



Gippsland Ports
Port Information Handbook
Part 2
Port of Gippsland Lakes
Effective 27th July 2017

The Narrows at Lakes Entrance



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SECTION 1 INTRODUCTION

1.1 PREAMBLE

This publication supersedes and replaces Harbour Masters Directions and Port Information Handbook 2012 for the Port of Gippsland Lakes.

The July 2017 edition of Harbour Master's Directions and Port Information Handbook are now separate publications. Port Information Handbook Part 2 Port of Gippsland Lakes – contains information for port users and has been compiled as a guide.

This publication is subject to ongoing revision. A current version is available on the Gippsland Ports website at www.gippslandports.com.au.

Users are responsible for ensuring they are referring to the latest edition of this publication, noting that any printed version is an uncontrolled document.

Changes which may affect this publication are disseminated through:

- Notice to Mariners for waters covered by Admiralty Charts, Publications or RAN Hydrographic Charts, and
- Amendments announced on the Gippsland Ports Website.

1.2 PURPOSE

The material contained in this Handbook has been compiled to provide information to vessel owners and masters about the Port of Gippsland Lakes. The Handbook contains information about services and infrastructure and provides guidelines and directions to assist the masters and owners (or their agents) of vessels arriving, traversing and departing through the Lakes Entrance Bar and the world class waterways of the Gippsland Lakes. This Handbook deals specifically with the Port of Gippsland Lakes.

Any references concerning external agencies such as Customs, Department of Agriculture, Biosecurity, AMSA and so on is provided in good faith. Readers are strongly recommended to consult their respective websites for accurate information.

1.3 DISCLAIMER

Although every care has been taken to ensure information contained in this document is correct, no warranty, expressed or implied is given regarding the accuracy of all printed contents. Gippsland Ports shall not be responsible for any loss or damage resulting from or caused by any inaccuracy produced herein.

The information provided in no way whatsoever supersedes or detracts from that available in Admiralty Charts and Publications, RAN Hydrographic Charts, Commonwealth or State Acts, ordinances, rules or regulations.

Nothing in this publication is intended to relieve any vessel owner, operator, charterer, master or person directing the movement of a vessel from the consequences of any failure to comply with any applicable law or regulation or of any neglect of precaution which may be required by the ordinary practise of seamanship, or by any special circumstances of the case.

Should errors or omissions in this publication be noted, it would be appreciated if advice could be forwarded to:

Attention: Harbour Master
Gippsland Ports
PO Box 388
Bairnsdale Victoria 3875

Or via the feedback address at feedback@gippslandports.vic.gov.au

1.4 DATUM

All water depths refer (approximately) to the lowest astronomical tide height (LAT)

For Chart Aus. 182 (Plans in Victoria South East Coast) all positions mentioned relate to WGS84 datum.

For Chart Aus. 357 (South East point to Point Hicks) all positions mentioned relate to WGS84 Datum

All directions are referenced to True North

1.5 DEFINITIONS

1.5.1 Agent

An Agent is a person or company or entity established for the purpose of representing the vessels administrative interests including cargo manifests and crew management.

1.5.2 Australian Maritime Safety Authority (AMSA)

The Australian Maritime Safety Authority (AMSA) is a statutory authority established under the [Australian Maritime Safety Authority Act 1990](#) (the AMSA Act). AMSA's principal functions are:

- promoting maritime safety and protection of the marine environment
- preventing and combating ship-sourced pollution in the marine environment
- providing infrastructure to support safety of navigation in Australian waters
- providing a national search and rescue service to the maritime and aviation sectors.

The National System for Domestic Commercial Vessel Safety is the framework within which the domestic commercial industry operates. On 1 July 2013, AMSA became the National Regulator of the framework and is responsible for the National System.

The state and territory Marine Safety Agencies, as Delegates of AMSA, are responsible for the face-to-face operations of the National System.

1.5.3 Berthed Vessel

Means a vessel secured to a wharf, jetty or pier or to another berthed vessel.

1.5.4 Bunkering Operations

Means the transfer between a wharf, jetty, pontoon or pier facility or road transport, a vessel and a barge, a vessel and another vessel, including all activities incidental to the transfer of the following:

- Flammable and combustible fuel used for propulsion or auxiliary machinery
- Lubricating and hydraulic oils
- Waste oils sludge and residues

1.5.5 Cargo

Cargo means all articles, goods, materials, merchandise or wares carried on board a vessel, and for which a waybill, or bill of lading, or other receipt is issued by the carrier. Cargo includes livestock, but does not include bunkers, personal baggage, vessel equipment spare parts, stores or mail

1.5.6 Certificates

Certificate of competency means a certificate issued under section 60 of the Marine Safety (Domestic Commercial Vessel) National Law Act 2012.

Certificate of operation means a certificate issued under section 48 of the Marine Safety (Domestic Commercial Vessel) National Law Act 2012

Certificate of survey means a certificate issued under section 38 of the Marine Safety (Domestic Commercial Vessel) National Law Act 2012

Certificate of Local Knowledge means a certificate issued under section 83 of the Marine Safety Act 2010 (Vic)

1.5.7 Channel (as defined in the Marine Safety Act 2010)

Means a body of water, within the waters managed by Gippsland Ports, and includes swinging basins, turning circle, and area alongside a berth or dock, a fairway and an anchorage.

1.5.8 Dangerous Goods

Has the same meaning as in the Dangerous Goods Act 1985.

1.5.9 Derelict Vessel

Means a vessel, anywhere within the waters managed by Gippsland Ports, which is apparently abandoned by the owner or is in poor condition, and as a consequence of the condition of the vessel, poses a risk to the safety of persons, port operations or the environment.

Note 1: this definition of a derelict vessel may include a vessel with the owner on board.

Note 2; see Section 3.2 Harbour Masters Directions Part 2 Port of Gippsland Lakes for further information regarding Derelict Vessels

1.5.10 Designated Person Ashore (ISM Code)

To ensure the safe operation of each ship and to provide a link between the Company (or owner) and any persons on board, the Company (or owner) should designate a person or persons ashore that have direct access to the highest level of management. The responsibility and authority of the designated person or persons should include monitoring the safety and pollution prevention aspects of the operation of each ship and ensuring that adequate resources and shore based support are applied as required.

1.5.11 Domestic Commercial Vessel

(1) **Domestic commercial vessel** has the same meaning as the Marine Safety (Domestic Commercial Vessel) National Law Act 2012 and means a vessel that is for use in connection with a commercial, governmental or research activity.

(2) The use of a vessel in connection with an activity that is not a commercial, governmental or research activity at the same time as the vessel is used in connection with a commercial,

governmental or research activity does not prevent the vessel from being a domestic commercial vessel.

(3) Despite subsection (1), a vessel is not a **domestic commercial vessel** if the vessel:

- (a) is a regulated Australian vessel; or
- (b) is a foreign vessel; or
- (c) is a defence vessel; or
- (d) is owned by:
 - a primary or secondary school; or
 - a community group of a kind prescribed by the regulations.

(4) Despite subsection (3)(d), a vessel covered by that subsection is a domestic commercial vessel at any time when it is being used for:

- (a) a purpose prescribed by the regulations; or
- (b) an activity prescribed by the regulations.

(5) Despite subsections (1) and (2), the regulations may provide as follows:

- (a) that a specified thing, or a thing included in a specified class, is a domestic commercial vessel;
- (b) that a specified thing, or a thing included in a specified class, is not a domestic commercial vessel.

Note: Generally an Australian vessel will be a regulated Australian vessel if it voyages outside Australia's exclusive economic zone at any time. Regulated Australian vessels are dealt with by the *Navigation Act 2012* of the Commonwealth rather than this Law.

1.5.12 Explosives

Has the same meaning as the Dangerous Goods act 1995.

1.5.13 Fairway (as defined in the Marine Safety Act 2010)

Means that part of an area of navigable waters that is usually used by a vessel for navigation through the area.

1.5.14 Fishing Vessel (Class 3 Vessels under the National Law Service Category)

Means a Domestic Commercial Vessel used or intended to be used for catching fish or other living resources of the sea or seabed for profit or reward.

1.5.15 Foreign Vessel

Has the same meaning as in the Navigation Act 2012 of the Commonwealth.

1.5.16 Fixed Fuelling Installation

Means an area set aside under regulation 12 of the Port Management (Local Ports) Regulations 2015 where the fuelling of vessels is permitted under Regulation 40(b).

1.5.17 Gas Free

A tank compartment or container is gas free when sufficient fresh air has been introduced to lower the level of any flammable, toxic or inert gas required for a specific purpose. For example: entry, hot work and so on.

1.5.18 Gippsland Ports

Means the Gippsland Ports Committee of Management Incorporated. The Port and Waterways Manager of:

- Port of Anderson Inlet
- Port of Corner Inlet and Port Albert
- Port of Gippsland Lakes
- Port of Snowy River (Marlo)
- Port of Mallacoota Inlet
- Waterway of Shallow Inlet
- Waterway of Lake Tyers

1.5.19 Hampered Vessel

As defined in the International Regulations for Preventing Collisions at Sea means a vessel, which by the nature of her work or through some exceptional circumstances, is, not under command (Rule 3 (f) or restricted in her ability to manoeuvre (Rule 3 (g) or constrained by her draught (Rule 3 (h)

1.5.20 Harbour Master

Harbour Master is defined as:

- (a) A licensed harbour master under section 224 of the Marine Safety Act 2010.
- (b) A person authorised under s.229 of the Marine Safety Act 2010 to exercise any of the functions of the harbour master, if the person so authorised is acting in accordance with the authorisation.
- (c) Assistant Harbour Master, is a person authorised under s. 229 (3)(4) of the Marine Safety Act 2010 to perform certain functions of a Harbour Master.

1.5.21 Harbour Master's Directions

A Harbour Master is empowered under s. 232 of the Marine Safety Act 2010 to give directions either oral or written, for or with respect to vessels entering or within waters for which he or she has been engaged.

1.5.22 Hazard

A source of potential harm (AS/NZ 4360:2004).

1.5.23 Hire and Drive Vessel

Means any vessel which is let for hire or reward or for any other consideration, including vessels provided in conjunction with holiday establishments or hotels for the use of guests or tenants.

1.5.24 Licenced Pilot

A person who is the holder of a Pilot's Licence granted under s.252 of the Marine Safety Act 2010.

1.5.25 Lifesaving Aid

Includes any lifesaving equipment, life hook, drag, grapnel, life buoy, warning sign, barrier, fire extinguisher hose or similar equipment.

1.5.26 Local Authority

Gippsland Ports Committee of Management Incorporated unless otherwise stated.

1.5.27 Local Knowledge Certificate

A certificate issued to a person to allow them to operate certain domestic commercial vessels within declared Local Port waters under s.83 of the Marine Safety Act 2010.

1.5.28 Local Port

A port declared to be a local port under s.6 (b) of the Port Management Act 1995.

1.5.29 Local Port Manager

In the case of a local port, the person or body appointed under s.44A of the Port Management Act 1995 to be the port manager of a port.

1.5.30 Marine Safety Act

Means the Marine Safety Act 2010 (Vic) – The purpose of the Act is to provide for safe marine operations in the State of Victoria.

1.5.31 Marine Pilot

Means a licenced pilot who does not belong to, but has conduct of a vessel within declared pilot required waters.

1.5.32 Marine Incident

As defined in the Marine Safety Act 2010, means:

- The death or injury to a person on board a vessel caused by the operation of the vessel
- The loss or presumed loss of a vessel
- A collision between two vessels or a vessel and an object
- The grounding, sinking, flooding or capsizing of a vessel
- Fire or structural failure of a vessel
- The loss of stability of a vessel that affects the safety of the vessel
- A close quarters situation
- An event that results in the death or injury to a person on board a vessel; the loss of a person from a vessel; a vessel becoming disabled and requiring assistance; the fouling or damaging any submarine cable, pipeline or navigations aids such as beacons and buoys. Marine Pollution Incident.
- Marine Pollution Incident refers to direct or indirect introduction by humans of substances or energy into the marine environment (including estuaries), resulting in harm to living resources, hazards to human health, hindrances to marine activities including fishing, impairment of the quality of sea water and reduction of amenities.

1.5.33 Marine Safety Infrastructure

Marine safety infrastructure means the channels and facilities that are necessary to ensure the safety of marine operations and includes:

- navigation aids and associated structures and works
- signage and associated structures and works
- lights and associated structures and works
- telecommunications systems and associated structures and works
- buildings used for the purpose of observing vessel operations

- traffic management systems (including vessel traffic systems and associated structures and works)
- plant and machinery used for dredging
- slipways, wharves, jetties, piers and other berthing facilities
- boat ramps and other launching facilities
- seawalls, groynes and the ocean entrance training walls

1.5.34 Master

In relation to a vessel means the person having command or charge of the vessel but does not include a Pilot.

1.5.35 National Standard for Commercial Vessels

Means the National Standard for Commercial Vessels adopted by the COAG Council.

1.5.36 Navigation Aid

Navigation Aid means a device used for navigation, and includes a beacon, buoy, marine mark, light house and light ship, but does not include a device on board a vessel.

1.5.37 Oily Waste

Means;

- (a) undiluted oil; or
- (b) water from a vessel that is contaminated by oil, including residue from fuel oils, lubricating oils and oily bilge water.

1.5.38 Operate a Vessel

Operate a vessel is defined in Marine Safety National Law Act as;

- (a) determine or exercise control over the course or direction of the vessel or over the means of propulsion of the vessel, whether or not the vessel is underway; or
- (b) load or unload a vessel while it is moored or berthed.

1.5.39 Owner of a Vessel

Includes;

- (a) a person who has a legal or beneficial interest in the vessel other than as a mortgagee; and
- (b) a person with overall general control and management of the vessel.

For this purpose a person is not taken to have overall general control and management of a vessel merely because he or she is the master or pilot of the vessel.

1.5.40 Pilot Exempt Master

Means a master of a vessel who holds a pilot exemption granted under s.254 of Marine Safety Act 2010.

1.5.41 Pilot Required Waters

Means those parts of State Waters for which a declaration has been made under s.250 of the Marine Safety Act 2010 as waters in which a licensed Pilot is required to be engaged.

1.5.42 Pilotage Services

Means the service of providing a Licenced Pilot service or a Pilot Transfer service or both to enable the navigation of a vessel into, within or from port waters.

1.5.43 Pilotage Service Provider

Means a person registered under s 241 of the Marine Safety Act 2010 to provide pilotage services.

1.5.44 Personal Watercraft

Means any recreational vessel that is of a kind that is required by or under The Marine Safety Act 2010 to be registered and;

(a) has an engine that is used for propulsion; and

(b) has a fully enclosed hull; and

(c) does not retain water on it if it capsizes; and

(d) is designed to be operated by a person standing, sitting astride or kneeling on the vessel but not seated within the vessel.

1.5.45 Port

Includes any of the following waters:

- Any harbour or haven whether natural or artificial
- Any estuary, channel, river, creek or roadstead
- Any navigable water in which vessels may lie for shelter or for the transfer of cargo or passengers
- Crown Reserves

1.5.46 Port Waters

In relation to the port means the waters declared by the Port Management Act 1995.

1.5.47 Practise of Good Seamanship

Means knowledge and skill in the art of safely operating, navigating and maintaining a vessel.

