

## Pilot ladder securing and boarding arrangement checklist

*In accordance with SOLAS Regulations, AMSA Marine Notices, and IMO/IMPA Guidelines:*

I, \_\_\_\_\_ Master of the Vessel: \_\_\_\_\_

**Certify that the following checklist has been completed and verified for compliance before arriving or departing South Australian Ports.**

		Yes	No
a.	Pilot ladder is secured to the strong point on the deck using rope and not solely held by shackles or a guillotine bar.		
b.	Manropes are secured to the strong point on the deck and pass through the eye on handhold stanchions.		
c.	In a combination arrangement- Pilot ladder is firmly secured to Ship side 1.5 metres above accommodation ladder lower platform.		
d.	In a combination arrangement- Man ropes are passed behind the side ropes and hung from a height of 1.5 metres above accommodation ladder lower platform.		
e.	In a combination arrangement- Accommodation ladder is secured to the ship side.		
f.	In a combination arrangement- Pilot ladder is not secured to the lower platform of the accommodation ladder		
g.	Lower platform of the accommodation ladder is not obscuring the Pilot ladder in a combination arrangement, The Horizontal distance between Pilot ladder and the lower platform should be between 0.1 to 0.2 metres.		
h.	Climb of Pilot ladder is not less than 1.5 metres. If more than 9 metres Pilot ladder must be rigged in a combination arrangement.		
i.	In a combination arrangement the lower platform of Accommodation ladder is at least 5 metres above sea level.		
j.	Pilot ladder steps are horizontal and chocks under the steps are tightly secured.		
k.	No tripping line attached to the bottom most step and no loops, tripping line if used, must lead forward to avoid fouling with Pilot launch.		
l.	For the ladders on winch reels, Pilot ladder must be secured to the strong point on the deck.		
m.	Pilot ladder rigging supervised by Responsible Officer and in compliance with above mentioned regulations.		
n.	The side ropes of the pilot ladder must be of natural fibre such as manila. Man ropes must have a diameter between 28mm and 32mm diameter.		
o.	Pilot ladder is less than 30 months old.		
p.	Man ropes are less than 12 months old.		

**Note:** If any items are marked as "NO," explain the reasons and corrective actions taken:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Safety & Health Above All Else**