recorded. When noted, the answers given maybe in the form of short phrases but it must be sufficiently clear that it can be used as an aide-mémoire for the purpose of the verification by Transport Canada.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criterias are to be used as a checklist and where the interviewer decides that a criteria has not been met, then it is to be noted and must be taken into account in the final result. It will be for the authorized representative (AR) to decide whether failure to meet one or more criteria(s) means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist and the assessment must be sent with the Application.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met ☉	Not Met ○
Understand short descriptive or narrative communications on specific job topics.	Met ☉	Not Met ○
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met ☉	Not Met ○
Oral Expression		
Use courtesy formulas and some casual small talk.	Met ☉	Not Met ○
Give a set of simple instructions and directions.	Met ☉	Not Met ○
Give brief description of professional experience, situations or simple processes.	Met ☉	Not Met ○
Ask for and give information about needs and feelings related to common everyday activities.	Met ☉	Not Met ○
Make and respond to a range of requests and offers.	Met ☉	Not Met ○

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is to be used by the Authorized Representative (AR) to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement attesting the recognition of a foreign certificate of competency issued in accordance with the provisions of the Regulation II/2, III/2, III/3 or VII/1 at the management level, as defined in the STCW Code.

THE ASSESSMENT

This assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and to ensure the authenticity of the assessment, by a qualified person who holds a certificate of competency at the management level relevant to the discipline of the foreign seafarer (hereinafter "interviewer"). Questions and answers must be noted, or when possible, the assessment should be recorded. When noted, the answers given may be in the form of short phrases but it must be sufficiently clear that it can be used as an aide-mémoire for the purpose of the verification by Transport Canada.

The assessment must be conducted at the management level, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criterias are to be used as a checklist and where the interviewer decides that a criteria has not been met, it is to be noted and must be taken into account. It will be for the AR to decide whether failure to meet one or more criteria(s) means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist and the assessment must be sent with the Application.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

NAUTICAL

- | | |
|--|---|
| • <i>Canada Shipping Act, 2001</i> | • <i>Canada Shipping Act, 2001</i> |
| • <i>Arctic Waters Pollution Prevention Act</i> | • <i>Arctic Waters Pollution Prevention Act</i> |
| • <i>Canadian Transportation Accident Investigation and Safety Board Act</i> | • <i>Marine Liability Act, 2001</i> |
| • <i>Canada Labour Code, Part II</i> | • <i>Canada Labour Code, Part II</i> |

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

NAUTICAL

- | | |
|--|---|
| • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> | • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> |
| • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> | • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> |
| • <i>Ballast Water Regulations SOR/2021-120</i> | • <i>Ballast Water Regulations SOR/2021-120</i> |
| • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> | • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> |
| • <i>Fire and Boat Drills Regulations SOR/2010-83</i> | • <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i> |
| • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> | • <i>Fire and Boat Drills Regulations SOR/2010-83</i> |
| • <i>Load Line Regulations SOR/2007-99</i> | • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> |
| • <i>Marine Machinery Regulations SOR/90-264</i> | • <i>Load Line Regulations SOR/2007-99</i> |
| • <i>Marine Personnel Regulations SOR/2007-115</i> | • <i>Marine Personnel Regulations SOR/2007-115</i> |
| • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> | • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> |
| • <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i> | • <i>Navigation Safety Regulations 2020 SOR/2020-216</i> |
| • <i>Safety Management Regulations SOR/98-348</i> | • <i>Safety Management Regulations SOR/98-348</i> |
| • <i>Steering Appliances and Equipment Regulations SOR/83-810</i> | • <i>Safe Working Practices Regulations C.R.C., c. 1467</i> |
| • <i>Tackle Regulations C.R.C., c. 1494</i> | • <i>Shipping Casualties Reporting Regulations SOR/85-514</i> |
| • <i>Vessel Safety Certificates Regulations SOR/2021-135</i> | • <i>Steering Appliances and Equipment Regulations SOR/83-810</i> |

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

Name

_____ at the management level of responsibility was assessed on

20-01-2023

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

s. 22

Signature of authorized representative

Dana Tremblay

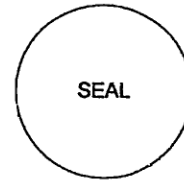
Print name

s. 22

Signature

s. 22

Vessel Council





Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
		<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity		
Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 05-12-2022 to 08-08-2031 as s. 22 on board the following vessel:				
Employment start date (dd-mm-yyyy)	Employment end date (dd-mm-yyyy)	On-board position	Labour market impact assessment no.	Work permit number (begins with a "U") s. 22
Vessel name Kuper	Official number /IMO number 9029267	Port of registry Victoria		
Voyage classification Sheltered				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 _____ Corrine Storey Name		_____ 24-01-2023 Date (dd-mm-yyyy) _____ Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension	
Understand simple work message.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Identify information in simple texts at short texts related to work.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Writing Skills	
Convey short, personal, informal work messages related familiar work situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Copy or record expanded information from short texts.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Complete simple forms with basic familiar information and provide some responses to simple questions.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>

MANAGEMENT LEVEL

Listening Comprehension	
Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade.	Met <input type="radio"/> Not Met <input type="radio"/>
Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand descriptive or narrative monologues or presentations related to everyday or specific job situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Oral Expression	
Participate in basic work conversations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Give instructions and directions for everyday activities and processes.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Give and respond to informal requests, permission, suggestions and advice.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Ask for and give information related to routine daily activities.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Reading Comprehension	
Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Interpret information contained in formatted texts.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Locate and use one or two pieces of information from moderately complex formatted text.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Writing Skills	
Convey professional messages in short, formal and informal correspondence.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Reduce short, factual, oral discourse to notes; and, an information page to a list of details.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write short correspondence for routine professional needs.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Complete a form with detailed professional information.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write a paragraph about a familiar sequence of events or a description.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 General Council
 _____ Name
Management level of responsibility was assessed on 16-11-2022
 Operational or Management Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by
Corrine Storey
 Authorized representative
s. 22
 _____ Date (dd-mm-yyyy)
 Sign _____ ative

SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 [Redacted]

the **Management**

level of responsibility was assessed on

Name

Operational or Management

s. 22 [Redacted]

22-11-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

General Council

Corrine Storey

Print name of authorized representative

s. 22 [Redacted Signature]

Signature



Karin Kasper

s. 22 [Redacted]



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 05-12-2022 to 08-08-2031 as s. 22 on board the following vessel:				
Employment start date (dd-mm-yyyy)	Employment end date (dd-mm-yyyy)	On board position	Labour market impact assessment no. or Work permit number (begins with a "U")	
Kuper	Official number /IMO number 9029267	Port of registry Victoria	s. 22	
Voyage classification sheltered				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 Corrine Storey Name		24-01-2023 Date (dd-mm-yyyy) Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension	
Understand simple work message.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Identify information in simple texts at short texts related to work.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Writing Skills	
Convey short, personal, informal work messages related familiar work situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Copy or record expanded information from short texts.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Complete simple forms with basic familiar information and provide some responses to simple questions.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>

MANAGEMENT LEVEL

Listening Comprehension	
Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Understand descriptive or narrative monologues or presentations related to everyday or specific job situations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Oral Expression	
Participate in basic work conversations.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Give instructions and directions for everyday activities and processes.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Give and respond to informal requests, permission, suggestions and advice.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Ask for and give information related to routine daily activities.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Reading Comprehension	
Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Interpret information contained in formatted texts.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Locate and use one or two pieces of information from moderately complex formatted text.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Writing Skills	
Convey professional messages in short, formal and informal correspondence.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Reduce short, factual, oral discourse to notes; and, an information page to a list of details.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write short correspondence for routine professional needs.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Complete a form with detailed professional information.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>
Write a paragraph about a familiar sequence of events or a description.	Met <input checked="" type="radio"/> Not Met <input type="radio"/>

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 General Counsel
Management Name
Operational or Management level of responsibility was assessed on 22-11-2022
 and was found to be Acceptable Not Acceptable by Corrine Storey
Corrine Storey Date (dd-mm-yyyy)
 Authorized representative s. 22
 Date (dd-mm-yyyy) 24-01-2023
 Sig s. 22 SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

the Management

level of responsibility was assessed on

Name

Operational or Management

s. 22

22-11-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22

S

ive

Karin Kasper

Print name of witness

s. 22

Signature of witness



General Counsel



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 15-11-2022 to				
15-11-2030		Employment start date (dd-mm-yyyy)		
Employment end date (dd-mm-yyyy)		as s. 22 on board the following vessel:		
Vessel name Queen of Surrey	Official number /IMO number 700221	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered/Near Coastal Class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 _____ Corrine Storey Name		07-11-2022 _____ Date (dd-mm-yyyy) Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL


Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension		
Understand simple work message.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Identify information in simple texts at short texts related to work.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Writing Skills		
Convey short, personal, informal work messages related familiar work situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Copy or record expanded information from short texts.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Complete simple forms with basic familiar information and provide some responses to simple questions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

MANAGEMENT LEVEL

Listening Comprehension		
Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand descriptive or narrative monologues or presentations related to everyday or specific job situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Participate in basic work conversations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give instructions and directions for everyday activities and processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give and respond to informal requests, permission, suggestions and advice.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information related to routine daily activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Reading Comprehension		
Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Interpret information contained in formatted texts.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Locate and use one or two pieces of information from moderately complex formatted text.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Writing Skills		
Convey professional messages in short, formal and informal correspondence.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Reduce short, factual, oral discourse to notes; and, an information page to a list of details.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Write short correspondence for routine professional needs.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Complete a form with detailed professional information.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Write a paragraph about a familiar sequence of events or a description.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22
Operational Name level of responsibility was assessed on 21-09-2022
 Operational or Management Date (dd-mm-yyyy) *General Counsel*
 and was found to be Acceptable Not Acceptable by
Corrine Storey
s. 22 07-11-2022
 Date (dd-mm-yyyy) 

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety Inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 the s. 22 level of responsibility was assessed on

Name Operational or Management

21-09-2022 and was found to be acceptable not acceptable by s. 22

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22

entative

Kierre Philbrook

Print name of witness

s. 22

ature of witness

SEAL


Gen. Counsel



Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.			Company contact Corrine Storey	
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 13-10-2022 to 13-10-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy) 13-10-2030		Employment start date (dd-mm-yyyy) 13-10-2022		
Vessel name Queen of Cowichan		Official number /IMO number 7411143	Port of registry Victoria	Labour market impact assessment no. or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief. s. 22				
Corrine Storey Name		21-09-2022 Date (dd-mm-yyyy)		
		Vice President & Chief Operating Officer Position in company		
PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)				
I confirm receipt of the above application on _____ . This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official). Date (dd-mm-yyyy)				
Name of duly authorized official		Date (dd-mm-yyyy)		
Signature of duly authorized official				

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
 _____ Name _____
s. 22 _____ was assessed on 01-09-2022
 _____ Function _____ Date (dd-mm-yyyy)

and was found to be Acceptable Not Acceptable by

Corrine Storey

21-09-2022

 Date (dd-mm-yyyy)



CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety Inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Canada Shipping Act, 2001</i>	• <i>Canada Shipping Act, 2001</i>
• <i>Arctic Waters Pollution Prevention Act</i>	• <i>Arctic Waters Pollution Prevention Act</i>
• <i>Canadian Transportation Accident Investigation and Safety Board Act</i>	• <i>Marine Liability Act, 2001</i>
• <i>Canada Labour Code, Part II</i>	• <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>	• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)</i>
• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>	• <i>Arctic Waters Pollution Prevention Regulations C.R.C. 354</i>
• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>	• <i>Ballast Water Control and Management Regulations SOR/2011-237</i>
• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>	• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>
• <i>Fire and Boat Drills Regulations SOR/2010-83</i>	• <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i>
• <i>Hull Inspection Regulations C.R.C., c. 1432</i>	• <i>Fire and Boat Drills Regulations SOR/2010-83</i>
• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>	• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>
• <i>Load Line Regulations SOR/2007-99</i>	• <i>Load Line Regulations SOR/2007-99</i>
• <i>Marine Machinery Regulations SOR/90-264</i>	• <i>Marine Personnel Regulations SOR/2007-115</i>
• <i>Marine Personnel Regulations SOR/2007-115</i>	• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>
• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>	• <i>Navigation Safety Regulations SOR/2005-134</i>
• <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i>	• <i>Safety Management Regulations SOR/98-348</i>
• <i>Safety Management Regulations SOR/98-348</i>	• <i>Safe Working Practices Regulations C.R.C., c. 1467</i>
• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>	• <i>Shipping Casualties Reporting Regulations SOR/85-514</i>

ENGINEERS

NAUTICAL

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22 [Redacted]

as a

s. 22 [Redacted]

was assessed on

Name

Function

01-09-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22 [Redacted]

General Council

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]



Kierra Philbrook

Print name of witness

s. 22 [Redacted]

ness



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) Nautical Engineering Dual Capacity

Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 15-11-2022 to 15-11-2030 Employment start date (dd-mm-yyyy) Employment end date (dd-mm-yyyy)		
as s. 22 on board the following vessel:		
Vessel name Spirit of BC	Official number /IMO number 901566R	Port of registry Victoria
Labour market impact assessment no.		or Work permit number (begins with a "U") s. 22
Voyage classification Near coastal class 2		

PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief. **s. 22**

<p>Corrine Storey Name</p>	<p>15/12/2022 Date (dd-mm-yyyy)</p> <p>Chief Operating Officer Position in company</p>
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CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 General Counsel
Management level of responsibility was assessed on 12-09-2022
 Operational or Management Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey
 Authorized representative
s. 22
15/12/2022
 Date (dd-mm-yyyy)
 SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*



ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 [Redacted]

the **Management**

level of responsibility was assessed on

Name

Operational or Management

12-09-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]

s. 22 [Redacted]

General Counsel



Dana Tremblay

Print name of witness

s. 22 [Redacted]



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com		Telephone number (250) 978-1192		
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 11-01-2023 to 11-01-2031 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy)		Employment start date (dd-mm-yyyy)		On board position
Vessel name Queen of Surrey	Official number /IMO number 7902221	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered/Near Coastal Class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 Corrine Storey Name		23-11-2022 Date (dd-mm-yyyy) Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 Name

Operational level of responsibility was assessed on 15-11-2022 Operational or Management Date (dd-mm-yyyy)

and was found to be Acceptable Not Acceptable by

Corrine Storey

s. 22 23-11-2022 Date (dd-mm-yyyy)



Legal Counsel

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety-Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle, Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 [Redacted]

the Operational

level of responsibility was assessed on

Name

Operational or Management

15-11-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]

Signature of authorized representative

Dana Tremblay

Print name of witness

s. 22 [Redacted]

Signature of witness

s. 22 [Redacted]
General Counsel





Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS

Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey	
Address			
Number Suite 500	Street 1321 Blanshard St	City Victoria	Province British Columbia
Postal code V8W 0B7			
Email Corrine.Storey@bcferries.com		Telephone number 250-978-1192	

PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) Nautical Engineering Dual Capacity

Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 09-12-2022 to 09-12-2030 as s. 22 on board the following vessel:		
Employment start date (dd-mm-yyyy)	Employment end date (dd-mm-yyyy)	On board position
Vessel name Skeena Queen	Official number /IMO number 9137090	Port of registry Victoria
Labour market impact assessment no.	or	Work permit number (begins with a "U") s. 22
Voyage classification Sheltered		

PART 3. AUTHORIZED REPRESENTATIVE DECLARATION

- I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.
- I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.
- I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.
- I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.
- I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.

s. 22 Signature	24-11-2022 Date (dd-mm-yyyy)
Corrine Storey Name	VP & Chief Operating Officer Position in company



CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22
 Name
Operational level of responsibility was assessed on 21-11-2022
 Operational or Management Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey
 Authorized representative
s. 22
24-11-2022
 Date (dd-mm-yyyy)
 SEAL

General Counsel

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*
- *Tackle Regulations C.R.C., c. 1494*
- *Vessel Safety Certificates Regulations SOR/2021-135*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97*
- *Arctic Waters Pollution Prevention Regulations C.R.C., c. 354*
- *Ballast Water Regulations SOR/2021-120*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations 2020 SOR/2020-216*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*
- *Steering Appliances and Equipment Regulations SOR/83-810*

