



**Department of Transport**  
*An Roinn Iompair*



## **Marine Notice No. 3 of 2008**

*To all Owners, Agents, Operators, Masters, Fishing Skippers, National Maritime College, National Fishery Training Centres, Approved Training Providers and to all Fishermen and Seafarers*

### **Appeals procedures for Fishing Vessel Certificate of Competency written examinations**

Outlined in the Annex to this Marine Notice is the Appeals procedure which is in place for Fishing Vessel Certificate of Competency written examinations conducted in the BIM National Fisheries College, Greencastle, Co. Donegal and the BIM Regional Fisheries Centre, Castletownbere, Co. Cork.

Director General,  
Maritime Safety Directorate,  
Department of Transport,  
Leeson Lane,  
Dublin 2.  
28/01/2008

For any technical assistance in relation to this Marine Notice please contact  
The Marine Survey Office, Leeson Lane, Dublin 2 +353 1 678 3400  
For information in relation to technical specification/type approval of radio equipment contact the Radio Surveyors  
+353 1 678 2363/2364/2365/2367.  
For general enquiries please contact the Maritime Safety Division at +353-1-678 3418  
Any enquiries concerning Marine Notices should be addressed to:  
Maritime Safety Directorate, Leeson Lane, Dublin 2  
Email: [marine.notices@transport.gov.ie](mailto:marine.notices@transport.gov.ie)  
Or visit us at: [www.transport.ie](http://www.transport.ie)

## ANNEX

### **Fishing Vessel Certificates Of Competency – Written Examinations.**

#### PROCEDURE FOR APPLYING FOR REVIEW OF EXAMINATION SCRIPTS AND APPEAL OF MARKS AWARDED.

**N.B.** Applications for appeal of results relating to an earlier attempt at an examination, where the candidate has already made a further attempt at the particular subject, will not be permitted.

Phase 1. The student should write to the Principal, B.I.M. National Fisheries College, requesting to see his/her examination paper.

At this stage a person nominated by the college will be present with the candidate throughout the viewing of the examination paper. One other person may accompany the student. The script will not be permitted to be copied or marked in any way. No cameras, mobile phones or writing instruments of any kind will be permitted to be used by the student or accompanying person during the viewing process. No discussion shall take place between the nominated person and the candidate.

Any administrative fee levied for this phase will be a matter for the college to determine and to promulgate accordingly.

Phase 2. If the student is not satisfied, he / she should write to the Principal, B.I.M. National Fisheries College requesting that an administrative check is carried out. This involves a check of the marking process and the additions of the marks. The NFC will then advise the candidate of the result of the review.

Any administrative fee levied for this phase will be a matter for the college to determine and to promulgate accordingly.

Phase 3. If the student, not being satisfied, wishes to appeal the marks awarded, he / she should write to the Principal, B.I.M. National Fisheries College requesting that the examination script is reviewed by another examiner at the college\*. This review does not exclude the original examiner. The NFC will then advise the candidate of the result of the review.

Any administrative fee levied for this phase will be a matter for the college to determine and to promulgate accordingly.

\*In the case where no alternative examiner is available, phase 3 may be omitted.

Phase 4. The student, not being satisfied, with the result of the appeal in phase 3, or where no other college examiner is available, should write to the Principal, B.I.M. National Fisheries College requesting that the examination script be reviewed by the Examiner of Master, Mates and Fishermen or the Examiner of Engineers as appropriate. A discussion will take place between the Department's examiner and the original examiner to agree on a final result. In the case of disagreement the examiner of Master, Mates and Fishermen or the Examiner of Engineers, as appropriate will have the final say. The Department will not charge a fee for this phase.

The NFC will then advise the candidate of the result of the appeal.