

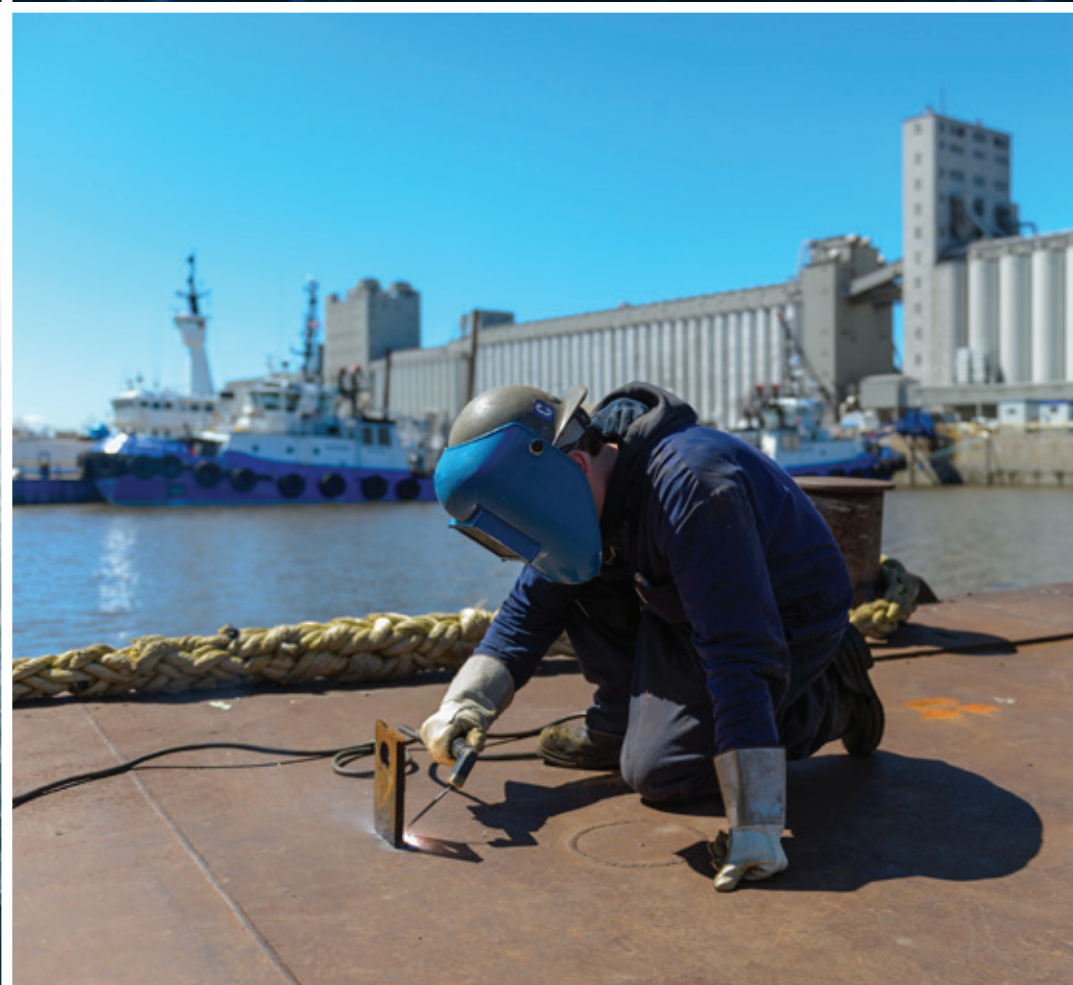


# Maritime industry training requirements survey

2018-2019



Human Resources  
Sectorial Committee  
of the Maritime Industry





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# INTRODUCTION

## About CSMOIM

Founded in 2001, the Human Resources Sectorial Committee of the Maritime Industry (CSMOIM) is a centre for consensus-building and action, aimed at developing skilled human resources in order to contribute to the Québec marine industry's viability and growth. Composed of company and worker representatives, CSMOIM supports the marine sector by implementing projects linked to training, human resources management, sector-based knowledge and human resources renewal-related planning.

## Marine industry training requirements survey

To carry out its mandate, CSMOIM needs to know the industry's training needs for navigating and Non-navigating personnel. The annual marine industry training requirements survey is the tool that best enables us to help Québec's marine-sector organizations in this area.

