



Guideline for JSMQA Refresher Training Course, August 2011

1. Introduction

Since July 1st, 2006, checks and maintenance which are conducted by appropriate personnel of the manufacturers or persons who have been appropriately trained and qualified by the manufacturers (lifeboat equipment maintenance engineers) have been obligatory for lifeboats and launching appliances. In addition, for renewing the certificate (maintenance engineer certificate), it is required in MSC.1/Circ.1277 (Interim Recommendation on Conditions for Authorization of Service Providers for Lifeboats, Launching Appliances, and On-Load Release Gears) to participate in a training course which is appropriate for the renewal.

In order to cope with the advice in MSC.1/Circ.1277, we hold this training course in response to the request by 5 lifeboat manufacturers and 3 launching appliance manufacturers.

The engineers after the renewal of their engineer certificates for their qualification shall continuously conduct the maintenance and, therefore, they need the recommendation by these manufacturers in order for them to participate in the training course.

The contents of the training course cover common items of all the manufacturers; therefore, participants must take all the subjects of the training course.

2. Term

25 August (Thu.) – 26 August (Fri.), 2011

- 2 Days: 0.5 day for regulations, 1.5 days for technical matters.
- Registration at 8:30, start of training course at 9:00 on 25 August (Thursday).
- End of training course at 17:00 on 26 August (Friday).

3. Venue

Tokyo University of Marine Science and Technology
Etchujima Campus (Etchujima Hall and others Facilities)
Address: 2-1-6 Etchujima, Koto-ku, Tokyo, JAPAN
(URL: <http://www.kaiyodai.ac.jp/English>)

4. Application Deadline

June 28 (Tue.), 2011 (delays are not accepted)

5. Qualification for Participation

Service engineer must be recommended by one or more of the manufacturers listed under item 6. (1)

6. Participation Procedure

Follow the steps of the Application Procedure in Attachment 1.

(1) Request a Recommendation to the Manufacturer(s)

As this refresher training course is held in response to a request by the lifeboat and launching appliance manufacturers, the applicant must request a service certificate renewal to the relevant manufacturer(s) prior to application.

Requests for Recommendation to the manufacturer(s) must be made by June 20 (Mon.), 2011

See Attachment 2: "Manufacturers Contact List".

Recommendations can only be obtained from a manufacturer in case a service agreement has been concluded between the manufacturers and the applicant's organization.

Manufacturers of lifeboats (5 companies)

- IHI Marine United Inc.
- Shigi Shipbuilding Co., Ltd.
- Tsuneishi Facilities & Craft Co., Ltd.
- Nishi-F Co., Ltd. (including lifeboats manufactured by former Ishihara Dockyard Co., Ltd.)

- Hoei Senpaku Co., Ltd.

Manufacturers of launching appliances (3 companies)

- Sekigahara Seisakusho Ltd.
- Iknow Machinery Co., Ltd. (ex. Tsuji heavy Industries Co., Ltd.)
- Mansei Inc.

(2) Submit Application Form with Recommendation(s) from the relevant manufacturers(s), as well as the JSMQA Maintenance Record.

Note: In case your organization already has such records, there is no need to provide those in the JSMQA format (i.e. your company specific format will be in order for this requirement).

The application must complete and submit the Application form (Attachment 3), recommendation(s), and the JSMQA Maintenance Record (Attachment 4) to the association by postal mail or e-mail (jsmqa@coral.ocn.ne.jp) by June 24 (Fri.), 2011 **(Delays are not accepted).**

If you have any questions that you want to ask the maker or the lecturer as to technical issues in the inspection and maintenance of a lifeboat & launching appliance, please send us the questions in writing together with your application documents. We will answer the questions to the best of our ability in the refresher training course.

Note: The Application Form and JSMQA Maintenance Record can be downloaded from our website: www.jsmqa.or.jp

(3) Notification of Acceptance/Rejection

After examining the application Forms as for applicants' eligibility, the Association will notify the result "accepted/rejected" to the applicant by June 30 (Thu.), 2011.

