

# Port Procedures and Information for Shipping

## Port of Mackay

October 2024



## Copyright

This publication is protected by the Copyright Act 1968.

© The State of Queensland (Department of Transport and Main Roads) 2024. All rights reserved.

## Disclaimer

This publication is provided as a source of information only and the State of Queensland makes no statements, representations or warranties about its accuracy or completeness. To the extent permitted by law, the State of Queensland disclaims all responsibility for decisions or actions taken as a result of any data, information, statement or advice, expressed or implied, contained within and excludes all liability (including, without limitation, liability in negligence) for all expenses, losses, damages and costs that may be incurred.

# Table of Amendments

Contact for enquiries and proposed changes. If you have any questions regarding this document or if you have a suggestion for improvements, please contact:

**Contact officer:** Regional Harbour Master (Mackay)

**Phone:** +61 7 4944 3700

**Email:** [RHMMackay@tmr.qld.gov.au](mailto:RHMMackay@tmr.qld.gov.au)

Revision date	Page number or section	Summary of changes	Approved by
April 2009	-	First Issue	Regional Harbour Master
April 2016	-	Second Issue	Regional Harbour Master
April 2022	-	Third Issue	Regional Harbour Master
June 2022	Section 3	Update	Regional Harbour Master
March 2023	Entire document	Amending broken links and correcting outdated corporate forms. Correction of numbering.	Regional Harbour Master
March 2024		Wind restrictions added for entry/exit to Mackay Harbour. Removed forms that have existing links on website. Added UKC section 7.3.1. EGCS definition updated. 5.2 Nav aids updated. 8.4.1 Pilot transfer safety updated.	Acting Regional Harbour Master
October 2024	Various	Broken links updated	A/ Regional Harbour Master

# Contents

Port Procedures and Information for Shipping	1
Port of Mackay	1
<b>Table of Amendments</b>	<b>3</b>
<b>Contents</b>	<b>4</b>
<b>Table of Figures</b>	<b>10</b>
<b>Table of Tables</b>	<b>10</b>
<b>1. Introduction</b>	<b>11</b>
1.1 General	11
1.2 Port Description	11
1.3 Purpose	11
1.4 Datum	12
1.5 Definitions	12
1.5.1 Australian Maritime Safety Authority (AMSA)	12
1.5.2 Australian Standard — AS 3846	12
1.5.3 Local knowledge assessment	12
1.5.4 Lowest Astronomical Tide (LAT)	13
1.5.5 Manager Pilotage Services	13
1.5.6 Manager Vessel Traffic Services (MVTS)	13
1.5.7 Maritime Safety Queensland (MSQ)	13
1.5.8 Modernised Australian Ship Tracking and Reporting System (MASTREP)	13
1.5.9 Navigation Act	13
1.5.10 North Queensland Bulk Ports Corporation Limited (NQBP)	13
1.5.11 Length Overall (LOA)	13
1.5.12 Pilotage Exemption Certificate (PEC)	13
1.5.13 Queensland Shipping Information Planning System (QSHIPS)	13
1.5.14 REEFREP	14
1.5.15 Reef VTS	14
1.5.16 Regional Harbour Master (RHM)	14
1.5.17 Sailing Time	14
1.5.18 Vessel Traffic Service Operator (VTSO)	14

1.5.19	Vessel Traffic Service (VTS)	14
1.6	Contact Information	14
1.6.1	The Regional Harbour Master (RHM)	14
1.6.2	Port Control	15
1.6.3	Port Authority	15
1.7	Rules and Regulations	15
1.7.1	General	15
1.7.2	Applicable Regulations	15
1.8	Standard for Commercial Marine Activities	16
<b>2.</b>	<b>Arrival and Departure Procedures</b>	<b>17</b>
2.1	General	17
2.2	Arrival Check List	17
2.3	Departure Check List	18
2.4	Quarantine	18
2.4.1	Ballast Water Information	18
2.5	Australian Border Force (Customs and Immigration)	19
2.6	Pre-arrival Form	19
2.7	Dangerous Goods	19
2.8	MASTREP - Modernised Australian Ship Tracking and Reporting System	19
2.9	Reef VTS	20
2.10	Security	20
<b>3.</b>	<b>Movement Notification and Traffic Procedures</b>	<b>21</b>
3.1	General	21
3.2	Vessel Traffic Service (VTS)	21
3.3	VTS Area	22
3.4	VTS Role	22
3.4.1	Language	23
3.4.2	Voice Recordings	23
3.4.3	Distress and Emergency	23
3.4.4	VTS Communications	23
3.5	Shipping management contact details	24
3.6	Prior Notification of Movements	25
3.7	QSHIPS (Queensland Shipping Information Planning System)	25
3.7.1	Booking a Vessel Movement	26
3.8	Reporting Defects	26

3.9	Pilotage delays and cancellations	26
3.10	Tug and Tow — Requirements	27
3.10.1	Operational Conditions	27
3.10.2	Notification	28
3.11	Movement Scheduling	28
3.11.1	Confirmation of Schedules	28
3.11.2	Schedule Changes	28
3.12	Prioritising of Ship Movements	28
3.12.1	Deep draft vessels	28
3.13	Movement Clearance Information	29
3.13.1	Clearance for externals/arrivals	29
3.13.2	Clearance for removals	29
3.13.3	Clearance for departures	29
3.14	Anchoring	29
3.15	Reporting Requirements	29
3.15.1	Arrivals	29
3.15.2	Removals and Departures	30
<b>4.</b>	<b>Port Description</b>	<b>32</b>
4.1	General	32
4.2	Pilotage Area Limits	32
4.3	Pilotage Area — Port Limits	32
4.4	Compulsory Pilotage Area	32
4.5	Load Lines	33
4.6	Marina	33
4.7	Preparedness for putting to sea at short notice	33
4.8	Time zone	33
4.9	Working Hours	33
4.10	Charts and Books	33
4.11	Shipping announcements	34
4.11.1	Notice to Mariners	34
4.11.2	Request to issue Notice to Mariners	34
<b>5.</b>	<b>Port Infrastructure</b>	<b>35</b>
5.1	Berth Information	35
5.1.1	Anchorage Areas	36
5.2	Navigation Aids	37

5.2.1	Leading Lights	37
5.2.2	Breakwater Lights	37
<b>6.</b>	<b>Weather Information</b>	<b>38</b>
6.1	General	38
6.1.1	Extreme Weather Event Contingency Plans (Cyclone Procedures)	38
6.2	Cyclone Procedures for Mackay Marina	38
6.3	Tidal Information	38
6.3.1	Tide Boards/Gauges	39
6.3.2	Tidal Information — Tsunami Effects	39
6.4	Water Density	39
<b>7.</b>	<b>Port Navigation and Movement Restrictions</b>	<b>40</b>
7.1	General	40
7.2	Speed	40
7.3	Movement Conditions	40
7.3.1	Under keel clearance	40
7.3.2	Arrivals	40
7.3.3	Shifting Vessels (Warping)	41
7.3.4	Departures	41
7.3.5	Scheduling Rules	42
7.3.6	Pilot card and manoeuvrability data	42
7.4	Approaches to Pilot Boarding Place (AUS 249)	42
7.4.1	Dangers	42
7.5	Vessels Loading Grain	43
7.6	Advisory Note – Interaction with Marine Mammals	44
<b>8.</b>	<b>Pilotage</b>	<b>45</b>
8.1	General	45
8.1.1	Night Pilotage	45
8.1.2	Request for Pilot	45
8.1.3	Notice Required	45
8.1.4	Instrument Navigation – Portable Pilot Units	45
8.2	Pilotage Area Limits	45
8.3	Pilot Boarding Position	45
8.4	Pilot Boarding Arrangements	46
8.4.1	Pilot transfer safety	46
8.4.2	Pilot Launch Boarding Arrangements	46

8.4.3	Passage Planning — Bridge Resource Management (BRM)	46
8.5	Pilot Licence	47
8.6	Master/Pilot Responsibilities	47
8.6.1	Fatigue management	47
8.6.2	Alcohol consumption	47
8.7	Pilotage Requirements for Torres Strait and Great Barrier Reef (GBR)	47
<b>9.</b>	<b>Tug Procedures</b>	<b>48</b>
9.1	Tug Information	48
9.1.1	Notification of Tugs	48
9.1.2	Communicating with Tugs	48
9.2	Tug Requirements	48
<b>10.</b>	<b>Work notifications</b>	<b>49</b>
10.1	Work Permits Description	50
10.1.1	Immobilisation of Main Engines	50
10.1.2	Hot work	51
10.1.3	Boat drills	51
10.1.4	Main engine trials at berth	51
10.1.5	Notification of handling of bulk liquids (Marine Pollutants)	51
10.1.6	Gas free status and OBOs	52
10.1.7	Overside maintenance	52
10.1.8	Diving Operations on vessels	52
10.1.9	Ship transfer operations (including crew transfer)	53
10.1.10	Oil tank washing	53
10.1.11	Short Navigation	53
<b>11.</b>	<b>Dangerous cargoes</b>	<b>54</b>
11.1	General	54
11.1.1	Notification	54
11.1.2	Dangerous Cargo Limits	55
11.1.3	Dangerous Cargo Events	55
<b>12.</b>	<b>Emergency, Pollution, Marine Incidents</b>	<b>56</b>
12.1	Emergency Contact Numbers	56
12.2	Authorities	57
12.3	Fire	57
12.4	Marine Pollution	57
12.4.1	Reporting	57

12.5	Marine Incidents	58
12.5.1	Marine Incident Reporting	58
12.5.2	Marine Incident Reporting — other government agencies	59
12.5.3	Procedures Subsequent to Serious Marine Incidents	59
12.5.4	Port Community Responsibilities	59
<b>13.</b>	<b>Security</b>	<b>60</b>
13.1	General	60
13.1.1	Security Levels	60
13.1.2	Port Security Contacts	60
13.2	National Security	61
<b>14.</b>	<b>Port State Control Inspections</b>	<b>62</b>
<b>15.</b>	<b>Port Services</b>	<b>63</b>
15.1	Bunkering	63
15.2	Fresh water	63
15.3	Waste	63
15.4	Shipping Agents	63
15.5	Miscellaneous Contacts	64
<b>16.</b>	<b>Appendices</b>	<b>65</b>
16.1	Port and pilotage limits	66
16.2	Mackay Harbour Details	67
16.3	Mackay pilot boarding place	68
16.4	Mackay Region VTS area	69
16.5	Pilot card and manoeuvrability data Approval Process	70

# Table of Figures

Figure 1 Minimum approach distances and maximum speeds within proximity to whales and dolphins 44

# Table of Tables

Table 1 Arrival check list 17

Table 2 Departure check list 18

Table 3 Port VHF communications 24

Table 4 Pre-entry notification times 25

Table 5 Inbound Reporting Requirements 30

Table 6 Outbound reporting requirements 31

Table 7 Berth information 35

Table 8 Leading lights 37

Table 9 Breakwater Lights 37

Table 10 Tidal Information 39

Table 11 Work notifications 49

Table 12 Notification of dangerous goods 54

# 1. Introduction

## 1.1 General

Welcome to the port of Mackay, which is situated approximately 950 kilometres north of Brisbane.

Shipping legislation in Queensland is controlled by Maritime Safety Queensland, a state government agency attached to Department of Transport & Main Roads.

The State of Queensland is divided up into six regions, five of which are controlled by a RHM and the sixth by a manager, all officers of Maritime Safety Queensland who report to the general manager under the [Transport Operations \(Marine Safety\) Act 1994](#) are responsible for:

- improving maritime safety for shipping and small craft through regulation and education.
- minimising vessel sourced waste and providing response to marine pollution.
- providing essential maritime services such as port pilots licensing and aids to navigation.
- encouraging and supporting innovation in the maritime industry.

The limit of Queensland coastal waters is defined by a line three nautical miles seaward of the territorial sea baseline. The arrangements outlined in these procedures apply to the geographical areas gazetted as pilotage areas in Queensland. Pilotage areas have been gazetted around designated ports and maritime areas to ensure the safe and efficient movement of shipping. These areas encompass the approaches, main shipping channel and waters of the port.

For the purposes of this document the term Mackay Port Limit encompasses Mackay Pilotage limit and Mackay VTS area, unless specifically stated otherwise.

Collectively, the Regional Harbour Master and North Queensland Bulk Ports (NQBP) authority have responsibility for managing the safe and efficient operation of the port.

## 1.2 Port Description

Mackay services the mining communities of the Bowen Basin and several large sugar mills in the region. The principal imports are refined fuel products, fertilisers, magnetite, ro-ro and general cargo. Exports include raw sugar, refined sugar, ethanol, molasses, scrap metal, grain and chickpeas in bulk.

## 1.3 Purpose

This document defines the standard procedures to be followed in Mackay Port Limits. It contains information and guidelines to assist ship's masters, owners and agents of vessels arriving at and traversing the area. It provides details of the services and the regulations and procedures to be observed.

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.

Information contained in this document is based on information available as at the latest date indicated on the document control sheet at the start of this publication. Although every care has been taken to ensure that this information is correct, no warranty, expressed or implied, is given regarding the accuracy of all printed contents. The publisher shall not be responsible for any loss or damage resulting from or caused by any inaccuracy produced herein.

The latest version of this publication is available on the [Maritime Safety Queensland](#) website.

Any significant updates to the content of these procedures will be promulgated on this site.

Should errors or omissions in this publication be noted, it would be appreciated if advice of these could be forwarded to:

**Contact officer:** Regional Harbour Master (Mackay)

**Postal address:** PO Box 58, Mackay Queensland 4740

**Phone:** +61 7 4944 3700

**Email:** [RHMMackay@tmr.qld.gov.au](mailto:RHMMackay@tmr.qld.gov.au)

## 1.4 Datum

All water depths refer to the lowest astronomical tide height (LAT).

All positions in this manual are in WGS84.

All directions are referenced to true north.

## 1.5 Definitions

### 1.5.1 Australian Maritime Safety Authority (AMSA)

[The Australian Maritime Safety Authority](#) is the commonwealth authority charged with enhancing efficiency in the delivery of safety and other services to the Australian maritime industry.

### 1.5.2 Australian Standard — AS 3846

AS 3846 refers to the Australian requirements for the handling and transport of dangerous goods in port areas.

### 1.5.3 Local knowledge assessment

An authority issued by the Mackay RHM for masters of vessels less than 50 metres but greater than 35 metres intending to work in a commercial capacity within the port limit as outlined in the [Standard for Commercial Marine Activities—Mackay region](#).

