

APPLICATION FOR PILOT EXEMPTION CERTIFICATE (PEC)

according to the Swedish Transport Agency's Regulations and General Advice (TSFS 2009:123) on Pilotage

<input type="checkbox"/> New application	<input type="checkbox"/> Renewal of PEC No: _____	<input type="checkbox"/> Supplement to PEC No: _____
---	--	---

APPLICANT:

Surname	First name	Date of Birth (yyyy-mm-dd)
Nationality	Nautical Competence Certificate (enclose)	Valid to
Position onboard	Special Competence Certificates (enclose)	Valid to

VESSELS INCLUDED IN THE APPLICATION:

Name of the vessel	Call sign	Type of Vessel	Maximum length (m)	Maximum width (m)	Draft (m) (Summer - SW)

NB: Additional information for each vessel to be enclosed in the form "Safety Assessment Documentation"

PILOT ROUTE OR OTHER ROUTE:

Date
Signature of Applicant

RECEIVER OF THE PROCESSED APPLICATION:

Name and Address		
Telephone	Fax	E-mail

RECEIVER OF THE INVOICE:

Address in Sweden to owner, agent or other contact.

Name and Address

SF LD 1 (eng) 1.0

**The original application to be sent to:
Swedish Transport Agency, Maritime Division, S-601 73 Norrköping, Sweden**

SAFETY ASSESSMENT DOCUMENTATION

APPLICANT

Name	Date of Birth (YYYYMMDD)
------	--------------------------

VESSEL PARTICULARS AND MANOEUVRING EQUIPMENT *

Name		Flag	Call Sign	IMO-No
Type of ship	Max. length (m)	Max width (m)	Draft (m) (Summer-SW)	Gross Tonnage
				<input type="checkbox"/> Single Bottom <input type="checkbox"/> Double Bottom <input type="checkbox"/> Double Hull
Main Engines	Number	Power (kW) per engine	Remarks	
Propellers	Number	Type	Remarks	
Rudders	Number	Type	Remarks	
Bowthrusters	Number	Power (kW) / unit	Remarks	
Sternthrusters	Number	Power (kW) / unit	Remarks	
Other Manoeuvring Devices	Description			
Main Cargo	Description (if the application concerns vessel carrying chemical cargos in bulk , specify UN-No regarding intended cargo)			

BRIDGE EQUIPMENT AND CHART SYSTEMS ETC * Check box when applicable

Navigation and Bridge Equipment in Addition to SOLAS Requirements:	Specifications
<input type="checkbox"/> Radars	
<input type="checkbox"/> ARPA	
<input type="checkbox"/> Gyro	
<input type="checkbox"/> Radio equipment	
<input type="checkbox"/> Echosounder	
<input type="checkbox"/> Turnrate indicator	
<input type="checkbox"/> Others	

Special Equipment:

Positioning Systems <input type="checkbox"/> GPS <input type="checkbox"/> DGPS Specify <input type="text"/> <input type="checkbox"/> Other → <input type="text"/>	Autopilot <input type="checkbox"/> Heading control <input type="checkbox"/> Tracking control	AIS <input type="checkbox"/> MKD (Minimum Key Display) <input type="checkbox"/> In electronic chartdisplay <input type="checkbox"/> In radar <input type="checkbox"/> AIS "Pilot Plug" available	Integrated Systems according to SOLAS Standards <input type="checkbox"/> Integrated Bridge System <input type="checkbox"/> Integrated Navigation System
---	---	--	--

Electronic Chart System:
NB: Requested information should apply to the route of this application!