7. Participation Fee, etc.

(1) Participation Fee

¥80,000 per participant (tax included)

(2) Service Engineer Certificate Issuance fee

¥5,000 per recommending manufacturer (tax included)

(3) Bank Transfer information

The participation fee and the fee for renewal of the service engineer certificate must be remitted to the bank account below.

Note: all transfer related cost must be paid by the remitting party.

Name of Bank: **The Bank of Tokyo-Mitsubishi UFJ, Ltd.**

Name of Branch: **Tokyo Government and Public Institutions Business Office**

Bank branch address: **Kandakajicho, Chiyoda-ku, Tokyo Japan**

SWIFT code: **BOTKJPJT**

Savings account No.: **630**

Beneficiary name: **Japan Ship-Machinery Quality Control Association**

Beneficiary address: **No.7 Azuma Building,9F, 1-9 Kanda Sakuma-cho,
Chiyoda-ku, Tokyo, JAPAN 101-0025**

Currency: **Japanese Yen**

(4) Calculation example of transfer amount

In case recommendation for the renewal of service engineer certificates have been obtained from 8 manufacturers, the amount payable would be ¥120,000 (i.e. ¥80,000 participation fee + ¥40,000 for 8 certificates).

8. Important Notes for Participants

(1) All participants must take the same lectures and training sessions according to the fixed roster (regardless of recommending manufacturer).

(2) Only conventional type lifeboats will be used for this refresher training course, i.e. free-fall models will *not* be used; accordingly, launching appliances for free-fall models will *not* be used either.

(3) In principle, participation fees and application documents will *not* be returned by the Association. However, fees for non-issued certificates will be refunded.

(4) The following expenses are *not* included: transportation, accommodation, meals, etc.

(5) Reservations for accommodation must be made by the applicant.

(6) All participants must bring working outfit: coveralls, safety shoes, cap and gloves

(helmet will be provided on location by the Association).

9. Registry, Renewal and Issuance of service Engineer Certificates

(1) Qualified service companies will be registered on the Association's Registry.

(2) Renewal and Issuance of service engineer certificates

- a) A "Service Engineer Certificate", executed and signed by the manufacturers, will be issued via the Association to each participant.
- b) The validity period of a renewed service engineer certificate is 3 years from the date of expiration of the previous (original) certificate.
- c) After receiving the service engineer certificates from the Association for this training course, manufacturers may issue additional Recommendations before expiry.

In such a case, the application form for "Certificate of Service Engineer" must be submitted to the Association (please contact the Association for further information).

10. Inquiries

All inquiries about participation, applications, etc. must be directed to:

Japan Ship-Machinery Quality Control Association

No.7 Azuma Building, 9F 1-9 Kanda Sakuma-cho, Chiyoda-ku,

Tokyo JAPAN 101-0025

TEL: +81-3-3253-6201

FAX: +81-3-3253-6204

E-mail: jsmqa@coral.ocn.ne.jp URL: <http://www.jsmqa.or.jp>

Contact persons: Mr. Kawamoto, Mr. Kitahara

**Step-by-step overview of Application Procedure
(Outline of the Procedure from Recommendations to Admission)**

Request for Recommendation to the manufacturer(s) concerned:

Applicant must make a request for Recommendation to the desired manufacturer(s) **by May 20 (Fri.), 2011.**



Acquisition of Recommendation letters:

Recommendation letter(s) from manufacturer(s) must be addressed to the applicant, and must be obtained **by June 20 (Mon.), 2011.**



Submission of Application Form (with Recommendations letter(s)):

Applicant must submit Application Form(s) to the Association by the set deadline for application: **June 24 (Fri.), 2011.**



Notice of Association:

The Association will give notification of acceptance to the applicant **by June 30 (Thu.), 2011.**



Bank Transfer of participation and certificate fees:

Participation and certificate fees must be bank-transferred into the specified bank account **by July 20 (Wed.), 2011.**



Actual refresher training course attendance:

August 25 (Thu.) to 26 (Fri.), 2011

Manufacturers Contact List
Lifeboat & Launching Appliance Maintenance Engineering
Refresher Training Course

