



MARINE PILOTAGE EXEMPTION PROCEDURE

Contents

1	General	2
1.1	Scope.....	2
1.2	Purpose	2
1.3	Definitions	3
1.4	Licences and Certificates	4
1.5	Bridge Resource Management (BRM)	4
2	General	5
2.1	Eligibility for a Pilotage Exemption	5
2.2	Qualifying Trip Requirements.....	6
2.3	Limitations.....	6
2.4	Recommending and Issuing of Pilotage Exemption Certificates.....	7
2.5	Renewal of Pilotage Exemption Certificates	7
3	Examinations	8
3.1	Exempt Master Examinations.....	8
3.2	Renewal Examination	9
3.3	Cancellation of Pilotage Exemption.....	10
4	Appendix A	11
5	Appendix B	12

1 General

1.1 Scope

- This document sets out the required standards for the application and renewal of Pilotage Exemption Certificates in those ports, areas and zones where Flinders Ports South Australia has been defined as the Pilotage Service Provider by DIT – South Australia in accordance with the Harbors and Navigational Act and the Regulations under the Act 1993.
- This document acknowledges and recognises the minimum standards outlined by Ports Australia in the document Marine Pilotage Standards 1997 and other guidelines issued by the National Maritime Safety Committee as amended from time to time.
- These standards conform to and incorporate Bridge Resource Management principles.
- These standards acknowledge human factors as an essential element of safe pilotage operations.

1.2 Purpose

Flinders Ports is responsible for the safe navigation of commercial vessels in all Flinders Ports owned ports. This obligation is placed on the port operator through Port Operating Agreements for every port. Flinders Ports follows a rigorous Risk Management process, and its procedures are based on sound risk management principles. It has been ascertained that the current regulations under the Harbors and Navigation Act 1993 related to pilotage exemptions is deficient.

To address this gap, Masters wanting to obtain a pilotage exemption for any Flinders Ports port will need to comply not only with the DIT - SA requirements but also as outlined in Appendix A. These additional items ensure that Masters are familiar with the uniqueness of the port and the environs surrounding the port. Additional items include:

1. The Master will only be given an exemption specific for the ship he/she is in command of at that time.
2. The exemption cannot be transferred to another vessel.
3. Additional visits are required to the port to ensure familiarity and to retain currency of the exemption.
4. An annual check pilotage which will be charged as a pilotage fee to the ship in accordance with Flinders Ports schedule of charges.
5. No exemptions will be given to Masters in Command of High Risk vessels (Tankers, Chemical or Gas Carriers) or any vessel deemed oversize for the port.

1.3 Definitions

The following definitions are additional to those contained in the Harbors and Navigational Act and Regulations 1993.

"AMSA"	Australian Maritime Safety Authority.
"Check Pilots"	Experienced Pilots responsible for ensuring contemporary training standards and professional practices are adhered to. They take responsibility for licence recommendations. This role is primarily rested in the GMFP, Manager Port Operations and the Senior Pilots. A Check Pilot must have completed a Bridge Resource Management course.
"Check Pilotage"	The formal process of monitoring a pilot's proficiency by a Check Pilot.
"DIT"	Department of Infrastructure and Transport.
"LOA"	Length Over All, i.e. the extreme length of a vessel.
"Medical Health and Fitness Order"	Marine Order – Part 9 (Health Medical Fitness) issued by AMSA.
"Pilotage Exemption Certificate"	Pilotage Exemption Certificate in force and issued in accordance with the Harbors and Navigational Act and Regulations 1993. It will be endorsed for the nominated port(s), vessel and vessel size, day/night exemptions, and must be applied to the Master of the vessel.
"Regulations"	Harbors and Navigational Act and Regulations 1993
"Trip"	Means a single transit into or out of a port.

1.4 Licences and Certificates

An Exempt Master Must Hold 2 Documents:

- a) Masters must hold a valid Certificate of Competency for the size of vessel in accordance with Regulation 62, of the Harbors & Navigation Act Regulations and;
 - b) An appropriate and current Pilotage Exemption Certificate endorsed for the nominated port(s), vessel and/or vessel size.
- Pilot Exemption Certificates are issued by DIT on recommendation by the Port Owner/Operator.
 - Pilotage Exemption Certificates will specify all conditions and limitations under which they are issued, including port (s), and vessel particulars such as length and/or class, time of validity (e.g. daytime only or day and night).
 - Pilotage Exemption Certificates remain valid for the period stated on the certificate. The recommendation for renewal by Flinders Ports will only be issued provided that all the requirements of this Code have been met and contrary advice is not received from DIT – SA.
 - Exempt Masters must produce a copy of their current Pilotage Exemption Certificate to any authorised person on demand.

