

THE SCHEDULE

PART I

Criteria required prior to the issuing of Class A & B Pilotage Exemption Certificates (PECs).

Scope

Applicants appearing for examination should be fully acquainted with the following subjects, but this list is not exhaustive and a candidate may be questioned on any other information, which is believed to be of relevance to the safety of navigation within the Humber Pilotage Area.

Subject

- The International Regulations for the Prevention Of Collisions At Sea 1972 (as amended)
- The I.A.L.A Maritime Buoyage System A.
- The Humber Navigation Byelaws 1990.
- The current ABP Standing Notices To Mariners for the Humber.
- The current ABP Notices To Mariners for the Humber.
- The Humber Estuary Serious Marine Emergency Plan (HESMEP).
- The “Humber Clean” Oil Spill Response Plan.
- A general knowledge of the purpose of VTS Humber, including the VHF working frequencies, and reference to the regular, and other information broadcasts to river users.
- The Dangerous Substances In Harbour Areas Regulations as applicable to the Humber
- The Humber Passage Plan booklet.

Local Knowledge and Experience

Applicants will be asked to demonstrate by oral examination a detailed knowledge of all areas of the Humber Pilotage Area relevant to the Dock or Jetties for which the Pilotage Exemption Certificate examination is held.

Applicants will be expected to have a detailed knowledge of the river to approximately one mile upstream of the berth or dock to which the exemption is required, and in the case of North Killingholme and the Humber Sea Terminal to also include the Foul Holme Channel.

Applicants for Goole will be expected to have a detailed knowledge of the Ouse up to a position one hundred yards (or metres equivalent) below Skelton Railway Bridge.

Applicants for Keadby and Top Gunness will be expected to have a detailed knowledge of the Trent as far as the Keadby King George V Road/Rail Bridge.

Particular reference will be made to:

- Port and Pilotage limits of the Humber Pilotage Area.
- Coastal Features at the entrance to the Humber Estuary.
- Names of the outer reaches and other channels and fairways within the river.
- A general knowledge of tidal streams and their approximate directions and spring and neap tides.
- Demonstrate an ability to carry out passage planning taking into account passing over critical areas to navigation, i.e. Grimsby Middle, Halton Middle, the Whittons, Goole reaches etc.
- Traffic movements in the Humber, and areas of convergence, and crossing traffic, pilot boarding and disembarkation points, including location of pilot landing points at Grimsby and Spurn.
- Names of docks, jetties and havens along the length of the estuary and river that the candidate will be transiting, including a basic knowledge of their depths and standard manoeuvring methods employed, and any limitations. This is in order to satisfy ABP that the applicant can appreciate other events that are taking place in the river, and be able to appreciate the relevance of reports being made by VTS Humber.
- Applicants will be expected to demonstrate an ability to anticipate the actions of other river users with reference to their navigational requirements. Reference will be made to the Humber Passage Plan Booklet, which clearly describes the passage of large deep draughted vessels in and out of the Humber. It is important that all applicants are fully familiar with this publication.
- Knowledge of assistance and information, which may be obtained from VTS Humber. (All applicants are required to visit VTS Humber prior to issue of a tripping number.)
- Knowledge of the duty fire tug at Immingham and its role.
- Knowledge of the beaching areas in the Humber.

Detailed Navigation in the Humber Pilotage Area Relevant to the PEC

The Applicant will be examined on those items from the list below which are relevant to the PEC area required:

