

This is an English non-authoritative translation; in the event of any doubts concerning the interpretation of the text, only the official version written in the Dutch language shall apply.

Loodsbestelregeling Scheldereglement (Pilot Ordering Regulation Scheldt Regulations) 2013

The Commissioners responsible for the joint supervision referred to in article 31 of the Scheldt Regulations,

Having regard to article 13 and 14 of the Scheldt Regulations,

Have decided:

CHAPTER 1. DEFINITIONS

Article 1

In this Decree and all provisions made pursuant thereto, the following terms shall mean:

1° Pilot Ordering Service: the operational points of contact of the Flemish and Dutch Pilotage Services, as referred to in Annex 1 of this Decree, which are responsible for the assignment of pilots;

2° Pilot station: pilot boarding point at sea;

3° Electronic system for ordering a pilot: the information systems APICS2 of the Communal Port Authority of Antwerp, ENIGMA of the Ghent Port Authority (AMPC), ENSOR of the Port of Ostend (AG), ZEDIS of the Bruges Navigation Company at Zeebrugge (MBZ), PortXcs of Zeeland Seaports and LIS21 of the Flemish and Dutch Pilotage Services;

4° ETD: Estimated Time of Departure, the expected time of departure indicated by the agent;

5° ETA: Estimated Time of Arrival, the expected time of arrival at the pilot station indicated by the agent. The ship will proceed and, if applicable, be provided with a pilot on arrival at the pilot station. The ETA may be altered by the captain.

6° 'Pilot Required': the option indicated by the agent whether or not the ship will use a pilot, or will use a pilot only for part of the voyage;

7° Type of arrival: the information indicated by the agent regarding the required course of the voyage when inward bound from sea, or when bound from one port to another port in the operational area;

8° GTO: the required time of sailing submitted by the agent. At this time, the ship will proceed and, if applicable, be provided with a pilot. The GTO cannot be altered by the captain.

9° GTA: the required time of arrival in the port indicated by the agent. The GTA cannot be altered by the captain.

10° BTV: Sailing Suspended: the agent has reported that the ship must not be scheduled for proceeding its voyage. The pilotage order, if any, will be cancelled. The BTV cannot be lifted by the captain;

11° Pilotage order time: the time at which the pilot is required on board related to the type of arrival when inward bound from sea and to the ETD or lock planning schedule when outward bound or shifting;

12° Pilotage order: a series of actions carried out by the agent in an electronic port system or in LIS21 in accordance with the relevant port regulations;

13° Chain operation: the integrated way of cooperation between all parties involved in the maritime traffic flow in which all shipping routes from sea to the berth, and vice versa, are considered as part of a single unbroken chain to optimise scheduling of maritime traffic and shipping movements.

14° Operational area: the operational or working area of VTS Scheldt;

15° Means of communication: the electronic systems including fax, fixed-line and mobile telephones (excluding SMS), email (only for Captains) of the Pilot Ordering Service, as referred to in Annex 1 of this Decree;

16° Harbour Master's Offices: the offices and services as referred to in Annex 2 of this Decree.

Chapter II. Pilotage order for a ship inward bound from sea

Article 2

There are four types of arrival for ships inward bound from sea:

1° ETA type of arrival: the ship is permitted to proceed on arrival at the pilot station. The pilotage order time is the indicated ETA;

2° GTO type of arrival: the ship is permitted to proceed from the pilot station at the required time. The pilotage order time is the requested GTO;

3° GTA type of arrival: the ship has a required time of arrival in the port. The pilotage order time is the time determined by the Pilot Organisation for the ship to proceed in accordance with the required time of arrival.

4° BTV type of arrival: the ship has no permission to proceed.

Article 3

1. The agent of a Scheldevaarder (Scheldt ship) as well as the agent of any seagoing ship not being a Scheldevaarder shall report the ship's ETA at one of the pilot stations not later than 6 hours prior to the pilotage order time via the electronic system of the port of destination, or via LIS21.

