

ANNEXURE-36

No. A-12034/11/2015-PE-II
 Government of India
 Ministry of Shipping
 PHRD Division

Transport Bhawan,
 1, Parliament Street,
 New Delhi-110001

Dated the 19th May, 2020

To,

Chairmen/Chairperson
 All Major Port Trust (Except Kolkata Port Trust)

Subject:- Guidelines for Authorization of Pilots in Major Port Trust issued under Section 111 of Major Port Trusts Act, 1963.

Sir/Madam,

Please refer to this Ministry's letter of even number dated 31.01.2020 vide which all Major Port Trusts (except Kolkata Port Trust) were directed to adopt the **Model Regulations of Pilots (Training, Certification and Licensing)** circulated by this Ministry with the same letter.

2. The entire process of framing regulations to this effect has been reviewed by this Ministry in consultation with Legislative Department, Ministry of Law and Justice and it has been decided that Pilots in Major Ports are required to be authorized by the Central Government in terms of provision of Section 3 (3) of the "Indian Ports Act", 1908. However, as on date all Major Ports have their own regulations for authorization of Pilots which have been framed under provisions of Major Port Trusts Act, 1963, which is inconsistent with proviso section 3 (3) Indian Ports Act, 1908.

3. Therefore, this Ministry has now framed two sets of guidelines as Part-I and Part-II (copies enclosed). **Part-I** contains uniform guidelines for authorization of Pilots of Major Port Trusts (except Kolkata Port Trust) framed by Central Government in terms of the powers conferred under section 3 (3) of the Indian Ports Act, 1908 read with Section 24 (1) of Major Port Trusts Act, 1963. **Part-II** contains uniform guidelines on other conditions related to Pilotage such as Duties of Pilots, Operational Procedures, Administrative Procedure etc. These guidelines are being issued under section 111 of Major Port Trusts Act, 1963. All the Major Port Trusts (except Kolkata Port Trust) are hereby directed to adopt these guidelines with immediate effect.

4. It is also noticed that in terms of section 24 (1) (b) of Major Port Trusts Act, 1963, no person shall be appointed as a Pilot at any Port, who is not for the time being authorized by the Central Government under the provisions of Indian Ports Act, 1908 to pilot vessels at any Port. However, in Major Ports it has been noticed that the Board first appoints a person as "Pilot" in terms of their respective (Recruitment, Seniority & Promotion) Regulations and then seeks Central Government approval for

their authorization for handling the vessels. Hence, it has been decided that no employee can be designated as a Pilot for which a prior authorization has not been obtained from Central Government in terms of the provisions laid down in the new guidelines. Major Port Trusts may use designations such as "probationary pilot" or "Trainee Pilot" as the case may be till the person is authorized by the Central Government to Pilot vessels. The Board may award the designation of "Pilot" post authorization of its employees.

5. All the concerned Major Ports are also requested to not proceed with the exercise of framing of new regulations in terms of Ministry's letter of even number dated 31.01.2020, any further. It may also be realized that with the issuance of these guidelines the existing (authorization of Pilots)/(Licensing of Pilots) regulations of Major Ports are required to be repealed. Accordingly, all concerned Major Ports will take simultaneous action to repeal their existing regulations immediately.

6. All concerned Major Ports are also requested to carry out amendments in their existing Recruitment, Seniority & Promotion (RS&P) Regulations keeping in view directions laid down in para-4 above.

7. This issues with the approval of Hon'ble Minister of State (Independent Charge) for Shipping.



(Sandeep Gupta)

Director

Ph: 011-23354007

Encls: As Above.

Copy to:-

- (1) PS to Ministers of State for Shipping (Independent Charge)
- (2) PPS to Secretary (Shipping)
- (3) PPS/PS/PA to AS(S)/Sr. E.A/AS&FA/All Joint Secretaries and equivalent Officers.
- (4) Chairman, Indian Ports Association.
- (5) Managing Director, Indian Ports Association.
- (6) Vice Chancellor, Indian Maritime University for information and necessary action.

Part-I

Guidelines for Authorization and Licensing of Pilots in Major Port Trusts under the powers conferred under Section 3 (3) of the Indian Ports Act, 1908 read with Section 24 (1) of the Major Port Trusts Act, 1963.