For vessels less than 50 metres but greater than 35 metres intending to work in a commercial capacity within the port limit shall be required to conduct a local authority assessment with the Mackay RHM. RHM may issue specific exemption to master for specific vessel or their employment to specific companies that are only intending to transit port limit to conduct other commercial activities.

### **1.5.4 Lowest Astronomical Tide (LAT)**

This is the zero value from which all tides are measured.

### **1.5.5 Manager Pilotage Services**

The person responsible for the service delivery of pilotage services within the region.

### **1.5.6 Manager Vessel Traffic Services (MVTs)**

The MVTs is responsible for the management of the VTS centre.

### **1.5.7 Maritime Safety Queensland (MSQ)**

MSQ is the state government agency responsible for the operations of VTS, pollution protection services and the administration of all aspects of vessel registration and marine safety in the State of Queensland.

### **1.5.8 Modernised Australian Ship Tracking and Reporting System (MASTREP)**

The Modernised Australian Ship Tracking and Reporting System (MASTREP) is a Ship Reporting System designed to contribute to safety of life at sea and is operated by the Australian Maritime Safety Authority (AMSA) through the Joint Rescue Coordination Centre (JRCC) Australia in Canberra.

### **1.5.9 Navigation Act**

Refer to the [Navigation Act 2012](#).

### **1.5.10 North Queensland Bulk Ports Corporation Limited (NQBP)**

The North Queensland Bulk Ports Corporation Limited (NQBP) is a statutory Queensland government owned corporation charged with overseeing the commercial activities in the port, including the maintenance of the port infrastructure and management of the Pilotage Services. Refer [1.6.3](#) Port Authority for contact details.

### **1.5.11 Length Overall (LOA)**

Refers to the extreme length of a vessel.

### **1.5.12 Pilotage Exemption Certificate (PEC)**

Exemption granted to certain qualified masters who have satisfied the necessary legislative requirements and are authorised to navigate ships in the port pilotage area without a pilot.

### **1.5.13 Queensland Shipping Information Planning System (QSHIPS)**

An internet web-based ship movement booking service that may be accessed by the shipping community 24 hours a day seven days a week.

The programme allows port service provider organisations the ability to accept service requests made by shipping agents and streamline ship movement planning by significantly

reducing the existing levels of point-to-point communications that are necessary to ensure a planned ship movement has been adequately resourced with supporting services.

### 1.5.14 REEFREP

The mandatory [ship reporting systems](#) established by IMO resolution MSC.52 (66), as amended by resolution MSC.161 (78) and specified in Marine Orders Part 63 (Reef VTS).

### 1.5.15 Reef VTS

The Great Barrier Reef and Torres Strait Vessel Traffic Service ([ReefVTS](#)) established by Australia as a means of enhancing navigational safety and environmental protection in Torres Strait and the Great Barrier Reef.

### 1.5.16 Regional Harbour Master (RHM)

The person authorised to give direction under the relevant provisions of the [Transport Operations \(Marine Safety Act\) 1994](#) and the [Transport Operations \(Marine Pollution Act\) 1995](#).

### 1.5.17 Sailing Time

The actual sailing time is the time of the “last line”.

### 1.5.18 Vessel Traffic Service Operator (VTSO)

A person, suitably qualified, delegated by the Regional Harbour Master to monitor the safe movement of vessels and to give direction under the relevant provisions of the [Transport Operations \(Marine Safety\) Act 1994](#).

### 1.5.19 Vessel Traffic Service (VTS)

A VTS is any service implemented by a competent authority, designed to maximise the safe and efficient movement of water borne traffic within the jurisdiction.

## 1.6 Contact Information

### 1.6.1 The Regional Harbour Master (RHM)

For operational maritime questions, marine incidents, pollution, pilotage, buoy moorings, navigation aids, towage requirements and ship traffic scheduling please contact the Regional Harbour Master's office.

**Physical address:** 44 Nelson Street, Mackay Queensland 4740

**Postal address:** PO Box 58, Mackay Queensland 4740

**Phone:** +61 7 4944 3700

**Email:** [RHMMackay@tmr.qld.gov.au](mailto:RHMMackay@tmr.qld.gov.au)

## 1.6.2 Port Control

The port control or Vessel Traffic Services (VTS) centre (call sign Mackay VTS) is situated at Hay Point. For ship traffic scheduling, pollution incidents and reporting defective navigation aids please direct initial enquiries to the VTS centre.

The service is provided by Maritime Safety Queensland and provides a 24 hour, seven days a week marine operations service to the port community. They are contactable on:

**VHF radio:** channel 10 and 16

**Phone:** 1300 645 022

**Email:** [VTSHaypoint@msq.qld.gov.au](mailto:VTSHaypoint@msq.qld.gov.au)

In the event of an emergency, the VTS centre is the key notification and communications facility that will activate the appropriate response agencies.

Ship traffic movements may be accessed on the [QSHIPS](#) website.

## 1.6.3 Port Authority

The primary function of the [North Queensland Bulk Ports Corporation Limited](#) (NQBP) under the [Transport Infrastructure Act 1994](#) is to establish, manage and operate effective and efficient facilities and services within the port while maintaining appropriate levels of safety and security.

Contact details for NQBP are:

**Address:** Level 1 & 2, Waterfront Place, Mulherin Drive, Mackay Harbour  
Queensland 4740

**Shipping enquiries:** +61 7 4955 8147 or [portoperations@nqbp.com.au](mailto:portoperations@nqbp.com.au)

**General enquiries:** +61 7 4969 0700 or [info@nqbp.com.au](mailto:info@nqbp.com.au)

## 1.7 Rules and Regulations

### 1.7.1 General

The rules and regulations in the port contribute to the safe, efficient and environmentally responsible handling of shipping traffic. The international rules of the International Maritime Organization (IMO), such as the Safety of Life at Sea convention (SOLAS) and its amendments (for example the International Maritime Dangerous Goods Code) and state, national and local Port Authority regulations are in force in the port of Mackay.

NQBP [Port of Mackay Operations Manual](#) and [NQBP Port Notice](#) outline the specific regulations for ships in the port for example the carriage of dangerous cargoes.

### 1.7.2 Applicable Regulations

The procedures outlined in this document are designed to include the requirements of the:

- [Transport Operations \(Marine Safety\) Act 1994](#) and [Regulation 2016 \(TOMSR\)](#)
- [Transport Operations \(Marine Pollution\) Act 1995](#) and [Regulation 2018 \(TOMPR\)](#)

- [International maritime dangerous goods code \(IMDG\)](#) Australian Standard – AS3846 – 2005
- International Ships and Ports Security Code (ISPS Code)
- [Maritime Transport and Offshore Facilities Security Act 2003 and Regulations](#).

Additionally, they will also complement the procedures of:

- [North Queensland Bulk Ports Corporation Limited \(NQBP\)](#)
- [Mackay City Council \(MCC\)](#)
- [Maritime Safety Queensland \(MSQ\)](#)
- [Australian Maritime Safety Authority \(AMSA\)](#)
- [Australian Border Force \(ABF\)](#)
- [Department of Home Affairs](#)
- [Royal Australian Navy \(RAN\)](#).

as they relate to ship movements within the jurisdiction of the RHM.

## 1.8 Standard for Commercial Marine Activities

The [Standard for Commercial Marine Activities—Mackay region](#) has been introduced to enhance the safety of commercial vessel activities in the region.

Compliance with the standard ensures the RHM is aware of the commercial activities that are being undertaken within Mackay and Hay Point, allows VTS to monitor the activities and provides visibility of the activities for all users of the region's waterways.

## 2. Arrival and Departure Procedures

### 2.1 General

For a quick reference of what and when to report please consult the under mentioned tables.

Masters of vessels utilising the port of Mackay are obliged to make notification on a variety of subjects ranging from health and immigration to dangerous goods.

This section lists all the requirements for notifying the port authorities.

### 2.2 Arrival Check List

**Table 1 Arrival check list**

Sequence	Time	Report
1	96 hours before arrival	<b>Australian Border Force</b> ( <a href="#">2.5 Australian Border Force (Customs and Immigration)</a> )
2	Not more than 96 hours or less than 12 hours before arrival	Quarantine ( <a href="#">2.4 Quarantine</a> )
3	48 hours before arrival	<a href="#">Pre-arrival form</a> to VTS via QSHIPS ( <a href="#">3.7 QSHIPS (Queensland Shipping Information Planning System)</a> )
4	48 hours before arrival	Arrival information to RHM via QSHIPS and Port Control ( <a href="#">3.7 QSHIPS (Queensland Shipping Information Planning System)</a> )
5	48 hours before arrival	Dangerous goods report to RHM via VTS and NQBE. ( <a href="#">11 Dangerous cargoes</a> )
6	48 hours before arrival	Gas free status for tankers ( <a href="#">10.1.6 Gas free status and OBOs</a> )
7	24 and 12 hours before arrival update estimated time of arrival	Arrival information update to RHM via VTS
8	24 hours prior to loading / handling dangerous goods (includes bunkers)	Dangerous goods report to RHM, AMSA and the Port Authority ( <a href="#">2.7 Dangerous goods</a> )

9	Two hours before arrival to VTS Area	Call Mackay VTS, VHF channel 10 or 16 ( <a href="#">3.3 VTS Area</a> )
10	In transit	VTS reporting points ( <a href="#">3.3 VTS Area</a> )

## 2.3 Departure Check List

**Table 2 Departure check list**

Sequence	Time	Report
1	24 hours before departure	Confirm departure information to RHM via QSHIPS
2	Three hours before departure	Dangerous goods report to RHM and the Port Authority ( <a href="#">Section 11 Dangerous cargoes</a> )
3	Two hours before departure	Pre entry report to REEFVTS ( <a href="#">2.9 MASTREP – Modernised Australian Ship Tracking and Reporting System</a> and <a href="#">2.10 REEFVTS</a> )
4	In transit	VTS reporting points ( <a href="#">3.3 VTS Area</a> )

## 2.4 Quarantine

Quarantine requirements in Australia are managed by the [Department of Agriculture, Fisheries and Forestry](#) who require vessels from overseas to submit their documentation no more than 96 hours and no less than 12 hours prior to arrival.

Contact and address details in Mackay are:

**Street Address:** Customs House, Mackay Marina Mulherin Drive, Mackay Harbour QLD 4740

**Postal Address:** GPO Box 1517, Mackay QLD 4740, Australia

**Phone:** 1800 900 090

**Website:** [Home - DAFF \(agriculture.gov.au\)](http://Home - DAFF (agriculture.gov.au))

### 2.4.1 Ballast Water Information

Ships with ballast water from ports that are considered a high risk for introduced marine species and do not have an IMO Type Approved Ballast Water Management System or have not exchanged water ballast in mid ocean are forbidden to discharge this ballast into Australian waters. Vessels that do not need to discharge ballast in Australian waters are exempt from these requirements, though it is highly recommended this is represented in the Maritime Arrivals Reporting Scheme (MARS)

[The Department of Agriculture, Fisheries and Forestry](#) (Biosecurity) provides Ballast Water Management requirements for use by masters/agents.

## 2.5 Australian Border Force (Customs and Immigration)

(Source: Australian Border Force)

Vessels arriving from overseas must submit their documentation 96 hours prior to the nominated date of arrival. If the voyage from the last port is likely to take less than 96 hours, the following timeframes will apply:

72 hours or more but less than 96 hours – submit documentation 72 hours prior

48 hours or more but less than 72 hours – submit documentation 48 hours prior

24 hours or more but less than 48 hours – submit documentation 24 hours prior

All [Australian Border Force forms](#) may be accessed on their website.

## 2.6 Pre-arrival Form

All agents, owners or masters are required to complete the [Pre-arrival form](#) and upload to QSHIPS between 72 to 48 hours before a vessel's arrival.

## 2.7 Dangerous Goods

Dangerous goods must not be brought into or handled in the pilotage area until notification has been sent to the RHM and North Queensland Bulk Ports Corporation Limited in the approved form.

The notification of dangerous goods and the dangerous goods manifest must be submitted at least 48 hours prior to arrival in port limits. For further information, refer to section [11 Dangerous cargoes](#).

## 2.8 MASTREP - Modernised Australian Ship Tracking and Reporting System

MASTREP is a Ship Reporting System designed to contribute to safety of life at sea and is operated by AMSA through the Joint Rescue Coordination Centre (JRCC) Australia in Canberra.

[Marine Order 63](#) issued by AMSA makes the provision of Position Reports mandatory for: foreign vessels from the arrival at its first port in Australia until its departure from its final port in Australia.

all regulated Australian vessels whilst in the MASTREP area.

Domestic commercial vessels fitted with Global Maritime Distress and Safety System (GMDSS) and AIS technology are also encouraged to participate in the system as MASTREP assists AMSA with domain awareness and responding to Search and Rescue activities.

To assist master/agents, the MASTREP and Australian Mandatory Reporting Guide can be found on the [AMSA website](#).

## 2.9 Reef VTS

[Reef VTS](#) is a coastal VTS dedicated to the Great Barrier Reef and Torres Strait mandatory Ship Reporting System (SRS) REEFREP operates under joint federal and state arrangements between MSQ and AMSA from the Reef VTS centres at Townsville and Gladstone. The purpose of Reef VTS is to enhance navigational safety in the Torres Strait and the inner route of the Great Barrier Reef which encompasses the Whitsunday region.

Under section 6(2) of [Marine Order 63](#) the following vessels are required to report to Reef VTS:

- all vessels of 50 metres or more in overall length.
- all oil tankers, liquefied gas carriers and, chemical tankers or ships coming within the INF Code regardless of length.
- ships engaged in towing or pushing where it or the ship being pushed or towed is from one of the above categories or where the length of the tow is 150 metres or more.

The ship reporting system applies to all ships in the above categories irrespective of whether they are on overseas, interstate or intrastate voyages. This regulation does not apply to any warship, naval auxiliary or government vessel but they and all other vessels not mentioned above are encouraged to report.

To assist master/agents, the reporting requirements for REEFREP can be found on the [MSQ website](#) in the [Reef VTS User Guide](#).

## 2.10 Security

All commercial vessels with a gross tonnage of 500 tonnes or more and passenger ships are required to report their security information to the Port Authority. Refer to section [13 Security](#) for further information.

## 3. Movement Notification and Traffic Procedures

### 3.1 General

Maritime Safety Queensland, through the authority of the RHM, has jurisdiction over the safe movement of all shipping within the VTS and pilotage areas.

