Port Information Guide for the port waters of the port of Melbourne

5th Edition – March 2022

PORTS VICTORIA

Approval history

Date	Name and title	Signature
2 March 2022	Captain David Shennan **Harbour Master**	

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Part 1: Introduction, contacts and regulations

Part 1: Introduction, contacts and regulations

1.1. Foreword by the Harbour Master

Ports Victoria, formed on 1 July 2021 is the successor organisation to Victorian Ports Corporation (Melbourne), which was established following the lease of the port of Melbourne's commercial operations effective 1 November 2016.

Ports Victoria is a public entity established under section 10 of the *Port Services Act 1995* (Vic) and continued under section 141B of the *Transport Integration Act 2010* (Vic).

Ports Victoria retains responsibility for the Harbour Master, Station Pier, relevant safety and environmental regulation, waterside emergency management and marine pollution response.

Pursuant to the Transport Integration Act, Ports Victoria's functions include the following with respect to port of Melbourne waters:

- the establishment, management, dredging and maintenance of channels
- the provision and maintenance of navigation aids
- the publication of information about the depths and configuration of channels and berths
- the provision or maintenance of systems related to navigation, including systems for managing vessel traffic and vessel communications and systems for the scheduling and allocation of vessels to berths
- to generally direct and control, in accordance with the *Marine Safety Act 2010* (Vic), the movement of vessels Harbour Master's Directions Port of Melbourne Page 2, Edition 12.1 – December 2021.
- the regulation of towage services in accordance with Part 4A of the *Port Management Act 1995* (Vic)
- the development and operation of Station Pier and West Finger Pier.

Pursuant to Marine Order 64 (Vessel Traffic Services Authority) 2013, issued by the Australian Maritime Safety Authority (AMSA), Ports Victoria is also the Vessel Traffic Services (VTS) Authority.

All shipping movement within port waters is governed by the requirements of Harbour Master's Directions and is controlled by the Harbour Master through Melbourne VTS (located at the Port Operations Control Centre, Fishermans Bend) and Lonsdale VTS.

Evolution of the port

The establishment of a port in Melbourne extends back more than 180 years to the arrival of John Pascoe Fawkner aboard the *Enterprize* in 1835 when he anchored close to where the Immigration Museum (formerly Customs House) stands today. Since that time, Melbourne's history has been intertwined with the port's evolution as a trade gateway.

With growing trade, particularly after the discovery of gold in the 1850s, the Melbourne Harbor Trust was formed in 1877 to create an authority for the development and management of the port of Melbourne and to foster the city's international trade links.

The port of Melbourne is now one of the largest container ports in Australasia with more than 3000 commercial ship visits to the port each year.

With a commitment to safe navigation forming the cornerstone of its operations, on 11 April 2014 the port of Melbourne became the first port in Australia to receive AMSA accreditation to operate as a VTS Authority. The Ports Victoria VTS oversees the safe and efficient movement of vessels within port waters of the port of Melbourne and the provision of round-the-clock coordination of marine operations.

Today Ports Victoria's VTS, via its twin hubs, the modern communications headquarters located at the Port Operations Control Centre (POCC) and the historic Point Lonsdale Signal Station, proudly continues 140 years of tradition.

1.1.1. Port performance

For information on the performance of the port of Melbourne, please refer to the Port of Melbourne website.

1.2. Contact information

1.2.1. Ports Victoria Port Operations key personnel

- Chief Executive Officer – Brendan Webb
- Chief Operating Officer – Peter Mannion

Marine and Navigation Department:

- Harbour Master / Executive General Manager Marine & Navigation Services: Captain David Shennan
- Deputy Harbour Master: Warwick Laing
- Marine Manager: Captain Stephen D'Souza
- Manager Port Safety: Col Strawbridge

1.2.2. Ports Victoria Marine and Navigation Department

The Marine and Navigation Department is responsible for the safe navigation of all vessels within the port waters of the Port of Melbourne.

The department, which includes the statutory office of Harbour Master, ensures that the port complies with Victorian, Australian and international marine standards and conventions.

For more information on the role of the Harbour Master see **HMD 1.5**.

1.2.3. Port Operations Control Centre (POCC)

The POCC is the headquarters of Ports Victoria's Australian Maritime Safety Authority (AMSA)-accredited Vessel Traffic Services (VTS) operation.

The VTS area, which coincides with the declared limits of port waters of the Port of Melbourne, is divided into 2 sectors: the call sign of the northern sector is Melbourne VTS; the call sign of the southern sector is Lonsdale VTS.

As well as ensuring the safe and efficient movement of shipping throughout port waters of the port of Melbourne by providing an Information Service and Traffic Organisation Service, the VTS plays an important role in coordinating the delivery of allied services to port users and acts as a key focal point for incident and emergency response management.

For operational maritime questions, please contact the POCC:

Tel: +61 3 9644 9700
Fax: +61 3 9644 9710

Email: for VTS related issues MelbourneVTS@vicports.vic.gov.au

Email: for berth management related issues BerthAllocator@vicports.vic.gov.au

VHF: Channel 12

Street address: 331-337 Lorimer Street, Fishermans Bend VIC 3207
Postal address: GPO Box 261, MELBOURNE VIC 3001

For more information on the operation of Ports Victoria's VTS see **HMD 1.7**.

1.3. Rules and regulations

The rules and regulations in the port contribute to the safe, efficient and environmentally responsible handling of shipping traffic and related port operations.

The *Marine Safety Act 2010* (Vic) (Marine Safety Act) commenced on 1 July 2012 and its purpose is to provide for safe marine operations in Victoria. Among other things, the Marine Safety Act highlights marine safety as a shared responsibility with everyone having an obligation and duty to act safely. Pursuant to section 14, the objects of the Marine Safety Act are to promote:

- the safety of marine operations

- the effective management of safety risks in marine operations and in the marine operating environment
- continuous improvement in marine safety management
- public confidence in the safety of marine operations
- involvement of relevant stakeholders in marine safety
- a culture of safety among all participants in the marine operating environment.

The master of a vessel while in port waters of the Port of Melbourne must ensure that the vessel:

- complies with the International Regulations for Preventing Collisions at Sea
- displays the signals required to be displayed under the International Code of Signals
- complies with Victorian Notices to Mariners affecting port waters of the Port of Melbourne
- complies with provisions of the Marine Safety Act, and the regulations that apply to the vessel or master
- complies with the Harbour Master's Directions (HMDs).

The Harbour Master's Directions are the local rules governing all shipping movements within port waters of the Port of Melbourne and are available on the Ports Victoria website.

The master of a vessel must be familiar with and adhere to all the requirements of the Harbour Master's Directions applicable to the operation of the vessel.

1.3.1. Applicable laws

Applicable laws, regulations, international conventions and industry guidelines include but are not limited to the following:

International conventions

- International Convention for the Prevention of Pollution from Ships (MARPOL 73/78)
- International Regulations for Preventing Collision at Sea
- International Convention on Pollution preparedness, response and cooperation (OPRC) 1990
- The International Convention for the Safety of Life at Sea (SOLAS)
- International Maritime Dangerous Goods Code (IMDG Code)
- International Ships and Ports Security Code (ISPS Code)

International Convention for the Control and Management of Ships' Ballast Water and Sediments

Australian (Commonwealth) legislation

- Protection of the Sea (Prevention of Pollution from Ships) Act 1983
- Environment Protection and Biodiversity Act 1999
- AMSA Marine Orders
- Occupational Health & Safety (Maritime Industry) Act 1993
- Protection of the Sea (Civil Liability for Bunker Oil Pollution Damage) Act 2008
- Maritime Transport and Offshore Facilities Security Act 2003 (MTOFSA)
- Navigation Act 2012
- Biosecurity Act 2015
- Biosecurity Amendment (Ballast Water and Other Measures) Act 2017
- Biosecurity (Ballast Water and Sediments) Determination 2017

Victorian legislation

- Transport Integration Act 2010

- Port Management Act 1995
- Port Management (Port of Melbourne Safety and Property) Regulation 2010
- Emergency Management Act 2013
- Marine (Drug, Alcohol and Pollution Control) Act 1988
- Marine Safety Act 2010
- Marine Safety Regulations 2012
- Vessel Operating and Zoning Rules
- Marine (Domestic Commercial Vessel National Law Application) Act 2013
- Pollution of Waters by Oils and Noxious Substances Act 1986 (POWBONS)
- Environment Protection Act 2017
- State Environment Protection Policy (Waters of Victoria)
- State Environment Protection Policy (Ambient Air Quality)
- Dangerous Goods Act 1985
- Wildlife (Marine Mammals) Regulations 2009
- Fisheries Act 1995
- Occupational Health & Safety Act 2004
- Equipment (Public Safety) Act 1994

Industry guidelines

- Ship to Ship Transfer Guide (Petroleum) (OCIMF & ICS)
- International Safety Guide for Oil Tankers and Terminals (ISGOTT)

1.3.2. Exemptions and permits

The Harbour Master can grant exemptions from specific regulations on a case-by-case basis. Such exemptions will be the subject of a special permit which will contain details of the additional risk control measures that will be required in each particular case.

Application for exemptions should be submitted in writing to: BerthAllocator@vicports.vic.gov.au

A permit is also required to undertake a number of activities such as contractor diving, immobilising a vessel for repair or maintenance, and hull painting and cleaning.

Such permits issued by Ports Victoria are available on the Ports Victoria website, while permits issued by Port of Melbourne (PoM) are available on the PoM website.

See 2.4.2 for activities that require permits and whom to contact for each type of permit.

The Harbour Master also may impose special conditions on commercial vessels of less than 50 m LOA requiring an enhanced level of participation in the VTS: see **HMD 4.2**.

Standard terms and conditions for use of shipping channels, common user berths and terminal hire

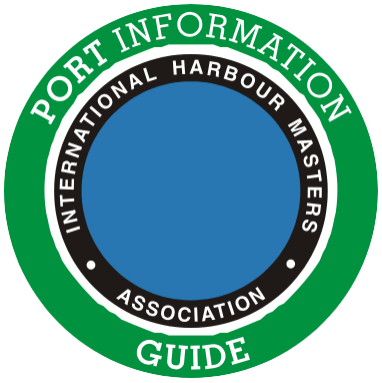
Ports Victoria facilities

Information about the standard terms and conditions for use of the facilities of Ports Victoria can be found on the Ports Victoria website: Standard terms and conditions for Ports Victoria common user berth and terminal hire.

Port of Melbourne facilities

Information about the standard terms and conditions for use of Port of Melbourne port facilities, including access to shipping channels, can be found on the PoM website.

Part 2: Notification, documentation and reporting



Part 2: Notification, documentation and reporting

2.1. General

In addition to directing and controlling shipping, Melbourne VTS also coordinates the delivery of allied services (pilots, tugs, lines boats and linesmen), all of which are provided by the private sector.

The master or shipping agent must contact Melbourne VTS in advance to confirm berth allocation and to organise all necessary allied services. Melbourne VTS will then coordinate the provision of the required services in a fair and impartial manner.

Movement orders (i.e. the details of a vessel's arrival/departure/shifting) and the associated orders for port services must be placed by the master or shipping agent using PortVIEW as required by **HMD 2.12**.

PortVIEW is the Port Management System, a 24/7 online computer booking system used by the master or authorised shipping agent of a vessel to place arrival, departure and shifting orders, and any amendments to these orders.

Note, PortVIEW will not allow an external user to make a change to an existing vessel movement within 2 hours of the time already entered into the system: in such a situation the master/agent must make direct contact with Melbourne VTS in order to have the amendment processed and PortVIEW updated.

PortVIEW is also constantly monitored by the privately operated providers of the following port services: pilotage, towage, lines boats, and linesmen. In addition, other relevant stakeholders, such as stevedores, may have 'read only' access to PortVIEW information.

Where applicable, the requirements in this section also apply to vessels transiting any part of the port waters of the Port of Melbourne while proceeding to or from the Port of Geelong.

2.2. Arrival and departure checklists

2.2.1. Arrival checklist

Table 2(a)

Activity	When	Report to	Method	Applicable HMDs
Ballast water Vessels intending to discharge ballast are obligated to report.	**At least 12 hours** prior to arrival.	Maritime National Coordination Centre (MNCC)	Submit a Ballast Water Report through the Maritime Arrivals Reporting System (MARS). For more information about MARS refer to the DAWR information sheet MARS what it means for you	
Advance notice of vessel's intention to enter port waters of the Port of Melbourne	**At least 48 hours** before expected time of arrival at pilot boarding ground (or port limits)	Ports Victoria (VTS)	Details of vessel's visit entered into PortVIEW by vessel's appointed agent.	2.12
	24 hours before arrival – ETA and deepest draught	Port Phillip Sea Pilots	Email to: operations@ppsp.com.au	
		Australian Pilotage Group	Email to: dutypilot@apgpilots.com.au	
Participation in DUKC system (mandatory if vessel's draught is 11.6 m or greater)	Between **12 and 24 hours** before arrival	Melbourne VTS	Complete DUKC form and email to: dukc@vicports.vic.gov.au	3.9
Final confirmation of ETA (including maximum draught and details of any vessel deficiencies)	**4 hours** before arrival at pilot boarding ground	Port Phillip Sea Pilots	VHF Channel 16 or by email: operations@ppsp.com.au	
	At least **2 hours** before arrival	Lonsdale VTS	VHF Channel 12	3.5.1
Pilot boarding instructions	**1 hour** prior to arrival at pilot boarding ground	Port Phillip Sea Pilots	VHF Channel 09	
		Australian Pilotage Group	VHF Channel 10	

Activity	When	Report to	Method	Applicable HMDs
Prepare vessel for pilot boarding and entry into Port Phillip Bay	Prior to pilot boarding		• Anchors cleared and ready for use. • Main engine(s) on standby. • Steering systems tested and running in harbour mode. All members of the bridge team should be familiar with its operation and the procedures for changing from one power source to another and from one system or position to another. • Navigational equipment tested and operational. • Note: there is no pilot or Harbour Master's requirement to test main engine(s) astern prior to pilot boarding. • If pilot is embarking from a launch and the vessel's freeboard is more than 9 m with no side door available, a combination ladder (accommodation ladder + pilot ladder) must be provided for pilot embarkation.	

2.2.2. Departure checklist

Table 2(b)

Activity	When	Report to	Method	Applicable HMDs
Prepare for pilot embarkation at anchorage	Prior to departing a Melbourne anchorage	Melbourne VTS (for all pilot boarding information)	VHF Channel 12 **Pilot embarking from a launch** Rig pilot ladder 1.5 m above the water (unless advised otherwise), with 2 man ropes and a heaving line standing by. If **port anchor** is being used: **rig starboard side pilot ladder.** If **starboard anchor** is being used: rig **port side pilot ladder.** In accordance with SOLAS V/23, if no side door is available and the vessel's freeboard is more than 9 m, a combination ladder (accommodation ladder + pilot ladder) must be provided for pilot embarkation. Vessel must remain at anchor until contacted by the pilot. Prior to boarding, the pilot may require the vessel to weigh anchor so that a suitable lee can be provided. The pilot will contact the vessel on VHF Channel 12 to confirm boarding arrangements.	
Participation in DUKC system (mandatory if vessel's draught is 11.6 m or greater)	**At least 6 hours** before departure.	Melbourne VTS	Complete DUKC form and email to: dukc@vicports.vic.gov.au	3.9
Vessel's ETD and orders for allied services.	Confirmed **at least 3 hours** before departure	Melbourne VTS	Details entered into PortVIEW by vessel's appointed agent.	2.12
Ordering additional tugs (the minimum tug requirements are listed in **HMD 3.22**).	**At least 2 hours** before departure	Melbourne VTS	VHF Channel 12	3.22

2.3. Notifications

2.3.1. Australian Border Force and Immigration

The Department of Home Affairs manages Australia's sea border. The Department includes Australian Border Force (ABF), which is a single entity responsible for the protection of Australia's border, including all operational border control, investigations, compliance and enforcement activities. ABF acts on behalf of government agencies including the Department of Home Affairs, operating an extensive network of staff around the country, which conducts immigration checks on incoming crew of foreign vessels.

Immigration clearance procedures for crew members of non-military ships, introduced in July 2007, require all foreign crew to hold a valid Maritime Crew Visa (MCV) and a valid passport in addition to an identity document confirming the holder to be a seafarer employed on that ship. Crew with inadequate documents crew may be subject to restriction on board their ship. The master, shipping agent, owner or charterer of the vessel may also be subject to a penalty in respect of any inadequately documented crew members.

Documents required to be produced to Australian Border Force at first port, (available on the ABF website) are:

- Forms 2a and 2b – Ship's Passenger Report
- Form 3b – Crew Report
- Form 13 – Ship's Pre-arrival Report
- Form 5-4 – Report of ships stores
- Ports of call list

ABF will check a number of ship's certificates for currency (i.e. International Ship Security Certificate, Loadline, Safety Radio, Safety Construction, Safety Equipment, P&I Club and IOPP), on behalf of other government agencies.

The removal of any goods from vessels, including alcohol and tobacco, is prohibited unless the goods have ABF clearance. This also applies to ship's equipment and fittings going for 'repair and return' in Australia. 'Per favour' parcels will be treated on a case-by-case basis.

Contact details

For more information contact Australian Border Force Shipping Operations/Maritime Operations in Melbourne via:

Email: shippingvic@border.gov.au
Tel: +61 3 9244 9125.

2.3.2. Biosecurity

Pre-arrival reporting assists the Department of Home Affairs to assess the condition of a vessel prior to its arrival in Australia. The required information informs the department of any potential Biosecurity Risks associated with human, animal and plant health, waste and ballast water for each vessel during its voyage in Australia.

Vessel masters entering Australian ports and waters must submit a request through MARS (Maritime Arrivals Reporting System) to enter a First Point of Entry (Melbourne is a designated First Point Of Entry). The Pre-Arrival Report (PAR) is to be completed by the master of a vessel, or the vessel's agent, to notify the department of a vessel's impending arrival.

All commercial vessels intending to arrive in Australia are required to submit a PAR within 96 to 12 hours of their estimated time of arrival for each voyage in Australia. Any changes in circumstances must be reported to the department as soon as practicable as a revised PAR.

Vessels returning to Australia shortly after departure due to unforeseen circumstances or changes in itinerary may also need to submit a new PAR. The PAR will be assessed by the department's Maritime National Coordination Centre (MNCC). Where there are no identified high risk factors, you will receive a Biosecurity Status Document (BSD) which communicates the department's biosecurity conditions and expectations. The BSD will be emailed to the agent. The vessel's email address must be included in the

Vessel Details section of the PAR for the master to receive a copy of the BSD. Further information can be obtained on the department's website: www.agriculture.gov.au/biosecurity/avm/vessels.

Biosecurity waste from international vessels poses a significant risk to Australia's biodiversity. Strict control measures are imposed on the collection, storage, transportation and treatment of biosecurity waste. More information can be obtained on the department's website.

2.3.2.1. NON-COMMERCIAL VESSELS

Private non-commercial vessels and private superyachts and cruisers are subject to biosecurity control. All such vessels arriving from an overseas destination or which have come in contact with international vessels must:

- enter Australia through a designated first point of entry.
- report the pending arrival, providing at least 96 hours notice (either by email yachtreport@border.gov.au or by phone +61 2 6246 1325)
- have an inspection from a biosecurity officer.
- comply with the Department of Home Affairs and Department of Agriculture, Water and the Environment pre-arrival reporting conditions.

To go ashore without prior clearance is an offence. Contact with other vessels in port prior to clearance is also prohibited.

2.3.3. Ballast water

The Department of Agriculture, Water and the Environment is the lead Australian Government agency responsible for regulating the management and discharge of international ballast water inside Australian seas (the area within 12 nautical miles of the Australian coastal baseline).

The Biosecurity Act 2015 and some other related delegated legislation, collectively prescribe how ballast water should be managed within Australian seas.

The document, the Australian Ballast Water Management Requirements (Version 7), which is available from the Department of Agriculture, Water and the Environment website, provides guidance on how vessel operators should manage ballast water when operating within Australian seas in order to comply with the Biosecurity Act.

The Australian Ballast Water Management Requirements explain how to comply with the legislation while operating a vessel in Australian waters. In general, vessels have the following obligations:

- manage ballast water prior to arrival in Australian seas, and between Australian ports
- carry a ballast water management plan, ballast water management certificate, and maintain ballast water records.

Some vessels may be required to install an International Maritime Organisation (IMO) approved ballast water management system to meet new ballast water discharge standards. For more information on when a vessel will need to meet the discharge standard, refer to the Australian Ballast Water Management Requirements.

The International Convention for the Control and Management of Ships' Ballast Water and Sediments ("the Ballast Water Management Convention"), introduces global regulations to control the transfer of potentially invasive species. It entered into force both internationally and in Australia from 8 September 2017. As a result, EPA Victoria no longer regulates domestic ballast water management in Victoria. This means vessels visiting a Victorian port from 8 September 2017 no longer need to provide ballast water documentation to EPA Victoria.

2.3.3.1. SAME RISK AREA

All the waters of Port Phillip Bay are designated a Same Risk Area, meaning that vessels taking up and discharging ballast water within port waters of the Port of Melbourne are not required to manage such ballast water.

2.3.3.2. DISCHARGE OF BALLAST RELATING TO SAFETY, ACCIDENT OR MINIMISING POLLUTION

A vessel is able to discharge high risk ballast water when:

- it is necessary for ensuring the safety of a vessel in emergency situations or saving a life at sea

- the discharge is accidental and results from damage to the vessel or its equipment, or
- it is necessary for the purposes of minimising pollution.

All reasonable precautions must be taken to prevent or minimise the discharge. Vessel masters must report the discharge to the department as soon as possible after the incident. Under no circumstances should this information be sent to the department any later than the submission of the pre-arrival report.

For enquiries, or to report discharges relating to safety, accident or pollution, contact the MNCC.

Contact details

For more information on the process to manage ballast water in Australian waters, contact:

Maritime National Coordination Centre
Email: maritimeNCC@agriculture.gov.au
Tel: 1300 004 605
Fax: 1300 005 882

Melbourne (DAWR's regional office)
Street address: 5 McClure Rd, Kensington VIC 3031
Postal address: PO Box 1006, TULLAMARINE VIC 3043
Tel: +61 3 8387 0100
Fax: +61 3 9372 6332
Mobile: 0417 682 985

2.3.4. Security

The Port of Melbourne is a security regulated port as set out in the Maritime Transport and Offshore Facilities Security Act 2003 (Cth) (MTOFSA) and its associated regulations.

Operators or other stakeholders in the Port of Melbourne as well as operators of Australian or foreign registered ships who are unsure of their obligations under MTOFSA should seek advice from the Australian Department of Home Affairs (DHA).

2.3.5. Dangerous goods

Notification is required **at least** 24 hours before arrival to transport or handle dangerous goods in the port.

Notification of the intention to load, unload or transit with dangerous and bulk liquid or dry cargoes must be lodged with Ports Victoria's Safety team.

