Standard for Commercial Marine Activities – Mackay Region

Including Mackay and Hay Point Pilotage Areas

Maritime Safety Queensland
February 2023

Queensland Government

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Departmental Version Control

Version Number	Revision Date	Author	Summary of Changes	Approved by
1.0	October 2021	Jason Britton	New Document	
1.1	February 2023	Bonnie Conachan	Correction of 9.6 Mackay Exclusion Zone	RHM Mackay Jason Britton

Harbour Master Direction

Direction to master about operation of ship in relation to a pilotage area, *Transport Operations (Marine Safety) Act 1994, section 88.*

I, **Jason Britton, Regional Harbour Master (Mackay)** am appointed as a harbour master under Part 7 of the *Transport Operations (Marine Safety) Act 1994.*

Under section 86 of the *Transport Operations (Marine Safety) Act 1994* a harbour master may give a direction if the harbour master reasonably considers it necessary to ensure the safety and the effectiveness and efficiency of the Queensland maritime industry.

Furthermore, section 86A of the *Transport Operations (Marine Safety) Act 1994* enable a harbour master to give a general direction that applies to all ship owners, ship's masters, ships, other persons or matters.

To ensure marine safety in the Mackay region, the Standard for Commercial Marine Activities – Mackay Region, has been issued as a general direction

I DIRECT THAT:

The Standard for Commercial Marine Activities – Mackay Region must be complied with by all Masters' engaged in or associated with projects in the Mackay Region of Maritime Safety Queensland, including the Pilotage Areas of Mackay and Hay Point.

It is an offence to fail to comply with my Direction without a reasonable excuse. It is also an offence to obstruct a harbour master in the exercise of a power. The maximum penalty is 200 penalty units for an individual for each offence. If you fail to comply with my Direction you may be prosecuted, then I may carry out the Direction myself and recover all expenses associated with performing the Direction from you as a debt in civil jurisdiction.

Jason Britton

Regional Harbour Master (Mackay)

Maritime Safety Queensland

DATED AT MACKAY THIS 30th DAY OF OCTOBER 2021

Contents

1 Marine Operations Activity Areas

1.0 Description

The standards and associated guidelines that are described herein are specifically formulated for the Mackay region, and particularly the Pilotage Areas of Mackay and Hay Point.

For the purposes of this document, piloted ship movements shall be called "trade ships" and any tugs engaged in the movement of trade ships shall be referred to as "harbour tugs".

Trade ships, harbour tugs, fishing vessels and lines launches conducting their normal business are not considered commercial vessels for the purposes of this document. However, all vessels greater than ten metres operating in the Ports of Mackay and Hay Point are required to advise Hay Point VTS of their intentions via VHF 10 or 16. Any of the above mentioned vessels conducting other activities which is outside their normal business is required to comply with this standard.

It should be noted that the standards herein do not exempt or excuse operators from conforming to the appropriate legislation for their specific operations.

1.1 Application

This standard applies to the Masters and all vessels undertaking passenger or local cargo transfer to islands within the Ports of Mackay and Hay Point, vessels undertaking marine works (including but not limited to installation/removal of navigation aids, construction works, pile driving/removal/works, dredging and wharf maintenance) and any works which fall outside of normal day to day activities.

1.2 Pilotage Areas

The pilotage limits for the port of Mackay and Hay Point are divided between a pilotage area and a compulsory pilotage area. Vessels outside the compulsory pilotage area may anchor without utilising the services of a pilot.

1.2.0 Mackay Pilotage Area

Port Limits defines the area of jurisdiction of NQBP. The pilotage area defines the area of jurisdiction of the Regional Harbour Master.

The Mackay pilotage area is described in Schedule 3 of the Transport Operations (Marine Safety) Regulations 2016 as the area of:

(a) Waters bounded by an imaginary line drawn:

- starting at the high-water mark at the northern extremity of Slade Point,
- then generally easterly along the geodesic to latitude 21° 03·81'S, longitude 149° 22·06'E,
- then south along the meridian to latitude 21° 09·91'S, longitude 149° 22·06'E,
- then west along the parallel to latitude 21° 09·91'S, longitude 149° 20·06'E,
- then generally south-westerly along the geodesic to latitude 21° 10·76'S, longitude 149° 17·73'E,
- then generally south-westerly along the geodesic to the intersection with the high-water mark at the southern extremity of the north head of Bakers Creek entrance,

then generally northerly along the high-water mark on the mainland to the starting point.

(b) The navigable waters of rivers and creeks flowing, directly or indirectly, into the waters in paragraph (a).

1.2.1 Mackay Compulsory Pilotage Area

The compulsory pilotage area defines that part of the pilotage area where a vessel of LOA 50 metres or more must use the services of a pilot or a person on board holding a valid pilot exemption certificate (PEC). The Mackay compulsory pilotage area is described in schedule 3 of the Transport Operations (Marine Safety) Regulation 2016 as the area of:

a) Waters bounded by an imaginary line drawn:

- starting at the high-water mark at the northern extremity of Slade Point,
- then generally easterly along the geodesic to latitude 21° 03·81'S, longitude 149° 16·00' E,
- then south along the meridian to latitude 21° 07·00' S, longitude 149° 16·00' E,
- then generally south-easterly along the geodesic to latitude 21° 10·76' S, longitude 149° 17·73' E,
- then generally south-westerly along the geodesic to the intersection with the high-water mark at the southern extremity of the north head of Bakers Creek entrance,
- then generally northerly along the high-water mark on the mainland to the starting point.

(b) The navigable waters of rivers and creeks flowing directly or indirectly, into the waters in paragraph (a).

1.2.2 Hay Point Pilotage Area

Hay Point Pilotage Area defines the area of jurisdiction of the Regional Harbour Master. The Hay Point pilotage area is the area of:

(a) Waters bounded by an imaginary line drawn:

- starting at the high-water mark at the southern extremity of the north head of Bakers Creek entrance,
- then generally north-easterly along the geodesic to latitude 21° 10·76'S, longitude 149° 17·73'E,
- then generally north-easterly along the geodesic to latitude 21° 09·91S, longitude 149° 20·06'E,
- then east along the parallel to latitude 21° 09·91'S, longitude 149° 30·06'E,
- then south along the meridian to latitude 21° 17·91'S, longitude 149° 30·06'E,
- then west along the parallel to the intersection of the high-water mark on the mainland with latitude 21° 17·91'S,
- then generally northerly along the high-water mark on the mainland to the starting point; and

(b) The navigable waters of rivers and creeks flowing, directly or indirectly, into the waters in paragraph (a).

1.2.3 Hay Point Compulsory Pilotage Area

The Compulsory Pilotage Area defines that part of the Pilotage Area where a vessel of LOA 50 metres or more must use the services of a pilot The Hay Point Compulsory Pilotage Area is described in Schedule 3 of the Transport Operations (Marine Safety) Regulation 2016 as the part of the Hay Point pilotage area that is the area of:

(a) waters bounded by an imaginary line drawn:

- starting at the high-water mark at the southern extremity of the north head of Bakers Creek entrance,
- then generally north-easterly along the geodesic to latitude 21° 10·76'S, longitude 149° 17·73'E,
- then generally south-easterly along the geodesic to latitude 21° 14·00'S, longitude 149° 20·50'E,
- then south along the meridian to latitude 21° 15·69'S, longitude 149° 20·50'E,
- then generally north-easterly along the geodesic to latitude 21° 14·49'S, longitude 149° 25·41'E,
- then generally south-easterly along the geodesic to latitude 21° 14·80'S, longitude 149° 25·50'E,
- then generally south-westerly along the geodesic to latitude 21° 16·11'S, longitude 149° 20·50'E,
- then south along the meridian to latitude 21° 17·91'S, longitude 149° 20·50'E,
- then west along the parallel to the intersection of the high-water mark on the mainland with latitude 21° 17·91'S,
- then generally northerly along the high-water mark on the mainland to the starting point; and

(b) the navigable waters of rivers and creeks flowing, directly or indirectly, into the waters in paragraph (a) internal anchorage sites and arrival limit.

2 Port Rules

2.0 General

All Masters to which this standard is applicable, operating within the Mackay and Hay Point Pilotage Areas are required to observe the following conditions:

- they must be certified for commercial operations to satisfy the requirements of the Australian Maritime Safety Authority (AMSA).
- the Regional Harbour Master (RHM) is to be advised of the acceptance of a vessel for employment in a Pilotage Area and the vessel's owner or charterer is to seek approval for the vessel to enter the port limits prior to its arrival. As a minimum the RHM will require details of the vessel, where it is to be berthed or moored on arrival and prior to use, until it is approved to work within the region.
- all vessels utilised in any marine operations within a Pilotage Area must be suitable for all operating conditions that may be experienced.
- all commercial vessels working within a Pilotage Area shall have a service speed of no less than five knots against any tide or weather condition.
- vessels are to display flags/day shapes/lights as appropriate to the task being conducted.
- vessels conducting commercial activity will be required to have an operating Automatic Identification System (AIS).
- all vessels are to contact Hay Point VTS at the start of each journey and communicate their departure point and destination. Further requirements can be found in *Section 6 - Communication Procedures*.
- vessels are to comply with the requirements of:
    - the *Transport Operations (Marine Safety) Act 1994* and *Transport Operations (Marine Safety) Regulation 2016,* or *Marine Safety (Domestic commercial Vessel) National Law Act 2012,* or *Navigation Act 2012,* whichever applies to the vessel
    - *Transport Operations (Marine Pollution) Act 1995* and *Transport Operations (Marine Pollution) Regulation 2018*
    - *International Regulations for the Prevention of Collisions at Sea* (Colregs)
    - *Port Procedures and Information for Shipping for the ports of Mackay and Hay Point as appropriate.*

In addition to the above, the specific requirements listed in the following sections are also to be observed for the Mackay Region.

2.1 Restricted Areas A & B

The waters surrounding the DBCT and Hay Point berths has been declared a Restricted Area A since 2006. Refer to AUS Charts 249 & 250 and Notice to Mariners (Appendix 9.1 & 9.2). Only vessels authorised by the Regional Harbour Master (RHM) can enter and operate in the Restricted Area A. The purpose is to ensure the security and safety of operations and the movement of commercial ships off the berths.

