CertiPilot Project

2012

Amalgamation of the Partners’ Reports
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Introduction

Pilotage is a profession which requires both skill and experience; for a Marine Pilot to be competent in his daily duties, training is a key factor. These three elements, i.e. training, experience & skill are imperative for the safety and efficiency of ports, the protection of human lives as well as the protection of the marine environment.

However, the high standards of competence of these professional is not yet established and recognised by most member states worldwide, despite being one of the oldest professions in the world.

For this reason, the Certipilot project was taken by four partners, being, Malta Maritime Pilots (MMP), Turkish Maritime Pilots’ Association (TUMPA), Colegio Oficial Nacional de Practicos de Puerto and Centro Studi Enti Local with the aim to give a national vocational level to this ancient profession.

Apart from the national vocational level, which is the end result of this project, the four partners are evaluating, through meeting and consultation events, the national legislation of the respective country representatives involved as well as all the international legislation concerned so to establish the spectrum of training and competences that are relevant for a Marine Pilot to achieve a recognised level of competence under a common European framework.

Ultimately the research results of this project will be promulgated to International member states as well as presented to a designated European Commission so that member states may adopt the study developed into their educational system.

This document contains all the research done, by the CertiPilot partners in the first part of the project which will serve as roots to the conclusions of this project, mainly;

1. International Legislation;

2. National Legislation;
   a. Maltese National Legislation;
   b. Spanish National Legislation;
   c. Turkish National Legislation;

3. Recommended training to Marine Pilots
1. INTERNATIONAL LEGISLATION & RECOMMENDATIONS

References

IMO Resolution A.159 (ES.IV), Recommendation on Pilotage, 27th November 1968.

SOLAS Chapter V.

IMO Resolution A.1045(27), Adopted on 30 November 2011, Pilot Transfer Arrangement.

MSC/Circ. 1156, 23rd May 2005 Guidance on the access of Public Authorities, Emergency response services and Pilots on board ships to which SOLAS chapter XI-2 and the ISPS Code applies.
IMO Resolution A.159 (ES.IV) 27th November 1968

Recommendation on Pilotage

The Assembly recommends to governments that they should organize pilotage in those areas where such services would contribute to the safety of navigation in a more effective way than other possible measures and should, where applicable, define the ships or classes of ships for which employment of a pilot would be mandatory.
IMO SOLAS Chapter V

Regulation 23 – Pilot Transfer Arrangements

1.1 Ships engaged on voyages in the course of which pilots are likely to be employed shall be provided with pilot transfer arrangements

2. General

2.1 All arrangements used for pilot transfer shall efficiently fulfil their purpose of enabling pilots to embark and disembark safely. The appliances shall be kept clean, properly maintained and stowed and shall be regularly inspected to ensure that they are safe to use. They shall be used solely for the embarkation and disembarkation of personnel.

2.2 The rigging of the pilot transfer arrangements and the embarkation of a pilot shall be supervised by a responsible officer having means of communication with the navigational bridge who shall also arrange for the escort of the pilot by a safe route to and from the navigational bridge. Personnel engaged in rigging and operating any mechanical equipment shall be instructed in the safe procedures to be adopted and the equipment shall be tested prior to use.

3. Transfer arrangements

3.1 Arrangements shall be provided to enable the pilot to embark and disembark safely on either side of the ship.

3.2 In all ships where the distance from the sea level to the point of access to, or egress from, the ship exceeds 9 mtr, and when it is intended to embark and disembark pilots by means of the accommodation ladder, or by means of mechanical pilot hoist or other equally safe and convenient means in conjunction with a pilot ladder, the ship shall carry equipment on each side, unless the equipment is capable of being transferred for use on either side.

3.3 Safe and convenient access to, and egress from, the ship shall be provided by either:

1. A pilot ladder requiring a climb of not less than 1.5 mtr and not more than 9 mtr above the surface of the water so positioned and secured that:
   a. It is clear of any possible discharges from the ship;
b. It is within the parallel body length of the ship and, so far as is practicable, within the mid-ship half length of the ship;
c. Each step rests firmly against the ship’s side, where constructional features, such as rubbing bands, would prevent the implementation of this provision, special arrangements shall, to the satisfaction of the Administration, be made to ensure that persons are able to embark and disembark safely;
d. The single length of pilot ladder is capable of reaching the water from the point of access to, or egress from, the ship and due allowance is made for all conditions of loading and trim of the ship, and for an adverse list of 15°, the securing strong point, shackles and securing ropes shall be at least as strong as the side ropes;

2. An accommodation ladder in conjunction with the pilot ladder, or other equally safe and convenient means, whenever the distance from the surface of the water to the point of access to the ship is more than 9 mtr. The accommodation ladder shall be sited leading aft. When in use, the lower end of the accommodation ladder shall rest firmly against the ship’s side within the parallel body length of the ship and, as far as is practicable, within the mid-ship half length and clear of all discharges; or

3. A mechanical pilot hoist so located that it is within the parallel body length of the ship and, as far as is practicable, within the mid-ship half length of the ship and clear of all discharges.

4. **Access to the ship’s deck**

4.1 Means shall be provided to ensure safe, convenient and unobstructed passage for any person embarking on, or disembarking from, the ship between the head of the pilot ladder, or of any accommodation ladder or other appliance, and the ship’s deck. Where such passage is by means of:

   1. A gateway in the rails or bulwark, adequate handholds shall be provided:
   2. A bulwark ladder, 2 handholds stanchions rigidly secured to the ship’s structure at or near their bases and at higher points shall be fitted. The bulwark ladder shall be securely attached to the ship to prevent overturning.

5. **Shipside doors**

5.1 Shipside doors used for pilot transfer shall not open outwards.

6. **Mechanical Pilot Hoists**

6.1 The mechanical pilot hoist and its ancillary equipment shall be of a type approved by the Administration. The pilot hoist shall be designed to operate as a moving ladder to
lift and lower one person on the side of the ship, or as a platform to lift and lower one or more persons on the side of the ship. It shall be of such design and construction as to ensure that the pilot can be embarked and disembarked in a safe manner, including a safe access from the hoist to the deck and vice versa. Such access shall be gained directly by a platform securely guarded by handrails.

6.2 Efficient hand gear shall be provided to lower or recover the person or persons carried and kept ready for use in the event of a power failure.

6.3 The hoist shall be securely attached to the structure of the ship’s side rails. Proper and strong attachment points shall be provided for hoists of the portable type on each side of the ship.

6.5 A Pilot ladder shall be rigged adjacent to the hoist and available for immediate use so that access to it is available from the hoist at any point of its travel. The pilot ladder shall be capable of reaching the sea level from its own point of access to the ship.

6.6 The position on the ship’s side where the hoist will be lowered shall be indicated.

6.7 An adequate protected stowage position shall be provided for the portable hoist. In cold weather to avoid the danger of ice formation the portable hoist shall not be rigged until its use is imminent.

7. Associated equipment

7.1 The following associated equipment shall be kept at hand ready for immediate use when persons are being transferred:

1. 2 man ropes of not less than 28 mm in diameter properly secured to the ship if required by the pilot;
2. A lifebuoy equipped with a self-ignited light;
3. A heaving line

8. Lighting

Adequate lighting shall be provided to illuminate the transfer arrangements overside, the position on deck where a person embarks or disembarks and controls of the mechanical pilot hoists
IMO Resolution A.1045(27),
Adopted on 30 November 2011

RECOMMENDATION ON PILOT TRANSFER ARRANGEMENTS

Pilot Ladders

A pilot ladder should be certified by the manufacturer as complying with this section or with the requirements of an international standard acceptable to the Organization.

Position and construction

The securing strong points, shackles and securing ropes should be at least as strong as the side ropes specified in the section below.

The steps of the pilot ladders should comply with the following requirements:

1. if made of hardwood, they should be made in one piece, free of knots;
2. if made of material other than hardwood, they should be of equivalent strength, stiffness and durability to the satisfaction of the Administration;
3. the four lowest steps may be of rubber of sufficient strength and stiffness or other material to the satisfaction of the Administration;
4. they should have an efficient non-slip surface;
5. they should be not less than 400 mm between the side ropes, 115 mm wide and 25 mm in depth, excluding any non-slip device or grooving;
6. they should be equally spaced not less than 310 mm or more than 350 mm apart; and
7. they should be secured in such a manner that each will remain horizontal.

No pilot ladder should have more than two replacement steps which are secured in position by a method different from that used in the original construction of the ladder, and any steps so secured should be replaced as soon as reasonably practicable by steps secured in position by the method used in the original construction of the pilot ladder.

When any replacement step is secured to the side ropes of the pilot ladder by means of grooves in the sides of the step, such grooves should be in the longer sides of the step.

Pilot ladders with more than five steps should have spreader steps not less than 1.8 m long provided at such intervals as will prevent the pilot ladder from twisting.

The lowest spreader step should be the fifth step from the bottom of the ladder and the interval between any spreader step and the next should not exceed nine steps.

When a retrieval line is considered necessary to ensure the safe rigging of a pilot ladder, the line should be fastened at or above the last spreader step and should lead forward. The retrieval line should not hinder the pilot nor obstruct the safe approach of the pilot boat.
A permanent marking should be provided at regular intervals (e.g. 1 m) throughout the length of the ladder consistent with ladder design, use and maintenance in order to facilitate the rigging of the ladder to the required height.

**Ropes**

The side ropes of the pilot ladder should consist of two uncovered ropes not less than 18 mm in diameter on each side and should be continuous, with no joints and have a breaking strength of at least 24 Kilo Newtons per side rope. The two side ropes should each consist of one continuous length of rope, the midpoint half-length being located on a thimble large enough to accommodate at least two passes of side rope.

Side ropes should be made of manila or other material of equivalent strength, durability, elongation characteristics and grip which has been protected against actinic degradation and is satisfactory to the Administration.

Each pair of side ropes should be secured together both above and below each step with a mechanical clamping device properly designed for this purpose, or seizing method with step fixtures (chocks or widgets), which holds each step level when the ladder is hanging freely.

**Accommodation ladders used in conjunction with Pilot Ladders**

Arrangements which may be more suitable for special types of ships may be accepted, provided that they are equally safe.

The length of the accommodation ladder should be sufficient to ensure that its angle of slope does not exceed 45°. In ships with large draft ranges, several pilot ladder hanging positions may be provided, resulting in lesser angles of slope. The accommodation ladder should be at least 600 mm in width.

The lower platform of the accommodation ladder should be in a horizontal position and secured to the ship’s side when in use. The lower platform should be a minimum of 5 m above sea level.

Intermediate platforms, if fitted, should be self-levelling. Treads and steps of the accommodation ladder should be so designed that an adequate and safe foothold is given at the operative angles.

The ladder and platform should be equipped on both sides with stanchions and rigid handrails, but if handropes are used they should be tight and properly secured. The vertical space between the handrail or handrope and the stringers of the ladder should be securely fenced.

The pilot ladder should be rigged immediately adjacent to the lower platform of the accommodation ladder and the upper end should extend at least 2 m above the lower platform. The horizontal distance between the pilot ladder and the lower platform should be between 0.1 and 0.2 m.
If a trapdoor is fitted in the lower platform to allow access from and to the pilot ladder, the aperture should not be less than 750 mm x 750 mm. The trapdoor should open upwards and be secured either flat on the embarkation platform or against the rails at the aft end or outboard side of the platform and should not form part of the handholds. In this case the after part of the lower platform should also be fenced in this section and the pilot ladder should extend above the lower platform to the height of the handrail and remain in alignment with and against the ship's side.

Accommodation ladders, together with any suspension arrangements or attachments fitted and intended for use in accordance with this recommendation, should be to the satisfaction of the Administration.

**Mechanical Pilot Hoist**

The use of mechanical pilot hoists is prohibited by SOLAS regulation V/23.

**Access to deck**

Means should be provided to ensure safe, convenient and unobstructed passage for any person embarking on, or disembarking from, the ship between the head of the pilot ladder, or of any accommodation ladder, and the ship's deck; such access should be gained directly by a platform securely guarded by handrails. Where such passage is by means of:

1. a gateway in the rails or bulwark, adequate handholds should be provided at the point of embarking on or disembarking from the ship on each side which should be not less than 0.7 m or more than 0.8 m apart. Each handhold should be rigidly secured to the ship's structure at or near its base and also at a higher point, not less than 32 mm in diameter and extend not less than 1.2 m above the top of the bulwarks. Stanchions or handrails should not be attached to the bulwark ladder;

2. a bulwark ladder should be securely attached to the ship to prevent overturning. Two handhold stanchions should be fitted at the point of embarking on or disembarking from the ship on each side which should be not less than 0.7 m or more than 0.8 m apart. Each stanchion should be rigidly secured to the ship's structure at or near its base and also at a higher point, should be not less than 32 mm in diameter and should extend not less than 1.2 m above the top of the bulwarks. Stanchions or handrails should not be attached to the bulwark ladder.

**Safe approach of the Pilot Boat**

Where rubbing bands or other constructional features might prevent the safe approach of a pilot boat, these should be cut back to provide at least 6 metres of unobstructed ship's side. Specialized offshore ships less than 90 m or other similar ships less than 90 m for which a 6 mtr gap in the rubbing bands would not be practicable, as determined by the Administration, do not have to comply with this requirement. In this case, other appropriate measures should be taken to ensure that persons are able to embark and disembark safely.
Installation of pilot ladder winch reels

Point of access

When a pilot ladder winch reel is provided it should be situated at a position which will ensure persons embarking on, or disembarking from, the ship between the pilot ladder and the point of access to the ship, have safe, convenient and unobstructed access to or egress from the ship.

The point of access to or egress from the ship may be by a ship's side opening, an accommodation ladder when a combination arrangement is provided, or a single section of pilot ladder.

The access position and adjacent area should be clear of obstructions, including the pilot ladder winch reel, for distances as follows:

1. a distance of 915 mm in width measured longitudinally;
2. a distance of 915 mm in depth, measured from the ship's side plating inwards; and
3. a distance of 2,200 mm in height, measured vertically from the access deck.

Physical positioning of pilot ladder winch reels

Pilot ladder winch reels are generally fitted on the ship's upper (main) deck or at a ship's side opening which may include side doors, gangway locations or bunkering points. Winch reels fitted on the upper deck may result in very long pilot ladders.

Pilot ladder winch reels which are fitted on a ship's upper deck for the purpose of providing a pilot ladder which services a ship side opening below the upper deck or, alternatively, an accommodation ladder when a combination arrangement is provided should:

1. be situated at a location on the upper deck from which the pilot ladder is able to be suspended vertically, in a straight line, to a point adjacent to the ship side opening access point or the lower platform of the accommodation ladder;
2. be situated at a location which provides a safe, convenient and unobstructed passage for any person embarking on, or disembarking from, the ship between the pilot ladder and the place of access on the ship;
3. be situated so that safe and convenient access is provided between the pilot ladder and the ship's side opening by means of a platform which should extend outboard from the ship's side for a minimum distance of 750 mm, with a longitudinal length of a minimum of 750 mm.

The platform should be securely guarded by handrails;

4. safely secure the pilot ladder and manropes to the ship's side at a point on the ships side at a distance of 1,500 mm above the platform access point to the ship side opening or the lower platform of the accommodation ladder;
5. if a combination arrangement is provided, have the accommodation ladder secured
to the ship's side at or close to the lower platform so as to ensure that the accommodation ladder rests firmly against the ship's side.

Pilot ladder winch reels fitted inside a ship's side opening should:

1. be situated at a position which provides a safe, convenient and unobstructed passage for any person embarking on, or disembarking from, the ship between the pilot ladder and the place of access on the ship;
2. be situated at a position which provides an unobstructed clear area with a minimum length of 915 mm and minimum width of 915 mm and minimum vertical height of 2,200 mm; and
3. if situated at a position which necessitates a section of the pilot ladder to be partially secured in a horizontal position on the deck so as to provide a clear access as described above, then allowance should be made so that this section of the pilot ladder may be covered with a rigid platform for a minimum distance of 915 mm measured horizontally from the ship's side inwards.

Handrails and handgrips

Handrails and handgrips should be provided in accordance with section 5 to assist the pilot to safely transfer between the pilot ladder and the ship, except as noted in paragraph 7.2.2.3 for arrangements with platforms extending outboard. The horizontal distance between the handrails and/or the handgrips should be not less than 0.7 m or more than 0.8 m apart.

Securing of the pilot ladder

Where the pilot ladder is stowed on a pilot ladder winch reel which is located either within the ship's side opening or on the upper deck:

1. the pilot ladder winch reel should not be relied upon to support the pilot ladder when the pilot ladder is in use;
2. the pilot ladder should be secured to a strong point, independent of the pilot ladder winch reel; and
3. the pilot ladder should be secured at deck level inside the ship side opening or, when located on the ship's upper deck, at a distance of not less than 915 mm measured horizontally from the ship's side inwards.
**Mechanical securing of pilot ladder winch reel**

All pilot ladder winch reels should have means of preventing the winch reel from being accidentally operated as a result of mechanical failure or human error.

Pilot ladder winch reels may be manually operated or, alternatively, powered by either electrical, hydraulic or pneumatic means.

Manually operated pilot ladder winch reels should be provided with a brake or other suitable arrangements to control the lowering of the pilot ladder and to lock the winch reel in position once the pilot ladder is lowered into position.

Electrical, hydraulic or pneumatically driven pilot ladder winch reels should be fitted with safety devices which are capable of cutting off the power supply to the winch reel and thus locking the winch reel in position.

Powered winch reels should have clearly marked control levers or handles which may be locked in a neutral position.

A mechanical device or locking pin should also be utilized to lock powered winch reels.
Guidance on the access of Public Authorities, Emergency response services and Pilots on board ships to which SOLAS chapter XI-2 and the ISPS Code applies.

The Special measures to enhance maritime security contained in SOLAS chapter XI-2 and in the ISPS Code have been developed for the purpose of enhancing the security in the international maritime transport sector and should not be used to unnecessary or unjustified delay or inhibit the access on board of public authorities and emergency response services.

Delaying unnecessarily the arrival of the pilot on the bridge, especially when the ship is underway, is detrimental to the safety of navigation and may lead to situations where the safety of the ship and of other ships or of people in the vicinity may be jeopardized.

Inhibiting the access of public authorities on board may be construed as obstructing them from executing their duties or obstructing judicial or other statutory proceedings or the administration of justice, when public authorities are lawfully seeking to board a ship. In such a case, the public authority should inform the master of the ship of the laws, regulations, decrees or orders which gives the public authority the legal right to access the ship in accordance with international or national law. The public authority should present an identity document when seeking to board a ship and the ship may seek to verify its authenticity.

Identification

1. SOLAS Contracting Governments should issue appropriate identification documents, which should include a photograph of the holder.
2. The form, format and language of identity documents, of public authorities, and of emergency response services and of pilots are regulated by national or local legislations and there is no international standard to this end.
3. Pilots whether in uniform or not, should present an identity document when seeking to board a ship. When presenting identity documents the person concerned should be ready to provide contact details which allow the validity of the identification document to be verified.
4. Pilot organizations are encouraged to develop pre-authorization and pre-clearance procedures with ships to facilitate the boarding of pilots.

Escorting

1. It is a customary practice to escort the pilot from the deck to the navigation bridge on arrival and from the navigation bridge to the deck during the departure of the pilot.
Access to Restricted Areas Onboard

1. Although the navigation bridge is always designated as a restricted area, pilots require access to the bridge to perform their essential safety activities. Pilots should be granted access to the bridge without the need to establish any other reason once the identity of the pilot has been established to the satisfaction of the master and/or SSO.

Recommended Practice

The shipboard personnel responsible for controlling the access to the ship should:

1. Unless other arrangements have been previously made by, or through, the agent of the ship, seek from the public authorities, the emergency response services and the pilots when boarding the ship, the presentation of their identification document and from the public authorities and the emergency response services the purpose of their intended visit;
2. record the details of the identification document presented, if such a recording would not amount to obstruction of the person in question in the performance of his or her duties;
3. escort, when necessary and without unnecessary delay, the public authorities or emergency response services to their intended destination on board; and
4. advise, if appropriate, without delay, the master and the SSO as to the arrival of the public authorities, the emergency response services or of the pilot; and
5. verify the authenticity of the identity, or identification document if the ship has serious reasons for doubting the authenticity of the identification document presented, without obstructing any public authority or the emergency response services from the performance of their duties.
IMO Resolution A.601(15), Adopted on 19th November 1987

Provisions and display of manoeuvring information on board ships

The manoeuvring information should be presented as follows:

1. Pilot Card;
2. Wheelhouse poster;
3. Maneuvering booklet.

The Administration should recommend that manoeuvring information, in the form of the models contained in the appendices, should be provided as follow:

1. For all new ships to which the requirement of the 1974 SOLAS Convention, as amended, apply, the pilot card should be provided;
2. For all new ship of 100 mtrs in length and over, and all new chemical tankers and gas carriers regardless of size, the pilot card, wheelhouse poster and maneuvering booklet should be provided.

