



Advisory Note 01/2020

## COASTAL PILOT CONTINUING PROFESSIONAL DEVELOPMENT (CPD) FRAMEWORK UPDATE

### Annex A

The following table summarises the AMSA-approved CPD framework for coastal pilots.

(Key:  = Industry Category.  = Courses / Training Category.  = Vocational Category)

Category:	CPD Item:	CPD Points:	Options / Examples:	Max. Points Per Licence Cycle:	Comments / Caveats:
<b>INDUSTRY</b>	Membership of relevant professional body	1	Nautical Institute (NI), Royal Institute of Navigation (RIN), AMPI etc.	2	One point per membership.
	Attendance at relevant industry conferences, forums, congresses, seminar, workshop etc.	1	Navigation Symposium. Nautical Institute Seminar. AMPI Workshop etc.	2	One point per attendance / event. One day minimum.
	Submission of a published paper / journal article / provide a presentation at an industry event	2	'The Navigator' Magazine. International Maritime Pilots' Association (IMPA) Congress. Safe Passage Magazine etc.	4	Per published paper / presentation at relevant industry event.
	Active participation in AMSA Coastal Pilotage Meetings	1	CPG, CPTWG, UKCMS Workshops etc.	2	Per attendance / participation.
	Other industry-related networking/interaction and activities	TBA	As identified and submitted for approval.	4	As approved by AMSA on a case-by-case basis.



# PILOT ADVISORY NOTE

Category:	CPD Item:	CPD Points:	Options / Examples:	Max. Points Per Licence Cycle:	Comments / Caveats:
<b>COURSES / TRAINING</b>	Coastal pilotage specific simulator training including emergency scenarios	16	Coastal pilot simulator CPD training courses as developed by GBRIMC and/or Smartship Australia.		Mandatory. Two days every two years (16 hours total) as a member of the bridge team (see above). Simulator training courses as approved by AMSA as an 'approved pilotage training course' per MO54.
	AMPTC	2	As offered by existing RTO's approved by AMSA to provide this course.	2	Although the intent is for the CPD framework herein to replace the AMPTC for licence renewal purposes, pilots will not be restricted from attending the AMPTC if desired (or for MC1 renewal purposes). Limited to once every four years (see guidance notes).
	BRM	1	As offered by existing RTO's approved by AMSA to provide this course.	1	Limited to once every four years (see guidance notes).
	ECDIS	1	Type-specific.	2	One point per type-specific ECDIS course. Generic IMO model course 1.27 not included, as this is already a licence prerequisite (see guidance notes).



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<b>COURSES / TRAINING</b>	HUET / BOSIET	1	As offered by existing RTO's approved by AMSA to provide this course.	1	Frequency may be dictated by the Pilotage Providers' SMS requirements.
	AMSA e-Learning (Refresher)	1	UKCMS, Fatigue Management etc. as offered via AMSA's online eLearning system.	2	Each AMSA eLearning course limited to once every four years (see guidance notes).
	PPU	1	Relevant to prevailing PPU type in use (i.e. currently SEAIq).	1	No such course currently exists. Needs in-house and/or external RTO development.
<b>COURSES / TRAINING</b>	Tertiary Qualifications	2	Certificate, Diploma, Bachelor, Masters etc. in a relevant discipline (e.g. BAppSc - Nautical Science).	2	Completion of tertiary educational activity, undergrad. or postgrad (after coastal pilot licence issue).
	Pilotage Provider SMS Refresher	1	As developed in-house by Pilotage Providers.	1	Training to be approved by AMSA. Only once every four years.
	Language Skills Training	1	To enhance bridge communications and BRM.	1	Languages should be relevant to the nationalities of crew encountered onboard piloted vessels.
	Marine Incident / Accident Investigation Analysis Workshop	2	Official ATSB / AMSA / State Maritime Safety Authority debrief, or incident analysis workshop etc.	2	Could also be coordinated and convened by a Pilotage Provider in response to a particular incident or accident.



