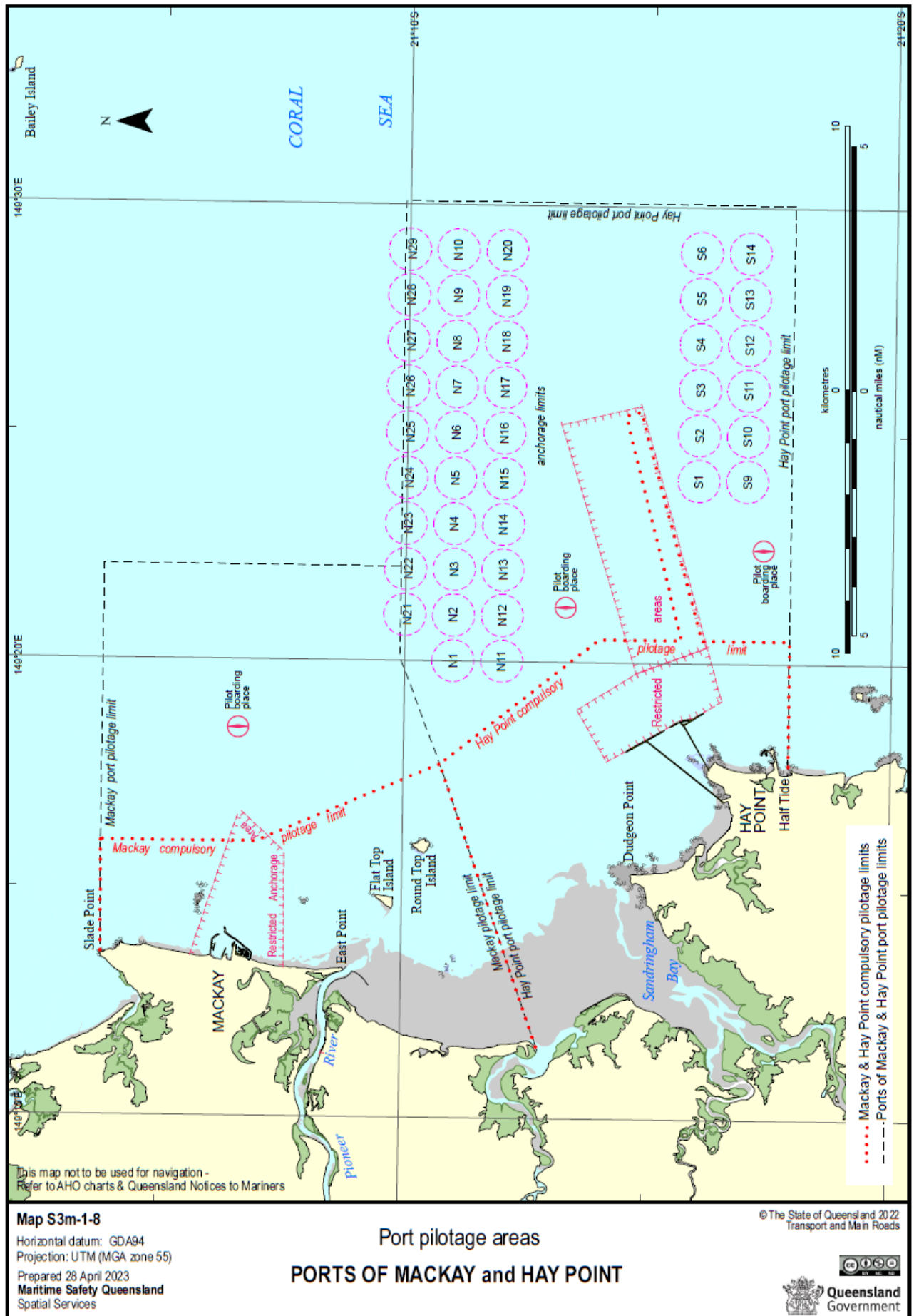


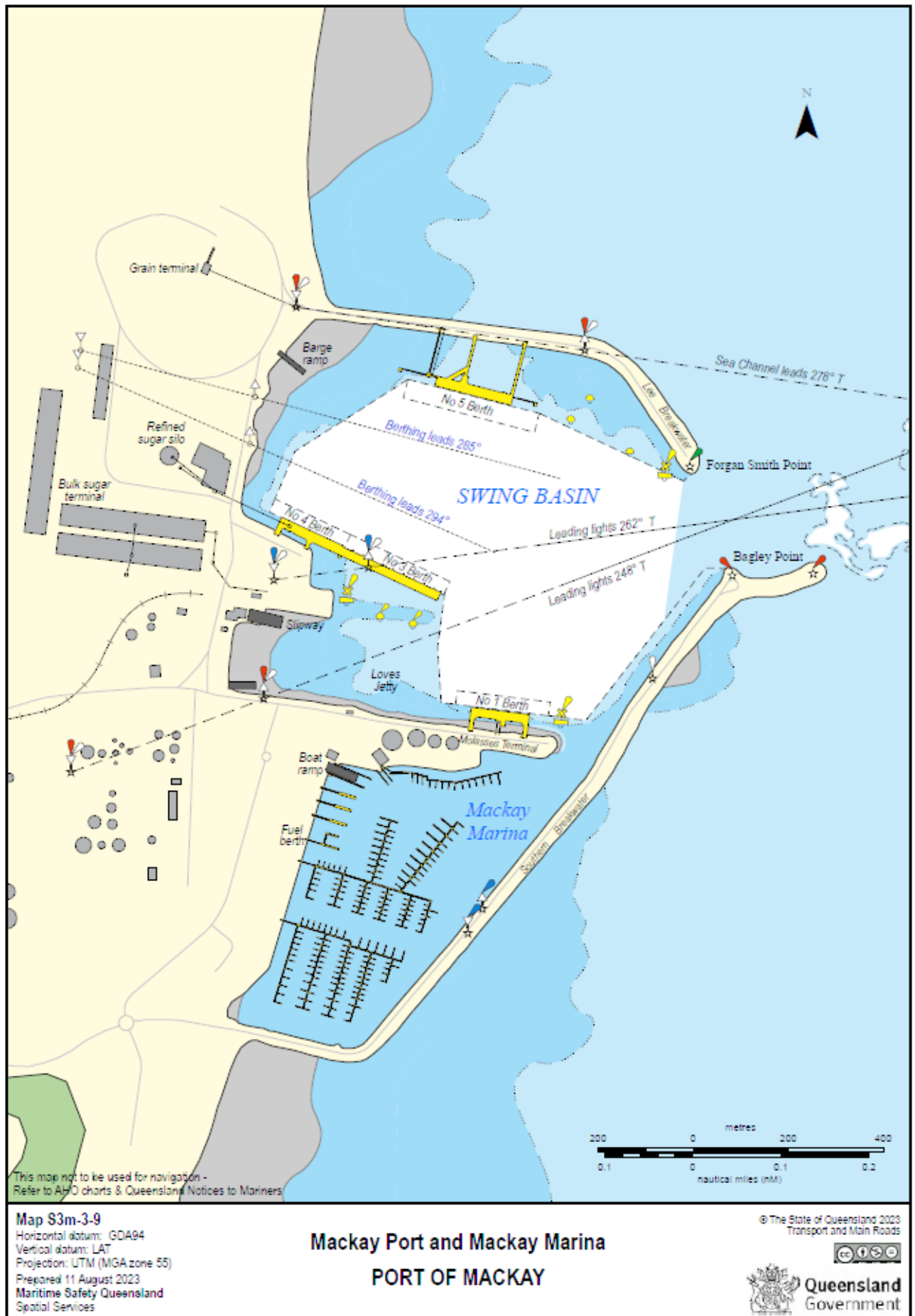
