

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.

All vessels, whether commercial or recreational, are to maintain a listening watch on VHF 13 and 16 and if equipped on VHF 15, whilst within the Gladstone VTS Area.

All vessels within the Gladstone VTS Area are to listen out on VHF13 for announcements made by Gladstone VTS, regarding movements within the port.

3.1 Vessel Traffic Service (VTS)

Vessel Traffic Services 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 Gladstone VTS area.

The Gladstone VTS centre operates 24 hours, seven days a week on a rotating roster and operates within the declared Gladstone VTS area. The VTS centre will operate under the callsign "Gladstone VTS" in accordance with IMO Resolution 1158(32).

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

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:

- Providing timely and relevant information on factors that may influence the ship's movements and assist on-board decision making.

Gladstone 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 managing ship traffic to ensure the safety and efficiency of ship movements.

Gladstone 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

Gladstone VTS will provide navigational support to an individual vessel, at the request of the vessel or when deemed necessary by the VTS. Navigational support relating to a specific vessel may include information, warning, advice and instruction when responding to developing unsafe situations. There may be occasions where Gladstone VTS will be unable to provide navigational support and the requesting vessel will be advised of this information.

The provision of navigational support does not absolve the master from 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.

3.1.1 Gladstone VTS area

The VTS Area is described as follows:

the waters bounded by a line commencing at:

- a) the coastline at the eastern extremity of Connor Bluff, Curtis Island,
 - then south-easterly to Latitude 23° 45.000' South, Longitude 151° 31.000' East,
 - then south-easterly to Latitude 23° 54.000' South, Longitude 151° 45.000' East,
 - then south-westerly to the coastline at the northern extremity of Tiber Point on Hummock Hill Island at approximate Latitude 23° 59.444' South, Longitude 151° 26.437' East,
 - then west to the coastline on Wild Cattle Island at approximate Latitude 23° 59.444' South, Longitude 151° 25.719' East,
 - then northerly by the coastline to the north-western extremity of Wild Cattle Island at approximate Latitude 23° 57.016' South, Longitude 151° 22.721' East,
 - then west to the coastline on the mainland at approximate Latitude 23° 57.016' South, Longitude 151° 22.583' East,
 - in a generally northerly along the coastline to approximate Latitude 23° 38.686' South, Longitude 151° 04.644' East in The Narrows,
 - then east-north-easterly to the western coastline of Curtis Island at approximate Latitude 23° 38.512' South, Longitude 151° 04.926' East,
 - then by the coastline of Curtis Island in a southerly, then easterly and then northerly direction to the starting point at the eastern extremity of Connor Bluff; and

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

3.2 VTS Role

The role of the Gladstone VTS ('call sign: Gladstone VTS') is to facilitate the safe and efficient movement of shipping within the VTS area, to ensure that a continual program of shipping movements can be affected to the advantage of all commercial shipping in an impartial manner.

Gladstone VTS is situated at the Regional Harbour Master's office. For ship traffic scheduling, pollution and marine incidents and reporting defective navigation aids, direct initial enquiries to Gladstone VTS.

The service is provided by Maritime Safety Queensland and provides a 24 hour, seven days a week marine operations service to the port community.

In the event of an emergency, the VTS centre is the key notification and communications facility that will activate the appropriate response agencies. Ship traffic movements may be accessed on the QSHIPS website.

3.3 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 and pilot station through Gladstone VTS via VHF radio, telephone and facsimile.

The pilot station launch and pilot helicopter are each equipped with the relevant VHF channels. In addition, the pilot helicopter is fitted with a position indicating radio transponder, which is monitored by Gladstone VTS.

Ships are required to establish two-way communications with the VTS Centre on VHF channel 16 or VHF channel 13. Due to construction activities being carried out within Gladstone Harbour, VHF channel 15 has been designated as a working channel between VTS and all construction vessels. The main VHF channels used in the port are:

Table 3 Vessel traffic service

Gladstone VTS		
VTS area	Yes	
Level of VTS service	IALA Level IV: Information Service, Traffic Organisation Service	
	Call sign	Service
VHF channel 16	User	Emergency and initial calling

VHF channel 13	'Gladstone VTS'	Mandatory reporting, Vessel Traffic Management, port working
VHF channel 10	Gladstone pilots	Pilot transfer operations
VHF channel 12	User	Port operations, pilots and tugs
VHF channel 9	User	Port operations, pilots and tugs
VHF channel 8	User	Port operations, pilots and tugs
VHF channel 6	User	Port operations, pilots and tugs
VHF channel 82	User	Small craft repeater channel (VMR Gladstone)
VHF channel 15	User	Commercial vessel operations working channel

The VTS centre has telephone and email services for administrative and emergency purposes. Any marine incident, for example a collision, grounding or fire, occurring within the port must be reported immediately on VHF channel 13.

