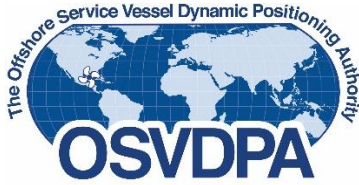


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OFFSHORE SERVICE VESSEL DYNAMIC POSITIONING AUTHORITY

FORM AE-1-001, THE APPLICATION FOR ENTRY (Version 001)

This form is used by the OSVDPA to ensure all those applying to enter the OSVDPA DPO Certification Scheme meet the applicable requirements. This form must be completed and approved by the OSVDPA before attending an OSVDPA-Accredited Phase 1 (Induction) Course.

This form should only be utilized by Applying Mariners (including Cadets) that have not recorded or completed Sea Time or training courses in other DPO certification schemes. Mariners that have completed such courses or Sea Time should complete Form DPO-4-CV, the Grandfathering of Previous Experience (Current Version) on the OSVDPA website.

Applying Mariner Information.

Full Name: _____ Date of Birth: _____
First M.I. Last MM/DD/YYYY

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

If your address is outside the United States substitute your province (or other political subdivision) and Postal Code for "State" and "Zip Code."

Primary Phone: _____ Email: _____
Include Country Code if outside U.S.

Secondary Phone: _____
Include Country Code if outside U.S.

What is the best/preferred way for the OSVDPA to contact you with questions or concerns? (Feel free to list separate methods depending if you are home or at sea).

Accepted Entry Credentials, Photo ID, and Medical Certificate.

An Accepted Entry Credential (AEC) is a valid and current license, credential, or qualification issued by a Flag State, or qualified training institution that allows the holder to enter the OSVDPA's DPO Certification Scheme. More information on the exact types of licenses, credentials, and qualifications as well as what training institution cadets are allowed to enter the scheme is found in the "Definitions and Instructions" Section.

Check the type of AEC that you hold and upload a copy of this document in the space provided below.

- An STCW credential as officer in charge of a navigational watch (II/1, or II/2, or II/3);
- A non-STCW certificate of competency issued by the United States Coast Guard, or an equivalent certificate issued by another White List Maritime Administration as listed in the STCW Convention;
- An STCW credential as Rating Forming Part of the Navigation Watch (II/4 or II/5);
- An Able Bodied Seaman holding a valid certificate of completion from a U.S. Coast Guard Approved Ratings Course; or
- Cadet enrolled in a qualified Maritime Academy (See Definitions and Instruction Section).

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AEC Issuing Country: _____ AEC Number: _____
Cadets should enter the country in which their Maritime Academy is located *Cadets can leave this space blank.*

AEC Issue Date: _____ AEC Expiration Date: _____
Cadets: For "Issue Date" list the date you completed your second semester, for "Expiration Date" list the date of your expected graduation.

Attach a copy of your AEC: _____
List the name of the attachment in the space above. Cadets should attach a copy of their official transcripts from their maritime academy.

Note: Those entering the OSVDPA DPO Certification Scheme as a Cadet or as an Able Bodied Seaman holding a valid certificate of completion from a U.S. Coast Guard Approved Ratings Course shall not be allowed to progress to Phase 4 (Watchkeeping) without securing one of the first three AECs listed.

Attach a copy of your Medical Certificate: _____
Include the name of the attachment in the space above.
If you uploaded a copy of your Merchant Mariner Credential to satisfy they AEC requirement above and your MMC contains a medical certificate, state that fact above.
For more information about what types or medical certificates are required see the Definitions and Instructions Section below.

Government-Issued ID Type: _____
For example: "Passport," "TWIC Card," or "Driver's License." This ID must be photo identification from the government (or a state or province of the government) that issued the mariner their AEC.

Government-Issued ID Number: _____

Attach a copy of your Government-Issued ID: _____
Include the name of the attachment in the space above.

Attach a passport-style photo: _____
Include the name of the attachment in the space above.
For more information on the requirements for this photo, see the Definitions and Instructions Section, below.

Vessels.

The OSVDPA requests that applying mariners include a list of the vessels they anticipate they will record Training and Certification Activities. Including this list is optional and the OSVDPA shall accept Training and Certification Activities recorded not included on this list. The OSVDPA asks that this information be included in case a vessel a mariner anticipates serving on is not recognized by the OSVDPA. Identifying these vessels now will ensure mariners do not run into problems when they apply for their DPO Certificate.

Vessel Name: _____ IMO or Official Number: _____

Vessel Name: _____ IMO or Official Number: _____

Vessel Name: _____ IMO or Official Number: _____

Vessel Name: _____ IMO or Official Number: _____

Vessel Name: _____ IMO or Official Number: _____

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Previous DPO History.

