



Pacific Pilotage Authority
Dispatch Operations

May 7, 2009

Memo to Chamber of Shipping, (to be distributed to your membership please)
Cc. Pacific Northwest

Concerning Northern Assignment Pilot Order Change or Cancellation Times

The following procedure has been detailed to eliminate some confusion amongst our customers concerning how and when our Dispatch Department accepts changes for northern assignment pilot orders. This has become an issue due to the fact that at times Pilots need to be transported early to northern ports to allow for a rest period prior to ships sailing. This is not a new requirement of the Pilots, just one that has created confusion of late.

The following holds true for all Northern Assignment Pilot Orders;

- ✓ The last possible change or cancellation time is always based on the **flight time closest to the Northern Assignment order time.**
- ✓ 'Flight Time' means the flight that departs the south and arrives in the north in time for the Pilots to be on board the vessel prior to the order time.
- ✓ If the PPA has to transport pilots to northern ports early to allow for a rest period, this is an internal PPA matter and is not the agent's issue.
- ✓ Agencies only pay for cancellation or detention charges based on the flight time closest to the order time.
- ✓ This last flight time does include the time required for a connector out of Victoria.
- ✓ Due to this, a general rule of thumb is that agencies have approximately nine (9) hours prior to the flight time from Vancouver to cancel or change northern assignment orders.

- ✓ Check with Dispatch for exact change times once they have determine what transportation is to be utilized.

The above comments are the way Dispatch will deal with these pilot orders. That said we request that you be prepared to consult with Dispatch to see if you can provide order time information prior to the dispatch time of the earlier flight if Dispatch needs to send Pilots early for a rest period. If you can provide such information, it will assist in the efficiency of our operations.

Thank you, and please contact me for further clarification if need be.

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Our Mission is to provide a safe and efficient pilotage service by working in partnership with pilots and the shipping industry to protect the interests of the people of Canada.