

2011

Port of Sunderland P.E.C Information

Captain AK Ullah
Harbour Master
Port Of Sunderland
APRIL, 2011



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The Legal Background

The Port of Sunderland is a municipally-owned undertaking owned by Sunderland City Council (as successor to Sunderland County Borough and Sunderland Borough Councils) and is an independent statutory body.

It was established as a Statutory Harbour Authority (SHA) under the Sunderland Corporation Act, 1972, Section 14 of which provides that “The Corporation are hereby constituted the harbour undertakers and they and the harbour master shall exercise jurisdiction within the port.”

The Port of Sunderland is a competent harbour authority (CHA) under the provisions of the Pilotage Act, 1987. The Act confers powers upon a harbour authority to provide pilotage services, where that authority has statutory powers in relation to the regulation of shipping and the safety of navigation within its harbour and whose harbour falls wholly or partly within a former pilotage district. Under Section 7 of this Act, the Port of Sunderland as CHA, has made pilotage compulsory for certain vessels.

Four statutory instruments available to harbour authorities, which they may use in regulating harbour areas, namely:

- a) Byelaws
- b) Special Directions
- c) General Directions
- d) Pilotage Directions

The Port of Sunderland has the statutory instruments (a), (b) and (d) available. Instrument (c), which is not available at present may be adopted following application for a Harbour Revision Order.



Port of Sunderland Marine Policy Statement

In the Port of Sunderland, we conduct our activities to take the foremost account of the safety of marine and land-based personnel, contractors, neighbours, visiting vessels, fishing community, leisure and other users of the River Wear and to give proper regard to the conservation of the natural environment. In implementing this policy we will not only comply with all relevant national and international legislation but will also promote initiatives, which benefit health and safety, and the environment of all who may be affected by our activities and which safeguard the natural environment.

We adopt a systematic approach to health, safety and environmental management and strive for continuous improvement by setting targets against which we measure, appraise and report performance. Safety and environmental performance is included in the appraisal of all our personnel and is awarded accordingly. All our long-term contractors and service providers who participate in marine operations have adopted this policy and they operate fully within our management system. We require other contractors and service providers to manage health, safety and the environment in line with this policy.

Safety

- § We believe that the majority of injuries can be prevented;
- § High standards of safety consciousness and discipline will be maintained;
- § We have designed and will maintain our activities to minimise risk to employees, contractors and third parties.

Environment

- § We are committed to protecting the natural environment;
- § We will promote environmental awareness and performance throughout the River Wear waterways;
- § We will strive to minimise hazards to the environment and maintain effective protection and recovery measures within the River wear and the Docks system.

Excellence in safety and environment management are key objectives at the Port of Sunderland. Improving safety and minimising damage to our environment will undoubtedly lead to enhanced efficiency and business success.

The Port of Sunderland's Marine Policy aims to demonstrate its commitment to the safe and responsible operation of our port and harbour by detailing areas of primary concern (which are based on the requirements of the Port Marine Safety Code). Linked to this policy, the Port of Sunderland has prepared plans detailing the precise manner in which this policy is to be implemented. The Marine Policy can also be found on the port's website .



Pilotage Exemption Certificate (PEC) Syllabus & Examinations

Preparation for Examination

Candidates will be expected to be familiar the current issue of:

- 1 British Admiralty Chart No 1627 – Harbours of the East Coast of England
- 2 Pilotage Act ,1987
- 3 Latest Port of Sunderland (POS) Survey Charts
- 4 Appropriate section of Admiralty Sailing Directions North Sea (West) NP 54
- 5 Port of Sunderland Byelaws
- 6 Port of Sunderland Pilotage Directions
- 7 Local Notices to Mariners
- 8 Port Of Sunderland Emergency & Oil Spill Contingency Plans
- 9 Pilot Hand Book

Syllabus for Examination

Local knowledge and experience will be determined by the candidate's knowledge of the following:

Relevant knowledge of the Port Marine Safety Code, including the standards for marine pilots

Ability to communicate sufficiently for the purpose of safety in English

Limits of the Port of Sunderland's Pilotage District.

Port Procedures - Reporting points.

Lights – characteristics, range and arc of visibility (see annex)

Fog signals

Channel courses and distances within port limits, and turning areas.

Coastal and port topographical features.

Depths of water, tidal flows, location of shoals, wrecks and other obstructions and dangers.

Conspicuous radar targets.

Navigational marks.

Light signals and their meanings.

Anchorage areas.

Knowledge of Port Control as a Local Information Service.

Tidal Steams and Currents.

