



Economic and Social Council

Distr.: General
20 July 2020

Original: English

Economic Commission for Europe

Inland Transport Committee

Working Party on Inland Water Transport

Sixty-fourth session

Geneva, 7–9 October 2020

Item 11 of the provisional agenda

Mutual recognition of boatmasters' certificates and harmonization of professional requirements in inland navigation

Revision of resolution No. 31: Standards for models of crew-related documents

Note by the secretariat

Mandate

1. This document is submitted in line with the programme of work of the Transport subprogramme for 2020 (ECE/TRANS/2020/21, chapter IV, table, section A, para. 11) adopted by the Inland Transport Committee at its eighty-second session (ECE/TRANS/294, para. 136).
2. At its fifty-sixth session, the Working Party on the Standardization of Technical and Safety Requirements in Inland Navigation (SC.3/WP.3) exchanged views on the applicability of the standards of competence in the European Standard for Qualification in Inland Navigation (ES-QIN) for countries outside CESNI in connection with the revision of resolution No. 31. The secretariat was asked to continue work on proposals for revision of resolution No. 31 (ECE/TRANS/SC.3/WP.3/112, para. 88).
3. The annex to this document contains provisions of the standards for models of crew-related documents, adopted by the European Standard for Qualifications in Inland Navigation (ES-QIN) edition 2019,¹ which complement Directive (EU) 2017/2397 on the recognition of professional qualifications in inland navigation. SC.3 may wish to use them as the basis for updating resolution No. 31.

¹ See ES-QIN edition 2019, Part V “Standards for models of crew-related documents”, www.cesni.eu/wp-content/uploads/2020/03/ES-QIN_2019_en.pdf.

Annex

Standards for models of crew-related documents

Chapter 1: Standards for certificates of qualification as a boatmaster and for certificates of qualification as a liquefied natural gas (LNG) expert and as a passenger navigation expert (Resolution CESNI 2019-II-1)

Standard for the electronic form for certificates of qualification

The model for certificates of qualification as a boatmaster and the model for certificates of qualification as a liquefied natural gas (LNG) expert or as a passenger navigation expert shall be the PDF/A document that includes the data related to the concerned certificate, which may be extracted from the database referred to in Article 25(2) of Directive (EU) 2017/2397 of the European Parliament and of the Council¹ under the crew member personal file. This certificate of qualification in PDF/A shall include the security features allowing verification of origin and integrity of data in accordance with Regulation (EU) No 910/2014 of the European Parliament and of the Council.²

[Name of country] Flag

**CERTIFICATE OF QUALIFICATION
IN INLAND NAVIGATION
{Boatmaster}**

1. Family name(s) of the holder
2. First name(s)
- 3a. Date of birth
- 3b. Place of birth
4. Crew member identification number
5. Photo
6. Serial number
7. Date of issue
8. Date of expiry
9. Name of issuing authority
10. Specific authorisation(s) coded
11. Fitness related mitigation measures and restrictions

2D-Barcode

¹ Directive (EU) 2017/2397 of the European Parliament and of the Council of 12 December 2017 on the recognition of professional qualifications in inland navigation and repealing Council Directives 91/672/EEC and 96/50/EC (OJ L 345, 27.12.2017, p. 53).

² Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC (OJ L 257, 28.8.2014, p. 73).

Instructions for the issuing authorities:

1. Current family name(s) of the holder
2. Current first name(s) of the holder

Names shall be those appearing on the ID card or passport of the person concerned and shall be entered in UNICODE.

If a name is spelled differently in UNICODE and in ASCII, it shall also be transcribed in ASCII in brackets.

- 3a. Date of birth (dd/mm/yyyy)
- 3b. Place of birth (city)
4. Crew member identification number of the holder (CID) as in the database referred to in Article 25(2) of Directive (EU) 2017/2397
5. Physical identification of the holder by importing the electronic image file
6. Serial number of the certificate

The serial number of the certificate shall consist of:

 - the crew member’s CID;
 - the type of document as coded in the European Reference Data Management System (ERDMS);
 - the issuing authority as coded in ERDMS;
 - the number of the document in 4 digits.
7. Date of issue of certificate
8. Date of expiry
9. Name of issuing authority
10. Specific authorisation(s) coded: R (for sailing with the aid of radar); M (for sailing on inland waterways with a maritime character); Stretches for specific risk as coded in the European Reference Data Management System (ERDMS); C (for sailing large convoys), coded with the issuing authority and indication of serial number of the authorisation

11. Fitness related mitigation measures and restrictions (code 01 until 09 as in ES-QIN)

For the certificates of qualification as an LNG expert and as a passenger navigation expert, points 10 and 11 shall not apply.