The Administration should encourage the provision of Maneuvering information on existing ships, and ships that may pose a hazard due to unusual dimensions of characteristics.

The Maneuvering information should be amended after modification or conversion of the ship which may alter its maneuvering characteristics or extreme dimension.

Maneuvering Information (Appendix 1)

The Pilot card, to be filled in by the Master, is intended to provide information to the pilot on boarding the ship. This information should describe the current condition of the ship. with regard to its loading, propulsion and maneuvering equipment and other relevant equipment. The contents of the pilot card are available for use without the necessity of conducting special maneuvering trials.

Wheelhouse Poster (Appendix 2)

The wheelhouse poster should be permanently displayed in the wheelhouse. It should contain general particular and detailed information describing the maneuvering characteristics of the ship and be of such a size to ensure ease to use. The maneuvering performance of the ship may differ from that shown on the poster due to environmental, hull and loading conditions.

Maneuvering booklet (Appendix 3)

The maneuvering booklet should be available on board and should contain comprehensive details of the ship’s maneuvering characteristics and other relevant data. The maneuvering booklet should include the information shown on the wheelhouse poster together with other available maneuvering information. Most of the information in the booklet can be estimated.
but some should be obtained from trials. The information in the booklet may be supplemented in the course of the ship’s life.

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**APPENDIX 1**

**PILOT CARD**

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<tr>
<th>Ship's name</th>
<th>Date</th>
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<tr>
<th>Call sign</th>
<th>Deadweight tonnes</th>
<th>Year built</th>
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<tr>
<th>Draught aft</th>
<th>Forward</th>
<th>Displacement tonnes</th>
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<td>m/ft/in</td>
<td>m/ft/in</td>
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**SHIP'S PARTICULARS**

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<tr>
<th>Length overall m</th>
<th>Anchor chain: Port shackles</th>
<th>Starboard shackles</th>
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<table>
<thead>
<tr>
<th>Breadth m</th>
<th>Stern shackles</th>
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<th>Bulbous bow</th>
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(1 shackle = m fathoms)

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**DIAGRAM**

- Parallel W/L
- Loaded m
- Ballast m
- Air draught m ft in

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<th>Type of engine</th>
<th>Maximum power kW (HP)</th>
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<th>Manoeuvring engine order</th>
<th>Rpm/pitch</th>
<th>Speed (knots)</th>
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<tr>
<td></td>
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<td>Loaded</td>
<td>Ballast</td>
</tr>
<tr>
<td>Full ahead</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Half ahead</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Slow ahead</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dead slow ahead</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dead slow astern</td>
<td></td>
<td></td>
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<tr>
<td>Slow astern</td>
<td></td>
<td></td>
<td></td>
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<td>Half astern</td>
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<td>Full astern</td>
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<table>
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<tr>
<th>Dead slow astern</th>
<th>Time limit astern min</th>
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<tr>
<th>Full ahead to full astern</th>
<th>s</th>
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<th>Max. no. of consec. starts</th>
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<th>Minimum RPM</th>
<th>knots</th>
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<th>Astern power</th>
<th>% ahead</th>
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APPENDIX 1 (continued)

STEERING PARTICULARS

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<th>Type of rudder</th>
<th>Maximum angle °</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hard-over to hard-over</td>
<td></td>
</tr>
<tr>
<td>Rudder angle for neutral effect</td>
<td></td>
</tr>
<tr>
<td>Thruster: Bow kW (HP)</td>
<td>Stern kW (HP)</td>
</tr>
</tbody>
</table>

CHECKED IF ABOARD AND READY

<table>
<thead>
<tr>
<th>Anchors</th>
<th>Indicators:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whistle</td>
<td>Rudder</td>
</tr>
<tr>
<td>Radar 3 cm</td>
<td>RPM/pitch</td>
</tr>
<tr>
<td>ARPA</td>
<td>Rate of turn</td>
</tr>
<tr>
<td>Speed log</td>
<td>Compass system</td>
</tr>
<tr>
<td>Water speed</td>
<td></td>
</tr>
<tr>
<td>Ground speed</td>
<td></td>
</tr>
<tr>
<td>Dual-axis</td>
<td></td>
</tr>
<tr>
<td>Engine telegraphs</td>
<td></td>
</tr>
<tr>
<td>Steering gear</td>
<td></td>
</tr>
<tr>
<td>Number of power</td>
<td>Constant gyro error ± °</td>
</tr>
<tr>
<td>units operating</td>
<td>VHF</td>
</tr>
<tr>
<td></td>
<td>Elec. pos. fix. system</td>
</tr>
</tbody>
</table>

OTHER INFORMATION:

24
### WHEELHOUSE POSTER

**Ship's name** ______________________, **Call sign** ____________, **Gross tonnage** ________, **Net tonnage** ________

**Max. displacement** ________ tonnes, and **Deadweight** ________ tonnes, and **Block coefficient** ________ at summer full load draught

**Draught at which the manoeuvring data were obtained**

<table>
<thead>
<tr>
<th>Load</th>
<th>Ballast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STEERING PARTICULARS**

<table>
<thead>
<tr>
<th>Type of rudder(s)</th>
<th>Maximum rudder angle</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Time hand-over to hand-over</th>
</tr>
</thead>
<tbody>
<tr>
<td>with one power unit</td>
</tr>
<tr>
<td>with two power units</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minimum speed to maintain course propeller stopped</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ knots</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rudder angle for neutral effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ °</td>
</tr>
</tbody>
</table>

**ANCHOR CHAIN**

<table>
<thead>
<tr>
<th>No. of shackles</th>
<th>Max. rate of heaving (in/minute)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port</td>
<td></td>
</tr>
<tr>
<td>Starboard</td>
<td></td>
</tr>
<tr>
<td>Stern</td>
<td></td>
</tr>
</tbody>
</table>

1 shackles = ______________ m (fathoms)

### PROPULSION PARTICULARS

<table>
<thead>
<tr>
<th>Type of engine</th>
<th>kW (HP)</th>
<th>Type of propeller</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Engine order</th>
<th>RPM/pitch setting</th>
<th>Speed (knots)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full speed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full ahead</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Half ahead</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Slow ahead</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dead slow ahead</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dead slow astern</th>
<th>Critical revolutions</th>
<th>Minimum rpm</th>
<th>__________rpm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum rpm</td>
<td></td>
<td>__________</td>
<td></td>
</tr>
<tr>
<td>Time limit astern</td>
<td></td>
<td>__________</td>
<td></td>
</tr>
<tr>
<td>Time limit astern rev</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Slow astern</th>
<th>Emergency full ahead</th>
<th>Stop to full astern</th>
<th>__________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stop to full astern</td>
<td></td>
<td></td>
<td>__________</td>
</tr>
<tr>
<td>Full astern</td>
<td></td>
<td>Max. no. of</td>
<td>__________</td>
</tr>
<tr>
<td></td>
<td>Astern power</td>
<td>__________ % ahead</td>
<td></td>
</tr>
</tbody>
</table>

### THRUSTER EFFECT at trial conditions

<table>
<thead>
<tr>
<th>Thruster</th>
<th>kW (HP)</th>
<th>Time delay for full thrust</th>
<th>Turning rate at zero speed</th>
<th>Time delay to reverse full thrust</th>
<th>Not effective above speed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bow</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
</tr>
<tr>
<td>Stern</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
</tr>
<tr>
<td>Combined</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
<td>__________</td>
</tr>
</tbody>
</table>

### DRAUGHT INCREASE (LOADED)

<table>
<thead>
<tr>
<th>Estimated Squat Effect</th>
<th>Under keel clearance</th>
<th>Ship's speed (knos)</th>
<th>Max. bow squat estimated (tnm)</th>
<th>Heel angle (tidegrees)</th>
<th>Draft increase (tnm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>m</td>
<td>2</td>
<td>4</td>
<td>8</td>
<td>12</td>
<td>16</td>
</tr>
</tbody>
</table>

**CertPilot – Partners Reports 2012**

**Malta Maritime Pilots**

**APPENDIX 2**

**Res. A.601(15)**
APPENDIX 2 (continued)

TURNING CIRCLES AT MAX. RUDDER ANGLE

Water depth/draught ratio = 1.2

DISTANCE (CABLES)

MIN.

MAX.

Distance cables (Estimated, approximate)

DISTANCE (CABLES)

MIN.

MAX.

Distance cables (Estimated, approximate)

FULL AHEAD (no rudder) and full astern stopping ability (rudder ajar)

EMERGENCY MANEUVERS

BALLAST

LOAD

STOPPING CHARACTERISTICS

26
APPENDIX 2 (continued)

MAN OVERBOARD
RESCUE MANOEUVRE
SEQUENCE OF ACTIONS TO BE TAKEN
• TO CAST A LIFEBUOY
• TO GIVE THE HEIM ORDER
• TO KEEP THE LOOKOUT

Prepared by:...
Res. A.601(15)

PERFORMANCE MAY DIFFER FROM THIS RECORD DUE TO ENVIRONMENTAL, HULL AND LOADING CONDITIONS.
APPENDIX 3

RECOMMENDED INFORMATION TO BE INCLUDED IN THE MANOEUVRING BOOKLET

CONTENTS

1 GENERAL DESCRIPTION
   1.1 Ship’s particulars
   1.2 Characteristics of main engine

2 MANOEUVRING CHARACTERISTICS IN DEEP WATER
   2.1 Course change performance
   2.2 Turning circles in deep water
   2.3 Accelerating turn
   2.4 Yaw checking tests
   2.5 Man-overboard and parallel course manoeuvres
   2.6 Lateral thruster capabilities

3 STOPPING AND SPEED CONTROL CHARACTERISTICS IN DEEP WATER
   3.1 Stopping ability
   3.2 Deceleration performance
   3.3 Acceleration performance

4 MANOEUVRING CHARACTERISTICS IN SHALLOW WATER
   4.1 Turning circle in shallow water
   4.2 Squat

5 MANOEUVRING CHARACTERISTICS IN WIND
   5.1 Wind forces and moments
   5.2 Course-keeping limitations
   5.3 Drifting under wind influence

6 MANOEUVRING CHARACTERISTICS AT LOW SPEED

7 ADDITIONAL INFORMATION

28
1 GENERAL DESCRIPTION

1.1 Ship's particulars

1.1.1 General
Ship's name, distinctive number or letters, year of build

1.1.2 Gross tonnage and other information
Gross tonnage, deadweight and displacement (at summer draught)

1.1.3 Principal dimensions and coefficients
Length overall, length between perpendiculars, breadth (moulded), depth (moulded),
summer draught, normal ballast draught, hull coefficients at summer load and normal
ballast condition

Extreme height of the ship's structure above the keel

1.1.4 Main engine
Type, number of units and power output

1.1.5 Propeller
Type, number of units, diameter, pitch, direction of rotation, propeller immersion

1.1.6 Rudder
Type, number of units, total rudder area, rudder area ratio (full load and normal
ballast)

1.1.7 Bow and stern thrusters
Type, number of units, capacities and location

1.1.8 Bow and stern profiles

1.1.9 Forward and after blind zones with dimensions specified (full load and normal ballast)

1.1.10 Other hull particulars
Projected areas of longitudinal and lateral above-water profiles (full load and normal
ballast)

Length of parallel middle body for berthing (full load and normal ballast)
1.2 Characteristics of main engine

1.2.1 Manoeuvring speed tables (trial or estimated, at the full load and ballast conditions)
   Engine revolutions, ship speed and thrust (at ahead) corresponding to engine orders

1.2.2 Critical revolutions

1.2.3 Time for effecting changes in engine telegraph settings as in 3.1.2 for both routine
   and emergency conditions

1.2.4 Time limit astern

1.2.5 Minimum operating revolutions (for diesel engines) and corresponding ship speed

1.2.6 Maximum number of consecutive starts (for diesel engines)

2 MANOEUVRING CHARACTERISTICS IN DEEP WATER

2.1 Course change performance

2.1.1 Initial turning test results (trial or estimated, at the full load and ballast conditions),
   test conditions, diagrams of heading angle versus time and ship’s track

2.1.2 Course change test results (trial or estimated, at full load and ballast conditions)
   Curves of course change distance and point of initiation of counter rudder for the
   necessary course change angle (for both full load and ballast conditions)

2.2 Turning circles in deep water (trial or estimated, at the full load and ballast
   conditions)

2.2.1 Turning circle test results
   Test conditions, test results (advance and transfer) and turning track at full sea
   speed ahead

2.2.1.1 Turning circles in both full load and ballast conditions (stern track should be
   shown)

2.2.1.2 The data presented should refer to the case of starboard turn only (unless there
   is significant difference for port turn)

2.2.1.3 The initial speed of the ship should be full sea speed ahead

2.2.1.4 Times and speeds at 90°, 180°, 270° and 360° turning should be specifically
   shown together with an outline of the ship

2.2.1.5 The rudder angle used in the test should be the maximum rudder angle
2.3 Accelerating turn (trial or estimated)

2.3.1 Data are to be presented for both full load and ballast conditions in the same manner as 2.2 for turning circles. The ship accelerates from rest with the engine full manoeuvring speed ahead and the maximum rudder angle.

2.4 Yaw checking tests (trial or estimated)

2.4.1 Results of the zig-zag and pull-out manoeuvre tests at the full load or ballast condition shown as diagrams of the heading changes and rudder angle.

2.5 Man-overboard and parallel course manoeuvres

2.5.1 Man-overboard manoeuvre (trial)
Diagrams for cases of both starboard and port turns should be shown for both full load and ballast conditions.

2.5.2 Parallel course manoeuvre (estimated)
Diagrams showing lateral shift to a parallel course using maximum rudder angle.

2.6 Lateral thruster capabilities (trial or estimated)

2.6.1 Diagrams of turning performance at zero forward speed in the full load or ballast condition should be shown, for bow and stern thrusters acting separately and in combination.

2.6.2 Diagrams showing the effect of forward speed on turning performance should be included.

2.6.3 Information on the effect of wind on turning performance should be given.

3 STOPPING AND SPEED CONTROL CHARACTERISTICS IN DEEP WATER

3.1 Stopping ability

3.1.1 Stopping test results (trial)
Test conditions, ship’s tracks, rpm, speed, track reach, head reach and side reach.

Two or more tests should be carried out including a test of full astern from full sea speed ahead and a test of full astern from full ahead speed.
3.1.2 Stopping ability (estimated)

Information and diagrams should be given of the track reach, head reach, side reach, time required and track reach deceleration factor (distance/one knot reduction) of a ship in both full load and ballast conditions covering the following modes of stopping manoeuvres:

- full astern from full sea speed ahead
- full astern from full ahead speed
- full astern from half ahead speed
- full astern from slow ahead speed
- stop engine from full sea speed ahead
- stop engine from full ahead speed
- stop engine from half ahead speed
- stop engine from slow ahead speed

3.2 Deceleration performance (estimated)

3.2.1 Deceleration ability (estimated)

Information and diagrams should be given concerning the track reach, time required and deceleration factor of the ship in both full load and ballast conditions for the following engine orders:

- full sea speed to “stand by engines”
- full ahead to half ahead
- half ahead to slow ahead
- slow ahead to dead slow ahead

3.3 Acceleration performance (estimated)

3.3.1 Information and diagrams should be given for track reach and time for the ship to achieve full sea speed ahead, from zero speed

4 MANOEUVRING CHARACTERISTICS IN SHALLOW WATER

4.1 Turning circle in shallow water (estimated)

4.1.1 Turning circle in the full load condition (stern track to be shown)

4.1.2 The initial speed of the ship should be half ahead

4.1.3 Times and speeds at 90°, 180°, 270° and 360° turning should be specifically shown, together with an outline of the ship

4.1.4 The rudder angle should be the maximum and the water depth to draught ratio should be 1.2
4.2 Squat (estimated)

4.2.1 Curves should be drawn for shallow water and infinite width of channel, indicating the maximum squat versus ship speed for various water depth/draught ratios

4.2.2 Curves should be drawn for shallow and confined water, indicating the maximum squat versus speed for different blockage factors

5 MANOEUVRING CHARACTERISTICS IN WIND

5.1 Wind forces and moments (estimated)

5.1.1 Information should be given on the wind forces and moments acting on the ship for different relative wind speeds and directions in both full load and ballast conditions, to assist in berthing

5.2 Course-keeping limitation (estimated)

5.2.1 Information should be given for both full load and ballast conditions, showing the effect of wind on the ability of the ship to maintain course

5.3 Drifting under wind influence (estimated)

5.3.1 Information should be given on the drifting behaviour under wind influence with no engine power available

6 MANOEUVRING CHARACTERISTICS AT LOW SPEED (TRIAL OR ESTIMATED)

6.1 Information on the minimum operating revolutions of the main engine and corresponding ship's speed should be given

6.2 Information on the minimum speed at which the ship can maintain course while still making headway after stopping engines

7 ADDITIONAL INFORMATION

7.1 Any other relevant additional information should be added to the contents of the booklet, particularly information concerned with the operation of the bridge manoeuvring controls.
2a. Maltese National Legislation

Maritime Pilotage is regulated under the Maritime Pilotage Regulations (Subsidiary Legislation 499.26) – 1\textsuperscript{st} March 2003

Definition

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1.</td>
<td>Act</td>
</tr>
<tr>
<td>2.</td>
<td>Authority</td>
</tr>
<tr>
<td>3.</td>
<td>Board</td>
</tr>
<tr>
<td>4.</td>
<td>Chief Pilot/Dep. Chief Pilot</td>
</tr>
<tr>
<td>5.</td>
<td>Compulsory Pilotage Port</td>
</tr>
<tr>
<td>6.</td>
<td>High Speed Craft</td>
</tr>
<tr>
<td>7.</td>
<td>length overall</td>
</tr>
<tr>
<td>8.</td>
<td>Minister</td>
</tr>
<tr>
<td>9.</td>
<td>Pilot</td>
</tr>
<tr>
<td>10.</td>
<td>Pilot launch</td>
</tr>
<tr>
<td>11.</td>
<td>Pilotage agreement</td>
</tr>
<tr>
<td>12.</td>
<td>Pilot launch dues</td>
</tr>
<tr>
<td>13.</td>
<td>Pilotage fee</td>
</tr>
<tr>
<td>14.</td>
<td>Pilotage service</td>
</tr>
<tr>
<td>15.</td>
<td>Pilotage fee</td>
</tr>
<tr>
<td>16.</td>
<td>scheduled service</td>
</tr>
<tr>
<td>17.</td>
<td>Senior Pilot</td>
</tr>
<tr>
<td>18.</td>
<td>service provider</td>
</tr>
<tr>
<td>19.</td>
<td>technical committee</td>
</tr>
</tbody>
</table>
Organization of Pilotage

Pilotage

4. (1) (a) The Authority shall organize and ensure the provision of Pilotage services in the ports by entering into a Pilotage agreement [regulation 6 (1)] with a service provider.

(b) If a service provider fails to provide the pilotage service in accordance with the regulations and with the pilotage agreement, in cases of emergency, the Authority may seek to engage competent persons so as to ensure the proper running of the pilotage service.

(c) Prior to entering into an agreement with a service provider, the Authority shall ensure that the structure of the entity is such as to allow for the adequate provision of pilotage services in accordance with these regulations and the pilotage agreement.

(2) The Authority shall establish in accordance with the Pilotage agreement, the number of licensed Pilots required at any one taking into account market considerations and the efficacy of the service to be provided.

(3) Pilotage shall be under the supervision and regulation of the Authority.

4A(1) Maltese Ports shall be compulsory pilotage ports and all ships, other than ships excepted under sub-paragraph (2), shall, while navigating within the limits of a compulsory pilotage port, whether by entering, leaving, anchoring or moving, be under the direction of a Pilot, provided that where an excepted ship:

(a) has not taken a berth assigned to her by the Authority and in the opinion of the Authority, is foul or is likely to foul any mark, buoy or some other ship due to any cause whatsoever, or,

(b) has anchored in the fairway of any port,

then the Authority may direct that such ship be moored or re-moored under the direction of a Pilot.

