

## 9. Work permits

### 9.1 General

Certain shipboard activities are regulated through a system of permits. Applications should be submitted via the QSHIPS programme and by fax or email to the relevant authorities. Ship masters must comply with all requirements specified in the permit.

Works requiring permits include:

- Vessel immobilising (main engine/s and so on);
- Main engine trials after maintenance (non-routine);
- Tank/crude oil washing;
- Hot work, sand blasting, overside work and paint spraying (controlled activities);
- Bulk Liquid Transfer (bunkering);
- Ship to ship/shore transfer operations;
- Diving or underwater works;
- Lifeboat drills; and
- Fumigation.

Permit requests				
All ships	PBPL	Controlled activities – refer PBPL website	48 hours prior to arrival	Lodged to PBPL
All tankers	PBPL	Tankers at non tanker berths	48 hours prior to arrival	Lodged to VTS and PBPL: must be certified as 'gas free' by an independent chemist on approved form
All ships	ABF	Lifeboat drill	Prior to event	Lodged to ACS – copy to VTS
All ships	VTS and PBPL	Engine trials	Prior to event	Lodged to VTS via QSHIPS
All tankers	PBPL	Tank washing and Gas Free Declaration	24 hours prior to arrival	Lodged to VTS and PBPL
All ships	VTS	Immobilisation	24 hours prior to event	Lodged to VTS via QSHIPS
All tankers	VTS	Diving Operations	24 hours prior to arrival	Lodged to VTS via QSHIPS
All ships	VTS and PBPL	Bulk Liquid Transfer	48 hours prior to the event	PBPL (Form F3217)
All Ships	VTS and PBPL	Fumigation	24 hours prior to arrival	Lodged to VTS via QSHIPS

**Table 17 – Permit Requests**

## 9.2 Work permit descriptions

### 9.2.1 Immobilisation main engines

Ships wishing to gain permission to immobilisation main engines (15.8.8) whether at anchor or alongside must:

Lodge an application via QSHIPS with VTS at least 24 hours prior to the requested immobilisation. for the entire period of works up to a maximum of 72hours. The application is to include the nature of the defect, work to be undertaken and any subsequent movement limitations (for example slow speed departure). Vessel must be ready to proceed to sea within 8 hours of notification during the requested immobilised period.

Consecutive applications will not be accepted.

If the above conditions can not be met, a separate application is to be made to the Regional Harbour Master.

### 9.2.2 Diving or Underwater Operations

Ship's wishing to carry out diving or underwater operations alongside a terminal or in Moreton Bay are to make application with VTS at least 24hrs prior via email. Application is to include the nature of the works, duration and estimated start/end times. VTS is to be contact on VHF channel 12, 30minutes prior and post diving operations.

### 9.2.3 Lifeboat drills

Ships wishing to carry out lifeboat drills or put boats in the water for painting or maintenance purposes must obtain clearance from the Australian Border Force and notify VTS of the intended operation.

Masters are requested to advise VTS when such drills are to commence and when completed. (See [15.9.8 Notification to conduct lifeboat drills](#)).

### 9.2.4 Engine trials

Ship's wishing to carry out engine trials must lodge an application with VTS via QSHIPS 24 hours prior to the trials. ([15.9.9 'Permission to hold Main Engine Trials' - Sample](#)).

### 9.2.5 Notification of handling of bulk liquids

The movement, handling and storage of bulk liquids on a ship are subject to the provisions of *Transport Operations (Marine Pollution) Act 1995*. The applicable conditions are contained in the [Port Notice - Bulk liquid transfers, tankers in non-tankers berths, use of sea valves and tank washing](#).

It is a requirement for all vessels >15 metres LOA to notify PBPL and VTS of the intention to load, unload or transfer any form of bulk liquids in the port area. Notification is made to PBPL ([Login to the Load, Unload or Transfer Bulk Liquids Form](#))

Masters of vessels conducting bulk liquid transfers, as specified above, are required to notify VTS on VHF channel 12 of the time of commencement of such transfers and again the time when the operation is completed.

