

Department of Transport and Main Roads

**Maritime Safety** Queensland

# Port Procedures and Information for Shipping – Port of Lucinda

January 2025



**Queensland**  
Government

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Queensland  
Government

Department of  
Transport and Main Roads

## HARBOUR MASTER'S DIRECTION

*Transport Operations (Marine Safety) Act 1994*

Division 2, Subdivision 1, Section 86 - 92

I, Captain Frank D'Souza, Regional Harbour Master, Townsville, am appointed as harbour master under part 7 of *Transport Operations (Marine Safety) Act 1994*.

Under section 86 of the *Transport Operations (Marine Safety) Act 1994* a harbour master may give a direction only if the harbour master reasonably considers it necessary to ensure safety. Further, 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.

I am satisfied that it is necessary to issue this direction to ensure marine safety in the Port of Lucinda. Sections of the Port Procedures and Information for Shipping – Port of Lucinda (<http://www.qld.gov.au/Shipping.aspx>) are mandatory and must be complied with. Only those sections listed in Schedule 1 are mandatory by this general direction.

### I DIRECT THAT:

The sections of the Port Procedures Information for Shipping – Port of Lucinda listed in Schedule 1 of this direction must be complied with by all ship owners, ship masters, ships, other persons or matters in the Port of Lucinda.

### Note:

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

A handwritten signature in black ink, appearing to read 'F. D'Souza', written over a horizontal line.

Captain Frank R. D'Souza  
Regional Harbour Master (Townsville)  
Maritime Safety Queensland

DATED AT Townsville this 09<sup>th</sup> day of ay 2023

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# 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 (Townsville)

Phone: +61 7 44218 100

Revision Date	Page number or section	Summary of Changes	Approved by
November 2008		First Issue	Regional Harbour Master
July 2015		Second Issue	Regional Harbour Master
January 2022		Third Issue	Regional Harbour Master
July 2022	s2; s3.2; s3.7 s8.3.2; s16.6	VTS description; Pilot transfer arrangements.	Regional Harbour Master
January 2023	Entire document	Amending broken links and correcting outdated corporate forms. Correction of numbering.	Regional Harbour Master
May 2023	s2.14; s3.9; s3.9.1; s3.9.2; s3.9.3	Permission to proceed	Regional Harbour Master
July 2023	s7.3.5, s8.5.4	Information Updated	Regional Harbour Master
November 2023	S 16.7	Request to Immobilise Main Engines wording updated.	Regional Harbour Master
January 2025	Various	Formatting and pilot ladder checklist updated	Regional Harbour Master

# 1. Introduction

## 1.1 General

Lucinda is situated 110 kilometres north of Townsville; the port was established for the export of raw sugar from the mills in the Cardwell and Ingham districts.

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

The state of Queensland is divided up into five regions which are controlled by Regional Harbour Masters (RHM). All officers of Maritime Safety Queensland who 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;
- minimizing vessel sourced waste and providing response to marine pollution;
- providing essential maritime services such as port pilots and aids to navigation; and
- 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 this procedure apply to the geographical areas gazetted as pilotage areas in Queensland 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 the port authority have responsibility for managing the safe and efficient operation of the port.

## 1.2 Purpose

This document defines the standard procedures to be followed in the pilotage area of the port of Lucinda — 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.

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**Information on external agencies (Customs, Quarantine, Port Authority Rules, REEFREP and so on) is provided as an example only. Readers are strongly recommended to consult their respective web sites 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. The [Port of Townsville Limited](#) website should be consulted for the latest information on port rules and 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 (Townsville)

Maritime Safety Queensland

Postal address: GPO Box 1921, Townsville Queensland 4810

Phone: +61 7 4421 8100

Facsimile: +61 7 4721 2028

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

## 1.3 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.

## 1.4 Definitions

### 1.4.1 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.

### 1.4.2 The Australian Ship Reporting System - MASTREP

The Australian Ship Reporting System established under Section 7 of AMSA Marine Order 63

### 1.4.3 Australian Standard – AS 3846 – 2005

AS 3846 defines the requirements for the transport and handling of dangerous goods in port areas in Australia.

### 1.4.4 Bridge Resource Management (BRM)

An internationally recognised style of interaction between the pilot and the bridge team aimed at optimising the use of the personnel resources available to assist in the safe pilotage of the ship.

### **1.4.5 Gross registered tonnage (GRT)**

The measurement indicated on the international tonnage certificate of a ship. This value is used in the calculation of conservancy fees.

### **1.4.6 International Maritime Organization (IMO)**

The world organisation charged with enhancing efficiency in the delivery of safety to the whole maritime industry.

### **1.4.7 International Maritime Dangerous Goods Code (IMDG Code)**

This code is published by the International Maritime Organization with the purpose of providing information for the safe carriage, packing, handling, classing and transporting of dangerous goods.

### **1.4.8 Lowest astronomical tide (LAT)**

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

### **1.4.9 Manager (pilotage services)**

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

### **1.4.10 Manager Vessel Traffic Services**

The person responsible for the management of the VTS Centre

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

The state government agency responsible for the VTS services, pollution response and the administration of all aspects of vessel registration and marine safety in the state of Queensland.

### **1.4.12 Overall Length (LOA)**

The LOA refers to the extreme length of a vessel.

### **1.4.13 Port of Townsville Limited (POTL)**

The Port of Townsville Limited is a statutory Queensland Government owned corporation charged with overseeing the commercial activities in the port, including the maintenance of the port infrastructure and provision of pilotage for the port of Lucinda.

### **1.4.14 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.

All ship movements and resource requests must be entered by the relevant shipping agent at least 24 hours prior to the movement into the QSHIPS portal.

The [Transport Operations \(Marine Safety\) Regulation 2016](#) provides penalties for agents who fail to notify the Regional Harbour Master (via VTS) of the arrival of a ship at least 48 hours before the expected arrival. In the case of a departure or removal, at least 24 hour notice must be given to the Regional Harbour Master (via VTS) and similar penalties apply.

### **1.4.15 REEFREP**

The mandatory ship reporting system established by IMO Resolution MSC.52 (66), as amended by Resolution MSC.161 (78), and specified in AMSA Marine Order 63 of 2015 (Reef VTS).

### **1.4.16 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.

### **1.4.17 Regional Harbour Master (RHM)**

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

### **1.4.18 Sailing time**

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

### **1.4.19 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](#).

### **1.4.20 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

## **1.5 Contact information**

### **1.5.1 The Regional Harbour Master**

For operational maritime questions, marine incidents, pollution, pilotage, buoy moorings, navigation aids and towage requirements please contact the Regional Harbour Master's office located at:

Physical address: Maritime Safety Queensland, 60 Ross Street, South Townsville, Queensland 4810

Postal address: GPO Box 1921, Townsville, Queensland 4810

Phone: +61 7 44218 100

Facsimile: +61 7 4721 2028

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

## 1.5.2 VTS centre

The VTS centre, (call sign 'Townsville VTS' operated by MSQ) is situated at the Regional harbour master's office in Townsville. 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, 7 days a week marine operations service to the port community. They are contactable on:

Postal address: GPO Box 1921, Townsville Queensland 4810

VHF radio: VHF 16 or 13

Phone: 1300 721 263

Email: [vtstownsville@msq.qld.gov.au](mailto:vtstownsville@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 are accessed on the [QSHIPS](#) website.

## 1.5.3 Port authority

The primary function of the [Port of Townsville Limited - Port of Lucinda](#) port authority under the *Transport Operations (Marine Safety) 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.

Port Duty Officer [dutyofficer@townsville-port.com.au](mailto:dutyofficer@townsville-port.com.au)

Phone: +61 7 47811 667 (Townsville)

Manager Marine Services

Phone: +61 7 47811 502

## 1.6 Rules and regulations

### 1.6.1 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, such as the SOLAS convention and its amendments (for example, the IMDG code) and state, national and local port authority regulations are in force in the port.

Furthermore, the Port of Townsville By-Laws are the 'house rules' of the port. Based on the Lucinda Port Notices, the port rules on dangerous substances contain additional, specific regulations for ships carrying dangerous cargoes in the port.



## 1.6.2 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 - Queensland Legislation](#).
- [Transport Operations \(Marine Pollution\) Act 1995](#) and [Regulations 2018](#)
- International Maritime Dangerous Goods Code (IMDG Code)
- Australian Standard — AS3846 — 2005. (Defines the standards to be observed by Masters, berth operators and consignors involved with the transport and handling of dangerous goods in port areas in Australia.)
- [Maritime Transport and Offshore Facilities Security Act 2003](#) and [Regulations 2003](#).

In addition, it will also complement the procedures of:

- [Port of Townsville Limited – Port of Lucinda](#)
- [Hinchinbrook Shire Council \(HSC\)](#)
- [Maritime Safety Queensland \(MSQ\)](#)
- [Australian Maritime Safety Authority \(AMSA\)](#)
- [Quarantine - Department of Agriculture](#)
- [Customs - Australian Border Force](#)
- [Royal Australian Navy \(RAN\)](#)

As they relate to ship movements within the jurisdiction of the Regional Harbour Master, Townsville.

## 1.6.3 Exemptions and permits

The Regional Harbour Master may grant exemptions from specific regulations. Permission is required for special activities such as repairs, hull cleaning and painting, engine immobilisation and so on (see [10 Work permits](#)).

## 2. Arrival and departure procedures

The [Transport Operations \(Marine Safety\) Regulation 2016](#) requires that all ship movements for ships 35 metres in length or longer, or combination ships with a combined length > 35m, or ships carry dangerous cargo, or ships using the services of a pilot, are reported to VTS.

### 2.1 Arrival/departure reporting

#### 2.1.1 Reporting obligations for ships with length 50 metres or a combination of ships with combined length 50 metres or more.

Section 168 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) details the general reporting obligations for ships arriving, departing or otherwise moving within the Lucinda Pilotage Area.

Appointed Shipping Agents must use of the QSHIPS programme for notification of the impending arrival and subsequent movements of a vessel.

Owners or masters who are not using an agent are required to complete an [arrival/departure report](#) and lodge it with Townsville VTS at least 48 hours before a vessel's arrival. For any other ship movement (removal or departure) the notification must be provided at least 24 hours before the expected movement. The report is the base document for the raising of conservancy and pilotage fees.

#### 2.1.2 Reporting obligations for ships with length 35 metres or more but less than 50 metres or a combination of ships with combined length 35 metres or more but less than 50 metres

Section 169 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) details the general reporting obligations for ships 35m arriving, departing or otherwise moving within the Lucinda Pilotage Area.

Appointed Shipping Agents will use of the QSHIPS programme for notification of the impending arrival and subsequent movements of a vessel.

Owners or masters who are not using an agent are required to complete an [arrival/departure report](#) and lodge it with Townsville VTS at least 48 hours before a vessel's arrival. For any other ship movement (removal or departure) the notification must be provided at least 24 hours before the expected movement. The report is the base document for the raising of conservancy and pilotage fees. The report is to be emailed to Townsville VTS at: [vtstownsville@msq.qld.gov.au](mailto:vtstownsville@msq.qld.gov.au).

#### 2.1.3 Reporting to VTS

Section 170 - 175 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) further details, in addition to the requirements detailed in s.2.2.1 and s 2.2.2 above, obligations for ships >35m (or combined ships >35m) fitted with VHF radio to report ship movements to VTS when:

- I. entering a pilotage area;
- II. navigating a ship from a berth or anchorage;
- III. reaching a destination; and
- IV. using services of a pilot.

These VHF reporting requirements are expanded in s.3.9 and s 3.10 herein.

## 2.1.4 Permission to proceed within a Port VTS area or a Pilotage area

All ships with LOA greater than 35 metres and all tug and tow combinations require permission from the Regional Harbour Master to:

- a) Enter;
- b) Depart; and
- c) Move.

within the pilotage area and the port VTS area.

The request for permission to proceed must be made through Vessel Traffic Services (VTS) and who will assess and grant (or deny) the request based on the applicable rules and SOP's

It is the responsibility of the master or pilot (if on board) to contact VTS to request the necessary permission to proceed and information prior to the movement.

Permissions are valid for uninterrupted passage to a specified location or until the voyage is interrupted or completed (for example, by anchoring, berthing or due to a breakdown) or cancelled by the Regional Harbour Master or VTS

Ships will require to request a new permission:

- a) for any subsequent movement;
- b) Vessel arriving at a VTS area, if the vessel has not entered the VTS area – **at the declared time + 30 minutes**; and
- c) All other movements; if the movement has not commenced within **30 minutes of permission being granted**.

## 2.2 Booking a vessel movement

When an agent is advised by their principals that a ship is bound for the Port of Lucinda then that agent shall book-in the ship arrival via the QSHIPS programme at least 48 hours prior to the movement as required under [Transport Operations \(Marine Safety\) Regulation 2016](#) section 168 and/or s.169. Requests for the supply of a pilot, tugs and linesmen may 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 exist.

To book a vessel into the QSHIPS program a shipping agent would log in to the programme using the supplied individual login, select the Create a Visit tab and then proceed to find the vessel in the Maritime Safety Queensland ship database by using the **IMO number** or the vessel name as the primary search tool. If this search produced a nil result the agent is

requested to either email or phone the VTS office and request the ship be created in the database from information sourced from the Lloyd's sea web database.

Masters of vessels arriving at, staying in or departing from the port of Lucinda are obliged to make prior notification on a variety of subjects, ranging from health and immigration to dangerous goods.

This section applies to all ships entering the Abbot Point pilotage area that are of overall length 35 metres and greater and all vessels that require a pilot (see section [8.1](#)) including those ships whose master holds a pilotage exemption certificate for the Lucinda pilotage area.

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

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

The program is operated from the VTS centre. shipping agents must submit booking information on line in accordance with the reporting requirements (Prior notification of movements and record their requisitions for tugs, pilot and linesmen). The ancillary services respond on line to acknowledge the booking and allocate their resources; the movement then assumes the 'confirmed' status.

Permit requests should be submitted online and to the respective agencies if required (see 10 – Work permits). QSHIPS will indicate when the approval has been granted and the agent is then able to print the permit for the vessel.