1.5.48 Prohibited Berthing Area or Prohibited Mooring Area

An area in a local port in which the berthing or mooring of a vessel is prohibited under Regulation 12(b) of the Port Management (Local Ports Regulations) 2015.

1.5.49 Recreational Vessel

As defined in the Marine Safety Act 2010 means a vessel that is used solely for recreational purposes or sport and not for hire or reward.

1.5.50 Risk

The chance of something happening that will have an impact on objectives, measured in terms of consequence and likelihood.

1.5.51 Safety Management Plans

Vessels Safety Management plans include:

- Vessel Safety Management Systems and Plans
- Port Facility Safety and Environment Management Plans
- Port Security Plans
- Port Facility Security Plans
- Ship Security Plans
- Marine Pollution Contingency Plan

1.5.52 Ship

For all purposes the word “ship” in this document has the same meaning as “vessel”.

1.5.53 State Waters

Means the territorial sea adjacent to the state of Victoria, and the sea on the landward side of the territorial sea adjacent to the state and all waters within the limits of the state.

1.5.54 Tanker

Means a vessel constructed to carry liquid bulk dangerous cargoes with flammable or toxic properties in its cargo spaces including chemical or combination carriers.

1.5.55 Unsafe Vessel

Under the Marine Safety Act 2010 a vessel is an “unsafe vessel” if the operation of the vessel may endanger any person because of;

- the condition or equipment of the vessel, *or*
- the manner in which cargo and equipment on the vessel is stowed or secured, *or*
- the nature of the cargo, *or*
- the overloading of the vessel with persons or cargo, *or*
- the number or qualifications of its crew, *or*
- the absence of marine safety equipment that is required under the Act or regulations to be carried or installed on the vessel.

1.5.56 Unseaworthy Vessel

A vessel or its equipment or its crew that is not in a reasonably fit condition for its intended use.

1.5.57 Vessel

Means any kind of vessel that is used or capable of being used in navigation by water, however propelled or moved, and includes

- A barge, lighter, floating restaurant or other floating vessel
- An air-cushioned vehicle or other similar craft that is used in navigation by water
- Any aeroplane that is designed for and capable of being waterborne, for so long as that aeroplane is waterborne
- A life boat
- A thing being towed by a vessel or a thing prescribed to be a vessel
- An offshore industry mobile unit unless the unit is not self-propelled

1.5.58 Vessel Operations

Means

(a) operating a vessel or

(b) Actions of a pilot when the pilot has conduct of a vessel, including the navigation of the vessel.

1.5.59 Waterway Manager

Means a person or body that has been declared under Section 6 of the Marine Safety Act 2010 to be a waterway manager.

1.5.60 Waterways Rules

The Safety Director, Marine Safety Victoria may make waterway rules in accordance with Chapter 5, Part 5.1, and Divisions 1 & 2 of the Marine Safety Act 2010.

Examples of rules include, speed restrictions or no boating zones.

New rules are gazetted following a process of consultation, after identifying the nature and level of a safety risk, and the appropriate method to minimise or eliminate the safety risk. These rules are prescribed in the Document; “Guide to Vessel Operating and Zoning Rules for Victorian Waters” (VOZR).

1.5.61 Wharf

Includes pier, jetty, quay or breakwater.

SECTION 2 GIPPSLAND PORTS COMMITTEE OF MANAGEMENT INCORPORATED

2.1 ROLES AND RESPONSIBILITIES

Gippsland Ports Committee of Management Incorporated was established on 1 July 1996 under the Crown Land (Reserves) Act 1978 for management control of specified related reserves. A formal agreement between the Secretary of the Department of Economic Development, Jobs, Transport and Resources (DEDJTR) and Gippsland Ports Committee of Management outlines the responsibilities of both parties and the authority for Gippsland Ports to undertake its functions.

The powers and responsibilities of Gippsland Ports are provided through:

- Crown Lands (Reserves) Act 1978
- Marine Safety Act 2010
- Port Management Act 1995
- Maritime Transport and Offshore Facilities Security Act
- Marine (Drug, Alcohol and Pollution Control) Act 1988

Under the Port Management Act 1995 the Gippsland Ports Committee of Management is established as a local authority for 5 local ports, and assigned powers from the Port Management Act 1995.

2.2 FUNCTIONS AND POWERS OF A LOCAL PORT MANAGER

The functions of a port manager of local ports are described by the Port Management Act 1995 s.44A (3) and the powers of the port manager of a local port are provided through the Port Management Act 1995 S44B and the Port Management (Local Ports) Regulations 2015 which have the objective of providing for the safe, efficient and effective management of local ports within the meaning of the *Port Management Act 1995*.

2.2.1 Functions of Local Port Manager

The functions of local port manager are;

- (a) to manage the operations of the port, particularly with respect to shipping and boating activities in the port, with a view to ensuring that those operations are carried out safely, efficiently and effectively;
- (b) to provide, develop and maintain port facilities, including wharves, jetties, slipways, breakwaters, moorings, buildings and vehicle parks;
- (c) to provide, develop and maintain, in accordance with any relevant standards developed by the Director, Transport Safety, navigational aids in the port;
- (d) to carry out the functions and powers of a local authority under the **Marine Safety Act 2010** in respect of any State waters within the port;
- (e) to provide, develop and maintain, in accordance with any relevant standards developed by the Director, Transport Safety, navigation channels in the port;
- (f) to manage the operations of the port, and the construction and operation of port facilities and navigation channels in a manner that minimises the risk of environmental damage;
- (g) to participate in the control of marine and land pollution in the port as a relevant statutory authority under the Victorian component of the National Plan to Combat Pollution of the Sea by Oil and Other Noxious and Hazardous Substances;
- (h) to allocate and manage moorings and berths in the port;
- (i) to exercise any other functions of the port manager of a local port under this or any other Act;
- (j) to do anything else in relation to the port that is specified by Order of the Governor in Council under subsection (4).

2.2.2 Powers of Local Port Manager

A port manager of a local port may do all things that are necessary or convenient to enable it to carry out its functions under section 44A of the Port Management Act 1995.

Without limiting subsection (1), a port manager may;

- (a) enter into other contracts and agreements (including contracts of indemnity and contracts for the provision of services or facilities);
- (b) employ staff, or engage consultants, contractors or agents;
- (c) exercise its powers outside the port lands or waters of the port to the extent necessary or convenient to carry out the functions of port manager of that port or to ensure the safe operation of the port.

2.2.3 Delegation

The port manager of a local port may delegate, in writing, any power conferred on it by or under the Act (other than this power of delegation) to any of its employees.

Charges

- (a) The port manager of a local port may impose a charge for the use of any facility in the port.
- (b) A reference to the use of a facility includes a reference

- (a) to the use of a channel in the port; and
 - (b) to the use of any service provided by the port manager.
- (c) The amount of a charge imposed under this section in respect of a facility must not exceed the maximum charge (if any) that the regulations state is to be the maximum amount that may be charged by a port manager for the use of such a facility.
- (d) In imposing a charge under this section, the port manager may—
- make allowances for differences in time, place or circumstance relating to the use of the facility for which the charge is being imposed; and
 - may provide for exemptions from the charge in specified circumstances.
- (e) In imposing a charge, the port manager must specify who is to be liable for paying the charge.
- (f) The port manager must ensure that it does not impose a charge on a person for using a facility unless it gave the person adequate notice of the charge before the person became liable to pay the charge.
- (g) A charge imposed under this section is a debt due to the port manager by the person who is liable to pay it.
- (h) A port manager may charge interest at the rate not exceeding the rate fixed under section 2 of the Penalty Interest Rates Act 1983 on any unpaid charge that is due to the local authority.

2.2.4 Dredging

Subject to obtaining any permit, consent or other authority required by or under any other Act, the port manager of a local port may, in carrying out its functions may;

- (a) alter, dredge, cleanse, scour, straighten and improve the bed and channel of any river or sea-bed in port waters;
- (b) reduce or remove any banks or shoals within any such river or sea-bed;
- (c) abate and remove impediments, obstructions and nuisances in, or on the banks and shores of, any such river or sea-bed that are injurious to the river or sea-bed or that obstruct, or that may tend to obstruct, navigation.

2.2.5 Other Works

Subject to obtaining any permit, consent or other authority required by or under any other Act, in carrying out its functions in relation to the provision, development and maintenance of port facilities, a port manager of a local port may

- (a) change the natural or existing condition or topography of land;
- (b) remove vegetation or topsoil;
- (c) reclaim or decontaminate land;
- (d) construct, demolish or substantially alter any structure in or on land;
- (e) remove, decommission or make safe any existing facility.

2.2.6 Port Manager may act as Harbour Master if there is no Harbour Master

The Port Manager may act as Harbour Master if there is no licensed Harbour Master for a local port.

2.3 THE FUNCTIONS AND POWERS OF A WATERWAY MANAGER

The functions of a waterway manager are prescribed under Part 5.5 of the Marine Safety Act 2010.

2.3.1 Functions

The waterway manager has the following functions:

- The management of vessel activities on the waters under control of the waterway manager.
- The management and allocation of moorings and berths in the waters under the control of the waterway manager.
- The provision and maintenance, in accordance with standards developed by the Safety Director, of navigation aids, including appropriate signage as to water levels, hazards and laws applying to the waters under the control of the waterway manager.
- The control of navigation and vessel movement within the waters under control of the waterway manager.
- The designation of areas in the waters under the control of the waterway manager in which anchoring of vessels is permitted and areas in which anchoring of vessels is not permitted.
- The Altering or dredging of channels for navigation in the waters under the control of the waterway manager, in accordance with any directions or determination of the Safety Director and as so required by the safety director.
- The removal or marking of obstructions in the waters under the control of the waterway manager.

2.3.2 Operation

A waterway manager must carry out its functions in a manner that;

- Ensures the safe operation of vessels in the waters under the control of the waterway manager; and
- Minimises the risk of environmental damage from the operation of vessels in the waters under the control of the waterway manager.

2.3.3 Powers

A waterway Manager has the following powers:

- The power to enter into contracts and agreements for the carrying out of its functions under this section.
- The power to employ persons or enter into contracts or agency agreements with persons to assist in the carrying out of its functions.
- The power to charge the fees prescribed by regulation for any service provided by the waterway manager.
- The power to do all things necessary to enable its functions under this section to be carried out.

2.4 Appointment of Harbour Master

2.4.1 Harbour Masters Licence

The Director Maritime Safety, as the delegate of the Safety Director, Transport Safety Victoria is empowered under s. 224 of the Marine Safety Act 2010 to grant a Harbour Master's licence to a person who is deemed capable of performing the functions of a Harbour Master and meets the requirements determined by the Safety Director.

2.4.2 Gippsland Ports - requirement to engage licensed Harbour Master

Pursuant to Chapter 6 Part 6.1 s. 220 (4) of the Marine Safety Act 2010 and Marine Determination No 7.1 2005, Gippsland Ports Committee of Management must ensure that at all times a licensed Harbour Master is engaged for the port waters of the designated ports of:

- Port of Corner Inlet and Port Albert; and
- Port of Gippsland Lakes

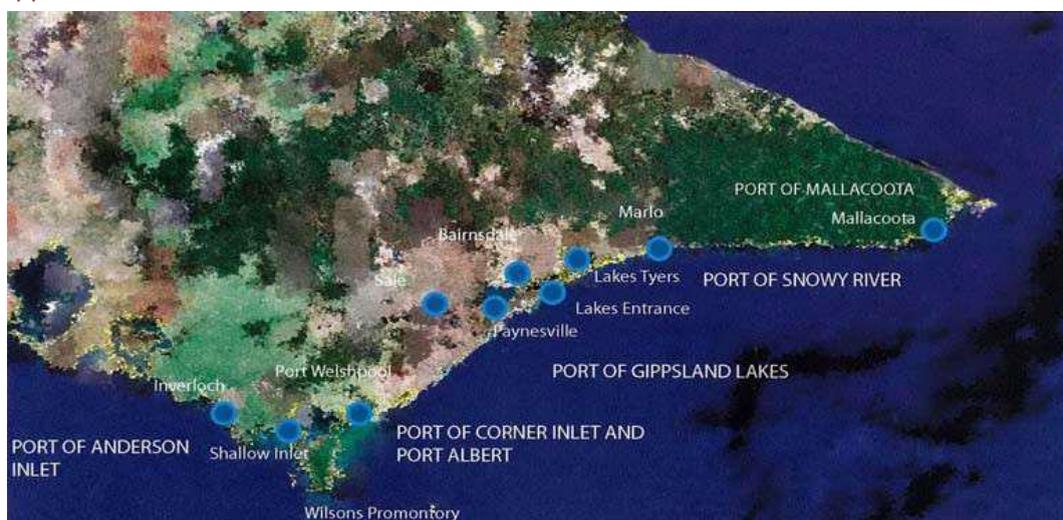
The functions and powers of licensed Harbour Masters are prescribed in Chapter 6 Part 6.4 of the Marine Safety Act 2010. A summary of the Functions and Powers of a licensed Harbour Master can be found in Section 4 of the Harbour Masters Directions Part 2 Port of Gippsland Lakes.

2.4.3 Areas of Jurisdiction

The area of Jurisdiction of a Harbour Master appointed by Gippsland Ports includes all those waters under the management of Gippsland Ports Committee of Management Inc. that lie within the ports and waterways of;

- Port of Corner Inlet and Port Albert; and
- The Port of Gippsland Lakes; and
- The Port of Anderson Inlet; and
- The Port of Snowy River (Marlo); and
- The Port of Mallacoota; and
- The Waterway of Shallow Inlet; and
- The Waterway of Lake Tyers

Gippsland Ports Jurisdiction



2.4.4 Assistant Harbour Masters

Gippsland Ports Committee of Management Inc, is the Local Port Manager under relevant Acts and Determinations. In accordance with Gippsland Port's powers under Chapter 6 Part 6.3 Section 229 3 and 4 of the Marine Safety Act 2010 Gippsland Ports has authorised persons to act as Assistant Harbour Masters. There are two Assistant Harbour Masters;

- Assistant Harbour Master East Gippsland, and
- Assistant Harbour Master South Gippsland

2.4.5 Harbour Master and Assistant Harbour Master Contact Details

The licenced Harbour Master for Gippsland Ports is Captain Bevis Hayward.

