Regulation

TRAIFI/6798/03.04.01.00/2011

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Validity: Until further notice

Legal basis:
Pilotage Act (940/2003), section 21(2)

Repeals:
Finnish Transport Safety Agency Regulation on examinations for the granting of exemptions from compulsory pilotage (17.1.2011, TRAFI/604/03.04.01.00/2011)


Scope of application:
Shipping

Training, examination and practical pilotage assessment required for issue of Pilot Licences, Pilotage Exemption Certificates and Exemptions

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1 GENERAL

1.1 Objectives

The Finnish Transport Safety Agency hereby issues further provisions on training, examination and practical pilotage assessment related to the granting of Pilot Licences, Pilotage Exemption Certificates and Exemptions referred to in section 21(2) of the Pilotage Act (940/2003).

2 PILOT LICENCE

2.1 Application for Pilot Licence

Pilot Licences are fairway-specific. Applications should be submitted to the Finnish Transport Safety Agency on the appended form (Application for Pilot Licence). The documents listed on the form should be enclosed so as to make it possible for the Agency to verify whether the applicant meets the requirements for obtaining a Pilot Licence set out in section 12(1) of the Pilotage Act.

2.2 Training requirements

A prerequisite for obtaining a Pilot Licence is that the applicant has completed the number of training voyages set out in section 4(1) of the Government Decree on Pilotage (246/2011, hereinafter the Pilotage Decree) on board various types of vessels in the fairway to be recorded in the Pilot Licence.

Part of the training voyages to be conducted in fairways with low traffic levels may be substituted by simulator training. The ship model used in simulator training shall be equivalent to a vessel used in the fairways mentioned in the application. Equivalence is established by the Finnish Transport Safety Agency.

During training the candidate shall acquire the knowledge and skills referred to in 2.2.1 – 2.2.4 relating to the fairway concerned and the vessels to be piloted in it.

2.2.1 Shiphandling

1) Acquaintance with the basic characteristics of the vessel.
2) Manoeuvring of the vessel in both deep and shallow water.
3) Carrying out a stop. Speed control in both deep and shallow water.
4) The ship’s behaviour under the influence of wind.
5) Shiphandling in ice.
6) The ship’s manoeuvrability in slow speed situations.
7) The ship’s manoeuvring characteristics when speed is reduced or accelerated.
8) Acquaintance with the navigation and communication equipment of the ship.
9) Machinery response and the limitations imposed by the propulsion and steering system.
10) Anchoring.
11) Need for various types of tug boats and where they are to be located.
12) Pilot embarkation and disembarkation.
13) Demanding traffic situations and system malfunction affecting the safe operation of the ship.
2.2.2 Familiarity with local conditions

1) Limits of fairway area and depths of water throughout the area; gross underkeel clearance calculations for the design ship; direction of buoyage, aids to navigation, anchorages, nature of the seabed, isles and shoals in the vicinity of the channel; bridge and similar obstruction limitations including air draught.
2) The Finnish and/or Swedish geographical names used in navigation, in communication with the VTS Centre and with the icebreaker service.
3) The VTS areas and reporting points.
4) Hydrodynamic impact of narrows and shoals.
5) Influence of current.
6) Impact of weather conditions.
7) Impact of sight conditions.
8) Other vessels in the fairway or its vicinity.
9) Berthing and unberthing, manoeuvring in the harbour basin.
10) Harbour towage.
11) Ice conditions.

2.2.3 Bridge resource management skills

1) Adequate language skills.
2) Bridge team work and bridge communications.
3) Reporting to the VTS Centre, ports and icebreaker service, and bridge-to-bridge safety communications.
4) Decision-making and emergency communications.

2.2.4 Familiarity with provisions on pilotage, VTS, icebreaking, maritime search and rescue and harbour instructions

1) Legislation on pilotage and vessel traffic.
2) Provisions and instructions on VTS and related reporting procedures, etc.
3) Instructions and procedures for co-operation with the icebreaker service.
4) Alarm and other reporting instructions relating to accidents and incidents at sea and in port.
5) Harbours and harbour areas and instructions particular to them.
6) Provisions on traffic in the Saimaa Canal.