3.3.1 Language

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

3.3.2 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.

3.3.3 Distress and emergency

Gladstone VTS is not a coast radio station; Maritime Safety Queensland, Volunteer Marine Rescue (VMR) and the Australian Coastguard have an agreement that the VTS will monitor channels 16 when VMR is not operational for emergency and distress calls only. A distress call should, in the ordinary course of events, be referred to the local Coastguard.

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

3.4 Harbour Contact Details

VTS centre

Phone: +61 7 4839 0208

Email: vtsgladstone@msq.qld.gov.au

Regional Harbour Master

Phone: +61 7 4971 5200

Email: RHMGladstone@msq.qld.gov.au

Gladstone Ports Corporation

Phone: +61 7 4976 1333

Fax: +61 7 4972 3045

www.gpcl.com.au

3.5 Prior Notification of Movements

Sections 168 to 175 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:

Table 4 Pre-entry notification times

Action	Minimum notice	Approved form
Prior notification of movement in pilotage area	48 hours prior to entry	Notification via QSHIPS
	24 hours prior to removal or departure	
Transport of dangerous goods in pilotage area	48 hours prior to entry	Dangerous Cargo Report
	3 hours prior to departure	
Loading, removal or handling of dangerous cargo alongside (includes bunkering)	24 hours prior to handling	Dangerous Cargo Report
Ship-to-ship transfer of dangerous cargo	24 hours prior to cargo transfer	Dangerous Cargo Report
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.

Note: All vessels of 10 metres or more in length are required to report their movements to Gladstone VTS on VHF channel 13.

3.6 QSHIPS (Qld Shipping Information Planning System)

The movement of all vessels of LOA 35 metres or more arriving at Gladstone is recorded in an internet-based programme known as QSHIPS.

<https://qships.tmr.qld.gov.au/webx/>

The program is operated from the VTS centre Shipping Agents submit booking information online in accordance with the reporting requirements (see section [3.16](#)) 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 section [10](#)). 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 can view scheduled movements in any Queensland port in real time.

3.7 Booking a Vessel Movement

When an agent is advised by his principals that a ship is bound for Gladstone 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. Request for the supply of a pilot, tugs and linesmen should also be made via QSHIPS. In addition, the Gladstone Pilot Helicopter Operations Declaration (16.8) must be submitted with details of helicopter suitability.

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 any 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.

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 Gladstone pilotage area that are of LOA 35 metres and greater and all Vessels That Require a Pilot (Section 8.1) including those ships whose master holds a pilotage exemption certificate for the Gladstone Pilotage area.

3.8 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 – [Report of marine safety concern \(form 355\) | Australian Maritime Safety Authority \(amsa.gov.au\)](#)

3.9 Booking a Vessel Removal

3.9.1 Notification

All removals whether they are carried out as a pilotage removal or a non-pilotage removal and from:

- one berth to another berth or anchorage
- an anchorage to another anchorage or berth
- a warp along a berth to another berth
- a warp for operational reasons on the same berth.

The use of the QSHIPS programme is mandatory for notification of the impending Removal movement and subsequent movements of a vessel unless exceptional circumstances preclude this. In this case the VTS Vessel Booking Application Form (16.1) must be submitted to Gladstone VTS by or email at least 24 hours prior to the movement.

3.9.2 Pilotage Removals

All vessels that require a pilot under Section 8.1 [Vessels That Require a Pilot](#) and are booked in for a removal from one berth or anchorage to another berth or anchorage must do so under pilotage. Such removal must also have tug requirements as per the port practice and conditions (Tug requirements guidelines). This requirement also applies to vessels that intend to let go, swing off, and make fast again at the same berth even if one or two lines are still placed on the wharf.