As regards the Union certificates of qualifications, the title of the document may be replaced by

“European Union certificate of qualification in inland navigation”

and the flag may be the European Union flag.

As regards certificates of qualifications issued in accordance with the Regulations for Rhine Navigation Personnel, the title of the document may be replaced by

“CCNR¹ certificate of qualification”

and the flag may be the CCNR flag.

Visual characteristics of the certificate of qualification

Background in light blue colour: Pantone 290C

Printable in A4

¹ Note by the secretariat: the Central Commission for the Navigation of the Rhine.

Standard for the hard copy of the certificates of qualification as a boatmaster

1. Model for the hard copy of the certificates of qualification as a boatmaster:

(front)

[Name of country]	Flag
Certificate of qualification in inland navigation Boatmaster	
1. Family name(s) of the holder	5. Photo
2. First name(s)	
3a. Date of birth 3b. Place of birth	
4. Crew member identification number	
7. Date of issue 8. Date of expiry	6. Serial No.
9. Name of issuing authority	
10. Specific authorisation(s) coded	
11. Fitness related mitigation measures and restrictions	

(back)

Certificate of qualification in inland navigation Boatmaster	2D-BARCODE
10. (Additional text if necessary)	
11. (Additional text if necessary)	

Instructions for the issuing authorities:

1. Current family name(s) of the holder
2. Current first name(s) of the holder

Names shall be those appearing on the ID card or passport of the person concerned and shall be entered in UNICODE.

If a name is spelled differently in UNICODE and in ASCII, it shall also be transcribed in ASCII in brackets.

- 3a. Date of birth (dd/mm/yyyy)
- 3b. Place of birth (city)
4. Crew member identification number of the holder (CID) as in the database referred to in Article 25(2) of Directive (EU) 2017/2397
5. Physical identification of the holder by importing the electronic image file
6. Serial number of certificate

The serial number of the certificate shall consist of:

- the crew member's CID;
- the type of document as coded in the European Reference Data Management System (ERDMS);
- the issuing authority as coded in ERDMS;

- the number of the document in 4 digits.
7. Date of issue of certificate
 8. Date of expiry
 9. Name of issuing authority
 10. Specific authorisation(s) coded: R (for sailing with the aid of radar); M (for sailing on inland waterways with a maritime character); Stretches for specific risk as coded in ERDMS); C (for sailing large convoys)
 11. Fitness related mitigation measures and restrictions (code as in ES-QIN)

As regards the Union certificates of qualifications, the title in the front and back sides of the document may be replaced by

“European Union certificate of qualification in inland navigation
Boatmaster”

and the flag may be the European Union flag.

As regards certificates of qualifications issued in accordance with the Regulations for Rhine Navigation Personnel, the title in the front and back sides of the document may be replaced by

“CCNR certificate of qualification
Boatmaster”

and the flag may be the CCNR flag.

Physical characteristics of the certificate of qualification as a boatmaster:

Background in light blue colour: Pantone 290C

Card format ID-1 according to ISO/IEC 7810.

2. Model for the hard copy of the certificates of qualification as an LNG expert or as a passenger navigation expert

(front)

(back)

Instructions for the issuing authorities:

1. Current family name(s) of the holder
2. Current first name(s) of the holder

Names shall be those appearing on the ID card or passport of the person concerned and shall be entered in UNICODE.

If a name is spelled differently in UNICODE and in ASCII, it shall also be transcribed in ASCII in brackets.

- 3a. Date of birth (dd/mm/yyyy)
- 3b. Place of birth (city)
4. Crew member identification number of the holder as in the database referred to in Article 25(2) of Directive (EU) 2017/2397 (CID)
5. Physical identification of the holder by importing of electronic image file
6. Serial number of certificate

The serial number of the certificate shall consist of:

- the crew member’s CID;
- the type of document as coded in the European Reference Data Management System (ERDMS);
- the issuing authority as coded in ERDMS;
- the number of the document in 4 digits.

7. Date of issue of certificate
8. Date of expiry
9. Issuing authority

As regards the Union certificates of qualifications, the title in the front side of the document may be replaced by

“European Union certificate of qualification in inland navigation
LNG expert”

or

“European Union certificate of qualification in inland navigation
Passenger navigation expert”

and the flag may be the European Union flag.

As regards certificates of qualifications issued in accordance with the Regulations for Rhine Navigation Personnel, the title in the front side of the document may be replaced by

“CCNR certificate of qualification
LNG expert”

or

“CCNR certificate of qualification
Passenger navigation expert”

and the flag may be the CCNR flag.