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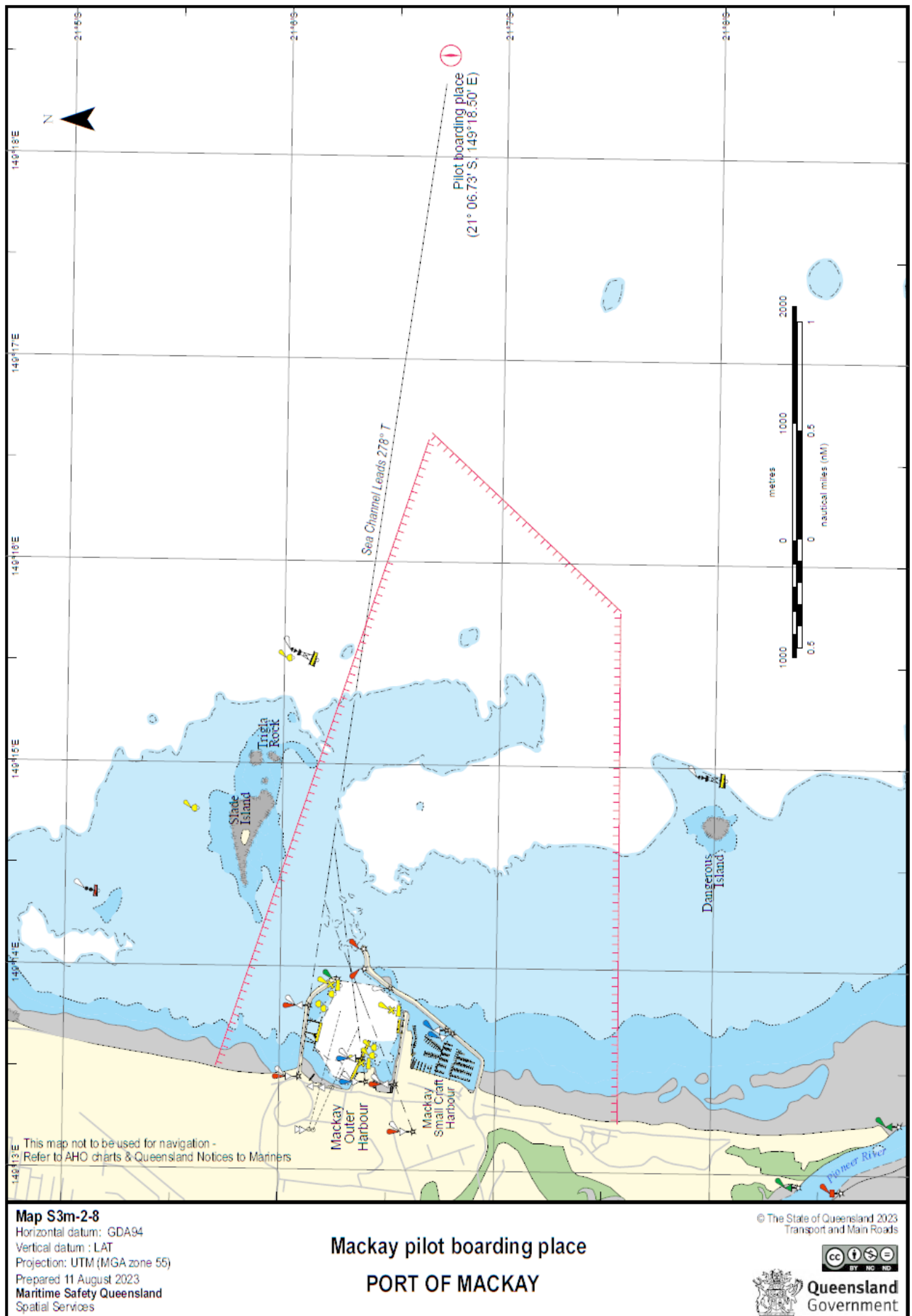
16.1 Port and pilotage limits