- The names and characteristics of all seamarks and beacons, including any racon and fog signal where fitted.
- The position and characteristics of all shore lights on jetties and approaches including fog signals where fitted.
- Names, location and characteristics of all leading lights, lights in line, and directional lights, including line of bearing and colour of light.
- Location and characteristics of the traffic warning lights at Immingham.
- Location of signal and other warning lights at dock entrances, their characteristics and meaning.
- Location of VTS radar towers in the Humber.
- The names of channels and shoal areas.
- The bearing and distance from one seamark to the next on each side of the channel. Applicants will be asked to come inwards on the starboard hand seamarks, and outwards on the portside hand seamarks. For all other buoys in the outer reaches, the mid channel marks in the inner traffic separation scheme, Sunk Dredge Channel (SDC), Foul Holme Channel, and areas upriver of the Humber Bridge, the shape colour and light characteristics only are required.
NB. [Courses to be within 5° and distances to the nearest cable]
- The magnetic variation to the nearest degree in the Humber and its rate and direction of change.
- The minimum depths of water at chart datum that are likely to be encountered on passage.
- The ability to ascertain the rise of tide at point on passage and how to apply chart datum.
- An appreciation of squat and the use of underkeel clearances when passage planning.
- The ability to extract from the published chart, neap and spring tidal information for the times and range relevant to the passage.
- The general direction of tidal flow on the ebb and flood experienced during a transit of the area relevant to the PEC area being examined for.
- Any clearing marks, transits by day or night, or radar parallel indexing which may be used as an aid to safe navigation.
- The names and general location of all anchorages in the area of the PEC including any restrictions. The Applicant needs to have the ability to identify from the published chart individual anchorage circles within:

- a) Humber Deep Water Anchorage
- b) Bull Anchorage
- c) Haile Anchorage
- d) Hawke Anchorage
- e) Holme Hook Anchorage
- The prohibited anchorage areas.
- The prohibited area between the Humber Power Intake and Outfall.
- Position of gas pipelines, and other pipelines and cables.
- General location of deposit grounds.
- Location of all berths where vessels normally load and discharge liquid cargoes in bulk.
- Ship handling characteristics of vessels being examined for with regards to:
 - a) Whole river transit,
 - b) Including possible interaction with other vessels, and
 - c) Manoeuvring operations off the dock or berths.
- The use of tugs. To include:
 - a) Availability of tugs
 - b) Type of tugs
 - c) Bollard pulls
 - d) Communications (Terminology)
 - e) Manoeuvring
 - f) Tug restrictions
- Manoeuvring signals in use on the river.
- Action to be taken by vessel in the event of an emergency onboard (HESMEP).

VTS

- a) Mandatory Requirements:
 - i) Working channels
 - ii) Mandatory notice procedures
 - iii) Permission to use the Sunk Dredged Channel
 - iv) Mandatory reporting points
 - v) Shipping broadcast times
 - vi) General information
 - vii) Clearance to sail
 - viii) Reporting of incidents
- b) General Requirements:
 - i) Knowledge of those services generally available through VTS Humber.

The examinations will normally be held in Port Office, Grimsby, but may be held in other locations, including onboard the vessel depending on the circumstances of the case.

The Harbour Master Humber, Pilotage Operations Manager, or their Deputies/nominated representatives, will conduct the examination.

Applicants are encouraged to visit HES Pilotage Department and discuss the exam, or any matter connected with pilotage in the harbour area. Appointments can be made by contacting HES Pilotage Department..

PART II

Criteria required prior to the issuing of a Class C Pilotage Exemption Certificate.

Scope

Applicants appearing for interview must satisfy ABP as to their knowledge and experience of the area relevant to their PEC application and demonstrate familiarity with the functions and procedures of VTS, Humber including mandatory reporting requirements for shipping traffic. This may include any part of the subjects and areas set out in Part I of this section of the Provisions relating to Class A & B Pilotage Exemption Certificates, particularly for those areas above the Humber Bridge.

Applicants are encouraged to visit HES Pilotage Department and discuss the exam, or any matter connected with pilotage in the harbour area. Appointments can be made by contacting HES Pilotage Department.

PART III

Criteria required prior to the issuing of a Class D Pilotage Exemption Certificate.

Scope

Applicants appearing for examination should be fully acquainted with the following subjects, but this list is not exhaustive and a candidate may be questioned on any other information, which is believed to be of relevance to the safety of navigation within the Humber Pilotage Area.

Subject

- The International Regulations for the Prevention Of Collisions At Sea 1972 (as amended)
- The I.A.L.A Maritime Buoyage System A.
- The Humber Navigation Byelaws 1990.
- The current ABP Standing Notices To Mariners for the Humber.
- The current ABP Notices To Mariners for the Humber.
- The Humber Estuary Serious Marine Emergency Plan (HESMEP).
- The “Humber Clean” Oil Spill Response Plan.
- A general knowledge of the purpose of VTS Humber, including the VHF working frequencies, and reference to the regular, and other information broadcasts to river users.
- The Dangerous Substances In Harbour Areas Regulations as applicable to the Humber
- The Humber Passage Plan booklet.