2.3 Examination requirements and practical pilotage assessment

Provisions on examination requirements and practical pilotage assessment for pilots are laid down in section 4(1), subparagraphs (2) and (3) of the Pilotage Decree. The exam consists of a blank chart examination, a written examination and a simulator examination.

2.3.1 Blank chart examination

The blank chart examination is conducted at the Finnish Transport Safety Agency or at Universities of Applied Sciences or vocational institutions providing maritime education and training. Candidates shall demonstrate their familiarity with the items set out in 2.2.2, subparagraphs 1-3. The blank chart examination may be taken in several phases.
2.3.2 Written examination

The written examination is conducted at the Finnish Transport Safety Agency or at Universities of Applied Sciences or vocational institutions providing maritime education and training. Candidates shall demonstrate their familiarity with the items set out in 2.2.4, as applicable. The examination is written in the language indicated in the application.

2.3.3 Simulator examination

The simulator examination is conducted in a simulator approved by the Finnish Transport Safety Agency. The exam consists of preparing a voyage plan for the fairway to be recorded in the Pilot Licence and executing the passage in the simulator according to plan.

The ship model used in the simulator exam shall be equivalent to a vessel that sails in the fairway. Equivalence is established by the Finnish Transport Safety Agency.

The voyage plan shall meet the international recommendations on voyage planning and it shall take account of 2.2.1–2.2.4, as applicable. The voyage plan may be prepared in writing or electronically.

The simulator exam is conducted in both directions of the fairway in the passages established by the Finnish Transport Safety Agency. The knowledge and skills of candidates to execute the passage according to plan and to handle the ship in various conditions is assessed.

2.3.4 Practical pilotage assessment

The practical pilotage assessment is carried out on board ship by an examiner approved by the Finnish Transport Safety Agency. Assessment is carried out in both directions of the fairway and candidates shall demonstrate the knowledge and skills set out in 2.2.1–2.2.4.

Account shall be taken of the following:

1) The vessel shall use a pilot during the practical pilot assessment; otherwise the master shall hold a Pilotage Exemption Certificate. The person responsible for piloting the vessel cannot simultaneously be the examiner.
2) The examiner, the master and, whenever necessary, the pilot as well as the candidate shall go through the practical pilotage assessment and the voyage plan before the assessment starts.
3) Normal shipborne routines apply during the assessment procedure.
4) The master and the examiner are obliged to assess whether conditions are such that the practical pilotage assessment can be carried out safely.
5) Practical pilotage assessment cannot be carried out solely in conditions where the channel piloted in is surrounded by fast ice which significantly restricts the manoeuvring of the vessel.
6) When deciding whether a candidate shall be approved or failed the examiner shall take account of the pilot’s and/or the master’s assessment of the candidate’s skills.
7) A record shall be kept of the assessment (Record of practical pilotage assessment). The record shall be signed by the master, the candidate and the examiner at the completion of the assessment. A note shall be made whether the candidate has passed or failed.
8) The practical pilotage assessment may be carried out in several phases.
2.4 Renewing a Pilot Licence

A prerequisite for renewal of a Pilot Licence is that the pilot meets the requirements of section 12(2) of the Pilotage Act. In the application for renewal of the Pilot Licence the pilot shall enclose documentary evidence that he or she has completed the number of pilotage voyages, training voyages or has acquired the simulator training in the fairway to be recorded in the Pilot Licence provided in section 6(1) of the Pilotage Decree.

Under section 6(3) of the Pilotage Decree the Pilot Licence may also be renewed by practical pilotage assessment as set out in 2.3.4.

The pilot shall at five-year intervals pass the simulator examination and the written examination referred to in section 6(2) of the Pilotage Decree in order to demonstrate that he or she has retained the required familiarity with the fairway. The simulator examination is conducted according to 2.3.3 in the passages stipulated by the Finnish Transport Safety Agency. The written examination is conducted according to 2.3.2.