Mandatory fields required to be submitted under section 3.4 (Prior notification of movement in pilotage area):

- IMO Number
- Ship's Name
- From
- To
- Side alongside
- Draft's FWD and AFT
- Deadweight
- Displacement
- Port
- Agent
- Agency
- Invoicing body
- Last/next port
- Estimated start/end times
- Dangerous goods (yes/no)

- LOA; Beam; GT (**noting:** *LOA;GT; Beam are all provided by Lloyds data; however the vessel has not previously visited a Queensland port the fields may not automatically be populated*).
- **Defects** (including but not limited to - navigational and mooring equipment, steering gear and engines and auxiliary engines, thrusters, and so on)

\* Draft, displacement and DWT is the information for that particular movement (arrival, departure or removal).

Agents are encouraged to provide any other information that may be beneficial to safety of navigation.

Shipping agents with approved access have the ability to submit the above information through the QSHIPS portal until 24 hours prior to the scheduled movement.

The [Transport Operations \(Marine Safety\) Regulation 2016](#) provides penalties for agents who fail to notify the Regional Harbour Master (via VTS) of the arrival of a ship at least 48 hours before the expected arrival.

The [Transport Operations \(Marine Safety\) Regulation 2016](#) provides penalties for agents who fail to notify the Regional Harbour Master (via VTS) of the departure of a ship at least 24 hours before the expected departure.

Since the program 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.

The following checklists are provided as a guide to the requirements for notifying the port authorities.

## 2.4 Arrival check list

Sequence	Time	Report
1	At least 96 hours before arrival	Customs (see <a href="#">2.7 — Customs</a> )
2	At least 48 hours before arrival	Arrival information to Regional Harbour Master via QSHIPS
3	At least 48 hours before arrival	<a href="#">Dangerous goods report</a> to Regional Harbour Master and the Port Authority (POTL) see <a href="#">11 Dangerous cargo</a> )
4	At least 48 hours before arrival	Arrival/Departure Report to Regional Harbour Master's office (see <a href="#">2.8 — Arrival/Departure Report</a> )
5	Not more than 96 hours or less than 12 hours before arrival	Quarantine (see <a href="#">2.6 Quarantine</a> )
6	24 and 12 hours before arrival update estimated time of arrival if necessary.	Arrival information update to Townsville VTS via QSHIPS
7	At least 24 hours before arrival	Pilot transfer arrangements - checklist

8	Two hours prior to pilot boarding time.	Call Townsville VTS and/or pilot boat on VHF channel 16
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Table 1 — Arrival check list

## 2.5 Departure check list

Sequence	Time	Report
1	48 hours before departure	Advice departure information to Townsville VTS via QSHIPS
2	3 hours before departure	Call VTS 3 hours prior to ETD to confirm readiness to depart with final sailing draughts
3	At least 1 hour before departure	Pre-entry report to <a href="#">Reef VTS</a>

Table 2 — Departure check list

All agents must lodge arrival reports via the QSHIPS programme at least 48 hours prior to the movement as required under [Transport Operations \(Marine Safety\) Regulation 2016](#). Request for the supply of a pilot, tugs and linesmen must also be made via QSHIPS.

All agents must lodge departure reports via the QSHIPS programme at least 24 hours prior to the movement as required under [Transport Operations \(Marine Safety\) Regulation 2016](#). Request for the supply of a pilot, tugs and linesmen must also be made via QSHIPS.

## 2.6 Quarantine

The Australian Department of Agriculture, Fisheries and Forestry require vessels from overseas to submit their documentation no more than 96 hours and no less than 12 hours prior to arrival:

Contact details for the Australian Quarantine and Inspection Service at Townsville:

Phone: +61 7 4789 7888

Fax: +61 7 4789 7821

Postal address: PO Box 1245, Townsville Queensland 4810

### 2.6.1 Ballast water information

Ships with ballast water from ports that are considered a high risk for introduced marine species and that have not exchanged water ballast in mid ocean are now forbidden to discharge this ballast into Australian waters. Vessels that do not need to discharge ballast in Australian waters are exempt from these requirements.

The Department of Agriculture (Biosecurity) provides a Ballast Water Management summary sheet for use by Masters/Agents which can be found at the following link:

[www.agriculture.gov.au/biosecurity/avm/vessels/ballast/australian-ballast-water-management-requirements](http://www.agriculture.gov.au/biosecurity/avm/vessels/ballast/australian-ballast-water-management-requirements)

## 2.7 Customs (Australian Border Force)

(Source: Australian Customs Service (ACS))

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

## 2.8 Arrival/Departure Report

The use of the QSHIPS programme is mandatory for notification of the impending arrival and subsequent movements of a vessel.

Owners or masters who are not using an agent are required to complete an [arrival/departure report](#) and lodge it with Townsville VTS 48 hours before a vessel's arrival. The report is the base document for the raising of conservancy and pilotage fees. The report is to be emailed to Townsville VTS at : [vtstownsville@msq.qld.gov.au](mailto:vtstownsville@msq.qld.gov.au).

## 2.9 Dangerous goods

Dangerous goods must not be brought into or handled in the pilotage area until notification has been sent to the Regional Harbour Master and the Port of Townsville limited in the approved form at least 48 hours prior to arrival in port limits. For further information see [11 Dangerous cargo](#).

## 2.10 MASTREP

Participation in the [Modernised Australian Ship Tracking and Reporting System \(MASTREP\)](#) is designed to contribute to safety of life at sea and is operated by the Australian Maritime Safety Authority (AMSA) through the Rescue Coordination Centre (RCC) Australia in Canberra. Participation in MASTREP is mandatory for certain vessel but others are encouraged to participate.

The Commonwealth of Australia [Navigation Act 2012](#) and Marine Orders Part 63 makes the provision of Position Reports mandatory for certain vessels, the following vessels must report to MASTREP:

- Foreign from the arrival at its first port in Australia until its departure from its final report in Australia; and [Section 11](#).
- All regulated Australian vessel 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 in carrying out SAR activities.

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

## 2.11 Reef VTS

Reef VTS is a coastal vessel traffic service (VTS) dedicated to the Great Barrier Reef and Torres Strait mandatory ship reporting system (SRS) operated under joint federal and state arrangements between Maritime Safety Queensland and the Australian Maritime Safety Authority (AMSA) from the Reef VTS centre at Townsville. 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 SRS 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](#).

## 2.12 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.



## 3. Movement notification and traffic procedures

### 3.1 General

Maritime Safety Queensland, through the authority of the Regional Harbour Master, has jurisdiction over the safe movement of all shipping within the pilotage area.

The scheduling of ship movements is initiated by the agent submitting movement details for a vessel to the Regional Harbour Master's office via the QSHIPS ship planning programme in accordance with this section

### 3.2 Vessel Traffic Service (VTS)

Vessel Traffic Service is the principal tool by which the Regional Harbour Master manages the safe and efficient movement of vessel traffic approaching, departing and operating within the Townsville/Abbot Point 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 Townsville/Abbot Point VTS area, Townsville/Abbot Point Compulsory Pilotage area and the Port of Townsville/Abbot Point Limits. The VTS will operate under with the callsign "Townsville VTS" and provides this service in accordance with IMO Resolution 1158(32).

VTS is delivered from the VTS centre in Townsville and is manned by trained and qualified vessel traffic service operators, under the management of the Manager (Vessel Traffic Services) and the Regional Harbour Master (Townsville).

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; and
- 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**

Townsville 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**

Townsville 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**

Townsville 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 Townsville VTS will be unable to provide navigational assistance and the requesting vessel will be advised of this information.

The provision of assistance does not absolve the master from of the responsibility for the safety of the vessel and, specifically, the responsibility for collision avoidance.

Note: that in the event of the VTS centre being disabled, all functions of the VTS centre will be temporarily transferred to a remote standby location. VTS will advise all parties of the new communication numbers at such a time.

### 3.2.1 VTS role

Townsville VTS does not maintain a delineated formally declared VTS area pursuant to IMO Resolution A.857(20) for the Port of Lucinda – however Townsville VTS will:

- interact with vessel traffic by VHF radio;
- interact with port services;
- inform participating vessels of current traffic and safety information pertaining to the pilotage area;
- communicate the directions of the Regional Harbour Master (Townsville) 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 program in inside the 24 hour lockout period;
- maintain a situational awareness of traffic in the pilotage area to the extent of the available information;
- participate in emergency procedures; and
- In the event Townsville VTS deems that a situation demands a higher level of interaction, the functions of a traffic organisation and navigational assistance may be enabled.

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

### 3.2.2 Port VHF communications

Ships intending to navigate within the pilotage area must establish two-way communications with Townsville VTS on marine VHF channel 16 or VHF channel 13

The designated port VHF channel is to be used for the communication of all routine operational and safety information.

VHF channel	Call sign	Service
VHF channel 16	Lucinda pilots or Townsville VTS	Initial calling & Emergencies
VHF channel 6	User	Pilot and tugs

VHF channel	Call sign	Service
VHF channel 13	Townsville VTS	Pilot and tugs

Table 3 — Port VHF communications

### 3.2.3 Language

The English language is to be used in all communication. International Maritime Organization's Standard Marine Communication Phrases (SMCP) 2001 will be used.

### 3.2.4 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.

### 3.2.5 Distress and Emergency

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 Ingham Coastguard

Any marine incident, for example a collision, grounding or fire, occurring within the port of Lucinda, should immediately be reported to Townsville VTS on:

VHF radio: Channel 13 or 16

Phone: 1300 721 263

## 3.3 Harbour contact details

Organisation	Telephone	Alternate	Email
Townsville VTS	1300721263	VHF channel 16/13	<a href="mailto:vtstownsville@msq.qld.gov.au">vtstownsville@msq.qld.gov.au</a>
Lucinda Port Superintendent	+61 7 47604435		
Lucinda Bulk Sugar Terminal	+61 7 47982202		
Regional Harbour Master (Townsville)	+61 7 44218 100		<a href="mailto:RHMTownville@msq.qld.gov.au">RHMTownville@msq.qld.gov.au</a>
Manager Pilotage Services	+61 7 47811 861	Fax: +61 7 4781 1525	<a href="mailto:pilotmanager@townsville-port.com.au">pilotmanager@townsville-port.com.au</a>

Table 4 — Harbour contact details

## 3.4 Prior notification of movements

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:

Action	Minimum notice	Approved form
Prior notification of movement in pilotage area	48 Hours prior to entry	Notification via QSHIPS (see <a href="#">section 2.3 - QSHIPS</a> )
	24 hours prior to removal or departure	
Transport of dangerous goods in pilotage area	48 hours prior to entry	Dangerous cargo report (see <a href="#">11 Dangerous cargo</a> )
	Three hours prior to departure	

Table 5 — Prior notification of movements

## 3.5 Reporting defects

The *Transport Operations (Marine Safety) Regulation 2016* requires the master of a ship that is:

- underway and entering, or about to enter a pilotage area; or
- navigating a ship from a berth or anchorage,

must report to the area VTS by VHF radio details of damage to, defects and deficiencies in, the ship that could affect the safety of the ship, a person or the environment;

Defect to navigational equipment, propelling machinery, Auxillary engines, steering equipment, thrusters anchoring and mooring gear must be reported to VTS as soon as possible

VTS will notify the regional harbour master and AMSA of the damage to, defects and deficiencies.

In addition Australian Maritime Safety Authority (AMSA) requires notification of any deficiencies or suspected deficiencies on ships visiting Australian ports. Deficiencies are to be reported to AMSA using Report of suspected non-compliance with Navigation Act or safety/pollution Conventions

[Report of marine safety concern \(form 355\) | Australian Maritime Safety Authority](#)

## 3.6 Movement scheduling

### 3.6.1 Schedule changes

Changes requested by the master/agent to scheduled movements must be made via QSHIPS as soon as practicable after learning of such change.

Changes within 24 hours of the scheduled start time must be communicated to VTS by phone or email as agents are locked out of the QSHIPS program at this time

Telephone: 1300 721 263

Facsimile: +61 7 4721 0633

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

### 3.6.2 Pilotage delays

A delay fee is payable if the programmed ship movement is delayed by more than 30 minutes but not more than one hour for the first hour. If the ship is delayed for more than one hour but not more than two hours then for each of the first two hours; a delay in excess of two hours constitutes a cancellation. These charges can be found in Schedule 6 Part 2 Division 3 of the [\*Transport Operations \(Marine Safety\) Regulation 2016\*](#).

## 3.7 Tug and tow requirements

For the purposes of this section the following definitions shall apply:

- The length of tow – the combined length of the vessels (prime mover and towed vessels);
- Composite unit - a vessel or barge pushed ahead by a tug lashed and secured alongside. Length overall of a composite unit is the total of the length of the vessel or barge and the length of the tug;
- Splitting a multi-unit tow – is when a tow consisting of two or more vessels and/or barges are separated to form single units; and
- Towing Operation requiring a pilot will be permitted only during daylight hours.

### 3.7.1 Operation Conditions

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

- All tugs and tows will be required to engage a licensed pilot as per section [8- Pilotage](#);
- All tows are to be shortened up prior to arrival at the pilot boarding ground; and
- A multi-unit tow will require to be split and towed independently from the Pilot station to the berth.

Any tow that is in a damaged condition will not be granted entry into the pilotage area until the Regional Harbour Master 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 designed to have a tug (prime mover) secured astern as a composite unit shall not be deemed a tug and tow if operated in this manner, however, this combination may be required to be allocated tugs (in addition to the prime mover). The LOA of a composite unit is defined under section 3.7 “The length of tow”.

### 3.7.2 Notification

When a tug and tow is bound for, due to depart from or to do a removal within the port, the master, owner or agent is required to book the tug and tow in with the Regional Harbour Master via the QSHIPS program using the same arrangements as defined for other vessels. 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.

## 3.8 Anchoring

Ships are to anchor outside the pilotage area where safe to do so.

Ships waiting for pilots may anchor 1.0 nautical mile to the East or North of the pilot boarding place in approximately 20 metres of water. Upon anchoring, ships are to advise VTS of their anchoring time and position.

