

**BOARD FOR BRANCH PILOTS
MEETING AGENDA
December 10, 2021 at 10:30 a.m.
Virginia Port Authority Board Room
Norfolk, Virginia**

1. Call to Order
2. Safety Evacuation Instructions
3. Approval of Agenda
4. Approval of Minutes – September 13, 2021, Board Meeting
5. Public Comment Period*
6. Revision of 2022 Meeting Dates
7. Branch Pilot Retirement
8. Review of Notification Letter – Captain Zachary Dodson – M/V JOHNNY TRAVELLER
9. Consideration of Renewal of Licenses
10. Review of Virginia Pilot Association’s Apprenticeship Training Program
 - Proposed Changes to Annual Apprenticeship Program, dated November 8, 2021
 - Learning Resource Modification 2021
11. Review of Regulations Pursuant to §54.1-100 of the *Code of Virginia*
12. Financial Statements
13. Other Business
14. Conflict of Interest Forms / Travel Vouchers
15. Adjourn

NEXT MEETING SCHEDULED FOR MARCH 15, 2022 AT 10:30 A.M.

*Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the *Code of Virginia*.

*Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8514 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

➤ **Call to Order**

➤ **Safety Evacuation Instructions**

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**BOARD FOR BRANCH PILOTS MEETING
MINUTES**

The Virginia Board for Branch Pilots met on September 13, 2021, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Andrew Anseeuw
Captain E. Waightstill Avery
I. Vincent Behm, Jr
Captain Robert H. Callis, III
Captain J.W. Whiting Chisman, III
Michael W. Coleman
Captain January N. Collins
Patrick B. McDermott
Christine N. Piersall

Staff present for all or part of the meeting were:

Mary Broz-Vaughan, Director
Kathleen R. Nosbisch, Executive Director

Elizabeth Peay, from the office of the Attorney General, and Bonnie Davis, Administrative Assistant send regrets.

Members of the Audience included:

Mark Coberly, Manager, Maritime Law Department, Representative from Vandeventer Black, Wesley Host, Patty Host, Kelsey Sanock, and Tom Host all from T. Parker Host

Finding a quorum of the Board present, Ms. Piersall, President, called the **Call to Order** meeting to order at 10:30 a.m.

Ms. Nosbisch advised the Board of the emergency evacuation procedures. **Safety
Evacuation
Instructions**

The Board welcomed new board member Aaron Anseeuw who is filling the seat vacated by Mr. Host. **Welcome Aaron
Anseeuw**

Captain Avery moved to approve the agenda. Mr. Coleman seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Anseeuw, Avery, Behm, Callis, Chisman, Coleman, Collins, McDermott, and Piersall. **Approval of
Agenda**

Captain Callis moved to approve the amended minutes from the June 9, 2021 Board meeting as presented. Mr. Coleman seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Avery, Behm, Callis, **Approval of
Minutes**

Chisman, Coleman, Collins, McDermott, and Piersall. Mr. Anseeuw abstained from voting.

There were no public comments.

**Public Comment
Period**

Ms. Piersall read the resolution for consideration by the Board:

**Resolution for
Thomas P. Host,
III**

RESOLUTION IN HONOR OF

Thomas P. Host, III

WHEREAS, Thomas P. Host, III, did faithfully and diligently serve as a member of the Virginia Board for Branch Pilots from July 2007 through June 2021; and

WHEREAS, Thomas P. Host, III did devote generously of his time, talent and leadership to the Board; and

WHEREAS, Thomas P. Host, III did at all times render decisions with fairness and good judgment so as to promote and preserve the best interests of our citizens and the profession of piloting in Virginia; and

WHEREAS, the Virginia Board for Branch Pilots acknowledges its gratitude for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth;

NOW THEREFORE BE IT RESOLVED, this thirteenth day of September 2021, that the Virginia Board for Branch Pilots expresses its utmost regard and respect for Thomas P. Host, III and his professional legacy to this Board; and, so that all may know of the Board's depth of its expression, it is ORDERED that this resolution be spread upon the official minutes of the Board and that a copy hereof be presented to Thomas P. Host, III.

The Board members agreed to the resolution by consensus and congratulated and thanked Mr. for his service.

Captain Callis provided the Board with a report of the examinations conducted by the Exam Administrators on September 10, 2021. The following report was made:

**Exam
Administrator's
Report**

Richard Austin Lyons answered oral questions related to the extension of route. The subjects included courses and distances from the James River Bridge to City Point, the effects of squat on maneuvering in shallow water and ship behavior in Rock Landing Shoal Channel and Dancing Point Channel, tide restrictions on the river, characteristics of the James River

Bridge and the Benjamin Harrison Bridge, safe anchoring positions and weather considerations including fog, and docking and undocking maneuvers at the Advansix Terminal and Associated Asphalt Terminal in Hopewell, VA.

Richard Austin Lyons stood a good examination and was found qualified. Captain Callis moved that Richard Austin Lyons be approved for an extension of route from the James River Bridge to City Point, Hopewell, Virginia, and the extension of route to become effective September 15, 2021.

Mr. Behm seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Anseeuw, Avery, Behm, Callis, Chisman, Coleman, Collins, McDermott, and Piersall.

Ryan Robert Nienstedt answered oral questions related to the extension of route. The subjects included courses and distances from the James River Bridge to City Point, the effects of squat on maneuvering in shallow water and ship behavior in Rock Landing Shoal Channel and Dancing Point Channel, tide restrictions on the river, characteristics of the James River Bridge and the Benjamin Harrison Bridge, safe anchoring positions and weather considerations including fog, and docking and undocking maneuvers at the Advansix Terminal and Associated Asphalt Terminal in Hopewell, VA.

Ryan Robert Nienstedt stood a good examination and was found qualified. Captain Callis moved that Ryan Robert Nienstedt be approved for an extension of route from the James River Bridge to City Point, Hopewell, Virginia, and the extension of route to become effective September 15, 2021.

Mr. McDermott seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Anseeuw, Avery, Behm, Callis, Chisman, Coleman, Collins, McDermott, and Piersall.

Timothy Delaney Oksman answered oral questions related to the extension of route. The subjects included courses and distances from the James River Bridge to City Point, the effects of squat on maneuvering in shallow water and ship behavior in Rock Landing Shoal Channel and Dancing Point Channel, tide restrictions on the river, characteristics of the James River Bridge and the Benjamin Harrison Bridge, safe anchoring positions and weather considerations including fog, and docking and undocking maneuvers at the Advansix Terminal and Associated Asphalt Terminal in Hopewell, VA.

Timothy Delaney Oksman stood a good examination and was found qualified. Captain Callis moved that Timothy Delaney Oksman be approved for an extension of route from the James River Bridge to City Point, Hopewell, Virginia, and the extension of route to become effective September 15, 2021.

Mr. Coleman seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Anseeuw, Avery, Behm, Callis, Chisman, Coleman, Collins, McDermott, and Piersall.

Captain Callis provided the Board with a report of the examination conducted by the Exam Administrators on September 13, 2021. The following report was made:

Zachary Stewart Dodson answered oral questions related to the raise in grade. The subjects included safe anchoring positions in Lynnhaven, Sewell's Point, and Cape Charles, safe anchoring techniques, under keel clearance, inner harbor transits, vessel traffic management, determination of adequate towboat power in adverse weather, vessel interaction during overtaking and meeting situations, bank suction and cushion, effectiveness of bow thrusters, and safe vessel speed.

