Commanding Officer (NMC-21)

USCG National Maritime Center

100 Forbes Drive

Martinsburg, WV 25404

Subject: Designation of Captain John Doe as Qualified Assessor

Ref: a. NVIC 19-14

 b. 46 CFR 10.405

I hereby request that *Captain John Doe*, Ref: XXXXXX; be designated as a Qualified Assessor. *Captain John Doe* has read, understands and will follow the national assessment guidelines of NVIC 19-14 and the “Assessor’s Manual for Conducting Mariner Assessments”, June 2000.

Captain Doe’s current qualifications are; Master - Any Gross Tons - Oceans and Master- 3000 GT or More-Management Level; He possesses the professional credentials, experience and qualifications that are superior or equal to the relevant level of knowledge, skills, and abilities to be assessed.

I request that Captain Doe be authorized to assess the following STCW endorsement levels;

1. Officer in Charge of a Navigational Watch on Vessels 3000 GT or More (STCW II/1)
2. Chief Mate and Master on Vessels 3000 GT or More (STCW II/2)
3. Chief Mate and Master on Vessels 500 GT or More and Less than 3000 GT (STCW II/2)
4. Master on Vessels Less than 500 GT (STCW II/2)
5. Officer in Charge of a Navigational Watch on Vessels 500 GT or Less (STCW II/2)
6. Master on Vessels Less than 500 GT Limited to Near Coastal Waters (STCW II/3)
7. Officer in Charge of a Navigational Watch on Vessels Less than 500 GT limited to Near Coastal Waters (STCW II/3)
8. Ratings Forming Part of a Navigational Watch ((STCW II/4)
9. Able Seafarer-Deck (STCW II/5)
10. Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (STCW VI/2-1)
11. Proficiency in Survival Craft and Rescue Boats other than Lifeboats and Fast Rescue Boats (STCW VI/2-1)

I understand that this approval is granted for a 5-year period and may be renewed upon request as per reference a. and b.

Sincerely,

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Your Name

Authorized Company Person