Physical characteristics of the certificate of qualification as passenger navigation or as an LNG expert

Background in light blue colour: Pantone 290C

Card format ID-1 according to ISO/IEC 7810.

Other certificates concerning qualifications relevant for inland navigation

Title of certificate: _____

Fitness related mitigation measures and restrictions:

Serial number:

Date of issue:

Date of expiry:

Issuing authority:

Signature and stamp of issuing authority:

Title of certificate: _____

Fitness related mitigation measures and restrictions:

Serial number:

Date of issue:

Date of expiry:

Issuing authority:

Signature and stamp of issuing authority:

SRBXXXXSSS

Service time

Service time on board, name of craft: _____

Unique European vessel identification number or other official craft number:
_____Type of craft¹: _____

State of registration: _____

Length of craft in m^{*}, /number of passengers^{*}: _____Owner (name and address): _____
_____Holder assumed service as²: _____

Holder assumed service on (date): _____

End of service (date): _____

Boatmaster (name and address): _____
_____Place, date and signature of boatmaster: _____

Service time on board, name of craft: _____

Unique European vessel identification number or other official craft number:
_____Type of craft¹: _____

State of registration: _____

Length of craft in m^{*}, /number of passengers^{*}: _____Owner (name and address): _____
_____Holder assumed service as²: _____

Holder assumed service on (date): _____

End of service (date): _____

Boatmaster (name and address): _____
_____Place, date and signature of boatmaster: _____
_____**SRBXXXXSSSS**¹ For type of craft, always indicate if type C or G tanker, large convoy or if craft using LNG as fuel.² Holder assumed service as: the function shall be numbered according to instruction for keeping the logbook.

* Delete if not applicable.

Pages 5 to 22 as page 4

Navigation time and stretches of inland waterways sailed over last 15 months Year: ...

The number of days navigated must be coherent with the navigation time entered in the logbook!

Name of craft or unique European identification number or other official craft number	journey from (km)	via	to (km)	Start of journey (date)	Days of interruption	End of the journey (date)	Total number of navigation days	Signature of boatmaster
A	B			C	D	E	F	G
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Complete document yes no

Doubts at line(s) _____

Doubts have been eliminated by presenting (parts of) the logbook other official documents

Space reserved for the competent authority

To be completed by the authority: total number of navigation days taken into consideration from this page

--

Validation mark of the competent authority

Presented on (date) _____

SRBXXXXSSSS

Signature and stamp of the authority

Pages 24 to 55 as page 23

Headings of columns A to G not printed on those pages

SRBXXXXSSS

Page 56 of the model

Without content

SRBXXXXSSS

2. Instructions for the issuing authorities

Flag

Flag shall be the European Union flag, the CCNR flag or a third country flag as relevant.

Identification of the holder

1. Current family name(s) of the holder
2. Current first name(s) of the holder

Names shall be those appearing on the ID card or passport of the person concerned and shall be entered in UNICODE.

If a name is spelled differently in UNICODE and in ASCII, there shall also be a transcription in ASCII in brackets.

- 3a. Date of birth (dd/mm/yyyy)
- 3b. Place of birth (city)
4. Crew member identification number of the holder (CID) as in the database referred to in Article 25(2) of Directive (EU) 2017/2397 of the European Parliament and of the Council¹

Identification of the service record book combined with the certificates of qualification

The serial number of the service record book shall consist of:

- the crew member's CID
- the type of document as coded in the European Reference Data Management System (ERDMS)
- the issuing authority as coded in ERDMS
- the number of the document in 4 digits

The serial number of the service record book without the part on CID shall be repeated in the lower section of each page.

Certificates of qualification

The title of the issued certificate shall be inserted (in caps font) by the relevant competent authority. It shall be complemented by the following numbers in brackets, as appropriate:

“(2)” for Helmsman, “(3)” for Able boatman, “(4)” for Boatman, “(5)” for Deckhand and “(6)” for Apprentice.

As regards the Union certificates of qualifications, the title “European Union certificate of qualification in inland navigation” accompanied by the relevant qualification shall be indicated for example “European Union certificate of qualification in inland navigation – Able boatman (3)”.

As regards certificates of qualifications issued in accordance with the Regulations for Rhine Navigation Personnel, the title “CCNR certificate of qualification” accompanied by the relevant qualification shall be indicated for example “CCNR certificate of qualification – Able boatman (3)”.