Zachary Stewart Dodson stood a good examination and was found qualified. Captain Callis moved that Zachary Stewart Dodson be approved for a raise in grade from a Delta license (45,000 gross tons and 36 feet maximum draft) to an Echo license (55,000 gross tons and 39 feet maximum draft).

Captain Collins seconded the motion which was unanimously approved via roll call vote by Messrs., Mme. and Captains: Anseeuw, Avery, Behm, Callis, Chisman, Coleman, Collins, McDermott, and Piersall.

Mr. Behm recused himself from the meeting for discussion of the notification letter.

Recusal of Board Member

The File Review Committee previously reviewed the notification letter from Captain Behm, regarding an incident on June 18, 2021, involving the WEDDELL SEA.

Notification Letter, Captain Behm- WEDDELL SEA

On the morning of June 18, 2021, Captain Behm was ordered to sail the tug WEDDELL SEA and barge PENN NO. 90 from Lyon Shipyard on the Eastern Branch of the Elizabeth River to sea at 1000 hours. The WEDDELL SEA is 104.9' in length, with a beam of 37.8' and a draft of 17'. The barge PENN NO. 90 is 417' in length, with a beam of 76' and a draft of 7'. He arrived onboard the tug at 0940 hours, greeted the captain, completed the master/pilot exchange and exchanged paperwork. The wind was SW at 5 to 10 knots and the state of the current was the last of the ebb. The barge unit was berthed against 4 dolphins port side to, perpendicular to the stream, with her bow inshore (northwestward). At 1000 hours the tug made up to the barge in pushing gear. Shortly thereafter the assist tug CLAYTON W. MORAN arrived, dropped off the Moran docking master and took her position on the starboard side of the barge. The Moran docking master boarded the tug and talked with the captain conducting the master/docking master exchange. The docking master said he preferred to be on the bow

of the barge for the maneuver and the captain agreed. Captain Behm stayed in the upper wheelhouse of the tug with the captain. The planned undocking maneuver consisted of backing the barge into the stream and then turning the bow to the port approximately 60 degrees to head down stream. The tug CLAYTON W. MORAN held the tug and barge alongside the dolphins while lines were let go. At 1022 hours they undocked from the berth with the docking master giving commands to the CLAYTON W. MORAN and to the captain of the WEDDELL SEA. At 1024 hours Captain Behm heard over the radio the docking master order the CLAYTON W. MORAN to come ahead on the starboard bow to cause the barge to swing to port. Shortly after the CLAYTON W. MORAN started pushing, the port bow of the barge apparently made contact with the last mooring dolphin as it was swinging past. From their position in the wheelhouse they could not see the dolphin and did not see the actual contact with the dolphin. After they were fully into the stream and the dolphin came into their view, they could see the dolphin was leaning over. There were a few scratches on the bow of the barge but no visible damage. The rest of the transit to Cape Henry was uneventful. After disembarking the vessel at Cape Henry, Captain Behm returned to the Virginia Pilot Office and reported for a drug test.

The File Review Committee made a recommendation that the letter be filed and that the Board take no action, as there appears to be no violation of the Board's regulations or statutes and that is a motion. Captain Avery seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Anseeuw, Avery, Callis, Chisman, Coleman, Collins, McDermott, and Piersall.

Mr. Behm returned to the meeting.

The Board reviewed the protocol, the Board's regulation 19VAC45-20-50.C, and 18VAC45-20-40.12. The Board agreed by consensus to require proof of any test required as per paragraphs 10 and 11 of 18VAC45-20-40 until such time the regulations can be changed. Ms. Nobsch suggested a Regulatory Review Committee to review 18VAC45-20-40 as well as other regulations.. Ms. Piersall asked for volunteers. Captain Avery, Mr. Coleman, Captain Collins, and Mr. Anseeuw volunteered to serve on the committee. Ms. Nobsch will follow-up with the committee members regarding a meeting date.

Ms. Nobsch advised the Board that the Virginia Maritime Association's 18th Annual International Trade Symposium to be held September 29-October 1, 2021 has been cancelled.

Ms. Nobsch stated the financial statements were provided for informational purposes.

Return of Board Member

Positive Results Reporting Protocol

VMA's International Trade Symposium

Financial Statements

Ms. Piersall reviewed the email response from Elizabeth Peay dated September 2nd regarding the Board's further questions regarding process in regards to notification letters.

Other Business

Ms. Broz-Vaughan informed the board that due to the marijuana conviction changes in legislation, the language in the current regulations must be changed to exclude misdemeanor marijuana drug convictions and this can be accomplished by an exempt regulatory action if filed within 90 days of the enactment.

Conflict of Interest forms and travel vouchers were completed by all members present.

Conflict of Interest Forms and Travel Vouchers

The Board recessed from 11:26 a.m. to 11:36 a.m.

Recess

Board members participated in mandatory Conflict of Interest Act training.

Conflict of Interest Act Training

There being no further business, the meeting was adjourned at 11:59 a.m.

Adjourn

Christine Piersall, President

Mary Broz-Vaughan, Secretary

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- **Public Comment**
- **Revision of 2022 Meeting Date**
 - **March 15, 2022**
- **Branch Pilot Retirements**
 - **Captain Milton B. Edmunds**
 - **Captain Nathaniel T. Green, II**

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Zachary S. Dodson
3329 Shore Drive
Virginia Beach, Virginia 23455

September 23, 2021

Christine N. Piersall
President, Board for Branch Pilots
1605 Kingfisher Court
Chesapeake, Virginia 23321

Re: M/T JOHNNY TRAVELLER , IMO # 9265861

Dear Ms. Piersall:

On September 22, 2021 I was ordered to the M/T JOHNNY TRAVELLER for a 0700 inbound transit from Cape Henry to Kinder Morgan South Hill Terminal on the Southern Branch of the Elizabeth River. The JOHNNY TRAVELER is a tanker 600 feet in length and 105 feet in breadth. On the morning of September 22 the weather was clear with a southerly wind of 15kts.

After a routine transit inbound, the docking master boarded the vessel at Town Point, and after a pilot and master to docking master exchange, took the con at Town Point. The docking master ordered the tug SEACOAST to make fast on the starboard bow and the tug MAXWELL PAUL MORAN to make fast at the center lead aft. The docking maneuver at the Kinder Morgan Terminal was routine. Once the vessel was alongside the berth with forward spring lines ashore, the southerly wind conditions caused the vessel to begin sliding aft along the berth. To counteract this movement, at approximately 1025, the docking master gave the aft tug MAXWELL PAUL MORAN the command to work ahead half at a 45 degree angle to hold the ship ahead. Due to the proximity of the berth to the Norfolk Southern Railway Lift Bridge, the stern of the tug was approximately 75' from the southeastern fender system of the bridge opening. When the propeller wash from the tug contacted the fender system several beams and pilings were broken loose. This damage was immediately reported to the Coast Guard and upon returning to the Virginia Pilot office, I reported for drug and alcohol testing.