Further on is the 2018-2019 survey form. Your participation is essential and will allow us to influence the training offered so as to better meet the needs of Québec marine-sector companies in terms of both land and sea personnel. The survey also allows CSMOIM, in close collaboration with the Centre de formation aux mesures d'urgence (CFMU), to draw up a plan for distributing the amounts available for regulated training eligible for financial assistance from Emploi-Québec.

For further information, contact

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Training and Development

[sfalkner@csmoim.qc.ca](mailto:sfalkner@csmoim.qc.ca)

or phone: 418 694-9059 extension 225





# FAQs

## What is meant by regulated marine-sector training?

This refers to training related to the application or implementation of an act or regulation, which requires workers to provide a regulatory body with an attestation issued by a recognized training establishment and certifying that they have completed the required training. The goal is to ensure that workers are eligible for obtaining or maintaining certification, skills or papers issued by the regulating authority.

## What are the eligibility criteria for financial assistance from Emploi-Québec?

To receive financial assistance for regulated training, candidates' eligibility must be assessed at least four weeks before the course begins. Financial assistance applications must be sent to the CSMOIM by marine-sector organizations, which are responsible for recommending candidates and ensuring that they are eligible.

## The eligibility criteria for Emploi-Québec financial assistance are:

- Candidates must have a termination of employment issued by a Québec marine-sector organization in the 12 months preceding the date CFMU admits them to a training session and must not be employed by a marine-sector organization when taking the training;

**OR**

- Candidates must have a job offer from a marine-sector organization (provided by the employer);

**AND**

- Candidates must have entered the job market at least two years ago (proof provided by the employer).

## What is the amount of funding allocated annually by Emploi-Québec?

The funding available is \$200 000 for 2018-2019.

## How is the available funding allocated?

The plan for distributing Emploi-Québec financial assistance is prepared by CSMOIM staff with the collaboration of the IMQ's Centre de formation aux mesures d'urgence (CFMU). The planning is based on the applications received in the requirements survey. We apply strict criteria based on effectiveness and fairness. The criteria are approved by the Executive Committee.

## When are you informed of the funding granted to your company?

After Emploi-Québec approves the distribution of the funding slated for financial assistance for regulated training, IMQ's Centre de formation aux mesures d'urgence (CFMU) staff contact the companies in early November to inform them of the funding for which they are eligible.

## How long does my company have to use the funding granted?

The funding to which companies are entitled is guaranteed until January 15, 2019. However, you cannot reserve a spot unless you register an eligible candidate (online at <http://sidel.cegep-rimouski.qc.ca/cours.aspx?entite=cfmu>). Spots are available on a first come, first served basis.

After January 15, 2019, unused funding becomes available to all marine-sector companies who have eligible candidates and who have completed the training needs survey.

As a result, companies that have used all of the funding to which they were entitled will be able to receive additional funding unless the total budgetary envelope has been used up.

## Is there a financial assistance program that encourages career advancement among officers?

Yes there is financial assistance slated for seamen's professional development and managed by the CSMOIM and the CFMU on behalf of the Ministère des Transports, de la mobilité durable et de l'électrification des Transports (MTMDET). Between the years of 2018 to 2023, an amount of \$60 000 per year will be available for this program.

This funding pays up to 50% of eligible candidates' costs for training leading to Navigation Officer or Marine Engineer papers. Candidates holding papers issued in another country, who are in the conversion process to obtain Canadian papers, can also apply for this financial assistance.

To benefit from this funding, candidates must apply for it when they register with the CFMU. Unlike the Emploi-Québec funding envelope reserved for regulated training, applications must be filled by the individuals (not the marine-sector organizations) via the approved form available at the CFMU upon registration in order to determine their eligibility.

## How many Maritime schools are there in Quebec?

IMQ's Centre de formation aux mesures d'urgence (CFMU) naturally occupy an important place in the Québec Maritime Industry's training, particularly for marine personnel. However, there are two other centers in Quebec that also have a vocation for maritime training. These are:

### **MARITIME EMPLOYERS ASSOCIATION (MEA)**

The Montreal Harbour Training Center (MHTC) of the MEA offers the maritime sector, a range of training services of various machinery and equipment as well as a simulator. The training centre also offers consulting services for developing the skills of the workforce.