Manufacturers of Lifeboats

Name	Address	Tel.
	Department (contact)	Fax
IHI Marine United Inc.	12, Shinsugita-cho, Isogo-ku, Yokohama-city, Kanagawa Pref., 235-8501, JAPAN	+81-45-759-2858
	Craft Department Yokohama Shipyard (Mr. Kawasaki)	+81-45-759-2894
	E-mail Address: yoshikazu_kawasaki@ihimu.ihico.jp	
Shigi Shipbuilding Co., Ltd.	3-36, Dejimanishi-machi, Sakai-ku, Sakai-city, Osaka, 590-0831, JAPAN	+81-72-241-2033
	Design Section Technical Department (Mr. Kimura)	+81-72-244-1728
	E-mail Address: kim@shigi-sb.co.jp	
Tsuneishi Facilities & Craft Co., Ltd.	1471-8, Urasaki-cho, Onomichi-city, Hiroshima Pref. 720-0551, JAPAN	+81-848-73-5282
	Craft Lifeboat Department (Mr. Aoyama)	+81-848-73-5323
	E-mail Address: takashi.aoyama@tsuneishi.co.jp	
Nishi-F Co., Ltd.	4238, Awano, hohoku-cho, Shimonoseki-city, Yamaguchi Pref. 759-5101, JAPAN	+81-837-85-0126
	Quality Control Department (Mr. Yamane)	+81-837-85-0356
	E-mail Address: info@nishi-f.co.jp	
Hoei Senpaku Co., Ltd.	2-16, Nishihama, Saiki-city, Oita Pref. 876-0822, JAPAN	+81-972-22-7793
	Sales Depart. (Ms. Iwamoto, Mr. Nonoshita)	+81-972-22-3110
	E-mail Address: hoeiboat@sage.ocn.ne.jp	

Manufacturers of Launching Appliances

Name	Address	Tel.
	Department (contact)	Fax
Sekigahara Seisakusho Ltd.	2067, Sekigahara-cho, Fuwa-gun, Gifu Pref. 503-1593, JAPAN	+81-584-43-1211
	Marine business department (Mr. Komori)	+81-584-43-1218
	E-mail Address: lifesaving@sekigahara.co.jp	
Iknow Machinery Co., Ltd. (ex Tsuji Heavy)	177-2, Hikari-machi, Sasebo-city, Nagasaki Pref. 858-8501, JAPAN	+81-956-47-3119
	After-sales Service Section (Mr. Hirakawa)	+81-956-48-5443
	E-mail Address: aso@iknow-m.co.jp	
Mansei Inc.	1575-17, Hoseiji, Ekiya-cho, Fukuyama-city, Hiroshima Pref. 720-2413, JAPAN	+81-84-972-2121
	Inspection Section (Mr. Yamazaki)	+81-84-972-9292
	E-mail Address: info@mansei.net	

Application Form

Lifeboat & Launching Appliance Maintenance Engineering Refresher Training Course

Date: . . . 2011

To: Japan Ship-Machinery Quality Control Association

Company name:

Company's address:

Title:

Name:

Phone:

Facsimile:

E-mail:

I introduce the person(s) mentioned below as a participant(s) for the Lifeboat & Launching Appliance Maintenance Engineering Refresher Training Course (August 25 to 26, 2011), hold by your Association, and hereby apply for the said training course with manufacturers' Recommendation letter(s).

Name	
Date of Birth	(Format: DD/MM/YY)
Department/Title	

Name	
Date of Birth	(Format: DD/MM/YY)
Department/Title	

Name	
Date of Birth	(Format: DD/MM/YY)
Department/Title	

Recommendations received from manufacturers for renewal of service engineer certificates	IHI Marine United Inc./ Shigi Shipbuilding Co., Ltd./ Tsuneishi Facilities & Craft Co., Ltd./ Nishi-F Co., Ltd./ Hoei Senpaku Co., Ltd./ Sekigahara Seisakusho Ltd./ Iknow Machinery Co., Ltd./ Mansei Inc. (Total: companies)
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Note 1: Circle the name(s) of recommending manufacturer(s) and indicate number of companies.

Note 2: In case of more than 3 participants' use copy of this form.