16.2 Mackay Harbour Details



16.3 Mackay pilot boarding place



16.4 Gas-Free Status Declaration

[Link](#) to fillable PDF



Queensland
Government

Gas Free Status Declaration

Declaration required prior to acknowledgement of 'Gas Free' status

Master to declare

Has your ship any flammable liquid or gas cargo on board in bulk?

Yes ☐ No ☐

Have your empty cargo tanks been washed, vented and inspected for flammable residue?

Yes ☐ No ☐

Are your slop tank/s, pump room/s, and cargo pipe/s free of flammable residue?

Yes ☐ No ☐

Is your combustible gas indicator working and calibrated correctly?

Yes ☐ No ☐

Has the atmosphere in each pump room, cargo tank or residue space been tested with a combustible gas indicator and a zero reading obtained?

Yes ☐ No ☐

Can the atmosphere in each pump room, cargo tank or residue space be maintained with a zero gas reading?

Yes ☐ No ☐

Have you a current 'International Safety Guide for Oil Tankers and Terminals' (ISGOTT) manual on board?

Yes ☐ No ☐

Master/Agent's Name

Master/Agent's Signature

Date

Ship's Stamp

Privacy Statement: The Department of Transport and Main Roads is collecting the information on this form under the provisions of the Transport Operations (Marine Safety) Act 1994. The department may disclose this information to authorised departmental officers and officers of Queensland port authorities. Your personal information will not be disclosed to a third party without your consent unless required or authorised to do so by law.


Master / Agent

To be lodged to the VTS Centre at least 48 hours prior to ship's ETA pilotage area.

16.5 Permission to Immobilise Main Engine

[Link](#) to fillable PDF

(THIS FORM IS ONLY TO BE USED IF THE REQUEST CANNOT BE SUBMITTED BY THE AGENT WITHIN [QSHIPS](#))

**Queensland
Government**

**Permission to Immobilise Main Engines -
Mackay Region**

Location: Mackay ☐ Mackay Anchorage ☐ Hay Point Anchorage ☐

Attention: The Master MV

Details of Ship

Agent

Permission is granted to Immobilise Main Engines

From hrs / / To hrs / /

Scope of Repairs (if appropriate)

Time required to mobilise in emergency situation

Subject to the following conditions:

1. Prior to immobilising, advise Hay Point VTS on VHF Channel 16
2. For vessels alongside, moorings are to be attended throughout
3. For vessels at anchorage, anchored position to be monitored at all times
4. During daylight hours, fly signal letter flags 'R' over 'Y'
5. On completion, advise Hay Point VTS on VHF Channel 16.

*Information to be provided by the Master of the vessel.

For vessels at anchor, this permission is only valid whilst weather conditions are suitable, Hay Point VTS to provide weather forecast to the vessel. Masters are requested not to conduct prolonged engine trials whilst berthed.

