

# PEC Exam Regulations for the Rotterdam-Rijnmond seaport area

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*PEC Exam Regulations for the Rotterdam-Rijnmond seaport area  
Adopted by the Board of the Rotterdam-Rijnmond Regional Maritime Pilots' Association (Rlc) on 22 June 2021*

*In the event of any discrepancy between the Dutch and English version of these Regulations, the Dutch version prevails.*

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# Chapter 1 General

## Article 1.2 - Applicability of the Regulations

These Regulations apply to the PEC exams in the Rotterdam-Rijnmond-Zuid-Holland-Achterland and Scheveningen seaport areas.

## Article 1.2 - Amendment to or adoption of the Regulations

If the Regulations are to be amended or adopted, the Board of the Regional Maritime Pilots' Association will request the Regional Education and Training Coordinator and the competent authority to submit their opinions. The decision to adopt or amend the Regulations will be accompanied by a response from the Board of the Regional Maritime Pilots' Association to the opinions received. A copy of this decision will be sent to the interested parties referred to above.

# Chapter 2 Exams

## Article 2.1 Form of the exams

1. An exam consists of theory and/or practical exams (Modules 1, 2, 4, and 5). Theory exams consist of written, oral or computer-based exams. A practical exam (Module 5) consists of assessment voyages.
2. The form and content of the exams are laid down in the exit qualifications as described in Appendix 1 to these Exam Regulations.

## Article 2.2 The conducting of theory exams

1. The candidate in question will be offered the opportunity to take the theory exams at the office of the Rotterdam-Rijnmond Regional Maritime Pilots' Association. Date and time of the exams will be given well in advance.
2. It is forbidden to take information carrying devices, in whatever form, into the room where the exams are being held, unless this is expressly permitted by the examiner.
3. If a candidate does not comply with the second paragraph, the examiner can disqualify him from the exam in question.

## Article 2.3 Exams procedure

1. Each candidate's exam is assessed by two examiners. An observer on behalf of the regional authority will be present at the theory exams.
2. After completion of the exam, the examiners will send the exam results to the Board of the Regional Maritime Pilots' Association.

## Article 2.4 Determination and announcement of the exam results

1. The examiners will announce the result of a theory exam no later than 1 hour after the completion of the last exam; the result of a practical exam will be announced as soon as possible after the last assessment voyage, but no later than one week after this exam.
2. The Board of the Regional Maritime Pilots' Association ensures that the exam results are registered and that the competent authority is informed of the relevant candidate's results as soon as possible.

## Article 2.5 Right of inspection

After the exam results have been announced, the candidate has the right to inspect the assignments and the work assessed, as well as the standards on the basis of which the assessment took place. This inspection takes place in the presence of an examiner.

## Article 2.6 Retention periods

The Board of the Regional Maritime Pilots' Association will store the exam files and other relevant documents in accordance with a basic selection list of documents to be archived as laid down by the

*Nationaal Archief* (the Dutch National Archives) on 18 May 2015. The basic selection list of documents to be archived was published in the Dutch Government Gazette under number 13105

### Article 2.7 Passed, resit, or failed exams

1. A candidate is eligible for a resit of the theory exams of Modules 1, 2, or 4. Resit exams are possible if a candidate has received an unsatisfactory mark of not lower than 3 (out of 6) for one of the Modules.
2. In the event of a resit exam, a candidate may take the next exam opportunity to resit.
3. Resit exams have the same form and are, in principle, conducted in the same way as the original exam
4. A resit exam replaces the previous exam performance and the corresponding result or assessment.
5. A candidate has failed an exam in the following cases:
  - a. If an unsatisfactory mark of lower than 3 (out of 6) is received for one Module, or an unsatisfactory mark of 3 (out of 6) for more than one Module.
  - b. If a candidate withdraws from an exam;
  - c. If, in the event of a resit exam, an unsatisfactory mark is received;
  - d. If one or more situations arise as referred to in the second paragraph of article 2.2, or in which fraud, deception, plagiarism or an attempt to do so is committed before or during the exams;
  - e. If the opportunity to take a resit exam is not used.
6. In the event of a failure, the next opportunity for the candidate in question to resit the exam will be the second exam opportunity after the failed exam.
7. If a candidate fails for a second time, an evaluation will be conducted by the Regional Maritime Pilots' Association and the competent authority to discuss the follow-up process.
8. In case the exam consists of assessment voyages, a candidate may only take a resit for a maximum of one third of the number of assessment voyages if the marks he has received for each content area are not lower than 3 (out of 6). If a candidate once more receives an unsatisfactory mark for the resit of an assessment voyage, he has failed Module 5.
9. If a candidate receives an unsatisfactory mark of lower than 3 (out of 6) for one of the components of the assessment voyage, he has failed Module 5. After failure, a resit exam for the entire Module 5 is required. In the event of a failed Module 5, it may be decided, in consultation with the candidate and the competent authority, to let the candidate make an additional number of Module 3 instruction voyages.