2. Within the same period of time as set out in the first paragraph, the agent shall indicate with the 'Pilot Required' status whether or not the ship will use a pilot, or will use a pilot only for part of the voyage.

3. The agent shall also indicate the type of arrival and the corresponding time for a GTO or a GTA type of arrival - irrespective of the fact whether the ship is using a pilot or not. The agent has the option to select between four types of arrival as referred to in article 2; however, only one type of arrival can be active at any given time.

4. A pilotage order shall only be valid if the ETA, the 'Pilot Required' status, and the type of arrival have been indicated. If these three conditions are not fulfilled, the ship may be delayed. Any alteration to these three conditions shall result in an amended pilotage order.

5. This article shall also apply if the captain wishes to make a non-obligatory use of the services of a pilot.

6. This article shall also apply to ships which wish to embark the pilot at another location than the pilot station.

Article 4

1. A pilotage order for a Scheldevaarder as well as for any seagoing ship not being a Scheldevaarder which has been reported more than twenty-four hours in advance must be reconfirmed by the agent from twelve hours to at the latest six hours prior to the pilotage order time.

2. If the agent does not comply with the first paragraph, the pilotage order will be cancelled and a new pilotage order must be submitted.

Article 5

Each pilotage order will become active six hours prior to the pilotage order time or the time at which the pilot will embark the ship in relation to the type of arrival. From that moment, the Pilotage Service will take the necessary actions to ensure that the pilot will be able to embark the ship at the required time and place.

Article 6

1. If the pilotage order time will be delayed for more than 1 hour, the agent must alter this time via the means of communication not later than the time at which the pilotage order becomes active.

2. Any change to a pilotage order can only be reported to the Pilot Ordering Service via the means of communication.

3. When the pilotage order time is advanced, the agent or the captain - depending on the type of arrival - shall report this via the means of communication not later than six hours before the new pilotage order time, or before the scheduled boarding time of the pilot in relation to the type of arrival.

4. If, during a GTA type of arrival, it is not possible to advance the required time of arrival in the port due to current, tide, or the ship's speed, the most feasible or - if necessary - original pilotage order time will be maintained.

5. Non-compliance with this article may result in delays or cancellation, including a new pilotage order.

Article 7

If, on arrival at the pilot station, the required pilot boarding time will be delayed due to congestion or the admissions policy, the ship will be provided with a pilot not later than six hours after receiving permission to proceed.

Article 8

All cancellations must immediately be reported to the Pilot Ordering Service via the means of communication.

Article 9

If the Pilotage Service has not succeeded in establishing VHF contact with the ship one hour after the pilotage order time, the pilotage order time will be cancelled and a new pilotage order must be submitted.

Article 10

1. The agent shall ensure that the pilotage order includes at least the following information:

- 1° Ship's name and IMO number;
- 2° Call sign;
- 3° Flag;
- 4° Port of destination;
- 5° Berth;
- 6° Required side alongside;
- 7° ETA (date and time) and the relevant pilot station;
- 8° Ships not subject to compulsory pilotage: indication of the required pilotage stretches;
- 9° Type of arrival, including, if applicable, an indication of the relevant time for the type of arrival;
- 10° Name of the agent;
- 11° Length Over All;
- 12° Breadth Over All;
- 13° Current maximum fresh water draught in decimetres;
- 14° Maximum manoeuvring speed;
- 15° Current freeboard in decimetres or the freeboard height of the pilot door;
- 16° Special remarks in case the ship is restricted in its ability to manoeuvre or has any defects, or delays at the pilot station.

2. The agent must ensure that any changes to the pilotage order shall include at least the following information:

- 1° Ship's name and IMO number;
- 2° Port of destination;
- 3° Berth;
- 4° Pilot station;
- 5° Type of arrival, including, if applicable, an indication of the relevant time for the type of arrival;
- 6° Adapted pilotage order time;
- 7° Remarks (if any).