The scheduling of ship movements is initiated by the agent or representative submitting movement details for a vessel to Mackay VTS via the QSHIPS ship planning program in accordance with this section.

Pilotage Services accepts notification of movements via the QSHIPS system. Pilotage Services requires 24 hours advance notice for all arrivals, departures and removals.

All vessels, whether commercial or recreational, are to maintain a listening watch on VHF 16 and if equipped on VHF 10, whilst within the Mackay VTS area.

### 3.2 Vessel Traffic Service (VTS)

VTS is the principal tool by which the RHM manages the safe and efficient movement of vessel traffic approaching, departing and operating within the Mackay VTS area.

This service is provided by Maritime Safety Queensland on a 24 hour, seven days a week rotating roster and operates within for the declared Mackay VTS area, Mackay Compulsory Pilotage area and the Port of Mackay Limits. The VTS will operate under the callsign "Mackay VTS" and provides this service in accordance with [IMO Resolution A.1158\(32\)](#).

VTS is delivered from the VTS centre at Hay Point and is manned by trained and qualified VTSOs under the management of the MVTSS and the RHM.

The VTS centre is referred to as Mackay VTS. Contact details are listed under [3.5 Shipping Management Contact Details](#).

The purpose of VTS is to contribute to safety of life at sea, safety and efficiency of navigation and the protection of the environment within the VTS area by mitigating the development of unsafe situations through:

The provision of timely and relevant information on factors that may influence the ship's movements and assist on-board decision making,

The monitoring and management of ship traffic to ensure the safety and efficiency of ship movements,

Responding to developing unsafe situations.

In discharging this role, VTS will, within the declared VTS area provide a vessel traffic service that includes:

#### Timely Information

Mackay VTS will, transmit essential and timely information to assist in the on-board decision-making process, which may include, position, identity and intentions of other traffic, hazards and other factors which may affect a vessels transit.

#### Monitoring and management of ship traffic

Mackay VTS will plan vessel movements to prevent congestion and provide for safe and efficient movement of traffic. The VTS will identify and manage potentially dangerous traffic

situations and provide essential and timely information to assist the on-board decision-making process and may advise, instruct, or exercise the authority to direct movements.

Responding to developing unsafe situations

Mackay VTS may provide navigational support to an individual vessel, at the request of the vessel or when deemed necessary by the VTS, to assist the decision-making process on board the vessel concerned. This service consists of navigational matters relating to a specific vessel and may include information, warning, advice and instruction subject to the authority of the VTS. There may be occasions where Mackay VTS will be unable to provide navigational assistance and the requesting vessel will be advised of this information.

### 3.3 VTS Area

Mackay VTS will interact with inbound shipping two hours prior to arrival at the outer boundary of the Mackay VTS Area.

Mackay VTS Area

The Mackay VTS Area follows the established Pilotage area and port limits of the Port of Mackay. Adjacent to the Mackay VTS Area is the Hay Point VTS Area which is administered by the same VTS Centre. A map of Mackay Port VTS area is available in [16.4](#).

Mackay VTS Area

The Mackay VTS area is the area of the waters bounded by an imaginary line drawn. A map of Mackay VTS area is also available in section [16.4](#).

- starting at the high–water mark at the southern extremity of the north head of Bakers Creek entrance.
- then generally north-easterly to latitude 21° 10.760' south, longitude 149° 17.730' east,
- then generally north-easterly to latitude 21° 09.910' south, longitude 149° 20.060' east,
- then east along the parallel to latitude 21° 09.910' south, longitude 149° 22.060' east,
- then north along to latitude 21° 02.963' south, longitude 149° 22.060' east,
- then east northeast to Bailey Islet,
- then east along the parallel to 21° 01.850'south, longitude 149° 50'000 east,
- then southeast to latitude 21° 06.580' south, longitude 149° 55.000' east,
- then south to latitude 21° 20.000' south to longitude 149° 55.000' east,
- then west to the high-water mark on the mainland at 21° 20.00' south, longitude 149° 17.918' east,
- then generally in a northerly direction following the shoreline back to the starting point encompassing all navigable water ways of rivers and creeks.

### 3.4 VTS Role

MSQ provides VTS as a traffic organisation service in accordance with IMO guidelines.

Mackay VTS will:

- wherever possible interact with vessel traffic by VHF radio.

- interact with port services in Mackay.
- inform participating vessels of current traffic and safety information pertaining to the pilotage area.
- where necessary communicate the directions of the RHM (Mackay) or delegate.
- monitor compliance with the [Transport Operations \(Marine Safety\) Act 1994](#) and [Transport Operations \(Marine Safety\) Regulation 2016](#).
- record the details of shipping movements in the QSHIPS programme in real time.
- maintain a situational awareness of traffic in the pilotage area to the extent of the available information; and
- participate in emergency procedures.

### 3.4.1 Language

The English language is to be used in all communication. [IMO's Standard Marine Communication Phrases \(SMCP\) 2001](#) will be used.

### 3.4.2 Voice Recordings

All voice communications with the VTS centre and all radio communications on the channels monitored, are recorded against a date and time stamp. Access to the recordings is controlled by the RHM.

The VTS centre records external communications. For example: 'All voice communications with the VTS Centre and all radio communications on the channels monitored are recorded against a date and time stamp.

### 3.4.3 Distress and Emergency

Mackay VTS is not a coast radio station. Maritime Safety Queensland, Volunteer Marine Rescue (VMR) and the Australian Coastguard have an agreement that the VTS will monitor channels 16 and 67 when VMR is not operational for emergency and distress calls only. A distress call should, in the ordinary course of events, be referred to VMR 448 Mackay.

Any marine incident, for example a collision, grounding or fire, occurring within the port should be immediately reported to Mackay /Hay Point VTS on:

**VHF radio:** channel 10 or 16

**Phone:** 1300 645 022

### 3.4.4 VTS Communications

Ships are not to move within the pilotage area unless satisfactory two-way communications are maintained with the VTS centre.

Ships are required to establish two-way radio communications with the VTS centre on VHF channels 10 or 16. The designated port VHF channel is to be used for the communication of all routine operational and safety information.

The VHF channels used in the port are:

**Table 3 Port VHF communications**

Mackay vessel traffic services (VTS)		
VTS area	Yes	
Level of VTS Service	IALA level IV: Traffic Organisation Service	
	Call sign	Service
VHF channel 16	User	Emergency and initial calling
VHF channel 10	Mackay VTS	Mandatory reporting, vessel traffic management, port working
VHF channel 13	User	Pilots and tugs
VHF channel 6	Mackay Operations	Port working (NQBP)
VHF channel 74	Mackay Marina	Marina working
VHF channel 11	Reef VTS (Townsville)	Coastal ship reporting system

The VTS centre has telephone and email services for administrative and emergency purposes. Any marine incident, for example a collision, grounding or fire, and pollution occurring within the port should be reported immediately to Mackay VTS on **VHF channel 10**.

## 3.5 Shipping management contact details

### VTS centre

**Phone:** 1300 645 022

**Email:** [vtshaypoint@msq.qld.gov.au](mailto:vtshaypoint@msq.qld.gov.au)

### RHM

**Phone:** +61 7 4944 3700

**Email:** [RHMMackay@tmr.qld.gov.au](mailto:RHMMackay@tmr.qld.gov.au)

### North Queensland Bulk Ports Corporation Limited –

#### General Enquires

**Phone:** +61 7 4969 0700

**Email:** [info@nqbp.com.au](mailto:info@nqbp.com.au)

#### Port Operations

**Phone:** +61 7 4955 8147 or +61 417 761086

**Email:** [portoperations@nqbp.com.au](mailto:portoperations@nqbp.com.au)

### 3.6 Prior Notification of Movements

Sections 168 to 169 of the *Transport Operations (Marine Safety) Regulation 2016* require that all ship movements for vessels 35 metres in length or more are reported according to the following table:

**Table 4 Pre-entry notification times**

Action	Minimum notice	Approved form
Prior notification of movement in pilotage area (35m-50m)	24 hours prior to entry	Notification to VTS via phone or VHF.
	2 hours prior to removal or departure	
Prior notification of movement in pilotage area (50m or greater)	48 Hours prior to entry	Notification via QSHIPS/VTS Pre-arrival form
	24 hours prior to removal or departure	
Transport of dangerous goods in pilotage area	48 hours prior to entry	Dangerous cargo report
	3 hours prior to departure	
Loading, removal or handling of dangerous cargo alongside (includes bunkering)	24 hours prior to handling	Dangerous cargo report
Ship-to-ship transfer of dangerous cargo	24 hours prior to cargo transfer	Dangerous cargo report
Gas-free status (bulk liquid cargo ships)	48 hours prior to entry, departure or removal	Declaration by master if vessel is gas-free for movement purposes.

### 3.7 QSHIPS (Queensland Shipping Information Planning System)

The movement of all vessels of LOA 35 metres or more arriving at Mackay is recorded in an internet-based programme known as [QSHIPS](#).

The programme is operated from the VTS centre; shipping agents submit booking information on line in accordance with the reporting requirements and record their

requisitions for tugs, pilot and linesmen. The ancillary services respond online to acknowledge the booking and allocate their resources; the movement then assumes the confirmed status. Work notifications should be submitted online and to the respective agencies if required ([10 Work notifications](#)).

Since the programme is live, port service providers, agents, government agencies and the general community are able to view scheduled movements in any Queensland port in real time.

### 3.7.1 Booking a Vessel Movement

When an agent is advised by his principals that a ship is bound for Mackay then that agent should book-in the ship via the QSHIPS programme at least 48 hours prior to the movement as required under [Transport Operations \(Marine Safety\) Regulations 2016](#) section 169. Request for the supply of a pilot and tugs should also be made via QSHIPS.

The use of the QSHIPS programme is mandatory for notification of the impending arrival and subsequent movements of a vessel unless exceptional circumstances preclude this. If an agent is unable to submit a booking by QSHIPS the [Pre-arrival form](#) must be emailed to the VTS centre.

Details of any removal movement and departure information are to be submitted at least 24 hours prior to the start time in a similar manner to the above.

Request for the supply of a pilot and tugs shall also be made via QSHIPS. The Pre-arrival form must be uploaded to QSHIPS.

Arrival advice should be confirmed to the VTS centre 24 hours prior to the start of the movement.

This section applies to all ships entering the Mackay pilotage area that are of LOA 35 metres and greater and all [vessels that require a pilot](#) including those ships whose master holds a pilotage exemption certificate for the Mackay pilotage area.

## 3.8 Reporting Defects

AMSA requires notification of any deficiencies or suspected deficiencies on ships visiting Australian ports. Deficiencies are to be reported to VTS via QSHIPS and to AMSA using [Form AMSA 355 – Defects Report](#) (report of suspected non-compliance with Navigation Act or safety/pollution conventions).

## 3.9 Pilotage delays and cancellations

The following will apply to all piloted vessels when arriving, departing or being removed within the Mackay pilotage area:

Delay fees will apply if a vessel departs after the programmed or booked departure time:

If the pilotage service for the vessel is delayed for longer than 30 minutes but not longer than 1 hour a single fee unit will be charged as per Schedule 6 Part 2 Div 3.

If the pilotage service for the vessel is delayed for longer than 1 hour but not longer than 2 hours than two fee units will be charged as per Schedule 6 Part 2 Div 3.

If the delay exceeds two hours, then pilotage is deemed to have been cancelled and a full cancellation fee applies as per Schedule 6 Part 2 Div 2. When a cancellation fee is applied then the hourly delay fees are not applicable.

A delay exceeding two hours may necessitate a rescheduling of the ship.

A delay fee will not be charged if the cause of the delay is:

Weather affecting a ship's ability to be safely navigated.

When the ship is ready to commence the movement, however, is unable to because to do so would be unsafe (for example, where there is port congestion; or the required port services are unavailable).

Equipment and mechanical failures will constitute a delay and attract a delay fee or cancellation fee as described above.

In determining the delay time, the following criteria will be used:

Inbound – delay fees will be incurred if the pilot boards a vessel more than 30 minutes after the programmed estimated time of arrival of the vessel at the pilot boarding place or the agreed boarding place.

Outbound or removal – delay fees will be incurred if the vessel departs the berth or anchorage more than 30 minutes after the programmed estimated time of departure. The actual time of departure will be taken as 'last line' or 'anchor aweigh' as these times are recorded in QSHIPS and are the acknowledged and accepted time of departure.

MSQ will not enter into any debate on responsibility for delays and cancellations.

Agents would be aware that some vessels take longer to let go all lines and this fact should be taken into consideration when nominating sailing times.

Full details of the regulations and fees are contained in Schedule 6 Part 2 Division 3 of the [Transport Operations \(Marine Safety\) Regulation 2016](#).

## 3.10 Tug and Tow — Requirements

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](#).

- Length of tow is considered the combined length of all vessels and does not include workboats assisting with the manoeuvre.

### 3.10.1 Operational Conditions

All tugs and tows, ocean going or coastal, will be handled in the port of Mackay under the following conditions:

- Daylight hours only. If night boardings required safety analysis to be conducted to the satisfaction of RHM and Manager Pilotage Services.
- All tugs and tows, of 50m or greater as per definition in 3.10, will be required to engage a licensed pilot ([8 Pilotage](#)) 48 hours in advance.
- All tug and tows, of 100m or greater as per definition in 3.10, will be required to enter at slack water.
- Any tow greater than 250 metres that is a multi-unit tow, will require to be either split prior to transit or require the assistance of an accompanying harbour tug for the full passage, and
- Master to confirm with VTS tow line and ship/barge fixed equipment is in survey, in good condition and suitable for port of entry. Workboats should be fit for purpose and manned by a trained competent operator and to be preapproved by the RHM.

Any tow that is in a damaged condition will not be granted entry into the Mackay pilotage area until the RHM is satisfied that the vessel/s does not pose a threat to the marine environment or a hazard to navigation in the port.

Note: a vessel or barge pushed ahead by a tug or lashed and secured alongside is deemed a tug and tow when entering or exiting the harbour. In addition, this combination may be required to be allocated tugs ([9 Tug Procedures](#)).

## 3.10.2 Notification

For any tug and tow movements within the port of Mackay, notification to VTS via QSHIPS is required. A visit for the towing vessel will need to be created in QSHIPS and then the details of the tow added by using the 'add convoy' tab.

If an agent is unable to submit a booking by QSHIPS, the agent must complete the [VTS Tug and Tow Booking Request form](#).

