

NOTICE TO MARINERS

No 16 of 2022

Port of Southampton - Procedure for Online Oral Examinations for Pilotage Exemption Certificates

Mariners are advised that, in response to the COVID-19 pandemic, oral examinations for the issue of Pilotage Exemption Certificates will be conducted online until further notice. Two-yearly VTS visits for the renewal of Pilotage Exemption Certificates remain suspended until further notice.

- 1 Oral examinations shall be conducted using Microsoft's Teams platform.
- 2 The VTS visit component of the application for the issue of a new certificate only (not renewal) shall form the first part of the examination.
- 3 Candidates will be required to:
 - a. Download MS Teams prior to the exam;
 - b. Log into the meeting at least 10min prior to the start time of the exam;
 - c. Ensure they have a suitable room with necessary amenities including access to a camera and suitable high speed internet (min 10mbps recommended);
 - d. Show identification to the camera at the commencement of the exam;
 - e. Show the room in which the exam is to be taken to the camera, thereby confirming that there are no other persons in the room;
 - f. Be able to perform the exam without headphones or other headpieces.
- 4 Application forms for the issue of a new Pilotage Exemption Certificate are to be sent to HMSouthampton@abports.co.uk

**Vessel Traffic Services Centre
Ocean Gate, Atlantic Way
Southampton**

**Steven Masters
Harbour Master**

1st January 2022

Owners, Agents, Charterers, Marinas, Yacht Clubs and Recreational Sailing Organisations should ensure that the contents of this Notice are made known to the masters or persons in charge of their vessels or craft.