3. Movement notification 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 the Regional Harbour Master's office via the QSHIPS ship planning programme in accordance with this section.

3.1 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 Hay 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 Hay Point VTS area, Hay Point Compulsory Pilotage area and the Port of Hay Point Limits. The VTS will operate under with the callsign" Hay Point VTS" and provides this service in accordance with IMO Resolution 1158(32).

VTS is delivered from the VTS centre at Hay Point 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 (Mackay).

The VTS centre is referred to as Hay Point VTS. Contact details are listed under 3.4.4. Shipping Management Contact Details.

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

- The provision of timely and relevant information on factors that may influence the ship's movements and assist on-board decision making,
- The monitoring and management of ship traffic to ensure the safety and efficiency of ship movements,
- Responding to developing unsafe situations.

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

Timely Information

Hay Point 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

Hay Point 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

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

3.1.1 VTS Area

Hay Point VTS will interact with inbound shipping two hours prior to arrival at:

- the outer boundary of the Hay Point VTS Area.

Hay Point VTS Area

The Hay Point VTS Area follows the established Pilotage area and port limits of the Port of Hay Point. Adjacent to the Hay Point VTS Area is the Mackay VTS Area which is administered by the same VTS Centre. A map of Hay Point VTS area is available in 16.8 Hay Point VTS Area.

The Hay Point VTS area is the area of the waters bounded by an imaginary line drawn:

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

3.1.2 VTS Role

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

Hay Point VTS will;

- Wherever possible interact with vessel traffic by VHF radio
- interact with port services in Hay Point
- inform participating vessels of current traffic and safety information pertaining to the pilotage area
- where necessary communicate the directions of the Regional Harbour Master (Mackay) or delegate
- monitor compliance with the *Transport Operations (Marine Safety) Act 1994* and *Transport Operations (Marine Safety) Regulation 2016*
- record the details of shipping movements in the QSHIPS programme in real time
- maintain a situational awareness of traffic in the pilotage area to the extent of the available information
- participate in emergency procedures; and
- provide a navigation assistance service to pilots on demand.
    - Hay Point VTS will provide:
        - vessel position in relation to channel centreline and distance run
        - ship's heading.

3.1.3 VTS communications

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

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

The VHF channels used in the port are:

Hay Point Vessel Traffic Services (VTS)		
VTS area	**Yes**	
Level of VTS Service	**IALA level IV: Traffic Organisation Service**	
Communications	**Call sign**	**Service**
VHF Ch 16	User	Emergency and initial calling
VHF Ch 10	Hay Point VTS	Mandatory reporting, vessel traffic management, helicopter, port working
VHF Ch 11	Reef VTS (Townsville)	Coastal ship reporting system

Hay Point Vessel Traffic Services (VTS)		
VTS area	**Yes**	
Level of VTS Service	**IALA level IV: Traffic Organisation Service**	
Communications	**Call sign**	**Service**
VHF Ch 12	User	Port operations Dalrymple Bay
VHF Ch 08	User	Port operations Hay Point Services

Table 3 Vessel Traffic Services

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

3.1.4 Language

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

3.1.5 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.

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

3.2 Harbour contact details

Organisation	Telephone	Email
VTS Centre	1300 645 022	vtshaypoint@msq.qld.gov.au
Regional Harbour Master	+61 7 4944 3700	RHMMackay@msq.qld.gov.au
North Queensland Bulk Ports Corporation Limited - *General Enquires*	+61 7 4969 0700	info@nqbp.com.au
North Queensland Bulk Ports Corporation Limited - *Port Operations*	+61 7 4955 8147 +61 417 761086	portoperations@nqbp.com.au
Dalrymple Bay Terminal	+61 7 4943 8444	shipping@dbct.com.au
Hay Point Services	+61 7 4943 5220	dl-col-bma-hpt-productioncoordinators@bhp.com

