

POLICE BOAT COMMON CODE (PBC3)

**Code of Practice for the Construction, Machinery,
Equipment, Survey and Manning Common to All Police
Vessels.**

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1 Title and Date of Commencement.

1.1 This revision of the 'Police Boat Codes (PBC2)' shall be called 'Police Boat Code, Amendment 3', which may be shortened to 'PBC3'. PBC3 is intended to apply to all United Kingdom vessels that are police vessels. This revision shall apply from its date of commencement.

1.2 This Code of Practice for the Construction, Machinery, Equipment, Survey and Manning common to all Police vessels may be referred to as the 'Police Boat Common Code'.

1.3 This Police Boat Common Code is to be applied to all United Kingdom police vessels owned or operated by a Police Authority, along with the relevant Code listed below for the type of vessel being considered;

Code A – A Code of Practice for the construction, machinery and equipment of police launches operating up to 60 miles from a safe haven.

Code B – A Code of Practice for the construction, machinery and equipment of police rigid inflatable boats and other similar vessels which proceed to sea up to 60 miles from a safe haven.

Code C – A Code of Practice for the construction, machinery and equipment of police launches operating on inland and tidal waters and which may proceed 3 miles to sea from a safe haven.

Code D – A Code of Practice for the construction, machinery and equipment of police rigid inflatable boats and other similar vessels operating on inland and tidal waters and which may proceed up to 3 miles to sea from a safe haven.

Code E – A Code of Practice for the construction, machinery, equipment, certification and manning of police personal watercraft operating on inland waters and tidal waters and which may proceed to sea up to 3 miles from a safe haven.

1.4 In addition to complying with the Police Boat Common Code and the relevant Code A, B, C, D or E, police vessels should also comply with the technical standards prescribed within Annex 1 to PBC3. These

technical standards are based upon the Maritime and Coastguard Agency's publication Marine Guidance Note 280 (M)¹.

- 1.5 The date of commencement of the Police Boat Codes of Practice (PBC3) is 1st June 2013.

¹ MGN 280 (M) – Small Vessels in Commercial Use for Sport or Pleasure, Workboats and Pilot Boats – Alternative Construction Standards.

2 Introduction

2.1 General

- 2.1.1 Police Boats, carrying 12 or less passengers, should be surveyed and certificated in accordance with these Codes of Practice known as the Police Boat Code (PBC3). These are published by the Association of Chief Police Officers (ACPO) General Purposes Diving and Marine Sub-Committee, and are covered by the General Exemption issued on behalf of the Secretary of State for Transport.
- 2.1.2 Police Boats operating at sea, are required, under Merchant Shipping legislation to have a valid Load Line Certificate. A certificate issued in accordance with this Code of Practice provides a legal alternative to a Maritime and Coastguard Agency (MCA) Load Line Certificate for small seagoing vessels in police use.
- 2.1.3 The use of the normal Merchant Shipping Regulations to achieve Load Line certification, as an alternative to Police Boat certification, remains an option which Police Authorities can choose to adopt. The Working Group responsible for developing this Code considers, however, that it will be easier to apply and understand Codes of Practice than to apply the many separate Merchant Shipping Regulations which would otherwise need to be consulted. The Code offers certification which is an alternative to meeting those various regulations which would otherwise apply, and to the issue of a UK Load Line Certificate, though such vessels in compliance with this Code may additionally be issued with a Load Line Certificate upon application to the Maritime and Coastguard Agency.
- 2.1.4 If a Police Authority operates a vessel that it does not own then it is a requirement that the vessel is certified under the Police Boat Codes (PBC3).
- 2.1.5 The primary aim in developing these Codes has been to set standards of safety and protection for all on-board and particularly for those who are trainees or passengers. The level of safety it sets out to achieve is considered to be commensurate with the current expectations of the general public and officers serving in Police Authorities. The Code relates especially to the construction of a vessel, its machinery, equipment and stability and to the correct operation of a vessel so that safety standards are maintained.
- 2.1.6 The over-arching principle of these Codes is to ensure that Police vessels are at least as safe as those used commercially and that

similar or higher levels of safety are applied due to the special nature of the work that Police Marine Units undertake.

- 2.1.7 It will be noted that the Code deals with the equally important subject of manning and of the qualifications needed for the members of the crew.
- 2.1.8 Designers and builders of vessels will need to pay special regard to the intended area of operation and the working conditions to which a vessel will be subjected when selecting the materials and equipment to be used in its construction.
- 2.1.9 The builder, repairer or Police Authority owning or operating a vessel, as appropriate, should take all reasonable measures to ensure that a material or appliance fitted in accordance with the requirements of the Code is suitable for the purpose intended, having regard to its location in the vessel, the area of operation and the weather conditions which may be encountered.

2.2 Delegation of Survey and Certification to Certifying Authorities

- 2.2.1 The MCA is an Executive Agency of the Department for Transport, and has responsibility and accountability for the UK Merchant Shipping Regulations and their enforcement. The Agency has delegated to Certifying Authorities the survey and certification of vessels to which this Code applies, and the Certifying Authorities and the MCA have a written agreement which defines this relationship. The MCA, however retains the enforcement duties of the Code and is responsible for auditing the Certifying Authorities, although it remains an active Certifying Authority itself.
- 2.2.2 The appointment of Certifying Authorities has been influenced by the requirement to have a local capability for the efficient handling of the needs of owners/operators of vessels. Certifying Authorities appointed may charge owners/operators of vessels a fee appropriate to the effort which is required from them for a vessel to be surveyed and certificated.