All tows and combined units shall be deemed to be hampered vessels and subject to varying scheduling arrangements.

## 3.11 Movement Scheduling

### 3.11.1 Confirmation of Schedules

On receipt of a movement booking Mackay VTS will cross check tug and pilot bookings and other movements whilst verifying draft restricted vessels and non-gas free requirements when putting the schedule together.

### 3.11.2 Schedule Changes

Maritime Safety Queensland may make changes to the approved schedule of ship movements up to two hours prior to the commencement of the movement in order to ensure the safe and most efficient movement of shipping.

Changes requested by the master/agent to scheduled movements must be made via QSHIPS greater than 24 hours prior to scheduled time. Changes inside 24 hours are via a phone call to VTS. It is the responsibility of the agent to ensure the QSHIPS booking remains up to date.

## 3.12 Prioritising of Ship Movements

The principle of "first come, first served" applies to all ships requesting to enter the port of Mackay.

Due to slack water constraints for entering the harbour, arrivals will generally have priority over departures however VTSO's may schedule differently in the interest of safety or port efficiency.

The Port Authority determines priority for the use of facilities at the Port of Mackay. Order of priority details can be found in the [Port of Mackay Operations Manual](#).

### 3.12.1 Deep draft vessels

Where a ship is at maximum draft or restricted thereby to a narrow tidal/time window it will usually be given first priority. Advice on draft restrictions can be obtained from the VTS centre.

## 3.13 Movement Clearance Information

All ships **require a clearance** from the VTS centre in order to enter, depart or move within the pilotage area. It is the responsibility of the master or pilot to contact the VTS centre to obtain the necessary clearance and information prior to the movement.

### 3.13.1 Clearance for externals/arrivals

The master is to report to Mackay VTS to obtain clearance and arrival information two hours before the estimated time of arrival at the pilotage area.

### 3.13.2 Clearance for removals

The master is to report to Mackay VTS to obtain a clearance and removal information prior to commencement of the movement within the pilotage area.

### 3.13.3 Clearance for departures

The ship should be ready for departure, with all documentation completed and marine services in attendance not less than 30 minutes prior to the scheduled departure time. Lines are not to be released until clearance has been obtained to depart the berth. Lines are not to be slacked down and let go unless instructed by the master or pilot. The master is to seek approval from the terminal and VTS for the engine to be tested, 30-60 minutes prior to departure as per section 10.1.4

The master or pilot is to obtain VTS clearance prior to schedule departure time. Ships at anchor prior to departure from the pilotage area require clearance before departure from anchorage to continue, which is to be obtained two hours before the estimated time of departure from the anchorage area.

If there are any issues identified during engine testing, the terminal and VTS must be notified immediately.

## 3.14 Anchoring

Ships are only to anchor in the area designated by Mackay VTS. Upon anchoring, ships are to advise Mackay VTS of their anchoring time. Ships at anchor in the pilotage area are to maintain a continuous listening watch on VHF channel 16, 10 and any other channel as instructed. Ships are not permitted to immobilise engines without the written approval of the RHM ([10.1.1 Immobilisation main engines](#)) and are to report to VTS if dragging their anchor.

Vessels are to advise VTS **prior to any change** to draft so as VTS can assess UKC safety margins for the anchorage.

## 3.15 Reporting Requirements

### 3.15.1 Arrivals

The master of a ship entering the pilotage area must report to 'Mackay VTS by VHF radio according to the following table:

Exempt masters must obtain clearance from Mackay VTS before proceeding past the pilot boarding place. Exempt masters must report to Mackay VTS the time of first line and the time that they are secured alongside the berth.

**Table 5 Inbound Reporting Requirements**

	Report	Information to report
1	Ship master to Mackay VTS Two hours prior to entry into the VTS Area	Ship's name, position, fore and aft draft, changes to ship details, defects, estimated time of arrival to port limits. Any further information requested by VTS as required.
2	Ship master to Mackay VTS Arrival at VTS Limits	Ship's name and time of arrival at VTS limits,
3	Ship master to Mackay VTS On anchoring	Ship's name, anchorage position and time of anchoring
4	Ship master to Mackay VTS Heaving Anchor	Ship's name and heaving anchor time
5	Ship master to Mackay VTS Departing anchorage	Ship's name and anchor aweigh time
6	Mackay VTS to Ship master Pilot Boarding Instruction	Time of boarding and transfer method, confirmation of berthing drafts and propeller immersion
7	Pilot to Mackay VTS	Ship's name, pilot onboard time, defects, drafts, berth & side to, permission to proceed, request traffic information
8	Mackay VTS All Ships call When pilot is safely aboard	Ship's name, intentions and arrival berth
9	Pilot to Mackay VTS When secure in berth	Ships name, first line time, and pilot disembark time. Changes to ship details

Mackay VTS are to broadcast on VHF channel 16 and all ships call for the arriving vessel at half distance between the pilot boarding place and Mackay Harbour entrance.

### 3.15.2 Removals and Departures

The master of a ship that is departing, moving or about to depart or move within the pilotage area must report to Mackay VTS by radio according to the following table.

**Table 6 Outbound reporting requirements**

	<b>Report</b>	<b>Information to report</b>
1	Ship master/pilot to Mackay VTS Ship ready to depart (5 to 15 minutes prior to estimated time of departure)	Ship's name, radio check, destination port/anchorage, departure drafts, permission to proceed, traffic information
2	Ship master to Mackay VTS Unassisted removal along the berth	Ship's name, time of commencement of movement Ship's name, time of completion of movement
3	Mackay VTS All Ships call Upon release of last line	Ship's name, departure berth and ships intentions
4	Pilot to Mackay VTS Shortly after departure, before pilot disembark	Ship's name, last line time and request for traffic information
5	Ship master to Mackay VTS Departing anchorage Mackay VTS	Ship's name, anchor aweigh time, destination and request for traffic information

Mackay VTS are to broadcast on VHF channel 16 an all ships call for the departing vessel at last lines.

## 4. Port Description

### 4.1 General

Mackay seaport is managed by [North Queensland Bulk Ports Corporation](#) (NQBP) Limited, a statutory Queensland government owned corporation, who maintain the dredging, security and berths and port operations at the port. There are four multi-purpose cargo berths, including tanker berths plus a marina. The port operates 24 hours a day seven days a week ([16.1 Pilotage - Mackay pilotage area](#)).

### 4.2 Pilotage Area Limits

The pilotage limits for the port of Mackay 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.

### 4.3 Pilotage Area — Port Limits

Port Limits defines the area of jurisdiction of the Port Authority . The pilotage area defines the area of jurisdiction of the RHM.

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).

### 4.4 Compulsory Pilotage Area

The compulsory pilotage area defines that part of the pilotage area where a vessel of LOA 50 meters 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).

## 4.5 Load Lines

Mackay is in the Tropical Load Line Zone. Areas outside the Great Barrier Reef are in the South Pacific Seasonal Tropical Zone.

The South Pacific Seasonal Tropical Zone is defined as:

Tropical: From 1 April to 30 November.

Summer: From 1 December to 31 March.

## 4.6 Marina

The maximum size of vessel at the [Mackay Marina](#) is 50 metres LOA and 20 metres beam. Vessels having a draft greater than 3 metres are subject to berth limitations.

Masters of commercial vessels between 35-50 metres may be required to conduct local knowledge (as per 1.5.4) assessment with RHM if working within port limits. Please contact RHM office as this is a case-by-case consideration depending on the scope of commercial work within port limit.

## 4.7 Preparedness for putting to sea at short notice

Masters should pay special attention to their loading/ballasting plans to ensure that their ships are suitably trimmed and able to put to sea at short notice, especially during the cyclone season — 1<sup>st</sup> November to 30<sup>th</sup> April inclusive.

## 4.8 Time zone

UTC + 10 hours throughout the year.

## 4.9 Working Hours

Port Service providers are available 24 hours per day seven days per week.

## 4.10 Charts and Books

Masters shall have the latest edition charts (paper and/or electronic) with temporary and permanent corrections not exceeding three months. For navigation in pilotage areas, masters should refer to the nautical charts produced by the Australian Hydrographic Office and Admiralty Sailing Directions NP15 (Australian Pilot Volume III/V).

## 4.11 Shipping announcements

### 4.11.1 Notice to Mariners

Maritime Safety Queensland promulgates marine safety information to mariners, organisations and other interested parties, in the form of Queensland Notices to Mariners.

[Notices to Mariners](#) advise of:

- Navigation warnings and hazards (such as aids to navigation which may have been destroyed, missing or unlit),
- Changes to the uniform buoyage system (which assists with the correction and updating of marine charts),
- Navigation depths (necessary when navigating in channels with depth restrictions),
- Any other works which may affect the safe navigation of vessels in Queensland coastal waters and ports (such as dredging operations and construction works).
- The [Australian Hydrographic Office](#) of the Royal Australian Navy is the Commonwealth authority responsible for national chart production known as AUS Charts and the circulation of Australian Notices to Mariners that are distributed nationally and internationally. Information contained in the Queensland notices is regularly reproduced in the Australian Notices. These notices are recognised as being an authoritative, accurate guide on marine charts.

### 4.11.2 Request to issue Notice to Mariners

A [Notice to Mariners Request form](#) is available to organisations or individuals who wish to apply for a Notice to Mariners or Advice Notice to be issued. Once the form is complete it should be emailed to VTS for consideration.

A Notice to Mariners is issued for the purpose of providing permanent navigation information – generally this information will result in a chart correction.

A Notice may be marked Temporary (T) if the information will remain valid only for a limited time

Advice notices will cover short term navigation advice and may include information on fireworks displays, aquatic events or similar.

## 5. Port Infrastructure

### 5.1 Berth Information

Table 7 Berth information

Berth	Design depth	Berth face (M)	Height above LAT	Berth pocket	Max LOA	Comments
M1	10.6	123.6	9-44	210x35	210	Petroleum by 200 mm pipeline at 350 tph — storage 52,000 mt Ethanol by 200 mm pipeline at 200tph storage 13,500 mt Bunkers — gas oil by 200 mm pipeline at 300 tph General cargo
M3	13.0	230	9-0	200x35	225	Bulk raw sugar by rail mounted gantry at 1650 tph. Diesel by 450mm pipeline at 2,900 tph 64,000 mt storage
M3 Wider Pocket	11.0	230	9.0	200x40	225	RoRo
M4	10.6	140	9-0	155x35		Bulk refined sugar by fixed ship loader at 500 tph Liquid chemicals by 200 mm pipeline at 250 tph General cargo.
M5	12.5	165	9-8	270x40	230	Bulk fertiliser (grabs and hoppers) Iron concentrates — grabs Bulk grain (rail mounted gantry at 1000 tph) Break bulk cargoes Petroleum
Small Craft Harbour	3.5			Various	50m	Tourist terminal — marina amenities — public boat ramp Channel depth 4.5 metres

(Mackay Marina)						Unleaded and diesel fuel, water, and power Maximum beam <20m, vessel's draft >3m subject to berth limitations.
-----------------	--	--	--	--	--	---

Note: depths are subject to change — please consult the [Notices to Mariners](#) for latest information.

The sugar ship loader at berth M3 is fitted with a mechanical trimmer, has a maximum outreach to the centre of the chute of 17.5 metres from the fender and a maximum air draft (lowest astronomical tide to horizontal boom) of 20.8 metres. Maximum loading rate is 2250 tonnes per hour and average loading rate of 1650 tonnes per hour.

## 5.1.1 Anchorage Areas

Ships are only to anchor in a position as directed by the VTS centre.

There is a prohibited anchorage area defined by a decked line drawn from the following positions:

- |                |             |
|----------------|-------------|
| a) 21° 05·82'S | 149° 13·5'E |
| b) 21°06·78'S  | 149°16·55'E |
| c) 21°07·63'S  | 149°15·70'E |
| d) 21°07·63'S  | 149°13·20'E |

Chartered anchorages (N21 to N25 have been designated for the use of ships waiting to berth at the port of Mackay upon anchoring, ships are to advise 'Mackay VTS' of their anchoring time.

Ships at anchor in the pilotage area are:

- To maintain a continuous listening watch on VHF channel 10 and 16 and any other channel as instructed.
- To report to the VTS centre if dragging their anchor; and
- Not permitted to immobilise engines without the written approval of the RHM ([10.1.1 Immobilisation main engines](#)).

## 5.2 Navigation Aids

### 5.2.1 Leading Lights

**Table 8 Leading lights**

Navigational aid	Type	Characteristic	Height (m)	Range (M)	Leads in line
Harbour sea leads	Front lead	Night F R, by day F W	12	8	277.5°
	Rear lead	Night F R, by day F W	21	8	
Harbour entrance leads	Front lead	PEL Sector Light F.W Fl.RG	16	2	254.8°
	Rear lead	F.Bu	38.5	2	
Mackay Marina entrance leads	Front lead	F.Bu (F day)			209.8°
	Rear lead	F.Bu (F day)			

### 5.2.2 Breakwater Lights

**Table 9 Breakwater Lights**

Navigational aid	Characteristic	Height (m)	Range (M)
Forgan Smith Point light	Iso. G.2sec	9	5
Bagley Point light	Iso. R.2sec	8	5
Main Breakwater light	Q.R.	9	5

## 6. Weather Information

### 6.1 General

The prevailing winds are moderate to strong and predominantly from the southeast. Calmer conditions occur during the winter months

A Tropical Cyclone Watch message is issued when a cyclone or potential cyclone is expected to affect conditions in the area within the next 48 hours and is reviewed every three hours. A Tropical Cyclone Warning message is issued when a cyclone or potential cyclone is expected to affect conditions in the area within the next 24 hours and is reviewed every three hours.

Severe weather can occur at any time of the year and an official cyclone season is defined between 1 November and the 30 April.

Weather charts, satellite images, warnings and reports may be polled by fax from 1800 630 100 and/or from the [Bureau of Meteorology](#).

[Coastwatch](#) is a website with useful nautical information links.

#### 6.1.1 Extreme Weather Event Contingency Plans (Cyclone Procedures)

The Mackay region is particularly exposed to risks posed by tropical cyclones. It is imperative all mariners prepare for the possibility of one of these cyclones crossing the coast in their region during this period. The Mackay region is also exposed to severe local storms which can form with minimal warning and cause major damage to the local maritime industry. (For example, the devastating storm at Airlie Beach in February 2008).

In addition, the major commercial shipping ports of Mackay and Hay Point are particularly exposed to the prevailing weather and sea conditions with limited protection from a tropical cyclone and other extreme weather events.

