

ACADEMIC YEAR 2023 – 2024

Program	Year	Semester	Paper
DO	3	1	MAIN 2

MODULE NAME:	TECHNICAL WRITING
---------------------	--------------------------

MODULE CODE:	DENG-IV	EXAM DATE:	02/01/2024
---------------------	----------------	-------------------	-------------------

TEACHER'S NAME:	MARTIN	DURATION:	2 hrs.
------------------------	---------------	------------------	---------------

Questions to be answered on:	Allowed requirements	Number of pages
Space provided on the question paper	Pen	9

Points of Attention:

- For each question, the maximum earned points are mentioned between brackets at the end of each question.
- Write very clearly! Answers that are not readable are not marked and don't get points!
- Make sure your answers are written to the point.
- All answers should be written **in English**.
- Write all the answers **in blue or black pen only**.
- When finished, submit the question paper together with the answer scripts and the signed cover page to the invigilator.
- Any cheating/copying may result in an instant failing of the examination.

FINAL MARKS

STUDENT NAME:	
----------------------	--

STUDENT ID:	
--------------------	--

	40
	10

Number of answer scripts:

Invigilator:

Student's signature:

Time of receipt:

Read the text and answer the questions that follow.

Maritime Labour Convention (MLC) – Ensuring Seafarers’ Rights

The Maritime Labour Convention (MLC) is a comprehensive framework designed to safeguard the rights and well-being of seafarers working on ships worldwide. The convention consists of various main sections addressing specific aspects of seafarers’ working and living conditions.

Title 1: Minimum Requirements for Seafarers to Work on a Ship

This section sets out the fundamental requirements for seafarers to work at sea. It establishes the minimum age for employment and outlines the medical fitness and training standards. Moreover, it addresses matters related to the recruitment and placement of seafarers.

Title 2: Conditions of Employment

Title 2 delves into the conditions of employment for seafarers. It covers employment agreements, including the terms and conditions of seafarers’ contracts. This section also addresses wage standards, specifying the minimum wage seafarers should receive for their service at sea. It also regulates working hours and rest periods to prevent fatigue and exhaustion, ensuring both seafarers’ well-being and the ship's safety.

Title 3: Accommodation, Recreational Facilities, Food, and Catering

Title 3 focuses on the living conditions on board ships. It sets standards for seafarers' accommodation, ensuring decent and safe living spaces. Additionally, it requires ships to provide recreational facilities to help seafarers relax and unwind during their off-duty hours. Providing nutritious food is also a key element, with MLC ensuring seafarers are well-fed during their time at sea.

Title 4: Health Protection, Medical Care, Welfare, and Social Security Protection

This section addresses the health and safety of seafarers. It covers medical care on board, access to shore-based medical facilities, and health and safety protection. Moreover, it emphasises seafarers' welfare and emotional and psychological well-being. Social security protection is also crucial to this title, ensuring seafarers receive the benefits and support they need.

Title 5: Compliance and Enforcement

Title 5 outlines the roles and responsibilities of flag states and port states. It ensures compliance with the MLC's provisions, with flag states responsible for ships registered under their flag and port states playing a role in enforcing MLC standards when ships call at their ports. Recognised organisations are involved in the certification and verification of compliance.

Title 6: Final Provisions

This section contains final provisions related to the convention's ratification, amendments, and the convention's entry into force.

In conclusion, the Maritime Labour Convention (MLC) is a vital document in the maritime industry. It sets the standards and regulations necessary to establish and maintain decent working and living conditions for seafarers. The MLC promotes fair and safe employment practices while safeguarding the rights and well-being of those who navigate the world's oceans (OpenAI, 2023).

Question 1. Read the text. Choose which of the following statements are True / False or Not Given. (5 marks)

- Write T if the statement agrees with the information in the text, F if the statement contradicts the information or NG if there is no information in the text.

1. *The Maritime Labour Convention* (MLC) addresses the medical fitness and training standards for seafarers. _____
2. Title 2 of MLC regulates seafarers' wages to ensure they receive just compensation for their work. _____
3. MLC explicitly mentions the provision of recreational facilities for seafarers on board ships. _____
4. The convention emphasises seafarers' social security protection and emotional well-being. _____
5. Title 6 of MLC deals with enforcing the convention by recognised organisations. _____

Question 2. Circle the correct answer. (5 marks)

1. Which section of the Maritime Labour Convention (MLC) focuses on employment agreements, wage standards, and working hours?
a) Title 1
b) Title 2
c) Title 3
2. In which section of MLC are the standards for seafarers' accommodation, recreational facilities, and food provisions defined?
a) Title 1
b) Title 2
c) Title 3
3. What is the main purpose of Title 4 in MLC?
a) Regulating working hours
b) Ensuring fair wages
c) Addressing the health, safety, and welfare of seafarers

4. Which section of the Maritime Labour Convention (MLC) primarily deals with the responsibilities of flag states and port states, ensuring compliance with MLC standards?
 - a) Title 5
 - b) Title 6
 - c) Title 2

5. In the context of MLC, which aspect of seafarers' well-being is highlighted in the text, emphasising decent living conditions on board?
 - a) Seafarers' employment agreements
 - b) Repatriation requirements
 - c) Provision of recreational facilities

VOCABULARY

[15 Marks]

Question 1. Write the correct word in the gap to complete each sentence. There are TWO EXTRA words. (5 marks)

principles universality access liberty privacy entitled digital

1. In the modern maritime industry, _____ technology is crucial in ensuring efficient communication and safety at sea.
2. Every seafarer is _____ to certain rights that protect their well-being, regardless of nationality or origin. These are known as human rights.
3. The _____ of human rights is rooted in the belief that they apply to all people, everywhere, without exception.
4. Seafarers should have _____ to legal representation and information if they face any issues related to their rights.
5. When safeguarding human rights at sea, understanding the core _____ of fairness, equality, and non-discrimination is essential for every maritime professional.

