



**PORT PHILLIP
SEA PILOTS**

LEADING THE WAY

PORT ARRIVAL INFORMATION PACK

MELBOURNE & GEELONG

PILOT BOARDING GROUND

Range & Bearing: 5nm x SW Point Lonsdale Lighthouse.
GPS Position: 38° 21.2'S 144° 32.6'E

Do not approach any closer than 5nm from Point Lonsdale Lighthouse before your pilot has boarded.

PRE - ARRIVAL COMMUNICATIONS

If your ETA changes by more than one hour, please notify Port Phillip Sea Pilots on VHF Ch 12 or by email. (operations@ppsp.com.au)

Confirm your ETA via VHF Ch 12 not less than 4 hours before your arrival.

Two hours prior to arrival at the Pilot Boarding Ground, vessels are to contact Lonsdale VTS on VHF Ch 12. (HMD 2.5.2f)

Vessels must thereafter monitor VHF Ch 12 and VHF Ch 09.

One hour prior to arrival Pilot Boarding Ground, vessels are to contact Port Phillip Sea Pilots on VHF Ch 09 for pilot boarding instructions.

Thereafter all communication to and from the Pilot Duty Officer, the Pilots and the Pilot Launch on VHF Ch 09.

After Pilot boarding, all communications with Lonsdale VTS and Melbourne VTS are to be conducted on VHF Ch 12.

The pilot boat will contact you on VHF Channel 12 with final boarding instructions (boarding speed 10 – 12 kts)



**PORT PHILLIP
SEA PILOTS**

LEADING THE WAY

PILOT LADDER RIGGING

Pilot ladder to be rigged in accordance with SOLAS Reg. V/23 & IMO Res. A.1045(27)

Ladder to be set 2 metres above the water line

If your freeboard is greater than 9 metres a combination ladder must be rigged. (See Diagram 1)

Where a combination ladder arrangement is required, the accommodation ladder must be secured to the ship's side, leading aft, and must include a lower horizontal platform no **lower** than 5 metres above the sea.

Two (2) clean manila manropes of not less than 28mm diameter and not more than 32mm diameter are to securely be made fast to the ship and must not be made fast to the ladder at any point.

The manropes must not be longer than the ladder.

Where the ladder is rigged over a bulwark, two (2) stanchions are to be securely fitted in the top of the bulwark, one on each side of the ladder, and steps are to be provided from the top of the ladder to the deck.

A heaving line is to be provided for mail and the pilot's bag.

By night a bright light is to be provided, shaded to show downward and forward but clearly illuminate the ladder and ship's side.

Tripping lines and boat ropes are not to be used.

An officer should be in attendance at the ladder, with life-saving appliances ready for immediate use.

The officer must also have a Portable Radio for immediate communication with the bridge.

