

10. Work permits

Request for permit

In order to be able to perform certain work on ships in the port masters, owners or their agents must first apply for and obtain the necessary permits before that work can proceed.

Applications requiring approval and advice, to the Regional Harbour Master must be submitted via the QSHIPS program. The required terms and conditions are completed by the Maritime Safety Queensland regional office and the agent may then print off the completed permit for passing to the master of the applicable vessel. Refer to the [Far North Queensland Ports Corporation Limited Port Notices](#) for further information.

Example of activities requiring permits:

- Hot works – on or within facilities or ships
- bunkering
- immobilising a ship
- operation of propellers at a wharf
- ship to ship/shore transfer operations
- life boat drills
- Night Fuel Transfer

Table 10 Permit Requests

Who	Approver	Advice	Permit	When	Comments
All ships	FNQPCL	RHM	Overside work	48 hours prior to arrival	Lodged to FNQPCL, copy to RHM via email.
All tankers	RHM/ FNQPCL		Tankers at non tanker berths	48 hours prior to arrival	Lodged to RHM and FNQPCL – must be certified as gas free by an independent chemist on approved form.

Master shall determine the ship's gas-free status for movement purposes and forward written confirmation to the agent and the port authority as appropriate

The Regional Harbour Master (Cairns), on receipt of the gas-free declaration, will amend QShips to reflect confirmation of gas-free status. This information is recorded and restrictions on movements of the ship with regard to being non-gas free are lifted. Failure to comply may result in the ship being considered non-gas free until an approved industrial chemist has tested the spaces, declared the ship to be gas free and issued a gas free certificate.

10.2.7 Overside maintenance work

For environmental reasons, the port authority has strict guidelines on the performance of overside maintenance work on ships within the port limits. Ships wishing to undertake overside maintenance work must:

- comply with the conditions spelt out in the port authority port notice – overside maintenance
- lodge a request, with the port authority for permission to undertake overside work; when granted, masters must comply with the conditions of the permit.