

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commanding Officer  
United States Coast Guard  
National Maritime Center

100 Forbes Drive  
Martinsburg, WV 25404  
Staff Symbol: NMC2  
Phone: (304) 433-3720  
FAX: (304) 433-3408

SSIC CODE

Mr. Course Provider  
Excellent Marine Training  
15 Learn More Road  
Anywhere, USA ZIP CODE

Ref: EXCELT-123

Dear Mr. Provider:

We write in response to your letter of February 29, 2010, requesting renewal of the approval of your *Maritime Performance, Person In Charge* course.

The course satisfies applicable requirements and approval is granted subject to the conditions specified in the Approval Paragraph below and in Enclosure (1):

Any applicant who has successfully completed your *Maritime Performance, Person In Charge* course will satisfy the *Maritime Performance, Person In Charge* training requirements of Section Z-VI/7 and Table X-VII/8 of the STCW Code provided they have also completed a Coast Guard approved *Maritime Proficiency* course within 12 months prior to completion of the *Maritime Performance, Person In Charge* course. This course will also satisfy the training and examination requirements as stated in 176 CFR 15.427 (a), (b) and (d). In addition, 30 days of sea service will be credited towards an original engineering or deck license for vessels of any tonnage, any horsepower, on any waters. This sea service credit may not be used to satisfy any requirements of recency of sea service.

Instructors: The instructors approved to teach this course are listed in Enclosure (2). Requests to add additional instructors must be submitted to this office for evaluation and written approval, prior to their participation in teaching this course.

Certificates: Your certificate of training must contain the following information:

- Name and code of the course as *Maritime Performance, Person In Charge (EXCELT-123)*
- Name of the educational institution
- Date of completion and location where the training was conducted
- Name of student
- Signature of an authorized representative of the school

Your certificate of training may contain, or you may issue, in addition to a completion certificate, an addendum that contains the approval paragraph as written in this letter. The verbiage appearing on the certificate or addendum must be verbatim as found in the Approval Paragraph above.

Locations: This course is approved to be presented at the following locations:

- Your Main Facility: 15 Learn More Road, Anywhere, Illinois
- Holiday Inn: Ballroom C, Plenty Room, Wisconsin
- Bass Pro Shops: Fishing, Missouri
- Floating Heaven Marina: Catch-um-all, Florida

Prior to giving this course at any other location, at least 21 days in advance, you must obtain approval for the training site from the REC in whose zone the training is to be given.

Approval Dates: This approval is effective September 1, 2010, and expires on September 30, 2015. Subsequent five-year renewals may be granted by submitting a complete curriculum package and request, at least 90 days before this approval expires, to this office.

Failure to comply with the conditions of this approval may result in the suspension or withdrawal of this approval in accordance with 46 CFR 11.302.

If you have questions, please contact Mr. C. Approval at [D05-PF-NMC-2-COURSES@uscg.mil](mailto:D05-PF-NMC-2-COURSES@uscg.mil) or (304) 433-3720.

Sincerely,

ROBERT L. SMITH III  
Chief, Mariner Training and Assessment Division  
U.S. Coast Guard  
By direction

Enclosure: (1) Terms of Course Approval  
(2) Approved Instructors  
(3) Certificate of Approval

Copy: REC We Aim To Please

Terms of Course Approval  
Excellent Marine Training  
*Maritime Performance, Person In Charge*

1. All examinations the student takes to successfully pass the course must be different from any examination he or she has previously taken or did not pass. (46 CFR 11.303(c)).
2. For at least one year after the end of each student's enrollment, you must maintain on file their examinations, a report of practical tests administered and a record of their classroom attendance. (46 CFR 11.303(d)).
3. Any proposed change to the course, including a change of simulators or training aids, or changes or additions of instructors, must be submitted to this office for evaluation and written approval. (46 CFR 11.303(e)).
4. Any proposed modifications to your approved training facility must be submitted to REC WE Aim To Please as required.
5. You must allow, at any time, the National Maritime Center, or a designated representative, to:
  - a. Inspect your facilities, equipment and records, including scholastic records;
  - b. Interview and survey students to aid in course evaluation;
  - c. Assign personnel to observe or participate in the course of instruction, with or without prior notification; and,
  - d. Supervise or administer the required examinations or practical demonstrations.  
(46 CFR 11.303(f)).
6. Per Enclosure (1), paragraph d. (2), of Navigation and Vessel Inspection Circular (NVIC) 5-95 and Volume III, Chapter 7, paragraph L., of the Marine Safety Manual, all course renewal requests are required to be submitted to the National Maritime Center at least 90 days before the current approval expires.

**ENCLOSURE (1)**

Approved Instructors  
Excellent Marine Training  
*Maritime Performance, Person In Charge*

1. Full Name of Instructor
2. Full Name of Instructor
3. Full Name of Instructor

SAMPLE

**ENCLOSURE (2)**