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<b>COURSES / TRAINING</b>	Maritime Resource Management (MRM) course	1	Offered by TAFE WA.	1	As per BRM. Limited to once every four years.
	Ship Handling and Bridge Teamwork course	1	Offered by SmartShip Australia.	1	Developed in accordance with IMO model course 1.22.
	Manned model training course (shiphandling)	1	Offered by Port Ash Australia.	1	Located in Twelve Mile Creek NSW.
	GMDSS short course	1	As offered by existing RTO's approved by AMSA to provide this course.	1	Limited to once every four years. Not applicable if claiming MC1 licence per one of the 'Vocational' options below.
	Emergency Response Training course	1	Australasian Inter-service Incident Management System (AIIMS) etc.	1	Considered beneficial in the event of a significant incident or emergency onboard whilst under pilotage.
	ATSB Human Factors for Transport Safety Investigators Course	1	As facilitated by the ATSB.	1	Beneficial to the understanding of human factors in safety critical systems.
	Four-day specific training programme	2	New Zealand Maritime School	2	Includes theory and use of PPU, passage planning, BRM, contemporary MPX best practice, contingency planning for standard passage plans and emergency training in SBM vessel docking.



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<b>COURSES / TRAINING</b>	Ship Dynamics course	2	Course aims are to enhance the theoretical and practical understanding of ship behaviour due to hydrodynamics to enable a pilot to better predict a vessel's behaviour under a range of conditions.	2	Course and availability are pending development. Further details to be provided once available.
	Mental health management training	1	No specific courses currently identified. Course aim should be to improve mental health and general wellbeing to enhance the provision of pilotage services.	1	As nominated by the pilot / Pilotage Provider. As approved by AMSA.
	Pilotage / navigation related webinar / network / forum / discussion group etc.	1	As available.	1	As nominated by the pilot / Pilotage Provider. As approved by AMSA.
	Naval Reserve time courses / seetime involving shiphandling / navigation etc.	1	Applicable to RANR Officers or current naval reservists from other nations.	2	As nominated by the pilot / Pilotage Provider. As approved by AMSA.
	Other simulation training courses	TBA	As offered by approved full mission bridge simulation training facility providers.	4	As nominated by the pilot / Pilotage Provider. As approved by AMSA.
	Other relevant training courses	1	As identified and submitted for approval.	4	As approved by AMSA on a case-by-case basis.



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Category:	CPD Item:	CPD Points:	Options / Examples:	Max. Points Per Licence Cycle:	Comments / Caveats:
<b>VOCATIONAL</b>	Additional coastal and/or port pilotage licensed areas	1	The aim of this item is to provide CPD acknowledgement for the execution of coastal pilotage in more than one compulsory pilotage area and/or the conduct of port pilotage operations.	1	One point for maintaining a coastal pilotage licence for more than one compulsory pilotage area and/or maintaining a port pilot licence. Maximum 1 point regardless of the number of licensed areas / ports.
	Master Class 1 Qualification	2	Valid / current MC1	2	Acknowledges the various revalidation requirements.
	At Sea Man Overboard Drill	1	Conducted under pilotage conditions whilst the pilot maintains the con.	1	As conducted in a coastal pilotage area.
	At Sea Real Emergency Response (actual incident)	1	Steering gear failure, total engine failure, blackout, dual ECDIS failure etc. or some other significant emergency which directly affects the safe navigation of the vessel.	1	As realised in a coastal pilotage area. As reported to AMSA in accordance with pilot licence conditions. Each instance to be considered and verified by AMSA as required.



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Category:	CPD Item:	CPD Points:	Options / Examples:	Max. Points Per Licence Cycle:	Comments / Caveats:
<b>VOCATIONAL</b>	Conduct of coastal pilotage voyages significantly greater than the average completion rate.	1	<p>Acknowledges the benefits of conducting significantly more voyages than the average completion rate.</p> <p>Voyage completions (over a two year period) to obtain one CPD point are as follows:            Inner Route – 80 voyages            Hydrographers Passage – 80 voyages            GNEC – 40 voyages.</p>	2	<p>One point (per licensed coastal pilotage area) for completing equal to (or more than) the nominated number of voyages per licence renewal cycle.</p> <p>Up to two points maximum.</p> <p>The completion thresholds for this CPD activity are to be provided annually by AMSA, evidenced by AMSA's Certification and Pilotage System (CPS).</p> <p>The current thresholds reflect that on average, 25% of coastal pilots would achieve this CPD activity, based on existing voyage completion rates every two years.</p>
	Participation in AMSA-initiated and/or industrial operational trials / projects.	1	AIS safety message trials, UKCMS verification trials etc.	1	One point per participation. As endorsed and/or otherwise approved by AMSA.