[Extreme weather event contingency plans \(Cyclone Procedures\)](#) have been developed for the Mackay Region and are on the MSQ Website.

The prime intent of this plan is for masters to be aware of an approaching weather event and be prepared to take the necessary action to avoid the damaging impact to ships and the environment.

### 6.2 Cyclone Procedures for Mackay Marina

Please refer to the [Mackay Marina Village](#) website for the link to their latest cyclone procedures.

### 6.3 Tidal Information

The mean spring tide range is 4.56 metres and the mean neap range 2.12 metres. The flood tide sets to the south and the ebb tide to the north across the harbour entrance. The maximum strength of the tidal flow is 2.5 knots at spring tides, tidal flows inside the harbour are negligible.

**Table 10 Tidal Information**

Tidal Information			
HAT	6.58m	LAT	0.00m
MHWS	5.29m	MLWS	0.74m
MHWN	4.07m	MLWN	1.96m
For tidal stream data refer to Australian Pilot and hydrographic chart			

### 6.3.1 Tide Boards/Gauges

Mackay is a standard port in the Queensland Tide Tables.

The tidal times and heights for standard Queensland ports are available in the Queensland official tide tables and boating guide and may be accessed at the [Bureau of Meteorology](#) website.

Tidal stream predictions for standard Queensland ports are available upon request through the RHM's office.

### 6.3.2 Tidal Information — Tsunami Effects

The north-west and east coasts of Australia are bordered by active tectonic plates which are capable of generating a tsunami that could reach the coastline within two to four hours. The resultant change in swell height could have an adverse effect on a vessel with a minimum under keel clearance navigating within or close to port areas.

The [Joint Australian Tsunami Warning Centre](#) (JATWC) has been established to monitor earthquake activity that may lead to a tsunami forming. Warnings are currently issued for the Pacific Ocean region by the Pacific Tsunami Warning Centre (PTWC) in Hawaii and for the Indian Ocean region by the Japan Meteorological Agency (JMA).

Mariners are advised to take heed of such warnings, plan their bar crossings, and tend their mooring or anchorages accordingly.

## 6.4 Water Density

Sea water is usually 1025 kg/m<sup>3</sup> but will vary during the summer months after periods of heavy rain.

# 7. Port Navigation and Movement Restrictions

## 7.1 General

Draft figures are related to a draft in salt water of density 1025 kg/m<sup>3</sup>.

## 7.2 Speed

The [Transport Operations \(Marine Safety\) Regulation 2016](#) sections 81, 83, 84 and 85 apply and refer to ships not being operated at a speed of more than 6 knots when within 30 metres of any wharf, boat-ramp or pontoon, a vessel at anchor or moored or made fast to a jetty. The whole of the Mackay Harbour is a declared 6 knot zone.

## 7.3 Movement Conditions

Ships are not to enter, depart or manoeuvre within the pilotage area unless tide, weather, transit time and traffic conditions allow the minimum UKC to be maintained as per the conditions specified in this section. VTS is to be consulted for determining the tidal window for the planned movement of a draft-restricted ship in the port.

The following conditions apply to vessel movements in the pilotage area of Mackay.

### 7.3.1 Under keel clearance

Ships are not to enter, depart or manoeuvre within the pilotage area unless tide, weather, transit time and traffic conditions allow the minimum UKC of 1.3m or 10% of the draft, whichever is greater to be maintained until the ship is clear of the pilotage area.

The master is to ensure that the ship maintains a minimum UKC of at least 0.6m while alongside any berth; this may require loading operations to be adjusted to suit UKC conditions.

Vessels conducting dredging operations are exempt from under keel restriction. UKC limit for dredgers is set at 0.3m.

Maximum draft is equal to channel depth + tide ( $\pm$  tide correction) – required UKC

### 7.3.2 Arrivals

Manoeuvring parameters for all arrivals are:

- The propeller is to be fully immersed,
- The trim is to be not more than 2.5m by the stern,
- Trim by the head is not permitted.

Ships greater than 200m LOA are accepted on a case-by-case basis, with LOA not to exceed 230m and beam not to exceed 35.0m, depending on destination berth.

#### Maximum Wind Speeds

For the following vessels the maximum 10 minute average wind speed for berthing is 20 knots:

- Vessels greater than or equal to 200m LOA arriving outside daylight hours
- RoRo vessels

- Passenger vessels
- Tankers with UKC less than 2m

For all other vessels the maximum 10 minute average wind speed for berthing is 25 knots.

Ships with displacement greater than 55,000 and RoRo's are approved to berth in Mackay subject to the following conditions:

- The Steering Gear Room is to be manned during pilotage for emergency manual intervention if required.
- 2 tugs with a minimum bollard pull of 65mt are available.

A ship greater than 100m LOA may only enter the Port at slack water:

- Ships will weigh anchor with sufficient time to make Pilot Boarding Place. If late pilot may refuse boarding due to tidal window closure.
- Slack water occurs approximately 1 – 1.5 hours prior to high and low water.
- Pilot will board 1 hour before the time of slack water. Transit start time will be 45 minutes prior to slack water. Dual movements on a slack water will only be considered on a case-by-case basis.
- The minimum UKC for manoeuvring ships must be maintained at all times during transit.

Weather and /or swell conditions may vary the arrival time and/or maximum allowable draft.

### 7.3.3 Shifting Vessels (Warping)

The movement of a vessel along a continuous uninterrupted stretch of wharf may be conducted by the master of the ship without pilot and/or tug services, subject to the requirements of the RHM. The intended removal must be submitted to the VTS at least 2 hours prior to the commencement of the movement and will be approved based on the following conditions.

- Permission has been granted by the terminal.
- The master advises Mackay VTS before commencement and again when the vessel is made fast.
- The ship's lines remain ashore at all times; and
- If wind gust speed at Mackay Harbour is 26 knots or above the move cannot occur without RHM permission.
- The master retains the responsibility to ensure the manoeuvre is conducted safely.

### 7.3.4 Departures

Manoeuvring parameters for all departures are:

- The propeller is to be fully immersed,
- The trim is to be not more than 2.5m by the stern,
- Trim by the head is not permitted.

A ship must not leave the berth later than 1 hour 30 minutes before the time at which its UKC becomes less than the minimum UKC for ships manoeuvring. This is to ensure sufficient time to clear the Port approaches.

Maximum 10 minute average wind speed for all departures is 35 knots unless specified below:

- Vessels equal to or greater than 200m LOA, RoRo or Passenger vessels – 25 knots

Weather and /or swell conditions may vary the sailing time and/or maximum allowable draft.

### 7.3.5 Scheduling Rules

Agents should schedule movements with the following separation times in mind:

- Departure followed by an arrival 1hr 30 mins
- Departure followed by a departure 2hrs 30 mins
- Arrival followed by a departure 2hrs

Adjustments may be made by VTS depending on berth and availability of pilotage.

### 7.3.6 Pilot card and manoeuvrability data

The following vessels are to submit pilot and manoeuvrability data if it is the ships first visit to the Port of Mackay or if the data has changed since the last visit:

RoRo

Passenger vessels

Vessels equal to or greater than 200m LOA

Agents refer to appendix [16.5](#).

## 7.4 Approaches to Pilot Boarding Place (AUS 249)

Vessels from the south and east should make for the pilot boarding area on the line of the 277.5° leading beacons as charted. Vessels are to be at the pilot boarding place and no further than .5 of nautical mile at pilot boarding time.

To avoid Downward Patches which lie 111°(T), four nautical miles from the sea leads, deep draft vessels should not come south of the sea leads until Flat Top Island bears 220°(T). To avoid the off-lying reefs at Slade Island, vessels should be brought onto the line of the leads before approaching within three nautical miles of the port.

Vessels making for the outer harbour steer in with the sea leads in line bearing 277.5° (T) until the entrance leads can be seen.

### 7.4.1 Dangers

Llewellyn Shoal, with 4.57 metres at lowest astronomical tide, is the southern-most of the Blackwood Shoals, and lies 019° (T), 10.75 miles from the disused lighthouse on Flat Top Island.

Oom Shoal, with 7.1 metres at lowest astronomical tide, lies 050° (T) five miles from the harbour entrance.

Blackwood Shoals are a number of shoals and knolls of loose white-coloured sand, having from 1.8 to 5.5 metres of water over them and extending 10 nautical miles north-east from the coast between Slade Point and Shoal Point.

Dangerous Reef lies nearly midway between Flat Top Island and Slade Island that covers at half flood and is marked by a buoy exhibiting Q. (3)10s. There is however a clear passage between this reef and the mainland.

Taroba Shoal lies about 0.75 miles north-east from the centre of Round Top Island.

Slade Island Reef, and the shoal water surrounding the reef is cleared by keeping the Sea Leads in line bearing 277.5°(T) and is marked by a buoy exhibiting V.Q.(3) 5 sec.

## 7.5 Vessels Loading Grain

A vessel loading grain must adhere to:

- the IMO Code of Safe Practise for the Safe Loading and Unloading of Bulk Carriers (BLU Code) and
- the IMO Code for the Safe Carriage of Grain in Bulk (Grain Code).

Because Mackay Port lies in a cyclone region where vessels may be required to sail at short notice, the following additional requirements must be followed during the cyclone season from November to April inclusive.

- The vessel must have **no more** than TWO slack hatches at **any** stage of the loading, and
- Satisfy the requirements of the Grain Code at the completion of each pour.

Outside the cyclone season these requirements are recommended as;

- the vessel remains in a seaworthy condition during loading, and
- the loading times are reduced due to fewer hatch changes.

Delays and stoppages impact on the loading time frame (impending threat of a cyclone) and may last over 24 hours where:

- insects are identified in the cargo and further fumigation is required;
- the cargo holds have not been previously cleared by quarantine, or
- there is insufficient cargo on site to complete loading.

Stoppage and delays can be kept to a minimum through good quality planning and preparation prior to the vessel berthing.

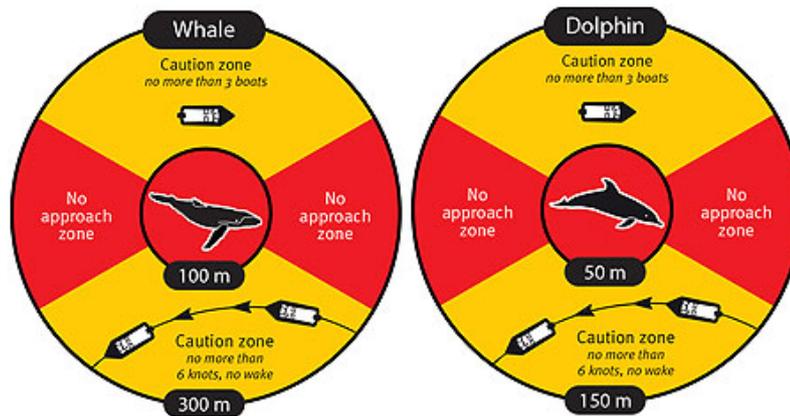
The official cyclone season starts at the beginning of November and ends on the 30 April. Though rare, cyclonic conditions can occur outside this period.

## 7.6 Advisory Note – Interaction with Marine Mammals

The presence of whales or marine mammals indicates that our ports are seen as environmentally attractive places.

The safety of life and the security of the environment from ship-based incidents is paramount.

All vessel masters are required to fully comply with relevant marine mammal legislation, such as the provisions of the [Nature Conservation \(Animals\) Regulation 2020 Chapter 6 Part 1](#) which prescribes minimum approach distances and maximum speeds within proximity to whales as illustrated in the diagram below:



**Figure 1 Minimum approach distances and maximum speeds within proximity to whales and dolphins**

When whales or marine mammals are reported in the vicinity of port areas and a risk to marine mammals is perceived, then every possible endeavour will be undertaken to manage shipping movements around the marine mammals to keep them safe, provided the safety of life, the ship and other environmental protection objectives are not threatened. Such action may include not commencing transits until the mammals are deemed clear.

In situations where a vessel is underway and restricted in its ability to manoeuvre or constrained to a channel and marine mammals are reported in the vicinity of the transit and a risk to marine mammals is perceived, the master must take all reasonable action necessary to keep them safe, without endangering the vessel, crew and the environment. Such action may include the reduction of speed to the minimum safe speed to safely navigate the channels.

Masters are required to report collisions with marine mammals to VTS and Department of Environment and Science **1300 130 372**

Refer to [Marine wildlife strandings](#)

## 8. Pilotage

### 8.1 General

The [Transport Operations \(Marine Safety\) Act 1994](#) specifies that, unless a current Pilotage Exemption Certificate (PEC) is held by the master of a ship, pilotage is compulsory in the "Compulsory Pilotage Area" for:

- a ship that is 50 metres or more in length
- a vessel towing another vessel where the combined length of the vessels is 50 metres or more
- a ship whose owner or master requests the services of a pilot; and
- a ship whose owner or master is directed by the RHM to use the services of a pilot.

#### 8.1.1 Night Pilotage

The Port of Mackay is open for pilotage and exempt ship movement 24 hours per day, weather and tidal conditions permitting.

#### 8.1.2 Request for Pilot

The requirements of the [Transport Operations \(Marine Safety\) Regulation 2016](#) shall be observed for all bookings. NQBP provides a pilotage service for ship arrivals, departures and removals. All pilot transfers are carried out by helicopter or pilot launch.

Requests for pilotage services are described in QSHIPS booking procedures (3.7 QSHIPS (Queensland Shipping Information Planning System)).

#### 8.1.3 Notice Required

Pilotage Services require 24 hours advance notice of all movements requiring pilot attendance, including arrivals, departures and removals.

These notifications should be made via [QSHIPS](#).

#### 8.1.4 Instrument Navigation – Portable Pilot Units

The use of independent high precision instrument navigation (Portable Pilot Units (PPU)) is mandatory to support all piloted movements within Port of Mackay. This is to ensure the safe movement of all vessels including passing, swing and docking. In the event of failure of the PPU, VTS is to be advised and a vessel defect risk assessment for the movement to be conducted. Vessel movements conducted by local master under Pilotage Exemption and tug and barge operations are not required to have PPUs.

### 8.2 Pilotage Area Limits

Pilotage areas are fully described in section 4.3 [Pilotage area — port limits](#). Vessels required to engage a port pilot must not approach closer to the harbour than the pilot boarding position without a port pilot on board.