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

Name

the

Operational

Operational or Management

level of responsibility was assessed on

21-11-2022

Date (dd-mm-yyyy)

and was found to be acceptable not acceptable by

Corrine Storey

Print name of authorized representative

s. 22

Signature of authorized representative

Dana Tremblay

Print name of witness

s. 22

Signature of witness

s. 22

General Counsel



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com		Telephone number (250) 978-1192		
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 14-02-2023 to				
14-Feb-2031		Employment start date (dd-mm-yyyy)		
Employment end date (dd-mm-yyyy)		On board position		
as s. 22		on board the following vessel:		
Vessel name Spirit of BC	Official number /IMO number 9015668	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22		03-01-2023		
_____ Corrine Storey Name		_____ Date (dd-mm-yyyy)		
		Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 **Management** level of responsibility was assessed on 31-08-2022 *General Course* and was found to be Acceptable Not Acceptable by Corrine Storey **Authorized representative** 03-01-2023 Date (dd-mm-yyyy)

s. 22 **SEAL**

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Canada Shipping Act, 2001</i>	• <i>Canada Shipping Act, 2001</i>
• <i>Arctic Waters Pollution Prevention Act</i>	• <i>Arctic Waters Pollution Prevention Act</i>
• <i>Canadian Transportation Accident Investigation and Safety Board Act</i>	• <i>Marine Liability Act, 2001</i>
• <i>Canada Labour Code, Part II</i>	• <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i>	• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i>
• <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i>	• <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i>
• <i>Ballast Water Regulations SOR/2021-120</i>	• <i>Ballast Water Regulations SOR/2021-120</i>
• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>	• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>
• <i>Fire and Boat Drills Regulations SOR/2010-83</i>	• <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i>
• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>	• <i>Fire and Boat Drills Regulations SOR/2010-83</i>
• <i>Load Line Regulations SOR/2007-99</i>	• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>
• <i>Marine Machinery Regulations SOR/90-264</i>	• <i>Load Line Regulations SOR/2007-99</i>
• <i>Marine Personnel Regulations SOR/2007-115</i>	• <i>Marine Personnel Regulations SOR/2007-115</i>
• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>	• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>
• <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i>	• <i>Navigation Safety Regulations 2020 SOR/2020-216</i>
• <i>Safety Management Regulations SOR/98-348</i>	• <i>Safety Management Regulations SOR/98-348</i>
• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>	• <i>Safe Working Practices Regulations C.R.C., c. 1467</i>
• <i>Tackle Regulations C.R.C., c. 1494</i>	• <i>Shipping Casualties Reporting Regulations SOR/85-514</i>
• <i>Vessel Safety Certificates Regulations SOR/2021-135</i>	• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22 [Redacted]

the

Management

level of responsibility was assessed on

Name

Operational or Management

31-08-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22 [Redacted]

General Counsel

Corrine Storey

Print name of authorized representative

s. 22 [Redacted]

e

Dana Tremblay

Print name of witness

s. 22 [Redacted]

witness



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.			Company contact Corrine Storey	
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 14-02-2023 to				
14-Feb-2031		as s. 22		on board the following vessel:
Employment end date (dd-mm-yyyy)		Employment start date (dd-mm-yyyy)		On board position
Vessel name Spirit of BC	Official number /IMO number 9015668	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22			03-01-2023	
_____ Corrine Storey Name			_____ Date (dd-mm-yyyy)	
			Chief Operating Officer Position in company	

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Canada Shipping Act, 2001</i>	• <i>Canada Shipping Act, 2001</i>
• <i>Arctic Waters Pollution Prevention Act</i>	• <i>Arctic Waters Pollution Prevention Act</i>
• <i>Canadian Transportation Accident Investigation and Safety Board Act</i>	• <i>Marine Liability Act, 2001</i>
• <i>Canada Labour Code, Part II</i>	• <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i>	• <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i>
• <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i>	• <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i>
• <i>Ballast Water Regulations SOR/2021-120</i>	• <i>Ballast Water Regulations SOR/2021-120</i>
• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>	• <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i>
• <i>Fire and Boat Drills Regulations SOR/2010-83</i>	• <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i>
• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>	• <i>Fire and Boat Drills Regulations SOR/2010-83</i>
• <i>Load Line Regulations SOR/2007-99</i>	• <i>Life Saving Equipment Regulations C.R.C., c. 1436</i>
• <i>Marine Machinery Regulations SOR/90-264</i>	• <i>Load Line Regulations SOR/2007-99</i>
• <i>Marine Personnel Regulations SOR/2007-115</i>	• <i>Marine Personnel Regulations SOR/2007-115</i>
• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>	• <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i>
• <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i>	• <i>Navigation Safety Regulations 2020 SOR/2020-216</i>
• <i>Safety Management Regulations SOR/98-348</i>	• <i>Safety Management Regulations SOR/98-348</i>
• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>	• <i>Safe Working Practices Regulations C.R.C., c. 1467</i>
• <i>Tackle Regulations C.R.C., c. 1494</i>	• <i>Shipping Casualties Reporting Regulations SOR/85-514</i>
• <i>Vessel Safety Certificates Regulations SOR/2021-135</i>	• <i>Steering Appliances and Equipment Regulations SOR/83-810</i>

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

the

Management

level of responsibility was assessed on

Name

Operational or Management

22-11-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22

General Counsel

Corrine Storey

Print name of authorized representative

s. 22

Signature of authorized represent.

Karin Kasper



s. 22

Signature of witness



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.			Company contact Corrine Storey	
Address				
Number Suite 500	Street 1321 Blanshard St	City Victoria	Province British Columbia	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 09-12-2022 to				
Employment end date (dd-mm-yyyy) 09-12-2030		as s. 22		Employment start date (dd-mm-yyyy) on board the following vessel:
Vessel name Skeena Queen	Official number /IMO number 9137090	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief s. 22				
_____ Corrine Storey Name			_____ 24-11-2022 Date (dd-mm-yyyy)	
_____ VP & Chief Operating Officer			_____ Position in company	

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

OPERATIONAL LEVEL		
Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22
 Name
Operational level of responsibility was assessed on 16-11-2022
 Operational or Management Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Corrine Storey
 Authorized representative
s. 22
24-11-2022
 Date (dd-mm-yyyy)
 SEAL

General course!



CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
<ul style="list-style-type: none"> • <i>Canada Shipping Act, 2001</i> • <i>Arctic Waters Pollution Prevention Act</i> • <i>Canadian Transportation Accident Investigation and Safety Board Act</i> • <i>Canada Labour Code, Part II</i> 	<ul style="list-style-type: none"> • <i>Canada Shipping Act, 2001</i> • <i>Arctic Waters Pollution Prevention Act</i> • <i>Marine Liability Act, 2001</i> • <i>Canada Labour Code, Part II</i>

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS	NAUTICAL
<ul style="list-style-type: none"> • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> • <i>Ballast Water Regulations SOR/2021-120</i> • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> • <i>Fire and Boat Drills Regulations SOR/2010-83</i> • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> • <i>Load Line Regulations SOR/2007-99</i> • <i>Marine Machinery Regulations SOR/90-264</i> • <i>Marine Personnel Regulations SOR/2007-115</i> • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> • <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i> • <i>Safety Management Regulations SOR/98-348</i> • <i>Steering Appliances and Equipment Regulations SOR/83-810</i> • <i>Tackle Regulations C.R.C., c. 1494</i> • <i>Vessel Safety Certificates Regulations SOR/2021-135</i> 	<ul style="list-style-type: none"> • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> • <i>Ballast Water Regulations SOR/2021-120</i> • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> • <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i> • <i>Fire and Boat Drills Regulations SOR/2010-83</i> • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> • <i>Load Line Regulations SOR/2007-99</i> • <i>Marine Personnel Regulations SOR/2007-115</i> • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> • <i>Navigation Safety Regulations 2020 SOR/2020-216</i> • <i>Safety Management Regulations SOR/98-348</i> • <i>Safe Working Practices Regulations C.R.C., c. 1467</i> • <i>Shipping Casualties Reporting Regulations SOR/85-514</i> • <i>Steering Appliances and Equipment Regulations SOR/83-810</i>

ENGINEERS

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

Name

the

Operational

Operational or Management

level of responsibility was assessed on

16-11-2022

Date (dd-mm-yyyy)

and was found to be acceptable not acceptable by

Corrine Storey

Print name of authorized representative

s. 22

Dana Tremblay

Print name of witness

s. 22

Sign

s. 22

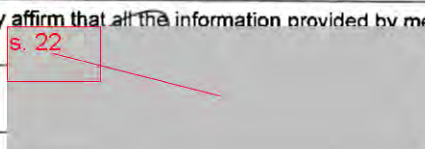
General Counsel



Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Darren Johnston		
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province British Columbia	Postal code V8W 0B7
Email darren.johnston@bcferries.com			Telephone number (250) 978-1222	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from <u>01-July-2022</u> to <u>01-July-2050</u> as <u>s. 22</u> on board the following vessel:				
Employment end date (dd-mm-yyyy)		Employment start date (dd-mm-yyyy)		
Vessel name Spirit of Vancouver Isl		Official number /IMO number 9030682	Port of registry Victoria	Labour market impact assessment no. or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal 1				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief. s. 22				
 Darren Johnston Name		<u>25-05-2022</u> Date (dd-mm-yyyy) Acting Chief Operating Officer Position in company		
PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)				
I confirm receipt of the above application on _____ This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation I/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).				
Date (dd-mm-yyyy)		Date (dd-mm-yyyy)		
Name of duly authorized official		Date (dd-mm-yyyy)		
Signature of duly authorized official		SEAL		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL**Listening Comprehension**

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a _____
 _____ Name
 _____ was assessed on 13-05-2022
 _____ Function Date (dd-mm-yyyy)
 and was found to be Acceptable Not Acceptable by

Darren Johnstons. 2225-05-2022

Date (dd-mm-yyyy)

SEAL

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

NAUTICAL

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

Name

as a

s. 22

Function

was assessed on

13-05-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22

VI. LOMENT
COMEL

Johnston

s. 22



Melanie Christensen

Print name of witness

s. 22

Signature of witness



Declaration of the Authorized Representative

Privacy Notice Statement

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.			Company contact Corrine Storey	
Address				
Number Suite 500	Street 1321 Blanshard Street	City Victoria	Province BC	Postal code V8W 0E7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
Surname s. 22		Given names s. 22		Date of birth (dd-mm-yyyy) s. 22
I declare that I intend to employ the foreign seafarer listed above for the period from 08-08-2022 to 08-08-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy) 08-08-2030		Employment start date (dd-mm-yyyy) 08-08-2022		
Vessel name K'ulut'a		Official number /IMO number 9900588	Port of registry Victoria	Labour market impact assessment no. or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime laws to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22		18-07-2022		
_____ Corrine Storey Name		_____ VP & Chief Operating Officer Position in company		
PART 4. CONFIRMATION OF RECEIPT OF APPLICATION FOR A CANADIAN ENDORSEMENT (To be completed by Transport Canada)				
I confirm receipt of the above application on _____ This notice may be used as documentary evidence that the above Application has been submitted to Transport Canada in accordance with Regulation 1/10 paragraph 5 of the STCW of 1978, as amended, and will remain valid until _____ (Only valid when stamped, dated and signed by an authorized Transport Canada official).				
Date (dd-mm-yyyy)				
_____ Name of duly authorized official		_____ Date (dd-mm-yyyy)		
_____ Signature of duly authorized official				

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement. The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL**Listening Comprehension**

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 _____ as a s. 22 _____
 _____ Name
s. 22 _____ was assessed on 13-07-2022
 _____ Function Date (dd-mm-yyyy)

and was found to be Acceptable Not Acceptable by

Corrine Storey

s. 22

18-07-2022
 Date (dd-mm-yyyy)

SEAL

Canada

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime law of a foreign seafarer wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This is to be conducted in person with the foreign seafarer. Where possible, the Assessment should be tape-recorded. At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Canadian Transportation Accident Investigation and Safety Board Act*
- *Canada Labour Code, Part II*

NAUTICAL

- *Canada Shipping Act, 2001*
- *Arctic Waters Pollution Prevention Act*
- *Marine Liability Act, 2001*
- *Canada Labour Code, Part II*

