

## Regulations on Piloting Operations in Keelung Harbor

*Promulgated in accordance with L.N. 54368 of the Ministry Of Transportation and Communications on Oct. 27, 1999*

*Amended and promulgated in accordance with L.N. 21656 of Keelung Harbor Bureau, Ministry Of Transportation And Communications on Nov. 3, 1999*

I. These regulations are enacted specifically for the purpose of enhancing operational safety in Keelung Harbor (hereinafter called this Harbor) and improving service quality and efficiency.

II. The piloting operation in this Harbor should be performed in accordance with these regulations.

III. In order to do a successful piloting operation, the Pilot Office should fax the shift list the very day of the operation and the daily shift list and time the next day in consideration of the number of ships entering and departing to the Keelung International Ship Association, Keelung Shipping Agent Association and Vessel Administration Division of KHB before 17:00 respectively.

Even if no ship arrives or departs the harbor the Pilot Office should arrange for two pilots at least to await orders for dealing with sudden events at night.

Any Pilot who does not arrive for duty according to the shift list or does not await orders in the Pilot Office should be punished for neglecting his or her duties according to Subparagraph 1, Paragraph 1, Article 38 of the Piloting Act, but those, who have specific and adequate reasons after investigation, will be exempt from such punishment.

IV. Shipowners or their attorneys (hereinafter called the Applicants), who apply to employ pilots, should fax the documents, giving the piloting time, berth and information about ships, (SHIP'S PRE-ARRIVAL REPORT in the Annex) to the Pilot Office two hours before the schedule in order to arrange the pilot. But ships arriving at night should go through all procedures during office hours.

If the aforesaid schedule or berth changes, the Pilot Office should be informed one hour in advance during office hours (08:00-17:00 on Monday to Friday, 08:00-12:00 on Saturday, Sunday closed), and two hours in advance during off-duty hours by fax or telephone. Those, who inform the Pilot Office by telephone should submit written documents the next day; and if the arrival time has changed, the Master should directly inform the scheduled arrival time to the Pilot Office by fax or telephone six hours in advance and confirm the changes by UHF radiophone [channel 12] two hours in advance before arriving at the harbor.

Even where the applicant does not apply to employ a pilot or inform the Pilot Office of the changes in piloting time and berth in advance, the Pilot Office should arrange for a pilot according to the actual situation, and have the piloting done in the shortest time possible.

V. The applicant should again confirm the piloting time by telephone with the Pilot Office half an hour prior to the scheduled entry or departure time or berthing time.

VI. The piloting application, communication, and the boarding or leaving of ships and place should be done according to the following procedures:

(I) Regarding the piloting application, the pilot should board the ship and directly report to the administrator of the Vessel Traffic Administration Center by UHF radiotelephone (Harbor Administration Net) for the arrangement of the entry and departure sequence after the Master finishes all preparations, but the entry application should be handled before the pilot's boarding after the ship's departure.

(II) The pilot should board the entry ship and pilot it to its berth after satisfying him/herself there are no hidden issues of safety in the instruments and helm as specified. When weather conditions are severe, a Pilot, who cannot launch out, should board and pilot the ship at the breakwaters after informing the administrator of the Vessel Traffic Administration Center.

(III) The pilot is allowed to leave a ship after he or she pilots the departure ship to the main route of the outer harbor and the Master confirms that there are no hidden issues of safety and agrees, and reports to the administrator of the Vessel Traffic Administration Center regarding agreement. When the pilot applies for a ship to leave, the administrator of the Vessel Traffic Administration Center should tell him or her of the state of vessels in and near the harbor.

(IV) Piloting is prohibited before the administrator of the Vessel Traffic Administration Center agrees, and there should be no piloting to the surrounding area to wait without agreement. The ship should be at the wharf or southern water area of quarantine anchorage to wait for departure ; Any ship, which is over 160 meters long, should wait at the entry channel at least 1.5 nautical miles away from the port; and any ship which is less than 160 meters long should wait at the entry channel at least one nautical miles away from the port.