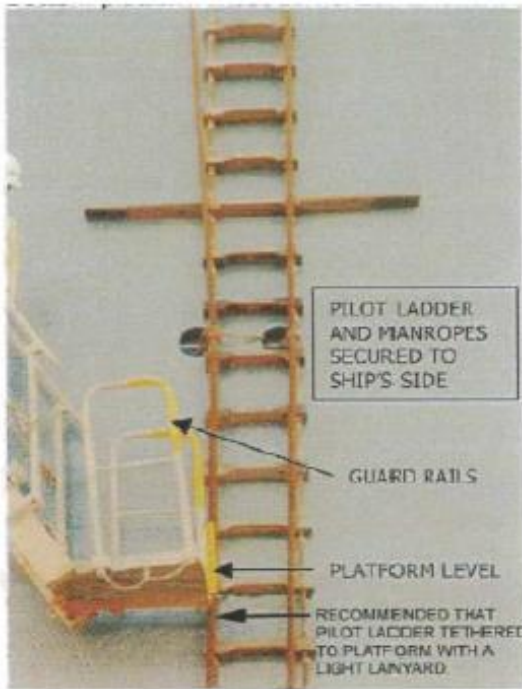


COMBINATION LADDER

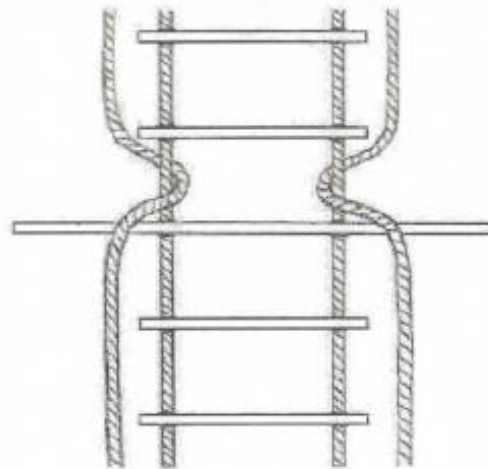
Pilot ladder requirements for freeboard exceeding 9.0 meters SOLAS V/23

Accommodation Ladder, Man ropes and Pilot Ladder must be secured to ships side. Bottom platform must be horizontal and be provided with outboard guard rails.

Diagram 1.



ALTERNATE ARRANGEMENTS IF SECURING POINTS NOT PROVIDED.





PORT PHILLIP SEA PILOTS

LEADING THE WAY

DAYLIGHT SAVINGS TIME

Local Zone Time is +10 hours GMT from 0200 on the first Sunday in April to 0200 on the first Sunday in October. From 0200 on the first Sunday in October Daylight Saving commences when clocks are put forward one hour to **+11 hours GMT**. (AEDT) and ends at 0200 on the first Sunday each year.

NO SMOKING ON THE BRIDGE

**NO
SMOKING**



*Australian Government legislation prohibits smoking in the workplace; therefore, it is a requirement that the bridge is **SMOKE FREE** during all pilotage operations.*

BRIDGE RESOURCE MANAGEMENT (BRM)

Port Phillip Sea Pilots expect masters and watch keepers to participate fully in the navigation of their vessel during pilotage. The master and deck officers must continue to monitor the safe passage of the ship, critically appraise the pilot's advice and incorporate the pilot into the bridge team in a mutually supportive manner to ensure the efficient and safe navigation of the vessel.

The bridge team should communicate in English and utilise **BRM** techniques at all times. A continuous check on the ship's position/movements, including visual confirmation of Helm/Engine/Thruster orders, must be maintained and if unsure of the pilot's intended actions or intentions, this must be brought to the pilot's attention.

Any helmsmen changeovers are to be strictly avoided during critical points of the passage. (i.e. during turns, passing other vessels, restricted areas etc). In addition, the Pilot is to be notified of any changes to watch keeping arrangements.

The master must ensure that sufficient resources are available to comply with the above requirements.

Any oversized vessel's Master is to notify Pilot of any issues i.e. lowering mast causing loss of radar.



PORT PHILLIP SEA PILOTS

LEADING THE WAY

SECURITY INFORMATION



Current Maritime
Security Level 1

Port of Melbourne



Introduction

The ports of Melbourne and Geelong are security regulated ports as set out in the Maritime Transport and Offshore Facilities Security Act 2003 (Cwth) (MTOFSA) and its associated regulations. Operators or other stakeholders in the ports of Melbourne and Geelong, as well as operators of Australian or foreign registered ships who are unsure of their obligations under the MTOFSA should seek advice from the Department of Infrastructure and Regional Development. Transport Security Co-ordination Centre Phone. 1300 307 288 Fax. (03) 8608 3320 or visit

www.infrastructure.gov.au/transport/security/maritime/index.aspx

Reporting of Security Breaches or Suspicious Behaviour

Ship's Masters, all operators and other stakeholders in the ports of Melbourne and Geelong must report all breaches of security, criminal activity or suspicious behaviour. Immediate reports of security breaches, criminal activity or suspicious behaviours should be made to the Victorian Police using the emergency telephone number 000 and contact the relevant port.