Shipping Agents and Shipping lines re reminded that Dangerous goods notifications are mandatory and will only be accepted either as EDI files or by manual entry through Ports Victoria's 'DG Hub' notification system.

More information and help with DG Hub is available from:

Ports Victoria's Information Technology Service Desk

Tel: +61 3 8347 8333
Email: VPCservicedesk@vicports.vic.gov.au

For dangerous goods of Class 1, compliance with the *Class 1 Dangerous Goods - Management Plan* is required.

More information on this and all other dangerous goods, bulk cargo and hazardous port activities is on the Ports Victoria website.

2.3.6. Waste

Quarantine waste disposal collection is available at all berths and can be arranged through the shipping agent (see 7.5).

Contractor contact information is available in the Port Reception Facilities section of IMO's Global Integrated Shipping Information System (GISIS).

2.3.7. Fresh water

Melbourne's water is reputed to be the cleanest and best drinking water of any Australian city.

Fresh water is available at all berths and can be arranged through the shipping agent (see 7.2).

Supply of fresh water to vessels shall be for the purpose of personal consumption by the crew and other visitors to the vessel (e.g. drinking, washing and cooking) and the owner must ensure that the water supplied is not used for industrial or commercial purposes, including washing down decks or for ballast purposes.

In times of drought there may be restrictions placed on the amount of fresh water that can be taken during a vessel's stay in port.

2.3.8. Pollution reports

In accordance with the Pollution of Waters by Oils and Noxious Substances Act (POWBONS), in the event of a spill or probable spill of a polluting substance from a vessel, the master must:

- report immediately to Melbourne VTS where a Marine Pollution Report (POLREP) will be initiated
- take steps to prevent further spilling of the pollutant and to contain the spill within the vicinity of the vessel
- forward without delay, a POLREP notification in writing to Australian Maritime Safety Authority (AMSA).

2.3.9. Helicopter operations

All organisations (whether private or government agencies such as MFB and VicPol) must obtain prior permission from Australian Border Force before conducting any helicopter operations, including training exercises, involving a non-Australian registered vessel. A special understanding and specific procedure exists between ABF and 'first responder' agencies to cover emergency situations.

2.3.10. Operation of drones

If intending to operate a drone anywhere over the port area, the following procedure applies.

For drone activity over port waters of the Port of Melbourne (including the berths at Station Pier):

- Provide notice in writing to Ports Victoria, at least 2 business days prior to the activity, by emailing BerthAllocator@vicports.vic.gov.au
- Ensure compliance with all regulator and Civil Aviation Safety Authority (CASA) requirements.
- The drone must stay well clear of all vessels, whether underway, at anchor or berthed, and not distract from, interfere with, or impede the safe operation of any vessel.
- Comply with any additional requirements that may be imposed by the Harbour Master.

For drone activity over Port of Melbourne landside areas (excluding the berths at Station Pier):

- Permission must first be sought from the PoM.
- Provide full details of the proposed activity to safety@portofmelbourne.com

For guidance on CASA requirements, covering both recreational and commercial use of drones, refer to the CASA website.

2.4. Reporting

2.4.1. VTS reporting points

Mandatory VTS vessel reporting points apply at various locations within port waters of the Port of Melbourne.

For chartlets showing the VTS reporting points see 5.1.4.

For full details of VTS reporting requirements see **HMD 3.5**.

2.4.2. General reporting requirements

There are certain instances when the master of a vessel, or the ship's agent, is obliged to report an occurrence or request permission before undertaking an activity

Table 2(c) contains guidance on the various reporting requirements for vessels calling at the Port of Melbourne.

Table 2(c)

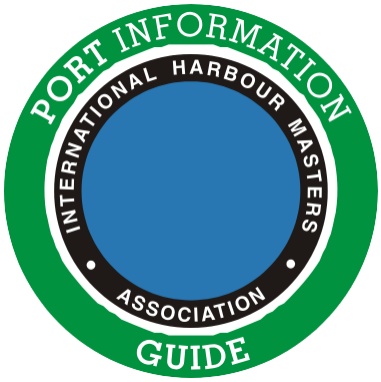
Reporting requirements				
Activity		**Report to**	**Reporting method**	**Procedure**
Bunkering operations (see **HMD 2.2** for definition of bunkering operations)		Ports Victoria Health and Safety	Complete Ports Victoria online form: VPC Bunker Authority Application	Refer to Bunker and Non-cargo Liquid Guideline and **HMD 3.27**
		MVTS	Tel: +61 3 9644 9789	On start and completion (but only when transfer is being done from/to a road tanker)
Over dimension vessel		Berth Allocator	Email: BerthAllocator@vicports.vic.gov.au	Request permission for activity of over dimension vessel. If allowable, a specific over dimension permit will be issued. See **HMD 2.7**
Air draught	Vessels intending to transit under West Gate Bridge	MVTS	VHF Channel 12	Report air draught: • inbound – 30 minutes before passing Fawkner Beacon • outbound – on departure See **HMD 3.14.5**
	Vessels intending to transit under Bolte Bridge with air draught >24.36 m	CityLink Operations	Tel: +61 3 9674 2001	Obtain permission from CityLink Operations at least 24 hours prior to commencing the transit. See **HMD 3.14.5**
DUKC (applies to any vessel with a draught of 11.6 m or greater)		MVTS	Complete Ports Victoria online form: DUKC Application form	Completed form to be submitted to MVTS: • Inbound – no less than 24 hours • Outbound – at least 6 hours before departure See **HMD 3.9**

Reporting requirements			
Activity	**Report to**	**Reporting method**	**Procedure**
Hot work	Ports Victoria Health and Safety	Complete Ports Victoria online form: Ports Victoria Hot Work Authority Application	Refer to: Hot Work Guidelines
Hull painting and cleaning	PoM environment services	Email: environment@portofmelbourne.com	Form – *Application for vessel hull cleaning and painting*. Note: hull painting and cleaning is prohibited at all anchorages.
Lowering and launching of survival craft or rescue boats (whether underway or at anchor or alongside)	Australian Border Force (non-Australian registered vessels only)	Email: shippingvic@border.gov.au	Obtain permission to conduct activity.
	MVTS (all vessels)	VHF Channel 12	Obtain permission from to lower or launch a survival craft or rescue boat, and call again on completion. See **HMD 3.29**
Diving (contractor)	Berth Allocator	Email: DivePermits@vicports.vic.gov.au	Complete form: *Occupational diving permit*
	PoM	Tel: 9612 3595 (24 hours)	If necessary, to arrange for the active cathodic protection system to be isolated.
	MVTS or LVTS	VHF Channel 12	See **HMD 2.13.1**
Dry Bulk Transfer	Ports Victoria Health and Safety	Complete Ports Victoria online form: VPC Dry Bulk Transfer Authority Application	Refer to: Bulk Dry Cargo Management Guideline
Dangerous goods	Ports Victoria Health and Safety	Complete Ports Victoria online form: Declaration for pre-loading of Class 1 (Explosives) greater than 25 kg NEQ	Refer to: Class 1 Management Plan

Reporting requirements			
Activity	**Report to**	**Reporting method**	**Procedure**
Tanker operations at any of the berths capable of handling bulk liquid cargoes: (Gellibrand Pier, Holden Dock, Maribyrnong No 1, Yarraville 6).	The terminal Shore Officer (SO)	Contact Shore Officer for information and guidance on any issue connected with cargo transfer and associated vessel operations.	Reference documents: *Guide to tank washing and gas freeing at tanker berths* and the *Tanker Facility Operations Manual*, both available from PoM.
Missing, faulty, or damaged navigation aids	MVTS or LVTS	VHF Channel 12	Immediately
	Harbour Master	Email: MelbourneVTS@vicports.vic.gov.au	Full details in writing as soon as possible
Fire, grounding, collision, contamination by pollution, close quarters, marine incidents other than pollution	MVTS or LVTS	VHF Channel 12	Immediately
	Harbour Master	Email: MelbourneVTS@vicports.vic.gov.au	Full details in writing as soon as possible
Mooring lines parted	MVTS	VHF Channel 12	Immediately
Anchor dragging	MVTS or LVTS	VHF Channel 12	Immediately
Holden Dock: shifting the vessel alongside the berth to suit Chiksan arms	MVTS	VHF Channel 12	Prior to and on completion of shifting.
Vessel immobilisation (see **HMD 3.7**)	MVTS	Email: EngineImmobilisation@vicports.vic.gov.au	Provide advance notification by submitting the form
		Tel: +61 3 9644 9700	Advise by telephone to confirm commencement of work.
		If intending to immobilise at anchor for more than 12 hours, the master must apply for a special permit	

All Ports Victoria forms can be found on the Ports Victoria website.

Part 3: Port description and navigation



Part 3: Port description and navigation

3.1. Port location

3.1.1. Port description

Latitude 37º 52’ S Longitude 144º 55’ E

Melbourne is located at the north end of Port Phillip Bay in the state of Victoria.

The city of Melbourne is the capital of the state of Victoria.

The port is based about the Yarra River which flows through the city and into Port Phillip Bay.

For the purposes of Biosecurity, Melbourne is designated a First Point Of Entry.

3.1.2. Port limits

Three chartlets (3) show the extent of the declared port waters of the Port of Melbourne (port limits):

1. Port waters of the Port of Melbourne
2. Port waters of the Port of Melbourne (Port Melbourne)
3. Port waters of the Port of Melbourne (Port Phillip – South)

These chartlets are available on the Ports Victoria website.

The VTS area corresponds to the port limits of the Port of Melbourne.

3.1.3. Load lines

Melbourne lies within the International Load Line **Summer Zone**.

3.1.4. Maximum size vessels

Port of Melbourne can accommodate vessels with a maximum draught of 14.0 m.

A vessel with a draught in excess of 14.0 m must obtain special permission from the Harbour Master: see **HMD 3.10**.

Not every berth can accommodate maximum size vessels: for a comprehensive table of berth information refer to **HMD 3.15**.

3.1.5. Time zone

UTC +10: from 0300 on the first Sunday in April until 0200 on the first Sunday in October.

UTC +11: from 0200 on the first Sunday in October until 0300 on the first Sunday in April.

3.1.6. Local holidays

The following holidays are provided as a guide (for an up to date list visit the State Government of Victoria website, Business Victoria.

- New Year’s Day (1 January, and if it falls on a weekend, the following Monday)
- Australia Day (26 January or following Monday if it falls on a weekend)
- Labour Day (second Monday in March)
- Good Friday
- Saturday before Easter Day
- Easter Day
- Easter Monday
- ANZAC Day (25 April)
- Queen’s Birthday (second Monday in June)

- Friday before the Australian Football League Grand Final
- Melbourne Cup Day (first Tuesday in November)
- Christmas Day (25 December and following Monday or Tuesday if it falls on a weekend)
- Boxing Day (26 December and following Monday or Tuesday if it falls on a weekend)

3.1.7. Working hours

All terminals and berths are able to operate 24/7.

All service providers are available 24/7.

The VTS is operational 24/7.

3.1.8. Traffic

Vessel traffic within the port is varied and can be encountered 24-hours a day.

Container ships, dry bulk carriers, tankers, car carriers and general cargo vessels are all regular visitors.

The Bass Strait roll on/roll off passenger ferries operate a daily service between Melbourne and the Tasmanian port of Devonport.

There are also 2 companies operating a daily roll on/roll off cargo service between Melbourne and ports in northern Tasmania.

The cruise ship season typically extends from late October to late April.

Recreational boating on Port Phillip Bay is a popular pastime throughout the year and particularly during the summer months. There are a number of yacht clubs located around the bay and organised races are a regular feature.

Heavy concentrations of recreational fishing boats can be expected in the vicinity of the Heads, the Hovell Pile and the Port Melbourne Channel at peak times during the summer months.

Fishing and dive charter vessels visit various sites in the South Channel and in the vicinity of the Heads.

Water taxis operate continuous daytime services in the Yarra River between Williamstown and the city of Melbourne.

A high speed passenger ferry operates a regular daytime service between Victoria Harbour and Port Arlington and Geelong.

Two vehicle/passenger ferries operate a regular daytime service between Sorrento and Queenscliff, a route which requires the vessels to cross the South Channel (usually between Beacons 4 and 6 when heading west, and between Popes Eye Beacon and Beacon 2 when heading east).

Large charter vessels operate on an ad hoc basis during the day and evening conducting cruises of the port area.

Rowing clubs exercise on the Yarra River between the Bolte Bridge and the entrance to the Yarra River.

Maintenance dredging of shipping channels and berth pockets occurs every 3 to 4 years.

A variety of port working vessels, comprising contractor floating plant – such as pile driving barges, crane barges, flat top barges – and dive support vessels, operate throughout the port area engaged on maintenance and repair projects as required.

A bunker tanker, provides a shuttle service between the refinery at Geelong and the Port of Melbourne, delivering fuel to vessels at berths and anchorages.

3.1.9. Cargo

Around 40 commercial shipping lines call at the port of Melbourne. They make around 3000 ship visits each year and give importers and exporters vital access to ports and markets all around the globe.

For more information about the cargo types, cargo handling and facilities at the port, please visit the Port of Melbourne website.

Station Pier is Victoria's premier sea passenger terminal, accommodating visiting cruise ships, navy ships and tall ships. A total of 113 cruise ships are scheduled to visit Melbourne for the 2022-23 season.

3.2. Charts and nautical publications

3.2.1. Charts

Mariners should consult the following charts and for further details:

- Aus 143 Port Phillip
- Aus 144 The Rip
- Aus 155 Approaches to Port of Melbourne
- Aus 157 Port of Geelong and Approaches
- Aus 158 Port Phillip, South and West Channels
- Aus 788 Cape Otway to Cape Schanck

3.2.2. Nautical publications

Reference should be made to information contained in the current edition of the following publications:

- Victorian Tide Tables, available to download from:
  - Bureau of Meteorology.
  - Ports Victoria
- Admiralty Sailing Directions, Australia Pilot Volume 2, NP14
- Admiralty List of Light and Fog Signals Vol K, NP83
- Admiralty List Radio Signals Volume 6, NP286(4)
- International Code of Signals (IMO)
- International Safety Guide for Oil Tankers and Terminals (ISGOTT)
- Ship to Ship Transfer Guide (Petroleum) (OCIMF & ICS)

3.3. Shippings announcements for the port area

3.3.1. Victorian Notices to Mariners

Victorian Notices to Mariners are a navigational procedure or navigational safety notice promulgated by Ports Victoria, or any other authorised body, to vessels and port users intending to navigate in or through the port waters of the Port of Melbourne. Notices are consecutively numbered, starting with No. 1 on 1 January of each year. Ports Victoria-issued Notices to Mariners are available on the Ports Victoria website.

3.3.2. Operational Instructions (OI)

They are operational or organisational notices promulgated by the Harbour Master pursuant to section 232 of the Marine Safety Act, to port users. Notices are consecutively numbered, starting with number 1 on 1 January of each year and will be disseminated by means of an accompanying Notice to Mariners. A full list of current operational Instructions in force will be available from the Ports Victoria website.

3.3.3. Marine Radio Victoria

In Victoria, VHF and HF emergency radio traffic is monitored and recorded by Marine Radio Victoria (MRV) 24 hours a day, 365 days of the year.

MRV covers the Victorian coastline, up to 20 nautical miles from the coast on the VHF emergency channels and out to 200 miles for the HF emergency frequencies.

MRV also provides radio checks and broadcasts weather forecasts and warnings.

3.3.3.1. WEATHER INFORMATION: MARINE RADIO VICTORIA VHF BROADCAST SCHEDULE

Marine Radio Victoria will broadcast weather information as follows:

- Victorian coastal waters forecasts on VHF Channel 67 at 06:48 and 18:48 (local time).
- an initial weather warning on VHF Channel 67 as soon as possible after receipt of the warning
- current weather warnings at 00:48, 02:48, 04:48, 06:48, 08:48, 10:48, 12:48, 14:48, 16:48, 18:48, 20:48, 22:48 EST on VHF Channel 67 following initial broadcast until notice of cancellation is received from the Bureau of Meteorology (BOM).

Cancellation of weather warnings will be broadcast as soon as possible after receipt and at the next scheduled Victorian coastal weather forecast broadcast.

Broadcasts of, and cancellation broadcasts of, weather warnings will be preceded by a SECURITE announcement on VHF channel 16.

3.3.4. Weather warnings broadcast by Melbourne VTS

Melbourne VTS will broadcast new weather warnings affecting Port Phillip Bay as soon as possible after receipt from the BOM. These warnings will be broadcast on VHF Channel 12 and will be preceded by a SECURITE announcement. Daily in-force weather warnings will be broadcast on VHF Channel 12 in the morning and evening. Please note, Melbourne VTS will not re-broadcast the weather warning in full. The purpose of the SECURITE announcement is to act as an alert to recipients that a weather warning has been issued and is currently in force. Further information and full details pertaining to the warning will be available on the BOM website. If the warning should subsequently be upgraded by the BOM, Melbourne VTS will repeat the SECURITE announcement, on receipt of the amended warning. The contents of this section do not in any way relieve the master of any vessel in port waters from complying with the requirements **HMD 2.10** Monitoring of the weather.

Mariners should also be aware that *VHF Marine Radio Victoria* (MRV) broadcasts Victorian coastal waters forecasts – including Bass Strait (4 zones) as well as Port Phillip, Western Port and Gippsland Lakes – on VHF channel 67 at 06:48 and 18:48 EST. MRV will also broadcast an initial weather warning on VHF channel 67 as soon as possible after receipt. Current weather warnings will be broadcast by MRV at 00:48, 02:48, 04:48, 06:48, 08:48, 10:48, 12:48, 14:48, 16:48, 18:48, 20:48, 22:48 EST on VHF channel 67 following initial broadcast until notice of cancellation is received from BOM. MRV broadcasts of, and cancellation broadcasts of, weather warnings will be preceded by a SECURITE announcement on VHF channel 16.

Categories of Wind warnings

Remember that the wind speeds mentioned in forecasts and warnings are averages, and that wind gusts can be 40 per cent stronger, and stronger still in the vicinity of thunderstorms and squalls.

Strong wind warning	Winds averaging from **26 knots and up to 33 knots**.
Gale warning	Winds averaging from **34 knots and up to 47 knots**.
Storm force wind warning	Winds averaging from **48 knots and up to 63 knots**.
Hurricane force wind warning	Winds averaging **64 knots or more**.

3.4. Pilot boarding grounds

For pilot embarkation from a pilot launch, the pilot boarding ground is 5 nautical miles SW of Point Lonsdale Signal Station.

For pilot transfers using a helicopter, the pilot boarding ground is 10 nautical miles SSW of Point Lonsdale Signal Station.

Compulsory pilotage applies to vessels with an LOA of 35 m or greater. See **HMD 2.9** for more information.

3.5. Port infrastructure

3.5.1. Bridges

WEST GATE BRIDGE

- Crosses the Yarra River between Beacons 38A and 38B (37° 49.8’ S 144° 53.9’ E)
- Clearance under the bridge is 50.1 m at HAT (1.04 m)
- Vessels with an LOA of 50 m or greater must declare an air draught if intending to pass under this bridge
- See diagram 3(a)

For more information see **HMD 3.14.5**

BOLTE BRIDGE

- Crosses the Yarra River with its centre pier located in approximate position
- 37° 49.2’ S 144° 55.9’ E
- Marks the upriver (Yarra River) boundary of port waters of the Port of Melbourne
- The bridge has 2 spans:
  - the northern span marks the entrance into Victoria Harbour
  - the main body of the Yarra River flows under the southern span
- The maximum clearance under the highest point of each span is 28.2 m at
- HAT (1.04 m)
- Vessels with an air draught greater than 24.36 m must seek clearance from CityLink not less than 24 hours before passing under the bridge
- See diagram 3(b)

For more information see **HMD 3.14.5**

SHEPHERD BRIDGE

- Crosses the Maribyrnong River in approximate position 37° 48.4’ S 144° 54.5’ E
- Marks the upriver (Maribyrnong River) boundary of port waters of the Port of Melbourne
- Vessels are advised to pass under the centre arch
- Maximum width between piers is 24.0 m

Clearance under bridge is approximately 4.74 m at HAT (1.04 m)

Diagram 3(a) – West Gate Bridge

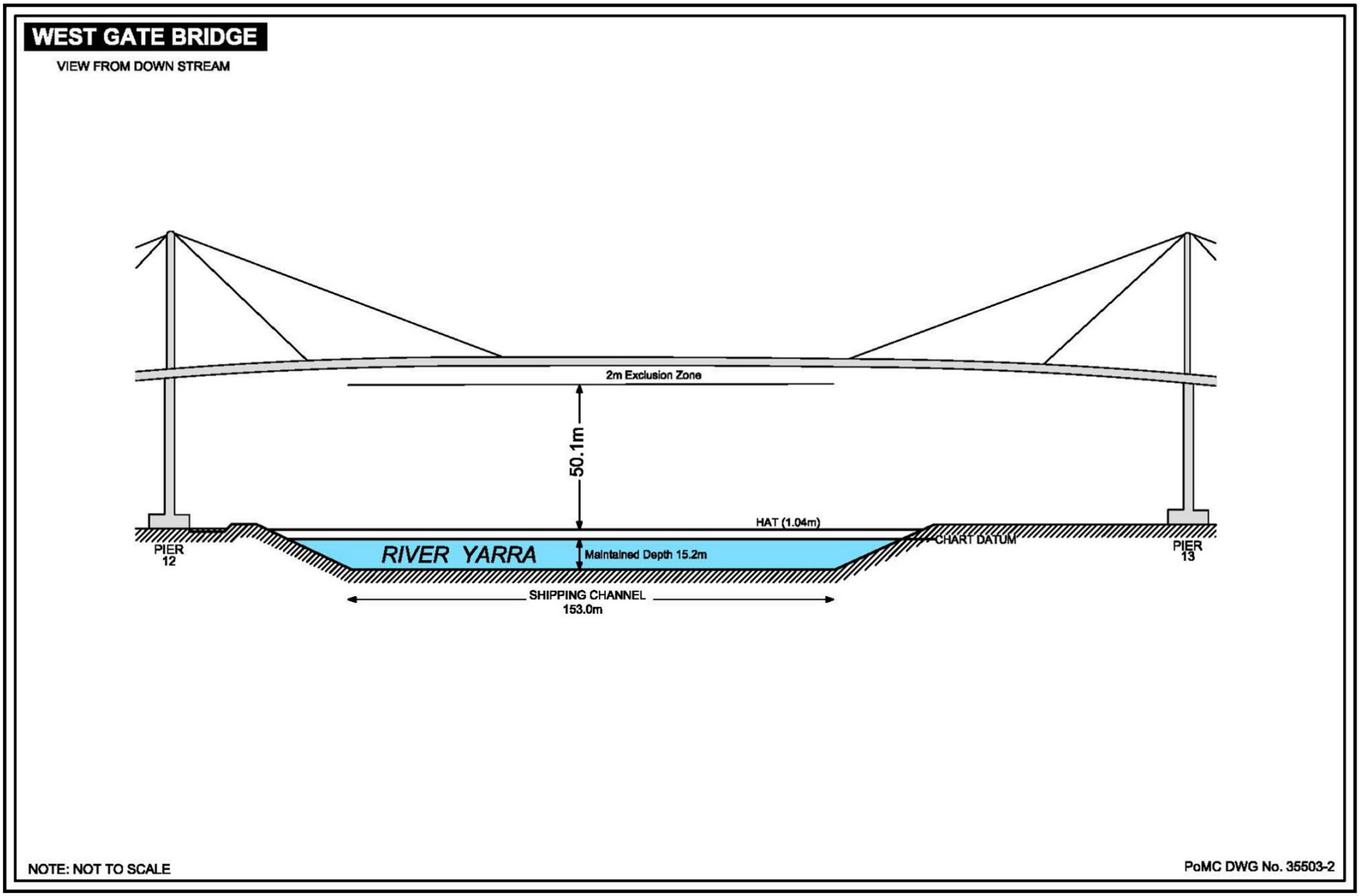
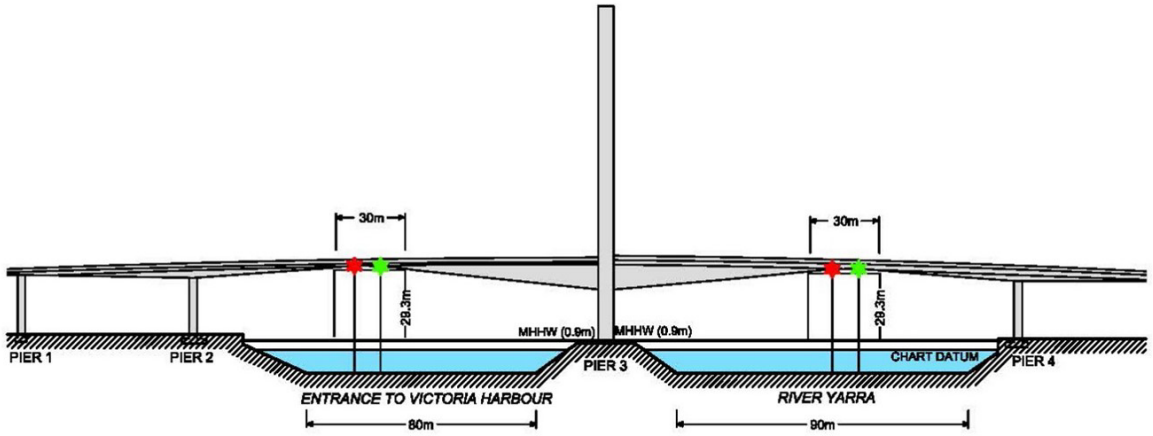


Diagram 3(b) Bolte Bridge

BOLTE BRIDGE

VIEW FROM DOWN STREAM

NOTE: Vessels with Air Draught exceeding 25.4 metres from Chart Datum to contact CITYLINK Operations Room on (03) 96742001 not less than 24 hours prior Transit to confirm Under Bridge Clearance requirements.