Names, Direction, Bollard Numbering and position and available depths at each berth.

Sill heights.

Lock gate restrictions regarding under-keel clearance and vessel dimensions.

Datum points used for depths in the dock system.

Lock in/out procedures.

Radio communication channels used at the port.



Knowledge of the Port of Sunderland Waste Management System.

Knowledge of local traffic patterns

Restricted visibility procedures

Knowledge of squat & interaction.

A Blank outline of the port will be given to the candidate, who will be expected to show all depths, approximate courses, light positions, fog signal positions, manoeuvring areas, etc and create an in-port passage plan from pilotage point to the berth. (examples of which are annexed).

Pilotage Exemption Certificates

Purpose and Scope

The purpose of this procedure is to ensure that Pilotage Exemption Certificates are issued to bona-fide masters and mates with regard to any statutory requirements

References

The most up-to date versions of the following should be consulted:

- National Occupational Standards for Marine Pilots
- Syllabus for Marine Pilot Training
- Pilotage Act, 1987
- Harbours, Docks and Piers Clauses Act
- Port of Sunderland Byelaws
- International Collision Regulations (COLREGS)
- IMO Resolution on Pilot training and certification
- The Dangerous Substances in Harbours Areas Regulations

Records and Forms

- Pilot Exemption Certificate (PEC)
- Pilot Training Manual
- PEC Information Booklet
- Pilot Hand Book
- Pilot Assessment Form
- PEC Application Form



SECTION 1: PEC SYSTEM

1.1 Bona-fide masters and first mates may apply for a PEC, as follows:

- There are four types of PEC for the port of Sunderland
 - Area 1: All areas of the Docks and River up to Pallion
 - Area 2: Dock System and River up to the west end of Corporation Quay
 - Area 3: River Only up to Pallion
 - Area 4: River up to the West end of Corporation Quay
- PEC Area 4: Vessels 50m or more, but less than 80m - 3 trips in and 3 trips out, one of which must be at night. The final trip will be part of pilot assessment
- PEC Area 4: Vessels 80m, but less than 100m - 6 trips in and 6 trips out, 1 of which must be at night. The final trip will be part of pilot assessment.
- PEC Area 4: Vessels 100m and over - 10 trips in and 10 trips out, 2 of which will be part of pilot assessment.
- PEC Area 3: Vessels 50 m, but not more than 90m - 20 trips in and 20 trips out, 5 of which must be at night. The last trip will form part of the pilot assessment.
- PEC Area 2: All Vessels (Less than 50m at the discretion of the Harbour Master or his Deputy) - 20 trips in and 20 trips out, 5 of which are at night. The final trip will form part of the pilot assessment.
- PEC Area 1: Must hold both Area 2 & 3

1.2 Receipt of Application

All applications should be submitted as required to the Harbour Master's office (Capstan House) for scrutiny. Confirmation of registration will be sent to the applicant.

1.3 Examination of Candidate

- An assessment is carried out during the last voyage in by the pilot/Deputy Harbour Master.
- Following the assessment, a written exam will follow.
- Areas 1, 2, and 3 will also be subject to an oral examination for Area 4. This will be carried out during the assessment.

1.4 Following successful completion of assessments:

- PEC Number and certificate will be issued and details recorded.

Assessments will only be carried out by the Harbour Master or Deputy Harbour Masters.



1.5 Renewal of existing Certificates

- Candidates should complete the relevant form and submit this to the Harbour Master's Office for scrutiny.
- The Candidate's trips will be verified.
- Certificate & computer should be updated.
- Finance department will also be informed for billing purposes.

1.6 Renewal of Expired Certificates

Any renewal of an expired certificate is at the discretion of the Harbour Master, who will carry out an assessment of the application. This assessment will include, but not be limited to:

- The time since the certificate expired
- The amount of times it was used whilst valid
- The type of vessel and trade

Following this assessment, a decision will be made as to whether the applicant's certificate is:

- Renewed as per a new application.
- Renewed without further action
- Renewed after reduced qualifying trips, on board assessment by Pilot or other course of action as deemed appropriate by the Harbour Master.

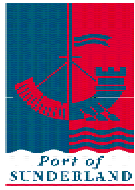
1.7 Adding of Vessels to an Existing PEC

A new vessel can be added to an existing PEC certificate at the discretion of the Harbour Master after an assessment. This assessment will include, but not be limited to:

- The vessel is of similar type and size to the existing vessels on the certificate.