### Article 2.8 Exam schedule

1. The exams of Modules 1, 2, and 4 will be held at the office of the Rotterdam-Rijnmond Regional Maritime Pilots' Association on the same day. The Regional Maritime Pilots' Association organises exams at least four times per calendar year. If there are less than three exam candidates, the scheduled exam day will be cancelled.
2. Pilotage voyages for the purpose of Module 3 (instruction voyages) and Module 5 (assessment voyages) must be applied for with the Rotterdam-Rijnmond Regional Maritime Pilots' Association at least 24 hours in advance through [O&O@loodswezen.nl](mailto:O&O@loodswezen.nl). If the instruction or assessment voyage are to take place on a weekend or on a national holiday, they must be applied for 72 hours in advance.
3. Instruction or Assessment voyages already applied for can be cancelled up to 12 hours before the start of the voyage.
4. The candidate may submit a once-only request to change the scheduled day for a theory exam. Such a request must be received no later than one month prior to the date of the original exam day.

### Article 2.9 Training Fees and Exam Fees

1. The training fees must be paid before the start of the PEC training. The training fees will not be refunded if the candidate cancels the PEC training.

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2. The exam fees must be paid before the start of the theory exams. The exam fees will not be refunded if the candidate cancels the exam day.
3. The training and exam fees for Modules 1, 2 and 4 are in accordance with the current tariffs set by the Netherlands Authority for Consumers and Markets (ACM).
4. The training fees for Module 3 and the exam fees for Module 5 are in accordance with the current tariffs for the relevant pilotage voyages.

## Chapter 3 Complaints

### Article 3.1 Complaints about the exam procedure

1. Complaints about the procedure during the exam must be submitted to the competent authority within five working days of the date of the exam.
2. The complaint must be signed and must contain at least the following information:
  - a. The name and address of the person submitting the complaint;
  - b. The date;
  - c. A description of the procedure against which the complaint is directed.
3. A complaint may be rejected if the requirements of this article have not been met.

## Article 4 - Other provisions

### Article 4.1 Hardship clause

All matters not or not sufficiently provided for by these Regulations will be decided by the Board of the Regional Maritime Pilots' Association.

### Article 4.2 Amendments

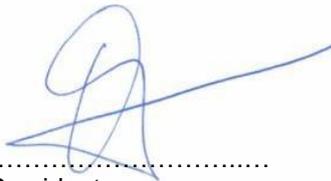
Any amendment to these Regulations does not relate to current PEC trainings, unless this does not disproportionately harm the interests of the PEC candidates concerned.

### Article 4.3 Entry into force and short title

These Regulations enter into force the day after the date of adoption and may be cited as 'PEC Exam Regulations for the Rotterdam-Rijnmond seaport area'.

Rotterdam, 22 juni 2021

The Board of the Rotterdam-Rijnmond Regional Maritime Pilots' Association



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President

## APPENDIX 1.

### Exit qualifications of Modules 1, 2, 4 and 5 of the Compulsory Pilotage Decree 2021

#### Rotterdam-Rijnmond seaport area - South Holland - hinterland

**Module 1;** Knowledge, gained by means of a successfully completed training, of the most important provisions of the legislation based on the Shipping Traffic Act applicable to the seaport area concerned .