Respectfully Submitted

Zachary S. Dodson

cc: Katheen R. Nosbisch, DPOR

➤ **Consideration of Renewal of Licenses**

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Virginia Pilot Association

TELEPHONE: 757-496-0995
FACSIMILE: 757-496-9324
email: dispatch@vapilotassn.com
3329 SHORE DRIVE
VIRGINIA BEACH, VA 23451

November 8, 2021

Christine N. Piersall
President, Virginia State Board for Branch Pilots
1605 Kingfisher Court
Chesapeake, Virginia 23321

Dear Mrs. Piersall:

The Apprenticeship Committee, on behalf of the Virginia Pilot Association, recommends the additions to the Virginia Pilot Association Apprenticeship Training Program detailed in "Learning Resource Modification".

One significant addition is the inclusion of the York River as part of the initial licensing. After more than a year of research and planning, the Apprentice Committee believes expanding licensure to include this portion of the lower Chesapeake Bay will enhance the state's goal of creating accomplished pilots.

The Committee, therefore, respectfully requests that the Virginia Board for Branch Pilots authorize the Virginia Pilot Association to administer the pilot apprenticeship program for the 2022 calendar year.

Thank you for your consideration in this matter.

Sincerely,

Chadwick M. Jamison
Apprenticeship Committee

CMJ:bb

cc: Kate Nosbisch, Executive Director
Dept. of Professional & Occupational Regulation

Learning Resource Modification

2021

- 4.15-4.16 Combine “Advanced Simulator Shiphandling Course” and “Advanced Docking Maneuvers on Manned Model and Simulator Course” to Reclassify as “Advanced Maneuvering Simulator Course”

Combining and reclassifying these 2 courses creates a more effective use of time to develop techniques for navigating and anchoring ships with limited UKC, navigating through bridges and docking without tugs, and experimenting with a multitude of hypothetical scenarios. It will be completed exclusively on the Simulator at the Maritime Pilots Institute.

- 8.1 Initial Licensing for Cape Charles was misclassified to the Federal License section and has been re-established as 7.36(a) and 7.37(a).

- 7.36(a) & (b) Add Learning Objective 7.36 (a) “*Draw Chart 12221*” and 7.36 (b) “*Draw Chart 12241*”.

As part of initial licensing, Apprentices will draw a sketch of Charts 12221 (Cape Charles) and 12241 (York River). This exam will be administered shortly before their Charlie upgrade.

- 7.37(a) & (b) Add Learning Objective 7.37 (a) “*Describe Regulations and Restrictions of Chart 12221*” and 7.37 (b) “*Describe Regulations and Restrictions of Chart 12241*”.

As part of initial licensing, Apprentices will complete a local knowledge exam to be administered shortly before their Charlie upgrade. An Oral Exam will be conducted by the State Board for Branch Pilots at the Charlie upgrade.

Adding the York River to initial licensing exposes the Apprentices to additional routes, circumstances and conditions which provide a wider range of experiences and a stronger foundation for their piloting career.

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
1.1 Orientation for New Apprentices	Discussion with: <ul style="list-style-type: none"> Apprentice Committee President, Vice President 	1 Week	Understanding of the Apprentice Program and the Role and Responsibilities of an Apprentice	Validation by Apprentice Committee
1.2 Knowledge of Work Rules for Launch and Tower Duty	Discussion with: <ul style="list-style-type: none"> Apprentice Committee Tower and Launch Operators 	3 Months	Demonstration of ability to apply work rules while in the Tower or Launch	Validation by Apprentice Committee
1.3 Knowledge of Work Rules for Riding Ships	Discussion with: <ul style="list-style-type: none"> Apprentice Committee Pilots 	6 Months	Demonstration of ability to apply work rules while riding ships	Validation by Apprentice Committee
1.4 Piloting Techniques and Conning Skills	<ul style="list-style-type: none"> Observation of Pilots on Ships Discussion with Apprentice Committee List of optimal procedures Shiphandling for the Mariner (p. 83-85) 	2 Years	<p>Demonstration of use of optimal procedures during day or night</p> <p>Demonstration of optimal procedures during restricted visibility or poor weather conditions</p>	<p>2 year exam</p> <p>Validation by Apprentice Committee</p>
1.5 Professionalism as a Pilot	<ul style="list-style-type: none"> Discussion with: Apprentice Committee Pilots <p>Port Stakeholder Tour</p> <p>Observation of Pilots on ships</p>	2 Years	Demonstration of ability to work in a professional manner in all piloting situations	<p>Validation by Apprentice Committee</p> <p>Review of Apprentice's overall performance</p>

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
2.1 Identify handling characteristics of small boats in all weather	<ul style="list-style-type: none"> -- Riding launches -- Observation -- Description of fundamental procedures -- Launchmen -- Waterfront classes -- Chapman Piloting Chap. 9 	6 Months	Demonstrate fundamental underway procedures	Check ride with Apprentice Committee
2.2 Prepare to get boat underway	<ul style="list-style-type: none"> -- Launchmen -- Demonstration of proper procedures -- Engine -- Lines -- Controls 	1 Month	Describe proper underway procedure Describe proper engine conditions Demonstrate appropriate underway procedures	Validation by Launchmen
2.3 Operate Engine Controls	<ul style="list-style-type: none"> -- Launchmen demonstration -- Engineer demonstration -- Engineer written checklist 	3 Months	Describe operation of appropriate controls to engineer	Validation by engineer
2.4 Energize and adjust on-board navigation system for operation: Radar GPS AIS	<ul style="list-style-type: none"> -- Operational lesson by Pilot -- System operational manuals -- Power up checklist Readings: Radar Observer Manual GPS Video USCG AIS Handout	3 Months	Describe/Demonstrate tuning procedures Describe indications that systems are operating properly Describe entire capability GPS, and AIS	Validation by Pilot

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
2.5 Demonstrate boarding procedures for all weather conditions - Various ship speeds - Various vessel size	-- Launching describes appropriate procedures during actual operations (talks through various procedures): - Varied ship speeds - Variety of boarding vessels sizes - Careful observation - Supervised practice	6 Months	Successful demonstration of boarding and disembarking operations	Successful demonstration check ride with Apprentice Committee
2.6 Judge/execute emergency procedures	-- Fire drill procedure -- Distress procedures demonstration of liferaft procedures, lessons on survival -- Engineers shoreside lessons on emergency operations	3 Months	Describe and demonstrate appropriate fire drill and donning of survival suit	Validation by Apprentice Committee
2.7 Demonstrate man overboard rescue procedure	-- Safety Training Class -- Refer to Chapman's procedure -- Description and demonstration of procedures for Pilot fall from ladder -- Description and demonstration of open water rescue	3 Months	Satisfactory description and demonstration of procedure for Pilot fall from ladder Successful completion of open water man overboard drill	Successful participation in drills Validation by Apprentice Committee
2.8 Handle Boat in High Seas Entering Inlet	-- Launchmen -- Discussion with Pilots -- Description of Fundamental Procedures	6 Months	Demonstrate Fundamental Underway Procedures	Validation by Apprentice Committee