Provided further that even in the case of excepted ships, the Authority may direct that their navigation within the limits of a compulsory pilotage port, whether entering, leaving, anchoring or moving, shall be under the direction of a Pilot.
(2) For the purpose of these regulations, the following ships shall be excepted ships:

(a) ships owned or operated by the government of Malta;
(b) men of war of a foreign power;
(c) ships of less than 500 GT;
(d) fishing vessels;
(e) yachts;
(f) ships, including tugs, barges and other types of vessels, whose ordinary course of navigation and trade does not extend beyond the limits of the territorial waters of Malta; and
(g) high speed craft calling in Malta on a scheduled service and whose Master complies with qualifications and standards developed by the Authority.

(3) The Authority may exempt any ship from compulsory pilotage where ships are unable to obtain the services of a pilot due to bad weather or in any other particular case.

(4) Without prejudice to sub-regulation (2) above, ships carrying dangerous cargoes, disabled ships and tug and tow combinations may be required by the Authority to engage the service of a Pilot.

(5) Where any port is a compulsory pilotage port, the Minister may order define the limits of such port for the purpose of compulsory pilotage.

Functions of the Pilot

5. (1) The function of a Pilot on board a ship is to provide information and advice to the Master of the Ship, as well as to assist the Master and the Ship’s navigating Officers to make safe passage through the pilotage area or areas for which the Pilot is engaged.

(2) Despite the presence of a Pilot on a ship the Master of the ship continues to be responsible for the conduct and navigation of the ship in all respect.
Pilotage Agreement

6. (1) The Authority shall enter into a Pilotage agreement with the service provider.

(2) The Pilotage agreement shall include provisions regarding the provisions of Pilotage services in the Ports and their approaches together with the management and operations of pilot launches in these ports.

(3) A code of Conduct shall be annexed to the Pilotage agreement and shall form an integral part of the pilotage agreement, outlining standards that the Pilots are to adopt and procedure that they are to following the provisions for the pilotage services.

Pilots’ Licences

7. (1) Subject to the provisions of these regulations, the Authority may grant licences to persons to act Pilots.

(2) No person shall be licensed as a Pilot unless he has;

(a) passed such qualifying examinations as may be prescribed;

(b) been licensed as a Trainee Pilot as prescribed by these regulations;

(c) obtained such practical experience in the Pilotage of Ships during the period referred to in paragraph (b);

(d) had his licence confirmed by the Authority; and

(e) satisfies such other conditions as may from time to time be prescribed.

(3) The license issued to the Pilot shall indicate the limits within which the licensee is qualified to act.

(4) Notwithstanding the provisions of this regulation, the Authority may, if it considers expedient, authorise any person to pilot a ship in a port subject to such terms and conditions as it deems fit.

(5) The person in being issued with a license must pay the authority the established fee.
(6) Such license may be revoked by the Authority in terms of these regulations.

(7) When issuing a license under these regulations, the Authority may attach such conditions to the license as specified in Regulation 13.

**Suspension & Revocation of Pilot License**

8. (1) The license issued to a Pilot shall be automatically cancelled by the Authority when the Pilot retires on reaching the retiring age as prescribed from time to time, or if such Pilot is found by a Medical Board appointed by the Authority to be physically unfit to carry out his duty.

(2) The Authority may also suspend or revoke the license issued to a Pilot as a consequence of a Disciplinary Committee of a punishment consisting in the suspension or revocation of the license, or if a Pilot absents himself from duty for a period exceeding 1 year.

(3) Subject to any condition which the Disciplinary Committee may take, the Authority may re-issue a license to a Pilot whose license has been revoked under sub-regulation (2).

(4) A license issued to a Pilot, for which for any reason has been cancelled, suspended or revoked shall be returned to the Authority within 24 hrs.

(5) A person whose license has been cancelled, suspended or revoked shall have the right to appeal to the Board from the decision of the Authority or of the Disciplinary Committee by application within 15 days of the notification to him of the decision.

9. (1) No person shall be licensed to serve as a Pilot unless such person;

   (a) is not less than 23 years of age and not one 40 years of age on the closing date for the submission of applications;

   (b) produces satisfactory evidence of good character and sobriety of conduct;

   (c) has been declared to be physically and mentally fit to serve as a Pilot by a Medical Board appointed by the standards of Medical fitness established by the Authority to ensure that the Pilot does not have a condition that could jeopardise or hinder the safe conduct of Pilotage operations;
(d) possesses one of the following qualifications in the following order of priority;

i. A certificate of competency of Master of a Ship of 300 GT or more without limitations (STCW Regulation II/2) issued by the Authority in terms of the Merchant Shipping (Training & Certification) Regulations, as amended:

ii. An equivalent certificate to (i) issued by the relevant Authority of a flag that is party to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978 as amended;

iii. A certificate of Competence of Chief Mate of a ship of 300 GT or more without limitations (STCW Regulation II/2) issued by the Authority in terms of the Merchant Shipping (Training & Certification) Regulations, as amended;

iv. An equivalent certificate to (iii) issued by the relevant Authority of a flag state that is party to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978 as amended;

v. a certificate of competence for grades nor lower than officer in charge of a navigational watch of an ocean going vessel issued in accordance with the provisions of the Merchant Shipping Act or an equivalent certificate issued by a foreign competent authority acceptable to the Authority;

vi. a certificate of competency of commercial vessels master issued by the Authority I terms of the Commercial Vessel Regulations, as amended.

(e) produces satisfactory evidence that he has served as an officer for not less than 3 years on ships of 2000 GT and over;

(f) has passed the appropriate examination prescribed in regulation 10;

(g) is able to read, write and speak Maltese and English fluently

(h) has served as a trainee Pilot in accordance with the provisions of these regulations;

(2) No person shall be licensed to serve as a Pilot if he has been found guilty of any criminal offence which in the opinion of the Authority is deemed to be detrimental to the provision of Pilotage services as a whole.
Examination

10.(1) A person wishing to obtain a pilot’s license must first obtain a license to serve as a trainee pilot. Before a license is granted to serve as a trainee pilot, the Authority and the Board shall be satisfied that such candidate;

(a) satisfies the provisions of regulations 9(1) (a) to (g) and 9(2);

(b) has passed, to the satisfaction of the panel of examiners appointed by the Board from the technical committee, a written and, or oral examination based on a syllabus which is published from time to time by the Authority.

(2) Each candidate sitting for the aforementioned examination shall pay to the Authority the fee established from time to time by the Authority.

(3) When in the case of more candidates than the number of applicants needed to fill the vacancy or vacancies are successful in the examination, which would be of qualifying nature, the order of merit which would thereafter determine the placement of candidates would be established by the Board on the advice of the panel of examiners.

(4) The Board shall give preference to those successful candidates who hold superior qualifications and who have the most practical experience. To this effect, the Board shall issue its first call for application for those persons who are qualified in terms of regulation 9 (1) (d) (i) – (iv);

Provided that if none of the candidates is found to comply with the necessary requirements, a second call for applications may be issued to include also persons with qualifications in terms of regulation 9 (1) (d) (v) – (vi).

License to serve as trainee Pilot

11.(1) When a candidate satisfies the requirement of regulation 10, the Authority, on the advice of the Board, may issue to such candidate a license to serve as a trainee Pilot subject to such conditions as the Authority, on the advice of the Board, may deem fit.

(2) A license issued in terms of sub regulation (1) shall, unless previously revoked, remain valid for a period of 6 months from the date of issue, during which time the licensee shall be deemed to be a trainee pilot.

(3) The trainee Pilot shall be remunerated during his traineeship by the service provider.
License to serve as Pilot

12.(1) In order to qualify for a license to serve as a Pilot, a trainee Pilot shall, not earlier than the 4\textsuperscript{th} month and not later than the 6\textsuperscript{th} month from the date of issue, of the trainee license, satisfy the Authority;

(a) that he has accomplished pilotage operations on not less than 400 ships, while such ships were entering or leaving the compulsory pilotage Ports, of which 100 must be attended during night and 100 must be inbound ships;

(b) that the trainee has all such moves referred to in paragraph (a) recorded in a special log book kept for this purpose in which shall be recorded the ship, date, nature of move and countersigned by the accompanied Pilot. Each log sheet is to be countersigned by the Chief Pilot at the end of the traineeship;

(c) that he has acquired necessary knowledge of the relevant legislation and pilotage practice and operations, particularly in so far as these regulations refer to the report, movement and berthing of ships;

(d) that he has detailed knowledge of the information that should be passed to the Master of the Ship as well as detailed knowledge of the information that should be received from such Master.

(2) A trainee Pilot who fails to satisfy the provisions prescribed in sub regulation (1) may be allowed to undergo further training for a period not exceeding 6 months.

(3) A trainee Pilot who satisfies the requirement prescribed in sub regulation (1) shall be issued a license to serve as a Pilot, by the Authority.

(4) A license issued in terms of sub paragraph (3) shall be automatically revoked if within 15 days from its date of issue the Pilot has not become a member of the service provider.

(5) The service provider is obliged to accept as a member a Pilot as soon as he has obtained his license.
Classes of Pilots

13. (1) Pilots shall be divided into the following classes:

<table>
<thead>
<tr>
<th></th>
<th>Class 1 Pilots</th>
<th>Pilots licensed to pilot any ship</th>
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<tr>
<td>(a)</td>
<td>Class 2 Pilots</td>
<td>Pilots licensed to pilot ships up to 300 mtr LOA</td>
</tr>
<tr>
<td>(b)</td>
<td>Class 3 Pilots</td>
<td>Pilots licensed to pilot ships up to 250 mtr LOA</td>
</tr>
<tr>
<td>(c)</td>
<td>Class 4 Pilots</td>
<td>Pilots licensed to pilot ships up to 200 mtr LOA</td>
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<tr>
<td>(d)</td>
<td>Class 5 Pilots</td>
<td>Pilots licensed to pilot ships up to 170 mtr LOA</td>
</tr>
<tr>
<td>(e)</td>
<td>Class 6 Pilots</td>
<td>Pilots licensed to pilot ships up to 140 mtr LOA</td>
</tr>
</tbody>
</table>

(2) From Class 6 to Class 5

(a) served for at least 10 months as a Class 6 Pilot;

(b) must have accompanied a Pilot for at least 100 moves (25 of which must be during the night) on ships over 140 mtr LOA.

(3) From Class 5 to Class 4

(a) served for at least 10 months as a Class 5 Pilot;

(b) must have accompanied a Pilot for at least 50 moves (13 of which must be during the night) on ships over 170 mtr LOA.

(4) From Class 4 to Class 3

(a) served for at least 10 months as a Class 4 Pilot;

(b) must have accompanied a Pilot for at least 30 moves (10 of which must be during the night) on ships over 200 mtr LOA.

(5) From Class 3 to Class 2

(a) served for at least 10 months as a Class 3 Pilot;

(b) must have accompanied a Pilot for at least 15 moves (5 of which must be during the night) on ships over 250 mtr LOA.

(6) From Class 2 to Class 1

(a) served for at least 10 months as a Class 2 Pilot,

(7) Moves referred to in sub paragraph (2) – (6) must be recorder in a special logbook kept for this purpose indicating the ship’s particulars, date and nature.
of move. Each entry shall be countersigned by the accompanying Pilot and the Chief Pilot.

(8) The Pilot upgrading his license can present proof of his training by the ninth month so his application can be processed by the Authority in time to upgrade his license when due.

(9) A copy of the recorded moves shall be presented to the Authority on application for upgrade.

(10) The Authority shall issue the upgrade unless, the Pilot has, during the previous 10 months, been found negligent in the conduct of his duties by the Disciplinary Committee appointed by the Board.

(11) In the cases referred to in sub paragraph (10), where a Disciplinary Committee finds a Pilot negligent in the conduct of his duties, the Authority will determine that period of time, which shall no be longer than a further 10 months, during which the Pilot concerned must continue to operate in the Class from which he is applying for an upgrade before such Pilot is able to re-apply for such upgrade.

(12) If a Pilot fails to upgrade his license as specified in sub paragraph (2) – (6) for each category within a period not exceeding 18 months, his license may be revoked; the Pilot shall have the right to appeal in terms of Regulation 8 (5).

(13) Under no circumstances, except when stated in sub paragraph 14 and except when accompanying a Pilot for the purpose of regulation (2) – (6), may a Pilot, pilot a ship in excess of the limits stipulated in his license.

(14) Notwithstanding the restrictions in sub paragraph 13, the Authority may, at its discretion and having regard to;

(a) the circumstances; and

(b) the specification of any ship,

On the request of the Chief Pilot and subject to the Pilot’s consent, authorize a Pilot to pilot ships outside the parameters of his license.

(15) Such authorization must be given to the Chief Pilot in writing signed by the Authority. Outside office hour, the authorization will be given orally and confirmed in writing as early as practicable.

(16) The Chief Pilot shall inform and authorise the Pilot concerned and shall give such Pilot a copy of the authorization referred to in sub paragraph (15) as soon as practicable.
(17) The Chief Pilot shall be guilty of an offence under these regulations if he instructs Plot to pilot a ship outside the parameters of his license without the required authorisation in accordance with sub regulation (14) & (15).

Failure to perform regular pilotage

14.(1) A license Pilot who fails to perform regular pilotage services for a period of 12 months shall have his license revoked by the Authority unless this failure is due to medical reasons or other circumstances acceptable by the Authority. Such Pilot shall have the right to appeal in terms of regulation 8 (5).

(2) The Authority may, in agreement with the service provider, exempt the Chief Pilot from providing regular pilotage services if his services are required elsewhere in connection with pilotage technical matters.

Recruitment of Pilots

15.(1) When there is a vacancy for Pilot/s, the service provider must notify the Authority. The Authority shall publish a notice to that effect and shall request the board to organise the holding of examination in accordance with regulation 10.

(2) In the case of a retiring Pilot, the service provider shall inform the Authority at least 6 months before, so that the Authority can initiate the recruitment process.

(3) The panel of examiners appointed by the Board {10 (1) (b)} shall submit the results of the examination held in terms of these regulations to the Board and shall show the order of merit obtained by all candidates.

Medical examination and age limit

16.(1) The Authority shall appoint a Medical Board to examine whether a Pilot is physically and mentally fit for the proper discharge of his duties and in any case when a pilot attains 40 years of age and thereafter at the end of every 5th year.

(2) If the Medical Board under sub regulation 1 certifies that the pilot is no longer fit to carry out his duties, the Authority shall revoke the license.

(3) A license under these regulations shall be automatically withdrawn on the day that the license reaches the statutory pension age, provided that the Authority may, in accordance with the pilotage agreement, extend the validity of such license if on medical examination the licensee is found to be physically and mentally fit to serve as a pilot by a Medical Board appointed by the Authority.
Limitation of Civil liability for pilotage services

16A(1) The liability for civil damages for the service provider for any loss or damage, including death and personal injury, resulting from any cause during the performance of the pilotage service, shall not exceed the sum of €10,000 in respect of any one service and the cost of the pilotage dues in respect of the service during which the liability arose.

(2) The liability for civil damage of a licensed pilot, whether on board a ship or elsewhere, for any loss or damage, including death and personal injury, resulting from any cause during the performance of his duty, shall not exceed the sum of €1,000 in respect of any one voyage and the cost of the pilotage dues in respect of the voyage during which the liability arose.

(3) Where, without any act of omission by the Authority, any loss of life or personal injury, or loss or damage to any ship, or to any property on board any ship or to any property or rights of any kind, is caused by a licensed pilot, the Authority shall not be liable to damages beyond the amount of €10,000.

(4) The limit of liability under this regulation shall apply to the whole of any losses and damages, which may arise upon any one distinct occasion although such losses and damages may be sustained by more than 1 person.

(5) The grant of renewal of a license to a pilot or the conclusion of a pilotage agreement with the service provider by the Authority, in accordance with the provisions of the Act and these regulations, shall not place or imply any liability on the Authority or the Government of Malta for any loss or damage occasioned by an act or default of any pilot or the service provider, whether the employment of a plot is compulsory or not.

Declaration as to draught of a ship

16B A pilot may require the Master of any ship to declare the draught, length and beam, and such other information that may be required for the safe piloting of the ship and the Master shall comply with any such request.

Pilot to produce license

16C Every pilot shall produce his license if so requested by the Master of a ship he is engaged on.

Liability of the Owner or Master

16D Notwithstanding anything contained in any law, the owner or master of a ship navigating under the circumstances in which pilotage is compulsory shall be answerable for any loss or damage caused by the ship or by any fault of the
navigation of the ship in the same manner as he would if pilotage were not compulsory:

Provided that the owner or Master shall be responsible for any damage incurred to the Pilot launch during the Pilot transfer.

**Duties of the service provider**

**17.** It is the duty of the service provider to:

- (a) conduct the administration of the pilotage service;
- (b) make an equitable distribution of the pilotage load amongst the pilots;
- (c) distribute the watches amongst the pilotage in accordance with the pilotage agreement;
- (d) keep general discipline and order amongst the plots;
- (e) provide the Authority with such statistical information as it may require, including, but not limited to, timely compilation of data relating to pilotage movements and operation of pilot launches, attendance and absenteeism of Pilots and annual audited accounts of the service provider and any subsidiary or affiliate undertakings, or other entities over which the service provider has effective control;
- (f) ensure that equipment used by the pilots is at all times available and in good working order;
- (g) take steps to acquire alternative equipment as may be necessary;
- (h) liaise with the Authority on pilotage matters and submit any reports as may be requested by such Authority;
- (i) administer the Pilots' office or offices;
- (j) perform pilotage duties as specified in the pilotage agreement and these regulations and other duties which may arise from time to time in connection with the provision of pilotage service;
- (k) recommend measures to the Authority to further enhance the pilotage service;
provide the Authority with the identity of the number or members having the judicial representation of the service provider.

Chief Pilot

18. (1) One of the licensed Pilots shall be a Chief Pilot, who shall be assisted by a Deputy Chief Pilot both of whom shall be Class 1 Pilots.

(2) The serving Pilots shall, following an election, nominate from amongst the Class 1 Pilots a candidate for the position of Chief Pilot. The candidate so nominated shall be appointed by the Authority on advice of the Board and upon approval by the Minister.

(3) The Deputy Chief Pilot shall be chosen by the Pilots on the basis of an election.

(4) If the serving Pilots fail to nominate a pilot for the post of Chief Pilot within one month from the vacancy of the post of Chief Pilot, the Board may itself make such nomination to the Authority.

(5) The Chief Pilot and the Deputy Chief Pilot shall hold such office for a period of 3 years, which may be renewed following the procedure mentioned above.

(6) The Minister may, acting on the advice of the Board and, or Authority, remove the Chief Pilot if he is no longer suitable to hold such office.

(7) For the purpose of sub regulation (6), the grounds on which the Chief Pilot shall be deemed to be no longer suitable to hold such office shall include;

   (a) if for any reason whatsoever his license is revoked or suspended;

   (b) if he is no longer capable of performing his duties under these regulations and, or the agreement;

   (c) if he has been found guilty of misconduct or any other disciplinary breach by the Disciplinary Committee in accordance with these rules;

   (d) if a vote of \( \frac{2}{3} \) of all serving pilots is taken in favour of his removal from the position of Chief Pilot.

(8) The Chief Pilot shall at all times liaise with the pilots and with the Authority.
(9) It shall be the duty of the Chief Pilot to;

(a) keep good order and discipline amongst the duty pilots;

(b) be a reference point for the Authority in respect of technical matters relating to the Pilotage service;

(c) liaise with the Authority on Pilotage matters and submit any reports as may be requested by such Authority;

(d) comply with any reasonable directive given to him by the Authority in connection with the provision of Pilotage services;

(e) perform any other duty required of him under these regulations.

(10) The Deputy Chief Pilot shall assume the duties of the Chief Pilot during such time as the Chief Pilot is absent from his duties and if the situation so arises, until such time as another Chief Pilot is nominated and appointed.
Pilotage Procedure

Request for attendance of a Pilot

19. (1) The request for a Pilot or Pilots shall be made by the Ship’s Master or Agent to the Authority in accordance with directives issued by the Authority and in accordance with the Pilotage agreement.

(2) Should a ship require a pilot or other related service at short notice, she shall make the appropriate signals as prescribed in the IMO International Code of Signals.

Master’s Duties

20. (1) Every Master shall ensure that the procedure for the boarding and disembarking from the ships is in accordance SOLAS Regulation V/23 (Pilot Transfer Arrangements)

(2) The Pilot may request the Master of a ship which he is piloting to declare to him the particulars of the ship’s draft, state of readiness of engines and navigational aids, and other information relating to the ship as the pilot specifies and is reasonably necessary to enable the pilot to carry out his duties as the pilot of the ship.

(3) The Master shall also bring to the notice of the Pilot any defects in, and any matter to the ship, her machinery and equipment, of which the Master is aware and which might materially affect the navigation of the ship.

(4) Every Master of a ship shall provide a lee and reduce sufficiently the speed of his ship when the plot launch is approaching.