2.3 Health and Safety Regulations

- 2.3.1 The owner/skipper of a vessel is responsible for the health and safety of anyone working on the vessel. When the owner/skipper employs crew, the Merchant Shipping health and safety regulations apply.
- 2.3.2 The Police Authority is to be aware of any risks affecting workers and ensure that appropriate measures are taken to minimise them through

improving procedures or equipment where necessary. Employers must instruct those affected about the risks and how to ensure their own health and safety and the health and safety of others.

3

Definitions

In the Police Boat Code (PBC3) and its Annexes:

“Accommodation space” means any space, enclosed on all six sides by solid divisions, provided for the use of persons on-board;

“ACPO” means the Association of Chief Police Officers. For the purposes of this document this will also mean the Association of Chief Police Officers Scotland;

“Administration” means the Government of the State whose flag the ship is entitled to fly;

“Anniversary Date” means the date of the final examination of the hull, machinery or equipment;

“Annual examination” means a general or partial examination of the vessel, its machinery, fittings and equipment, as far as can readily be seen, to ascertain that it had been satisfactorily maintained as required by the Code and that the arrangements, fittings and equipment provided are as documented in the Compliance Examination and Declaration report form SCV2. The hull, shell fittings, external steering and propulsion components of the vessel should be examined out of the water at intervals not exceeding 5 years. The Certifying Authority may stipulate a lesser interval in consideration of hull construction material or the age or the type and service of the vessel;

“Approved” means approved by or acceptable to the MCA under Merchant Shipping legislation, unless otherwise specified in the Code;

“Authorised Marine Police employee” means a person who by reason of relevant professional qualifications, practical experience or expertise is authorised in writing by the Officer in Charge of the Police Diving/Marine Unit to perform Compliance and Annual Examinations as described in PBC3.

“Authorised person” means a person who by reason of relevant professional qualifications, practical experience or expertise is authorised by the Certifying Authority chosen by the owner/managing agent from those listed in the Code to carry out surveys required under Section 5 of the Common Code;

“Boats fitted with a buoyant collar” means a rigid inflatable vessel, or a vessel of similar hull form, where the inflatable tubes are replaced by solid, or hollow, buoyant sections;

“Cargo” for the purpose of the Code means all items which are transported by the vessel except fuel for the vessel, ballast (either solid or liquid), consumables to be used onboard, permanent outfit and equipment of the vessel, stores and spare gear for the vessel, crew and their personal baggage and passengers and their personal baggage, and activity related equipment;

“Category C waters” means waters designated category C waters in the Merchant Shipping (Categorisation of Waters) Regulations 1992, SI 1992 No. 2356 and Merchant Shipping Notice MSN 1776(M);

“Category D waters” means waters designated category D waters in the Merchant Shipping (Categorisation of Waters) Regulations 1992, SI 1992 No. 2356 and Merchant Shipping Notice 1776(M);

“Certificate” means the certificate appropriate to a vessel to which the Code is applied. See section 1.3;

“Certifying Authority” means either the MCA or one of the organisations authorised by the MCA to:-

- a) appoint persons for the purpose of surveying vessels and issuing and signing Declarations of Survey; and
- b) issue Certificates.

The organisations so authorised by the MCA, other than themselves, for all vessels covered by the Codes, are as follows:-

Bureau Veritas
Burness Corlett - Three Quays
International Institute of Marine Surveyors
Lloyd’s Register
MECAL Ltd
Port of London Authority
Registro Italiano Navale (Rina)
Royal Yachting Association
Sea Fish Industry Authority
Society of Consulting Marine Engineers & Ship Surveyors
Yacht Designers & Surveyors Association;

“Close Company” is within sight of each vessel or a distance not exceeding 1 mile, whichever is the least distance;

“Code” means the Police Boat Code (PBC3) unless another Code is specified;

“Compartment” means all living and working spaces within the watertight or fire-resisting boundaries on any one level which have inter-communicating access;

“Competent harbour authority” has the same meaning as it has in the Pilotage Act 1987;

“Competent Authority” in respect of manning qualifications (Section 8) means either the Maritime and Coastguard Agency or an organisation that issues Certificates of Competence which has applied for and been granted recognition by the Maritime and Coastguard Agency as having the appropriate technical and administrative expertise;

“Compliance survey” means a survey of the vessel, its machinery, fittings and equipment, by an authorised person, to ascertain that the vessel’s structure, machinery, equipment and fittings comply with the requirements of the Code. Part of the survey should be conducted when the vessel is out of the water. For vessels of similar type the Certifying Authority may exercise discretion in carrying out the compliance survey entirely out of the water;

“Control position” means a conning position which is continuously manned whilst the vessel is under way;

“Crew” means a person employed or engaged in the safe operation or navigation of the vessel;

“Critical Downflooding” is deemed to occur when openings having an aggregate area, in square metres, greater than:-

$$\frac{\text{vessel's displacement in tonnes}}{1500}$$

are immersed. Moreover, it is the angle at which the lower edge of the actual opening which results in critical flooding becomes immersed. All openings regularly used for crew access and for ventilation should be considered when determining the downflooding angle. Air pipes to tanks can, however, be disregarded. Where an appropriate ISO standard is used, the definition should be taken from those standards as applicable;

“Daylight” means one hour before sunrise until one hour after sunset;

“Decked vessel” means a vessel with a continuous watertight weather deck which extends from stem to stern and has positive freeboard throughout, in any condition of loading of the vessel. Where an appropriate ISO standard is used, the definition should be taken from those standards as applicable;

“Design Category” means a description of the wind and sea conditions for which a vessel is considered suitable under the EU Recreational Craft Directive 94/25/EC of 16th June 1994, and used for the application of relevant ISO and CEN standards. See table below;