1.8 Suspension or Revocation of a PEC

The Harbour Master may suspend or revoke a PEC granted under section 8 of the Pilotage Act, 1987 if it appears that the holder has been guilty of any incompetence or misconduct affecting the ship specified in the PEC. The suspension will be advised in writing and will remain in force until after the outcome of a formal investigation. In accordance with Section 8 (7) of the Act, anyone given written notice of impending suspension will be given a reasonable opportunity of making representation. Such agreement is implicit in granting and use of a PEC.



SECTION 2: APPLICATION FOR PEC

An assessment is mandatory for all new applicants seeking a Pilotage Exemption Certificate (PEC) to pilot vessels more than 50m in the Port Of Sunderland.

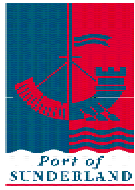
Applications will be consider from mariners holding Certificates of Competency recognised by the Authority and a valid medical certificate.

A photocopy of the certificate and two passport-sized photographs must be attached to the application form.

New applicants must have completed the number of required movements for the class of PEC which they are applying for:

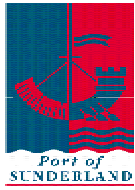
- There are four types of PEC for the port of Sunderland
 - Area 1: All areas of the Docks and River up to Pallion
 - Area 2 : Dock System and River up to the west end of Corporation Quay
 - Area 3: River Only up to Pallion
 - Area 4 : River up to the West end of Corporation Quay(See section 1:1)

The candidate must be able to confirm their presence on the bridge during a qualifying act. Renewals must have completed at least 2 unaccompanied acts of pilotage for Area 4 and 5 acts for Area 1,2, and 3 In the preceding 12 months.



SECTION 3: Pilotage Exemption Certificate Fees (2011/12)

Pilot Hand Book and PEC Primer	£100.00
PEC Examination Fees	£310.00 (payable for each examination and re-sit)
PEC Issue Fee	£250.00 (payable on first issue or if certificate has lapsed)
Annual Renewal Fee	£125.00



PILOT EXEMPTION CERTIFICATE APPLICATION FORM

This form should be used for new applications and renewals of Pilot Exemption Certificates. An examination is mandatory for all new applicants seeking PEC to pilot ships. Further details, including a syllabus are in the Port of Sunderland document, PEC Guidance and also the Pilotage Direction. All applicants should ensure that they meet the criteria set out in the guidance documents and understand and accept the "Conditions of Use." Applications will be considered from Mariners holding a Certificate of Competency recognised by the Authority and a valid medical certificate. Completed applications should be sent to the Harbour Master's office and include 2 signed passport sized photographs, a copy of the medical certificate and a copy of the Certificate of Competency.

LAST NAME _____

FIRST NAMES _____

DATE AND PLACE OF BIRTH _____

AREA APPLIED FOR (1, 2, 3 OR 4) _____

Name of Ship	Owner Name and Address	Port of Registry
Gross Tonnage	Maximum Loaded Draft	Length Overall

Please check and tick box to confirm all required documents attached:

2 x PHOTOGRAPHS

COPY OF VALID MEDICAL CERTIFICATE

COPY OF CERTIFICATE OF COMPETENCY



Annex 1

PILOTAGE DIRECTIONS 2

In accordance with Section 2 of the Pilotage Act 1987, the Port of Sunderland, as the Competent Harbour Authority, makes the following Pilotage Direction pursuant to Section 7 of the Pilotage Act, 1987.

The Pilotage District is “the Port,” as defined by Sections 3 and 13 of the Sunderland Corporation Act, 1972 and as marked on BA Chart 1627.

The new Direction will commence on 1st April, 2011.

Compulsory Pilotage:

1. Pilotage shall be compulsory for all vessels within the Port of Sunderland Pilotage District, with the exception of vessels less than 50 metres in length.
2. Pilotage shall be compulsory for all vessels entering, leaving or transiting within the Port of Sunderland with the assistance of tugs or while under tow.
3. Pilotage shall be compulsory for any vessel with a defect in its hull, machinery or equipment, which might materially affect the navigation of the vessel.
4. Pilotage shall be compulsory for passenger vessels, licensed to carry more than 12 passengers.
5. Pilotage shall be compulsory for all vessels carrying dangerous substances (as defined by the Dangerous Substances in Harbour Areas Regulations, 1987).

Exemptions:

A Pilotage Exemption Certificate (PEC) may be granted to the master and first mate of vessels, excluding those referred to in paragraphs 2 and 3 above, subject to meeting the prescribed qualifying criteria.

Non-compulsory Pilotage:

1. At the discretion of the authority for named vessels and masters engaged in dredging operations or the transport of dredged materials.
2. For vessels anchoring within port limits