Display of Pilot Flag

21. No ship shall hoist or display a pilot flag indicating that a pilot is on board unless such ship;

(a) is a pilot launch on duty, or

(b) is being piloted by a pilot licensed according to these regulations.
Movement of Ships

22. A pilot shall not berth or shift any ship from her berth without the approval of the Authority.

Pilots to control mooring men

23. Subject to the provisions of any other laws or regulations, a pilot shall, when assigned to an operation, be deemed to have full control over mooring men and pilot launch crew assigned with him to that operation.

Service provider of Pilot launches

24. (1) The service provider shall be the owner of the pilot launches and shall be responsible for the management and operation of the pilot launches as provided for in the pilotage agreement.

(2) A pilot when assigned to an operation, is deemed to have full control over the pilot launch.

Code of Conduct

25. When providing pilotage services, each pilot shall implement a high standard of care and skill as established by the Code of Conduct referred to in regulation 6(2).

Certificate of Pilot service

26. (1) The pilot shall complete a certificate of pilotage service outlining the pilotage service he has rendered, to be signed by the ship’s master in respect of each service he performs; provided that in exceptional circumstances, if such certificate is for any justified reason not available, the Chief Pilot or the Deputy Chief Pilot may sign the Pilotage Certificate.

(2) The format of such a certificate shall be agreed to by the Authority and the service provider.

Liaison with the Chief Pilot and the Authority

27. (1) When providing pilotage services the Pilot shall liaise as required with the Authority in order to record the proceedings of the said service.

(2) Whenever a duty pilot perceives or encounter any difficulties in the provision of the services, he shall immediately communicate this to the Chief Plot who if necessary shall liaise with, or seek the direction of the Authority.
(3) It shall also be the duty of the Pilot to draw the attention of the Chief Pilot, who shall in turn inform the Authority, any deficiency on ships piloted, or any other occurrences that may affect the safe manoeuvre of the ship or the safety of personnel.

(4) Pilots shall immediately report to the Chief Pilot and the Authority any environmental concerns, navigational hazards or defects in navigational aids.

(5) It shall be the duty of the Authority to ensure the safe and efficient use of ports, their approaches and allocated berths.

(6) The Pilot shall, however, be obliged to follow the written instructions of the Authority received prior to boarding the ship, even if such instructions may appear to conflict with already existing available printed data;

Provided that in an emergency such written instructions may be dispensed with.

Report of accidents

28. (1) A Pilot shall immediately report to the Chief Pilot and the Authority any accident involving the ship which he is serving on, particularly any accidents that may have resulted in damage to port facilities and, or third parties.

(2) A pilot shall also immediately report to the Chief Pilot and the Authority any near misses or any concerns in respect to navigation as expressed by the Master or Pilot whilst piloting a ship.

(3) Such notification shall be followed by a formal written report which shall reach the Chief Pilot and the Authority not later than 24 hrs after the occurrence of such incident or accident.

(4) The report mentioned in this regulation shall not be made available to any person without the approval of the service provider and, or the Authority and, or by order of a competent court.

(5) Notwithstanding any proceedings which may be taken under any law, the Authority may take disciplinary action against any pilot who fails to comply with the provisions of this regulation.

Boarding and Disembarking from Ships

29. (1) A pilot shall embark ships at the pilot boarding station as established by the Authority; and disembark at a position as agreed to between the pilot and the ship’s Master, or at a position as directed by the Authority.
(2) The Authority may authorize a pilot to board or disembark from a ship inside the port if the weather is such as to preclude the pilot launch from safely transferring a pilot outside such port.

(3) A Pilot who does not comply with the provisions of sub regulation (1) shall explain his actions to the Authority within 2 working days, and if the Authority is not satisfied with such explanation, it may take disciplinary action against the pilot concerned.

Shore based pilotage

30. (1) Subject to the following criteria, the Authority may provide shore based pilotage;

(a) the shore based pilotage service shall be provided only in areas as established by the Authority;

(b) the shore based pilotage service shall be rendered by the service provider through its licensed pilots for the purpose of;

i. piloting ships to the pilot launch; and, or

ii. piloting ships when pilots cannot embark or disembark at sea.

(2) Shore based pilotage shall only be provided when;

(a) required and accepted by the Master of the ship and allowed by the Authority; and

(b) the pilot rendering the shore based pilotage considers it possible.

(3) Masters of ships employing shore based pilotage shall be obliged to accept a pilot as soon as embarkation is possible.

(4) The Authority in consultation with the service provider shall establish the norms under which such service shall be rendered.

Pilot exemption Certificate

31. The Authority shall in its discretion issue Pilot Exemption Certificates to Masters of ships who regularly call at the ports in accordance with established criteria, provided that the Authority shall reach agreement with the service provider about the level of compensation, if any, for the loss of revenue.
Pilot Tariffs and Remunerations

Administration of Pilotage Tariffs

32. The administration, collection and recovery of the pilotage tariff and the disbursements of this tariff shall be the responsibility of the Authority.

Pilots’ Remuneration

33. Subject to the provisions of these regulations, the service provider shall be remunerated for pilotage services and for work connected thereto in accordance with the pilotage agreement.

Tariffs

34. (3) Pilotage tariffs shall be paid directly to the Authority within a period of 8 days by;

(a) the owner, charterer, master or agent of a ship in respect of which pilotage services were performed; or

(b) by the person who requests pilotage services in respect of a ship.

Pilotage Board

38. (1) There is hereby established a board, to be called the Pilotage Board, hereinafter referred to as the Board, which shall exercise and perform the functions assigned to it by these regulations.

(2) The Board shall consist of the following members:

(a) a Chairman appointed by the minister;

(b) a member nominated by the Authority;

(c) a member nominated by the service provider;

(d) a secretary with no voting powers to be appointed by the Minister.

(3) The Board shall exercise and perform the following functions;

(a) to conduct examinations in connection with the licensing of prospective plots and to advice the Authority accordingly;

(b) to appoint panels of examiners for the purpose of the examinations aforesaid;
(c) to conduct disciplinary proceedings in respect of pilots in accordance with the provisions of these regulations;

(d) to recommend to the Authority the award to pilots guilty of any breach of discipline such punishments as may from time to time be prescribed;

(e) to advice the Authority on any matter that the said Authority may refer to it from time to time in connection with pilotage services; and

(f) to perform such other functions as may be prescribed to it from time to time.

(4) The quorum of the Board shall consist of the Chairman and 2 members.

(5) The Board shall reach its decision by means of a majority Board.

(6) The Board shall meet as required at such date, time and place as the Chairman may appoint.

(7) Subject to the provisions of these regulations, the Board may otherwise regulate its own procedures.

**Discipline**

**38A.** Disciplinary proceeding amongst pilots and trainee pilots shall be administered by the Board in accordance with regulation 38; provided that in cases of breach of a pilot’s obligations under the Code of Conduct, the Authority shall have the right to temporarily suspend a pilot’s license pending disciplinary action by the Board.

If the final decision of the Board is such as to find the suspension unjustified, the Authority shall pay to the pilot the earnings he would have been entitled to during such period and would have lost as a result of such suspension.

**Disciplinary Committee**

**39. (1)** The Board shall appoint a Disciplinary Committee from outside the membership of the Board, one of whom shall be the Chairman of the Committee.

(2) It shall be the duty of the Disciplinary Committee to:

(a) investigate cases brought before it by the Authority;

(b) summon witnesses;
(c) appoint experts to assist when necessary;

(d) hear evidence on oath;

(e) make recommendations to the Board on the cases investigated by it.

(3) In the exercise of the powers in accordance with sub regulation (2) (b) – (d), the Disciplinary Committee shall have the powers which are conferred by the law on the First Hall of the Civil Court.

(4) Provided that;

(a) the Disciplinary Committee shall not be enabled to order the detention of any person; and

(b) the duties of the court marshal and the court usher shall be performed by members of the Executive Police detailed for the purpose by the Commissioner of Police.

(5) The Chairman of the Disciplinary Committee shall sign the summons and administer oaths to witnesses.

(6) The Disciplinary Committee shall conduct all disciplinary proceedings in accordance with the provisions of these regulations.

Board to consider recommendations

40. The Board shall consider the recommendations of the Disciplinary Committee and shall thereafter take such disciplinary decisions in accordance with the provisions of the regulations.

42. The decisions of the Board shall be final and binding.

43. (1) The Authority shall institute disciplinary proceedings against any pilot who has contravened any provisions of these regulations or who in the course of, or in connection with his duties is negligent, or has carried out his duties in an inappropriate manner or has acted inappropriately when on duty or fails to comply with any reasonable directive given by the Authority.

(2) Such proceedings shall be instituted by the Authority within 21 days from the date on which the Authority becomes aware of the act or omission which has given rise to such disciplinary action;

Provided that in the case of an offence resulting from the award of a Court of Inquiry in terms of the Merchant Shipping act, or in the case of an offence in respect of which criminal proceedings have been instituted, the Authority shall
be deemed to have become aware of such offence on the date on which the Court gives its award or judgement as the case may be.

44. The Authority shall, within the time specified in regulation 43(2), communicate to the Pilot concerned a detailed statement in writing clearly specifying the charge or charges against him, and setting out the particulars of the evidence upon to support such charge or charges.

Prior Explanation

45. In making a charge the Authority shall demand a written explanation from the pilot concerned within 15 days from the date on which such charge is communicated to such pilot. In default of such written explanation the charge shall be deemed to have been admitted and the Authority shall refer the matter to the Board for its decision without the need for the Board to appoint a Disciplinary Committee.

Notification of Pilot

46. The Authority shall notify the pilot concerned of the charge made against him either by having such charge delivered to him personally or by sending it to him by registered post.

47. In replying to a charge, the pilot concerned may reserve the right to make oral submission to the Disciplinary Committee.

48. The Authority shall acknowledge in writing the receipt of such reply and shall indicate the date on which it is received by it.

49. If the Authority decides to refer the matter to the Board, it must refer such matter to the Board within 15 days from the receipt of the pilot’s reply or from the day when the pilot should have submitted the reply.

50. The Board shall, within 15 days from receipt of the letter from the Authority containing the complaint against the pilot, nominate a Disciplinary Committee to hear and investigate the complaint.

51. (1) The Disciplinary Committee shall commence the hearing of any case brought before it within 15 days of its nomination.

(2) The hearing of a case is deemed to have commenced when the Disciplinary Committee commences a discussion of the case brought before it.

(3) The Pilot charged shall be informed of the date of commencement and shall have the right to attend all disciplinary hearings.
(4) The Disciplinary Committee shall conclude the hearing of the case and shall make submissions to the Board within 60 days from the commencement of the hearing; provided that in exceptional circumstances the Board may for valid reasons extend such period by further periods of thirty days after a request from the Chairman of the Disciplinary Committee.

**Pilot assisted by another person**

52. (1) When replying to a charge or when appearing before the Disciplinary Committee, the Pilot against whom disciplinary proceedings are being taken may be assisted by a person of his choice.

(2) Such pilot may request the Disciplinary Committee to summon witnesses in his defence and the Disciplinary Committee shall duly summon such witnesses, and he or the person assisting him may cross-examine such witnesses.

**Notice of Hearing**

53. (1) The Disciplinary Committee shall notify the pilot against whom disciplinary proceedings are being taken and shall summon and any witnesses to appear before it on the day, time and place for the hearing of such proceedings.

(2) Such notifications or summons shall be signed by the Chairman of the Disciplinary Committee and shall be delivered personally to the pilot or to the witness as the case may be, or sent by registered post; in so doing, the Chairman of the Committee is to ensure that sufficient time is allowed for those concerned to receive the said notification or summons in time.

**Proceedings in absentia**

54. If the pilot against whom disciplinary proceedings are being taken under the provisions of these regulations fails to appear before the Disciplinary Committee within 60 minutes from the time fixed for the hearing, the Disciplinary Committee shall proceed in his absence and give its report accordingly; provided that if the pilot within 2 days after the day fixed for the hearing of his case justifies his absence to the satisfaction of the Disciplinary Committee, the Disciplinary Committee may hear the submission of the pilot and the evidence of his witnesses before submitting its report.

**Proof of Service**

55. Whenever the Authority, or the Board, or the Disciplinary Committee, as the case may be, sends any communication, notification or summons by registered letter through the postal service, it shall be sufficient proof of
service of such letter for all effects and purposes of these regulations if the registered letter has been properly addressed and posted.

Penalties

56. (1) If a pilot is found guilty of having contravened any one of the provisions of these regulations, or if in the course of or in connection with his duties is found to have been negligent or of having carried out his duties in an inappropriate manner or of having acted inappropriately when on duty or of having failed to comply with the directives given by the Authority, the Board, after taking into consideration the report and recommendations of the Disciplinary Committee may, without prejudice to the provisions of any other lay;

(a) impose a disciplinary penalty or fine against such pilot of a sum not exceeding € 1,164.69

(b) suspend his license for a period of not less than 10 days and not exceeding 6 months during which time no remuneration shall be paid to or received by such pilot; or

(c) revoke his license forthwith.

(2) Any disciplinary penalty or fine inflicted by the Board as a result proceedings shall be recoverable by the Attorney General as a civil debt due to the Government.

Criminal Proceedings

57. Any disciplinary proceeding taken against a pilot under the provisions of these regulations shall be without prejudice to any criminal proceedings under any other lay and any proceedings taken under any other such law shall be without prejudice to any such disciplinary proceedings.
Summary of the Pilotage Regulation

Reg. 15
- The service provider must notify the Authority;
- In cases of retiring Pilots, the service provider shall inform the Authority at least 6 months before such date.

Reg. 15
- The Authority shall publish an advert for interested applicants;
- The Pilotage Board shall organise the holding of the examination in accordance with Reg. 10.

Reg. 15
After reviewing all examination papers, the Board shall submit the results of the examination and shall show the order of merit obtained by all candidates.

Reg. 16
A Medical Board shall be appointed by the Authority to examine whether the trainee pilot is physically and mentally fit to carry out the duties of a Pilot.
Eligibility to qualify as a Trainee Pilot

Reg. 9
• > 23 year - < 40 years
• proof of good conduct
• physically & mentally fit
• provides evidence of serving on ships > 2000 GT, >3 years
• able to speak & write Maltese & English
• possess 1 of the following qualifications in order of priority;

(i) a Cert. of Comp. of Master Mariner of ships > 3000 GT, STCW Regulation ll/2;
(ii) a Cert. of Comp. of Chief Mate of ships > 3000 GT, STCW Regulation ll/2;
(iii) a Cert. of Comp. not lower than Officer in charge of a Navigational Watch of an ocean going ship;
(iv) a Cert. of Comp. of Local Commercial Vessel Master issued by the Maltese Government in terms of the Commercial Vessel Regulations;

The Candidates are to sit for an examination organized by the Pilotage Board.

The chosen Candidates will be called Trainee Pilots and will serve as such for the following 4 - 6 months. Trainee Pilots shall accompany licensed Pilots on not less than 400 ships moves, 100 of which shall be performed during periods of darkness. Such moves shall be recorded and countersigned by the accompanied Pilot and at the end of the Traineeship, by the Chief Pilot.
License to Serve as a Pilot

Reg. 7
In order to qualify as a Pilot, a Trainee Pilot shall satisfy the following criteria:
• passed the qualifying examination;
• has been licensed as a trainee Pilot for the last 4 - 6 months
• obtained practical experience;
• had his licensed confirmed by the Authority;
• has acquired relevant legislation and pilotage practice, particularly in terms of the Pilotage Act
• has detailed knowledge of the Master - Pilot exchange of information.

Reg. 13
Pilots are divided into the following classes:
Class 1 Pilot: Pilots licensed to Pilot any ship;
Class 2 Pilot: Pilots licensed to Pilot ships up to 300 metres LOA;
Class 3 Pilot: Pilots licensed to Pilot ships up to 250 metres LOA;
Class 4 Pilot: Pilots licensed to Pilot ships up to 200 metres LOA;
Class 5 Pilot: Pilots licensed to Pilot ships up to 170 metres LOA;
Class 6 Pilot: Pilots licensed to Pilot ships up to 140 metres LOA.
Classes of Pilots

Reg. 13
From Class 6 - Class 5
• ≥ 10 months as Class 6 Pilot;
• accompany a Pilot on ships > 140 mtr LOA > 100 moves;
• 25 of which shall be during darkness;
• all moves shall be countersigned.

Reg. 13
From Class 5 - Class 4
• ≥ 10 months as Class 5 Pilot;
• accompany a Pilot on ships > 170 mtr LOA > 50 moves;
• 13 of which shall be during darkness;
• all moves shall be countersigned.

Reg. 13
From Class 4 - Class 3
• ≥ 10 months as Class 4 Pilot;
• accompany a Pilot on ships > 200 mtr LOA > 30 moves;
• 10 of which shall be during darkness;
• all moves shall be countersigned.

Reg. 13
From Class 3 - Class 2
• ≥ 10 months as Class 3 Pilot;
• accompany a Pilot on ships > 250 mtr LOA > 15 moves;
• 5 of which shall be during darkness;
• all moves shall be countersigned.

Reg. 13
From Class 2 - Class 1
• ≥ 10 months as Class 2 Pilot.
Ships whom Pilot is not mandatory

- Ships owned and operated by government of Malta
- Scheduled HSC calling Malta
- Fishing boats
- Ships not extending > 12 Nm
- War ships
- Yachts
- Ships < 500 GT
Pilotage Procedures, Reg. 16/19

The Authority
• The Authority shall organise and communicate all ships requesting the service a Pilot to the duty Pilot;

The Pilot
• The vessel to be undertaken is Authorised by the Authority;
• Shall have full control of the mooring men and Pilot launch;
• Shall embark at the Pilot Station and disembark at position as agreed with the Master;
• Shall provide information and advice and shall assist the Master in doing the safe passage through the pilotage area

The Master
• The Master (or agent) shall make a request for the Pilot;
• Shall ensure that boarding arrangements are safe & adequate;
• Shall bring to the notice of the Pilot any defects in the ship's machinery & equipment;
• Provide a lee and reduce the ship's speed sufficiently for boarding;
• Master to declare to the Pilot the ship's draft, length & beam, state of readiness of engines and nav aids and such other information which are required by the Pilot for the safe passage;
• Shall sign the Pilotage certificate presented by the Pilot
The Chief Pilot Reg. 18

1. 2 of the licensed Pilots shall be the Chief Pilot and the Deputy Chief Pilot;
2. The Chief Pilot shall be a Class 1 Pilot, elected or nominated from amongst the Class 1 Pilots;
3. His position shall be appointed by the Authority on advice of the Board and upon approval by the Minister;
4. The Deputy Chief Pilot shall be chosen by the Pilots after an election;
5. Both positions shall be held for a period of 3 years.

Duties of the Chief Pilot

1. keep good order & discipline amongst Pilots;
2. be a reference point for the Authority in respect of technical matters relating to the pilotage service;
3. liaise with the Authority on Pilotage matters and submit any report that may be requested by such Authority;
4. comply with any reasonable directive given to him by the Authority in connection with the provision of pilotage services;
5. perform any other duties required of him under these regulation.

Duties of the Deputy Chief Pilot

1. Shall assume the duties of the Chief Pilot during such time as the Chief Pilot is absent from his duties and if the situation so arises, until such time as another Chief Pilot is nominated and appointed.
Duties of the Service Provider Reg. 17

1. administer the pilotage services;
2. distribution of pilot load and distribute the watch amongst pilots;
3. keep general discipline;
4. submit the Authority with annual audited accounts of the service provider, together with any subsidiary or affiliate undertakings which the service provider has effective control on;

5. ensure that the equipment used by the pilots is at all times available and in good working order;
6. take the initiative to acquire alternative equipment as may be necessary;
7. liaise with the Authority on pilotage matters and submit any reports as may be requested by such authority;

8. administer the pilots' office or offices;
9. perform pilotage duties as specified in the pilotage agreement and these regulations and other duties which may arise from time to time;
10. recommend measures to the Authority to further enhance the pilotage service;
Shore Based Pilotage & Pilot Exemption Certificate (SBP & PEC)

Subject to the following criteria, the Authority may provide shore based pilotage.

SBP shall be provided in areas established by the Authority.

SBP shall be rendered by the service provider for the purpose of:
1. piloting ships to the pilot launch;
2. piloting ships when pilots cannot embark/dismembark.

Shore based pilotage shall only be provided when:
1. require & accepted by the master of the ship and allowed by the Authority;
2. the pilot rendering the shore based pilotage considers it possible.

Masters of ships employing SBP shall except a Pilot as soon embarkation is possible.

The Authority shall establish in consultation with the service provider, the norms under which such service shall be rendered.