Table 4 Harbour contact details

3.3 Prior notification of movements

The *Transport Operations (Marine Safety) Regulation 2016* require that all ship movements of 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 section 3.4 – QSHIPS (Queensland Shipping Information Planning System)
	24 hours prior to removal or departure	
Transport of dangerous goods in pilotage area	48 hours prior to entry	Dangerous cargo report Dangerous cargo/bulk liquid list
	3 hours prior to departure	
Loading, removal or handling of dangerous cargo alongside (includes bunkering)	24 hours prior to handling	Dangerous cargo report Dangerous cargo/bulk liquid list
Ship-to-ship transfer of dangerous cargo	24 hours prior to cargo transfer	Dangerous cargo report Dangerous cargo/bulk liquid list
Gas-free status (bulk liquid cargo ships)	48 hours prior to entry, departure or removal	Declaration by master if vessel is gas-free for movement purposes

Table 5 Prior notification of movements

3.4 QSHIPS (Queensland Shipping Information Planning System)

The movement of all vessels of overall length 35 metres or more arriving at Hay Point is recorded in an internet-based programme known as QSHIPS.

Shipping agents must submit booking information online in accordance with the reporting requirements (Prior notification of movements and record their requisitions for tugs, pilot and linesmen). The ancillary services respond online to acknowledge the booking and allocate their resources; the movement then assumes the 'confirmed' status.

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

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

Note: The program is live, port service providers, agents, government agencies and the general community can view scheduled movements in any Queensland port in real time.

3.4.1 Booking a vessel movement

When an agent is advised by his principals that a ship is bound for Hay Point then that agent should book in the ship via the QSHIPS programme at least 48 hours prior to the movement as required under *Transport Operations (Marine Safety) Regulations 2016* section 168. Request for the supply of a pilot and tugs should also be made via QSHIPS. In addition the VTS Pre Arrival form and the Helicopter Suitability form must be uploaded to QSHIPS.

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

Details of any berthing (arrival), removal movement and departure information are to be submitted at least 24 hours prior to the start time in a similar manner to the above.The shipping agent shall enter initial movement bookings into QSHIPS. The movement is to be entered as a “Planned Movement” with a time of 00:00 of the anticipated day of the movement.

The terminal operators (BMA/DBCT) will send their requests for vessel movement times to VTS by 1000 and 1630 daily for their respective terminals. VTS will determine the best schedule to allow for safe and efficient movements in consolation with both terminals.

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 Hay Point pilotage area that are of LOA 35 metres and greater and all vessels that require a pilot including those ships whose master holds a pilotage exemption certificate for the Hay Point pilotage area.

3.4.2 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 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.

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.

AMSA 18 – incident alert

AMSA 19 – incident report

AMSA 355 - Report of suspected non-compliance with Navigation Act or safety/pollution conventions

3.4.3 Pilotage delays

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

- If the pilotage service for the vessel is delayed for longer than 30 minutes but not longer than 1 hour a single fee unit will be charged as per Schedule 6 Part 2 Div 3.
- If the pilotage service for the vessel is delayed for longer than 1 hour but not longer than 2 hours than two fee units will be charged as per Schedule 6 Part 2 Div 3.
- If the delay exceeds two hours, then pilotage is deemed to have been cancelled and a full cancellation fee applies as per Schedule 6 Part 2 Div 2. When a cancellation fee is applied then the hourly delay fees are not applicable.
- A delay exceeding two hours may necessitate a rescheduling of the ship.

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

- Weather affecting a ship's ability to be safely navigated.
- When the ship is ready to commence the movement, however, is unable to because to do so would be unsafe (for example, where there is port congestion; or the required port services are unavailable).

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

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

- Inbound – delay fees will be incurred if the pilot boards a vessel more than 30 minutes after the programmed estimated time of arrival of the vessel at the pilot boarding place or the agreed boarding place.
- Outbound or removal – delay fees will be incurred if the vessel departs the berth or anchorage more than 30 minutes after the programmed estimated time of departure. The actual time of departure will be taken as ‘last line’ or ‘anchor aweigh’ as these times are recorded in QSHIPS and are the acknowledged and accepted time of departure.

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

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

3.4.4 Pilotage cancellations

If pilotage services are amended or cancelled by the entity representing the ship (for example, the agent who arranged the pilotage service for the ship) or the terminal without giving appropriate notice period (2 hours), a pilotage cancellation fee may be levied.