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Hull Inspection Regulations C.R.C., c. 1432*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Machinery Regulations SOR/90-264*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164*
- *Safety Management Regulations SOR/98-348*
- *Steering Appliances and Equipment Regulations SOR/83-810*

NAUTICAL

- *Administrative Monetary Penalties and Notices (CSA 2001) Regulations (SOR/2008-97)*
- *Arctic Waters Pollution Prevention Regulations C.R.C. 354*
- *Ballast Water Control and Management Regulations SOR/2011-237*
- *Cargo, Fumigation and Tackle Regulations SOR/2007-128*
- *Collision Regulations including Canadian amendments C.R.C., c. 1416*
- *Fire and Boat Drills Regulations SOR/2010-83*
- *Life Saving Equipment Regulations C.R.C., c. 1436*
- *Load Line Regulations SOR/2007-99*
- *Marine Personnel Regulations SOR/2007-115*
- *Maritime Occupational Health and Safety Regulations SOR/2010-120*
- *Navigation Safety Regulations SOR/2005-134*
- *Safety Management Regulations SOR/98-348*
- *Safe Working Practices Regulations C.R.C., c. 1467*
- *Shipping Casualties Reporting Regulations SOR/85-514*

ENGINEERS

- Tackle Regulations C.R.C., c. 1494
- Vessel Certificates Regulations SOR/2007-31
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69

NAUTICAL

- Steering Appliances and Equipment Regulations SOR/83-810
- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Voyage Data Recorder Regulations SOR/2011-203
- Vessel Certificates Regulations SOR/2007-31

Authorized Representative Assessment

I confirm that the knowledge of the applicable canadian maritime legislation and regulations of

s. 22

Name

as a

s. 22

Function

was assessed on

13-07-2022

and was found to be acceptable not acceptable by

Date (dd-mm-yyyy)

s. 22

JP General Counsel

Corrine Storey

s. 22

SEAL

Dana Tremblay

Print name of witness

Signature of witness



Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your Privacy Coordinator.

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blashard Street	City Victoria	Province BC	Postal code V8W 0B7
Email Corinne.Storey@bcferries.com			Telephone number (250) 978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details) <input type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22	Date of birth (dd-mm-yyyy) s. 22		
I declare that I intend to employ the foreign seafarer listed above for the period from 09-09-2022 to 09-09-2030 as s. 22 on board the following vessel:				
Employment end date (dd-mm-yyyy)	as	Employment start date (dd-mm-yyyy)	On board position	
Vessel name Queen of Surrey	Official number /IMO number 7902213	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Sheltered/Near Coastal 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 Corrine Storey Name		16-Dec-2022 Date (dd-mm-yyyy) Chief Operating Officer Position in company		

Declaration of the Authorized Representative

Collection and use of personal information is in accordance with the Privacy Act. This information is collected to issue, to the holder of a valid foreign certificate, a Canadian Endorsement that permits to be accept this certificate in lieu of a certificate issued under Part 3 of the Canada Shipping Act, 2001. The information is collected under the authority of section 16 of the Canada Shipping Act, 2001. The information collected is described in personal information bank entitled Seafarers' Certificates and Documents (TC PPU-030). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the Privacy Act. All personal information collected in relation to the issuance of a Canadian Endorsement is to be retained for two (2) years following the expiry of the Canadian Endorsement. The Privacy Act states that you have the right to access your personal information and to request changes to incorrect information. For more information, please contact your [Privacy Coordinator](#).

PART 1. AUTHORIZED REPRESENTATIVE DETAILS				
Company name British Columbia Ferry Services Inc.		Company contact Corrine Storey		
Address				
Number Suite 500	Street 1321 Blanshard St	City Victoria	Province British Columbia	Postal code V8W 0B7
Email Corrine.Storey@bcferries.com			Telephone number 250-978-1192	
PART 2. EMPLOYMENT DETAILS (Foreign Seafarer Details)				
<input checked="" type="radio"/> Nautical <input type="radio"/> Engineering <input type="radio"/> Dual Capacity				
Surname s. 22	Given names s. 22		Date of birth (dd-mm-yyyy) s. 22	
I declare that I intend to employ the foreign seafarer listed above for the period from 05-12-2022 to 05-12-2030 as s. 22 on board the following vessel:				
Employment start date (dd-mm-yyyy)		Employment end date (dd-mm-yyyy)		
Vessel name Spirit of Vancouver Is.	Official number /IMO number 9030682	Port of registry Victoria	Labour market impact assessment no.	or Work permit number (begins with a "U") s. 22
Voyage classification Near Coastal, Class 2				
PART 3. AUTHORIZED REPRESENTATIVE DECLARATION				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above holds a valid Certificate of Competency, valid Certificates of Proficiency (if required), and a valid Medical Certificate issued by a state with which Canada has entered into a Reciprocal arrangement with.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above, and I have completed an Application for a Canadian Endorsement. The Application form and the supporting documents are enclosed.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above has sufficient knowledge of Canadian maritime legislation and regulations to enable safe and efficient ship operation as set out per section 2.7 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I declare that the foreign seafarer listed above can understand, speak, read and write English or French at level that allows it to carry out its role as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement.				
<input checked="" type="checkbox"/> I hereby affirm that all the information provided by me in this Application and the supporting documents are true and correct to the best of my knowledge and belief.				
s. 22 _____ Corrine Storey Name		_____ 24-11-2022 Date (dd-mm-yyyy) _____ VP & Chief Operating Officer Position in company		

CRITERIA ASSESSMENT FOR KNOWLEDGE OF ONE OF THE TWO OFFICIAL LANGUAGES

WHEN TO USE

The Assessment method outlined below is for use when the authorized representative is required to assess the English or French language proficiency of a foreign seafarer for a Canadian Endorsement, as set out per section 2.5 of the guidance notes contained within the Application for a Canadian Endorsement form (82-0786). The Checklist should be used to confirm proficiency of English or French and as an auditable record for all foreign seafarers wishing to apply for a Canadian Endorsement.