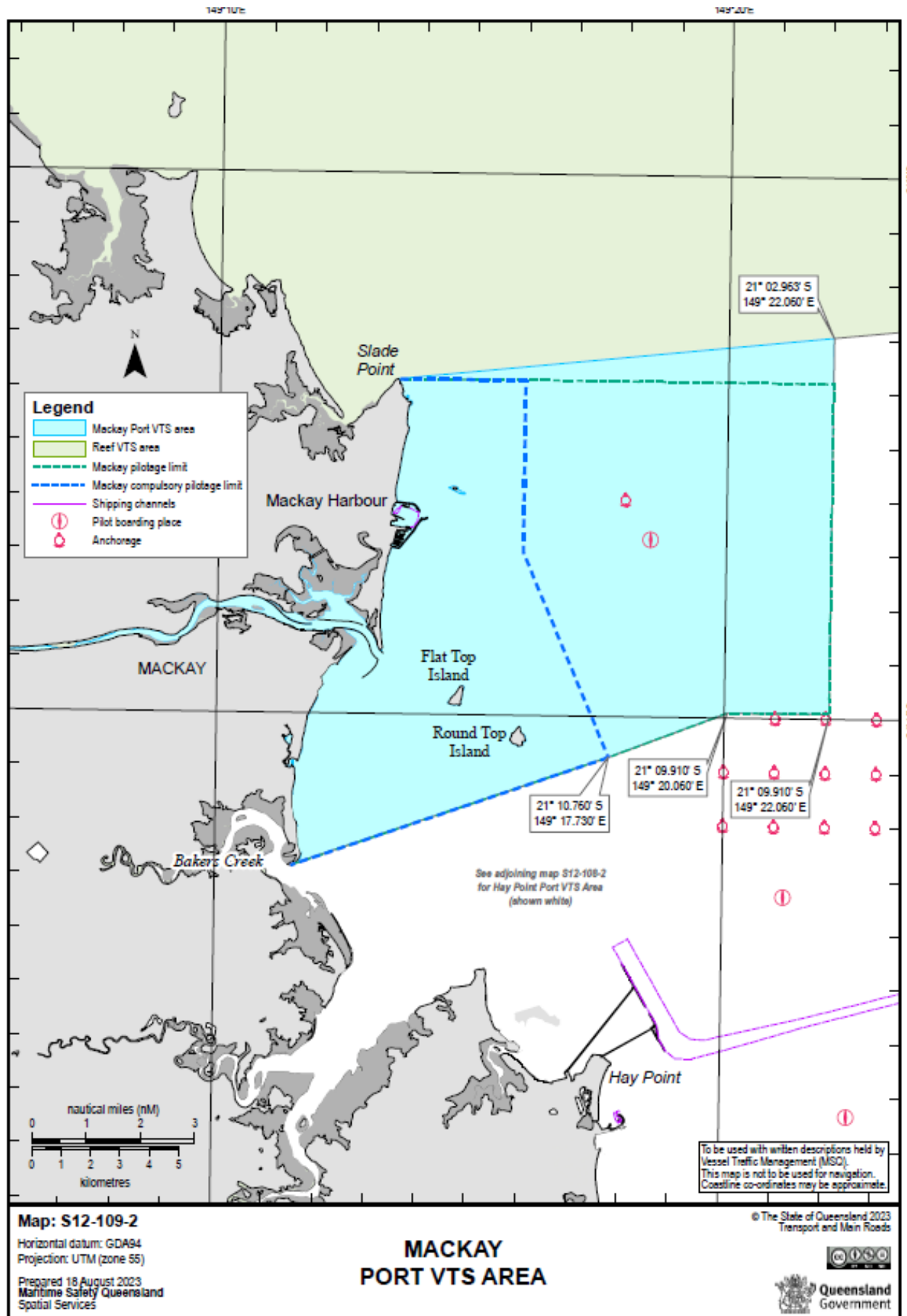
Regional Harbour Master (Mackay)

Distribution: Request: Hay Point VTS Email: VTSHaypoint@msq.qld.gov.au
Reply: Agent; Duty Pilot; Hay Point VTS

Privacy Statement: The Department of Transport and Main Roads is collecting the information on this form under the provisions of the Transport Operations (Marine Safety) Act 1994. The department may disclose this information to authorised departmental officers and officers of Queensland port authorities. Your personal information will not be disclosed to a third party without your consent unless required or authorised to do so by law.

LTSR Forms Area Form F5200 CFD V01 Jan 2023

16.6 Mackay Region VTS Area



16.7 LR1 / RoRo Approval Process

Initial Visit

- | | |
|--|--|
| 1. Agent to put visit into QSHIPS | Attach completed Pre-Arrival Form to visit |
| 2. Agent to attach documents to ship | Pilot Card & Manoeuvrability Data (advance & transfer) |
| 3. Agent request via email to Pilots, RHM, VTS | with attachments Pilot Card & Manoeuvrability Data |
| 4. Pilots / RHM approve reply agent & cc VTS | |
| 5. VTS to edit in Ship Remarks - General | MKY APP 21072019 |

Repeat Visit

Agent enters visit into QSHIPS and submits Pre-Arrival Form with change details filled.