### 8.3 Pilot Boarding Position

The Mackay Pilot Boarding Place has been relocated to approximate position latitude 21° 06.73' S, longitude 149° 18.50' E. This position is approximately 4.0 nm from the Southern

Breakwater bearing 277.5° (T) along the sea lead when approaching the harbour. Generally, ships should be making way at the pilot boarding place for pilot embarkation and follow instructions from Mackay VTS. During pilot transfer operations, instructions from either pilot helicopter or launch must be fully complied with.

## 8.4 Pilot Boarding Arrangements

Pilot transfers at the Port of Mackay are by pilot launch. Pilot transfer by helicopter are by exception only and at the approval of the RHM and Manager Pilotages Services.

### 8.4.1 Pilot transfer safety

MSQ considers the safety of pilots and other personnel boarding underway absolutely critical. Responsibility for safe practices for personnel transfers rests with each person involved in the activity including the ship owners, operators, master and crew, pilotage providers, pilots and pilot boat crew, as well as the person being transferred. All parties should observe both the spirit and intent of the regulations, to ensure safety is not compromised.

Where a Pilot suspects that the pilot transfer arrangement provided are unsafe, they should refuse to board the vessel until the matter is resolved and is made safe by the master and crew. If the issue cannot be resolved to the satisfaction of the pilot, then the movement will be aborted until such time that the Pilot boarding arrangement is made to safe.

Additionally, the matter must be reported immediately to AMSA, VTS and the pilot's employer.

### 8.4.2 Pilot Launch Boarding Arrangements

Pilot transfer instructions will be advised to the ship prior to the pilot boarding by Mackay VTS. The instructions may include:

- pilot boarding time,
- restrictions/requirements (by the RHM),
- boarding position,
- desired course and speed to conduct the transfer (this is best done by the pilot or the pilot launch).

Ships are to be at the pilot boarding place at the notified time of pilot boarding, with all preparations for boarding completed in accordance with the instructions in this section. Ships should be underway, proceeding at six knots and providing a good lee. The pilot ladder is to be rigged two metres above the water, with two manropes and a heaving line standing by. At night, a forward-facing light is required to illuminate the ladder in accordance with IMO requirements and IMPA recommendations. See [Pilot Boarding Ladder Arrangement](#) and [Pilot transfer arrangements – Marine Notice 04/2023. \(Pilotage - boarding ladder arrangements\)](#).

### 8.4.3 Passage Planning — Bridge Resource Management (BRM)

Any passage plan is a basic indication of preferred intention and both pilot and master should be prepared to depart from it when circumstances so dictate.

## 8.5 Pilot Licence

A person must hold a current pilot license with a current pilotage area endorsement (relevant to the pilotage area of operation) in order to have the conduct of a ship of 50 metres or more LOA within the pilotage area for Mackay.

Pilot licences are valid for a period of five years.

Pilot Area Endorsements are valid for a period of two years.

## 8.6 Master/Pilot Responsibilities

Masters and owners of vessels are responsible for due compliance with the provisions of the [Transport Operations \(Marine Safety\) Act 1994](#) and [Transport Operations \(Marine Safety\) Regulation 2016](#).

When a vessel is under the direction of a pilot, the pilot is responsible for due compliance with the provisions of the act and regulations in relation to the navigational conduct of the vessel, however the responsibility of the pilot does not relieve the master and the owner of a vessel of their responsibility.

Arising from these responsibilities is the obligation of persons directing the navigation of vessels to comply with directions of the RHM. The duty VTSSO is delegated to exercise the relevant functions of the RHM.

Whilst every effort is made to maintain schedule integrity, safe movements are the priority. Once boarded, an allocated pilot may make a further safety assessment which could result in a movement being unable to be completed. In this case, the movement will still incur a full pilotage fee.

### 8.6.1 Fatigue management

Pilotage services are provided to the port of Mackay on a scheduled basis utilising QSHIPS. A pilot Fatigue Management Plan is followed to ensure that adequately rested pilots are assigned to ships. Mackay licensed pilots also work at the port of Hay Point, adequate notice of shipping movements is a base requirement of fatigue management.

### 8.6.2 Alcohol consumption

The [Transport Operations \(Road Use Management\) Act 1995](#) section 79 requires that persons in charge of ships have a zero-blood alcohol reading. The Queensland Water Police periodically conduct random breath tests of masters and pilots on ships arriving at Mackay, or about to depart. Severe penalties apply to infringements.

## 8.7 Pilotage Requirements for Torres Strait and Great Barrier Reef (GBR)

For information on pilotage requirements for Torres Strait and Great Barrier Reef (GBR) refer to; [Great Barrier Reef and Torres Strait Vessel Traffic Service \(Maritime Safety Queensland\) \(msq.qld.gov.au\)](#).

## 9. Tug Procedures

### 9.1 Tug Information

Tugs are an aid to the safe and efficient maneuvering of ships in confined waterways. There are two tugs available for towage stationed in Mackay.

**Smit Lamnalco Australia Pty Ltd**

**Phone:** +61 2 9695 0700

**Operations email:** [SLTowageInfo@smitlamnalco.com](mailto:SLTowageInfo@smitlamnalco.com)

#### 9.1.1 Notification of Tugs

Tug services should be requisitioned via QSHIPS when booking the movement of a vessel ([3.7.1 Booking a vessel movement](#)). Updates to bookings should be made direct to the tug company by phone. In some instances, the RHM, ship's master or pilot may require additional tugs to the minimum requirements listed in this section.

#### 9.1.2 Communicating with Tugs

Mackay tugs use VHF channel 13 for call up and communicating with ships during berthing operations.

### 9.2 Tug Requirements

The following information is a guide to assist agents and masters when booking tugs. Direction can be sought from the RHM.

Generally, all ships manoeuvring will use two tugs. A ships' Master may consider it appropriate to seek a reduction in the number of tugs required for a movement. Master of the ship must submit a request to the Regional Harbour Master utilising the appropriate form for each movement.

Tug reductions not applicable to passenger ships.

[Reduction in Tugs Application form](#)

These are the minimum requirements; these requirements may be exceeded in adverse conditions (i.e. wind, tide or limited space on wharf). The number of tugs required may vary at the discretion of the RHM or pilotage services.

## 10. Work notifications

To perform certain work on ships in the port, masters, owners, or their agents must first notify VTS before that work can proceed. Applications for consideration must be sent to the Port Authority via email and/or VTS via QSHIPS with a follow up email. The application will then be received and completed by the RHM's office. The conditions and requirements of work will be sent back to the agent who may then forward on to the master of the applicable vessel. Ship masters must comply with all the conditions and requirements specified.

Works requiring notification include:

- Immobilisation of main engine/s,
- Hot work,
- Boat drills,
- Notification of handling bulk liquids (marine pollutants/bunkering),
- Gas free status and OBOs,
- Overside maintenance,
- Diving or underwater works,
- Live flare (pyrotechnic) demonstration,
- Ship transfer operations (including crew transfer),
- Oil tank washing.

The below table indicates who notification needs to be sent to for each activity type:

**Table 11 Work notifications**

Activity	Where (alongside or anchorage)	When	Notification to
Immobilisation	Both	24 hours prior to event	Lodge to VTS via QSHIPS. Port Authority if alongside
Hot work	Both	24 hours prior to event	Lodge to VTS via QSHIPS. Must include Hot Work Permit from Port Authority if alongside.
Boat drill	Both	Prior to event	Lodge to VTS via QSHIPS Port Authority if alongside
Main engine trial	Alongside	Prior to event	Permission from Port Authority Permission from VTS via VHF
Notification of handling of bulk liquids	Both	Prior to event	Tugs/workboats (Half Tide) to notify VTS via VHF

			Other ships to notify VTS 6 hours prior to event
Gas free status and OBO's	Alongside	48 hours prior to event	Lodge to VTS and RHM via email
Overside maintenance	Alongside	24 hours prior to event	Port Authority
Diving operations	Both	24 hours prior to event	Lodge to VTS via QSHIPS and email. Port Authority if alongside
Pyrotechnic	Both	24 hours prior to event	Lodge to VTS and RHM via email Port Authority
Ship transfer operations (includes crew transfer)	At anchor	Prior to event	Lodge to VTS via QSHIPS
Oil tank washing	Both		Not permitted unless exceptional circumstances
Short Navigation	At anchor	Prior to event	Lodge to VTS via QSHIPS

## 10.1 Work Permits Description

### 10.1.1 Immobilisation of Main Engines

Ships intending to be immobilised must apply for permission from the RHM via QSHIPS with a follow up call/email to VTS. The following conditions apply:

Ship's crew are to advise VTS on VHF Channel 10 prior to the commencement of works and again on completion of works, confirming the engine has been tested and is in working order.

During cyclone season (November to April), permission may not be given for more than 24 hours or subsequent days.

Outside of cyclone season (April to November), permission may not be given for more than 48 hours.

The expected duration of the immobilisation must be included on the permit application.

Operations are to be conducted during daylight hours only. Immobilisation must be complete and tested at least 24 hours prior to pilotage.

Immobilisations will not occur during Bureau of Meteorology strong wind warnings and above, or if severe weather is expected.

If alongside, the Port Authority must give permission and the master must comply with the berth operators' conditions.

If for any reason the master/agent is unable to lodge an application via QSHIPS then the [Permission to immobilise main engines](#) form should be submitted to VTS via email.

### 10.1.2 Hot work

Ships intending to carry out hot work must apply for permission from the RHM via QSHIPS with a follow up call/email to VTS. The following conditions apply:

Ship's crew are to advise VTS on VHF channel 10 when hot work will commence and again when all work has been completed.

If alongside, the Port Authority must give permission and the master must comply with the berth operators' conditions. The Port Authority Hot Work Permit must be uploaded to QSHIPS along with the activity request before work can commence. This permit can be requested from NQBP port operations at [portoperations@nqbp.com.au](mailto:portoperations@nqbp.com.au).

### 10.1.3 Boat drills

Ships wishing to carry out lifeboat drills or put boats in the water for painting or maintenance purposes must obtain all necessary approvals and lodge an application via QSHIPS with a follow up call/email to VTS. The following conditions apply:

Ship's crew are to advise VTS on VHF channel 10 prior to the commencement of the drill and again when complete.

Any conditions imposed by the Australian Border Force must be adhered to.

Drills are not permitted during BOM strong wind warnings and above, or if severe weather is expected.

Boat drills may be permitted alongside at the **Port of Mackay**. In addition to the above the following conditions apply:

The Port Authority must give permission and the master must comply with the berth operator's conditions.

Drills are to be conducted within the swing basin, however are not permitted when shipping movements are taking place.

### 10.1.4 Main engine trials at berth

Ships wishing to carry out main engine trials alongside in the **Port of Mackay** must request permission from the Port Authority and advise VTS via VHF channel 10 prior to commencement and on completion.

Masters are requested not to conduct prolonged engine trials. The rudder is to remain amidships during any main engine trials.

### 10.1.5 Notification of handling of bulk liquids (Marine Pollutants)

Under the [Transport Operations \(Marine Pollution\) Act 1995](#) Maritime Safety Queensland is both the statutory and combat agency for response to all ship sourced oil spills. It is therefore a requirement under section 63 of the act for owners/agents or masters of vessels to notify the RHM and the Port Authority of the intention to load, unload or transfer any form of bulk liquids to, from or between vessels between the hours of sunset and sunrise.

For the purposes of this notification, it would be deemed that the liquids will be transferred by pipeline to, from or between vessels.

The operation of bunkering and the pumping of sullage/sludge from vessels, by road, barge or ship transfer, are to be included within this notification.

Masters of vessels conducting bulk liquid transfers, as specified above, are required to notify VTS on VHF channel 10 of the time of commencement of such transfer/bunkering operation and again the time when the operation is completed.

### **10.1.6 Gas free status and OBOs**

A tanker or products carrier will be regarded as 'non-gas free' unless a [gas-free declaration](#) has been issued and is current for the vessel.

The declaration must include the following:

- whether the ship is carrying any International Maritime Dangerous Goods class 2 or 3 cargo (flammable liquid or gas cargo on board in bulk),
- empty cargo tanks have been washed, vented and are free of hazardous residues,
- the atmosphere in each cargo tank or residue space has been tested with an explosive gas detector meter and a safe reading has been obtained,
- slop tanks and pump rooms are free of hazardous residues,
- calibrated explosive gas detector meters are carried on board,
- a current copy of the ISGOTT Manual is held on board,
- maintain a safe gas reading for the atmosphere in each pump room, cargo tank or residue space.

A combination carrier (OBO) that has carried a bulk liquid dangerous cargo on one or more of its last three voyages must not be loaded with bulk solid cargo in a pilotage area unless an approved chemist has tested the vessel and issued a gas free certificate in an approved form. Masters must comply fully with the requirement of their safety management system permit conditions. It is assumed a risk assessment has been conducted as part of the company safety management system permit condition.

### **10.1.7 Overside maintenance**

For environmental reasons, there are strict guidelines on the performance of overside maintenance work on ships within the port limits.

No chippings/scrapings/sanding on the vessel's hull or overside fittings are to occur where any residues may fall into the water.

Painting over the side of the ship may take place as long as paint cans are secured such that they are unable to fall or spill into the sea. paint residue is to enter the water.

### **10.1.8 Diving Operations on vessels**

Ships intending to carry out diving operations on vessels must apply for permission from the RHM via QSHIPS during business hours. The following conditions apply:

The ship is to advise VTS on VHF channel 10 at the commencement of, and on completion of operations.

Vessels are required to display the appropriate international signals for diving operations whilst divers are in the water.

Masters are to ensure a lookout is maintained throughout the diving operations and a radio listening radio watch is to be maintained on VHF channel 10 and 16 until operations are complete.

Any conditions imposed by the Australian Border Force must be adhered to.

Diving operations work may be permitted alongside the berths at the **Port of Mackay**. The Port Authority must give permission and the master must comply with the berth operator's conditions.

### **10.1.9 Ship transfer operations (including crew transfer)**

Ships wishing to carry out ship to ship/shore or shore to ship transfer operations by boat, must advise VTS via VHF channel 10. The following conditions apply:

Transfer vessel is to advise VTS on VHF channel 10 when transfer begins and again when transfer complete.

The minimum PPE for crew transfers is a self-inflating life jacket with light, and a safety helmet with chin strap.

Operations are to be conducted during daylight hours only.

Operations are not to be conducted during a strong wind warning and above, or if severe weather is expected.

### **10.1.10 Oil tank washing**

Oil tank washing is not permitted in this port unless in exceptional circumstances and with approval from the RHM.