(V) If two or more ships apply for entry and departure at the same time, priority should be given to the departing ships; if two or more ships enter or depart at the same time, the pilots should confer with each other, according to the berth, navigational area, navigational water area, climate and departure and berthing manner, and report the results to the Master for agreement and the administrator of the Vessel Traffic Administration Center for ratification.

VII. A pilot, who pilots a ship in order to enter and depart the port or move to another berth in the port, can call up a tugboat and staff to cast loose after the Master (or the attorney) finishes all preparations.

VIII. Once the berth is specified, the mechanical instruments on the bank (including Overhead Traveling Crane, coal unloader and others) should be placed in their proper positions according to the pertinent regulations, such operations should be confirmed by the mooring force and the spot unit thirty minutes prior to the scheduled berthing time. If the mechanical instruments are not placed in their proper positions, the mooring force should inform the spot unit to move them to their proper positions, and then the piloting operation can proceed.

IX. The tugboat operator should employ workers to assist the departure and berthing, and the Master should inform the Pilot of its arrival by UHF radiotelephone (Harbor Administration Net), and the Pilot should advise the Master to finish the operation by UHF radiotelephone (Harbor Administration Net).

X. The mooring staff should inform the Pilot of their arrival by UHF radiotelephone (Harbor Administration Net), and the pilot should not leave the ship if the ship is not

properly berthed and the mooring work is not completely finished and agreed by KHB.

XI. A pilot, who cannot pilot the ship at the scheduled time after boarding, should proceed as follows:

(I) If the ship can finish all preparations within thirty minutes, the Pilot should wait on the ship.

(II) If the ship can finish all preparations between thirty minutes and one hour, the Pilot should wait on the ship. But if any other ship is ready piloting, the Pilot should inform the Master and applicant first, and then pilot the ship that is ready.

(III) If all preparations will take over one hour, the Pilot can leave after notifying the Master and applicant.

A Pilot, who waits for over thirty minutes on the ship according to Subparagraphs (I) and (II) of Paragraph 1 of this Article, can leave the ship after notifying the Master and applicant if the ship cannot present evidence that they can finish such preparations within the scheduled time.

A Pilot, who thinks the ship cannot finish the preparations within the scheduled time, can leave the ship after asking for the Master's agreement in writing and informing the applicant, and is free from the limitations of Paragraph 1 and 2 of this Article.

XII. If the delayed piloting is attributed to the ship's fault, the waiting fee and canceling fee should be charged in accordance with the following:

(I) If the time the ship finishes all preparations is over thirty minutes, or the inspection unit has boarded the ship but cannot finish the inspection within the scheduled time, the waiting fee should not be charged.

(II) If the Pilot pilots another ship in accordance with Subparagraph (II), Paragraph 1, Article XI, the waiting fee should be charged according to the actual waiting time, and the canceling fee should not be charged.

(III) If the Pilot leaves the ship in accordance with Subparagraph (III), Paragraph 1, Article XI, the canceling fee should be charged.

(IV) If the Pilot leaves the ship in accordance with Subparagraph (II), Paragraph 1, Article XI, the canceling fee should be charged. But if the applicant can provide evidence to prove that the ship finished all preparations within the scheduled time, the waiting fee should be charged according to the actual waiting time.

(V) If the Pilot will not wait on the ship and leaves the ship after agreement by the Master in accordance with Paragraph 3, Article XI, the waiting fee should not be charged but if he/she does wait such a fee is required.

If the aforesaid waiting time is less than half an hour, it should be deemed as half an hour and the canceling fee should be charged based on one person one time.

XIII. Any applicant, who has any dispute with the piloting operation or charges, should provide the relevant documents to the KHB for consideration.

XIV. Any issue or subject not provided for in these regulations may be amended at any time.

XV These regulations will enter into effect as of the date of promulgation.