There is also a "Restricted Area B" which covers the paddock and channel departure routes. Unauthorised vessels are prohibited from mooring, anchoring or manoeuvring within Restricted Areas A & B. Vessels may transit Restricted Area B when no large authorised vessels are manoeuvring within

Restricted Area B. Refer to AUS Charts 249 & 250 and recently reissued Notice to Mariners (*Appendix 9.1 & 9.2*).

- all vessels in the pilotage area and particularly in the Restricted Areas should maintain a listening watch on VHF Channel 10 & 16.
- authorised work vessels entering or moving within the Restricted Area should call up VTS on VHF 10 or 16 prior to entry/move to advise VTS of their intentions/destination and request VTS for a traffic update.
- work vessels must give way and keep well clear of any piloted shipping movement.
- a work vessel may call the piloted ship to clarify its movements.
- tugs with a barge in tow cannot enter the restricted areas if there is a shipping movement unless or until the piloted ship has passed and tug and barge can proceed clear astern.
- a pilot will respond to VHF calls from the work vessels. The response maybe "standby" if the pilot is busy at the time.

2.2 Construction Project Exclusion Zones

An Exclusion Zone may be put in place around the areas of project operations. Authorised vessels will only be allowed to enter the exclusion zone. An Exclusion Zone will be removed on completion of the project (*Appendix 9.5*).

2.3 Maritime Security Zones

There is a 50 metres Maritime Security Zone around all berths that is administered by NQBP. VTS monitors the movement of vessels and will report any suspected breaches to NQBP and the Office of Transport Security in Canberra suspected breaches.

2.4 Half Tide Tug Harbour

The tug harbour can be a busy commercial waterway during project operations. Mooring and anchoring within the confines of the tug harbour is at a premium. Requests to do so must be put to the RHM for consideration. In making a decision, the RHM will consult the existing users of the tug harbour, Dal Tugs, RivTow, project vessels and the owner NQBP. The RHM will also take into consideration the freedom of navigation of recreational vessels coming to and from the boat ramp within the tug harbour. Areas outside the dredged channel of the tug harbour are silted and may not be navigable by vessels at low tide. Vessels operating outside the dredged tug channel and berths are at particular risk of grounding.

2.5 Cyclone Plans

Any vessels working within the pilotage areas must have a cyclone plan in place during the cyclone season, November to April inclusive. This cyclone plan must supplement the port authority and RHM cyclone procedures and not interfere with the cyclone plans of existing vessel working in the pilotage area. The RHM may require a vessel/company cyclone plan to be submitted for review.

2.6 Pilotage Requirements

Vessels 50 or more meters in length and tug & barge tows where the "combined length" of the tug & barge is 50 m or more must have a pilot on board in the compulsory pilotage areas and construction zones or have a master of the tug who has a current and valid Pilot Exemption Certificate (PEC) issued

by the RHM. The VTS and RHM maintain a list of current PEC and may call up a vessel to confirm there is a qualified master on board.

The PEC Master maybe on the tug towing the barge or be on an attending tug assisting with the towing of the barge. The attending tug does not have to be physically connected to the barge, but it should be clear that the PEC Master is in charge of the pilotage operation. Before the operation the master in charge with PEC authority must call VTS to report their name and the vessels they will be in charge of pilotage.

3 Barges moored/anchored

3.0 Right of way

Commercial vessel operations (large RORO, tanker, coal carriers) will have an operational precedence over work vessels bound by the international rules for collision avoidance and or except in an emergency.

Ensuring port productivity and efficiency is important to all stakeholders.

Commercial vessels are often restricted in their ability to manoeuvre and constrained by their draft. Vessels engaged in tow operations may also be restricted in their ability to manoeuvre. It is important that operators in waterways ensure good communication between all vessel to prevent incidents and assist in port operational continuity.

Moored/anchored barges will require their securing arrangements to be conducted in a manner that would not impede the normal movement of commercial vessels. If securing arrangements are expected to impede commercial operations RHM may require risk assessment meetings or ship simulations to address freedom of trade.

4 Vessel Information

4.0 Automatic Identification System and Electronic Chart System

Automatic Identification System (AIS) and Electronic Chart System (ECS) can be utilised to enhance situational awareness and aid collision avoidance.

The performance and effectiveness of AIS and ECS as aids to masters and vessel traffic service operators is heavily dependent on the correct configuration and operation of these units.

All requirements listed here are considered to be minimum requirements.

The equipment prescribed in this Standard is to improve situational awareness and collision avoidance and does not replace navigational equipment mandated by relevant state, national, or international legislation.

4.0.0 Automatic Identification System

All commercial vessels 10 metres or greater in length (excluding dumb barges) and all passenger transfer vessels 6 metres or greater in length, involved in project activities within a Pilotage Area and not required to carry a Class A AIS, must have a Class B AIS transceiver[1] installed, configured and operating in the manner prescribed in this document.

The AIS unit must:

- comply with International Electrotechnical Commission (IEC) standards[2],
- be installed, configured and operated to transmit and receive AIS data and display received AIS data on an ECS,
- broadcast prescribed static information indicating certain particulars of the vessel including Maritime Mobile Service Identity (MMSI)[3], name, type of vessel, call sign (if applicable) and dimensions of vessel,
- broadcast prescribed dynamic information[4] about the vessel's position and movement,
- refresh dynamic information at intervals no greater than every 30 seconds (if the speed over ground of the vessel is greater than two knots) and no greater than every three minutes (if the speed over ground of the vessel is equal to or less than two knots),
- be capable of receiving VDL (VHF Data Link) Message 21 – Aids To Navigation Report for reception of Virtual Aid to Navigation information,
- masters will be required to demonstrate their ability to use AIS equipment as a situational awareness tool.

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[1] Class B AIS transceivers are AIS units that perform not necessarily in full accordance with IMO's AIS requirements. Class B units are defined in Recommendation ITU-R M.1371 and test standard IEC 62287.

[2] In particular the AIS unit must conform with the following IEC standards as appropriate:
For Class B: IEC 62287-1 *Maritime navigation and radio communication equipment and systems – Class B ship-borne equipment of the Automatic Identification System (AIS) – Part 1: Carrier Sense time division multiple access (CSTMDA) techniques*
For Class A: IEC 61993-2 *Maritime navigation and radio communication equipment and systems – Automatic Identification Systems (AIS) – Part 2: Class A shipborne equipment of the universal Automatic Identification Systems (AIS) – Operational and performance requirements, methods of test and required test results*

[3] The Australian Maritime Safety Authority (AMSA) allocates and issues MMSI to vessels.

[4] Dynamic information to be broadcast includes the vessel's position (with accuracy indication and integrity status), time (in UTC), course over ground, speed over ground and true heading (optional).

4.0.1 Electronic Chart System

All commercial vessels 10 metres or greater in length (excluding dumb barges) and all passenger transfer vessels 6 metres or greater in length, involved in commercial activities are recommended to have an ECS, operating and configured to display prescribed AIS vessel information for the vessel and vessels in the vicinity, on a single graphic display that complies with the National Standard for Commercial Vessels[5].

If no ECS vessels are to have the appropriate up to date charts and publications on board and be able to demonstrate regular position identification to an MSQ officer post any transit.

4.1 Vessel Specific Information

All vessels must comply with minimum manning levels as per *Marine Order 504 (Certificates of Operation – National Law) 2018,* except vessels less than 12 metres, including tender vessels, which are to have a minimum of two crew.

All vessels towing barges and any other floating plant in a Pilotage Area are required to have sufficient engine power to enable them to manoeuvre and navigate safely at all states of the flood, ebb tides and expected weather conditions.

4.1.0 Barges

When any barge is fitted with a crane, pile driver, excavator, or any other equipment that may affect stability (whether the equipment is being used or not), the barge must be manned by a barge master, in addition to the supporting tug's master. The barge master is to hold a minimum of Master Class 4/ Master<35m NC and is responsible for safe operations aboard the barge.

The Barge Master Class 4/ Master<35m NC may be aboard the support tug when tied alongside. Should the Barge Master Class 4/ Master<35m NC leave the immediate work area, works are to cease.

Barges must be equipped with a VHF radio to enable contact with Hay Point VTS. The radio is to be clearly heard on deck (speakers to be employed if required) and in addition a handheld radio must be carried by the barge master. Barge Master to monitor VHF channel 10 and 16 for VTS contact.

All manned barges must have a tender vessel or tug in attendance that has the capacity to evacuate the entire barge crew at once.

Within Hay Point, all barge traffic operating at facilities behind the Hay Point wharves coal facility, irrespective of the cargo carried by the barge, shall employ 2 tugs. Under this arrangement 1 tug will act as a primary tug and 1 tug will act as an assist. Both tugs are to be secured to the barge at all times when behind the wharves until such time as the unit is terrestrially secured (on anchors, spuds or to terminal). The assist tug is to be of sufficient capacity that it can control and safely manoeuvre the combination in the event the primary tug suffers a casualty. A lines or work boat will not be considered as an assist tug.

Barge traffic operating within a port area will be controlled by a primary tug (master must be issued with current PEC) or in certain circumstances with an assist tug standing by alongside the barge or connected up to the barge. The machinery configuration of the primary tug, the use of the assist tug and the size of the tugs will be agreed by the RHM during the marine execution plan approval process. Contractors are encouraged to discuss their proposals with the RHM well in advance of the presentation of any documents to ensure only suitable vessels are put forward for approval.

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[5] As specified in Annex C to Part C, Section 7, Subsection 7C of the *National Standard for Commercial Vessels:*
2.2.2.3 Display legibility - The display shall be viewable and all text legible by day and night at a minimum distance of 1 metre from the *ECS* or where the design of the navigation control station does not allow a 1 metre viewing distance, the maximum distance that the person responsible for navigation may be from the *ECS* while navigating the vessel.

4.1.1 Barges moored/anchored in Ship Manoeuvring Areas

RHM approval is required before a barge or JUB can be anchored or moored in the ship manoeuvring areas. The RHM may allow:

- temporary mooring of a barge between ship movements. The barge and its anchors must be clear of the ship manoeuvring area prior to next move taking place.
- the barge to remain in place if the barge and its anchors will not impede the safe pilotage of the vessel in the ship manoeuvring area.
- the barge to remain in place if additional towage is made available for the pilotage operation.