For more information: <http://www.mea.ca/en.html>

### **MARITIME SIMULATION AND RESOURCE CENTRE (MSRC)**

The Maritime Simulation and Resource centre (MSRC ) provides training and development programs to marine pilots from Canada, the United States and several South American countries. It also hosts other navigators eager to learn new or perfecting techniques. The MSRC is also called upon to realize port development projects. The MSRC is a division of the Corporation of Lower St. Lawrence Pilots.

For more information: <http://www.sim-pilot.com/en/index.php>



# COMPULSORY SECTION

## MARITIME INDUSTRY TRAINING REQUIREMENTS SURVEY

Please complete this form and e-mail it to Susan Falkner at [sfalkner@csmoim.qc.ca](mailto:sfalkner@csmoim.qc.ca) before Friday, **October 12, 2018**. If you have trouble e-mailing us or prefer to complete the form manually, you can return it to us by fax at 418-694-9401 or mail to:

Human Resources Sectorial Committee of the Maritime Industry  
271, rue de l'Estuaire, Québec (Québec) G1K 8S8

## USER ID SECTION

COMPANY NAME:

ADDRESS:

CONTACT PERSON:

SECOND CONTACT PERSON (if applicable):

PHONE:

FAX

E-MAIL:

NUMBER OF EMPLOYEES OF THE COMPANY:

## ACTIVITY CATEGORY (MORE THAN ONE CATEGORY OF ACTIVITY CAN BE INDICATED, IF APPLICABLE. PLEASE HIGHLIGHT THE MAIN CATEGORY.)

Port authority	Equipment supplier	Representation of marine interests: Association
Marine agency	Service supplier	Representation of marine interests:
Stevedoring	Marine management	Marine personnel/Union
Insurance and maritime law	Handling and storage	Rescue - Navigation service
Naval architecture	Pilotage	Port services or facilities
Cruises and tours	Underwater diving	Passenger transport
Dredging	Research and training	Goods transport
Ship maintenance and repair	Towing	Other, specify: <input type="text"/>

Does your company have subsidiaries? Yes No

If so, please indicate their name:

If so, please indicate whether you have included the data for each subsidiary on this form or whether a subsidiary director will complete a separate form:

## NOTE

The Human Resources Sectorial Committee of the Maritime Industry (CSMOIM) certifies that the information gathered in this survey will be kept confidential.

# NAVIGATING PERSONNEL

This section includes training usually offered to navigating personnel.

Regulated training relates to the application or enforcement of a law or regulation that requires a worker to provide a training certificate issued by a recognized training establishment. \* *Not all courses listed are available in English.*

## REGULATED TRAINING (eligible for financial assistance from Emploi-Québec)

	COURSE NAME	COST PER PERSON AND DURATION <sup>1</sup>	ESTIMATED NO. OF PARTICIPANTS	DO YOU REQUIRE FINANCIAL ASSISTANCE? (Y/N)	YOUR PRIORITY <sup>2</sup> (Number 1 being your first priority)
MED - MEDICAL EMERGENCY DUTIES	Small Seasonal Passenger Vessel Safety (Non-Certificated Personnel) MED-SSPV-NCP	\$245 <sup>3</sup> 6 hours		Yes No	
	Domestic Passenger Vessel Safety MED DVS (equivalence MED-A1 / A2)	\$925 26 hours		Yes No	
	Small Non-pleasure Domestic Vessel Basic Safety MED SDV-BS (equivalence MED-A3)	\$530 12 hours		Yes No	
	STCW Basic Safety MED STCW-BS	\$1,705 50 hours		Yes No	
	Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats MED PSC (APTITUDE)	\$835 30,5 hours		Yes No	
	Advanced Fire Fighting MED AFF (TALI)	\$1,065 35 hours		Yes No	
	MED - Refresh officers REF-O STCW Basic Safety + Proficiency in Survival craft and rescue Boats other than Fast Rescue Boats + advanced Fire Fighting	\$1,040 32 hours		Yes No	
	MED - Refresh Ratings REF-M STCW Basic Safety + Proficiency in Survival Craft and Rescue boats other than Fast Rescue Boats.	\$975 30 hours		Yes No	

1 The costs shown are those published by the Institut maritime du Québec. They are given for the information purposes only. A \$ 15 registration fee is applicable. Cancellation policy may apply. This applies to all training courses.