3.9.3 Non-Pilotage Removals

Non pilotage removals from one berth to another may be conducted by the master of the ship subject to the following conditions:

- The removal is along a continuous uninterrupted stretch of wharf;
- That the removal has been booked in with Gladstone VTS by the ship's agent;
- The master confirms the ship's ability to safely conduct the manoeuvre;
- The ship's lines are ashore at all times;
- The manoeuvre does not involve the use of tugs or a vessel's main engines;

- The terminal/wharf operator to have a procedural plan regarding the warping of vessels;
- The person in charge on the wharf to discuss procedures of the removal with the master of the vessel prior to the move;
- The person in charge to agree communications VHF channel and procedures with the master of the vessel;
- The master advises harbour control of the time of commencement of the removal and the time of when the vessel is all made fast again; and
- Weather and tidal conditions are favourable.

The use of a lines launch is considered an operational advantage.

Any planned removal that necessitates the use of a tug and/or main engines will require a pilot to conduct the removal. However, in the event of an emergency requiring the use of a tug and/or main engines, the vessel's master shall immediately report to VTS and take all necessary actions to ensure the safety of the vessel.

The Regional Harbour Master, to ensure the safe and efficient operation of the port, may at any time require the removal to be conducted by a pilot with or without tug assistance.

3.9.4 Dead Ship Removals

Ships requiring a dead ship removal to any berth or anchorage within the port will be treated on their merits. The Regional Harbour Master will advise the agent of the requirements when all the details are known.

3.10 Tug and Tow – Requirements

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

- The length of tow – is the total length of all items that go to make up the tow, to include tow lines, wires, bridles, vessels and/or barges, taken from the bow of the tug to the stern of the last vessel or barge making up the tow.
- Split – is when a tow consisting of two or more vessels and/or barges are separated to form single units.

3.10.1 Operational Conditions

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

- All tugs and tows will be required to engage a licensed pilot as per Vessels That Require a Pilot;
- All tows are to be shortened up prior to arrival at the pilot boarding ground; and

- Any tow greater than 250 metres that is a multi-unit tow, will require to be either split prior to transit or require the assistance of an accompanying harbour tug for the full passage.

Any tow that is in a damaged condition will not be granted entry into the Gladstone 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 pushed ahead by a tug lashed and secured alongside shall not be deemed a tug and tow, however, this combination may be required to be allocated tugs as per the port procedures – see Notification of Tugs.

3.10.2 Notification

When a tug and tow is bound for, due to depart from or to do a removal within the port of Gladstone, the master, owner, or agent is required to book the tug and tow in with Port Control via the QSHIPS programme 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.

If an agent is unable to submit a booking by QSHIPS, the agent must complete the VTIS A4 – Tug and Tow Advice in addition to the VTS Vessel Booking Application Form to VTS. The information will include:

- Full details of the tug;
- Details of the vessel/s making up the tow, including dimensions, drafts and so on;
- The length of the tow at sea;
- The length of the tow when shortened up for entry into the port;
- Details of the make-up of the towline to include lengths and types of tow lines, bridles and so on; and
- Any special requirements for the handling of the tow within the port of Gladstone.

All tows and combined units shall be deemed to be hampered vessels and subject to varying scheduling arrangements.

3.11 Movement Scheduling

3.11.1 Confirmation of Schedules

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

3.11.2 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.

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 database will be made as they occur. Changes within six hours of the scheduled start time must be made by phone.

Changes requested by the master/agent within three hours of a scheduled movement time will incur delay or cancellation fees in accordance with [Transport Operations \(Marine Safety\) Regulations 2016](#).

3.12 Prioritising of Ship Movements

The principle of 'first come, first served' (ToA - Turn of Arrival) applies to all ships wishing to enter the port of Gladstone, underpinned by the safe and efficient means of achieving the maximum number of movements on any tide. For arriving ships requiring a pilot, this means first to cross the 'arrived ship radius (6 nautical miles from the Fairway buoy). A ship that has entered the ToA by entering the arrived ship radius is permitted to depart to conduct a short navigation in the local area at any time; doing so will not change the ToA.

Removals and/or departures booked first will generally be given preference over late or modified bookings. Nothing in the Priority of Ship Movements affects the ability of an authorised officer of the Gladstone Ports Corporation to issue a direction pursuant to regulations 17 or 18 of the Transport Infrastructure (Ports) Act 1994 and Regulations 2016. These Priority of Ship Movements are also subject to the powers of the Regional Harbour Master under the [Transport Operations \(Marine Safety\) Act 1994 and Regulations 2016](#).

