



# Harbour Master's Directions

**2020**  
**Geelong**

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# 1 Harbour Master's directions

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On 1 January 2020, David Shennan, being the Harbour Master for port waters, made directions pursuant to Part 6.4 (Section 232) of the Marine Safety Act 2010. As these directions may have been amended or varied from time to time or further directions made, set out below are the Harbour Master's Directions as in force as at the date of publication of this Handbook. Users or intended users of port waters should make their own enquiries as to any further, amended, or varied directions in force from time to time.


## 1.1 Definitions


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The word *Vessel* includes every description of watercraft, including non-displacement craft, WIG craft and seaplanes, used or capable of being used as a means of transportation on water.

'Vessel' means any kind of Vessel that is used, or capable of being used, in navigation by water, however propelled or moved and includes:

- (i) a Vessel, barge, lighter, floating restaurant, or other floating Vessel,
- (ii) an air-cushion vehicle, WIG or other similar craft, that is used for navigation by water, and
- (iii) an aircraft capable of manoeuvring on the water, for as long as that aircraft is on the water, or any other type of craft defined in any applicable law to be a 'Vessel'.


 'Berthed Vessel' means a Vessel secured to a wharf, jetty or pier, or to another berthed Vessel.


 'Channel' or 'Fairway' means that part of the body of water, within the port waters, of sufficient depth to be used by Vessels of commerce for navigation that is either marked with navigation aids or an open area of water that connects the marked channels or channel approaches

 'Colregs' means the International Regulations for Preventing Collisions at Sea (1972)















 'DAWR' means Department of Agriculture and Water Resource



 Deep draft Vessel means a Vessel with a draft of 10.8 m or over

 Dynamic Under Keel Clearance (DUKC) system means a computerised algorithmic system that integrates key Vessel information with existing channel bathymetry using real time atmospheric conditions. The DUKC system calculates specific under keel clearance predictions for individual Vessel transits within a forecast period and is an effective tool for enhancing navigation safety. It is mandatory for deep draft Vessels to participate in this system

 'Gas-free' means a tank or space that has been thoroughly cleaned and ventilated in accordance with the requirements of Australian Standard

2865 or to current ISGOTT gas-free guidance, and has been tested and certified by a competent person

-  'Gas-freeing' means the introduction of fresh air into a tank, compartment or container for the purpose of lowering the level of flammable, toxic or inert gases (usually vapours originating in the cargo of oil tankers and chemical carriers) to that required for a specific purpose.
-  'Gross Under-Keel Clearance' means the difference between the static draft of a Vessel and the declared depth of the seabed that it is traversing
-  'Harbour Master' includes a person authorised by a licensed Harbour Master under Chapter 6 of the Marine Safety Act 2010 to exercise the functions of the Harbour Master
-  'ISGOTT' means the International Safety Guide for Oil Tankers & Terminals
-  'Licensed Harbour Master' means a Harbour Master licensed under Chapter 6 of the Marine Safety Act 2010 for the Port waters
-  'MARPOL' means the International Convention for the Prevention of Pollution from Vessels, 1973, as amended.
-  'Master' means a person having the actual or lawful command or charge of a Vessel for the time being (and where the context so requires includes any person who is acting as the pilot of that Vessel)
-  'Pilot' means a person who is licensed as a pilot under Chapter 7 of the Marine Safety Act 2010.
-  'Port Phillip Heads' means the entrance to Port Phillip Bay located between Point Lonsdale and Point Nepean.
-  'Port Working Vessel' means a Vessel engaged in, or intended for, commercial, support or maintenance activities relevant to the port activities (i.e. dredge, pile driving barge, floating crane, work boat, tug, etc).
-  'Port waters' means the waters of the port of Geelong declared by Order in Council made under Section 5 (2) of the Port Management Act 1995.
-  'POWBONS' means the Victorian Pollution of Waters by Oil and Noxious Substances Act (1986)
-  'Purging' means the introduction of inert gas into a tank to reduce the oxygen and/or hydrocarbon content to a level below which combustion cannot be supported if air is subsequently introduced into the tank.
-  'SEPP' means State Environment Protection Policy

-  'SIGTTO' means the Society of International Gas Tankers and Terminal Operators.
-  'Tanker' means a Vessel carrying bulk liquid dangerous cargoes with flammable or toxic properties, or liquefied gas in bulk, or has non-gas free cargo spaces.

## **2 General requirements**

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### **2.1 Applications**

The Harbour Master's Directions apply to all Vessels in port waters as defined above.

### **2.2 Compliance with acts, regulations, and provisions**

- (1) Vessels entering the port waters of Geelong must comply with all relevant and applicable International, Commonwealth and State legislation (including but not limited to the Victorian Marine Safety Act 2010 and the Australian Navigation Act 2012). Compliance is also required with all current Marine Orders and regulations in accordance with the Vessel's Flag State requirements and include the due diligence of good seaman Vessel at all times.
- (2) The Master of a Vessel shall ensure that the Vessel, while in port waters complies with all Harbour Master's Directions, with sub-paragraph (1) and also:
  - (a) complies with the International Regulations for Preventing Collisions at Sea 1972 ('Colregs')
  - (b) displays as applicable the signals prescribed under the International Code of Signals and Colregs
  - (c) carries copies of and complies with:
    - (i) Victorian Notices to Mariners (or their equivalent) affecting the port waters.
    - (ii) (corrected to date), Aus Charts 143, 144, 153, 154, 155, 157 and 158.
    - (iii) The Australia Pilot Vol. II (NP 14).
    - (iv) Australian National Tide tables (AHP 11) or Victorian Tide Tables.

### **2.3 Channel usage application**

Not less than 48 hours before a Vessel enters port waters, the owner or agent of a Vessel of 200 gross tons or more must submit a Channel Usage Application and the Vessel must not enter port waters until the owner, master or agent has been notified that such application is approved.

**All channel usage applications should be lodged with VRCA electronically using the agent login available on VRCA website. [www.vrca.vic.gov.au](http://www.vrca.vic.gov.au)**

## 2.4 Unsafe Vessels

- (1) Any Vessel, which is an unsafe Vessel, is prohibited from entering or transiting the port waters without the prior written approval of the Harbour Master.

Where the Master of a Vessel becomes aware of any condition or circumstance relevant to the seaworthiness of the Vessel or that may affect the safe navigation or operations (including cargo operations) of the Vessel, or any other Vessel in port waters, or which may in any way affect the day-to-day safety or operations (including cargo operations) or environment of the port waters; the Master of a Vessel shall:

- (a) if the Vessel has not entered or transited port waters, provide full particulars of any deficiencies (actual or suspected) to the Harbour Master at least 24 hours before the Vessel is due to enter or transit port waters. Any such entry or transit may only begin after receipt of written approval from the Harbour Master and subject to strict compliance with any directions (including conditions, restrictions, or requirements) imposed by the Harbour Master.
  - (b) if the Vessel has already entered port waters, immediately notify Port of Geelong Marine Control of the changes to the conditions or circumstances affecting the seaworthiness of the Vessel and thereafter provide detailed written notice thereof within 24 hours.
- (2) A Vessel is an 'unsafe Vessel' for the purposes of these Directions if the Vessel or the operation of the Vessel is likely to endanger any life, the safety of the Vessel or any other Vessels or the environment by reason of:
- (a) the condition of the Vessel and/or its equipment.
  - (b) the manner in which cargo or equipment is or has been stowed and secured on the Vessel.
  - (c) the nature of any cargo loaded or to be loaded on the Vessel.
  - (d) any overloading of the Vessel, either by way of persons or cargo or both.
  - (e) any inadequacy in the number and/or qualifications of the crew.
  - (f) inadequate rest periods as required by STCW Code regulations for officers and crew; or,
  - (g) any other reason relating to the nature of the Vessel and anything or person or about the Vessel including the competency of the Pilot on board
- (3) The Master of a Vessel shall ensure that at all times while the Vessel is in port waters (including transiting of port waters):
- (a) the Vessel's propellers are fully immersed, and rudders are sufficiently immersed to ensure adequate steerage and control of the Vessel's motion and movements.
  - (b) the bow is deep enough to provide adequate visibility ahead from the bridge.