THE ASSESSMENT

This Assessment is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with a native English or French speaker (hereinafter "interviewer"). Where possible, the Assessment should be tape-recorded. It should consist of 4 separate sections and should last approximately 1 hour in duration.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, all of the criteria should have been evaluated. Where there is doubt as to whether a criteria is being met, there may be a need to retry during the Assessment, but if the point must be pressed, it should be left as not met.

Section 1 - Oral interview

This should cover general topics, for example career to date, future plans. The questions should enable and encourage discursive responses allowing the foreign seafarer the chance to ask questions or seek clarification.

This should also cover specific job topics and be tailored to the vocabulary relating to the specific functions to be undertaken by the foreign seafarer. This may include listening to radio messages, loudspeaker announcements, and should certainly include the testing of comprehension and communication of the types of orders, statements and requests that the foreign seafarer is likely to hear or have to make.

Section 2 - Live listening/comprehension

The interviewer should, at a steady pace, read a passage lasting 3-5 minutes of a maritime nature, e.g. an incident or a procedure. The foreign seafarer may take notes throughout (in their own language if preferred). The foreign seafarer should be allowed 2-3 minutes to look over their notes and then be asked to describe the incident in their own words, summarizing the main points.

Section 3 - Reading comprehension

The foreign seafarer should read a document relating to its specific functions to be undertaken e.g. a publication, a report, manufacturers' manuals or a procedure. They should be allowed 4-5 minutes to read it and then be asked to describe the document in their own words, summarizing the main points.

Section 4 - Written expression

The foreign seafarer should write, using marine technical terminology, a document relating to its specific functions e.g. write technical notes or notices to crew, complete forms and report on daily occurrences in the nautical or engineering department.

CRITERIA CHECKLIST (met or not met)

This Criteria Checklist is to help establish levels of listening, speaking, reading and writing abilities and are to be filled in each time an English or French language Assessment is performed on a foreign seafarer wishing to apply for a Canadian Endorsement.

The criteria are to be used as a checklist and where the interviewer decides that one/some criteria are not met then it is to be noted for the record against the criterion. It will be for the authorized representative (AR) to decide whether failure to meet any of the criteria means the foreign seafarer's level of English or French would not be sufficient to carry out their functions safely and effectively.

The completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

OPERATIONAL LEVEL

OPERATIONAL LEVEL		
Listening Comprehension		
Understand short work exchanges containing introductions, casual small talk and greetings.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand short descriptive or narrative communications on specific job topics.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Understand common sequentially presented instructions and directions related to familiar, everyday situations.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Oral Expression		
Use courtesy formulas and some casual small talk.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give a set of simple instructions and directions.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Give brief description of professional experience, situations or simple processes.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Ask for and give information about needs and feelings related to common everyday activities.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Make and respond to a range of requests and offers.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

Reading Comprehension

- Understand simple work message. Met Not Met
- Understand short, simple, clearly sequence instructions and technical texts of familiar everyday situations. Met Not Met
- Understand the purpose, main idea, key information and specific details in simple short texts related to everyday familiar situations and topics. Met Not Met
- Identify information in simple texts at short texts related to work. Met Not Met

Writing Skills

- Convey short, personal, informal work messages related familiar work situations. Met Not Met
- Copy or record expanded information from short texts. Met Not Met
- Complete simple forms with basic familiar information and provide some responses to simple questions. Met Not Met
- Write simple service messages and, a short paragraph to describe a familiar situation, event, professional experience or future plans. Met Not Met

MANAGEMENT LEVEL

Listening Comprehension

- Understand the gist and some details in moderately complex common and predictable work exchanges and communication intended to influence or persuade. Met Not Met
- Understand simple to moderately complex directions and instructions for generally familiar and relevant procedures. Met Not Met
- Understand descriptive or narrative monologues or presentations related to everyday or specific job situations. Met Not Met

Oral Expression

- Participate in basic work conversations. Met Not Met
- Give instructions and directions for everyday activities and processes. Met Not Met
- Give and respond to informal requests, permission, suggestions and advice. Met Not Met
- Ask for and give information related to routine daily activities. Met Not Met
- Describe sequences of events; incidents in the past, present or future; or describe scene, picture or daily routines. Met Not Met

Reading Comprehension

- Understand simple to moderately complex professional and public work messages, step-by-step instructions and for multistep procedures related to everyday situations and descriptive or narrative texts on familiar topics. Met Not Met
- Interpret information contained in formatted texts. Met Not Met
- Locate and use one or two pieces of information from moderately complex formatted text. Met Not Met

Writing Skills

- Convey professional messages in short, formal and informal correspondence. Met Not Met
- Reduce short, factual, oral discourse to notes; and, an information page to a list of details. Met Not Met
- Write short correspondence for routine professional needs. Met Not Met
- Complete a form with detailed professional information. Met Not Met
- Write a paragraph about a familiar sequence of events or a description. Met Not Met

Authorized Representative Assessment

I can confirm that the standard of English of s. 22 the s. 22 Name

Operational

level of responsibility was assessed on 23-11-2022

Operational or Management

Date (dd-mm-yyyy)

and was found to be Acceptable Not Acceptable by

Corrine Storey

24-11-2022

Date (dd-mm-yyyy)

SEAL

Handwritten signature
Counse

CRITERIA ASSESSMENT FOR KNOWLEDGE OF CANADIAN MARITIME LAW

WHEN TO USE

The Assessment method outlined below is for use when the Authorized Representative (AR) is required to assess the knowledge of Canadian maritime legislation and regulations of a foreign seafarer wishing to apply for a Canadian Endorsement

THE ASSESSMENT

This is to be conducted in person, or online if adequate measures are in place to avoid cheating and ensure the authenticity of the assessment, with the foreign seafarer. Where possible, the Assessment should be tape-recorded.