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
2.9 Marlinespike Seamanship	<ul style="list-style-type: none"> -- Chapman Piloting, Chap. 13 -- Knight's Modern Seamanship Appendix 1 and 2 -- Mooring Equipment Guidelines (Chap. 6 Appendix B and C) -- Demonstration by Pilots and Launchmen 	6 Months	Description and demonstration of: <ul style="list-style-type: none"> -- Use and care of wire and fiber lines -- Knots, bends and hitches -- Splices and splicing -- Typing to Cleats or Bollards 	Demonstration to Pilots 6 month exam
2.10 Basic Rules of the Road	Navigation Rules - Inland Chapman Piloting, Chap. 6	6 Months	Application of rules in appropriate situations	6 Month Exam Validation by Apprentice Committee
2.11 Demonstrate knowledge of definitions and nomenclature	Readings: <ul style="list-style-type: none"> -- Mooring Equipment Guidelines- Glossary -- Chapman Piloting - Glossary -- USCG Light List -- Nomenclature handout 	6 Months	Use of appropriate terms Completion of 2.9	6 Month Exam Validation by Apprentice Committee
2.12 Complete Hampton Roads Launch experience	<ul style="list-style-type: none"> -- Launchmen describe and demonstrate local knowledge of Piers, launch operations and demonstrate gangway boarding procedures -- Readings: <ul style="list-style-type: none"> -- The Port of Hampton Roads Annual -- U.S. Coast Pilot 3, Chap. 9 -- Chart 12245 -- Chart 12253 	6 Months	Successful description of various pier and anchorage locations -- Successful demonstration of gangway boarding procedures	Approval by two launchmen

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
3.1 Implement emergency procedures for power failures, etc.	Refer to tower emergency procedures Demonstration of control and equipment location Demonstration of procedures Learn how to properly energize the radar, computer, and AIS	6 Months	Completion of simulated emergency procedure drills Proper demonstration of energizing the computer Proper demonstration of getting the radar back on and tuned Proper AIS initialization	Successful completion of emergency power drill under adverse weather condition and heavy traffic simulation Validation by tower operator
3.2 Operate radios	Hands on demonstration by experienced operators Equipment operation manuals Local FCC frequency information Checklist of information to be gathered from arriving vessels	6 Months	Identify purpose for each of the frequencies used Demonstrate operational ability of radios Demonstrate the proper protocol for contacting ships List appropriate information to be gathered when contacting arriving vessels	Validation by tower operator
3.3 Basic Tower Procedures	Individual, through observation, will identify the standard tower procedures Demonstration and discussion of tower operations with operators Individual will observe various operators on duty and take note of the proper dispatching of pilots and launches to inbound and outbound vessels	6 Months	Develop written listing of tower procedures	Six Month Exam- Written essay on the proper procedures of operating the tower

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LEARNING OBJECTIVES AND STRATEGIES	LEARNING RESOURCES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
3.4 Basic Radar Operation	Radar manual for controls and operations Pilot description and demonstration ARPA Book Radar Observer Manual.	12 Months	Acquire targets Describe the various functions to include: -Basic Radar and Display Controls -Range and Bearing Measurements -Picture presentation controls -Vector times -Guard zones -Mapping functions -Anchor watch	Validation by tower operator
3.5 Dispatch procedures	Tower Operators on duty	12 Months	Demonstrate appropriate information gathering protocol and dispatch procedures Demonstrate techniques for timing arrival of launch to boarding vessel in various weather conditions	Two operators verification and approval
3.6 Apply Standard Operation Procedure to tower operation	Observe and identify the standard tower procedures Demonstration and discussion of tower operations with Pilot Individual will observe operators on duty and take note of the proper dispatching of pilots and launches to inbound and outbound vessels	18 Months	Successful boarding of pilots Develop written fishing of tower procedures	-Comprehensive tower check-day -Successful demonstration of standing several watches in the tower under various adverse conditions while being supervised by the operator on duty Validation by all tower operators

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
4.1 Complete 22 week launch experience	22 weeks of training on 51 ft twin screw launch and a 42ft R.H.I.B. launch with twin jet drives and catamaran launch with twin jet drives	18 months	<ul style="list-style-type: none"> -- Successful completion of all objectives under 2.0 -- Demonstration of ability to handle various size launches in all weather conditions 	Validation by Apprentice Committee
4.2 Complete 18 week tower training	18 weeks of training in the Cape Henry Pilot Tower	18 months	<ul style="list-style-type: none"> -- Successful completion of all objectives under 3.0 -- Demonstration of ability to handle all aspects of the operation of the Pilot Tower 	Validation by Apprentice Committee
4.3 Complete Mid Atlantic Maritime Academy courses	MAMA class outlines	2 years	Successful completion of all required courses	Validation by Apprentice Committee MAMA Certificates
4.4 Complete 1 week Radar School	USCG Approved Course	2 years	Successful completion of USCG approved course	Validation by Apprentice Committee Unlimited Radar Observer Certificate

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4.5 Complete Firefighting School	USCG Approved Firefighting School	2 years	Successful completion of USCG approved course for basic and advanced firefighting	Validation by Apprentice Committee School certificate
4.6 Complete CPR and First Aid courses	MAMA class outline	2 years	Successful completion of required class	Validation by Apprentice Committee MAMA certificates
4.7 Complete an approved ARPA course	USCG Approved Course	2 years	Successful completion of a USCG approved ARPA course	Validation by Apprentice Committee School certificate
4.8 Complete Bridge Resource Management Course	USCG Approved Course	2 years	Successful completion of a USCG approved BRMP course	Validation by Apprentice Committee School certificate

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
4.9 Master Pilot Information Exchange	Discussion with Pilots American Pilot Association Website	2 Years	Demonstrate knowledge of all aspects of a Master Pilot Information Exchange	Validation by Apprentice Committee
4.10 Complete Advanced Electronic Navigation Training Course	Maritime Pilots Institute	2 Years	Successful completion of all required training including: - DGPS/ECDIS Theory - Use of SeaQ Navigation System - Interactive Blind Pilotage Training - Multi-ship Radar Simulation	Validation by Apprentice Committee School certificate
4.11 Complete Azipod Simulator Course	Maritime Institute of Technology & Graduate Studies or Approved Course	2 Years	Successful completion of all required training	Validation by Apprentice Committee School Certificate
4.12 Complete Introduction to Manned Model/Simulator Course	Maritime Pilots Institute	2 Years	Successful completion of all required training	Validation by Apprentice Committee School Certificates

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
4.13 Complete Emergency Shiphandling Simulator Course	Maritime Institute of Technology & Graduate Studies or Approved Course	2 years	Successful completion of all required training	Validation by Apprentice Committee School certificate
4.14 Complete Intermediate Manned Model Shiphandling Course	Warsash Maritime Shiphandling Centre	2 years	Successful completion of all required training	Validation by Apprentice Committee School certificate
4.15 Complete Advanced Maneuvering Simulator Course	Maritime Pilots Institute	2 Years	Successful completion of all required training	Validation by Apprentice Committee School Certificate
4.16 Complete UL CV Manned Model and Simulator Course	Maritime Pilots Institute	4 Years	Successful completion of all required training	Validation by Apprentice Committee School Certificate

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
4.17 Complete Advanced Manned Model Shiphandling School	Port Revel Shiphandling Training Centre (France) OR Shiphandling Research and Training Centre (Poland)	6 Years	Successful completion of all required training	Validation by Apprentice Committee School Certificate