- (c) the Vessel has adequate trim and stability (taking into account deck cargo and design characteristics) so as to remain at all times safely afloat and sufficiently upright and with adequate visibility ahead from the bridge.
  - (d) the Vessel's propellers and hull do not come into contact with the seabed; and,
  - (e) subject to sub-paragraph (1), the Vessel complies in all respects with all obligations as to seaworthiness.
- (4) Masters are reminded of their obligation to pro-actively inform themselves at all times of the condition of their Vessel (including its crew, equipment, and cargo) and not to operate their Vessel in an unsafe condition.

## **2.5 Communications**

- (1) VHF radio communications in port waters are carried out through Port of Geelong Marine Control (call sign Port of Geelong).
- (2) The Master of a Vessel must ensure that a listening watch is maintained on VHF Channel 12 at all times while in port waters and on VHF Channel 16 as set out in these Directions.
- (3) The Master of an anchored Vessel must ensure that in addition to sub-paragraph (2) above, a listening watch is maintained on VHF Channel 16 for weather bulletins from Marine Radio Victoria.
- (4) The following VHF channels are to be used for towage operations in the port of Geelong waters. When more than one towage operation is being undertaken simultaneously then the secondary channel is to be used.

Primary tug channel	VHF Channel 8
Secondary tug channel	VHF Channel 13

## **2.6 Sound & light signals**

- (1) The Master of a Vessel must, when required for the purpose of warning another Vessel, ensure that the following sound (and, if at night, concurrent light) signals are made in relation to swinging in a fairway or narrow channel:
  - (a) If the Vessel is proceeding up or down a fairway or narrow channel:
    - (i) when the Vessel is at least 500 metres distant from the point at which it intends to swing - a warning signal consisting of five or more short blasts on the whistle: and
    - (ii) immediately before swinging - a repeat of the sound signals described in sub-paragraph (a) (i) and, after a short interval, the international signal to indicate the movement of the Vessel's head or engines going astern.



- (b) When the Vessel is a tug towing another Vessel not under power, the sound signals described in sub-paragraph (a) (i) shall be made on the tug.
- (c) When the Vessel is leaving a berth to swing at a point in the fairway or narrow channel at a distance of less than 500 metres from the berth, the sound signals described in sub-paragraph (a) (i) shall be given immediately on letting go.
- (d) When a Vessel is undertaking any of the manoeuvres referred to in sub-paragraphs (a), (b) or (c) and is doing so at night, it must also flash its masthead signal light concurrently with each sound signal.

## **2.7 Incidents on port waters**

- (1) The following requirements relate to Masters, owners or agents of Vessels that have sunk or stranded or collided within port waters and to the owners of objects that obstruct port waters:
  - (a) If a Vessel sinks or strands within port waters or if any object impedes the navigation or use of port waters, the Master, owner or agent of the Vessel and the owner of the object by which the obstruction is caused (as the case may be), shall immediately:
    - (b) notify Port of Geelong Marine Control of the position of the sinking, stranding or obstruction; and
    - (c) unless directed otherwise by the Harbour Master, take the necessary steps to immediately remove the Vessel or obstruction.
    - (d) display such lights and shapes and give such warning signals as are required pursuant to Colregs; and,
    - (e) comply with all other statutory obligations and directions and if required by the circumstances, give statutory notice thereof to AMSA.
    - (f) If a collision takes place causing damage to any Vessel, wharf or property within port waters, or if a Vessel strands or sinks within port waters, or any other circumstance occurs that is required to be reported pursuant to Section 186 of the Navigation Act, the Master of every Vessel involved shall immediately:
      - (g) report the circumstances and position to Port of Geelong Marine Control; and
      - (h) as soon as possible, confirm the report in writing to the Harbour Master.
      - (i) display such lights and shapes and give such warning signals as are required pursuant to Colregs; and,
      - (j) comply with all other statutory obligations and directions and if required by the circumstances, give statutory notice thereof to AMSA.

**Note:** For information regarding reporting of incidents in port waters refer to section 15: Emergency Management Procedures of these Directions.

### **3 Anchoring and berthing**

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#### **3.1 Vessels to be properly berthed or anchored**

- (1) The Master of a Vessel not underway or making way shall ensure that at all times the Vessel is properly and effectively berthed or anchored.
- (2) The Master of a Vessel at anchor, or berthed, in port waters shall not cause or permit the Vessel to change its position without prior permission obtained via Port of Geelong Marine Control.
- (3) If a Vessel parts from its anchor, or drags from its anchoring position or parts any mooring lines, the Master of the Vessel shall immediately notify Port of Geelong Marine Control and take immediate steps to correct any effect of such parting or dragging.
- (4) The Master of a Vessel anchored in port waters shall ensure that:
  - (a) the Vessel is anchored in a position that will permit the Vessel to swing clear of the channels and fairways
  - (b) there is sufficient cable out, considering the holding ground and the prevailing and forecast weather conditions
  - (c) when the Vessel is 'brought up' the Master shall advise the time and position of anchoring to Port of Geelong Marine Control
  - (d) communication is established with Port of Geelong Marine Control and a listening watch is maintained on VHF Channels 12 and 16
- (5) The Master of a Vessel at anchor or berthed in port waters shall not permit the immobilisation of main engines without advance notification to the Harbour Master and shall not permit such immobilization if directed by the Harbour Master not to do so. When the Vessel is berthed at any wharf, the prior permission of the berth operator must also be obtained. Immobilisation permit request forms are available on the VRCA website:  
  
<https://vrca.vic.gov.au/commercial/geelong/application-and-permission-forms/>
- (6) The Master of a Vessel must comply with all requirements of Colregs (including lights, shapes, and sound signals).
- (7) If the Master of a Vessel is, for any reason, unable to comply with any notification under this section, such notice may be given to Port of Geelong Marine Control by the agent.

#### **3.2 Vessels not to anchor in certain locations**

- (1) The Master of a Vessel shall ensure that an anchor is not dropped in a position which may endanger the safety of that Vessel or of any other Vessels or otherwise cause any obstruction to navigation or any cable or other sub-surface structure.

- (2) The Master of a Vessel shall not cause or permit the Vessel to be anchored or lie at a distance of less than 300 metres from any wharf except for the purpose of swinging the Vessel or immediately hauling alongside that wharf.
- (3) The Master of a Vessel shall not cause or permit the Vessel to anchor in port waters within 300 metres of where a cable or other sub-surface service has been laid.
- (4) A Vessel must not be laid up within port waters without the prior written approval of the Harbour Master.

### **3.3 Watch to be on deck**

The Master, owner or agent of a Vessel shall ensure at all times while the Vessel is in port waters that the Vessel's watch keeping complies with the minimum requirements of Section A-VIII/2 of the STCW Code; but in any circumstance in which the STCW Code does not apply, that at least one responsible Officer is at watch on deck at all times, to ensure security and safety while the Vessel is anchored or berthed, unless suitable alternative arrangements, as agreed with the Harbour Master, are in place.

### **3.4 Crewing of Vessels**

The Master of the Vessel, whether at anchor or berthed alongside within port waters, shall ensure that there is sufficient crew available to shift the Vessel and/or tend moorings and/or respond to any emergency situations as and when required to do so and is to comply with the minimum requirements of STCW-95.