## 9.2.6 Controlled Activities Permit (Hot work, spraying, sand blasting and overside work)

PBPL has strict guidelines on the performance of “Controlled Activities” on ships within the port limits. Ships wishing to undertake such work must:

- Submit an application to PBPL ([Login to the Controlled Activities and Overside Maintenance Requests](#)); and
- When granted, masters must comply with the conditions of the approval.

Masters are required to advise VTS on VHF channel 12 when such work will commence and again when all work has been completed.

## 9.2.7 Tank/crude oil wash and tanker ballasting

Ships wishing to carry out tank washing, including crude oil wash operations must:

- Comply with the conditions contained in the [Port Notice - Bulk liquid transfers, tankers in non-tankers berths, use of sea valves and tank washing](#); and
- Submit an application to PBPL and VTS at least 24 hours prior to the work. Masters are to comply with the requirements of the MSQ permit [15.9.10 'Permission to tank/crude oil wash' - Sample](#).

Except where permitted by the designated port officer, the master of a ship handling bulk liquid cargoes shall ensure that all sea and overboard discharge valves that are connected to cargo or ballast pumps, other than those of segregated ballast lines, are kept closed. It is not the general policy of the PBPL to allow such valves to be opened within port limits (refer Port Notice).

Ships wishing to proceed with an application to open sea valves must comply with the conditions of the [Port Notice – Bulk Liquid Transfers, Tankers in Non-Tanker Berths, use of Sea Valves and Tank Washing](#).

## 9.2.8 Tankers at non tanker berths

PBPL has strict guidelines on the berthing of tankers at non tanker berths. Agents and masters wishing to berth tankers at such berths must:

- Comply with the conditions contained in the Port Notice – Bulk Liquid Transfers, Tankers in Non-Tanker Berths, use of Sea Valves and Tank Washing;
- Submit an application to PBPL at least 48 hours prior to entering the pilotage area; masters will comply with the requirements of the approval; and
- A copy of the Authorisation is to be sent to VTS.

For the purposes of this section a tanker includes: OBO, tankship, LPG/LNG carrier, chemical tanker, product tanker that is carrying any cargo or cargo residue with a flash point of < 60° Celsius. For vessels with cargoes > 60° PBPL will address each application on a case-by-case basis.

## 9.2.9 Vessel Fumigation

For vessels undergoing fumigation an assessment of the vessel, location and weather conditions may be required when the fumigation period may impact safe vessel operation.

If the vessel is to conduct fumigation operations, answers to the following questions will need to be provided to VTS in visit email correspondence.

1. Is the vessel being fumigated whilst alongside?
2. If YES above, will fumigation prevent safe vessel function alongside or in the event of an emergency departure?
  - a. Whilst alongside can the vessel's mooring systems be accessed for active management (tendering lines and so on)?
  - b. Can the vessel navigation (bridge), mooring (lines), engineering systems and pilot boarding arrangements be accessed for departure?
3. For what period will the fumigation impact safe vessel function accessibility?
  - a. Start date and time
  - b. End date and time

If YES to fumigation effecting safe vessel function, there may need to be additional risk mitigations established periods of poor weather. This may include a delay in commencement, berthing direction to allow RORO ramp deployment if not required for fumigation and additional moorings run.

## 9.3 Marine Civil Construction

MSQ does not issue permits for civil construction directly. This process is managed as a development approval through the Department of State Development, Manufacturing, Infrastructure and Planning. A condition of these works may be the requirement to provide commencement and completion notification.

Civil construction activities that will possibly impact vessel operations may be required to submit a marine execution plan (MEP). This may be as a condition of the development approval or separately. The purpose of the MEP is to provide key information to the Regional Harbour Master in the event of extreme weather, deconflict with other key activities and to provide information required for the release of a Notice to Mariner.

The MEP should include, but not limited to, the following;

- Forecasted start and end dates;
- Hours of work;
- General methodology overview;
- Name of principal barges and marine equipment involved;
- Barge Mooring Plan;
- Extreme weather contingency plans;
- 24/7 point of contact to ensure timely communication with VTS during extreme weather and other maritime emergencies;
- Vessel traffic management plan to allow safe passage of passing traffic;
- Marking of navigation hazards during construction, such as unattended piles and barge anchors; and
- Any other information to support the safe management of the marine works as identified by the applicant.