Design category	Wind force (Beaufort scale)	Significant wave height (H 1/3, metres)
A - 'Ocean'	Exceeding 8	Exceeding 4
B- 'Offshore'	Up to, and including, 8	Up to, and including 4
C - 'Inshore'	Up to, and including, 6	Up to, and including, 2
D - 'Sheltered waters'	Up to, and including, 4	Up to, and including, 0.3

“Efficient” in relation to a fitting, piece of equipment or material means that all reasonable and practicable measures have been taken to ensure that it is suitable for the purpose for which it is intended.;

“Existing vessel” means a vessel which is not a new vessel;

“Favourable weather” means wind, sea and visibility conditions which are deemed by the skipper to be safe for a small vessel to operate within the limits applied to it; or, in any other case means conditions existing throughout a voyage or excursion in which the effects either individually or in combination of swell, height of waves, strength of wind and visibility cause no hazard to the safety of the vessel, including handling ability.

In making a judgement on favourable weather, the skipper should have due regard to official weather forecasts for the service area of the vessel or to weather information for the area which may be available from the MCA or similar coastal safety organisation;

“Forms” used by certifying authorities are typically:

- Application for a Police Boat Certificate;
- Boatbuilder’s Declaration for a United Kingdom Police Boat;
- Owner’s Declaration for a United Kingdom Police Boat;

Record of Particulars of a Police Boat Certified in
 Accordance with Code A/B/C/D/E;
 Declaration of Survey of a Police Boat;
 Police Boat Certificate;

“Freeboard” means the distance measured vertically downwards from the lowest point of the upper edge of the weather deck to the waterline in still water or, for an open vessel, the distance measured vertically downwards from the lowest point of the gunwale to the waterline;

“High Holding Power (HHP) Anchor” means an anchor that can be shown to have holding powers of at least twice those of a standard stockless anchor of the same mass;

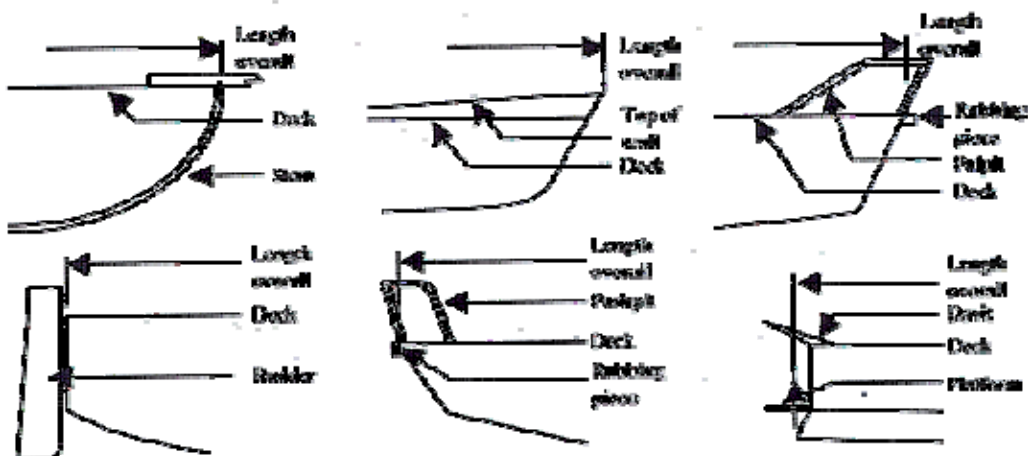
“Immersion Suit” means a protective suit which reduces the body heat-loss of a person wearing it in cold water and complies with the requirements of Schedule 10, Part 1 of MSN 1676 (M);

“Inflatable Boat” means a vessel with attains its form through inflatable tubes only, which are not attached to a solid hull;

“Land” means the sea shore above the line of mean high water mark;

“Launch” means a vessel with a solid superstructure attached to a solid hull, that is not a rigid inflatable boat;

“Length” means the overall length from the foreside of the foremost fixed permanent structure to the aftside of the aftermost fixed permanent structure of the vessel. With regard to inflatable, rigid inflatable boats, or boats fitted with a buoyant collar, length should be taken from the foremost part of tube or collar, to the aft most part of the tube or collar.



“Load Line Length” means either 96% of the total length on a waterline at 85% of the least moulded depth measured from the top of the keel, or the length from the foreside of the stem to the axis of the rudder stock on that waterline, whichever is the greater. In a vessel designed with a rake of keel, the waterline on which this length is measured should be parallel to the design waterline;

“Maritime and Coastguard Agency” means the Maritime and Coastguard Agency (MCA), an executive agency of the Department for Transport;

“Maximum permissible weight” means the maximum total permissible weight of persons and their effects, cargo, and activity related equipment, i.e. diving equipment;

“MED” means the European Council Directive 96/98/EC of 20th December 1996 on Marine Equipment, as amended;

“Merchant Shipping Act”, “Merchant Shipping Order”, “Merchant Shipping Regulations” and “Merchant Shipping Rules” referred to in the Code mean the reference specified and includes the document issued under the appropriate statutory power which either amends or replaces the reference specified;

“Merchant Shipping Notice” (MSN) means a Notice described as such and issued by the MCA, and reference to a specific Merchant Shipping Notice includes reference to any Merchant Shipping Notice amending or replacing that Notice which is considered by the Secretary of State to be relevant from time to time and is specified in a Merchant Shipping Notice;

“Mile” means a nautical mile of 1852 metres;

“Motor vessel” means a power driven vessel which is not a sailing vessel;

“Multihull vessel” means any vessel which in any normally achievable operating trim or heel angle, has a rigid hull structure which penetrates the surface of the sea over more than one separate or discrete area;

“New Vessel” means a vessel the keel of which is laid or which is at a similar stage of construction on or after the date of commencement of PBC2 (1st December 2009), or is new to the ownership or operation by a Police Authority;

“Nominated departure point” means the designated point of departure of the vessel, as specified on the vessels certificate. Where this point lies within Category C or Category D waters, it is to be taken as the seaward boundary of these waters.