The Authority shall in its discretion issue PEC to Masters of ships who regularly call Maltese ports, provided that the Authority shall reach and agreement with the service provided about the level of compensation or loss of revenue.
The Pilotage Board

The Chairman

A member nominated by the Authority
A member nominated by the service provider
A secretary with no voting powers

1. to conduct examinations in connection with the licensing of prospective pilots and to advice the Authority accordingly;
2. to appoint a panel of examiners for the purpose of the examination;
3. to conduct disciplinary proceedings in respect of pilots in accordance with the provisions of these regulations;
4. to recommend to the Authority the award to pilots guilty of any breach of discipline such punishment as may be prescribed;
5. to advice the Authority on any matter that the said Authority may refer to it in connection with pilotage services;
6. to perform such other function as may be prescribed to it from time to time;
7. the Board shall reach its decisions by means of a majority vote;
8. the Board shall meet as required at such date, time and place as the Chairman may appoint;
9. subject to the provisions of these regulations, the Board may otherwise regulate its own procedures.
2b. Spanish National Legislation

Introduction.

The approach manoeuvre to port is the most difficult facing by the ship; to the surface and depth restrictions in the port approaches, the vessel must inter-operate with other ships in this space.

The navigation of the vessel is subject to local weather conditions such as currents and winds which are unfamiliar for the crew.

Light pollution of the coastal line prevents the correct localization and identification of lights and benchmarks that ship needs for safe navigation.

The function of Pilotage service is to advice to captains of ships and floating structures to facilitate their entry and exit port and nautical maneuvers within it and within the geographical limits of the pilotage area, in safety, security conditions and in terms established by the Law on State Ports and Merchant Marine, General Rules and in such other statutory or contractual provisions could be applicable

This service is provided for a pilot, on board ships; it is including in the service the instructions given by pilots from the time of departing from the station, to ensure the safe navigation of ships, their crews, port facilities and service users.

Pilot is the person, a Master mariner, that the corresponding prior authorization and appointment, advises captains of ships and floating structures for easy entry and exit ports, rivers, estuaries or bars, anchorages, buoys, loading docks and exterior in both movements interior and exterior of ships, moorings, berthing and undocking as well as in other areas, indicating the most convenient route of the ship and nautical maneuvers necessary for safety of navigation.

Despite the presence of a Pilot on a ship the Master of the ship continues to be responsible for the conduct and navigation of the ship in all respect.

Master is in command of the ship and pilot manages the manoeuvre.

In addition to advising the Captain, pilot also performs the following functions:


In this regard it is noted that under the MOU Paris (Paris Memorandum of Understanding on Port State Control), the 52% of vessels arriving in European waters has some kind of deficiency (www.parismou.org - Annual Report 2010)

• Coordination with the towing and mooring services of the port.
• Reporting to the Maritime and Port Authorities the incidents detected in navigation in port waters.
• Communication from pollution sources found in port waters.
• Information on the failure or breakdown in the beacon signals from the port and its vicinity.
• Provision of the authorities in maritime emergencies.
• Participation in counseling, meetings and discussions with the maritime community.

Pilotage service is the first to board the ship and consequently it is in a position to inform the competent authorities of the deficiencies that vessels have in order to ensure that its entry into port is carried out in adequate conditions of safety and security.

Pilotage not only serves the general interests but especially coastal interest.

Also, In accordance with the provisions of Directive 95/21, vessels reported to the Authorities become priority for inspection by the Port State Control (MOU de Paris. www.parismou.org)

In conclusion the pilotage service aims to improve port operations in an environment of safety and security, navigation safety and marine environmental protection.
Master is in command of the ship and pilot manages the manoeuvre.

Spanish Pilotage is regulated by a variety of standards including:

1. National Standards (Maritime and Port Administration and Commercial Code)
2. International Maritime Organization (IMO)

1. SPANISH NATIONAL STANDARDS.

Pilotage is under the supervision and regulation of the Maritime and Port Authorities. Pilotage according with the following regulations:

1.1.1 Real Decreto Legislativo (RD) 2/2011 por el que se aprueba el texto refundido de la Ley 27/92 de Puertos del Estado y de la Marina Mercante.

(Royal Decree (RD) 2/2011 approving the revised text of Law 27/92 of State Ports and Merchant Marine).

BOE Núm. 253. 20 Oct. 2011
1.1.2. R.D. 393/96, de 1 de marzo, por el que aprueba el Reglamento General de Practicaje.

(Royal Decree. 393/96 of 1 March, which approves the General Pilotage Regulations).

BOE Núm. 66. 16 Mar. 1996

1.1.3. Resolución de 29 de julio de 1998 por la que se establecen los reconocimientos médicos para comprobar la aptitud de los prácticos y las pruebas físicas para el acceso a la profesión.

(Resolution of 29 July 1998 establishing the medical examinations to verify the suitability of the pilots and physical tests for admission to the Pilotage service).


1.1.4. Orden FOM 1621/2002, de 20 de junio, por la que se regulan las condiciones para el otorgamiento de exenciones al servicio portuario de practicaje.

(Order FOM 1621/2002 of 20 June, regulating the conditions for granting exemptions from pilotage port service).


1.1.5. Orden FOM 2417/2007, de 25 de julio, por la que se regula el reconocimiento de la capacitación profesional para la prestación de los servicios de practicaje portuarios.

(Order FOM 2417/2007 of 25 July, which regulates the recognition of professional qualifications for the provision of port pilotage services).

BOE Núm. 188. 7 Aug. 2007.

1.1.6. Resolución de 20 de noviembre de 2007 de la Dirección General de la Marina Mercante por la que se aprueba el programa de materias a que habrán de ajustarse los ejercicios de las pruebas para el reconocimiento de la capacitación profesional para la prestación de los servicios de practicaje portuarios.

(Resolution of 20 November 2007 of the General Direction of Merchant Marine for approving the program material to be adjusted to the exercise test for the recognition of professional qualifications for the provision of port pilotage services)

BOE Núm. 301. 17 Dic. 2007.

1.1.7. Resolución de 14 de marzo de 2008 de la Dirección General de la Marina Mercante, por la que se establecen los cursos de formación permanente y reciclaje de los prácticos.

(Resolution of 14 March 2008 of the General Direction of Merchant Marine Shipping, laying down the permanent training of pilots)


BOE Núm. 103. 29 Apr. 2008

1.2. Certification requirements and professional

Subject to the provisions of the regulations above mentioned, the Maritime Authority may grant licences to act Pilots if the people involved meet the following previous requirements:

- Must possess the professional title of Captain of the Merchant Marine, and certify at least two years of leadership in vessels larger than 1,000 GT within the last ten years professional activity immediately preceding the exams.

- Being younger than 65 years (Order FOM 2417/2007).

Captains have to overcome:

- Medical examination.
- A physical tests
- Two tests. The former in the General Direction of Merchant Shipping (Madrid) on Maritime legislation (national and international) and English. The second one in the harbor about local rules and maneuvers.
- A training period of a maximum of 6 months.

The training period is assessed by the Maritime Administration with the report of the Corporation of Pilots and Port Authority.

1.3. Medical examination

There the following types of medical examinations:

- Initial: To evaluate physical and psychological state of the aspiring professional entrance examinations.

- Temporary: Check maintaining the level of medical fitness.

Validity: 2 years for pilots up to 55 years old and a year after 55 years. Each 6 months from 65 to 70. (The retirement is compulsory at 70 years old).

- Special: Some circumstances may warrant a special medical examination It can be done on request of the Corporation, the pilot, the Maritime and Port Authority and where appropriate, the physician who issued the medical certificate.
Are reasons that justify a special evaluation: The existence of disease or the clear decline in physical or mental activities (whether natural or accident which occurred) and, among others, proven knowledge of substance abuse.

1.4. Physical test:

Pilots must pass the following physical tests:

- Swimming: 50 meters freestyle dive in a maximum of two minutes.
- Race of 1,000 meters, on track, within a maximum of 6 minutes.
- Climbing 5 meters in a vertical ladder in freestyle.

The Certificate of improvement, valid for three months, will be signed by a Bachelor of Science in Physical Education.

1.5. License to serve as Pilot.

When the candidates pass the training period, the Maritime Administration will issue a Certificate as Pilot. The Port Authority also authorized the pilot to provide pilotage service on port

1.6. Training

Spanish Pilots must pass a training course every 5 years for holding the Pilot licence.

The Course has been mainly developed following:

- IMO Resolution A. 960 (27) Recommendations on Training and Certification and operational procedures form maritime pilots other than deep-sea pilots.

The course includes the following modules

Module 1. Pilotage Evolution.

- Human Factor and Pilotage.
- Legislative Changes.
- Technological Innovation.
- Pilotage organization.

Module 2. Safety in port area waters.

- Port Organization and management.
- Communication.

Module 3. BRM, Emergencies and accident

- Bridge Resources Management.
- Emergency maneuvers.
- Accidents analysis.

1.7. Suspension & Revocation of Pilot License

The license issued to a Pilot shall be cancelled by the Authority when the Pilot change of port, retires on reaching the retiring age as prescribed or if such Pilot don’t pass the medical evaluation.

The Authority may also suspend or revoke the license issued to a Pilot as a consequence of a Disciplinary Committee of a punishment consisting in the suspension or revocation of the license.

No person shall be licensed to serve as a Pilot if he has been found guilty of any criminal offence which in the opinion of the Authority is deemed to be detrimental to the provision of Pilotage services as a whole.

1.8 Competences of the Maritime Authority about pilotage.

In accordance with the provisions of Law 27/92 and RD 393/96, the Maritime Authority is in charge of the following standards:

- Specific Regulation (Pilots Act - Royal Decree 393/96 Reglamento General de Practicaje).
- Exams specifications (Orden FOM 2417).
- Medical examinations (Resolution of the General Director of Merchant Marine).

The Maritime Authority is in charge of the following functions:

- To state if it is necessary /compulsory the Pilot Service in a Port.
- Professional requirement that fullfit the Pilot candidates.
- Training.
- To decide in case of discrepancy between Pilots and the Port Authority about the conditions of a manoeuvre.
1.9. Competences of Port Authority.

In accordance with the provisions of Law 27/92 and RD 393/96, Port Authority establishes:

- The particulars conditions of the service for each Port
- Determining the number of pilots who are required to provide the service.
- Determining the selection of candidates for practicing in the port accordance with the principles of equal merit and ability.
- The authorization to provide service.
- Tariffs.
- Control of the service.

2.0. Liability

The liability that may be incurred by pilots or Port Authorities in the management of pilotage service not exceed, in case of accident, the amount of 20 € per unit of gross tonnage of the ship to provide service, with a maximum limit of € 1,000,000

For this purpose, the term gross tonnage as defined in the International Conventions signed by Spain and the national regulations that may apply.

Without prejudice to the liability of the master or ship owner is established in Article 618 of the Commercial Code, the pilot will be responsible for damage to the ship itself or others, with the limit stated in the previous section, caused by inaccuracy, errors or omissions on the advice of the defeat of the ship convenient and precise directions or nautical maneuvers to ensure the safety of navigation.

In any case, if the captain refuses to follow the advice of practical and, consequently, it would produce damage to the ship or third parties will not reach the practical responsibility.

When the pilot considered risky a manoeuvre for reasons of draft, bad weather or any other cause, may advise against, justifying his decision in front of the Port Authority, leaving the resumption of the maneuver and the continuation of pilotage services to its decision.

If the pilot, for reasons of maritime safety, disagrees with the resolution adopted by the Port Authority, the discrepancy is resolved by the Harbour Master as provided in Article 21 of RD 393/96.
2.1. Accidents // Incidents.

Pilots must give notice immediately to the Maritime Captain and Port Authority of any event occurring in connection with the provision of pilotage and affects or could affect, the maritime safety, safety of human life at sea or marine environment, including deficiencies in ships during maneuvers in and out of port or during nautical maneuvers within it.


2.2. Availability of port services pilotage for reasons of maritime safety.

Pilotage services will be at the disposal of the respective Maritime Captains for emergency reasons or maritime safety, in areas in which Spain exercises sovereignty, sovereign rights or jurisdiction.

Article 22 of the RD 393/96.

2.3 INTERNATIONAL MARITIME ORGANITATION (IMO)
(www.imo.org)

Although the competences on Pilotage are from the States, the International Maritime Organization (IMO) has regulated various aspects such us:

- IMO Resolution A.159 (ES.IV), Recommendation on Pilotage, 27th November 1968.
- IMO Resolution A. 601 (15). Provision and display of manoeuvring information on board ships.
- IMO. International Convention for the Safety of Life at Sea (SOLAS), 1974 (SOLAS) Chapter 23/ V.
- IMO Resolution A.960 (23) Recommendations on training and certification and operational procedures for maritime pilots other than deep-sea pilots, which includes Recommendation on Training and Certification of Maritime Pilots other than Deep sea Pilots and Recommendation on Operational Procedures for Maritime Pilots other than Deep sea Pilots.

- IMO Resolution A.1045 (27) Pilot transfer arrangements.
3. COLEGIO OFICIAL NACIONAL DE PRACTICOS DE PUERTO (www.practicosdepuerto.es)

3.1. Ley 42/2003 de creación del Colegio Oficial Nacional de Prácticos de Puerto.

3.2. Real Decreto 797/2005, de 1 de julio, aprobó el Estatuto General del Colegio Oficial Nacional de Prácticos de Puerto.

3.3. Reglamento de Régimen Interior.

3.4. Código Deontológico (Code of Good Practices)
2c. Turkish National Legislation

REGULATION REGARDING THE QUALIFICATIONS, TRAINING, CERTIFICATION AND WORKING METHODS OF MARITIME PILOTS

As Amended by the Complementary Regulation issued on the 27793 Edition of Official Journal Dated 22nd December 2010

PART ONE

Objective, Scope, Foundation and Definitions

Objective

Article 1 - This regulation is prepared to determine the conditions of qualification, training, certification and working methods and principles of maritime pilots which will be provided to the ships navigating, anchoring, proceeding from anchorage, mooring or departing to and from a buoyage system, coming alongside or unmooring to and from a shore or off-shore facilities in the pilotage areas as stipulated by the administration in order to ensure the safe navigation and manoeuvre of the vessels along with the safety of life, safety of goods and safety of environment.

Scope

Article 2 - This regulation encompasses sea areas in the pilotage service districts within the naval jurisdiction area of Turkish Republic as stipulated by the administration, vessels sailing, manoeuvring and anchoring in these areas, masters of these vessels, pilotage organisations, maritime pilot candidates and maritime pilots.

Foundation

Article 3 - (1) This regulation is prepared on the basis of item c of the article 2 of the Governmental Decree No 491, dated 10th August 1993 about the establishment and assignments of Under secretariat of Maritime Affairs

Definitions

Article 4 – (1) Mentioned in this regulation

a) GASM : Seaman Examination Centre carrying out the examinations of seaman of which the working methods and principles are laid out in the “Regulation of Seaman”

b) Regulation of Seaman : Regulation of Seaman which was issued in the number 24832 edition of the Official Journal dated 31th July 2002

c) IMO : International Maritime Organization
c) **Administration**: Prime minister’s under secretariat of Maritime Affairs

d) **Pilotage Service District**: Sea areas like harbours, bays, gulfs within the boundaries of a port or more than one ports and Turkish Straits and seas in which a pilotage organization authorized and with its boundaries defined by the administration gives service while taking pilot is both compulsory or on a voluntary basis.

e) **Pilot Station: Facility** to be at service within the pilotage district stationed in a suitable distance to pilot embarking and disembarking positions, providing the maritime pilots employed with an accommodation and basic needs and having technical equipment, tools and means in sufficient quality and quantity as stipulated by the administration.

f) **Maritime Pilot**: Person holding one of the maritime pilot licences mentioned in this regulation acting as an advisor to the master on matters related to the safe navigation and manoeuvring of his vessel in line with the international maritime practices within the authorised pilotage area of the authorised maritime pilot’s licence he is holding and piloting the vessel with his services being limited to navigation and manoeuvring while in essence the responsibility rests with the Master.

g) **Pilot Organisation**: Public and private Corporations authorized by the administration to give pilotage services within the permitted pilotage district employing the minimum number of maritime pilots and having a suitable pilot station as stipulated by the administration or a joint venture consortium having the same qualifications which is composed of more than one legal entities and authorized by the administration.

ğ) **Turkish Straits**: Turkish Straits mean İstanbul Strait, Çanakkale Strait and the shipping route through Sea of Marmara and the coastline encompassing these routes

PART TWO: Qualification Levels and the Methods and Principles Relating to Training, Examination and Certification

Qualifications and Grades of the Maritime Pilots

**Article 5-** (1) Maritime Pilot qualifications are divided into two categories, the first one being “The Dock Maritime Pilot” and the second one being “Turkish Straits Maritime Pilot.” These qualifications are granted at two different grades, the first one being the “Maritime Pilot” and the second one being as the “Senior Maritime Pilot”

(2) The maritime pilot serves vessels of all types up to 20,000 gt and the senior maritime pilot serves vessels of all types and sizes within their authorized pilotage district.

(3) The pilotage district in which maritime pilots are authorized to serve is written down in their licences.
Prerequisites for Obtaining Maritime Pilot’s Licence

Article 6-(1) In order to obtain a maritime pilot’s licence for any pilotage district for the first time, applicants:

a) must have Turkish citizenship
b) must be entitled to use civil rights
c) Applicant must not have been sentenced for two years or more than that for a crime committed on purpose even if it is timed out according to article 53 of Turkish Penal Code numbered 5237 and dated 26th September 2004 or for the crimes against the security of the state, constitutional regime or its way of process, national defence, state security, state secrets and for having committed espionage, embezzlement, impropiety, bribery, burglary, fraud, deceit, fake bankruptcy, for having abused trust, having schemed to rig bids on a tender, having bleached values acquired through crime, for the crimes relating to contraband

c) must have a licence degree from the maritime faculties of the universities
d) must be holding an “Unlimited Ocean-going Master Licence” and must prove with a letter of service that he or she had worked with this licence as a Master for at least one year.
e) must prove that he or she is medically fit for sea service according to the related articles of this regulation.
f) must prove with a certificate taken from an hospital that he speaks fluently and intelligibly
g) must complete the “Fundamental Training for Maritime Pilot” with success according to the related articles of this regulation.

ğ) must not be 50 years of age or over, or have a valid “Marine Traffic Operator” or “Chief Maritime Traffic Operator Licence” covering the district for which they apply for becoming a maritime pilot candidate, if the maritime pilot qualification is sought for the first time

h) must TAKE the “On The Job Training” and acquire a letter of recommendation

i) before taking maritime pilot examination, applicant must get at least 60 points from KPDS (Test of Foreign Language for civil servants) or ÜDS (Test of Foreign Language of Intercollegiate Council) examination on Foreign Language and Sciences or at least 455(PBT),138(CBT), or 58(İBT) points from TOEFL (Test of English As a Foreign Language) or at least 5.5 points from IELTS (International English Language Testing) or get at least 70 points from the “Examination of General Proficiency in English” or at least 80 points from the “Examination of Maritime English” that might be organized by GASM if deemed necessary by the
administration, or have a “Marine Traffic Operator” or “Chief Marine Traffic Operator Licence.”

i) must be successful at the “Maritime Pilot Examination”

Application and the “Fundamental Training for Maritime Pilot”

Article 7-(1) Maritime pilot candidate applies with a petition to the concerning Harbour Master after implementing the conditions laid out in items (a), (b), (c), (ç), (d), (e) & (f) of Article

(2) Concerning Harbour Master arranges a “Dispatch Form of Fundamental Training for Maritime Pilot Candidate” as appears on Attachment-1 for suitable candidates so that he or she can participate in fundamental training.

Candidate applies to one of the institutions authorised by the administration for training, with two facial photos so that he or she can participate in simulator-based training or manned model training in line with curriculum mentioned in article 14 of this regulation.

(3) a “Certificate of Success for Fundamental Training for Maritime Pilot” is arranged as shown on the Attachment-2 of this regulation to successful participants taken part in the “Fundamental Training for Maritime Pilot” by the authorised institution for training.

This certificate is valid for two years. Maritime pilot candidate who did not initiate the on the job training in two years has to renew this training.

Article 8-(1) Maritime pilot candidate having the “Certificate of Success for Fundamental Training for Maritime Pilot” must take the “on the job training” and acquire a letter of recommendation relating to this.

(2) In order to carry out the “on the job trainings”

a) Maritime pilot candidates applies to the concerning Harbour Master with a petition in order to commence on the job training, along with the “Certificate of Success For Fundamental Training of Maritime Pilot” and a document showing that he or she was employed as an apprentice maritime pilot by the authorized pilotage organisation.