NOTE: NOT TO SCALE

PoMC DWG No. 35415-1

3.5.2. Berth information

For comprehensive details of all major commercial berths within the Port of Melbourne refer to Table 3(j) in **HMD 3.15**.

3.5.2.1. SMALL VESSEL BERTHS

Table 3(c)Small vessel berths

Berth	Least depth (m) (above CD)	Berth length (m)	Berth height (m) (above CD)	Berth operator
Short Road Wharf	6 approx.[1]	183	2.5 approx.	PoM
Short Road tug jetties	81	4 x 29 m	3.0	Svitzer
West Finger Jetty (low landing)	4 approx.[1]	88	1.7 approx.	Ports Victoria
Williamstown jetties and piers (west to east) located within the boundaries of port waters of the Port of Melbourne				
Ann Street Pier	< 7[1]	227	5.4	PoM
Booth Street Pier	-	43	2.7	BAE
Reid Street Pier	-	192	2.7	BAE
Nelson Pier West	6 approx.[1]	188	N/A	BAE
Dockyard Pier (east and west)	6 approx.[1]	184	N/A	BAE
Shenandoah Wharf – BAE Docklands	6 approx.[1]	95	N/A	BAE
Slipway (at Shenandoah Wharf) – BAE Dockyards	6 approx.[1]	36	N/A	BAE
Williamstown jetties and piers outside port waters of the Port of Melbourne				
Gem Pier (low landing)	-	88	1.65	Parks Vic
Gem Pier	-	143	2.45	Parks Vic
Workshops Pier – Outer/Inner West	4.5[2]/1.5[2]	180	2.9	Seaworks
Workshops Pier – Outer/Inner East	4.4[2]/1.4[2]			Seaworks
Boyd Jetty	-	107	2.9	Parks Vic
Ferguson Street Pier	-	196	2.4	Parks Vic

[1] Approximate least depth based on information provided by PoM.

[2] Approximate least depth based on information provided by Parks Victoria.

3.5.2.2. BERTHS WITH ACTIVE CATHODIC PROTECTION

The following berths are fitted with an active impressed current cathodic protection system:

- Swanson Dock East
- Swanson Dock West
- Gellibrand Pier
- 30 South Wharf

- 31 South Wharf *
- 32 South Wharf
- 33 South Wharf
- Webb Dock 2 East
- Webb Dock 3 East
- Ann Street Pier cross wharf

* There is no active cathodic protection system installed at 31 South Wharf but if diving activities are to be conducted at this location, the impressed current at both 32 South Wharf and 33 South Wharf should be isolated before commencing.

If diving activity is to be conducted at any of these locations, **the impressed current at the site concerned must first be switched off** and isolated before persons enter the water.

To isolate any of the cathodic protection systems contact PoM Assets on 9612 3595 (24 hours).

3.5.2.3. CLEARANCE UNDER LOWERED CONTAINER CRANE BOOMS

Container cranes (portainers) are located at Webb Dock East, Swanson Dock East and Swanson Dock West.

Table 3(d)

Container terminal	Crane number	Height of lowered boom above		
		Wharf (m)	Chart Datum (m)	HAT (m)
Webb Dock East (berths 4 and 5)	All 5 cranes	46.5	49.55	48.5
East Swanson Dock (cranes listed from south, 01, to north, 07)	01	37.6	40.3	39.3
	02	33.1	35.8	34.8
	03 - 07	43.1	45.8	44.8
West Swanson Dock (cranes listed from south, P4, to north, P9)	P4	31	33.7	32.7
	P5	31	33.7	32.7
	P1	38	40.7	39.7
	P6	36	38.7	37.7
	P7	31	33.7	32.7
	P8	38	40.7	39.7

3.5.2.4. WEBB DOCK WEST STORM BOLLARDS

There are 10 storm bollards available at West Webb, each one set back from the wharf edge a distance of about 5.4 m.

The location of each storm bollard, measured from the 0 m berth chainage mark at the northern end of the dock, is:

1. 35 m
2. 233 m
3. 311 m
4. 353 m
5. 479 m
6. 527 m
7. 617 m
8. 641 m
9. 803 m
10. 836 m

For details on the requirement to use storm bollards at Webb Dock West: see **HMD 3.17.9**.

3.5.2.5. BERTH CHAINAGE

The direction of chainage varies at different berth locations, as shown in Table 3(e).

Table 3(e)

Berth location	Chainage direction	Total chainage
Victoria Dock 24	205 m at up upriver end to 520 m at downriver end	315 m
Appleton Dock (berths B to F)	0 m at downriver end of B to 975 m at upriver end of F	975 m
South Wharf (berth 26)	515 m at upriver end to 795 m at downriver end	280 m
South Wharf (berths 27 to 29)	0 m at upriver end of 27 South Wharf to 435 m at downriver end of 29 South Wharf	435 m
South Wharf (berth 33)	1115 m at upriver end to 1390 m at downriver end	275 m
Swanson Dock East (berths 1 to 3) [1]	0 m at southern end of 1 East to 884 m at northern end of 3 East	884 m
Swanson Dock West (berths 1 to 3) 1	0 m at southern end of 1 West to 944 m at northern end of 3 West	944 m
Yarraville 6	30 m at upriver end to 230 m at downriver end	200 m
Webb Dock East (berths 4 and 5)	0 m at northern end of 4 Webb to 660 m at southern end of 5 Webb	660 m
Webb Dock West (berths 1 to 3)	0 m at northern of 1 West to 890 m at southern end of 3 West	890 m
Station Pier West (Outer West to Inner West)	0 m at southern (seaward) end to 495 m at northern (shoreside) end	495 m
Station Pier East (Outer East to Inner East)	0 m at southern (seaward) end to 460 m at northern (shoreside) end Note: the stern mark for *Spirit of Tasmania I* and *Spirit of Tasmania II* is 260 m.	460 m
[1]See also diagram 3(j) in PIG 3.5.6		

3.5.2.6. ALLOCATION OF BERTHS AND BERTH CHAINAGE MARKS

Minimum clearance requirements between berthed vessels are stipulated in **HMD 3.17.4**.

Leased berths

At leased berths, the terminal operator is responsible for allocating berths and advising the planned chainage marks.

If the vessel's side to as advised by the terminal operator differs from the side to as advised by the vessel's agent, Melbourne VTS will contact the agent to confirm which is correct; otherwise, a vessel's berth and berth chainage details will be entered into PortVIEW based on the information supplied by the terminal operator.

Common user berths

The Ports Victoria Berth Allocator is responsible for vessel berthing arrangements at all common user berths, including the allocation of planned berth chainage marks.

Prior to the vessel's arrival, the Berth Allocator will liaise, as necessary, with the vessel's agent, stevedore and for Station Pier, with the Station Pier Operations Manager to ensure the vessel's planned berthing position is to the satisfaction of all parties.

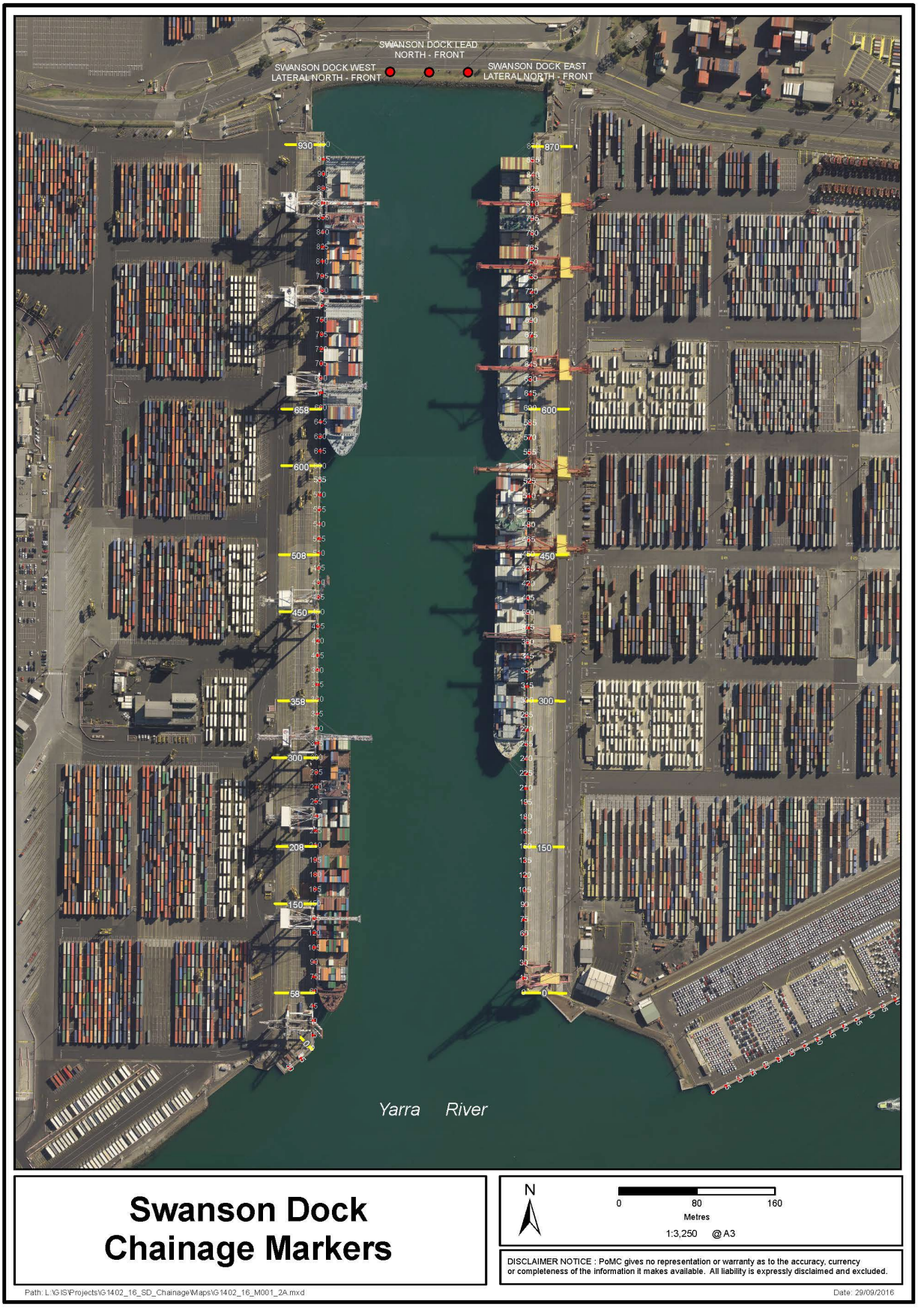
3.5.2.7. COMMON USER BERTHS

- Station Pier Outer East
- Station Pier Outer West
- Station Pier Inner West
- No 6 Yarraville
- Holden Dock
- No 1 Maribyrnong
- F Appleton Dock
- South Wharf 27
- South Wharf 28
- South Wharf 29
- South Wharf 33

See **HMD 3.15** for berth dimensions, ship limits, and restrictions.

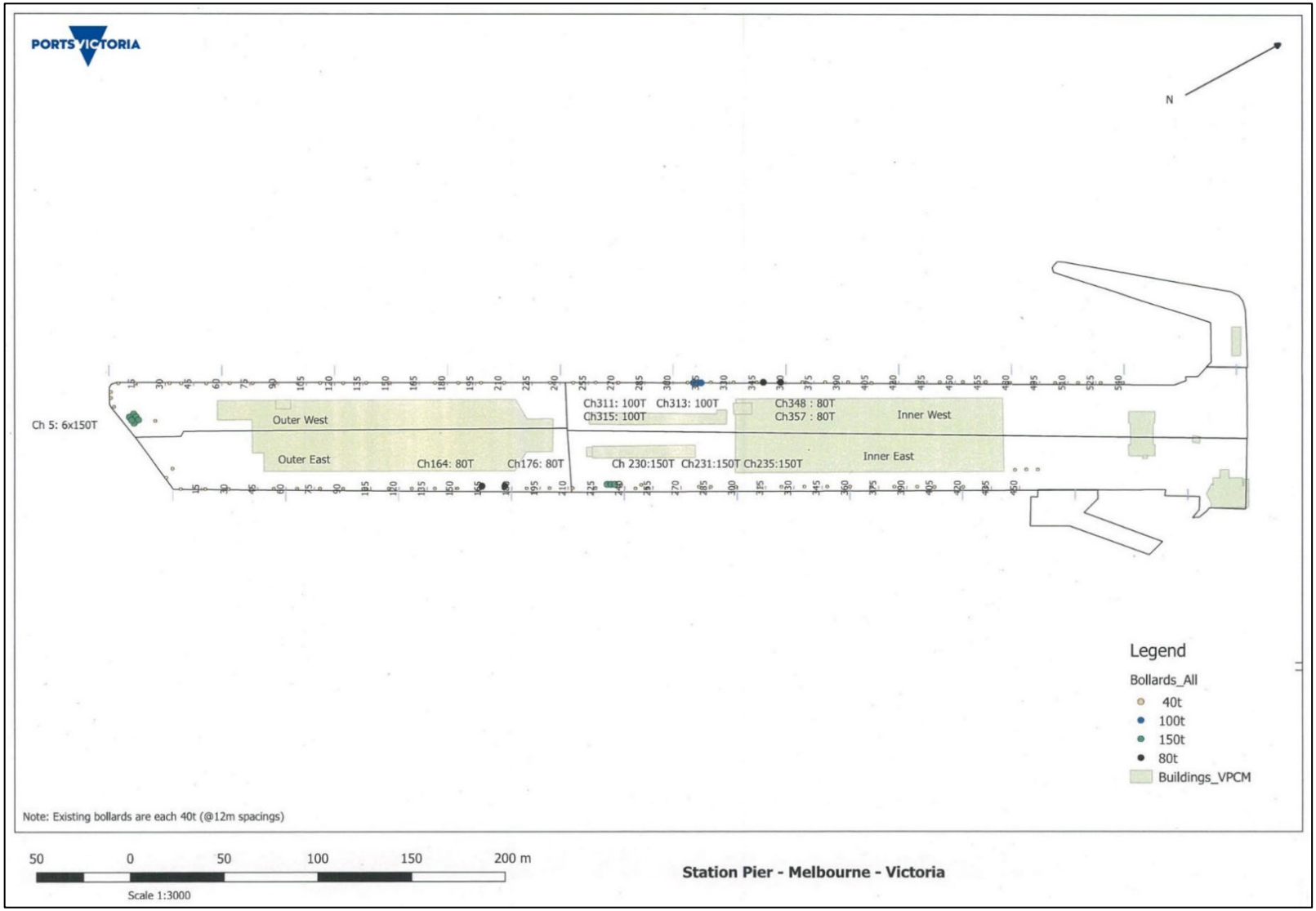
3.5.2.8. SWANSON DOCK LAYOUT OF BERTHS AND CHAINAGE MARKS

Diagram 3(f) Swanson Dock berths and chainage marks



3.5.2.9. STATION PIER GENERAL ARRANGEMENT

Diagram 3(g) Station Pier general arrangement plan

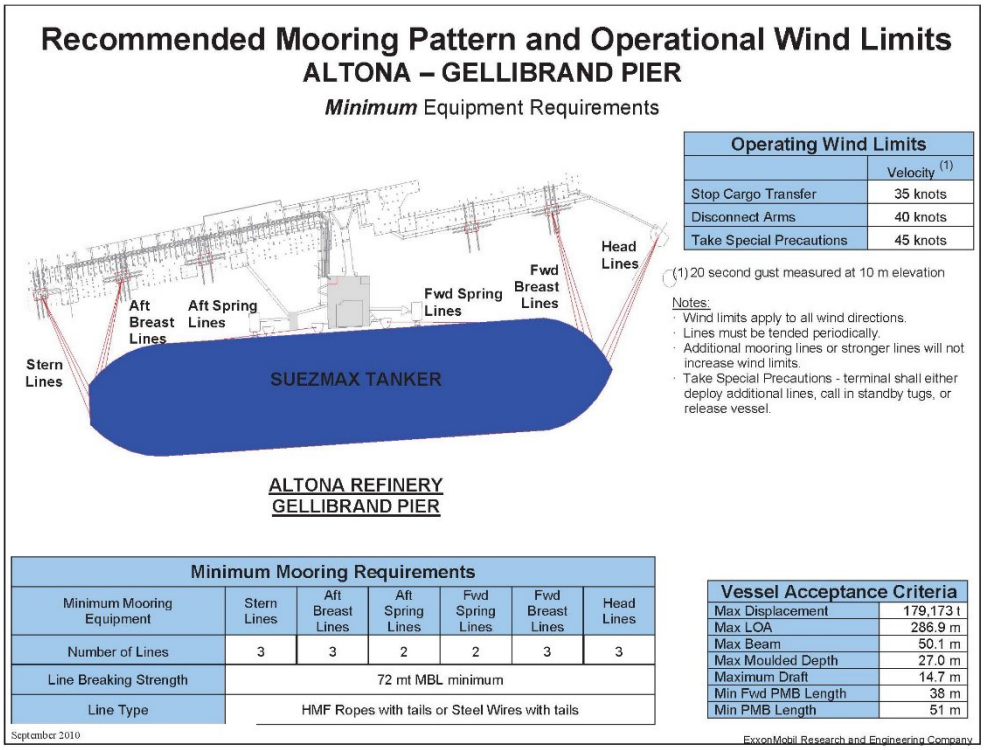


3.5.2.10. GELLIBRAND PIER MOORING ARRANGEMENTS

Terminal operator's recommended mooring arrangement and operational wind parameters for various types of tanker:

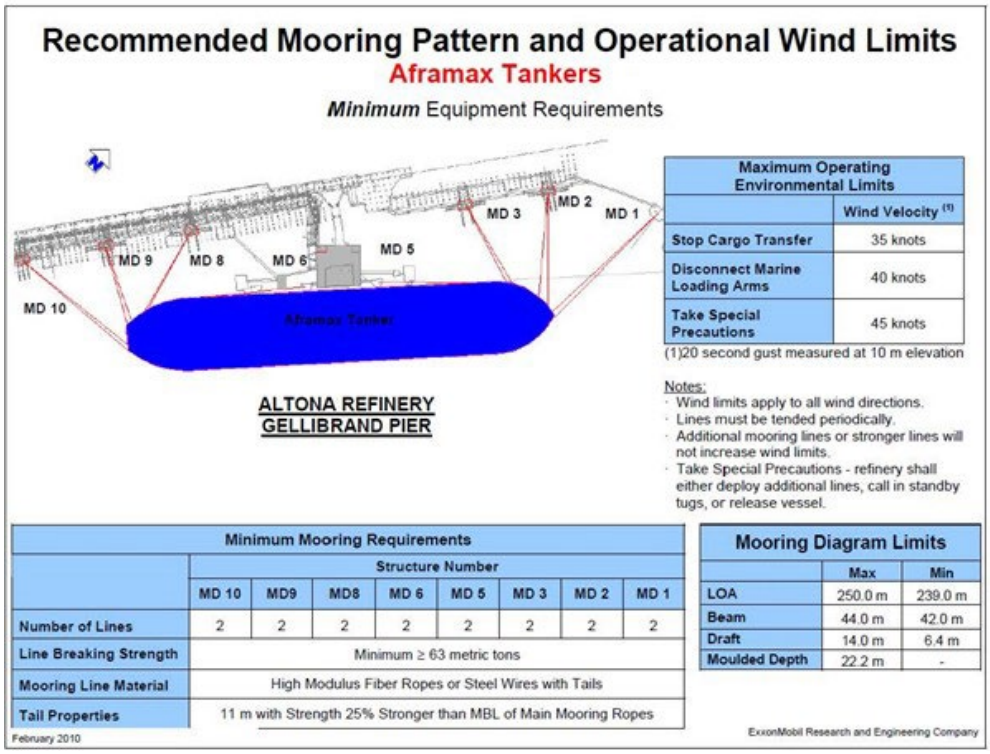
Large Tankers (see **HMD 2.2** for definition of Large Tanker).

