

Port of Corpus Christi Pilot Board: Procedure for Branch Pilot License Renewals and Deputy Pilot Advancement to Branch Pilot

- Any Branch Pilot seeking renewal of an expiring Branch Pilot license must notify the Secretary of the Pilot Board a minimum of 120 days prior to expiration his/her license.
- Any Deputy Branch Pilot seeking advancement to Branch Pilot must notify the Secretary of the Pilot Board a minimum of 120 days prior to expiration of his/her Deputy Pilot certificate.
- All requests for renewal or advancement to Branch Pilot shall be forwarded to the Application Review Committee to confirm applicants meet the eligibility requirements in Tex. Transportation Code Section 70.032. That section provides that, to be eligible for a license as a Branch Pilot, a person must:
 - (1) be at least 25 years of age;
 - (2) be a United States citizen;
 - (3) as of the date the license is issued, have resided continuously in the state for at least two years;
 - (4) have at least two years' service as a deputy branch pilot under the supervision of a state-commissioned pilot serving the Port of Corpus Christi;
 - (5) have controlled the navigation of vessels such as the person would pilot;
 - (6) have extensive experience in the docking and undocking of vessels;
 - (7) be in good mental and physical health;
 - (8) have good moral character; and
 - (9) possess the requisite skill as a navigator and pilot to perform competently and safely the duties of a branch pilot.
- Pilots seeking renewal or advancement to Branch Pilot must request the same in writing to the Secretary of the Pilot Board before the deadlines stated above. The written request must include the following supporting documents:
 - Pilot Affidavit (form attached);
 - Copy of USCG first class pilot license;
 - NMC Mariner credential report indicating pilot has passed physical;
 - USCG record release authorization (form attached); and
 - Consent to background check (form attached).
- Upon receipt of the above materials, the Secretary of the Pilot Board will forward to the Application Review Committee to determine eligibility. The Application Review Committee shall make a written recommendation to the Secretary of the Pilot Board regarding a pilot's eligibility. Thereafter, the Branch Pilot license renewal or advancement from Deputy Pilot to Branch Pilot will be presented to the Pilot Board at a properly-noticed meeting.

- The Pilot Board shall recommend renewal or advancement unless the Pilot Board determines there is probable cause not to renew or issue the license. Probable cause not to renew or issue a license exists if the Pilot Board finds that the pilot: (1) does not possess a qualification required by this chapter for pilots; or (2) has a disability that will affect the pilot's ability to serve as a pilot.

- If the Pilot Board determines that it has probable cause not to renew a license, the Pilot Board shall notify the pilot not later than the 60th day before the date the license or certificate expires. On request, the Pilot Board shall provide a hearing after proper notice to consider whether the Pilot Board has cause not to recommend renewal or issuance of the license. The Pilot Board shall issue a written order recommending that the Governor not renew or issue a license and the Governor may not renew or issue the license if: (1) the pilot does not contest the Pilot Board's decision not to renew or issue the license; or (2) the Pilot Board after a hearing finds that it has probable cause not to renew or issue the license. The denial of a pilot's license does not prohibit the pilot from applying for a new license and being reappointed.