The OSVDPA needs to know if you have ever been involved in another DPO certification scheme. The answers provided below shall not exclude you from participating in the OSVDPA DPO Certification Scheme, however, failure to provide this information or failure to provide accurate information may result in the mariner being refused entry to the OSVDPA DPO Certification Scheme or removed from this scheme.

Have you ever been provided a logbook by another DPO certification provider, completed Sea Time, or completed training courses under another DPO certification provider? If answering "no" please skip to the "Disclaimer and Signature Section.

YES NO

Check the box next to the reason why you are not applying under the Grandfather Procedures whereby the OSVDPA shall provide you credit for the classes, Training and Certification Activities, and assessments you have previously completed? (See Section 19 of OSVDPA MPP-1-CV, the OSVDPA Manual of Policies and Procedures (Current Version) for more information). If necessary, include an explanation or additional information below.

- I recorded Sea Time or courses more than five (5) years ago, thus these activities are no longer valid.
- I failed assessments or dropped out from the scheme for other performance-based problems.
- I lost or had stolen my logbook or other recorded information thereby preventing the continuation within the other scheme or the Grandfathering of information to the OSVDPA scheme.
- I had my DPO Certificate revoked or was removed from another scheme.
- Other.

Include any additional information you feel is required for further explanation in the space below.

OSVDPA's Roles and Responsibilities of DPOs and Prospective DPOs.

The following is a list of what the OSVDPA expects of the DPOs and Prospective DPOs involved in the OSVDPA DPO Certification Scheme. More information on what is required of DPOs and Prospective DPOs is found in OSVDPA MPP-1-CV, the OSVDPA Manual of Policies and Procedures (Current Version).

Prospective DPOs and DPOs are expected to provide complete, and accurate information to the OSVDPA and their fellow Training and Certification Partners.

Continuously protect the OSVDPA DPO Certification Scheme and Training and Certification Partners against fraud and alerting the OSVDPA to any attempted fraud against the same.

Protecting the Personal Identifying Information and Confidential Information belonging to other Training and Certification Partners that the DPO or Prospective DPO encounters while performing Training or Certification Activities.

Ensure that the highest safety standards are being observed at all times while OSVDPA DPO certification activities are being conducted.

Complying with all applicable OSVDPA policies and procedures.

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Disclaimer and Signature.

The below must be signed by the Applying Mariner.

I certify that my answers, the information included above, and the associated attachments are true and complete to the best of my knowledge. I have read what is required of me as a Prospective DPO and agree to abide by the policies and procedures of the OSVDPA.

If this application leads to OSVDPA Approval, I understand that false or misleading information in my application or interview may result in the revocation of my approval.

Signature: _____ Date: _____
MM/DD/YYYY

Printed Name: _____

Definitions and Instructions.

Definitions.

Accepted Entry Credentials (AEC). A valid and current license, credential, or qualification issued by a Flag State, or by a training institution that is approved by a Flag-State to conduct maritime training courses, which are accepted by the OSVDPA as proof the individual is allowed to enter the OSVDPA's DPO Certification Scheme. The specific licenses certificates and qualifications accepted by the OSVDPA are listed in Section 16 of OSVDPA-1-CV. and are universally accepted by the OSVDPA.

Note: The revocation or expiration of an Applying Mariner's AEC shall render them incapable of earning a DPO Certificate or recording Training and Certification Activities. Any changes to an individual's AEC should be immediately reported to the OSVDPA in order to allow them to continue through the OSVDPA DPO Certification Scheme.

Applying Mariner. The term used to describe a mariner that is applying for entry into the OSVDPA's DPO Certification Scheme or is considering applying to the OSVDPA's DPO Certification Scheme.

Cadet. A student duly enrolled in a maritime academy administered or chartered by a nation state containing a Maritime Administration or a political division of a nation state containing a maritime administration or a maritime academy owned and operated by a private or non-profit entity which has been approved by a maritime administration to conduct STCW officer of a navigation watch training courses.

Note: If a Cadet leaves the Maritime Academy listed in the applicable section of Form AE-1-CV should report this information to the OSVDPA immediately.

Certificate (DPO). A document issued by the OSVDPA indicating the holder has completed dynamic positioning operator training course.

Medical Certificate. The OSVDPA requires Applying Mariners to prove they have the physical capabilities to participate in the OSVDPA DPO Certification Scheme. The OSVDPA accepts as proof that an Applying Mariner has met this requirement a medical certificate from the Maritime Administration that issued the Applying Mariner their AEC.

