



Pilotage Directions 2020



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Introduction

The Harwich Haven Authority as a Competent Harbour Authority within the meaning of the Pilotage Act 1987, and in exercise of its powers under Section 7 of the Act, gives the following Pilotage Directions to the Masters of vessels in the Haven Ports Pilotage Area.

It is the duty of the Master of a vessel to which a Pilotage Direction applies to comply with these Directions.

Failure by the Master of a vessel to comply with a Direction constitutes an offence, and renders that person liable, on conviction, to a fine up to a level 5 on the standard scale. However, it is a defence for the Master of a vessel to prove that he had reasonable grounds for supposing that compliance with the Direction in question would be likely to imperil their vessel or that they had an acceptable reason for his act or failure to act.

Notes accompanying these Directions are included to explain the legal requirements as laid out in the Pilotage Act 1987.

Schedule 1: Haven ports pilotage area pilotage directions – pursuant to section 7 of the Pilotage Act 1987

1. Commencement

1.1. The Harwich Haven Authority, as the competent harbour authority exercising the function of providing pilotage services in its own right and on behalf of the Port of Felixstowe, ABP Port of Ipswich and Harwich International Port within the Haven Ports Pilotage Area hereby:

1.1.1. Revokes the Pilotage Directions 2016 and

1.1.2. Gives the following Pilotage Directions to vessels to be known as the Haven Ports Pilotage Directions 2020.

1.2. These Directions shall come into operation on the 30th day of November 2020.

2. Compulsory Pilotage

2.1. Subject as hereinafter provided, pilotage shall be compulsory for all ships navigating in the Haven Ports Pilotage Area as defined in Schedule 1 hereto (hereinafter referred to as "The Compulsory Area").

3. Exceptions

3.1. This direction does not apply to the following categories of excepted vessels:

3.1.1. Her Majesty's vessels;

3.1.2. Vessels of less than 50 metres in length unless carrying liquid bulk dangerous cargoes of flammable or toxic properties;

3.2. This direction does not apply to:

3.2.1. Vessels warping along berths at any port within the Compulsory Area; provided that the prior permission of the relevant Harbour Master/Port Master has been obtained.

3.2.2. Vessels manoeuvring between river berths within the Port of Ipswich, provided that the prior permission of the Ipswich Harbour Master has been obtained.

4. Special Circumstances

4.1. Deviation from these directions may in special circumstances be allowed but only following a formal marine risk assessment of the intended deviation.

5. Haven Ports Pilotage Limit

5.1. The Authority will provide pilotage upon request in the area to seaward of the Compulsory Area in an area bounded by the following limits

5.1.1. In an easterly direction as far as 01°41'E

5.1.2. In a southerly direction as far as 51°49'N

- 5.1.3. In a northerly direction as far as 52°00'N
- 5.2. Pilotage provided under article 5.1 shall be provided as if the Pilotage was being provided within the compulsory area and the applicable provisions of the Pilotage Act 1987 (as amended) shall apply.
6. Procedures
 - 6.1. Bona fide Masters and Deck Officers of ships wishing to apply for Pilotage Exemption Certificates shall comply with the requirements set out in schedule 2 hereto and within Harwich Haven Authority's publication, Information for Masters and PEC holders.
 - 6.2. All vessels which are subject to these Directions or which accept pilotage under Article 6 hereof shall comply with the procedure on ETAS/ETDS for ships requiring the services of an authorised pilot as set out in Schedule 3 hereto, ALRS vol 6 and at www.hha.co.uk

Schedule 2: Geographical Limits of the Haven Ports Pilotage Area (The Compulsory Area)

1. Geographical limits

1.1. The area bounded by the following limits:

- 1.1.1. As much of the River Orwell as lies below Ipswich Dock.
- 1.1.2. As far up the River Stour as the tide flows.
- 1.1.3. To seaward of Landguard Point, the area bounded as follows:
- 1.1.4. In an easterly direction as far as $01^{\circ}24'$ East
- 1.1.5. In a southerly direction as far as $51^{\circ}54.5$ North
- 1.1.6. In a northerly direction as far as $51^{\circ}57.4$ North