Diagram 3(h) Gellibrand Pier recommended mooring arrangements for large tankers



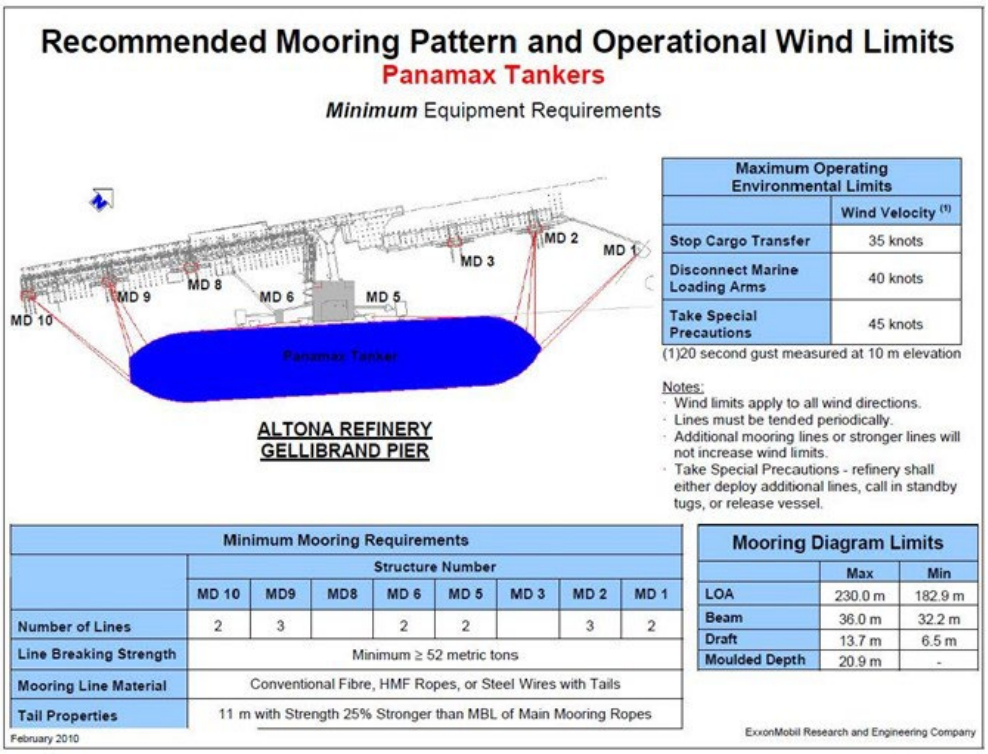
Aframax tankers

Diagram 3(i) Gellibrand Pier recommended mooring arrangements for Aframax tankers



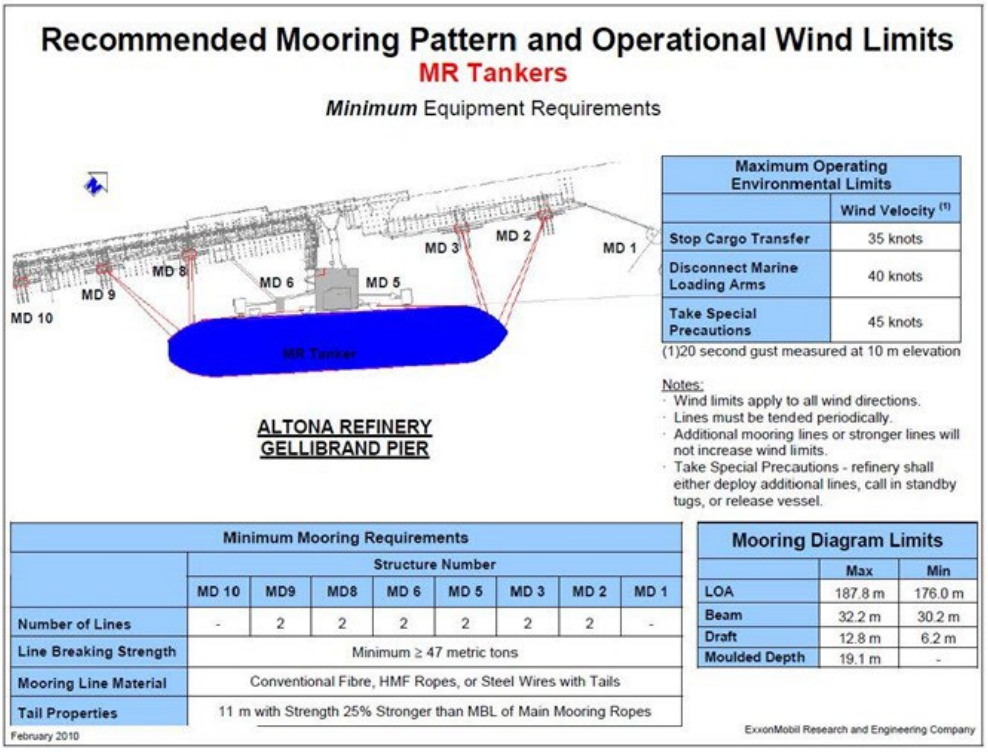
Panamax tankers

Diagram 3(j) Gellibrand Pier recommended mooring arrangements for Panamax tankers



Medium Range tankers

Diagram 3(k) Gellibrand Pier recommended mooring arrangements for Medium Range tankers



3.5.3. Submarine pipelines

3.5.3.1. SUBMARINE GAS PIPELINE

A submarine gas pipeline, which lies on the seabed and passes close south west of Fawkner beacon, leads north west from Mordialloc on the east shore of Port Phillip Bay, to a refinery at Altona on the north shore. Where it passes west of the Inner Anchorage, the pipeline is marked by a light buoy (special), P2, and a light beacon (special), P3. A prohibited anchorage area extends 0.8 NM parallel to and on either side of the pipeline.

3.5.3.2. YARRA RIVER SERVICES

A number of submarine pipelines, including the WAG (Western Port-Altona-Geelong) oil pipeline, cross under the Yarra River south of West Gate Bridge. Due to the presence of these pipelines it is critical that vessels avoid anchoring in the area between Yarra River beacons 33/34 and 35/36.

3.5.3.3. SPOIL GROUNDS

There are two main spoil grounds located within port waters, the Northern Dredged Material Ground (Northern DMG), which lies between the Outer Anchorage and the Port Phillip Bay Shipping Fairway, and the Southern DMG, located approximately 5.5 NM north-northeast from the Hovell Pile beacon. Both spoil grounds are clearly delineated on the appropriate navigational charts.

The north-west corner of the Northern DMG is marked by a special buoy, SG, while the north-east, south-east and south-west corners are all marked by virtual AIS aids to navigation (SG2, SG3 and SG4).

Vessels should avoid entering these areas as the actual depth within the spoil ground may vary from the charted depth, and there is also the potential for propeller-induced turbulence to disturb the sand-capping which covers the dredged material deposited within the spoil ground.

3.6. Tariffs

3.6.1. PoM tariffs and charges

The Port Management Act provides PoM with the power to determine wharfage fees and channel fees. PoM tariffs and charges may be changed from time to time. For the latest information on charges and payment terms, refer to the Reference Tariff Schedule available on the PoM website.

3.6.2. Ports Victoria tariff schedule

The *Reference Tariff Schedule* from Ports Victoria details the pricing for port fees including Site Occupation charges, wharfage, berth hire, security and other services at Station Pier and fees for use of the Anchorage and is available from the Ports Victoria website.

3.7. Weather and tidal information

3.7.1. Chart Datum

Chart Datum used for soundings in port waters of the Port of Melbourne leading from Port Phillip Heads to the Port of Melbourne is based on the local determination of Lowest Astronomical Tide (LAT). When interpreting soundings and tide data, mariners should refer to the relevant notes printed on the Australian Hydrographic Service charts.

3.7.2. Tides at Port Phillip Heads

Due to significant range variations in tides at Port Phillip Entrance, tidal information for three separate locations i.e. Port Phillip Heads (Point Lonsdale), Rip Bank and Nepean Bank, are published in the Victorian Tide Tables.

Tide predictions for Port Phillip Heads (Point Lonsdale) are for Point Lonsdale Jetty. Studies have shown that while the times of high and low water are also valid for the shipping channels, the height of tide is not.

Tide levels at:

- Rip Bank are Mean High Water Springs (MHWS) 2.34 m, Mean High Water Neaps (MHWN) 1.95 m
- Nepean Bank MHWS 1.76 m and MHWN 1.56 m.

Mariners should be aware that the tide height for Rip Bank as provided on request by Lonsdale VTS is read from the tide gauge located at Lorne Pier. It is currently not possible to measure height of tide on the Nepean or Rip Banks in real time. Measurement records show a close correlation between tide times and heights on the Rip Bank and the tide gauge at Lorne. These tables are available via the Bureau of Meteorology website.

3.7.3. Tides at Melbourne (Williamstown)

Mean Higher High Water (MHHW) 12-month average rise of tide is 0.9 m.

Highest Astronomical Tide (HAT) is 1.04 m.

The actual height of the tide, and tide height residual, at Williamstown may be obtained from Melbourne VTS.

3.7.4. Tidal surges

Melbourne experiences tidal surges due to strong persistent winds and from intense high or deep low pressure systems. These surges regularly reach negative 0.2 m and positive

0.4 m. Greater variations have been recorded. Surges can be present for a number of days or be short term only.

3.7.5. Tide/time variations

Vessels should be aware of the tide/time variations along transit. Table 3(p) shows the delay in tide peak relative to Port Phillip Heads.

Table 3(l) Delay in tide peak and rise of tide relative to Port Phillip Heads

Delay in tide peak and rise of tide relative to Port Phillip Heads					
Location	Time difference	Rise of tide			
	(Earlier) Later	MHWS MHHW	MHWN MLHW	MLWN MHLW	MLWS MLLW
	hrs:mins	m	m	m	m
Rip Bank	(0:15)	2.34	1.95	0.97	0.58
Nepean Bank	(0:15)	1.76	1.56	0.94	0.74
Port Phillip Heads (Lonsdale)	0:00	1.5	1.3	0.6	0.4
Queenscliff Pier	0:30	1.2	0.8	0.6	0.3
No. 1 West Channel (Annulus)	0:50	1.2	0.8	0.6	0.3
No. 2 South Channel Light	1:10	0.9	0.6	0.5	0.2
Portsea Pier	1:20	0.9	0.6	0.5	0.2
No. 5 West Channel	2:00	0.9	0.6	0.4	0.1
Sorrento Pier	2:10	0.9	0.6	0.5	0.2
No. 8 South Channel Light	2:30	0.9	0.6	0.5	0.2
West Channel Pile Light	3:10	0.9	0.6	0.4	0.1
Hovell Pile	3:15	0.9	0.6	0.5	0.2
Melbourne (Williamstown)	3:20	0.9	0.6	0.4	0.1
Geelong	3:30	1.0	0.7	0.5	0.1
Note: The rise of tide in italics is based on semi-diurnal tidal data.					

3.7.6. Tidal streams

Due to the restriction of the tidal range within Port Phillip, caused by the relatively narrow entrance, the tidal stream in the vicinity of the Heads does not turn at high and low water.

The force of the tidal streams depends upon the relative water levels inside and outside Port Phillip. The greatest differences in levels occur at about the time of high and low water at Port Phillip Heads when the streams run at their strongest, which can be up to 7 kt under normal conditions and approaching 9 kt in extreme conditions.

Slack water occurs at about 3 hours before and after high water, when the levels inside and outside are the same. The ingoing stream runs from about 3 hours before to about 3 hours after high water and the outgoing stream at other times. On average, it is high water at the Port Phillips Heads 3¼ hours before that at Williamstown and slack water at the Heads when it is high or low water at Williamstown.

As comparatively shallow water extends some distance from the shore at Port Phillip Heads the tide, owing to frictional causes, rises and falls over the shallows more slowly than in the channels. This means that during the rising tide the water level in the fairway is higher than inshore and causes an onshore set. Conversely, during the falling tide when the water level in the fairway is lower than inshore, there is an offshore set. This effect also occurs in the fairways over the Rip, and Nepean Banks.

The main body of the ingoing stream from the southward and eastward direction sets at about 040° directly through the Entrance Fairway, with drifts of considerable force across and through the reefs. These spread towards Shortland Bluff (Queenscliff) and the southern shore thence directly through the channels of the Great Sand.

In South Channel, the ingoing stream sets through at about 110° up to 1½ kt and strongly over the northern banks, generally at about 045°. The outgoing stream sets at about 2 kt and strongly over the southern banks. Through the 'South Channel Cut', at the eastern end of South Channel (between Beacons 12 and 14), the streams set in the direction of its axis, but immediately outside the ends of the cut the streams set obliquely to that direction, the outgoing stream setting at about 260°. Near Hovell Pile light, the ingoing stream sets at about 045°, and the outgoing stream sets directly across the bank at about 180°.

At the western end of South Channel, the outgoing stream coming directly through the channels sets towards Lonsdale Bight, and from there out through the Entrance with great force setting partly athwart the channel at 200°, and thence away south-eastward along the land towards Cape Schanck.

The Victorian Tide Tables give the times of slack water at Port Phillip Heads (referred to as the Rip). Also included are the predicted times and rates of maximum flood and maximum ebb tides.

As the ebb stream at times attains a speed of 9 kt, low-powered vessels will best transit through the Heads around the times of slack water.

3.7.7. Weather effects

The water level and tidal streams are much affected by the direction and duration of the winds. West to south-west winds cause a rise in sea level outside Port Phillip and a consequent increase both in rate and duration of the ingoing steam. This will continue until sea levels inside and outside have reached equality, then the increased rate of the ingoing stream will cease and the stream's rate becomes normal. Once these winds abate, the sea level outside falls to normal causing the outgoing stream to increase both in duration and rate until the sea level in Port Phillip has fallen to normal when the sea levels outside and inside are again equal.

3.8. Whale and Dolphin Emergency Hotline

An emergency involving a whale or dolphin should be reported immediately by calling the Department of Environment, Land, Water and Planning's (DELWP) Whale and Dolphin Emergency Hotline on 1300 136 017.

Whale and dolphin emergencies include the following situations:

- Strandings (where an animal becomes trapped onshore or in shallow water)
- Entanglement in nets or debris
- Being struck by a vessel

Where possible and safe to do so, visual contact should be maintained with an entangled whale or dolphin so that information updates can be provided until the rescue team arrives.

It is important to note that marine mammals are protected under law. It is illegal for any member of the public to interfere with them on sea or land.

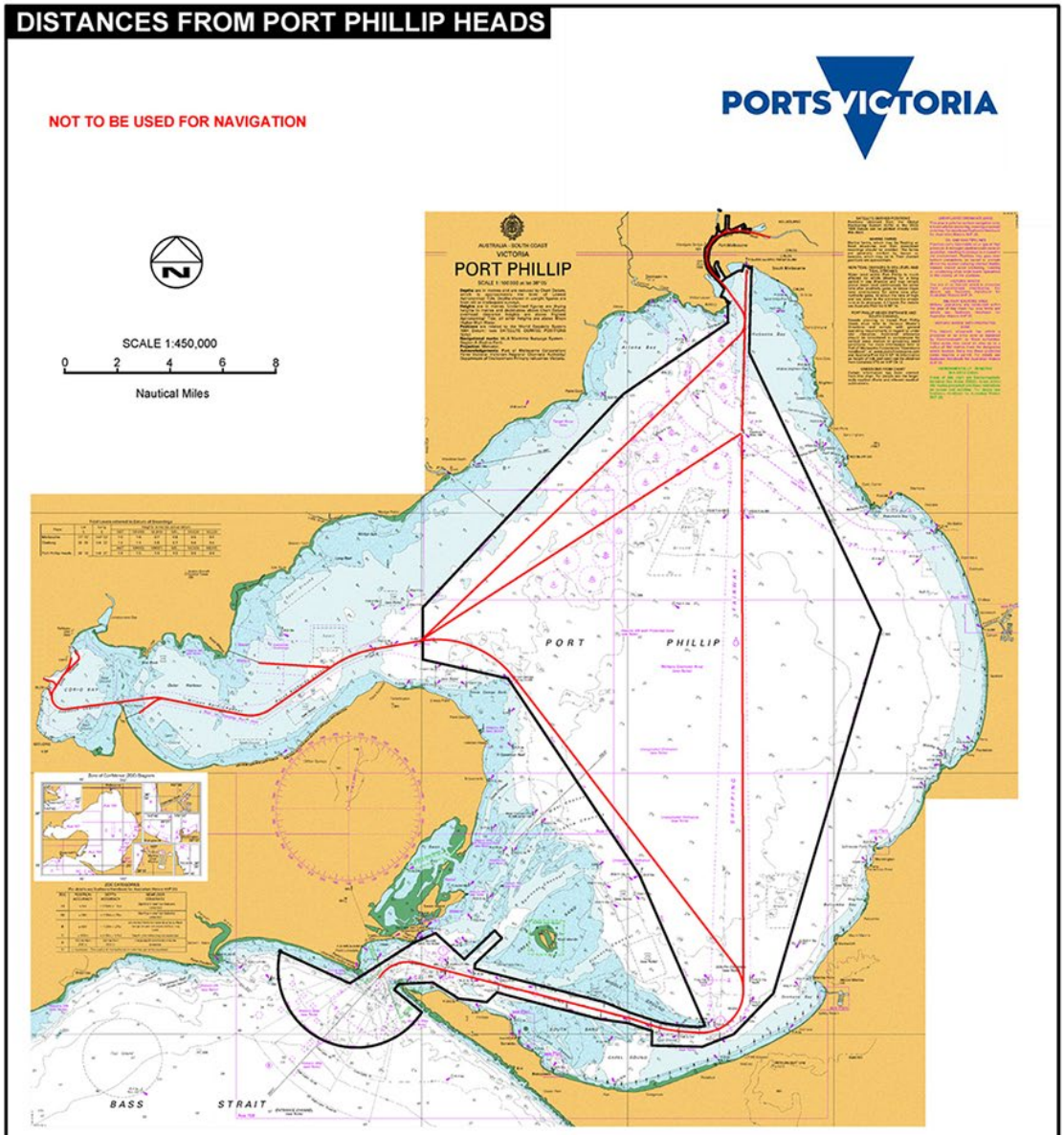
Significant penalties apply to people who take unauthorised samples or souvenirs such as teeth from a dead whale or dolphin.

It is a major offence to possess material taken from whales or dolphins. It can also be dangerous to approach a stranded whale.

3.9. Port navigation

3.9.1. Distance table

Chartlet 3(m) Distance table



	Port Phillip Entrance	Hovell Pile	Fawkner Beacon	Breakwater Pier	Westgate Bridge	Swanson Dock
Port Phillip Entrance	0.0					
Hovell Pile	13.0					
Fawkner Beacon	36.9	23.9				
Station Pier	42.1	29.1	5.8			
Breakwater Pier	41.2	28.2	4.9			
Westgate Bridge	43.4	30.4	6.5	2.3		
Holden Dock	43.8	30.8	6.9	1.7	0.4	0.7
Swanson Dock	44.5	31.5	7.6	2.4	1.1	
Appleton Dock	44.9	31.9	8.0	2.8	1.5	0.4

Note: distances are in Nautical Miles

DRAWING No.36650

3.9.2. Limiting wind speeds

Limiting wind speeds apply for the berthing and unberthing of all vessels, with the limits being based on vessel type and/or the location of the berth.

See **HMD 3.21** for more information.

3.9.3. Speed

Speed limits apply to all vessels operating in port waters.

Refer to **HMD 3.11**, **HMD 4.6** or **HMD 5.4** as applicable.

Even when operating within the applicable speed limit, the master of a vessel must always be mindful of the possible impact the vessel's wake may have when passing other vessels or objects and if necessary adjust the vessel's speed to minimise such impact.

In the South Channel, due to the tidal stream, vessel speed shall be based on 'through the water'.

3.9.4. Swing basins

There are 7 designated swing basins in port waters.

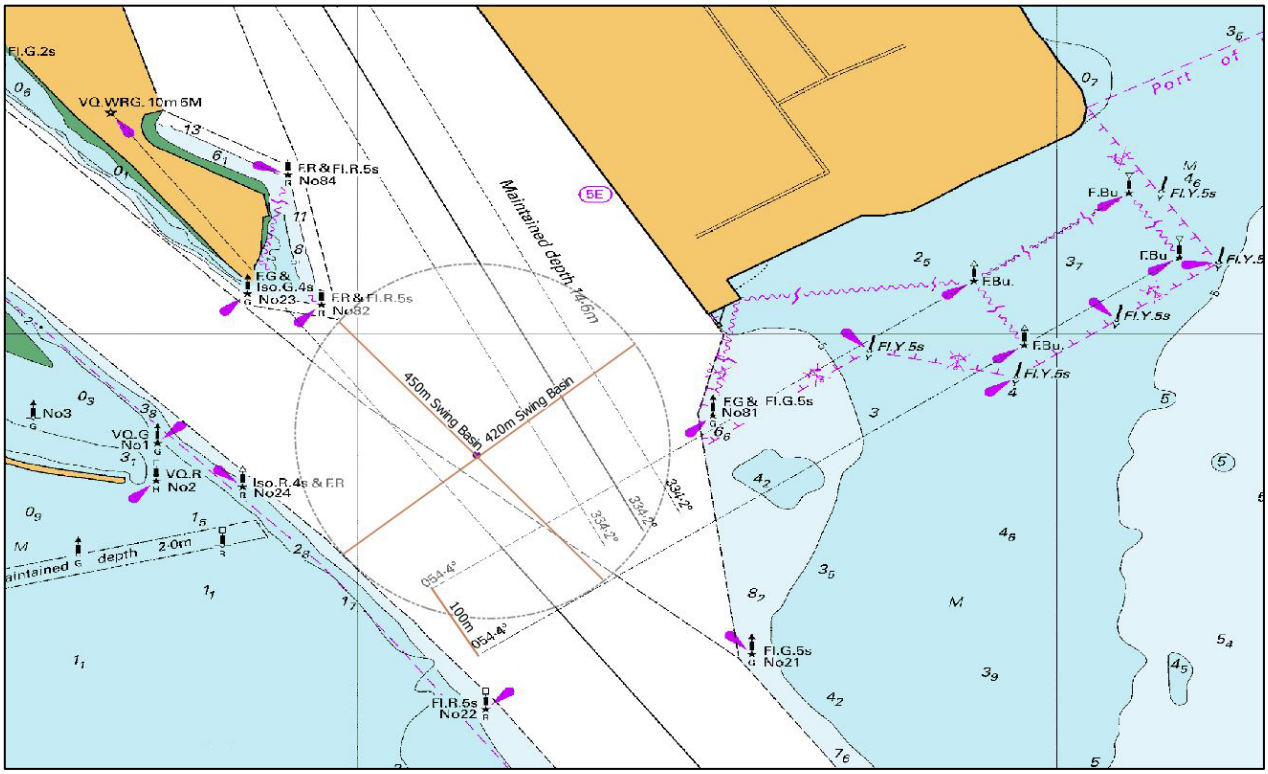
See **HMD 3.16** for a table containing details of all the swing basins.

