

Guidance Document

To: Regulants & Other Members of the Public
From: Virginia Board for Branch Pilots
Date: August 1, 2012
Re: License Renewal Requirements

Purpose

The purpose of this document is to clarify what branch pilots are required to provide as proof of a satisfactory physical examination conducted within the immediately preceding 60 days of renewal.

Background

§ 54.1-906 of the *Code of Virginia* mandates all licenses issued by the Board shall expire on December 31 of the year in which issued. Every pilot who holds a license as a branch pilot shall appear before the Board every twelve months, and, if the Board deems him qualified, it shall renew his license, which shall continue his term of office for one year following each renewal. Upon each renewal he shall appear before the clerk before whom he originally qualified, and renew his oath of office, but the bond given by him shall remain in force.

18VAC45-20-20 License Renewal.

- A. Each pilot seeking renewal of his license shall complete a renewal application, comply with the provisions of these sections, and appear before the board or its License Renewal Committee which shall determine if he possesses the qualifications to be renewed.
- B. Any limited branch pilot seeking to renew his license shall meet the following standards:
 1. Furnish to the board evidence of a satisfactory physical examination conducted within the immediately preceding 60 days;
 2. Furnish to the board evidence that he has transited the waters embraced by his license during the preceding 12 months;
 3. After three years of licensure as a limited branch pilot, possess a valid First Class Pilot License issued by the United States Coast Guard for the same waters as his limited branch. Any such federal license acquired after January 1994 shall include an Automated Radar Plotting Aids (ARPA) radar certificate; and
 4. Pay a license renewal fee of \$60. Each check or money order is to be made payable to the Treasurer of Virginia. All fees shall be non-refundable.

- C. Any full branch pilot seeking to renew his license shall meet the following standards:
1. Possess a valid unlimited Federal Inland Masters License with First Class Pilot endorsement issued by the United States Coast Guard for the same waters as his branch; any such federal license renewed or acquired after January 1994 shall include an Automated Radar Plotting Aids (ARPA) radar certificate;
 2. Furnish to the board evidence of a satisfactory physical examination conducted within the immediately preceding 60 days;
 3. Furnish to the board evidence that he has transited the waters embraced by his license during the preceding 12 months, and that he has piloted 12 or more ships during that time, at least six trips as a pilot within the first six months of the calendar year and six trips as a pilot within the last six months of the calendar year;
 4. Upon the showing of good cause, the board may waive the requirements of subdivision 3 of this subsection when in its judgment the pilot is otherwise qualified;
 5. Qualify in accordance with § 51.1-906 of the Code of Virginia; and
 6. Pay a license renewal fee of \$60. Each check or money order is to be made payable to the Treasurer of Virginia. All fees shall be nonrefundable.

Summary

Pilots must pass the required Merchant Mariner Credential Medical Evaluation to obtain a U.S. Coast Guard First Class Pilot License or an Unlimited Federal Inland Master's License with First Class Pilot endorsement, as required by 18VAC45-20-20B.3, and 18VAC45-20-20C.1.

Submission of a copy of the (verifying) Medical Practitioner Recommendation of the U.S. Department of Homeland Security, U.S. Coast Guard Merchant Mariner Credential Medical Evaluation Report complies with 18VAC45-20-20B.1 and 18VAC45-20-20C.2.