3. The agent shall ensure that a cancellation of the pilotage order includes at least the following information:

- 1° Ship's name and IMO number;
- 2° Port of destination;
- 3° Berth;
- 4° Pilot station;
- 5° The ETA to be cancelled;
- 6° Remarks (if any).

Chapter III. Pilotage order for an outgoing ship, including berth shifts, and including a voyage between two ports in the same operational area

Article 11

1. The agent of a Scheldevaarder as well as the agent of any seagoing ship not being a Scheldevaarder shall submit the ship's pilotage order not later than three hours prior to the pilotage order time via the electronic system of the port of destination, or via LIS21.
2. Within the same period of time as set out in the first paragraph, the agent shall indicate with the 'Pilot Required' status whether or not the ship will use a pilot, or will use a pilot only for part of the voyage.
3. For a voyage between two ports in the same operational area, the agent of the port of departure shall only submit the ship's ETD berth after consultation with the agent of the port of arrival has shown that the voyage between the two ports can be carried out without any delay.
4. If, in ports with tidal berths, the Harbour Master's Office communicates the RTD berth to the Pilot Ordering Service at least three hours in advance via the electronic system, this RTD berth will serve as the pilotage order time.
5. For a ship with a berth behind the locks at Antwerp, Zeebrugge or Ostend, the Harbour Master's Office reports the RTD lock to the Pilot Ordering Service at least three hours in advance via the electronic system. This RTD lock will serve as the pilotage order time.

6. For a ship with a berth behind the locks in Ghent or Terneuzen, the agent must inform the Harbour Master's Office of his ETD berth in a timely manner. The Harbour Master's Office can convert this ETD berth to an RTD berth in view of the lock planning schedule and shall report this via the means of communication. In this case, the RTD berth serves as the pilotage order time and must be reported via the means of communication.

7. Non-compliance with this article may result in delays or in a cancellation, including a new pilotage order.

8. This article shall also apply if the captain wishes to make a non-obligatory use of the services of a pilot.

Article 12

1. All pilotage orders become active six hours prior to the pilotage order time. From that moment, the Pilotage Service will take the necessary actions to ensure that the pilot will be able to embark the ship at the required time and place.

2. From this moment, every change and/or cancellation must be reported by the agent to the Pilot Ordering Service via the means of communication.

Article 13

1. If the pilotage order time or the ETD berth is delayed by more than 1 hour, the agent must report this change via the means of communication not later than the time on which the pilotage order becomes active.

2. Any changes to a pilotage order can only be reported to the Pilot Ordering Service via the means of communication.

3. If the pilotage order time is advanced, the agent must adjust the pilotage order time not later than three hours prior to the new departure time.

4. Non-compliance with this article may result in delays or cancellation, including a new pilotage order.

Article 14

1. There are three different types of arrival which apply to a voyage between two ports in the same operational area. One type of arrival must be indicated by the agent of the port of arrival. The types of arrival may have an impact on the course of the voyage following the pilotage order based on ETD or lock planning schedule submitted by the agent of the port of departure:

1° ETA type of arrival: the ship is permitted to proceed on departure from the other port;

2° GTA type of arrival: the ship has a required time of arrival in the port;

3° BTV type of arrival: the ship has no permission to proceed.

2. In addition, the agent of the port of arrival shall indicate the type of arrival - irrespective of the fact whether the ship is using a pilot or not. The agent has the option to select between three types of arrival as referred to in the first paragraph; however, only one type of arrival can be active at any given time.

3. If the Common Nautical Authority sends the ship to sea, the procedure that applies to a ship arriving from sea will enter into force and the agent of the port of arrival shall have to act in accordance with that procedure.

Article 15

1. All cancellations must immediately be reported to the Pilot Ordering Service via the means of communication.

2. If, at the pilotage order time, the pilot on board the ship determines that the ship will be unable to depart for whatever reason within one hour, the Pilotage Service may cancel the pilotage order time and the agent must submit a new pilotage order time.