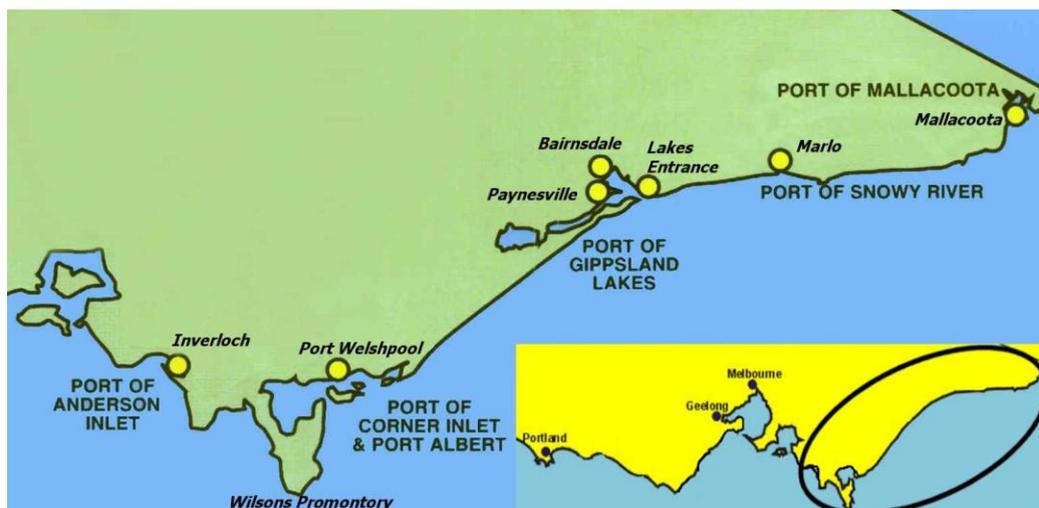
Postal Address	97 Main Street Bairnsdale Victoria 3875
Telephone	Port Welshpool 0356 881 303 or Lakes Entrance: 03 5155 6900
Mobile	0427 610025
E mail	bevish@gippslandports.vic.gov.au

Assistant Harbour Master David Talko Nicholas

Postal Address	97 Main Street Bairnsdale
Telephone	Paynesville Office 0351 566 352
Mobile:	0429 174 606
E-Mail	davidtn@gippslandports.vic.gov.au

Assistant Harbour Master David Ashworth

Postal Address	97 Main Street Bairnsdale 3875
Telephone	Paynesville Office 0429 174 606
Mobile	0437 002 707
E-Mail	DavidA@gippslandports.vic.gov.au



Information regarding all aspects of the operations and services provided by Gippsland Ports can be obtained from our website at: www.gippslandports.vic.gov.au.

SECTION 3 PORT INFORMATION GUIDE – PORT OF GIPPSLAND LAKES

OVERVIEW

Being one of the most extensive and beautiful inland waterways in Australia and covering over 420 square kilometres the Port of Gippsland Lakes is considered by many to be world class.

The Port of Gippsland Lakes comprises all waters and port facilities, located within the Gippsland Lakes between Sale and Lakes Entrance. Key boating features include extensive navigable waters, numerous public destination jetties for casual berthing, several marinas, private berthing jetties, private swing moorings, numerous boat ramps, yachting and boating clubs, a large commercial fishing fleet, Bullock Island depot and boat yard, Paynesville depot and boat yard, and ocean access at Lakes Entrance which is maintained by dredging.

The Port covers the following lake and river systems;

Lake Wellington, Lake King, Jones Bay, Lake Victoria, the lower reaches of the Latrobe River, Thomson River (to Sale), Avon River, Perry River, Mitchell River (to Lind and Eastwood bridges at Bairnsdale), Nicholson River (to upstream of Nicholson), Tambo River (to Battens Landing near Bruthen) Numerous Arms such as Newlands Arm Backwater, North Arm and Cunninghame Arm are also included in Port waters. Lake Reeve is excluded from designated Port waters.

The Port of Gippsland Lakes is the second largest port area managed by Gippsland Ports and lies within the boundary of two Shires, East Gippsland Shire and the Wellington Shire.

From this complex system of rivers, lakes and RAMSAR declared wetlands, ocean access is gained through the Narrows of Reeves Channel and between the manmade entrance giving access to navigate across the Lakes Entrance Bar. The entrance to The Gippsland Lakes was opened in 1889 to provide an important and on-going contribution to the regions maritime history and commerce. The Offshore limits of the Port of Gippsland Lakes lies within an arc of 3 nautical miles to seaward from the Flagstaff located on the eastern side of the entrance channel.

Port waters are extensive and largely accessible by boat. Depths vary and are generally shallow near the shoreline and areas of seagrass meadows which restricts navigation for deep-draft vessels. The waterways include numerous islands, and there is an extensive network of marked and unmarked channels throughout the Port. Remote destinations, including the Gippsland Lakes Coastal Park, can offer safe anchorage and camping, which are extremely popular with the boating public.

Townships located adjacent to port waters include Sale on the Thomson River, Hollands Landing, Loch Sport, Paynesville, Newlands Arm, Raymond Island, Eagle Point, Bairnsdale on the Mitchell River, Nicholson on the Nicholson River, Johnsonville on the Tambo River, Swan Reach also on the Tambo River, Metung, Nungurner and Lakes Entrance.

Detailed information for boaters on the Gippsland Lakes; its geographical spread; rivers lakes and wetlands; surrounding townships; boating destinations and related services are available from Gippsland Ports website at www.gippslandports.vic.gov.au

Detailed mapping of the Gippsland lakes can be found on Gippsland Ports Waterways Online portal at; <https://www.gippslandports.vic.gov.au/boating/waterways-online/>

3.1 BRIEF DESCRIPTION

The Port of Gippsland Lakes primarily caters for commercial fishing vessels, small coastal and offshore support vessels and in more recent times due to Gippsland Ports commitment to provide well marked channels and boating infrastructure and successful maintenance dredging programs the Gippsland Lakes area has become very popular for recreational boating and fishing and a port of refuge for offshore cruising vessels transiting through Bass Strait.

The waters of Gippsland Lakes are generally safe and pleasant to navigate but the lakes systems include areas of shallow water. Gippsland Ports is continually assessing these waterways through bathymetric surveys and with the assistance of Government Grants continues to improve safe navigation by the installation of lit buoys and beacons to mark known channels and fairways. Many magnificent destinations within the Lakes system are only accessible by boat

3.2 PORT MANAGEMENT

Gippsland Ports Committee of Management Incorporated is the Port Manager for the Port of Gippsland lakes

3.2.1 Harbour Master

A licensed Harbour Master, Captain Bevis Hayward, has been engaged for the Port of Gippsland Lakes and may be contacted at Gippsland Ports, Lakes Entrance Office on 03 5155 6900 or Bairnsdale office on 03 5150 0500 or Mobile 0427 610025. Assistant Harbour Master, Shayne Clarke, can be contacted at Gippsland Ports, Lakes Entrance Depot on 03 51556900 or Mobile 0429018800.

The Functions and Powers of the Harbour Master are prescribed in Part 6.4 of the Marine Safety Act 2010. The Harbour Master or his Delegate must carry out the functions and powers of a Harbour Master in a manner that ensures the safety of persons and the safe operation of vessels while minimising the effect of vessel operations on the environment.

It is an offence to fail to comply with a direction of the Harbour Master or his Delegate.

Note: Harbour Masters Directions for the Port of Gippsland Lakes are contained in the Document: **'Harbour Master's Directions, Part 2 - Port of Gippsland Lakes – 27 July 2017**. Click the following link:

<https://www.gippslandports.vic.gov.au/wp-content/uploads/2017/07/2017-hm-directions-gippsland-lakes-july-2017.pdf>

3.2.2 Commercial Vessels

Commercial vessels, including vessels engaged in commercial fishing coastal trading or offshore supply and support, which enter the Port of Gippsland Lakes are required to comply with instructions detailed within the Port Operations Handbook & Harbour Master's Directions and are subject to fees charged by the Port Manager for the provision of services.

Prior to first entry the master or agent of all commercial vessels greater than 12m in length must lodge a **Notification of Arrival/Departure & Application for Berth** on the appropriate Form. (refer section 3.2.4.)

Commercial vessels may unload and replenish supplies at Eastern Wharf or Bullock Island Wharf. Additionally, itinerant berths are available for short or long term hire.

3.2.3 Vessel's Agent

Commercial Vessels may have an appointed Agent who is authorised to act on behalf of the owner in all matters. Generally it is the person representing the owner (Master or Agent) who will complete the **Notification of Arrival/Departure and Application for Berth** form and be responsible for all port charges and expenses payable to Gippsland Ports incurred by the vessel. If the vessel has an appointed Agent he or she will be required to give a written undertaking to Gippsland Ports that he/she will be fully and personally responsible for paying all Debts owed by the vessel the Agent represents.

3.2.4 Notification of Arrival/Departure and Application for Berth

Not less than 48 hours before a commercial Vessel greater than 12m in length enters port waters, the Master, Agent or Owner must complete and submit a **Notification of Arrival/Departure and Application for Berth**. The form is to be sent electronically to the following e-mail addresses:

- | | |
|------------------|--|
| 1 Harbour Master | bevish@gippslandports.vic.gov.au |
| 2 Port Manager | shaynec@gippslandports.voc.gov.au |
| 3 GP Head Office | feedback@gippslandports.vic.gov.au |
| 4 AMSA | melbourne@amsa.gov.au |

Gippsland Ports will acknowledge the Notification and respond with relevant information including Port Entry and Berthing details. (Refer copy of forms in Appendix 4)

To access the Notification of Arrival/Departure forms please click on the following link

https://www.gippslandports.vic.gov.au/wp-content/uploads/2017/07/form_gl-notice-of-arrival-departure-v7.pdf

3.2.5 Port Operators

Gippsland Ports has overall management responsibility for the safe navigation of vessels, vessel traffic protocol, port security and the safe and efficient operation of the Port.

(1) Gippsland Ports; is the Port Manager for the Port of Gippsland Lakes and manages the public facilities at Lakes Entrance, Metung, Paynesville and maintenance of the Ocean Access and Entrance to the Gippsland Lakes.

- Lakes Entrance has 4 main wharf Facilities, Eastern Wharf (Loading and unloading fish products and vessel Maintenance) Bullock Island Depot Wharf (maintenance) Bullock Island Boat Yard (vessel slipping and refit) Bullock Island Wharf (main berth for the TSHD Tommy Norton).
- For further information regarding boatyard facilities go to the GP website portal <https://www.gippslandportsboatyards.vic.gov.au/>
- Metung has one main facility being the Metung Itinerant berthing jetty.
- Paynesville has Berthing facilities as well as a major refit Boat Yard with can accommodate vessels up to 120 tonnes on the slipway and 40 tonnes on its marine straddle carrier.
- Masters of commercial vessels utilising Gippsland Ports facilities are responsible for ensuring their vessel is securely fastened alongside while managing landing of cargo including fish product and fishing equipment.
- Commercial vessels using Bullock Island Wharf are to discuss berthing arrangements with the Port Manager prior to coming alongside. Stevedoring of the vessel is the responsibility of the owner and or the agent.

(2) Lakes Entrance Fishermans Co-Operative; is the manager of the primary fish unloading facility at Bullock Island Lakes Entrance. The facility can cater for large quantities of wild catch fish, market transport, bulk ice delivery and commercial quantities of diesel fuels.

3.2.6 Cargo

Cargo passing through the Port is subject to Fees and Charges. Refer to Harbour Masters Directions Part 2 Port of Gippsland Lakes for information regarding the loading and discharge of Cargo.

3.3 LOCAL BERTHING FACILITIES AND GENERAL CONDITIONS

3.3.1 Berthing Facilities

There are seven distinct berthing precincts within the Gippsland Lakes, namely:

(1) Lakes Entrance – Cunninghame Arm; servicing fishing vessels, offshore and sheltered waters charter vessels, small coastal and offshore support vessels and all types of recreational vessels.

Bullock Island is the home of the Gippsland Ports Lakes Entrance Boat Yard for all your slipping and maintenance project needs and the Lakes Entrance Fisherman's Co-Operative where commercial quantities of diesel fuel can be purchased.

Cunninghame Arm has 5 Public jetties where itinerant berths are available for stays from 4 to 48 hours duration including the renowned Flagstaff Jetty and Cunninghame Quay. Sewage pump out facilities are available at the Eastern Boat harbour jetty.

Long term permitted berths are also available on application through Gippsland Ports.

The CBD of Lakes Entrance is the waterfront esplanade of Cunninghame Arm as is the Lakes Entrance squadron of the Volunteer Coast Guard CG18.

(2) Lakes Entrance – North Arm; servicing small shallow draft recreational and hire and drive vessels the entrance to North Arm is also height restricted due to the fairway passing under the Princes Highway road bridge.

North Arm has 3 separate boat launching ramps and boat trailer parking facilities. There is also a refuelling and sewage pump out facility on Bullock Island for recreational vessels with diesel and ULP available.

The North Arm is protected from most severe weather events and shallow draft vessels can take an extended voyage up the higher reaches of the North Arm in relatively smooth waters through marked channels.

(3) Metung – Bancroft Bay; this renowned village precinct has two Marinas. A private Marina facility situated in Lake King to the west of Metung and East Gippsland Shire Marina adjacent to the Metung Yacht Club in Bancroft Bay and Chinamans Creek.

The area is also serviced by 3 public jetties where itinerant berths are available for stays from 4 to 48 hours' duration including the Metung Wharf located adjacent to the Village Square. Fuel and sewage pump out is available at Chinamans Creek and there is a public boat ramp at Shaving Point with limited trailer parking.

(4) **Paynesville – McMillan Strait;** known as the recreational boating hub of the Gippsland Lakes with a large Shire operated berth facility at Slip Bight Marina, a smaller Marina adjacent to the Yacht Club and 3 boat harbours operated by Gippsland Ports.

Several boat launching ramps with trailer parking and 4 Public Jetties where itinerant berths are available for short term and overnight stays.

Gippsland Ports main boat yard is also on the banks of McMillan strait which has major refit facilities with a 40tonne Straddle Lift to the hard stand and a 120 tonne slipway.

Paynesville is also the home of East Gippsland Water Police and Squadron CG22 of the Volunteer Coast Guard. The squadron maintains a daily radio watch on VHF Ch16 and 80 for vessels operating on the Gippsland Lakes from approximately 10:00 to 15:00 during the winter months and from 07:00 to 17:00 during the summer months.

Raymond Island lies on the eastern side of McMillan Strait and is serviced by a large cable vehicle ferry.

(5) **Loch Sport – Lake Victoria;** a small village with Marina services for recreational fishermen and other water craft users. Loch Sport has boat ramps with trailer parking and two public jetties are available.

(6) **Port of Sale – Thomson River;** lies at the edge of the CBD of the City of Sale at the end of a man made canal system connected to the Thompson River. There is a boat ramp and boarding jetty, and a public jetty on the Eastern side of the Port.

(7) **Estuaries;** there are 6 rivers that flow into the Gippsland Lakes System as mentioned previously. Of these, the Mitchell, Nicholson and Tambo Rivers have significant stretches of navigable waters that meander to the towns of Bairnsdale (Mitchell R.), Nicholson (Nicholson R.) Johnsonville (Tambo R.) and Swan Reach (also the Tambo R.). These towns have Public destination jetties and good boat ramps while the waters of the rivers are havens for recreational fishers.

For detailed mapping of the Gippsland Lakes go to the GP Waterways Online website portal at

<https://www.gippslandports.vic.gov.au/boating/waterways-online/>

Berthing at Public Jetties

All public destination jetties managed by Gippsland Ports for itinerant or casual berthing throughout the Gippsland Lakes have time limits imposed. The time limits are signed posted at each jetty according to colour coded zones.

White Zone or unpainted – Indicates temporary berth Maximum time limit is 48 hours – vessels can be unmanned

Yellow Zone – Indicates loading zone only for the pick up or drop-off of cargo or passengers – vessel must remain manned.

