

# PILOT EXEMPTION FOR VESSELS REGULARLY CALLING DUQM

## APPLICATION PROCEDURE

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## 1. Reference documents

- MAR\_PJ\_091\_004\_000\_PEC visit form
- MAR\_PJ\_091\_005\_000\_PEC application form
- MAR\_PJ\_091\_006\_000\_PEC voyage report
- MAR\_PJ\_091\_007\_000\_PEC assessment report

## 1. Objective

To provide general guidelines for Masters of vessel who regularly calling the port of Duqm to apply for pilot exemption

## 2. General

Bona fide masters and first mates of ships regularly calling at Duqm may obtain a pilotage exemption certificate for Duqm subject to their being able to satisfy The port of Duqm Port Authority as to their skill, experience, local knowledge, knowledge of English and medical fitness. ‘Experience’ in the pilotage area in this case is considered as completing a minimum of 10 trips (5 inward and 5 outward) under a pilot in the previous 12 months. For vessels greater than 150 meters LOA this is increased to a minimum of 20 trips (10 inward and 10 outward), inclusive of an outward and inward trip with a pilot at the start and at the finish of the trips.

## 3. Application

Application for a pilotage exemption certificate should be made on the prescribed form which is obtainable from the Harbour Master’s Office. It should be accompanied by a current MCA Seafarer Medical Certificate. The appropriate fee should also accompany the application.

### 3.1. Admission criteria

The candidate certificate holder has to meet at least the following criteria:

- Have a valid Certificate of Competence (Master all Ships);
- Expectation in the coming 12 months, after the certificate has been issued, to make at least 18 calls;
- Have a medical certificate.

A Pilotage Exemption Certificate (PEC) may not be applied for in the case of vessels built or intended for the transport of hazardous substances in bulk unless they have a license for bunkering services in the harbor of Duqm.

### 3.2. Admission to the course

The applicant will receive a letter from the Harbour Master concerning the admission to the course or a rejection letter. Upon admittance to the training, you will also receive information about the training program.

### 3.3. Training program registration

The Harbour Master sets (provisional) dates for introduction days and examination. Candidates have to be registered for the introduction day at least 3 weeks in advance and at least 4 weeks prior to the technical exam.

#### 4. Conditions related to the examination, issue and renewal of a pilotage exemption certificate.

- 4.1. Examinations shall be held in such places and at such times as the Port Authority may direct. If the candidate fails the examination, a re-examination will not normally be scheduled within one month. If the candidate fails twice to pass the examination, any further examination shall be deferred or a period of at least 3 months from the date of the second examination. The PEC candidate will be responsible for ensuring that the application form is completed by the assessor and is forwarded to the Harbour Office prior to the examination.
- 4.2. The examination will be conducted by the Harbour Master or his deputy and an authorized Duqm pilot.
- 4.3. Candidates for a Pilotage Exemption Certificate shall be required to produce satisfactory written evidence of medical fitness including eyesight, by a qualified medical practitioner, registered in the Sultanate of Oman or in the country in which the vessel is registered dated within 2 years of the application.
- 4.4. Candidates require a satisfactory knowledge of the International Regulations for Preventing Collisions at Sea, Duqm Port Rules and Regulations, local regulations, Local Notice to Mariners and marine emergency procedures in force with respect to that part of the pilotage area for which a Pilotage Exemption Certificate is sought.
- 4.5. Candidates must have visited the Operations Room of Duqm VTS Centre within the preceding 3 months prior to the examination and be familiar with the VTS procedures within the pilotage area. They must ensure the 'VTS visit' form is signed by the duty Senior VTS officer.
- 4.6. Candidates must have a satisfactory working knowledge of the English language.
- 4.7. Certificate holders shall not allow any other person to have possession, or make improper use of the certificate.
- 4.8. Certificate holders shall confirm strictly to all local pilotage requirements.
- 4.9. Certificates shall be renewable annually and application should be made at least 1 month in advance of the expiry date.
- 4.10. Certificates shall not be renewed unless holders can satisfy the Port Authority of their continuing knowledge of pilotage requirements within the area.
- 4.11. On application for renewal, candidates will be required to produce updated written medical and eyesight evidence at intervals in accordance with the normal requirements for marine officers in the country in which the vessel is registered.
- 4.12. Certificates shall not be renewed after holders reach the age of 65 years, except in exceptional circumstances relative to craft plying within the limits of the pilotage area.
- 4.13. The frequency requirements of 18 calls a year is the minimum prescribed number of calls to maintain a valid PEC. (A call is a port visit, so an inbound as well as an outbound trip). The requirement applies to each port area as a whole. Compliance has to be demonstrated each year with an Annual Voyage Reporting Form.