Commencement and Application

- (1) These guidelines shall come into force with immediate effect.
- (2) They shall apply to all Pilots of _____ (Major) Port Trust.

CHAPTER-I

1. Definitions-

For the context of these guidelines-

- (1) "Board", "Chairman" and "Deputy Chairman" will have the same meaning as in the Major Port Trusts Act, 1963 (38 of 1963).
- (2) "Compulsory Pilotage Waters" means the limits of a port defined as per sub-section (2) of section (4) of the Indian Ports Act-1908 (15 of 1908) and to which provisions of section 31 and section 32 of the said Act has been extended.
- (3) "Competent Pilotage Licensing Authority" means the Conservator of the _____ (Major) Port Trust that by law or tradition administer or provide a pilotage system.
- (4) "Deputy Conservator" means the Officer in whom the direction and management of pilotage is vested.
- (5) "Director General of Shipping" means the Officer appointed by the Central Government for the purpose of exercising or discharging the powers, authority or duties under the Merchant Shipping Act, 1958 (44 of 1958).
- (6) "Government" will have the same meaning as in Indian Ports Act, 1908 (15 of 1908).

- (7) "Indian Maritime University" will have the same meaning as in the Indian Maritime University Act, 2008 (22 of 2008).
- (8) "Pilot" means an Indian National, lawfully licensed under these Guidelines to perform pilotage and other duties as may be assigned to him by the Deputy Conservator.
- (9) "Port" means the Major Port Trust.
- (10) "Port Officer" and "Harbour Master" will have the same meaning as in Indian Ports Act, 1908 (15 of 1908).
- (11) "Probationary Pilot" means a Pilot initially appointed on probation till his appointment is confirmed.
- (12) "Trainee Pilot" means a person inducted for undertaking the prescribed training course for Pilots till the license is issued to him.

Chapter -II

Training and Examination

2. Training

Each pilot shall undergo the Training and examination as follows:

- (1) The Competent Pilotage Authority shall be responsible for imparting training and certification or licensing standards. The standards shall be sufficient to enable Pilots to carry out their duties safely and efficiently.
- (2) Standards for initial training shall be designed to develop in the Trainee Pilot the skills and knowledge determined by the Competent Pilotage Authority to be necessary for obtaining a Pilot Certificate or License. The training shall include practical experience gained under the close supervision of experienced Pilots. This practical experience gained on vessels under actual piloting conditions may be supplemented by simulation, classroom instruction, or other training methods.
- (3) Every Pilot shall be trained in bridge resource management with an emphasis on the exchange of information that is essential to a safe transit. This training shall include a requirement for the Pilot to assess particular situations and to conduct an exchange of information with the Master and/or Officer in charge of navigational watch. Maintaining an effective working relationship between the Pilot and the bridge team in both routine and emergency conditions shall be covered in training. Emergency conditions shall include loss of steering, loss of propulsion and failures of radar, vital systems and automation, in a narrow channel or fairway.

- (4) Initial and continuing training in the Master-Pilot information exchange shall also cover:

- i. Regulatory requirements governing the exchange;
- ii. Recognition of language, cultural, psychological and physiological impediments of effective communication and interaction and techniques for overcoming these impediments; and
- iii. Best practices in the specific pilotage area.

(5) Training requirements for entry level Pilots:

The Pilots shall undergo entry level training of 15 days at Indian Maritime University or any other institute as decided by the Government.

- (6) Practical training or on-job training at the Port.

- i. Port specific training as per Port requirements. This shall include on-job training with the senior Pilots at the Port.
- ii. Port shall have a system of gradation of Pilots, specifying the training requirements for each stage.
- iii. Port specific simulator based training followed by simulator based validation in the presence of concerned Port officials.
- iv. Practical validation by senior Pilot and validation of local Port knowledge by the Port specified panel.

Additionally, the Board shall define its criteria for upgrading and ensuring the continued proficiency of Pilots. This shall be based on simulator based refresher courses.

- (7) Training for migrated Pilots (Pilots with prior pilotage experience)

- i. Port specific training as per Port requirement. Training duration shall be reduced based on the experience requirements of recruited Pilots.
- ii. Port shall have a system of gradation of Pilots, specifying the training requirements for each stage.
- iii. Practical validation by senior Pilot and validation of local Port knowledge by the Port specified panel.