Schedule 3: Pilot training and development

1. Introduction

- 1.1. The Haven Ports Pilotage Service maintains a body of Marine Pilots trained to National Standards, providing Pilotage services to all vessels compulsory to Pilotage in terms of the “Pilotage Directions for the Haven Ports Pilotage District”.
- 1.2. All Pilots are initially authorised by the Chief Executive Officer of the Harwich Haven Authority for all parts of the compulsory and voluntary districts, having satisfied the Chief Executive Officer by means of previous experience, recorded training experience, formal assessment, review and successful examination.
- 1.3. The Training of Pilots will be based on the achievement of levels of competence as specified in the National Occupational Standards for Marine Pilots (NOSMP).
- 1.4. Progression of authorised Pilots to Senior Pilot, via a number of intermediate grades, is by means of a structured training programme which incorporates assessments, examination and specified training at all appropriate stages.
- 1.5. Monitoring of Pilot training, and up-grading of Pilots when the requisite standards of experience and training have been met, is the responsibility of the Harbour Master. He has delegated powers from the Board for this purpose, but subject to a regular process of report to the Chief Executive Officer when each formal up-grade is implemented.
- 1.6. The Harbour Master regularly monitors the strength of the Haven Ports Pilotage Service in terms of:
 - 1.6.1. The present and predicted demand for Pilotage services.
 - 1.6.2. The number of authorised Pilots currently employed.
 - 1.6.3. Forward trends with regard to retirement, predicted early retirement due to illness or other causes.
 - 1.6.4. The future needs for recruitment and the grade of recruit required to maintain the necessary balance of experience.
- 1.7. Reports and recommendations on recruitment and training are made to the Board at appropriate intervals.

2. The Basic Pilot Training Framework

- 2.1. The Authority recruits Pilot trainees from internal or external applicants following the selection and recruitment procedures set out above. A structured training programme based on the National Occupational Standards for Marine Pilots (NOSMP) with indicative training periods and authorisation stages is summarised in this section and this will be followed by all trainees with no previous pilotage experience. Trainees with previous pilotage experience in other ports will follow a modified training schedule which reflects their appropriate levels of professional skill and experience. The training programme was devised by Marine Management, assisted by a number of Senior Pilots, and is endorsed by the body of Pilots. The Harbour Master keeps

this programme under constant review, assisted as necessary by Senior Pilots and the Pilot Training Group.

3. Supervision, Assessment, Examination and Liaison

3.1. Supervision of the training process for all Pilots is the immediate responsibility of the Harbour Master or his Deputy. His duties include:

3.1.1. Induction and regular progress interviewing of all trainees, and monitoring their Pilot training record log books.

3.1.2. Arranging for provision of suitable internal or external lectures and training courses at appropriate stages.

3.1.3. Arranging for formal assessment and examination of candidates.

3.1.4. Maintaining training records.

3.1.5. Making recommendations to the Chief Executive Officer for initial authorisations, and subsequent upgrading; keeping the Chief Executive Officer and Personnel Department informed of progress.

3.1.6. Liaison with the nominated "Tutor Pilots", Examiner Pilots, the Haven Ports Pilotage Committee, and all outside bodies or agencies involved with Pilotage training or authorisation.

3.2. A record of progress, tripping, training courses and other relevant information is maintained on specific forms contained in a personal log book kept by the candidate. This log book is examined and annotated by the Harbour Master or his Deputy at each progress interview. It is produced, together with the candidate's district book, before each examination.

3.2.1. Assessments are carried out by accompanying Senior or Class 1 Pilots during the later phases of the initial pre-authorisation tripping periods. These take the form of written and graded comments on key aspects of the trainees' conduct of vessels, and are recorded in the candidates' log books.

3.2.2. Prior to Examination or Class Review a minimum of 2 assessments should be undertaken with a Pilot Examiner.

3.2.3. Oral Examinations are carried out by a panel consisting of the Harbour Master or the Deputy Harbour Master and two Pilot Examiners prior to initial authorisation, and prior to promotion to First Class All Draft status.

3.2.4. Liaison is maintained between the candidate Pilot, the nominated Tutor Pilots, and management at frequent intervals, and an "open door" policy is pursued by management at all times.