It is important to note that in 4 of the locations the maintained depth varies within the swing basin itself. The table in HMD 3.16 quotes the minimum depth available in each swing circle.

3.9.4.1. WEBB SWING BASIN

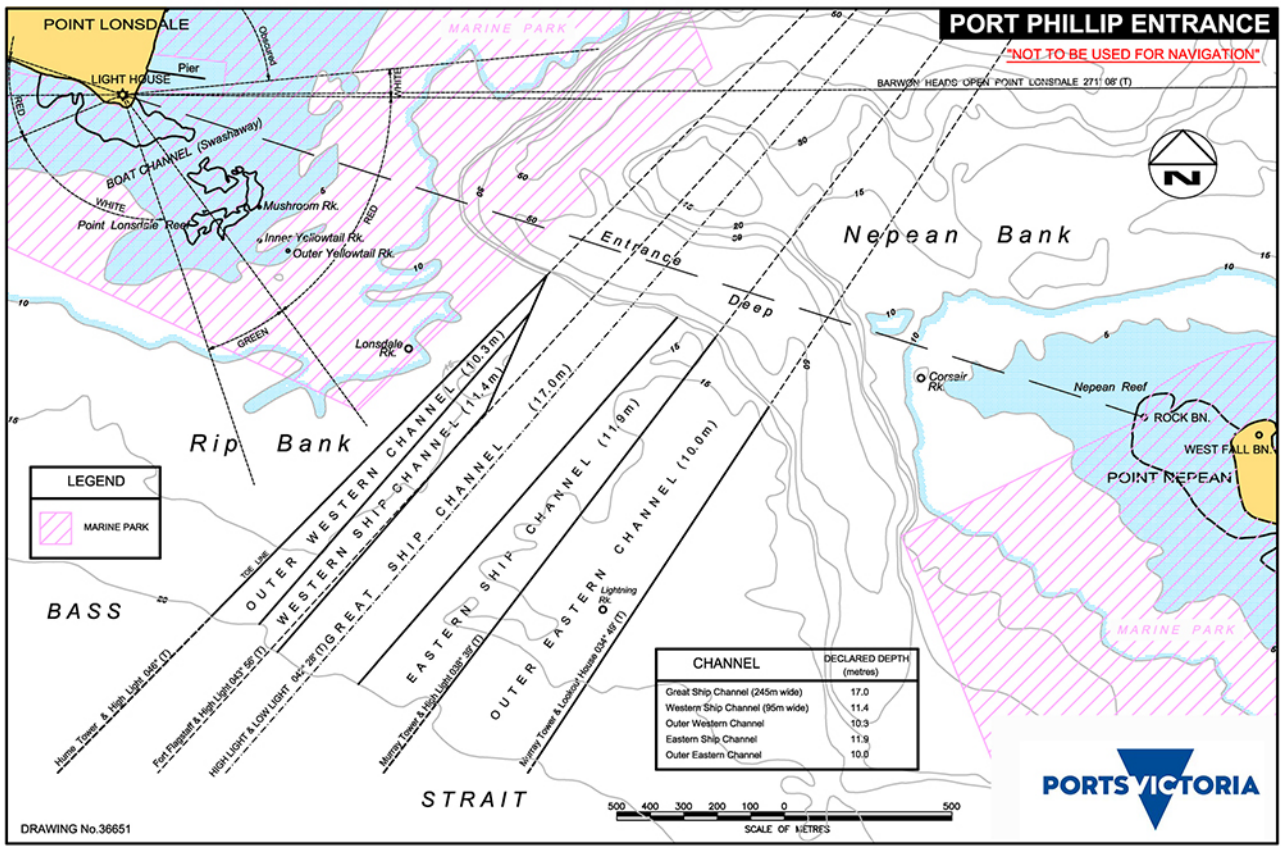
Chartlet 3(n) shows the Webb swing basin and its relationship to the two sets of transverse leads ('lights in line') whose purpose is to assist arriving vessels intending to swing prior to entering Webb Dock. The first set of leads mark the extreme southern edge of the swing basin; and the second set are in transit 100 m into the swing basin

Chartlet 3(n) Webb swing basin



3.9.5. Shipping channels

Chartlet 3(o) Main shipping channels at the entrance to Port Phillip Bay



A list of all the major shipping channels in port waters can be found in **HMD 3.8.1**.

3.9.6. Navigation marks

3.9.6.1. GENERAL

The IALA Maritime Buoyage System, Region A (red to port), is used in port waters of the Port of Melbourne (as it is throughout Australia).

Melbourne navigation marks are predominantly lit and sited on fixed structures as leading lines or lateral marks adjacent to the channel. Leading lines generally indicate the channel centreline while lateral marks indicate the proximity of channel limits.

Lateral and cardinal marks are lit and are predominantly single-piled structures fitted with topmarks.

3.9.6.2. CHANNEL BEACON OFFSETS

Most lateral marks are offset a distance outside the shipping channel toe line.

- South Channel: beacons are approximately 20 m to 25 m outside the channel
- Port Melbourne Channel: beacons are approximately 15 m outside the channel
- Williamstown and Yarra River Channels: beacons are approximately 10 m to 15 m outside the channel.

3.9.6.3. DIRECTIONAL LIGHTS

Directional lights, usually providing a single fixed white lead light flanked by a coloured sector(s), are used to assist navigation in a number of the main shipping channels.

- **Fort West PEL** directional light 041.6°
- **Queenscliff Harbour PEL** directional light 043.3°

The combined white sectors of these 2 lights provide a lead extending 60 m either side of the centre line of the Great Ship Channel.

- **South Channel (Rocky Point light)** directional light 286°

  The purpose of this light is to mark the western section of the South Channel Deep Water Route. It provides a lead indicating the deep water (maintained depth 15.5 m) to the south of the wedge of channel with the lesser maintained depth of 13.1 m in the vicinity of the historic wreck, *Goorangi*.

- **Port Melbourne Channel** directional light 001.5°

  This light marks the centre of the Port Melbourne Channel, north from Beacons 1 and 2.

- **Gellibrand Pier** directional light 236.2°

  The purpose of this light, with fixed Red and Green sectors, is to assist vessels berthing at Gellibrand Pier.

Williamstown Channel directional light 324.5°

This light marks the centre of the Williamstown Channel.

3.9.6.4. AIS AIDS TO NAVIGATION (AIS ATON)

Both temporary and permanent AIS AtoN are used within port waters of the Port of Melbourne as a means of enhancing the safety of navigation and complementing the existing physical network of navigational structures and visual aids.

IALA categorises AIS AtoN in 3 ways:

- Real - there is an AIS transmitter fitted to a physical Aid to Navigation
- Synthetic – there is a physical Nav Aid but the AIS information is transmitted from a remotely located AIS base station
- Virtual – the AIS information, transmitted from an AIS base station, indicates a digital-only Aid to Navigation, there is no physical structure at that location.

Permanent AIS AtoN

Table 3(p) Details of the permanent AIS AtoN licensed for use by Ports Victoria

AIS AtoN	MMSI	Type	Location	Purpose
SG2	995036008	Virtual	37° 59.1’ S 144° 54.1’ E	Marks north east corner of the northern DMG
SG3	995036009	Virtual	38° 02.4’ S 144° 53.2’ E	Marks south east corner of the northern DMG
SG4	995036010	Virtual	38° 02.4’ S 144° 51.0’ E	Marks south west corner of the northern DMG
TOZ Beacon T1	9950031079	Real	38° 00.0’ S 144° 55.7’ E	Located on Beacon T1 which marks the southern extent of the Transit Only Zone
Prince George Beacon	995031081	Real	38° 06.4’ S 144° 44.2’ E	Located on the Prince George Beacon
Entrance Beacon	995031076	Real	38° 17.7’ S 144° 41.1’ E	Located on the South Channel Entrance Beacon
SC West	995036006	Virtual	38° 17.4’ S 144° 41.0’ E	Marks the location of the *Goorangi* wreck (least depth 13.5 m)

AIS AtoN	MMSI	Type	Location	Purpose
SC East	995036007	Virtual	38° 19.5’ S 144° 54.5’ E	Helps define part of the western boundary of the deep water route NE of Hovell Pile.
WKBO1131	995031078	Real	38° 21.6’ S 144° 41.2’ E	Marks the largest in a group of Bass Strait wave rider buoys

Temporary AIS AtoN

The deployment, purpose and duration of operation of temporary AIS AtoN will be promulgated by means of a Victorian Notice to Mariners.

3.9.7. Anchorages

3.9.7.1. ANCHORAGE OUTSIDE PORT LIMITS

Due to confined shipping traffic, pilot boarding location, strong tidal streams, heavy ground swell and general foul ground in the area (especially SW of Barwon Heads, see AUS 143), as well as the presence of numerous historic wreck sites, **there is no recommended safe anchorage outside port limits** in the vicinity of the approaches to Port Phillip Heads, and therefore masters are strongly advised not to anchor in this area.

If a vessel wishes to stop and drift outside port limits while awaiting the scheduled pilot boarding time, the vessel must remain at least 5 nautical miles to the South of both pilot boarding grounds at all times.

3.9.7.2. ANCHORING WITHIN PORT LIMITS

Within Port Phillip Bay there is an Inner Anchorage, with 3 designated anchorage circles, and an Outer Anchorage, with 17 designated anchorage circles.

A vessel with an LOA of 50 m or greater is only permitted to anchor within a designated anchorage.

Full details of the anchorages and the requirements that apply to vessels at anchor can be found in **HMD 3.26**.

3.9.8. Under Keel Clearance (UKC)

3.9.8.1. DRAUGHT 11.6 M OR GREATER

It is mandatory for all vessels (including those proceeding to or from the Port of Geelong) with a draught of 11.6 m or greater intending to transit port waters of the Port of Melbourne to participate in the DUKC system.

An explanation of DUKC can be found in **HMD 2.2** and full details of DUKC requirements can be found in **HMD 3.8.2** and **HMD 3.9**.

3.9.8.2. DRAUGHT LESS THAN 11.6 M

For a draught less than 11.6 m, a minimum static under keel clearance applies.

The amount of static under keel clearance varies depending on the vessel’s geographical position within port waters.

See **HMD 3.8.1** for minimum static under keel clearance requirements.

3.9.8.3. VESSEL AT A BERTH

When a vessel is secured to a berth (other than Holden Dock), there is no minimum under keel clearance requirement other than the vessel must stay afloat at all times.

At Holden Dock a minimum under keel clearance of 1.0 m must be maintained at all times.

3.9.9. Right of way

3.9.9.1. PRIORITY GUIDELINES

As far as is practicable, the SVTSO will ensure that the movement of vessels shall be in accordance with the standard shipping priority guidelines below. While the priority of the SVTSO is the safety of navigation of all

vessels in the port, Melbourne VTS will seek to optimise the efficient movement of vessels having regard to commercial considerations. As such, the SVTSO has the authority to exercise discretion on these matters, particularly in an emergency or in abnormal circumstances. As far as is possible in such circumstances consultation will be maintained with affected parties.

The following standard shipping priority guidelines apply to the scheduling of vessel movements in port waters of the Port of Melbourne north of Beacons E1 and E2:

1. any ship which is in an emergency situation
2. any ship movement governed by tidal or navigational conditions
3. cruise ships (inwards and outwards)
    - ♦ departures from Station Pier may be delayed up to 15 minutes to accommodate the movements of TT-Line ferries
4. a ship that is ready to depart or shift and is occupying a berth of another ship that has labour waiting
5. inward bound ships, in order of readiness, cleared by Quarantine and with labour waiting
6. outward bound ships
7. inward bound ships without labour waiting
8. ships shifting berth without labour waiting (and where the vacated berth is not immediately required by another vessel)*
9. ships shifting without power unless fouling a berth

*Ships undergoing repairs with labour engaged are accorded priority over ships without labour commitment.

Any ship not ready to shift or depart within 15 minutes of its ordered time may lose its priority, and the attending resources and services may be directed to another ship that is ready.

Inward ships choosing to anchor rather than occupy the available allocated berth, will be programmed to berth so as not to disrupt the priorities of other vessels berthing on arrival with labour waiting. Ships at anchor must maintain a listening radio watch on VHF Channel 12 for advice of any change of berthing instructions, or of other port operational matters. Any ship that fails to observe this requirement may lose its priority.

3.9.9.2. BERTHING PRIORITY FOR ALL POM COMMON USER BERTHS

When two or more vessels are competing for a specific PoM common user berth, including Holden Dock and No. 1 Maribyrnong, the following berthing priorities will apply:

Two or more vessels coming from sea or an anchorage.

- The first vessel to arrive at port limits or pilot boarding ground gets priority.

A vessel coming from Geelong versus vessels coming from sea or at anchor.

- The first vessel to pass Fawkner Beacon gets priority.

A vessel at another berth in Melbourne versus a vessel arriving from sea, or from anchor, or from Geelong.

- The vessel at the Melbourne berth gets priority provided it arrived at the Fawkner Beacon prior to the other vessel passing the east-west line through Fawkner Beacon.
- This priority will only apply if the vessel is in all respects ready to shift to the common user berth and commence cargo operations.

The above priorities may be waived if the agents involved, in collaboration with the masters of the vessels and the terminal operators, take responsibility for an alternative agreement. This alternative arrangement should be reflected in the times entered into PortVIEW by the agents.

3.9.10. Restrictions

3.9.10.1. TIDAL STREAM RESTRICTIONS

Tidal stream restrictions apply to some vessel movements, based on draught, transiting the Fairway Through Port Phillip Heads.

Details of these restrictions are contained in **HMD 3.13.3**.

3.9.10.2. PASSING RESTRICTIONS

The following restrictions apply to vessels with an LOA of 50 m or greater.

Restrictions on overtaking and passing apply in the Fairway Through Port Phillip Heads (see **HMD 3.13.1**),

The following shipping channels are one-way only (no passing, no overtaking):

- Port Melbourne Channel
- Eastern By-Pass Channel
- Williamstown Channel (except when allowed by **HMD 3.14.2**)
- Yarra River.

Restrictions on passing a vessel with a draught greater than 14.0 m apply in sections of the South Channel (see **HMD 3.13.6**).

3.9.11. Shifting vessels

The requirements relating to shift ship movements are contained in **HMD 3.24**.

3.9.12. Docking

Minimum clearance between vessels: see **HMD 3.17.4**

Webb Dock West storm bollards: see PIG 3.5.2.4 and **HMD 3.17.9**

Holden Dock mooring requirements: see **HMD 3.17.10.**

Gellibrand Pier mooring requirements: see PIG 3.5.5

3.9.13. Display of signals and lights

All vessels

All vessels are to display lights and shapes in accordance with the International Regulations for Preventing Collision at Sea.

AIS

As required by **HMD 2.6**, if a vessel is fitted with AIS, the master should ensure that such equipment is in operation at all times and that the input data is accurate and updated.

Special manoeuvring sound signal

A special sound signal, to be sounded as a warning when manoeuvring, is to be made as necessary in accordance with **HMD 3.6**.

Port entry signals

Port entry night time signals are displayed at Lonsdale Signal Station to indicate the status of the Fairway Through Port Phillip Heads. See **HMD 3.13.2** for details.

Tidal stream direction signals

Table 3(q) contains details of the night time light signals, displayed at Point Lonsdale Signal Station, which indicate the direction of flow of the tidal stream off Point Lonsdale.

Table 3(q) Tidal stream signals

Night time signal	Meaning
	In-going tidal stream from end of slack water to High Water.
	In-going stream continuing after High Water to beginning of slack water.
	Out-going stream from end of High Water to slack Low Water.
	Out-going stream continuing after Low Water to beginning of Low Water slack.

3.9.14. Small vessel navigation

Commercial vessels with a length of less than 50 m are required to maintain passive participation in the VTS. See **Section 4 of the HMDs** for further details.

Recreational vessels with a length of less than 50 m are required to maintain basic participation in the VTS. See **Section 5 of the HMDs** for further details.

For all the port rules relating specifically to small vessel operations see **HMD Section 4** and **HMD Section 5**.

3.9.14.1. RESPONSIBILITIES BETWEEN VESSELS

All vessels with an LOA of less 50 m must keep out of the way of vessels with an LOA of 50 m or greater as well as a tug or lines boat assisting the movement, berthing or unberthing of another vessel (see **HMD 4.5** and **HMD 5.6**).

3.9.14.2. COMMERCIAL PASSENGER VESSEL REPORTING

When operating in, or transiting, port waters of the Port of Melbourne commercial vessels licensed to carry passengers must report the total number of persons on board and the duration of the passage by sending an SMS text message to +61 428 640 602 (see **HMD 4.13**).

3.9.14.3. LOGGING A PASSAGE PLAN

If a vessel wishes to log a ‘passage plan’ (for example, when operating outside the Heads), this should be done by contacting Marine Radio Victoria (not Lonsdale VTS) on VHF Channel 16.

3.9.14.4. NO-GO AREAS FOR RECREATIONAL VESSELS

Recreational vessels must not enter Swanson Dock, Webb Dock or the area contained between Gellibrand Pier and Breakwater Pier (see **HMD 5.10**).

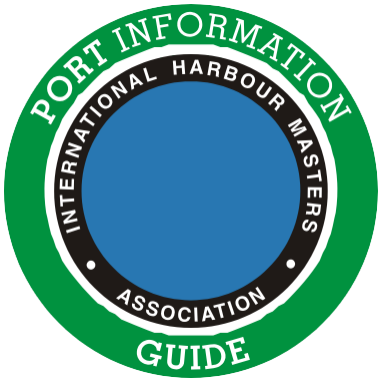
3.9.14.5. ROWING SHELLS

Rowing shells conducting training exercises may be encountered in the Yarra River between Bolte Bridge and the River entrance. These craft must be accompanied by a support vessel which is required to maintain a listening watch on VHF Channel 12 (see **HMD 5.8.3**).

3.9.14.6. DIVING ACTIVITIES

Any vessel engaged in diving activities must adhere to the applicable part of **HMD 2.13**.

Part 4: Port safety and security



Part 4: Port safety and security

4.1. Workplace safety

4.1.1. Protection of the workplace safety – statutory provisions and conventions

Workplace safety in and around ships within the Port of Melbourne is primarily regulated by the Victorian WorkCover Authority (WorkSafe Victoria), Marine Safety Victoria (MSV) and the national Australian Maritime Safety Authority (AMSA).

A memorandum of understanding (MOU) for safety management exists between WorkSafe Victoria and AMSA.

The MOU addresses the jurisdiction of WorkSafe Victoria and AMSA.

WorkSafe Victoria is responsible for the development and enforcement of:

- *Occupational Health and Safety Act 2004* (Vic)
- *Dangerous Goods Act 1985* (Vic)
- and supporting regulations.

AMSA is responsible for the development and enforcement of:

- Navigation Act 2012 (Cth)
- Occupational Health and Safety (Maritime Industry) Act 1993 (Cth).

View the WorkSafe Victoria and AMSA MOU on the WorkSafe Victoria website.

4.1.2. Safety and Environment Management Plan

Both Ports Victoria and PoM maintain an integrated Safety and Environment Management Plan (SEMP) in accordance with the requirements of the Port Management Act. The SEMPs address the key activities that fall under each organisation's direct control as well as those on which it has influence only.

For Ports Victoria, the SEMP details the approach taken to improving safety and environmental performance within the Station Pier and other facilities operated by Ports Victoria.

The SEMPs are approved by the Victorian Department of Transport, are reviewed annually and are supported by the each organisation's Safety Management and Environment Management Systems. The SEMPs are audited in accordance with the Port Management Act.

The individual SEMPs can be viewed on each organisation's respective website:

- Ports Victoria
- PoM

4.2. Emergency

Marine emergencies – Powers of the Harbour Master.

Section 232 of the Marine Safety Act empowers the Harbour Master to give written and oral directions for or with respect to vessels entering or within waters for which he or she has been engaged including:

- prohibiting entry by any vessel to or requiring the removal of any vessel from the waters for which he or she has been engaged, if the Harbour Master has reasonable cause to believe that the vessel:
  i. is unseaworthy, or
  ii. is in imminent danger of sinking and causing an obstruction to navigation in those waters; or
  iii. is in imminent danger of causing serious damage to the marine environment or property in those waters.

4.2.1. Melbourne Port Emergency Management Plan

The Melbourne Port Emergency Management Plan details agreed arrangements to achieve preparedness for, response to, and recovery from, emergencies that could occur within the Port of Melbourne. The plan has been produced by Ports Victoria and is integrated with the state and local (municipal) emergency management arrangements. The plan ensures the response to an emergency within the port is a cooperative one and conducted with a coordinated approach from the port community and outside agencies. All emergencies must be reported immediately to Melbourne VTS or Lonsdale VTS where the plan may be activated when necessary.

4.2.2. Melbourne Port Emergency Management Committee

A port emergency management committee has been established in the Port of Melbourne consisting of port stakeholders. All enquiries about the Melbourne Port Emergency Management Committee should be directed to the Harbour Master.

4.2.3. Emergency contacts

See the list of emergency contacts on the PoM website and the Ports Victoria website, and PIG 4.4.5.

4.2.4. Police operational regions

The port waters of the Port of Melbourne and onshore facilities span a range of Victoria Police operational regions as follows:

- all port waters of the Port of Melbourne and throughout Port Phillip – Melbourne Water Police/'Water' Region Emergency Response Coordinator
- all port land areas west of the Maribyrnong River – North West Metropolitan Region
- all port land areas east of the Maribyrnong River – North West Metropolitan Region
- all port land areas including and south of Webb Dock – Southern Metropolitan Region

In the event of an emergency, police response will normally be provided via the appropriate region. Emergencies should be reported to Victoria Police Emergency (Tel: 000) or the Water Police Rescue Coordination Centre as appropriate.

4.3. Response equipment

Ports Victoria maintains a first strike capacity that would generally involve the provision of Tier 1 (up to 10 t) type spill equipment and capacity for its effective operation and management.

In addition, the Victorian Government holds and maintains strategically placed marine pollution equipment stockpiles across the State. This ensures that there are sufficient stocks of equipment available to address the identified risks and respond to a Level 1/2 incident.

This equipment is immediately available to the port in the event of an emergency.

4.3.1. Coordination centre

Ports Victoria has arrangements in place to access a multi-faceted facility that provides the infrastructure and communications required to manage or assist in the management of any incident within the port. It may be used as an incident control centre for pollution or shipping incident, or as an emergency operations centre for police or emergency services to combat an incident.

In addition, Ports Victoria maintains a mobile incident control communication setup that can be transported to other areas in Port Phillip Bay as required by the incident location.

4.4. Emergency scenarios

4.4.1. State Maritime Emergencies (non-search and rescue) Plan

Emergency Management Victoria have prepared the State Maritime Emergencies (non-search & rescue) Plan (MENSAR). The Plan is to ensure an integrated and coordinated approach to Victoria's management of maritime emergencies (non-search and rescue) in order to reduce the impact and consequences of these

events on the community, infrastructure and services and environment. This plan considers the following maritime emergencies that are:

- marine pollution by oil, oily mixtures, and undesirable substances
- marine pollution by hazardous and noxious substances (HNS)
- maritime casualties (i.e. vessels – non-search and rescue)
- wildlife affected by marine pollution.