3.5 Scheduling of ship movements

3.5.1 Confirmation of schedules

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

3.5.2 Schedule changes

Changes to movements at the Port of Hay Point will be requested by the terminal to VTS. If the terminal requests a change in a ship's departure time, it is not to impede the scheduled time of any other movements that have not changed from their initial requested time unless in the interest of safety or port efficiency as determined by the RHM or their delegate. Once movement changes have been approved, affected stakeholders will be notified by VTS in accordance with the Hay Point Scheduling Standard Operating Procedure.

3.5.3 Deep draft ships

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

3.6 Movement clearance information

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

3.6.1 Clearance for externals/arrivals

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

3.6.2 Clearance for removals

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

3.6.3 Clearance for departures and testing engines

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

Ships at anchor prior to departure from the pilotage area require clearance before departure from anchorage to continue, which is to be obtained two hours before the estimated time of departure from the anchorage area.

For ships that stop loading for low water at berth, the Master must seek approval from the terminal to test engines during the low water delay prior to the scheduled departure time. This requirement is in addition to testing engines on completion of loading. Loading for low water restricted vessels must be complete 1 hour before the scheduled departure.

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

3.7 Anchorage areas

The pilotage limits for the port of Hay Point are divided between a Pilotage area and a Compulsory Pilotage area. Vessels may anchor within the designated Pilotage area without utilising the services of a Pilot.

Vessels arriving off the Port of Hay Point will be assigned either one of 59 offshore anchorage positions (section 16.5) or one of the 41 'port limit' anchorage positions (section 16.7) in the Northern or Southern anchorages by VTS, whilst awaiting berthing instructions. These 'port limit' anchorages are shown on chart AUS 249 and ENC AU5250PO and are identified by both a northern or southern prefix and a numeral. Anchoring is prohibited in the restricted area shown on chart AUS 249, AUS250, ENC AU5250P0 and AU422149.

Ships are not permitted to immobilise engines without the written approval of the Regional Harbour Master (10.1.1 Immobilisation of Main Engines) and are to **immediately** report to VTS if dragging their anchor.

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

Anchorage Sites within Port Limits (WGS84)			
Name	**Latitude**	**Longitude**	**Diameter (Nm)**
N01	21˚ 11.000’ S	149˚ 20.000’ E	0.864
N02	21˚ 11.000’ S	149˚ 21.000’ E	0.864
N03	21˚ 11.000’ S	149˚ 22.000’ E	0.864
N04	21˚ 11.000’ S	149˚ 23.000’ E	0.864
N05	21˚ 11.000’ S	149˚ 24.000’ E	0.864
N06	21˚ 11.000’ S	149˚ 25.000’ E	0.864
N07	21˚ 11.000’ S	149˚ 26.000’ E	0.864
N08	21˚ 11.000’ S	149˚ 27.000’ E	0.864
N09	21˚ 11.000’ S	149˚ 28.000’ E	0.864
N10	21˚ 11.000’ S	149˚ 29.000’ E	0.864
N11	21˚ 12.000’ S	149˚ 20.000’ E	0.864
N12	21˚ 12.000’ S	149˚ 21.000’ E	0.864
N13	21˚ 12.000’ S	149˚ 22.000’ E	0.864
N14	21˚ 12.000’ S	149˚ 23.000’ E	0.864
N15	21˚ 12.000’ S	149˚ 24.000’ E	0.864
N16	21˚ 12.000’ S	149˚ 25.000’ E	0.864
N17	21˚ 12.000’ S	149˚ 26.000’ E	0.864
N18	21˚ 12.000’ S	149˚ 27.000’ E	0.864
N19	21˚ 12.000’ S	149˚ 28.000’ E	0.864

