



Australian Government

Australian Maritime Safety Authority

FATIGUE RISK MANAGEMENT PLAN THE DEFAULT PLAN



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Contents

Introduction.....	3
Definitions.....	3
Procedures	4
Part A - Minimum Rest Periods.....	4
Part B - Rest Period Dispensations.....	6
Monitoring.....	8
Audit & Review	9
Records	10

Introduction

Marine Order 54 (Coastal pilotage) 2014 (MO54) requires pilotage providers to ensure that each pilot (contracted or employed by the provider) complies with the default Fatigue Risk Management Plan (FRMP) published by AMSA (or an alternative FRMP approved by AMSA). MO54 also requires licensed pilots to comply with the applicable FRMP as a licence condition.

The following plan is the default FRMP published by AMSA as mentioned in MO54.

Definitions

AMSA	means the Australian Maritime Safety Authority established by the <i>Australian Maritime Safety Authority Act 1990</i> .
At home	means the ordinary residence of the pilot, or other suitable accommodation ashore agreed between the pilot and pilotage provider.
Audit	means an audit carried out on a pilotage provider (or a pilot) by an AMSA auditor in accordance with agreed and documented procedures.
FRMP	means <ol style="list-style-type: none"> a. the Fatigue Risk Management Plan published by AMSA in accordance with MO54 Division 4 - the default Fatigue Risk Management Plan (default FRMP); or b. a Fatigue Risk Management Plan for a pilotage provider approved by AMSA in accordance with section 39 to MO54 section - the approved Fatigue Risk Management Plan (approved FRMP).
Internal audit	means an audit carried out by pilotage providers on their own activities to ensure compliance with the requirements specified in MO54.
Leave	means any period where a pilot is not involved in pilotage duties and is not on call or rostered for an agreed time.
Licensed pilot	means a person who is licensed as a pilot under the <i>Navigation Act 2012</i> .
Optimal core rest period	means any eight continuous hour period between the hours of 2100hrs to 0700hrs local time.
Optimal nights rest	means a nights rest including an uninterrupted optimal core rest period.
Pilotage provider	means a person who is responsible for training pilots, the safe transfer of pilots, assigning or allocating a pilot to the transit of a vessel through particular waters and undertaking such other activities in relation to pilotage as are prescribed by the regulations (irrespective of the legal relationship (contractual or otherwise), between the person and the pilot concerned).
Rest	means the time when a pilot is relieved of all duties associated with the pilot's employment.
SMS	means Safety Management System.
Roster cycle	means the period of time in which a pilot is rostered for duty.
Roster cycle points	means points that are accrued by a pilot dependent on the extent of the pilotage(s) performed during a roster cycle. The allocation of roster cycle points to individual transits is indicated in Part A, paragraph 2.
Valid licence	means a licence issued or renewed under MO54 that is current, is not cancelled or under suspension.

Procedures

Part A (Minimum Rest Periods)

Purpose:

The purpose of this procedure is to set out the minimum rest periods that **must** be observed by pilots under the default FRMP.

Scope:

The minimum rest period requirements apply to all pilots, and all pilotage providers that hold a licence issued by AMSA in accordance with MO54.

Procedure:

1.
 - a. A roster cycle must not exceed 28 days. The pilot **must** have no less than five (5) consecutive optimal nights rest at home after any roster cycle that exceeds 21 days.
 - b. A pilot completing a roster cycle in 21 days (or less) is to have no less than four (4) consecutive optimal nights rest at home after the roster cycle.
 - c. A roster cycle **must** be terminated if the pilot has reached 15 roster cycle points or more (see paragraph 2.). The pilot **must** have no less than five (5) consecutive optimal nights rest at home after a roster cycle during which the pilot accrues 15 roster cycle points (or more).
 - d. Pilots having a planned break of three (3) consecutive optimal nights rest at home on two (2) separate occasions during a roster cycle will be exempt from the requirement to have no less than:
 - i. Four (4) consecutive optimal nights rest at home at the completion of a 21 day roster cycle; or
 - ii. Five (5) consecutive optimal nights rest at home at the completion of a 28 day roster cycle; or
 - iii. Five (5) consecutive optimal nights rest at home after accruing 15 or more roster cycle points.