### **3.5 Avoid obstruction of fairways or channels**

- (1) Except in an emergency, the Master of a Vessel shall not, without the permission in writing of the Harbour Master:
  - (a) allow the Vessel to anchor or lie in any fairway or channel
  - (b) allow any cable, chain, hawser, rope, or other obstruction across (through or above) any fairway or channel.
- (2) Where an emergency has compelled the Master of a Vessel to allow the Vessel to anchor or lie in any fairway or channel, the Master shall:
  - (a) immediately notify Port of Geelong Marine Control of the position of the Vessel; and
  - (b) as soon as possible, move the Vessel clear of the channel and to a place where it does not interrupt or interfere with the passage of other Vessels.
- (3) The Master of a Vessel must notify Port of Geelong Marine Control immediately the Vessel has cleared the fairway or channel.

### **3.6 Use of propellers at wharves**

The Master of a berthed Vessel shall not allow a propeller to be worked, other than for testing the engines before departure, without the prior permission of

the berth operator and, if permission is granted, the Master shall (and in sufficient time before working the propeller) notify the Masters of Vessels at adjacent berths of the intention to work the propeller and also the Port of Geelong Marine Control.

## **4 Navigation within the Geelong channels**

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### **4.1 Traffic control**

All commercial Vessel movements in the port waters of Geelong including Government Vessels and passenger carrying ferries are controlled by the Harbour Master. The Harbour Master has the Authority to give directions to any Vessel via Port of Geelong Marine Control which is manned 24hrs and 7 days a week. The following HMD's (Harbour Masters Directions) are strictly applicable to all commercial Vessels that enter or leave the Port of Geelong:

- (1) Masters of inbound Vessels must call in 30 minutes prior to reaching the PRE (Point Richards Entrance) beacon on VHF Channel 12 and advise Geelong Marine Control of their ETA's at PRE Beacon and the City Bend (situated between beacons 11 and 13 in the Hopetoun Channel). A further call to Geelong Marine Control and VPCM's Melbourne/Lonsdale VTS must be made as the Vessel passes PRE beacon inwards.
- (2) Masters of outbound Vessels must, after Geelong berth departure advise Geelong Marine Control of the following ETA's:
  - (a) If Melbourne bound, ETA's at PRE beacon and Fawkner Beacon, or Breakwater, Melbourne.
  - (b) If bound for sea, ETA's at PRE beacon, Hovell Pile and Port Phillip Heads. Masters of outbound Vessels are also required on passing PRE beacon outwards to contact VPCM's Melbourne/Lonsdale VTS with relevant and updated ETA's.
- (3) The Geelong main shipping channels are used for one-way traffic only; however two-way traffic is permitted using passing channels, provided that the following are complied with:
  - (a) the draft of one of the Vessels is such as to allow use of a passing channel for passing purposes; and,
  - (b) there is prior agreement between the Masters of each Vessel and with Port of Geelong Marine Control as to how and at what point a passing channel will be used.
- (4) The movement of bunker barges within port waters shall be at the sole discretion and direction of Port of Geelong Marine Control.
- (5) Transit of the channel by a tug and tow may create additional safety issues. The Master of a tug with a tow is required to provide Port of Geelong Marine Control with adequate information about the nature of the tow to allow the Harbour Master to assess the safety of navigation in the channel and must not undertake such navigation without the Harbour Master's prior approval.

In addition to the information required by the **Application to Use Geelong Channel**, other information required to be provided to consider an application for a tug and tow shall include tug power, barge condition (light or loaded), the nature of the cargo, e.g. potential windage area; length of the tow; draft of the intended tug and tow and the anticipated duration (including commencement time) of the time in port waters.

#### **4.2 Restricted night navigation**

Vessels constrained by reduced arcs of forward visibility from their navigation bridge shall navigate port waters in daylight hours only. Acting on advice from the Master/Pilot the Harbour Master reserves the right to restrict night navigation for these Vessels if such reduced arcs of forward visibility are positively identified on a Vessel's maiden visit to the port of Geelong.

**Note:** Daylight hours means the hours between 30 minutes before sunrise until 30 minutes after sunset

#### **4.3 Maximum allowable draft and speeds**

- (1) The Master of a Vessel shall observe the following requirements with respect to maximum allowable draft:
  - (a) for all channels except the Point Henry, City, Wilson Spit passing channels and Point Richards passing channels, 11.9 metres with tide, 10.8 metres without tide
  - (b) for the Point Henry Channel, 11.4 metres with tide, 10.5 metres without tide
  - (c) for the City Channel, 8.1 metres with tide, 7.3 metres without tide.

**Note:** The programming of Vessels with drafts greater than 10.8 metres, or 10.5 metres for the Point Henry Channel, will be co-ordinated through Port of Geelong Marine Control and is subject to actual rise of tide and Vessel speed; however, at all times the Master remains responsible to ensure that the Vessel has sufficient safe under keel clearance.

- (2) Speed restrictions have been put in place for all commercial Vessels with LOA > 35 metres traversing the port waters of Geelong and are as follows for entry and departure:
  - Point Richards Entrance Beacon to Port Henry Entrance Beacon – 14 knots
  - Point Henry Entrance Beacon to No 11 Beacon Hopetoun Channel – 12 knots
  - No 11 Beacon Hopetoun Channel to No 5 Beacon Corio Channel – 8 knots
  - No 5 Beacon Corio Channel to No 9 Beacon Corio Channel – 6 knots

Masters of Vessels are reminded that even if operating within the applicable speed limits for their location, they should retain marine domain awareness of the impact that their Vessel's bow wave or stern wake might have on berthed Vessels and/or recreational craft in their vicinity. Adequate speed alterations in ample time may be needed to avoid close quarter situations especially with smaller recreational craft operating on the edge of the channels. Masters may also be required to order a reduction in speed when transiting sections of the channel where the channel profile is likely to increase the Vessel squat effect (see notes below). This applies to Vessels with a beam greater than 35 metres.





- (3) A Gross Under-Keel Clearance of at least 0.6 metres is required to be maintained, at all times, when manoeuvring within Corio Quay, swinging basins, anchorages and alongside berths.
- (4) The Master of a Vessel shall ensure that the Vessel always remains safely afloat while alongside a berth.

**Note:** Masters of deep draught Vessels planning to transit port waters should be aware that meteorological conditions can impact on predicted tidal heights. On certain days the actual rise of tide may not be sufficient to provide the minimum gross under-keel clearance and therefore a Vessel may be directed by Marine Control to delay entry or departure while awaiting sufficient tide.

(5) **Dynamic under keel clearance**

The Victorian Regional Channels Authority's DUKC 5 system is mandatory for all deep draft Vessels using the channels of the port of Geelong.

Masters of deep draft Vessels must apply to use VRCA DUKC system as follows:

-  Download the DUKC form – Application to use the Dynamic Under Keel Clearance (DUKC) system form from VRCA website
-  Email the completed DUKC form to: [geelong@vrca.vic.gov.au](mailto:geelong@vrca.vic.gov.au)
-  When inbound, no more than 24 hours and no less than 12 hours before arrival at the pilot boarding ground
-  When outbound at least four hours before departure from the berth or anchorage

Masters of deep draft Vessels unable to use the DUKC system are advised to proceed at a safe speed commensurate with safe navigation and conform to the requirements of section 4.4 below.

**4.4 Vessels over prescribed limits (non DUKC)**

- (1) Vessels with drafts and lengths exceeding the prescribed limits as set out in Section 4.5 and unable to participate in the DUKC program may not enter or operate in port waters except with the prior permission of, and subject to any direction of, the Harbour Master.
- (2) The maximum permitted draft for Vessels entering or departing the port waters is 11.9 metres. This excludes Point Henry Channel (deepest draft 11.4 metres) and Corio Quay approaches and berths (deepest draft 10.4 metres).
- (4) If a Vessel is unable to participate in DUKC the VRCA has adopted a Gross Under-Keel Clearance (GUKC) of at least 1.5 metres for deep draft Vessels while navigating the channels. This consists of a margin for squat of 0.6 metres and a margin for manoeuvrability of 0.9 metres.