Similarly, while the barge maybe located outside, its anchors must not be placed in the ship manoeuvring areas, without notification and the approval of the RHM. The RHM may allow ship movements to occur in certain conditions as stated above.

RHM may require positioning buoys and lights on all anchors to be agreed during marine execution plan approval process.

Pilotage may request additional limitations considered for risk management should equipment position and weather conditions require.

4.1.2 Jack-up Barges

Any barges that are jack-up barges engaged in commercial marine activities are required to comply with the following:

- when in the jacked-up mode the barge does not require a master, but it does require a competent person to operate the jack-up in accordance with any operational policies and procedures whilst in operation.
- Jack Up Barges (JUBs) must have a pilot on board while being moved in the compulsory pilotage areas unless the RHM instructs otherwise. A pilot will be required when the JUB barge is;
  - in close proximity of existing infrastructure (existing berths & trestles)
  - within the tug harbour near existing infrastructure (berths and dredged channel), and
  - in all ship manoeuvring/operating areas off the berths.
- for voyages between the trestles (Terminals) a pilot must be on-board before the JUB enters the area between the jetties (trestles) and the ship manoeuvring area on its way past the berths.
- exemption from pilotage requirements for JUB’s will be considered by the RHM on a case by case basis.
- prior to any JUB move with or without pilot on board, RHM to be notified not less than 24hrs before move and a pre-meeting arranged to discuss the move. This meeting may also include pilot company and JUB crews/tugs to discuss the move.
- positioning of JUB's by 'walking' them within the construction area using spuds/anchors/tugs is permitted without pilotage assistance. The JUB must have at least two anchors out and/or one leg pinned to the seabed during the move.

4.1.3 Tugs

All tugs new to the Mackay region must ensure the tow hook/winch quick release will operate under all towing conditions, via a load test. This test must be undertaken with an MSQ approved or Class surveyor and the results of this test provided to the RHM with the vessel’s Marine Execution Plan. Approval to operate will not be given until the results of this test are provided.

5 Crew Information

5.0 General

The following are the minimum requirements for manning vessels operating in the construction area.

5.0.0 Vessel Master

The master must:

- hold the appropriate qualification for the size and class of the vessel,
- have successfully completed a local knowledge test and/or PEC in accordance to *'2.6 Pilotage Requirements*' with Maritime Safety Queensland (MSQ).

5.0.1 Tug and Unpowered Tow Combinations

Tug masters require a Certificate of Competence per powered vessel length.

Tug and unpowered tow combinations are classified as a 'small ship' as detailed in section 163(1)(b) of the *Transport Operations (Marine Safety) Regulation 2016.*

For combinations of ships over 50 metres (total length of ships), in addition to the relevant certificate of competence and successful completion of specified local knowledge test, masters will require a Pilotage Exemption Certificate when operating within Compulsory Pilotage Areas; else a Harbour Pilot will be required for each movement.

5.0.2 Barge Masters

Barge masters supervising barges where stability is a concern (to be determined by the RHM) must hold a minimum qualification of Master Class 4/-Master <35m NC.

Barge masters, when master of a dumb barge under this subsection, are not required to possess a local knowledge qualification for Hay Point.

All other barge masters must be allocated in accordance with the National Standard for Commercial Vessels (NSCV).

5.0.3 Mates

In the event of the incapacity of a vessel's Master, the Mate must be ready to take command of the vessel. The Mate should therefore possess a measure of knowledge of the area of operation to enable the person to safely navigate the vessel. Companies are to ensure all Mates joining vessels are to be provided with local knowledge training as part of their induction training and a record of completion of the local knowledge training is to be held either by the individual or their company.

First mates that hold a valid master's ticket for the vessel they are operating are also eligible to apply for a PEC.

5.0.4 Deckhands

Deckhands must:

- have formalised training in MARSS00008 Shipboard Safety Skill Set (formally ESS) or equivalent,
- hold a current first aid certificate and
- be in-house competency trained to operate the vessel in emergency situations including radio communications.

5.0.5 Foreign Certificates

Masters with foreign certificates should consult the Australian Maritime Safety Authority for information on the issue of certificates of recognition.

5.0.6 Manning & Competency Requirements of Barges

Barges and JUB's which are not self-propelled do not require manning as per the STCW and National Law requirements for seafarers. The barges will have an SMS which defines the level, competency and qualifications of the crew to satisfy its operation.

Further clarification and details on Certificates of Competency requirements for dumb barges and JUB's is contained in Appendix 9.8.

5.0.7 Pilotage Exemption Certificates (PECs)

Application for a PEC is made to the RHM's office.

The candidate must have a current seagoing marine qualification suitable for the size of vessel to be operated in the pilotage area.

A candidate for a PEC must have at least 3 months previous experience working in a pilotage area.

The candidate must be employed by a company or contractor who will or currently operates work vessels in the pilotage area.

The application must be accompanied by a letter of endorsement from the company or contractor employing the candidate. The letter will detail the candidate's previous experience and position(s) within the company.

Apply to MSQ for pilotage exemption by submitting the following:

- application for marine pilotage qualification,
- current medical,
- original marine qualifications (copies to be certified),
- letter from company,
- copy of local knowledge qualification,
- fees and completed check pilot assessment,
- letter of recommendation from senior training master (if mentor trips are conducted under their guidance.

On receipt of above, MSQ will issue temporary authority to enable applicant to complete supervised mentor trips.

The candidate must undertake a number of familiarisation runs both day and night with a pilot within the compulsory pilotage area.

Number of mentor trips will be determined by RHM depending construction requirements and the need to access specific pilotage areas.

As guidance a minimum of three in and three outs will be required to work within restricted areas A and B of Hay Point.

A minimum of three in and three outs will be required to work within Mackay Port Pilotage Area.

If required to work at night at least one in and out is to be conducted at night, regardless of in and out requirements above.

In addition to above, three ins and outs will be required to access between terminals and work west of terminal area. If required to work at night at least one in and out is to be conducted at night, regardless of in and out requirements above.

If master applying for PEC intends to conduct tow/hip-up operation (that is a vessel towing/hip-up operation where the combined length of the vessel/barge is 50 metres or more.) using any arrangement (that is barge with multiple combination push/pull/tow work vessels), is to conduct all mentor trips with this arrangement to demonstrate competence. RHM may require additional mentor trips with regards to vessel combination operations.

Mentor trips must be undertaken under the supervision of a marine pilot or senior training master approved in writing by the RHM. The pilot/training master conducting the familiarisation runs will complete and sign a Training/familiarisation check form (Appendix 9.6 & 9.5) for the candidate. This form should be submitted with the application and letter prior to the final written exams being undertaken.

Masters of vessels who are required to complete PEC operating in the pilotage area must visit the Manager Vessel Traffic Services (MVTS) at Hay Point for a briefing on operation within the pilotage area.

Finally, the candidate must successfully pass a written local knowledge and blind chart examination conducted by the Regional Harbour Master.

A successful candidate will be issued with PEC for a period of 2 years. The Regional Harbour Master may stipulate specific exemptions or limits on the PEC such as;

- the maximum length of vessel or combination of tug/barge,
- include areas where the PEC will be applicable,
- limit to a specific vessel or vessel and barge combination,
- limit hours of operation (daylight only).

A person with a PEC must notify the Regional Harbour Master if they cease working in the pilotage area or change employer. The PEC may be suspended or cancelled on written notification by RHM Mackay.

5.0.8 Senior Training Masters

Port operational requirements may mean it's not always feasible to engage the services of a certified marine pilot. For this reason, companies are encouraged to identify a senior training master who, subject to the RHM's approval, will act as the 'exempt master' supervising the navigation of applicants.

Senior training masters must be appropriately licensed and hold a current pilotage exemption.

The senior training master will only be permitted to supervise the navigation of applicants on vessels declared suitable by the RHM (Mackay).

The senior training master will not be permitted to set or assess practical examinations for the applicant.

Senior training masters will satisfy the requirements of the *Transport Operations (Marine Safety) Regulation 2016* by having the conduct of the vessel until the master has obtained the requisite pilotage exemption.

The senior training master will:

- have pilotage conduct (valid Hay Point/Mackay PEC) of commercial vessels in the Mackay region to meet the regulatory requirements of the Transport Operations (Marine Safety) Act 1994,
- provide the opportunity for masters to gain and demonstrate the practical ship handling skills and local knowledge expertise to obtain a Pilotage Exemption Certificate for ports in the Mackay region,
- provide advice to the RHM (Mackay) about the Pilotage Exemption Certificate applicants' competence in ship handling and local knowledge to support the RHM decision for pilotage exemption,

- not be permitted to have conduct of the marine commercial vessel unless the master of the vessel is gaining local knowledge expertise and demonstrating practical ship handling competence for the purpose of obtaining a Pilotage Exemption Certificate,
- have the skills and experience to train, mentor and assess in the areas of:
    - local knowledge of the port of operation,
    - ship handling skills of vessels for which the exemption will be sought.

The senior training master must:

- act reasonably and fairly,
- exercise professional skill and judgment in the conduct of marine vessels in the Mackay region ports,
- provide prompt and accurate advice to pilotage exemption applicants and MSQ.

Senior training masters are not agents, employees or sub-contractors of MSQ or NQBP.

Theoretical testing of all applicants will be undertaken by the RHM (Mackay).

5.0.9 Local Knowledge Exam

Masters' of tugs / work vessels (length less than 50m) within the pilotage or construction area not requiring PEC, must undertake a "Local Knowledge Exam" at the RHM's Office. The RHM may allow parts of this examination process to be conducted elsewhere, however the candidate will still have to attend for an RHM briefing before issue of the certificate.

Masters of vessels who are required to complete local knowledge exam to operate in the pilotage area must obtain a briefing on operations within the pilotage area by the Manager Vessel Traffic Services (MVTS) at Hay Point or their authorised delegate.

If a master, having already completed the local knowledge exam, has not operated a vessel in the region for a period greater than two years, they will be required to complete the examination component again.

Mackay and / or Hay Point local knowledge recipients who maintain continuous operational currency must complete re-examination within a period less than 5 years, as part of enhancing safe port operations.

5.1 Auditing

Holders of Pilotage Exemption Certificates granted by MSQ will be subject to audits conducted by MSQ personnel.

