

Checklist for Pilot Ladder Securing and Boarding Arrangements

In accordance with: (1) SOLAS Regulation V/23 & IMO Resolution A.1045(27), (2) MNZ Maritime Rule 53, (3) IMO/IMPA Pilot Ladder Poster and (4) ISO 799.

I, _____ Master of the Vessel _____ will ensure the following checklist is completed for Pilot Ladder rigging prior to arriving or departing CentrePort Wellington.

Pilot Ladder must be Presented in Good Condition		Yes	No	N/A
A	Pilot ladder is secured to a certified anchor point on the deck using the end thimbles, or a rope of the same maximum breaking load as the 20mm manila side ropes (a rolling hitch knot is used for this purpose).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Man-ropes are secured to the certified anchor points on the deck and pass through the eye on the handhold stanchions. No knots or back splices on the manrope ends, only a whipping.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Pilot ladder is firmly secured to the Ship's side 1.5 metres above the accommodation ladder platform - when in a combination arrangement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Man-ropes are passed behind the side ropes from a height of 1.5 metres above the accommodation ladder platform - in a combination arrangement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Accommodation ladder is secured to the ship side in a combination arrangement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Pilot ladder is not secured to the lower platform of the accommodation ladder in a combination arrangement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G	Lower platform of the Accommodation ladder is not overlapping the Pilot ladder in a combination arrangement. The Horizontal distance between the pilot ladder and the lower platform should be between 0.1 to 0.2 metres.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H	The ladder must be a combination when the freeboard is more than 9 metres.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I	The lower platform of the accommodation ladder is 5 metres above sea level in a combination arrangement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J	Pilot ladder steps are horizontal and chocks above and below the steps are tightly secured; no broken strands or abrasions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K	Tripping line if used, must lead <u>forward</u> and be attached on or above the lowest spreader to avoid fouling with the Pilot launch.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L	Pilot ladder is secured to the certified anchor points on the deck for ladders on winch reels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M	Pilot ladder rigging is supervised by a responsible officer and in compliance with the above-mentioned regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N	Man ropes must be of natural fibre such as manila rope with dimensions between 28 to 32 mm in diameter. Man ropes must be less than 12 months old.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O	The pilot ladder must be less than 24 months old. Copy of Certificates must be forwarded to duty.pilot@centreport.co.nz before arrival.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P	Combination Trapdoor type arrangements will need supporting photos and may require approval from Maritime NZ prior to arrival.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note #1: If any of the above items are ticked "No", please explain the reason for doing so via email.

Note #2: Complete the checklist and send prior to arrival or departure to: duty.pilot@centreport.co.nz

Master and Stamp: _____