The confirmation of all movements is the responsibility of Maritime Safety Queensland who will ensure that all ships move through the port efficiently and safely as determined by the Regional Harbour Master.

3.12.1 Priority for Ship movements

As a general principle, the priority order for all vessels entering or departing the port of Gladstone will be determined considering the maximum number of movements achievable on any tide and by:

- Vessels departing the port at critical maximum draft will be given priority use of the port's channels to ensure their safe and effective passage to the Fairway Buoy. Where two or more vessels of a similar critical maximum draft wish to depart the port at the same time then the priority will be determined to maximize the safe, secure, or efficient operation of the port; and

- The priority given to vessels arriving to use the port's channels will be determined by the arrival time of the vessel at the port. The arrival time will be determined as from when the vessel crosses a six nautical mile radius from the Fairway Buoy.

In addition to the above, the following criteria may be used as further guidelines for determining priority for ship movements (listed in order):

- a. Disadvantaged vessels from previous tide, unless excluded by b, c, d, e and f;
- b. Scheduled Cruise Ships;
- c. Maximum Draft Departure for the tide;
- d. LNG vessel entry at HW + 2 hours;
- e. Container vessels;
- f. Vessels departing that are tidally restricted;
- g. Vessels arriving that are tidally restricted and working cargo immediately on berthing;
- h. Vessels arriving that are tidally restricted;
- i. Other departing vessels based on order of arrival (6nm from Fairway);
- j. Other arriving vessels based on their order of arrival (6nm from Fairway);

Nothing in the Priority of Ship Movements affects the ability of an authorised officer of the Gladstone Ports Corporation to issue a direction pursuant to regulations 17 or 18 of the Transport Infrastructure (Ports) Act 1994 and Regulations 2016.

These Priority of Ship Movements are also subject to the powers of the Regional Harbour master under the Transport Operations (Marine Safety) Act 1994 and Regulations 2016.

3.12.2 Maximum Draft / Tide Restricted Ships

Where a ship is at maximum draft or restricted to a narrow tidal/time window, the vessel will receive priority. Maximum draft movements are based upon static under-keel clearance computer programme guidance. Advice on draft restrictions can be obtained from the Gladstone VTS.

3.12.3 Commercial Considerations

Maritime Safety Queensland will refer all commercial considerations and decisions, where necessary to the Port Authority in accordance with the Transport Infrastructure Act.

3.12.4 Naval Ships

Under normal circumstances no special consideration is given.

3.12.5 Access to Regional Harbour Master (Gladstone)

For ordinary business, and issues arising in relation to ship scheduling, shipping agents are to contact the Gladstone VTS. Shipping Agents will continue to have access to the Regional Harbour Master on any subject should circumstances warrant.

3.13 Pilotage Delays and Cancellations

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 4 of the Transport Operations (Marine Safety) Regulation 2016.

3.14 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 or pilot 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.

3.14.1 Clearance for Arrivals

The master is to report to port control 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. (3.16 Arrival Reporting Requirements).

The arrival clearance is valid for uninterrupted passage to the pilot boarding ground or anchorage area, unless specified otherwise. Ships will require a new clearance to continue inbound past the pilot boarding ground or anchorage area.

3.14.2 Clearance for Removals

The master is to report to Gladstone VTS to obtain a clearance and removal information one hour before the estimated time of the movement within the pilotage area.

3.14.3 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.

The ship must be ready for departure, with all documentation completed and marine services in attendance not less than the Pilot on Board Time, or 30 minutes prior to the scheduled departure time, whichever is the earlier. Lines are not to be released until clearance 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 or pilot 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.

3.15 Anchoring

Ships are only to anchor in the position and area designated by the VTS centre. 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 13 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 (Sec 10.2.1).

