

## GENERAL CONDITIONS FOR USE OF THE PILOTAGE EXEMPTION CERTIFICATE

1. If the P.E.C holder is not the master of the ship, the master must also hold a P.E.C for the area in question.
2. Holders of pilot exemption certificates who are not covered by the Norwegian working-time provisions applicable to ships shall be freed of all duties for at least 10 hours during the course of any 24-hour period. The off-duty period shall not be divided into more than two periods, one of which shall be at least six hours long, and the interval between consecutive off-duty periods shall not exceed 14 hours.
3. The person utilising his P.E.C shall be present on the bridge throughout (Except during brief, necessary absences) and be in charge of navigation and manoeuvring.
4. The vessel's radar and VHF equipment shall be fully operational.
5. Anchor equipment shall be fully operational.
6. The vessel's charts covering the area in question shall be fully updated and on a scale of at least 1: 50 000. The vessel shall also have updated charts on a larger scale covering the waters in question to the extent such charts are available in a Norwegian chart series.
7. The P.E.C holder shall abstain from alcohol and other intoxicants for at least 8 hours before utilising his P.E.C and subsequently during all navigation in waters where the vessel is obliged to use a pilot. In case of a mishap, the P.E.C holder who has been in charge of navigation shall abstain from alcohol and other intoxicants for 6 hours after the vessel has entered a Norwegian port or anchored in Norwegian waters.
8. This P.E.C is issued in conformity with the regulations mentioned at the beginning of the certificate. It does not confer the right to navigate without pilot if the obligation to use a pilot follows from an individual decision or from other regulation than those mentioned (e.g. rules issued for particular waters or issued in the interest of national security).

If the P.E.C is applicable in the areas mentioned below, and the vessel by local regulations are obliged to use a pilot for these areas, the P.E.C. only applies when the holder has been exempted from the regulation for the area. The areas are: Kårstø and Sture / Mongstad. See relevant regulations for an accurate description of the areas. The P.E.C is not valid for waters in Glomma above Berggrenodden by Alvim.

9. This P.E.C cannot be used in contravention of regulation or individual decision adopted after the P.E.C was issued.
10. This P.E.C shall be kept on board and shall be present on demand to officers of the National Coastal Administration, officers of the Maritime Directorate, the local port authority, the Police, the Armed Forces and the Custom Services.
11. Use of your P.E.C shall be reported in the Safe Sea Net.
12. The vessel shall comply with any special rules governing use of the waters, and with instruction given by vessel traffic control centres.
13. Any mishap in connection with navigation or manoeuvring, and other mishaps and circumstances that may be of significance for ship traffic and/or the environment, shall be reported to the nearest pilot booking centre immediately.

Updated: 26.01.2011



## Special conditions and limitations of using pilot exemption certificate

**Following conditions and limitations shall be followed by use of the Pilot Exemption Certificate. Ref. Regulations concerning compulsory pilotage in Norwegian waters**

**To deviate from these restrictions, exemptions must give from the actual Pilot Department/pilotmaster.**

Conditions and limitations for entire coast	
Military regulations	Pilotage exemption certificates (P.E.C.) only apply in waters as prescribed in Regulations governing the Entry into and Passage through Norwegian Territorial Waters in Peacetime of Foreign, Non-Military Vessels (Regulation nr 1130 of 23 December 1994).
Regulations for towing	For ship towing one or more items, with length 75 m or more, with beam 30m or more, with draft 8m or more, the P.E.C cannot be used.
Regulation using escort or tug boat	If mandatory use of escort or tug boat, the P.E.C cannot be used.
Conditions and limitations in Troms og Finnmark Pilot Area	
Finnsnesrenna - Gisundet	General limitations (150m)
Tanafjorden til/fra Leirpollen	<p>Max length 127m</p> <p>Conditions for Leirpollen:</p> <ol style="list-style-type: none"> <li>1. The anchors shall be ready for immediately use.</li> <li>2. Maximum wind board 20 m/sec.</li> <li>3. Max depth approach Leirpollen, 6,8m</li> </ol>