3. Syllabus for Pilotage Certification or Licensing.

Each applicant for a Pilot Certificate or License shall demonstrate that he or she has necessary knowledge of the following:

- i. Limits of local pilotage areas;
- ii. International Guidelines for Preventing Collisions at Sea, 1972 as amended, and also such other national and local navigational safety and pollution prevention rules as may apply in the area;

- iii. System of buoyage in the area;
- iv. Characteristics of the lights and their angles of visibility and the fog signals, racons and radio beacons and other electronic aids in use in the area;
- v. Names, positions and characteristics of the light vessels, buoys, beacons, structures and other marks in the area;
- vi. Names and characteristics of the channels, shoals, headlands and points in the area;
- vii. Bridge and similar obstruction limitations including air draughts;
- viii. Depths of water throughout the area, including tidal effects and similar factors;
- ix. General set, rate, rise and duration of the tides and use of the tide tables and real-time and current data systems, if available, for the area;
- x. Proper Courses and distances in the area;
- xi. Anchorages in the area, rocks, shoals and other navigational hazards;
- xii. Ship handling for piloting, anchoring, in a narrow waterway, berthing and un-berthing, maneuvering with and without tugs, and emergency situations;
- xiii. Communications and availability of navigational information;
- xiv. Systems of radio navigational warning broadcasts in the area and the type of information likely to be included;
- xv. Traffic separation schemes, vessel traffic services and similar vessel management systems in the area;
- xvi. Bridge equipment and navigational aids;
- xvii. Use of radar and other electronic devices; their limitations and capabilities as navigation and collision avoidance aids. Pilots shall undergo all the STCW courses to keep their knowledge of navigational equipment used in their work up to date.
- xviii. Maneuvering behavior of the types of ships expected to be piloted and the limitations imposed by particular propulsion and steering systems;
- xix. Factors affecting ship performance such as wind, current, tide, channel configuration, water depth, bottom, bank and ship interaction including squat;
- xx. Use and limitation of various types of tugs;
- xxi. The English language to a standard adequate to enable the pilot to express communications clearly;
- xxii. IMO Standard Marine Communication Phrases;
- xxiii. IMO Code for the investigation of marine casualties and incidents;
- xxiv. Master-Pilot relationship, Pilot Card, operational procedures;
- xxv. Pollution Prevention;
- xxvi. Emergency and contingency plans for the area;
- xxvii. Safe embarking and disembarking procedures; and
- xxviii. Any other relevant knowledge considered necessary.

4. Examination Committee

There shall be an Examination Committee consisting of the following Members to conduct examination of the Probationary Pilots:

- (1) Deputy Conservator - Chairman
- (2) Harbour Master - Member
- (3) Dock Master/Senior Most Pilot - Member
- (4) an Independent (FG) Master Mariner - Member

5. Failure to pass Examination

In the event a "Probationary Pilot" fails to pass the prescribed examination after three attempts, and after any further attempt, if permitted under these guidelines, his services are liable to be terminated.

6. Continued Proficiency

- (1) Competent Pilotage Licensing Authority shall provide updating and refresher training conducted for certified or licensed Pilots to ensure the continuation of their proficiency and updating of their knowledge.
- (2) In order to ensure the continued proficiency of Pilots and updating their knowledge, the Competent Pilotage Licensing Authority should satisfy itself, at regular intervals not exceeding five years, that all Pilots under its jurisdiction:-
 - (a) continue to possess recent navigational knowledge of the local area to which the Certificate of Licence applies;
 - (b) continue to meet the medical fitness standards; and
 - (c) Possess knowledge of the current international, national and local Laws, Guidelines and other requirements and provisions relevant to the pilotage area and the Pilot's duties.
- (3) Possession of knowledge required by sub Guidelines(1) and (2) may be proved by an appropriate method such as personal service records, completion of continuing professional development courses or by an examination.
- (4) Where a Pilot in cases of absence from duty, for whatever reason, is lacking recent experience in the pilotage area, the Competent Pilotage Authority shall satisfy itself that the Pilot has regained familiarity with the area before his or her return to duty.