- (5) The Harbour Master may in the event of unusual meteorological circumstances (see Note below) authorise a reduction of the adopted GUKC of 1.5 metres (up to a minimum of 1.35 metres) for deep-draft Vessels drawing the maximum permissible 11.7 metres. Masters undertaking channel transits with the reduced GUKC are reminded of their on-going obligation to proactively monitor their passage and to take all usual precautions (see Notes below), with special emphasis on speed/squat ratios.

**Note:**

1. The required minimum Gross Under-Keel Clearance for the City Channel is 1.2 metres. This consists of a margin for squat of 0.3 metres and a margin for manoeuvrability of 0.9 metres.
2. As the actual tidal rise can deviate considerably from the predicted tidal rise due to abnormal barometric conditions and/or strong winds, the Harbour Master via the Port of Geelong Marine Control may give directions as to the time at which a deep draught Vessel will be allowed to sail or enter the channels

#### 4.5 Berths

Berth lengths, Maintained Depths and Vessel's Limits for the Port of Geelong are shown below.

Berth		Maintained Depth (m) <sup>4</sup>		Vessels Limits at Berth (m)		Wharf Height (m) above CD	General Remarks
Name	Length	Berth	Channel	Max. Draft <sup>1</sup>	Max. Length		
Cunningham Pier East	215	8.5	8.5	7.9	186	3.8	Navy Vessels Only
Cunningham Pier West	200	8.5	8.5	7.9	186	3.8	Navy Vessels Only
Bulk Grain Pier No.1	201	10.5	12.	9.9	210	4.7	Lay Up Berths. Vessels up to 225m LOA <sup>3</sup>
Bulk Grain Pier No.2	201	12.3	12.	11.6	192	4.7	Lay Up Berths. Vessels up to 225m LOA <sup>3</sup>
Bulk Grain Pier No.3	168	12.3	12.	11.9	225	4.9	GrainCorp2 - Dedicated Grain /Woodchip
Corio Quay No. 1 South	183	11.0	11.	10.5	180	3.8	General Cargo
Corio Quay No. 1 & 2 North	375	11.0	11.	10.5		3.8	Woodchip (priority) /Dry Bulk /General Cargo. Woodchip Vessels utilise both Berths Nos. 1 & 2
Corio Quay No. 3 North	100	11.0	11.	10.5	85	4.7	General Cargo
Corio Quay No. 4 North	310	12.3	12.	11.9	229	4.6	Fixed Woodchip Loader
Lascelles Wharves Nos. 1, 2 & 3	621	12.3	12.	11.9		3.8	Dry Bulk Cargo and Chemical Products
Refinery Pier No.1	213	12.3	12.	11.9	185	3.8	Petroleum and Chemical Products <sup>2&amp;6</sup>
Refinery Pier No.2	213	12.3	12.	11.9	185	3.8	Petroleum and Chemical Products <sup>2&amp;6</sup>
Refinery Pier No.3	275	12.3	12.	11.9	230	3.8	Petroleum Products
Refinery Pier No.4	275	12.3	12.	11.9	265	3.8	Crude Oil
Point Henry	276	10.5	12.0	11.4	209	4.0	Lay up

1. A Gross Under Keel Clearance of 0.6m is always required when manoeuvring within anchorages, swinging basins, docks, and berths. (Manoeuvrability margin: 0.6m & no allowance for Squat).
2. Berthing normally 'Head Out'. Berthing 'Head In' only for VCM tankers or by arrangement
3. Vessels non-compliant with the above requirements may berth only subject to the approval of the Harbour Master
4. Notification of any temporary reductions in depth will be published in the Victorian Notices to Mariners
5. All enquiries should be directed to Port of Geelong Marine Control on (03) 5225 3565
6. Vessels up to 204m LOA can be berthed at Refinery Piers 1 & 2, subject to restrictions on displacement and length
7. Berthing parameters for Vessels on Refinery berths 3 and berth 2:
  - Maximum LOA on berth 3 is 250 metres
  - Vessels over 230 metres to be berthed in steady winds of 15 knots or less
  - Vessels over 230 metres on berth 3 to be berthed/unberthed when berth 2 is clear
  - When berth 3 is occupied by Vessels over 230 metres LOA, Vessels are to berth/unberth on berth 2 when steady wind is 15 knots or less
8. A functioning Portable Pilot Unit is too be available for all berthing operations to and from Refinery 3,4 and Corio Quay 4.

#### **4.6 Towage and wind speeds**

##### **Maximum wind operating limits**

Maximum wind speed limit permitted for a PRE is 30 knots and for a Geelong departure 30 knots based on steady winds.

Gale warnings will be issued to agents when forecast, advising masters of the need to rig additional mooring lines to ensure the vessel is safely moored at all times. Licensed mooring service providers are to be used unless in an emergency.

##### **Ordering of tugs**

Tug orders should be placed with Port of Geelong Marine Control. The tugs are operated by Svitzer Australasia and Engage Marine.

Orders should be placed by 1600 hrs each day for the following day's requirements and any unexpected changes which arise should be notified to Port of Geelong Marine Control as soon as possible.

Tugs must be ordered as per the following Minimum Towage Table (based on steady winds of up to 15 knots and a fully manoeuvrable Vessel). Tug requirements for greater wind speeds must be subject to a risk assessment by



the Vessel's Master/Pilot and the Marine Controller, in consultation with the Harbour Master, and not result in a lowering of the minimum requirements stipulated in the table below.

Tugs allocated to an inbound movement are to meet the inbound Vessel no later than Beacon 11, Hopetoun Channel.

#### MINIMUM TOWAGE TABLE

Vessels Length Overall (LOA)	Tugs on Arrival		Tugs on Departure	
	Head In	Head Out	Head In	Head Out
100<125m	1	1	1	0
125<165m	2	2	2	1
165<200m At Refinery Pier, Bulk Grain Piers At all other Piers/Wharves with clear berth ahead	2	2	2	1 1
200<235m At Refinery Pier	2 2	2 2	2	2
235<280m	2	2	2	2

#### Notes

1. Only a fully functional bow thruster operating at 100 % efficiency shall count as 1 tug
2. An effective stern thruster, or twin independent/high performance rudders may count as 1 tug
3. Light draught Vessels over 200m may require a 3<sup>rd</sup> tug in certain weather conditions

#### 4.7 Linesmen and Line launches

Work boats for the mooring of Vessels and tending Vessels at anchor are provided by LW Marine Services Pty Ltd.

Line launch orders should be placed with Port of Geelong Marine Control

**Note:** Orders should be placed by 1600 hrs each day for the following day's requirements and any unexpected changes which arise should be notified to Port of Geelong Marine Control as soon as possible.

The following launch requirements are compulsory at Geelong Port for arrivals.

Refinery Pier	Two (2) launches
Elsewhere	One (1) Launch

## 5 Small Vessels

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### 5.1 Navigation of small Vessels

- (1) The Master of a Vessel less than 50 metres in length, other than a port working Vessel, shall ensure that the Vessel keeps out of the way of:
  - (a) Vessels more than 50 metres in length.
  - (b) a tug or launch assisting the movement, berthing or unberthing of another Vessel.

**Note:** If in doubt, the Master should assume the other Vessel's length is more than 50 metres and keep out of the way

- (2) The Masters of all recreational craft of less than 50 metres (including party boats carrying passengers) shall not:
  - (a) anchor in any fairway or channel and shall keep clear of big Vessels
  - (b) enter inwards past Point Richards Entrance beacon without informing Geelong Port Control
  - (c) enter any Waterside Restriction Zone as declared by the Harbour Master.
  - (d) Tie up to channel markers
- (3) No Vessels shall navigate port waters while taking part in any regatta, contest, race or other event unless the conduct of the event has been notified to the Harbour Master, all requirements of the Harbour Master have been met and the Harbour Master has not given any direction pursuant to sub paragraph 4 below.