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.1 Shiphandling Fundamentals	Pilot Instructed Class Port Revel Manual - Sections 2.1 through 2.3 Behavior and Handling of Ships - introduction Shiphandling for the Mariner - p. 28, p. 53-57, p. 86-89 The Shiphandler's Guide - p. 16-17 Discussion with Pilots	6 Months	Understanding of basic fundamentals of shiphandling: - Judgement of force and motion - Judgement of distance and speed - Judgement of heading and rate of turn - Inertia and momentum - Drag and resistance - Making turns in a channel	6 Month Exam 2 Year Exam
5.2 Use of Bridge Equipment and Maneuvering Information	Pilot Instructed Class Shiphandling for the Mariner - p. 40-42, p. 60-64 Behavior and Handling of Ships - p. 33-35, p. 135-137 Knights p. 250-252 Discussion with Pilots	6 Months	Understanding of the following: - Master/Pilot Information Exchange - Wheelhouse poster and pilot card - Turning circle, swept path - Using ship's equipment to advantage - Effects of excessive speed - Increase in draft due to list - Roll, pitch	6 Month Exam 2 Year Exam
5.3 The Pivot Point	Pilot Instructed Class Maneuvering Information For The Pivot/Navigator- p. 132 Behavior and Handling of Ships- Chap. 1, Appendix A, B The Shiphandler's Guide- p. 12-15, 24-25, 27 Discussion with Pilots	6 Months	Thorough understanding of the pivot point, its location, and importance. Knowledge of the effect of forces applied to the ship based on the location of the pivot point.	6 Month Exam 2 Year Exam

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.6 Anchor-Handling Operations	Close observation of the anchor handling operations on several ships. Knight's - Chap. 5, 10 Merchant Marine Officer's Handbook - Chap. 10	12 Months	Understanding of the following: -Types of anchors -Anchor systems -Anchor handling procedures -Control of the anchor -Potential problems when anchoring	12 Month Exam Validation by Pilot
5.7 Anchoring	Pilot Instructed Class Port Revel Manual - 5.1 Units 5-1, 5-2, 5-3 Naval Shiphandling - p. 95-100 Knight's - p. 294-296 Shiphandling for the Mariner - p. 136-156 Discussion with Pilots	12 Months	Understanding of the following: -Mooring to one anchor -Mooring to two anchors -Use of second anchor in high wind -Effects of wind and current approaching the anchorage -Motion of a ship at anchor under effects of wind and current	12 Month Exam 2 Year Exam
5.8 Directional Stability	Pilot Instructed Class Port Revel Manual - Units 2-14, 2-15 Behavior and Handling of Ships - p. 31 Shiphandling for the Mariner - p. 18-20, p. 50-53 The Pilot/Navigator - p. 133 Discussion with Pilots	12 Months	Understanding of the following: -Overswing -Directional stability -Relationship of block coefficient under keel clearance, length/born ratio, forward section area, and trim on directional stability -effect of trim on steering	12 Month Exam 2 Year Exam

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.9 Behavior of Ships in Deep and Shallow Water	Pilot Instructed Class Port Revel Manual - 4.1 Units 4-1, 4-4, 4-5, 4-6, 4-7 Shiphandling for the Mariner - p. 17-18; p. 64-67 The Shiphandler's Guide - p. 30-35, 55-59 Discussion with Pleas	12 Months	Demonstrate an understanding of deep vs. shallow water behavior including: - Wave form - Sinking and squat - Shallow water effects on speed and handling - Channel blockage factor - Turning Circles	12 Month Exam 2 Year Exam
5.10 Effects of Narrow Channels Interaction Between Vessels	Pilot Instructed Class Port Revel Manual - 4.1 Units 4-8, 4-10, 4-11, 4-13 to 4-17, 4-19, 4-20, 7-1 to 7-7 Behavior and Handling of Ships - Chap. 7 Shiphandling for the Mariner - p. 44-45; p. 57-60 Shiphandling in Narrow Channels - Chap. 1, Appendix The Shiphandler's Guide- 60-68 Pilotage p.269 Discussion with Pilots	12 Months	Understanding of the effects of narrow channels including: - Bank cushion and suction - Using these effects to advantage - Responding to excessive bank effects - Causes of these effects - Trapping Understanding of the interaction between vessels including: Forces involved when meeting or overtaking - How to safely meet or overtake	12 Month Exam 2 Year Exam
5.11 Hydrodynamics	Shiphandling for the Mariner pg. 64 -67	12 Months	Demonstrate an understanding of hydrodynamic effects of: -squat -buoyancy -block coefficient -speed effects -current effects	12 Month Exam 2 Year Exam

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.12 Characteristics of Tugs	Discussion with Pilots The Shiphandler's Guide- p. 129-131, 140-144, 150-153 Tug Use In Port- p. 16-36, p. 85-97, 140-144 Shiphandling with Tugs- Chap. 3, 4; Appendix 1 Pilot Instructed Class	18 Months	Describe the following: -Types of tugs -Types of propulsion and steering systems -Handling of light tugs -Pros and cons of each tug type -Escort tugs	18 Month Exam 2 Year Exam
5.13 Handling Tugs and Tows	Pilot Instructed Class Primer of Towing- Chap. 6, 8 Shiphandling with Tugs- Chap. 20 Discussion with Pilots	18 Months	Describe handling characteristics of tugs towing astern, alongside, pushing ahead, the ATB and ITB Tandem towing astern	18 Month Exam 2 Year Exam
5.14 Mooring Principles and Operations	Close observation of the mooring and unmooring operations on several ships Knight's- p. 271-275 Mooring Equipment Guidelines- Chap. 1, 6 Port Revel Manual - Units 3-18 to 3-24	18 Months	Understanding of both modern and traditional principles of mooring.	18 Months Exam Validation by Pilot
5.15 Docking and Undocking	Pilot Instructed Class Shiphandling for the Mariner- p. 83-123 The Shiphandler's Guide- p. 103-104 Discussion with Pilots	18 Months	Demonstrate an Understanding of the following: -Approaching the berth -Docking -Undocking -Wind and current effects	18 Month Exam 2 Year Exam

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.21 Calculating Wind and Current Forces	Mooring Equipment Guidelines- Section 12 Prediction of Wind and Current Loads on VLCC's Tug Use In Port P. 74-77 The Shiphandler's Guide- p. 43-47, 80-85	2 Years	Demonstrate knowledge of wind and current force calculations using coefficients and OCIMF publications Demonstrate ability to apply trigonometric functions to allow for angle of attack of wind or current	2 Year Exam
5.22 Handle Light and Loaded Ships	Hands on experience on a minimum of 500 vessels under pilot supervision Discussion with Pilots	2 Years	Completion of objectives 5.1-5.5, 5.8-5.10, 5.17, and 5.19-5.21 Demonstrate ability to apply shiphandling learning objectives in practical situations	Completion of VPA trip requirement Validation by Apprentice Committee
5.23 Anchor in a Specific Location	Hands on experience under pilot supervision Discussion with Pilots	2 Years	Completion of Objectives 5.6, 5.7 Demonstrate ability to apply objectives 5.6 and 5.7 to practical situations	Completion of VPA trip requirement Validation by Apprentice Committee
5.24 Handle Tugs and Tows	Hands on experience under pilot supervision Discussion with Pilots	2 Years	Completion of Objectives 5.11, 5.12 Demonstrate ability to apply objectives 5.11 and 5.12 in practical situations	Completion of VPA trip requirement Validation by Apprentice Committee