Ships at anchor must maintain a continuous listening watch on VHF channel 16 and 13. All ships at anchor must maintain a continuous anchor watch and report if vessel is observed to be dragging anchor.

Ships are not permitted to immobilise engines at anchor without the written approval of the Regional Harbour Master

## 3.9 Movement information and Permission to Proceed

All ships with LOA greater than 35 metres and all tug and tow combinations require Permission to proceed issued by the port VTS to enter, depart or move within the pilotage area or a Port VTS area.

It is the responsibility of the master or pilot to contact the VTS centre to obtain the necessary permission and information prior to the movement.

Permissions are valid for uninterrupted passage to a specified location or until the voyage is interrupted or completed (for example, by anchoring, berthing or due to a breakdown) or cancelled by the Regional Harbour Master (or the delegate).

Ships will require to request a new permission:

- for any subsequent movement;
- Vessel arriving at a VTS area; if the vessel has not entered the VTS area – **at the declared time + 30 minutes** or
- All other movements, if the movement has not commenced within **30 minutes of permission being granted**.

### 3.9.1 Arrivals – Permission to proceed

#### Arriving at the VTS area.

The master is to contact Townsville VTS to obtain permission to proceed into the VTS area and for arrival information, two hours before the estimated time of arrival at the Pilot boarding Place or Anchorage area (see section [8.3 Pilot Boarding Place](#)).

The arrival permission to proceed into the VTS area is valid for uninterrupted passage to the pilot boarding place or anchorage area, unless specified otherwise.

#### Arriving into the Pilotage area.

The **Pilot** or master must contact Townsville VTS to request permission to proceed:

- into the Townsville Pilotage area, and
  - for information to support a safe pilotage,
- on completion of Pilot/Bridge Team exchange.

The arrival permission to proceed is valid for uninterrupted passage from the pilot boarding place to the berth, unless specified otherwise.

### 3.9.2 Removals – Permission to proceed

The **Pilot** or Master (Person having the con of the vessel) must contact Townsville VTS to request permission to proceed:

- from one berth (or place) within the pilotage area to another berth (or Place) within the Pilotage area, and
  - for information to support a safe pilotage,
- on completion of Pilot/Bridge Team exchange.

The permission to proceed is valid for uninterrupted passage of the removal, unless specified otherwise.

### 3.9.3 Departures – Permission to proceed

Masters of all vessels are to call Townsville VTS, 3 hours prior to the scheduled departure to confirm readiness to depart and advise final sailing drafts.

The ship should be ready for departure, with all documentation completed not less than 30 minutes prior to the confirmed departure time

The Pilot or Master (Person having the con of the vessel) must contact Townsville VTS to request permission to proceed

- Depart from a berth (or place) within the pilotage area to sea or an anchorage outside the pilotage area, and
  - for information to support a safe pilotage,
- on completion of Pilot/Bridge Team exchange.

The permission to proceed is valid for uninterrupted passage of the removal, unless specified otherwise.

Ships that have departed a Townsville berth and proceeded to anchorage, must obtain Permission to proceed from VTS prior to weighing anchor and proceeding to sea.

## 3.10 Arrival reporting requirements

The master of a ship entering, or about to enter the pilotage area must report to Townsville VTS by VHF radio according to the following table:

	Report	Information to report
1	Ship master to <b>Townsville VTS'</b> Two hours prior to entry into the pilotage area <b>Request "Permission to proceed"</b>	Ship's name, position, ship's fore and aft draught, changes to ship details, defects, estimated time of arrival to pilot boarding ground <b>Request "Permission to proceed"</b>
2	<b>Townsville VTS/pilot</b> to ship master Confirmation of pilot transfer and instructions for the ship	Instructions will include, boarding side, course, speed, estimated time of arrival and anticipated conditions
3a	Ship master to <b>Townsville VTS</b> On anchoring	Ship's name and anchor position

	Report	Information to report
3b	Ship master to <b>Townsville VTS</b> Departing anchorage <b>Request "Permission to proceed"</b>	Ship's name, <b>Request "Permission to proceed"</b> anchor aweigh time
4	Pilot to <b>Townsville VTS</b> Pilot transfer (when the pilot transfer has been completed) <b>Request "Permission to proceed"</b>	Ship's name, pilot onboard, pilot onboard time, pilot name, ship's fore and aft draught, changes to ship details <b>Request "Permission to proceed"</b>
5	Pilot to <b>Townsville VTS</b> Vessel secure alongside	Time of first line and when secured alongside, berth and direction.

Table 6 — Arrival reporting requirements

### 3.11 Departure and removal reporting requirements

Masters of all vessels are to call VTS 3 hours prior to ETD to confirm readiness to depart with final sailing draughts

The master of a ship that is departing or moving within the pilotage area must report to Townsville VTS by radio according to the following table:

	Report	Information to report
1	Ship Master to Townsville VTS	Call VTS 3 hours prior to ETD to confirm readiness to depart with final sailing draughts
2	Ship master to Townsville VTS	Ship's name, radio check, destination port/anchorage, ship's fore and aft draught, changes to ship details
3	Pilot to Townsville VTS Pilot onboard and ship ready to depart <b>Request "Permission to proceed"</b>	Ships name, pilot onboard time, pilot name, fore and aft draught, changes to scheduled movements <b>Request "Permission to proceed"</b>
4	Pilot to <b>Townsville VTS</b>	Time Last line
5	Ship master to Townsville VTS Pilot transfer (when the pilot transfer has been completed from outbound ship to launch)	Ships name, pilot disembarked, pilot off time

Table 7 — Outbound reporting requirements

### 3.12 Access to Regional Harbour Master (Townsville)

For ordinary business, and issues arising in relation to ship scheduling, agents are to contact the VTS Centre. Agents continue to have full access to the Regional Harbour Master on any subject should circumstances warrant, however outside normal working hours this should be restricted to emergencies.



## 4. Port description

### 4.1 General

The port of Lucinda is situated 110 kilometres north of Townsville and is 2.4 miles to the South of Hinchinbrook Island. The port is managed by the Port of Townsville Limited and operated by the Lucinda Bulk Sugar Terminal; the jetty is 5.76 kilometres in length, the longest in the southern hemisphere.

### 4.2 Pilotage area

The pilotage area is described in Schedule 2 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 George Point on Hinchinbrook Island
  - then east to latitude 18° 29.109' south, longitude 146° 26.07' east
  - then due south to latitude 18° 34.909' south, longitude 146° 26.07' east
  - then due west to the high water mark on the mainland at latitude 18° 34.909' south
  - then by the high water mark in a northerly direction along the eastern shoreline of the mainland to approximate latitude 18° 31.409' south, longitude 146° 19.870' east
  - then 352°(T) by a straight line returning to the starting point; and
- (b) The navigable waters of rivers and creeks flowing, directly or indirectly, into the waters in paragraph (a).

### 4.3 Lucinda Compulsory Pilotage area

The Compulsory pilotage area is described in Schedule 3 of the [\*Transport Operations \(Marine Safety\) Regulation 2016\*](#) as the part of Lucinda pilotage area that is the area of

- (a) Waters bounded by an imaginary line drawn:
- starting at the high water mark at George Point on Hinchinbrook Island at approximate latitude 18° 29.109' south, longitude 146° 19.500' east
  - then east to latitude 18° 29.109' south, longitude 146° 24.300' east
  - then south to latitude 18° 34.909' south, longitude 146° 24.300' east
  - then west to the high water mark on the mainland at latitude 18° 34.909' south
  - then by the high water mark in a northerly direction along the eastern shoreline of the mainland to approximate latitude 18° 31.409' south, longitude 146° 19.870' east
  - then 352°(T) by a straight line returning to the starting point; and
- (b) The navigable waters of rivers and creeks flowing, directly or indirectly, into the waters in paragraph (a).

## 4.4 Load lines

Lucinda is in the Tropical Load Line Zone within the Great Barrier Reef.

## 4.5 Maximum vessel size

Maximum Length overall:	225m
Maximum berthing displacement:	31,000 t
Maximum displacement during loading/at departure:	85,000 t

Vessels with LOA greater 225 metres may be considered upon written application to the Regional Harbour Master (Townsville), provided the maximum berthing displacement does not exceed 31,000 mt.

The berth is not designed to accept vessels over 230 metres.

Individual cases may require extra tugs to ensure safe berthing.

## 4.6 Trim requirements

A number of factors affect ship response. The following operating procedures will ensure safe and efficient use of the Lucinda facility:

Ships should be ballasted or loaded in order to be trimmed by the stern or even keel with:

- a) the forward draft not less than 2% overall length; and
- b) the propeller fully submerged; and

Ships not meeting this requirement may experience considerable delays until a solution is identified and implemented.

Ships trimmed by the head or listing may be subject to restrictions. The Manager (Pilotage Services) and Regional Harbour Master are to be informed when bookings are made.

Ships must advise their berthing displacement in addition to the fore and aft draught at least 24 hours prior to arrival

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 from November to April.

### 4.6.1 Partly loaded conditions

Partly loaded ships must declare their berthing displacement in addition to the fore and aft draught at least 24 hours prior to arrival. Additionally, due to the capacity of the fender system and current tug power, the

- a) Berthing displacement must not exceed 31,000 mt, and
- b) Draughts should be adjusted for ships in ballast (see section 4.5 above); and
- c) trim by the stern is not to exceed 2% of overall length.

## 4.7 Time zone

UTC + 10 hours throughout the year.

## 4.8 Working hours

Port service providers are available 24 hours a day, seven days a week.

## 4.9 Charts and books

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). Charts of the area include:

- AUS 267 Port of Lucinda
- AUS 259 Hinchinbrook Channel
- AUS 372 Palm Isles to Frankland Islands
- AUS 828 Palm Isles to Brook Islands and Palm Passage
- AUS 827 Cape Bowling Green to Palm Isles
- AUS 258 Oyster Point (Port Hinchinbrook Marina)
- AUS 4060 Australasia and Adjacent Waters
- AUS 4603 Australia — North Coast and Adjacent Waters
- AUS 4620 Percy Isles to Booby Island including Gulf of Papua

## 4.10 Shipping announcements

### 4.10.1 Notices to Mariners

Maritime Safety Queensland circulates marine safety information to mariners, organisations and other interested parties, in the form of Notices to Mariners. The Notices to Mariners are posted on the MSQ website. Link: <https://www.qld.gov.au/transport/boating/notices/north-qld>.

[Notice to Mariners](#) and Advices 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); and
- any other works which may affect the safe navigation of vessels in Queensland coastal waters and ports (such as dredging operations and construction works).

## 5. Port infrastructure

### 5.1 Berth Information

Approach depth to the berth is 13.2 metres and the depth alongside 13.6 metres.

Note that depths are subject to change; please consult [Notice to Mariners](#) for latest information.

The wharf was designed in 1976 for the export loading of sugar in ships and is located some 5.7 kilometres offshore.

The wharf is 213 metres in length and orientated in a 010°/190° (T) direction with four fender points 15 metres apart at the northern end and a further two fender points 60 metres apart at the southern end. Mooring dolphins are situated 65 metres from each end of the wharf recessed 40 metres behind the quay line.

The maximum wind speed for a vessel to remain alongside the berth is up to a steady 38 knots

The travelling gantry installed for the loading of bulk sugar, when in the horizontal position, has a 12 metre clearance above the wharf decking. When stowed it is recessed 4.6 metres from the wharf face. The concrete decking is approximately eight metres above datum (lowest astronomical tide). The distance from lowest astronomical tide to the horizontal boom is 20.7 metres. Maximum outreach to the centre of the telescopic chute is 17.48 metres and the average net loading rate is 1800 tonnes per hour.

The port limits ship size as follows:

Maximum Length overall:	225m
Maximum berthing displacement:	31,000 t
Maximum displacement during loading/at departure:	85,000 t

Maximum wind speed for a vessel to remain alongside the berth is up to a steady 38 knots.

### 5.2 Navigation aids

#### 5.2.1 Lighthouse and leading lights

Navigational aid	Type	Characteristic
Fairway buoy		Iso. 2s
Lucinda PEL	PEL sector light	FG (243°T to 245°T) Occ W 2s (245°T to 248°T) FR (248°T to 250°T)
Transfer Tower (on northern end of berth)		Fl G. 5s 30m 6M

**Table 8 — Lighthouse and leading lights**

The light on the transfer tower is obscured from the south when the gantry loader is in its stowed position, but the gantry loader exhibits an all round red light at a height of 55 metres.

For list of applicable charts see [4.9 Charts and books](#). For notification of navigation light defects refer to Notices to Mariners (see [4.10.1 Notices to Mariners](#)).

## **5.3 Anchorage Area**

Vessels should anchor approximately 1.0 nautical mile to the East or North of the pilot boarding place in approximately 20 metres of water. Ships are to anchor outside the pilotage area. Upon anchoring, ships are to advise Townsville VTS of their anchoring time and position. All ships at anchor must maintain a continuous anchor watch and report if vessel is observed to be dragging anchor. Ships at anchor are to maintain a continuous listening watch on VHF channel 16.

## 6. Weather information

### 6.1 General

The prevailing south east trade winds may blow strongly at times, making it difficult to berth. In these conditions it is prudent for the pilot, ship's master, tug masters and berth operator to liaise in order to determine whether berthing should be attempted. Weather conditions do not normally affect departures.

Port operation may also be affected by tropical cyclone conditions in summer months. The Regional Harbour Master (Townsville), pilot and berth operator will jointly decide when it is not safe for a ship to be alongside

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.

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

Alternatively the following telephone numbers offer the listed information service:

1300 659 210.....tropical cyclone information

1300 659 210.....coastal marine warning

1300 878 6264.....current tsunami threat

**All ships at berth and anchorage must maintain listening watch on Channel 13 for weather warnings from Townsville VTS . All ships must acknowledge receipt and compliance.**

### 6.2 Severe Weather Event

Townsville Region Severe Weather Contingency Plan is located at the MSQ website [www.msq.qld.gov.au/Safety/Preparing-for-severe-weather](http://www.msq.qld.gov.au/Safety/Preparing-for-severe-weather).

