



Republika ng Pilipinas
PANGASIWAAN NG DAUNGAN NG PILIPINAS

(PHILIPPINE PORTS AUTHORITY)
Marsman Bldg., South Harbor, Port Area
Manila, Philippines

TELEPHONE NOS. 47-92-04
40-81-66
48-24-93

06 August 1990

PPA Memorandum Circular
No. 27 - 90

TO : All Port District Managers, Port Managers,
Harbor Pilots/Pilots' Associations and
Others Concerned

SUBJECT : Code of Ethics and Professional
Conduct for Harbor Pilots

In order to further strengthen and maintain the harbor pilots' competence and integrity in the performance of their duties, the Code of Ethics and Professional Conduct for Harbor Pilots is hereby adopted for the information, guidance and compliance of all concerned.

ARTICLE I - PRELIMINARY PROVISION

Section 1. Declaration of Policy - It is hereby declared and recognized that pilotage service plays a vital and complementary role in the efficient operations of the port. As such, harbor pilots shall render their service with utmost discipline, responsibility and competence to ensure the safe maneuvering/navigation of vessels under their command.

ARTICLE II - NORMS OF CONDUCT

Section 2. Discipline - Harbor pilots shall, at all times, exercise good conduct, discipline, and sobriety in the performance of their duties. They should respect the rights of their co-harbor pilots in conducting their work to be able to create a more harmonious working relationship for the efficient rendition of pilotage service.

Section 3. Punctuality - Harbor pilots shall observe and maintain punctuality in attending to the requirements of their duties.

They should religiously observe their schedule which shall provide for standby pilots who may be called to render service anytime when deemed necessary.

Upon arrival of the vessel, the harbor pilot on duty shall report alongside within one (1) hour from the raising of signals, unless the Authority deems that the water and

090-18 20 00300
TO
090-18 20 00300

weather conditions are unfavorable for piloting subject vessel. During departure, he should be on board the vessel at least twenty (20) minutes before the start of the undocking maneuvers.

Section 4 Conduct in Boarding/Disembarking and Maneuvering of Vessels - Harbor pilots shall observe the following standards of conduct in boarding/disembarking and maneuvering of vessels:

- a. They shall cooperate fully and comply with the directions of legitimate government authorities and/or offices in the enforcement of pertinent laws and government regulations.
- b. Upon entering the Bridge or the Pilot House, they shall conduct themselves in an orderly manner and shall accord the necessary respect and courtesy to the Master of the vessel.
- c. Harbor pilots shall immediately report to the Master/Captain of the vessel upon boarding and convey all pertinent port information/regulations relevant to docking, undocking, anchoring, shifting, weather conditions, tides, currents, navigational aids, hazards, obstructions, etc.
- d. They shall discuss with the Master/Captain maneuvering procedures to effect proper and safe handling of the vessel at all times.
- e. They shall only start performing their duties in docking/undocking, berthing/unberthing of vessel and all other related services (including conduction) after all the necessary clearances have been secured by the vessel and after all precautionary measures have been taken.
- f. They shall maneuver the vessel safely and with the highest degree of performance. They shall only use standard commands/orders and should deliver it with clarity and brevity.

g Harbor pilots shall be held responsible for the direction of the vessel from the time they assume their work as pilot thereof until they leave it safely anchored, berthed

ARTICLE III - PROHIBITED ACTS

Section 5 Intoxication and Use of Prohibited Drugs/Gambling Harbor pilots shall not be under the influence of any prohibited drug or intoxicating liquor upon reporting for work or while on duty, nor shall they engage in any form of gambling whatsoever

Section 6 Moonlighting - Harbor pilots shall not concurrently engage in any business or occupation which will conflict or tend to conflict with their rendition of pilotage service

ARTICLE IV - COLLECTION OF FEES/UNIFORM/CARE AND USE OF PROPERTY

Section 7 Collect on of Fees- Unless authorized by law harbor pilots shall collect payment only for services duly rendered, in accordance with the rates prescribed by this Authority or, in the absence of applicable fees the rates chargeable shall be those that have been agreed upon between the shipping companies and the pilots

Section 8 In form - while on duty harbor pilots shall wear only the official prescribed pilot's uniform Good grooming habits practices shall always be observed by harbor pilots

Section 9 Care and Use of Property - Harbor pilots shall be responsible for the care maintenance and use of the property under their custody of a government and of other properties shall be properly protected and secured by those concerned

In addition, harbor pilots shall ensure that, at all times, all equipment and facilities are available and in serviceable condition which are necessary for the purpose of providing an efficient pilotage service

ARTICLE V - FINAL PROVISIONS

Section 10 Power of the Port Manager- The Port Manager shall have the power to take emergency measures in the interest of pilotage service and/or promulgate specific regulations/guidelines, in consultation with the respective pilots/Pilots' Associations and the Shipping Sector, which are necessary to effectively and reasonably carry out the provisions of this Order

Section 11 Penalty Clause - Violations of any of the provisions of this Code shall constitute unethical and unprofessional conduct and shall be grounds for reprimand, suspension or cancellation of the pilot's appointment under PPA Administrative Order No 03-85

Section 12 Effectivity - This Memorandum Circular shall become effective immediately


ROGELIO A. DAYAN
General Manager