Question 2. Circle the sentence which correctly uses the right form of the word in bold in the context of human rights at sea. (5 marks)

1. **discrimination**

- a) The crew members onboard the ship always show discriminate in their safety procedures.
- b) In the maritime industry, discrimination based on nationality is a violation of seafarers' human rights.
- c) We discrimination between different types of cargo to ensure proper storage onboard.

2. **liberty**

- a) Seafarers must request permission for liberty from the captain to access the ship's library.
- b) All seafarers are entitled to enjoy their liberty and freedom of movement while onboard.
- c) The liberty of the ship is anchored in the harbour.

3. **punish**

- a) Seafarers should be punished for taking necessary rest breaks during long voyages.
- b) The crew often punishes themselves by working long hours to meet deadlines.
- c) It is against international law to punish crew members for reporting safety concerns or violations.

4. **revoke**

- a) Seafarers have the right to report unsafe conditions without fear of having their contracts revoked.
- b) The captain can revoke the crew's access to fresh water as a disciplinary measure.
- c) The crew often revokes overtime requests to ensure they get enough rest.

5. **struggle**

- a) Seafarers often struggle with regulations related to maritime flags.
- b) The crew's struggle for additional pay was met with understanding from the ship's management.
- c) It's common practice to struggle with fellow seafarers over limited resources onboard.

Question 3. Match the definition to the correct word. One of the definitions has been completed as an example. (5 marks)

Word	Definition
0. uncover d	a) The act of looking at something carefully or an official visit to a building or organisation to check that everything is correct and legal.
1. complaint ___	b) A situation in which a person or company does not have enough money to pay debts or buy goods.
2. evidence ___	c) To make a firm and determined decision to do something or to achieve a specific goal; to find a solution to a problem or conflict.
3. insolvency ___	d) to discover what was hidden
4. inspection ___	e) A written or spoken statement in which someone says that somebody has done something wrong or that something is not satisfactory.
5. resolve ___	f) Anything that helps to prove that something is or is not true.

WRITING

[15 Marks]

Question 1. Read the scenario and write an appropriate response in an email.

You are a seafarer currently onboard a vessel, and you have encountered a situation that has made you feel the need for repatriation. You are concerned about your well-being and rights as a seafarer, and you decide to write an email to your ship's management to request repatriation while explaining your reasons.

In your email:

- request repatriation
- introduce yourself fully
- mention the relevant maritime labour laws that support your request
- write a clear closing to the email
- word limit: 150 – 200 words
- include all the necessary conventions for the email, such as – To: / From: / Subject:
- make up the names as necessary and any other details required

Rubric

Criteria	5 Points	4 Points	3 Points	2 Points	1 Point
Task Achievement & Organisation	The email effectively addresses all aspects of the task.	The email addresses most aspects of the task but may lack clarity or specificity in some areas.	The email partially addresses the task but is lacking in some key respects.	The email briefly touches on the task's requirements and lacks clarity or organisation.	The email does not effectively address the task's requirements.
Grammar and Spelling	The email demonstrates excellent command of grammar and spelling throughout.	The email contains a few minor grammatical or spelling errors that do not impede understanding.	The email has several noticeable grammatical and spelling errors but remains comprehensible.	The email contains frequent and significant grammatical and spelling errors that hinder comprehension.	The email is riddled with severe grammatical and spelling errors, making it difficult to understand.
Tone and Formality	The email maintains a consistently professional and objective tone, adhering to appropriate formal language for this context.	The email maintains professionalism and objectivity but occasionally lapses in tone or formality.	The email sometimes lacks professionalism or objectivity, with notable lapses in tone and formality.	The email often lacks professionalism and objectivity, with significant lapses in tone and formality.	The email is consistently unprofessional, lacks objectivity, or fails to adhere to formal language, making it inappropriate for the context.

(OpenAI, 2023a)

References:

OpenAI. (2023). ChatGPT (September 25 Version) [Large language model]. <https://chat.openai.com>

OpenAI. (2023a). ChatGPT (September 25 Version) [Large language model]. <https://chat.openai.com>

MLO & Bloom's Level of Complexity

Q #	MLO Addressed	Complexity Level	Mark	Remark
Reading Section				
1.	2, 3, 4 & 6	Understanding	5	
2.	2, 3, 4 & 6	Application	5	
Vocabulary Section				
1.	2, 3 & 6	Understanding	5	
2.	2, 3 & 6	Application	5	
3.	2, 3 & 6	Understanding	5	
Writing Section				
1.	1, 2, 5 & 6	Application and creating	15	