2 Please indicate in this column the level of priority this training course has for you. This will help us decide the equitable finances depending on your priorities. The following legend indicates the level of priorities. 1=High 2= Medium 3= Low

3 Prices are subject to change without notification, and location and hours may vary.

## REGULATED TRAINING (eligible for financial assistance from Emploi-Québec)

	COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS	DO YOU REQUIRE FINANCIAL ASSISTANCE? (Y/N)	YOUR PRIORITY (Number 1 being your first priority)
SIMULATORS	Propulsion Plant Simulator - Level I PPS-1	\$2,585 80 hours		Yes No	
	Propulsion Plant Simulator - Level II PPS-2	\$1,980 60 hours		Yes No	
	Simulated Electronic Navigation Operational level NES-0 (Replaces NES 1 A&B)	\$4,200 120 hours		Yes No	
	Simulated Electronic Navigation Management level NES-G (Replaces NES 2)	\$4,200 120 hours		Yes No	
	Simulated Electronic Navigation - Limited SEN-L	\$1,190 32,5 hours		Yes No	
	Electronic Chart Display System ECDIS	\$1,445 40 hours		Yes No	
COMMUNICATION	Leadership and teamwork training Level 1	\$730 25 hours		Yes No	
	Leadership and management competency training Level 2	\$1,220 35 hours		Yes No	
	Restricted Operator's Certificate - Maritime Radio Commercial ROC-MC	\$700 24 hours		Yes No	
	Global Maritime Distress and Safety System GMDSS	\$2,010 70 hours		Yes No	
	Global Maritime Distress and Safety System (limited) GMDSS-L	\$530 26 hours		Yes No	



# REGULATED TRAINING (eligible for financial assistance from Emploi-Québec)

	COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS	DO YOU REQUIRE FINANCIAL ASSISTANCE? (Y/N)	YOUR PRIORITY (Number 1 being your first priority)
MEDICAL CARE	Ship security officer SSO	\$1,790 52 hours		Yes No	
	Marine medical care	\$600 31 hours		Yes No	
	Marine advanced first aid	\$175 16 hours		Yes No	
SECURITY AND SAFETY	Passenger Safety management GSP	\$480 12,5 hours		Yes No	
	Security awareness training for ship personnel with designated security duties SPWDSD	\$600 14 hours		Yes No	
	Oil and Chemical Tanker Familiarization Including Inert Gas Systems and Crude Oil Washing Systems Training	\$1,585 60 hours		Yes No	
OTHERS	Bridge Resource Management BRM	\$2,820 36 hours		Yes No	
	Small Vessel Machinery Operator SVMO	\$1,395 90 hours		Yes No	
	Small Vessel Operator Proficiency training SVO (When the amendments to the RPM come into force - forthcoming)				
	<b>1. Basic training module Necessary for the SVO certificate</b>	<b>Price to be determined</b> 34 hours		Yes No	
	<b>2. Passenger vessels module</b>	<b>Price to be determined</b> 6 hours		Yes No	
<b>3. Tug boats module</b>	<b>Price to be determined</b> 6 hours		Yes No		
	Small Vessel Operator Proficiency (According to the TP14692 July 2007) SVOP	\$700 30 hours		Yes No	

# TRAINING COURSES IN DEVELOPMENT

Each course is determined on the basis of a specific examination required by Transport Canada.  
To be determined: \*price, \*exact duration, \*eligibility for financial assistance.