Harbour Master arranges and endorses a notebook of training log as shown on the Attachment-3 of this regulation and sends it to the authorised pilotage organisation on the attachment of a letter that will initiate the “on the job training”. Pilotage organization initiates the “on the job training” for the apprentice maritime pilot no later than 30 days at maximum and notifies the date of commencement to the Harbour Master. The benefits of the apprentice maritime pilot during the “on the job training” period raised from the social security and employment legislature are the responsibility of the authorized pilotage organisation by which he or she was employed.

b) For each ship manoeuvre participated, apprentice maritime pilot records the name of the vessel, her flag, gross tonnage, length, present draught, the kind of
manoeuvre, hours of commencement and completion, names of the master and the maritime pilot on his or her notebook of training log. He or she records specific manoeuvres carried out for each ship manoeuvre, distribution of tugs and important incidents encountered if any. Notebook is signed by master, maritime pilot and the apprentice maritime pilot. But for the ones taking on the job training according to article 18 of this regulation, the place reserved on the notebook for the maritime pilot to sign is signed by the Harbour Master.

c) İn order to complete the “on the job training”

1) Apprentice maritime pilot takes part in the manoeuvres of at least 90 ships of 500 GT or over, equally distributed day and night in at least 6 months in the related port. But the administration may put down this number to 50 ships for the ports having slack traffic where 90 ships do not call in 6 months. In the Port of Istanbul, he or she must take part at least in 35 manoeuvres at Haydarpaşa and Karaköy piers and at least 20 manoeuvres in the other sections of the Port. Apprentice maritime pilots must at least one time participate in the manoeuvre of each pier, facility, buoyage system and anchorages within the Port during his or her on the job training period. But persons having a previous maritime pilot licence complete on the job training after doing 60 ships in four months according to the principles laid out in this article.

2) İn order to complete the “on the job training” for Straits maritime pilot at İstanbul and Çanakkale Straits, apprentices must be present day and night in the manoeuvre of at least 160 ships of 5000 GT or over at İstanbul Strait in both ways as equal as possible in at least four months. But at least half of this number must be carried out on vessels of 150 mt length or over. “On the job training” has to be carried out in a way that includes the complete passage of İstanbul Strait. They should be present day and night in the manoeuvre of at least 100 ships of 5000 GT or over at Çanakkale Strait in both ways as equal as possible in at least four months. On the job training has to be carried out in a way that includes the complete passage of Çanakkale Strait.

(3) Authorized pilotage organisation issues a letter of recommendation to the apprentice maritime pilot by evaluating the written assessments taken from all maritime pilots with whom he or she had been on board. Apprentice maritime pilot who failed to have one cannot qualify for maritime pilot examination. Apprentices who could not have a letter of recommendation must do the “on the job training all over again. “But “on the job training” cannot repeat more than once. Apprentices who fail on the job training twice cannot apply for any maritime pilot qualification again.

(4) Authorized pilotage organisation prepares a document stating that “on the job training” is completed and after endorsing the notebook of training log, sends it all to the Harbour Master together with the letter of recommendation.
(5) If the administration find outs that two third of the vessels or more piloted are of 20,000 GT or more in any of pilotage service district, then “on the job training” of the dock maritime pilots in the concerning port is carried out by participating in the piloting.

Of at least 150 vessels about this tonnage in at least twelve months, day and night manoeuvres being as equally distributed as possible. Under these circumstances, apprentice maritime pilots completing the on the job training are entitled to have maritime pilot licence by meeting the other conditions according to the provisions of the regulation and completing the additional training as described on the third item of the Article 14 of this regulation. Dock maritime pilots certified this way can give pilotage service to all vessels in their respective authorized service district by having their licences endorsed as "for all vessels" by the administration. Upgrading of the licences belonging to the Dock maritime pilots giving service this way is implemented according to the provisions which take place in article 11 of this regulation.

(6) In the case of the stated number of vessels have not been boarded for piloting in the period specified in this regulation, the duration of the “on the job training” is prolonged until the stated number is reached. Even if the stated minimum number of vessels have been piloted sooner than the specified period, the specified period of time for the “on the job training” has to be completed.

(7) All apprentice maritime pilots must take trainings in Vessel Traffic Services Centre relating to the formation and function of the so called VTSC for 10 working days, no more than 6 hours daily and a total of 30 hours of active training for 5 days if the pilotage service district for which they are going to serve is partly or totally within the domain of VTS.

The records pertaining to these trainings are approved by the organization which is running VTS services and sent to the concerning Harbour Master.

(8) All apprentice maritime pilots take active training on the tugs belonging to the authorised tug organisation during the period of the “on the job training” at least for 15 days within the pilotage district of the “on the job training” they are carrying out. The records pertaining to these trainings are approved by the authorised tug organisation and sent to the concerning Harbour Master.

Maritime Pilot Examinations

Article 9 - (1) After the completion of the “on the job training”, Harbour Master receiving the documents sent by the pilotage organisation notifies the concerning directorate of the administration by evaluating the “Certificate of Proficiency in English” as specified in item (ı) of article 6 of this regulation together with the other documents, so that the examination of the candidate is carried out by GASM

(2) Maritime pilot examination is carried out in two phases as oral and written examinations on subjects specified in article 15 of this regulation by the examination committee appointed.
by GASM directorate on a declared date no later than 90 days after the completion of the on
the job training.

(3) Examination committee consisted of five persons, an ocean going master representing
GASM, a ship survey commission expert holding an ocean going master's licence assigned
by the concerning regional director of the administration, concerning harbour master, two
maritime pilots having a senior maritime pilot licence who had served for at least five years
and still serving in the concerning pilotage district for the authorized pilotage organisation

(4) Oral examinations are carried out at a location designated by GASM after taking the view
of the concerning directorate of the administration. Practical examinations are carried out
during the berthing manoeuvre of a vessel to the related port for the “Dock Maritime Pilot
Licence” of qualification and during related strait passage for the “Turkish Straits Maritime
Pilot Licence” of qualification.

(5) Oral and practical examinations are evaluated out of 100 total points. It is necessary to
score at least 70 points on each examination in order to be successful. The ones receiving
less than 70 points on any examination are considered to have failed on maritime pilot
examination. Each candidate is given marks out of 100 total points by the members of the
examination committee. Arithmetic mean of these points determines the score of the
candidate.
The ones who have failed, can take the examination again after repeating the on the job
training specified in article 8 of this regulation. The ones falling under this category are
subjected to examination on all subjects again. If they cannot succeed again, they cannot
take the examination once more.

Arranging Maritime Pilot Licences

Article 10- (1) Maritime Pilot Certificate of Success which takes place on the attachment-4
of this regulation is arranged for the ones achieving the maritime pilot examination in two
copies by GASM basing it on the records of the examination and signed by the director of
GASM.

For the ones achieving the examination, The document of examination score, copy of ID,
period of sea service scroll arranged according to the regulation of seaman dated 31th July
2002 and issued on the 24832 edition of the official journal, indicating the service for the sea
which takes place in item (d) of this regulation, Certificate of Medical Fitness, Certificate
of Proficiency in English or its notarized copy, “Certificate of Success for Fundamental Training
for Maritime Pilot” or its notarized copy, a copy of the notebook of training log related to the
“on the job training” and a copy of the “letter of recommendation” approved by the Harbour
Master are sent to the administration via regional directorate to which the Harbour Master is
subordinated.

(2) Maritime Pilot licences are arranged by the administration based on the articles of this
regulation. The format of the licences is determined by the administration.

(3) The same person can have various maritime pilot licences providing that the conditions of
these regulations are met by him or her. But the candidates already acquired a maritime
pilot licence according to the articles of this regulation and seeking a maritime pilot qualification for another district are exempt from the fundamental training for maritime pilot and the conditions of capability in English, providing that all other conditions are met. These maritime pilots are given a maritime pilot licence which is at the same grade with the one they have before.

Maritime Pilot in Service Training and Licence Visa

**Article 11**-(1) Maritime pilots at service in a pilotage organization have to take part in the mandatory “in-service Training Seminars” at least once every two years. Which is to be organized four times a year and the date and the conditions of participation announced on January every year by the administration or the institutions authorized by the administration.

Maritime pilots with the “Certificate of Participation” taken from the institution authorized to arrange seminars have their biannual visas endorsed on their authorized maritime pilot licences by the Harbour Master through their affiliated pilotage organisation. Each pilotage organization is obliged to carry out necessary arrangements in order for the maritime pilots employed to take part in the mandatory “in-service training seminars” and present its “annual training plan” to the administration.

(2) It is mandatory for maritime pilots who have not taken part in the organized seminars in two years without compelling reasons based on an official document and accepted by the administration, to participate the “in-service training seminars” in order to retrieve their maritime pilot licences.

(3) The maritime pilots taking “Training for Upgrading” according to the articles 12 and 15 of this regulation after a year passed since the last “in-service training seminar” he had participated and before the termination of two years, can take the next “in-service training seminar” within two years from the “training for upgrading”. If a Maritime pilot participates a “training for upgrading” within one year from the termination date of “in-service training seminar” he had taken, then he is exempt from the subjects which are the same as in “in-service training seminar.”

In order to be upgraded to the Qualification of Senior Maritime Pilot

**Article 12** – (1) In order to upgrade the “maritime pilot licence” acquired in line with this regulation to the “senior maritime pilot licence”, maritime pilot must have served at least for four years as a maritime pilot, must have “training for upgrading” from an institution authorized by the administration and there must be the opinion of the authorized pilotage organisation in favour.

For upgrading, positive view of the pilotage organisation in writing, the “certificate of training for upgrading” and two facial photos along with the applications made to the Harbour Master Are sent to the administration via regional directorate to which the harbour master is subordinated.
The Dues of Upgrading Documents and Registration.

**Article 13** - (1) Regional directorate to which the harbour master at the location of examination is subordinated, receives the dues for the maritime pilot licence, before handing it to the holder as determined in the law of dues dated 02th July 1964 and numbered 492

(2) Personal records of maritime pilots are kept in the Harbour Master’s Office. But the regional directorate, to which his or her registry port of the ocean going master’s licence is subordinated, is informed so that the record of the licence is recorded on the “Turkish Seaman log” according to the regulation of seaman.

**PART THREE**

The Subjects of Training and Examination

The Subjects of Fundamental Training for Maritime Pilot

**Article 14** -(1) Candidates first time seeking a maritime pilot licence, must take a total of 70 hours fundamental training for maritime pilot for at least fifteen days, 49 hours of which should be theatrical and 21 hours should be on a simulator or on manned-model training at the institutions authorised to give such training

(2) These trainings are carried in such a way to include the types of vessels and manoeuvring characteristics, the effect of engine and initiation systems on vessel’s manoeuvre, the effect of inertia on vessels, resistance such as momentum and friction, pivot point, turning diagram, rudder and propellers, bow and stern trustees, vessel and tug interaction, tethering the tugs and types of manoeuvres, the effect of wind and current, shallow water effect and narrow passages, bank and channel effects, anchoring and using anchors in different ways, navigation and manoeuvring plans, navigation and manoeuvre in narrow canals and rivers, Automatic Identification System (AIS), using portable pilot units, the formation and function of Vessel Traffic Services (GTH), communication with GTH, human factor and the management of bridge resources, contingency planning and managing in emergencies, the use of code of signals in English, practical training supported with visual bridge simulator and subjects that might be deemed necessary and methods of training

(3) In order to give service with a maritime pilot licence without any tonnage limitation on conditions stated in the fifth item of the article 8 of this regulation, an additional training in a simulator environment or on manned-model must be taken from an institution authorised by the administration which lasts at least for 40 hours. This training intended for the manoeuvres of vessels having big tonnages must include slow speed control and control of transverse movement, control of touch with the pier fenders, positioning the vessels according to the loading systems of the port, meeting in close quarters and control of interaction on overtaking, techniques of berthing to off-shore facilities by using anchors or by way of Mediterranean mooring, pulling and pushing directions of piloting tugs and the power control and all phases are carried out practically.
Article 15—(1) Maritime pilot “in-service training seminars” and “training for upgrading” addresses the subjects like current matters regarding ships manoeuvring and piloting, incidents and examples occurred in different pilotage districts relating to the safety of navigation and ships manoeuvring, improvements in the national and international maritime legislature, developments in navigational equipment and technologies, the utilization of new navigational equipment, risk management at sea, fatigue management. But without being limited by these, it is carried out in a way that includes the practical phases supported by simulation ensuring a professional and contributing atmosphere. The subjects that will be addressed additionally in training for upgrading are determined by the administration.

The Subjects of the Maritime Pilot Examinations

Article 16—(1) the subjects of the Maritime pilot oral and practical examinations are specified below.

a) The subjects of Maritime pilot oral examination

1) Being limited to the “pilotage service district”, information on portions belonging to the port and the straits, boundaries of the port, berthing and anchoring locations, mooring buoys, shoals, restricted areas, warnings, lighthouses along straits and ports, buoys, signals, symbols, abbreviations, pilot embarking and disembarking positions, local currents, eddies, winds and their effects, rotes to be followed and traffic separation schemes if there is any, transits and leading lines, formation and function of vessel traffic survives (GTH), emergency situation procedures, general information about the regional and neighbouring seas

2) Handling ships; the effects of the variables on ships manoeuvre such as the specifications of the engines of vessels of various types, propellers, rudders and their effects, on various ships, draught, trim, speed and depth under the keel, turning diagram and stopping distances, the effects of wind and current on ships manoeuvre and her navigation, anchoring and departing from anchorage, berthing with or without tugs, mooring to a buoy and mooring Mediterranean style.

3) Legislature: The Law of Harbours dated 14th April 1941 and numbered 618, The Law of Protecting Lives and Goods at Sea dated 10th June 1946 and numbered 4922, legislature of the concerning port, local rules and traditions, International Regulations for Preventing Collisions at Sea, other national maritime legislation and international conventions, Monteux Convention for the maritime pilots of Istanbul and Çanakkale Straits

4) Maritime English: Correct and fluent use of standard English communication phrases covering the (A) part of the SMSP curriculum as necessitated by IMO Resolution No : A 918

b) The Subjects of the Practical Examination
1) For dock maritime pilotage; maritime pilot candidate must be piloting an entering vessel into the port during a berthing manoeuvre in a cool and calm manner under the supervision of an authorised maritime pilot. If deemed necessary, it might be required additionally one of the manoeuvres such as anchoring a vessel, mooring to a buoy, mooring a vessel in Mediterranean way, taking the vessel out of the port from where she was moored. If it is possible, a berthing manoeuvre with tugs should be preferred.

2) For the Turkish Straits maritime pilotage; maritime pilot candidate must take a vessel of 150 meters length or over through the related strait in a safe and proper fashion in line with the requirements of pilotage under the supervision of an authorised maritime pilot.

**PART FOUR**

Authorised Maritime Pilot, Medical Procedures, Retrieval of the Licences

**Document of Authorised Maritime Pilot**

**Article 17**- (1) In order for the maritime pilot to give service to a vessel in his or her authorised limits, he or she needs to have a “Document of Authorised Maritime Pilot” which is duly arranged by the authorised pilotage organization and approved by the Harbour Master during its period of validity of the visa as specified on the Attachment-5 of this regulation

(2) The document of Authorised Maritime Pilot

a) It is given to the maritime pilot by the pilotage organisation employing him or her after duly arranged and endorsed by the concerning Harbour Master
B) The document of Authorised Maritime Pilot is considered valid provided that the “in-service training” was taken and endorsed which specified in the article 15 of this regulation.

c) It is carried by every maritime pilot giving pilotage service on a mandatory basis when on duty

ç) It is sent back to the concerning Harbour Master via related pilotage organisation by the Maritime pilot who leaves the duty of pilotage.

d) It is revoked right away when the maritime pilot licence was revoked.

**Authorized Maritime Pilot in a New Pilotage District or Organization**

**Article 18**- (1) In any pilotage district, when a new pilotage organization is established or another pilotage organization starts giving service when the service of the existing pilotage organisation was terminated for some reason ;if there is nobody having a maritime pilot licence in the pilotage district or for some reason it is impossible to procure such persons, then the maritime pilots having any dock maritime licences previously ,of which the grade of qualification accepted in the article 5 of this regulation can do the piloting in that pilotage district.

But, In order to do that a “temporary document of authorized maritime pilot” approved by the Harbour Master must have been given by the authorized pilotage organisation equivalent to the grade of the previous licence belonging to the maritime pilot.
(2) Maritime pilots thus authorised are considered to have started the “on the job training” of that pilotage district at the same time. On completing the “on the job training” and by receiving the letter of recommendation from the pilotage organization they are linked, they can apply directly for the practical part of the examination in order to acquire a maritime pilot licence, equivalent to the previous maritime pilot licence they have in category and grade. The minimum number of vessels these maritime pilots need to complete on the job training is 60.

(3) In districts where there is no pilotage organisation or none could be established, then the duties delegated to pilotage organisations with regard to training and assigning maritime pilots are performed by the Harbour Masters in line with the methods and principles so designated in (1) and (2) items of this article.

Medical Provisions

Article 19-(1) Maritime pilots acquiring their medical certificates stipulated for the qualification of an ocean going master as part of the “legislation for seaman” are required to renew them every two years. Maritime pilot candidates and the maritime pilots are medically screened according to the health criteria stipulated for the qualification of an ocean-going master. Maritime pilots have to go through a medical examination again before returning to duty, when they had a serious injury or illness. The responsibility of monitoring the health status of the maritime pilot rests with the authorised pilotage organisation.

The Uniform of the Maritime Pilots

Article 20-(1) Maritime pilots must wear the uniform during their pilotage duty specified in the relating legislation. In order for the maritime pilots to use on duty, each pilotage organisation is obliged to supply and provide waterproof overalls able to float at least 150 kg, protective non-slippery shoes resistant to petroleum products and heat, lifejacket with light and whistle, self-inflating on falling into water, or similar personal safety equipment.

Validity, Suspension and Revoking of Maritime Pilot Licences

Article 21-(1) the documents of the ones having any maritime pilot licence are retrieved by the administration under the following conditions and this situation is recorded in the log.

   a) If the licence holder has been on a break with his profession for two years or more for some reason or he or she was not employed as a maritime pilot by the authorised pilotage organisation in the pilotage service district stated on his or her licence, then in order to use the same licence, he or she has to carry out half of the on the job training with related to the number of vessels and period of time taking place in article 8 of this regulations, in the pilotage district he was authorised. Otherwise his or her licence is suspended. The licence of the maritime pilot who has completed the “on the job training” is considered valid at the same level of grade without any other process.

   b) Maritime pilot licence is cancelled in case he or she no longer meets the conditions written in (a), (b), (c) items of article 6 of this regulation or he or she has completed the age of 65 or he has notified with a petition that he had quit the service.
c) As a result of causing an incident or accident which might be subjected to technical investigation and survey; Administration, as a result of the technical and administrative investigation carried out together with the authorised pilotage organisation, an association related to the profession of pilotage, a chamber or similar independent Professional organization, imposes the following executive sanctions and enforce the criminal procedure in accordance with the Law of the Ports numbered 618, on the maritime pilot and notifies the pilotage organisation so that it is implemented and recorded in his or her log when it is found out that who, without any compelling reason for the safety of navigation, lives, goods and environment, had acted against the principles and requirements of the profession and the legislation of the port or has a great fault or omission or had worked for another pilotage organisation other than the one he or she was employed, or in another pilotage district in which he or she was not licenced, or had not boarded the vessel in pilot position or had left her before the pilot position for reasons other than caused by bad weather conditions or the compelling ones.

1) Warning
2) Condemnation
3) Suspension of licence for three months
4) Suspension of licence for six months
5) Revoking the licence

c) In situations deemed necessary by the administration and the authorised pilotage organisation, a maritime pilot can be sent for medical examination without waiting for the expiry date of the existing medical examination.

In this situation, if it is stated that he or she is physically or mentally unfit for an unspecified period to carry out his or her profession by the specialist doctors of the medical institution to which he or she had been sent, then his or her licence is revoked. In case it is stated in the medical report that he or she is physically or mentally unfit to carry out his or her profession for a temporary period, then the maritime pilot is kept from carrying out his or profession for the specified period and his or her licence is suspended by the Harbour Master.

PART 5

Various and Closing Provisions

The Duties and Responsibilities of the Maritime Pilots to Give Advice to Masters

Article 22- (1) Maritime pilot gives advice to the master on matters related to the navigation of the vessel by making use of his Professional expertise and experience. This advice might be given on board another ship or from land in force major conditions. But if the sea area navigated is within the domain of an authorised Vessel Traffic Services, then the arrangements of manoeuvre between an another vessel and the one they are piloting or the advice they give to other vessels are carried out within the knowledge Of (GTMH)
(2) Master carries the sole responsibility of the navigation of his or her vessel even if the conn has been handed over to maritime pilot.