The completion of the second period of three (3) consecutive optimal nights rest at home will automatically complete the roster cycle **and** reset the roster cycle point score to zero (0).

- e. Pilots that have had a period of three (3) consecutive optimal nights rest at home during a roster cycle whilst accruing 15 or more roster cycle points, **must** return to their home, but will only be required to have three (3) consecutive optimal nights rest at home before another roster cycle can commence.
- f. A period of five (5) consecutive optimal nights rest, or two (2) periods of three (3) consecutive optimal nights rest at home at any time during the roster cycle will automatically complete the roster cycle **and** reset the roster cycle point score to zero (0).

2. Roster cycle points are allocated as follows:
 - a. Inner Route pilotages - 2.5 points per voyage.
 - b. Great North East Channel (GNEC), Hydrographers Passage, Whitsundays, Cairns / Cape Flattery, or One-Half Mile Opening / Cape Flattery pilotages – one (1) point per voyage.
3. The **minimum** rest periods between voyages are as follows:
 - a. Inner Route: A minimum period of 24 hours which must include an optimal nights rest before and after the pilotage.
 - b. GNEC, Hydrographers Passage, Cairns / Cape Flattery, or One-Half Mile Opening/Cape Flattery: A period of 12 hours rest.
 - c. A lesser period of rest between two (2) pilotages in Hydrographers Passage or GNEC may be taken only if the following requirements are met:
 - i. The pilot has an optimal nights rest before the first pilotage and after the second pilotage **and**;
 - ii. The total time interval from the beginning of the first pilotage to the completion of the second pilotage (inclusive of travel) will not exceed 18 hours.
4. After three (3) consecutive Inner Route pilotages have been conducted with only one (1) optimal nights rest separating each pilotage, then two (2) optimal nights rest are required before any other pilotage can be conducted.
5. No more than five (5) consecutive pilotages that accrue one (1) point can be conducted without a minimum rest of 24 hours (which must include an optimal nights rest) before the commencement of any subsequent pilotage.
6. Time spent in pilot launches, helicopters or any other form of transport during pilot transfers is considered duty associated with employment. This time is **not** to be included in the calculation of a rest period.
7. Relocation between ports for the purpose of conducting a pilotage is also considered duty associated with employment. This time is **not** to be included in the calculation of a rest period.
8. Any pilot who travels continuously for a period of six (6) or more hours to commence a roster cycle **must** have no less than eight (8) hours uninterrupted rest (at a suitable location agreed between the pilot and the pilotage provider) before departing the place of rest to commence the first pilotage of the roster cycle. For the purposes of this requirement:
 - a. The uninterrupted rest period commences from the time of arrival at an agreed place of rest (normally the pilot house nearest to the embarking pilot boarding ground), until subsequent departure from the **same** place of rest;
 - b. The departure location (origin) of travel includes 'at home', or any other location (including international origins and/or stopover locations), from which the pilot **continuously** travels to commence the roster cycle;
 - c. The travel period includes stopover periods at airports and/or time delays between flights or other forms of transportation whilst continuously en-route from the departure location until arrival at the place of rest; and

- d. In the event that the travel period includes an overnight stopover which incorporates an optimal nights rest 'at home', the travel period is reset to zero.
9. Rest may be taken aboard vessels to which MO54 applies (e.g. at anchor aboard the vessel on which the pilotage has been conducted) only if the pilot has provided a 'cease pilotage duties' report to REEFVTS in accordance with MO54.
10. Pilots are required to take a minimum of 63 days leave per annum. Leave break periods must not be less than 10 consecutive days.
11. No pilot can work longer than 150 days without a leave break.
12. The requirements for rest specified herein are the minimum requirements. Pilots may take greater rest breaks than those mentioned. Pilotage providers can also establish greater internal requirements for minimum rest periods for pilots, than those mentioned.