<input type="checkbox"/> ECDIS (acc.to SOLAS standard) → <input type="checkbox"/> Raster Charts	<input type="checkbox"/> Official ENC	Back-Up Method = <input type="checkbox"/> Paper Charts	<input type="checkbox"/> Doubling
<input type="checkbox"/> ECS (Electronic Chart System) → <input type="checkbox"/> Raster Charts	<input type="checkbox"/> Official ENC	<input type="checkbox"/> Other ENC	
<input type="checkbox"/> RCDS (Raster Chart Display System) → <input type="checkbox"/> Raster Charts			

Period of corrections for the Electronic Charts of the route:

Bridge Design:	<input type="checkbox"/> Cockpit	<input type="checkbox"/> Conventional	<input type="checkbox"/> Other	<input type="checkbox"/> Sketch enclosed
-----------------------	----------------------------------	---------------------------------------	--------------------------------	--

MANNING * State number in applicable box

Total:	Navigation Officers (including the Master) <input type="text"/>	Deck Ratings <input type="text"/>	Engine Officers <input type="text"/>
Manning on the bridge when navigating in the route of exemption:	Master <input type="text"/>	Navigation Officers <input type="text"/>	Designated Look Out <input type="text"/>

Procedures when navigating in the route concerning e.g. manning of the bridge and any co-pilot system to be enclosed to a new application.

Watch system for Navigation Officers	
--------------------------------------	--

* If more space is required use separate sheets

Date

Signature of Applicant

General conditions when using a fairway-related or general Pilot Exemption Certificate (PEC)

(Chapter 5, Section 4 and Chapter 6, Section 4 TSFS 2009:123)

1. A ship's officer other than the master may not use his or her fairway-related or general PEC unless the master holds a fairway-related or general PEC for the ship and fairway in question.
2. A fairway-related or general PEC may not be used if the ship is obligated to use a pilot according to Chapter 2, Section 2, of the Swedish Transport Agency's Regulations and General Advice (TSFS 2009:123) on Pilotage.
3. When a ship is obligated to use two pilots, a fairway-related or general PEC may only be used if the PEC permits the holder to replace one of the pilots. Only one of the pilots may thus be replaced by a PEC holder.
4. A fairway-related or general PEC may be used during tugboat assistance only if this is permitted in the PEC.
5. A fairway-related or general PEC may not be used if the ship's dimensions exceed the maximum length, breadth or draught recommended by the Swedish Transport Agency or the Swedish Maritime Administration for the fairway.
6. A fairway-related or general PEC may only be used during normal functioning of the propulsion machinery, equipment, and instruments that were stated in the *Safety Assessment Documentation* form.
7. A fairway-related or general PEC may only be used if the holder has a valid certificate of competence for his or her signed-on position on board.
8. Before beginning the use of a fairway-related or general PEC, the holder may not have been on duty for such a long time that the total time of duty exceeds six hours during twelve consecutive hours unless this is permitted in the PEC.
9. During twelve consecutive hours, a holder of a fairway-related or general PEC may not navigate the ship a greater distance than the ship normally can cover during six hours unless this is permitted in the PEC.
10. A holder of a fairway-related or general PEC holder shall notify the point of time at which he or she will begin the use of the PEC and the PEC number to the appropriate Vessel Traffic Services Center. A PEC holder shall notify the VTS Center well in advance but not later than 30 minutes ahead.
11. A fairway-related or general PEC holder shall at all times be present at the place from which the ship is maneuvered and stay informed of the traffic situation and other maritime safety-related situations in the fairway. Fairway regulations shall be followed.
12. Grounding, collision or other breakdown shall immediately be reported to the Vessel Traffic Services Center. Reporting to the VTS Center does not mean that the Maritime Rescue Coordination Center is alerted.
13. If one year or more has passed since a holder of a fairway-related or general PEC made his or her latest passage in the fairway, the PEC holder is obliged to use a pilot. For Trollhätte kanal, the corresponding period of time is six months, and the PEC holder is obliged to use a pilot in both directions. If a general PEC holder never has made a passage in the fairway, he or she is obliged to use a pilot.