Blue Zone – Indicates short term zone with the time limit stencilled on the zone – vessel can be unmanned

Red Zone – Indicates berthing prohibited without a permit – vessel can be unmanned

COLOUR CODED BERTHING ZONES A state wide approach

	TEMPORARY BERTHING ZONE <ul style="list-style-type: none">• Maximum time limit 48 hours as per Port Services Regulations• Vessel can be unmanned
	LOADING ZONE <ul style="list-style-type: none">• Loading zone for the pick up and drop off of passengers and cargo only.• Vessel has to be manned at all times
	SHORT TERM ZONE <ul style="list-style-type: none">• Time limit as indicated• Vessel can be unmanned
	PERMIT ONLY ZONE <ul style="list-style-type: none">• Berthing prohibited without a permit.• Vessel can be unmanned

Facilities

Public toilets, picnic facilities and fresh water are available at or near most public jetties. Gippsland Ports online mapping tool “Waterways Online” has details of all destination jetties and places of interest and can be viewed on the Gippsland Ports website;

<https://www.gippslandports.vic.gov.au/boating/waterways-online/>

3.3.2 General Weather Conditions

Generally weather affecting the Gippsland Lakes has often been compared with the Italian Riviera and has a moderate and warmer winter in comparison to other parts of the southern states of Australia. Winds in the wintertime can range from being quite benign and calm to being confronted with the full force of a Roaring 40s Gale. Winds in the winter are general North-westerly through to South-westerly following the passage of cold fronts embedded in complex low pressure systems.

The summer months on the Gippsland Lakes are again moderated by cool coastal sea breezes and occasionally strong Easterlies are associated with significant high pressure cells. Approaching cold fronts with associated thunderstorms are preceded by strong, dry and hot Northerly winds coming off the heated Australian interior. Extreme bushfire danger periods can exist during the months of December through to April. For information regarding East Gippsland weather please visit

www.bom.gov.au.

3.4 PORT ENTRY

3.4.1 Quarantine/Pratique

The Department of Agriculture – Biosecurity ensures that all vessels arriving in Australia from overseas comply with International Health Regulations and ensures that all quarantine risk posed by the vessel is adequately managed.

The Port of Gippsland Lakes is NOT a Proclaimed First Port of Entry. Vessels arriving from overseas require permission to enter a non-proclaimed port. Vessel Agents are advised to make application for Quarantine Practique under the provisions of up to date and current Department of Agriculture legislation.

IMPORTANT INFORMATION FOR ALL TYPES OF VESSELS
ARRIVING IN AUSTRALIA FROM OVERSEAS
For current and accurate information about the procedure and
application for clearance please visit the official website at:

www.agriculture.gov.au/biosecurity

3.4.2 Pilotage

The waters of the Port of Gippsland Lakes are currently not Pilotage Required Waters.

Currently there is no permanent Pilot Service or Pilot Transfer Service available for the Port of Gippsland Lakes. Should certain channels and fairways be declared pilotage required and Pilot and Pilot Transfer Services are established, those details will be introduced into this Information Handbook.

3.4.3 Pilotage Exemption

There is currently no requirement for Pilotage Exemption Certificates for the Port of Gippsland Lakes. However, all commercial vessels greater than 12 meters in length must be operated by a master that holds a valid Certificate of Local Knowledge for the Port.

3.4.4 Local Knowledge Certificate

Currently, Masters of Commercial Class 1 and Class 2 vessels over 12 metres in length and Commercial Class 3 (Fishing) vessels over 35 metres in length must hold a Certificate of Local Knowledge for the Port while entering, leaving or navigating within in the Port of Gippsland Lakes.

For further information regarding local knowledge certificates for the port of Gippsland Lakes please contact Qualifications at Marine Safety Victoria on 03 9655 9787 or visit the MSV website at;

<http://transportsafety.vic.gov.au/maritime-safety/Commercial-vessel-operators/commercial-qualifications>

3.4.5 Passage Plans

All commercial vessels greater than 24m in length entering and leaving the Port are required to have developed Passage Plans. (go to Appendix 2 page 41 for information guide regarding passage plan development)

3.4.6 Channels and Navigation Marks (consult Chart Aus. 182)

The navigation marks for the Port of Gippsland Lakes are a mixture of buoys, beacons and structures installed under the IALA Buoyage System "A" ("green to starboard inbound").

3.5 CAUTIONS

Important Note

Passages in the waters near the Entrance to the Gippsland Lakes and Lakes Entrance Bar are subject to strong tidal currents and variable depths of water, open exposure to seas and ocean swells, and changeable and periodically strong winds and extreme weather conditions. Comprehensive information regarding Gippsland Lakes Ocean Entrance and Bar can be consulted at Section 5.2.10 of

the Harbour Masters Directions Part 2 Port of Gippsland Lakes available at Gippsland Ports website portal;

<https://www.gippslandports.vic.gov.au/wp-content/uploads/2017/07/2017-hm-directions-gippsland-lakes-july-2017.pdf>

The rules for all vessels arriving and departing through the Entrance to the Gippsland Lakes can also be found in Part 2 of the Harbour Masters Directions.

Caution 1 – Ocean Access Entrance and Bar

Navigation of the Ocean Access Entrance and Bar by small vessels is dangerous and attention is drawn to the “CAUTION” notices erected at various points on shore near the entrance and at boat ramps.

Caution 2 – Night Navigation of Lakes Entrance Bar

The Lakes Entrance Bar should not be attempted at night without sound local knowledge.

Caution 3 – Overhead Power Lines

Vessel Operators are cautioned about the existence of overhead powerlines across rivers and similar areas and should keep a look out for warning notices on the shore and river banks advising of these obstructions and safety heights.

Overhead Cables	Clearance
Bullock Island Bridge	8.4m
Lakes Entrance North Arm Bridge	15.2m
Boxes Creek	22.1m
Swan Reach Bridge	15.05m
Nicholson River Bridge	9.8m
Mitchell River (approx. 7km from mouth)	16.2m
Mitchell River (approx. 8km from mouth)	17.5m
Mitchell River (approx. 1 km south of bridge)	15.7m
McMillan Strait (northern end)	22.9m
Picnic Arm (at entrance)	19.5m
Latrobe River (approx. 10 km from mouth)	11.8m
Latrobe River (approx. at swing bridge)	13.6m
Latrobe River (approx. 1km South of Sale)	12.95m

Caution 4 – Dredging Operations

Gippsland Ports will operate two Dredgers in the vicinity of the Entrance to the Gippsland Lakes. A large 60 metre Trailing Suction Hopper Dredge “Tommy Norton” will operate within the Narrows and on the Lakes Entrance Bar to maintain navigable Ocean Access. A smaller 29 metre Cutter Suction Dredge “Kalimna” normally operates in the area covered by the confluence of Reeve Channel, Hopetoun Channel and Cunninghame Arm for most of the year, however this dredger performs maintenance dredging throughout the Gippsland Lakes. Notices regarding the Lakes Entrance Bar and

the operation of dredgers within the Lakes system are promulgated weekly and can be found on the Gippsland Ports Website under Notice to Mariners (see attached link below) or by contacting the Lakes Entrance Depot Office on 0351556900.

<https://www.gippslandports.vic.gov.au/notice-alerts/notice-to-mariners-and-warnings/>

Caution 5 – Raymond Island Cable Ferry

The Raymond Island cable driven vehicle and passenger Ferry operates between the mainland at Paynesville across McMillan Strait to Raymond Island on regular schedules. The Ferry displays flashing red lights at either end of the vehicle deck indicating the direction of travel across the Strait. All vessels are to pass the ferry astern of the direction of travel.

Caution 6 – Bridge Structures

There are 14 Bridge structures within the waterways of the Gippsland Lakes. The table below refers to the clear height of the bridge measured above the mean tide level. Heights may vary in certain weather conditions;

Bridge Location	Clearance
Paynesville Canal (south)	1.2m
Paynesville Canal (north)	5.0m
North Arm Bridge (Lakes Entrance)	6.5m
Cunninghame Arm Footbridge (Lakes Entrance)	2.8m
Eastern Beach Bridge (Lakes Entrance)	1.0m
Bullock Island Bridge (Lakes Entrance)	1.8m
Tambo River Bridge (Swan Reach)	6.6m
Nicholson River Bridge (Princes Highway)	2.5m
Nicholson River Bridge (Sarsfield)	7.0m
Mitchell River Bridge (Princes Highway)	6.0m
Mitchell River Backwater Bridge (Howitt Ave Eastwood)	2.5m
Mitchell River Backwater Bridge (Howitt Park footbridge)	4.2m
Mitchell River Bridge (Lind bridge)	6.4m
Thompson River Bridge (Swing Bridge)	3.8m
Thompson River Bridge (Longford)	6.8m

3.6 CHANNELS AND ANCHORAGES

Lakes Entrance is where the Gippsland Lakes system opens into Bass Strait. The entrance and bar can be extremely dangerous given certain conditions, whilst strong tidal influences are experienced in this area. Mariners are requested to contact the local coastguard on VHF channel 16 prior to passage inwards/outwards across the bar. The channels listed below can be viewed for detail including the positions of aids to navigation at “Waterways Online” on the Gippsland Ports website at

<https://www.gippslandports.vic.gov.au/boating/waterways-online/>

Cunninghame Arm

Cunninghame Arm provides access to the CBD of Lakes Entrance and is navigable up to the

footbridge. Short-term berthing is available adjacent to public jetties and boardwalks along the foreshore.

North Arm

North Arm channel is well marked with navigation beacons and has an average depth of 2 metres in the lower reaches. The channel is well defined.

Hopetoun and Rigby Channels

Both channels are navigable and well defined, however larger deep drafted vessels should take care because of moving shoals.

Reeve Channel to The Narrows

Vessels navigating in Reeve Channel and stemming the tide must give way to vessels running with the tide. These channels are well defined. To access the full set of rules when operating close to the Entrance to the Gippsland Lakes see Harbour Masters Directions Part 2 Port of Gippsland Lakes Section 5.2.11 Rules for Navigation of the Entrance to the Gippsland Lakes

Bancroft Bay Metung

Bancroft Bay has good water with safe anchorages in Chinaman's Creek and Boxes Creek.

Serenity at Chinamans Creek Metung



Lake King

Lake King provides good depth with well-defined navigation beacons. This lake is affected by south west and easterly winds, with sea conditions varying accordingly. Entrances to the Tambo, Nicholson and Mitchell Rivers are navigable and have well defined entrance beacons. The rivers provide safe anchorages. Gergon and Carstairs Banks on the southern side of Campbell Channel require sea room for clear passage. McMillan Strait between Raymond Island and Paynesville provides shelter from prevailing winds.

Lake Victoria

The water depth average is 5 metres throughout its length, however shallowing occurs towards McLennan Strait. South of Raymond Island the Aurora, Steamer and Grange Channels are clearly

defined leading to Ocean Grange and Bunga Arm.

In the East, Newlands Arm off McMillan Strait, Duck Arm and Picnic Arm adjacent to Banksia Peninsula provide safe anchorages, whilst Loch Sport, Blonde Bay and Toms Creek provide safe anchorages at the western end of Lake King.

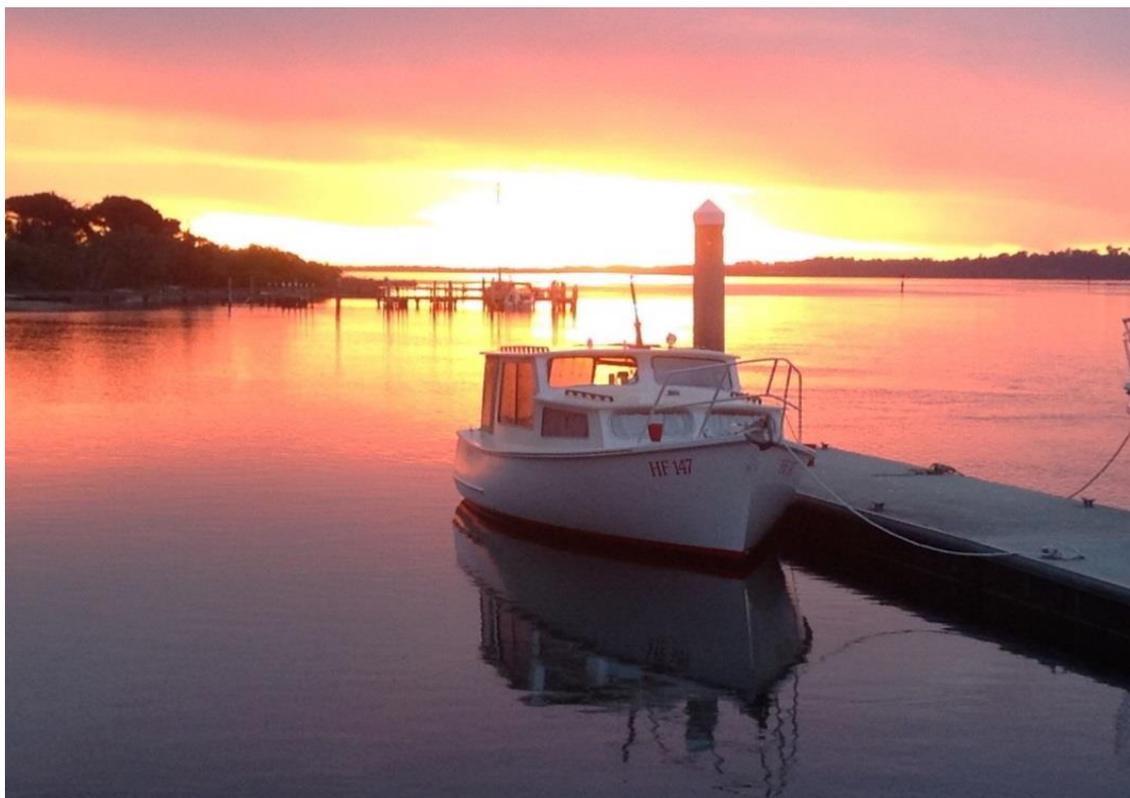
McLennan Strait

McLennan Strait joins Lake Victoria and Lake Wellington and provides safe anchorage and an average depth of 4 metres throughout. The entry and exit to the strait is well defined with minimum depths of approximately 1.8m.

Lake Wellington

Lake Wellington is only recommended for shallow draft vessels due to the limited depth of water. The shallow depth when accompanied with changing weather conditions can change the sea state in a very short time. The passage across the lake is well defined, as is the entrance to the Latrobe River. The Latrobe, Avon and Perry Rivers provide good anchorages. An air force bombing range is defined in the south western corner of the lake.

Sunset at the Barrier Landing – Hopetoun Channel



3.7 TIDES, WAVES & WEATHER – LAKES ENTRANCE

A Directional Waverider Buoy is established at a location offshore from Lakes Entrance. The instruments measure;

- Significant and Maximum wave height,
- Peak and average wave period,
- Wave direction (predominant), and
- surface water temperature.

Mariners should note that this buoy is located approximately 1.5 nautical miles to the South West from the Eastern Entrance Pier, in approximate position;

Latitude 37° 54.9075' South

Longitude 147° 57.9379' East

Datum (WGS 84).