(3) In the case of more than one maritime pilot giving service together, then only one of them gives advice to the Master. The others will be assisting the one giving advice. Before starting the manoeuvre the master is notified of the advising maritime pilot.

(4) Maritime pilots are obliged to report deficiencies and nonconformities they can observe on the vessel they are piloting right away to the concerning Harbour Master related to the safe navigation and safety of the vessel.

The Right of Refusing to Give Pilotage Service

**Article 23**-(1) Maritime pilots may refuse to give pilotage service in case they find out that the vessel they are piloting might constitute a threat to the safety of navigation or environment. If she continues to be navigating, anchoring in the harbour, berthing or unearthing in the pilotage district. Additionally, they have the right to refuse giving service if the pilot ladder they are going to use for embarking and disembarking, illumination or similar equipment are not safe and according to the rules.

In a situation like this, maritime pilot will report the incident in question to the related GTMH in the district if there is any together with his or her reason to refuse and additionally notifies the concerning Harbour Master in writing via pilotage organisation so that the necessary procedure is carried out.

Fitness for Duty

**Article 24**-(1) Authorised pilotage organisation is responsible to keep the maritime pilots rested, mentally alert and in a healthy condition to enable them to perform their pilotage duties without intermission until the completion of the process of manoeuvre and passage.

Adaptation

**Article 25**-(1) Maritime pilot licences owned on the date of this regulation came into force:

a) The documents of the ones having a dock maritime pilot licence for the senior maritime pilot licence for that pilotage district

b) The documents of the ones having Istanbul Strait maritime pilot licence for the senior Istanbul Strait maritime pilot licence for Istanbul Strait

c) The documents of the ones having Çanakkale Strait maritime pilot licence for the senior Çanakkale Strait maritime pilot licence for Çanakkale Strait

c) Sea maritime pilot licence acquired within the scope of the regulation regarding the qualifications of the maritime pilots issued on the 23217 edition of the official journal dated 31th December, is substituted for the maritime pilot licence on condition that this right is used in only one pilotage district provided that they are successful at the maritime pilot examination by completing the on the job training and receiving the letter of recommendation after being employed for the on the job training being
exempted from the fundamental training of the maritime pilot and requirements of proficiency in English.

Sea Passages

**Article 26**-(1) In case a maritime pilot is required for a sea passage from one port to another or from one position to another within the authorised boundaries of the authorised pilotage organisation excluding the Turkish Straits pilotage services, the senior maritime pilots employed by the pilotage organisation authorised for the port that the sea passage will begin, can be authorised by the concerning Harbour Master for the sea passage up to the pilot position of the destination port or position.

Abrogated Regulation

**Article 27**-(1) the regulation regarding the qualifications of the maritime pilots issued on the 23217 edition of the official journal dated 31th December 1997 is abrogated

**Acquired Rights**

Temporary Provision 1-(1) on the date of issue of this regulation, in accordance with the regulation regarding the qualifications of the maritime pilots issued on the 23217 edition of the official journal dated 31th December 1997;

a) Training, examination and certification of the maritime pilot candidates who have already started training are carried out according to the regulation regarding the qualifications of the maritime pilots issued on the 23217 edition of the official journal dated 31th December 1997

b) The maritime pilots who have a maritime pilot licence and had served actively within an authorised pilotage organisation in a pilotage district and stopped working for less than one year for some reason is given a new licence for that pilotage district if they apply within one year of this regulation coming into effect and provided that they meet the conditions specified in (a), (b), (c) items of article 6 of this regulation and are not over the age of 65.

Enforcement

**Article 28**-(1) this regulation comes into effect on the date of its issue.

Execution

**Article 29**-(1) the provisions of this regulation are executed by the minister to whom the Under secretariat of Maritime Affairs is subordinated.
3. Pilot Training

RESOLUTION A.960(23)  
Adopted: 5 December 2003

RECOMMENDATIONS ON TRAINING AND CERTIFICATION AND ON OPERATIONAL PROCEDURES FOR MARITIME PILOTS OTHER THAN DEEP-SEA PILOTS

1. Scope

1.1 It is recognised that pilotage requires specialised knowledge and experience of a specific area and that States with many diverse waterways and ports have found it appropriate to administer pilotage on a regional or local basis.

1.2 The maritime pilots referred to in this Recommendation do not include deep-sea pilots or shipmasters or crew who are certificated or licensed to carry out pilotage duties in particular areas.

1.3 Governments should encourage the establishment or maintenance of competent pilotage authorities to administer safe and efficient pilotage systems.

2 Competent pilotage authority

2.1 Competent pilotage authority means either the national or regional Governments or local groups or organizations that by law or tradition, administer or provide a pilotage system. Governments should inform competent pilotage authorities of the provisions of this document and encourage their implementation.

2.2 The assessment of the experience, qualifications and suitability of an applicant for certification or licensing, as a pilot, is the responsibility of each competent pilotage authority.

2.3 The competent pilotage authority in co-operation with the national and local pilots’ associations should:

   .1 establishes the entry requirements and develops the standards for obtaining a certificate or licence in order to perform pilotage services within the area under its jurisdiction;

   .2 enforces the maintenance of developed standards;

   .3 specify whatever prerequisites, experience or examinations are necessary to ensure that applicants for certification or licensing as pilots are properly trained and qualified; and

   .4 arranges that reports on investigations of incidents involving pilotage are taken into account in maritime pilots’ training programmes.
3 Pilotage certificate or licence

Every pilot should hold an appropriate pilotage certificate or licence issued by the competent pilotage authority. In addition to stating the pilotage area for which it is issued, the certificate or licence should also state any requirements or local limitations that the competent pilotage authority may specify such as maximum size, draught or tonnage of vessels that the holder is qualified to pilot.

4 Medical fitness

4.1 Each pilot should satisfy the competent pilotage authority that his or her medical fitness, particularly regarding eyesight, hearing and physical fitness meets the standards required for certification of masters and officers in charge of a navigational watch under the international Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended, or such other standards as the competent pilotage authority considers appropriate.

4.2 If a pilot has experienced a serious injury or illness, there should be a re-evaluation of his or her medical fitness prior to return to duty.

5 Training and certification or licensing standards

5.1 The competent pilotage authority is responsible for training and certification or licensing standards. The standards should be sufficient to enable pilots to carry out their duties safely and efficiently.

5.2 Standards for initial training should be designed to develop in the trainee pilot the skills and knowledge determined by the competent pilotage authority to be necessary for obtaining a pilot certificate or license. The training should include practical experience gained under the close supervision of experienced pilots. This practical experience gained on vessels under actual piloting conditions may be supplemented by simulation, both computer and manned model, classroom instruction, or other training methods.

5.3 Every pilot should be trained in bridge resource management with an emphasis on the exchange of information that is essential to a safe transit. This training should include a requirement for the pilot to assess particular situations and to conduct an exchange of information with the master and/or officer in charge of navigational watch. Maintaining an effective working relationship between the pilot and the bridge team in both routine and emergency conditions should be covered in training. Emergency conditions should include loss of steering, loss of propulsion, and failures of radar, vital systems and automation, in a narrow channel or fairway.

5.4 Initial and continuing training in the master-pilot information exchange should also cover:

   1. regulatory requirements governing the exchange;
5.5 Competent pilotage authorities should be encouraged to provide updating and refresher training conducted for certified or licensed pilots to ensure the continuation of their proficiency and updating of their knowledge, and could include the following:

.1 courses to improve proficiency in the English language where necessary;
.2 sessions to enhance the ability to communicate with local authorities and other vessels in the area;
.3 meetings with local authorities and other responsible agencies to envisage emergency situations and contingency plans;
.4 refresher or renewal courses in bridge resource management for pilots to facilitate communication and information exchange between the pilot and the master and to increase efficiency on the bridge;
.5 simulation exercises, which may include radar training and emergency shiphandling procedures;
.6 courses in shiphandling training centres using manned models;
.7 seminars on new bridge equipment with special regard to navigation aids;
.8 sessions to discuss relevant issues connected with the pilotage service including laws, rules and regulations particular to the pilotage area;
.9 personal safety training;
.10 techniques for personal survival at sea; and
.11 emergency first aid, including cardio-pulmonary resuscitation (CPR) and hypothermia remediation.

6 Continued proficiency

6.1 In order to ensure the continued proficiency of pilots and updating of their knowledge, the competent pilotage authority should satisfy itself, at regular intervals not exceeding five years, that all pilots under its jurisdiction:

.1 continues to possess recent navigational knowledge of the local area to which the certificate of licence applies;
.2 continue to meet the medical fitness standards of paragraph 4 above; and
.3 possesses knowledge of the current international, national and local laws, regulations and other requirements and provisions relevant to the pilotage area and the pilots’ duties.

6.2 Possession of knowledge required by subparagraphs 6.1.1 and 6.1.3 may be proved by an appropriate method such as personal service records, completion of continuing professional development courses or by an examination.
6.3 Where a pilot in cases of absence from duty, for whatever reason, is lacking recent experience in the pilotage area, the competent pilotage authority should satisfy itself that the pilot regains familiarity with the area on his or her return to duty.

7 Syllabus for pilotage certification or licensing

7.1 In the syllabus, area means the waters for which the applicant is to be certified or licensed. Each applicant for a pilot certificate or license should demonstrate that he or she has necessary knowledge of the following:

.1 limits of local pilotage areas;
.2 International Regulations for Preventing Collisions at Sea, 1972 as amended, and also such other national and local navigational safety and pollution prevention rules as may apply in the area;
.3 system of buoyage in the area;
.4 characteristics of the lights and their angles of visibility and the fog signals, racons and radio beacons and other electronic aids in use in the area;
.5 names, positions and characteristics of the light vessels, buoys, beacons, structures and other marks in the area;
.6 names and characteristics of the channels, shoals, headlands and points in the area;
.7 bridge and similar obstruction limitations including air draughts;
.8 depths of water throughout the area, including tidal effects and similar factors;
.9 general set, rate, rise and duration of the tides and use of the tide tables and real-time and current data systems, if available, for the area;
.10 proper courses and distances in the area;
.11 anchorages in the area;
.12 shiphandling for piloting, anchoring, berthing and unberthing, manoeuvring with and without tugs, and emergency situations;
.13 communications and availability of navigational information;
.14 systems of radio navigational warning broadcasts in the area and the type of information likely to be included;
.15 traffic separation schemes, vessel traffic services and similar vessel management systems in the area;
.16 bridge equipment and navigational aids;
.17 use of radar and other electronic devices; their limitations and capabilities as navigation and collision avoidance aids;
.18 manoeuvring behaviour of the types of ships expected to be piloted and the limitations imposed by particular propulsion and steering systems;
.19 factors affecting ship performance such as wind, current, tide, channel configuration, water depth, bottom, bank and ship interaction including squat;
.20 use and limitation of various types of tugs;
.21 the English language to a standard adequate to enable the pilot to express communications clearly;
.22 IMO Standard Marine Communication Phrases;
.23 IMO Code for the investigation of marine casualties and incidents;
.24 Master-Pilot Relationship, Pilot Card, operational procedures;
.25 pollution prevention;
.26 emergency and contingency plans for the area;
.27 safe embarking and disembarking procedures; and
.28 any other relevant knowledge considered necessary.

ANNEX 2

RECOMMENDATION ON OPERATIONAL PROCEDURES FOR MARITIME PILOTS OTHER THAN DEEP-SEA PILOTS

1 General

Efficient pilotage depends, among other things, upon the effectiveness of the communications and information exchanges between the pilot, the master and the bridge personnel and upon the mutual understanding each has for the functions and duties of the other. Establishment of effective co-ordination between the pilot, the master and the bridge personnel, taking due account of the ship’s systems and equipment available to the pilot, will aid a safe and expeditious passage.

2 Duties of master, bridge officers and pilot

2.1 Despite the duties and obligations of a pilot, the pilot’s presence on board does not relieve the master or officer in charge of the navigational watch from their duties and obligations for the safety of the ship. It is important that, upon the pilot boarding the ship and before the pilotage commences, the pilot, the master and the bridge personnel are aware of their respective roles in the safe passage of the ship.

2.2 The master, bridge officers and pilot share a responsibility for good communications and understanding of each other’s role for the safe conduct of the vessel in pilotage waters.

2.3 Masters and bridge officers have a duty to support the pilot and to ensure that his/her actions are monitored at all times.

3 Pilot boarding point

3.1 The appropriate competent pilotage authority* should establish and promulgate the location of safe pilot embarkation and disembarkation points.

3.2 The pilot boarding point should be at a sufficient distance from the commencement of the act of pilotage to allow safe boarding conditions.

3.3 The pilot boarding point should also be situated at a place allowing for sufficient time and sea room to meet the requirements of the master-pilot information exchange (see paragraphs 5.1 to 5.6).
4 Procedures for requesting pilot

4.1 The appropriate competent pilotage authority should establish, promulgate and maintain procedures for requesting a pilot for an inbound or outbound ship, or for shifting a ship.

4.2 As human resources and technical means have to be planned well in advance, the operation of an efficient pilotage service requires information on the Estimated Time of Arrival (ETA) or Departure (ETD) to be furnished by the ship as early as possible with frequent updates where possible.

* “Competent pilotage authority” has the same meaning as in annex 1.

4.3 Communication by VHF or other dedicated means should be established as soon as possible to enable the master to confirm the ship’s ETA and the Pilot Station to furnish relevant information regarding pilot boarding.

4.4 The initial ETA message to the Pilot Station should include all the information required by local regulations, including:

1. ship’s name, call sign, ship’s agent;
2. ship’s characteristics: length, beam, draught, air draught if relevant, speed, thruster(s);
3. date and time expected at the pilot boarding point;
4. destination, berth (if required, side alongside); and
5. other relevant requirements and information.

5 Master - pilot information exchange

5.1 The master and the pilot should exchange information regarding navigational procedures, local conditions and rules and the ship’s characteristics. This information exchange should be a continuous process that generally continues for the duration of the pilotage.

5.2 Each pilotage assignment should begin with an information exchange between the pilot and the master. The amount and subject matter of the information to be exchanged should be determined by the specific navigation demands of the pilotage operation. Additional information can be exchanged as the operation proceeds.

5.3 Each competent pilotage authority should develop a standard exchange of information practice, taking into account regulatory requirements and best practices in the pilotage area. Pilots should consider using an information card, form, checklist or other memory aid to ensure that essential exchange items are covered. If an information card or standard form is used by pilots locally regarding the anticipated passage, the layout of such a card or form should be easy to understand. The card or form should supplement and assist, not substitute for, the verbal information exchange.

5.4 This exchange of information should include at least:

1. presentation of a completed standard Pilot Card. In addition, information should be provided on rate of turn at different speeds, turning circles, stopping distances and, if available, other appropriate data;
.2 general agreement on plans and procedures, including contingency plans, for the anticipated passage;
.3 discussions of any special conditions such as weather, depth of water, tidal currents and marine traffic that may be expected during the passage;
.4 discussions of any unusual ship-handling characteristics, machinery difficulties, navigational equipment problems or crew limitations that could affect the operation, handling or safe manoeuvring of the ship;
.5 information on berthing arrangements; use, characteristics and number of tugs; mooring boats and other external facilities;
.6 information on mooring arrangements; and
.7 confirmation of the language to be used on the bridge and with external parties.

5.5 It should be clearly understood that any passage plan is a basic indication of preferred intention and both the pilot and the master should be prepared to depart from it when circumstances so dictate.

5.6 Pilots and competent pilotage authorities should be aware of the voyage planning responsibilities of masters under applicable IMO instruments*.

6 Communications language

6.1 Pilots should be familiar with the IMO Standard Marine Communication Phrases and use them in appropriate situations during radiocommunications as well as during verbal exchanges on the bridge. This will enable the master and officer in charge of the navigational watch to better understand the communications and their intent.

6.2 Communications on board between the pilot and bridge watchkeeping personnel should be conducted in the English language or in a language other than English that is common to all those involved in the operation.

6.3 When a pilot is communicating to parties external to the ship, such as vessel traffic services, tugs or linesmen and the pilot is unable to communicate in the English language or a language that can be understood on the bridge, the pilot should, as soon as practicable, explain what was said to enable the bridge personnel to monitor any subsequent actions taken by those external parties.

7 Reporting of incidents and accidents

When performing pilotage duties, the pilot should report or cause to be reported to the appropriate authority, anything observed that may affect safety of navigation or pollution prevention. In particular, the pilot should report, as soon as practicable, any accident that may have occurred to the piloted ship and any irregularities with navigational lights, shapes and signals.

* Refer to SOLAS regulation V/34 and resolution A.893(21) on Guidelines for voyage planning and STCW Code,
8 Refusal of pilotage services

The pilot should have the right to refuse pilotage when the ship to be piloted poses a danger to the safety of navigation or to the environment. Any such refusal, together with the reason, should be immediately reported to the appropriate authority for action as appropriate.

9 Fitness for duty

Pilots should be adequately rested and mentally alert in order to provide undivided attention to pilotage duties for the duration of the passage.
Pilot Training

Pilotage is a very dynamic profession; hence for a Pilot to continue developing and evolving his skills to reach high standards of efficiency, a Pilot requires to upgrade his knowledge in various branches of the profession.

In this section, we will be dividing Pilot Training into 4 different categories:

1. Simulation;
2. Effective Communication;
3. Legal;
4. Electronic Navigational Aids;
5. STCW Course;
6. Specialized Courses.
1. Simulation

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2. Effective Communication

- Bridge Resource Management for Pilots
- Mentor Training for Pilots
- Media response workshop
- Stress Management Course

3. Legal

- Advanced Collision Regulations for Pilots
- Fatigue, Sleep and Medication
- Pollution Prevention Course
- Pilotage Regulations

4. Electronic Navigational Aids

- Automatic Identification Systems & ECDIS Training
- E Navigation for Pilots & Portable Piloting Navigation Systems PPNS
- NARAS – Management Level
- Use of Radar in Restricted Visibility
- ECDIS Generic Training Module 1.27

5. STCW Courses

- Personal Survival Techniques (STCW 95 A-VI/1-1)
- Advanced Fire Fighting (STCW 95 A-VI/3)
- Personal Safety & Social Responsibility (STCW 95 A-VI/1-4)
- Medical First Aid (STCW 95 A-VI/4-1)
- Global Maritime Distress & Safety Systems (STCW’95 – A-IV/2)

6. Specialised Course

- Tanker Familiarisation Training (STCW 95 A-V/1)
- LNG Familiarisation
- Specialised Tanker Training Programme Oil (STCW 95 A-V/1)
- Specialised Tanker Training Programme Liquefied Gas (STCW 95 A-V/1)
- Specialised Tanker Training Programme Chemical (STCW 95 A-V/1)
- Crisis Management & Human Behaviour Training (STCW 95 A-V/2)
- Ship Security Officer (STCW 95 A-VI/5)
1. **Simulation**

**Simulation - Ship Handling Techniques (Virtual)**

The course uses the distinctive combination of both manned models and the Ships Bridge Simulator to provide continuing professional development for pilots. They are able to extend their knowledge and expertise, with particular reference to special situations encountered within their sphere of operations. This course maximises the opportunities provided by these two complementary training media. It can be customised in time and content to meet particular requirements.

**AziPod & Kamewa manoeuvring Techniques**

The course includes extensive simulator "hands-on" training in the "transit mode" (active rudders), "independent" manoeuvring mode and the "joystick" mode of AziPod systems. Instructors work directly with the company representatives or attendees to develop realistic training scenarios that accurately reflect the training needs and requirements.

**Aim of the Training Programme**

- The theory and use of tractor tugs in the escort role;
- The theory, use and operation of Azi Pod Propulsion units;
- The theory, use and operation of Kamewa Joystick steering units.

**Emergency Ship Handling - Beaching Techniques**

To enable participants to develop their skills and understanding of the principles and practices of ship handling with emphasis on emergency procedures and manoeuvres which includes steering, engine and bow thruster failures. The course will be tailored to suit individual candidates and may also include interaction and escort towage principles using radio controlled tugs if required.

This aim will be achieved through a concentrated period of practical exercises in the Manned Models supported by a series of lectures.

