



## PORTS and MARITIME AFFAIRS

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### Directive No. SOLAS/04

### PILOT TRANSFER ARRANGEMENTS

Issued under the enabling power of the Ministerial Resolution 20/2016

Issue Date: 27<sup>th</sup> December 2016

#### 1. Introduction:

(1) With reference to;

- PMA resolution no. 8/2016: regarding the implementation of the requirements of the International Convention for the Safety of Life at Sea, 1974 and its amendments
- IMO Resolution A.1045 (27), Pilot Transfer Arrangements, adopted 20 December 2011, as amended by IMO Resolution A.1108(29), adopted on 14 December 2015.
- SOLAS 1974 (Edition 2014), Regulation V/23: Pilot transfer arrangements.
- MSC.1/Circ.1495, Unified Interpretation of SOLAS Regulation V/23.3.3, issued 21 November 2014.
- MSC.1/Circ.1375/Rev.1, Unified Interpretation of SOLAS Regulation V/23, issued 28 May 2012.
- MSC.1/Circ.1428, Pilot Transfer Arrangements - Required boarding arrangements for pilots, issued 28 May 2012.
- MSC.1/Circ.1290, Unified Interpretation of the Term "First Survey" Referred to in SOLAS Regulations, issued 16 December 2008.
- ISO 799:2004 (E), Ships and Marine Technology – Pilot Ladders

- (2) This Directive provides guidance to ensure that pilot transfer arrangements, use, and maintenance conform to standards at least equal to those set out in International Maritime Organization (IMO) Assembly Resolution A.1045(27), as amended by IMO Assembly Resolution A.1108(29).



### 3. Application:

- (1) This directive applies to all vessels in Bahraini waters that require using the services of a pilot when entering or leaving port, or wherever pilotage is required, such ships shall be provided with pilot transfer arrangements.
- (2) Equipment and arrangements for pilot transfer which are installed (Refer to the Unified interpretation of SOLAS regulation V/23 (MSC.1/Circ.1375)) on or after 1<sup>st</sup> July 2012 shall comply with the requirements of this directive, and due regard shall be paid to the standards adopted by the IMO Assembly Resolution A.1045(27), and amended by Assembly Resolution A.1108(29).
- (3) Except as provided otherwise, equipment and arrangements for pilot transfer which are provided on ships before 1 July 2012 shall at least comply with the requirements of regulation V/17\* or 23, as applicable, of the Solas 1974, in force prior to that date, and particular attention should be given to the standards adopted by the IMO prior to that date. (\*Refer to Resolution MSC.99 (73), renumbering previous Regulation 17 as regulation 23).
- (4) Equipment and arrangements installed on or after 1 July 2012, which are a replacement of equipment and arrangements provided on ships before 1<sup>st</sup> July 2012, shall, in so far as is reasonable and practicable, comply with the requirements of this directive.
- (5) With respect to ships constructed before 1 January 1994, paragraph 7 below shall apply not later than the first survey on or after 1 July 2012, (see (MSC.1/Circ.1290) Unified interpretation of the term "first survey" referred to in SOLAS regulations.
- (6) Paragraph 7 applies to all ships

### 4. General

- (1) All arrangements used for pilot transfer shall efficiently fulfill their purpose of enabling pilots to embark and disembark safely. The appliances shall be kept clean, properly maintained and stowed and shall be regularly inspected to ensure that they are safe to use. They shall be used solely for the embarkation and disembarkation of personnel.



- (2) The rigging of the pilot transfer arrangements and the embarkation of a pilot shall be supervised by a responsible officer having means of communication with the navigation bridge who shall also arrange for the escort of the pilot by a safe route to and from the navigation bridge. Personnel engaged in rigging and operating any mechanical equipment shall be instructed in the safe procedures to be adopted and the equipment shall be tested prior to use.
- (3) A pilot ladder shall be certified by the manufacturer as complying with this directive or with International Organization for Standardization, in particular publication ISO 799:2004 "Ships and marine technology – Pilot ladders".
- (4) Ladders shall be inspected in accordance with regulations I/6, 7 and 8.
- (5) All pilot ladders used for pilot transfer shall be clearly identified with tags or other permanent marking so as to enable identification of each appliance for the purposes of survey, inspection and record keeping. A record shall be kept on the ship as to the date the identified ladder is placed into service and any repairs effected.
- (6) Two pilot ladders shall be available on every Bahraini registered ship conforming to this Directive.
- (7) Reference in this directive to an accommodation ladder includes a sloping ladder used as part of the pilot transfer arrangements.

## 5. Transfer arrangements

- (1) Arrangements shall be provided to enable the pilot to embark and disembark safely on either side of the ship.
- (2) In all ships where the distance from sea level to the point of access to, or egress from, the ship exceeds 9 m, and when it is intended to embark and disembark pilots by means of the accommodation ladder (Refer to regulation II-1/3-9 on means of embarkation on and disembarkation from ships, adopted by resolution MSC.256 (84), together with the associated Guidelines as set in (MSC.1/Circ.1331)), or other equally safe and convenient means in conjunction with a pilot ladder, the ship shall carry such equipment on each



side, unless the equipment is capable of being transferred for use on either side.