“Officer”, in relation to a body corporate, means –

- (a) a director, manager, secretary or other similar officer of the body corporate, or a person purporting to act in any such capacity, or
- (b) an individual in accordance with whose directions or instructions the directors of that body corporate, or of any other body corporate which is its controller, are accustomed to act;

“Open boat” for the application of the Code means a vessel which within its length is:-

- (a) not fitted with a watertight weather deck; or
- (b) is fitted with a watertight weather deck over part of its length; or
- (c) is fitted with a watertight weather deck over the whole of its length but the freeboard to the deck does not meet the minimum requirement for freeboard (Section 9 of Annex 1);

“Owner/managing agent” means the registered owner, or the owner, or managing agent of the registered owner or owner, as the case may be, and “Owners/managing agents” should be construed accordingly;

"Passenger" means any person carried on a ship except:

- (a) a person employed or engaged in any capacity on the business of the vessel, or;

(b) a person on board the vessel either in pursuance of the obligation laid upon the master to carry shipwrecked, distressed or other persons, or by reason of any circumstance that neither the master nor the owner nor the charterer (if any) could have prevented or forestalled, or;

(c) a child of under one year of age

“Police Authority” means:

- a) in the case of England and Wales, an Authority as defined in Section 62(b) as read with column 2 of Schedule 8 of the Police act 1964; or
- b) in the case of Scotland, an authority as defined in Section 50(b) of the Police (Scotland) Act 1967; or
- c) in the case of Northern Ireland, the Police Authority for Northern Ireland referred to in Section 1(1) of the Police (Northern Ireland) Act 1998;

“Police Vessel” is a vessel or personal watercraft owned or operated by a Police Authority,

“Protected Waters” means waters not categorised in the Merchant Shipping (Categorisation of Waters) Regulations 1992, SI 1992 No. 2356 and Merchant Shipping Notice MSN 1776(M), but the location of which are explicitly defined and accepted as protected by the Area Operations Manager of the MCA responsible for the specified UK coastal area, having regard for the safety of the small vessels which operate in those waters;

"Recess" means an indentation or depression in a deck and which is surrounded by the deck and has no boundary common with the shell of the vessel. Where an appropriate ISO standard is used, the definition should be taken from those standards as applicable;

“Renewal survey” means a similar examination to the compliance survey;

“Rigid inflatable boat” means a vessel with inflatable tubes, attached to a solid hull. The tubes are inflated during normal craft operation;

"Safe haven" means a harbour or shelter of any kind which affords safe entry and protection from the force of weather (all categorised waters are considered as a safe haven);

"Sailing vessel" means a vessel which is designed to be navigated under wind power alone and for which any motor provided is an auxiliary means of propulsion and/or which possesses a non-dimensional ratio of (sail area) divided by (volume of displacement)^{2/3} of more than 7;

"Similar stage of construction" means a stage at which construction identifiable with a specific vessel begins, and assembly of that vessel, comprising at least 1% of the estimated mass of all structural material, has commenced;

"Single handed operation" means operation where no-one other than the skipper is on-board;

"Small vessel" means a vessel of less than 24 metres in load line length, or a vessel of less than 150 tons, where the keel of that vessel was laid, or where the vessel was at a similar stage of construction, before 21st July 1968;

Standards such as BS (British Standard), EN (European Standard accepted by the European Committee for Standardisation, CEN), IEC (International Electrotechnical Commission) and ISO (International Organisation for Standardisation) identified in the Code should include any standards which amend or replace them;

"Survey" means a full and detailed examination of the boat, its machinery and equipment to ascertain whether it complies with the requirements of PBC3:

"Surveyor" has the same meaning as "authorised person" provided above.

"To sea" means beyond category D waters, or category C waters if there are no category D waters;

"United Kingdom ship" means a vessel as defined in Section 85(2) of the Merchant Shipping Act 1995 (c.21);

"Void space" is any space, having no practical function on board the vessel, not capable of readily collecting water under normal operating circumstances;

"Watertight" means capable of preventing the passage of water in either direction;

"Weather deck" means the main deck which is exposed to the elements;

"Weathertight" means capable of preventing the admission of a significant quantity of water into the vessel when subjected to a hose test;

Any reference to "vessel" or "boat" provided within the Police Boat Codes (PBC3) shall mean "ship" under the definition of provided by s.313 of the Merchant Shipping Act 1995 (Ch.21).

4 Application and Interpretation

4.1 Application

- 4.1.1 It is the responsibility of the Police Authority to ensure that a vessel is properly maintained, examined and manned in accordance with the Code.
- 4.1.2. It is assumed that a Police Authority will not want to certify a sailing vessel under the Police Boat Code (PBC3). However, if the circumstances do arise where a Police Authority wishes to certify a sailing vessel under the Police Boat Code (PBC3), standards for the construction and manning of the vessel will be taken from MGN 280 (M) or any document that replaces it.
- 4.1.3 If police equipment used on water is not a 'ship' then it will not be considered to fall within the Police Boat Codes and will not be required to be surveyed and certificated under them.
- 4.1.4 A ship "includes every description of vessel used in navigation" - Merchant Shipping Act 1995, s.313. The ruling provided by the case of *R v Goodwin* which went to appeal in 2006 is the latest case law on what a 'ship' is at the time of drafting. It is for the police authority or police marine unit to consider carefully if their floating equipment is a ship.
- 4.1.5 If the equipment is not a ship then it falls under the Provision and Use of Work Equipment Regulations (PUWER) and there is a duty placed on the employer to ensure that the equipment is suitable for the task being undertaken. As the equipment is not a 'ship' the enforcement agency for those regulations is the Health and Safety Executive, not the MCA.

