



Pilot Ladder Securing and Boarding Arrangements Checklist

For Townsville, Abbot Point or Lucinda

Pilot ladder will comply with and be rigged in accordance with:

- (1) SOLAS Reg. V/23 'minimum standards for equipment installed and arrangements for pilot transfers on ships'
- (2) IMO Resolution A.1045(27) 'Pilot transfer arrangements'
- (3) AMSA Marine Notice 04/2023, 'Pilot transfer arrangements'
- (4) ISO 799:2019 'Ships and marine technology - pilot ladders'
- (5) IMO/IMPA Pilot Ladder Poster

I, _____, Master of the Vessel _____ confirm compliance with the above and will ensure that the following checklist will be complied to for Pilot ladder rigging prior to arriving or departing the ports of Townsville, Abbot Point or Lucinda.

Port: _____ Freeboard: _____ m		Yes/No
a.	Pilot ladder is less than two years old.	
b.	Pilot ladder will be secured to the strong point on the deck using rope and not solely held by shackles or a guillotine bar.	
c.	Pilot ladder on winch reels will be secured to the strong point on the deck using rope.	
d.	Tripping line, if used, must lead forward to avoid fouling with Pilot launch and must not be secured to the bottom most step and have no loops.	
e.	Manropes are less than 12 months old.	
f.	Man ropes are secured to the strong point on the deck and pass through the eye on handhold stanchions.	
g.	Man ropes are of natural fibre (example: manila rope) with dimensions between 28 to 32mm diameter and in good, clean condition.	
h.	Man ropes will be passed behind the side ropes and hung from a height of 1.5m above accommodation ladder lower platform in a combination arrangement.	
i.	Pilot ladder will be firmly secured to ship side 1.5m above accommodation ladder lower platform in a combination arrangement.	
j.	Accommodation ladder will be secured to the ship side in a combination arrangement.	
k.	Pilot ladder will not be secured to the lower platform of the Accommodation ladder in a combination arrangement.	
l.	Lower platform of the Accommodation ladder will not obscure the Pilot ladder in a combination arrangement. The horizontal distance between Pilot ladder and the lower platform will be between 0.1 to 0.2m.	
m.	Climb of Pilot ladder is not less than 1.5m and not more than 9m in a combination arrangement.	
n.	The lower platform of Accommodation ladder is at least 5m above sea level in a combination arrangement.	
o.	Pilot ladder steps are horizontal and chocks under the steps are tightly secured.	
p.	Pilot ladder rigging will be supervised by responsible officer and in compliance with above mentioned regulations.	

Note: If any of the above items are ticked 'No', explain the reason for doing so:

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Master's signature

Date

Note: Complete this form and email this page only to: dutyofficer@townsville-port.com and VtsTownsville@msq.qld.gov.au **24 hours prior to Arrival or Departure - Townsville, Abbot Point or Lucinda.**