

# INSTRUCTIONS FOR THE BOAT'S OPERATORS' EXAMINATION

Boat's Operators Examination Agency

## I Precautions for Examination

1. Be aware that you may not be allowed to take the examination if you are late meeting for the examination.
2. Be forewarned that the examination may be discontinued in the following cases:
  - 1) When the examinee does not follow the examiner's instructions.
  - 2) When the examinee conducts a dishonest or dubious act.
  - 3) When the examiner judges that the examinee is physically or mentally unfit to continue the examination.
3. Do not smoke during examination. Please refrain from drinking and eating during examination. Even if ready and waiting, please refrain from talking at examinational room.
4. About the handling of the admission card:
  - 1) Each time of the examination, the examiner checks your identification by the admission card. So be sure to carry on admission card to the examination.
  - 2) Please remember your examinee's number. The examiner calls you the number during the examination, and announcement of examinational results by the number.
  - 3) Any corrections of the entry in an admission card (name, birthday, sex, etc...) should be notified to examiner.
5. About the announcement of examinational results
  - 1) The examiner tells you only the announcements of physical examinational results in conversation at that place.

Written and practical examinational results are put an announcement at the examination agency's office.

And you can get the results at our web site (<http://www.jmra.or.jp/>).
  - 2) The physical examinational valid term is one year. The written and practical examinational valid terms are two years.

If you resit the examination during the pass is in force, you can skip the examination.
  - 3) The examination agency will give a certificate of passing the boat's operator's examination (The term of validity is one year) those persons who passed all three parts of the physical, written and practical examinations.

Each person passing these three parts should apply for a license within the term of validity.

## II Physical Examination

1. The physical examination includes examinations for eyesight, hearing, color blindness, diseases and physical handicap. Please bring glasses if you need one.
2. Passing standards for the physical examination are as follows:
  - 1) Eyesight: Minimum 0.5 for each eye (Corrected eyesight by wearing glasses is allowed).
  - 2) Color Blindness: It is required that you are able to distinguish ship's lights at night.
  - 3) Hearing: To be able to hear normal conversation at a distance of 5m (Using a hearing aid is allowed).
  - 4) Disease and Handicap: A minor symptom or minor handicap is permitted if you can operate the equipment without any problems.

Note: An examinee who may not pass the above standards for the physical examination, please consult with Examination Agency's office before applying an examination.

If you don't pass the physical examination, you can not take the written and practical examination.

### III Written Examination

#### 1. Subject to be taken and examination period

- 1) Written examination is common part (general knowledge and rules, steering and sailing rules, operation) and advanced part (advanced operation I, advanced operation II). The examinee of the first class takes examinations for common part and advanced part. The examinee of the second class takes examinations for common part.
- 2) The examination period of first class is two hours and 20 minutes. The examination period of second class is one hour and 10 minutes. But those examinees who held already license are excepted subject to be taken and reduced examination period. (refer to the following table.)

Test Classification	Type of License Held	Subject to be Taken	Examination period
First Class	Second Class Former Third Class Former Fourth Class	Advanced Operation I Advanced Operation II	70 minutes (One hour and 10 minutes)
	Second Class (One Nautical Mile Limitation) Personal Water Craft Former Fifth Class	Steering and Sailing Rules, Operation Advanced Operation I Advanced Operation II	125minutes (Two hours and 5 minutes)
Second Class	Second Class (One Nautical Mile Limitation) Personal Water Craft Former Fifth Class	Steering and Sailing Rules Operation	55minutes

#### 2. Scoring and Passing Standard for the Written Examination

	General Knowledge and Rules	Steering and Sailing Rules	Operation	Advanced Operation I	Advanced Operation II	Total
Score	120	140	240	80	60	640
Subtotal	Common Part 500			Advanced Part 140		
Passing Standard (Required all items)	6 / 12	7 / 14	12 / 24	4 / 8	3 / 6	
	33 Correct As./ 50 Qs.			10 Correct As./ 14 Qs.		

Note: The minimum passing score is required 50% for each subject and 65% for total score. (First class: required 65% both Common and Advanced Part)

#### 3. Precautions for written examination

- 1) Please bring pencil or mechanical pencil, eraser and necessary thing and so on (examinee of first class: triangle ruler, dividers, compass). Prohibit lending and renting the tools during examination.
- 2) The device that has functions of communication, calculation and so on is not allowed to use. (Not put on the desk.)
- 3) During examination, if you have a question, please get your hands up. But we can not answer about the examinational question.
- 4) During examination, you cannot enter and exit the examinational venue without examiner's authorization.