3 PILOTAGE EXEMPTION CERTIFICATE

3.1 Application for Pilotage Exemption Certificate

Pilotage Exemption Certificates are vessel- and fairway-specific. Applications should be submitted to the Finnish Transport Safety Agency on the appended form (Application for Pilotage Exemption Certificate (PEC)). The documents listed on the form should be enclosed so as to make it possible for the Agency to verify whether the applicant meets the requirements for obtaining a Pilotage Exemption Certificate set out in section 14(2) of the Pilotage Act.

Provisions on the prerequisites for obtaining a Pilotage Exemption Certificate in English are laid down in section 14(3) of the Pilotage Act.

3.2 Training requirements

A prerequisite for obtaining a Pilotage Exemption Certificate is that the applicant has completed the number of training voyages set out in section 7(1) of the Pilotage Decree on board the vessel to be recorded in the certificate or on an equivalent vessel. Half of the training voyages required may be substituted by simulator training. The ship model used in simulator training shall be equivalent to the vessel indicated in the application. Equivalence is established by the Finnish Transport Safety Agency.

If the applicant holds a valid Pilotage Exemption Certificate for another vessel in the fairway concerned, this will be taken into account with respect to the number of training voyages as provided in section 8 of the Pilotage Decree.

During training the candidate shall acquire the knowledge and skills referred to in 2.2.1–2.2.4, as applicable, relating to the fairway and vessel concerned.

3.3 Examination requirements and practical pilotage assessment

Provisions on training requirements for obtaining a Pilotage Exemption Certificate are laid down in section 7(1), subparagraphs (2) and (3) of the Pilotage Decree. The exam consists of a blank chart examination, a written examination and a simulator examination in accordance with 2.3.1–2.3.3. The practical pilotage assessment shall be conducted according to 2.3.4.
The ship model used in simulator training shall be equivalent to the vessel indicated in the application. The simulator examination is conducted in the fairway indicated in the application.

If the candidate has a valid Pilotage Exemption Certificate for another vessel in the fairway, he or she need not complete the exam mentioned in 7(1)(2) of the Pilotage Decree. Only practical pilotage assessment according to 2.3.4 is required.

### 3.4 Renewing a Pilotage Exemption Certificate

A prerequisite for renewing a Pilotage Exemption Certificate is that the holder meets the requirements set out in section 14(4) of the Pilotage Act. In the application the PEC holder shall enclose documentary evidence that he or she has taken part in the navigation of the vessel in the fairway concerned in accordance with section 10(1) of the Pilotage Decree or enclose documentary evidence of completed simulator training.

The PEC may also be renewed by practical pilotage assessment according to 2.3.4 in the fairway concerned.

The holder shall at five-year intervals pass the simulator examination and the written examination mentioned in section 10(2) of the Pilotage Decree in order to demonstrate that he or she has retained the required familiarity with the fairway. The simulator examination is conducted according to 2.3.3 in the passages stipulated by the Finnish Transport Safety Agency. The written examination is conducted according to 2.3.2.

### 4 EXEMPTION

#### 4.1 Application for Exemption

Exemptions are vessel-specific and are issued for one or several fairways. Applications should be submitted to the Finnish Transport Safety Agency on the appended form (Application for Exemption). The documents listed on the form should be enclosed so as to make it possible for the Agency to verify whether the applicant meets the requirements for obtaining an Exemption set out in section 16(2) of the Pilotage Act.

#### 4.2 Training requirements

A prerequisite for granting of an Exemption is that the master or the watch officer has obtained the experience of navigating in the waters indicated in the application and required in section 11(1) of the Pilotage Decree. Applicants for an Exemption from pilotage in the Saimaa Canal shall also have completed the number of training voyages set out in section 11(2) of the Pilotage Decree. The requirements of section 11(3) apply to masters and watch officers of icebreakers.