Mannefjorden (1034)	Max length 85m
Indre led Lindesnes – Vestergapet (2095)	No use of P.E.C.
Våre – Øst av Langeboene (2099)	Use of P.E.C. in this farway must seen in conection with associated fairway, and the limitations will be there.
Lundegaardsleia (2100)	No use of P.E.C.
Rosfjorden (2101)	Max length 110m
Reiarsleia (2102)	No use of P.E.C.
Farsund (1035)	Max length 85m
Listafjorden – Flekkefjord (1039, 1040)	Max length 85m
Fedafjorden – Kvinesdal (2103)	Max length 110m
Listafjorden, Strandsfjorden, Risholmsundet (2104)	No use of P.E.C.
Melkeholmsundet (2106)	No use of P.E.C.
Hidrasundet (2105)	Max length 110m
Jøssingfjord (2107)	Max length 110m
Rekefjord (2108)	Max length 85m
Svåholmsundet (2109)	No use of P.E.C.
Egersund (1041)	Max length 110m
Nordresundet med Maurholmen (2110)	Nordresund: No use of P.E.C. Maurholmen: Max length 85m from vest
Hellvik (2111)	Max length 85m
Sirevåg (2112)	Max length 85m
<b>Conditions and limitations in Oslofjorden Pilot Area</b>	
Fairway 1001. Tresten Sekken to Halden and fairway 1002 including 2007 Tresten Løperen to Denofa.	For ship towing one or more items, with length 75 m or more, with beam 20m or more, with draft 5m or more, the P.E.C cannot be used.
Kjøkøysundet and Vesterøya	No use of P.E.C.
Alvim / Hafslund	No use of P.E.C.
Inside Sponvikskansen	Max length 100m
Sandvika	Max length 70m
Løperen – Glomma – Fredrikstad - Sarpsborg	Max length 100m
Færder – Oslo - Drammen	General limitations (150m)



**KYSTVERKET**

The Norwegian Coastal Administration

## How to get a Pilot Exemption Certificate

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The application form for a Pilot Exemption Certificate is available in the link on the right hand side of this webpage. The form can be submitted by e-mail or post. The e-mail and postal addresses are available on the application form.



### **Applying for a P.E.C.**

To apply for an expansion of a pilot exemption certificate, the "Application form for a pilot exemption certificate" should be used.

Applicants must enclose a copy of a valid navigator licence and a copy of their discharge book. Documentation from the shipowning company or accounting firm is required for

fishing vessels.

The following documentation is accepted for completed voyages: certification from a state pilot or certification from the shipowning company.

In addition, a self-declaration must be enclosed confirming that the applicant has been responsible for navigation on the entire stretch for the number of times stipulated in the regulations.

Whoever applies for a pilot exemption certificate must hold a deck officer licence that is valid for the vessel or vessels for which a pilot exemption certificate application has been submitted.

## **Application criteria**

One of the following criteria must be satisfied in order to apply for a pilot exemption certificate:

1. Minimum 1 year of effective sea service as a responsible navigator on the Norwegian coast, where the area of service encompasses the fairways or areas for which a pilot exemption certificate application has been submitted.
2. You must have completed the trainee pilot exemption certificate scheme for the fairways or areas for which the pilot exemption certificate application has been submitted, cf. Sections 19, 20 and 21.
3. Over the last 12 months you must have been in charge of the navigation of at least six voyages in each direction in the fairways or areas for which the pilot exemption certificate application has been submitted. The voyages must have been made by the vessel or vessels for which the pilot exemption certificate application has been submitted, and at least two of the voyages in each direction must have been during the hours of darkness.

## **Pilot exemption certificate examination**

An examination must be taken in order to obtain a pilot exemption certificate. The examination must also be taken for any expansion of the scope or validity area of the pilot exemption certificate.

The examination consists of a theoretical and a practical part that is carried out on board. One of the Norwegian Coastal Administration's pilots will conduct the examination and evaluate the candidate's effort. The Norwegian Coastal Administration may determine that the examination requirement can be waived partially or in full.

## **Knowledge requirements**

For the theoretical pilot exemption certificate examination, the applicant must demonstrate that he/she has adequate knowledge of:

1. Coastal navigation methods, including knowledge of the nature of the waters, as well as the markers and beacons, traffic conditions, ports and anchorage sites in the relevant areas.
2. Current conditions and other conditions of significance for safe navigation and manoeuvring, including areas where shallow water effects must be anticipated.
3. For the vessel(s) for which the pilot exemption certificate application is submitted, the equipment, manoeuvrability characteristics, cargo capacity and what cargoes the ship is certified to carry.
4. Coastal route planning and an understanding of nautical charts.
5. The current regulations for the relevant areas, including sailing regulations and reporting requirements.



6. Matters of significance to safety and the environment in the relevant areas, including emergency preparedness.
7. English language skills that enable problem-free communication.

