

APPLICATION FOR INTERNATIONAL CERTIFICATE FOR OPERATORS OF PLEASURE CRAFT

Royal Yachting Association RYA House Ensign Way Hamble Southampton SO31 4YA Tel: 023 8060 4100 Fax: 023 8060 4299 Web: www.rya.org.uk

The ICC is issued free of charge to RYA members

NOT AN RYA MEMBER?

JOIN USING THIS FORM AND WE'LL ISSUE YOUR CERTIFICATE FREE OF CHARGE

Personal membership costs no more than the certificate issue fee if you pay by Direct Debit or Credit Card. Please complete and return the membership form on page four to receive your certificate for free.

ICC

PLEASE WRITE
APPLICANT'S NAME
ON BACK OF PHOTO
AND CLIP ON HERE

The UK ICC issued by the RYA is issued in conformity with Resolution No. 40 of the United Nations Economic Commission for Europe (UNECE) Working Party on Inland Water Transport. The certificate is available to a person who fulfils the following eligibility criteria:

- · has reached the age of 16;
- is physically and mentally fit to operate a pleasure craft, and in particular, has sufficient powers of vision and hearing;
- presents one of the specified UK certificates or has successfully passed an examination to prove the necessary competence for pleasure craft operation (see sections 4 - 6); and
- who demonstrates their nationality or residency to show that their nationality does not preclude them from being issued with a UK ICC by the RYA (see section 2).

Please allow 21 days for the certificate to be issued. Regrettably we are unable to respond to requests to check the progress of your ICC application within the first 14 days of this period. If you require your ICC sooner a Fast Track Service, which guarantees a 2 working day turnaround from the date we receive your application, is available. Please enclose the additional fee (see section 7) and tick the Fast Track box below:

1. APPLICANT'S DETAILS

Name: Mr/Mrs/Miss
Forename
Surname

Date of birth:
Country of birth:
Nationality:

Address:
Post code:
Country:

Telephone numbers: Evening
Daytime:

Mobile:
Email:

2. EVIDENCE OF APPLICANT'S NATIONALITY OR RESIDENCY:

The RYA is authorised by the Maritime and Coastguard Agency (MCA) to issue a UK ICC to the nationals of any country EXCEPT individuals who are a national of another UNECE member state which has accepted Resolution 40 and who are also resident in another UNECE member state which has accepted Resolution 40, unless the RYA has been given written permission to do so by the Government of the relevant country.

The other countries that have accepted Resolution 40 are: Austria; Belarus; Belgium; Bulgaria; Croatia; Czech Republic; Finland; France; Germany; Hungary; Ireland; Latvia; Lithuania; Luxembourg; Netherlands; Norway; Poland; Romania; Serbia; Slovakia; Switzerland; Ukraine. This list (correct at 01/10/2017) is subject to change without notice. Please visit www.rya.org.uk/go/icc-no to consult the latest list and for information about any special arrangements in place between the RYA and the Governments of any of these countries.

You must demonstrate that you are not a national of and resident in a country on this list. Please tick one option:

Option 1: If you are an existing RYA member, British resident at the address above and already paying your membership subscription by Direct Debit from your British bank account, you do not need to send any additional evidence of your nationality or address; OR
Option 2: If you are a national of a country which is not on the list you can send a copy of the photo page of your passport or a recognised national identity card showing your nationality; OR
Option 3: If your address above is in a country which is not on the list you can send evidence that you are resident at this address. Send a copy of a recent utility bill or bank statement, a driving licence, a recognised national identity card or other official document, showing your name and address. Further authenticated evidence may be requested.

3. DECLARATION & SIGNATURE OF APPLICANT

I confirm that I satisfy the eligibility criteria above and I understand that:

- the UK ICC issued by the RYA is issued under the authorisation and on behalf of the UK Maritime and Coastguard Agency (MCA);
- possession of this certificate does not entitle me to a certificate issued on behalf of any other organisation or any other national Government;
- the certificate is valid for 5 years from the date of issue; should my eligibility change during the period the ICC is valid for I must notify the RYA and surrender the document and will not be entitled to any refund;
- if I cannot satisfactorily demonstrate my continued eligibility when the certificate expires it will not be renewed by the RYA;
- the acceptance of the ICC is determined in accordance with both the vessel's flag state legislation and that of the country in which the vessel is to be used and that it is my responsibility to ensure that the ICC is acceptable for its intended use; and
- the RYA will process the personal data I have given for the purpose of fulfilling this contact with me. My personal data will be processed in line with the RYA privacy policy www.rya.org.uk/go/privacy

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4. EVIDENCE OF APPLICANT'S COMPETENCE To be completed by the applicant