A third of the navigation experience and training voyages may be substituted by simulator training. The ship model used in the simulator examination shall be equivalent to the vessel sailing in the fairway mentioned in the application. Equivalence is established by the Finnish Transport Safety Agency.

The candidate for Exemption shall acquire the knowledge and skills referred to in 2.2.1–2.2.4 relating to the fairway or the waters concerned during the period of time mentioned in section 11 of the Pilotage Decree, during the training voyages, and during simulator training, as applicable.
4.3 Examination requirements

A prerequisite for granting an Exemption is that the candidate passes the examination referred to in section 11(5) of the Pilotage Decree. The examination consists of a written examination conducted according to 2.3.2 and a simulator examination according to 2.3.3.

If the simulator examination is conducted in one fairway only, a ship model equivalent to the vessel indicated in the application is used and the exam is conducted in the fairway indicated in the application.

If the simulator examination is conducted in several fairways, a ship model equivalent to the vessel indicated in the application is used whereas the extent of the examination is stipulated by the Finnish Transport Safety Agency.

4.4 Renewing an Exemption

Under section 16(4) of the Pilotage Decree an Exemption may, upon application, be renewed on the same grounds as it has been granted.

5 CRITERIA FOR APPROVAL OF EXAMINATIONS AND PRACTICAL PILOTAGE ASSESSMENTS

5.1 Criteria for approval of blank chart examinations

A prerequisite for approval of a blank chart examination is that the candidate demonstrates that he or she is familiar with the items listed in 2.2.2, subparagraphs 1-3. The candidate is failed if he or she does not have at least 80% of the knowledge required or the knowledge required for successful navigation through the critical parts of the fairway. The form Blank chart examination is used for the assessment.

5.2 Criteria for approval of written examinations

A prerequisite for approval of a written examination is that the candidate demonstrates that he or she is familiar with the items listed in 2.2.4, as applicable. The candidate is failed if he or she does not have at least 80% of the knowledge required.

5.3 Criteria for approval of simulator examinations

A prerequisite for approval of a simulator examination is that the candidate

1) is familiar with the requirements for voyage planning and is able to navigate according to plan during the simulator examination
2) is familiar with the operational restrictions of the vessel and can act accordingly
3) is able to retain continuous control of the manoeuvring of the vessel
4) is capable of making use of the fairway area and uses the machinery, the propulsion and steering system in a controlled manner
5) acts rationally and in accordance with good seamanship
6) can make practical use of his or her navigation skills
7) is able to prioritize and make decisions taking due account of safety considerations;
8) is familiar with and is able to handle bridge team routines, and
9) is able to communicate efficiently with the bridge team and external partners.
5.4 Criteria for practical pilotage assessments

The prerequisites for practical pilotage assessments are the same as the prerequisites for approval of simulator examinations in 5.3, as applicable. The form Record of practical pilotage assessment is used for the assessment.

6 RENEWING EXAMINATIONS AND THE PRACTICAL PILOTAGE ASSESSMENT

The candidate must pass all exams forming part of the overall examination. Those applying for Pilot Licenses or Pilotage Exemption Certificates must also pass the practical pilotage assessment.

If a candidate fails in one of the exams forming part of the overall examination, he or she must repeat this exam.

If a candidate fails in more than one of the exams, he or she must repeat the whole examination.

If the candidate fails the practical pilotage assessment, the assessment and the whole examination must be repeated.

The number of trials to pass the examination and the practical pilotage assessment is not restricted.

7 ENTRY INTO FORCE

This Regulation enters into force on 1 July 2011.

This Regulation repeals the Finnish Transport Safety Agency Regulation on examinations for the granting of exemptions from compulsory pilotage (17.1.2011, TRAFI/604/03.04.01.00/2011) and the Finnish Maritime Administration Regulation on written examinations and practical pilotage assessments for the granting of Pilot Licences and Pilotage Exemption Certificates (30.12.2003, No. 2004/50/2003).

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