7. Classification of Pilots

- (1) A pilot on being licensed may be permitted to pilot vessels provided the Pilot has completed prescribed training of handling the vessels of different Gross Registered Tonnage and drafts as decided by the Mormugao Port Trust.

provided further that prior to handling of vessels with unrestricted tonnage minimum 24 months on the job pilotage experience after obtaining license shall be required

(2) Additional training and certification for Pilots:

If a Pilot intends to acquire exposure and training on up to two Ports, in proximity of each other, it shall be encouraged, so that their service may be utilised in case of emergency/war like situation or sudden changes in the traffic.

(3) Pilots may be allowed to be deployed in other Ports for which he/she is also certified.

Chapter -III

Licensing- Qualification and Conditions

8. Qualification of candidates-

A candidate for a pilot License shall:

- i. be an Indian National
- ii. possess Master (FG) Certificate of Competency with at least one year sailing experience as Chief Officer and above in Foreign Going ships. Indian citizen with foreign Certificate of Competency and recognized by India, must acquire relevant endorsement from the DG Shipping.
- iii. Not more than 40 years (for regular Pilots) and 55 years (for Pilots engaged on contractual basis) of age at the time of entry into pilotage service. No pilot will be allowed to work as 'Pilot' on regular basis beyond the age of 60 years.
- iv. be on probationary training for a period of six months during which he has to undergo training and successfully pass the prescribed examination, unless the Chairman otherwise determines.

Provided that the period of probationary training may be extended beyond six months for sufficient reasons such as-

- a) the candidate is unable to complete required phases of training due to his own illness, or proceeding on leave for sufficient and valid reasons or due to any national emergencies etc.;
- b) in the interest of the Port or Government of India, the candidate is required to be allotted some other duties (with prior arrangement) and is thus unable to complete his training requirements;

- c) the candidate for valid reasons is unable to pass his examination during the stipulated three attempts and in the view of Chairman, needs to be given another chance to pass the examination;

Provided further that the period of probationary training may be curtailed under the following circumstances:

- I. if the candidate has been a Pilot in the Port and has re-joined subsequently;
 - II. if modern technology such as a simulator is used for training.
- v. Every Pilot shall hold an appropriate Pilotage Certificate or Licence issued by the Competent Pilotage Licensing Authority. In addition to stating the pilotage area for which it is issued, the Certificate or License shall also state any requirements or local limitations that the Competent Pilotage Licensing Authority may specify such as maximum size, draught or tonnage of vessels that the holder is qualified to pilot.
- vi. Each Pilot shall satisfy the Competent Pilotage Authority that his or her medical fitness, particularly regarding eyesight, hearing and physical fitness meets the standards required for certification of Masters and Officers in charge of a navigational watch under the International Convention on Standards of Training, Certification and Watch Keeping for Seafarers, 1978, (STCW) as amended.
- vii. Medical Fitness by the prescribed medical authority shall be done once in every two years up to the age of 50 years, however it shall be done annually, thereafter, till the age of 60. The extension of validity of the Pilotage License shall be 65 years, though the retirement age is 60 years in the Port service. Medical fitness is required every 6 months after the age of 60 years, till his service to the Port.
- viii. If a pilot has suffered a serious injury or illness, he or she shall undergo a re-evaluation of his or her medical fitness prior to return to duty.
- ix. Chief Medical Officer of the Port or an empanelled Doctor with the Port, may issue the fitness certificate to the candidate after conducting tests which shall include at least the following:
- Physical Fitness
 - Vision/Colour Blindness
 - Mental alertness

9. Competent Pilotage Licensing Authority

- (1) Every Pilot shall hold Pilot licence to perform the duties of a Pilot at the particular Port.
- (2) The assessment of the experience, qualifications and suitability of an applicant for certification or licensing, as a Pilot, is the responsibility of each Competent Pilotage Licensing Authority.
- (3) The Competent Pilotage Licensing Authority shall be responsible for formulating and implementing the provisions of Comprehensive Pilotage Scheme to be framed by the Ports.
- (4) Such authorization shall be valid only for the Area and Pilotage Jurisdiction it is issued for.
- (5) The validity of the License of a Pilot in active Pilotage service shall be as long as he is in pilotage service with the Port.
- (6) Competent Pilotage Licensing Authority of the Port shall be the authority for grant of license in terms of Law being in force at that point of time.
- (7) A Pilot severing his connection with the Port shall forthwith surrender his Pilot Licence to the Competent Pilotage Licensing Authority.
- (8) The Pilot License Shall be suspended/revoked by the Competent Pilotage Licensing Authority in the circumstances such as:
 - i. proven misconduct and/or misconduct under the Conduct Regulations of _____ (Major) Port Trust;
 - ii. professional misconduct;
 - iii. shipping casualties (accidents) where professional competence is questioned or negligence proved after enquiry into the accident;
 - iv. where formal Court of Enquiry instituted into marine casualty holds the Pilot responsible for an accident;
 - v. on cessation from service if the Licence is not surrendered as required under sub Guideline (7) above.
 - vi. on being medically found unsuitable for pilotage jobs.
- (9) A Pilot may retain Licence on subsequent promotion in the Pilotage Service upto the post of Deputy Conservator and continue to pilot vessels as per the requirements.