Maritime security threat levels

Level 1 - The default level at which ships, ports and offshore facilities normally operate.

Level 2 - Applies while there is a heightened risk of a security incident.

Level 3 - Applies when there is a probable or imminent risk of a security incident, even though it may be not possible to identify the specific target.

Ship Security

Responsibility for safe and secure conduct of operations on board your ship while at a port facility/terminal rests with the Master or Ship Security Officer (SSO)

All visitors, suppliers or contractors to the ship while at berth must be pre-advised to the relevant terminal Port Facility Security Officer. If this does not occur, individual port security providers for the terminal will contact the SSO to verify the identity of the party prior to granting entry to the ship.

Contacts

Port of Melbourne

Call sign: "Melbourne VTS"

VHF: Ch 12 or Ch 16,

Phone: +61 3 5247 0300

Port Security Officer (24 hours)

Tel: +61 3 9612 3646

Port of Geelong

Call Sign: "Port of Geelong"

VHF: Ch 12

Marine Control (24hrs)

Phone: +61 3 5247 0300

VRCA

Phone: +61 3 5225 3500

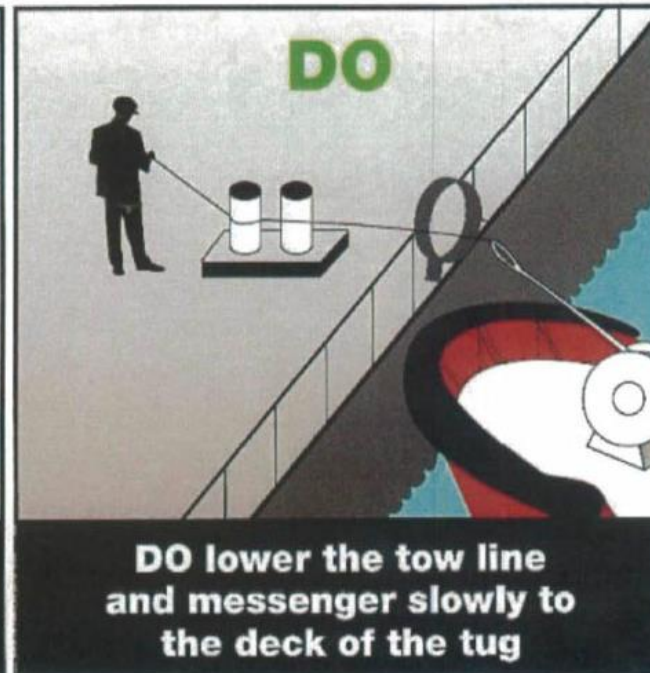
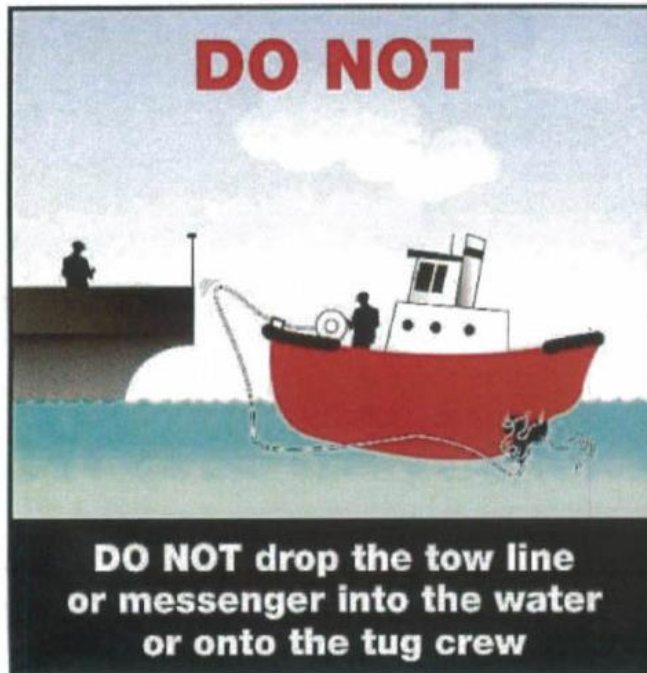