4.2 Certification

- 4.2.1 To be issued with a certificate for a particular area of operation, a vessel must comply with all of the requirements of the Code for that operating area to the satisfaction of the Certifying Authority.
- 4.2.2 A certificate is to be valid for not more than five years.

4.3 Interpretation

- 4.3.1 Where a question of application of the Codes, or an interpretation of a part of the Codes arises, the owner/managing agent of the vessel concerned should in the first instance seek clarification from the Certifying Authority. In situations where it is not possible to resolve an issue of interpretation a decision may be obtained on written application to the Director of Maritime Services of the MCA, who may consult with others as deemed appropriate.

4.4 Certifying Authorities

- 4.4.1 The MCA is itself an active Certifying Authority. However, other organisations which are so authorised by the MCA may appoint persons for the purpose of examining vessels, and may issue certificates.

4.5 Equivalent Standards

- 4.5.1 When the Code requires that a particular piece of equipment or machinery should be provided or carried in a vessel or that any particular provision should be made, to a specified standard, the MCA may permit any other piece of equipment or machinery to be provided or carried, or any other provision to be made, provided that the MCA is satisfied by trials or otherwise that the alternative is at least as effective as that required by the Code.
- 4.5.2 For the purpose of the Code, the results of verification and tests carried out by bodies and laboratories of other Member States of the European Economic Area Agreement, and Turkey, offering suitable and satisfactory guarantees of technical and professional competence and independence should be accepted.

5 Survey, Certification and Inspection.

5.1 General comment.

- 5.1.1 The principle function of a police vessel is to patrol areas of water under the jurisdiction of a designated Authority enabling the police officers on board to safely and effectively perform their duties, and to operate in support of Police Underwater Search Units.
- 5.1.2 The requirements for police vessels subject to their Codes operating at sea are similar throughout the United Kingdom. Slight differences may occur with regard to the required operating limits of individual craft which should be declared prior to survey and certification together with the maximum number of persons desired to be carried on board.
- 5.1.3 A representative of the relevant Police Authority, or of the owner of the vessel, should normally be present at the survey of the police vessel.
- 5.1.4 Police vessels surveyed, certificated, maintained and periodically inspected in accordance with the requirements of PBC3 will be the subject of a General Exemption from the relevant requirements of Merchant Shipping Regulations issued by the MCA.
- 5.1.5 The MCA may inspect any police vessel at any time.
- 5.1.6 Should the Certifying Authority have concerns over the condition of the vessel, its machinery, fittings or equipment, at any time during the validity of a Police Boat Certificate they may request to survey/examine the vessel either in or out of the water.
- 5.1.7 The purpose of PBC3 is to update some of the operational aspects of police boats, and not to amend the structural requirements or equipment carriage requirements. The structural requirements and equipment carriage requirements of PBC2 and PBC3 vessels should be treated identically.

5.2 Existing police vessels.

- 5.2.1 Existing police vessels certified under the Police Boat Codes prior to PBC2 should comply as far as practicable with PBC3 and fully by 30th November 2014.
- 5.2.2 In the case where the constructional arrangement of the vessel does not meet the standards of PBC3, this should be dealt with on a case

by case basis by the Certifying Authority. However, in any situation, the equipment carriage requirement standards must be met.

- 5.2.3 Existing vessels which are continuing to comply with the previous revision of this Code should continue to operate under the certificate they have been issued with.
- 5.2.4 Existing vessels which have had a renewal survey since 1st December 2009, and cannot meet the requirements of PBC3 should only have certificates issued with an expiry date of 30th September 2015, unless alternative arrangements are made on a case by case basis agreed by the Certifying Authority (see 5.2.2) if they comply with the Police Boat Codes prior to PBC2 as a minimum standard.

5.3 New police vessels.

- 5.3.1 Any new vessel to which PBC3 applies, used as a police vessel on or after the date of commencement should comply with this Code and have a Police Boat Certificate issued to it.
- 5.3.2 Prior to entering service as a police vessel the Police Authority owning the vessel should submit to the Certifying Authority a Boatbuilder's Declaration for a United Kingdom Police Boat (see Annex 3) that the hull structure, fittings and equipment installed are in compliance with the requirements of PBC3. Additionally an Owner's Declaration for a United Kingdom Police Boat (see Annex 4) made by the Police Authority or its representative that the equipment and fittings not covered by the Boatbuilder's Declaration for a United Kingdom Police Boat are in compliance with the requirements of PBC3.
- 5.3.3 The Boatbuilder's Declaration for a United Kingdom Police Boat in respect of hull construction may be replaced by a Certificate of Hull Construction issued by one of the MCA approved Classification Societies.
- 5.3.4 Where a Police Authority uses a vessel that is not a new build, but has not been used as a Police Boat previously, or has been certified under one of the MCA's Small Commercial Vessel Codes of Practice, it may be considered for use as a Police Boat under the requirements of 1.2.2 of Annex 1.
- 5.3.5 Once the police vessel has a suitable construction certificate, it may be surveyed in accordance with the survey and certification procedure and a Police Boat Certificate issued.