These audits may include verification of records of service and Check Pilot observational assessments conducted during routine movements to verify the holders' practical ship handling ability and local knowledge. A Check Pilot refers to a person who is licensed under a regulation as a pilot and who is authorised by the RHM to assess an applicant's competence.

MSQ officers or delegate will also perform 'Check Pilot' audits including on board observation, supervisor trips, and practical examination trips to verify the performance of PEC holders.

6 Operating Procedures

6.0 Communication Procedures

6.0.0 Mackay and Hay Point VTS Areas

In order to enhance the safety of vessels within Mackay and Hay Point Pilotage areas, as well as maintain efficient communications for all port users, communication procedures have been implemented and are to be adhered to by all vessels operating within the Pilotage areas.

It is mandatory for all commercial craft operating in Mackay and Hay Point VTS areas to maintain radio communications on VHF Ch10, advising VTS of departure point and intended destination. Vessels are not to commence moving within the pilotage area prior to obtaining VTS clearance for the intended movement on VHF Ch10. Instructions and advice received from Mackay/Hay Point VTS is to be always adhered to.

To ensure good understanding of intentions and to maintain sound communications, correct marine radio etiquette is to be observed at all times including listening for other radio transmissions prior to transmitting, clarity in transmissions and patience.

Examples of standard radio transmissions on channel 10 are:

‘All ships this is Blue Moon – Departing N14 for Boarding Ground Bravo'

‘All ships this is King Stan – Departing Marina for HP2’

The following table details the radio channels used in the Port of Mackay and Hay Point and the service each channel provides. As channels listed are dedicated harbour working channels specific to harbour operations, commercial craft are to use VHF channel 15 when undertaking commercial operations.

Note: It is mandatory that all commercial craft be able to simultaneously work VHF Ch10 whilst maintaining a listening watch on VHF Ch16.

Mackay and Hay Point VHF radio channels

Channel	Call sign	Service
10	Mackay/Hay Point VTS	Vessel reporting, vessel traffic management, port working
08	User (tugs/pilots)	Port operations, pilots and tugs
12	User (tugs/pilots)	Port operations, pilots and tugs
13	User (tugs/pilots)	Port operations, pilots and tugs
11 and 14	REEFVTS	Vessels transiting Great Barrier Reef
15	User	Commercial operations
16	User	Emergency and initial calling
21 and 80	User	Small craft repeater channel

Commercial vessels must use VHF 15 for communicating between individual operations (for example, a tug and its barge) or UHF radio for in-house communications.

In order to assist the master with on board decision making, Hay Point VTS will transmit an all ships broadcasts on VHF channel 16 advising when trade vessels are approaching designated waypoints. This is a general broadcast and there is no requirement to respond via radio.

The following examples indicate a typical radio broadcast and format.

‘All ships this is Hay Point VTS – the vessel Indus Fortune is departing HP1 outbound to sea using main channels. She is constrained by draft and all vessels are to remain clear. Hay Point VTS out’

Vessels are to contact Mackay/Hay Point VTS when approaching the following designated reporting points:

	Trade	Commercial
Pilot Boarding Ground BRAVO (inbound)	Yes	No
Pilot Boarding Ground CHARLIE (outbound)	Yes	No
Pilot Boarding Ground Mackay (inbound)	Yes	No
Hay Point Berths (inbound and outbound)	Yes	Yes
Mackay Berths (outbound)	Yes	Yes
Half Tide Tug Harbour (inbound and outbound)	No	Yes
Mackay Marina entrance (250 m inside) (outbound)	No	Yes

The following example indicates a typical radio broadcast by a commercial vessel, and format.

'Mackay VTS this is Old Edition – Departing Mackay Marina for HP1, requesting clearance and traffic over'

'Hay Point VTS this is Blue Moon – HP2 for tug harbour,'

6.1 Passenger Number Verification Procedure

There must be a passenger number verification procedure carried on board. This procedure should ensure all persons on board can be accounted for and should include requirements for crew lists and passenger manifests.

A count of all persons on board shall be made and recorded when a ship is used to transport passengers. Confirmation of this check must be noted in the ship's logbook/diary (passenger and crew numbers at the top of each diary page).

- before the ship departs any berth mooring or anchorage, the master must ensure a crew member,
- counts all persons on board,
- makes a written record of the count,
- verifies the count by signing the written record.

If anyone leaves the ship permanently for alternative transport to shore or another ship, or if an additional person permanently joins the ship, the master must ensure a crew member:

- counts each person as they leave the ship,
- counts each person as they board the ship,
- makes a written record of each of the counts,
- makes a written record of the number of persons currently on board,
- verifies the information recorded by signing the written record.

The owner or master must keep each record made under this procedure for at least one year.

The master of any crew transfer operation must report to VTS crew and passenger numbers onboard and destination when obtaining clearance to move. On arriving at destination master of crew transfer operation must report arrival and number of crew passengers off loaded/discharged.

6.2 Evacuation Procedure

Owners/operators shall provide details of their evacuation procedure for all persons involved in commercial marine activities as part of the Marine Execution Plan (*see Section 7*), for approval by the RHM. This evacuation procedure should outline the interaction with port services, facilities or emergency services.

Information provided must include but is not limited to:

- evacuation of persons involved in shore-based facility operations where access is only via water,
- evacuation of crew and passengers working on all vessels involved in the commercial marine group,
- evacuation of persons in the case of an incident causing injury.

6.3 Extreme Weather Event Contingency Plan

Owners/operators shall provide details of their extreme weather event contingency plan for vessels involved in commercial marine activities as part of the Marine Execution Plan (s*ee Section 7*), for approval by the RHM. These contingency plans should be created with reference to the Extreme Weather Event Contingency Plan Mackay Region.

6.4 Marine Incident Reporting

6.4.0 General

The requirement to report marine incidents exists under all legislation for commercial vessels. While definitions of an incident may use different wording, common to all legislation is the requirement for incidents to be reported for events involving:

- a death or serious injury,
- damage to a ship,
- damage to a structure caused by a ship,
- defect or damage to a ship's equipment,
- a collision or stranding,
- a close quarters situation.

Additional events are also defined as marine incidents under the legislation described below. Owners and Master's must be aware of the requirements relating to their vessel.

6.4.1 Vessels Operating Under the Marine Safety (Domestic Commercial Vessels) National Law Act 2012 or Under the Navigation Act 2016

A detailed incident report must be submitted to AMSA on Form 18 (within 4 hrs) and Form 19 (within 72 hours) after the incident occurring.

Reports are to be submitted by fax: +61 2 6230 6868 or 1800 622 153 or by email: reports@amsa.gov.au.

Further details of these requirements and relevant forms are available on the AMSA website: http://amsa.gov.au/vessels/ship-safety/incident-reporting/

6.4.2 Vessels Operating Under the Transport Operations (Marine Safety) Act 1994

All marine incidents must be reported to a shipping inspector within 48 hours and a written marine incident report is also to be submitted.

Shipping Inspectors are Marine Officers (located at MSQ regional offices), officers of Queensland Water Police and Queensland Boating and Fisheries Patrol. The report must be made on the approved Form F3071. This form can be downloaded from the MSQ website: http://www.msq.qld.gov.au/Safety/Marine-incidents.aspx.

6.5 Marine Pollution Reporting

The *Transport Operations (Marine Pollution) Act 1995* is designed to protect Queensland's marine and coastal environment by minimising deliberate and negligent discharges of ship-sourced pollution. Discharges of oil, noxious liquid substances, sewage and garbage from ships (*MARPOL Annexes I, II, IV and V*) are prohibited in Queensland coastal waters and pilotage areas.

MSQ has the authority to detain any vessel suspected of causing marine pollution and to intervene where there is imminent danger to the coastline.

Section 67 of the *Transport Operations (Marine Pollution) Act* 1995 requires the master of a ship to report a discharge or probable discharge without delay to the harbour master.

The report should be made via 'Hay Point VTS' (24 hours) on:

VHF radio: 10 or 16

Phone: +61 7 4421 8199 / 1300 645 022

Email: vtshaypoint@msq.qld.gov.au

The Emergency Manager and/or Senior Manager Port Operations and Maintenance for the North Queensland Bulk Ports (NQBP) can be contacted on:

Phone: +61 7 4969 0700 (24 hours)

The following details should be provided in a report of marine pollution:

- date/time of incident,
- location (latitude, longitude and/or physical site),
- report source and contact number,
- nature, extent and estimated quantity of spill,
- type of oil or description,
- spill source and point of discharge from source,
- identity and position of nearby ships or name of alleged polluter,
- nature and extent of spill and movement and speed of spill,
- local weather/tide/sea conditions,
- whether a sample of the substance spilled has been collected,
- any additional information that relates to the spill,

The VTS centre will complete the necessary form based on the above information and notify the relevant authorities.

6.6 Environmental Incidents

Incidents with potential to cause or which have caused 'environmental harm' (as defined in the *Environmental Protection Act 1994)* within the port, including land and facilities under control of the port authority, must be reported to the authority as soon as reasonably practicable.

Port users, owners, masters and organisations are reminded it is their responsibility to notify the Department of Environment and Science (DES) and/or the relevant Regional Council where the incident is of the nature that requires notification under the *Environmental Protection Act 1994* and environmental protection policies.

6.7 Dangerous Goods Transportation

Chapter 5, Part 4 of the *Transport Operations (Marine Safety) Regulation 2016* outlines the duties of owners and masters of vessels in relation to the carriage of dangerous goods. The Regulation requires that ships carrying dangerous goods and bulk liquids must comply with the appropriate directions of the *IMDG Code and AS3846* and are to notify the port authority and the RHM of the intent to carry dangerous cargo in a pilotage area.

A person who is the owner or master of a ship operating on a local marine service must lodge a Dangerous Cargo Report at least 48 hours prior to the start of the service which is to be accompanied by a list of dangerous cargo to be carried.

6.8 Floating Infrastructure

6.8.0 Buoy and Pipeline Lighting

All floating pipelines are to be lit with yellow flashing lights set on 1 metre poles on the pipeline at 100 metre intervals, so it is evident that there is no safe passage between successive lights located on the pipeline.

Where sinker pipelines pose a hazard to surface navigation, they are to be marked by yellow buoys fitted with yellow flashing lights, with the interval between successive buoys such that the location of the pipeline is readily apparent to the mariner.