(3) Safe and convenient access to, and egress from, the ship shall be provided by either:

(a) a pilot ladder requiring a climb of not less than 1.5 m and not more than 9 m above the surface of the water so positioned and secured that:

- (i) it is clear of any possible discharges from the ship;
  - (ii) it is within the parallel body length of the ship and, as far as is practicable, within the midship half-length of the ship;
  - (iii) each step rests firmly against the ship's side; where constructional features, such as rubbing bands, would prevent the implementation of this provision, special arrangements shall, to the satisfaction of the RO, be made to ensure that persons are able to embark and disembark safely;
  - (iv) the single length of pilot ladder is capable of reaching the water from the point of access to, or egress from, the ship and due allowance is made for all conditions of loading and trim of the ship, and for an adverse list of 15°; the securing strongpoints, shackles and securing ropes shall be at least as strong as the side ropes;
- OR

(b) an accommodation ladder in conjunction with the pilot ladder (i.e. a combination arrangement), or other equally safe and convenient means, whenever the distance from the surface of the water to the point of access to the ship is more than 9 m. The accommodation ladder shall be sited leading aft. When in use, means shall be provided to secure the lower platform of the accommodation ladder to the ship's side, so as to ensure that the lower end of the accommodation ladder and the lower platform are held firmly against the ship's side within the parallel body length of the ship and, as far as is practicable, within the mid-ship half-length and clear of all discharges;

- (i) when a combination arrangement is used for pilot access, means shall be provided to secure the pilot ladder and manropes to the



ship's side at a point of nominally 1.5 m above the bottom platform of the accommodation ladder.

- (ii) In the case of a combination arrangement using an accommodation ladder with a trapdoor in the bottom platform (i.e. embarkation platform), the pilot ladder and man ropes shall be rigged through the trapdoor extending above the platform to the height of the handrail.

## 6. Access to the Ship's Deck

- (1) Means shall be provided to ensure safe, convenient and unobstructed passage for any person embarking on, or disembarking from, the ship between the head of the pilot ladder, or of any accommodation ladder or other appliance, and the ship's deck. Where such passage is by means of:
  - (a) a gateway in the rails of bulwark, adequate handholds shall be provided;
  - (b) a bulwark ladder, two handhold stanchions rigidly secured to the ship's structure at or near their bases and at higher points shall be fitted. The bulwark ladder shall be securely attached to the ship to prevent overturning.

## 7. Shiplside doors

Shiplside doors used for pilot transfer shall not open outwards.

## 8. Mechanical pilot hoists

Mechanical pilot hoists shall not be used

## 9. Associated equipment

- (1) The following associated equipment shall be kept at hand ready for immediate use when persons are being transferred:



- (a) two man-ropes of not less than 28 mm and not more than 32 mm in diameter properly secured to the ship if required by the pilot; man-ropes shall be fixed at the rope end to the ring plate fixed on deck and shall be ready for use when the pilot disembarks, or upon request from a pilot approaching to board (the manropes shall reach the height of the stanchions or bulwarks at the point of access to the deck before terminating at the ring plate on deck);
  - (b) a lifebuoy equipped with a self-igniting light;
  - (c) a heaving line.
- (2) When required by paragraph (6), stanchions and bulwark ladders shall be provided.

## 10. Lighting

Adequate lighting shall be provided to illuminate the transfer arrangements over side, the position on deck where a person embarks or disembarks.

## 11. Required boarding arrangements for pilots

The sketch shown in IMO Circular MSC.1/Circ.1428 "Pilot Transfer Arrangements - Required boarding arrangements for pilots", depicts the requirements of Regulation V/23.

## 12. Pilot Ladder Maintenance Record

- (1) All pilot ladders used for pilot transfer shall be clearly identified with tags or other permanent marking so as to enable identification of each appliance for the purposes of survey, inspection and record keeping. A record shall be kept on the ship as to the date the identified ladder is placed into service and any repairs effected. (SOLAS 1974, regulation V/23.2.4)
- (2) Means of embarkation and disembarkation on all ships shall be periodically inspected, maintained and surveyed.

KINGDOM OF BAHRAIN

Ministry of Transportation  
and Telecommunications



مملكة البحرين  
وزارة المواصلات والاتصالات

**12. Revision History:**

Revision No. 1 of the present Directive is the first revision.

**Hassan Ali Al Majed**  
Undersecretary for Ports and Maritime Affairs  
27<sup>th</sup> December 2016



Annex 1

**REQUIRED BOARDING ARRANGEMENTS FOR PILOT**

In accordance with SOLAS Regulation V/23 & IMO Resolution A.805(S27)  
INTERNATIONAL MARITIME PILOTS' ASSOCIATION  
H.Q.S. "Wellington" Temple Stairs, Victoria Embankment London WC2R 2PH Tel: +44 (0)20 7240 3973 Fax: +44 (0)20 7210 3518 Email: [office@impha.org](mailto:office@impha.org)  
This document and all IMO pilot-related documents are available for download at: <http://www.impha.org>

**RIGGING FOR FREEBOARDS OF 9 METRES OR LESS**

**COMBINATION ARRANGEMENT FOR SHIPS WITH A FREEBOARD OF MORE THAN 9 METRES**

**PILOT LADDER WINCH REEL**

**PILOT**

**PILOT**

**PILOT**