Part B (Rest Period Dispensations)

Purpose:

The purpose of this procedure is to set out the circumstances under which a pilotage provider may seek a dispensation from the minimum rest periods described in Part A (above) and the associated application requirements.

Scope:

This procedure applies to all pilots, and all pilotage providers that hold a licence issued by AMSA in accordance with MO54.

Procedure:

AMSA is prepared to consider allowing the minimum rest periods to be modified subject to a formal documented proposal (in writing) being submitted by the pilotage provider to AMSA. If however, other appropriately rested pilots are available to conduct the voyage, then approval for modifying minimum rest periods will not be granted.

The formal proposal must clearly show how the pilotage provider has considered the potential fatigue risk. The following minimum items **must** be included in the formal proposal submitted to AMSA:

- The proposed pilotage route (for which the dispensation is being sought);
- The date and time (estimated) of boarding the vessel (by name);
- An estimate of the duration of the intended pilotage; and
- A statement confirming that no other pilot is available to undertake the voyage;
- A statement of self-assessment from the pilot confirming that he believes it is safe to undertake the voyage as intended (in the context of the pilot's current and anticipated levels of fatigue);
- The route of the previous pilotage completed by the pilot;
- The dates and times of boarding and disembarkation related to the previous pilotage conducted by the pilot;

- An estimate of the total amount of rest achieved by the pilot during the previous pilotage; and
- Confirmation of the intended rest for the pilot prior to the commencement of any subsequent pilotage (following the voyage for which the dispensation is being sought).

Note:

Dispensation requests should be submitted to AMSA in sufficient time for consideration and response **prior** to the intended commencement time of the voyage for which the dispensation is being sought.

Monitoring

Purpose:

The purpose of this procedure is to describe the fatigue risk monitoring procedures that must be undertaken by pilotage providers and pilots.

Scope:

This procedure applies to all pilots, and all pilotage providers that hold a licence issued by AMSA in accordance with MO54.

Procedure:

All pilots will monitor their hours of work and rest aboard vessels and ashore. It is the responsibility of each pilot to individually monitor and manage their own level of fatigue, regardless of any requirement specified in the applicable FRMP.

If for any reason the pilot considers that the rest periods available are unable to be used to best advantage, or if the pilot considers the rest periods may be inadequate, then this information **must** be conveyed to the respective pilotage provider as soon as possible, so that alternative arrangements can be made.

AMSA is to be notified (concurrently) on any request from a pilot to a pilotage provider regarding amendments to pilotage assignments where fatigue is a consideration.

All pilotage providers must process any extraordinary requests for rest received from pilots in a timely manner to ensure that pilots are suitable to be allocated to vessels to perform pilotage duties.

Pilots are not to accept a pilotage assignment unless they are fully confident in their ability to complete the pilotage task while remaining fully alert.

Audit & Review

Purpose:

The purpose of this procedure is to describe how pilotage provider compliance with the applicable FRMP will be audited and how the default FRMP (and any approved FRMP) will be reviewed by AMSA.

Scope:

This procedure applies to AMSA, all pilots and all pilotage providers that hold a licence issued by AMSA in accordance with MO54.

Procedure:

AMSA Audit

AMSA will audit pilotage provider compliance with the FRMP used by the pilotage provider at least annually. Auditing will occur regardless of whether the default FRMP, or an approved FRMP, is used by the pilotage provider.

AMSA Review

AMSA shall review the effectiveness of the default FRMP (and any approved FRMP in use) at least annually. AMSA reserves the right to vary the default FRMP at its discretion.

Records

Purpose:

The purpose of this procedure is to describe how data related to pilot fatigue management generated by the applicable FRMP will be recorded.

Scope:

This procedure applies to all pilots, and all pilotage providers that hold a licence issued by AMSA.

Procedure:

Each pilotage provider will keep any data and records related to pilot fatigue management for at least 2 years (for audit purposes).

Each pilotage provider will keep the records of any analysis performed in relation to pilot fatigue management for at least 2 years (for audit purposes).