1.5 Bridge Resource Management (BRM)

- This document reflects the commitment by Flinders Ports – SA to the principles of Bridge Resource Management, and the importance of human factors in pilotage operations.
- All applicants for an exemption are required to have completed BRM training before a licence is recommended for issue by DIT.

2 General

2.1 Eligibility for a Pilotage Exemption

In order to apply for a Pilotage Exemption Certificate applicants must:

- Meet the requirements of Division 5 – 62 of the Harbors and Navigation Regulations 2009 or, have other approved experience and qualifications consistent with the Regulations that allow the issue of an exemption to the holder of a State issued certificate;
- Demonstrate competence in both spoken and written English to a standard that would allow clear and concise communication for all operational and pilotage requirements;
- Have completed the necessary trips as detailed in the Division 5 – 62 of the Harbors and Navigation Regulations 2009, with all trips properly recorded on the appropriate form;
- Additional trips as required by Flinders Ports – details in 2.2 below;
- Have completed the necessary examination;
- Provide evidence of current medical fitness to a standard specified in the Medical Health and Fitness Order, or other medical certificate acceptable to DIT - SA
- Complete the necessary Check Pilotage(s) to the satisfaction of a Flinders Port Holdings Check Pilot;
- Demonstrate familiarity with Flinders Ports regulations and port operating procedures, tug rules, tug vocabulary etc.
- Submit on the appropriate form, an application together with a record of qualifying voyages; and
- Present a valid Certificate of Competency for the size of vessel exemption being sought in accordance with division 5 - 62 of the Harbors and Navigation Regulations 2009
- Based on the above, the GMFP or Manager Port Operations will issue a recommendation to DIT – SA for the issuance of an Exemption Certificate with the relevant details and limitations.

2.2 Qualifying Trip Requirements

Prior to making an application and sitting a pilotage exemption examination, an applicant must observe a minimum number of trips to the port as detailed, with the applicant actively following or conducting the navigation and manoeuvring of the vessel on each occasion. The number of trips required **within a 12-month period** are as per Appendix B.

2.3 Limitations

Any limitations imposed on a Pilotage Exemption Certificate will take into account the Master's previous experience, the size or class of ship and, the Port for which required, and reflect the recommendation of the Flinders Port Holdings Check Pilot.

Exemption Certificates will nominate a certain vessel or class of vessel and restrict a holder in the following manner:-

- Specify a vessel; and /or
- Specify a length or draft; and/or
- Daylight only; and/or
- To a certain berth or berths; and/or
- Vessels not exceeding a certain LOA;

2.4 Recommending and Issuing of Pilotage Exemption Certificates

Pilotage Exemption Certificates are issued by DIT – SA in accordance with Regulation 62 of the Harbors and Navigation Regulations 2009.

Prior to being issued a Pilotage Exemption Certificate, an applicant must:-

- Complete the necessary trips as detailed in section 2.2 above;
- Complete an Exemption Chart under the supervision of a Pilot;
- Provide evidence of current medical fitness to a standard specified in the Medical Health and Fitness Order or by DIT – SA;
- Complete the necessary check pilotage(s), where required, to the satisfaction of a Flinders Port Holdings Check Pilot;
- Submit, on the appropriate form, an application together with a record of qualifying voyages (Pilot Licence and Pilot Exemption Application); and
- Present a valid Certificate of Competency for the size of vessel exemption being sought

2.5 Renewal of Pilotage Exemption Certificates

Pilotage Exemption Certificates shall remain in force for a maximum of 24 months from the date of issue, provided the holder of the exemption has complied with the provisions in Appendix A.

- Undertaken the required trips to retain exemption
- Undertake a check trip to the satisfaction of a Flinders Port Holdings Check Pilot and demonstrate knowledge of current Flinders Ports regulations for safe pilotage
- Make an application on the appropriate DIT form

Masters must maintain a record of all pilotage trips undertaken for submission to Flinders Ports SA, or DIT – SA upon request.