Anchorage Sites within Port Limits (WGS84)			
Name	**Latitude**	**Longitude**	**Diameter (Nm)**
N20	21˚ 12.000’ S	149˚ 29.000’ E	0.864
N21	21˚ 10.000’ S	149˚ 21.000’ E	0.864
N22	21˚ 10.000’ S	149˚ 22.000’ E	0.864
N23	21˚ 10.000’ S	149˚ 23.000’ E	0.864
N24	21˚ 10.000’ S	149˚ 24.000’ E	0.864
N25	21˚ 10.000’ S	149˚ 25.000’ E	0.864
N26	21˚ 10.000’ S	149˚ 26.000’ E	0.864
N27	21˚ 10.000’ S	149˚ 27.000’ E	0.864
N28	21˚ 10.000’ S	149˚ 28.000’ E	0.864
N29	21˚ 10.000’ S	149˚ 29.000’ E	0.864
S01	21˚ 16.000’ S	149˚ 24.000’ E	0.864
S02	21˚ 16.000’ S	149˚ 25.000’ E	0.864
S03	21˚ 16.000’ S	149˚ 26.000’ E	0.864
S04	21˚ 16.000’ S	149˚ 27.000’ E	0.864
S05	21˚ 16.000’ S	149˚ 28.000’ E	0.864
S06	21˚ 16.000’ S	149˚ 29.000’ E	0.864
S09	21˚ 17.000’ S	149˚ 24.000’ E	0.864
S10	21˚ 17.000’ S	149˚ 25.000’ E	0.864
S11	21˚ 17.000’ S	149˚ 26.000’ E	0.864
S12	21˚ 17.000’ S	149˚ 27.000’ E	0.864
S13	21˚ 17.000’ S	149˚ 28.000’ E	0.864
S14	21˚ 17.000’ S	149˚ 29.000’ E	0.864

Table 6 Anchorages within Port Limits (WGS84)

Anchorage Sites outside Port Limits (WGS84)			
Name	**Latitude**	**Longitude**	**Diameter (Nm)**
OS1	21˚ 12.925’ S	149˚ 32.917’ E	1.5
OS2	21˚ 12.925’ S	149˚ 34.569’ E	1.5
OS3	21˚ 12.925’ S	149˚ 36.228’ E	1.5
OS4	21˚ 12.925’ S	149˚ 37.881’ E	1.5
OS5	21˚ 12.925’ S	149˚ 39.544’ E	1.5
OS6	21˚ 12.925’ S	149˚ 41.212’ E	1.5
OS7	21˚ 11.364’ S	149˚ 33.481’ E	1.5
OS8	21˚ 11.364’ S	149˚ 35.140’ E	1.5

Anchorage Sites outside Port Limits (WGS84)			
Name	**Latitude**	**Longitude**	**Diameter (Nm)**
OS9	21˚ 11.364’ S	149˚ 36.805’ E	1.5
OS10	21˚ 11.364’ S	149˚ 38.463’ E	1.5
OS11	21˚ 11.364’ S	149˚ 40.116’ E	1.5
OS12	21˚ 11.364’ S	149˚ 41.767’ E	1.5
OS13	21˚ 09.780’ S	149˚ 34.651’ E	1.5
OS14	21˚ 09.780’ S	149˚ 36.298’ E	1.5
OS15	21˚ 09.780’ S	149˚ 37.945’ E	1.5
OS16	21˚ 09.780’ S	149˚ 39.609’ E	1.5
OS17	21˚ 09.780’ S	149˚ 41.268’ E	1.5
OS18	21˚ 08.195’ S	149˚ 35.816’ E	1.5
OS19	21˚ 08.195’ S	149˚ 37.477’ E	1.5
OS20	21˚ 08.195’ S	149˚ 39.136’ E	1.5
OS21	21˚ 08.195’ S	149˚ 40.780’ E	1.5
OS22	21˚ 06.640’ S	149˚ 36.955’ E	1.5
OS23	21˚ 06.651’ S	149˚ 38.589’ E	1.5
OS24	21˚ 06.640’ S	149˚ 40.226’ E	1.5
OS25	21˚ 05.081’ S	149˚ 38.105’ E	1.5
OS26	21˚ 05.052’ S	149˚ 39.746’ E	1.5
OS27	21˚ 03.454’ S	149˚ 39.299’ E	1.5
OS28	21˚ 12.653’ S	149˚ 43.178’ E	2.0
OS29	21˚ 12.653’ S	149˚ 45.394’ E	2.0
OS30	21˚ 12.653’ S	149˚ 47.704’ E	2.0
OS31	21˚ 12.653’ S	149˚ 50.021’ E	2.0
OS32	21˚ 10.492’ S	149˚ 43.481’ E	2.0
OS33	21˚ 10.485’ S	149˚ 45.664’ E	2.0
OS34	21˚ 10.468’ S	149˚ 47.847’ E	2.0
OS35	21˚ 10.467’ S	149˚ 50.043’ E	2.0
OS36	21˚ 08.447’ S	149˚ 42.692’ E	2.0
OS37	21˚ 08.435’ S	149˚ 44.885’ E	2.0
OS38	21˚ 08.409’ S	149˚ 47.085’ E	2.0
OS39	21˚ 06.317’ S	149˚ 42.145’ E	2.0
OS40	21˚ 06.318’ S	149˚ 44.357’ E	2.0
OS41	21˚ 04.245’ S	149˚ 41.483’ E	2.0
OS42	21˚ 14.500’ S	149˚ 32.500’ E	1.5

