

1. Introduction

1.1 General

Welcome to the port of Gladstone, the principal port in central Queensland.

Shipping legislation in Queensland is controlled by Maritime Safety Queensland (MSQ), a State government agency attached to Queensland Transport and Main Roads.

The State of Queensland is divided up into six regions, five of which are controlled by a Regional Harbour Master (RHM) and the sixth by a manager, all officers of Maritime Safety Queensland report to the General Manager and 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
- 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.

Collectively, the Regional Harbour Master and Gladstone Ports Corporation have responsibility for managing the safe and efficient operation of the port.

1.2 Port Description

Gladstone is situated just south of the Tropic of Capricorn, approximately 520 kilometres north of Brisbane, and is the principal port in central Queensland. It services a large area that is rich in natural resources, particularly coal. The principal cargoes that are discharged are bauxite that is refined and re-exported as alumina, petroleum products and caustic soda; exports include coal, cement clinker, gas, grain, alumina, scrap and containers and aluminium. See section 4, Page 36 for detailed description of the Gladstone Pilotage Area.

1.3 Purpose

This document defines the standard procedures to be followed in the pilotage area of the port of Gladstone – it contains information and guidelines to assist ship's masters, owners, and Shipping 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 publication is based on information available as at the latest date in the document control sheet at the start of this manual. 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.

Information on external agencies (customs, quarantine, port authority rules, REEFREP and so on) is provided as an example only and may have changed. Readers are strongly recommended to consult their respective websites for current information.

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. [Gladstone Ports Corporation](#) website should be consulted for the latest information on port notices.

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

The Regional Harbour Master (Gladstone)
 Maritime Safety Queensland
 Address: PO Box 123, Gladstone Queensland 4680
 Phone: +61 7 4971 5200
 Email: RHMGladstone@msq.qld.gov.au

1.3.1 Change Management

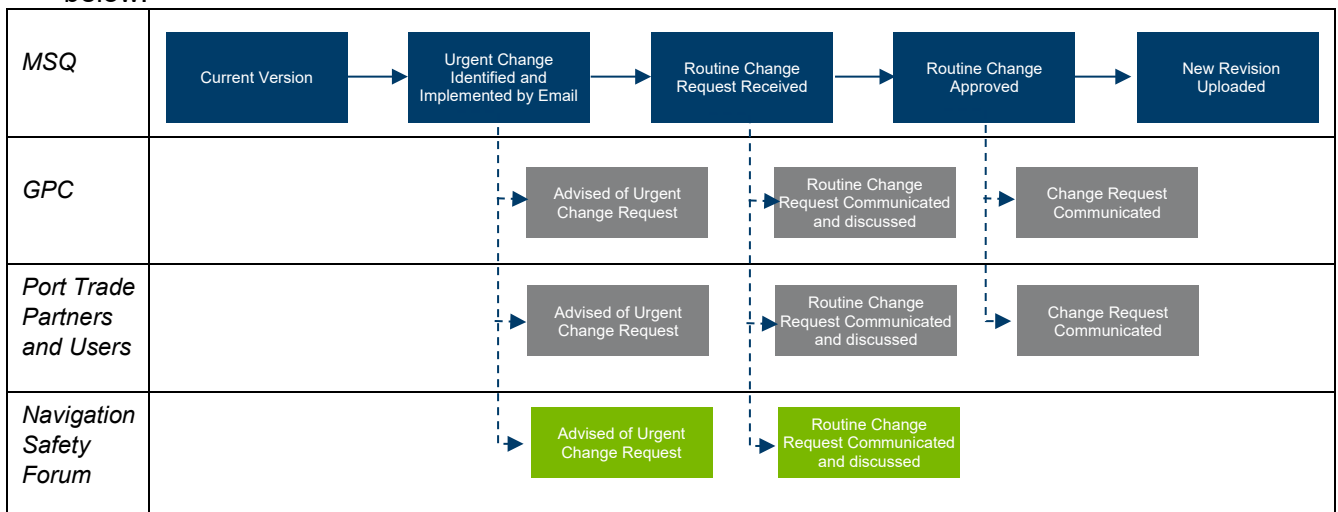
Changes to the Port Procedures Manual (PPM) will be required from time to time as circumstances change. These changes may have a significant impact upon shipping within the Port of Gladstone. Therefore, a Change Management Process has been introduced to ensure that change is appropriately managed. The authorised version of the PPM resides on the MSQ website and is a controlled document amended as required under the authority of the Regional Harbour Master (RHM).

The Gladstone Port Trade Partner Forum and Navigation Safety Forum will include consultation on changes as a routine agenda item.

The RHM will approve changes to the PPM either as a:

- follow up to an urgent change to Port Operations that will have been communicated initially by other means; or
- routine amendment implemented in response to changed circumstances and initiated by any Port User

An indication of this management of change process for the Port Procedures Manual is indicated below:



The RHM reserves the right of powers under section 86 of the [Transport Operations \(Marine Safety\) Act 1994](#), to give a direction to ensure safety and the effectiveness and efficiency of the Queensland maritime industry. Furthermore, section 86A of the [Transport Operations \(Marine Safety\) Act 1994](#) enables a harbour master to give a general direction that applies to all ship owners, ship masters, ships, other persons or matters.

As an adjunct the Transport Infrastructure Regulations (Ports); regulation 17 or 18, allows an authorised officer of Gladstone Ports Corporation to issue a port notice affecting the entry on to, and use of, Gladstone Ports Corporation's port areas.

