



clever solutions | beyond class

CIRCULAR

St. Kitts & Nevis Concentrated Inspection Campaign

C25011 | 19 February 2025

Notice to: Ship Owners/ Managers/ Operators/ Surveyors

The St. Kitts & Nevis International Ship Registry has issued a Maritime Circular – [MC 138 25](#) advising that the Administration will launch a Concentrated Inspection Campaign (CIC) on pilot ladder transfer and boarding arrangements. The CIC will run from 01 April 2025 until 30 June 2025.

During the campaign **all** St. Kitts and Nevis flagged vessels attending Flag State Inspections will undergo a thorough inspection of the ships' pilot ladder transfer and boarding arrangements, to assess their condition, rigging procedures, and compliance with safety regulations.

The Flag State Inspectors will:

- assess the crew's knowledge and competency in correctly rigging the pilot ladder arrangement;
- pay particular attention to the integrity of the ropes used to hoist and secure the ladder, checking for damage, wear and tear, proper functioning of steps and spreader;
- verify that the vessel maintains proper documentation related to pilot ladder inspections and maintenance, and that original equipment manufacturer (OEM) plates match those listed on the certificate and possess a MED (Marine Equipment Directive) marking such as a wheel mark and an accompanying ISO standard reference.

Points to note:

The Circular lists the following points to be noted for compliance:

- A pilot ladder placed on a vessel with keel laid after 1 July 2012 or equipment in its entirety or for individual components of the system delivered after 1 July 2012, is to be certified by the manufacturer as complying with the requirements of SOLAS Chapter V, Regulation 23 and IMO *Resolution A.1045 (27)*, as amended.
- A record is to be maintained on board providing the date the pilot ladder was placed into service and any repairs carried out, and a record of regular inspections maintained to ensure that the pilot ladder is safe to use.
- Shiplide doors used for pilot transfer must open inwards in accordance with SOLAS Regulation V/23, paragraph 5, and the use of mechanical pilot hoists is prohibited on all ships per the requirements of SOLAS Regulation V/23, paragraph 6.
- The side ropes of the pilot ladder should be made of manila or other material of equivalent strength, durability, elongation characteristics and grip and should consist of two uncovered ropes not less than 18 mm in diameter on each side and should be continuous, with no joints and have a breaking strength of at least 24 kN per side rope.
- Permanent marking is to be provided at regular intervals (e.g. 1m) throughout the length of the ladder to facilitate the rigging of the ladder to the required height.
- The retrieval line should be fastened at or above the last spreader step and should lead forward.
- The steps of the ladders should be made of hardwood, in one piece and non-slippery. The steps should not be less than 115 mm wide, 25 mm in depth and should be not less than 400 mm between the side ropes. The steps should be equally spaced not less than 310 mm or more than 350 mm apart and they should be secured in such a manner that each will remain horizontal.
- No pilot ladder should have more than two replacement steps which are secured in position by a method different from that used in the original construction of the ladder.
- Safe, convenient and unobstructed passage is to be provided for any person embarking on, or disembarking from, the ship between the head of the pilot ladder, or of any accommodation ladder, and the ship's deck. Where such passage is by means of:
 - A gateway in the rails or bulwark, adequate handholds are to be provided.
 - A bulwark ladder, two handhold stanchions rigidly secured to the ship's structure at or near their bases and at higher points are to be fitted. The bulwark ladder is to be securely attached to the ship to prevent overturning.
 - The securing strong points, shackles and securing ropes are to be in good shape.
- Where Accommodation ladders are used in conjunction with pilot ladders (ships with freeboard of more than 9 metres). The length of the accommodation ladder is to be sufficient to ensure that its angle of slope does not exceed 45 degrees, and the accommodation ladder is to be at least 600 mm in width.
- The lower platform of the accommodation ladder is to be in a horizontal position and secured to the ship's side when in use. The lower platform is to be a minimum of 5 metres above the sea level. The pilot ladder is to be rigged immediately adjacent to the lower platform of the accommodation ladder and the upper end is to extend at least 2 m above the lower platform. The horizontal distance between the pilot ladder and the lower platform is to be between 0.1 and 0.2 m.

- The embarkation/disembarkation area is to be illuminated for transfer arrangement overside and on the deck.
- The rigging of the pilot transfer arrangements and embarkation of a pilot is to be supervised by a responsible officer and associated safety equipment such as life jackets, harness, lifelines and life buoys are to be in place to assure the safety of personnel.

The Circular advises that MC 112 22 on 'Required Boarding Arrangements For Pilots' was issued to remind all parties concerned about recommendations of the International Maritime Organization on pilot ladder transfer and boarding arrangements.

Act now

Ship Owners/ Managers/ Operators/ Surveyors should take note of the contents of the circular and be guided accordingly.