In the event of an extreme weather event threat the Regional Harbour Master will take the following action:

- restrict the movement of vessels if necessary;
- direct and oversee the evacuation of the port or specific areas of the port or other affected areas if applicable; and
- close and reopen the port if necessary.

The Regional Harbour Master will also:

- advise mariners of relevant warnings and response requirements; and
- seek compliance with the response requirements.

These actions will be enacted over four distinct phases that allows for the development of appropriate responses to the threats faced.

### **6.2.1 Phase 1: Extreme weather event - Prevention.**

An extreme weather event watch will be issued when an extreme weather event or developing event is likely to affect the area within 48 hours, but not expected to impact the area within 24 hours. This phase is a critical time for masters and owners to plan and prepare for the impact of the event.

### **6.2.2 Phase 2: extreme weather event – Preparedness.**

An extreme weather event warning will be issued when an extreme weather event or developing event is likely to affect the area within 24 hours. This phase is critical for masters and owners to complete all preparations in an orderly manner prior to the event occurring.

### **6.2.3 Phase 3: Actual extreme weather event - Response**

By this phase, all vessels are expected to have enacted their vessel safety plans noting that the port may be closed and/or vessel movements restricted depending on the threat to safety of vessel movements or the environment. Mariners should note that it is likely to be too late to consider the safety of your vessel and that extreme weather conditions may limit the ability of emergency services to assist you should you run into difficulties. Your actions should be directed towards your own personnel safety.

If the port is closed, no vessel movements are expected.

### **6.2.4 Phase 4: After the extreme weather event has passed - Recovery**

The Regional Harbour Master will assess residual risks and determine the actions needed to be addressed. Do not assume that as the extreme weather event has passed and it is now safe to move your vessel.

Vessels are not to leave their cyclone moorings until the official all clear is given by the Regional Harbour Master.

Mariners should maintain a listening watch on the key VHF channels 16,12, 11 and.13

Owners and masters of vessels should be aware that aids to navigation may be affected by the extreme weather event. Owners and masters should reference notices to Mariners for the latest updates. Furthermore, port infrastructure will need to be inspected to ensure that facilities are fit for purpose.

### **6.2.5 Port closure**

The Regional Harbour Master may close the port, wholly or in part, or restrict the movement of vessels in the pilotage area, depending on the threat to the safety of shipping or the environment. This can occur at any time prior to the event.

The closure of the port or restriction on vessel movements will, as far as practical, be implemented in consultation with key authorities and in a timely manner in order to minimise risks.

## 6.2.6 Reopening of the port

The pilotage area will not be re-opened until the Regional Harbour Master is satisfied that all danger has passed, and the pilotage area is safe for vessels to re-enter and following inspections and surveys to critical maritime infrastructure (for example navigational aids, wharfs) as well as clearance of navigational hazards.

The Vessel Traffic Services Centre will coordinate the safe movement of vessels following the opening of the pilotage area in accordance with normal practice. Berths will be re-opened and operations resumed when wind and sea conditions are within operational limits.

## 6.2.7 Communication

The successful implementation of this plan relies on high quality communication of information and directions.

The Vessel Traffic Services Centre will implement the extreme weather event contingency plan on behalf of the Regional Harbour Master by acting as the central communications point for the duration and aftermath of the extreme weather event.

The Vessel Maritime Control Centre call sign is Townsville VTS.

VHF channels 16, 12, 13 and 14 will be continuously monitored before and during the extreme weather event. Extreme weather watches, warnings and any directions will be issued on these channels.

If the plan requires for actions such as port evacuation or closure will be coordinated by the Townsville VTS

Key Contacts are listed below:

Contact	Telephone
Regional Harbour Master - Townsville	+61 44218 100
Townsville VTS	1300 721 263 or 1300 721 293
Townsville Water Police	+61 7 4759 9790
Port of Townsville	+61 7 47811684

Vessels calling at the port of Lucinda are also reminded to familiarise themselves with the Port of Townsville "Emergency Procedures" located on the [Port of Townsville](#) website.

## 6.3 Tidal information

Predicted tide heights are available from the [Bureau of Meteorology](#) website.

Currents at the berth are made of tidal and wind generated components; the tidal component will dominate under normal conditions.

Lucinda is a standard port in the Queensland Tide Tables.

HAT	MHWS	MHWN	MLWS	MLWN
3.89 metres	2.91 metres	2.11 metres	0.74 metres	1.53 metres

Table 9 — Tidal information



The tidal times and height predictions for standard Queensland ports are available in the [Queensland Tide Tables](#).

Detailed hourly tidal predictions for Lucinda are available from the MSQ website [Supplementary tide predictions](#). Lucinda is included in the document for 'Townsville – Mourilyan'.

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

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

## 7. Port navigation and movement restrictions

### 7.1 Under keel clearance (UKC)

The depth alongside at datum is 13.6 metres; there are no dredged channels or swing basin to the offshore berth. The approach depth to the berth is 13.2 metres

Vessels must maintain a minimum UKC of 10% of the draught at all times alongside.

The draught on sailing must allow for an Under Keel Clearance (UKC) of 6% of deepest draught + 1.00 metre.

Maximum departure draught = (approach depth + tide — 1.0) divided by 1.06.

### 7.2 Approaches to pilot boarding ground (AUS 259)

There are no known dangers and there is good holding everywhere between the berth and the offshore islands. Ships waiting for pilots should anchor 1.0 nautical mile to the East or North of the pilot boarding place in approximately 20 metres of water.

### 7.3 Berthing requirements

Pilot and terminal operator will liaise on conditions (for example, weather and tide) and other factors of safety prior to berthing:

- Ships will generally berth starboard side alongside. Ships intending to berth Port side alongside must seek prior approval from the Regional Harbour Master at least 72 hours prior to pilot boarding, stating reason why it cannot berth starboard side alongside. The Regional Harbour Master (Townsville) and Pilot Manager will assess the request and respond with conditions.
- Two tugs will be used for berthing.
- Ships should ensure that engines are ready and fully operational, that mooring ropes with heaving lines are ready for use, and that anchors are cleared and ready.
- Cranes and derricks are to be stowed and lashed so as to provide clear vision forward of the bridge wings and wheelhouse.
- Gangways are not to be broken out until the ship is safely moored alongside.
- Discharge outlets in the vicinity of tug lashing points are not to be used unless absolutely essential to berthing operations.
- During periods of unsuitable wind and sea conditions, further restrictions may be imposed in the interests of safety. (refer 7.3.3 Guidelines for berthing and departing of vessels)

#### 7.3.1 Position at berth

Ship position at the berth should enable loading of all hatches of the ship (unless agreed otherwise by the terminal operator and Regional Harbour Master (Townsville)):

- ship position at the berth should limit overhang past the outermost fenders in contact with the ship to less than 25% of the ship's LOA.

- ship position at the berth must achieve acceptable angular contact with fender frames, particularly those in contact with the flare of the ship's stern and bow.
- ship's crew must not allow mooring lines to slacken (due to tidal range and loading rate, moorings can become slack allowing the ship to shift out of position).
- at all times that a ship is alongside, the number tugs required for departure will remain on standby within the port limits.

### 7.3.2 Ships with LOA 200 metres or greater

- Ships with LOA 200 metres and greater will berth starboard side to and will be berthed only when wind conditions are 15 knots or less. When the wind is greater than 15 knots a risk assessment involving the Pilot Manager, the Pilot and if necessary RHM, will be conducted to determine if the berthing should proceed.
- Ships with LOA 200 metres and greater will depart on the ebb, with the assistance of two tugs. Tidal windows must make allowance to clear the channel on the ebb (falling tide) with minimum UKC of 6% of the deepest draught + 1 metre. An allowance of 30 minutes should be factored into the tidal window to clear the channel.

### 7.3.3 Guidelines for berthing

Due to the unprotected nature of the berth and the working limitations of the tugs following guidelines shall be adhered to:

1. Prior to commencing a berthing manoeuvre, the Pilot shall conduct a risk assessment. If wind speed and swell are deemed to exceed safe working limits a vessel shall not proceed with the berthing. *In general the safe working conditions for the existing tugs are steady wind speeds not exceeding 20 knots (gusting 25 knots).*
2. When a strong wind warning has been forecast for the area and a vessel is expected to be alongside during that forecast period, generally a vessel shall not berth.

The Master and Bulk Sugar Terminal may, after conducting a risk assessment decide to berth a vessel, provided the forecast conditions (wind and swell) are not expected to exceed safe working limits of the terminal. The following considerations must form part of the risk assessment process leading up to the decision.

- a) The vessel may not be able to depart with one tug if wind and swell exceed safe working limits.
  - b) The availability of a 2<sup>nd</sup> tug on standby to assist if the vessel is required to depart.
  - c) The maximum wind limitation imposed by Bulk Sugar Terminal for a vessel to remain at the berth is steady winds speed 38 knots.
3. If a vessel is already alongside and a strong wind warning is forecast for the area, the Master and Bulk Sugar Terminal must make arrangements for the vessel to depart the berth prior to wind speed and swell exceeding the safe working limits of the terminal. The Master and Bulk Sugar Terminal may conduct a risk assessment and decide to let the vessel remain at the berth. This decision must consider limitations described in Section 7.3.3.2 a), 7.3.3.2 b) and 7.3.3.2 c) above.
  4. The Master must consider the unprotected nature of the berth in deciding the quantity of ballast to retain on board during berthing and loading to ensure safety of vessel and the berth infrastructure at all times.

5. During the entire duration of ship's stay alongside, 1 tug with adequate bollard pull to assist and/or sail the vessel in emergency will remain within port limits. Ships requiring 2 tugs for departure (as per section 7.3.2) will require to have 2 tugs with adequate bollard pull to assist and/or sail the vessel in emergency standby within port limits. The tug(s) shall remain contactable on VHF channel 16 at all times.

### 7.3.4 Guidelines for Departures

Due to the unprotected nature of the berth and the working limitations of the tugs following guidelines shall be adhered to:

1. In general the safe working conditions for the existing tugs are steady wind speeds not exceeding 20 knots (gusting 25 knots). Generally every attempt will be made to sail a vessel within the safe working conditions.

In exceptional circumstances it may be necessary for a departure manoeuvre to be considered in conditions exceeding those described above. The departure may proceed provided a comprehensive risk assessment in consultation with the tug masters is conducted and an agreed safe departure manoeuvre formulated.

2. If a vessel is already alongside and a strong wind warning is forecast for the area, the Master and Bulk Sugar Terminal must make arrangements for the vessel to depart the berth prior to wind speed and swell exceeding the safe working limits of the terminal. The Master and Bulk Sugar Terminal may conduct a risk assessment and decide to let the vessel remain at the berth. This decision must consider limitations described in Section 7.3.3.2 a), 7.3.3.2 b) and 7.3.3.2 c) above.
3. Ship's with draft greater than 10 metres will be programmed to depart at slack water or on an ebb tide.
4. Departures during flood tides or in adverse weather conditions may require the use of two tugs.

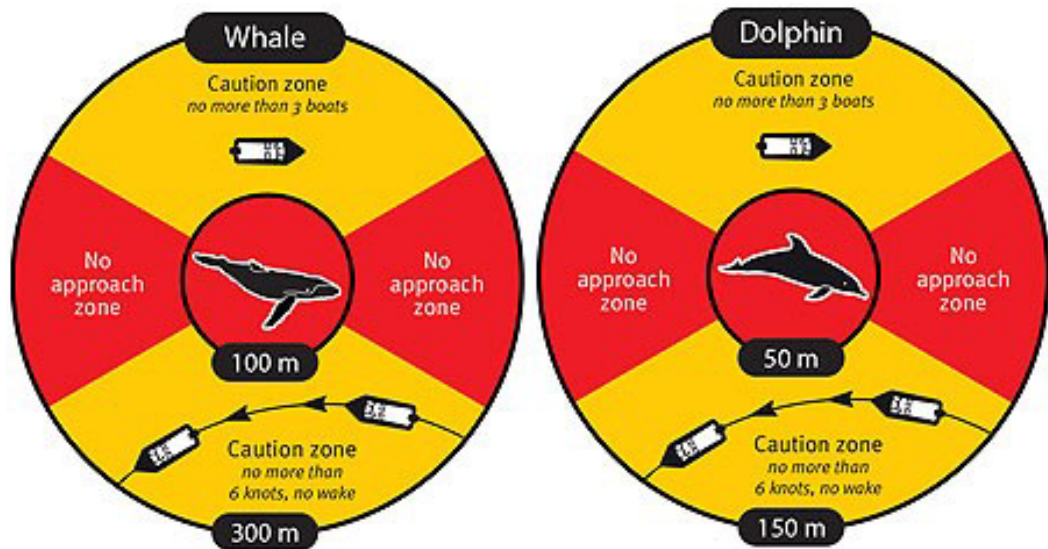
### 7.3.5 Advisory Note - Interaction with marine mammals

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.

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**

[Marine wildlife strandings | Environment, land and water | Queensland Government](#)

## 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 for:

- i. a ship that is 50 metres or more;
- ii. a vessel towing another vessel where the combined length of the vessels is 50 metres or more;
- iii. a ship whose owner or master asks for the services of a pilot; or
- iv. a ship whose master is directed by the Regional Harbour Master to use the services of a pilot.

A port pilot must be employed for all shipping movements to and from the Lucinda bulk sugar terminal.

The Lucinda pilotage area is the area of—

- (a) waters bounded by an imaginary line drawn—
  - starting at the high-water mark at George Point on Hinchinbrook Island at approximate latitude 18° 29.11' south, longitude 146° 19.50' east
  - then east to latitude 18° 29.11' south, longitude 146° 26.07' east
  - then south to latitude 18° 34.91' south, longitude 146° 26.07' east
  - then west to the high-water mark on the mainland at latitude 18° 34.91' south
  - then by the high-water mark in a northerly direction along the eastern shoreline of the mainland to approximate latitude 18° 31.41' south, longitude 146° 19.87' east
  - then 352° (T) by a straight line to the starting point; and
- (b) the navigable waters of rivers and creeks flowing, directly or indirectly, into the waters mentioned in paragraph (a).