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
5.25 Docking and Undocking	Hands-on Experience Under Pilot Supervision Discussion with Pilots	2 Years	Completion of Objectives 5.11, 5.13, 5.14, 5.15, 5.17 Demonstrate ability to apply shiphandling learning objectives in practical situations	Completion of VPA trip requirement Validation by Apprentice Committee
5.26 Handle Outbound Deep Loaded Vessels	Discussion with Pilots Observation on a minimum of four vessels with a draft of 48 feet or greater	5 Years	-Describe and demonstrate handling characteristics of deep loaded vessels -Description of factors unique to vessels with a draft of 48 feet or greater including: -sailing times -tides and currents -anchorage -channel availability	Completion of VPA trip requirements
5.27 Handle Deep Loaded Post Panamax Vessels	Hands on experience under Pilot supervision Discussion with pilots	2 Years Theoretical 5 Years Practical	-Description of factors unique to container vessels with a draft greater than 47 feet including -sailing times -arrival times -tides and currents -weather conditions -anchorage -channel availability -berth availability -assist tug	2 Year Exam

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5.28 Handle Deep Loaded Vessels and ULCV's with Escort Tugs	Observation on a minimum of four ULCV vessels (2 inbound / 2 outbound) Discussion with Pilots "Tug use in Port" Pg. 134-158 Simulator Classes -Maritime Pilots Institute Covington, LA -Warsash Maritime Academy Southampton, UK	2 Years Theoretical 5 Years Practical	Description of - safe speed - where to tether tug or tugs(geographically) - where to tether tug or tugs(on ship) - limitations of tugs - indirect steering concepts -indirect steering commands	2 Year Exam School Certificates

LEARNING OBJECTIVES AND STRATEGIES	LEARNING RESOURCES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
6.1 Demonstrate basic knowledge of ship board radar Check for heading line error	Refer to competency 3.3 Radar Observer Manual	12 Months	Describe and correct heading line error Describe appropriate control adjustments Complete appropriate adjustments	Pilot approval
6.2 Demonstrate radar skill for meeting, overtaking and crossing	On board pilot and apprentice demonstration and discussion Radar Observer Manual Merchant Marine Officer's Handbook, Chap. 2 Starpath Radar Trainer	18 Months	Accurate identification of target's course, speed, and closest point of approach Parallel Indexing	VPA Exam MAMA Certificate
6.3 Use of stabilized and unstabilized radar	Demonstration and description by Pilot Radar Observer Manual	18 Months	Description and demonstration of appropriate radar skills	Pilot approval VPA Exam
6.4 Demonstrate ability to place vessel in an anchorage	Pilot demonstration and dialogue with apprentice Hands-on experience under pilot supervision	2 Years	Demonstrate taking fixes from radar, analyzing vessel speed, current, wind and positioning vessel in a specific anchorage	Demonstration to Pilot satisfaction
6.5 Use of ARPA	Pilot demonstration and on board discussion MAMA Course Readings: Automatic Radar Piloting Aids Manual	2 Years	Description and demonstration of appropriate ARPA skills	VPA Exam MAMA Certificate

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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
6.6 Bridge Recording Equipment	Discussion with Pilots VDR Video Surveillance Cell Phone Use	2 Years	Description of appropriate bridge decorum	VPA Exam

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
7.1 Demonstrate Rules of the Road Section I	Navigation Rules (Inland) including: Part A: Rules 1-3 Part B: Rules 4-18 Rules of the Road class with pilot instructor	6 Months	Accurate description of Rules of the Road - Section I on request	6 Month Exam
7.2 Identify location of Piers	Charts: 12222, 12245, 12253 -Port of Hampton Roads Annual -Pilot and apprentice Dialogue and Demonstration	6 Months 12 Months 18 Months 2 Years	Correctly specify location of any pier on request	6 Month Exam 12 Month Exam 18 Month Exam 2 Year Exam
7.3 Demonstrate local knowledge for chart 12222	-Chart 12222 -Pilots dialogue with apprentice on board vessels -CFR 33 -U.S. Coast Pilot 3, Chap. 9 -USCG Light List	6 Months	Accurate description on request	6 Month Exam
7.4 Identify courses and distance to destinations	Charts: 12222, 12245, 12253 Pilot and apprentice dialogue	6 Months	Describe the specific course, identifying the distances between buoys and turning points	6 Month Exam
7.5 Draw Chart 12222	-NOAA survey chart 12222 -Pilot instructed chart drawing class	6 Months	Chart approved by Apprentice Committee	6 Month Exam

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVE	CRITERIA AND MEANS VALIDATING EVIDENCE
7.6 Describe regulations and restrictions to chart 12222	-NOAA survey chart 12222 -CFR 33 -U.S. Coast Pilot 3	6 Months	Accurate description on request	6 Month Exam
7.7 Demonstrate application of Rules of the Road Section II	-MAMA course -Navigation Rules -Inland Rules 19-37, Annex II, IV, V	12 Months	Demonstrate application of Section II "Rules" accurately upon request	12 Month Exam
7.8 Variation/Deviation Compass Corrections	-Chapman, Chap. 17 -Solving on-board problems under pilot supervision -Bowditch, Chap. 7 -Dutton's, Chap. 3	6 Months and 12 Months	Completion of textbook problems	6 Month Exam 12 Month Exam
7.9 Solve tide and current problems	-References: Chapman, Chap. 15 -Tide and current tables -Local knowledge discussion with Pilots -Dutton's, Chap. 9, 10 -Pilot Instructed Class	12 Months	Solving textbook problems and understanding principles of tides and currents	12 Month Exam
7.10 Draw chart 12245	NOAA survey chart 12245	12 Months	Chart approved by Apprentice Committee	12 Month Exam
7.11 Describe regulations and restrictions to chart 12245	-NOAA Survey Chart 12245 -CFR 33 -U.S. Coast Pilot 3	12 Months	Accurate description on request	12 Month Exam

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7.12 Demonstrate knowledge of chart symbols and abbreviations	Chart No. 1 Light List	12 Months	Successful interpretation of chart symbols and abbreviations on request	12 Month Exam
7.13 Demonstrate application of the rules of the road	-Navigation Rules- inland -MAMA course	18 Months	-Successful completion of 7.1 and 7.7 -Successful completion of MAMA course -Demonstration and accurate description of the Rules of the Road	18 Month Exam
7.14 Demonstrate use and describe aids to navigation	-MAMA course -Discussion and follow-up with pilots -Readings: Chapman, Chap. 22 USCG Light List Dutton's, Chap. 4	18 Months	-Describe and discuss use of any navigational aid upon request	18 Month Exam
7.15 Solve various navigation problems	-Dutton's, Chap. 5, 8, 11, 12, 14 -MAMA Piloting Course -Chapman, Chap. 18, 19, 20	18 Months	Successful demonstration of navigation skills on request	18 Month Exam
7.16(a) Draw Chart 12253	NOAA Chart 12253	18 Months	Chart approved by Apprentice Committee	18 Month Exam
7.16(b) Draw Chart 12208 Approaches to Chesapeake Bay	NOAA Chart 12208	18 Months	Chart approved by Apprentice Committee	18 Month Exam

