



AECO Online Field Staff Assessment & Mariners Assessment 2023

Q & A

1. How do I log on to the aeco.no members only section?

Neither field staff nor mariners have access to the AECO members only part of aeco.no. All references needed are linked to in the [Resources and Tools section of AECO's website](#). Scroll down on the right to the section titled: Field Staff Online Assessment – References / Mariners Online Assessment – References.

2. I cannot log on to aeco.no in order to take the test. What do I do?

The test is not located on AECO's website aeco.no but is hosted by a platform called SpeedExam. Use this link to log on and start taking the tests: [Sign in \(speedexam.net\)](#)

3. Where can I find the Site Specific Guidelines?

The Site Specific Guidelines for Svalbard have been developed by AECO's members aided by external funding and scientific consultation. Some of these can be directly used in the permit application process for Svalbard where certain sites can only be visited when having submitted a detailed site guideline that directs any given landing prior to the season. Having these directly available by AECO members is a great advantage and hence AECO consider them as property not to be used by others than AECO members. This is the reason why the Site Specific Guidelines are not directly accessible on the website. Instead, all staff registered to the AECO Field Staff Assessment can access them via a Dropbox link forwarded in the information e-mail to all prior to each season.

4. Why can I not practice the test before taking the exam?

The AECO Field Staff Assessment is not mean as an exam Per Se. It is first and foremost meant as an awareness tool on what rules apply and where they can be found. Hence there is no time limit to the test. You can pause and search in the clearly marked reference or pause and start up again at a more convenient time, etc. By default, you have an unlimited number of

attempts to pass. Once a test is completed you can review your answers and learn what went wrong.

5. What does the test regime consist of for field staff?

The AECO Field Staff Assessment tests are made of questions into each area/category of relevance – currently AECO, Svalbard, Greenland, Canada, and Iceland have separate tests. The *AECO general questions* test is mandatory for all candidates. In addition, further tests that match the area of operation for each candidate is also mandatory.

Each test is generated by SpeedExam by selecting a specific number of questions from a respective pool of questions to generate a fairly random selection of question for each test. That means that a test on e.g., AECO is never the same test. They are however somewhat similar since the number of questions in each category is limited.

6. Who are required to do the AECO Mariners Assessment?

The AECO Mariners Assessment is a mandatory test for the following mariners:

- Captain
- Staff Captain (where applicable)
- Officers in charge of a navigational watch
- Environmental Officer (where applicable)
- Chief Engineer
- Lead Hotel Officer/Manager
- Helicopter pilot (where applicable)
- Submersible pilot (where applicable)

The above listed officers and crew should pass this test prior to every season if working within AECO's geographic area. Operators are responsible to send a crew list with relevant personnel to aeco@aeco.no prior to the season. Registration of crew to take the Mariners Assessment can only go via member operators.

7. How many tests do the Mariners Assessment consist of?

Due to the limited number of questions available for certain areas, **ONE** test covers all areas regardless of individual mariner's deployment.

Each individual test is generated by SpeedExam by selecting a specific number of questions from a pool of questions to generate a fairly random selection of question for each test. That means that a test is never quite the same. They are however somewhat similar since the number of questions in the pool is limited.

8. How often are questions updated?

Questions are continuously updated when regulations are updated or added, AECO guidelines and other sources are updated or added. However, legislation and guidelines are generally not updated often which means that the experience will be that only limited adjustments have been made year on year.

9. I have a comment to a question – what do I do?

Write aeco@aeco.no. He will be happy to help. Due to the random way each test is generated (see 5), it is very important that you do NOT refer to the number the question has in your test. This number is random from test to test. Instead, please refer to the **QID#** which is a number that is locked to the specific question and can be easily located in the database of questions.

10. Do AECO decide what test I must take?

The membership of AECO has decided that the Field Staff Assessment and Mariners Assessment regime is mandatory for all staff as well as mariners according to section 6.

11. When is the test accessible for a given season?

The tests are available for previously registered field staff and mariners for the entire calendar year from 1 January – 31 December. Previously registered candidates must use their old log on credentials to get access. However, member operators confirm their staff and crew lists each year and new field staff or mariners not registered previously will not get access until notified directly by AECO.

12. Is AECO checking if individual field staff and/or mariners live up to the requirements of the testing regime?

No! Operators are responsible for ensuring that all relevant crew have passed the test.

Upon passing the test(s) required a certificate can be downloaded (for each test). This certificate documents that you have passed a given test. Forwarded the relevant certificates to your employer to document that you have met the mandatory requirements.