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Category:	CPD Item:	CPD Points:	Options / Examples:	Max. Points Per Licence Cycle:	Comments / Caveats:
<b>VOCATIONAL</b>	REEFVTS Familiarisation Visit	1	Standing offer from MSQ.	1	Attendance in person required. A structured familiarisation program is to be developed.
	Check Pilot Interview Panel Participation	1	Participate in Check Pilot oral assessment process <u>as panel member</u> .	2	As Pilotage Provider representative.
	Assess Competency as a Marine Check Pilot Training Course	2	As approved by AMSA as an approved pilotage training course.	2	Currently being offered by Smartship Australia (as at Jan 2020). CPD points are only applicable for completing this course <i>after</i> being appointed as an AMSA Check Pilot.
	Other pilotage related vocational activities.	TBA	As identified and submitted for approval.	4	As approved by AMSA on a case-by-case basis.

## Guidance notes:

- The points indicated in the 'CPD Points' column above reflect the number of points attributable to undertaking any particular approved CPD activity within a two-year licence renewal cycle.
- A minimum of 20 points per two year licence renewal cycle are to be obtained for licence renewal purposes. 16 of these points are to be obtained via the mandatory two-day coastal pilot CPD simulation training, every two years.
- The remaining four points (every two years) are to be obtained via any other activity suggested in the table above, or via participation in other CPD activities deemed suitable by AMSA.
- Coastal pilots with a licence expiring prior to 01 Feb 2021 will not need to obtain any CPD points to renew that licence.





- Coastal pilots with a licence expiring from 01 Feb 2021 to 31 Jan 2023 will need to attain 20 CPD points in the two years prior to that licence expiring.
- All coastal pilots with a licence expiry from 01 Feb 2023 onwards will need to attain:
  - 20 CPD points in the preceding two years; and
  - 40 CPD points in the preceding four years of that licence expiringincluding completion of the 16 point simulation training course at least once every two years.
- CPD points accrued before the respective two / four year period prior to licence expiry will expire and will not be eligible to carry over.
- CPD points accrued as a restricted pilot may be used to renew a future unrestricted licence within the applicable two / four year timeframe.
- AMSA will keep a record of individual pilot CPD points. CPD points will only be accrued where an application for accrual with supporting evidence is provided to AMSA.
- Coastal pilots and/or pilotage providers should in the first instance, contact AMSA's Advisor – Coastal Pilotage to verify an individual pilot's CPD points balance.
- Pilots and/or pilotage providers should check with AMSA *prior* to engaging in any potential CPD activity *not* listed above, so as to ensure AMSA will accept the proposed activity as part of the coastal pilotage CPD framework and to confirm the number of points potentially attributable for each activity.
- Training activities mandatorily required for the purposes of obtaining a trainee licence cannot be included in the CPD points tally for the first two-year licence renewal cycle (e.g. UKCM system online eLearning module, AMSA Fatigue Risk Management eLearning Module, AMPTC, BRM, ECDIS model course 1.27).
- There is no limit on the number of CPD activities a pilot can undertake in any two-year licence cycle. Pilots are encouraged to participate in a wide diversity of CPD activities to enhance the breadth of professional development.
- Extra CPD activities conducted over and above the minimum 20 points required per licence cycle cannot be carried forward into the next licence renewal cycle.

## Further information:

Please contact AMSA via email at [coastal.pilotage@amsa.gov.au](mailto:coastal.pilotage@amsa.gov.au) for any queries regarding the operation of the revised CPD framework for coastal pilots described herein.

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Please forward any queries about this PAN to [coastal.pilotage@amsa.gov.au](mailto:coastal.pilotage@amsa.gov.au).

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