If an Applying Mariner has a medical certificate that is included as part of their Merchant Mariner Credential (MMC), the OSVDPA shall review this medical certificate while the Authority is reviewing the Applying Mariner's MMC.

If a Mariner has an AEC issued by a Flag State that does not issue medical certificates, the OSVDPA shall accept as proof that the Applying Mariner has met this requirement the results of a physical examination performed, witnessed, or reviewed by a medical doctor, physician assistant, nurse practitioner, or a designated medical

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examiner licensed by the nation state or government that contains that Maritime Administration, or a political division of such a nation state or government. Such physical examination must meet the requirements of Title 46, Section 10.302 the United States Code of Federal Regulations.

Cadets are required to provide the medical certificate required by their Maritime Academy. If their academy does not require a Medical Certificate, they should provide one meeting the above-stated requirements.

Passport Photo. The OSVDPA uses the passport photo requirements as published by the U.S. Department of State, Bureau of Consular Affairs. Under these requirements, the photo must:

- Be a color image (sRGB color space);
- At least two (2) inches by two (2) inches (51 x 51 mm), with the head (bottom of the chin to the top of the head) is between 1 inch and 1 3/8 inches (between 25 and 35 mm);
- Taken within the last six (6) months;
- Taken in front of a plain white or off-white background;
- Taken in full-face view; and
- Taken with a neutral facial expression (preferred) or a natural smile, with both eyes open.

Practical Experience. An hour-based measurement of DP experience accrued when a DPO or prospective DPO is at the DP controls for at least one (1) hour during a 24-hour period while the vessel is conducting auto positioning operations, auto heading operations (including DP- or independent joystick-based autopilot), independent joystick operations, or other operations where the DP system is engaged. Up to six (6) hours of practical experience can be logged during a 24-hour period. All practical experience recorded by Prospective DPOs must be supervised and signed off by a DPO or the Master of the vessel.

Sea Time. A day-based measurement of DP experience accrued when a DPO or prospective DPO is on watch while the vessel is conducting auto positioning operations, auto heading operations (including DP- or independent joystick-based autopilot), independent joystick operations, or other operations where the DP system is engaged for at least one hour during a 24-hour period. All sea time recorded by a Prospective DPO must be supervised and signed off by a certified DPO or the Master of the vessel.

Training and Certification Activities. A collective term referring to all or part of the activities recorded by a Prospective DPO or DPOs to earn or maintain their DPO Certificate. Specifically, the term is encompassing of Sea Time, Practical Experience, completing taskbook tasks, and the ship-board assessments (the Phase 4 and Phase 5 Assessment).

Instructions for completing this form and the application process.

1. This form shall be completed by the Applying Mariner filling in the applicable fields and attaching the required information.
2. Once completed, this form can be sent to the OSVDPA electronically or via mail to the address included below.
3. If being completed electronically, the form must be completed through the OSVDPA website or saved as a PDF with the signature required above completed in ink or provided by a recognized electronic signature system.
4. All attachments should be clearly and distinctly named, with the names readily apparent on the attachments, either as the title of the document (for electronic attachments) or in a visible location on the first page of a paper attachment.
5. Form AE-1-001 shall be submitted to the OSVDPA as a package with all forms and attached included. The package should also include that Fee DPO-4 as listed in OSVDPA FS-1-CV, the OSVDPA Fee Schedule has been paid. Applications shall not be processed until the OSVDPA receives proof this fee has been paid.
6. Once the OSVDPA reviews the information and attachments included in this form, it will respond to the Applying Mariner with one of three (3) responses.

Form P-1-CV, the Prospective DPO Approval (Current Version). This form is the official acceptance of an individual into the OSVDPA DPO Certification Scheme. This form provides the individual with their Prospective DPO ID Number and is required by Training Providers to attend the Phase 1 (Induction) Course.

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Form P-1-CV (CONDITIONAL). The OSVDPA may make Form P-1-CV conditional if it finds that there is a high probability that the Applying Mariner meets the Entry Requirements, but the information included is incomplete, incorrect, or otherwise unacceptable. Such conditional approval may be accompanied by a date before which the conditions must be addressed. This form allows the Prospective DPO to enter the Phase 1 (Induction) Course while they are complying with the conditions listed by the OSVDPA.

If the Applying Mariner or Cadet does not meet the requirements, the OSVDPA shall respond with a list of deficiencies in the form that must be corrected or filled in order to meet the Entry Requirements.

- The OSVDPA welcomes any questions or concerns of applicants. Questions may be directed to the email address listed above or made via phone at +1 (504) 528-9414.