Individual buoys that have been laid in preparation for the deployment of cyclone moorings are to be lit with yellow flashing lights on a pile at least 1 metre high with 360-degree visibility and are not to encroach into the marked navigation channel.

6.8.1 Buoy Moorings

A construction buoy mooring area exists in (Appendix 9.2). Enquiries regarding buoy moorings within this area should be directed to MSQ.

Day buoy moorings are located in;

- 21º 17.510' S, 149º 18.428' E
- 21º 17.509' S, 149º 18.552' E
- 21º 17.511' S, 149º 18.698' E
- 21º 17.514' S, 149º 18.833' E
- 21º 17.734' S, 149º 18.922' E
- 21º 17.735' S, 149º 18.708' E
- 21º 17.747' S, 149º 18.483' E

- 21º 17.765' S, 149º 18.289' E

A cyclone construction buoy mooring area exists within (Appendix 9.3);

- 21º 21.0190' S, 149º 21.6354' E
- 21º 19.2818' S, 149º 23.3328' E
- 21º 19.9136' S, 149º 23.9994' E
- 21º 21.5771' S, 149º 22.2398' E

Information regarding other buoy mooring arrangements can be found at:

http://www.msq.qld.gov.au/Waterways/Buoy-moorings

6.8.2 Manning

The manning requirements for floating infrastructure in the region will be determined by the RHM on a case by case basis as part of the Marine Execution Plan (MEP) approval process.

7 Marine Execution Plans (MEP)

7.0 Operational Aspects

All commercial operators must submit a marine execution plan at least 7 days prior to commencement of operations.

The purpose of the marine execution plan is:

- to provide an overview for the Mackay and Hay Point on the way vessels are intended to be operated,
- the nature and scope of operations to be undertaken,
- to provide an indication of requirements for local bunkering and waste facilities,
- to demonstrate the understanding of the operator of local conditions,
- to demonstrate understanding of regulatory requirements for operating in the Mackay region,
- to demonstrate or reference the vessels safety management system and method of handling emergencies.

7.1 Pre-Construction Meeting

A pre-construction meeting will be conducted as agreed by RHM. This meeting shall be attended by all relevant operational management included, but not limited to MSQ, Construction management, Pilot company, Marine management. NQBP management and Terminal management (and if necessary, adjoining terminal). The purpose of the pre-construction meeting is to comprehensively discuss the marine execution plan as required by *'7.0 Operational Aspects'*. The pre-construction meeting should highlight safety concerns and any impacts on port operations.

7.2 Weekly Construction Meeting

A weekly construction meeting will be conducted as agreed by RHM. This meeting should be attended by all relevant operational management included, but not limited to MSQ, Construction management, Pilot company, Marine management. NQBP management and Terminal management (and if necessary, adjoining terminal). The purpose of the weekly construction meeting is to outline/discuss any marine activities agreed for that week as required by *'7.0 Operational Aspects'*. The weekly construction meeting should highlight safety initiatives and any learning aspects from previous week.

7.3 Port Advisory Group (PAG) Hay Point & Mackay

A local safety group has been formed in Mackay and Hay Point to:

- foster a shared understanding of the risks of marine activities,
- improve communications between operators on water,
- and develop collaborative approaches to managing marine safety.

The Hay Point PAG meets quarterly to discuss and evaluate any issues that may have or may well arise within the region.

The Mackay PAG meets separately on a quarterly basis to discuss and evaluate any issues that may have or may well arise within the region.

Construction Officials within the Mackay/Hay Point Region are encouraged to attend the forums during the project.

For more information please email:

RHMMackay@tmr.qld.gov.au

7.4 Example Marine Execution Plan Content

7.4.0 Introduction

Brief on type of vessel(s), chartered by whom, and operational purpose.

7.4.1 Adherence to Government Documents

State, federal and international legislation as applicable.

7.4.2 Operational Plan

- Intended start date,
- Operational activity and duration,
- Number of persons involved,
- Departure and arrival points,
- Public facilities utilised,
- Navigation equipment on board as required,
- Passenger counting procedure,
- Lighting/day shapes/flags.

7.4.3 Vessel Specifications

Tugs must include load test results for the tow hook/ winch quick release proving this will operate under all towing conditions and undertaken with an MSQ approved or Class Surveyor. Certificate of Operation and Certificate of Survey if applicable are to be included in the MEP.

7.4.4 Crew Qualifications

- Tugs/work vessels,
- Tugs and barge combination,
- Passenger vessels.

7.4.5 Manoeuvring Plan

- General including scheduling,
- Tides and prevailing weather conditions.

7.4.6 Communications

All operators are to provide details of their means of communication and understanding of requirements.

- Harbour control communications,
- Ship to Shore/ Shore to ship,
- Intra-ship communications.

7.4.7 Incident Reporting

All operators must provide a plan on internal reporting responsibilities to demonstrate reporting requirements will be met in the event of an incident as outlined in section 6.4.

- Marine incident,
- Marine pollution.

7.4.8 Evacuation Procedure

This is to cover the evacuation procedure, any interaction with port services, facilities or emergency services as outlined in section 6.2.

7.4.9 Extreme Weather Contingency Procedure

All commercial vessels operating in the port are required to have extreme weather contingency procedures in line with Extreme Weather Event Contingency Plan Mackay Region.

7.4.10 Emergency Contacts

Operators should include all emergency contacts in their marine execution plan. These contacts must be readily available to the master on board the vessel.

8 Mackay and Hay Point Traffic Rules

8.0 Introduction

Nothing in this publication is intended to relieve any vessel, owner, operator, charterer, master, or person directing the movement of a vessel from the consequences of any failure to comply with any applicable law or regulation or of any neglect of precaution which may be required by the ordinary practice of seamanship, or by the special circumstances of the case. In particular the *International Regulations for Preventing Collisions at Sea 1972* (COLREGS) must continue to be obeyed.

8.1 Rules

The philosophy used when developing the rules was for them to be simple, easy to understand, based primarily on-water and effective in reducing the identified risk in the area.

The on-water rules are in addition to the existing rules found in the *Port Procedures Guide for Hay Point and Mackay*, which the relevant vessels must obey.

The on-water rules are additional best practices that the master of the vessel is to carry out as part of safe vessel operations.

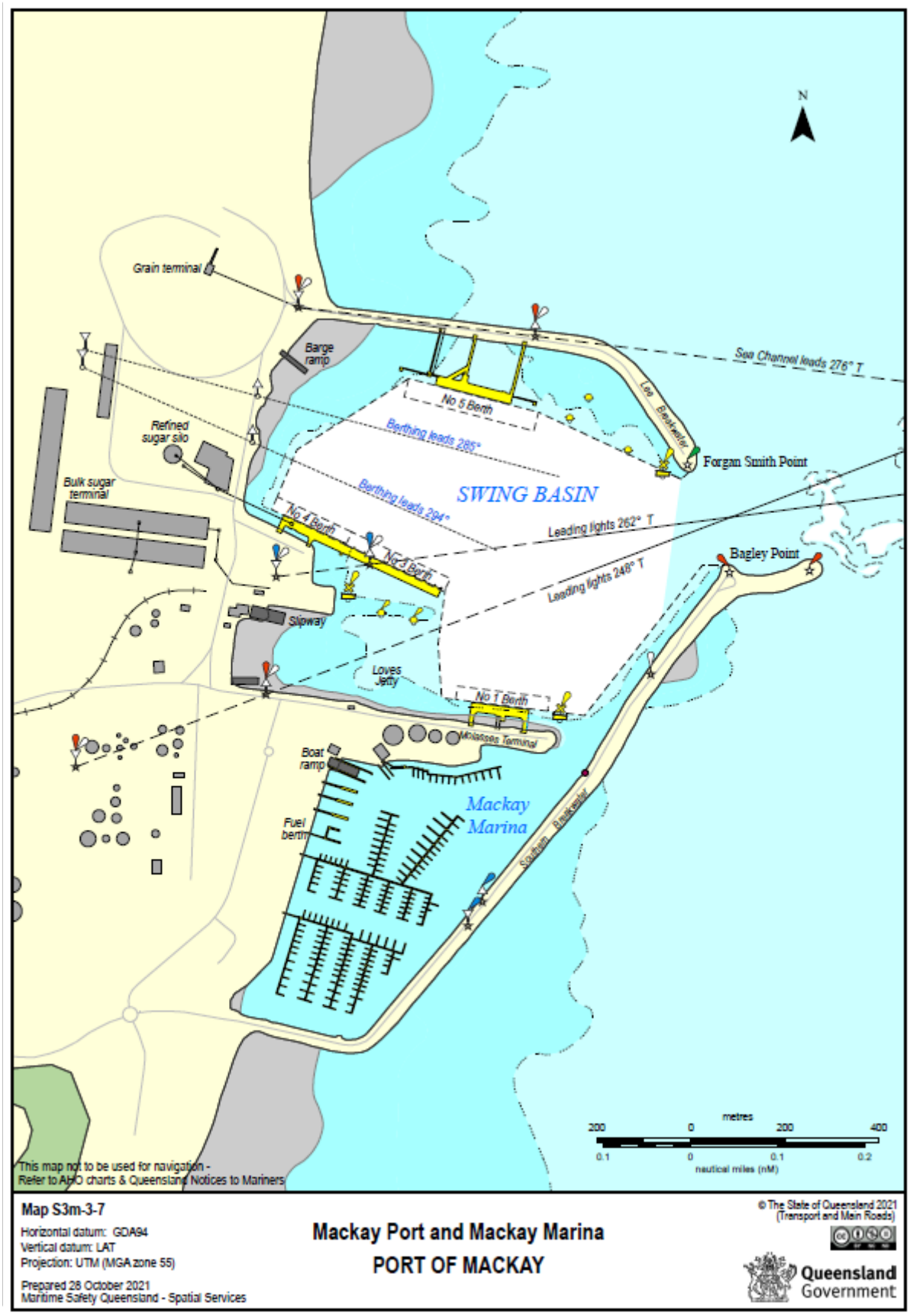
8.1.0 On-water Rules

The following guidance is provided to assist masters with their decision making.