Name:

Signature: _

Evidence of your competence must be provided for each category you require validated on your ICC. Please indicate the ICC categories you are

	CATEGORY	TICK BOX IF REQUIRED	EVIDENCE		NOTES		
LIST	Coastal waters		This category will be validated unless courses / assessments have been conducted on inland waters or the certificate you are presenting does not demonstrate competence to skipper a boat in coastal waters e.g. RYA Helmsman's Course Completion Certificate or MCA Tier 2 Boatmaster qualifications				
	Inland waters		Provide a copy of one of the following and tick the relevant box: Enclose print out to show CEVNI test passed online; or Affiliated Club or Recognised Training Centre to sign off CEVNI test in section 5		Must be supported by RYA Practical certificate or ICC Assessment.		
LIST 2	Sail (including auxiliary engine)		Provide a copy of one of the following and tick the relevant box: RYA Day Skipper Sail (Practical) or Coastal Skipper Sail (Practical) Course Completion Certificate; or Certificate No: RYA/MCA Coastal Skipper or Yachtmaster® Sail (coastal, offshore or ocean) Certificate of Competence; or Certificate No: RYA ICC assessment aboard a sailing yacht with auxiliary engine signed off in section 5		The power category will also be validated with the "up to 10m length overall" restriction to allow you to drive a tender with an outboard etc.		
	Power (validity may be restricted to 10m LOA see notes)		Provide a copy of one of the following and tick RYA Powerboat Level 2 or higher Course Comvalid for vessels up to 10m LOA; certificates from coastal waters category); or Certificate No: RYA Day Skipper Motor (Practical) or Coastal Completion Certificate; or Certificate No: RYA/MCA Coastal Skipper or Yachtmaster® P Certificate of Competence; or Certificate No: Advanced Powerboat RYA/MCA Certificate of RYA Inland Waterways Helmsman Course Contributed Provided Helmsman Course Co	pletion Certificate (the ICC will only be om inland courses do not validate the	The ICC's validity for power driven vessels will be restricted to vessels "up to 10m LOA" if the evidence provided is an RYA Powerboat Course Completion Certificate or if the RYA ICC assessment has been taken at a powerboat		
	HQ internal use only: Certificate to be issued with power category restricted to vessels up to 10m LOA		the coastal waters category); or Certificate N RYA Helmsman's Course Completion Certificate Category); or Certificate No: MCA Deck Officer Certificate of Competence (RN, Army or RAF Bridge Watchkeeping Certificate MCA or Local Authority Boatman's Licence; or MCA Boatmaster Certificate (Tier 1 Level 1 anwaters category); or RYA ICC assessment aboard a power boat or section 5) (the ICC will only be valid for vessel assessment has been taken at a powerboat reboat or a motor cruiser of under 10m LOA)	te (does not validate the coastal waters	recognised training centre or on a power boat or a motor cruiser of under 10m LOA.		
	Personal watercraft		Provide a copy of one of the following and tick ☐ RYA Personal Watercraft Proficiency Certificat ☐ RYA Powerboat Level 2 or higher Course Com ☐ Advanced Powerboat RYA/MCA Certificate of	There is no ICC assessment for Personal Watercraft			
Plea	se provide th	e Certifica	te number for your evidence of practical compet	ence	_		
5	. ICC ASSESS	SMENT OF	COMPETENCE AND ICC CEVNI TEST To be com	pleted by the Affiliated Club or Recognis	sed Training Centre (RTC)		
Γhe	CC Assessme	nt is only ap	olicable to candidates without acceptable UK Certificate	s (see section 4) and is not applicable to the	Personal Watercraft categor		
We hereby confirm that the applicant has successfully demonstrated their skills and knowledge in accordance with the ICC Assessment of Competence Syllabus as follows: (Please ensure tick boxes in Section 6 are completed in full)							
ICC ASSESSMENT OF COMPETENCE PASSED at Club or RTC Name:							
Type of vessel(s) used for test: Length (LOA m): Tested for categories: (please tick relevant boxes) Power up to 10m LOA Power 10m LOA and over Sail (including Also validates power 10m LOA)							
Test conducted for: (please tick relevant boxes)				Inland Waters auxiliary engine) auxiliary engine) auxiliary engine) auxiliary engine) category with the up to			
_	est conducte	ed by:		Approved by (Principal, Chief Instructor or Flag Officer):			
				Name:			
١	lame:	\ auglificatio	on(a) hold:				
N A	applicable RYA	•	on(s) held: Date:	Signature:			

Signature: _

Date: __

Date:

ORAL / WRITTEN ELEMENTS

ALL CANDIDATES

Regulations

- 1. Knows responsibility for keeping a proper lookout
- 2. Can determine a 'safe speed'
- 3. Can recognise a potential collision situation
- 4. Can identify 'give way' vessel in a collision situation
- 5. Knows what action to take as 'give way' and 'stand on' vessel
- ☐ 6. Knows responsibilities of a small vessel in a narrow channel
- ☐ 7. Can recognise manoeuvring signals (1.2.3 & 5 short blasts)
- 8. Can make and recognise visual distress signals

Safety

- 1. Is able to use and instruct crew on the use of:
 - Life jackets
 - Distress alerting (e.g. DSC VHF, EPIRB, Flares, etc.)
 - · Fire extinguishers
 - · Kill cord (if fitted)
- 2. Can prepare a boat for use and take sensible precautions before setting out, including:
 - Engine checks
 - · Check fuel for range / duration of trip
 - · Obtain weather forecast
 - Avoid overloading boat

CANDIDATES FOR COASTAL WATERS ONLY

Regulations

- 1. Knows rules relating to Traffic Separation Schemes
- 2. Knows requirements for navigation lights and shapes to be displayed by own vessel
- 3. Can recognise the following from the lights: Power driven, sailing vessel, vessel at anchor, tug and tow, fishing vessel, dredger
- 4. Knows sound signal to be made by vessels as in Q3

Navigation (Chart & Plotting Instruments required)

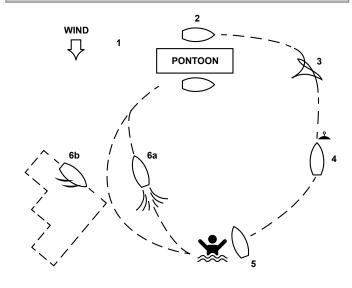
- 1. Can interpret a navigational chart, understand significance of charted depths and drying heights and can identify charted hazards
- 2. Can plot position by cross bearings and by latitude / longitude
- 3. Can determine magnetic course to steer, making allowances for leeway and tidal stream
- 4. Can use a tide table to find times and heights of high and low water at a standard port
- 5. Can determine direction and rate of tidal stream from a tidal stream atlas or tidal diamonds on a chart
- 6. Understands basic use of GPS

Pilotage

- 1. Can recognise, by day and night, and understand significance of buoys of the IALA system
- 2. Knows sources of information on: local regulations, port entry and departure signals, VTS and Port Operations Radio
- 3. Can plan a harbour entry/departure, taking account of possible presence of large vessels and avoiding navigational hazards

PRACTICAL ELEMENTS

ALL CANDIDATES



☐ 1. Start

- · Give safety briefing including use of safety equipment
- · Has listened to weather forecasts
- · Pre start engine checks
- Use kill cord (if fitted)
- · Start engine
- · Check cooling
- · Knows fuel range

2. Depart from Pontoon

- · Understands use of springs to depart from lee wall/pontoon
- · Communicate with crew
- Position fenders correctly

3. 360° Turn in Confined Space

4. Securing to Buoy

- Communicate effectively with crew
- Prepare warp
- Choose correct angle of approach
- Control speed of approach
- Secure boat effectively
- Depart from the mooring safely

5. Man Overboard

- Observe MOB or instruct crew to do so
- Demonstrate correct direction and speed of approach
- Make suitable contact with MOB

☐ 6a. Planning Speed Manoeuvres (if appropriate)

- · Choose suitable area
- · Show awareness of other water users
- · Warn crew before each manoeuvre
- · Look around before S and U turns
- · Control speed on U turns

☐ 6b. Handling Under Sail (if appropriate)

- · Sail triangular course with one leg to windward
- Choose suitable area for hoisting/lowering sails
- Use sails suitable for prevailing conditions
- Show awareness of wind direction
- · Trim sails correctly on each point of sailing
- · Warn crew before manoeuvres
- Look round before tacking and gybing
- Control sails during tacking and gybing

☐ 7. Coming Alongside Windward Pontoon

- Communicate effectively with crew
- · Show awareness of other water users
- Prepare warps/fenders
- Choose correct angle of approach
- · Control speed of approach
- Stop boat in place required and secure to pontoon
- · Stop engine