**Note:** The Harbour Master requires notification advice of aquatic events which take place within the port waters. The notification of an event to the Harbour Master must be in the form prescribed in Section 14, Aquatic Events, and must not take place unless there has been due compliance with all requirements of the Harbour Master in relation to such aquatic event

- (4) The Harbour Master may at any time suspend or cancel any regatta, contest, race or other such event in port waters or give directions in relation to such event in the interests of safety or efficient commercial operations.

## 6 Bunkering

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- (1) The following requirements apply before commencement and during bunkering operations between a Vessel and a bunker barge while in port waters
  - (a) the Master or agent of a Vessel intending to take bunkers while anchored or berthed in port waters shall notify Port of Geelong Marine Control by completing the VRCA Port of Geelong 'Non-Cargo Liquid Transfer Operations' application, available from the Vessel's agent or port of Geelong Marine Control. The completed application must be emailed to port of Geelong Marine Control for approval, and approval received/confirmed prior to commencement of bunkering operations.

- (b) the Master of a Vessel must not carry out bunkering if:
  - (i) weather conditions are assessed as being unsuitable.
  - (ii) the anchorage has not been approved by the Harbour Master for bunkering.
  - (iii) the Harbour Master directs that such bunkering is not carried out or, if such bunkering has begun, the Harbour Master directs that such bunkering cease.
- (c) the Master of a Vessel shall ensure that no bunkering operation is begun or allowed to continue unless there has been due compliance with each of the conditions set out in the Safety and the Environmental requirements of these Directions.
- (d) the berth operators at the port of Geelong have in place procedures governing bunkering from road tankers at berths under their control. Masters are required to follow their procedures in lieu of the requirements in sub-paragraphs (a) and (b) above, other than that sub-paragraph (b) (iii) shall continue to apply to such bunkering.
- (e) the Harbour Master has the discretion to inspect any aspect of any bunkering operations before they begin, or during any such operations, and can order the operation to cease.

## **7 Vessels engaged in diving activities**

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The Master of a Vessel, including Vessels less than 50 metres in length, shall not anchor the Vessel for the purpose of conducting any diving within port waters without prior notification to the Harbour Master and only then provided that all requirements of the Harbour Master have been met.

**Note:** This Direction applies to all professional, commercial, and recreational diving activities in the port waters.

## **8 Environmental requirements**

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### **8.1 Statutory provisions and conventions**

The Environment Protection Authority (EPA) is the statutory body having primary responsibility for environmental protection in port waters. The EPA derives its authority from the Environment Protection Act 1970, the Pollution of Waters by Oil and Noxious Substances Act 1986 (POWBONS), the State Environment Protection Policies (SEPP), Waste Management Policies (WMP) for State waters and a number of national and international conventions including the International Convention for the Prevention of Pollution from Vessels (MARPOL 73/78) (which forms part of both State and Commonwealth law).

## 8.2 VRCA requirements

VRCA is strongly committed to the protection of the marine environment and to cooperation with the EPA. Without limiting or detracting from any wider environmental provisions or requirements, VRCA requires the Master of a Vessel using port waters to:

- (a) Comply with the requirements of POWBONS, MARPOL and SEPP (Waters of Victoria).
- (b) Comply with the requirements of the Port of Geelong Safety and Environmental Management Plan (SEMP).
- (c) Not cause or permit refuse of any kind to be discharged from the Vessel (including through scuppers) into port waters.
- (d) Not cause or permit a person to pump or discharge any oil, oily water, spirit or any flammable liquid into port waters or to release by venting into the atmosphere above port waters any noxious or hazardous fumes or gas.

## 8.3 Open/Closed Loop Scrubbers

AMSA allows the use of both open and closed loop Exhaust Gas Cleaning Systems (EGCS) within Australian waters, provided they, and their operation, comply with IMO and Marine Order 97 requirements.

Marine notice 05/2019 (Requirements for the use of EGCS in Australian Waters and reporting to AMSA) does not rule out the use of open loop scrubbers.

The Marine Notice can be found at:

<https://www.amsa.gov.au/about/regulations-and-standards/52019-requirements-use-exhaust-gas-cleaning-systems-australian>

Marine Order 97 can be found at:

<https://www.legislation.gov.au/Details/F2020C00159>

## 8.4 Over side maintenance - Painting

Over the side maintenance that involves such practices as chipping and/or painting is prohibited in port waters. Maintenance that is required to be undertaken on a Vessel's hull that is of an urgent nature must be approved by the Harbour Master before work begins.

## 8.5 Hull cleaning

- 1) These requirements shall apply in the port waters and are applicable to all commercial Vessels greater than 200 gross tons.
- 2) These requirements are to be used in conjunction with any relevant Environment Protection Authority requirements and any other lawful requirements or obligations imposed on Vessels.
- 3) No part of a Vessel's hull is to be cleaned in port waters without a prior written permit issued by the Harbour Master.

- 4) In-water hull cleaning is prohibited, except under extraordinary circumstances. A permit for in-water hull cleaning will not normally be granted.
- 5) The cleaning of sea chests, sea suction grids and other hull apertures may be permitted by the Harbour Master, provided that any debris removed (including encrustation, barnacles, weeds) is not allowed to pass into the water column or fall to the sea bed and subject to any other conditions attached to the permit. An application seeking permission to carry out this work must be lodged with the Harbour Master at least five (5) working days before the anticipated start date. Such application will detail how encrustations, barnacles and other debris will be contained and or collected for disposal as well as the method of disposal and such cleaning must not proceed unless and until a permit has been issued by the Harbour Master.
- 6) The polishing of Vessel's propellers may be permitted subject to any conditions attached to the permit issued by the Harbour Master. An application seeking permission to carry out propeller polishing must be lodged with the Harbour Master at least five (5) working days before the anticipated start date and such works must not proceed unless and until a permit has been issued by the Harbour Master.
- 7) Applications for permits under this Section may be sent to VRCA by fax (03) 5225 3599, or via email to [admin@vrca.vic.gov.au](mailto:admin@vrca.vic.gov.au) and marked to the attention of the Harbour Master.

#### **8.6 Hold cleaning**

Discharge provisions of the revised MARPOL Annex V which entered into force on 1 March 2018 state that all Cargo Residues not considered Harmful to the Marine Environment (HME) must be discharged at least 12nm from land 'en-route'. HME are to be discharged to a reception facility.

The State Environment Protection Policy 'Waters of Victoria' includes standard requirements for the discharge of hose-down water and these requirements must be met by all Vessels.

#### **8.7 Vessel's ballast water**

The management of Vessel' ballast water is subject to Federal Australian law in accordance with the Commonwealth Biosecurity Act 2015 and the International Convention for the Control and Management of Vessel's Ballast Water and Sediments.

From 8 September 2019, all Vessels that use ballast water are required to meet the Regulation D2 discharge standard of the International Convention for the Control and Management of Vessels' Ballast Water and Sediments (the Convention) at their next renewal survey. Vessels using ballast water exchange (Regulation D1) as their primary ballast water management method are required to phase out this management method and meet the Regulation D2 discharge standard. Vessels may meet this standard by installing an International Maritime Organization (IMO) Type Approved ballast water management system, or as specified within the Convention.

The Department of Agriculture and Water Resources, (DAWR) based in Canberra is the Federal Government Agency in charge of all Vessel's ballast

water issues when operating within Australian waters and has published a document entitled Australian Ballast Water Management Requirements Version 8 which is accessible on their web site

<https://www.agriculture.gov.au/biosecurity/avm/Vessels/marine-pest-biosecurity/ballast#ballast-water-management-requirements>

The State Environment Protection Policy 'Waters of Victoria' includes some standard requirements for the discharge of hose-down water and these requirements must be met by all Vessels.

