
	OUTCOMES-BASED MONITORING INSTRUMENT (OBMI) FOR MARITIME EDUCATION PROGRAMS (MEPs)	
Name of Maritime Higher Education Institution (MHEI):		Contact Numbers:
Address of Maritime Higher Education Institution (MHEI):		Email address:
Maritime Education Program/s Monitored:		Date of Monitoring:
		Date last Monitored:

FACILITIES AND EQUIPMENT FOR EDUCATION AND TRAINING		EXPECTED OUTCOMES				
		The Institution ensures all students utilize facilities and equipment as identified in the course packages to achieve learning outcomes.				
Item No.	KEY AREAS (MINIMUM REQUIREMENTS AND REFERENCE)	OBJECTIVE EVIDENCES	SELF-ASSESSMENT (For the Institution) Identify/indicate the Objective Evidence	FINDINGS (For the Joint CHED-MARINA Team)		REMARKS (Other Objective Evidence)
				Compliant	Not Compliant	
1	<p>The MHEI shall ensure that all required equipment are available to serve their purpose for the course delivery and assessment.</p> <p><i>Reference: Article V Section 24 JCMCC 01 s. 2022</i></p>	<p>Existing/Updated Inventory of Sites and Facilities</p> <p>Student equipment ratio in compliance to the course package</p> <p>Carrying capacity computation (notarized/submitted to CHED)</p> <p>Records of Implementation of Planned Maintenance System and/or records of repair and other relevant documents.</p> <p>Virtual or onsite verification of the actual run of specific practical exercises required as may be requested by the technical evaluator.</p> <p>Records of Equipment Utilization</p>				



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2	<p>Institutional Sites and Buildings</p> <p>An applicant HEI shall own its institutional sites and buildings to conform with this PSG while existing MHEIs shall be given a transition period of ten (10) years only to own their institutional sites and buildings.</p> <p><i>Reference: Article V Section 26 JCMMC 01 s. 2022</i></p>	<p>Evidence of continued existence of the actual institutional site and building as approved during the evaluation and inspection. (e.g. actual verification, videos/pictures, updated records, etc.)</p> <p>Records of maintenance</p> <p>Use of athletic field or gymnasium (MOA)</p> <p>Use of Swimming pool (<i>size as per requirement</i>) (MOA)</p>				



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3	<p>The institutional sites and buildings shall be designed and constructed in conformity with the Fire Code and the National Building Code of the Philippines and city/provincial ordinances. School buildings must be equipped with adequate equipment, safety measures and procedures following paragraphs 2, 3, 4 and 5 of Section 26 of CMO No. 40, series of 2008.</p> <p>Site/Building/Room Requirements shall include the following:</p> <ul style="list-style-type: none"> a. Institutional site/lot b. Athletic field and/or gymnasium c. Administrative Offices (General or Executive Office, Accounting, National Service Training Program (NSTP), Guidance/Placement office) d. Medical and dental clinic e. Toilets f. Canteen/cafeteria g. Faculty room h. Student lounge i. Library room j. Laboratory room k. Tool room l. OBT Office m. Research and Extension Office n. Adequate facilities for swimming or MOA with service providers <p><i>Reference: Article V Section 26 JCMCC 01 s. 2022</i></p>	<p>Upkeep of Institutional sites and buildings</p> <p>Valid Business Permit (specific for campus)</p> <p>Records of Implementation of Planned Maintenance System and/or records of repair and other relevant documents.</p> <p>Building Plan, Evacuation Plans and Maps</p> <p>Inventory and pictures of the required site/building/room</p> <p>MOA with service providers, if any</p> <p>Records of Utilization as applicable</p>				



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4	<p>Classroom</p> <p>The standard classroom shall be a minimum 48 square meters, no side of which shall be less than 6 meters. Classrooms must be well-lighted and well-ventilated and shall contain the necessary equipment and furniture such as but not limited to: chairs, instructor's podium, multimedia and black/white boards.</p> <p><i>Reference: Article V Section 27 of JCMMC 01 s. 2022</i></p>	<p>Upkeep and maintenance of the minimum standard classroom requirement</p> <p>Records of periodic checking of classroom equipment and maintenance including ventilation, lighting and fixtures</p> <p>Actual verification, videos or pictures of the classroom compliant to the requirements</p>				
5	<p>Library Standards</p> <p>Library personnel, facilities and holdings shall conform to existing CHED requirements for libraries which are embodied in a separate CHED issuance. The library must maintain a collection of updated and appropriate/suitable textbooks and references used for the core courses in the curriculum. Library resources should complement curriculum delivery to optimize the achievement of the program outcomes for the BSMT and BSMarE programs.</p> <p><i>Reference: Article V Section 28 of JCMMC 01 s. 2022</i></p>	<p>Updated and appropriate/suitable textbooks and references used for the core courses in the curriculum</p> <p>Actual verification, videos or pictures of the library compliant to the requirements</p> <p>Updated Inventory of Library Holdings for core courses in the curriculum (<i>in hardcopy or electronic</i>)</p> <p>Latest/Updated Matrix of library personnel</p>				