5.3.6 The surveyor will ensure that when presented for survey the general details of the construction and arrangement of the launch are entered on the form Record of Particulars of Police Boat Certified in Accordance with Code A/B/C/D correctly.

5.3.7 When, at or prior to subsequent surveys, repairs, replacements or modifications to the vessel are undertaken the surveyor will arrange for them to be suitably recorded on the form Record of Particulars of Police Boat Certified in Accordance with Code A/B/C/D.

5.4 Survey Procedure.

5.4.1 Application for survey.

5.4.1.1 Application for a Police Boat Certificate shall be made by the Police Authority or its representative to the Certifying Authority. The form Application for a Police Boat Certificate (see Annex 2) should be completed and sent to the relevant Certifying Authority. The survey procedures below will then be followed.

5.4.2 Initial survey.

5.4.2.1 The initial survey of any police vessel will normally be conducted out of the water by the Authorised Person appointed by the Certifying Authority in consultation with the Police Authority. During this survey the surveyor will need to be satisfied with the general construction and maintenance of the vessel, its machinery and equipment. After this examination has been satisfactorily completed the vessel is to be placed in the water in order that the efficiency of its machinery, steering gear, pumping equipment and essential services can be satisfactorily demonstrated.

5.4.2.2 During the initial survey, the surveyor will complete, or verify the completed Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D. On satisfactory completion of the survey, the form Declaration of Survey/Examination of a Police Boat (see Annex 6) will be prepared, signed and forwarded together with the form Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D to the Certifying Authority.

5.4.2.3 On receipt of the completed Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D and Declaration of Survey/Examination of a Police Boat forms, the Certifying Authority will issue a Police Boat Certificate (see Annex 7) and a certified copy of the

same, together with two copies of the Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D (see Annex 5) to the Police Authority or its representative.

5.4.2.4 The Police Boat Certificate will normally be valid for a period of five years from the date of completion of the survey subject to the vessel and its equipment being efficiently maintained.

5.4.2.5 When a survey has been performed by a surveyor acting on behalf of a Certifying Authority other than the MCA, the Police Officer responsible for the certification of the craft shall forward a copy of the Police Boat Certificate to the MCA for recording purposes.

5.4.3 Intermediate survey.

5.4.3.1 At a period not exceeding 36 months from the issue date of the Police Boat Certificate an intermediate survey should take place. This can be in-water, but must be conducted on behalf of the Certifying Authority by an Authorised Person. The survey should be equivalent to the annual survey. On satisfactory completion of the survey the authorised person must enter a record of the survey on the Police Boat Certificate.

5.4.4 Annual survey.

5.4.4.1 The Police Authority or its representative must ensure an annual survey of the police vessel is conducted within 3 months either side of the anniversary date of the initial/renewal survey, at intervals not exceeding 15 months, to confirm that the arrangements, fittings, machinery and equipment provided on board are in a satisfactory condition and remain as documented in the form Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D. The person conducting the annual survey should enter a record of a successful survey on the Police Boat Certificate and report the results to the Certifying Authority.

5.4.4.2 The Police Authority or its representative should not complete details on the Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D if the survey reveals that either the vessel, its machinery, fittings or equipment are not sound or they do not comply with those documented in the Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D. The findings of the Police Authority or its representative that have resulted in an unsuccessful survey should be reported to the Certifying Authority for action as necessary.

- 5.4.4.3 Nothing in 5.4.4.1 or 5.4.4.2 prevents the Police Authority requesting the Certifying Authority to conduct annual surveys on its behalf, and endorse the Police Boat Certificate appropriately.

5.4.5 Renewal survey.

- 5.4.5.1 The Police Authority or its representative should ensure a compliance survey is conducted by an Authorised Person from the chosen Certifying Authority. The renewal survey should be conducted in the same way as the initial survey detailed in paragraph 5.4.2. Upon satisfactory completion and verification that the arrangements, fittings and equipment documented in the Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D remain in compliance with PBC3, and that the vessel and its machinery are in a sound and well maintained condition, the Police Boat Certificate should be endorsed to indicate a three month extension. A copy of the report recommending a renewal of the Police Boat Certificate should be sent to the Certifying Authority.
- 5.4.5.2 The Certifying Authority should renew the vessel's Police Boat Certificate if it is satisfied that the arrangements, fitting and equipment documented in the Record of Particulars of a Police Boat Certified in Accordance with Code A/B/C/D are in compliance with PBC3.
- 5.4.5.3 The new Police Boat Certificate should be issued with an expiry date not more than 5 years from the expiry date of the previous Police Boat Certificate.

5.5 Additional requirements for inflatable and rigid inflatable boats.

- 5.5.1 For additional testing requirements specific to inflatable and rigid inflatable boats refer to section 1.5.3 of Annex 1.

5.6 Display of the Police Boat Certificate.

- 5.6.1 The Police Boat certificate shall be displayed, suitably framed, in a prominent position within the vessel if practicable. In the case of a open boat, the Police Boat Certificate may be kept ashore, but should be available for inspection.

6 Construction and General Arrangement.

- 6.1 All police vessels should be designed, constructed and equipped in accordance with the provisions of Annex 1, unless the Common Code or Codes A, B, C or D provide a different standard, in which case that standard should be followed.
- 6.2 It should be noted that for the purposes of stability assessment of police vessels in accordance with PBC3 each person shall be considered as being 100kg.

