



Marine Notice No 33 of 2019

Amended: 06/01/2021

Notice to all ship owners, fishing vessel owners, port authorities, agents, masters, pilots and seafarers

Pilot Transfer Arrangements

This Marine Notice supersedes Marine Notice No. 11 of 1995.

This Marine Notice aims to remind ship owners, fishing vessel owners, port authorities, agents, masters, pilots and seafarers, that pilot transfer arrangements, which include pilot ladders, must be certified, maintained and rigged in accordance with Chapter V Regulation 23, of the International Convention for the Safety of Life at Sea (SOLAS). The Merchant Shipping (Pilot Transfer Arrangements) Rules 2020 (S.I. No. 686 of 2020) implement Chapter V, Regulation 23.

Ships engaged on voyages in the course of which pilots are likely to be employed, shall be provided with pilot transfer arrangements in accordance with SOLAS Chapter V, Regulation 23. Please refer to Appendix I for details (Source: IMO Circular MSC.1/Circ.1428).

Ship owners, fishing vessel owners, masters, and seafarers should ensure that:

1. Pilot ladders shall be used solely for the embarkation and disembarkation of pilots (SOLAS Chapter V, Regulation 23.2.1).
2. All appliances used for pilot transfer shall be kept clean, properly maintained and stowed and shall be regularly inspected to ensure they are safe to use (SOLAS Chapter V, Regulation 23.2.1).
3. The rigging of pilot transfer arrangements and the embarkation of a pilot shall be supervised by a responsible officer having means of communication with the navigation bridge and who shall also arrange for the escort of the pilot by a safe route to and from the navigation bridge. Personnel engaged in the rigging and operating of any mechanical equipment shall be instructed in the safe procedures to be adopted (SOLAS Chapter V, Reg 23.2.2).
4. Pilot ladders shall be certified in accordance with SOLAS, Chapter V, Reg 23.2.3 or in accordance with S.I. No. 177/2017 - *European Union (Marine Equipment) Regulations 2017*¹, if applicable.
5. All pilot ladders used for the transfer shall be clearly identified with tags or other permanent markings so as to enable identification of each appliance for the purpose of survey, inspection and record keeping. A record shall be kept on board the ship

¹ As amended by S.I. No. 312/2018 - *European Union (Marine Equipment) (Amendment) Regulations 2018*.

as to the date the identified ladder is placed into service and any repairs effected (SOLAS, Chapter V, Reg 23.2.4).

6. An accommodation ladder in conjunction with the pilot ladder (a combination arrangement) shall be used whenever the distance from the surface of the water to the point of access to the ship is more than 9m (SOLAS, Chapter V, Reg 23.3.3.2).
7. Mechanical pilot hoists shall not be used (SOLAS Chapter V, Reg 23.6).
8. No pilot ladder should have more than two replacement steps which are secured in position by a method different from that used in the original construction of the ladder, and any steps so secured should be replaced as soon as reasonably practicable by steps secured in position by the method used in the original construction of the pilot ladder. When any replacement step is secured to the side ropes of the pilot ladder by means of grooves in the sides of the step, such grooves should be in the longer sides of the step (IMO Assembly Resolution 27/Res.1045, paragraph 2.1.3).

Any defects, including those observed by pilots, should be reported to the Marine Survey Office:

Marine Survey Office
Department of Transport, Tourism and Sport
Leeson Lane
Dublin 2
Ireland
Tel: 00 353 (0)1 678 3400
Email: mso@dtas.gov.ie

Marine Notices are issued purely for maritime safety and navigation reasons and should not be construed as conferring rights or granting permissions.

Irish Maritime Administration,
Department of Transport, Tourism and Sport,
Leeson Lane, Dublin 2, D02 TR60, Ireland.