Schedule 4: Pilotage exemption certificate requirements

1. Issue of pilotage exemption certificates
 - 1.1. Any vessel subject to compulsory pilotage as laid down in the Pilotage Directions must be in the charge of an Authorised Pilot or an authorised holder of a valid Pilotage Exemption Certificate (PEC) when navigating within the Haven Ports Pilotage Area (“the Compulsory Area”).
 - 1.2. Bona fide Masters and Deck Officers of ships may apply for and be issued with Pilotage Exemption Certificates for the Compulsory Area, or for specified parts of the Area, subject to qualification both by examination and experience in the appropriate parts of that Area.
 - 1.3. There are two classes of Exemption Certificates, and each may include one or more of the PEC areas.
2. Pilotage exemption certificate areas
 - 2.1. Exemption Certificates may be granted for one or more of the following areas:
 - 2.1.1. Area “F”: Felixstowe and as far up the River Orwell as the Felixstowe berths continue.
 - 2.1.2. Area “H”: Harwich including all berths between Harwich Navyard and Trinity Pier.
 - 2.1.3. Area “P”: Parkeston, including all berths at H.I.P and Parkeston anchorage.
 - 2.1.4. Area “I”: River Orwell / Ipswich from Harwich Harbour up the River Orwell to, and including, the berths at Ipswich.
 - 2.1.5. Area “M”: Mistley Quay and as far up the River Stour, as commercial navigation is possible.
3. Pilotage exemption certificate minimum tripping requirements
 - 3.1. Examination
 - 3.1.1. Qualification Passages shall be undertaken under the supervision of a qualified PEC Holder or Pilot.
 - 3.1.2. Practical Assessments must be undertaken under the supervision of a qualified Pilot.
 - 3.1.3. At least 2 qualifying or assessment should be at night.
 - 3.1.4. At least 1 of the assessment trips should be undertaken under Blind Pilotage conditions.
 - 3.1.5. PEC Applicants must complete the training induction and Harwich VTS familiarisation visit prior to undertaking qualifying passages.
 - 3.1.6. The number of required passages for the initial issue and/or renewal of a PEC may be increased at the discretion of the Harwich Haven Authority (Pilotage Authority), for any

vessel if the nature of her physical configuration, or of her cargo, dictates the need for greater experience and/or expertise.

- 3.1.7. With regard to completing the required number of passages for renewal of a PEC, the Master and Deck Officers qualify for a piloted passage provided they are on the bridge of their ship for the duration of a passage through the Pilotage Area detailed on their respective PECs, irrespective of which of them is undertaking the pilotage act.

3.2. Tripping requirements

Area	LOA		Type	Application - passages within the last 12 months.						Revalidation - passages in last 12 months	
	Min	Max		Class	In	Out	Tug	VTS	Total	Total	Inter-view
F, H, I, M, P	50	100	Non Hazardous	B	2	2	1	1	10	4	Yes
P, F, H, M	50	120	All	A	2	2	1	1	12	12	Yes
F, H, P	120	160	All	A	2	2	1	1	24	12	Yes
F, H, P	160	999	Cargo Ro-Ro (Frequent callers)	A	2	2	1	1	24	12	Yes
I	100	120	All	A	2	2	1	1	20	12	Yes
I	120	140	All	A	2	2	1	1	24	12	Yes
I	140	150	All	A	2	2	1	1	30	12	Yes
I	50	100	Passenger Vessels	B	2	2	1	1	20	4	Yes
F, H, I, M, P	50	100	Dredger	B	1	1	-	1	8	4	Yes
F, H, I, M, P	100	999	Dredger	A	1	1	-	1	12	6	Yes
F, H, I, M, P	0	50	Nominated Hazardous	B	2	2	-	1	8	4	Yes

4. Classes of exemption certificates

4.1. Class A

4.1.1. Applies to vessels of over 100 metres in length overall and to Nominated Hazardous vessels between 50 metres and 100 metres in length overall.

4.1.2. For initial issue the applicant will need to be successful in an examination covering the areas for which he has applied and the detailed requirements which are laid out in the syllabus for examination. Prior to the examination, the applicant must have completed the minimum number of single trips through the area(s) for which he is being examined and have completed the required number of assessment trips, one of which shall be conducted under Blind Pilotage conditions, Harwich VTS and towage familiarisation visits are to be undertaken.