7 Maintenance and operation of the vessel.

- 7.1 It is the responsibility of the Police Authority or its representative to ensure that the vessel is properly maintained and operated in accordance with the conditions stated on the Police Boat Certificate.
- 7.2 Police vessels should only operate in conditions appropriate to the vessel's capabilities.
- 7.3 Sufficient stores, spare parts and tools should be carried on board to enable running repairs to be undertaken.
- 7.4 Before proceeding on a voyage to sea the person in charge of the vessel shall ensure that details of the intended passage plan and number of persons on board are communicated to a police representative ashore and to an officer of HM Coastguard in a Marine Rescue Co-ordination Centre operations room responsible for the area in which the vessel is to operate.
- 7.5 The person in charge of the boat shall make a suitable and sufficient assessment of the risks to the health and safety of all persons on board.
- 7.6 The person in charge of the boat shall record the findings of such a risk assessment within the Police Marine Unit's standard operating procedures.
- 7.7 As a matter of safe working practice the person in charge of the boat should review the initial risk assessment at regular intervals. Such reviews should form part of the standard operating procedure for the safe operation of the boat.
- 7.8 The person in charge of the boat should take account of the guidance provided in the MCA publication "Code of Safe Working Practices for Merchant Seamen" when conducting the risk assessment.
- 7.9 In cases where the vessel suffers major damage, for example as a result of collision, grounding, fire or other event, the Police Authority must notify the Certifying Authority immediately, explaining the circumstances by which the vessel became damaged. The nature and extend of major repairs are subject to the approval of the Certifying Authority. Minor damage, detrimental to the safety of the vessel, must also be reported to the Certifying Authority, together with the measures proposed to effect repairs. The Certifying Authority may

take action as they deem appropriate which may include a full or part survey of the vessel.

- 7.10 In addition to the requirements of paragraph 7.9, the Police Authority has a statutory requirement to report accidents to the Marine Accident Investigation Branch (MAIB) of the Department for Transport. The statutory requirements are given in the Merchant Shipping (Accident Reporting and Investigation) Regulations 2005 (SI 2005 No. 881), as amended. Marine Guidance Note MGN 289 (M+F) explains the Regulations and the requirement to report accidents to the MAIB.

8 Manning

8.1 General

8.1.1 A police vessel should be safely manned.

8.1.2 Police vessels operating up to 60 miles from a safe haven, unless operating in the single handed mode in accordance with 26.9, should have a second person onboard deemed by the skipper to be experienced and capable of assisting the skipper in an emergency. This should be demonstrated by the second person having a minimum of an RYA Powerboat Level 2 Certificate. This certificate does not require commercial endorsement.

8.1.3 The skipper of a vessel should ensure that each person onboard is briefed on safety in accordance with the requirements given in Annex 1, Appendix 5.

8.1.4 If completion of the relevant mandatory courses cannot be proven by the owner/managing agent or crew, then the MCA may detain the vessel.

8.2. Responsibility of the Owner/Managing Agent for Safe Manning of the Vessel

8.2.1 It is the responsibility of the owner/managing agent to ensure that the skipper, and where necessary, the crew of the vessel have, in addition to any qualifications required in Annex 1, Appendix 10, recent and relevant experience of the type and size of vessel, the machinery on the vessel, and the type of operation in which the vessel is engaged. The owner/managing agent should also ensure that there are sufficient additional crew on board having regard to the type and duration of voyage/excursion being undertaken.

8.3. Keeping a Safe Navigational Watch

8.3.1 The skipper and every person in charge of a navigational watch serving on police vessels shall hold an appropriate certificate of competency (see Annex 1, Appendix 10) required by PBC3 by 1st October 2015.

8.3.2 The skipper of every police vessel shall ensure that watchkeeping arrangements are adequate for maintaining a safe watch or watches, taking into account the prevailing circumstances and conditions such as;

- .1 the present and forecast state of the weather, visibility and sea;
- .2 the proximity of navigational hazards; and
- .3 the density of traffic in the area.

and that, under the skipper's general direction, persons in charge of the navigational watch are responsible for navigating the vessel safely during their periods of duty, when they shall be physically present at the control position or in a directly associated control location at all times.

- 8.3.3 The owner/managing agent and the skipper of a vessel should ensure that any person who assists the master in navigational watchkeeping duties is qualified to carry out such duties (see Annex 1, Appendix 10).

8.4 Vessels Other Than Those on Bare-Boat Charter/Hire/Lease

- 8.4.1 The qualifications of the skipper and, if appropriate, other members of the crew are given in Annex 1, Appendix 10.

- 8.4.2 The possession of a Certificate of Competency or Service should not, on its own, be regarded as evidence of the ability to serve in a particular rank on a specific vessel. The owner/managing agent must ensure that there are sufficient trained personnel on board to work the vessel having due regard for the nature and duration of the voyage.

- 8.4.3 The skipper should be aware that as a professional skipper, he or she has taken on all the professional responsibilities of a professional skipper and the liabilities that accompany that role.

8.5 Qualifications for skippers/crew when the police boat is chartered

- 8.5.3 Where the police authority chartering the vessel intends to use the vessel on police business, those manning the vessel should be qualified in accordance with the requirements of [Annex 1, Appendix 10](#).

8.6 Vessels on Skipped Charter – Pre-Departure Briefing

- 8.6.1 The skipper should ensure that each person on board is briefed on safety in accordance with the requirements given in Annex 1, Appendix 5, Section 1.

8.6.2 In addition, the skipper should brief at least one other person who will be sailing on the voyage with the requirements given in Annex 1, Appendix 5, Section 2. As a minimum, the second person referred to in 8.1.2 and 8.1.3 should receive this briefing.

8.7 Vessels with Lifting Gear and Winches Associated with Lifting

8.7.1 Owner/managing agents of vessel(s) should ensure that skippers, crew and operators of winches and lifting gear are familiar with the stability issues detailed in Annex 1, Section 8.6 as applied to the type of vessel being operated and the nature of the duties being undertaken.