The plan is implemented through the activities of the State Maritime Emergencies Working Group (SMEWK), the Victorian Maritime Emergencies Operations Group, Nominated State Officers and Regional Maritime Emergencies Reference Groups.

Ports Victoria has been directed by the Department of Transport as the State control agency for Marine Pollution, to undertake the role and function of the Regional Coastal Agency for the Port Phillip Region (PPR). The PPR extends from the west of Cape Otway to the east coast of Cape Schanck, including Port Phillip Bay and enclosed waters. Ports Victoria will provide the control and management of incidents reported for PPR up to 10 tons and also escalate the response to the State if required.

4.4.2. Mandatory notification of pollution

In accordance with POWBONS, in the event of a spill or probable spill of a polluting substance from a vessel, the master must:

- report immediately to Melbourne VTS where a Marine Pollution Report (POLREP) will be initiated
- take steps to prevent further spilling of the pollutant and to contain the spill within the vicinity of the vessel
- forward without delay, a POLREP report in writing to AMSA
- ensure the report contains as much of the following information as is relevant:
  - name, radio call sign and flag of ship
  - frequency or frequencies of radio channel or channels monitored
  - name of owner and address, telex, facsimile, email, and telephone number of principal place of business of owner
  - name, address, telex, facsimile, email, and telephone number of principal place of business of the charterer, manager or operator of the ship and/or their shipping agents in Australia
  - name, address, telex, facsimile, email, and telephone number of the relevant P&I Club
  - type of ship (e.g. oil tanker, chemical tanker, dry cargo ship) and gross tonnage
  - date and time (specify whether Local Time or UTC) when the incident occurred
  - brief description of the incident including any damage sustained
  - the position, course and speed of the ship at the time of the incident
  - 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 (where applicable), name of the manufacturer, quantity and concentration, of the oil or oily mixture discharged or likely to be discharged into the sea
  - type and quantity of cargo carried on board, including details of harmful substances
  - condition of the ship
  - ability to transfer cargo and ballast
  - cause of the spill
  - whether spilling is continuing and the approximate quantity spilled
  - weather, sea and current conditions in the vicinity of the spill

- where applicable, an estimate of the movement of the polluting substance and the surface area of the spill
- actions being taken with regard to the spill and the movement of the ship
- assistance which has been requested from or which has been provided by others.

4.4.3. Reporting marine incidents (other than pollution)

The following marine incidents must be reported immediately to Melbourne VTS or Lonsdale VTS by:

- any person who has caused or observed a vessel or any other object to strand, collide, sink, cause damage to any vessel, wharf or property, or in any way to obstruct the use of port waters of the Port of Melbourne
- the master of a vessel involved in a close quarters situation.

The report is forwarded to an MSV Investigations Officer for prompt investigation.

4.4.4. Reporting incidents within the port precinct

1. Phone Emergency Services (Police, Fire, Ambulance) – 000
2. Then, phone Melbourne Vessel Traffic Service(Emergency) – 9644 9777

When reporting an incident to **000**, look for the nearest **Emergency Marker** and quote the **locality code** (e.g. POM 301) to help identify the location.

4.4.5. 24-hour emergency support contact numbers at port of Melbourne

PORTS VICTORIA

• **Melbourne VTS** (Emergency incidents)	+61 3 9644 9777
• Ports Victoria Duty Port Authorised Officer	+61 3 9644 9745
• Ports Victoria Assets Operations	+61 3 8347 8357
• **Emergency Services only** – operational line to Melbourne VTS	+61 3 9644 9778

PORT OF MELBOURNE (POM)

• **Duty Port Authorised Officer** (Emergency incidents, bulk liquid operations, dangerous goods issues, marine pollution)	+61 3 96831594
• **Port Assets Operations** (Water, power, infrastructure faults)	+61 3 9612 3619
• Duty Port Security Officer (Security incidents)	+61 3 9612 3646
• PoM Security Monitoring Control Centre	+61 3 9681 8044
• **Community Contact Line** (Enquiry line for local residents or the public)	+61 3 9683 1565

4.5. Port security

4.5.1. *Maritime Transport and Offshore Facilities Security Act 2003* (Cth) (MTOFSA)

The port of Melbourne is a security regulated port as set out in MTOFSA and its associated regulations.

Operators or other stakeholders in the port of Melbourne as well as operators of Australian or foreign registered ships who are unsure of their obligations under MTOFSA should seek advice from the Department of Home Affairs Transport Security Coordination Team.

Tel: 1300 791 581 (Option 1)
From outside Australia: +61 2 5127 8991
Email: guidancecentre@homeaffairs.gov.au

4.5.2. Levels of security alert

To comply with the International Ship and Port Facility Security (ISPS) Code, the following three Maritime Security Levels (MARSEC) have been adopted by the maritime industry:

- Security Level 1 – Normal. The level for which standard security measures shall be maintained at all times.
- Security Level 2 – Heightened. The level for which appropriate additional security measures shall be maintained for a period of time as a result of heightened risk of a security incident.
- Security Level 3 – Exceptional. The level for which further additional security measures shall be maintained for a limited period of time when a security incident is probable or imminent, although it may not be possible to identify the specific target.

PoM always refers to the ISPS Code levels of alert.

In addition to the ISPS Code (MARSEC) security levels, the Commonwealth of Australia's National Terrorism Advisory Threat System is a scale of five, colour coded levels the purpose of which is to provide public advice about the likelihood of an act of terrorism occurring in Australia.

Table 4(a) The five tiers of the National Terrorism Threat Advisory System

The National Terrorism Threat level is regularly reviewed in line with the security environment and intelligence information.

Table 4(b) shows the generally accepted correlation that exists between the Commonwealth's National Terrorism Threat Advisory System and ISPS Code levels of alert.

Table 4(b) Correlation between security levels

Correlation between security levels	
Commonwealth of Australia levels of alert	**IPS Code levels of alert**
Not expected	MARSEC Level 1
Possible	
Probable	
Expected	MARSEC Level 2
Certain	MARSEC Level 3

4.5.3. Notification of port security alert level

Port users are advised that any change to the Maritime Security Alert Level (MARSEC) for the Port of Melbourne will be notified via a message to shipping broadcast on VHF Channel 12.

4.5.4. Present ISPS security level information

The default level at which the port of Melbourne normally operates is MARSEC Level 1.

4.5.5. Port Security Officer

A Port Security Officer has been appointed in the port of Melbourne.

For more information on security matters, contact PoM Port Security Officer on:
Tel: +61 3 9612 3646 (24 hours).

PORTS VICTORIA 'S SECURITY MANAGER (STATION PIER COMMON USER BERTHS ONLY)

Name: Capt. Glen Colaço
Address: Level 5, 530 Collins Street, Melbourne VIC 3000
Tel: +61 3 9644 9756
Mobile: +61 429 616 447
Email: Glen.Colaco@vicports.vic.gov.au

4.5.6. Port security committee

A port security committee has been established in the Port of Melbourne consisting of port stakeholders. All enquiries about the Port Security Committee should be directed to the Port Security Officer.

4.5.7. Security responsibilities

It is the responsibility of port facility operators within the security regulated Port of Melbourne to submit to DHA, maritime security plans in accordance with MTOFSA and its associated regulations.

A port facility is described as an area of land or water, or land and water, within a security regulated port (including buildings, installations or equipment in or on the area) used either wholly or partly in connection with the loading or unloading of security regulated ships.

TERMINALS MANAGED BY PORT OF MELBOURNE

Port of Melbourne is responsible for all security related issues for terminals which it manages.

For a visiting ship, a Port Security Officer is responsible for implementing the agreed security measures and resolving any issues with the Ship Security Officer or master.

4.5.7.1. TERMINALS MANAGED BY OTHER OPERATORS

The operator's Port Facility Security Officer (PFSO) is responsible for security.

For a visiting ship, the terminal operator's PFSO, or delegate, is responsible for implementing the agreed security measures and resolving any issues with the Ship Security Officer or master.

4.5.8. Declaration of security

Ship Security Officers seeking a Declaration of Security, need to contact either the Port Security Officer, port facility security officer for their berth or the port service provider servicing their ship, depending on the circumstances.

Contact details for port facility security officers and port service provider security officers can be obtained from the Port Security Officer.

4.5.9. Maritime security zones

In accordance with MTOFSA and its associated regulations, a number of security landside, waterside and ship restricted zones exist within the Port of Melbourne.

The locations may change depending on the prevailing MARSEC level.

Maritime security zones are identified by appropriate signage that is in accordance with regulatory requirements.

Unauthorised access to landside, waterside and ship restricted zones is an offence under MTOFSA and severe penalties apply.

For more information about restricted zones contact:

Port Security Officer Tel: +61 3 9612 3646

4.5.10. Reporting of security breaches or suspicious behaviour

Ships' masters, all operators and other stakeholders in the Port of Melbourne must report all breaches of security, criminal activity or suspicious behaviour.

Immediate reports of security breaches, criminal activity or suspicious behaviour should be made to:

- Victoria Police Emergency Tel: 000
- Melbourne VTS on VHF Channel 12.

4.5.11. Maritime Security Identification Card

A maritime industry participant other than an 'exempt' person under the regulations, who has an operational reason to enter and remain in a maritime security zone must display a valid Maritime Security Identification Card (MSIC) or be escorted by another person who is displaying a valid MSIC.

4.5.12. Entry and exit requirements for Port of Melbourne cargo terminals

Entry and exit requirements apply for the following Port of Melbourne cargo terminals under the *Customs and AusCheck Legislation Amendment (Organised Crime and Other Measures) Act 2013* (Cth) (the Act):

- F Appleton Dock
- 6 Yarraville
- 27-29 South Wharf
- 33 South Wharf
- Holden Dock
- Maribyrnong No. 1

4.6. Channel patrols

4.6.1. Keep Clear campaign

During the summer months, Ports Victoria conducts *Keep Clear* patrols from the Bolte Bridge to Port Phillip Heads, the aim of which is to educate and advise recreational boat operators and fishermen of the dangers resulting from interaction with commercial shipping. Where required, Penalty Infringement Notices may be issued.

4.6.2. Australian Volunteer Coast Guard Association

Australian Volunteer Coast Guard Association (AVCGA) operates patrols in the fairway, South Channel and Port Phillips Heads, primarily using their flotillas at Safety Beach and Queenscliff. These patrols occur mainly on the weekends and at other times when the availability of resources allow.

4.6.3. Water Police

Water Police headquarters is based at Williamstown.

Water Police patrol on an ad hoc basis, and perform an enforcement role. They can be contacted by VHF Channel 12 when on the water.

Part 5: Nautical services and communication

Part 5: Nautical services and communication

5.1. Vessel Traffic Services

5.1.1. Ports Victoria VTS

Ports Victoria was the first entity to be appointed as a Vessel Traffic Services (VTS) Authority under the provisions of the Navigation Act and Marine Order 64 (Vessel traffic services) 2013.

Ports Victoria is responsible for the management, operation and coordination of the VTS, its interaction with participating vessels and the safe and effective provision of the service.

The port of Melbourne VTS provides the following services:

- Information Service (INS): essential and timely information to assist the on board decision-making process.
- Traffic Organisation service (TOS): a service to prevent the development of dangerous maritime traffic situations and to provide for the safe and efficient movement of vessel traffic within the VTS Area.

The port of Melbourne VTS Area is divided into two sectors:

- Lonsdale VTS (LVTS) - for traffic south of 38° 05’ S
- Melbourne VTS (MVTS) - for traffic north of 38° 05’ S

5.1.2. Lonsdale VTS

Call sign: Lonsdale VTS (24-hour operation).

The primary function of Lonsdale VTS is to monitor and facilitate the safe and efficient movement of shipping within port waters of the Port of Melbourne south of Latitude 38° 05’ S.

5.1.3. Melbourne VTS

Call sign: Melbourne VTS (24-hour operation).

The primary function of Melbourne VTS is to monitor and facilitate the safe and efficient movement of shipping within port waters of the Port of Melbourne north of

Latitude 38° 05’ S.

A Senior VTS Officer (SVTSO), who is on duty at all times at Melbourne VTS, has the authority of the Harbour Master to direct and control vessels in port waters of the Port of Melbourne under the provisions of the Marine Safety Act. The SVTSO is in charge of all shipping movements in port waters of the Port of Melbourne and is accountable directly to the Harbour Master.

Melbourne VTS also facilitates the delivery of essential services provided by the private sector to port users. It disseminates relevant information in an impartial manner, to ensure a continual program of shipping movements to the advantage of all commercial shipping.

5.1.4. Participation in the VTS

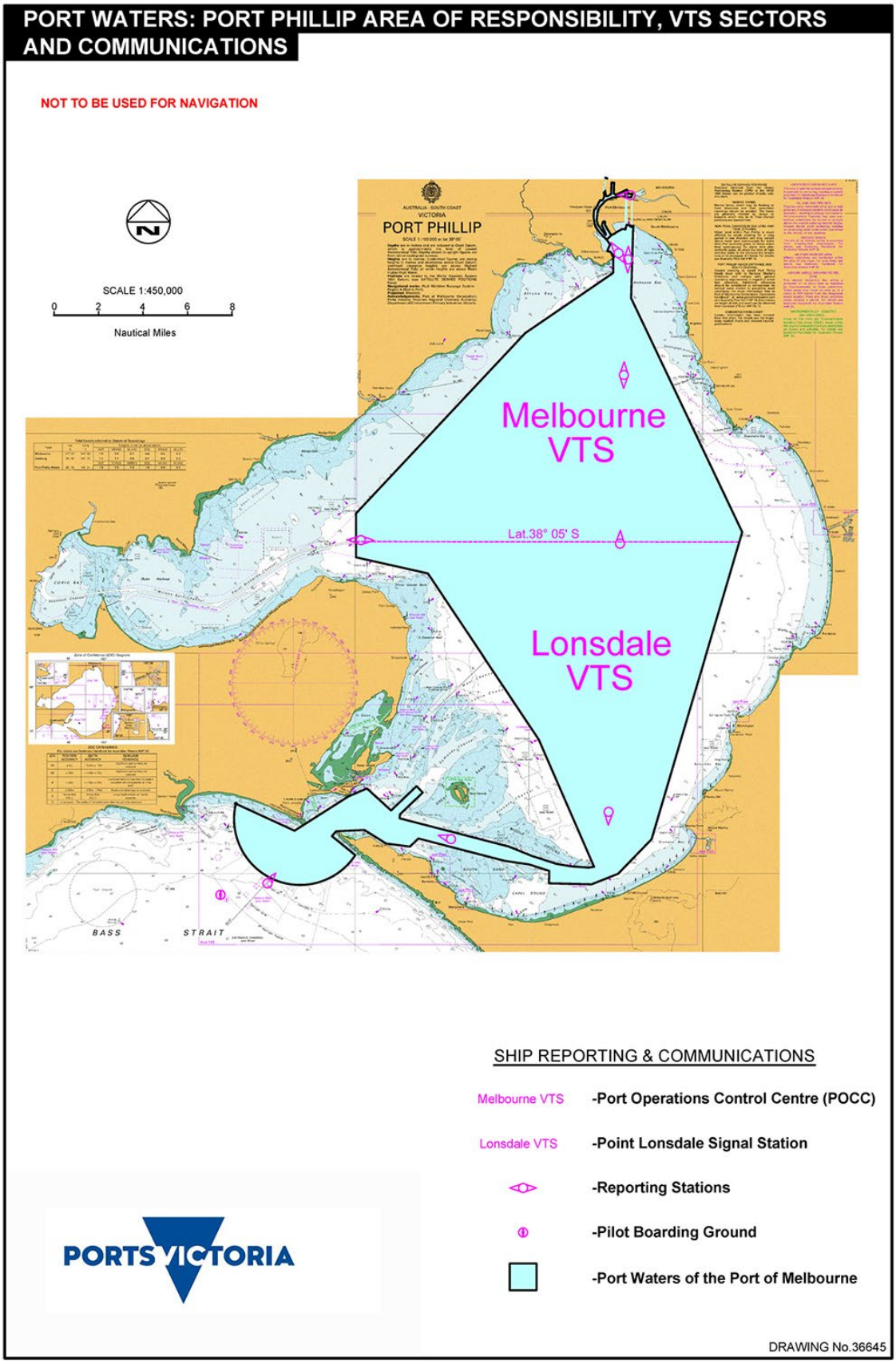
All vessels operating in the port waters of the Port of Melbourne must abide by Harbour Master’s Directions. This means that all vessels, to some degree, must also participate in the VTS. The level of participation depends on the length of the vessel and, for vessels less than 50 m in length, whether, in basic terms, it is a commercial or recreational vessel.

See **HMD 1.7.7** and **HMD 1.7.8** for further detailed information about vessel participation in the VTS.

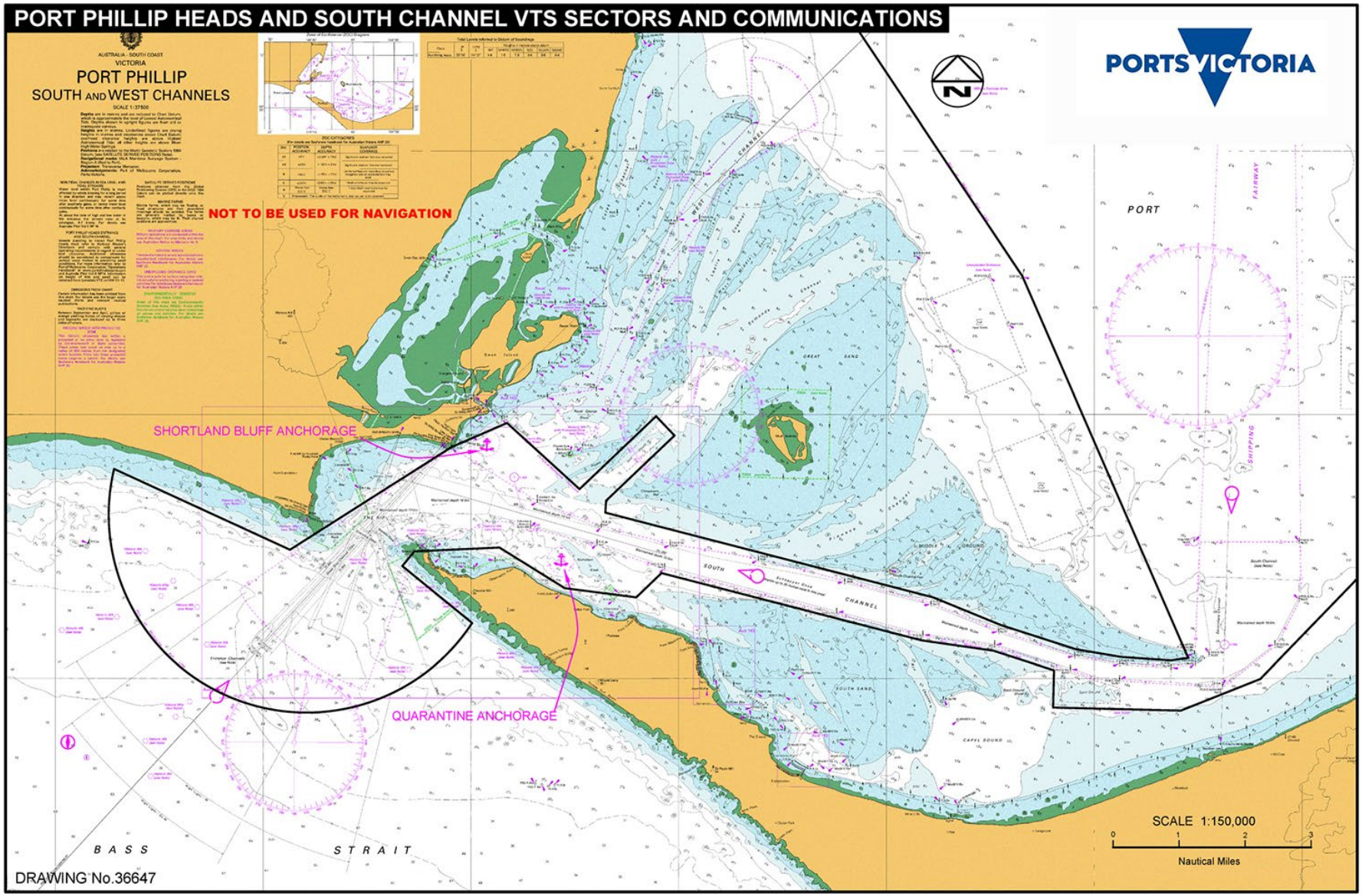
5.1.5. VTS reporting points

For more information regarding VTS reporting requirements see **HMD 3.65**.

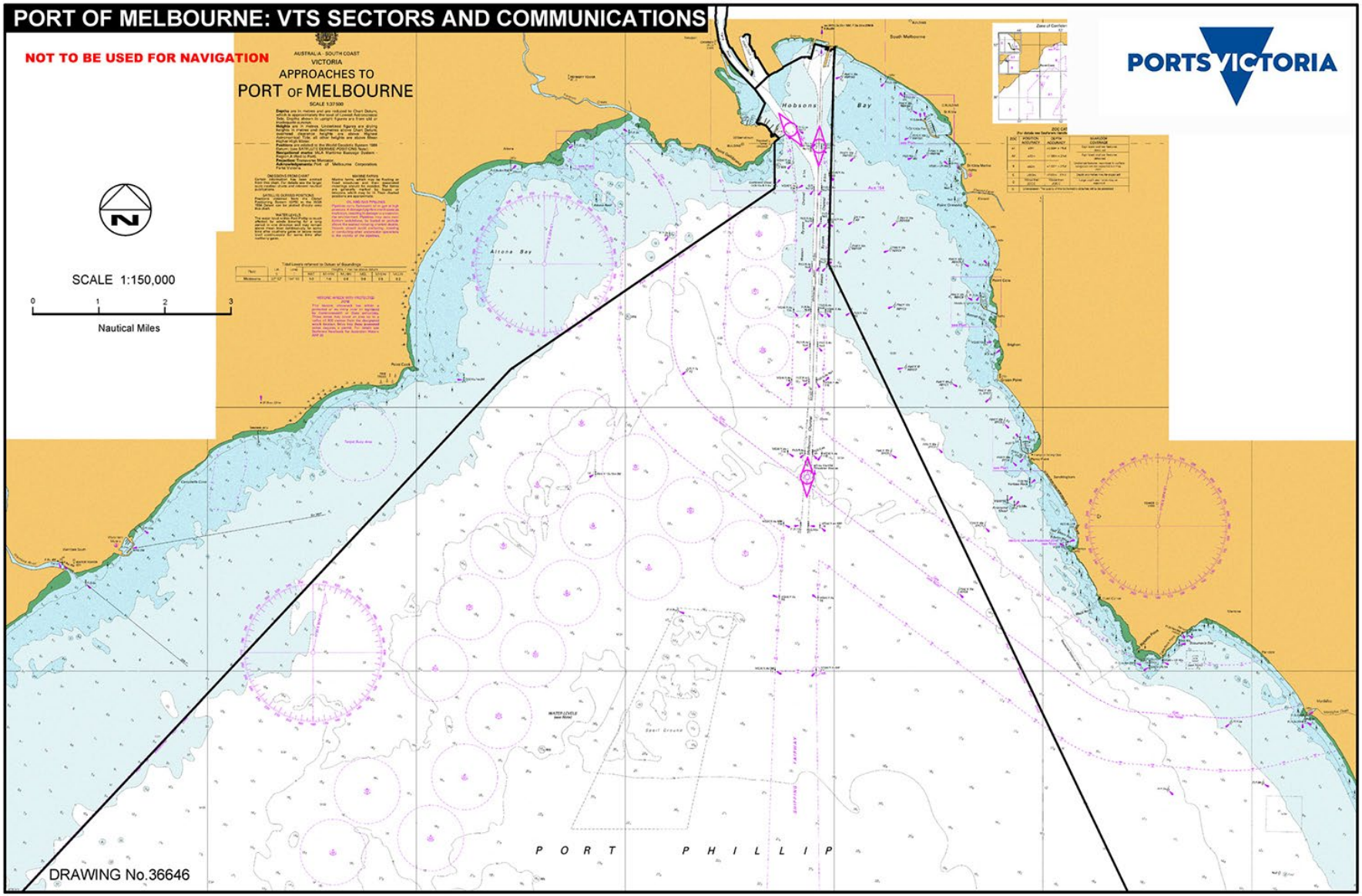
Chartlet 5(a) VTS sectors



Chartlet 5(b) VTS reporting point, Lonsdale sector



Chartlet 5(c) VTS reporting points, approaches to Melbourne



5.2. Pilots

5.2.1. Pilotage

Vessels must comply with the pilotage provisions set out in Chapter 7 of the Marine Safety Act. Without limiting the provisions of the Marine Safety Act, the master of a vessel must not enter or leave port waters of the Port of Melbourne or attempt to enter or leave port waters of the Port of Melbourne or navigate within port waters of the Port of Melbourne or attempt to do so, without the services of a licensed pilot.