4.2. Class B

4.2.1. Applies to vessels of between 50 metres and 100 metres in length overall, but not Nominated Hazardous vessels, unless formal confirmation is received that the vessel has non-hazardous cargo and is certificated gas free on board at the time or unless the vessel is under 50m in length.

4.2.2. For initial issue the applicant will need to be successful in an examination covering the areas for which he has applied and the requirements laid out in the syllabus for examination. Prior to examination the applicant must have completed the minimum number of single trips through the area(s) for which he is being examined, together with the required minimum number of assessment trips, Harwich VTS visit and towage familiarisation visits are to be undertaken.

4.3. Nominated Hazardous Vessels Endorsement Restriction

4.3.1. Class B Pilotage Exemption Certificates are not valid for Nominated Hazardous Vessels carrying hazardous cargoes (as listed below) unless the vessel is under 50m in length.

4.3.1.1. Liquefied Gas Carrier

A liquefied gas carrier constructed or adapted for the carriage of liquefied gas in bulk.

4.3.1.2. Tanker

A vessel constructed or adapted for carriage of liquid bulk dangerous cargoes with flammable or toxic properties

4.3.1.3. Explosive Vessel

A vessel carrying explosive substances classified as Class 1.1, 1.2 or 1.3 in the IMDG Code of which the cumulative net explosive quantity exceeds 50 tonnes.

4.3.1.4. EPC-UK Vessel

A vessel carrying explosive substances classified as Class 1.1, 1.2 or 1.3 in the IMDG Code to or from the EPC-UK jetty.

4.3.1.5. Any other vessel, which the Harbour Master considers, should be classed as a nominated hazardous vessel due to the particular nature of her cargo.

4.3.2. Dredging Endorsement Restriction

4.3.2.1. Class A and B Pilotage Exemption Certificates with a dredging endorsement are only valid for vessels defined as dredger

4.3.2.2. Dredger means any vessel, whether self-propelled or not which is engaged in dredging, excavating, raising, pumping, eroding or dispersing silt, sand, clay, stone, rock, or any other material.

5. Obligations and requirements of PEC holders

5.1. Each Pilotage Exemption Certificate granted to any Master or Deck Officer shall be endorsed with the name and description of every vessel, which he/she is, authorised to pilot and any endorsement restrictions.

5.2. The holder of a Pilotage Exemption Certificate shall not allow any other person to have possession of his/her Pilotage Exemption Certificate for the improper use thereof.

5.3. The holder of a Pilotage Exemption Certificate who observes any alteration that may affect the safety of navigation in the area of exemption shall immediately inform Harwich Haven Authority and/or Ipswich Port Authority.

5.4. The holder of a Pilotage Exemption Certificate having conduct of a vessel which has touched the ground, or has been in collision with any other ship or any fixed or floating object in the area of exemption shall report the occurrence immediately and send a written report of the circumstances to Harwich Haven Authority within thirty days.

5.5. The holder of a Pilotage Exemption Certificate shall, in obedience to a summons by Harwich Haven Authority, attend to answer any complaint or charge which may be made against him/her for misconduct. This includes any non-compliance with the General Directions of Navigation or in respect of any marine casualty which may have occurred whilst in charge of his/her vessel in the area of exemption.

5.6. A Pilotage Exemption Certificate shall remain in force for one year but may be renewed annually pursuant to Section 8(5) of the Pilotage Act 1987.

5.7. A Pilotage Exemption Certificate shall not be renewed unless the holder has made sufficient visits as determined by the Authority to the exemption areas stated on the certificate during the previous twelve months, holds a valid marine qualification applicable to his/her rank and medical certificate and satisfied the Authority as to the holder's continued knowledge with regard to any changes in navigation or regulations for the exempted areas held and the holder has attended a renewal interview. PEC Holder will be required to undertake an assessment trip by an authorised pilot at intervals not exceeding 5 years.

6. PEC training and examination

Masters or Deck Officers of vessels applying for a Pilot Exemption Certificate for the compulsory area or any specified part thereof, shall follow the training and examination schedule as detailed in Harwich Haven Authority's publication, Information for Masters and PEC holders.

7. Additions to pilot exemption certificates and changes to vessel characteristics

7.1. The addition of a new PEC Area to a PEC will require the PEC Holder to undertake the tripping and assessments requirements and examination for that area, depending on existing experience and areas currently held.