Chapter-IV**General****10. Interpretation**

In case of any doubt or difference of opinion about the interpretation of any of the guidelines or any clause of the guidelines or the application, it shall be referred to the Central Government i.e. Department/Ministry of Shipping whose decision shall be final.

11. Relaxation of the provision of the Guidelines

Notwithstanding anything herein contained before, the Government i.e. Department/Ministry of Shipping may, at its discretion, relax any of the Guidelines mentioned above in exigencies of work or situation.

Part-II

Guidelines for Operations of Pilotage Services by the Pilots in Major Ports.

CHAPTER -I

1. Duties of a Pilot.

(i) Pilots to always obey the orders of the authority-

All Pilots shall obey and execute all orders of Dy. Conservator/Harbour Master or his nominated Officer for movement of any vessel within the limits of the Port including docking, undocking, berthing, un-berthing, towing and duties as may be assigned to him.

(ii) Pilot's behaviour-

A Pilot shall at all times exercise strict sobriety. While in charge of a vessel, he shall use utmost care and diligence for safety of own vessel, other vessels in the vicinity, the shipping channel and Port property. He shall monitor the surroundings to ascertain under keel clearance as necessary and shall not ground the vessel without written order of the Master or Owner of the vessel. He shall always give priority to the Port interest and conduct himself accordingly.

(iii) Pilot to obtain certificate of services performed by him-

A Pilot shall on boarding the vessel get the pilotage papers signed by the Master of the vessel for the purpose of raising marine related charges.

(iv) Pilot to go on board the vessels in good time-

A Pilot appointed to take charge of any vessel shall go on board and report himself to the Master well before the scheduled movement of the vessel.

(v) Pilot to see that vessel and her equipment in order-

A Pilot before taking charge of a vessel shall enquire from the Master of the vessel whether the main engines, steering system and other navigational aids are in proper working order.

(vi) Pilot to acquaint with the characteristics of the vessel-

All Pilots shall acquaint themselves with the movement and characteristics of the vessel immediately after boarding the same.

(vii) Pilot to wear proper uniform-

All Pilots shall, when on duty, be properly dressed and remain clean uniforms as prescribed by the Port.

(viii) Moving of vessels-

No Pilot shall move or direct the moving of any vessel within the Port from one position to another, unless the following conditions are fulfilled:

- a. If the vessel is underway, the Master shall be on board;
- b. If the Master leaves the vessel before the movement is completed, the Pilot shall direct the vessel to be anchored in such safe position as may be most easily reached by the vessel and shall not give directions to proceed with the moving until the return of the Master to the vessel;
- c. Throughout the movement, the number of Officers and crew on board and available for duty shall be sufficient to perform any duty which may be required, and if the Pilot on boarding considers that the number is not sufficient, he shall call the Master's attention to the Port Rules and refuse to proceed with movement unless the Master first signs a declaration under his own hand expressly assuming entire responsibility.

Explanation - In these Guidelines, the expression "Master" shall include the First or other Officer duly authorized to act for the Master in the event of the latter being incapacitated from performing the duties of his office.

(ix) Pilot to report on completion of movement-

After piloting a vessel inward or outward or shifting a vessel, the Pilot shall report without delay to the Officer designated by the Deputy Conservator for further duty.

- (x) The Pilot shall not bring a vessel into dock/alongside a berth unless cleared to do so by the Port.

(xi) Pilot when on duty to carry with him his License, etc.-

A Pilot, when on duty, shall always carry with him an official Tide Table for the Port, latest navigational charts, a copy of the relevant Port Rules, his License and any other relevant document.