Option 1

RORO/LR1 Tanker only

First visit ☐ Repeat visit ☒

Pilot Card and Manoeuvrability Data

First visit ☐ Submit Pilot Card and Manoeuvrability Data to Agent. Repeat visit ☒ Has Pilot Card and Manoeuvrability Data changed?
No ☒ Yes ☐ Please resubmit Pilot Card and Manoeuvrability Data

Note: All documentation is to be submitted to VTS via Agent.

Additional remarks/information:

VTS to approve based on

- Previous approval in QSHIPS - Ship Remark – General.
- Documents are attached to ship.
- No changes to ships arrangements.

Option 2

RORO/LR1 Tanker only

First visit ☐ Repeat visit ☒

Pilot Card and Manoeuvrability Data

First visit ☐ Submit Pilot Card and Manoeuvrability Data to Agent. Repeat visit ☒ Has Pilot Card and Manoeuvrability Data changed?
No ☐ Yes ☒ Please resubmit Pilot Card and Manoeuvrability Data

Note: All documentation is to be submitted to VTS via Agent.

Additional remarks/information:

- | | |
|--|---|
| 1. Agent to put visit into QSHIPS | Attach completed Pre-Arrival Form to visit (Fig 1) |
| 2. Agent to update documents to ship | Pilot Card & Manoeuvrability Data (advance & transfer) |
| 3. Agent request via email to Pilots, RHM, VTS | with attachments Pilot Card & Manoeuvrability Data advising there has been change |
| 4. Pilots / RHM approve reply agent & cc VTS | |

16.8 Pre-arrival Form

[Link](#) to fillable PDF



Ship details

Vessel name

IMO

MMSI

Summer Draft

Beam

m

LBP

m

LOA

m

DWT

t

Gross Tonnage (GT)

Displacement (Berthing)

Vessel's expected berthing displacement.
If this figure increases, notify VTS on VHF10.

Navigation

Navigation charts

Is the vessel carrying current paper charts AUS249 and AUS250 or dual ECDIS with ENC's AU422149 and AU5250Po?

Yes ☐ No ☐

Navigation equipment

Is your navigation equipment in good working order?

Yes ☐ No ☐ Enter remarks below

Propulsion

Are your engines available for full manoeuvrability?

Yes ☐ No ☐ Enter remarks below

Fuel

Please list the type of fuel used on the vessel. (Tick appropriate box/es)

Heavy fuel oil ☐ LNG ☐ Methane ☐

Low sulphur fuel oil ☐ LPG ☐ Coal/steam ☐

Low sulphur diesel/gas oil ☐ Hydrogen ☐ Other ☐

If any external fuel tanks exist please provide plans demonstrating the location to VTS.

Bow Thruster

Does your vessel have a serviceable bow thruster?

No ☐ Yes ☐ Enter details below

Defects or Deficiencies

Please list any defects or deficiencies on your vessel. For example, X-band radar unserviceable

Departure Details

Draft Fwd

m

Draft Aft

m

Displacement

Vessel's expected sailing displacement.
If this figure increases, notify VTS on VHF10.

RORO/LR1 Tanker only

First visit ☐ Repeat visit ☐

Pilot Card and Manoeuvrability Data

First visit ☐ Submit Pilot Card and Manoeuvrability Data to Agent. Repeat visit ☐ Has Pilot Card and Manoeuvrability Data changed?
No ☐ Yes ☐ Please resubmit Pilot Card and Manoeuvrability Data

Note: All documentation is to be submitted to VTS via Agent.


Additional remarks/information:

16.9 Notice to Mariners Request form

[Link](#) to fillable PDF

Print Form

Reset Form



Queensland
Government

Notice to Mariners Request for Queensland

Requested by

Date

Time

Notice information
The following information is generally required when preparing a Notice to Mariners for work activity.

Region where activity will take place

Start Date

Time

End Date

Time

Note: The notice will be cancelled after the end date supplied. It is the organisation's responsibility to notify VTS if the activity will extend past the notice end date.