Physical characteristics of the document

Colour: cover: light blue Pantone 290C; white background of inner pages

Format A5 according to ISO 216

Example of a filled in entry for service time²

¹ Directive (EU) 2017/2397 of the European Parliament and of the Council of 12 December 2017 on the recognition of professional qualifications in inland navigation and repealing Council Directives 91/672/EEC and 96/50/EC (OJ L 345, 27.12.2017, p. 53–86).

² Note by the secretariat is not reproduced in the present document.

**Chapter 3: Standards for the practical simulator examination certificate
(Resolution CESNI 2019-II-3)**

1. Model of the certificate

We, name of the examining body, hereby certify with document number that	
1. Current family name(s) of the holder	
2. Current first name(s) of the holder	
3a. Date of birth (dd/mm/yyyy)	3b. Place of birth (city)
has passed the practical examination [for obtaining a certificate of qualification as a boatmaster] [and] [for a specific authorisation for sailing with the aid of radar]	
on the simulator (name of the simulator), approved by (name of the competent authority).	
Place and date of issue	
Signature and stamp of the examining body	

Instructions:

Names shall be those appearing on the ID card or passport of the person concerned and shall be entered in UNICODE.

If a name is spelled differently in UNICODE and in ASCII, it shall also be transcribed in ASCII in brackets.

Choose the applicable examination and delete the other examination if not applicable.

2. Characteristics of the certificate

Colour: white background Format A4 according to ISO 216

Chapter 4: Standards for the service record book (Resolution CESNI 2019-II-4)

1. Model of service record book

Page 1 of the model

Name of country

Flag

Service record book

Identification of the holder

2D-Barcode

1. Name(s) of the holder:
2. First name(s):
- 3a. Date of birth:
- 3b. Place of birth:
4. Crew member identification number:
5. Photo

Identification of the service record book

1. Serial number:
2. Date of issue:
3. Issuing authority:
4. Signature and stamp of issuing authority:
5. Serial number of former service record book:

SRBXXXXSSSS

Page 2 of the model

Without content

SRBXXXXSSS

Service time

Service time on board, name of craft: _____

Unique European vessel identification number or other official craft number:

Type of craft¹: _____

State of registration: _____

Length of craft in m^{*}, /number of passengers^{*}: _____

Owner (name and address): _____

Holder assumed service as²: _____

Holder assumed service on (date): _____

End of service (date): _____

Boatmaster (name and address): _____

Place, date and signature of boatmaster: _____

Service time on board, name of craft: _____

Unique European vessel identification number or other official craft number:

Type of craft¹: _____

State of registration: _____

Length of craft in m^{*}, /number of passengers^{*}: _____

Owner (name and address): _____

Holder assumed service as²: _____

Holder assumed service on (date): _____

End of service (date): _____

Boatmaster (name and address): _____

Place, date and signature of boatmaster: _____

SRBXXXXSSSS

¹ For type of craft, always indicate if type C or G tanker, large convoy or if craft using LNG as fuel.
² Holder assumed service as: the function shall be numbered according to instruction for keeping the logbook.
^{*} Delete if not applicable.

Pages 4 to 22 as page 3

Navigation time and stretches of inland waterways sailed over last 15 months Year: ...

The number of days navigated must be coherent with the navigation time entered in the logbook!

Name of craft or unique European identification number or other official craft number	journey from (km)	via	to (km)	Start of journey (date)	Days of interruption	End of the journey (date)	Total number of navigation days	Signature of boatmaster
A	B			C	D	E	F	G
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Complete document yes no

Doubts at line(s) _____

Doubts have been eliminated by presenting (parts of) the logbook other official documents

Space reserved for the competent authority

To be completed by the authority: total number of navigation days taken into consideration from this page

Validation mark of the competent authority

Presented on (date) _____

SRBXXXXSSSS

Signature and stamp of the authority

Pages 24 to 55 as page 23

Headings of columns A to G not printed on the following pages 26 to 55.

Without content

SRBXXXXSSS

2. Instructions for the issuing authorities

Flag

Flag shall be the European Union flag, the CCNR flag or a third country flag as relevant.

Identification of the holder

1. Current family name(s) of the holder
2. Current first name(s) of the holder

Names shall be entered as in the concerned person's ID card or in the concerned person's passport in UNICODE..

If a name is spelled differently in UNICODE and in ASCII, there shall also be a transcription in ASCII in brackets.

- 3a. Date of birth (dd/mm/yyyy)
- 3b. Place of birth (city)
4. Crew member identification number of the holder (CID) as in the database referred to in Article 25(2) of Directive (EU) 2017/2397 of the European Parliament and of the Council¹.