The Lucinda Compulsory pilotage area is described in Schedule 3 of the [\*Transport Operations \(Marine Safety\) Regulation 2016\*](#) as the part of Lucinda pilotage area that is the area of

- (a) Waters bounded by an imaginary line drawn
  - starting at the high water mark at George Point on Hinchinbrook Island at approximate latitude 18° 29.109' south, longitude 146° 19.500' east
  - then east to latitude 18° 29.109' south, longitude 146° 24.300' east
  - then south to latitude 18° 34.909' south, longitude 146° 24.300' east
  - then west to the high water mark on the mainland at latitude 18° 34.909' south
  - then by the high water mark in a northerly direction along the eastern shoreline of the mainland to approximate latitude 18° 31.409' south, longitude 146° 19.870' east
  - then 352°(T) by a straight line returning to the starting point; and

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

Transport Operations (Marine Safety) Act 1994 section 99

*A person must not navigate a ship in a compulsory pilotage area unless the person uses the services of a pilot.*

*Maximum penalty – 200 penalty units*

## 8.2 Pilotage

The port is open for pilotage 24 hours per day.

Pilot boarding is restricted by the ability of the pilot vessel to safely transport a pilot across the sand bar from the inshore wharf. Depending on the pilot vessel in use at the time the height of tide required for the transit over the sand bar may vary.

VTS in conjunction with Pilotage services will provide tidal windows for POB times on request by shipping agents.

### 8.2.1 Request for pilot

The requirements of the [Transport Operations \(Marine Safety\) Regulation 2016](#) shall be observed for all bookings. Port of Townsville provides a pilotage service for ship arrivals, departures and removals under contractual arrangements with Maritime Safety Queensland. All pilot transfers are carried out by pilot launch. Requests for pilotage services are described in 3.6 QSHIPS (Queensland Shipping Information Planning System) booking procedures.

### 8.2.2 Notice required

Ships requiring the services of a pilot are required to submit arrival, removal and departure notices no less than 48 hours prior to the desired movement.

Updates to the pilot boarding time should be sent at 12 hours and six hours prior to arrival.

## 8.3 Pilot boarding place

Boarding position: Latitude 18° 29'00"S, Longitude 146° 25.00'E approximately 2.8 nautical miles from the berth.

### 8.3.1 Pilot Transfers

Pilot transfer instructions will be given by Townsville VTS to the ship prior to pilot boarding. The instructions shall include:

- a) Pilot boarding time; and
- b) Restrictions/Requirements (by the Regional Harbour Master).

Boarding and disembarkation is generally undertaken with the ship underway proceeding at a Safe speed and providing a good lee.

Pilot transfer instructions from the Pilot vessel may be given to the ship if the Pilot determines the requirement to do so and may include:

- Desired course and speed to conduct the transfer; and
- Stopping of Engines, and so on.

Master must comply if safe to do so and must not obstruct another vessel manoeuvring in the vicinity.

### 8.3.2 Pilot Transfer arrangements

All preparations shall be completed prior to the pilot boarding time; in accordance with the instructions in this section

Ships pilot ladders must comply with the requirements of SOLAS CH V – Regulation 23 – Pilot Transfer Arrangements Resolution A.1045(27).

Ships must complete the Pilot Ladder Checklist (see Section 16.6). The checklist must be submitted port duty officer and VTS Townsville at least 24 hours prior to arrival.

Reference should also be made to [Marine Notice 04/2023 Pilot transfer arrangements](#) and [Pilot Boarding Ladder Arrangement](#)

## 8.4 Passage planning – bridge resource management (BRM)

The master and pilot should exchange information regarding navigational procedures, local conditions and rules and the ship's characteristics. This information should be a continuous process that generally continues for the duration of the pilotage.

The proposed manoeuvre should be well discussed with the master and any doubts/queries he/she may have should be resolved prior to commencement of pilotage. The exchange of information should include at least:

- The presentation of a completed standard pilot card (by ship). In addition information should be provided on rate of turn at different speeds, turning circles, stopping distances and, if available other appropriate data.
- General agreement on plans and procedures including contingency plans for the anticipated passage ([Pilotage – Lucinda passage plan](#))
- Discussion of any special conditions such as weather, depth of water, tidal currents and marine traffic that may be expected during the passage.
- Discussion of any unusual ship-handling characteristics, machinery difficulties, navigational equipment problems or crew limitations that could affect the operation, handling or safe manoeuvring of the ship.
- Information on berthing arrangements; use, characteristics and numbers of tugs and other external facilities.
- Information on mooring arrangements.
- Confirmation of the language to be used on the bridge (normally English) and with external parties.

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 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 Regulation, 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 Regional Harbour Master.

### 8.5.1 Fatigue management

Professional pilotage services are maintained for the port. The service is provided on a 24 hour basis but is not an 'on-demand' service. A pilot fatigue management plan is followed to ensure that adequately rested pilots are assigned to ships.

### 8.5.2 Alcohol consumption

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

### 8.5.3 Pilotage delays

A delay fee is payable if the programmed ship movement is delayed for more than 30 minutes but not more than one hour for the first hour. If the ship is delayed for more than one hour but not more than two hours then for each of the first two hours; a delay in excess of two hours constitutes a cancellation. These charges can be found in Schedule 6 Part 2 Division 3 of the [Transport Operations \(Marine Safety\) Regulation 2016](#).

### 8.5.4 Pilotage requirements for Torres Strait and Great Barrier Reef (GBR)

All merchant vessels 70 metres in length and over and all oil, gas and chemical tankers irrespective of size are required to take a licensed marine pilot when transiting the Torres Strait and Great North East Channel. Pilotage is also required for these vessels transiting the Inner Route from Cape York to Cairns Roads and for transit of Hydrographers Passage.

## 9. Tug procedures

### 9.1 General

All ocean going ships up to 200m LOA will require two tugs for berthing and one for departure. Ships with LOA greater than 200m will require 2 tugs for berthing and unberthing.

Tug requirements for vessels with bow thrusters will be assessed on an individual basis, however vessels on their first visit and vessels greater than 160 metres will not be granted a tug reduction.

Towage services are provided by Svitzer; their north Queensland operations office is based in Brisbane and is manned 24 hours a day, seven days a week.

The tugs are based at Mourilyan and service Lucinda when required.

### 9.2 Vessel Particulars

	Bollard pull	H.P.	Type	Fire Fighting
<b>Woonna</b>	46t	3600	Z - Pellor	Water Cannon
<b>Gabo</b>	46t	3600	Z - Pellor	Class B Support Ship

Table 10 – Tug details

<b>Svitzer</b>	
Company profile:	Svitzer provides tug services to vessels at the port of Lucinda.
Phone:	1300 662 377 (Brisbane booking office 24/7)
Email	<a href="mailto:aunthqld.operations@svitzer.com">aunthqld.operations@svitzer.com</a>

Table 11 — Tug company contact information

#### 9.2.1 Notification of Tugs

Generally the vessel's agent will requisition tug services via the Svitzer Australia office at Brisbane; amendments to booking times should be made by phone to the Brisbane booking office by the ships agent. The operations email address is monitored from 0800 to 1800 daily.

#### 9.2.2 Communicating with tugs

Lucinda tugs call up on VHF channel 16 and use VHF channels 6 and 13 for communicating with ships during berthing operations.

#### 9.2.3 Tug availability during vessel's stay in port.

During the entire duration of ship's stay alongside, 1 tug with adequate bollard pull to assist and/or sail the vessel in emergency will remain within port limits.

Ships requiring 2 tugs for departure (as per section 7.3.2) will require to have 2 tugs with adequate bollard pull to assist and/or sail the vessel in emergency standby within port limits.

Tugs shall remain contactable on VHF channel 16 at all times.

Tugs may move to a sheltered anchorage in the lee of Palm island whilst on standby.

## 10. Work permits

### 10.1 General

In order to be able to perform certain work on ships in the port of Abbot Point, Masters, owners or their agents must first apply for and obtain the necessary permits before that work can proceed.

- Repair and maintenance work – due to the exposed nature of the berth, routine engine repairs and maintenance are not permitted.
- Life boat drills – the agent is required to notify the Regional Harbour Master, Customs (Australian Border Force) and the quarantine services prior to any boat being lowered into the water.

### 10.2 Work permits – description

#### 10.2.1 Hot Work whilst alongside

Hot Works (welding, gas cutting, grinding producing sparks, and so on) are NOT PERMITTED anywhere on or within the ship, whilst along-side at Lucinda.

#### 10.2.2 Hot Work whilst at anchorage

Ships intending to carry out Hot Works (welding, gas cutting, grinding producing sparks, and so on) at Lucinda anchorage must apply for permission from the Regional Harbour Master during normal business hours.

Master to provide the following information:

- Location of works (Engine room workshop; engine room; tank; cargo hold; main deck; accommodation);
- Whether the ship is loaded, partially loaded or in ballast; and
- Declaration from Master that all safety precautions are implemented.

Townsville VTS will notify the Master if the request is approved and conditions of approval.

#### 10.2.3 Immobilisation main engines whilst alongside

The immobilisation of ship's engines whilst alongside the Lucinda Bulk Sugar Terminal or whilst at anchor within port limits is not permitted by the Regional Harbour Master.

#### 10.2.4 Immobilisation main engines whilst at anchorage

Ships intending to immobilise main engine/s to undertake routine maintenance at Lucinda Anchorage must apply for permission from the Regional Harbour Master in the prescribed form ( 16.7 Request to immobilise Main Engines whilst at anchorage), during normal business hours.

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

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

### **10.2.5 Oversight maintenance whilst at alongside (hull painting, hull cleaning, and so on)**

For environmental reasons, the Port of Townsville and Lucinda Bulk Sugar terminal has strict guidelines on the performance of oversight maintenance work on ships within the port limits. Ships wishing to undertake oversight maintenance work must:

- Lodge a request with the Port of Townsville for permission to undertake oversight work. When granted, masters must comply with the conditions of the permit.

### **10.2.6 Oversight maintenance whilst at anchorage (hull painting, hull cleaning, and so on)**

A vessel at anchor outside port limits will require a permit to undertake oversight maintenance work and is at anchor, outside the Port limits. All Lucinda anchorages are in the Great Barrier Reef Marine Park.

Master/Agent must apply to GBRMPA for a permit noting a processing fee and an application assessment timeframe of 16 weeks may be applicable.

The use of permits helps the Great Barrier Reef Marine Park Authority (GBRMPA) ensure the conservation and sustainable use of the Great Barrier Reef's state and Commonwealth Marine Parks.

More information on GBRMPA [Permits](#) and [Permit Application Assessment Fees](#) are available from their website

# 11. Dangerous cargo

## 1.1 General

The port authority, Port of Townsville Limited (POTL) 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 Regional Harbour Master 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 — IMDG Code
- International Chamber of Shipping Oil Companies, International Marine Forum
- Society of International Gas Tankers and Terminals (ISGOTT)
- Australian Standard AS 3846 — 2005
- Australian Maritime Safety Authority — Australian annex to the IMDG Code – Marine Orders Part 41
- AAPMA — Dangerous Substances Guidelines.

### 11.1.1 Notification

Chapter 5 Part 4 of the [Transport Operations \(Marine Safety\) Regulation 2016](#) outlines the duties of owners and masters of vessels in relation to the carriage of dangerous goods.

The regulation requires that ships carrying dangerous goods and bulk liquids must comply with the appropriate directions of the IMDG code and AS 3846 and are to notify the port authority and the Regional Harbour Master of the intent to bring dangerous cargo into or depart from a pilotage area.

The [Dangerous goods declaration form](#) notification must be lodged either by email or via facsimile to the Regional Harbour Master and Port of Townsville Limited accompanied by a copy of the ship's dangerous cargo manifest. These requirements apply to dangerous goods and cargoes that remain onboard a ship or are loaded or handled during a port visit.

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

Movement	Minimum notification
Ship inbound	48 hours prior to scheduled arrival at pilot boarding ground
Ship departure or removal	3 hours
Ship-to-ship transfer	24 hours
Loading, removal or handling alongside	24 hours

Movement	Minimum notification
Operation of a local marine service	48 hours (see section 140 of the regulation)

Table 12 — Notification of dangerous goods

### 11.1.2 Dangerous cargo limits

Refer to the [Port of Townsville](#) website (port notices).

## 11.2 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; the report should contain the following information:

- correct technical name or names of goods
- UN number or numbers
- IMO hazard class or classes
- names of manufacturers of goods when known, or consignee or consignor
- types of packages including identification marks. Specify whether portable tank or tank vehicle, or whether vehicle or freight container or other cargo transport unit containing packages. Include official registration marks and numbers assigned to the unit
- an estimate of the quantity and likely condition of the goods
- whether lost goods floated or sank
- whether loss is continuing
- cause of loss
- 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
- 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 is 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 Harbour Master as soon as reasonably practical.

### 11.2.1 Ore bulk oil (OBO) ships

Ore bulk oil ships must declare their previous cargo and must provide a gas free certificate that is not more than 24 hours old.

## 12. Emergency, pollution, marine incidents

### 12.1 General

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.

