



**Tampa Bay Pilots policy and procedure for vessel movements
in and out of Tampa Ship effective this date.**

1. The vessel's owner/management and master will be notified of the docking procedures well in advance of the transit to take place. This notification will be made with documentation provided by the Pilots and will require acknowledgement from the master on behalf of themselves and the owner/management.
2. The pilot will transfer control to the vessel master when the vessel is directly adjacent to the shipyard.
3. The pilot will disembark the vessel before the shipyard operation begins.
4. In accordance with Tampa Ship procedures, there will be no shipyard representative onboard the vessel for the operation.
5. When the control is transferred to the vessel master this must be logged in the vessel's log. In the case of barges or other vessels without a master onboard Tampa Ship must provide a responsible person onboard to transfer control to and keep proper records.
6. There will be no pilot onboard as the vessel enters the drydock. Transfer of control and personnel transfer will only take place when the vessel is in a safe and static condition: dead in the water and centered in the channel.
7. The conditions described above will be included in any appropriate forms and applications including Special Ship Movement Notifications for the USCG et.al.
8. These same conditions will be applicable when leaving the graving dock in reverse. The pilot will not board until the vessel is adjacent to the shipyard in a safe, stopped, and centered position.