(xii) Pilot to give information of any alternations in navigational marks, etc.-

A Pilot who has observed any alternation in the depth of channels, or noticed that any buoys, beacons or light vessels have been adrift, broken down,

damaged or shifted from position, or become aware of any circumstance likely to affect the safety of navigation shall forthwith send a detailed report thereof in writing to the Deputy Conservator.

(xiii) Pilot to report Casualties-

- i. A Pilot, whenever any accident has happened or been caused by a vessel while in his charge, shall as soon as possible report the facts in writing in the form prescribed for necessary action by the Deputy Conservator.
- ii. In case of any damage caused to Port properly by the vessel, the Pilot on behalf of the Port, shall issue a letter to the Master holding the Master of the vessel responsible for the damage as per Indian Ports Act, 1908 and Major Port Trusts Act, 1963 and obtain acknowledgement thereof.
- iii. When performing pilotage duties, the Pilot shall report or cause to be reported to the Deputy Conservator, anything observed that may affect safety of navigation or pollution prevention. In particular, the Pilot shall report, as soon as practicable, any accident that may have occurred to the piloted ship and any irregularities with navigational lights, shapes and signals.

(xiv) Pilot on boarding the vessel shall co-ordinate with the Control Station or designated Officer in relation to carrying out his duty suitably.

(xv) Refusal of Pilotage services-

The Pilot shall have the right to refuse pilotage when the ship to be piloted poses a danger to the safety of navigation or to the environment. Any such refusal, together with the reason, shall be immediately reported to the Deputy Conservator for action as appropriate.

(xvi) In order to ensure total fitness the duty Pilots shall be adequately rested and mentally alert in order to provide undivided attention to pilotage duties for the duration of the passage.

(xvii) Master of RSV Vessels, because of their better understanding of local conditions, may apply for exemption/relaxation with proper justification from certain requirements of this Guideline. Exemption/ relaxation may be authorised on case to case basis by Dy. Conservator.

CHAPTER-II

Shore Station- Monitoring and Control

Operational procedure for Pilots

- (1) For safe and expeditious passage of ships effective co-ordination shall be established between the Pilot, the Master and the bridge personnel, taking due account of the ship's systems and equipment available to the Pilot.

(2) Pilot boarding Point-

- i. The appropriate Competent Pilotage Licensing Authority should establish and promulgate the location of safe Pilot embarkation and disembarkation points.
- ii. The Pilot boarding point shall be at a sufficient distance from the commencement of the act of pilotage to allow safe boarding conditions.
- iii. The Pilot boarding point shall also be situated at a place allowing for sufficient time and sea room to meet the requirements of the Master-Pilot information exchange.

(3) Pilot Boats-

Depending on weather conditions, the Port shall have Pilot Boats/Crafts fit for the purpose of Pilot embarkation and disembarkation as per certification from IACS which must also be capable to function as rescue boat

(4) Discipline-

All Pilots shall be subjected to the Classification, Control and Appeal Guidelines, Conduct Guidelines and any other service Rules/Guidelines framed or to be framed by the Port They shall also abide by the administrative orders as may be issued by the Port from time to time to regulate their work and conduct.

(5) Execution of Bonds -

On being selected, a Probationary Pilot shall execute, before joining, a bond declaring that he shall serve for a period prescribed by the Port after successful completion of training, **failing which, he shall pay the Port the cost of training and any other amount determined by the Appointing Authority.**

(6) Number of Tugs and other Support Crafts-

The Port shall establish and define the number and power of support crafts required for various categories of vessels calling at the Port. The Port shall also establish the detailed limits of permitted operations including the wind, weather and the tides and currents. Port shall also define the Under Keel Clearance Policy for the Port.

(7) Procedures for requesting Pilot-

- i. The appropriate Competent Pilotage Authority shall establish, promulgate and maintain procedures for requesting a Pilot for an inbound or outbound ship, or for shifting a ship.
- ii. The ship shall furnish as early as possible with frequent updates where possible information on the Estimated Time of Arrival (ETA) or Departure (ETD).
- iii. Communication by VHF or other dedicated means shall be established as soon as possible to enable the Master to confirm the ship's ETA and the Pilot Station to furnish relevant information regarding Pilot boarding.
- iv. The initial ETA message to the Pilot Station shall include all the information required by local Guidelines, including:
 - (a) ship's name, call sign, ship's agent;
 - (b) ship's characteristics: length, beam, draught, air draught if relevant, speed, thrusters (s);
 - (c) date and time expected at the Pilot boarding point;
 - (d) destination, berth (if required, side alongside); and
 - (e) Other relevant requirements and information.