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 3846 – 2005

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

1.5.3 Deep Draft Vessel

A deep draft vessel is any vessel which can only navigate within the confines of the main shipping channels with a tide height of mean low water neaps (typically 1.57 metres).

1.5.4 Estimated Time of Arrival (ETA)

ETA refers to the expected time of arrival at a designated place.

1.5.5 Estimated Time of Departure (ETD)

The scheduled sailing time is the time of the last line.

1.5.6 Gladstone Ports Corporation (GPC)

The Gladstone Ports Corporation (GPC) is owned by the Queensland government and is charged with overseeing the commercial activities in the port, including the maintenance of the port infrastructure and provisioning of pilots.

1.5.7 Lowest Astronomical Tide (LAT)

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

1.5.8 Maritime Safety Queensland (MSQ)

The state government agency responsible for the operations of pilotage, pollution protection services, vessel traffic services (VTS) services and the administration of all aspects of vessel registration and marine safety in the state of Queensland.

1.5.9 Modernised Australian Ship Tracking and Reporting System (MASTREP)

The Australian Ship Reporting System established under division 14 of the [Navigation Act 2012](#) and specified in MO63 Vessel Reporting Systems.

1.5.10 Navigation Act

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

1.5.11 Nett Explosive Mass (NEM)

The NEM refers to the nett content of explosive material in any given amount or parcel of cargo (sometimes also referred to as the nett explosive content (NEC) or the nett explosive quantity (NEQ)).

1.5.12 Non Gas-Free Tankers (NGF)

A tanker (includes OBO) or product carrier which has not had its cargo tanks washed, vented and inspected, or been issued with a gas free certificate.

1.5.13 Nuclear

Nuclear refers to any plant or equipment which incorporates the use of substances capable of emitting radiation (see *Special Plan for visits of Nuclear Powered Warships to Gladstone*).

1.5.14 Overall Length (LOA)

Extreme length of the vessel.

1.5.15 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.

1.5.16 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.

1.5.17 REEFREP

The mandatory [ship reporting system](#) established by IMO Resolution MSC.52 (66), as amended from time to time and specified in Marine Orders 63 Vessel Reporting Systems.

1.5.18 Reef VTS

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

1.5.19 Regional Harbour Master (RHM)

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

1.5.20 Sailing Time

The scheduled sailing time is the time of the last line.

1.5.21 Ship Scheduler

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

1.5.22 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](#).

1.5.23 Vessel Traffic Service (VTS)

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

For operational maritime questions, marine incidents, pollution, buoy moorings, navigation aids and towage requirements please contact the regional office.

The regional office is located at:

Physical address:	Level 7 21 Yarroon Street Gladstone Queensland 4680
Postal address:	PO Box 123, Gladstone Queensland 4680
Phone:	+61 7 4971 5200
Fax:	+61 7 4971 5520
Email:	RHMGladstone@msq.qld.gov.au

1.6.2 Port Control

The port control centre is situated at the regional office. For ship traffic scheduling, pollution incidents and reporting defective navigation aids please direct initial enquiries to the port control centre.

Call sign 'Gladstone VTS' is provided by Maritime Safety Queensland and provides a 24 hour, seven days a week marine operations service to the port community. The contact details are:

VHF radio: VHF 13 and 16
Phone: +61 7 4839 0208
Phone: +61 1300 458 887
Email: VTSGladstone@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 [Gladstone Ports Corporation Limited](#) (GPC), under the *Transport Infrastructure Act 1994*, is to establish, manage and operate effective and efficient facilities and services within the port and the regulation and control of small craft at the Gladstone Marina, while maintaining appropriate levels of safety and security.

These procedures in no way limit the Port Authority in issue of Port Notices in accordance with the [Transport Infrastructure Act 1994](#) S284 – *Port Authority may control activities by Port Notice*.

To contact the Gladstone Ports Corporation:

Phone: +61 7 4976 1333
Fax: +61 7 4972 3045

1.7 Regulations

The regulations in the port contribute to the safe, efficient and environmentally responsible handling of shipping traffic. The international conventions of the IMO and ILO, such as the SOLAS convention and its amendments (for example the IMDG Code), MLC and MARPOL and state, national and local port authority Port Notices are in force in the port of Gladstone.

1.7.1 Applicable Regulations

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

- [Transport Operations \(Marine Safety\) Act 1994](#) (TOMSA)
- [Transport Operations \(Marine Safety\) Regulations 2016](#) (TOMSR)
- [Transport Operations \(Marine Pollution\) Act 1995](#) (TOMPA) and [Regulations 2018](#) (TOMPR)
- International Maritime Dangerous Goods Code (IMDG Code)
- Australian Standard AS3846 – 2005
- *International Ships and Ports Security Code (ISPS Code)*
- [Maritime Transport and Offshore Facilities Security Act 2003](#) and [Regulations 2003](#).
- [Maritime Safety Queensland Act 2002](#)

In addition, it will also complement the procedures of:

- [Gladstone Ports Corporation](#) (GPC)
- [Gladstone Regional Council](#) (GRC)
- [Maritime Safety Queensland](#) (MSQ)

- [Australian Maritime Safety Authority \(AMSA\)](#)
- [Australian Border Force](#)
- [Department of Agriculture, Water and the Environment](#)
- [Royal Australian Navy \(RAN\)](#).

As they relate to ship movements within the jurisdiction of the Regional Harbour Master (Gladstone).