**For further details, please see below the current contact list for DAWR biosecurity:**

24/7 shipping assistance number **0417 682 985**  
Port Manager **03 830 85087 or 0434 664 833**  
Assistant Director **03 831 86947 or 0466 024 483**

Other contacts include:

General inquiry: **1800 900 090 or  
+61 3 8318 6700** (from outside Australia)  
National Office: **+61 2 6272 3933**

## **8.8 Waste and garbage removal**

### **General prohibition**

- 1) Discharge into port waters or upon any wharf pier or jetty of a Vessel's refuse, rubbish, offensive liquid, or other waste matter is PROHIBITED under all circumstances. As per discharge provisions of the revised MARPOL Annex V which entered into force on 01 March 2018.
- 2) Garbage collection is available by arrangement with the berth operator and if collection is required, the following procedure is compulsory.

### **Collection procedures**

- 1) Containers used for the collection of Vessel's garbage to be discharged ashore must be in sound condition (i.e. containers must not be perforated to allow drainage of liquids onto either the wharf or fendering); all garbage must be contained in closed containers and/or sealed bags at all times.
- 2) Tail ropes when in use should be affixed in a manner, which does not require perforation of the drum type container.
- 3) To avoid inadvertent contamination of the wharves or port waters, garbage containers should be placed in-board and in a position on deck where facilities are available for discharge from the Vessel to the refuse removal vehicle.
- 4) At collection time it is the responsibility of the Vessel to deliver the garbage to the refuse removal vehicle.
- 5) Garbage containers must be discharged only at the time when a refuse removal vehicle is in attendance.

- 6) Attention is drawn to the DAWR requirement that all Vessel's garbage containers are to be covered with a well-fitting lid.

## **9 Dangerous goods – Operations**

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### **9.1 Containerised dangerous cargoes**

- 1) Vessels loading or unloading containerised dangerous cargoes are to comply with the procedures and requirements of GeelongPort Pty Ltd.
- 2) As containerised dangerous goods are not handled through the port of Geelong on a regular basis, Masters, owners, and agents should contact GeelongPort Pty Ltd for current requirements as shipments are handled only on a case-by-case basis.
- 3) Where containerized dangerous goods are handled through the port of Geelong, the Master, owners, and agent of the Vessel must comply in all respects with the International Maritime Dangerous Goods code and the Australian Dangerous Goods Code.
- 4) No containerized dangerous goods are to be moved through the port of Geelong unless the agent provides a Dangerous Goods Manifest to Port of Geelong Marine Control at least 24 hours before arrival, and has a Material Safety Data Sheet (MSDS) for such goods and provides a copy to the Harbour Master or GeelongPort Pty Ltd on request.

### **9.2 Bulk liquid dangerous cargoes**

Vessels loading or unloading bulk liquid dangerous cargoes are to comply with the procedures and requirements of GeelongPort Pty Ltd. Masters, owners and agents should contact GeelongPort Pty Ltd for further information but in any event must comply with the minimum requirements of ISGOTT or SIGTTO (as the case may be).

No bulk liquid dangerous cargoes are to be loaded or unloaded unless the agent has provides a Dangerous Goods Manifest to Port of Geelong Marine Control at least 24 hours before arrival, and has a MSDS for such goods and provides a copy to the Harbour Master or GeelongPort Pty Ltd on request.

### **9.3 Acid cargoes**

Masters, owners, and agents of Vessels involved with the loading/unloading of acid within the port of Geelong at non-tanker berths shall comply with relevant international, national and Victorian regulations. Special attention is drawn to the availability and proper use of adequate Personal Protective Equipment on board the Vessel during cargo operations by Vessel and shore personnel.

#### **9.4 Gas freeing, purging and/or tank washing**

- (a) Gas freeing and/or tank washing for Vessels bound to or from Geelong is only permitted outside Port of Geelong waters and may be conducted at the Melbourne Outer Anchorage pending approval from Melbourne VTS.
- (b) All Vessels whilst undertaking gas freeing, purging and/or tank washing must:
  - (i) fully document all operations carried out.
  - (ii) comply fully with on board operational procedures; and follow the requirements of the appropriate International Chamber of Shipping and/or Oil Companies International Marine Forum guides namely:
    - ISGOTT
    - or
    - Tanker Safety Guide (Chemicals)
    - or
    - Tanker Safety Guide (Liquefied Gases)
  - (iii) All tank washing slops must remain on board the Vessel.
  - (iv) If a tanker is proceeding from anchorage to a non-tanker berth the Vessel must comply with all requirements of the Berth operator and section 9.5 of these directions. If a gas-free certificate is required, the certificate is to be emailed to Port of Geelong Marine Control.
- (c) Gas freeing or tank washing, with the exception of Crude Oil Washing (COW), is prohibited.
- (d) The Vessel's Master, owner or agent must advise Port of Geelong Marine Control prior to undertaking purging operations whilst at berth and must only undertake any such purging in accordance with the prior directions of the Harbour Master. Purging operations are prohibited at non-tanker berths.

#### **9.5 Minimum requirements for tankers/OBOs at any non-tanker berth**

As non-tanker berths in Geelong are not equipped with firefighting systems similar to those found at tanker berths, additional safety requirements as set out below must be adhered to by any tanker/OBO using such berth.

- 1) A Gas Free Certificate confirming that such Vessel is gas free or tank condition certificate for tanks that have been inerted as required by paragraph 5 of this section, must be provided to Port of Geelong Marine Control by an independent chemist upon the Vessel's arrival at a non-tanker berth and prior to commencing any cargo operations, repairs or maintenance work.
- 2) Tank condition certificates and/or gas free certificates must be renewed every 24 hours or immediately, should on-board conditions alter. If work



is being undertaken in any relevant tank or space the atmosphere must be monitored by a responsible officer at intervals not exceeding one hour. Any change of status must be immediately advised to Port of Geelong Marine Control and copies of each such Certificate must be provided to Port of Geelong Marine Control.

- 3) The Vessel is required to maintain an active deck watch whilst alongside.
- 4) Tankers operating without an operational inert gas plant or alternative supply of sufficient inert gas may only berth at a non-tanker berth provided all cargo tanks are to be certified by an independent chemist as being in a gas free condition and such Gas Free Certificate has been provided to Port of Geelong Marine Control.
- 5) Tankers operating with inert gas:
  - (i) The Vessel's inert gas system must be fully operational. If work is proposed to be carried out on the Vessel's inert gas installation or boiler or other sections of plant or piping which affect the inert gas supply, an independent supply of inert gas must be put into place and be fully operational and the Harbour Master's approval obtained before such repair work begins.
  - (ii) Any tank, including slop tanks, containing flammable cargo or residues, must have the ullage space maintained in an inert condition.
  - (iii) All empty tanks must be gas free.
  - (iv) Positive inert gas pressure on tanks is always to be maintained and the oxygen content of the inert gas supply must not exceed 5%, oxygen content of cargo tank ullage must not exceed 8%.
  - (v) If a Vessel's inert gas system is not operational, then the Vessel is to be classed as a 'tanker operating without inert gas' and must follow the requirements as per a Vessel of this type

## **9.6 Vessel-to-Vessel transfers (petroleum)**

- 1) No Vessel-to-Vessel transfer is permitted in port waters without the written permission of the Harbour Master. The Harbour Master may at their sole discretion require that a pilot be on board one or both Vessels involved in any such Vessel-to-Vessel transfer.
- 2) The Harbour Master will consider each application for a Vessel-to-Vessel transfer on its merits. If the transfer operation is approved, the Harbour Master may declare a temporary restricted area in the location of the planned transfer operation.
- 3) To be considered for approval from the Harbour Master applications for Vessel-to-Vessel transfer must meet at least the following criteria
  - (a) The Vessels involved in the operation must be compatible.

- (b) The Vessels involved must ensure the provision of appropriate fendering.
- (c) Pre-planning discussion to cover navigational, operational and safety aspects is to be held between representatives of the Harbour Master, Port Phillip Sea Pilots (if required by the Harbour Master) and the operators of both Vessels.
- (d) The requirements of ISGOTT and the Vessel to Vessel Transfer Guide (Petroleum) must be followed.
- (e) The receiving tanker will be in all respects ready to load before coming alongside the other tanker.
- (f) Pre-washing and/or flushing of tanks is not permitted once the Vessels are secured alongside each other.
- (g) There must be satisfactory and common language communication skills along with competent and experienced crews on both Vessels.
- (h) The Harbour Master may require a representative in attendance during mooring and transfer operations.

