



Pilotage Exemption Certificate Requirements

1. APPLICATIONS/QUALIFICATIONS

1.1 Pilotage Exemption Certificates (PECs) for the Port of Milford Haven will be granted by the Milford Haven Port Authority (hereinafter referred to as “the Authority”) to persons who are **bona fide deck officers of a ship** and who have satisfactorily completed the following:-

(a) Tripping requirements for the zone and size of vessel (see below).

Note: Irrespective of the tripping requirements stated below, candidates applying for an exemption certificate for the first time will be required to undertake a minimum of 6 trips in and 6 trips out to and from any berth within the Haven. At least 50% must be undertaken during the hours of darkness. Trips must be taken within the 12-month period prior to the examination date. The applicant must be named as the person in charge on iMAP and on the Master/Pilot exchange ‘chit’ and should ‘have the con’ for the manoeuvre.

(b) Attended the Port Control

(c) Online application form

(d) Oral examination arranged by the Authority

(e) Simulator training in emergency response in Pilotage waters (An up-to-date safety certificate is required)

(f) Tug endorsement requirements. Only required if tugs are needed to connect. A pilot can also be used.

2. VESSELS

2.1 The list of vessels for which the exemption certificate holder may apply will be limited by the Authority at their discretion to those of a similar size or handling characteristics such as sister ships.

3. ZONES

- | | |
|----------|--|
| Zone 1 | - From seaward as far as the western extremity of the South Hook LNG Jetty via the East and West Channel |
| Zone 2 | - From the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut |
| Zone 2H | - South Hook LNG Terminal |
| Zone 2EE | - Puma Energy Milford Terminal 1, 2 |



Zone 2V	- Valero 1, 2, 3, 6, 7, 8
Zone 2D	- Dragon LNG Berth 1
Zone 2PP	- VPOT 2 & 3
Zone 3EE	- Puma Energy Milford Terminal 3
Zone 3V4	- Valero 4
Zone 3V5	- Valero 5
Zone 4	- Milford Dock and the approach channel thereto
Zone 5	- From the Wear Spit to the Cleddau Bridge
Zone 5P	- Pembroke Port
Zone 5F	- Pembroke Dock Ferry Terminal
Zone 5C	- Carr Jetty
Zone 5M	- Offshore Jetty
Zone 6	- Pennar Gut
Zone 7	- Coshaston Pill

4. TRIPPING REQUIREMENTS

The following are the minimum requirements for completion within the 12 months immediately preceding the application:-

4.1 ZONE 1 - From seaward as far as the western extremity of the South Hook LNG Jetty

a. A ship of 50m but not exceeding 130m in length overall;

1 trip inwards and 1 trip outwards via both the East and West channels with a Milford Haven authorised pilot. At least 1 inward trip and 1 outward trip to be during the hours of darkness

b. A ship of 130m but not exceeding 190m in length overall;

3 trips inwards and 3 trips outwards via both the East and West channels with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 2 inward trips and 2 outward trips to be during the hours of darkness.



- c. *A ship of over 190m in length overall;*

20 trips inwards and 20 trips outwards via the West channel with a Milford Haven authorised pilot. 50% of the trips to be during the hours of darkness.

4.2 ZONE 2 - From the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from each terminal between the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward and 1 outward trip to each terminal to be during the hours of darkness.

- b. *A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from each terminal between the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to each terminal to be during the hours of darkness.

- c. *A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from each terminal between the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to each terminal to be during the hours of darkness.

- d. *A ship of over 190m in length overall;*

20 trips inwards and 20 trips outwards from each terminal between the western end of South Hook LNG to Wear Spit beacon excluding all inside berths, Milford Docks and Pennar Gut with a Milford Haven authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to each terminal to be during the hours of darkness.