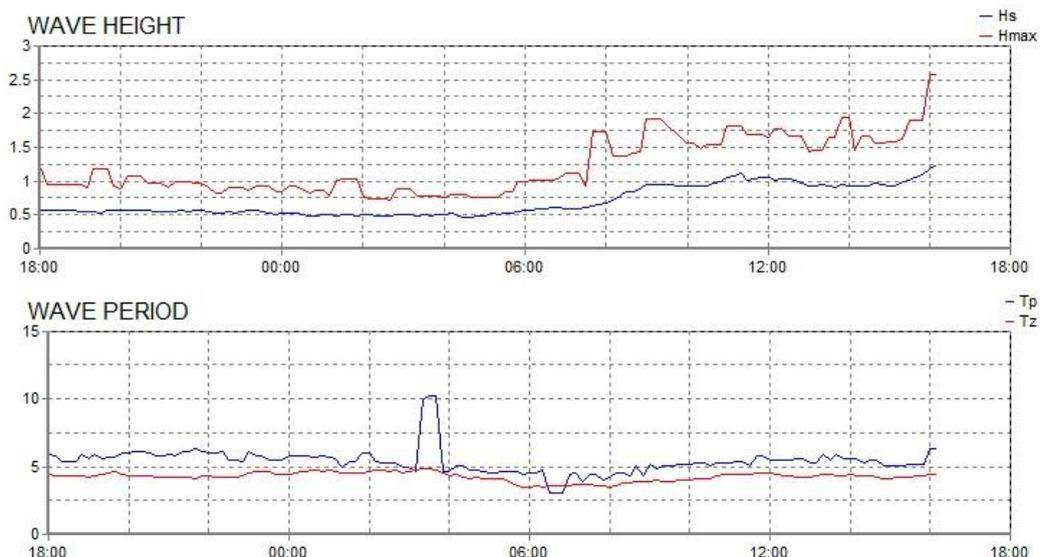
A long elastic mooring system has been utilized to secure the buoy and consequently the position of the buoy may vary with tide and currents. Mariners are directed to navigate with caution when transiting the area and to remain at least 200m clear of the buoy. No vessel is to moor to the buoy at any time. The buoy displays the following light characteristic: Fl(5)Y **The information graphs produced below are available at the following link;**

<https://www.gippslandports.vic.gov.au/boating/waves-tides-and-weather/>

Waves - *Example of the near real time wave rider information graph.*

Offshore Wave Buoy

Significant Wave Height (Hs)	Maximum Wave Height (Hmax)	Peak Wave Period (Tp)	Average Wave Period (Tz)	Wave Direction	Water Temperature (°C)
1.2 m	2.6 m	6.3 sec	4.5 sec	206°	20.1°

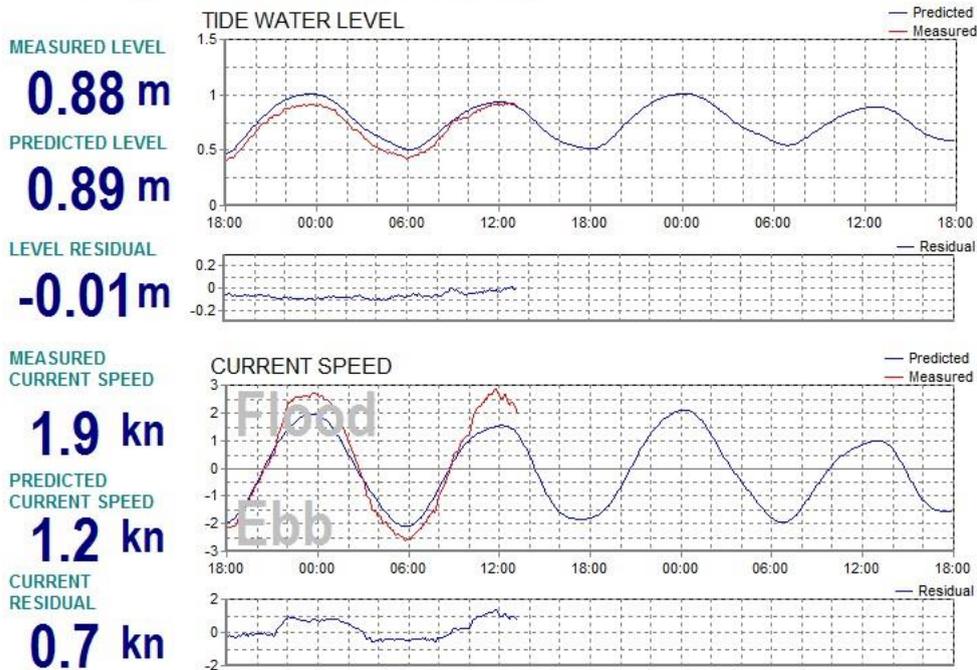


Data last updated: **Wednesday, 11 January 2017, 16:10:00**

Tides - Tide measuring equipment is installed to provide near-real time tide data. Tide gauges at Lakes Entrance are located in the Entrance Channel midway along the training walls, and at the Gippsland Ports depot jetty on Bullock Island. See data extract below.

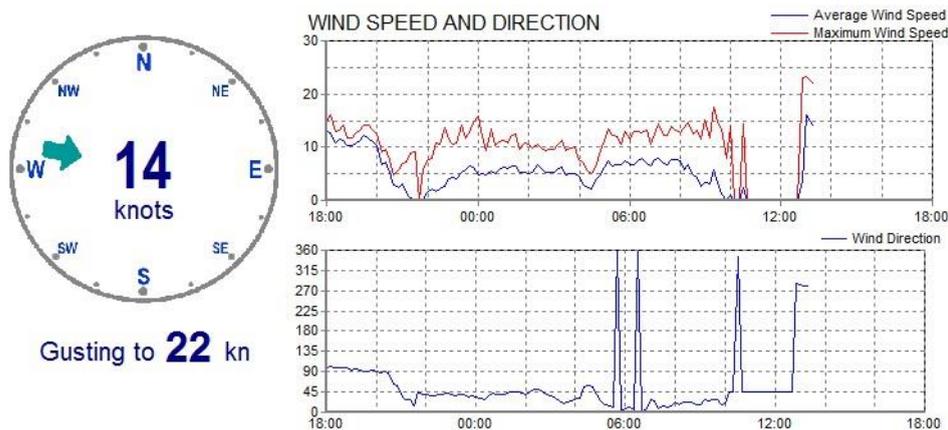
Example: Tidal predictions and graph showing predicted and actual tide heights for Lakes Entrance

Lakes Entrance – Entrance Channel



Data last updated: **Thursday, 16 March 2017, 13:15:00**

Weather - An Automatic Weather Station is installed at Lakes Entrance to provide measurements of air pressure, air temperature, wind speed and direction, relative humidity and rainfall.



Current Air Temperature	Relative Humidity	Mean Sea Level Pressure	Rainfall 24 hrs to 9am	since 9am
31.3 °C	38 %	1008 hPa	0.0 mm	0.0 mm

Data last updated: **Thursday, 16 March 2017, 13:20:00**

3.8 PORT FACILITIES

3.8.1 Medical

Medical Emergency dial 000 and request Ambulance.

Lakes Entrance

Gippsland Lakes Community Health Centre
18 Jemmeson St Lakes Entrance ph. 0351 558300

Lakes Entrance

Cunninghame Arm Medical Centre
8 Whikers St. Lakes Entrance Ph. 0351 552300

Paynesville

Paynesville Medical Centre
2/55 Esplanade Paynesville Ph. 0351 567243

Bairnsdale Hospital

122 Day St. Bairnsdale Ph. 0351 503333

Sale

Central Gippsland Health Services
155 Guthridge Parade Sale Ph. 0351 438600

3.8.2 Boat Ramps

All Boat Ramps within the Gippsland Lakes are maintained and managed by either East Gippsland Shire or the Wellington Shire. The actual locations of all boat ramps can be viewed on the Gippsland Ports Website “Waterways on Line” at www.gippslandports.vic.gov.au

Boat ramps are established within the Gippsland Lakes at the following locations;

- Lakes Entrance – Marine Parade East – North Arm – North Arm Spit
- Metung – Shaving Point –
- Johnsonville Landing – Tambo River
- Nicholson Landing – Nicholson River
- Paynesville – Esplanade - Sunset Cove – Raymond Island – Fort King – Kings St – Birrells Point – Commissioner Point
- Eagle Point – Eagle Bay and Mitchell River
- Bairnsdale- Mitchell River Backwater
- Loch Sport – Marina – Barton Street – Seagull Drive – the Boulevard
- Wattle Point – Banksia Peninsular
- Hollands Landing – Lake Victoria
- Marlay Point – Lake Wellington
- Seacombe Landing – McLellan Straits
- Port of Sale – Sale Canal.

3.8.3 Sewerage - Pump out facilities 1 - Disposal hoppers 2

Sewerage - pump out facilities designated with the number 1 and disposal hoppers suitable for chemical toilets designated with the number 2 are available at the following locations.

- Lakes Entrance – Central Boat Harbour Jetty 1&2 – Bullock Island refuelling facility 1&2
- Metung – Chainman’s Creek public jetty 2 – The Moorings 2 – Rivera Nautic 2 Nicholson – Nicholson River Landing – Disposal Hopper 2
- Paynesville – Bulls Cruiser refuelling facility 1&2
- Duck Arm – Disposal Hopper 1 & 2
- Steamer Landing – Bunga Arm sewerage hopper barge 1 & 2
- Loch Sport – Mooring jetty – Disposal Hopper 2
- Port of Sale – Disposal Hopper 2

Actual locations can be viewed on the Gippsland Ports Website “Waterways Online” at;

<https://www.gippslandports.vic.gov.au/boating/waterways-online/>

3.8.4 Chandlers / Providers

Lakes Entrance – The Lakes Entrance CBD fronts Cunninghame Arm where just about any requirement for accommodation, hospitality, stores or spare parts can be obtained. The Gippsland Ports Bullock Island Boat Yard caters for most vessel repairs and maintenance with a 100 Tonne straddle lift and hard stand available.

Metung – Has a general store, accommodation, hospitality café’s, variety stores, and a bakery

Paynesville – Like Lakes Entrance the Paynesville CBD lies along the banks of McMillan Straits where just about any requirement for accommodation, hospitality, stores or spare parts can be obtained. The Gippsland Ports Paynesville Boat Yard caters for most vessel repairs and maintenance with a 40 t Tonne straddle lift and hard stand available. This facility also has a 120 Tonne slipway.

Ports of Bairnsdale and Sale – Both of these large towns cater for just about any requirement listed above, however chandlery and vessel repairs are limited.

Loch Sport – has similar services as Metung

3.8.5 Vessel Maintenance, Repairs, Installation, Modification or Construction

In accordance with the Port Management (Local Ports) Regulations 2015, the Master or Owner of any vessel must not allow any repair, maintenance, installation, modification, or construction works to be carried out on the vessel or to any equipment or fixtures on the vessel while the vessel is berthed, anchored or moored within the Port of Gippsland Lakes;

unless;

- the vessel Master or Owner has approval to carry out certain works and has been issued a written Authority by Gippsland Ports; and
- the works are carried out in a safe manner by competent or licensed persons in a controlled environment at a maintenance facility designated by Gippsland Ports.

Boiler makers, engineering services and or crane(s) are available locally.

Note: See Harbour Masters Directions Part 2 – Port of Gippsland Lakes for detailed directions regarding vessel maintenance, repairs, installation, modification and construction.

<https://www.gippslandports.vic.gov.au/wp-content/uploads/2017/07/2017-hm-directions-gippsland-lakes-july-2017.pdf>

3.8.6 Surveyors

Vessels requiring the services of a Marine Surveyor should contact Maritime Safety Victoria at www.transportsafety.vic.gov.au.

Vessels requiring the services of their Classification Society should make prior arrangements if a representative is to attend the vessel. Many classification societies have offices in Melbourne.

3.8.7 Bunkers – Diesel/ULP

Diesel or ULP bunkers from fixed installations are available at;

- Lakes Entrance Fisherman’s Co-Operative Limited (LEFCOL) – Bullock Island Lakes Entrance – commercial quantities of Diesel are available. Ph. 0351 551688
- Bullock Island – North Arm refuelling facility – Recreational vessel Diesel and ULP – swipe card facility only.
- Metung – Riviera Nautic – Recreational vessel Diesel and ULP – enquire at Shop for service
- Paynesville – Bulls Cruisers – Recreational vessel Diesel and ULP – swipe card facility only.

Diesel bunkering by road tanker at any other wharf is subject to a permit issued by the Port Manager and the master of every vessel shall ensure that no bunkering operation is commenced or allowed to continue unless the conditions set out in Section 3.8 of the Safety and Environmental Requirements of this Port Information Handbook are met in full.

The Port Manager may inspect any or all aspects of bunkering operations before commencement and during the progress of any such operations. See Section 3.10 for further bunkering information.

3.8.8 Garbage

Discharge into port waters or upon any wharf, pier or jetty of a vessel’s refuse, rubbish, offensive liquid, oily waste or other waste matter is **PROHIBITED**. Vessel masters breaching this prohibition shall be liable to prosecution.

Garbage Collection

If required, a garbage collection service can be arranged via the Port Manager and operates under the following conditions and is subject to a service fee:

- Containers used for the collection of ship’s garbage and discharge ashore must be in sound condition, i.e. containers must not be perforated to allow drainage of liquids onto either the wharf or spring-fending.
- In order to avoid inadvertent contamination of the wharves or port waters, 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.
- Attention is drawn to the quarantine requirement that all ship’s garbage containers are to be covered with a well-fitting lid.
- Charges may apply for garbage collection services provided to vessels.

3.8.9 Liquid Waste

Lubricating and hydraulic oils may only be disposed of at the Lakes Entrance Eastern Wharf facility.

Liquid waste such as large volumes of waste oil, bilge water or sewerage may only be discharged ashore to an EPA approved service supplier following the issue of a Permit by the Port Manager. The Safety and Environmental Requirements detailed in section 3.8.7 Bunkering applies to these operations.

3.8.10 Towage (tugs / lines boats)

Tugs and towage is not permanently available at the Port. By pre arrangement towage services are available from other ports. Due to the size and manoeuvrability of normal vessel traffic a line boat is generally not required. Contact the Port Manager for further information regarding towage services on 0351 556902.

3.8.11 Local Transport

Taxis are available throughout the towns of the Gippsland Lakes area. Public transport to Melbourne and Sydney is available from Lakes Entrance and Bairnsdale. See www.vline.com.au for bus and train times.

There are a number of freight transport companies operating in East Gippsland and vessel masters or agents should make prior arrangements if required.

3.9 GOVERNMENT AGENCIES

Some Federal and State government agencies do not have local offices. The relevant agencies are as follows with some key functions noted in *italics* and website:

- Australian Boarder Force
refer www.abf.gov.au
- Australian Maritime Safety Authority (*Port / State Control*)
refer www.amsa.gov.au
- Department of Agriculture – Biosecurity (*Quarantine Pratique*)
refer www.agriculture.gov.au/biosecurity
- Australian Transport Safety Bureau (*incident investigation*)
refer www.atsb.gov.au
- Environment Protection Authority (*Ballast water, pollution*)
refer www.epa.vic.gov.au
- Maritime Safety Victoria(*State Marine Legislation*)
refer www.transportsafety.vic.gov.au
- WorkCover Victoria (*Workplace incidents, injuries*)
refer <http://www.vwa.vic.gov.au>

3.10 SAFETY AND ENVIRONMENTAL REQUIREMENTS

Overview

Gippsland Ports is strongly committed to safety and the protection of the marine environment. The Port of Gippsland Lakes is RAMSAR site of internationally significant wetlands.