- 5) 30 minutes have elapsed since examinational start, you can leave a room. But point of the time, your written examination is finished.
- 6) If you finish the written examination, please take examination paper (included Chart for Examination) home.

#### IV Practical Examination

1. Practical examination carries out by using a boat which gross tonnage is less than 5tons. As a general principle, three examinees in a group will conduct the test for one examiner. The examination period per examinee is approximately 30 minutes.
2. Scoring and Passing Standard for the Practical Examination

	Subject of the Practical Examination			Total
	Handling of Boat	Basic Operation	Practical Operation	
Score	60	120	120	300

Note: The minimum passing score is 60% for each subject and 70% for total score.

#### 3. Precautions for practical examination

- 1) You should wear clothes suitable for getting wet; wearing shoes that is not slip. Please refrain from wearing sandals (sandals affixed to heels are permitted).
- 2) In case the examiner judges not carrying out the examination safety by the atmospheric and oceanographic phenomena, it may be canceled the examination.
- 3) Please take on a type of valuables that wear and bring together in the examination boat when boarding. Please protect your property. We can not be responsible for lost or stolen items. And do not take on a large bag.
- 4) Please observe the following while waiting for the examination.
  - ① Do not smoke at undesignated places. Smoking is allowed only in designated areas having ashtrays.
  - ② Do not touch any stored boats (include the examination boat), equipment in the facility area.
  - ③ Do not go on the pier without permission. Do not get on and off the examination boat without examiner's authorization.
- 5) After finish the examination (get off a boat), you are free to go home.

#### 4. Precautions during practical examination

- 1) When you finish each instructed item, make sure you report to the examiner telling "task completed " or " finished " .
- 2) If you could not hear the examiner's instructions or questions, do not hesitate to ask the examiner to repeat the instructions or questions.
- 3) It may stop the item in between times, which has a time limit.
- 4) During operation, be careful about movements of the other ship and condition of the water, and try to operating safety.
- 5) The examiner may suddenly take hold of the handle or the remote control lever for safety reasons.
- 6) The examination agency is not responsible for any accident that occurs during the examination if it results from the examinee's own actions or negligence. Agreement to this condition is required to take the examination.

5. About test of steering equipment

- 1) Prior to the operating examinations, every examinee will have a chance for confirming the steering capability of the examination boat through a trial run at a dead slow speed and a slow speed (No score will be marked during the trial run.). Each examinee should become familiar with the equipment of the examination boat by trying the gear operations of ahead, neutral and astern and steering operations.

6. Instructions for speed

- 1) Instructions for speed may be given by directly specifying the engine revolution (such as XXX rpm), or sometimes by specifying the high speed (planning condition), low speed that instructed RPM in advance.

7. Outline of practical examination

1) Handling of Boat

- ① **Check before Departure:** The check items are listed below (A). (B)(Or (D)). (C). The examiner gives instructions to you 2 items each. Please check the item by suitable method. (2 Minutes Total)

(A) Hull, Deck and Other parts	(B) Engine (Inboard Engine / Out Drive)
1 Hull	1 Battery                      9 Power-steering oil
2 Stability of hull	2 Main switch                10 Amount of cooling water
3 Existence of flooding	3 Amount of fuel oil        11 V-belts
4 propulsion equipment (propeller)	4 Fuel oil cock
5 Ship lights	5 Fuel oil filter
6 Wipers	6 Fuel oil piping(system)
7 Horn	7 Engine oil
	8 Gear oil
(C) Legally Required Equipment and Documents	(D) Engine (Outboard Engine)
1 Hand flares	1 Battery
2 Life-buoy	2 Emergency engine stop cord
3 Life-jackets	3 Main switch
4 Bucket	4 Amount of fuel oil
5 Bilge ladle	5 Fuel oil cock
6 Fire extinguishers	6 Fuel oil hose
7 Anchor and Anchor rope (or chain)	7 Fuel oil filter
8 Mooring rope	8 Air vent screw (vent hole)
9 Ship Inspection Certificate	9 Primary pump
10 Ship Inspection Record Book	10 Engine oil
11 Ship Inspection Completion Slips/Registration number	11 Outboard engine mounting condition