3 Examinations

3.1 Exempt Master Examinations

Examinations for a Pilotage Exemption Certificate, will consist of three parts:-

- Practical assessment of knowledge and ability normally conducted during the qualifying trips and check pilotage;
- A written section including completion of a blank chart; and
- Oral questions during the practical section and following assessment of the written section.

The Examination syllabus for Exempt Masters will consist of and not be limited to the following;

- All appropriate geographical characteristics of the port together with names;
- All appropriate hydrographic details of the port together with names including banks, shoals, reefs, appropriate depth contours and other isolated dangers;
- All navigation aids of the port together with names and characteristics, design and actual berth and channel depths;
- Tide and current flow details together with the use of tide tables;
- Position of submarine cables and pipelines and the position of overhead obstructions including clearing heights;
- Prohibited anchoring areas and prohibited areas;
- Pilotage area and zone limits;
- General courses and distances within pilotage areas;
- Ferry routes;
- Knowledge of recreational boat areas and likely race routines;
- Knowledge of prevailing wind patterns;

- Special environmental areas;
- Reporting Points;
- Local signals;
- Knowledge of navigation warning broadcasts;
- Detailed knowledge of Adelaide Bridge procedures if appropriate;
- Traffic control systems;
- Detailed practical experience of all relevant ship types and handling characteristics together with a sound appreciation of manoeuvring techniques;
- An understanding of tug operations, if applicable, in particular the limitations and benefits imposed by tug design with regard to local ports, areas, zones and conditions and Standard tug vocabulary.
- Detailed knowledge of limitations imposed or benefits available due to relevant ship design with regard to local ports, areas, zones and conditions;
- A thorough understanding of limitations imposed or benefits available due to wind and water flow;
- A thorough understanding of relevant fendering types, limitations and benefits;
- Knowledge of relevant Legislation, Port Rules; Port Operating Procedures
- Knowledge and use of electronic aids to navigation.