The above does not apply to a vessel that is less than 35 m in length (though such a vessel may be subject to compulsory local knowledge certificate requirements) or a pilot exempt master, or a master who has a Local Knowledge Certificate for port waters of the Port of Melbourne and who by virtue of the regulations in the Marine Safety Act is not required to use the services of a pilot for those port waters of the Port of Melbourne.

A vessel which is required to engage a pilot must not enter port limits until the pilot has boarded and assumed conduct of the vessel.

See **HMD 2.9** for pilotage requirements.

5.2.1.1. LOCAL KNOWLEDGE CERTIFICATE

Local knowledge certificates (LKC) are the responsibility of Marine Safety Victoria.

The local knowledge certificate requirements are in addition to the certificate of competency that the master is required to hold to operate the vessel (i.e. a master must hold both a certificate of competency appropriate for the vessel size and type and, if required, a local knowledge certificate for the area of operation).,

Pursuant to the Marine Safety Act it is an offence for the master of a commercial vessel to navigate the vessel in waters subject to local knowledge requirements without the master holding the appropriate local knowledge certificate.

For further guidance and information about local knowledge certificates refer to the MSV website.

5.2.2. Pilotage service providers

Pilotage in the port waters of the Port of Melbourne is provided by privately operated pilotage service providers authorised by Maritime Safety Victoria (MSV) under the Marine Safety Act.

The licensed pilotage service providers are:

Port Phillip Sea Pilots
Tel: +61 3 5258 1400
Fax: +61 3 5258 1952
Email: operations@ppsp.com.au

Australian Pilotage Group
Tel: 1800 800 274
Email: info@australianpilotagegroup.com

More information regarding boarding procedure, vessel passage plans and other details can be obtained by visiting the respective pilotage service provider's website.

Shipping agents should discuss any particular pilotage requirements or issues, including rates, with their preferred pilotage service provider.

The general procedure for obtaining pilotage services for **arriving vessels** is as follows:

- Orders for pilots are to be placed by the shipping agents using PortVIEW.
- ETA at pilot boarding ground to be sent 24 hours in advance stating draught and destination (Port Phillip Sea Pilots)
- ETA should be confirmed 4 hours in advance (Port Phillip Sea Pilots)
- ETA amendments exceeding 1 hour should be notified immediately (Port Phillip Sea Pilots).

Vessels **departing or shifting** should order a pilot through PortVIEW not less than 3 hours before ETD.

5.3. Tugs

5.3.1. Towage

Masters and shipping agents should familiarise themselves with the provisions of **HMD 3.22** which stipulates the minimum towage requirements and tug ordering procedures.

The mandatory minimum towage requirements are referred to as 'Port Requirements' (PR).

To place an order for tugs, the master or shipping agent should enter the details into PortVIEW.

There are two towage providers active within the Port of Melbourne, Svitzer Australasia and Smit Lamnalco.

All the harbour tugs, however, are operated by Svitzer Australasia (a Towage Services Agreement exists between the two companies under which Svitzer perform towage operations on behalf of Smit Lamnalco).

Contact details:

Svitzer
Tel: +61 1800 133 022 (24 hours)
Email: aumel.operations@svitzer.com

Smit Lamnalco
Tel: +61 2 9695 0700
Email: SLtowageinfo@smitlamnalco.com

Svitzer Australasia operates a fleet of omni-directional Z-drive harbour tugs, based at 30 South Wharf.

All tugs listed in Table 5(d) are rated Tier 1 (see **HMD 3.22** for further information on tugs and towage requirements).

Table 5(d) Svitzer Australia tugs

Tug name	Built	GT (T)	Length/Beam (m)	Speed (kt)	Bollard pull (t)	Propulsion system
Svitzer Marysville	2011	250	24/11	12.7	68	Azimuth Stern Drive
Svitzer Eureka	2016	299	24/12	12.6	70	Tractor (towing aft/ azipods forward)
Svitzer Otway	2014	299	24/12	12.6	70	Tractor (towing aft/ azipods forward)
SL Daintree	2010	250	24/11	12.5	68	Azimuth Stern Drive

5.4. Mooring

5.4.1. Lines boats

Lines boats for the mooring of vessels are provided by:

LW Marine Launches Pty Ltd
Mob: +61 488 226 200 (24 hours)
Fax: +61 3 9681 7990
Email: lwms.melbourne@hotmail.com

Australian Port Services (Vic) Pty Ltd
Anil Bhatia
Tel: +61 3 9646 2585
Fax: +61 3 9646 2587

Mobile: +61 (0)401 636 101
Email: central@aaships.com
Web: www.aaships.com

Masters and shipping agents should familiarise themselves with the provisions of **HMD 3.23** which includes the situations where the use of lines boats is mandatory.

5.4.2. Linesmen

The master or shipping agent must place orders for linesmen using PortVIEW at least

24 hours before the vessel movement to or from a berth and indicate the mooring service company to be used.

The Ports Victoria does not determine the number of mooring men to be allocated to a particular vessel at a particular berth; this is for the service provider to determine. If a master/pilot believes it is unsafe to berth/unberth a vessel with the allocated number of mooring men then the operation should be suspended until an acceptable resolution can be agreed with the mooring provider.

Linesmen services are provided by:

Australian Port Services (Vic) Pty Ltd

Anil Bhatia
Tel: +61 3 9646 2585
Fax: +61 3 9646 2587
Mobile: +61 (0)401 636 101
Email: central@aaships.com
Web: www.aaships.com

1 Port

David Martin
Mobile: +61 424 166 299 (24 hours)
Email: mel.ops@1port.com.au or david.m@1port.com.au

5.4.3. Lashing of cargo

The lashing of cargo is carried out by the stevedores operating within the port.

Masters should also be aware of the requirements of **HMD 3.19 Securing of cargo prior to departure**.

5.5. Nautical communication

5.5.1. Communications frequencies

VHF channels and frequencies (all are 'international'):

- Channel 2 156.100/160.700 MHz Port Operations
- Channel 6 156.300 MHz Port Operations
- Channel 9 156.450 MHz Pilot operations
- Channel 12 156.600 MHz Melbourne VTS and Lonsdale VTS working channel
- Channel 13 156.650 MHz Port Operations
- Channel 16 156.800 MHz Distress, Safety and Calling
- Channel 19 156.950/161.550 MHz Port Operations
- Channel 67 156.7 MHz Supplementary Safety channel
- Channel 74 156.725 MHz Small commercial vessels

5.5.2. VHF watch keeping

Vessel operators must adhere to the VHF watch keeping requirements contained in **HMD 3.12**, **HMD 4.4** and **HMD 5.14**, as applicable.

5.5.3. Weather broadcasts

The master of a vessel while in port waters of the Port of Melbourne must ensure that the vessel monitors weather conditions and obtains weather forecasts from the Bureau of Meteorology or by monitoring VHF Channel 16/67 for weather reports issued from Marine Radio Victoria.

Regular weather forecasts are broadcast via VHF by Marine Radio Victoria on

Channel 16 (initial call) and 67 (full message).The routine broadcasts are made at 0648 and 1858 each day, and subsequently at 2-hourly intervals whenever a weather warning is in force.

Melbourne VTS will provide current and forecast weather reports on request on VHF Channel 12.

5.5.4. Telephones

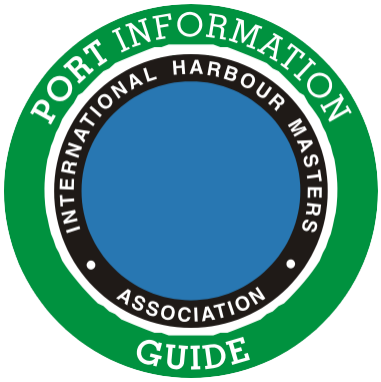
It is a requirement that all ships have an operating telephone, connected to an Australian telephone service, manned 24-hours a day, seven days a week, in a secure environment (e.g. Cargo Control Room or Ship's Office) while alongside any berth in the Port of Melbourne.

PoM Port Security or the terminal Shore Officer will provide the ship with a telephone at the bulk liquid berths.

It is the responsibility of the shipping agent or master to provide a telephone at all other berths and to ensure the associated number is entered into PortVIEW.

Mobile telephones can also be supplied by arrangement with the contracted mooring provider. In this case, the mooring provider will advise Melbourne VTS of the telephone number and Melbourne VTS will enter the information into PortVIEW.

Part 6: Port operations



Part 6: Port operations

6.1. Cargo operations

6.1.1. Containerised dangerous and bulk liquid or dry cargoes

The Port Management Act (and supporting Acts and Regulation) provides Ports Victoria, through duly appointed Port Safety Officer (PSOs), the ability to issue authorities to carry out and exercise statutory powers to enforce legislative provisions with respect to hazardous port activities as defined in the Port Management Act.

A person must not carry out bulk liquid or dry transfer without the prior written authorisation of Ports Victoria. Any such authorisation may be subject to conditions as specified in the authority including requirements to comply with Ports Victoria and PoM guidelines, which are available from their respective websites.

Vessels loading, unloading or transiting with containerised or bulk liquid dangerous cargoes are to comply with the Port Management Act, Dangerous Goods Explosives Regulations Vic 2011, the Port Management (Port of Melbourne Safety and Property) Regulation 2010 as well as the relevant Ports Victoria and PoM guidelines, available from the Ports Victoria and PoM websites.

The requirements specified in the relevant publications of the International Maritime Organization (IMO), International Chamber of Shipping (ICS) and the Oil Companies International Marine Forum (OCIMF) apply and must be complied with by all vessels using the port.

Notification of the intention to load, unload or transit with dangerous and bulk liquid or dry cargoes must be lodged with Ports Victoria Health and Safety. Dangerous goods notifications are mandatory and will only be accepted either as EDI files or by manual entry through DG Hub.

All relevant guidelines, procedures, and forms on the notification and handling of packaged and bulk dry and liquid cargo transfers are available from the websites of:

- Ports Victoria
- PoM

More information can be obtained from:

Ports Victoria Health and Safety: PortSafety@vicports.vic.gov.au

PoM Health and Safety: Safety@portofmelbourne.com

Ports Victoria and PoM conduct assurance programs to appraise the handling and transport of dangerous goods in port areas, with an elevated focus on Class 1 (Dangerous Goods – Explosives) cargoes. Non-compliance may result in the vessel owners or their appointed shipping agents being fined, prosecuted or the vessel being denied entry into the port or if the vessel is at berth, immediately removed from the berth.

The *Class 1 Dangerous Goods Management Plan* is available on the Ports Victoria website.

Note: compliance with the Dangerous Goods Act and supporting Regulations are enforced by WorkSafe Victoria: this covers all Dangerous Goods except Class 7, which fall within the jurisdiction of the Department of Health.

6.1.2. Dry bulk cargoes and dust

Handling of dry bulk cargoes at shipping terminals in the Port of Melbourne must comply with all relevant legislation and dry bulk cargo guidelines, and with the requirements outlined in *Port Rule No. 1 – Handling of Dry Bulk Cargoes at Shipping Terminals in the port of Melbourne*.

Port Rule No. 1 applies to all dry bulk handling operations, including tenants, and all hirers and licensees of Common User Facilities in the Port of Melbourne.

Operations are required to be conducted in a manner that will appropriately manage waste and pollution, promote efficient use of resources and manage environmental impacts. In order to ensure that users are complying with Port Rule No. 1, PoM may carry out random inspections of operations at the terminal. A copy of Port Rule No. 1 is available on the PoM website.

More information is available from PoM Environment Services.

6.1.3. Bulk liquid cargo ship to ship transfers

Ship to ship transfer of bulk liquid cargoes, other than bunkering operations, is subject to permission being granted by the Harbour Master.

Such an operation will be conducted at the Outer Anchorage or within a temporary restricted area declared by the Harbour Master for the planned transfer operation.

See **HMD 3.28** for a list of all the applicable requirements.

6.1.4. Heavy vehicle access requirements

The first point of contact regarding heavy vehicle access is the National Heavy Vehicle Regulator (NHVR) although PoM is the road manager for the road network within the port boundary.

Access to the port road network is based upon vehicle specification and performance as they align to the road network.

The road network is classified into access levels based on the characteristics of the road such as the amount of space provided, the structural capacity of the infrastructure, and the expected traffic levels.

- Access to the port road network falls into the following groups:
- General access: vehicles comply with the prescriptive standards as detailed in the Australian Design Rules and the Australian Vehicle Standard Rules.
- PoM pre-approved vehicles: there are three classes of PoM pre-approved vehicles: the 109 t quad-tri B-double; and the 117 t quad-quad B-double.
- Performance Based Standard vehicles (PBS): vehicles approved under the PBS scheme may be able to gain access to the parts of the port road network which match the performance level achieved by the vehicle
- PoM special assessment vehicles: vehicles which do not meet the requirements of PoM pre-approved vehicles or PBS vehicles are treated as PoM special assessment vehicles. After having met PoM requirements, these will operate under a permit issued for operation only on the port road network.

For more information on vehicle access requirements contact:

PoM Assets email: assetsresponse@portofmelbourne.com

6.1.5. Port load chart

POM MANAGED FACILITIES

For guidance on the maximum allowable loads permitted on wharves, piers and shed floors at port-owned facilities at the Port of Melbourne refer to PoM website.

PORTS VICTORIA MANAGED FACILITIES

For guidance on the maximum allowable loads permitted on wharves, piers and building floors at Station Pier refer to the Load Chart on the Ports Victoria website.

6.2. Cleaning procedures

6.2.1. Tanker operations – tank cleaning or gas freeing

Tank cleaning or gas freeing operations must only be carried out at the Outer Anchorage or at a dedicated tanker berth and must comply with the following conditions.

At the Outer Anchorage, all vessels engaged in tank cleaning or gas freeing must:

- document in full all operations to be carried out
- comply fully with on board operational procedures
- follow the requirements of the appropriate ICS and OCIMF guide namely:
    - International Safety Guide for Oil Tankers and Terminals (ISGOTT)

- Tanker Safety Guide (Chemicals)
- Tanker Safety Guide (Liquefied Gases)

- retain all tank washing slops on board the vessel.

At tanker berths, vessels engaged in tank cleaning or gas freeing must:

- discuss the tank cleaning or gas freeing plan with the terminal Shore Officer before berthing
- confirm the timing and process of these operations while undertaking the Ship/Shore Safety Check List and exchange of information briefing on arrival of the vessel at the berth
- comply with PoM procedures and requirements, which can be downloaded from the PoM website, with special attention to the:
  - Guide to tank washing and gas freeing at tanker berths
  - Procedures for handling of Table 1 (odorous and/or toxic) cargoes at No. 1 Maribyrnong.

6.2.2. Hold cleaning

The procedures for hold cleaning aim to ensure that commercial shipping has a minimal impact on the port waters of the Port of Melbourne and Port Phillip Bay's ecosystem. The following procedures for hold cleaning apply to all commercial ships when intending to clean dry cargo holds while in the port waters of the Port of Melbourne. This procedure is not applicable to tanks following transport of bulk liquid cargoes, and it does not exempt the master from complying with the relevant EPA Victoria and/or Department of Agriculture, Water and the Environment requirements.

Before the start of hold cleaning, the master or shipping agent is to advise Ports Victoria (if the vessel is at anchor or berthed at Station Pier) or PoM (if the vessel is moored at any other berth), of the following:

- Name of vessel
- Details of last cargo
- Date and time of start of hold cleaning
- Estimated duration of hold cleaning
- Location of vessel during hold cleaning.

Cargo, including any clingage, is to be removed as far as possible and holds thoroughly swept while dry. Cargo residues collected during cleaning and sweeping operations must not be dumped over the side into port waters of the Port of Melbourne. Residues must be kept on board or landed ashore for disposal in accordance with relevant regulations.

Cargo holds which have been cleaned in accordance with the point above, may be hosed down and bilges pumped dry provided that any discharge of residues is innocuous and complies with State Environment Protection Policy requirements.

The operation may be subject to EPA Victoria inspection and approval.

Clean rainwater may be pumped from cargo hold bilges provided there is no risk of pollution and previous provisions are met.

Washing of cargo holds which have not been thoroughly swept and had cargo residues removed, including any clingage, is prohibited.

All cleaning of non-dry cargo holds must comply with the Environment Protection Act, the POWBONS and the International Convention for the Pollution from Ships (MARPOL 73/78).

Contact details:

Ports Victoria: PortSafety@vicports.vic.gov.au Tel: 9644 9745 (24 hours)

PoM: environment@portofmelbourne.com

EPA: contact@epa.vic.gov.au Tel: 1300 372 842 (24 hours)

6.2.3. Entry into confined spaces

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:

- Where a member of the ship's crew is required to enter the cargo tank or other confined space, the entry procedure must be fully documented and in accordance with ICS/OCIMF guidelines such as International Safety Guide for Oil Tankers and Terminals (ISGOTT) and/or the ship's own operating procedures; and
- Where a person other than a member of the ship's crew is required to enter a cargo tank or confined space, an independent chemist must issue an Enclosed Space Entry Permit for the particular cargo tank or confined space, approving it safe for entry.
- Entry must be in accordance with WorkSafe Victoria requirements.

6.3. Vessel operations

6.3.1. Ballast water

All ballast water operations conducted within port waters of the Port of Melbourne must comply with the requirements of the Biosecurity Act 2015.

See 2.3.3 for more information.

6.3.2. Lowering/launching of survival craft and rescue boats

6.3.2.1. VESSELS NOT REGISTERED IN AUSTRALIA

Prior to the launching of any survival craft/rescue boat, the master or the ship's agent must first obtain permission from the Shipping Operations/Maritime Operations division in Australian Border Force by emailing shippingvic@border.gov.au.

6.3.2.2. ALL VESSELS

When ready to proceed with the lowering/launching activity, the master must ensure compliance with the provisions of **HMD 3.29**.

6.3.3. Maintenance and repair

6.3.3.1. VESSEL IMMOBILISATION

Before conducting any repairs or maintenance that will result in the vessel being immobilised, the master must comply with **HMD 3.7**.

6.3.3.2. HOT WORK

Pursuant to the Port Management Act and regulations, before undertaking hot work, the master of a ship anchored or berthed in the Port of Melbourne, or the shipping agent, must notify Ports Victoria's Port Authorised Officer of such intention and request a Hot Work Authority.

Ports Victoria hot work procedural guidelines are available on the Ports Victoria website.

For more information please contact the Ports Victoria Health and Safety Department during business hours Monday to Friday:

Tel: +61 3 9644 9744
Email: PortSafety@vicports.vic.gov.au

6.3.3.3. UNDERWATER INSPECTIONS/CLEANING

To minimise the risk of more exotic organisms being introduced to the waters of Victoria, PoM, in consideration of EPA Victoria and Department of Agriculture and Water Resources (formerly Department of Agriculture, Fisheries and Forestry) requirements, established the procedure *EMS 4.6.2 Pr Hull Painting Cleaning and Maintenance*.

In addition to the relevant EPA Victoria and Department of Agriculture and Water Resources requirements, the procedure applies to all works on a ship's hull including antifouling, maintenance, painting and cleaning

activities conducted in port waters of the Port of Melbourne by all vessels. This procedure covers activities proposed to be undertaken both above and below the load line.

6.3.3.4. HULL MAINTENANCE BELOW THE LOAD LINE

Cleaning, painting and/or maintenance of any part of the hull below the load line is strictly **prohibited** within the port waters of the Port of Melbourne and consent to undertake these works may only be granted in an **emergency situation**, at the discretion of the Harbour Master or relevant delegate, and only in accordance with the *PoM Emergency Management Plan*. All requests for emergency works shall be directed to the Harbour Master (via Melbourne VTS).

6.3.3.5. HULL MAINTENANCE ABOVE THE LOAD LINE

All painting, cleaning and/or maintenance of any part of the hull above the load line are only allowed with the prior consent of PoM. Above the load line painting includes painting of vessel draught marks. These activities are permitted only at the berths and **not at the anchorages**.

The applicant requesting consent shall complete an application to undertake works and submit the application form *Application for vessel hull cleaning and painting* as an attachment to an email to PoM's Environment Services at environment@portofmelbourne.com, with the word 'paint' in the email subject line. Applications must be submitted **at least 48 hours before proposed painting**. Relevant forms can be obtained from PoM Environment Services or from the PoM website.

In accordance with relevant legislation adequate measures must be taken to ensure nothing, including debris and paint materials, enters port waters of the Port of Melbourne. If something is spilt, the pollution notification procedure (refer to Section 4.4.2) must be followed and the applicant is liable for clean-up costs and probable prosecution under the Environment Protection Act.

More information can be obtained from:

- PoM website
- PoM Health and Safety
  Email: safety@portofmelbourne.com

6.3.4. Fumigation

If it is intended to conduct in-transit fumigation of a vessel at the Port of Melbourne it will be necessary to comply with the requirements of both AMSA and the Australian Pesticides and Veterinary Medicines Authority.