Anchorage Sites outside Port Limits (WGS84)			
Name	**Latitude**	**Longitude**	**Diameter (Nm)**
OS43	21˚ 14.500’ S	149˚ 34.200’ E	1.5
OS44	21˚ 14.500’ S	149˚ 42.000’ E	1.5
OS45	21˚ 14.600’ S	149˚ 44.300’ E	2.0
OS46	21˚ 14.600’ S	149˚ 46.550’ E	2.0
OS47	21˚ 14.600’ S	149˚ 48.800’ E	2.0
OS48	21˚ 14.600’ S	149˚ 51.050’ E	2.0
OS49	21˚ 14.600’ S	149˚ 53.300’ E	2.0
OS50	21˚ 12.650’ S	149˚ 52.300’ E	2.0
OS51	21˚ 10.470’ S	149˚ 52.300’ E	2.0
OS52	21˚ 08.410’ S	149˚ 49.400’ E	2.0
OS53	21˚ 08.410’ S	149˚ 51.600’ E	2.0
OS54	21˚ 06.320’ S	149˚ 46.600’ E	2.0
OS55	21˚ 06.320’ S	149˚ 48.800’ E	2.0
OS56	21˚ 06.320’ S	149˚ 51.000’ E	2.0
OS57	21˚ 04.250’ S	149˚ 43.700’ E	2.0
OS58	21˚ 04.250’ S	149˚ 45.900’ E	2.0
OS59	21˚ 04.250’ S	149˚ 48.100’ E	2.0

Table 7 Anchorages outside Port Limits

3.8 Arrival reporting requirements

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

	Report	Information to report
1	Ship Master to Hay Point VTS Two hours prior to entry into the pilotage area	Ship’s name, position, fore and aft draft, changes to ship details, defects, estimated time of arrival to port limits. Any further information requested by VTS as required.
2	Ship Master to Hay Point VTS Arrival at VTS Limits	Ship’s name and time of arrival at VTS limits
3	Ship Master to Hay Point VTS On anchoring	Ship’s name, anchorage position and time of anchoring
4	Ship Master to Hay Point VTS Heaving Anchor	Ship's name and heaving anchor time
5	Ship Master to Hay Point VTS	Ship’s name and anchor aweigh time

	Report	Information to report
	Departing anchorage proceeding to Pilot Boarding Place	
6	Hay Point VTS to Ship Master Pilot Boarding Instruction	Time of boarding and transfer method, confirmation of defects, berthing drafts and propeller immersion
7	Pilot to Hay Point VTS Upon Pilot Boarding	Ship's name, pilot onboard time, defects, drafts, berth & side to, permission to proceed, request traffic information
8	Hay Point VTS All Ships call When pilot is safely aboard	Ship's name, intentions and arrival berth
9	Pilot to Hay Point VTS When secure in berth	Ships name, first line time, and pilot disembark time. Changes to ship details. Confirmation of breast line status if vessel size 220-240m and beam >34m.