Will weather affect duration of activity?

Yes

No

Activity being undertaken

Approximate working times

Location

Latitude

Longitude

Vessel name/s

Will vessel be flying flags/shapes?

No

Yes

Please indicate type

Please include any other relevant details

All vessels need to maintain listening watch on VHF 16. If in a pilotage area then maintain listening watch on the appropriate VHF channel.

Contact person

Company/organisation name

Email address

Office phone number

Mobile phone number

LTSR Forms Area Form F5383 CPD V01 Apr 2023

16.10 Permission for work to take place alongside

[Link](#) to fillable PDF



**Queensland
Government**

Permission for work to take place alongside

Location: Mackay

Ship's name and IMO

Type of work

to take place on:

at:

Scope of repairs (if appropriate)

Once this form is complete upload to Qships.

Note: For Hot Works please upload the *Hot Work Permit* from NQBP into Qships instead.

I confirm permission has been granted by the Port Authority. These forms must be accompanied by an activity request in Qships. Once all information is uploaded to Qships, the agent is to contact VTS by phone or email.

Agent/Master's signature

Date

16.11 Tug and tow advice form

[Link](#) to fillable PDF

Print Form

Reset Form



Queensland
Government

VTS Tug and Tow Booking Request

Port name

Arrival

Ship's name	LOA	Voyage number
<input type="text"/>	<input type="text"/>	<input type="text"/>
IMO Number	Exempt Master	
<input type="text"/>	<input type="text"/>	
Invoicing body	Contact details	Ship's defects
<input type="text"/>	<input type="text"/>	<input type="text"/>
Pilot to board:	ETA berth:	
Date <input type="text"/> / <input type="text"/> / <input type="text"/>	Date <input type="text"/> / <input type="text"/> / <input type="text"/>	Time <input type="text"/>
Last port	Next port	
<input type="text"/>	<input type="text"/>	
Berth code	Direction	
<input type="text"/>	<input type="text"/>	
Draft Fwd	Draft Aft	
<input type="text"/>	<input type="text"/>	
Support Tug(s) Request number	Tug company	
<input type="text"/>	<input type="text"/>	
Dangerous Goods: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Departure

ETD:			
Date	Time	Berth code	Voyage number
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Exempt Master	Contact details		
<input type="text"/>	<input type="text"/>		
Support Tug(s) Request number	Tug company		
<input type="text"/>	<input type="text"/>		
Draft Fwd	Draft Aft		
<input type="text"/>	<input type="text"/>		
Dangerous Goods: Yes <input type="checkbox"/> No <input type="checkbox"/>			

Barge details


Name		
<input type="text"/>		
LOA	Beam	Type
<input type="text"/>	<input type="text"/>	<input type="text"/>
Draft Fwd	Draft Aft	
<input type="text"/>	<input type="text"/>	
Length of tow:		
Sea	Shortened up	
<input type="text"/>	<input type="text"/>	

continued page 2... Page 1 of 2 LT&R Forms Area Form F5363 CFD V01 Mar 2023

16.12 Notice to Mariners Request form

[Link](#) to fillable PDF

Print Form Reset Form



**Queensland
Government**

Notice to Mariners Request for Queensland

Requested by

Date

Time

Notice information
The following information is generally required when preparing a Notice to Mariners for work activity.

Region where activity will take place

Start Date

Time

End Date

Time

Note: The notice will be cancelled after the end date supplied. It is the organisation's responsibility to notify VTS if the activity will extend past the notice end date.

Will weather affect duration of activity? Yes ☐ No ☐

Activity being undertaken

Approximate working times

Location

Latitude

Longitude

0. 'S

0. 'E

Vessel name/s

Will vessel be flying flags/shapes? No ☐ Yes ☐ Please indicate type

Please include any other relevant details

All vessels need to maintain listening watch on VHF 16. If in a pilotage area then maintain listening watch on the appropriate VHF channel.

Contact person

Company/organisation name

Email address

Office phone number

Mobile phone number

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