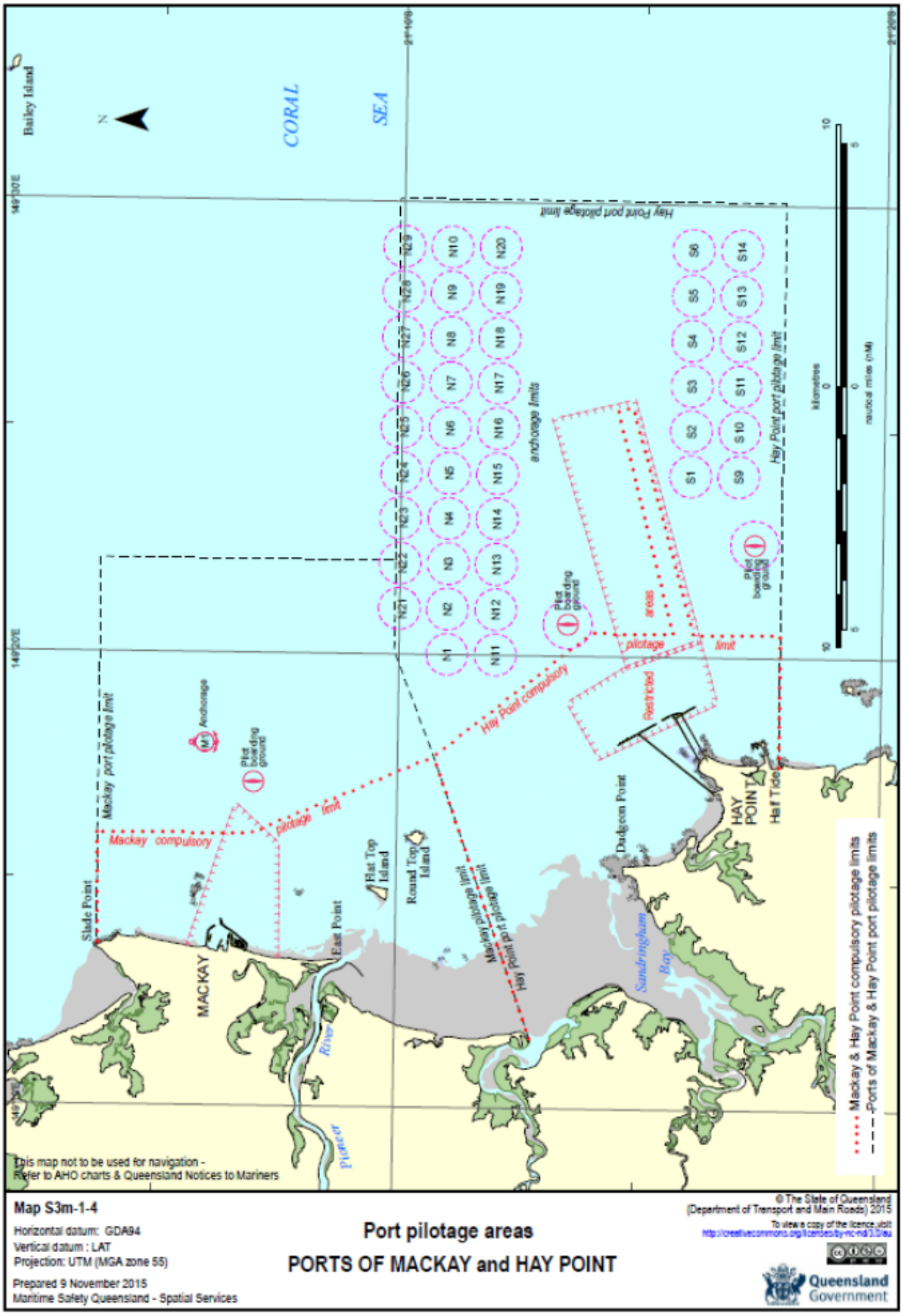
Location	Rule
At Berths	All departing vessels to use all available means including the AIS display to check for potential traffic conflicts before letting lines go. If in doubt that there is enough time to make a safe transit before a trade ship requires a clear channel, then the vessel is not to leave the berth
Half Tide/Mackay Marina	All vessels to check AIS display for potential traffic conflicts before they commit to any transit.
All Areas	All departing vessels to contact VTS on VHF 10 before letting lines go.
	All vessels to use all available means including the AIS display to check for potential traffic conflicts during transits.
	Bright deck lights on commercial project vessels to be shielded to seawards as best possible.
	Non-essential deck lights on commercial project craft to be turned off when underway.
	Do not communicate on the VHF radio channels used for tug communication – channels 8, 12 and 13.
	Vessels are only to display warning flags/shapes when operations require them and to remove them when not necessary.
	All vessels to ensure own AIS activated and working effectively.
Restricted Area A	Do not call up the ship/pilot on VHF radio when a ship is swinging – they are busy concentrating on the manoeuvre.
Restricted Area B	All commercial project vessels to avoid using/crossing deep water channel (restricted area B) when deep water vessels in transit.
Access Behind Terminals	All vessels to report when passing between terminals to access/depart western construction area. This call can be conducted by primary tug and include identification of all vessels and barges involved.