## CAREER PROGRESSION TRAINING FOR NAVIGATION OFFICERS AND MARINE ENGINEERS

TRAINING COURSE	APPROXIMATE # OF HOURS	CREW MEMBER	ESTIMATION NO. OF PARTICIPANTS
Ship management # 3 (SM3)	90 hours	Chief Mate (UW and NC) *1	
Ship management # 4 (SM4)	90 hours	Captain (UW and NC)	
Cargo # 3 (CG3)	90 hours	Chief Mate (UW and NC)	
Engineering knowledge # 2 (EK2)	60 hours	Captain (UW and NC)	
Construction and Stability # 5 (SCS 5)	90 hours	Captain (UW and NC)	
Mathematics revision	45 hours	3 <sup>rd</sup> class Engineer	
Applied mechanics (1APM)	120 hours	3 <sup>rd</sup> class Engineer *2	
Thermodynamics (1H-H)	90 hours	3 <sup>rd</sup> class Engineer *2	
Electrotechnology (1ELC)	120 hours	3 <sup>rd</sup> class Engineer *2	
Naval Architecture (1NAR)	90 hours	2 <sup>nd</sup> class Engineer	
General Engineering Knowledge (Basic) (EK)	60 hours	3 <sup>rd</sup> class Engineer *2	
General Engineering Knowledge (Advanced) (EK 2 + 3)	120 hours	2 <sup>nd</sup> and 3 <sup>rd</sup> class Engineers	
Basic polar code navigation training	34 hours	Watchkeeping Mate	
Advanced polar code navigation training	30 hours	Chief Mate (UW and NC) *3	

\*1 - Unlimited Waters and Near Coastal voyages;

\*2 - Coverage of skills up until the 2<sup>nd</sup> Class;

\*3 - Coverage of skills up until a Master Mariner.

## OTHER COURSES FOR NAVIGATION OFFICERS AND MARINE ENGINEERS

TRAINING COURSE	APPROXIMATE # OF HOURS	CREW MEMBER	ESTIMATION NO. OF PARTICIPANTS
MET (Marine electronics technician)	To be determined	To be determined	
Security visa in high voltage circuits	52 hours	Engineering Officers	
Simulation of navigation and ship maneuvering	Custom training	Navigational Officers	
Simulation of engine room operations	Custom training	Engineering Officers	



# CERTIFICATIONS

This section concerns training and tools to help obtain Transport Canada officer licences and certificates of competency. These courses are still available even if the DEP is available for the Industry.

## SEA RATINGS

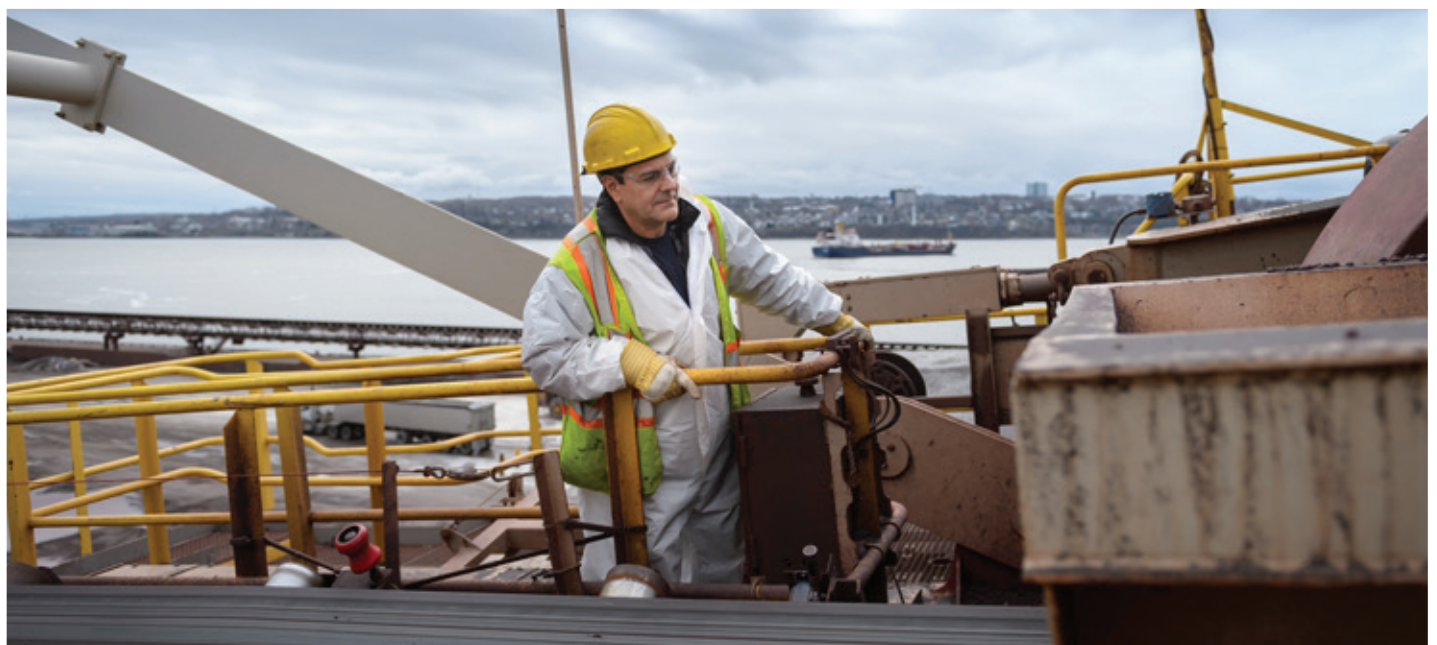
COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS
Complete Rating program (Including MED training)	\$6,690 320 hours	
Bridge watch Rating, part 1	\$3,920 180 hours	
Bridge watch Rating, part 2	\$2,130 120 hours	
Complete Engine Room rating program (Including MED training)	\$7,445 360 hours	
Engine Room rating training	\$4,655 240 hours	