(Please tick the appropriate box below)	YA MEMBERSHIP FORM					
		ew members paying by direct debit and requiring the payment for the fast track fee by cheque payable to				
Membership No	YA', postal order, credit or debit card.	pay a.c. a.c. a.c. a.c. a.c. a.c.				
Cost of Fast Track for existing members (if required) £21 for standard members, £16 for	Title Forename	Surname Gende				
accredited members or £10 for gold members. Free of charge to life members. Payment for the fast	Date of Birth Email Address	.e				
track fee is required with your application and can be made by cheque payable to 'RYA', postal order, credit	E Lindi Addres.					
or debit card only. Direct debit is for new membership applications only.	Title Forename	Surname Gende				
BECOME A RYA MEMBER.		M F				
Please complete the form and as	Date of Birth Email Address	is				
a new member you receive the ICC free of charge	Title Forename	Surname Gende				
NON-MEMBER. As a non-member.	<u> </u>	MF				
the cost of the issue for the ICC is £45.	Date of Birth Email Address	S				
Cost of Fast Track for non-members (if required) £31. Payment for the fast track fee and	Title Forename	Surname Gende				
the certificate issue are required with your application	V	Surrume Gende				
and can be made by cheque payable to 'RYA', postal order, credit or debit card only. Direct debit is for new	Date of Birth Email Addres:	is in the second				
membership applications only. All Fast Track applications are returned by Royal						
Mail First Class post (UK) and Royal Mail Air Mail	ADDRESS					
(Overseas). If you require a tracked service an additional fee of £10.00 is required.		Postcode				
8. PAYMENT	Iome Tel	Mobile Tel				
(Please tick the boxes that apply and indicate the total amount payable)	one let	Modic Ict				
		or those who have just discovered boating or recreational boaters				
☐ ICC Fee – non-members £45 ☐ Fast Track Fee – non-members £31		or boaters who are members of an RYA affiliated club or class				
Fast Track Fee – standard members £21 Fast Track Fee – accredited members £16	Accredited Fo	or RYA instructors, race officials and more*				
Fast Track Fee – gold members £10 Fast Track Fee – life members free of charge	Accredited membership also includes appointed RYA race rogramme and World Class Programme Sailors.	e coach level 2 and 3, commercial endorsement holders, British Youth Sailing				
Tracked Service – £10 (Fast Tracks only)	Type of membership required, please tick one box.	Under 18 £15 by direct debit or card, £17 cash or cheque Under 25 £25 by direct debit or card, £27 cash or cheque				
Membership Subscription ☐ Under 18 £15/£17 ☐ Under 25 £25/£27	Prices shown are costs of annual subscription	Adult £45 by direct debit or card, £47 cash or cheque				
Personal £45/£47 Family £70/£72	Family Membership: Two adults plus under 18's living at th	Family* £70 by direct debit or card, £72 cash or cheque				
TOTAL AMOUNT: £	lease number up to three boating interests in order, with r	number one being your principal interest.				
9. CARD DETAILS (if required)	Windsurfing Motor Boating Powerboa					
Your card details are not stored on any RYA		rship. The data recorded on this form will be verified by the RYA and be used to verify your membership and communicate relevant information				
systems and are securely destroyed once payment has been processed.	bout your membership such as your welcome pack of he RYA will process the personal data you have give	and renewal documents.				
Please debit my Visa / Mastercard / Switch /	our personal data will be processed in line with our p					
Maestro (delete as applicable) card	Signature	Source Code 1 1 0				
Card Number						
	Pate	Joining Point Code if applicable				
	dembership payments can be made by direct	t debit, cheque payable to 'RYA', postal order, credit or debit card.				
Card Start Date Card Expiry Date	PAY MEMBERSHIP BY DIRE	ECT DEBIT AND SAVE MONEY				
Cuiteb leave No. Court Courts No.						
Switch Issue No. Card Security No.		ction to your Bank or DIRECT				
Cordboldor's Name	Building Soci	iety to pay by Direct Debit				
Cardholder's Name	Name and full postal address of your Bank/Buildin To The Manager Bank/Buildin	on Conjetu				
Cardholder's Signature	Address	9 5 5 2 1 3				
Caranoladi C Cignalare	Address	RYA Membership Number (For office use only)				
10. CHECK LIST						
Application form completed in full and	Instruction to your Bank or Building Society Please pay Royal Yachting Association Direct Debits from the account detailed i					
declaration signed	Postcode	this instruction subject to the safeguards assured by The Direct Debit Guarantel I understand that this instruction may remain with the Royal Yachting Associatio and, if so details will be passed electronically to my Bank/Building Society.				
Evidence of your nationality or residency enclosed Evidence of competence enclosed and / or	Name(s) of account holder(s)	and, it so details will be passed electronically to my Bank/Building Society. Signature(s)				
sections 4 and / or 5 completed	Branch sort code					
Passport sized photograph with name on reverse attached						
Fast track service requested if required	Bank/Building Society account number					
Payment enclosed Send to: RYA Certification, RYA House,		Date				
Ensign Way, Hamble, Southampton, SO31 4YA	Banks and Building Societies may no	ot accept Direct Debit instructions for some types of account.				