4.3 ZONE 2H - South Hook LNG

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from South Hook LNG with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption



certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from South Hook LNG with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from South Hook LNG with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- d. A ship over 190m in length overall;*

20 trips inwards and 20 trips outwards from South Hook LNG with a Milford Haven authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.4 ZONE 2EE - Puma Energy Milford Terminal 1 & 2

- a. A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from Puma Energy Milford Terminal 1 or 2 berths with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

Note: Provided that a candidate already holds an exemption for Zone 3EE then only 1 inward and 1 outward trip is required.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from Puma Energy Milford Terminal 1 or 2 berths with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. A ship of 150m but not exceeding 190m in length overall*

10 trips inwards and 10 trips outwards from Puma Energy Milford Terminal 1 or 2 berths with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.



d. *A ship over 190m in length overall*

20 trips inwards and 20 trips outwards from Puma Energy Milford Terminal 1 or 2 berths with a Milford Haven authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.5 ZONE 2V - Valero 1, 2, 3, 6, 7 & 8

a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from any of the outside Valero berths with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

Note: Provided that a candidate already holds an exemption for Zone 3T4 or 3T5 then only 1 inward trip and 1 outward trip is required.

b. *A ship of 130m but not exceeding 150m in length overall*

6 trips inwards and 6 trips outwards from any of the outside Valero berths with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

c. *A ship of 150m but not exceeding 190m in length overall*

10 trips inwards and 10 trips outwards from any of the outside Valero berths with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

d. *A ship over 190m in length overall;*

20 trips inwards and 20 trips outwards from any of the outside Valero berths with a Milford Haven authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.6 ZONE 2D - Dragon LNG

a. *A ship of 50m but not exceeding 130m in length overall*

3 trips inwards and 3 trips outwards from Dragon LNG berth with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 trip inwards and 1 trip outward to be during the



hours of darkness.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from Dragon LNG berth with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. A ship of 150m but not exceeding 190m length overall;*

10 trips inwards and 10 trips outwards from Dragon LNG berth with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- d. A ship over 190m in length overall;*

20 trips inwards and 20 trips outwards from Dragon LNG berth with a Milford Haven authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.7 ZONE 2PP - VPOT 2 & 3

- a. A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from VPOT 2 & 3 berths with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 trip inward and 1 trip outward to be during the hours of darkness.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from VPOT 2 & 3 berths with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from VPOT 2 & 3 berths with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- d. A ship over 190m in length overall;*

20 trips inwards and 20 trips outwards from VPOT 2 & 3 berths with a Milford Haven



authorised pilot or at least 20 trips with a Milford Haven authorised pilot and 20 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.8 ZONE 3EE - Puma Energy Milford Terminal 3

- a. *A ship of 50m but not exceeding 100m in length overall;*

3 trips inwards and 3 trips outwards from Puma Energy Milford Terminal 3 berth with a Milford Haven authorised pilot. At least 1 trip inward and 1 trip outward to be during the hours of darkness.

- b. *A ship of 100m but not exceeding 130m in length overall;*

6 trips inwards and 6 trips outwards from Puma Energy Milford Terminal 3 berth with a Milford Haven authorised pilot. At least 50% of the trips to be during the hours of darkness.

4.9 ZONE 3V4 - Valero 4

- a. *A ship of 50m but not exceeding 100m in length overall;*

3 trips inwards and 3 trips outwards from Valero No. 4 berth with a Milford Haven authorised pilot. At least 1 trip inward and 1 trip outward to be during the hours of darkness.

- b. *A ship of 100m but not exceeding 130m in length overall;*

6 trips inwards and 6 trips outwards from Valero No. 4 berth with a Milford Haven authorised pilot. At least 50% of the trips to be during the hours of darkness.

4.10 Zone 3V5 - Valero 5

- a. *A ship of 50m but not exceeding 100m in length overall;*

3 trips inwards and 3 trips outwards from Valero No. 5 berth with a Milford Haven authorised pilot. At least 1 trip inward and 1 trip outward to be during the hours of darkness.