Table 8 Inbound Reporting Requirements

The following restrictions and rules are for arrivals at HPCT and DBCT:

1. Exempt masters must obtain clearance from Hay Point VTS before entering the compulsory pilotage area. Exempt masters must report to Hay Point VTS the time of first line and the time the vessel is secure alongside the berth.

3.8.1 Priority of arrivals

Priority of arrivals will be determined according to the following rules:

- Departures will generally have priority over arrivals except as determined by the RHM for safety and or port efficiency.
- Arrival ships that will be loading on completion of berthing will have priority over arrival ships that will not be commencing loading on completion of berthing.
-

3.9 Departure and removal reporting requirements

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

	Report	Information to report
1	Ship Master/pilot to Hay Point VTS Ship ready to depart (5 to 15 minutes prior to estimated time of departure)	Ship's name, radio check, destination port/anchorage, departure drafts, permission to proceed, request for traffic information

	Report	Information to report
2	Ship Master to Hay Point VTS Unassisted removal along the berth	• ship's name, time of commencement of movement • ship's name, time of completion of movement
3	Hay Point VTS All Ships call upon release of last line	Ship's name, departure berth and ships intentions
4	Pilot to Hay Point VTS Shortly after departure	Ship's name, last line time and request for traffic information
5	Pilot to Hay Point VTS Exiting departure channel	Ship's name, disembark time and request for traffic information
6	Ship Master to Hay Point VTS Departing anchorage Hay Point VTS	Ship's name, anchor aweigh time, destination and request for traffic information
7	Ship Master to Hay Point VTS Exiting Hay Point VTS area	Ship's name and intentions

Table 9 Outbound reporting requirements

The following restrictions and rules are for departures at Hay Point from BMA and DBCT terminals:

- Once a ship has berthed, the terminal is to request a nominated departure draft and a nominated departure tide. The scheduler is to use the DUKC system to plan the departure for the requested tide and draft and notify the terminal if the requested draft cannot be achieved for that tide. The scheduler will issue the terminals and agents a DUKC report for vessels alongside at one hour past high water. The maximum sailing draft that is promulgated in the HW+1 report prior to sailing will remain the maximum draft that the vessel may load to.

- Multiple channel departures are to be scheduled as such as to have a minimum separation at the channel beacons of 30 minutes.

3.9.1 Priority of departures

Priority of departures will be determined according to the following rules:

- Departures will generally have priority over arrivals except as determined by the RHM for safety and or port efficiency.
- Ships that have low water restrictions for the following low tide have priority over all other departures.
- When multiple ships are requesting to depart on the same tide the priority will be allocated on the order of berthing, subject to the following:

  1) Safety and port efficiency.

2) If a ship has moved from the original requested tide, then the ship will lose its priority on the new requested departure tide. See Schedule Changes 3.5.2 for further details.

3) If the ship cannot sail at the time allocated by the scheduler for the requested tide, then the terminal may elect to reduce the draft to meet the allocated time or elect to sail on a different tide (subject to low water restrictions).

- Ships with known engine issues are to be scheduled such that they do not impede the departure of other ships.

3.9.2 Small ships reporting requirements

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

1. All ships greater than 35m must obtain approval from VTS prior to entering, departing or manoeuvring within the Hay Point pilotage area.
2. A small ship that is less than 35m and;
    - is combined with another vessel where the combined ships are greater than 35m;
    - the vessels master asks for the services of a pilot;
    - the master is directed by the Harbour Master to use the services of a pilot;or
    - is carrying dangerous cargo.

must obtain approval from VTS prior to entering, departing or manoeuvring within the Hay Point Pilotage area.

3. A small ship that is less than 35m operating in Restricted Area A must be authorised or obtain approval from VTS prior to entering or departing the area.
4. A small ship that is less than 35m transiting through restricted area B must advise VTS prior to entering and departing the area. Vessels are to cross restricted area B at 90°, at best speed, and are not to loiter in the restricted zone.