

3. Movement and Traffic Procedures

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 Gladstone VTS via the QSHIPS ship planning programme in accordance with this section.

3.1 Port Control Centre

Maryborough Port Control is provided by Gladstone VTS and is manned by qualified vessel traffic service operators, under the management of the Assistant Regional Harbour Master and the Regional Harbour Master (Gladstone).

The Port Control Centre operates with the callsign 'Gladstone VTS'. The area covered by the Port Control Centre is shown in [section 13.8](#), Figures 10, 11 and 12 - Maryborough Pilotage Area.

3.1.1 Port Control Role

Maritime Safety Queensland does not maintain a delineated formally declared VTS area pursuant to [IMO Resolution A.1158\(32\)](#) for the port of Bundaberg – however, Gladstone 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 (Gladstone) 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 24hour lockout period;
- maintain a situational awareness of traffic in the pilotage area to the extent of the available information; and
- participate in emergency procedures.

In the event Gladstone VTS deems that a situation demands a higher level of interaction, the functions of a traffic organisation and navigational assistance may be enabled

3.1.2 VTS Communications

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

Gladstone VTS maintains a continuous listening watch. Contact can also be made with the Regional Harbour Master's office through Gladstone VTS via VHF radio, telephone and email.

Ships are required to establish two-way communications with the VTS Centre on VHF channel 16.

Maryborough vessel traffic service (VTS)		
VTS area	No (Port Control Area)	
Level of service	Local Port Service (Traffic Information Service)	
	Call sign	Service
VHF channel 16	User	Emergency and initial calling, VTS

Table 3 – Vessel traffic service

The VTS centre has telephone and email services for administrative and emergency purposes. Any marine incident (e.g. a collision, grounding or fire) occurring within the pilotage area must be reported immediately on VHF channel 13, or VHF channel 16 if no response is received on VHF 13.

3.1.3 Language

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

3.1.4 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. Access to the recordings is controlled by the Regional Harbour Master.

3.1.5 Distress and Emergency

Gladstone VTS is not a coast radio station; Maritime Safety Queensland, Volunteer Marine Rescue (VMR) and the Australian Coastguard have a Memorandum of Understanding 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 your local Coastguard or VMR.

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

VHF radio: channel 13 or 16

Phone: +61 7 4839 0208

3.1.6 Pilotage Area Contact Details

Organisation	Telephone	Facsimile	Email
VTS Centre	+61 7 4839 0208	nil	vtsgladstone@msq.qld.gov.au
Regional Harbour Master	+61 7 4971 5200	nil	RHMGladstone@msq.qld.gov.au
Gladstone Ports Corporation	+ 61 7 4972 3045		Gpcl.com.au

Table 4 – Harbour contact details

3.2 Prior Notification of Movements

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

Action	Minimum Notice	Approved Form
Prior notification of movement in pilotage area	48 hours prior to entry	Notification via QSHIPS or VTS Booking Form
	24 hours prior to removal or departure	

Table 5 – Pre-entry notification times

3.3 QSHIPS (Qld Shipping Information Planning System)

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

The programme is operated from the VTS centre. Shipping agents submit booking information online in accordance with the reporting requirements and record their requisitions for pilotage services. 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 on line and to the respective agencies if required. QSHIPS will indicate when the approval has been granted and the agent is then able to print the permit for the vessel.

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

3.4 Booking a Vessel Movement

When an agent is advised by his principals that a ship is bound for Maryborough then that agent shall book-in the ship via the [QSHIPS](#) programme at least 48 hours prior to the movement as required under [Transport Operations \(Marine Safety\) Regulations 2016](#) section.168.

The use of the [QSHIPS](#) programme is mandatory for notification of the impending arrival and subsequent movements of a vessel unless exceptional circumstances preclude this. In this case the [VTS Vessel Booking Application Form](#) must be submitted to Gladstone VTS by email.

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

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

This section applies to all ships entering the Maryborough Pilotage Area that are of LOA 35 metres and greater.