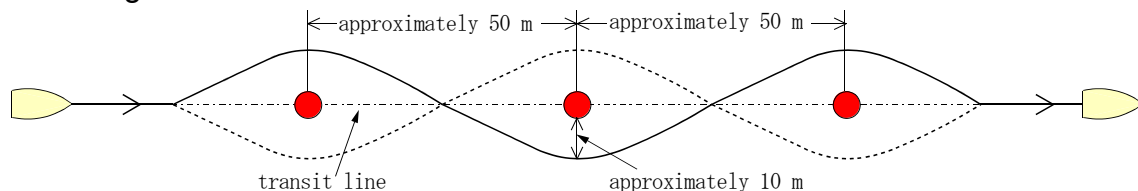
- ② **Machinery Operation:** Start, warm up and stop the engine. After stop the engine, you hand over engine key and emergency stop cord to examinee. (1 Minute)
- ③ **Troubleshooting:** You have to know how to take practical measures to solve by assuming troubling. (1 Minute)
- ④ **Unmooring and Mooring:** The examinee carry out unmooring before leaving the pier, mooring after coming alongside the pier. (1 Minute each)
- ⑤ **Knotting:** Demonstrate among fisherman's bend, clove hitch, cleat hitch, single sheet bend, double sheet bend, square knot (reef knot), bowline knot. (30 Seconds)
- ⑥ **Handling of Navigational Equipment:** Measure the direction of an object with a magnetic compass (hand compass, etc.). (30 Seconds)

2) Basic Operation

- ① **Safety Confirmation:** Always carry out appropriate lookout when navigating, grasping

surrounding situation and own condition. You should carry out renewed enough safety confirmation before operating different until now "Start and Stop, Increase and Decrease speed, Altering courses", confirm the safety not only by oral response. Prior to "run ahead for the first time" and "run astern" and "leave the pier", confirm the safety by moving to the stern where can be seen around propeller, whether existing person and impedimenta around the stern (propeller) of the boat.

- ② **Start, Run Ahead and Stop:** The examiner will specify a target object and a speed. Navigate the boat to the target object at the specified speed. In the water area, which cannot set up a remarkable target object, the examiner may specify a compass bearing.
- ③ **Astern:** The examiner will specify a target object. Make astern runs at a dead slow speed.
- ④ **Altering Courses:** The examiner will instruct you to alter course by showing target objects while navigating ahead under the planning condition. Alter your course in accordance with the instruction while maintaining this planning condition. After altering your course, proceed straight ahead until the examiner gives you the next instruction. In the water area, which cannot set up a remarkable target object, the examiner may instruct you to alter course by a magnetic compass. In such a case, alter your course by a magnetic compass.
- ⑤ **Slalom:** Slalom should be conducted using three buoys set at approximately 50m intervals as shown in the figure. The examiner will specify the speed (usually planning condition) prior to starting the slalom. Run straight ahead so that the three buoys can be sighted in a straight line and proceed to the slalom by running between the two buoys then run ahead on the same straight line until the examiner gives you a next instruction. If the examiner does not specify the approaching direction, you may enter the slalom from the right or left direction.



### 3) Practical Operation

- ⑥ **Rescue Operation:** This examination is to demonstrate rescue operations by using a buoy dropped in the water assuming that a drowning person was found while navigating. The examiner will instruct you to stop the boat and inform you of the location of the buoy. Notify the examiner as to which side of the boat will be used for the rescue operation, trying the rescue operation. Pull the buoy out of the water and put it onboard the boat yourself, you may use a boat hook if needed. If you fail to pull the buoy out of the water, immediately try the rescue operation again.

Pay attention to the following matters for rescue operation:

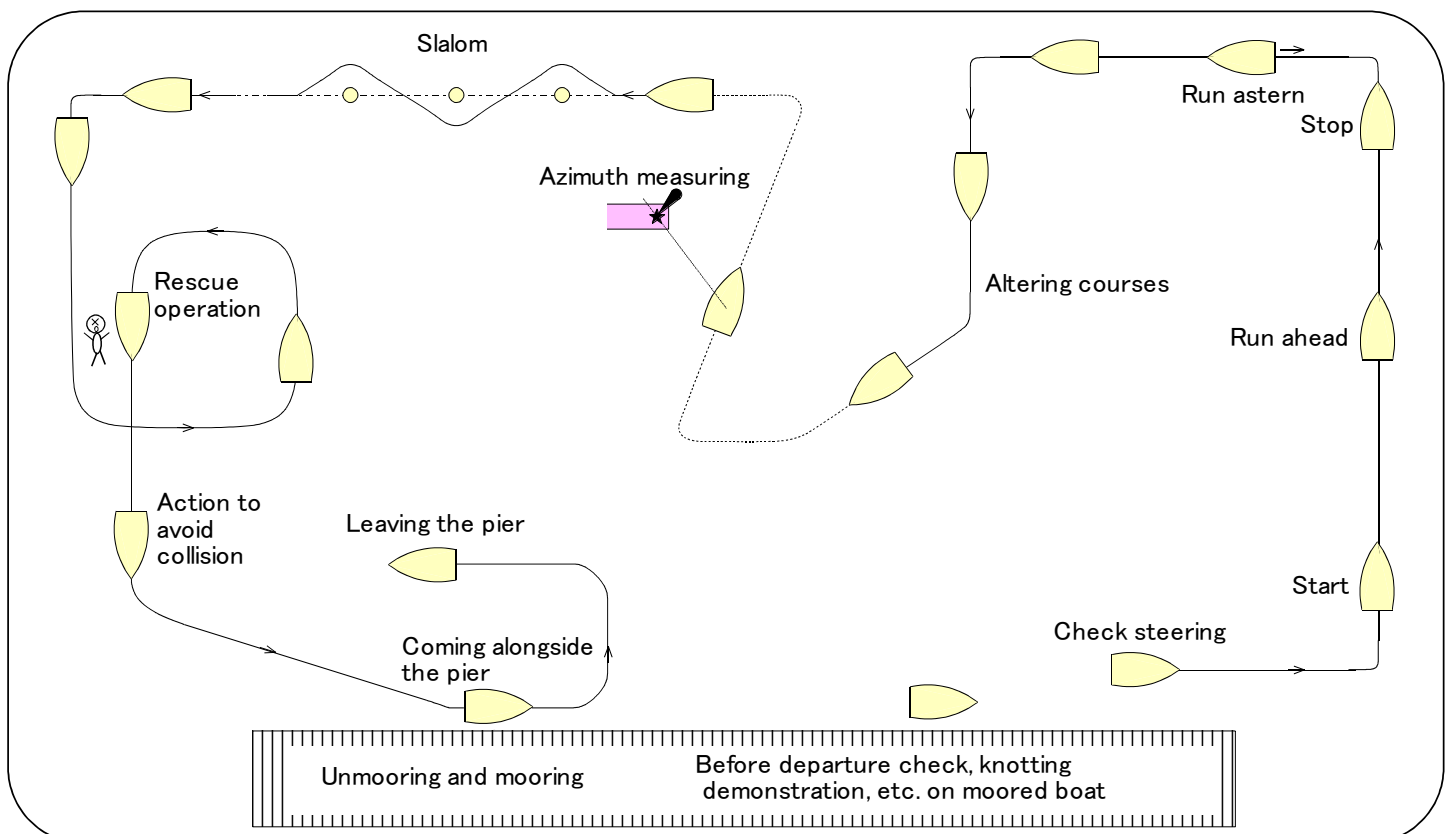
- (1) If the buoy comes to the opposite side that you notified, pull the buoy out of the water without abandonment.
- (2) If the boat is still moving headway, you may set to dead slow astern.
- (3) In case of rescuing the buoy when the propeller turning or going back by using astern after the buoy goes too far or losing sight of the buoy, the examiner make judgments failure of rescue.

Note: When you are actually rescuing a person, throw a life buoy to the person. Stop the engine

when bringing the person onboard in order to secure safety.

- ⑦ **Action to Avoid Collision:** The examiner will specify a “head-on (or crossing etc.) situation.” by showing a figure or a picture while you are navigating. Take an appropriate action to avoid collision in accordance with the instruction by assuming that you are actually encountering such a specified situation, after due consideration situation of surrounding of the other. After take action to avoid collision, the examiner will give a new instruction as if the effect of action to avoid collision was confirmed until the other ship was sufficiently far away.
- ⑧ **Leaving the Pier:** Leave the boat following to unmooring the berthed pier and proceed to a safe water area. To leave the pier, you must initiate an appropriate action, such as pushing the pier yourself. You may use a boat hook if needed.  
Pay attention to the following matters when departing the pier: If the examiner does not specify, you may leave the pier with ahead or astern runs.
- ⑨ **Coming alongside the Pier:** The examiner will specify a position to come alongside. Come alongside the pier so that the steering seat comes exactly by the side of the specified position, the fore-and-aft line of the boat becomes parallel to the pier. The distance between the boat and the pier should be the distance where the boat hook can reach the pier. After completing the coming alongside the pier, leave the steering seat and confirm the boat position if the mooring operation can be safely conducted at this position, mooring the pier after getting off the boat.  
Pay attention to the following matters when coming alongside the pier:
  - (1) If the examiner does not specify, you may come alongside the pier from either direction. For mooring after the coming alongside the pier, you should prepare a boat hook, mooring ropes on the deck the side to which you are coming alongside the pier.
  - (2) You may use astern if needed.

### Schematic Outline of Practical Examination



The examination course shown on the sketch above is an example. Examinational items and their orders may differ depending upon the conditions of the water where the test is conducted. July,2021