(8) Master - Pilot information exchange-

- i. The Master and the Pilot shall exchange information regarding navigational procedures, local conditions and Rules and the ship's characteristics. This information exchange shall be a continuous process that generally continues for the duration of the pilotage.
- ii. Each pilotage assignment shall begin with an information exchange between the Pilot and the Master. The amount and subject matter of the information to be exchanged shall be determined by the specific navigation demands of the pilotage operation. Additional information shall be exchanged as the operation proceeds.
- iii. Competent Pilotage Authority shall develop a standard exchange of information practice, taking into account regulatory requirements and best practices in the pilotage area. Pilots shall consider using an information card, form, checklist or other memory aid to ensure that essential exchange items are covered. If an information card or standard form is used by Pilots locally regarding the anticipated passage, the layout of such a card or form shall be easy to understand. The card or form shall supplement and assist, not substitute for, the verbal information exchange.

- iv. This exchange of information shall include at least the following:
 - (a) presentation of a completed standard Pilot card. In addition, information shall be provided on rate of turn at different speeds, turning circles, stopping distances and, if available, other appropriate data;
 - (b) general agreement on plans and procedures, including contingency plans, for the anticipated passage;
 - (c) discussion of any special condition such as weather, depth of water, tidal currents and marine traffic that may be expected during passage;
 - (d) discussion of any unusual ship-handling characteristics, machinery difficulties, navigational equipment problems or crew limitation that could affect the operation, handling or safe manoeuvring of the ship;
 - (e) information on berthing arrangements; use, characteristics and number of tugs; mooring boats and other external facilities;
 - (f) information on mooring arrangements
 - (g) confirmation of the language to be used on the bridge and with external parties
- v. Any passage plan is a basic indication of preferred intention and both the Pilot and the Master shall be prepared to depart from it when circumstances so dictate.
- vi. Pilots and Competent Pilotage Authorities shall be aware of the voyage planning responsibilities of Masters under applicable IMO instruments.

(9) Communications Language-

- i. Pilots shall be familiar with the IMO Standard Marine Communication Phrases and use them in appropriate situations during radio communications as well as during verbal exchanges on the bridge so as to enable the Master and Officer in charge of the navigational watch to better understand the communications and their intent.
- ii. Communications on board between the Pilot and bridge watch keeping personnel shall be conducted in English language or in a language other than English that is common to all those involved in the operation.
- iii. When a Pilot is communicating to parties external to the ship, such as Vessel Traffic Services, tugs or linesmen and the Pilot is unable to communicate in English language or a language that can be understood on the bridge, the Pilot shall, as soon as practicable, explain what was said to enable the bridge personnel to monitor any subsequent actions taken by those external parties.

CHAPTER -III**Administrative Procedures****3. Administrative Procedures****(1) Log book to be kept at Control Station-**

Staff at the Control Station shall maintain a log book containing such particulars as may be specified by the Port. The Officer in charge of the Control Station shall also forward the log book to the designated Officer in the Port for inspection at such intervals as may be ordered by him.

(2) Senior Pilots to give instructions to Junior Pilots and Probationary Pilots-

Senior Pilots shall assist and instruct the Junior Pilots and Probationary Pilots in all branches of Pilot's duty.

(3) Pilot giving evidence-

A Pilot shall not attend to give evidence in any trial or enquiry to which he is not a party, unless he is under subpoena, without prior permission of the Chairman.

Chapter-IV**General****4. Interpretation**

In case of any doubt or difference of opinion about the interpretation of any of the guidelines or clause of any guidelines or in its application, it shall be referred to the Central Government i.e. Department/Ministry of Shipping whose decision shall be final and binding on the Ports.

5. Relaxation of the provision of the Guidelines

Notwithstanding anything herein contained before, the Government i.e. Department/Ministry of Shipping may, at its discretion, relax any of the Guidelines mentioned above in exigencies of work or situation.