Article 16

1. The agent shall ensure that the pilotage order includes at least the following information:

- 1° Ship's name and IMO number;
- 2° Call sign;
- 3° Flag;
- 4° Current berth;
- 5° Destination: name of the pilot station, port of destination in the operational area, or new berth after shifting;
- 6° Date, pilotage order time, and ETD berth (behind the locks);
- 7° Ships not subject to compulsory pilotage: indication of the required pilotage stretches;
- 8° Name of the agent;
- 9° Length Over All;
- 10° Breadth Over All;
- 11° Current maximum fresh water draught in decimetres;
- 12° Maximum manoeuvring speed;
- 13° Current freeboard in decimetres or the freeboard height of the pilot door;
- 14° Special remarks in case the ship is restricted in its ability to manoeuvre or has any defects, or delays at the pilot station.

2. If any changes are made to the RTD lock or RTD berth, the agent shall report at least the following information via the electronic system:

- 1° Ship's name and IMO number;
- 2° Adjusted RTD lock or RTD berth (pilotage order time);
- 3° Remarks (if any).

3. If a pilotage order is cancelled, the agent shall at least report the following information to the Pilot Ordering Service:

- 1° Ship's name and IMO number;
- 2° The pilotage order to be cancelled;
- 3° Remarks (if any).

Chapter IV Embarkation sequence of the pilot

Article 17

1. A ship is provided with a pilot or takes part in shore-based pilotage on the basis of the sequence of the pilotage order time, unless a specific regulation with regard to the chain operation applies.
2. If a ship wishes to receive its pilot earlier than the pilotage order time, it will not be provided with a pilot earlier than the pilot order time, unless there is a pilot available at an earlier time, or unless the ship can be included in the shore-based pilotage system.

Article 18

The following ships are always provided with a pilot on a priority basis, even if this results in delays in the embarkation of pilots on ships with a valid pilotage order time:

- 1° Ships in distress;
- 2° Ships with tide and/or current restrictions;
- 3° Ships for which a deviation of the pilotage order time has been ordered by a competent authority.

Chapter V. Additional formalities

Article 19

If the ship calls at a Flemish or Dutch port for the first time and/or there has been a change in the ship's details, the documents under 1° and 2° stated below must be submitted (preferably in electronic format) to the Flemish Pilotage Service at the following address:

Boulevard de Ruyter 2, 4381 KA Vlissingen, the Netherlands;

Or by email: info@loodswezen.be;

Or by fax: +31 (0)118 42 45 27.

- 1° Copy of the Wheelhouse Poster (IMO-resolution 601(15));
- 2° Copy of the Pilot Card if the Wheelhouse Poster is not available;

Article 20

Agents may apply with the Flemish or Dutch Pilotage Service for an access code to LIS21. This application must be submitted in writing, by fax or email and must include the agent's contact information both during and outside office hours.

Chapter VI. Emergency Procedures

Article 21

If an electronic system is not available and the initial pilotage order cannot be processed electronically, the agent or the ship's captain must report the initial pilotage order to the Pilot Ordering Service via the other means of communication.

Article 22

The Harbour Master's Office or the Pilot Ordering Service will inform the agent or the ship's captain when the emergency procedure will be initiated or terminated.

Chapter VII. Final provisions

Article 23

The "Besluit Loodsbestelregeling Scheldereglement"(Pilot Ordering Regulation Decree Scheldt Regulations) is cancelled.

Article 24

This Decree shall enter into force on 4 February 2014 and will be published in the Dutch language in the Belgian Official Gazette and the Dutch Government Gazette.