Local Knowledge and Experience & Detailed Navigation in the Humber Pilotage Area Relevant to the PEC

Applicants will be asked to demonstrate by oral examination a detailed knowledge of all areas of the Humber Pilotage Area relevant to the area for which the Pilotage Exemption Certificate examination is held.

Applicants will be expected to have a detailed knowledge of the Humber Pilotage Area from the seaward limits to the Cleanness meridian and be able to identify the Port and Pilotage Limits of the Humber harbour area.

The Applicant will be examined on those items from the list below those

of which are relevant to the PEC area required:

- The names and characteristics of all seamarks and beacons, including any racon and fog signal where fitted.
- The position and characteristics of all shore lights on jetties and approaches including fog signals where fitted.
- Location of VTS radar towers in the Humber.
- The names of channels and shoal areas.
- The magnetic variation to the nearest degree in the Humber and its rate and direction of change.
- The minimum depths of water at chart datum that are likely to be encountered on passage.
- Names of the outer reaches and other channels and fairways within the river.
- A general knowledge of tidal streams and their approximate directions and spring and neap tides,
- Traffic movements in the Humber, and areas of convergence, and crossing traffic, pilot boarding and disembarkation points, including location of pilot landing points at Grimsby and Spurn. Particular reference should be made to the contents of SH 13.
- Applicants will be expected to demonstrate an ability to anticipate the actions of other river users with reference to their navigational requirements. Reference will be made to the Humber Passage Plan Booklet, which clearly describe the passage of large deep draughted vessels in and out of the Humber. It is important that all applicants are fully familiar with this publication.
- Knowledge of assistance and information, which may be obtained from VTS Humber. (All applicants are required to visit VTS Humber prior to issue of a tripping number.)
- An appreciation of squat and the use of under keel clearances when passage planning.
- The ability to extract from the published chart neap and spring tidal times and range relevant to the passage.
- The general direction of tidal flow on the ebb and flood experienced during a transit of the area relevant to the PEC area being examined for.
- Any clearing marks, transits by day or night, or radar parallel indexing which may be used as an aid to safe navigation.
- The names and general location of all anchorages in the area of the PEC including any restrictions. The Applicant needs to have the ability to identify from the published chart individual anchorage circles within:
 - a) Humber Deep Water Anchorage
 - b) Bull Anchorage

- c) Haile Anchorage
- d) Hawke Anchorage

- The prohibited anchorage areas.
- Manoeuvring signals in use on the river.
- Action to be taken in the event of an emergency taking place onboard (HESMEP).

VTS

a) Mandatory Requirements:

- i) Working channels
- ii) Mandatory notice procedures
- iii) Permission to use the Sunk Dredged Channel
- iv) Mandatory reporting points
- v) Shipping broadcast times
- vi) General information
- vii) Clearance to sail
- viii) Reporting of incidents

b) General Requirements:

- i) Knowledge of those services generally available through VTS Humber.

The examinations will normally be held in Port Office, Grimsby, but may be held in other locations, including onboard the vessel depending on the circumstances of the case.

The Harbour Master Humber, Pilotage Operations Manager, or their Deputies/nominated representatives, will conduct the examination.

Applicants are encouraged to visit HES Pilotage Department and discuss the exam, or any matter connected with pilotage in the harbour area. Appointments can be made by contacting HES Pilotage Department.

PART IV

PEC Suspension and Revocation Procedures including Casualty Procedure and Disciplinary Procedure

- 1) The Harbour Master (or his deputy) may by written notice suspend or revoke a Certificate from a Holder in the following cases:-
 - a) An event has occurred, whereby the Harbour Master (or his deputy) is no longer satisfied that the holder has proven they have the skill, experience and local knowledge sufficient for them to be capable of piloting the ship of which he/she is a deck officer.
 - b) The Harbour Master (or his deputy) thinks that the holder has provided false information with respect to their skill, experience and local knowledge.
 - c) If the Harbour Master (or his deputy) believes that the holder has been guilty of professional misconduct whilst piloting a ship.
 - d) Where it has been stated by notification that an authorised pilot will not be required due to the ship being navigated under the conduct of a Certificate Holder and it is later determined that the pilotage was carried out by a person who was neither an authorised pilot, nor acting in accordance with a pilotage exemption certificate.

