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Policy Letter 1-01 Pilotage Commission Continuing Education

Revised: December 4, 2023
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From: Administrator

To: Maine Pilotage Commission

1. Purpose: This Declaration of Standards is provided in an effort to offer guidance to pilots licensed by the Commission, as they develop individual plans to meet the Continuing Education requirement necessary for license renewal as established by Commission rules.

2. Discussion:

CE Units

One CE unit is equal to one hour towards the minimum requirement for Continuing Education.

Acceptable Courses

Those courses, which are relevant to maritime safety and are not required to meet other license renewal criteria. Examples of courses include, but are not limited to, Bridge Team Management for Pilots, Emergency Shiphandling, High Speed Ferry Bridge Team Operations, Azipod Training for Pilots, ECDIS for Pilots, Legal Aspects of Pilotage, Effects of Fatigue and Medication, Tractor Tug usage, Manned-model and in simulator courses, and "refresher" classes.

The Commission encourages courses that are preventative in nature.

3. Policy:

a. Type "A" CE Units.

Institutional courses. Those classes which are taught by, or through, an established educational institution will be granted CE units equal to the number of course hours as published in the institution's course catalog, or equivalent publication, for that course.

Those classes which do not have a specified hour listing will be rated based on actual classroom and/or laboratory time, as established in writing, from the instructor of the course, or administrator of the program.

b. Type "B" CE Units.


Seminars, Conferences, and Forums. Attendance and/or participation in seminars, conferences, and forums will be recognized for continuing education credit at one hour for every four hours of time actually spent engaged in the seminar, conference, or forum.

No more than 50% of the minimum continuing education requirement may be made up from Type B CE Units.

4. Equivalencies: The Commission will consider other proposals for meeting continuing education requirements. However, to avoid misunderstanding, it is highly recommended that individuals proposing an alternative CE program obtain approval from the Commission prior to beginning the curriculum.

5. Review: The Commission will annually review a list of acceptable courses, to be maintained by the Administrator, for accuracy and continued quality and benefit. The listing should include courses as well as the training venues offered.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian J. Downey', is written over the typed name and title.

Brian J. Downey
Maine Pilotage Commission
Administrator