**PORT PHILLIP
SEA PILOTS**

LEADING THE WAY

**IN THE INTEREST OF
TUG SAFETY IN VICTORIAN PORTS
SHIP CREWS SHOULD FOLLOW THESE INSTRUCTIONS**

DO NOT RELEASE THE TUGS UNTIL INSTRUCTED BY THE PILOT





PORT PHILLIP SEA PILOTS

LEADING THE WAY

MISSION TO SEAFARERS - MELBOURNE

Location: 717 Flinders Street, Docklands

Open daily: Mon-Fri 1300-2200 and Sat-Sun 1600-2200

Contact details:

717 Flinders Street, Docklands VIC 3008

Tel: +61 3 9629 7083

Fax: +61 3 9629 8450

www.missiontoseafarers.com.au

Services and facilities

Free WIFI and Internet, Pool and Table Tennis, Currency Exchange, SIM Cards and Top Up cards. Bar, Souvenir Shop and Chapel. Warm welcome, music, TV, tea, coffee and curry lunches on Friday.

For a FREE early pick up call 9629 7083, Drop off on request

Free City Circle Tram outside our door.

Close to Melbourne CBD, shops, Malls, Queen Victoria Market, MCG Cricket ground, Aquarium, Harbour Town, China Town, Eureka Tower, Zoo and other attractions

STELLA MARIS SEAFARERS' CENTRE – MELBOURNE

Location: 600 Little Collins Street, Melbourne

Open daily: Mon-Fri 1300-2200 and Sat-Sun 1600-2200

Postal: PO Box 14276, Melbourne 8001

Tel: +61 3 9629 7494

Fax: +61 3 9629 6703

Email: Melbourne@smcit.com

www.stellamaris.org.au

Services and facilities

Ship visiting, Chapel, Free bus service to and from the port areas, Spacious indoor area and relaxing lounge, Telephones and call cards for international calling, Australian SIM cards for mobile phones and broadband modems, including activation of these services, Free internet (email, chat, USB connections, Skype, webcams) and WiFi for personal laptop use, City maps and information, Current foreign news and sports on DVD, Mail / Post Office / Postage stamps available, Western Union agent - international money transfers, Foreign money exchange, Souvenirs, toiletries and milk bar, Fully licensed bar, Tea and coffee, Library, Large TV, Foxtel, data projector and audio-visual system, Billiards and table tennis, Outdoor garden, relaxation area and BBQ, Accommodation for transit seafarers



PORT PHILLIP SEA PILOTS

LEADING THE WAY

MISSION TO SEAFARERS - GEELONG

Location: 7 The Esplanade, North Shore Geelong

Open daily: 10.00 - 22.00

Contact details:

Mission to Seafarers Geelong Inc.,
7 The Esplanade
North Shore
Geelong, Victoria 3214
Victoria 3214

Tel: +61 3 5278 6985

Fax: +61 3 5278 6985

Mobile: + 61 0412 779 306

www.seachurch.org

Call 5278 6985 for bus pick up.

Services and facilities

Telephone, internet, chapel, souvenirs, transport, money exchange, library, sports, table tennis, snooker, basketball and tours.

MISSION TO SEAFARERS – HASTINGS

Location: Corner Bayview Road/Long Island Drive/ Hastings

Open: 19.00 - 22.00 (when overseas-crewed ships at berths) or by arrangement (especially for tankers)

Contact details:

P.O. Box 209, Hastings 3915 Victoria 3915

Tel: +61 3 5979 4327

Fax: +61 3 5979 4676

Email: hastings@mts.org.au

www.mts.org.au/hastings.html

Services and facilities

Telephones, internet, satellite TV, Pool, table tennis, shop, chapel