- 2) Where a ship being navigated under the conduct of a deck officer possessing a Pilotage Exemption Certificate (“the Certificate Holder”), is involved in an incident of a collision, grounding, loss of anchor, close encounter or any situation which would cause concern to a prudent mariner, then the Certificate Holder shall notify the Harbour Master immediately, and within 24 hours of the incident, and/or as directed by the Harbour Master, submit to the Harbour Master a Certificate Holder Incident Report Form.

- 3) Depending on the nature of the incident, an Incident Investigation will then be conducted by the Pilotage Operations Manager (or his deputy) (“the investigators”) who will, as quickly as possible, seek to establish all the relevant circumstances of the incident and if necessary interview all available witnesses. The Certificate Holder will make himself available to answer such questions as the Investigators may put to him.

- 4) The Investigators will consider and discuss their findings with a view to recommending to the Harbour Master or his deputy what action (if any) should be taken.

- 5) The options open to them will be as follows:-
 - a) To recommend that no further action by way of formal disciplinary action should be taken.
 - b) To recommend an oral reprimand, confirmed in writing, be given to the Certificate Holder as regards his future conduct.
 - c) To recommend that formal disciplinary action be initiated. This will normally occur where the Investigators consider that the Certificate Holder may have been guilty of incompetence or misconduct so as to merit consideration of possible suspension or revocation of his certificate (see Section 1 above).

- 6) Having regard to the Investigation Report and the recommendations of the Investigators the Harbour Master or his deputy will decide what action, if any, shall be taken against the Certificate Holder.

- 7) In the event of it being decided to take no further action or to give an oral reprimand the Harbour Master or his deputy will advise the Certificate Holder of the decision and may convene a meeting with him to discuss any lessons to be learnt from the incident and/or administer the oral reprimand. The Investigation Report and the discussions will remain private to the parties involved.

7. Formal Disciplinary Action

- (a) In the event of it being decided to take formal disciplinary action, the Certificate Holder concerned will be given written notice by the Harbour Master, or his deputy, of the fact that such action is being taken accompanied by a summary of the allegations to be raised and a copy of the Investigation Report. A date of hearing will also be given being not less than 21 days and not more than 42 days from the date of notice.
- (b) The proceedings will be determined on behalf of ABP by a panel of three ("the Panel") consisting of the Personnel Manager of ABP (or any other person nominated by ABP from time to time), an authorised pilot, and a person with relevant marine experience nominated by the Shipping Committee of the Hull and Humber Chamber of Commerce and Shipping.

- (c) The Panel will determine matters on the basis of the Investigation Report and the submissions to be made in connection therewith by the Harbour Master (or his deputy) and the Certificate Holder, either of whom for this purpose may be represented by a friend or lawyer.
- (d) Having considered the Investigation Report and the submissions made, the Panel (if need be by a majority) will determine, and announce whether incompetence or misconduct has been made out. It will then be open to the parties to make submissions as to possible penalty
- (e) The Panel may impose the following penalties:
 - i) A written reprimand
 - ii) Suspension of Certificate for a stated period of up to 28 days.
 - iii) Revocation of Certificate.
- (f) A written reprimand will remain on the Certificate Holder's personal file for 3 years. If the Certificate Holder is involved in further disciplinary proceedings arising out of an incident occurring whilst the reprimand remains "live", then the existence of the reprimand shall be brought to the attention of the Panel dealing with the further disciplinary proceedings.
- (g) If, having heard submissions as to possible penalty, the Panel are minded to suspend or revoke the Certificate ABP shall give written notice to the Certificate Holder of its intention to do so, stating the reasons for which it proposes to act.
- (h) Before the Panel makes a final decision as to whether to suspend or revoke the Certificate the Certificate Holder will be given a reasonable opportunity of making representations.
- (i) Subject in the case of the penalties referred to in paragraphs 7(e)(i), (ii) and (iii) to any submissions by the Certificate Holder, the Panel will determine and announce the penalty to be imposed.
- (j) There shall be no right of appeal from the decision of the Panel.

For up to date contact details and relevant documentation please refer to our website: <http://www.humber.com>

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