**Radar Training Simulation**

Candidates are trained to develop the necessary skills to safely use a radar, including ARPA when performing pilotage duties. The course is aimed to familiarise Pilots with the technical aspects of the radar, tuning up and optimising the reception of targets detection, general feature in modern radar, tests to ascertain detection, navigation in restricted visibility, rain and swell, collision avoidance using both manual plotting and ARPA facilities and position monitoring using radar ranges and bearing.
ECDIS Training Simulation

The course has been designed for candidates for certification as officers in charge of a navigational watch and for experienced nautical officers and other persons with navigational responsibilities such as Maritime Pilots. This course is designed to cover the basic elements of ECDIS as required by the international regulations. The course will include classroom instruction and demonstrations utilizing visual Desktop Simulation, ECDIS display and position monitoring using Radar equipment. The candidates will demonstrate proficiency in selected ECDIS tasks including ARPA integration and observance of the vessel’s progress.

Search & Rescue

The course is tailor made to familiarise candidates with the use of the IAMSAR Vol III.

This course is divided into 2 modules, which is the theoretical module, including onboard preparations when assisting in a search, procedures when a distress is received, action plan and messages to be sent, different search patterns, combination searches with an air craft or other vessels, drift of a survival craft, visibility of a survival craft, care of survivors, actions in case of aircraft ditching.

The second module is focused on a real time simulation where candidates must demonstrate their ability to process an incoming distress and co-ordinate a search pattern in the presence of a complete bridge team.

Bridge Resource Management for Pilots

This course provides the principles and practices of Bridge Resource Management. Topics covered include an overview of Bridge Resource Management Situational Awareness, Communications, and Risk Management. While the course is directed primarily to BRM from a pilot’s perspective, pilot’s must interact with masters and watch officers who work under regulations and guidance developed by international bodies, national administrations and company policies. Pilot’s should be made aware of the demands placed on bridge personnel by reviewing BRM requirements for ships in international trade, while also understanding that best local practices may differ from such generalized guidance addressed to masters and watch keeping officers.

The course objectives are the following:

- Organization
- Passage Planning
- Error Chain
- Check Lists
- Master/Pilot Exchange
• Human Element
• Fatigue
• Regulatory requirements
• Communications
• Best practices in specific areas
• Review BRM principles
• Examine recent accidents
• New practices and technology
• Studies dealing with BRM

Use/limitations of various tugs

This is a training designed to familiarise Pilots with the various types of tugs, their designs, purposes and their use in Ship Handling.

The course objectives are the following:

• Harbour Tugs;
• Assisting methods;
• Pivot Points, Towing Point and Stability aspects;
• Capabilities and limitations of Tugs;
• Bollard pull requirements;
• Interaction and Tug Safety;
• Tug Safety;
• Towing equipment;
• Quick release systems;
• Simulation.

Tractor Tugs

The three-day tractor course provides knowledge and practical training in the theory, operation, and application of Voith Schneider and Z-Drive or "Reverse" Tractors. The course covers a number of areas in both the classroom and on the shiphandling simulator to demonstrate the capabilities and limitations of tractors.

The course objectives are the following:

• Understand how tractors could change the operation of your port by handling larger ship, reducing environmental restrictions, or by reducing the number of tugs required to handle a certain size ship;
• Provide you with the knowledge to define the maneuvering mission of your port, and then to choose the proper tractor to meet this standard;
• Tractor Commands and standard definitions;
• Comparing tractor performance with conventional tugs;
• The course will discuss in detail all phases of tractor design and performance including the three significant phases in the Voith design and four phases of Z-Drive designs that have been developed in the last ten years;
• Demonstrate the benefits of and when to use the unique higher speed tractor tug maneuvers;
• What works and what doesn't when assisting or escorting ships;
• Chock and bitt strength issues;
• A review of the latest tractor techniques such as Tandem Tractors or "T²".

Tug Escort Training

The primary objective of this training is to improve teamwork and communication between pilots, ship masters, and tugboat operators engaged in escort operations. The course scenarios make maximum use of multiple interactive own-ship simulation.

Topics covered include:

• Escorting regulations and guidelines;
• Tug inventory and capabilities including winches;
• Strength of bitts and chocks;
• Tug escort techniques;
• Communications and terminology;
• Master-Pilot exchange;
• Operating procedures;
• Best practices;
• Escort drills.

Emergency Towing Operation

The course is designed to enable management and deck operators to develop their existing skills, knowledge and understanding of vessel behaviour and handling vessel designed for response services related to emergency towing operations.

This will be achieved through a concentrated period of exercises on a full scale simulator bridge supported by a program of lectures and instruction.

The theory will cover basic principles and rules within Towing vessels and equipment, towing operations, manoeuvring of towing vessels and national /international regulations related to these kinds of operations.

Operation scenarios in open sea / arrival coastline / port of refuge will be covered.

Courses can be personalized to suit company specific needs. This may be using specific “Own ships” and selected scenarios / procedures in particular areas.

Course objectives
The course will enable the course participant to:

- Understand and handle emergency towing operations safely according to national and international regulations.
- Practicing towing operations under various weather conditions / scenarios will also be covered.

**Pilot Professional Development Course**

This tailor made course is primarily for experienced pilots who wish to further their knowledge of shiphandling techniques or who may wish to investigate or experiment with different scenarios. Options may include working with twin screw vessels having either inward or outward turning propellers or the utilization of tugs in different configurations.

**Simulation - Manned Model Training**

**Ship Handling Techniques**

This course was designed for Pilots, Masters and Ship’s Officers who have never been on manned models before.

It includes shiphandling teaching and training.

Each day of the week is devoted to a particular subject:

- study of turning in deep and shallow water,
- study of the role of the pivot point in ship manoeuvres,
- berthing with or without current,
- mooring at an SPM / FPSO with waves and current,
- manoeuvring with anchors (dredging and mooring),
- meeting and overtaking in a canal.

**Advanced Ship Handling Techniques**

For those who have already been on manned models, this course includes a lot of training aiming at enhancing their ability to anticipate emergencies.

Participants may draw up their own programme with the instructors in order to examine in greater detail certain aspects of operations that are particular to their own pilotage district.

**Emergency Ship Handling**
The course is conducted for part of the time spent on the lake with remote controlled escort tugs (two Voith Schneider tugs and a Z-peller tug, all with around 60 t bollard pull). Time is also devoted to use of anchors:

- drift and manoeuvring in swell and/or current,
- rudder failure in a canal,
- emergency stopping in a canal with anchors,
- docking and undocking dredging anchor,
- zigzag manoeuvre with tug at stern and engine/rudder failures,
- proceeding through channels with engine/rudder failures, using the escort tug to stay in the channel.

**Azi Pods Course**

The course is focused on use of pods and includes exercises like:

- Following an alignment ahead and astern,
- Entering and backing into a slip,
- Passing through a lock with bow thruster and one pod failing,
- Use of anchors with one pod failing,
- Crash stop with and without use of anchors.

2. **Effective Communication**
Bridge Resource Management for Pilots

(Refer to Simulation section)

Mentor Training for Pilots

This one-day seminar provides senior pilots with the basic knowledge and understanding of their role as onboard trainers for apprentice pilots.

Participants will learn basic adult learning theory and how to apply instructional techniques to onboard training situations. Classroom discussions will be followed by practical exercises in the simulator and will stress the importance of effective communication, motivation, conflict resolution, and the development of clear learning objectives.

Media response workshop

This workshop is designed to provide the attendee with the basic knowledge, skills, and abilities for interaction with the news media during and after a crisis event. This is designed as a "hands-on" workshop. The attendee will be expected to participate in videotaped mock interviews.

Course objectives:

- Describe a communication model;
- List the goals of crisis communications;
- Describe effective communication techniques for the media;
- Demonstrate effective communication techniques for responding to the media

This workshop is designed to provide basic knowledge and improve individual skills required to deal effectively with various news media during and after a crisis event.

Certificate in Stress Management

This useful and informative course presents many practical insights into Stress; what causes it, how it can be overcome and how to avoid it.

Stress is examined from psychological, social and occupational perspectives. Effective strategies and exercises are presented which can be adapted to meet a wide range of needs.

Learning objectives:

- Define Stress, its causes and effects;
• Explain methods of identifying stressors;
• Identify ways of managing and reducing pressure and stress- avoiding burnout;
• Give an insight into modern approaches to Stress Management

Course Contents

• Introduction to Stress;
• Decisional Stress and Burnout;
• Recognizing Stress;
• Stress and Personality;
• Life Stages and Personal Stressors;
• Family Stressors;
• Conflict and Conflict Management
• Stress and the Workplace
• Time Management

2. Legal

Advanced Collision Regulations for Pilots
This course focuses on areas where the application of the Rules may lead to misunderstanding or confusion. It assists pilots and masters in recognizing borderline situations and determining the best course of action, from a legal and safety standpoint.

This training takes advantage of full-mission simulation. Attendees will use the simulator to recreate four different scenarios made up from past casualties. Following each scenario, there will be a debriefing and discussion session. While the legal implications of various courses of action will be presented, this is not an admiralty law class. It is a practical course with useful information for anyone that directs the movement of vessels (pilots, masters, and vessel traffic service).

**Fatigue, Sleep and Medication**

This seminar will assist attendees in understanding how medications, sleep patterns / disorders decrease situational awareness. Basic information on the sleep and fatigue will be discussed. Participants will review the effects of prescription and over-the-counter medications on piloting performance and fatigue. Additionally, positive and negative utilization of caffeine / energy drinks as a stimulant will be discussed.

**Course objectives:**

- Appreciate how the use of "over-the-counter," and herbal medication(s) are addressed;
- Understand circadian rhythms & relationship to work schedules;
- List the five normal sleep stages;
- Appreciate concept of ‘sleep debt;
- List at least three types of sleep problems and their possible effects on safety;
- Appreciate the need to effectively communicate with their health care provider(s) and/or pharmacist;
- Discuss with their health care provider or pharmacist the possible effects of those medications on their ability to pilot a vessel;
- Use standard patient information, package inserts or other reference materials, discuss with their health care provider or pharmacist the possible effects of prescribed (other than Controlled Substances) medications, over-the-counter, or herbal supplements on their ability to pilot a vessel;
- Understand at least three potential effects of medications and herbal supplements on sleep and alertness;
- Develop at least four personal fatigue countermeasures;
- Evaluate the use of caffeine / energy drinks as an alertness tool.

**Pollution Prevention Course**

A course that covers multiple authorities, such as Harbour Authorities, pollution cleaning contractors, tugs, pilots and coast guards.

**Course objectives:**
• Introduction;
• Shoreline Response Centre;
• Problems of Oil Spill Response;
• Methods of Response - Booming;
• Methods of Response - Inshore Recovery;
• Methods of Response - Shoreline Clean up;
• Health and Safety;
• The management of waste in marine spills;
• Abbreviations and useful Website Links;
• Example Timetable.

Pilotage Regulations

This training has to be customized to individual countries. It is mainly focused on Pilotage regulations which may include the following aspects:

• Functions of the Pilot;
• Pilot's License;
• Suspension and revocation of Pilot License;
• Classes of Pilots;
• Recruitment of Pilots;
• Liability of Pilots;
• Duties of the service provider;
• Duties of the Chief Pilot;
• Code of Conduct and disciplinary committee & penalties;
• Accident reporting;
• Shore based pilotage and Pilot exemption Certificate.

The aim of this training is to acquaint maritime pilots with their local port legislation. It highlights the legal implications pilotage association may experience in the aftermath of an accident.

2. Electronic Navigational Aids

Automatic Identification Systems & ECDIS Training

The goal of this training course is to provide attendees with basic knowledge, understanding, and proficiency in Electronic Chart Display and Information Systems (ECDIS) and Automatic Identification Systems (AIS) as they relate to use by maritime pilots.
The program has been designed using the guidelines provided in the International Maritime Organization's (IMO) Model Course 7.03 for ECDIS. The AIS portion of the course has been developed using manufacturers and government technical data. Practical applications ("hands-on" training) are provided.

Learning objectives:

- List ECDIS limitations;
- Describe the legal aspects and responsibilities in the use of ECDIS;
- Demonstrate basic functions of ECDIS;
- Determine critical alarms and non critical alarms on ECDIS;
- Explain the potential interpretation errors of display AIS information and take action to avoid;
- Summarize how AIS works;
- Detect incorrect AIS information when compared to ARPA information;
- Manage the display of AIS information on an ECDIS;

This comprehensive course curriculum covers the topics of Electronic Chart Display and Information Systems, Electronic Charting Systems including the use of Portable Pilot Units, Automatic Identification Systems (AIS), Types of AIS, Information provided by AIS, and the application of AIS to the COLREGS, in Collision Avoidance and in Pilotage.

**E Navigation for Pilots & Portable Piloting Navigation Systems PPNS**

This course has been designed to offer pilots and senior officers the opportunity to gain insight and knowledge into the recent advances in electronic navigation systems.

Special emphasis is placed on how the technologies are being "integrated" onboard modern vessels and the resulting consequences.

The seminar can be combined with the 1-day AIS and/or serve as the theory portion of a custom PPNS course.

Learning objectives:

- Understand the limitations and cautions of the system;
- Initialize and update vessel and voyage data;
- Acknowledge various alarms;
- Display target information on an MKD/ECS/ECDIS;
- Utilize target information to maintain a safe passage;
- Display received messages;
- Check the operational status of the equipment;
- Familiarize themselves with the equipment on their vessel prior to sailing.

**NARAS – Management Level**
The aim of the training at this level is to equip the operator with the fundamental knowledge and skills needed to keep a safe navigational watch and to use radar, ARPA and other electronic aids to maintain safety of navigation.

The intended outcomes of this training are listed below.

On completion and within the context of the principles to be observed in keeping a navigational watch, the trainee should be able to:

- understand and use the information presented by electronic navigation systems, including radar and ARPA;
- to determine the ship's position and maintain safety of navigation;
- understand the importance of effective bridge teamwork procedures and apply the principles to be observed in keeping a safe navigational watch.

Objectives of this training:

- take correct (and reasonable) decisions in accordance with the International Regulations for Preventing Collisions at Sea;
- appreciate the dangers of allowing a situation to develop through failure to take early and positive counter-measures;
- justify actions taken, and learn from own actions and those of others;
- use navigational and collision avoidance data in a coordinated and interrelated manner for the safe navigation of the vessel;
- obtain and apply correctly data from the navigational instruments available to him/her;
- effectively take charge of "own ship";
- react effectively during emergency situations;
- appreciate those environmental and operational factors which could restrict the manoeuvrability of "own ship" or other ships;
- apply the principles of effective bridge teamwork.

Use of Radar in Restricted Visibility

A comprehensive course to refresh the Pilot's understanding and safely operate the radar when navigating in restricted visibility with the aim to enable competent use of radar as an aid navigation and avoid collision.

Learning objectives:
• Principles of radar, tuning for maximum detection of targets;
• Controls;
• Different displays;
• Target plotting, manually and automatically using ARPA;
• Radar navigation;
• Collision Avoidance.

ECDIS Generic Training Module 1.27

(Refer to Simulation section)

2. **STCW Courses**

**Personal Survival Techniques (STCW 95 A-VI/1-1)**

This one-day course is designed to form part of the mandatory basic safety training for seafarers.
It deals with the actions to be taken by individuals to protect themselves in emergency situations and includes practical training in the use of lifejackets and inflatable liferafts.

Exercises are carefully supervised by qualified staff and can be undertaken by non-swimmers.

**Advanced Fire Fighting (STCW 95 A-VI/3)**

The course forms part of the training requirements for both deck and engineering officers who wish to qualify for a Certificate of Competency. It also meets the needs of other seafarers who are designated to control fire-fighting operations.

Theoretical classes are followed by practical exercises on the fire ground and in the fire fighting unit.

The syllabus deals with fire-fighting procedures both at sea and in port and places particular emphasis on organization, tactics and effective command including liaison with shore based fire fighters. It also covers topics such as ventilation control, hazards involving dangerous goods and the effects of fire-fighting water on ship stability.

A variety of practical exercises involving fighting fires of different types and intensity are included with attendees being assessed on their ability to successfully control fire-fighting operations.

**Personal Safety & Social Responsibility (STCW 95 A-VI/1-4)**

The course forms part of the mandatory basic safety training for all seafarers assigned safety or pollution prevention duties.

Its objectives are to give basic induction training in safety procedures and accident prevention and to familiarize personnel with the employment conditions and working environment on board vessels.

**Medical First Aid (STCW 95 A-VI/4-1)**

This course is for seafarers designated to provide first aid on board ship and those needing certificates of competency. The level of knowledge gained will be sufficient to enable the seafarer to take immediate action in the case of injury or illness.

**Global Maritime Distress & Safety Systems (STCW'95 – A-IV/2)**

The course covers three main areas:
• Regulations and procedures;
• Demonstration and maintenance of equipment;
• 'Safety of Life at Sea' and practical operations;

The certificate qualifies the holder to operate a suitably licensed marine radiotelephony, radio telex or satellite mobile earth station.

The course allows the candidate to acquire detailed practical knowledge of the equipment of a ships station, Digital Selective Calling (DSC), the principles of Narrow Band Direct Printing, Telex over Radio Systems and to INMARSAT systems.

Operational procedures and practices and the satisfactory exchange of communications relevant to the safety of life at sea are also covered in the syllabus.

**Tanker Familiarization Training (STCW 95 A-V/1)**

The course is based on the syllabus given at paragraphs 2 to 7 Sections A-V/1 of the STCW Code. At the end of the course the student will have the relevant technical knowledge to serve on a tanker and be assigned specific duties and responsibilities related to cargo or cargo equipment.

Topics covered include:

• Characteristics of cargoes;
• Flammability and Volatility;
• Basic Toxicity;
• Sources of Ignition;
• Reactivity;
• Tanker Design;
• Dangerous Space Entry;
• Instrumentations;
• Pollution controls and legislation;
• Cargo cycle.

**LNG Familiarization**

This course is aimed at shore-based staff or anyone who will be involved with LNG itself, the vessels and operations without specific detail of the operations. The course can be delivered at the clients premises and can be tailored to suit individual company needs (by prior arrangement).

**Course objectives:**

• Background to LNG;
• Properties of LNG;
• Hazards of LNG;
• LNG Ship Overview;
• Ship Safety systems;
• Regulations for Gas Carriers;
• LNG Cargo Operations;
• LNG Emergencies.

Specialized Tanker Training Programme Oil (STCW 95 A-V/1)

The course lasts four and a half days and provides specialist training in subjects appropriate to the duties of senior officers and any person with immediate responsibility for loading, discharging, care in transit or handling of bulk oil cargoes.

Tanker terminal and ship management personnel will build on previous experience and gain a detailed appreciation of the safety aspects involved in the handling and carriage of oil cargoes.

Specialized Tanker Training Programme Liquefied Gas (STCW 95 A-V/1)

The course provides specialist training in subjects appropriate to the duties of senior officers and any person with immediate responsibility for loading, discharging and care in transit or handling of bulk liquefied gas cargoes.

Tanker terminal and ship management personnel will build on previous experience and gain a detailed appreciation of the safety aspects involved in the handling and carriage of liquefied gas cargoes.

Specialized Tanker Training Programme Chemical (STCW 95 A-V/1)

The course provides specialist training in subjects appropriate to the duties of senior officers and any person with immediate responsibility for loading, discharging, care in transit or handling of bulk chemical cargoes.

Tanker terminal and ship management personnel will build on previous experience and gain a detailed appreciation of the safety aspects involved in the handling and carriage of chemicals.

Crisis Management & Human Behaviour Training (STCW 95 A-V/2)

This course is suitable for masters, chief officers, chief engineer officers, second engineer officers and any person having responsibility for the safety of passengers in an emergency.

The course covers emergency plans and procedures, the identification of stress, communication, and control methods for situations involving passengers and crewmembers.

Ship Security Officer (STCW 95 A-VI/5)
The course covers security both onboard the ship and the interface between ship, operating company and port facility.

The course commences with an introduction to the background of the ISPS Code and relevant legislation. During the first day, the course will discuss the company security organization, the roles of the CSO and SSO, security requirements and security administration. Following an explanation of security drills, security exercises and crowd management techniques, the course considers security protection and emergency preparedness.

During the second day, the course concentrates upon ship security assessments, the ship security plan, methods of conducting audits and ship and port facility security measures. The afternoon is devoted to methods of physical searches and how to handle sensitive security related information and communications.

The third morning completes the tuition with descriptions of behavioural patterns of people likely to threaten security, recognition and detection of weapons and the testing and calibration of security equipment and systems. The course concludes in the afternoon with a final written examination.

Conclusion

Our final objective of this project is to set important standards to a strategically important profession which is capable of increasing safety, security & efficiency in port areas.

Dissemination of this project’s results will be very specific and direct to all parties involved such as local port authorities, pilot associations, European & international pilotage associations, educational institutions & qualifications authorities, so to have a common framework for all Marine Pilots with a recognised level of competence.