The Harbour Master may monitor safety and pollution prevention requirements during the transfer operations and may at his sole discretion issue further directions during the transfer operations if such further directions are considered necessary.

**Note:** Written applications for permits should be emailed to Victorian Regional Channels Authority [admin@vrca.vic.gov.au](mailto:admin@vrca.vic.gov.au) marked to the attention of the Harbour Master

## **10 Safety requirements**

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### **10.1 Entry into confined spaces/cargo tanks – all Vessels**

Masters must comply with all conventions and legislation relating to entry into confined spaces.

- 1) When personnel are required to enter a cargo tank or other confined space that has previously held a bulk dangerous cargo or where the condition of the atmosphere is not known, the following procedures shall apply before any such personnel enter such cargo tank or confined space:
  - (a) Where a person is required to enter a cargo tank or confined space, the entry procedure should be fully documented and conducted in accordance with either ISGOTT or the Vessel's own ISM/SMS procedures once the tank or space is determined to be Safe for Entry.
  - (b) If in an emergency any person is required to enter a cargo tank or confined space that has not been determined to be Safe for Entry, such person should be equipped with an adequate self-contained breathing apparatus.

### **10.2 Hot work - Tankers**

#### **At anchor**

Hot work on board a tanker that only involves Vessel's crew must be fully documented and conducted in accordance with either ISGOTT or the Vessel's own ISM/SMS procedures to determine the area is Safe for Hot Work.

### **At berth**

- 1) Hot work must not take place on board a tanker or within the berth boundary whilst a tanker is alongside without prior written permission from the berth operator and Harbour Master.
- 2) Hot work must not take place during cargo operations and consideration of operations taking place on Vessels at adjacent berth should be made prior to commencement.
- 3) Hot work on board a tanker that only involves Vessel's crew must be fully documented and conducted in accordance with either ISGOTT or the Vessel's own ISM/SMS procedures and the berth operator's requirements.
- 4) Where a person other than a member of the Vessel's crew is required to be involved in any way with such hot work, an independent chemist must issue a Gas Free Certificate approving the area Safe for Hot Work. If required by the Harbour Master, a copy of such Gas Free Certificate must be provided to Port of Geelong Marine Control.
- 5) If the intended hot work is to be carried out in a cargo tank or confined space the advice for entry into a cargo tank or confined space set out in these Directions should also be applied.
- 6) Geelong Marine Control must be advised of any hot work proposed to be undertaken on board a tanker at berth and must be advised of the beginning and completion of such hot work.

## **11 Immobilisation of main engines**

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The Master of a Vessel that is within port waters must not cause or permit any immobilisation or repairs to engines, or other repairs that immobilise the Vessel, without the prior permission of the Harbour Master.

Permission to Immobilise Application can be found at:

<https://vrca.vic.gov.au/commercial/geelong/application-and-permission-forms/>

When the Vessel is berthed at any wharf, the permission of the berth operator must also be obtained.

## **12 Discharging flares, rockets or explosives**

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A person must not, whilst on board any Vessel within port waters, discharge or use any gun, firearm, flare, rocket or other explosive without the prior written permission of the Harbour Master, unless the person or Vessel is in distress and requires urgent assistance.

### **13 Dive Vessels operating in Port of Geelong waters**

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- 1) Vessels engaged in diving activities may not operate in port waters without prior notification to the Harbour Master and compliance with Section 7 of these Directions.
- 2) In addition, operators of such Vessels must strictly comply with Maritime Safety Victoria requirements and all safety requirements and other protocols associated with the conduct of diving activities (including the appointment of a duly qualified person-in-charge and compliance with all flag, signals and other notification/warning requirements).
- 3) A constant radio watch must be kept on Channel 12 and Channel 16 throughout the period that any dive Vessel is operating within port waters.

### **14 Aquatic events**

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- 1) VRCA requires prior notification advice of aquatic events which are proposed to take place within or are likely to enter into port waters.
- 2) An Aquatic Events Advice form must be lodged with VRCA not less than 5 working days before the event is proposed to take place: The Aquatic Events Advice form must include the following information:
  - (a) Name, telephone contact and facsimile number of the organisation or person organising the event.
  - (b) The course and waypoints for the event.
  - (c) The proposed start and finish dates and times.
  - (d) The approximate number of boats expected to take part.
  - (e) The size and type of boats expected to take part.
- 3) Event organisers must ensure that event participants are instructed to keep clear of commercial shipping at all times.
- 4) Pursuant to Section 3.5 of the Harbour Master's Directions, the Harbour Master may at any time suspend or cancel any regatta, contest or race or other event in port waters in the interest of safety or commercial operations.
- 5) Pursuant to Section 89 of the Port Management Act 1995, it is an offence to fail to comply with any direction, or to obstruct the Harbour Master (or a person acting under the direction of a Harbour Master) in executing his duties.

**Note:** Aquatic Event Advice forms for the port waters can be obtained from Victorian Regional Channels Authority website: [www.vrca.vic.gov.au](http://www.vrca.vic.gov.au). Forms should be marked to the attention of the Harbour Master and emailed to the Victorian Regional Channels Authority (03) 5225 3599 or emailed to [admin@vrca.vic.gov.au](mailto:admin@vrca.vic.gov.au)

## 15 Emergency management procedures

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### 15.1 Marine incidents

#### 1) Powers of the Harbour Master

The Harbour Master may give directions prohibiting the entry into or requiring the removal from port waters of any Vessel that the Harbour Master has reasonable cause to believe is unseaworthy, unsafe or in danger of sinking and causing an obstruction to navigation in those waters; or is in imminent danger of causing serious damage to the marine environment or injury to person or property in those waters.

Pursuant to Section 89 of the Port Management Act 1995, it is an offence for a Master to fail to comply with any direction given by the Harbour Master and it is also an offence to obstruct the Harbour Master (or a person acting under the direction of a Harbour Master) from exercising their functions.

#### 2) Port of Geelong Emergency Plan

- 1) VRCA, GeelongPort Pty Ltd and Graincorp have jointly developed a Port Emergency Plan covering initial response to emergencies, which may involve actual or possible damage to property, injury, or loss of life in the port and adjacent areas. Possible emergencies considered by the plan include fire, escape of gas, marine casualty, crash of aircraft, pollution of Corio Bay by oil or other hazardous and noxious substances, natural disasters, and special emergencies such as terrorism. The plan may be activated by the Duty Marine Controller or by the Harbour Master.
- 2) Management and combat of an emergency may involve relevant authorities such as Police, Water Police, Country Fire Authority, State Emergency Service, Marine Safety Victoria, the Environment Protection Authority, and the Master of any Vessel involved. Organisations such as Avalon Airfield, Viva Energy Refining Pty Ltd and other industries, local municipal authorities, and Vessel's agents may be affected and may be called on for assistance.
- 3) The Master of a Vessel in respect of which the Port Emergency Plan may be invoked, or who observes any incident which may call for emergency response, must communicate by telephone or radio with Port of Geelong Marine Control. The Duty Marine Controller will take appropriate action as detailed in the Port Emergency Plan. The Master of the Vessel reporting may expect to have early contact with an officer of VRCA and attendance of the appropriate responding authority, response times being dependent on the location of the incident. The co-operation of Masters is requested to stabilise and contain emergencies at the earliest possible moment.
- 4) Masters of Vessels carrying commodities/cargo which present particular hazards should determine with the Duty Marine Controller, 24 hours prior to arrival, the action to be taken in the event of an emergency arising during the Vessel's stay in port and this information will then be recorded and available for the use of emergency response authorities.