**All marine incidents occurring within the Townsville region regardless of the regulatory agency must be reported to the Regional Harbour Master (Townsville).**

Initial reports should be conveyed through to Townsville VTS:

Telephone: 1300 721 263 or 1300 721 293

VHF channel: 13 or 16

Written reports must be submitted within the relevant timeframes as specified in the respective regulations (refer: 12.6.1; 12.6.2; 12.6.3) in the appropriate format to:

Regional Harbour Master

Maritime Safety Queensland

60 Ross Street, Townsville Queensland 4810.

Email: [RHMTownsville@msq.qld.gov.au](mailto:RHMTownsville@msq.qld.gov.au) or [VTStownsville@msq.qld.gov.au](mailto:VTStownsville@msq.qld.gov.au)

### 12.2 Emergency contact numbers

Organisation	Telephone
Police (Townsville)	000 or +61 7 4759 9777
Water Police	+61 7 47599 790
Ambulance (Townsville)	000
Fire	000
Marine Services	+61 7 4781 1667 (24 hrs)
Townsville VTS	1300 721 263
Pollution reports	1300 130 372
Hospital (Townsville General)	+61 7 4796 1111
Regional Harbour Master	+61 7 44218 100 (After Hours VTS)
Australian Department of Agriculture, fisheries and forestry	132 523
Australian Quarantine Inspection Service (Townsville) –Quarantine	+61 7 3404 6999
Border Force (customs) (Townsville)	+61 7 4722 3735



Organisation	Telephone
Maritime Safety Queensland (Townsville)	+61 7 44218 100
Volunteer Marine Rescue (VMR)	+61 7 4771 4831

Table 13 – Emergency contacts

## 12.3 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](#). Port of Townsville Limited has published an [Emergency Response Procedure](#) for the port of Townsville which details the required response to an emergency within the port. All emergencies should be reported to Townsville VTS on VHF channel 16 or 13, who will activate the emergency response plan and by calling the appropriate emergency response service fire/police/ambulance on 000.

## 12.4 Fire

Call the Queensland Fire and Rescue Service (QFRS phone 000) and notify Townsville VTS on VHF 16 or 13. Queensland Fire and Rescue Service is the lead agency when the ship is at the berth and Maritime Safety Queensland when the ship is off the berth. The Regional Harbour Master (Townsville), in consultation with the facility operator and Port of Townsville Limited, will make the decision if the vessel is to be removed from the berth for the safety of the port.

There are fire hydrants and hose reels that are located at the berth fed by salt water pumps. Some of the tugs are equipped with firefighting equipment.

## 12.5 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.

### 12.5.1 Reporting a pollution incident

Section 67 of the [Transport Operations \(Marine Pollution\) Act 1995 \(TOMPA\)](#) requires the master of a ship to report a discharge or probable discharge without delay to the Regional Harbour Master.

**The Master of the ship (or a person observing pollutants in the water) must report a marine pollution incident immediately to the VTS Centre.**

**The Master of the ship must also complete form [F3968 Marine Pollution Report](#) and submit the same as soon as possible and in any event within 48 hours of the incident.**

The following details should be provided in a report of marine pollution to the VTS centre:

- 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

- Notify the relevant authorities
- If the report is from **a person observing pollutants in the water, vts will complete form [F3968 marine pollution report](#)** and submit the same.

## 12.6 Marine incidents

Section 125 of the *[Transport Operations \(Marine Safety\) Act 1994](#)* requires the master of a ship to report an incident to a shipping inspector.

Telephone: 1300 721 263 or 300 721 293

**All marine incidents occurring in the Townsville Region must be reported immediately (as soon as safe and practical) to a shipping inspector or the Regional Harbour Master (Townsville) through Townsville VTS:**

VHF channel: 13 or 16.

Written reports must be submitted within the relevant timeframes as specified in the respective regulations (refer: 12.6.1; 12.6.2; 12.6.3) in the appropriate format to:

Regional Harbour Master

Maritime Safety Queensland

60 Ross Street, Townsville Queensland 4810.

E-Mail: [RHMtownsville@msq.qld.gov.au](mailto:RHMtownsville@msq.qld.gov.au)

## 12.7 Marine incident reporting

### 12.7.1 Ships under port pilotage

A **marine incident** is an event causing:

- (a) the loss of a person from a ship;
- (b) the death of, or grievous bodily harm to, a person caused by a ship's operations;
- (c) the loss or presumed loss or abandonment of a ship;
- (d) a collision with a ship;
- (e) the stranding of a ship;
- (f) significant damage, or danger of significant damage, to a ship;
- (g) significant damage caused by a ship's operations;
- (h) danger of significant damage to a structure caused by a ship's operations; or
- (i) danger to a person caused by a ship's operations.

A **near miss** is an unplanned event which the potential to develop into a marine incident and required action to prevent an incident occurring.

Where a marine incident or a near miss occurs during the pilotage, the pilot must:

- I. As soon as practical notify Townsville VTS of the situation, requesting assistance as required; and
- II. Within 48 hours of the incident or near miss submit a written report to the Regional Harbour Master providing details of the incident or near miss. The report must be made on the approved [Marine Incident Report Form F3071](#).

## 12.7.2 Recreational Vessels (vessels regulated under TOMSA)

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.

A marine incident must be reported to a shipping inspector within 48 hours of the incident, unless there is a reasonable excuse. Shipping inspectors are marine safety officers (located at Maritime Safety Queensland marine operations bases), and 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 [Marine Incident Report Form F3071](#). These forms are 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. This form is used to report all incidents, no matter the type of ship involved.

The form may be completed with the assistance of a shipping inspector to ensure the information is accurate, unbiased and as reliable as possible. It is important that the form is filled in completely, with the incident described in as much detail as possible. The shipping inspector who receives the form will check to ensure it has been correctly completed.

If the initial report is not made in the approved form, the owner or master must make a further report to a shipping inspector in the approved form as soon as possible. The master would normally report a marine incident but the owner would report if the master, for some justifiable reason, was not able to make the report. Each marine incident reported will be investigated by a shipping inspector and the results of the investigation reported in the approved form.

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.

### **12.7.3 Domestic Commercial Vessels (Ships regulated under the Marine Safety (domestic Commercial Vessels) National Law Act 2012**

Under the [Marine Safety \(Domestic Commercial Vessels\) National Law Act 2012](#) (National Law), a **marine incident** means any of the following:

- (a) a death of, or injury to, a person associated with the operation or navigation of a domestic commercial vessel;
- (b) the loss or presumed loss of a domestic commercial vessel;
- (c) a collision of a domestic commercial vessel with another vessel;
- (d) a collision by a domestic commercial vessel with an object;
- (e) the grounding, sinking, flooding or capsizing of a domestic commercial vessel;
- (f) a fire on board a domestic commercial vessel;
- (g) a loss of stability of a domestic commercial vessel that affects the safety of the vessel;
- (h) the structural failure of a domestic commercial vessel;
- (i) a close quarters situation;
- (j) an event that results in, or could have resulted in:
  - i. the death of, or injury to, a person on board a domestic commercial vessel; or

- ii. the loss of a person from a domestic commercial vessel; or
  - iii. a domestic commercial vessel becoming disabled and requiring assistance;
- (k) the fouling or damaging by a domestic commercial vessel of:
- i. any pipeline or submarine cable; or
  - ii. any aid to navigation within the meaning of the *Navigation Act 2012* of the Commonwealth;
- (l) a prescribed incident involving a domestic commercial vessel.

The [\*Marine Safety \(Domestic Commercial Vessels\) National Law Act 2012\*](#) (National Law) requires that both the owner and master of a Domestic Commercial Vessel that is involved in a marine incident, report the incident within the time frames provided for by the National Law, to the National Regulator.

As soon as possible and within 4 hours after becoming aware of the incident, you must complete and submit incident alert form 18.

You can either complete the online form below to submit an incident alert, or download form 18 and email the completed form to [reports@amsa.gov.au](mailto:reports@amsa.gov.au).

It is important that incidents are reported so that AMSA can analyse the occurrence and, if necessary, take steps to improve vessel safety.

For further information regarding ‘what is a marine incident?’, ‘when do I report a marine incident?’, and ‘who do I report it to?’ – Please refer to the AMSA website [Incident Reporting](#) and [Incident Report Form](#).

## 12.7.4 Marine incident reporting – Australian Maritime Safety Authority

Under section 19 of the [\*Transport Safety Investigation Act 2003\*](#) any incident involving a ship in Australian waters including:

- breakage of gear or injury to any person during cargo work;
- damage or defect to ship, machinery or equipment;
- peril or a close quarters situation;
- stranding or disappearance;
- death, serious injury or a dangerous occurrence; and
- a birth.

These must be reported to the Australian Maritime Safety Authority (AMSA) using form 18 [Incident alert](#) within four hours of the incident occurring. A detailed [Incident report](#) must be submitted to the Australian Maritime Safety Authority, Canberra on form 19 within 72 hours of the incident occurring.

Reports are to be submitted by fax: +61 2 6230 6868 or 1800 622 153 or email: [Reports@amsa.gov.au](mailto:Reports@amsa.gov.au).

Complete details of these requirements are available on the Australian Maritime Safety Authority website.

### **12.7.5 Great Barrier Reef Marine Park Authority incident report form**

To report an incident where a breach of Great Barrier Reef Marine Park Authority regulations is observed witnesses are asked to complete the [GBRMPA incident report form](#). Urgent matters should be reported by phone to the appropriate number listed on the form.

### **12.7.6 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 Regional Harbour Master and the manager (pilotage services) should be sought in this instance.

The vessel is to be surveyed by the appropriate authority (Australian Maritime Safety Authority or classification society) to ensure the seaworthiness of the vessel before it leaves port limits.

### **12.7.7 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 Regional Harbour Master's office and/or the emergency response agencies of police, fire or ambulance.

The Australian Maritime Safety Authority requests pilots, stevedores, Port of Townsville Limited 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 Infrastructure, Transport, Regional Development and Local Government \(DITRD LG\)](#). The Port of Townsville Limited – Port of Lucinda has an approved Maritime Security Plan as required under the [30T Maritime Transport and Offshore Facilities Security Act 200330T](#).

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 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 Port Facility Security Code or Maritime Transport Security Legislation) whilst in port.

## 13.2 Security levels

The Federal Government determined, and will declare when necessary, three 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**.

In addition to normal security measures undertaken, additional security measures on the land and water may be implemented:

- If directed by the Australian Office of the Department of Infrastructure, Transport, Regional Development and Local Government.
- The current ship security level is higher than security level 1 or the port/port facility security level.

Additional security measures will include:

- increased number of maritime security guards

- controlled access to the waterside security zone and/or additional security waterside patrols
- controlled access to the ship security zone and landside restricted zone
- random or compulsory inspection of all baggage/stores and vehicles.

Responsibility for the implementation of the additional security measures will be agreed via a declaration of security 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.

### 13.3 Port security contacts

Port security officer (Lucinda)

Telephone: +61 7 4777 8152

The Port of Townsville Limited **(24 hours)**

Telephone: +61 7 4781 1667 or 4781 1668

Lucinda Bulk Sugar Terminal

Telephone: +61 7 4798 2200

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

Australian Maritime Safety Authority conducts [Port State control](#) (PSC) inspections to ensure that foreign vessels visiting Australian ports comply with the relevant international regulations are seaworthy, do not pose a risk of pollution and provide a safe working environment; accordingly, under the [Navigation Act 2012](#), the Australian Maritime Safety Authority surveyors may board a vessel at any time to conduct an inspection.

*Cargo ships may be inspected every six months and tankers over 15 years old may be inspected every three months.*

Inspections are based on resolutions of the International Maritime Organization and the International Labour Organisation (ILO). All required certificates and documentation and areas of critical safety, for example, lifeboats, engine room firefighting equipment and cargo gear, may be inspected in accordance with a Ship Inspection Record (SIR) book which contains guidelines.

In all cases a Form A is completed stating that an inspection has been carried out and if any deficiencies are noted a Form B is issued.

Critical deficiencies can lead to a ship being detained from sailing until the problems are rectified. Details of all detentions are forwarded to the International Maritime Organization, the relevant flag state and the classification society.

Vessels that are intending to use their cargo gear to load stores or handle cargo should ensure that they comply with Marine Orders Part 32. This requires all individual pieces of cargo handling equipment to be certificated (test certificate) and clearly marked with the identifying mark and the safe working load (SWL) as stated in the certificate. This applies to all gear; shackles, chains, sheave blocks, bins, tubs rings and so on. Periodical inspections must be entered in the cargo gear register or else the cargo gear cannot be used.

## 15. Port services

### 15.1 General

The nearest medical, banking and shopping facilities are located at Ingham, approximately 30 kilometres to the south. The nearest airport is located at Townsville (110 kilometres south).

### 15.2 Bunkering

There are no bunkering facilities available at this port.

### 15.3 Fresh water

Fresh water is not available at this port.

### 15.4 Waste

It is an offence for a person to discard, dispose of or leave rubbish, refuse, and sewage waste of any kind (including galley waste), waste water or other liquid waste.

There are no facilities available at Lucinda for the collection of waste materials and all should be retained on board in covered receptacles.