### DIPLOMA OF VOCATIONAL STUDIES (DVS) FOR RATINGS

A new seamanship program is now offered jointly by the Quebec Marine Institute at the CFMU and the Commission scolaire des Navigateurs. With a duration of 735 hours, it covers the skills of the bridge and the engine room. For further information, please refer to: [taformation.ca/matelotage](http://taformation.ca/matelotage)

### A NEW TRAINING COURSE TO COME IN 2019

**Preparation Training for Ratings.** This training will be destined to experienced sailors who wish to pass their exams at Transport Canada for the Bridge Watch Rating certification. This training course will be developed this fall to be offered in the spring of 2019.



To document the factors linked to the scarcity of senior officers and better meet the industry's professional development needs, we would like to know the number of candidates working towards obtaining certification in 2018-2019 in your organization.

## NAVIGATION OFFICERS AND MARINE ENGINEERS

(Indicate the number of candidates who will be obtaining the following certifications):

Please note that there will eventually be modifications done in 2017-2018 to the Marine Personnel Regulations (MPR).

	Number of candidates who will be obtaining the following certifications
Master Mariner	
Master, Near Coastal	
Master 500 Gross Tonnage, Domestic or near coastal	
Master 150 Gross Tonnage, Domestic	
Master, Limited for a Vessel of 60 Gross Tonnage or more	
Master, Limited for a Vessel of less than 60 Gross Tonnage	
Chief Mate STCW	
Chief Mate Inland waters	
Watchkeeping Mate STCW	
Watchkeeping Mate Inland waters	
*1 <sup>st</sup> class engineer	
*2 <sup>nd</sup> class engineer	
*3 <sup>rd</sup> class engineer	
*4 <sup>th</sup> class engineer	

\*When the amendments to the RPM come into force - forthcoming

Do you have any precisions/comments/interrogations to be noted in regards to the career advancement of your navigational personnel?





# NAVIGATION OFFICERS

To obtain higher certificates, candidates' files must be analyzed by Transport Canada, which will indicate the procedure to follow. After receiving these recommendations, candidates can register for the courses preparing them for the Transport Canada exams.

Eligible for financial funding from Emploi-Québec. Possibility of financial assistance from Ministère des Transports, de la mobilité durable et de l'électrification des Transports (MTMDET).

COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS
Chartwork and Pilotage (level 1) C & P1	\$1,780 80 hours	
Chartwork and Pilotage (level 2) C & P2	\$1,785 80 hours	
Navigation Safety (level 1) NS1	\$1,785 80 hours	
Navigation Safety (level 2) NS2	\$1,785 80 hours	
Meteorology (level 1) MET1	\$1,875 approx. 90 hours	
Ship Stability (level 3 and 4) STABILITY	\$1,925 approx. 90 hours	



# MARINE ENGINEERS

Possibility of financial assistance from le Ministère des Transports, de la mobilité durable et de l'électrification des Transports (MTMDET). These courses are of a duration of three (3) hours in distance tutoring over a period of three (3) months.

	COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS
ONLINE COURSES	General Engineering knowledge 4 <sup>th</sup> class 4EKG	\$475 Online course	
	Engineering Knowledge of motor vessels 4 <sup>th</sup> class 4EKM	\$475 Online course	
	Engineering Knowledge of steamships 4 <sup>th</sup> class 4EKS	\$475 Online course	
	Engineering Knowledge of motor vessels 3 <sup>rd</sup> class 3EKM	\$475 Online course	

## REGULATED TRAINING

(not eligible for financial assistance from Emploi-Québec)  
(Possibility of financial assistance from Ministère des Transports de la mobilité durable et de l'électrification des Transports (MTMDET))

The professional Institutes of Quebec and Neufchatel offer training session in order to obtain certificates for 4<sup>th</sup> Classe Marine Engineers.

	COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS
OTHERS	Electricity applied to marine engineers	30 hours	
	Welding applied to marine engineers	60 hours	
	Machining techniques applied to marine engineers	60 hours	
<p>These training sessions will be available in January and February 2019. Prices to be determined</p>			



# NAVIGATING & NON-NAVIGATING PERSONNEL

This section contains standard administrative or Port personnel training.

## SECURITY (Not eligible for financial assistance)

COURSE NAME	COST PER PERSON AND DURATION	ESTIMATED NO. OF PARTICIPANTS
Company Security Officer CSO	\$1,275 21 hours	
Ship Security Officer SSO	\$1,275 21 hours	
Port Facility Security Officer PFSO	\$1,275 21 hours	
Self-contained breathing apparatuses (SCBA)	\$275 7 hours	
Firefighting using SCBA	\$275 7 hours	
Enclosed-space rescue techniques EC	\$540 16 hours	
Hazardous materials spill response measures	\$400 7 hours	
Emergency site response management	Price to be determined 28 hours	



# GENERAL KNOWLEDGE

As stipulated in its action plan, the CSMOIM will publish this fall 2018 a calendar of events that will include workshops of an average of 1 to 2 days offered to marine industry employees, especially land personnel.

To develop and deliver training that meets the industry's needs, we would like to know whether you are interested in the following training courses. **Not eligible for financial assistance.**

COURSE NAME	DURATION	ESTIMATED NO. OF PARTICIPANTS	COURSE NAME	DURATION	ESTIMATED NO. OF PARTICIPANTS
Introduction to Marine Regulations (including the comprehension of navigational certificates)	1 day		Introduction to the International Safety Management Code and Internal Audits (ISM-ISPS)	1 day	
Marine Regulations - Follow-up and Update (Workshop with Transport Canada)	1 day		Training on how to prepare for Internal and External Audits	1 day	
Port State Control	2 days		NEW: Health and Safety regulations in the Marine Industry (Workshop with Transport Canada)	1 day	
Maritime Transportation - General knowledge (for beginners)	1 day		Health and Safety training (Lock Out / Tag Out)	1 day	
Environmental management of Shipping	1 day		Health and Safety training (Working aloft/height)	1 day	
Port Facility Environmental management	2 days		Familiarisation with Port Operations	1 day	
Eco-management (Introduction to Environmental Standards)	1 day		Training and tools to promote better learning skills in organizations	1 day	
Human Resources management Conflicts between employees, motivational tools, cultural diversities, substance use, hiring processes, evaluations, performance, etc.	1-2 days		Energy efficiency on ships	1 day	
Please specify any other subjects:			Please note your interest for any other training sessions that could be useful in your company:		

The prices of these training sessions are all to be determined.



# COMMENTS AND SUGGESTIONS

The knowledge of training needs of Maritime Industry's personnel is at the heart of the mandate of the Sectorial Committee. Thank you for participating in the 2018-2019 survey.

We work closely with the Maritime Institute of Quebec and other training facilities to coordinate the necessary training for the maritime industry.

To know your level of satisfaction and to help improve our services, please take a few minutes to complete this short questionnaire and give us your comments / suggestions and desired improvements.

	Excellent	Very well	Satisfactory	To be improved	Not acceptable
1. Is the survey document structured and easy to use?					
2. Does the survey help you determine and plan your training needs?					
3. Are you generally satisfied with the amount of financial funding you receive annually?					
4. Are you and your employees satisfied with the funding process? (inscriptions, Emploi-Québec, etc.)					

Comments/ suggestions/improvements that could be made:

**Thank you for your participation!**

This publication was produced  
with the financial support of the  
Commission des partenaires du marché du travail.

**Commission  
des partenaires  
du marché du travail**

**Québec** 



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