3.10.1 Marine Pollution

Gippsland Ports requires vessel masters, whilst within ports waters to;

- Comply with the requirements of *Pollution of Waters by Oil and Noxious Substances Act 1986* (POWBONS), the State Environment Protection Policies (SEPP) and a number of national and international conventions, including the International Convention for the Prevention of Pollution from Ships (MARPOL 73/78).
- Not cause or permit refuse of any kind to be discharged from the vessel into port waters.
- Not cause or permit a person to pump or discharge any oil, oily water, spirit or any flammable liquid into port waters.
- Sewage pump out facilities are listed in 3.8.3 above
- Hard Waste management and bulk oil receptors are available at Eastern Wharf and Bullock Island Wharf.

3.10.2 Ballast Water

Ship Masters must not cause or permit the discharge of high risk domestic ballast water into Victorian State waters. **See section 5.2.2 of Harbour Masters Directions Part 2 Port of Gippsland Lakes**

For information regarding ballast water management. Contact EPA www.epa.vic.gov.au/your-environment/water/ballast-water

3.10.3 Dangerous Goods

Explosives/Fireworks

Trans-shipment of explosives to, from or within the Port of Gippsland Lakes is **PROHIBITED** unless a Permit to operate on-water Fireworks displays has been granted by Gippsland Ports.

Containerised or Bulk Dangerous Cargoes

Vessels loading or unloading containerised dangerous cargoes are to comply with the procedures and requirements of the Harbour Master. **See section 5.2.4 of Harbour Masters Directions Part 2 Port of Gippsland Lakes** for information regarding Dangerous Goods

Notification of the intention to load or discharge dangerous cargoes, including manifest details, must be lodged with the Harbour Master or his delegate at least 48 hours prior to a ships arrival or departure.

3.11 BUNKERING

3.11.1 Fixed Fuel Installations

Masters must ensure all conditions applying to the operation of fixed fuelling installations are met during fuelling operations.

- Liquid fuel shall be dispensed by an adult person (the operator) familiar with the operation of the installation and use of the fire-fighting equipment.

- There is no smoking within 50 metres of a dispenser and outlet.

3.11.2 Bunkering by Road Tanker

Bunkering by Road Tanker will only be approved if the Lakes Entrance Fisherman's Co-Operative is, for some reason, unable to deliver the required order.

Bunkering by Road Tanker must only be carried out at Bullock Island Wharf.

Prior written approval must be obtained from the Port Manager and the conditions of "Bunkering by Road Tanker" must be met.

Applications must state:

- name of vessel
- name of berth where bunkering will take place
- quantity and type of bunkers
- anticipated start date and time
- anticipated finish date and time.

Bunkering by Road Tanker requirements

- Only approved (by Gippsland Ports) Petroleum companies shall be permitted to discharge bulk quantities of bunkers at Bullock Island Wharf.
- Bunkering shall comply with any statutes, regulations and by-laws of any public authority that are at present in force or that may be subsequently enacted.
- Refuelling shall only be from tankers that comply with the requirements of Edition 7.3 of the Australian Dangerous Goods Code (ADG7.3), and shall not exceed road legal capacity as either a single tanker or tanker truck and trailer.
- Only one road tanker shall be operated on the wharf at any one time.
- The approval of the Port Manager will be required prior to each operation.
- No movement of tankers will be allowed on the wharf between the hours of sunset and sunrise.
- The issue of the permit shall not confer any exclusive rights to the use of any section or sections of the wharf and the operators of the applicant shall cause no interference with the right of the public in the usage of the pier.
- The applicant is required to execute an indemnity, indemnifying Gippsland Ports against all actions, claims, damages and costs incurred by either or both of them arising out of or in any way connected with the tanker pipelines, the pumps and other equipment or any of them or their contents irrespective of the state of repair of the wharf.
- Prior to moving any fuel and simultaneously with the indemnity, the applicant shall lodge with Gippsland Ports a suitable insurance policy with an approved insurer covering the indemnity and made out in the name of the applicant. The amount of insurance provided for public liability shall not be less than \$10,000,000 and for property not less than \$5,000,000.
- The applicant shall carry out any directions of the Harbour Master or Port Manager and Gippsland Ports reserves the right to vary these conditions at any time.
- If a bunker spillage occurs the following actions are to be implemented immediately:
 - cease bunkering operations
 - take measures to stop or limit the spillage
 - notify Gippsland Ports (CEO, Harbour Master or Port Manager)
 - provide formal notification of a pollution incident.

3.12 EMERGENCY RESPONSE

Gippsland Ports has responsibility to respond to emergencies that may occur within Port Waters. Gippsland Ports is the primary responder for Marine Pollution Incidents while other environmental incidents are the responsibility of the EPA Victoria.

Search and Rescue is the responsibility of Victoria Water Police

3.12.2 Accidents

Where a non-marine accident occurs on board a vessel within port waters the initial response is the responsibility of the vessel's master. In life-threatening situations immediately **telephone triple zero "000"** to obtain assistance from the Police, Fire or Ambulance emergency services. The master of the vessel has an obligation to report the accident to the Harbour Master or Port Manager.

3.12.3 Marine Incidents

In the event of any marine incident other than pollution, that is likely to affect personal safety or the safe navigation of vessels in port waters, any person causing or observing such incident should as soon as possible:

- If you require urgent assistance **dial triple zero "000"** for the emergency services and request Police assistance
- If an incident has occurred but you are not in any immediate danger, report it to the Water Police on 1800 135 729

If you are the Master of a commercial vessel or a recreational vessel and you are involved in a reportable marine incident, you must provide full details in writing to Transport Safety Victoria (TSV) by completing the Incident reporting form. For current information about Marine Incident reporting go to; www.transportsafety.vic.gov.au.

Masters should note that AMSA and or TSV may conduct an investigation following a reportable marine incident.

3.13 MARINE POLLUTION INCIDENTS

3.13.1 Mandatory Notification - Marine Pollution

In the event of a discharge from a vessel within the Port of Gippsland Lakes the master must make an immediate report to Gippsland Ports by phoning;

- Marine Officer Team Leader, David Talko Nicholas, on 0429 174 606; *or*
- Marine Officer, Peter Bull, on 0400 605 645; *or*
- Port Manager East Gippsland, Shayne Clarke, on 0429 018 800; *or*
- Gippsland Ports Harbour Master, Bevis Hayward, on 0427610025; *or*
- Gippsland Ports CEO, Nick Murray, on 0418 104 474

In the event of a spill or probable spill of a polluting substance from a vessel the Master must take all reasonable steps to prevent further spilling of the pollutant and to contain the spill within the vicinity of the vessel.

3.13.2 Information required when reporting Marine Pollution incidents

Information required in the POLREP is to contain as much of the following information as possible:

- Location of incident
- Source of the spill
- Description of the incident
- Cause of the incident
- Type of pollutant
- Quantity of pollutant
- Initial response Actions – underway / planned
- Current sea and weather conditions
- Any other information (e.g. photography)

3.13.3 Victorian Marine Pollution Contingency Plan (VicPlan) 2016

The Victorian Marine Pollution Contingency Plan (VicPlan) sets out the procedures to be initiated in response to marine pollution oil spills within Victorian State Waters. It describes how a response is to be conducted, in accordance with state and national arrangements and provides supporting material and links to other resources.

Incident management system is consistent with Victorian emergency management arrangements and the National Plan (NatPlan). VicPlan follows the Australasian Inter Service Incident Management System (AIIMS-4) structural arrangements. AIIMS has the flexibility to allow for the development of an organisational structure appropriate to the nature and scale of an Incident. The principals of AIIMS are also applicable at the regional and state tiers of emergency management.

As the Regional Control Agency (Gippsland Ports) undertakes mandatory notifications (as outlined below) via a Pollution Report (POLREP), once the pollution incident has been confirmed by the regional pollution coordinator or another appropriate person.

Notifications by Regional Control Agency (Gippsland Ports)

By Phone to:

- DEDJTR, Emergency Management Division Duty Watch Officer – 0409 858 715
- EPA, Emergency Response Officer – 03 9483 8036 – Request Pager number 219013

By fax / Email to:

- AMSA , 02 6230 6868, rccaus@amsa.gov.au
- Dept. of Transport, SEMD Marine Pollution Team, 03 9655 6779, semincidentroom@transport.vic.gov.au
- EPA, 03 9695 2692, erc@EPA.vic.gov.au

3.13.4 Pollution Contacts

Gippsland Ports Primary Contacts for pollution matters are:

- David Talko-Nichols, Marine Officer Team Leader/Assistant Harbour Master
Phone: 0429 174 606 email: davidtn@gippslandports.vic.gov.au
- David Ashworth, Marine Officer/Assistant Harbour Master
Phone: 0437 002 707 email: DavidA@gippslandports.vic.gov.au
- Bevis Hayward, Harbour Master
Phone: 0427 610 025 email: bevish@gippslandports.vic.gov.au
- Chris Waites, CEO
Phone: 0427 833 388 email: chrisw@gippslandports.vic.gov.au

A Marine Pollution Report (POLREP) is raised (by the RCA) as soon as is practical, and notifications issued (preferably within 1 hour)

4.0 DISTANCES IN KILOMETRES

(divide by 1.852 for Nautical Miles)

- Lakes Entrance (Cunninghame Quay) to Metung Jetty = 12.30 kilometres
- Metung Jetty to Fishermans Landing Paynesville via Lake King = 14.6 kilometres
- Metung Jetty to Fishermans Landing Paynesville via Lake Victoria = 15.8 kilometres
- Metung Jetty to Swan Reach via Tambo River = 19.6 kilometres
- Metung Jetty to Nicholson via Nicholson River = 17.3 kilometres
- Metung Jetty to Bairnsdale (Butter Factory Jetty) via Mitchell River = 27.7 kilometres
- Paynesville to Ocean Grange = 9.3 kilometres
- Paynesville to Loch Sport = 19.6 kilometres
- Loch Sport to Hollands Landing = 11.2 kilometres
- Hollands Landing to Port of Sale = 46.2 kilometres
- Lakes Entrance (Cunninghame Quay) to Port of Sale direct rout via Reeve Channel, Lake Victoria, McLennan Strait, Lake Wellington, Latrobe River and the Sale Canal. = 98.4 kilometres

APPENDIXES

APPENDIX 1: EMERGENCY AND KEY CONTACT DETAILS

Organisation	Telephone	Mobile	Email / Website
<p>Gippsland Ports</p> <ul style="list-style-type: none"> • Head Office • CEO • Harbour Master • Port Manager • Marine Pollution • Lakes Entrance Depot • Port Welshpool Depot 	<p>03 51500500 03 51500500 03 51556900 03 51500500 03 51566352 03 51556900 0356881303</p>	<p>NA 0427 833 388 0427 610 025 0428 113 324 0429 174 606</p>	<p>feedback@gippslandport.vic.gov.au chrisw@gippslandports.vic.gov.au bevish@gippslandports.vic.gov.au shaynec@gippslandports.vic.gov.au davidtn@gippslandports.vic.gov.au</p> <p>Website www.gippslandports.vic.gov.au for real time tide and Bathymetric Survey and online mapping information.</p>
<p>Emergency Contacts Victoria Police Country Fire Authority Paramedics/Ambulance</p> <p>Bairnsdale Hospital Lakes Community Health</p>	<p>Dial triple zero "000"</p> <p>0351503333 0351558300</p>	<p>Open 24 hours</p>	<p>Request to be connected to appropriate emergency service</p>
Victorian Water Police	1800 135 729		Melbourne Headquarters
Maritime Safety Victoria	1800 223 022		Website www.transportsafety.vic.gov.au/maritime-safety
Australian Maritime Safety Authority (AMSA)	Canberra 02 6279 5000	Melbourne 03 86126000	Website www.amsa.gov.au
Environment protection Authority (EPA) Victoria	1300 372842		Email contact@epa.vic.gov.au
Australian Boarder Force	Melbourne 131881		Website www.abf.gov.au
Barry Beach Marine Terminal (BBMT)	BBMT Guardhouse 03 56880222	BBMT Manager 03 56880200	Email nigel.french@gube.com.au VHF Ch16 – 24 hours
Port Anthony Marine Terminal (PAMT)		Ben Anthony 0447244236	Email ben@portanthony.com.au
Department of Agriculture, Biosecurity, Quarantine	1800 900 090		Website www.agriculture.gov.au/biosecurity
Victorian WorkCover Authority	Emergency 132 360	Incident Response 0407 833 306	Website www.worksafe.vic.gov.au
Bureau of Meteorology Victoria			Website www.bom.gov.au/vic
Vic Roads – Traffic and Hazardous road conditions	13 11 70		Website www.vicroads.vic.gov.au

APPENDIX 2: PASSAGE PLANNING – ENTRANCE TO THE GIPPSLAND LAKES

The jurisdiction of the Port of Gippsland Lakes lies with Gippsland Ports Committee of Management subject to the Marine Safety Act 2010 and the Port Management Act 1995 Victoria.

Prior to initial entry to the Port of Gippsland Lakes all Class 1 and Class 2 Vessels greater than 24 metres in length and Class 3 Fishing Vessels greater than 35 metres in length are required to provide a detailed passage plan developed by the Master for navigation from seaward across the Lakes Entrance Bar to a berth or vice-versa.

The intention of the following **Guide** is to assist vessel Masters when compiling passage plan courses and waypoints for entering the Port of Gippsland Lakes that lie within the Plan of Lakes Entrance published by the Australian Hydrographic Service on Chart Aus.182 Plans in Victoria South East Coast. (Reproduced page 40 below)

Vessels making passage through the various channels within Port Waters are required to do so in accordance with the following communication protocols (reproduced from section 5.3 of Harbour Masters Directions) and rules for the navigation of the Entrance to the Gippsland Lakes (reproduced from section 5.2.11 of the Harbour Masters Directions for the Port of Gippsland Lakes)

Arrival and Departure Communications

Listening Watch: Masters of any commercial vessel shall ensure that a continuous listening watch is maintained on VHF Ch.16 all times during any passage within the Limits of the Port of Gippsland Lakes.

On Arrival at the Lakes Entrance Bar

The masters of an inbound vessel prior to crossing the Lakes Entrance Bar is required to make an **“All Ships Call”** on VHF Ch.16 and provide the following information:

- Vessel Name
- Vessel’s position and direction of passage (inbound)
- Describe restrictions or constraints requiring a clear channel. (for example towing)
- Request acknowledgment from an outbound vessel.

On Departure from the Port of Gippsland Lakes

The master of an outbound vessel prior to departing Cunninghame Arm or Reeve Channel is required to make an **“All Ships Call”** on VHF Ch. 16 and provide the following information:

- Vessel Name
- Vessel’s position and direction of passage (outbound)
- Describe restrictions or constraints requiring a clear channel. (for example towing)
- Request acknowledgment from an inbound vessel

Note: On hearing an **“All Ships Call”** from an inbound or outbound vessel, masters of other vessels making passage through the entrance channels shall respond to the caller and exchange passage intentions.

Rules for Navigation of the Entrance to the Gippsland Lakes

Any Vessel in an emergency situation has priority of passage over all other vessels.

Rule 1: All vessels must keep clear of the Trailing Suction Hopper Dredger (TSHD) “Tommy Norton” while it is navigating through channels and fairways or carrying out dredging operations in The Narrows (Reeve Channel) or on the Lakes Entrance Bar.

Rule 2: Any vessels whether inbound or outbound through The Narrows (Reeve Channel) or on the Lakes Entrance Bar must not attempt to pass the TSHD “Tommy Norton” unless that vessel receives verbal permission from the Dredge Master on VHF Ch16. to do so.