7.2. The addition of vessels or change of vessel's characteristics to a PEC will require the PEC Holders to undertake pilotage assessment depending on vessel types and class to satisfy competence for that class of vessel.

7.3. The HHA Harbour Master or his Deputy having satisfied himself that the applicant has met all PEC pre-requisites, will issue or renew a Pilotage Exemption Certificate.

7.4. If suspension or revocation becomes necessary, the Harbour Master or his Deputy will make that decision.

8. Appeals

8.1. The Pilotage Act 1987 provides a right for an applicant to make representation in the event of a refusal to grant, renew or alter a PEC and in the event of a suspension or revocation of a PEC.

8.2. In the event of a refusal to grant an initial PEC the Harbour Master will inform the applicant of the reason(s). The applicant may then make representation to the Chief Executive Officer. The Chief Executive Officer will meet with the Harbour Master to discuss the representation and decide whether to uphold the rejection or grant the PEC.

If, having received a renewal application, the Harbour Master is not satisfied that the PEC holder continues to satisfy the criteria laid down for possession of a PEC he will suspend or revoke the PEC and inform the holder of the reason(s). The holder will be given a month in which to make representation to the Chief Executive Officer. The PEC will remain valid until representation is made and considered by the Chief Executive Officer or for one month if no representation is made within that period.

8.3. If no renewal application is received from a PEC holder the PEC will be cancelled automatically on the renewal date. The Harbour Master will inform the holder accordingly and advise him/her of the right to make representation, within one month, for consideration by the Chief Executive Officer.

8.4. In all cases the decision of the Chief Executive Officer will be final.

Schedule 5: Procedure and information on ETA's/ETD's for ships requiring the services of an authorised pilot

1. Haven Pilot Station – vessels under 180 metres length overall.

The Haven Pilot Station is positioned 2 nautical miles ENE of Harwich Approach Buoy (51°57'.0N; 1°34'.0E), and provides pilotage service for all the Haven Ports. This pilot station should only be used by vessels under 180 metres length overall. Communications on the approach and at the Haven Pilot Station will be conducted by Harwich VTS on VHF Ch 71.

2. Sunk Pilot Station – vessels over 180 metres length overall.

The Sunk Pilot Station is positioned 3.5 nautical miles east of Sunk Inner Light Buoy (In Position 51°51.03N 001°34.89E) and provides pilotage service for all the Haven Ports. Communication on the approach and at the Sunk Pilot Station will be conducted by Sunk VTS on VHF Ch 14. This Station also provides a boarding and landing service for the Port of London Authority and Medway Ports for vessels bound to and from River Thames and River Medway.

Schedule 6: Notes to pilotage directions

1. Pilotage directions references

The attention of Masters is drawn to the application of Section 15, 16, 17, 18, 19 and 20 of the Pilotage Act 1987 part II, which are reproduced here:

15. **Compulsory pilotage**

- 1) *A ship which is being navigated in an area and in circumstances in which pilotage is compulsory for it by virtue of a pilotage direction shall be:
 - a) *under the pilotage of an authorised Pilot accompanied by such an assistant, if any, as is required by virtue of the direction, or*
 - b) *under the pilotage of a master or first mate possessing a pilotage exemption certificate in respect of that area and ship.**
- 2) *If any ship is not under pilotage as required by sub-section (1) above after an authorised pilot has offered to take charge of the ship, the master of the ship shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 5 on the standard scale.*
- 3) *If the master of a ship navigates the ship in an area and in circumstances in which pilotage is compulsory for it by virtue of a pilotage direction without notifying the competent harbour authority which gave the direction that he proposes to do so, he shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.*

16. **Liability for ships under compulsory pilotage**

The fact that a ship is being navigated in an area and in circumstances in which pilotage is compulsory for it shall not affect any liability of the owner or master of the ship for any loss or damage caused by the ship or by the manner in which it is navigated.