## 5. The training and testing

### 5.1. Practical exam

The basic training for a defined port comprises:

- An introduction day. The candidate certificate holder receives the study material and an explanation of the training and exam during the introduction day. The introduction includes a visit to the VTS tower.
- 6 Evaluation trips, 3 inbound and 3 outbound. The objective of the evaluation trips is twofold: the candidate certificate holder can train his navigational skills and ask the pilot on board questions. The pilot can assess whether the candidate certificate holder has adequate knowledge and skills to participate in the exam.
- 4 exam trips: 2 inbound and 2 outbound (with maneuvering)

### 5.2. Theoretical exam

The candidates are tested on the following subjects

- A. Shipping traffic regulations
- B. Communication procedures
- C. Working language
- D. Practical navigation
- E. Maneuvering

### 5.3. Notification of completion of the training program

The candidate or his representative will be notified of the result of the training program within 5 working days after the last exam trip. The Harbour Master will assign at the same time a certificate number. The pilot exemption can be availed of as soon as the certificate number has been issued.

### 5.4. Rejection procedure

If the candidate holder does not meet the exam requirements in one of the steps described earlier, the Harbour Master will give the candidate written notice that the admission to the training is being withdrawn.

### 5.5. Certificate holder's training costs

The regular PEC training program is subject to a fixed rate. The daily rate for a training day will be charged per person. An additional training day may be provided (on request) during the course, which will be charged at the daily rate. Any subsequent exam will also be charged at a daily rate (per person). All costs have to be paid to the Port Authority in advance. Cancellation within one week of the set date or non-participation in an introduction or exam day is subject to the daily rate per person.

A successful candidate will be granted the benefit of a Pilot Exemption Certificate immediately. Certificates

**A pilotage certificate is valid only in respect of the vessel or vessels named on the certificate and only when such vessel is being piloted by the holder of the certificate who must at the time be the bona fide master or first mate of the vessel.**

A certificate will not remain in force for more than 12 months. For renewal see paragraphs 10.1.11.

## 6. Duties of the certificate holder

- 6.1. When a ship is in the charge of the master or mate holding a PEC and is underway within the area of jurisdiction, the Pilot Exemption Flag is to be displayed.
- 6.2. A Pilotage Exemption Certificate holder who observes any alternation to the shoals or to the channels, or that any seamarks are out of place or do not conform or show their proper distinctive character, shall immediately report the circumstances verbally to the Harbour Master, followed by a report in writing as soon as practicable.
- 6.3. When a ship in the charge of a master or mate holding a PEC has touched the ground or has been in collision or in a close quarter situation with any other ship or any fixed or floating object in the water, he shall immediately report the occurrence verbally to the Harbour Master followed by a report in writing on the form prescribed as soon as practicable. An immediate report is also to be made to the Harbour Master.
- 6.4. PEC holders are required to attend any investigation or inquiry held by the Port of Duqm.
- 6.5. PEC holders are to demonstrate their use of the certificate by submitting monthly returns to the Harbour Office.
- 6.6. PEC holders are to report to QHM on VHF channel 11 when they intend to enter or leave the Dockyard port area.

## 7. Investigation or incidents

- 7.1. Any incident or marine casualty involving the holder of a PEC, will be investigated by Duqm Port Authority. The Port Authority may, in cases involving misconduct or incompetence on the part of the certificate holder or in circumstances affecting his capability to pilot the ship or ships specified in the certificate, suspend or revoke his PEC.

## 8. Withdrawal of the exemption certificate

- 8.1. The PEC will become invalid by operation of law, or will be withdrawn, temporarily or otherwise, under the following circumstances.
- 8.2. The certificate holder has not complied with the number of calls on the relevant vessel and to and from the relevant port area;
- 8.3. The Annual Voyage Reporting Form is not submitted to the Port Authority;
- 8.4. The certificate holder no longer meets the issuance requirements;
- 8.5. The certificate holder has become disqualified from acting as master or mate on board a sea-going vessel;
- 8.6. The sea-going vessel pertinent to the certificate has undergone major renovation;
- 8.7. The certificate holder does not comply with the rules and regulations applicable to the waterway and does not act as is fitting of a good traffic participant;
- 8.8. The Port Authority, by virtue of its responsibility regarding safety, does not consider it advisable that the certificate holder act as such

## 9. Limitations

Certificate holders should engage a pilot when

- The space available for maneuvering is so limited for the shipping traffic that unsafe situations may arise;
- Major changes occur in the shipping traffic pattern, e.g. due to calamities and incidents;
- Visual and/or wind restrictions specified on the PEC apply (see overview table in appendix 1).
- Using tug boat(s).

## 10. Renewal of certificates

Application for the renewal of PEC must be made at least 1-month prior before expire date. Application must be made on the application form also obtainable from the Port Authority Office, and must be accompanied by the appropriate fee.

Renewal will normally be granted only if the following conditions are met:

- Applicants for renewal must be able to demonstrate that they continue to be regular users of the Harbour throughout the year
- Additionally, in 3-months preceding renewal they must have completed at least 6 acts of pilotage minimum in the Harbour.
- A current MCA Seafarer Medical Certificate and confirmation of continued medical fitness will be required for all certificate holders. Additional conditions may be required to be satisfied for renewal, after a holder reaches the age of 65.