Rule 3: A vessel given permission to pass the TSHD “Tommy Norton” must pass the dredge as directed by the Dredge Master.

Rule 4: All vessels must keep clear of the Cutter Suction Dredge “Kalimna” the “Transfer Booster Barge” and associated and interconnected surface pipelines. “Kalimna” will display the lights and shapes required under the COLREGS, indicating the side to pass the dredger

Rule 5: A person in charge of a vessel departing Cunninghame Arm must keep out of the way of a vessel navigating The Narrows (Reeve Channel).

Rule 6: Where two vessels navigating The Narrows (Reeve Channel) near its junction with Cunninghame Arm are approaching each other on reciprocal or near reciprocal courses, the person in charge of the vessel stemming the tide must keep out of the way of the vessel proceeding with the tide.

Rule 7: The person in charge of a vessel which is proceeding outbound and navigating the waters to seaward of the Entrance Piers must keep out of the way of a vessel proceeding inbound over the Lakes Entrance Bar.

Rule 8: The person in charge of a vessel navigating the waters of the Port between the Entrance Piers and the outer edge of the Lakes Entrance Bar must maintain a minimum distance of 100 metres astern of any other vessel proceeding in the same direction.

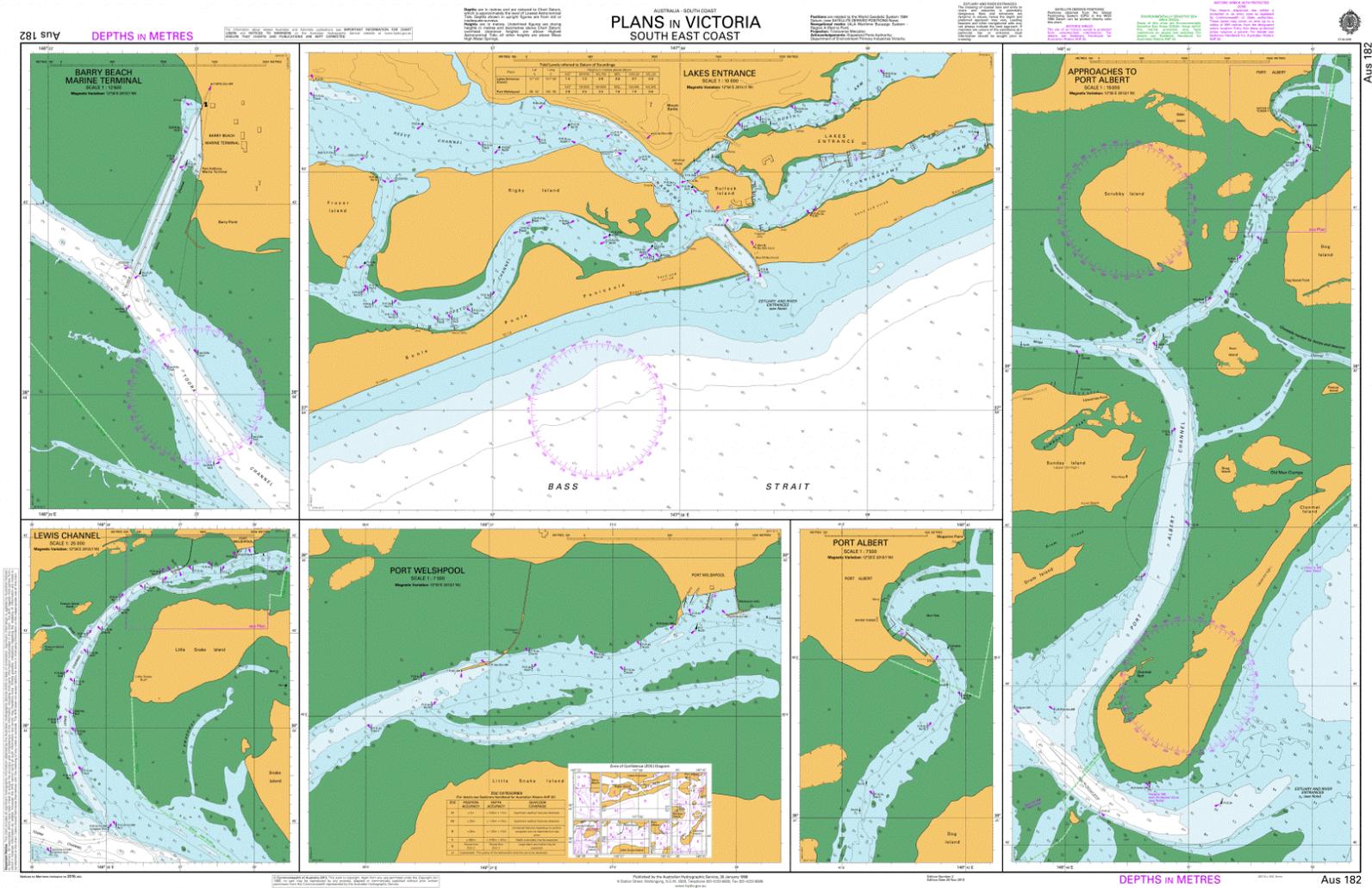
Rule 9: Nothing in these rules shall exempt the person in charge of a vessel navigating the Entrance to the Gippsland Lakes from complying with the requirements of Marine Order Part 30 and the International Regulations For Preventing Collisions at Sea, 1972 (COLREGS).

Refer to Vessel Operating & Zoning Rules (VOZR) for Victorian Waters, Schedule 104 at Section 24 of Harbour Masters Directions for further information regarding local rules for the Port of Gippsland Lakes.

Dredge Kalimna and the Booster Barge – connected by the transfer pipeline at Lakes Entrance



Chart Aus. 182: Plans in Victoria - South East Coast



Lakes Entrance Bar – a Passage Planning Guide for vessel Masters

Gippsland Lakes – Ocean Entrance and Bar

WARNING:

Vessel operators are advised that the Lakes Entrance Bar can be extremely dangerous to navigate and lives have been lost when vessels have broached, swamped or capsized in the breaking surf. A Bar crossing should only be attempted by persons with local knowledge and night crossings should only be attempted by experienced Masters and Skippers with extensive knowledge of the Bar.

Description

The Entrance Piers

The Entrance to the Gippsland Lakes is characterised by the prominent Eastern and Western Piers. Beacons have been established at the head of each Pier and at night they are distinguished by lit Aids to Navigation as follows.

Eastern Pier – East Entrance Light is a light beacon 12m in height. Light characteristics Fixed Green (F.G) and Flashing Green (Fl.G.3s) Starboard hand Lateral Marks. If the Lakes Entrance Bar is closed both Green Lights will be extinguished and replaced by a Fixed Yellow Light (F.Y). See below for further details concerning Lakes Entrance Bar Closure. The Eastern Entrance Light is known locally as the **“Green Light”**

Under normal circumstances the beacon on the Eastern Entrance Pier is also utilised as the **“Front Lead”** and is characterised by a Fixed Blue (F.Bu.) vertical bar day and night leading light. At times the **“Front Lead”** may be shifted to other special beacons to indicate the best available depth of water to cross the Bar. The other lights indicated above remain stationary on the **“Green Light”** beacon

Western Pier – West Entrance Light is a beacon with the single Light Characteristic Flashing Red (Fl.R.2.5s). This light is utilised as a Port Hand Lateral Mark and is not used to indicate the best water to cross the bar nor does its characteristic change during Bar Closures.

Further information about the Entrance Piers can be viewed on the Gippsland Ports Waterways Online mapping tool at www.gippslandports.vic.gov.au

Lakes Entrance Bar

The Lakes Entrance Bar extends approximately 500 metres to seaward from the Entrance Piers in a general southerly direction. Sea swells almost always breaks over the shallow ridge of the Bar, east of the fairway, known locally as the **“Eastern Spit”** and at times over the shallow ridge of the Bar, west of the fairway, known locally as the **“Western Spit”**. The swell usually rolls in across the fairway without breaking, but in heavy weather the Bar may become dangerous and unfit for navigation. Close to real time video can be viewed from webcams during daylight hours which give the mariner an idea of the sea conditions existing at the time. See the webcam link below for access.

“Leads in Line”

Gippsland Ports has established "**Leads in Line**" for the purpose of assisting safe navigation.

The "**rear lead**" is a blue LED lit triangle, apex pointing down, situated in position 37° 53.316' South, 147° 58.394' East, and locally known as the "**Flagstaff**". The lit triangle is visible by day and night. This mark remains constant and is not relocatable.

The "**front lead**" is a blue LED lit vertical bar, which may be positioned at strategic beacon locations ranging from 50 to 190 metres in front (to seaward) of the rear mark.

Following maintenance dredging the normal position for the "**front lead**" is located on the well – recognised, "**Green Light**" a starboard hand lateral mark located on the end of the Eastern Pier. To assist marking the deepest water on the bar other beacons have been established to the west of the "**Green Light Line**" and are numbered 1,2,3,4,5,6,7, and also to the east of the "**Green Light Line**" and are numbered 8, 9,10,11,12. These other beacons which the "**front lead**" may be located on are marked with triangles, apex up.

At any given time when a transit line joining the "**rear lead**" and the "**front lead**" is extended seawards it will coincide with the deepest fairway line to enter and exit the Port. The "**front lead**" will be moved from time to time whenever the fairway position or alignment has changed, as a consequence of the naturally occurring sand movement, determined following bathymetric survey results.

Regardless of the establishment of these "**leads in line**" caution must be exercised whenever navigating in the vicinity of The Entrance. Severe weather conditions between dredging programs, can cause a rapid and significant reduction in depth and/or change in the alignment of the fairway over the Bar.

WARNING:

During times of prolonged Southerly weather significant sea swell heights can make attempting Bar crossings dangerous. The level of risk increases when combined with the run of the ebb tide against the sea and swell. Yawing or broaching on inbound voyages may produce a deeper draft. On outbound voyages lift caused by significant swell heights may cause deep drafted vessels to take the bottom.

Mariners are advised that the depth and width of the fairway cannot be guaranteed and is constantly changing. No warranty whatsoever can be given for the depth and/or width of the dredged fairway. Gippsland Ports conducts Bathymetric surveys on a monthly basis. The most recent survey information can be downloaded from the Gippsland Port website, please see below for details.

Lakes Entrance Bar Approach from Seaward

From the West the coastline between Shoal Inlet and Lakes Entrance is low and featureless. Mt Taylor North of Bairnsdale is a prominent land mark. From the East, Red Bluff stands 49m high on the shoreline 4.4 nautical miles to the ENE of the Entrance to the Gippsland Lakes.

The Entrance to the Gippsland Lakes lies at the Western end of the township of Lakes Entrance. Mt Barkly rises prominently to 70m behind the Entrance Piers and has a distinguishing tower of 9m exhibiting a light with flash sequence Oc.4s. A steep bluff about 40m high extends east and west from Mt Barkly peak.

Mariners should be aware of the rate of the tidal stream ("current speed") in the Entrance Channel by consulting the "near real time" Tidal information on the Gippsland Ports Website (see link below).

Slack Water in the Entrance Channel occurs approximately 2 hours 30 minutes after High Water or Low Water.

Prolonged easterly weather events normally associated with meteorological High Pressure Systems can cause abnormally low tides in the lower reaches of the Gippsland Lakes including Lakes Entrance. Likewise in prolonged westerly or southerly wind events normally associated with Low Pressure Systems can cause abnormally high tides in the lower reaches of the Gippsland Lakes.

Mariners are advised that the best time to cross the Lakes Entrance Bar is in daylight close to “Slack Water” in the Entrance Channel. Slack water means the time when the flow of the tidal stream current is zero in the Entrance Channel.

Mariners are advised that the approach to the Lakes Entrance Bar should begin no less than 1 nautical mile to seaward from the Entrance Piers and that the line of approach should be close to the “**leads in line**” indicating the deepest water and to avoid crossings near the Eastern or Western Spits. During the approach Mariners should take note of the sea state and any tidal set that may be occurring. Mariners should not attempt a Bar crossing when surf is breaking across the entire width of the bar.

Lakes Entrance Bar Closure

In the event that an incident occurs on the Lakes Entrance Bar which constitutes a hazard to navigation Gippsland Ports shall assess the nature of the hazard and if necessary close the Ocean Entrance and Bar. Mariners will be advised by Notice to Mariners and local news bulletins to the media and key stakeholders.

Should the Ocean Entrance and Bar be closed the following signals will be shown and alterations made to light beacons as follows;

Eastern Pier Head (Lat. 37° 53.414’S Lon. 147° 58.422’E)

- The fixed Green Light and the Flashing Green Light (Fl.G.3s.) will be extinguished and replaced by a single fixed yellow light with nominal range of 7 nautical miles.
- An Isolated Danger mark of two black balls in a vertical line will be suspended from a yardarm on the light structure.
- The Blue front and rear leading lights will remain lit unless there is potential for the fairway to become or is obstructed, in which case the leading lights shall be extinguished.

Cunninghame Arm Entrance Light (Lat. 37° 53.223’S Lon. 147° 58.240’E)

- The Flashing Green Light (Fl.G.3s.) on the Jetty marking the South side of the Entrance to Cunninghame Arm will be extinguished and replaced by a single Flashing Yellow Light (Fl.Y.3s) with a nominal range of 7 nautical miles.
- An Isolated Danger mark of two black balls in a vertical line will be suspended from a yardarm on the light structure.

During the period when the above signals are shown, a 24hr radio watch will be maintained by Gippsland Ports on VHF Ch16.

WARNING

Mariners are advised not to attempt navigating the Entrance Channel or the Bar area when the signals listed above are displayed.