3.16 Reporting requirements

3.16.1 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 according to the following table:

Table 5 Inbound reporting requirements

	Report	Information to report
1	Ship master/exempt master to Gladstone VTS Two hours prior to entry into the pilotage area or for pilot exempt vessels 2 hours prior to Fairway Buoy	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, ETA pilot boarding ground.
2	Gladstone VTS/pilot to ship master Confirmation of Pilot transfer time and instructions for the ship	Instructions will include boarding side, course, speed, ETA and anticipated conditions.
3	Ship master/exempt master to Gladstone VTS	Confirm ETA

	Report	Information to report
	When six miles seaward of the Fairway Buoy	
4	Ship master to Gladstone VTS Arrival at pilot boarding ground	Ship's name, at pilot boarding ground, time or arrival
5a	Ship master/exempt master to Gladstone VTS On anchoring	Ship's name, anchor position as a bearing and distance from the Fairway Buoy and time of anchoring.
5b	Ship master/exempt master to Gladstone VTS Departing anchorage	Ships name, anchor aweigh time
6	Pilot to Gladstone VTS Pilot transfer (when the pilot transfer has been completed)	Ships name, 'pilot on-board': pilot on-board time: ships fore and aft draft: changes to ship details
7	Pilot/exempt master to Gladstone VTS When passing Fairway Buoy and when passing G1 buoy.	Time ship abeam Fairway Buoy and G1 buoy and destination berth.
8	Pilot/exempt master to Gladstone VTS When secure in berth	Time of first line and time when all fast

Should an arriving ship be delayed or fail to contact 'Gladstone VTS', alternative berthing arrangements may have to be made and pilotage cancellation fees may be applicable.

When anchoring at any of the inner anchorages, ships master's/pilots are to notify 'Gladstone VTS' with their anchoring time and position.

3.16.2 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 'Gladstone VTS' by radio according to the following table:

Table 6 Outbound and removal reporting requirements

	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 Unassisted removal along the berth (Maximum permissible distance without pilot 60 metres)	A – ship's name, time of commencement of movement B – ship's name, time of completion of movement.

	Report	Information to report
3	Ship master/pilot to Gladstone VTS Departing berth	Ship's name, departure berth, time of last line
4	Ship master/pilot to Gladstone VTS Departing anchorage	Ship's name, anchor aweigh time, destination
5	Ship master/pilot to Gladstone VTS Exiting channel	Passing Fairway Buoy
6	Ship master to Gladstone VTS Pilot transfer (when the pilot transfer has been completed safely from outbound ship to launch.)	Ship's name, pilot disembarked safely, pilot off time

3.17 Reporting Requirements – Small Vessels

This direction applies, until further notice, to the masters of all ships that are 10 metres or more in length that are:

- underway and entering, or about to enter
- at a berth, or at anchor in the Gladstone pilotage area and are about to be operated in or leave the Gladstone pilotage area.

For the purposes of this direction, the term 'Gladstone pilotage area' is defined in schedule 2 of the Transport Operations (Marine Safety) Regulation 2016 and is inclusive of all creeks, rivers and inlets contained within that area, (refer to [Pilotage – Gladstone Port and Pilotage Areas](#)).

The master of a vessel *10 metres in length or greater* must report to 'Gladstone VTS' on VHF channel 13 and maintain a listening watch on that frequency when entering, leaving or moving within the Gladstone pilotage area. Sailing vessels are required to use the safe navigable waterway extending from the recommended small craft course for the South Channel and the waters to the south. After making the crossing of the shipping channel at aids to navigation G1 and G2, then proceed in a similar manner on the northern side of the recommended small craft course to travel to The Narrows or the North Channel, or until the crossing of the shipping channel towards the entrance of Auckland Inlet and the Gladstone Marina. ([Small Craft Ship Navigation Areas and Recommended Courses](#)).

Reporting points for the area are:

The Narrows – when inbound and passing the starboard beacon at Laird Point at the entrance to Graham Creek.

North Entrance – when passing North Point inbound.

East Channel – when passing E2 buoy inbound.

Main (South) Channel – prior to entering channel.

Fishing vessels are to report when fishing or trawling in the following channels:

- South Channel
- Gatcombe Channel
- Auckland Channel
- Auckland Bypass Channel
- Clinton Channel
- Clinton Bypass Channel
- Targinie Channel
- South Channel Bypass
- Gatcombe Bypass Channel
- South Trees Anchorages
- Jacobs Channel

It is an offence to fail to comply with the above direction without a reasonable excuse. Maximum penalty under TOMSA Part 7, Section 88 (1) and (2) is 200 penalty units. Failure to comply with the above direction may result in prosecution.

3.18 Commercial Marine Activities

The Port of Gladstone is continually expanding with numerous commercial activities constantly underway. All commercial marine activities are to comply with The Standard for Commercial Marine Activities - Gladstone Region document as found on the Maritime Safety Queensland website.