- b. *A ship of 100m but not exceeding 130m in length overall;*

6 trips inwards and 6 trips outwards from Valero No. 5 berth with a Milford Haven authorised pilot. At least 50% of the trips to be during the hours of darkness.

4.11 ZONE 4 - Milford Dock and the approach channel thereto

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from Milford Dock and the approach channel thereto



with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from Milford Dock and the approach channel thereto with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.12 ZONE 5 - From the Wear Spit to the Cleddau Bridge

- a. A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from each terminal between the Wear Spit and the Cleddau Bridge with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from each terminal between the Wear Spit and the Cleddau Bridge with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from each terminal between the Wear Spit and the Cleddau Bridge with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.13 ZONE 5P - Pembroke Port

- a. A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from Pembroke Port with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness. To include the 'Swatchway' as part of a new application, at least one trip in and out must be completed with a Milford Haven Authorised pilot

- b. A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from Pembroke Port with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption



certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. *A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from Pembroke Port with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.14 ZONE 5F - Pembroke Dock Ferry Terminal

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from the Pembroke Dock Ferry Terminal with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip inward and 1 outward trip to be during the hours of darkness.

- b. *A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from the Pembroke Dock Ferry Terminal with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

- c. *A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from the Pembroke Dock Ferry Terminal with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot

and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.15 ZONE 5C - Carr Jetty - Svitzer Marine Ltd tug berth

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from Carr Jetty with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

- b. *A ship of 130m but not exceeding 150m in length overall;*

6 trips inwards and 6 trips outwards from Carr Jetty with a Milford Haven authorised pilot or at least 6 trips with a Milford Haven authorised pilot and 6 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.



- c. *A ship of 150m but not exceeding 190m in length overall;*

10 trips inwards and 10 trips outwards from Carr Jetty with a Milford Haven authorised pilot or at least 10 trips with a Milford Haven authorised pilot and 10 trips with an exemption certificate holder. At least 50% of the trips to be during the hours of darkness.

4.16 ZONE 5M - Offshore Jetty - Currently not in use

- a. *A ship of 50m but not exceeding 130m in length overall;*

3 trips inwards and 3 trips outwards from Offshore Jetty with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

4.17 ZONE 6 - Pennar Gut

- a. *A ship of 50m but not exceeding 100m in length overall;*

3 trips inwards and 3 trips outwards via Pennar Gut with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder.

Note: No ships accepted during the hours of darkness in Zone 6 except by agreement.

4.18 ZONE 7 - Coshleston Pill

- a. *A ship of 50m but not exceeding 100m in length overall;*

3 trips inwards and 3 trips outwards via Coshleston Pill with a Milford Haven authorised pilot or at least 3 trips with a Milford Haven authorised pilot and 3 trips with an exemption certificate holder.

Note: No ships accepted during the hours of darkness in Zone 7 except by agreement.

5. TUG USE ENDORSEMENT – OPTIONAL

Note: PEC applicants do not have to be so endorsed but must take a pilot for berthing if tug use is required.

- 5.1 The Authority will provide an 'information pack' consisting of a Basic Introduction to Tugs and Towing CD supplied by Svitzer Marine Ltd. Applicants can also study 2nd edition 'Tug Use in Port' by Capt. Henk Hansen.
- 5.2 The Authority will provide a booklet with details of Milford Haven tugs and procedures used by the Authority's pilots and tug Masters.



- 5.3 One tug familiarisation trip with a Milford Haven authorised pilot aboard PEC holder's own ship. This is to take place every three years to discuss operational limits, capabilities, etc. with pilot.
- 5.4 One familiarisation trip aboard a Svitzer Marine Ltd harbour tug. This is to take place every three years to discuss operational limits, capabilities, etc. with tug Master.
- 5.5 This requirement will take effect three years from the date of first publication of this document.
- 5.6 Irish Ferry PEC holders will not make a tug fast in routine operations. To have the tug endorsement, procedures will be agreed between the Authority, Svitzer Marine Ltd and Irish Ferries to allow the tugs to provide pushing assistance.