Article 25

This decree shall be cited as: "Besluit loodsbestelregeling Scheldereglement (Pilot Ordering Regulation Decree Scheldt Regulations) 2013"

Vlissingen, 19 September 2013

The Flemish Commissioners, The Dutch Commissioners,

Capt. J. D'Havé

J.A. Jacobs

I. Hoet

B.C.M. Gijsbers

NON-AUTHORITATIVE TRANSLATION

Annex 1

Contact details of Pilot Ordering Services

Pilot Ordering Service at Antwerp

Flemish Agency for Maritime Services and Coast
Separate Management Service Pilotage
Tavernierkaai 3
2000 Antwerp, Belgium

Telephone 24/24:	+32 (0)3 222 08 65 +32 (0)3 232 02 29 +32 (0)3 231 89 52
Mobile phone 24/24:	+32 (0)476 58 01 49
Fax 24/24:	+32 (0)3 232 20 85
Administrative Dept.:	+32 (0)3 222 08 70
Website:	www.loodswezen.be
Electronic system:	APICS2 and LIS21
Email:	only for Captains
via Wandelaar:	orderpilot@loodswezen.be
via Steenbank:	scheldepilot@loodswezen.nl

Pilot Ordering Service at Ghent

Flemish Agency for Maritime Services and Coast
Separate Management Service Pilotage
Motorstraat 109
9000 Ghent, Belgium

Telephone 24/24:	+32 (0)9 250 57 11 (main number) +32 (0)9 250 57 12 +32 (0)9 250 57 13 +32 (0)9 250 57 14
Mobile phone 24/24:	+32 (0)478 58 14 80
Fax: 24/24:	+32 (0)9 251 63 21
Administrative Dept.:	+32 (0)9 250 57 30
Website:	www.loodswezen.be
Electronic system:	ENIGMA and LIS21
Email:	only for Captains
via Wandelaar:	orderpilot@loodswezen.be
via Steenbank:	scheldepilot@loodswezen.nl

Flemish Pilot Ordering Service at Vlissingen

Flemish Agency for Maritime Services and Coast
Separate Management Service Pilotage
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Mobile phone 24/24: +32 (0)473 89 70 02
Fax 24/24: +31 (0)118 43 15 37
Administrative Dept.: +31(0)118 42 45 04
Website: www.loodswezen.be
Electronic system: APICS2, ENIGMA and LIS21
Email: only for Captains
via Wandelaar: orderpilot@loodswezen.be
via Steenbank: scheldepilot@loodswezen.nl

Pilot Ordering Service for the Dutch Scheldt ports

Nederlands Loodswezen
Boulevard de Ruyter 8
4381 KA Vlissingen, the Netherlands

Telephone 24/24: +31 (0)118 48 95 02
Fax 24/24: +31 (0)118 41 23 21
Administrative Dept.: +31 (0)118 48 95 00
Website: www.loodswezen.nl
Electronic system: PortXcs and LIS21
Email: only for Captains
scheldepilot@loodswezen.nl

Annex 2

Contact details Harbour Master's Offices

Harbour Master's Office at Antwerp

Address: Zandvlietsluis block A, third floor, 2040 Zandvliet, Belgium
Telephone Harbour Master 03 205 21 82 - 83 – 84 - 85
Fax: 03 205 20 25
Email: HAV_HKD/HVL/ACC@haven.antwerpen.be
Website: www.portofantwerp.com

Harbour Master's Office at Ghent

Address: J. Kennedylaan 32, 9042 Ghent, Belgium
Telephone Harbour Master 09 251 04 57
Fax: 09 251 60 62
Email: kd@havengent.be
Website: www.portofghent.be

Harbour Master's Office at Zeebrugge

Address: Isabellalaan 1, 8380 Zeebrugge, Belgium
Telephone Harbour Master 050 54 32 40
Telephone Lock Master 050 54 32 31
Fax: 050 54 32 49
Email: hkd@mbz.be
Website: www.portofzeebrugge.be

Harbour Master's Office at Ostend

Address: Slijkensesteenweg 2, 8400 Oostende, Belgium
Telephone Harbour Master 059 34 07 11
Fax: 059 34 07 10
Email: Harbour.Master@portofoostende.be
Website: www.portofoostende.be

Zeeland Seaports Port Authority

Address: Schelpenpad 2, 4531 PD Terneuzen, the Netherlands
Telephone Harbour Master +31 115 64 74 44
Fax: +31 115 64 74 45
Email: hd@zeelandseaports.com
Website: www.zeelandseaports.com