### 15.5 Mission to Seafarers

The nearest Missions to Seamen facility is located at Townsville

Physical address: Suter Pier, Port of Townsville Queensland 4810

Postal address: PO Box 729, Townsville Queensland 4810

Telephone: +61 7 4772 2774

Facsimile: +61 7 4772 2774

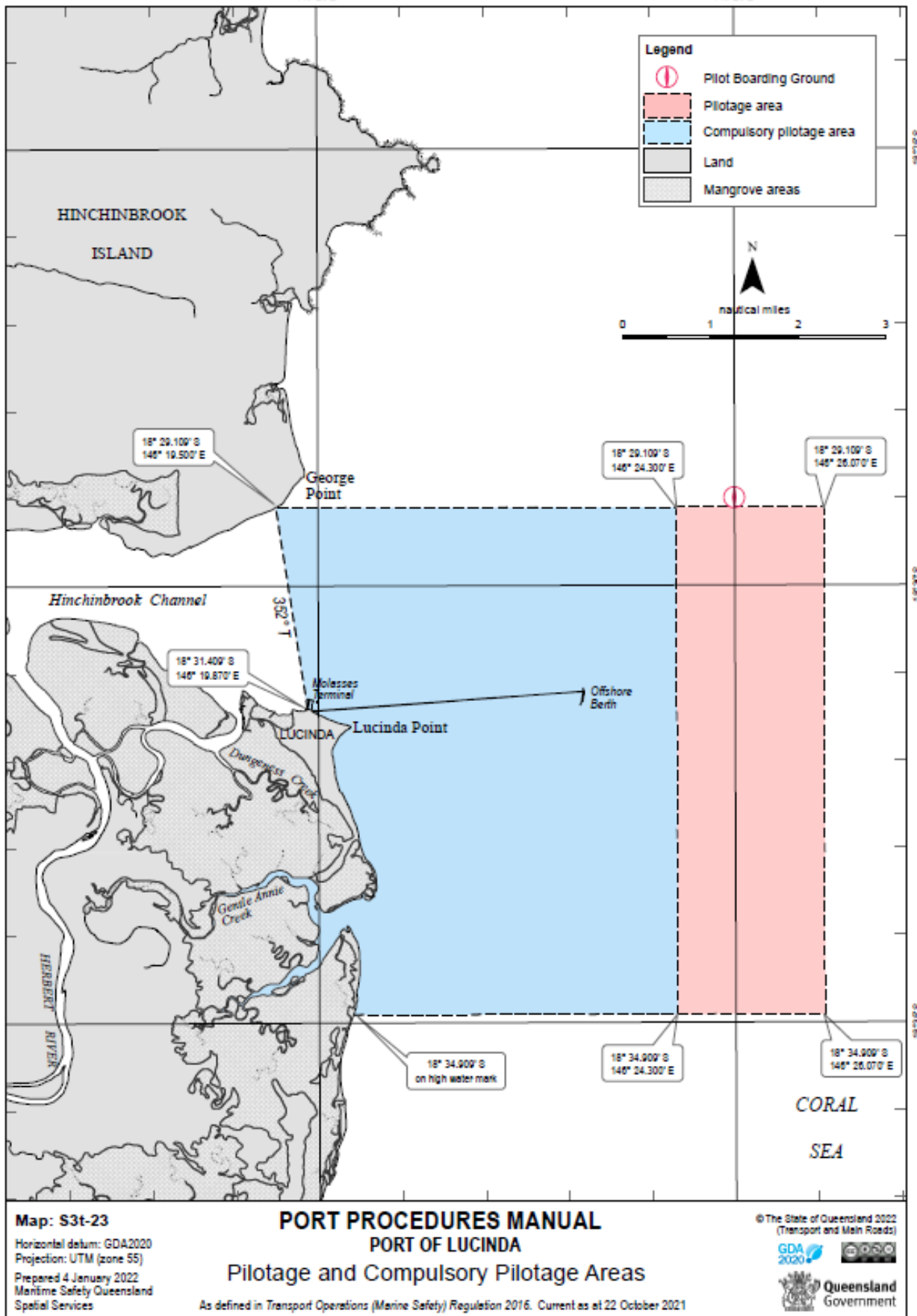
Email: [seafarers.tsv@beyond.net.au](mailto:seafarers.tsv@beyond.net.au)

Website: [www.mts.org.au/townsville/](http://www.mts.org.au/townsville/)

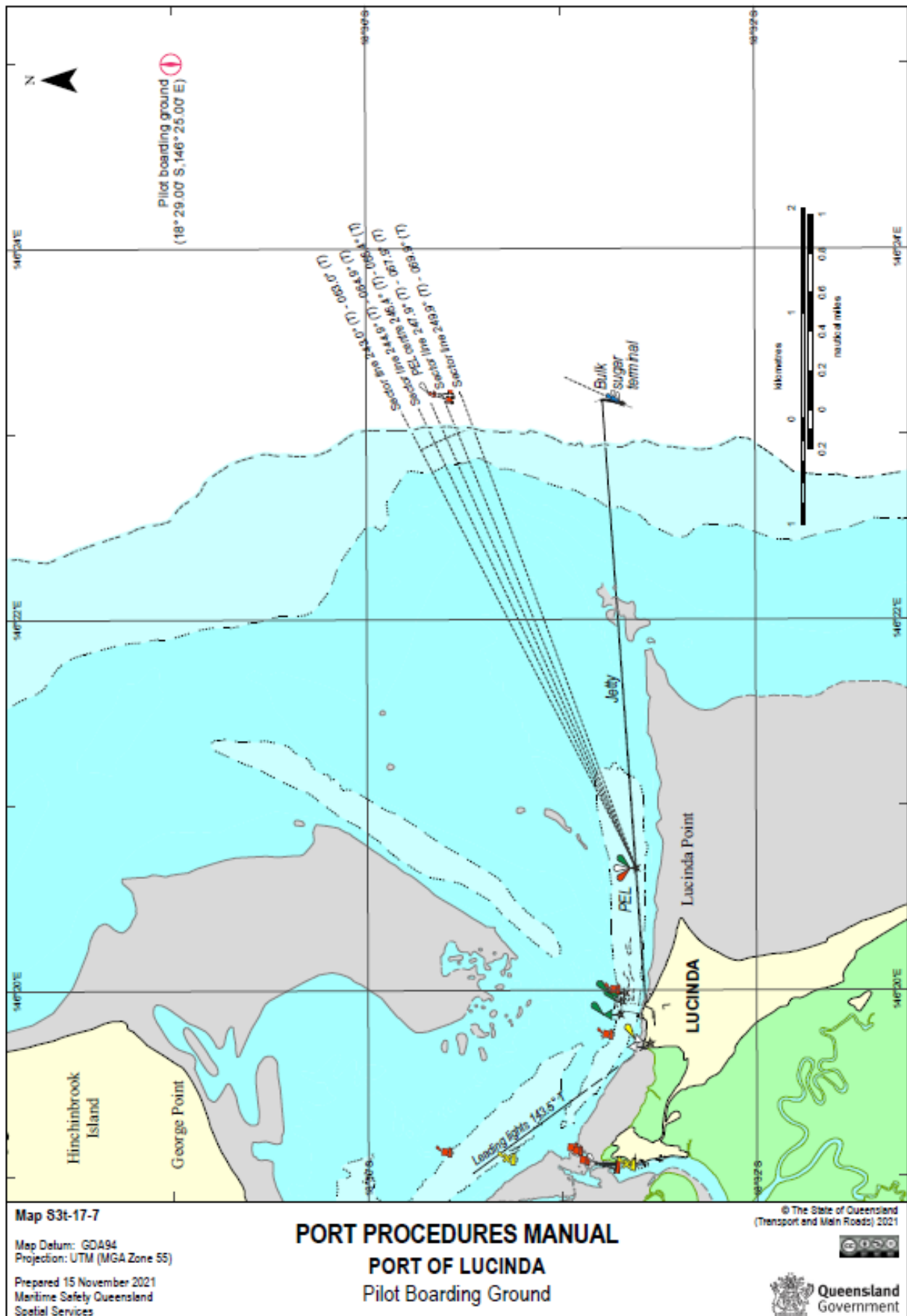
## 16. Appendices

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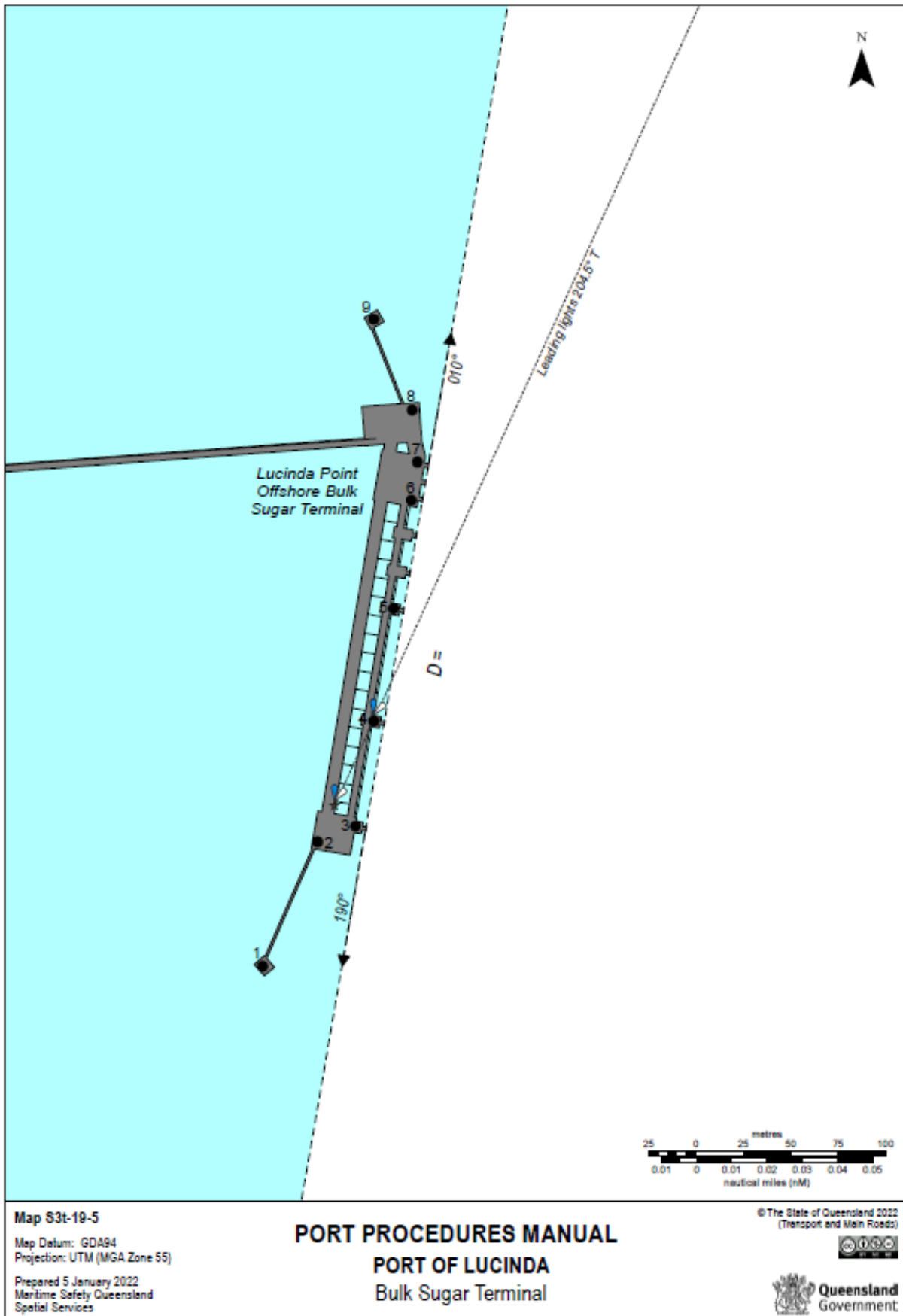
# 16.1 Lucinda Port and Pilotage