Notification should be provided to AMSA as soon as possible, but not later than 72 hours before the vessel's arrival at the port. Such notice is given by completing and submitting AMSA form 82.

If the fumigation is to occur at Station Pier permission must first be obtained from the Ports Victoria Health and Safety Department, Tel: +61 3 9644 9744, email: PortSafety@vicports.vic.gov.au.

At all other berths the PoM Safety and Environment department must be provided with prior notification, at environment@portofmelbourne.com.

General recommendations relating to fumigation are included in the supplement to the latest consolidated edition of the International Maritime Solid Bulk Cargoes (IMSBC) Code.

6.4. Port inspections

6.4.1. Inspections from Port State Control

The Australian Government is committed to the protection of life and property at sea and to the preservation of the marine environment. Port State Control (PSC) is one of the methods used to ensure that these objectives are achieved.

Port State Control is of particular importance to Australia due to the significant role shipping plays in Australia's trade and the sensitivity of the vast Australian coastline to environmental damage. Australia continues to dedicate considerable resources in order to maintain a rigorous port state control program of the highest standard. This program is administered by AMSA.

AMSA Marine Surveyors may board a ship at any time to inspect and detain unseaworthy or substandard ships under s. 257 and s. 248 of the Navigation Act.

Selection of a ship for inspection depends upon a number of factors, including environmental risk, specific complaints and AMSA's risk-based ship inspection targeting scheme. Ships become eligible for inspection every six months, however if deemed necessary, AMSA may reduce this period.

More information on Australia's PSC program may be obtained from the inspecting Marine Surveyor or by writing to:

Ship Safety Division
Australian Maritime Safety Authority
GPO Box 2181
CANBERRA CITY ACT 2601

Tel: +61 2 6279 5957
Fax: +61 2 6279 5058

6.4.2. Routine vessel inspections by Department of Agriculture, Water and the Environment

All vessels entering Australian territory from international waters pose a potential biosecurity risk. Routine vessel inspections (RVIs) are undertaken by a department biosecurity officer to ensure that biosecurity risks are identified and treated accordingly.

Some of the risks associated with international vessels include:

- deaths or illness of passengers or crew occurring in transit
- disembarking crew or passengers
- animals on board (ships pets or hitchhiking animals)
- plants on board
- ballast water management
- biosecurity risk material
- the presence of rodents or insects like the Asian gypsy moth or khapra beetle
- waste management.

A vessel's risk level is determined by an assessment of the vessel's past inspection history and the information provided to the department in pre-arrival reporting by the vessel's master or agent.

An RVI includes the inspection of all galleys, pantries, provision stores, management of the vessel's waste facilities, ballast water verification, cabins and inspection of any other areas of the vessel as required, or as deemed appropriate by the biosecurity officer.

Vessels that have a history of poor sanitation are deemed high risk and as such require an increased level of inspection, including areas such as the incinerator, workshops, upper deck storerooms, steerage areas. Some vessels have additional reporting requirements.

6.4.3. Ballast water verification inspection

Biosecurity officers may conduct on-board ballast water verification inspections.

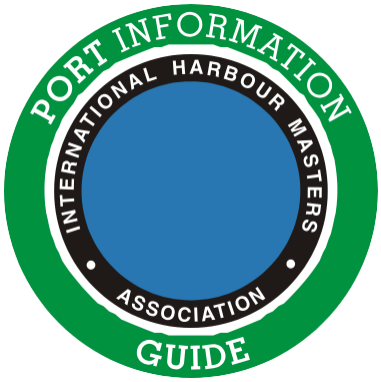
Officers may compare the ballast water report and the vessel's deck, engineering, ballast water recording system or voyage charts (electronic and Admiralty charts) to verify that the information supplied is correct.

The verification inspection will take around 30 minutes to complete and in most cases will be conducted at the same time as a routine vessel inspection. However, under some circumstances the inspection may be longer.

6.4.4. Inspections from other parties

Random inspections may be carried out by representatives of the Harbour Master, the Office of Transport Security, Australian Border Force, Quarantine, ITF Representatives and other bodies authorised to do so.

Part 7: Port services



Part 7: Port services

7.1. Fuel and lubrication oil

7.1.1. Bunkering

Pursuant to the Port Management Act, and the Port Management (Port of Melbourne Safety and Property) Regulations 2010, a person must not carry out bunker operations without the prior written authorisation of Ports Victoria.

Any such authorisation includes a requirement to comply with Ports Victoria's *Bunker & (non-cargo) Liquid Transfer Management Guideline* (incorporating ship/road vehicle liquid transfers). This guideline is available on the Ports Victoria website.

When bunkering from a bunker vessel or road tanker all bunker transfers must also comply with Ports Victoria's *Bunker & (non-cargo) Liquid Transfer Management Guideline*.

Ports Victoria must be given notification of the intention to conduct a bunker or (non-cargo) liquid transfer at least 24 hours prior to commencement of the activity. This is done by completing and submitting the interactive online hazardous port activities form, which can be found on the Ports Victoria website.

Once the notification has been submitted, the applicant will receive an immediate automated email reply from the system approving the application and issuing an Authority number.

7.1.1.1. REQUIREMENTS FOR VESSEL/BUNKER BARGE OPERATIONS AT TANKER BERTHS

A bunker vessel may not approach or come alongside a tanker in the Port of Melbourne unless the agent has made suitable arrangements in consultation with the shore officer at the pre-arrival or arrival meeting.

See **HMD 3.27** for more requirements for bunkering operations.

7.1.2. Supply of bunkers

Bunker fuel is provided by Viva Energy Australia Pty Ltd.

Bunkers are delivered by the bunker vessel *ICS Reliance* (or its identical sister ship, *ICS Allegiance*) whose home berth is 33 South Wharf.

Bunker vessel particulars: LOA 92.70 m; beam 18.67 m. Due to the vessel's fendering arrangement, it must always moor starboard side to when bunkering another vessel.

Bunkering can occur at a berth or, weather permitting, at a designated anchorage.

Diesel and lube oil products are supplied by road tanker.

7.2. Fresh water

Fresh water for domestic purposes can be provided if required. Supply may be limited depending on water restrictions. The shipping agent should make the necessary arrangements to hire PoM water supply equipment and have it collected from the Skilled Maritime Services issuing station at 31 South Wharf.

7.3. Stores

Ship's stores can be ordered via the shipping agent.

Numerous companies are active in this field and the shipping agent will be able to advise on this matter.

7.4. Shore based electricity

Shore based electricity is not available at any berth, including Station Pier.

7.5. Waste

Under MARPOL Annex V (Prevention of pollution by garbage from ships) all commercial vessels must carry a garbage management plan if:

- the ship is 100 gross tonnage or greater; or
- is certified to carry 15 or more persons.

Vessels that are 12 m in length or greater must display placards which notify the crew and passengers of the ships garbage disposal requirements.

Discharge of ship's refuse, rubbish, and other waste matter (solid or liquid) into port waters of the Port of Melbourne or upon any wharf, pier or jetty is prohibited. Sewage (treated or untreated) must be retained on board unless disposed of in compliance with AMSA and EPA Victoria requirements. Permissible disposal may include connection to a reticulated sewer system and incorporating a Trade Waste Agreement if required. Prescribed wastes may only be disposed of in accordance with Environment Protection (Industrial Waste Resource) Regulations 2009.

Garbage collection is available in most areas of the port and the following conditions apply:

- Containers used for the collection of ships' garbage and discharge ashore must be in sound condition, i.e. containers must not be perforated to allow drainage of liquids on to the wharf, or wharf fendering.
- Tail ropes when in use should be affixed in a manner which does not require perforation of the drum-type container.
- Ship's waste disposal containers must be covered with a well-fitting lid.
- In order to avoid inadvertent contamination of the wharves or port waters of the Port of Melbourne, garbage containers should be placed inboard and in a position on deck where facilities are available for discharge from the ship to the refuse removal vehicle. At no time should any waste come in contact with the wharf surface.
- The shipping agent or user of the facility should arrange for appropriate waste management services. At collection time it is the responsibility of the ship to deliver garbage to the refuse removal vehicle.
- Garbage containers must be discharged only at the time when a refuse removal vehicle is in attendance.
- Disposal of any quarantine waste must be carried out in accordance with the Quarantine Regulations 2000.

Commercial vessels entering the Port of Melbourne can find information concerning waste reception facilities through the IMO Global Integrated Shipping Information System (GISIS).

7.6. Repairs

Some workshop facilities are available and can be arranged via the shipping agent.

7.7. Ship sanitation control exemption certificate

Ship Sanitation Certification (SSC) is aimed at controlling the international spread of human diseases by controlling any vectors* of these diseases that could potentially be carried on a vessel.

This is achieved by inspecting for and controlling animal vectors (rodents and mosquitoes), preventing the discharge of untreated ballast water, checking certification of potable water and sewage, and biosecurity measures for human carriers of disease.

Ship Sanitation Control Exemption Certificates and Ship Sanitation Control Certificates are issued in accordance with Article 39 of the International Health Regulations (2005) (IHR).

Renewal of a ship sanitation control exemption certificate may be requested by the master or agent of a vessel when submitting the Pre-Arrival Report (PAR) or by submitting a Ship Sanitation Certificate Service Request through the Department of Agriculture and Water Resources electronic vessel management system (MARS).

Ship sanitation inspections and issuing of subsequent certificates can only be issued at ports that are declared by the Director of Human Biosecurity on behalf of the Department of Health: Melbourne is such a port.

* Definition of Vector: an insect or other animal which normally transports an infectious agent that constitutes a public health risk (International Health Regulations).

7.8. Surveyors

Surveyors are available, and can be arranged via the shipping agent.

7.9. Shipping agents

A list of shipping lines that visit the Port of Melbourne and local shipping agents is available from the PoM website.

7.10. Medical facilities

Bridge Street Clinic (general practice)
1 Bridge Street, Port Melbourne VIC 3207
Tel: +61 3 9646 3551

Epworth Richmond Hospital (24 hours)
89 Bridge Road, Richmond VIC 3121
Tel: +61 3 9426 6666

The Alfred Hospital (24 hours)
55 Commercial Road, Melbourne, VIC 3004
Tel: +61 3 9076 2000

The South Melbourne Dental Group
265 Parks Street, South Melbourne VIC 3205
Tel: +61 3 9690 6388

7.11. Seafarers' missions

The Mission to Seafarers (Flying Angel Club)

717 Flinders Street, Melbourne 3005 VIC
Tel: +61 3 9629 7083
Fax: +61 3 9629 8450
Email: admin.mtsmel6@swiftdsl.com.au
Website: www.missiontoseafarers.com.au

Stella Maris Seafarers' Centre

600 Little Collins Street, Melbourne VIC 3000
Tel: +61 3 9629 7494
Mobile: +61 413 924 322
Email: ookenez@gmail.com

7.12. Transport

7.12.1. Nearest airports:

Melbourne Airport - Tullamarine VIC 3045
(approximately 26 km from the port)

Avalon Airport - Lara VIC 3212
(approximately 52 km from the port)

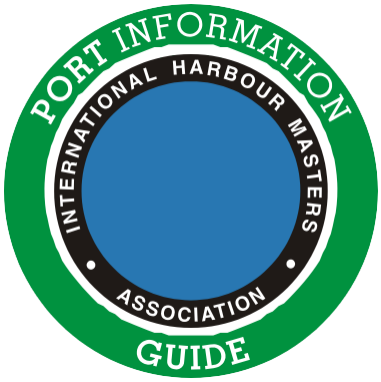
7.12.2. Nearest railway stations:

Southern Cross Station (suburban and interstate connections)
Corner Spencer and Collins streets, Melbourne VIC 3000

Beacon Cove (a light rail service)
Waterfront Place, Port Melbourne VIC 3207 (near Station Pier)

The service, route 109 Port Melbourne to Box Hill, runs regularly throughout the day, with the journey from Port Melbourne to the Melbourne city centre taking about 20 minutes.

Part 8: Annexes



Part 8: Annexes

8.1. Cruise ship berth bookings

1. Station Pier is the cruise ship facility in Melbourne. The pier has three dedicated cruise ship berths: Outer West (OWSP) Outer East (OESP) and Inner West (IWSP).

Make a cruise ship berth booking (Bookings)

2. All cruise ships must be represented by a local shipping agent.
3. Bookings email: CruiseBerthBooking@vicports.vic.gov.au; please check the cruise ship schedule www.vicports.vic.gov.au prior to requesting a booking.
4. Email subject heading to include: **ship's name – date of visit**
5. Bookings must include the following information:

(1) Agent's Name	(2)
(3) Berth Request	(4) NEW BOOKING / CANCELLATION / AMENDMENT
(5) Port	(6) Station Pier, MELBOURNE
(7) Ship Name	(8)
(9) IMO #	(10)
(11) GRT	(12)
(13) LOA	(14)
(15) Berth	(16) Outer West / Inner West / Outer East
(17) ETA: Date and Time	(18) Day DD-Mmm-YY 24:00
(19) ETD: Date and Time	(20) Day DD-Mmm-YY 24:00
(21) Visit status	(22) Transit / Turnaround
(23) Previous Port	(24)
(25) Next Port	(26)
(27) Other Ships in Port	(28)

6. Bookings for cruise ships not currently listed in PortVIEW will only be processed when the following documents have been received:
   - International Tonnage Certificate
   - Pilot card
   - Shell door plan
   - Ship's side profiles (including any overhangs).
7. Bookings for new builds will be accepted based on plans and specifications being provided as early as possible.
8. Bookings will be responded to within (3) business days as ACCEPTED or DECLINED.
9. All provisionally accepted bookings will be entered on the Ports Victoria website. Bookings will only be uploaded on Ports Victoria's website after confirmation by all parties.
10. It is the Agent's responsibility to check that all entries on the Ports Victoria website are correct as per accepted booking.

11. Forward bookings will be accepted for the current and the next three seasons only.
12. When two ships are booked on the same day the Berth Allocator will determine priorities for arrival times and berths based on vessel dimensions.
13. Departure times for both cruise ships will follow the requirements of Harbour Master's Directions.
14. Inner West Berth will be allotted at the Berth Allocator's discretion (with special conditions).
15. The Berth Allocator reserves the right to change berth allocations (including within the duration of the visit) and can split an extended visit between berths when deemed necessary to allow efficient use of berths.
16. PortVIEW: all ship movements must be entered in PortVIEW at least one month prior to arrival or at the earliest possible time that the call is confirmed, and movement times are to be updated regularly to ensure delivery of port services.
17. Times confirmed in PortVIEW take precedence over times listed on the website.

Special bookings (exceptional circumstances)

18. Ships with exceptional circumstances (emergency /security, medical evacuation, promotional /special events) will be considered on a ship-by-ship basis. Agents must contact the Berth Allocator on: +61 3 9644 9740. Email booking applications as per Para. 5 above.

Booking changes (ship substitution, dates/times, berths or visit status)

19. Ship substitutions are accepted providing the substituted ship has all the same characteristics. Ships with substantially different characteristics will be treated as a new booking (refer to paragraph 3 above).
20. All changes to an existing booking must be notified to: CruiseBerthBooking@vicports.vic.gov.au
21. Date changes and/or significant time changes (more than one hour) will be treated as a new booking and must be submitted as outlined from paragraph 3 above.
22. Visit status changes (Transit/Turnaround) must be approved by the Berth Allocator via CruiseBerthBooking@vicports.vic.gov.au (minimum 48 hours prior to arrival).

Changed/revised departure times whilst in port

23. For revised departure times of more than two hours, the Shipping Agent must obtain approval for the change from the VTS Duty Manager (MVTS on 03 9644 9702).

Cancellations

24. Written notification (email) is required to cancel an existing booking.

Shore side gangways

25. The Berth Allocator is responsible for allocating shore-side gangways, where applicable, at the cost to the cruise line

Closures/restricted shipping movements

26. Any port closure or restricted shipping movement will be communicated by the Harbour Master.

Conditions – Turnarounds and/or 2-ship days

27. The following conditions will form part of every confirmed booking:

The Berth Allocator / Ports Victoria **reserves the right to**:

- Change berths.
- Change ETA and ETD times and/or stagger arrival times when 2 ships berth.
- Relocate smaller ships to release longer berths for larger ships.
- Request ships to ensure safe/efficient operations.
- Not allow storing on high operational days.

Ships at Outer East (OESP) must comply with the following on turnaround days:

- OESP berth to be used as an access road by vehicles to turn at the southern end of the Pier and all embarking turnaround traffic for the turnaround ship at OWSP
- Taxis and passenger queues (with luggage) will operate at Outer East berth.
- Tour coaches for the OESP ship will operate from the designated area on the Central Roadway.
- Storing may not be permitted when a ship is berthed at Inner West.
- Storing will be planned in conjunction with the sip agent and managed to prioritise pier operations
- Provide additional ground handling/customer service staff in the terminal/pier
- Give consideration to shuttle/ticket all passengers, rather than separate tour coaches.
- Ships undertaking turnaround operations may not be permitted to host travel agents.

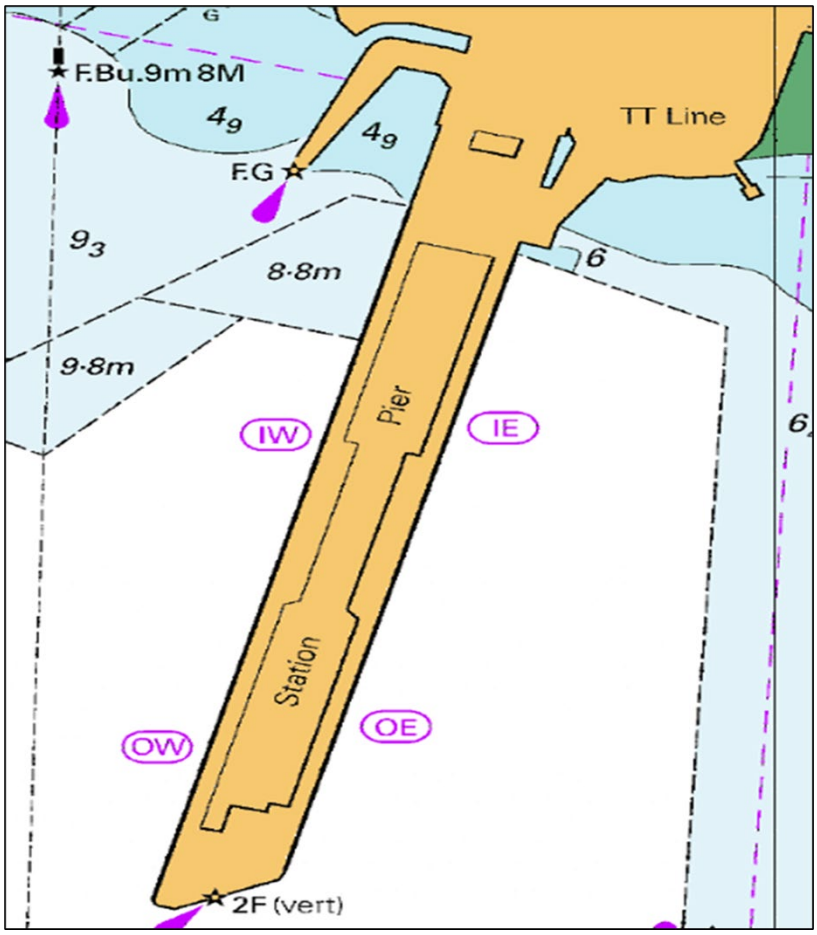
NOTE: Exceptions to these protocols will be at the Station Pier Operation Manager's discretion (in consultation with the Cruise Shipping group).

Station Pier berths

IW: Inner West berth IE: Inner East berth (TT-Line)

OW: Outer West berth OE: Outer East berth

Station Pier berths



For the location of mooring bollards at Station Pier see ***Diagram 3(g) Station Pier general arrangement plan***.

8.2. Abbreviations

ABF	Australian Border Force
AIS	Automatic Identification System
AMSA	Australian Maritime Safety Authority
APG	Australian Pilotage Group
AtoN	Aid to navigation
Aus	Australia
BOM	Bureau of Meteorology
BWM Convention	International Convention for the Control and Management of Ballast Water and Sediments
CASA	Civil Aviation Safety Authority
CG	Coast Guard
DCV	Domestic Commercial Vessel
DELWP	Department of Environment, Land, Water and Planning
DMG	Dredged material ground (spoil ground)
DUKC®	Dynamic Under Keel Clearance
ENC	Electronic Navigational Chart
EPA Victoria	Environment Protection Authority (Victoria)
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure
GISIS	Global Integrated Shipping Information System
HAT	Highest Astronomical Tide
HMDs	Harbour Master's Directions
IALA	International Association of Marine Aids to Navigation & Lighthouse Authorities
ICS	International Chamber of Shipping
IMDG	International Maritime Dangerous Goods Code
IMO	International Maritime Organisation
ISGOTT	International Safety Guide for Oil Tankers and Terminals
ISPS Code	International Ship and Port Facility Security Code
kt	Knot
LOA	Length Overall
LVTS	Lonsdale VTS
m	Metre
MARS	Maritime Arrivals Reporting System

MARSEC	Maritime Security Levels
MCV	Maritime Crew Visa
MENSAR	Maritime Emergencies (non-search & rescue) Plan
mm	Millimetre
MNCC	Maritime National Coordination Centre
MRV	Marine Radio Victoria
MSA	Marine Safety Act 2010 (Vic)
MSV	Marine Safety Victoria
MTOFSA	Maritime Transport and Offshore Facilities Security Act 2003 (Cth)
MVTS	Melbourne VTS
N/A	Not applicable
NM	Nautical mile
OCIMF	Oil Companies International Marine Forum
OI	Operational Instruction
PAR	Pre-arrival report
PBG	Pilot boarding ground
PEC	Pilot Exemption Certificate
PEL	Port entry light
PFD	Personal Flotation Device
PFSO	Port Facility Security Officer
PIG	Port Information Guide
POCC	Port Operations Control Centre
POLREP	Marine pollution report
PoM	Port of Melbourne
Portainer	Shoreside container crane
POWBONS	Pollution of Waters by Oils and Noxious Substances Act
PPSP	Port Phillip Sea Pilots
PPU	Portable Pilotage Unit
PSC	Port State Control
PSO	Port Safety Officer
SEMP	Safety and Environment Management Plan
SO	Terminal Shore Officer
SOLAS	International Convention for the Safety of Life at Sea
SSC	Ship Sanitation Certification

SVTSO	Senior Vessel Traffic Services Officer (Assistant Harbour Master)
TOZ	Transit Only Zone
TSV	Transport Safety Victoria
UKC	Under keel clearance
VHF	Very High Frequency
Vic	Victoria
VICPLAN	Victorian Marine Pollution Contingency Plan
VMR	Volunteer Marine Rescue
VTS	Vessel Traffic Services i.e. Melbourne VTS (MVTS) and Lonsdale VTS (LVTS)
VTSO	Vessel Traffic Services Officer
WGS84	World Geodetic System 1984

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