For the practical pilot exemption certificate examination, the applicant must demonstrate that he/she has the required skills in:

1. Coastal navigation methods, including demonstrating the required knowledge of the nature of the waters and the traffic conditions in the relevant areas.
2. Manoeuvring of the relevant vessel type.
3. Visual navigation, including correct use of beacons and markers.
4. Radar navigation and correct use of the vessel's other navigational aids.
5. Communication methods, including relevant communication in English.
6. Teamwork on the bridge - Bridge Resource Management (BRM).
7. Use of a tugboat as required.

### **Amendment of the pilot exemption certificate**

Upon application, the pilot exemption certificate may be amended to apply to one or more other specific vessels of a similar type and size as that for which the pilot exemption certificate applies, without being required to take a new examination (pursuant to Section 14).

### **Validity and renewal**

The pilot exemption certificate is valid for three years after issuance. The pilot exemption certificate can be renewed upon application if the applicant can document that he/she has maintained his/her knowledge of the waters in the area for which the renewal application has been submitted during the certificate's validity period. A renewal is valid for three years at a time.

### **Trainee pilot exemption certificate**

A person who is not qualified to obtain a pilot exemption certificate can apply for a trainee pilot exemption certificate from the Norwegian Coastal Administration. Whoever applies for a trainee pilot exemption certificate must:

1. Have completed a coastal sailing course approved by the Norwegian Coastal Administration.
2. Be able to submit a written agreement concerning systematic training in coastal sailing with the owner of the vessel in question and the shipmaster on the vessel in question.

The application must state for what fairways the trainee pilot exemption certificate application has been submitted. The Norwegian Coastal Administration can stipulate conditions for completion of the systematic training.

## Inquiries concerning pilot exemption certificate applications:

Telephone: +47 56 16 44 20

Fax: + 47 56 16 44 21

E-mail: [farledsbevis@kystverket.no](mailto:farledsbevis@kystverket.no)

Postal address: Kystverket Vest, 5947 FEDJE

## Facts

### Steps in the application process

1. An application for a P.E.C. or expansion of an already issued P.E.C. is sent to the NCA
2. The NCA responds with an offer to the applicant to carry out a test on board
3. The applicant submits a pilot request for the test on board via SafeSeaNet Norway
4. The test is carried out on board
5. A decision to issue or decline the applicant's request for a P.E.C. is issued by the NCA

### Preparation for the test on board

#### [P.E.C. evaluation form](#)

### Related documents

- [P.E.C. Application Form](#)
- [P.E.C. Renewal Application Form](#)
- [Procedure for Altering the P.E.C.](#)

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**KYSTVERKET**

## **Guide to Completing the Application form for a Pilotage Exemption Certificate**

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1. The application should be sent to Kystverket Vest, 5947 FEDJE or [farledsbevis@kystverket.no](mailto:farledsbevis@kystverket.no)
2. Copy of a valid navigator's certificate and a sea-service document should accompany the application. For fishing vessels requested documentation from the shipping / accounting office.
3. The following are accepted as documentation of completed passages:
  - Attestation from state pilots
  - Attestation from the company.

There must be accompanied by a personal declaration from the applicant confirming that he has been responsible for navigating along the entire stretch on the number of passages stipulated by the regulations.

If more space is needed for information, please use a separate sheet.

Information about the fee will be at [www.kystverket.no](http://www.kystverket.no)

**Fairways/stretches from the Swedish border, into Oslofjorden and southwards, westwards and northwards along the coast are described as follows:**

Example. 1:

1. Færder - Torbjørnskjær - Løperen to Fredrikstad.
2. Færder - Struten - Kjøkøysundet to Fredrikstad.
3. Færder - East and West of Askholmene, Aspond and Langåra - Dynaløpet and Sjursøyløpet to Oslo (in the event, specified Quays).

Example. 2:

1. Karmsundet - Haugesund - Sletta - Bømlafjorden - Langenuen - Lerøyosen - Raunefjorden - Vattlestraumen - Byfjorden - Bergen.
2. Into Korsfjorden - Raunefjorden - Vattlestraumen - Byfjorden - Bergen.
3. Into Holmengrå and Fedjeosen - Hjeltefjorden to Bergen.

Example. 3:

1. Vestfjorden - Ofotfjorden - Narvik.
2. Vestfjorden - Tjeldsundet - Harstad - Vågsfjorden - Finnsnesrenna - Gisundet - Malangen - Rystraumen Sandnessund and Tromsøysund to Tromsø etc., etc.
3. Vestfjorden - Raftsundet - Hadsselfjorden - Sortlandssund - Risøysund - Toppsundet - Harstad.