Identification of the service record book

The serial number of the service record book shall consist of:

- the crew member's CID;
- the type of document as coded in the European Reference Data Management System (ERDMS);
- the issuing authority as coded in ERDMS;
- the number of the document in 4 digits.

The serial number of the service record book without the part on CID shall be repeated in the lower section of each page.

Physical characteristics of the document

Colour: cover: light blue Pantone 290C; white background of inner pages

Format A5 according to ISO 216

Example of a filled in entry for service time²

¹ Directive (EU) 2017/2397 of the European Parliament and of the Council of 12 December 2017 on the recognition of professional qualifications in inland navigation and repealing Council Directives 91/672/EEC and 96/50/EC (OJ L 345, 27.12.2017, p. 53–86).

² Note by the secretariat is not reproduced in the present document.

**Chapter 5: Standards for the logbook
(Resolution CESNI 2019-II-5)**

1. Model of a logbook

Page 1 of the model

Name of country

Flag

Logbook

Serial number of the logbook: _____

Date of issue: _____

Name of craft: _____

Unique European vessel identification number: _____

Issuing authority: _____

Signature and stamp of issuing authority: _____

LBKXXXXSSS

Page 2 of the model

Instructions for keeping the logbook

This logbook contains 200 pages, numbered from 1 to 200. Entries shall be legible and made in ink (e.g. using print letters).

Entries in the logbook shall be made in accordance with applicable crewing regulations. In the case of inland waterways whose courses are not fully within the scope of a manning requirement, the navigation time and rest time acquired on sections located outside the scope of the regulation shall also be taken into account.

Where loading and unloading activities require active navigational operations, such as dredging or manoeuvres between loading or unloading points, the time used for such activities shall be entered as navigation time.

Activities of crew members shall be entered according to their functions by using their respective number:

- 1 Boatmaster
- 2 Helmsman
- 3 Able boatman
- 4 Boatman
- 5 Deckhand
- 6 Apprentice
- 7 Engineer
- 8 Engine minder
- 9

If national regulations provide for other functions than the ones listed here above, such functions shall be entered using numbers from 9 onwards with the indication of the respective national title.

On each page the following entries shall be made:

- the operating mode (after each change of the operating mode, a new page shall be used);
 - the year;
 - as soon as the craft starts the journey:
 - 1st column - Date (day and month)
 - 2nd column - Time (hour, minute)
 - 3rd column – Name of the location of the start of the journey
 - 4th column – Waterway and km of the location of the start of the journey;
 - as soon as the craft interrupts the journey:
 - 1st column - Date (day and month) if different from day of the start of the journey
 - 5th column - Time (hour, minute)
 - 6th column - Name of the location where the craft is stationary
 - 7th column – Waterway and km of the location where the craft is stationary;
- as soon as the craft starts to navigate again: same entries as start of the journey;
as soon as the craft ends its journey: same entries as interruption of the journey.

LBKXXXXSSSS

Page 3 of the model

- Column 8 shall be filled in (function, name(s), first name(s), serial number of crew member's service record book or serial number of the certificate of qualification as a boatmaster) when the crew comes on board for the first time and whenever the composition of the crew changes.
- In columns 9 to 11, the start and end of the rest times for each crew member shall be recorded. These entries shall be done by 08:00 of the following day. If crew members spend rest times following a regular schedule, a single scheme per journey is sufficient.
- In columns 12 and 13, any changes to the crew shall be recorded specifying the embarking and disembarkation of each crew member.

LBKXXXXSSSS

Page 4 of the model

Without content

LBKXXXXSSS

REST TIMES

Operating mode* _____

Year	CRAFT						CREW											
	Start of the voyage		End of the voyage				Crew members			Service record book	Rest times of the crew members				Embarked	Disemb.		
1	2	3	4	5	6	7	8				9	10		11	12	13		
Date	Time	Location	km	Time	Location	km	Function	Name and first name		No	from	until	from	until	from	until	Time	Time

LBKXXXXSSSS

* if applicable

2. Instructions for the issuing authorities

Flag

Flag shall be the European Union flag, the CCNR flag or a third country flag as relevant.

Identification of the logbook

The serial number of the logbook shall consist of:

- the type of document as coded in the European Reference Data Management System (ERDMS);
- the issuing authority as coded in ERDMS;
- the number of the document in 4 digits.

The serial number of the logbook shall be repeated in the lower section of each page.

Physical characteristics of the document:

Colour: red Pantone 187C for the cover; white background of inner pages

Format A4 horizontal according to ISO 216.