9 Appendix

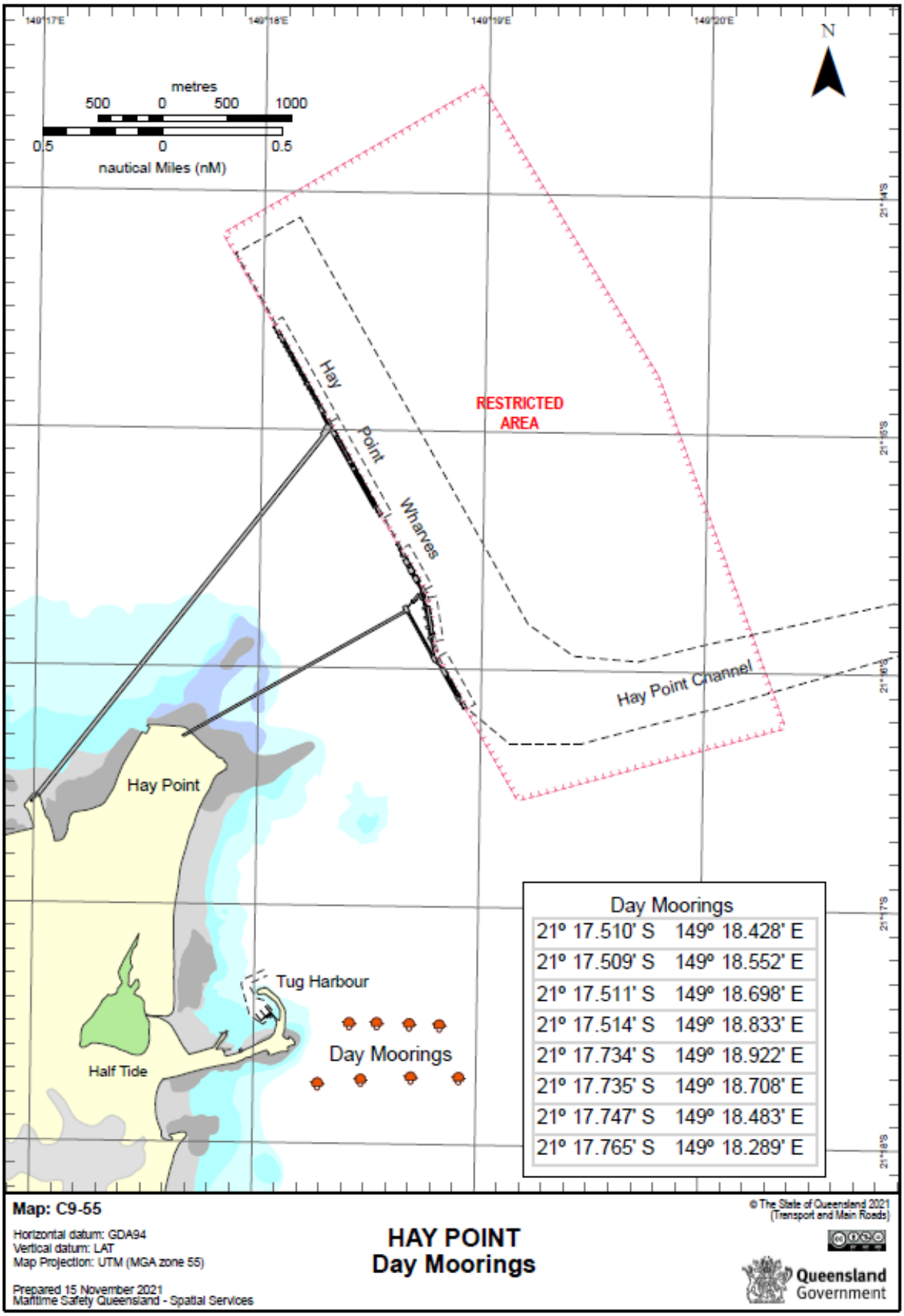
9.0 Mackay Port & Marina Chartlet



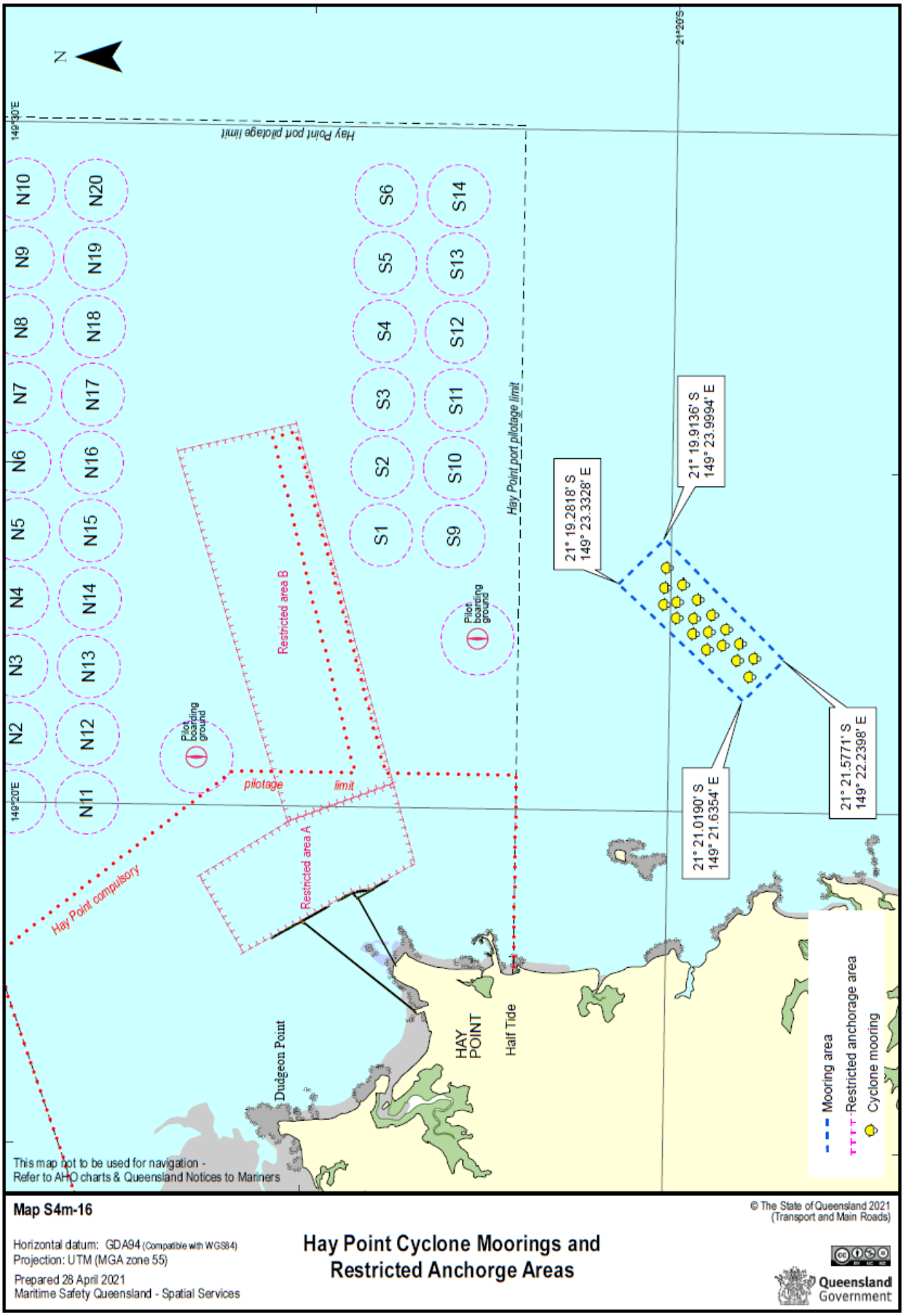
9.1 Port Pilotage Areas (Mackay and Hay Point) Chartlet