**Places of call should be entered after the description of each stretch.**



**Example showing how to complete the table in the application:**

No: (Consecutive numbering)	Fairway from/to:	Number of passages. For each fairway state number of passages where you have been responsible for navigation and the dates of the last six passages. Also state whether the passages have been in both directions round trip).	Date (of passages in darkness)	Name of vessel on which passages undertaken
1	Færder – Oslo. East and west of Askholmene	x passages	5/1	Skomvær
	Dynaløpet and Sjursøyløpet	Date	1/3	
2	Guldhølen – Drammen	X passages. Date	1/3, 5/3	Skomvær
3	Grunnlinjen – Flekkefjord	X passages. Date	12/1	Skomvær
			8/3	
4	Fleinvær – Bodø	X passages. Date	2/1	Skomvær
			10/3	
5	Coastal navigation: Bodø – Landegode – Vestfjorden	Regular passage	14/1	Skomvær
	- Raftsundet – Sortlandsundet – Risøyrenna	Past 5 years. Last 6	1/2	Skomvær
	- Andfjorden – Vågsfjorden- Solbergfjord	Passages are: 14-15/1-	26/2	
	- Finnsnesrenna – Gisundet – Mallangen	95, 1-3/2, 12-13/2,		
	Rystraumen – Tromsøysundet – Havner:	26-28/2, 12-13/3		
	Sortland – Andenes – Harstad - Tromsø	15-17/6		

**If the application is for more than one vessel, please give details of each vessel on a separate form.**

**KYSTVERKET****Application for Pilotage Exemption Certificate P.E.C.)****1 The undersigned**

Applicant's name			Date of birth	
Applicant's address				
Invoice address*				
Applicant's nationality			Passport no(foreign applicants)	
Navigator's certificate class		Date of issue	Place of issue	
Applicant's position on board			Telephone	

\*Fill out this section if the invoice for the Pilot Exemption Certificate fee should be sent to another address.

**Hereby applies for a P.E.C. for the following fairways:(See guide to completing this form)**

No: (Consecutive numbering)	Fairway from/to:	Number of passages. For each fairway state number of passages where you have been responsible for navigation and the dates of the last six passages. Also state whether the passages have been in both directions (round trip).	Date (of passages in darkness)	Name of vessel on which passages undertaken

**2 This application refers to**

Vessels name		Call sign		Nationality	
Port of registration					
Built (year)		Place (shipyard)			
Owner				Tel.	
Owner's address				Fax	
Operator				Tel.	
Operators address				Fax	



**Vessel's data:**

Type	<input type="text"/>	GI	<input type="text"/>	Length (m)	<input type="text"/>
Breadth (m)	<input type="text"/>	Maks. draught. (m)	<input type="text"/>	Max. height (m)	<input type="text"/>
Propellers (type/number)	<input type="text"/>		Rudders (type/number)	<input type="text"/>	
Side propellers F (KW)	<input type="text"/>		Side propellers A (KW)	<input type="text"/>	
Engine (type)	<input type="text"/>	Output (HP)	<input type="text"/>	Control(bridge/engine room.)	<input type="text"/>
Hull (double/singel)	<input type="text"/>		Bottom (double/singel)	<input type="text"/>	
Bunker capacity (m³)	<input type="text"/>	Fuel	<input type="text"/>	Diesel	<input type="text"/>

**Navigation equipment:**

Steering compass Make (gyro/mag.)	1. <input type="text"/>	2. <input type="text"/>
Radar Make (Rel./TM/ARPA)	1. <input type="text"/>	2. <input type="text"/>
Positioning systems		
1. <input type="text"/>	2. <input type="text"/>	3. <input type="text"/>
Communication systems:		
1. <input type="text"/>	2. <input type="text"/>	3. <input type="text"/>
Supplementary remarks on the vessel and/or applicant		
<input type="text"/>		
For vessels able to carry liquid bulk cargos: state ship type with reference to MARPOL 73/78, annex I og II:		
<input type="text"/>		

**3 Other Pilotage Exemptions Certificates**

Does the applicant already hold a PEC for fairways other than those applied for here? ☐ Yes ☐ No  
 If yes, which fairways/stretches?

**4 Confirmation**

I hereby confirm that the above information is correct and that I have been responsible for navigation on altogether 6 passages over the past 12 months in each direction/in one direction (delete as appropriate) aboard on the following vessels:

<input type="text"/>	<input type="text"/>	<input type="text"/>
Place	Date	Signature