30/08/2019

Amended: 23/09/2019 & 06/01/2021

Encl: Annex

<p>For any technical assistance in relation to this Marine Notice, please contact: The Marine Survey Office, tel: +353-(0)1-678 3400. For general enquiries, please contact the Maritime Safety Policy Division, tel: +353-(0)1-678 3418. Written enquiries concerning Marine Notices should be addressed to: Dept. of Transport, Tourism and Sport, Maritime Safety Policy Division, Leeson Lane, Dublin 2, D02 TR60, Ireland. email: MarineNotices@dtas.gov.ie or visit us at: www.gov.ie</p>
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Appendix 1: Required boarding arrangements for pilot

REQUIRED BOARDING ARRANGEMENTS FOR PILOT

In accordance with SOLAS Regulation Y/23 & IMO Resolution A.1045(27)
INTERNATIONAL MARITIME PILOTS' ASSOCIATION

H.Q.S. "Wellington" Temple Stairs, Victoria Embankment, London WC2R 2PN Tel: +44 (0)20 7240 3973 Fax: +44 (0)20 7210 3518 Email: office@impahq.org
This document and all IMO Pilot-related documents are available for download at: <http://www.impahq.org>

RIGGING FOR FREEBOARDS OF 9 METRES OR LESS

- HANDHOLD STANCHIONS:** Min. Diam. 32mm, Min. 120cm Above Bulwark. Handholds: Min. 70cm, Max. 80cm.
- MAN-ROPES (without knots):** Min. Diam. 23mm, Max. Diam. 32mm IF REQUIRED BY THE PILOT.
- SIDE ROPES:** Min. Diam. 18mm.
- SPREADER:** Min. 180cm Long.
- ALL STEPS:** Must rest firmly against ship's side. Spacing: 31-35cm, 40cm.
- 5th STEP:** From bottom must be a spreader.
- 6 METRES:** unobstructive ship's side.
- Height:** Required by Pilot.

COMBINATION ARRANGEMENT FOR SHIPS WITH A FREEBOARD OF MORE THAN 9 METRES WHEN NO SIDE DOOR AVAILABLE

- PILOT LADDER:** Must extend at least 2 metres above lower platform. Ladder must be firmly attached to ship's side, 1.5 metres above accommodation platform.
- ACCOMMODATION LADDER:** Secured to ship's side. Maximum 45° slope. Should lead aft.
- Lower platform:** Shall be a minimum of 5 metres above the sea. Lower platform horizontal. Recommended 9 metres freeboard mark.
- 6 METRES:** unobstructive ship's side.
- Accommodation ladder:** should be secured to ship's side (Using eyed, ratchet or pneumatic system).

PILOT LADDER WINCH REEL (A)

- NO!** No shackles, knots or splices.
- NO!** The steps must be equally spaced.
- NO!** The steps must be horizontal and checks under the steps must be tightly secured.
- NO!** Spacers must not be lashed between steps.
- NO!** Side ropes must be equally spaced.
- NO!** The steps should not be painted, dirty or slippery.
- NO!** Loops and tripping lines present a tripping hazard and foul the Pilot Launch.
- Handholds:** Min. 70cm, Max. 80cm.
- Minimum Clearance:** 220cm.
- NO OBSTRUCTIONS**
- Min. 91.5cm**

PILOT LADDER WINCH REEL (B)

- All pilot ladder winch reels should have a means of prevention from being accidentally operated.
- The brake and lock must be operative on manually operated winches.
- Power winches must have an operative safety device to lock the winch in position.
- Minimum Clearance:** 220cm.
- Handholds:** Min. 70cm, Max. 80cm.
- Minimum:** 91.5cm.

PILOT LADDER WINCH REEL (C)

- Side opening:** Handholds Min. 70cm, Max. 80cm.
- Minimum Clearance:** 220cm.
- Ship's side doors:** used for transfer should not open outward.
- Minimum:** 91.5cm.
- 75cm** (width of side opening)
- 75cm** (width of side opening)
- Bulwark & Pilot ladder:** secured to deck strong points.
- Lifeline with self-igniting light.**
- Responsible Officer:** in contact with bridge.
- Handhold stanchions:** rigidly secured to deck.