## 15.2 Reporting of incidents in port waters

### 1) Incident reporting

Penalties apply for owners and operators who fail to notify Marine Safety Victoria of a marine incident.

Where death, injury or property damage occurs:

- details of the incident must be reported to the police as soon as possible (if police officers are not in attendance at the scene of the incident, this report must be made at the police station nearest to where the accident took place)
- you must give your name, address, identification, and registration details to (where applicable):
  - ♦ any person injured (or his or her representative)
  - ♦ the owner of any property damaged
  - ♦ police officers present at the scene.

The owner/master of a vessel involved in a marine incident is also required by law to report the incident to Marine Safety Victoria using the form **Marine Incident Record Serious Incident Form** which can be downloaded from the [Marine Safety Victoria website](#).

Submit the completed form, along with any supporting documents as required, to:

- Email: [marineincidents@transportsafety.vic.gov.au](mailto:marineincidents@transportsafety.vic.gov.au).

A copy of the incident report must also be forwarded to the Harbour Master at Marine Control Geelong email: [geelong@vrca.vic.gov.au](mailto:geelong@vrca.vic.gov.au)

### 2) Definition of an Incident

The Marine Safety (Domestic Commercial Vessel) National Law Act 2012 (Cwlth) defines a Marine Incident as:

- a death of, or injury to, a person associated with the operation or navigation of a domestic commercial vessel
- the loss or presumed loss of a domestic commercial vessel
- a collision of a domestic commercial vessel with another vessel
- a collision by a domestic commercial vessel with an object
- the grounding, sinking, flooding, or capsizing of a domestic commercial vessel
- a fire on board a domestic commercial vessel
- a loss of stability of a domestic commercial vessel that affects the safety of the vessel
- the structural failure of a domestic commercial vessel
- a close quarters situation
- an event that results in, or could have resulted in:
  - ♦ the death of, or injury to, a person on board a domestic commercial vessel; or

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

### 3) **Duty to report**

The master, owner, shipping agent, or person having the conduct of the navigation of a vessel in port waters of the port of Geelong must:

- report an incident as soon as reasonably practicable to Port of Geelong Marine Control
- thereafter, as soon as reasonably practicable, provide the Harbour Master with full details in writing
- in the case of an obstruction, unless otherwise directed by the Harbour Master, take the necessary steps for its removal
- complete AMSA Form 18 – Incident Alert and AMSA Form 19 – Incident Report and send to all relevant stakeholders.

Incidents which must be reported include those when a vessel:

- has been involved in a collision with another vessel, a floating object, a fixed object, a submerged object, or property
- by reason of fire, explosion, capsizing, flooding, sinking, loss or presumed loss of vessel, loss of stability, structural failure, or any other defect or otherwise in such a condition as to affect its safe navigation or give rise to danger or damage to other vessel's property
- is at a quay which is on fire
- has been involved in any incident or occurrence which causes or threatens contamination or pollution of the environment by any means or observes such an incident happening
- has been involved in a grounding in any part of the port waters of the port of Melbourne
- has been involved in a close quarters situation
- has experienced a failure of hull, machinery, or navigational equipment
- has been involved in the death of, or serious injury to, any person on board a vessel, or caused by a vessel
- has had a person overboard
- has caused or observed a vessel or any other object to strand, collide, sink, or cause damage to any vessel, wharf or property within

port waters of the port of Geelong, or in any way obstruct the use of port waters of the port of Geelong

- observes any other situation that has the potential to cause a near miss, accident, damage to property, personnel, or equipment.

**To: Harbour Master, Port of Geelong**

Name of Vessel .....	Port of Registry .....
Official No. ....	Gross Tonnage .....
Type of Vessel .....	Name of Master .....
Name, address and contact number of Owner .....	
.....	
Name, address and contact number of Agent .....	
.....	
Classification Society .....	
Nature of Cargo .....	
Number of Crew .....	Number of Passengers .....
Date and Time of Incident .....	
Location of Incident .....	Arriving or Departing .....
Draught (Fore and Aft) .....	
Details of Incident .....	

**Note:** Masters should note that AMSA will conduct a prompt investigation following any grounding, collision or close quarters incident or other maritime incident. (The occurrence of any such incident in port waters should be immediately notified to Port of Geelong Marine Control for ongoing transmission to the Harbour Master.) Masters should note that they are also required, in most circumstances, to report maritime incidents to AMSA within 4 hours, in accordance with the provisions of Section 186 of the Navigation Act 1912.



## 16 Marine pollution

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### 16.1 State Maritime Emergencies (non-Search and Rescue) Subplan

- 1) The State Maritime Emergencies (non-Search and Rescue) Subplan (the State Plan) is prepared by the Department of Transport to meet requirements of the *Marine (Drug, Alcohol and Pollution Control) Act 1988*. The State Plan is established under the authority of the Administrative Arrangements of the National Plan for Maritime Environmental Emergencies (National Plan).
- 2) The State Plan is an integral component of the Victorian State Emergency Management Plan.
- 3) VPC(M) has been designated the Coastal Response Agency for the State Plan with operational responsibility to take action to respond to an oil spill in state waters between Cape Schanck and Cape Otway, including Port Phillip.

### 16.2 Mandatory notification (pollution)

- 1) In the event of a discharge or probable discharge from a Vessel the Master must:
  - (a) Take immediate steps to prevent further discharge of the pollutant and to contain it within the vicinity of the Vessel.
  - (b) Make an immediate report to Geelong Marine Control by telephone or VHF radio on the numbers or frequencies listed below.

**Port of Geelong Marine Control**

Tel: (03) 5225 3565, VHF Channel 12

**Melbourne VTS**

Tel: (03) 9644 9700 (24 hr. emergency number)  
VHF Channel 12

**Note:** Masters should also be aware that they may in particular circumstances also be required to report the incident to AMSA in accordance with the requirements of Section 268 of the Navigation Act 2012

- 2) The report to Port of Geelong Marine Control should contain as much of the following information as is relevant:
  - (a) Name, radio call-sign and flag of Vessel
  - (b) Frequency or frequencies of radio channel or channels monitored
  - (c) Name, address, email, and telephone number of principal place of business of owner
  - (d) Name, address, email, and telephone number of principal place of business of:

- the charterer, manager, or operator of the Vessel or
  - the agent in Australia of the charterer, manager, or operator of the Vessel.
- (e) Type of Vessel (e.g. oil tanker, chemical tanker, dry cargo Vessel) and gross tonnage.
- (f) Date and time (state whether UTC, EST, or daylight-saving EST) of the incident.
- (g) Brief description of the incident including any damage sustained.
- (h) The position, course, and speed of the Vessel at the time of the incident.
- (i) The technical name or, where the technical name is not known, the trade name, UN number, Classification in the International Maritime Dangerous Goods (IMDG) Code or Australian Dangerous Goods Code (ADG), as applicable, name of the manufacturer, quantity and concentration, of substance discharged or likely to be discharged into the sea.
- (j) Type and quantity of cargo carried, including details of harmful substances carried.
- (k) Condition of the Vessel.
- (l) Ability to transfer cargo and ballast.
- (m) Cause of the discharge.
- (n) Whether the discharge is continuing, and the approximate quantity discharged.
- (o) Weather, sea, and current conditions in the vicinity of the discharge.
- (p) Where applicable, an estimate of the discharge movement and the surface area of the discharge.
- (q) Actions being taken with regard to the discharge and the movement of the Vessel.
- (r) Assistance which has been requested from or which has been provided by others.

16.3 Emergency Telephone numbers

Fire Brigade / Police / Ambulance

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Marine Emergency call

Geelong Marine Control

(03) 5225 3565

Port Emergency call

GeelongPort Emergency Response

(03) 5247 0366 (24 hours)

Melbourne VTS

(03) 9644 9790

Marine Rescue Co-ordination Centre (VicPol)

(03) 9399 7500

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