### **10.1.11 Short Navigation**

Ships intending to carry out a short navigation must apply for permission from the RHM via QSHIPS during business hours. The following conditions apply:

Ship's crew are to advise VTS on VHF channel 10 prior to heaving anchor and again when underway. On completion of the short navigation the vessel must advise VTS once re-anchored.

A maximum of three ships may undertake a short navigation at any one time.

- The ship is to exit port limits to carry out the short navigation.
- If the ship departs Mackay/Hay Point VTS area, the ship must contact Reef VTS on VHF channel 11 to advise intentions and a pre-entry report submitted.

# 11. Dangerous cargoes

## 11.1 General

North Queensland Bulk Ports Ltd is responsible for the management of dangerous goods in port, including the loading and unloading of ships alongside and movement across the wharf.

Maritime Safety Queensland is responsible for monitoring and managing the safe movement of ships in Queensland Waters. The RHM will assist the Port Authority in controlling traffic movement in the port, maintaining on-water safety distances, and responding to any emergency situation.

Maritime Safety Queensland and other relevant authorities operate under the codes and guidelines of:

- [International Maritime Organisation \(IMO\) — International Maritime Dangerous Goods \(IMDG\) Code](#),
- [International Chamber of Shipping \(ICS\)](#),
- [The Oil Companies International Marine Forum \(OCIMF\)](#),
- [International Oil Tanker and Terminal Safety Guide \(ISGOTT\)](#),
- Australian Standard AS 3846-2005: The Handling and Transport of Dangerous Cargoes in Port Areas,
- [The Australian Maritime Safety Authority \(AMSA\)- Marine Orders Part 41](#),
- [The Australian Dangerous Goods Code](#) (This code sets out the requirements for transporting dangerous goods by road or rail in Australia).

### 11.1.1 Notification

Section 90 and 91 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) requires owners or masters to report all proposed handling or carriage of Dangerous Goods within a pilotage area. Reports are to be made to the RHM at least 48 hours prior to the arrival of the ship. The [Dangerous Cargo Report Form F3217](#) should be submitted to VTS via QSHIPS. A Port Authority duty officer will issue a permit for the handling of the cargo within the jurisdiction of the port authority.

Accompanying the form should be a copy of the dangerous cargo manifest giving the correct technical name as listed in the IMDG Code, the UN number, IMDG class, the quantity and particulars regarding stowage and marks of each parcel of dangerous goods.

Minimum notification times for the scheduled movement or handling of dangerous cargo in a pilotage area are as follows:

**Table 12 Notification of dangerous goods**

Movement	Minimum notification
Ship inbound	48 hours prior to scheduled arrival at pilot boarding place
Ship departure or removal	Three hours

Ship to ship transfer	24 hours
Loading, removal or handling alongside	24 hours
Operation of a local marine service	48 hours (see section.90&91 of the <a href="#">Transport Operations (Marine Safety) Regulation 2016</a> )

### 11.1.2 Dangerous Cargo Limits

[North Queensland Bulk Ports Corporation Limited](#) will promulgate the limits that apply to the class of dangerous cargo loaded and unloaded in the port, including the maximum permissible types and quantities for approved berths.

Refer to Australian Standard AS 3846-2005: The Handling and Transport of Dangerous Cargoes in Port Areas.

### 11.1.3 Dangerous Cargo Events

Section 93 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) defines a dangerous cargo event as:

- The loss, or likely loss, of the cargo from a ship into Queensland waters.
- A breach, or danger of a breach, of the containment of the cargo that could endanger marine safety.
- Anything else involving, or that could involve, the cargo that causes risk of explosion, fire, a person's death, or grievous bodily harm of a person; and
- For a cargo that is a materials hazardous only in bulk (MHB) — an event that causes risk of explosion, fire, a person's death, or grievous bodily harm to a person.

The master and or the person-in-charge of a place where a dangerous cargo event has occurred are required to report the event immediately to the VTS Centre or relevant authority.

A full written report is to be submitted on [Dangerous cargo event report Form F3220](#) to the RHM as soon as reasonably practical.

## **12. Emergency, Pollution, Marine Incidents**

The aim of this section is to provide guidance to the port community for initial response procedures in the event of dangerous incidents, emergencies, terrorist acts and disasters.

### **12.1 Emergency Contact Numbers**

#### **North Queensland Bulk Ports Corporation Limited**

**Phone:** +61 7 4955 8147

#### **Police (Mackay)**

**Phone:** 000 or +61 7 4968 3444

#### **Ambulance (Mackay)**

**Phone:** 000

#### **Fire**

**Phone:** 000 or +61 7 4898 2100

#### **Department of Environment and Science**

**Phone:** 1300 130 372 (Press option 2)

#### **Mackay VTS (Port Control)**

**Phone:** 1300 645 022 (24 hrs)

#### **Pollution reports- Mackay VTS**

**Phone:** 1300 645 022

#### **Hospital (Mackay Base Hospital)**

**Phone:** +61 7 4885 6000

#### **Department of Environment and Science**

**Phone:** 1300 130 372 (Press option 2)

#### **RHM (Mackay)**

**Phone:** 1300 645 022

#### **Department of Agriculture, Fisheries & Forestry (DAF)**

**Phone:** 13 25 23

#### **Australian Border Force (ABF)**

**Phone:** 13 18 81

## Maritime Safety Queensland (Mackay)

Phone: +61 7 4944 3700

## Volunteer Marine Rescue (VMR)

Phone: +61 7 4955 5448

## 12.2 Authorities

Maritime Safety Queensland's emergency procedures are prepared under the provisions of the [Transport Operations \(Marine Safety\) Act 1994](#) and the [Transport Operations \(Marine Pollution\) Act 1995](#).

North Queensland Bulk Ports Corporation Limited has published an emergency response plan. Contact emergency response for details:

Emergency Response

24 hours – 7 days

NQBP Duty Officer Phone: +61 7 4955 8147 or 0417 761 086

All emergencies should be reported to Mackay VTS on VHF channel 16, (or 1300 645 022) who will call the appropriate emergency response service.

Call fire, police or ambulance on 000.

## 12.3 Fire

Call the Queensland Fire and Rescue Service (QFRS phone 000) and notify Mackay VTS on VHF channel 16. Queensland Fire and Rescue Service is the lead agency when the ship is alongside the berth and MSQ when the ship is off the berth. The RHM, in consultation with the facility operator and North Queensland Bulk Ports Corporation Limited, will make the decision if the vessel is to be removed from the berth for the safety of the port.

## 12.4 Marine Pollution

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, packaged harmful substances, sewage and garbage (MARPOL annexes I, II, III, IV and V) from ships are prohibited in Queensland coastal waters and pilotage areas.

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

Ships should dispose of all waste ashore using the waste reception facilities available ([15.3 Waste](#)).

### 12.4.1 Reporting

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 RHM. The initial report should be made via Mackay VTS (24 hours) on VHF channel 16 or phone 1300 645 022.

The Port Authority duty officer (24 hours) can be contacted on:

Phone: +61 7 4955 8147

**Mobile:** +61 417 761 086

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

- Date/time of incident
- Location (latitude, longitude and 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

And any additional information that relates to the spill.

The VTS centre will complete [Form F3968 - Marine Pollution Report](#) based on the above information and fax to the relevant authorities.

## 12.5 Marine Incidents

Under the [Transport Operations \(Marine Safety\) Act 1994](#), a marine incident is classified as an event causing or involving:

- The loss of a person from a ship
- The death of, or grievous bodily harm to, a person caused by a ship's operations
- The loss or presumed loss or abandonment of a ship
- A collision with a ship
- The stranding of a ship
- Material damage to a ship
- Material damage caused by a ship's operations,
- Danger to a person caused by a ship's operations
- Danger of serious damage to a ship
- Danger of serious damage to a structure caused by a ship's operations

### 12.5.1 Marine Incident Reporting

A marine incident must be reported to a shipping inspector within 48 hours of the incident, unless there is a reasonable excuse. Shipping inspectors include marine officers (located at Maritime Safety Queensland marine operations bases), officers of Queensland Water Police and Queensland Boating and Fisheries Patrol. If you are unable to access one of these offices, contact a shipping inspector by phone, they will advise you what to do next.

The report must be made on the approved Form 3071 – Marine Incident Report for all Queensland Registered vessels. For all domestic commercial vessels and foreign trading vessels, the form AMSA529, available at AMSA website must be used.

Form 3071 is also available from Department of Transport and Main Roads customer service centres, Maritime Safety Queensland regional offices, Queensland Boating and Fisheries patrol and Water Police offices.

Section 124 of the [Transport Operations \(Marine Safety\) Act 1994](#) requires ships masters to assist if a marine incident involves two or more ships. The master of each ship involved in the marine incident must to the extent that he can do so without danger to his ship or persons on board his ship:

- Give the other ship involved in the incident, its master and persons onboard the ship the help necessary to save them from danger caused by the marine incident
- Stay by the other ship until no further assistance is required
- Give the master of the other ship reasonable particulars adequate to identify the ship and its owner

Section 129 of the [Transport Operations \(Marine Safety\) Act 1994](#) requires the master of a ship to promptly report dangers to navigation including, an abandoned ship, a damaged aid to navigation, severe weather conditions and so on.

## **12.5.2 Marine Incident Reporting — other government agencies**

For all domestic commercial vessels and foreign trading vessels, the [Form 18](#) and [Form 19](#), available at AMSA website must be used. Under the Transport Accident Investigation Act 2003, this extends to responsible persons with further details available on the ATSB website.

## **12.5.3 Procedures Subsequent to Serious Marine Incidents**

In the case of a vessel grounding or if structural damage has occurred, the vessel is to be removed to a position of safety.

Immediate advice from the RHM should be sought in this instance. The vessel will be surveyed by the appropriate authority (the AMSA or classification society) to ensure seaworthiness before it leaves port limits.

## **12.5.4 Port Community Responsibilities**

As a responsible member of the maritime community, any person witnessing an incident which was/or is capable of becoming an emergency is obliged to report the matter to the RHM's office (VTS) and/or the emergency response agencies of police, fire or ambulance.

AMSA requests pilots, stevedores, port authority officers and others to notify them of suspected deficiencies on ships.

# 13. Security

## 13.1 General

The International Ship and Port Facility Security Code (ISPS) is administered in Australia by the [Department of Home Affairs – Cyber and Infrastructure Security Centre \(CISC\)](#). NQBP has an approved maritime security plan as required under the [Maritime Transport and Offshore Facilities Security Act 2003](#).

A ship's master, prior to entering the port, must report directly to the Port Authority or via their respective Ship Agency the following:

- International Ship and Port Facility Security Code compliance number.
- Current ship security level or any change to the ship security level whilst in port.
- Ship Security Officer contact details.
- List of expected visitors/contractors.
- Nominated provedore.
- Crew list and identification; and
- Any security incident (as defined under the International Ship and Port Facility Security Code or maritime transport security legislation) whilst in port.

### 13.1.1 Security Levels

The federal government determined, and will declare when necessary, three (3) security levels.

Level 1 – minimum appropriate protective security measures will be maintained at all times

Level 2 – appropriate additional protective security measures will be enacted because of heightened risk of a security incident

Level 3 – further specific protective security measures maintained for limited times when a security incident is probable or imminent, although it may not be possible to identify the specific target. Ships at a port facility must await instructions from the Department of Infrastructure, Transport, Regional Development and Local Government (DITRD LG) and are to follow their instructions as required.

Unless otherwise advised the port will operate on level 1.

Responsibility for the implementation of the additional security measures will be agreed via a 'Declaration of Security' between the ship and port authority or the port facility operator. If between the ship and the port facility operator, the port security officer must be consulted and agree with the security measures proposed to be implemented. Responsibility for the implementation of additional security measures will be agreed via a declaration of security between the ship and the Port Authority.

### 13.1.2 Port Security Contacts

**Port Security Manager:** +61 7 4955 8147 (24 hours)

Entry on to, and use of, the port area is subject to compliance with [NQBP port rules](#).

Failure to comply with the NQBP port rules is an offence under the [Transport Infrastructure \(Ports\) Regulations 1994](#).

## 13.2 National Security

In line with the federal government's recent publications to do with the reporting of any possible terrorist activity these procedures are to be followed.

Contact the National Security 24-hour hotline if you have any information of possible terrorist activity or have seen or heard something suspicious that may need investigating by the security agencies.

**24 hour Hotline:** 1800 123 400

**Email:** [hotline@nationalsecurity.gov.au](mailto:hotline@nationalsecurity.gov.au)

## 14. Port State Control Inspections

The Australian Government is committed to the protection of life and property at sea and to the preservation of the marine environment. Select the link below to access the current information issued by AMSA.

[Port State control | Australian Maritime Safety Authority \(amsa.gov.au\)](https://www.amsa.gov.au)

## 15. Port Services

### 15.1 Bunkering

Road tankers are used to provide bunkers in small quantities. Permission must be obtained from the Port Authority prior to commencement ([10.1.5 Notification of handling of bulk liquids \(Marine Pollutants\)](#)).

### 15.2 Fresh water

Fresh water is available at all berths — contact the Port Authority.

### 15.3 Waste

It is an offence for a person to discard, dispose of, or leave rubbish, refuse, sewage, waste of any kind (including galley waste), wastewater or other liquid waste in the port unless it is in a controlled manner in authorised and designated areas or through approved services.

Ships moored to a commercial wharf must arrange for the appropriate collection and disposal of all wastes, quarantine or otherwise, unless exempt by the Australian Quarantine Inspection Service. Quarantine waste must then be kept in sealed plastic bags on board the vessel until arrival of the collection vehicle when it is then to be delivered to the collection vehicle.