17. **Right of authorised pilot to supersede unauthorised pilot**

- 1) *An authorised pilot may, within the harbour in relation to which or a part of which he is authorised, supersede as the pilot of a ship any unauthorised person who has been employed to do it.*
- 2) *If the master of any ship navigates it in any part of a harbour under the pilotage of an unauthorised person without first notifying the competent harbour authority that he proposes to do so, he shall be guilty of an offence.*
- 3) *If an unauthorised person pilots a ship within a harbour knowing that an authorised pilot has offered to pilot it, he shall be guilty of an offence.*
- 4) *If the master of a ship navigating within a harbour knowingly employs or continues to employ an unauthorised person to pilot the ship after an authorised pilot has offered to pilot it, he shall be guilty of an offence.*
- 5) *For the purposes of this section:*
 - a) *a person is an unauthorised person if he is neither an authorised pilot nor the holder of a pilotage exemption certificate in respect of the ship and the area in question; and*
 - b) *any person (other than the master or one of the crew of the ship) who is on the bridge of the ship or in any other position from which the ship*

is navigated (whether on board or elsewhere) shall be deemed to be piloting the ship unless he proves otherwise.

- 6) *Any person who is guilty of an offence under this section shall be liable on summary conviction to a fine not exceeding:*
- a) *in the case of an offence under sub-section (2) above, level 2 on the standard scale; and*
 - b) *in the case of an offence under sub-section (3) or (4) above, level 4 on the standard scale*
- 7) *Sub-sections (1) to (4) above do not apply:*
- a) *to a ship which a person is piloting or ordered to pilot in a dockyard port (within the meaning of the Dockyard Ports Regulation Act 1865) in the course of his duties as a servant of the Crown; or*
 - b) *if the competent harbour authority has directed that those sub-sections shall not apply to movements in its harbour or a specified part of its harbour for the purpose of changing a ship or a ship of a specified description from one mooring to another or of taking it into or out of any dock, to a ship or a ship of that description being moved in that harbour or that part for that purpose;*
But nothing in paragraph (a) above shall be construed as derogating from any immunity which affects such a ship as there mentioned apart from that paragraph.
- 8) *A competent harbour authority shall not give a direction under sub-section (7)(b) above unless the area in relation to which it will apply is either:*
- a) *an area in relation to which a bye-law under section 38 of the Pilotage Act 1983 (exemptions from compulsory pilotage for ships moving within harbours, docks etc.) was in force immediately before the appointed day; or*
 - b) *a closed dock, lock or other closed work which is not in a former pilotage district.*
18. **Declaration as to draught etc. of ship**
- 1) *A pilot may require the master of any ship which is piloting to declare its draft of water, length and beam, and to provide him with such other information relating to the ship or its cargo as the pilot specifies and is necessary to enable him to carry out his duties as the pilot of the ship.*
 - 2) *The master of a ship shall bring to the notice of any person who pilots the ship any defects in, and any matter peculiar to, the ship and its machinery and equipment of which the master knows and which might materially affect the navigation of the ship.*

PART II

- 3) *Any master of a ship who:*
- a) *refuses to comply with a request made to him in pursuance of sub-section (1) above, or*
 - b) *makes a statement which is false in a material particular in answer to such a request, knowing it to be false or being reckless as to whether it*

is false, or fails without reasonable excuse to correct such a statement made by another person in answer to such a request, although himself knowing it to be false, or

c) without reasonable excuse contravenes sub-section (2) above, shall be guilty of an offence.

4) Any person who is guilty of an offence under this section shall be liable on summary conviction to a fine not exceeding:

a) in the case of an offence under sub-section (3)(b), level 5 on the standard scale, and

b) in any other case, level 4 on the standard scale.

19. Authorised pilot not to be taken out of his area

1) A Master of a ship shall not without reasonable excuse take an authorised pilot without his consent beyond the point up to which he has been engaged to pilot the ship.

2) A person who contravenes sub-section (1) above shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 5 on the standard scale.

20. Facilities to be given for pilot boarding leaving ship

1) Where:

a) the master of a ship, which is navigating in an area in circumstances in which pilotage is compulsory for it but is not under the pilotage of an authorised pilot or a master or first mate possessing a pilotage exemption certificate in respect of the ship and the area, is offered the services of an authorised pilot; or

b) If the master of any ship without reasonable excuse contravenes this section he shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 4 on the standard scale.

2) If the master of any ship without reasonable excuse contravenes this section he shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 4 on the standard scale.

Pilotage Diagram