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7.17(a) Describe regulations and restrictions of chart 12253 7.17(b) Describe regulations and restrictions of chart 12208	NOAA Chart 12253 U.S. Coast Pilot 3 CFR 33 NOAA Chart 12208 U.S. Coast Pilot 3 CFR 33	18 Months 18 Months, 1 week, 3 weeks	Accurate description request Accurate description on request	18 Month Exam 18 Month Exam
7.18 Complete sounding trip	-Demonstration by Pilots -Charts 12222, 12245, 12253	2 Years	Submission of soundings to the Hampton Roads anchorage and pilots to Apprentice Committee	Validation by Apprentice Committee
7.19 Demonstration of application of the "Rules of the Road"	-Navigation Rules - inland -MAMA course	2 Years	-Successful completion of 7.1, 7.7 and 7.13 -Demonstration and accurate interpretation of the "Rules of the Road"	2 year exam
7.20 Understand both magnetic/gyro compasses	-Chapman, Chap. 17 -Solving on board problems -Bowditch, Chap. 13 -Dutton's, Chap. 3	2 Years	Accurate solutions to textbook and underway problems upon request	2 year exam

DRAFT AGENDA Topics for official board discussion
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LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
7.21 Describe shiphandling procedures	Pilot instructed classes Readings: -Ship Handling in Narrow Channels -Naval Shiphandling -Printer of Towing -Shiphandling with tugs -Shiphandling for the Mariner -Behavior and Handling of Ships -Principles of Naval Architecture -Port Revel Manual -Tug Use In Port -The Shiphandler's Guide -Maneuvering Info For The Pilot/Navigator	2 Years	Successful completion of objectives itemized under 5.0 Understanding of shiphandling principles and ability to apply them to specific situations	2 Year Exam Hands-on experience on minimum of 500 vessels under pilot supervision
7.22 Identify signal flags and Morse Code	-Chapman, Chap. 24 -Merchant Marine Officer's Handbook- p. 16	2 Years	-Read and interpret flag signals -Identify morse code letters	2 Year Exam

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7.23 Apply wind and weather information	-MAMA course -Pilot instructed class -Readings: Chapman, Chap. 14 -Oceanography and Seamanship, Chap. 6-7 -Weather for the Mariner -Jetstream notebook	2 Years	-Pilot/Apprentice dialogue in Reference to actual local weather situations encountered -Accurate interpretation of weather conditions upon request -Description of various principles of weather -Demonstrate working knowledge of NOAA Doppler RADAR imagery	2 Year Exam MAMA Certificate
7.24 Solve tide and current problems	-Pilot instructed class -Tidal Current Tables -Tide Tables -MSC/TSN Course -Chapman, Chap. 15 -Dutton's, Chap. 9, 10 -Waves, Tides and Shallow Water Processes -Oceanography and Seamanship, Chap. 10	2 Years	Accurate solution to textbook problems Understanding theory of tides and currents Description of local tide and current conditions	2 Year Exam MAMA Certificate
7.25 -Demonstrate general knowledge of: Firefighting Stability and Construction 1st Aid	-MAMA Class -MSC/MARAD Fire School -Merchant Marine Officer's Handbook, Chap. 16 -Chapman, Chap. 5 -Knight's, Chap. 3 -Oceanography and Seamanship, Chap. 21 -Red Cross 1st Aid -Basic and Advanced Firefighting	2 Years	Define/describe: Firefighting First Aid Stability	2 Year Exam School Certificates

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
7.26 Demonstrate local knowledge from Cape Henry to James River Bridge, the head of navigation of Southern & Eastern branches of the Elizabeth River	Charts: 12222, 12245, 12253 Pilot Dialogue CFR 33 U.S. Coast Pilot 3	2 Years	Demonstrate application of local knowledge and regulations to satisfaction of Pilots over 2 year period	2 Year Examination
7.27 Solve various navigation problems	-MAMA Class -Dutton's, Chap. 8, 11, 12, 14 -Chapman, Chap. 17, 19, 20 -Bowditch, Tables 7, 8 -Knight's, Chap. 8	2 Years	Successful completion of a chart navigation problem Calculation or description of: - Dead reckoning - Set and drift - Compass corrections - Various methods of fixing position	2 Year Exam MAMA Certificate
7.28 Draw charts of Hampton Roads	NOAA Survey Charts 12222, 12245, 12253	2 Years	Successful completion of the 6 month, 12 month and 18 month charts	2 Year Exam
7.29 Acquire Radar Observer Certificate	(This objective is itemized under general objective 4.0. The specific objectives, resources, and validating evidence is included in number 4.4.)			

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
7.30 Assess/Report ship deficiencies and marine casualty regulations	33 CFR 164 46 CFR 4.03-4.06 U.S.C.G. Form 2692	2 Years	Accurately identify deficiencies upon request Successful completion of MAMA classes Identify marine casualty and accident regulations	2 Year Exam
7.31 Acquire ARPA Certificate	(This objective is itemized under general objective 4.0. The specific objectives, resources, and validating evidence is included in objective 4.7)	2 Years	Successful demonstration or description of equipment on request Knowledge of radiotelephone regulations and frequencies	2 Year Exam MAMA Certificate
7.32 Demonstrate knowledge of electronic navigation equipment including: -GPS, DGPS -ECDIS -Radio -AIS	-MAMA Piloting class -Discussions and followup with Pilots -References: Dutton's, Chap. 7. 32, 34 Chapman, Chap. 25 USCG Light List II GPS video U.S. Coast Pilot 3 U.S.C.G AIS Handout	2 Years	Successful demonstration or description of equipment on request Knowledge of radiotelephone regulations and frequencies	2 Year Exam MAMA Certificate

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7.33 Aids to Navigation	USCG Light List U.S. Coast Pilot 3 Chapman, Chap. 18, 22 Dutton's, Chap. 2, 4, 5 Chart No. 1	2 Years	Description of: - Buoyage system and characteristics - Charts - Symbols and abbreviations - Chart projections - Publications - Various other aids	2 Year Exam
7.34 Legal liabilities and responsibilities of pilots	Pilot instructed classes 33 CFR 46 CFR Board for Branch Pilots - Rules and Regulations Shiphandling for the Mariner, p. 251-259 Discussion of court cases with pilots	2 Years	Understanding of the legal role of pilots and the master/pilot relationship	2 Year Exam
7.35 State Pollution Control Regulations	Readings: 33 CFR 151	2 Years	Apprentice states pollution regulations and rules contained in 33 CFR 151.01 through 151.25	2 Year Exam