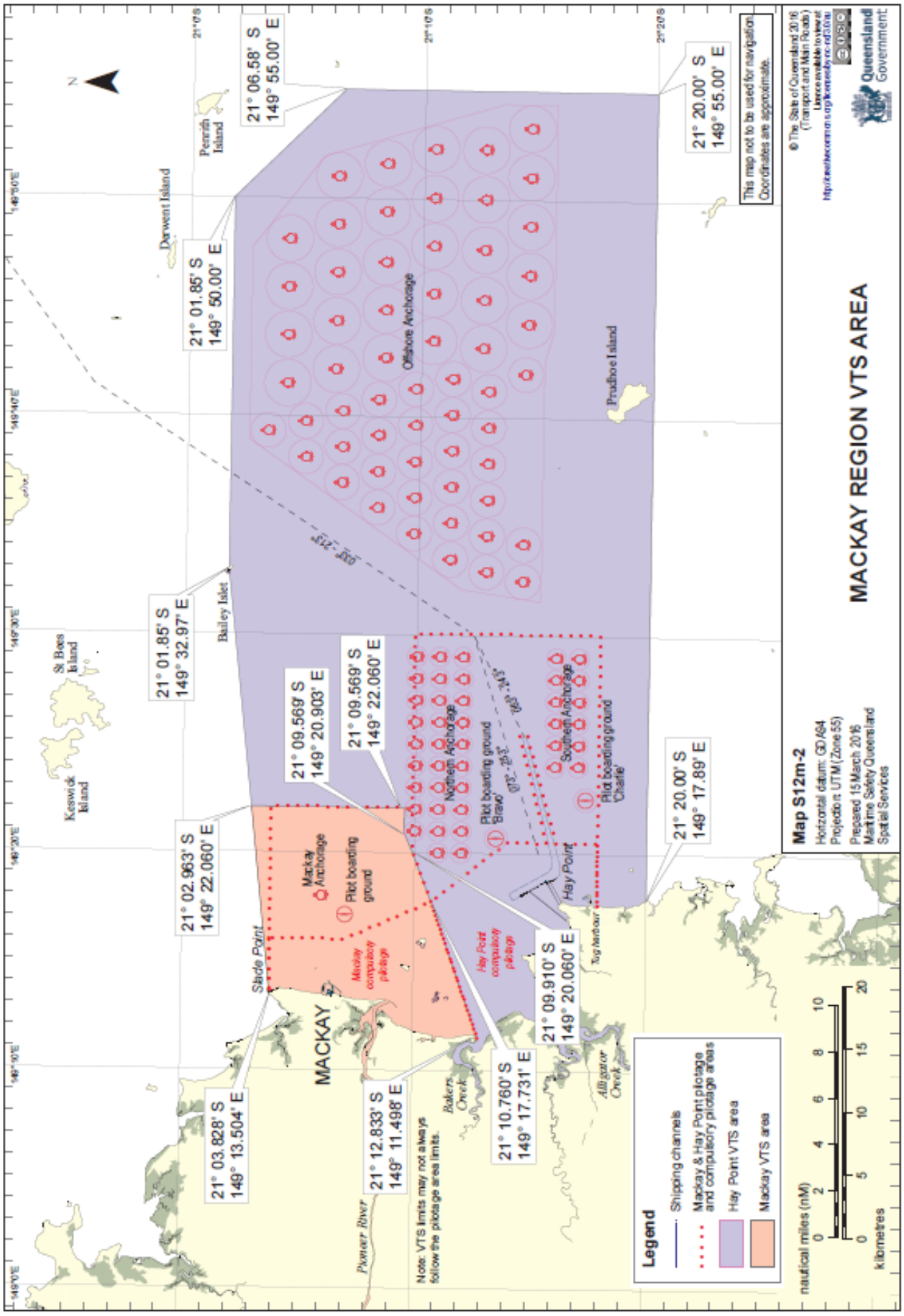
9.2 Hay Point Day Mooring



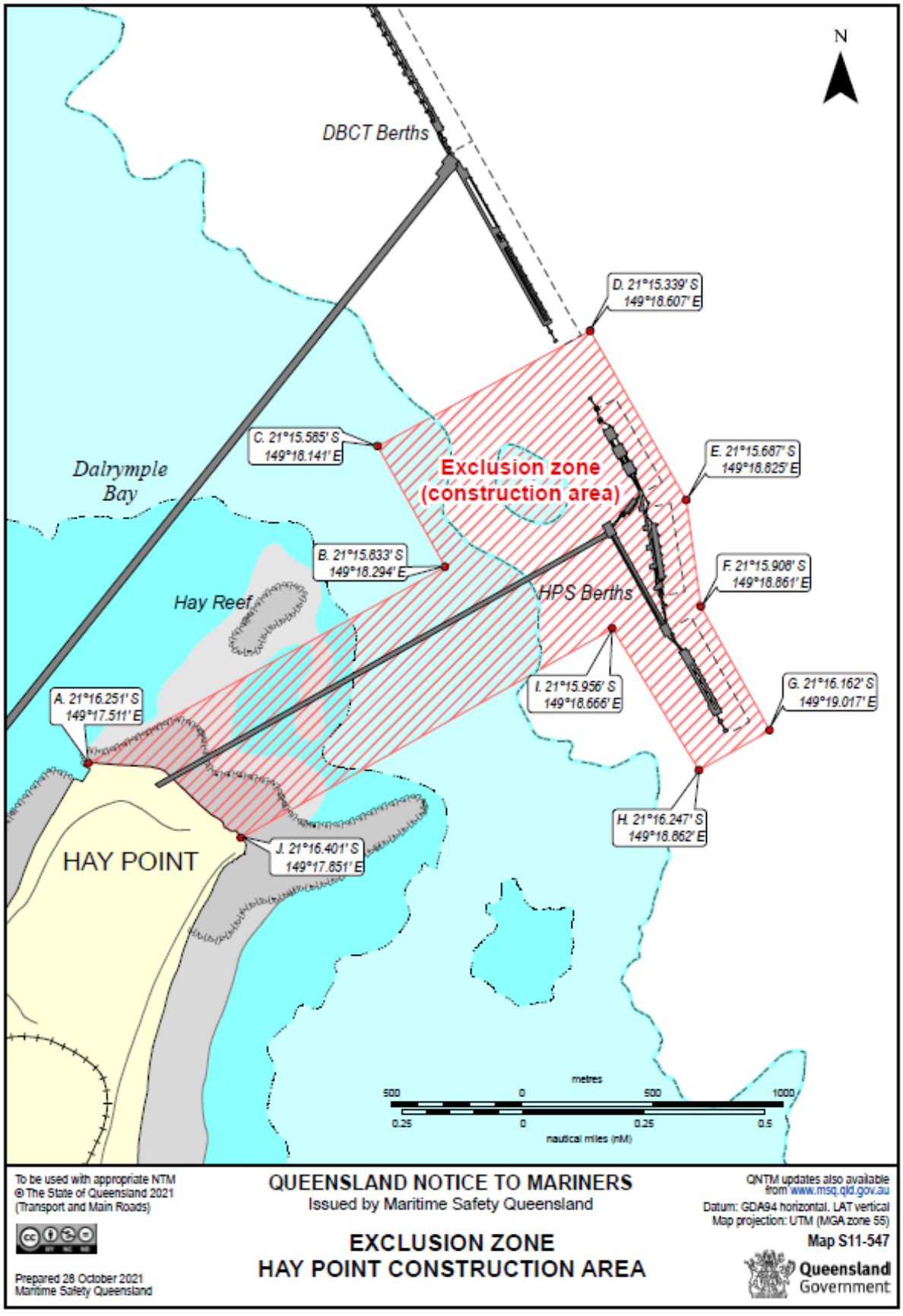
9.3 Hay Point Cyclone Mooring



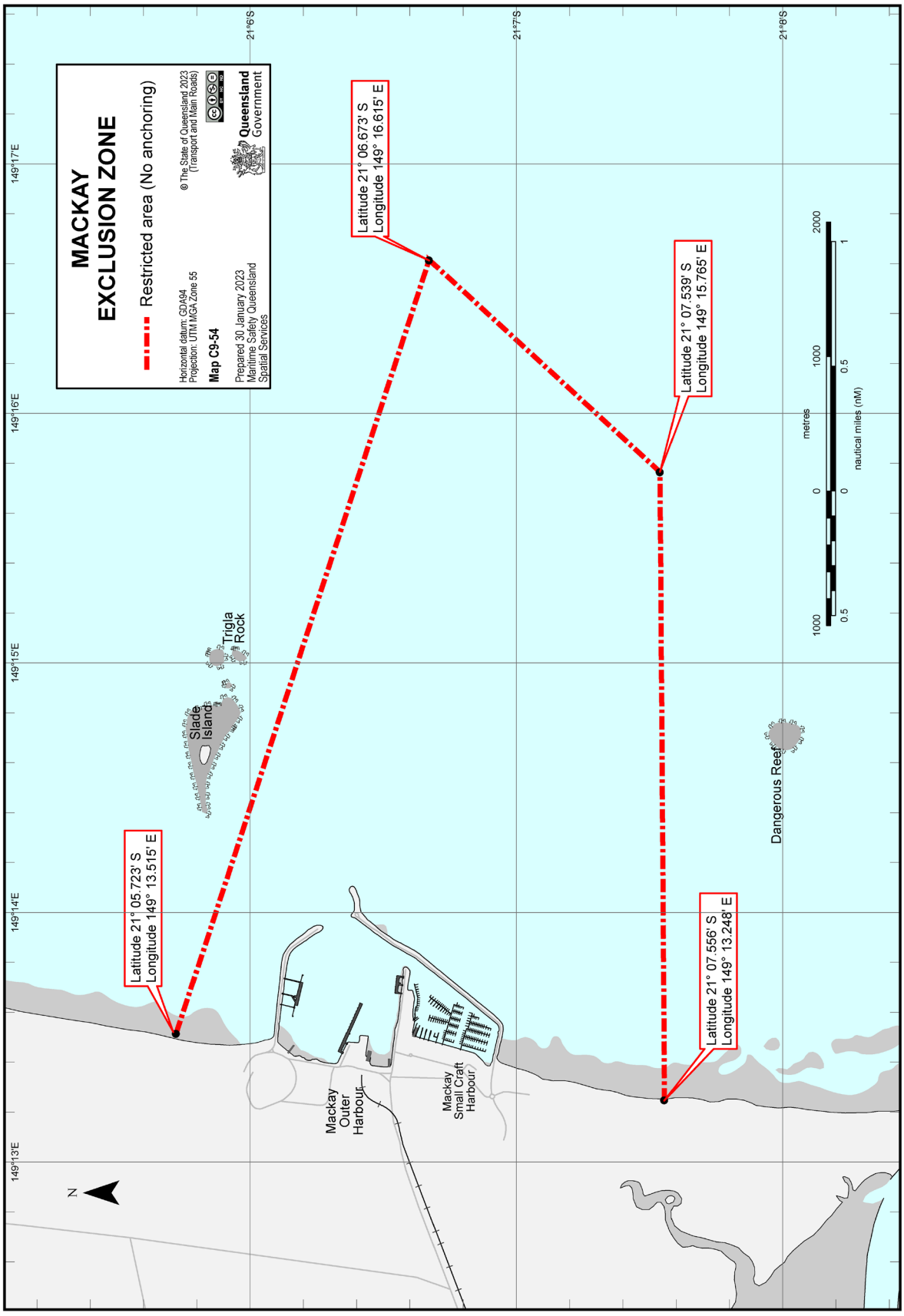
9.4 Mackay Region VTS Area



9.5 Example of Project Exclusion Construction Zone



9.6 Mackay Exclusion Zone



9.7 Mackay Pilotage Exemption Requirements

Pilotage Exemption Requirements – Tug/Barge Operations

Onboard Training for Mackay

Candidate:	Date	
Employer:		

Briefing Points – Mackay

Port Overview: Berths. Layup areas, Tug facilities, Port/compulsory pilotage limits, PBG	
Navigational: Leads, Lights, Marks, Dangers,	
Restricted Areas	
Tidal Flows directions and times of change	
VTS reporting requirements and all ships calls	
VHF channels in use	
Keeping clear of shipping movements	
Communicating with pilots, VTS and so on	
Responsibility of Pilotage, IE. Safety vs. commercial decisions	
Planning of movement and adequate resources (personnel and towage)	
Contingency planning including safe anchorages	
Granting of Pilotage Exemption gives no additional rights in relation to complying with Collision Regulations or Port Rules.	

Senior Marine Check Pilot Attending

Name:_____Signature:_____Date:_____

Candidate

Name:_____Signature:_____Date:_____

Mackay Specific

Current at entrance, slack water times.	
NQBP/Port Office requires 1.5 hours notice by day 3.5 hours after hours for movements. Sufficient advice from agent for booking workboat and linesmen prior to movement.	
Wind limits for barges	
Slipway operations	
Slack water only for arrival > 100m	
On water circuit of all berths, slipway and layup area, typical approaches and departures from each	
On water circuit of the port areas (including intended wharves for operations); 3 ins daylight 3 outs daylight	
On water circuit of the port areas; 1 in and out at night - if applicable	

In additional to this program the candidates are to sit a written / theory exam with the Regional Harbour Master. This will involve knowledge of the Port Procedures Manual, thorough knowledge of port navigational charts and recent Notices to Mariners.

Senior Marine Check Pilot Attending

Name:_____Signature:_____Date:_____

Candidate

Name:_____Signature:_____Date:_____

Manager VTS (VTS Operations Discussion)

Name:_____Signature:_____Date:_____

RHM Comments:

RHM Approval

Name:_____Signature:_____Date:_____

NB: 1) Marine Pilot to submit this form to the Manager, Pilotage Services as soon as practical after completion.
2) This procedure is ONLY for tug/barge operations and not applicable to trading ships
3) Applicants should have sufficient towage / barge handling experience as required by the RHM.

9.8 Hay Point Pilotage Exemption Requirements

Pilotage Exemption Requirements – Tug/Barge Operations

Onboard Training for Hay Point

Candidates:	Date:	
Employer:		
Tow/Hip-up/Barge Combination (for PEC Consideration):		

Briefing Points – Hay Point

Port Overview: Berths. Layup areas, tug facilities, Port/compulsory pilotage limits, PBG	
Navigational: Leads, Lights, Marks, Dangers,	
Restricted Areas	
Tidal flows directions and times of change	
VTS reporting requirements and all ships calls	
VHF channels in use	
Keeping clear of shipping movements	
Communicating with pilots, VTS and so on	
Responsibility of Pilotage, IE. Safety vs. commercial decisions	
Planning of movement and adequate resources (personnel and towage)	
Contingency planning including safe anchorages	
Granting of Pilotage Exemption gives no additional rights in relation to complying with Collision Regulations or Port Rules.	

Senior Marine Check Pilot Attending

Name:_____Signature:_____Date:_____

Candidate

Name:_____Signature:_____Date:_____

Hay Point Specific

Channel Traffic – Restricted by UKC	
Typical arrival paths	
Departure paths	
Gazetted exclusion zones and positions E buoy	
Communications to pilots via VTS initially	
Transition Areas A and B	
Tug Harbour leads and traffic route.	
On water circuit of the port areas; 3 ins daylight 3 outs daylight	
On water circuit of the port areas; 1 in and out at night - if applicable	
On water circuit to work west of terminals; 3 ins daylight 3 outs daylight	

In additional to this program the candidates are to sit a written / theory exam with the Regional Harbour Master. This will involve knowledge of the Port Procedures Manual, thorough knowledge of port navigational charts and recent Notices to Mariners.

Senior Marine Check Pilot Attending

Name:_____Signature:_____Date:_____

Candidate

Name:_____Signature:_____Date:_____

Manager VTS (VTS Operations Discussion)

Name:_____Signature:_____Date:_____

RHM Comments:

RHM Approval

Name:_____Signature:_____Date:_____

NB: 1) Marine Pilot to submit this form to the Manager, Pilotage Services as soon as practical after completion.
2) This procedure is ONLY for tug/barge operations and not applicable to trading ships
3) Applicants should have sufficient towage / barge handling experience as required by the RHM.

9.9 Additional notes Certificate of Competency (COC)

Certificate of Competency (COC) Requirements on a dumb/JUB barge

- Barge being towed

  A licenced person is not required. The dumb barge is an un-propelled vessel and does not require a licenced person on-board to operate the vessel. However, the DCV which is pushing, towing or has the barge strapped up alongside does require the appropriate licenced persons on-board.

- Barge in operation for example barge with excavator on board engaged in dredging. Dependant on the nature of operations requirements may differ.

  A licenced person is not required. However, the vessel will need 'appropriate crew'. Appropriate crew is required to be determined by the owner of the vessel in accordance with *NSCV Part E - Schedule 2 - section 6 - para 6*.

- The National Law defines;
  - 'Operate a vessel' means determine or exercise control over the course or direction of the vessel or over the means of propulsion of the vessel, whether or not the vessel is underway; or
  - Load or unload the vessel when it is moored or berthed.
- A dumb barge cannot by itself exercise control over its course or direction and remains un-propelled whether or not the vessel is underway.
- The act of towing the barge is to be covered in the towing vessels' SMS. However, the barges' SMS must include her operations and activities when the towing vessels is not attached.
- The barge is a non-propelled vessel and as such does not require a licenced person on-board. However, the owner of the barge is required to conduct a 'risk assessment' in accordance with the requirements of *NSCV Part E - Schedule 2 - section 6 - para 6*. The owner may determine that through this process that a licenced person is required.

  The above applies to dumb barges which are working either – spudded or at anchor and so forth.

- In respect to existing vessels subject to 'grandfathering' arrangements under previous NCSV legislation they are to meet the same requirements as stated above.