8.8 Stability Training

8.8.1 The skipper of every vessel should be familiar with the vessel's Stability Guidance Booklet², should insert the information required of the skipper, and should ensure that it is drawn to the attention of all watch keepers on board. In the case of vessels also required to be provided with an approved Stability Information Booklet (SIB), skippers should have a knowledge and understanding of its contents and should ensure that the vessel is operated within the limiting conditions of the SIB.

8.8.2 The skipper of any workboat which is required to be provided with an SIB should have attended an approved Stability Course for Workboats or be able to satisfy the MCA that he/she has adequate knowledge of the subject.

8.9 Single Handed Operations

8.9.1 Single handed operation is permitted under certain conditions. In all cases where single handed operations take place the owner/managing agent and the skipper should be satisfied that it is safe to do so. Where single handed operations are undertaken.

8.9.2 A single handed operation is considered to be taking place when either;

- .1 there is only one person onboard the vessel; or
- .2 there is a skipper onboard with passengers, and there is no one else on board capable of assisting the skipper in an emergency.

² Stability Guidance Booklets are MCA publications 'MCA 132' for sailing vessels and 'MCA 133' for powered vessels.

8.9.3 Where a watch system is necessary to maintain the safe navigation of the vessel due to extended periods at sea, single handed operations are not permitted.

8.9.4 The MCA does not recommend single handed operations. Vessels operating under this Code, other than those engaged as Pilot Boats or in any other business which involves the transfer of personnel at sea may be operated single handed providing that the person operating the vessel complies fully with the minimum requirements for a skipper (appropriately qualified for the operating area) and the following conditions:

- .1 the area of operation is restricted to Area Category 3, 4, 5 or 6 in conditions of favourable weather and subject to favourable official weather forecasts for the area throughout the period of operation; and
- .2 the duration of the voyage should not exceed 8 hours; and
- .3 the vessel is not operated single handed in conditions of restricted visibility; and
- .4 an acceptable lifejacket is worn at all times by the skipper; and
- .5 no overside working takes place whilst the vessel is being operated single handed; and
- .6 details of the time and point of departure, voyage plan and the Expected Time of Arrival (ETA) of every single handed voyage are left with a suitable person ashore and that person is notified of the safe arrival on completion of each voyage; and
- .7 communication should be made with a person ashore or with a vessel in company at regular agreed intervals; and
- .8 On all open sportsboats, inflatable craft and RIBs, engine kill-cords should be fitted and used at all times.
- .9 Skippers are most strongly recommended to wear personal locator beacons.

8.9.5 In some cases, because of the size and arrangement of the vessel, the Certifying Authority may deem the vessel not to be suitable for single handed operations. In all cases where single handed operations are carried out, the owner/managing agent and the skipper should be satisfied that it is safe to do so.

8.9.6 The vessel's Police Boat Certificate should also be endorsed "suitable for single handed operation" to show that it is suitable for single handed operation.

8.10 Minimum Hours of Rest Provisions³

8.10.1 Fatigue at sea is a serious safety issue and operators should ensure that all vessels certificated under the Code are sufficiently manned to avoid the need to work excessive hours. The skipper is responsible for ensuring, so far as is reasonably practicable, that he/she and all crew members are properly rested when they begin work and obtain adequate rest when not on duty. The minimum hours of rest for anyone employed on board should be not less than:

1. 10 hours in any 24-hour period; and
2. 77 hours in any seven day period.

8.10.2 The periods of rest should be broken down into no more than 2 periods at least one of which should be at least 6 hours. Longer periods of rest are far more effective in combating fatigue than several short periods.

8.11.3 These limits should be observed as minimum periods, bearing in mind that the noise and vibration which are inevitable from working on some small vessels are likely to increase fatigue.

8.10.4 For boats operating on the basis of watchkeeping arrangements, a schedule of duties should be drawn up setting out the hours of work and rest periods. In drawing up a schedule, factors to be taken into account may include:

1. type of operation;
2. details of the watchkeeping arrangements;
3. the total workload;
4. the seriousness of irregular working hours and their contribution to causing fatigue and the importance of scheduling reasonably stable working hours.

8.10.5 *MSN 1767 (M) provides full details of the hours of rest requirements.*

³ Further guidance on hours of rest can be found in MSN 1767 (M) – “Hours of Work, Safe Manning and Watchkeeping – Revised provisions from 7 September 2002”.

8.11 Vessels Used as Diving Platforms⁴

- 8.11.1 It is strongly recommended that for vessels used as a diving platform, that the second hand should be a person deemed a responsible person by a skipper, who can assist the skipper in an emergency. There are obvious benefits from that additional person having dive and diving emergency training and experience.

8.12 High Speed Vessels

- 8.12.1 The skipper qualifications for vessels which are operated at high speed should be specially considered. MGN 436 – “WHOLE-BODY VIBRATION: Guidance on Mitigating Against the Effects of Shocks and Impacts on Small Vessels” provides further guidance, and directs the reader to other useful publications. Further guidance can be found in MGN 353 and MGN 446.

⁴ MGN 424 (M) – “Safety Responsibilities onboard Dive Boats”.

9 Review of the Code.

- 9.1 Police Boat Code, Amendment 3, should be reviewed 5 years after the date of commencement. The revision should be consulted with the ACPO Diving and Marine Sub-Committee and wherever possible the revision should be ratified by the ACPO Diving and Marine Sub-Committee.
- 9.2 The review body shall be appointed by the ACPO Diving and Marine Sub-Committee and will act in consultation with the Maritime and Coastguard Agency.