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7.36 (a) Draw Chart 12221	NOAA Chart 12221	2 Years and 6 Months	Chart Approved by Apprentice Committee	Validation by Apprentice Committee
7.36 (b) Draw Chart 12241	NOAA Chart 12241	2 Years and 6 Months	Chart Approved by Apprentice Committee	Validation by Apprentice Committee
7.37 (a) Describe Regulations and Restrictions of Chart 12221	NOAA Chart 12221 US Coast Pilot 3 CFR 33	2 Years and 6 Months	Accurate Description on Request	Validation by Apprentice Committee
7.37 (b) Describe Regulations and Restrictions of Chart 12241	NOAA Chart 12241 US Coast Pilot 3 CFR 33	2 Years and 6 Months	Accurate Description on Request	Validation by Apprentice Committee

LEARNING OBJECTIVES	LEARNING RESOURCES AND STRATEGIES	TARGET DATE FOR COMPLETION	EVIDENCE OF ACCOMPLISHMENT OF OBJECTIVES	CRITERIA AND MEANS VALIDATING EVIDENCE
8.1 Show three years of service		3 Years	Verification of 3 years of sea service in accordance with 46 CFR 10.703	Validation by Apprentice Committee
8.2 Verify 18 months service on vessels over 1600 gross tons		3 Years	Verified in accordance with 46 CFR 10.711	Validation by Apprentice Committee
8.3 Verify 1 year service on route for which seeking license		3 Years	Verification of sea service in accordance with 46 CFR 10.703	Validation by Apprentice Committee
8.4 Meet Coast Guard trip requirements on accepted vessels		3 Years	Verification of trip requirements in accordance with 46 CFR 10.705	Validation by Apprentice Committee
8.5 Meet USCG physical and chemical testing requirements		3 Years	Completion of physical examination and chemical testing requirements of 46 CFR 10.205d, 16.22	Validation by Apprentice Committee
8.6 First aid and CPR course certificates		3 Years	Completion of objective 4.6 in accordance with 46 CFR 10.205h	Validation by Apprentice Committee

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8.7 Meet Radar Certification requirements		3 Years	Demonstrate ability to utilize radar in accordance with the requirements of 46 CFR 10.480	MAMA Certificate
8.8 Apply "Rules of the Road"		3 Years	Successful completion of 7.14	Interpret and apply "Rules of the Road" appropriately over 3 year period to Apprentice Committee
8.9 First Class Pilot License		3 Years and 4 Months	USCG License	Validation by Apprentice Committee

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9.1 Satisfy all State and Federal License Requirements		5 Years	Verified in accordance with 46 CFR 10.435	Validation by Apprentice Committee
9.2 Attend MAMA for License Review		5 Years		

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10.1 Meet USCG Trip Requirements		6 Years	Verification of Trip Requirements in accordance with 46 CFR 10.705	Validation by Apprentice Committee
10.2 Rules of the Road		6 Years	Successful Completion of Objective 9.1	Validation by Apprentice Committee
10.3 Draw Charts for Route		6 Years	Obtain USCG License	Validation by Apprentice Committee
10.4 Demonstrate Local Knowledge for Route		6 Years	Successful Oral Examination by Board for Branch Pilots	Validation by Apprentice Committee

VIRGINIA PILOT ASSOCIATION
APPRENTICESHIP TRAINING VALIDATION

Apprentice: _____ Started: _____

TRAINING/TESTS

APPRENTICE COMMITTEE SIGNATURE

Tour of Piers and Port Facilities	
Chart 12208 chart drawing practice	
Introductory VPA test (Sealane 12208)	
12222 Chart Drawing Practice	
6 Month VPA test (Cape Henry 12222)	
12 Month VPA test (Hampton Roads 12245)	
18 Month VPA test (Southern Branch 12253)	
24 Month VPA test (12222, 12245, 12253)	
12221 Chart Test	
12241 Chart Test	
Three-week uptown launch duty	
One-week office duty	
Hampton Roads Sounding Trip	

PILOT CLASSES

Chart Drawing Class	
Rules of the Road	
Naval Terminology and Procedures	
Weather	
Tides and Currents	
SHIPHANDLING	
6 Month Class	
12 Month Class	
18 Month Class	
24 Month Class	
Laws of Virginia relating to Pilots	
Legal Responsibilities relating to Pilots	

MID ATLANTIC MARITIME COURSES

Rules of the Road	
Meteorology	
Advanced Meteorology	
Radar Navigation	
ARPA	
First Aid/CPR	
Terrestrial and Coastal Navigation	

ADDITIONAL TRAINING

Safety Training Class	
USCG Approved Firefighting School	
Bridge Resource Management	
MPI Advanced Electronic Navigation Course	
MITAGS Azipod Simulator Course	
Emergency Shiphandling Simulator Course	
Introductory Shiphandling Simulator Course (MPI)	
Intermediate Manned Model Course (Warsash)	
Advanced Manned Model Course (France)	
Advanced Simulator Shiphandling Course (MPI)	
ULCV Manned Model and Simulator Course (MPI)	

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➤ **Review of Regulations
Pursuant to §54.1-100 of the
Code of Virginia**

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**Department of Professional and Occupational Regulation
Statement of Financial Activity**

**Board for Branch Pilots
954190**

2020-2022 Biennium

September 2021

	September 2021 Activity	Biennium-to-Date Comparison	
		July 2018 - September 2019	July 2020 - September 2021
Cash/Revenue Balance Brought Forward			140
Revenues	0	2,880	2,700
Cumulative Revenues			2,840
Cost Categories:			
Board Expenditures	378	2,723	3,484
Board Administration	12	197	184
Administration of Exams	0	0	0
Enforcement	0	1	1
Legal Services	1	4	6
Information Systems	8	148	131
Facilities and Support Services	3	65	66
Agency Administration	5	88	83
Other / Transfers	0	0	0
Total Expenses	407	3,226	3,956
Transfer To/(From) Cash Reserves	(154)	0	-2,345
Ending Cash/Revenue Balance			1,230

Cash Reserve Beginning Balance	19,014	0	21,205
Change in Cash Reserve	(154)	0	(2,345)
Ending Cash Reserve Balance	18,860	0	18,860

Number of Regulants	
Current Month	41
Previous Biennium-to-Date	44

Department of Professional and Occupational Regulation
Supporting Statement of Year-to-Date Activity
Board for Branch Pilots - 954190
Fiscal Year 2022

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal YTD Charges	Planned Annual Charges	Current Balance	Projected Charges at 6/30	Projected Variance Favorable (Unfavorable)	
																Amount	%	
Board Expenditures	0	0	378	0	0	0	0	0	0	0	0	0	378	4,668	4,290	1,491	3,177	68.1%
Board Administration	19	13	12	0	0	0	0	0	0	0	0	0	43	159	116	141	18	11.1%
Administration of Exams	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Enforcement	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	27.7%
Legal Services	0	1	1	0	0	0	0	0	0	0	0	0	2	5	3	8	-3	-60.0%
Information Systems	5	14	8	0	0	0	0	0	0	0	0	0	27	114	87	103	12	10.2%
Facilities / Support Svcs	3	2	3	0	0	0	0	0	0	0	0	0	9	61	52	33	28	45.6%
Agency Administration	8	6	5	0	0	0	0	0	0	0	0	0	19	96	78	61	35	36.4%
Other / Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Charges	35	36	407	0	0	0	0	0	0	0	0	0	478	5,105	4,627	1,838	3,267	64.0%

- **Other Business**
- **Conflict of Interest Forms /
Travel Vouchers**
- **Adjourn**

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