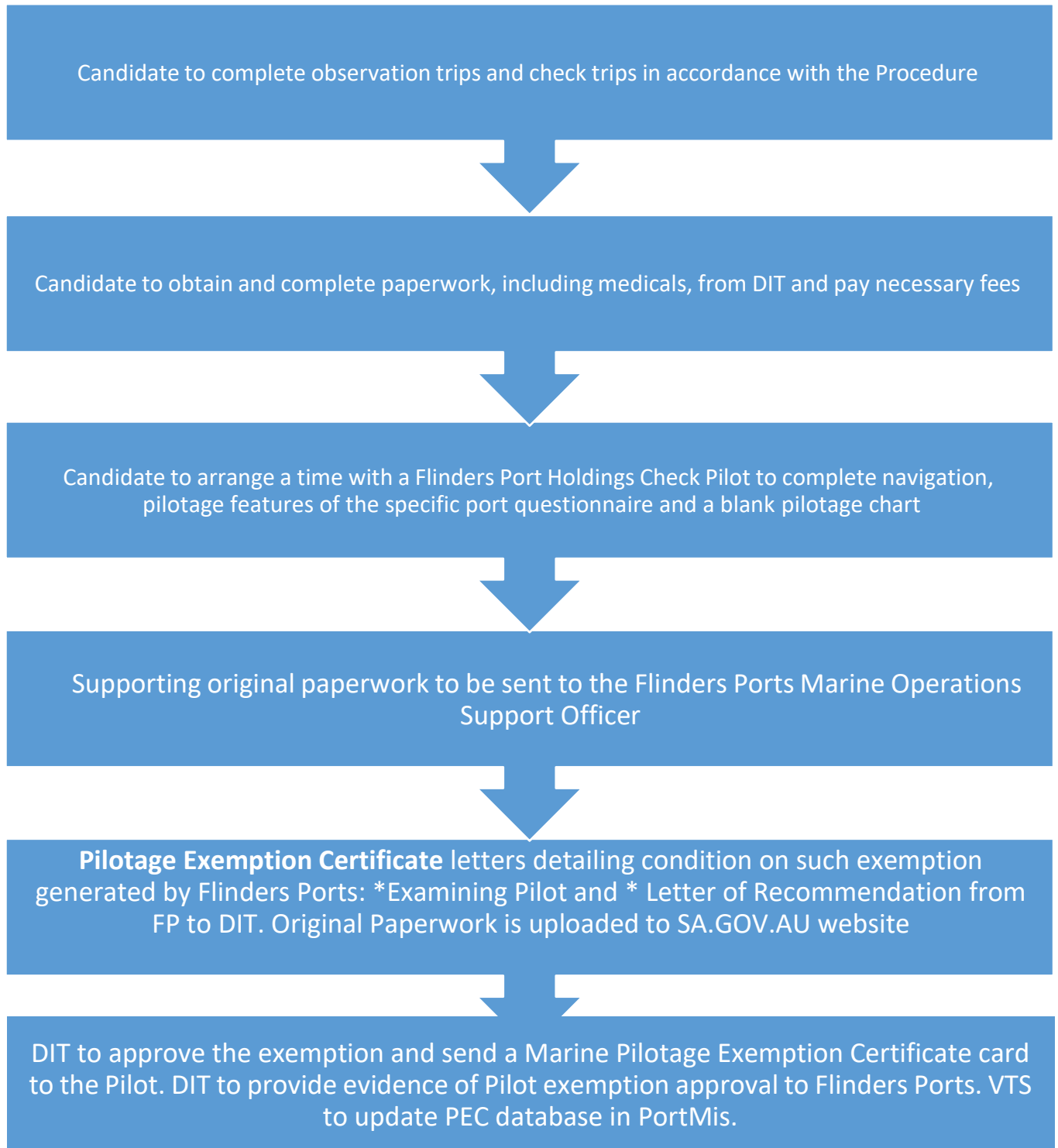
3.2 Renewal Examination

At the time of the Check Pilotage, the Flinders Port Holdings Check Pilot will ensure that the Master seeking the renewal is familiar with all listed in 3.1 above and any changes in Port Operating Procedures.

3.3 Cancellation of Pilotage Exemption

Flinders Ports retains the right, at any time, to recommend to DIT - SA to cancel a Pilotage Exemption Certificate. In any event Flinders Ports retains the right to deny a Master from entering its waters.

4 Appendix A



5 Appendix B

PORT	DIT REQUIREMENTS	FLINDERS PORTS REQUIREMENTS (to Retain Exemption Annual)
PORT ADELAIDE	Max size limits for exemptions Inner Harbor – 206m x 32.2m / Outer Harbor – 350m x 49m	
Channel Width	130m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 IN and 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
PORT GILES	Max size limits for exemptions 180m x 32.2m	
Channel Width	NO Channel	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
PORT PIRIE	Max size limits for exemptions 180m x 28m	
Channel Width	86m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 IN and 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
WALLAROO	Max size limits for exemptions 180m x 30m	
Channel Width	91m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
PORT LINCOLN	Max size limits for exemptions 185m x 32.2m	
Channel Width	150m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
THEVENARD	Max size limits for exemptions 180m x 28m	
Channel Width	107m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 IN and 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
ARDROSSAN	N/A	
Channel Width	Channel width not applicable	NO exemptions given
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 OUT by night	
PORT BONYTHON	N/A	
Channel Width	Nil Min 138m 240m LOA max disp. 70 Kts. Max DWT 120K LPG	NO pilotage exemptions given for tankers
Max Ship Size up to 185m	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 OUT by night	
WHYALLA	Max size limits for exemptions 180m x 32m	
Channel Width	Inner 120m / Outer 122m Inner Harbour / LOA 204m Ore Jetty 228m	1 ANNUAL check trip for all size vessels
Max Ship Size up to 185m	Inner Harbour & Outer Harbour DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 IN and 3 OUT by night for EACH harbour	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement) 4 IN and 4 OUT every year to retain the exemption (2 at night to retain night endorsement)
SPENCER GULF	N/A	
Channel Width		NO pilotage exemptions given
KLEIN POINT	Max size limits for exemptions 110m x 23.1m	
Channel Width	Nil	1 ANNUAL check trip for all size vessels
Vessels up to 110m only	DAY licence: 3 IN and 3 OUT by day PLUS 1 IN and 1 OUT by day/night NIGHT licence: 3 IN and 3 OUT by night	2 IN and 2 OUT annually to retain the exemption (1 at night to retain night endorsement)

NOTE* No pilot exemptions for Tankers and Chemical Carriers or Vessels Oversize for the Port