ANNEXURE-37

[To be published in the Gazette of India, extraordinary, part-II, section 3, sub-Section (I)]

GOVERNMENT OF INDIA

**MINISTRY OF SHIPPING
(PHRD Division)**

NOTIFICATION

New Delhi, Dated the June, 2020

GSR ____ In exercise of the powers conferred by Sub-section (1) of Section 124, read with Sub-Section (1) of Section 132 of the Major Port Trusts Act, 1963 (38 of 1963), the Central Government hereby repeals the Kandla Port Trust (Authorization of Pilots) Regulations, 2013, with effect from the date of publication in the Official Gazette.

Foot Note :

1. Principal Regulations published, vide, G.S.R. 90(E) dated 14.02.2013.

(Kailash Kumar Aggarwal)
Joint Secretary to the Government Of India
(F. No. I-26011/1/2018-PE-I)

To,

The Manager
Government of India Press
Mayapuri, New Delhi

ANNEXURE-38

[To be published in the Gazette of India, extraordinary, part-II, section 3, sub-Section (I)]

GOVERNMENT OF INDIA**MINISTRY OF SHIPPING
(PHRD Division)****NOTIFICATION**

New Delhi, Dated the June, 2020

G.S.R..... (E) - In exercise of the powers conferred by sub-section (1) of section 124, read with sub-section (1) of Section 132 of the Major Port Trusts Act, 1963 (38 of 1963), the Central Government hereby approves the Kandla Port Trust Employees (Recruitment, Seniority and Promotion) Amendment Regulations, 2020, made by the Board of Trustees for the Deendayal Port Trust and set out in the Schedule annexed to this notification.

2. The said regulations shall come into force from the date of publication of this notification in the Official Gazette.

SCHEDULE

In exercise of the powers conferred by Section 28 of the Major Port Trusts, Act, 1963 (38 of 1963), the Board of Trustees of the Deendayal Port Trust hereby makes the following Regulations further to amend Kandla Port Trust Employees' (Recruitment, Seniority and Promotion) Amendment Regulations, 2009:-

1. **Short Title and commencement:**

- (1) These regulations may be called Kandla Port Trust Employees' (Recruitment, Seniority and Promotion) Amendment Regulations, 2020.
- (2) They shall come into force on the date of publication of the approval of the Central Government in the Official Gazette.

2. In the Kandla Port Trust Employees (Recruitment, Seniority & Promotion) Amendment Regulations, 2009, in the Schedule to the Regulations,

(i) For the post of Pilot at Sr. No. 55-

(a) In column No. 2, the name of the Post shall be substituted as "Trainee Pilot"

(b) In column 13, the following shall be added:-

"After authorization by the Central Government, the designation of the Trainee Pilot will be changed as Pilot."

Footnote:- Principal Regulations published vide G.S.R. 767(E), dated 20.10.2009 and was subsequently amended *vide*

- (i) G.S.R. 551(E), dated 07.07.2015;
- (ii) G.S.R. 152(E), dated 08.02.2016;
- (iii) G.S.R. 1124(E), dated 09.12.2016;
- (iv) G.S.R. No. 545(E) dated 02.06.2017;
- (v) G.S.R. No. 852(E) dated 10.09.2018;
- (vi) G.S.R. No. 120 (E) dated 15.02.2019;
- (vii) G.S.R. No. 473(E) dated 05.07.2019; and
- (viii) G.S.R. No. 06(E) dated 02.01.2020

(Kailash Kumar Aggarwal)
Joint Secretary to the Government Of India
 (F. No. I-26011/1/2018-PE-I)

To,

The Manager
 Government of India Press
 Mayapuri, New Delhi

ANNEXURE-39

Annexure IV

Comparative Statement - I

Name of the Regulation : **The Kandla Port Trust Employees' (RSP) Amendment Regulations, 2009**

Sr. No.	Column No. and Headings in existing clause	Existing provision	Proposed provision	Deviation, if any, from the Model Regulation with details and justification for the amendment/deviation
55.	Column No. 2 Name of the Post	Pilot	Trainee Pilot	Designation changed as per the Ministry letter No. A-12034/11/2015-PE-II dated 19.05.2020.
	Column No. 13 Remarks	--	After authorization by the Central Government, the designation of the Trainee Pilot will be changed as Pilot.	