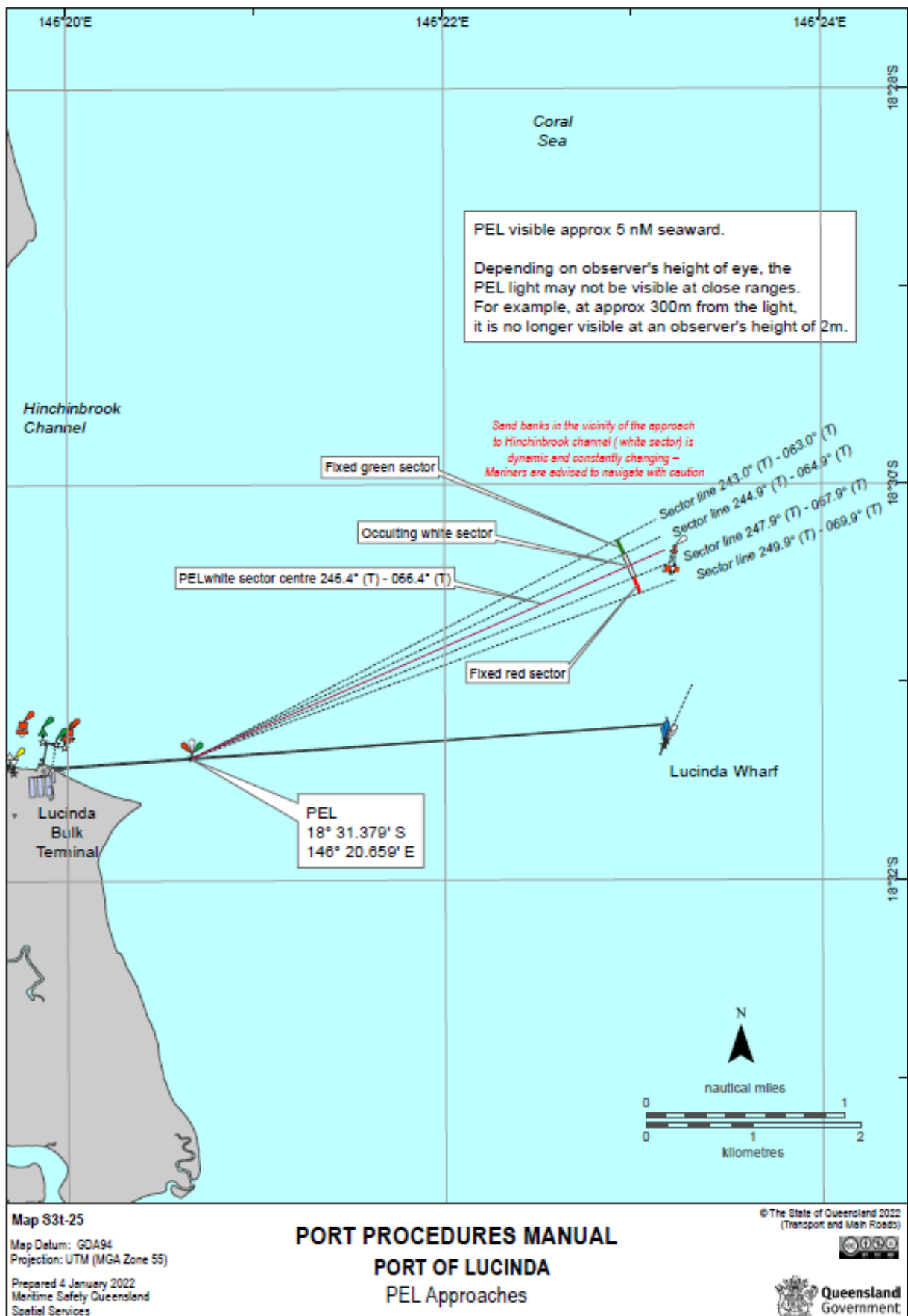
## 16.2 Lucinda Pilot Boarding Place



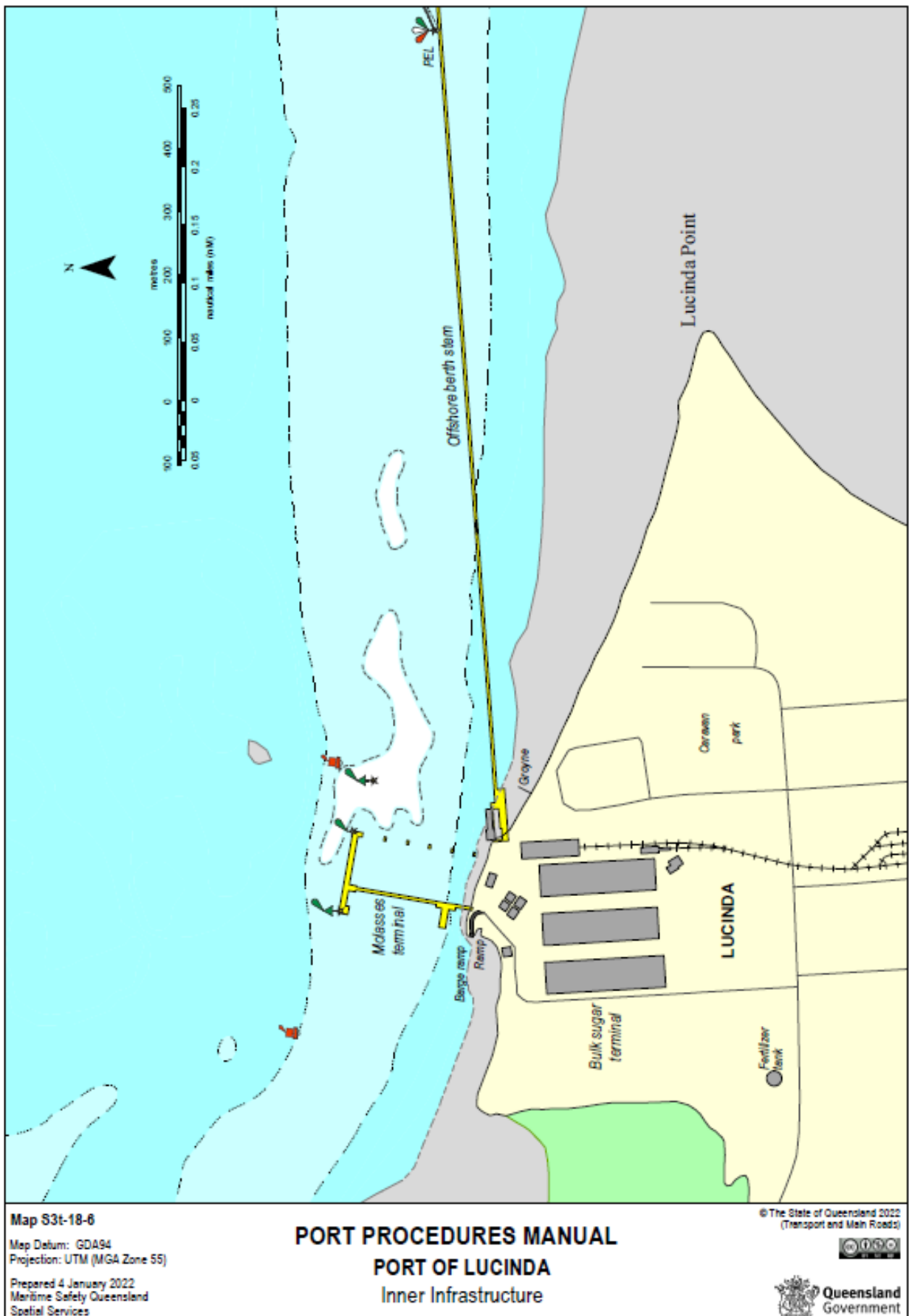
## 16.3 Lucinda Bulk Sugar Terminal Berth



## 16.4 Lucinda Inner wharf approach channel PEL



## 16.5 Lucinda Inner Wharf





# 16.6 Pilot Transfer Arrangements - Checklist

[Link to fillable PDF](#)

[Print Form](#) [Reset Form](#)



## Pilot Ladder Securing and Boarding Arrangements Checklist For Townsville, Abbot Point or Lucinda

Pilot ladder will comply with and be rigged in accordance with:  
 (1) SOLAS Reg. V/23 'minimum standards for equipment installed and arrangements for pilot transfers on ships'  
 (2) IMO Resolution A.1045(27) 'Pilot transfer arrangements'  
 (3) AMSA Marine Notice 04/2023, 'Pilot transfer arrangements'  
 (4) ISO 799:2019 'Ships and marine technology - pilot ladders'  
 (5) IMO/IMPA Pilot Ladder Poster

I, \_\_\_\_\_, Master of the Vessel \_\_\_\_\_ confirm compliance with the above and will ensure that the following checklist will be complied to for Pilot ladder rigging prior to arriving or departing the ports of Townsville, Abbot Point or Lucinda.

Port: _____	Height of climb (Waterline to Pilot boarding deck) : _____ m	Yes/No
a.	Pilot ladder is less than 30 months old.	<input type="checkbox"/>
b.	Pilot ladder will be secured to the strong point on the deck using rope and not solely held by shackles or a guillotine bar.	<input type="checkbox"/>
c.	Pilot ladder on winch reels will be secured to the strong point on the deck using rope.	<input type="checkbox"/>
d.	Tripping line, if used, must lead forward to avoid fouling with Pilot launch and must not be secured to the bottom most step and have no loops.	<input type="checkbox"/>
e.	Manropes are less than 12 months old.	<input type="checkbox"/>
f.	Man ropes are secured to the strong point on the deck and pass through the eye on handhold stanchions.	<input type="checkbox"/>
g.	Man ropes are of natural fibre (example: manila rope) with dimensions between 28 to 32mm diameter and in good, clean condition.	<input type="checkbox"/>
h.	Man ropes will be passed behind the side ropes and hung from a height of 1.5m above accommodation ladder lower platform in a combination arrangement.	<input type="checkbox"/>
i.	Pilot ladder will be firmly secured to ship side 1.5m above accommodation ladder lower platform in a combination arrangement.	<input type="checkbox"/>
j.	Accommodation ladder will be secured to the ship side in a combination arrangement.	<input type="checkbox"/>
k.	Pilot ladder will not be secured to the lower platform of the Accommodation ladder in a combination arrangement.	<input type="checkbox"/>
l.	Lower platform of the Accommodation ladder will not obscure the Pilot ladder in a combination arrangement. The horizontal distance between Pilot ladder and the lower platform will be between 0.1 to 0.2m.	<input type="checkbox"/>
m.	Climb of Pilot ladder is not less than 1.5m and not more than 9m in a combination arrangement.	<input type="checkbox"/>
n.	The lower platform of Accommodation ladder is at least 5m above sea level in a combination arrangement.	<input type="checkbox"/>
o.	Pilot ladder steps are horizontal and chocks under the steps are tightly secured.	<input type="checkbox"/>
p.	Pilot ladder rigging will be supervised by responsible officer and in compliance with above mentioned regulations.	<input type="checkbox"/>

**Note:** If any of the above items are ticked 'No', explain the reason for doing so:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Master's signature  Date

**Note:** Complete this form and email this page only to: [dutyofficer@townsville-port.com](mailto:dutyofficer@townsville-port.com) and [VtsTownsville@msq.qld.gov.au](mailto:VtsTownsville@msq.qld.gov.au) at least **24 hours prior to Arrival or Departure - Townsville, Abbot Point or Lucinda.**

# REQUIRED BOARDING ARRANGEMENTS FOR PILOT

In accordance with SOLAS Regulation V/23 & IMO Resolution A.1045(27)  
INTERNATIONAL MARITIME PILOTS' ASSOCIATION

H.Q.S. "Wellington" Temple Stairs, Victoria Embankment, London WC2R 2PN Tel: +44 (0)20 7240 3973 Fax: +44 (0)20 7210 3518 Email: office@impahq.org

**IMO** INTERNATIONAL MARITIME ORGANIZATION



**A PILOT LADDER WINCH REEL**

- Handholds: Min. 70cm Max. 80cm
- Minimum Clearance: 2.00m
- NO OBSTRUCTIONS
- Min. 91.5cm

**B**

- Minimum Clearance: 2.00m
- Minimum: 91.5cm
- Handholds: Min. 70cm Max. 80cm
- NO OBSTRUCTIONS

**C**

- Minimum Clearance: 2.00m
- Minimum: 91.5cm
- Handholds: Min. 70cm Max. 80cm
- Life opening
- Ship's side doors used for transfer must not open outward

**D**

- NO! No shackles, links or splices
- NO! The steps must be equally spaced
- NO! The steps must be fixed and locked so that the steps must be slightly secured
- NO! Spacers must be equally spaced between steps
- NO! Side ropes must be equally spaced
- NO! The steps should not be painted, oily or slippery
- NO! Ladders and tripping lines prevent tripping hazard and foul line
- NO! PILOT LADDER

**E**

COMBINATION ARRANGEMENT FOR SHIPS WITH A FREEBOARD OF MORE THAN 9 METRES WHEN NO SIDE DOOR AVAILABLE

- PILOT LADDER: Must extend at least 2 metres above lower platform
- Ladder must be firmly attached to ship's side
- ACCOMMODATION LAUNDER: Should head at 45° slope
- Lower platform: 0.5m
- The lower platform must be a minimum of 5 metres above the sea
- Recommended fireboard mark
- ← STERN BOW →
- Accommodations ladder should be secured to steps side (Using approved pneumatic system)

**F**

RIGGING FOR FREEBOARDS OF 9 METRES OR LESS

- HANDHOIDS: Min. 70cm Max. 80cm
- MAN-ROPES (without knots): Min. Diam. 28mm Max. Diam. 32mm
- SIDE ROPES: Min. Diam. 18mm
- ALL STEPS: Must not firmly against ship's side
- SPREADER: Min. 150cm Long
- MAXIMUM 9 STEPS Between spacers
- Min. 40cm
- 5th STEP: From bottom must be a spacer
- 6 METRES: Unobstructed ship's side
- Height Required by Pilot

**G**

NO! Hand holds are not rigidly secured to deck

Responsibilities Officer in contact with bridge

Balance & Pilot ladder secured to deck strong points

Lifeline with self-lighting light


Pilot Ladder Checklist (Pictorial description of items (e), (f), (g) and (m) - Ver. 1

01 July 2022

# 16.7 Request to Immobilise Main Engines whilst at anchorage

[Link](#) to fillable PDF

**ON EACH OCCASION THIS FORM IS TO BE COMPLETED & SIGNED BY THE MASTER AND UPLOADED AGAINST THE QSHIPS MOVEMENT AND EMAILED TO TOWNSVILLE VTS**

	<b>Queensland Government</b>	<b>Permission to Immobilise Main Engines at Anchorage - Townsville Region</b>	
<b>This form is only to be used if the request cannot be submitted by the agent within Qships</b>			
Vessel	Port and Anchorage Number		
<input type="text"/>	<input type="text"/>		
Request for Permission to Immobilise Main Engine/s to carry out (e.g. Main Engine Unit overhaul or Main Engine crank case inspection)			
<input type="text"/>			
<input type="text"/>			
From	On	To	On
<input type="text"/>	hrs <input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>	hrs <input type="text"/> / <input type="text"/> / <input type="text"/>
Will immobilisation result in restrictions on Main Engine Manoeuvring Speed or Manoeuvring response on next movement/departure? (e.g. Maximum 'dead slow' (4kts) for 30 min, or Maximum 'Slow' (8kts) for 30 min). This assessment should be made in consultation with the Chief Engineer to determine if a 'Running in' period is required).			
No <input type="checkbox"/> Yes <input type="checkbox"/> Please specify the restrictions			
<input type="text"/>			
<input type="text"/>			
Time required to mobilise in emergency is	Number of tugs for next movement		
<input type="text"/> hrs	<input type="text"/>		
Is the Bow Thruster fully operational?	Bow Thrust Power		
Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>		
Vessel LOA	Vessel Draft - Fwd		Aft
<input type="text"/>	<input type="text"/>		<input type="text"/>
<b>Master's Declaration</b>			
I, <input type="text"/> declare that, the above information is accurate. I have consulted with the chief engineer and confirm the vessel will be able to provide the full range of Manoeuvring speed/RPM and Manoeuvring response (Dead Slow, Slow, Half and full ahead and Astern) for berthing or departure from the port. If the vessel is not able to provide the full range of Manoeuvring speed/RPM, it will result in cancellation of the movement till a risk assessment is conducted to determine the conditions for safe transit.			
Master's Signature	Date		
<input type="text"/>	<input type="text"/>		
Request is approved/declined buy the Regional Harbour Master			
<b>Approval is subject to the following conditions:</b>			
1. Vessel to contact VTS and confirm weather conditions prior to commencement.			
2. Notify VTS on VHF channel 12 on commencement of immobilisation.			
3. Notify VTS on VHF channel on completion.			
4. Display signal flags "R" over "Y" during daylight hours.			
5. Conduct engine trials (or running in if required) on completion.			
6. Notify VTS when testing completed and vessel ready.			
7. This authorisation is subject to cancellation without notice if a strong wind warning or higher is forecast for the area.			
Regional Harbour Master (Townsville)		Date	
<input type="text"/>		<input type="text"/>	
<b>Privacy Statement:</b> The Department of Transport and Main Roads (TMR) is collecting the information on this form under the provisions of the <i>Transport Operations (Marine Safety) Act 1994</i> . TMR may disclose this information to authorised departmental officers and officers of Queensland port authorities. Your personal information will not be disclosed to a third party without your consent unless required or authorised to do so by law.			
LTSR Forms Area Form F5387 CFD V01 May 2023			