Exit qualifications;

Candidates must demonstrate that they have a thorough knowledge of the Dutch Regulations on Shipping in Territorial Waters (STZ) and of the Inland Navigation Police Regulations (BPR) and are able to apply this knowledge in practical situations.

The guideline for a relevant knowledge of legislation is an ingoing voyage starting at the Approaches to the port and ending at the berth. Relevant knowledge of legislation includes several regional aspects, such as main and secondary fairways, navigation rules, requesting cooperation from and giving priority to other fairway users, and visual signals.

Form;

Oral exam (length of exam not more than 50 minutes).

Assessment;

Marks from 1 to 6 where 4 is the standard for a sufficient mark.

Present at the exam;

Two examiners (registered pilots) and an observer from the Rotterdam Harbour Master's Division (DHMR) or Rijkswaterstaat.

**Module 2.** An active or passive knowledge, gained by means of a successfully completed training, of the languages laid down by law for the route concerned that are needed to communicate with other ships and nautical service providers.

Exit qualifications;

- Rotterdam-Rijnmond; (i) Candidates must demonstrate their ability to communicate effectively in English at an intermediate or lower intermediate level with the competent authority, the VTS, and other fairway users and they must be able to share and process relevant information for the purpose of the safety of navigation; (ii) Candidates must be able to understand and process basic and standard nautical terms, phrases and expressions in Dutch at A2 level for the purpose of the safety of navigation.

- Specific requirements for Moerdijk; Candidates must demonstrate their ability to communicate effectively both in English and in Dutch at an intermediate or lower intermediate level with the competent authority, the VTS, and other fairway users and they must be able to share and process relevant information for the purpose of the safety of navigation;

Form;

Active English is tested by means of an online test and a Test of Spoken English (TOSE).

Active Dutch is tested by means of an oral exam which also includes the use of region-specific communication phrases.

Passive Dutch is tested by means of a listening test in which region-specific communication phrases are used as much as possible.

Assessment;

Active Dutch is tested orally during the exams of Modules 1 and 4 in consultation with the authorities.

The online Test Of Spoken English (TOSE) requires a score at intermediate level (level for Chief Mates), which means that 80% of the questions have to be answered correctly.

Present at the exam;

Two examiners (registered pilots) and an observer from the Rotterdam Harbour Master's Division (DHMR) or Rijkswaterstaat.

**Module 4.** Practical and theoretical knowledge, to be determined by the competent authority and gained by means of a successfully completed training, of local and regional regulations, communication procedures, topography, Vessel Traffic Services, tug procedures, and the navigation to be conducted in connection with it.

Exit qualifications;

- PEC candidates must demonstrate that they have a thorough knowledge of the relevant provisions of general and special shipping regulations, Port and Municipal Bye-laws, and are able to apply this knowledge in practical situations.
- Candidates must have knowledge of what is important for the relevant seaport area, such as:
  - VHF procedures and procedures of Vessel Traffic Services;
  - Currents, tides and banks;
  - Orientation of the fairway and fairway depths;
  - Courses to steer under various circumstances;
  - The locations and positions of traffic signs, light houses, anchorages and landmarks;

- Navigation equipment to be used;
- Civil engineering structures in or across the waterways;
- Pilot boarding areas, including the areas where shore-based pilotage can be conducted;

How to apply this knowledge in practical situations.

- Candidates are able to manoeuvre in all circumstances and, if necessary, they are able to make use of tugs.

Form;

Oral exam; length of exam not more than 60 minutes, but not more than 90 minutes for the PEC route Oude Maas.

Assessment;

Marks from 1 to 6 where 4 is the standard for a sufficient mark.

Present at the exam;

Two examiners (registered pilots) and an observer from the Rotterdam Harbour Master's Division (DHMR) or Rijkswaterstaat.