3.5 Reporting Defects

The Transport Operations (Marine Safety) Regulations 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 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;

VTS will notify the Regional Harbour Master and AMSA of the damage to, defects and deficiencies.

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

[How to report an incident \(including defects and deficiencies\)](#)

3.6 Movement Scheduling

3.6.1 Confirmation of Schedules

On receipt of a planned movement booking, VTS will cross check other movements to determine the most practicable way to provide vessel movements in a timely manner.

3.6.2 Schedule Changes and Cancellations

Maritime Safety Queensland may make changes to the approved schedule of ship movements up to three hours prior to the confirmed movement in order to ensure the safe and most efficient movement of shipping. If applicable changes requested within three hours will incur delay or cancellation fees in accordance with TOMSR.

Changes requested by the master/agent to scheduled movements may be made via QSHIPS, phone or email and are to be communicated to the VTS Centre and marine services as soon as practicable advising the revised schedule. Changes to the ship management data-base will be made as they occur. Changes within six hours of the scheduled start time must be made by phone.

3.7 Movement Clearance Information

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

Clearances are valid for uninterrupted passage to a specified location or until the voyage is interrupted, completed (for example, by anchoring, berthing or due to a breakdown) or

cancelled by the Harbour Master. Ships will require a new clearance for any subsequent movement.

3.7.1 Clearance for Arrivals

The master is to report to Gladstone VTS to obtain a clearance and arrival information two hours before the estimated time of arrival at the pilotage area and again upon crossing a line six nautical miles seaward of the Fairway Buoy ([3.9.1 Arrival Reporting](#)).

3.7.2 Clearance for Departures

The master is to report to Gladstone VTS to obtain clearance and departure information one hour before the estimated time of the departure from the pilotage area ([3.9.2 Departure Reporting](#)).

The ship must be ready for departure, with all documentation completed and marine services in attendance not less than 30 minutes prior to the scheduled departure time.

The master is to reconfirm the departure clearance and obtain any updated departure information not less than five minutes before the scheduled departure time. Ships that have anchored prior to departure from the pilotage area require a new clearance to continue which is to be obtained two hours before the estimated time of departure from the anchorage area.

3.8 Anchoring

Upon anchoring, ships are to advise VTS of their anchoring time and position. Ships at anchor in the pilotage area are to maintain a continuous listening watch on VHF channel 16 and are to report to VTS if dragging their anchor.

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

3.9 Reporting Requirements

3.9.1 Arrival Reporting Requirements

The master of a ship entering, or about to enter the pilotage area must report to Gladstone VTS by VHF radio channel 13 or 16 according to the following table:

	Report	Information To Report
1	Ship master to Gladstone VTS Two hours prior to entry into the pilotage area	Ship's name: fore and aft draft, berthing draft fore and aft, displacement for entry, last port, next port, gas free status (if applicable), dangerous cargo (if applicable), ETA Fairway Buoy
2	Ship master to Gladstone VTS When six miles seaward of the Fairway Buoy	Confirm ETA at Fairway Buoy
3	Ship master to Gladstone VTS	Ship's name, time of arrival

	Report	Information To Report
	Arrival at Urangan Fairway Buoy	
4a	Ship master to Gladstone VTS On anchoring	Ship's name, anchor position as a bearing and distance from a prominent charted landmark, Lat and Long and time of anchoring.

Table 6 – Inbound reporting requirements

Should an arriving ship be delayed or fail to contact 'Gladstone VTS', alternative arrangements may have to be made.

3.9.2 Departure Reporting Requirements

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

	Report	Information to report
1	Ship master to Gladstone VTS Clearance one hour prior to movement	Ship's name, radio check, destination port/anchorage, ship's fore and aft draft, changes to ship details, confirm ETD
2	Ship master to Gladstone VTS Departing anchorage	Ship's name, anchor aweigh time, destination
3	Ship master to Gladstone VTS Exiting channel	Passing Fairway Buoy

Table 7 – Departure reporting requirements