I have this day _____

read and understood the above

Signature of applicant _____

Name in capital letters _____

VERIFICATION OF INFORMATIONAL PASSAGE

APPLICANT:

Surname	First Name	Date of Birth	Position
---------	------------	---------------	----------

VESSEL:

Name of Vessel	IMO No	Call Sign	Flag
----------------	--------	-----------	------

PILOT ROUTE OR OTHER ROUTE:

	Inbound
	Outbound
	Passage

REMARKS:

SF LD 5 (eng) 1.0

Date *

* This verification is valid for a period of 6 months

Pilot in Charge

Signature

Name in capital letters

Pilot No

This verification shall be enclosed to the application for a Pilot Exemption Certificate

**Listing of passages in the fairway referred to
when applying for a Pilot Exemption Certificate**

Ship _____

Applicant _____

Call sign _____

Date of birth _____

IMO-No _____

From	Via	To	The undersigned hereby verify that the applicant has taken active part in the navigation of the vessel in the fairway:	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	
			Date	Signature
			Position - Pilot No etc / name in block letters	

Information regarding application and knowledge requirements to obtain a Pilot Exemption Certificate (PEC) in Sweden

GENERAL QUESTIONS ABOUT PILOT EXEMPTION CERTIFICATE (PEC)

Who can obtain a Pilot Exemption Certificate?

- the Master of the vessel
- other signed-on deck officer holding a Certificate of Competency valid as Master on the concerned vessel in Near Coastal Trade
- other signed-on deck officers if extraordinary reasons exist

Where to send the application?

To: Swedish Transport Agency, Maritime Department, SE 60173 Norrköping, SWEDEN

Which application forms have to be enclosed?

Application for Pilot Exemption Certificate, Safety Assessment Documentation
General Conditions when using a Pilot Exemption Certificate and Verification of Informational Passage
The forms are found on the website of the Swedish Transport Agency. (www.transportstyrelsen.se)

Which other documents have to be signed and enclosed?

- Copy of Nautical Certificate of Competence
- Copy of other Certificate of Competencies as handling of oil and chemicals in bulk and service on High Speed Crafts, if any
- Verification of experience referred to
- Updated procedures for navigation in the fairway e.g. as described in the Safety Management System of the vessel

What regulations are in force?

Swedish Transport Agency's Regulations and General Advice (TSFS 2009:123) on Pilotage.
The regulation are found on the website of the Swedish Transport Agency. (www.transportstyrelsen.se)

What is the charge for a Pilot Exemption Certificate?

The fee that is charged depends of the length of the fairway concerned.
Every additional examination will be charged as well as a supplement to an existing Certificate.

What period is the PEC valid?

Normal period of validity for a PEC is 3 years. The holder is however obliged to use a pilot if one year or more has passed since the latest passage in the fairway. For Trollhätte kanal, the corresponding period is six months.

What is the procedure when I will serve on another vessel?

During the period of validity of the PEC it may be supplemented to include other vessels where the holder of the PEC is serving. An application for such supplement shall be made on the form *Application for Pilot Exemption Certificate* and to be enclosed by the form *Safety Assessment Documentation* and if applicable, verification of time served onboard the vessel applied for.

KNOWLEDGE REQUIREMENTS AT THEORETICAL AND PRACTICAL EXAMINATIONS TO OBTAIN A PILOT EXEMPTION CERTIFICATE

Theoretical examination:

The theoretical examination is a test when the applicant shall answer questions regarding the fairway, the port, reporting procedures, influence of weather and General Conditions to use a PEC. The test may be in writing and include that the applicant draws data in a blank chart about for example:

- maximum allowed length, breadth and draft in the concerned fairway and port
- what courses, distances of passage, lines of limitation and relevant clearing lines that may be used.
- existing leading lines, lights, buoys and spar buoys in the area and their names, characters and colours.
- land shoals, shallow areas and isolated shoals
- other depth information related to the fairway and the port.
- suitable anchorage areas and areas where anchorage is prohibited.
- existing vessel traffic
- suitable, not suitable and forbidden areas of meeting.
- existing traffic regulations, speed limitations and restrictions

The applicant shall furthermore present a personal file of notes showing:

- pre-planned passages -inbound and outbound (to correspond to a Voyage Plan / Passage Plan) including complete information about main courses, change of course marks, change of course lines, "no go areas" and radar distances.
- necessary information regarding the port e.g. the length of the berths, berth numbers, distances between the quay and cranes.