6. RENEWALS

- 6.1 Pilotage certificates will be granted for a period not exceeding 1 year and will be renewed upon written application by the holder supported by the owner of the ship or ships to which it relates if the Authority is satisfied that the applicant has, during the previous year
 - 6.1.1 Piloted the ship or ships to which the certificate relates on at least the same number of occasions as that required for the initial exemption;
 - 6.1.2 There has been no incident involving the certificate holder.
- 6.2 Where candidates fail to meet the above then a renewal may be granted subject to a further examination.

7. PEC – CLASSIFICATION FOR TUG AND BARGE COMBINATIONS

For tug and tow LOA to 100m maximum (to include length of tow rope). Tugs to be nominated by the towing Company, any new tonnage to be added as and when the Company declare the coxswain/master is familiar and competent to handle that vessel.

Tripping requirements with an authorised Milford Haven pilot:-

River Zones:

Zone 1 – 1 trip inwards and 1 trip outwards via both East and West channels. 1 inward trip and 1 outward trip to be during the hours of darkness.

Zone 2 – 3 trips inwards and 3 trips outwards. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

Zone 5 – 3 trips inwards and 3 trips outwards. At least 1 inward trip and 1 outward trip to be during the hours of darkness.

Berth Requirements – 1 trip inwards and 1 trip outwards from each berth zone with a Milford



Haven authorised pilot.

Berth Zones:

- a) South Hook LNG Terminal
- b) Puma Energy Milford Terminal
- c) Valero Terminal
- d) Milford Docks
- e) Dragon LNG / VPOT Terminals
- f) Pembroke Port
- g) Ledwoods Quay
- h) Pennar Gut

These trips are to be carried out within one twelve-month period.

For renewal these same trips to be carried out in the preceding twelve months.

On application, candidates will be required to attend Port Control for familiarisation and pass an oral examination on the zone(s) applied for.

To add vessels or zones to the PEC candidates must complete the tripping requirements and add apply for the vessel/zone to be added. However, river zones cannot be added to a berth zone without another examination. Berth zones can be added to river zones on application. This option does not require the tug endorsement.

8. EXAMINATIONS

- 8.1 Examinations will be conducted by persons appointed by the Authority experienced in navigation, navigational procedures and berthing and unberthing manoeuvres. The matters on which candidates will be required to satisfy the examiners will include:
 - 8.1.1 Their competence to navigate safely in the Haven, or that part of it to which the certificate is to relate and to manoeuvre safely onto and from the relevant berths located in the area to which the certificate is to relate;
 - 8.1.2 Their appropriate response to contingency situations e.g. loss of power, including use of tugs;
 - 8.1.3 Their knowledge of local bye-laws and regulations, tidal and geographical conditions and buoys and other navigational marks;
 - 8.1.4 Their practical familiarity with the use of local tugs for assisting the ship or ships to which the certificate is to relate when berthing and unberthing, see section 5;
 - 8.1.5 Their knowledge of communication procedures in operation in the Haven;
 - 8.1.6 Their working knowledge of spoken English;



8.1.7 Their acuteness of vision and colour perception;

8.1.8 Knowledge of tug capabilities and usage in Milford Haven.

9. FEES

For Pilotage fees see the Milford Haven Port Authority – www.mhpa.co.uk.

The fees can be found under Marine Services / Port Charges / Pilotage Charges.

10. SIMULATOR

Up to two simulator trips can be selected to supplement actual trips but these trips must be one or two of the last two trips carried out. This means that to use a simulator trip as a qualifying trip, it needs to be one of the last two overall trips. This is to assist the Master if they are running short of one or two trips before expiry of their current PEC. The Master will then be given the option to attend the simulator if time constraints mean it is easier than getting a pilot and physically doing the trip.

Use of the simulator is subject to availability and in 2019 incurs a cost of £1,741 for a 4-hour slot