The assessment must be conducted at the appropriate level, operational or management, based on the level of responsibility of the certificate of competency for which the Canadian endorsement is seeking, and not based on the position that the foreign seafarer will be employed.

At the end of the Assessment, the interviewer must be satisfied that the foreign seafarer has sufficient knowledge of applicable Canadian maritime legislation and regulations to enable safe and efficient operation of the vessel.

CRITERIA CHECKLIST

The criteria is to be used as a checklist and where the interviewer decides that one/some are not met, it is to be noted for the record against the criterion. It will be for the AR to decide whether failure to meet any of the criteria means the foreign seafarer's level of knowledge of applicable Canadian maritime legislation would not be sufficient to carry out their functions safely and effectively.

The Completed Criteria Checklist must be sent with the Application. The details of the Assessment and, where available, the tape recording will form the basis of the documentation required for audit. The AR shall keep them for a period of five years and make them available for inspection by Transport Canada.

Identify the principal Government departments, acts and regulations regulating the marine industry.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Explain purpose, general content, structure of acts and regulations listed below according to the function on board.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Knowledge of where to look for information regarding the following topics according to the function on board: hull, machinery, tackle and lifting appliances inspection, safe working practices, occupational health and safety, labour standards, emergency drills, safety management system, administrative monetary penalties.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>
Specific requirements according to the function on board: administrative monetary penalties and notices; investigation procedures; enforcement; occupational health and safety; hours of work and rest; rights and duties of employer and worker; refusal to work if danger; reporting requirements for accidents, incidents and hazardous occurrences, personal injury or death to Transport Canada and Transportation Safety Board; permitted discharge of pollutants; emission control areas; ballast water control and management; pollution certificates; NORDREG; inspection certificates; load line certificates; conditions for issue and renewal certificate; authorities and powers of Transport Canada and Transportation Safety Board of Canada; authorities and powers of Marine Safety inspectors; authorities and powers of delegated health and safety officers; vessel traffic schemes and reporting requirements; charts and publications to be carried on board; ECDIS training; <i>Canadian Collision Regulations</i> and buoy/aids to navigation system.	Met <input checked="" type="radio"/>	Not Met <input type="radio"/>

LIST OF APPLICABLE ACTS FOR THE ASSESSMENT

ENGINEERS

NAUTICAL

- | | |
|---|--|
| <ul style="list-style-type: none"> • <i>Canada Shipping Act, 2001</i> • <i>Arctic Waters Pollution Prevention Act</i> • <i>Canadian Transportation Accident Investigation and Safety Board Act</i> • <i>Canada Labour Code, Part II</i> | <ul style="list-style-type: none"> • <i>Canada Shipping Act, 2001</i> • <i>Arctic Waters Pollution Prevention Act</i> • <i>Marine Liability Act, 2001</i> • <i>Canada Labour Code, Part II</i> |
|---|--|

LIST OF APPLICABLE REGULATIONS FOR THE ASSESSMENT

ENGINEERS

NAUTICAL

- | | |
|---|--|
| <ul style="list-style-type: none"> • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> • <i>Ballast Water Regulations SOR/2021-120</i> • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> • <i>Fire and Boat Drills Regulations SOR/2010-83</i> • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> • <i>Load Line Regulations SOR/2007-99</i> • <i>Marine Machinery Regulations SOR/90-264</i> • <i>Marine Personnel Regulations SOR/2007-115</i> • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> • <i>Policy Committees, Work Place Committees and Health and Safety Representatives Regulations SOR/2015-164</i> • <i>Safety Management Regulations SOR/98-348</i> • <i>Steering Appliances and Equipment Regulations SOR/83-810</i> • <i>Tackle Regulations C.R.C., c. 1494</i> • <i>Vessel Safety Certificates Regulations SOR/2021-135</i> | <ul style="list-style-type: none"> • <i>Administrative Monetary Penalties and Notices (CSA 2001) Regulations SOR/2008-97</i> • <i>Arctic Waters Pollution Prevention Regulations C.R.C., c. 354</i> • <i>Ballast Water Regulations SOR/2021-120</i> • <i>Cargo, Fumigation and Tackle Regulations SOR/2007-128</i> • <i>Collision Regulations including Canadian amendments C.R.C., c. 1416</i> • <i>Fire and Boat Drills Regulations SOR/2010-83</i> • <i>Life Saving Equipment Regulations C.R.C., c. 1436</i> • <i>Load Line Regulations SOR/2007-99</i> • <i>Marine Personnel Regulations SOR/2007-115</i> • <i>Maritime Occupational Health and Safety Regulations SOR/2010-120</i> • <i>Navigation Safety Regulations 2020 SOR/2020-216</i> • <i>Safety Management Regulations SOR/98-348</i> • <i>Safe Working Practices Regulations C.R.C., c. 1467</i> • <i>Shipping Casualties Reporting Regulations SOR/85-514</i> • <i>Steering Appliances and Equipment Regulations SOR/83-810</i> |
|---|--|

ENGINEERS

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

NAUTICAL

- Vessel Fire Safety Regulations SOR/2017-14
- Vessel Pollution and Dangerous Chemicals Regulations SOR/2012-69
- Vessel Safety Certificates Regulations SOR/2021-135
- Canadian Vessel Plan Approval and Inspection Standard TP 15456

Authorized Representative Assessment

I confirm that the knowledge of the applicable Canadian maritime legislation and regulations of

s. 22

Name

the

Operational

Operational or Management

level of responsibility was assessed on

23-11-2022

Date (dd-mm-yyyy)

and was found to be acceptable not acceptable by

Corrine Storey

Print name of authorized representative

s. 22

Signature

Dana Tremblay

Print name of witness

s. 22

Signature

s. 22

General Counsel