**Module 5;** A successfully completed number of assessment voyages with the seagoing ship on the applicable PEC route, whereby the PEC applicant is assessed on the basis of his practical implementation of the knowledge gained from Modules 1 to 4

Exit qualifications;

- Candidates must demonstrate that they have a thorough knowledge of the following components in relation to the safety of navigation:
  - Situational Awareness with knowledge and understanding of the sailing behaviour of other traffic, characteristics of the fairway and any limitations to navigation and manoeuvring resulting thereof.
  - Maritime Resource Management to build and maintain optimum situational awareness by making the best possible use of the existing bridge team.
  - Use of navigational aids.
  - Application of the communication procedures for the purpose of a well-functioning Vessel Traffic Service.
  - To be able to manoeuvre safely and smoothly under all circumstances thereby demonstrating special attention to the safety of boatmen and tugs.

Form;

A number of assessment voyages with the seagoing ship on the applicable PEC route, whereby the

candidate is assessed by an examining pilot on the basis of his practical implementation of the knowledge gained from Modules 1 to 4.

If a record of the ship's voyages shows that the ship was regularly assisted by tugs, efforts should be made to verify tug use in practice.

Assessment;

The components mentioned in the exit qualifications are marked from 1 to 6 where 4 is the standard for a sufficient mark. An assessment form is used for this purpose. This has been included in Appendix 2.

All components must be passed with sufficient marks.

Compensation can only take place within the component in question.

Present at the exam;

The examiner is designated by the Regional Maritime Pilots' Association. This is a registered pilot specialised for the PEC route applied for.

An observer from the Rotterdam Harbour Master's Division (DHMR) or from Rijkswaterstaat will be given the opportunity to be present.

After the assessment trip, the candidate has the right to inspect the assessment form and is given a copy of the assessment voyage.

## Appendix 2

### Model Assessment Forms

<u>PEC EXAM PROTOCOL MODULE 1</u>	
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#### Assessment form

Date

Name candidate

Examining Pilot 1

Examining Pilot 2

Content area	Score					
	1	2	3	4	5	6
1. Traffic Regulations	<input type="checkbox"/>					

<b>Total score</b>						
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Justification for the assigned mark:

.....

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.....

1st Examiner

Signature

2nd Examiner

Signature

Observer HBR (Port of Rotterdam Authority)

Signature

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**Assessment form**

Date

Name candidate

Examining Pilot 1

Examining Pilot 2

Content area	Score					
	1	2	3	4	5	6
1. Passive Dutch	<input type="checkbox"/>					

<b>Total score</b>						
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Justification for the assigned mark:

.....  
.....  
.....  
.....

1st Examiner

Signature

2nd Examiner

Signature

Observer HBR (Port of Rotterdam Authority)

Signature

PEC EXAMEN - PROTOCOL MODULE 4



**Assessment form**

Date   
Name candidate   
Examining Pilot 1   
Examining Pilot 2

Content area	Score					
	1	2	3	4	5	6
1. Rules and Regulations	<input type="checkbox"/>					
2. Traffic regulations	<input type="checkbox"/>					
3. Topography	<input type="checkbox"/>					
4. Tide	<input type="checkbox"/>					
5. Communication	<input type="checkbox"/>					
6. Safety aspects	<input type="checkbox"/>					
7. Navigation	<input type="checkbox"/>					
8. Manoeuvring	<input type="checkbox"/>					

<b>Total score</b>						
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Justification for the assigned mark:

.....  
.....  
.....  
.....

1e Examiner  
Signature

2e Examiner  
Signature

Observer HBR (Port of Rotterdam Authority)  
Signature

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**Assessment form**

Date  Nr.

Name candidate

Examining Pilot

Name schip

From

To

Visibility

Wind

Tugboat

Content area	Score					
	1	2	3	4	5	6
1. Traffic regulations	<input type="checkbox"/>					
2. Practical navigation- traffic signs	<input type="checkbox"/>					
3. Tide	<input type="checkbox"/>					
4. Communication	<input type="checkbox"/>					
5. Navigation	<input type="checkbox"/>					
6. Manoeuvring	<input type="checkbox"/>					
7. MRM	<input type="checkbox"/>					

Justification for the assigned mark:

.....  
 .....  
 .....

Signature supervising pilot

Signature candidate pec holder