Parts of the theoretical examination consists of written questions where the applicant shall show good knowledge of:

- reporting procedures in VTS-areas and ports.
- existing reporting points and reporting lines.
- what VHF channels to be used in the area
- reporting procedures at accidents, near-accidents, environmental accidents or at any risk of an environmental damage.
- how to contact linesmen and tugs.
- port regulations in force and other relevant rules.
- how to obtain local information concerning wind force, direction of current, water level and weather situation.
- influence of wind direction and currents during passage.
- valid weather restrictions that might be in force.
- valid General Conditions to use a Pilot Exemption Certificate and their significance

Practical examination:

During parts of the examination the appointed pilot may demand that navigational aids as charts, radar charts, electronic chart devices etc shall be unavailable to the applicant. During the examination the applicants Passage Plan or file of notes are to be used and will be evaluated.

1. KNOWLEDGE OF THE FAIRWAY

- how and what courses, distances of passage, clearing lines and lines of limitation that may be used
- how and what leading lines, lights, bouys and spar bouys may be used during passage in the area known with names, characters and colours
- land shoals, shallow areas and isolated shoals
- other depth information related to the fairway and the port
- where anchorage is recommended or prohibited.
- suitable, not suitable areas of meeting and where meeting is prohibited
- existing traffic regulations, speed limitations and restrictions

2. MANOEUVERING

- planning of manoeuvring of the vessel at present conditions regarding wind, current and visibility
- planning of passing other vessels in the fairway at present conditions regarding wind, current and visibility
- position of the vessel in regards to other traffic
- position of the vessel on the correct side of the fairway regarding the present conditions of wind, current and visibility.
- position of the vessel when starting major turns
- how to manoeuvre the vessel to obtain planned effect
- choice of appropriate measures, coordination and accuracy when manoeuvring and berthing
- assistance by tug when appropriate

3. VISUAL NAVIGATION

- how and what visual leading lines to be used in the fairway
- how and what change of course marks and turning control marks to be used in the fairway
- visual view of the fairway at daylight and in darkness

4. RADAR NAVIGATION

- use of control marks (lines) at turns when navigating by radar
- use of safety distances when navigating in the fairway
- the radar picture of the fairway at normal conditions

5. HANDLING OF EQUIPMENT

- how to connect / disconnect the autopilot
- how to connect / disconnect the steering to the bridgewings or to other locations
- how to change the settings of the AIS device and when such changes has to be made
- the function of the radio and communication equipment
- the function of the electronic chart device if applicable
- the possibilities and limitations of the radar system, AIS device and the electronic chart device.

6. COMMUNICATION

- The English language or the Swedish language and the English language
- how and when reporting is to be made in the area and at designated reporting points
- what VHF channels are in use in the area
- cooperation with the VTS centre
- how to establish contact with linesmen and tugboats

7. COOPERATION

- describe the Safety Management System (SMS) onboard
- cooperation with all concerned personnel on the bridge (see Bridge Resource Management)
- knowledge of the function of the co-pilot system if applicable
- show personal respect regarding environment and other vessels

8 ASSISTANCE OF TUGBOATS (if part of the PEC)

- what type of tugboat and method of assistance to be used and its possibilities and limitations
- how the handling of the tugboat obtains the required result irrespective of influence by weather and wind conditions.
- the performance of own vessel at various methods of tug assistance
- various ways to connect the tug to the vessel
- cooperation and correct communication (including recognized language) ship to tug