### 15.4 Shipping Agents

#### Asiaworld Shipping

**Phone:** +61 7 3839 4235

**Email:** ops.sydney@asiaworld.com.au

#### Ben Line Agencies

**Phone:** +61 7 31173769

**Email:** mackay.ops@benline.com

#### Gulf Agency Company (Australia) P/L

**Phone:** +61 7 4953 4775

**Email:** shipping.mackay@gac.com

#### Inchcape Shipping Services

**Phone:** +61 7 4953 3155

**Email:** mackay@iss-shipping.com

#### LBH Australia

**Phone:** +61 7 4944 0566

**Email:** mackay@lbhaustralia.com

#### Monson Agencies

**Phone:** +61 7 4864 3700

**Email:** mackay@monson.com.au

### **Seaway Agencies P/L**

**Phone:** +61 7 3707 2426

**Email:** bneops@seaway.com.au

### **Strurrock Grindrod**

**Phone:** +61 7 4957 5246

**Email:** mackay@sturrockgrindrod.com

### **Wave Shipping P/L**

**Phone:** +61 7 3630 0438

**Email:** ops@wave-shipping.com.au

### **Wilhelmsen Ship Services**

**Phone:** +61 7 4956 3666

**Email:** wps.mackay@wilhelmsen.com

## **15.5 Miscellaneous Contacts**

### **Australian Volunteer Marine Rescue (VMR 448 Mackay)**

**Phone:** +61 7 4955 5448

### **Whitsunday Water Police**

**Phone:** +61 7 4967 7222

### **Mackay City Council**

**Phone:** +61 7 4961 9444

### **Environmental Protection Agency**

**Phone:** 1300 130 372

### **Great Barrier Reef Marine Park Authority**

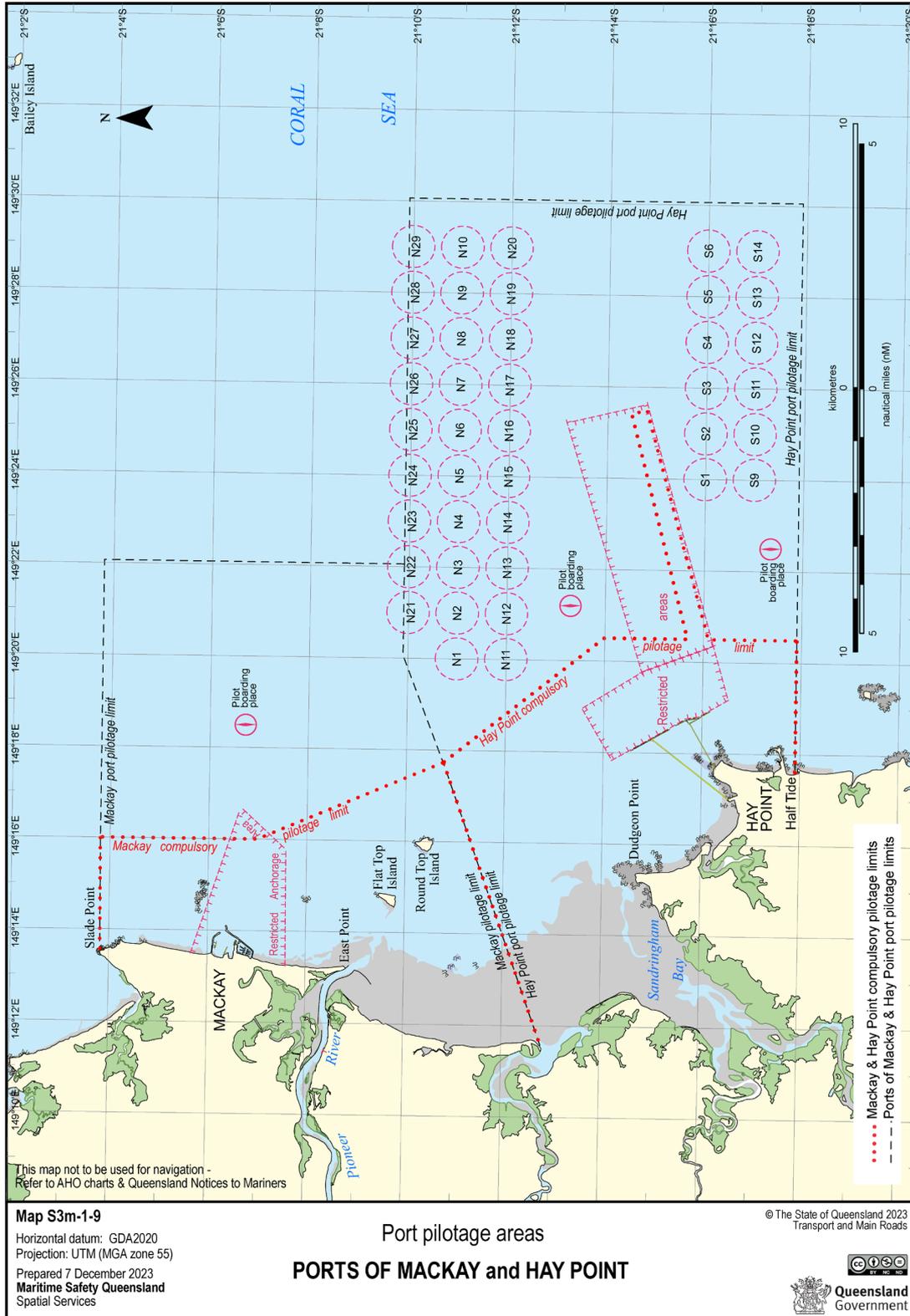
**Phone:** +61 7 4951 3454

## 16. Appendices

<u>16.1</u>	<u>Port and pilotage limits</u>	66
<u>16.2</u>	<u>Mackay Harbour Details</u>	67
<u>16.3</u>	<u>Mackay pilot boarding place</u>	68
<u>16.4</u>	<u>Mackay Region VTS area</u>	69
<u>16.5</u>	<u>Pilot card and manoeuvrability data Approval Process</u>	70

# 16.1 Port and pilotage limits

For a high resolution map please visit [Section 16.1 Port and pilotage limits - Mackay: Port Procedures and Information for Shipping - Publications | Queensland Government](#)



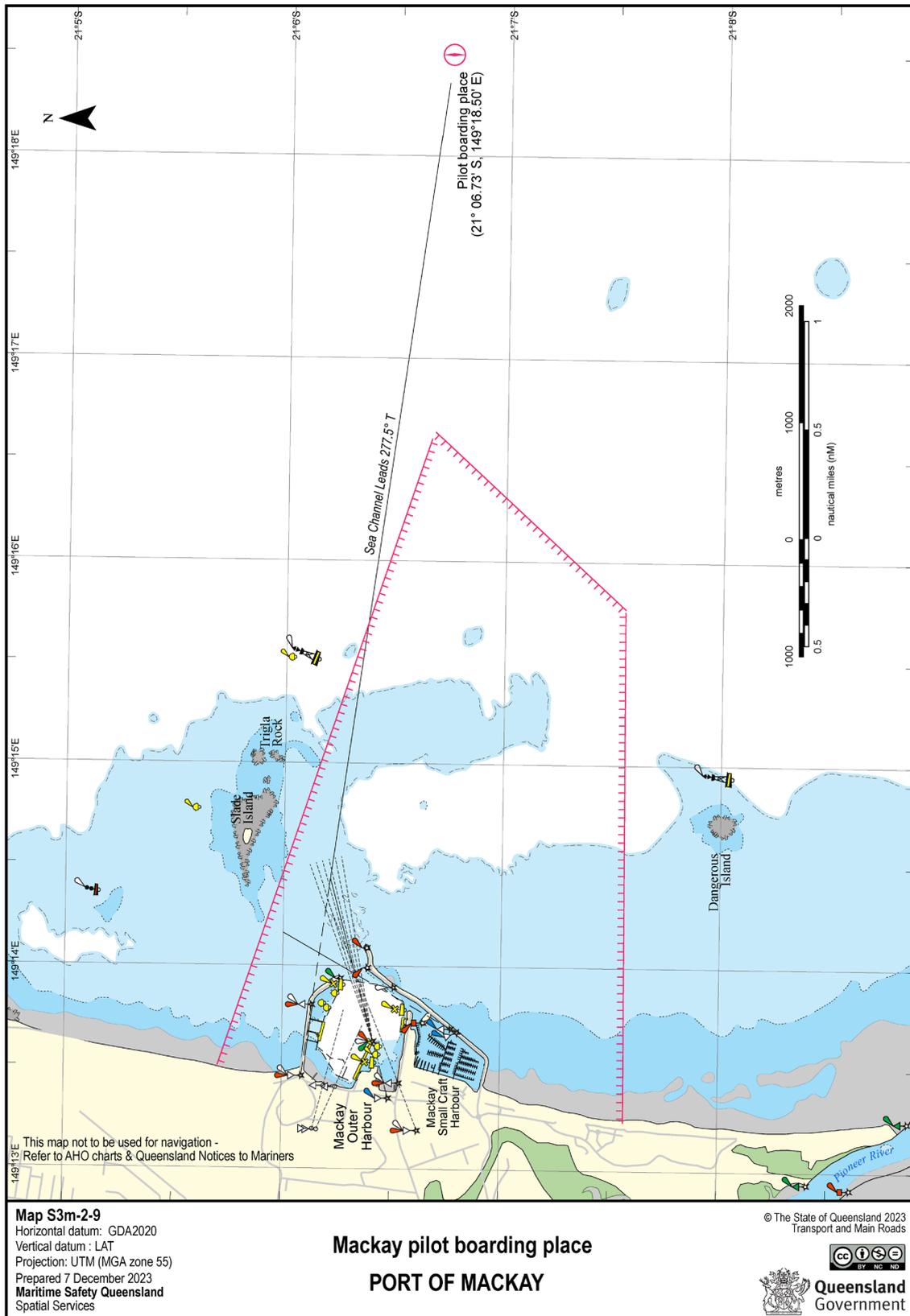
## 16.2 Mackay Harbour Details

For a high resolution map please visit [Section 16.2 Mackay Harbour details - Mackay: Port Procedures and Information for Shipping - Publications | Queensland Government](#)



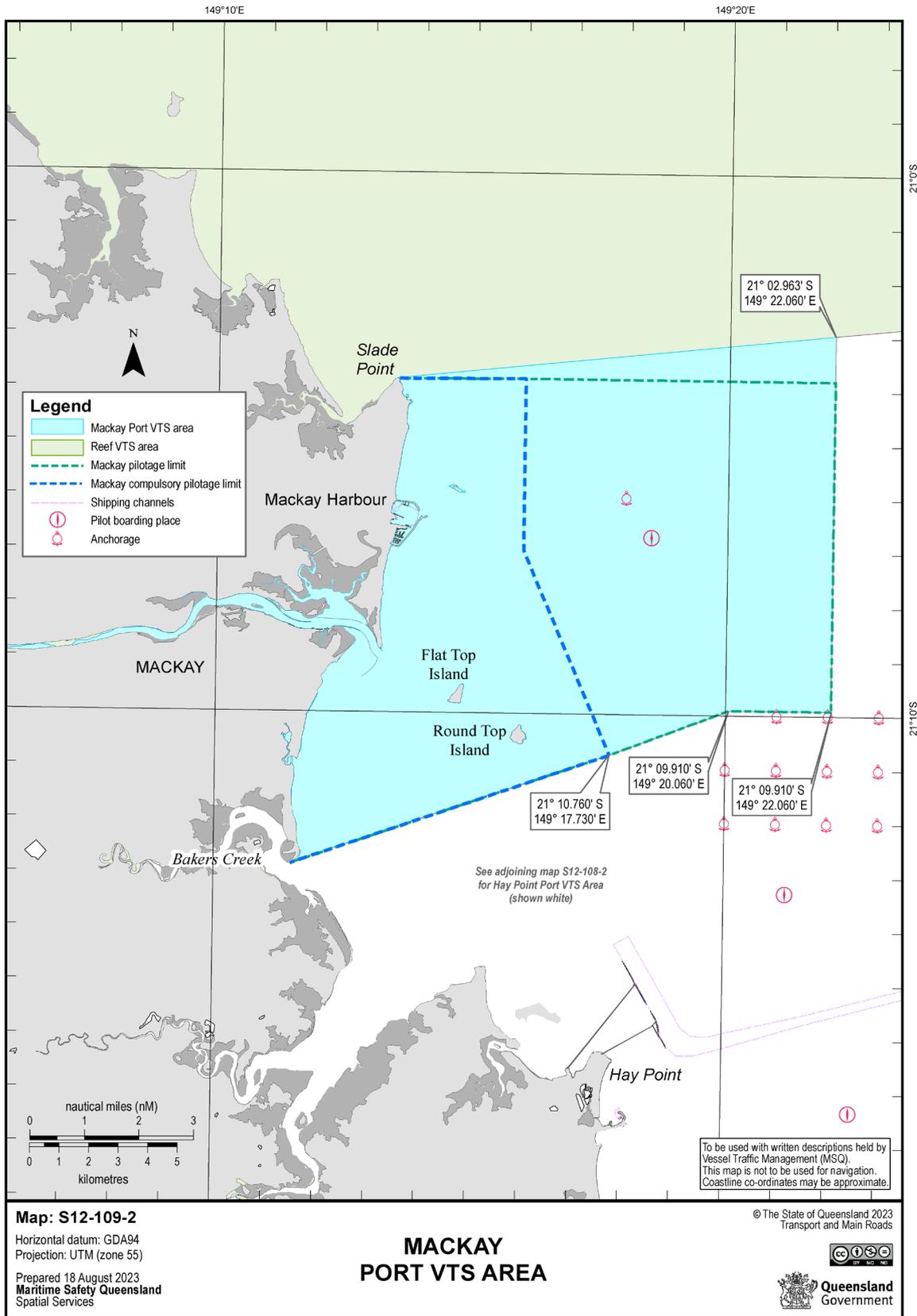
## 16.3 Mackay pilot boarding place

For a high resolution map please visit [Section 16.3 Mackay pilot boarding ground - Mackay: Port Procedures and Information for Shipping - Publications | Queensland Government](#)



# 16.4 Mackay Region VTS area

For a high resolution map please visit [Section 16.4 Mackay Region VTS area - Mackay: Port Procedures and Information for Shipping - Publications | Queensland Government](#)



## 16.5 Pilot card and manoeuvrability data Approval Process

### 16.5.1.1 Initial Visit

- 1) Agent to put visit into QSHIPS and attach completed [F5373 - VTS Pre Arrival - Port of Mackay](#) form.
- 2) Agent to attach Pilot Card & Manoeuvrability Data (advance & transfer) documents to ship visit.
- 3) Agent to notify Pilots, RHM and VTS with attachments Pilot Card & Manoeuvrability Data via email.
- 4) Pilots / RHM assess and reply to agent & cc VTS.
- 5) VTS to edit in Ship Remarks (General) in format MKY APP 21072019

### 16.5.1.2 Repeat Visit

Agent enters visit into QSHIPS and submits pre-arrival form with change details filled.

#### Option 1

**RORO/Passenger vessel or any vessel over 200m LOA**

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/Passenger vessel or any vessel over 200m LOA**

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:

If the pilot card and manoeuvrability data has changed the agent is to follow the same process as an initial visit.