

## Pilot Transfer Arrangements and Safe Means of Access

Masters, Owners, Operators and Agents of all Vessels calling in Dublin Port are hereby notified of the requirement to provide a safe working environment for Pilots while they are on board and during embarkation and disembarkation.

The Master of any vessel subject to compulsory pilotage or which requests the service of a Pilot must ensure that their vessels comply with a safe means of access for pilots boarding or landing and that the pilot transfer arrangements are rigged and manned in accordance with SOLAS Chapter V, Regulation 23 and IMO Resolution A.1045 (27).

Pilots may not board a vessel which has rigged a non-conforming pilot transfer arrangement. Any Pilot not boarding a vessel for such reasons will have the full support and backing from Dublin Port Company. Vessels which have been refused pilotage will subsequently be asked to anchor in the nearest safe anchorage or refused clearance to sail. Dublin Port is duty bound to inform Port State Control of the deficiency.

Further guidance information is available from Department of Transport Tourism and Sport [Marine Notice 33 of 2019](#). The IMO and The International Marine Pilots Association;

### REQUIRED BOARDING ARRANGEMENTS FOR PILOT

In accordance with SOLAS Regulation V/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
- MAN-ROPE (Without knots): Min. Diam. 28mm, Max. Diam. 32mm IF REQUIRED BY THE PILOT
- SIDE ROPES: Min. Diam. 18mm
- ALL STEPS: Must rest firmly against ship's side
- SPREADER: Min. 180cm Long
- MAXIMUM 9 STEPS: Between spreaders
- Min. 40cm
- 31-35cm
- SH. STEP: From bottom must be a spreader
- 6 METRES: unobstructed 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
- ACCOMMODATION LADDER: Secured to ship's side
- Maximum 45° slope
- Should lead aft
- Lower platform horizontal
- 0.5m
- 2m
- Recommended 9 metres freeboard mark
- 2m
- A pilot ladder requires a climb of not less than 1.5 metres and no more than 9 metres
- Accommodation ladder should be secured to ship's side
- (Using eyepad, magnetic or pneumatic system)
- ← STERN BOW →

**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! Spreaders 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**

**Handhold stanchions rigidly secured to deck**

**Responsible Officer in contact with bridge**

**Lifeline with self-igniting light**

**Bulwark & Pilot ladder secured to deck strong points**

**A PILOT LADDER WINCH REEL**

- Handholds: Min. 70cm, Max. 80cm
- Minimum Clearance: 220cm
- Pad eyes
- NO OBSTRUCTIONS
- Min. 91.5cm
- Min. 91.5cm

**B**

- Minimum Clearance: 220cm
- Handholds: Min. 70cm, Max. 80cm
- Minimum 91.5cm
- All pilot ladders which rest 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.

**C**

- Side opening
- Minimum Clearance: 220cm
- Handholds: Min. 70cm, Max. 80cm
- 75cm
- 75cm
- Minimum 91.5cm
- Ship's side doors used for transfer should not open outward.

Captain Michael McKenna | Harbour Master | 01 January 2024

Masters, owners, agents, charterers, marinas, yacht clubs and recreational boaters should ensure that the contents of this notice are made known to the persons in charge of their vessels or craft. All notices to mariners can be found at [www.dublinport.ie/information-centre/notice-to-mariners/](http://www.dublinport.ie/information-centre/notice-to-mariners/)



Dublin  
SafePort

Enhancing  
safety culture  
and practice,  
port-wide.

## **Additional Guidance on Pilot Boat and Vessel interactions:**

Vessels are requested to observe the following when the Pilot Boat is approaching / working alongside and until the Pilot Boat pulls clear.

- Pilot Boat will call on Ch 12 to confirm pilot boarding side, may request a suitable heading to provide a lee and a speed for the approach. Once these have been established the Bridge Team should advise the Pilot Boat and inform them that it is safe to approach.
- Alterations of heading or speed should be avoided while the Pilot Boat is alongside, if any changes are to be made the Pilot Boat **MUST** be advised.
- During Night time operations vessels should avoid directing Pilot Boarding lights directly in the direction of the Pilot Boat conning position, this can cause the coxswain to lose a visual on the approach.
- The vessel should avoid any alterations of course when the Pilot boards until the Pilot Boat is clear of the ships side.