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6	<p>Carrying Capacity</p> <p>To establish the MHEI's student intake limitation/s, MHEIs shall submit to CHED-OPSD, copy furnished MARINA STCW Office; the duly accomplished and notarized carrying capacity forms (1 to 4) as reflected in Annex I to this JCMMC two months before the start of the academic year. Thereafter, no changes on the carrying capacity shall be allowed.</p> <p>All students in laboratory class shall be performing laboratory activities as scheduled following the student to equipment ratio verifiable on records.</p> <p>All MHEIs shall ensure that the facilities and equipment as prescribed by this Circular are complete and available to meet the student to equipment ratio, subject to periodic monitoring.</p> <p>All MHEIs shall ensure that the number of students shall comply with the equipment carrying capacity based on the specific course packages.</p>	<p>Verified accomplished updated carrying capacity Forms 1 to 4 (notarized/submitted to CHED) (revised JCMMC No. 2. Series of 2019) as against enrollment data by year level and by course, Program of Study, laboratory equipment on site, etc. to ensure that facilities and laboratory equipment are proportionate and adequate to the number of students enrolled in a particular course based on the carrying capacity requirement.</p> <p>Check and verify records of exercise sheets performed by students that underwent laboratory activities</p> <p>Records of Exercise Plan showing how the Instructor manages the class to perform a task/laboratory task</p> <p>Enrolment Reports</p> <p>Course Specifications and Detailed Teaching Syllabus</p> <p>Inventory of Equipment</p> <p>Records of Implementation of Policies and procedures in the computation of carrying capacity of</p>				

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	<i>Reference: Article V Section 29 of JCMMC 01 s. 2022</i>	<p>facilities and equipment and basis in the enrolment of students</p> <p>Equipment utilization Schedule per semester/trimester</p> <p>Student/Learner's attendance records</p>				
7	<p>Laboratories</p> <p>Laboratory rooms shall allow space appropriate to the size of the equipment and the number of students. It should be well-ventilated and well-lighted, contain the specific laboratory equipment and, where appropriate, adequate water supply is provided. The following laboratory rooms shall be made available:</p> <p>A. For BSMT program</p> <ol style="list-style-type: none"> Chart plotting room Bridge simulator covering RADAR-ARPA and ECDIS Seamanship room GMDSS (Optional) <p>B. For BSMarE program</p> <ol style="list-style-type: none"> Engine Simulator Machinery Room that can house the marine engine, refrigeration, electrical equipment, etc. <p><i>Reference: Article V Section 30 of JCMMC 01 s. 2022</i></p>	<p>Condition and upkeep of laboratory rooms</p> <p>Actual verification, videos or pictures of the laboratory rooms (<i>as required under Art. V, paragraph A and B of JCMMC xx s. 2022 Section 30. Laboratories</i>) with the corresponding equipment required under the same circular and specific Course Specifications</p> <p>Records of upkeeping of Laboratory rooms</p> <p>Records of schedule and maintenance of laboratory rooms containing specific laboratory equipment to avoid any overlapping of class schedules</p> <p>Actual Utilization Report</p>				



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8	<p>Laboratory Equipment</p> <p>All laboratory equipment contained in the approved Course Specifications shall be owned by the institution and located within the institutional site. There shall be a sufficient number of equipment, machinery, apparatus, supplies, tools and other materials, accessories and consumables.</p> <p>The institution shall provide the necessary audiovisual room and facilities with appropriate equipment in support of the teaching-learning process such as video, sound system, multi-media projectors, and others.</p> <p>"Sufficient and appropriate" means that the number of such teaching aids and equipment shall be proportionate and adequate to the number of students enrolled in a particular course based on the carrying capacity requirement of this PSG so as to ensure their sufficient exposure to the equipment and attainment of the required outcomes.</p> <p><i>Reference: Article V Section 30 of JCMC 01 s. 2022</i></p>	<p>Condition and maintenance of laboratory equipment</p> <p>Actual verification, videos or pictures of the laboratory equipment as required under the specific Course Specifications</p> <p>Records of planned maintenance of Laboratory equipment</p> <p>Records of schedule and maintenance of laboratory equipment containing specific laboratory equipment to avoid any overlapping of class schedules</p> <p>Actual Utilization Report</p>				
9	<p>Standards Governing the Simulators</p>	<p>Updated List of simulators and their type approval and their</p>				

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	<p>All MHEIs offering or intending to offer the BSMT and/or BSMarE programs shall provide for their own simulator equipment required under this PSG. Such equipment shall comply with the standards as prescribed in accordance with Regulation 1/12, and Section A-1/12 of the STCW Convention, 1978, as amended.</p> <p><i>Reference: Article V Section 31 of JCMMC 01 s. 2022</i></p>	<p>corresponding certificate of ownership</p> <p>Documentation from the supplier of the specific competence that can be demonstrated using the specific simulator</p> <ul style="list-style-type: none"> • Certificate of Simulator Capability • Owner's Manual with the List of Competences <p>Simulators must:</p> <ul style="list-style-type: none"> - be suitable for the selected objectives and training tasks; - be capable for the simulating the operating capabilities of shipboard equipment concerned, to a level of physical realism appropriate to training objectives, and include the capabilities, limitation and possible errors for such equipment; - have sufficient behavioral realism to allow students to acquire skills appropriate to the training objectives; - provide a controlled operating environment, capable of producing a variety of conditions, which may include emergency, hazardous or unusual 				



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		<p>situation relevant to training objectives;</p> <ul style="list-style-type: none"> - provide an interface through which a student can interact with the equipment, the simulated environment and, as appropriate, the instructor; - permit an instructor to control, monitor and record exercises for the effective debriefing of trainees; - be adequate and be used by all the students who are required to use the same. <p>In addition, computer-based simulators must have external video recording system which maybe use in debriefing of exercise</p>				

Lead Evaluator

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Monitoring Team Members

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