Further information can be obtained from:

Gippsland Ports Website

Recent hydrographic surveys:-

http://www.gippslandports.vic.gov.au/bathymetric_surveys.php

Near real time Waves, Currents, Tides and Weather:-

http://www.gippslandports.vic.gov.au/weather_lake_entrance.php

Webcams:-

<http://www.gippslandports.vic.gov.au/webcams.php>

Gippsland Ports Bar and Entrance Channel recorded message line (03) 5155 6999

Australian Charts AUS182, AUS357

Notices to Mariners

Australian National Tide Tables (ANNT)

Victorian Tide Tables

Admiralty Sailing Directions Australia Pilot Vol. II

NP14. Admiralty List of Lights and Fog Signals Volume K NP83

Reference Publications are to include corrected copies of:

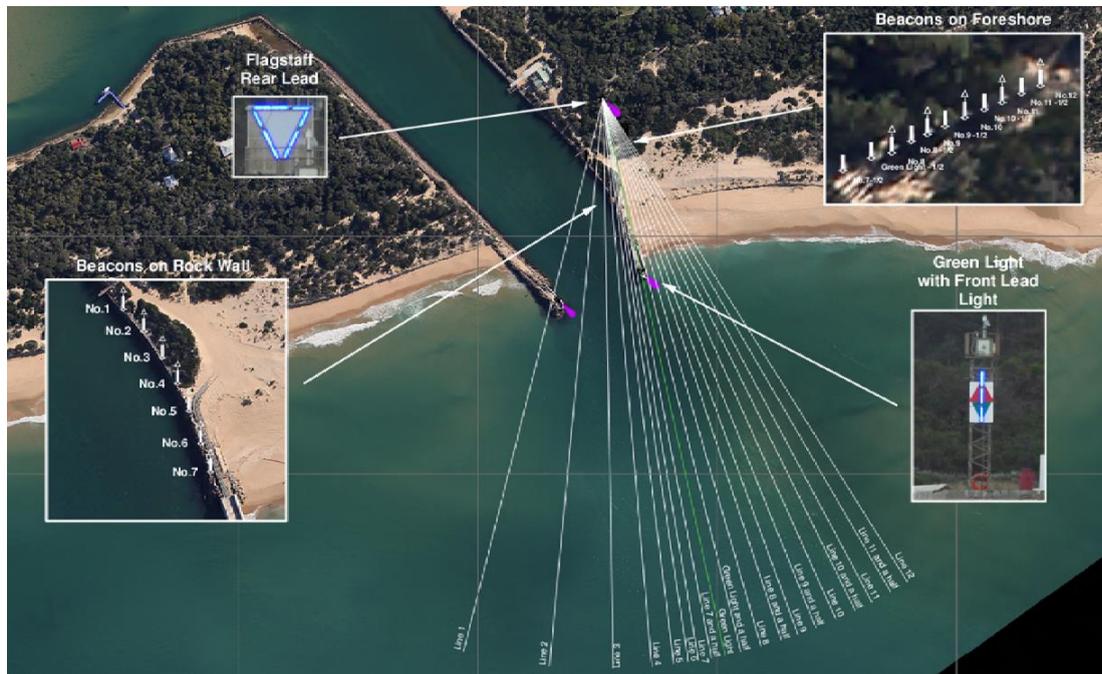
- Chart Aus.182, "Plans in Victoria, SE Coast Approaches to Barry Beach" (Scale: 1:12 500)
- Admiralty Sailing Directions NP14 (2004), *Australia Pilot*, volume II, 9th edition
- Gippsland Ports Port Information Handbook and Harbour Masters Directions

Should a Master find the GUIDE to be in error in any way or the navigation aids or marks, channels or depths, found to vary from published information, the Harbour Master Gippsland Ports is to be advised immediately.



The photo above is taken from seaward of the Entrance and illustrates the “Leads in Line”

when the “front Lead” is located on the “Green Light”



The photo above illustrates the characteristics of the “Flagstaff Rear Lead” triangular blue LED light apex down, and the “Green Light Front Lead” vertical bar LED light. The Green Line indicates the line of approach with the “Leads in Line”. The Leading lights are available day and night.

APPENDIX 3: PORT FEES & CHARGES

For a full list of port Fees and Charges please visit: www.gippslandports.vic.gov.au.

APPENDIX 4: FORMS

The following pages provide examples of forms current as at April 2017.

The latest versions Forms can be downloaded from the Gippsland Ports website at:

<https://www.gippslandports.vic.gov.au/ports-and-waterways/port-management/>

List of Forms

1. Notification of Arrival/Departure and Application for Berth- Port of Corner Inlet and Port Albert
2. Notification of Arrival/Departure and Application for Berth- Port of Corner Inlet and Port Albert
3. Gippsland Lakes Wharfage Certificate
4. Vessel Maintenance on Water Application



Notification of Arrival/Departure and Application for Berth

PORT OF CORNER INLET & PORT ALBERT (v12: February 2015)

Email to : bevish@gippslandports.vic.gov.au, jimg@gippslandports.vic.gov.au
feedback@gippslandports.vic.gov.au, Melbourne@amsa.gov.au

Telephone: 03 56881 303 - Facsimile: 03 56881 658

Date of Application:

Subject to the conditions set out below, I/We hereby give:

Notification of Arrival / Departure and Application for Berth

Highlight applicable, or cross out/delete not applicable

Name of Vessel:				Gross Registered Tonnage¹			
IMO Number:				Voyage Number			
Port of Registry				Length Overall			
Name of Master:							
Bridge:Mobile PhoneNumber							
Security Level :	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	Estimated Arrival Draught	Fore		
Security Officer:					Aft		
Ships Agent: ABN:				Estimated Departure Draught	Fore		
Local Knowledge Certificate No.					Aft		
Pilotage Exemption Certificate N^o				ISPS Compliance N^o			
Pratique Granted date:				Type of Vessel			
Date of Ships Passage				Towing	No	<input type="checkbox"/>	
Corner Inlet	ETA				Yes	<input type="checkbox"/>	
Berth	ETD			Name of Barge N/A			
Last Facility	BBMT			Ballast Water Discharge	No	<input type="checkbox"/>	
Next Facility	BBMT			EPA Notification?	Yes	<input type="checkbox"/>	

Corner Inlet No 1 to BBMT	<input type="checkbox"/>	PAMT to BBMT	<input type="checkbox"/>
Corner Inlet No 1 to PAMT	<input type="checkbox"/>	BBMT to Corner Inlet No 1	<input type="checkbox"/>
BBMT to PAMT	<input type="checkbox"/>	PAMT to Corner Inlet No 1	<input type="checkbox"/>

Tick the check box of relevant movement

Notification of Facilities:

PORT OF GIPPSLAND LAKES (v7: 6 November 2014)

Email to : shaynec@gippslandports.vic.gov.au, bevish@gippslandports.vic.gov.au
feedback@gippslandports.vic.gov.au, melbourne@amsa.gov.au

Telephone: 03 51556902 - Facsimile: 03 51556901

Date of Application:

Subject to the conditions set out below, I/We hereby give:

Notice of Arrival/Departure & Application for Berth

Name of Vessel:		Gross Tonnage¹	
IMO Number:		Voyage Number	
Port of Registry		Length Overall	
Name of Master:			
Security Level :	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Security Officer:			Fore
Ships Agent:			Aft
ABN:			Fore
Local Knowledge Certificate No.			Aft
Pilotage Exemption Certificate N^o		ISPS Compliance N^o	
Pratique	Type of Vessel		
Granted date:			
Date of Ships Passage		Towing	No <input type="checkbox"/>
Gippsland Lakes	ETA		Yes <input type="checkbox"/>
Berth	ETD	Name of Barge	
Last Port			Ballast Water Discharge No <input type="checkbox"/>
Next Port			EPA Notification? Yes <input type="checkbox"/>

Notification of Facilities & Cargo Information:			
Proceeding to Anchorage* <small>*GP's will advise which anchorage on arrival</small>	<input type="checkbox"/>	Cunninghame Arm	<input type="checkbox"/>
Paynesville	<input type="checkbox"/>	Metung	<input type="checkbox"/>
Type of Cargo to be Loaded:		Type of Cargo to be Discharge:	
Weight:	Volume: m ³	Weight:	Volume: m ³
Gas Free	Yes or No	Gas Free	Yes or No
Other information			
Supply of Fresh Water: Yes or No			
Bunkering: Yes or No			
Vessel Repairs / Lay Up: Yes or No			

Hazardous / Dangerous Goods

	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9
Yes	<input type="checkbox"/>								
No	<input type="checkbox"/>								
If yes Division									
Quantity									

Cargo Manifests: Vessels intending to discharge cargo must ensure Cargo Manifests forwarded to: Shayne Clarke Port Manager Gippsland Lakes Fax 0351500501 at least 24 hours prior to arrival. Manifests for cargo loaded to be forwarded to Shayne Clarke Port Manager Gippsland Lakes within 24 hours prior to departure from the Port.

Note 1. If vessel GT less than 150t or vessel is not subject to Tonnage Measure charges are based upon overall length

Conditions:

1. The Ship's Agent submits this Notice of Arrival, Application for Berth & Notification of Departure in its capacity as agent for the Owner and warrants that it is authorised by the Owner to enter into this agreement on its behalf (whether or not a copy of the Ship's Agent appointment is attached).
2. The Ship's Agent and Owner acknowledge that a contract is constituted by this Application.
3. The Ship's Agent and the Owner acknowledge that any obligations imposed upon them by the Contract are binding upon them.
4. Full details on fees, charges and obligations may be found at: www.gippslandports.vic.gov.au

Signature of Ship's Agent (or Master)

Name of Shipping Agent

Date:

GENERAL CONDITIONS FOR WHARFAGE AND THE PROVISION & USE OF GIPPSLAND PORTS FACILITIES

1. The contracting party shall agree to abide by the provisions of the Marine Safety Act 2010 as amended and subordinate legislative instruments and requirements including all applicable Regulations, Standards, Codes and Conventions.
2. The contracting party shall agree to abide by the provisions of Port Management Act 1995 and the Port Management (Local Ports) Regulations 2015 as amended and applicable to Gippsland Ports
3. The contracting party shall agree to abide by the provisions of the Dangerous Goods Act 1985, as amended, and all Ordinances, Regulations, By Laws, Orders and Proclamations applicable to this application. All dangerous goods must be manifested, transported and stored as required by the Australian Dangerous Goods Code Edition 7.3
4. The contracting party shall agree to abide by the provisions of the Environment Protection Act 1970, as amended, and all Ordinances, Regulations, By Laws, Orders and Proclamations applicable to this application.
5. The contracting party must ensure, for safety reasons, that telephone services are provided to the vessel, and the vessels phone number is indicated on the Wharfage Certificate.
6. The contracting party shall agree to abide by any written or verbal Direction given by the Harbour Master or Port Manager.
7. The contracting party shall agree to abide by the Crown Land (Reserves) Act 1978, as amended and applicable to Gippsland Ports.
8. The contracting party shall agree to allow access to the vessel by Gippsland Ports personnel and/or their agents or representatives.
9. The contracting party shall, within 24 hours of the arrival of the vessel in the Port, lodge with Gippsland Ports Port Manager, an inward manifest containing true and complete particulars, including all details of cargo which is intended to be discharged.
10. The contracting party shall, within 24 hours of the departure of the vessel from the Port, lodge an outward manifest containing true and complete particulars, including all details of cargo which has been loaded.
11. Where Gippsland Ports requires any additional information in respect of any cargo listed on any manifest, the contracting party shall provide such information within 48 hours of being requested.
12. Where a vessel does not discharge any cargo or does not load any cargo within the Port, the contracting party shall, within 24 hours of the departure of the vessel, advise Gippsland Ports that no cargo was discharged or loaded as the case may be.
13. Unless otherwise agreed to by Gippsland Ports, the contracting party shall, within 30 days of the date of an invoice issued by Gippsland Ports, pay to Gippsland Ports all applicable fees and charges relating to the provision of facilities and Wharfage at the rates prescribed by Gippsland Ports from time to time.
14. Where any charge as prescribed in accordance with paragraph 11 remains unpaid after the due date for payment, the contracting party shall pay interest on the unpaid amount, at the rate of 4% above the interest rate fixed pursuant to Section 2 of the Penalty Interest Rates Act 1983, for the period from the due date until the payment date.
15. Unless otherwise agreed to by Gippsland Ports, the contracting party shall ensure that the facilities are clear and cleaned to the satisfaction of Gippsland Ports and that any supplied materials and equipment are returned in the same condition as supplied.

Application For Maintenance / Work Authority For A Vessel On Water

(Version 1: Jan 2015)

GUIDE TO COMPLETING THIS APPLICATION

In accordance with legislative requirements including the OHS Act, Port Management Act, Environment Protection Act, Marine Safety Act; vessel owners, agents or masters must complete this application process to have your request considered for approval to perform maintenance or other works on a vessel in Gippsland Ports waters that includes any of the following maintenance activities defined as *hazardous port activity* under the Port Management Act and also as *high risk work* under the OHS Act:

- Hotwork; including but not limited to electric welding, gas welding, abrasive cutting and grinding, gas cutting and any other activity that generates sparks and heat
- Abrasive blasting (must be at GP authorised site)
- Spray painting (must be at GP authorised site)
- Activities involving emissions or pollution or deposition of waste to land, air or water - examples include but are not limited to pumping bilges, grinding/sanding of external surfaces of vessel, painting, chemical washing of vessel
- Work with cranes and mobile plant – includes forklifts, elevated work platforms, scaffolding, etc
- underwater diving work

Maintenance or other work listed above is not permitted to commence on a vessel in Gippsland Ports managed waters until authorised in writing by Gippsland Ports. Where authorisation is given, all terms and conditions must be strictly complied with.

Use the following checklist as a guide to ensure that all of the required information is provided to avoid delays in considering your application.

1. Completed the application form (on following pages)	
2. Provide details of the maintenance or works to be performed	
3. Provide details of vehicles that will be accessing the site (make, model, registration for all cars, trucks, mobile plant)	
4. Hold a current Gippsland Ports Site Induction if working at a Gippsland Ports site where an induction is required An induction can be completed either online or at a GP Depot Office	
5. Read and understand the Terms and Conditions (attached)	
6. Sign the Indemnity and Acknowledgement section of the Terms and Conditions	
7. Submit the form to GP	

Note: A copy of this completed application can be forwarded to you for your records if required.

Gippsland Ports safety goal is ‘Zero Harm’

You are responsible for your safety and the safety of others while working on your vessel at Gippsland Ports wharves and jetties and moorings.

Appendix: Gippsland Ports Form at April 2017
APPLICATION FOR MAINTENANCE / WORK AUTHORITY FOR A VESSEL ON WATER

Vessel Owner/Agent Name:	Vessel Masters Name:
Signature	Signature
Owners /Agent / Master contact details	Phone:
Address:	Mobile:
.....	Email:
Vessel Name:	Vessel Reg No
Length / beam / draft	Vessel Description/Type/Construction

Maintenance / work required:

Does the work involve?	Yes	Requirements
Work by crew, contractors, others	<input type="checkbox"/>	Current GP site induction for all
Using chemicals	<input type="checkbox"/>	JSA
Abrasive blasting	<input type="checkbox"/>	GP Abrasive blasting permit
Spray painting	<input type="checkbox"/>	GP Spray Painting permit
Hot works (electric or gas welding, abrasive cutting & grinding, gas cutting, etc)	<input type="checkbox"/>	GP Hotworks permit
Diving	<input type="checkbox"/>	Dive Safety Plan and JSA
Crane work	<input type="checkbox"/>	GP crane operation permit & JSA

(GP Use Only) Additional conditions:

Authority commences:/...../..... **Authority expires:**/...../.....

Work authorised by GP

Harbour Master or delegate signature: **Date:**

Persons granted permission to conduct maintenance or works on their vessels, are required to read, acknowledge and comply with the following conditions.

1. General

- 1.1. All berth holders, vessel owners performing maintenance works are responsible for their employees, contractors and anyone they allow on to site. This includes the responsibility to ensure those other persons also comply with these conditions
- 1.2. All vessel owners performing maintenance works must be aware of potentially conflicting vessel works adjacent to their own vessel works, and other facility users and respond accordingly to control risks.
- 1.3. All berth holders, vessel owners performing maintenance works must ensure that any person engaged to perform any works is competent or licensed or both if required and the works are carried out in full compliance with applicable laws, regulations and standards.
- 1.4. Minors (under 18) are not permitted on wharves unless supervised and controlled by an adult berth holder / vessel owner who is responsible for them
- 1.5. Entry and exit to the wharves shall be via access systems GP have in place
- 1.6. Offensive behaviour and language is not permitted on GP sites
- 1.7. Staying overnight in vehicles on the wharves / jetties is not permitted
- 1.8. Animals are not permitted
- 1.9. Consumption of alcohol or illicit drugs or being under the influence of alcohol or drugs is not permitted on wharves and jetties.
- 1.10. GP accepts no liability for property and equipment owned by others or any injuries sustained
- 1.11. The person granted approval for the works is responsible for and must rectify any damage to the property of GP or any other entity or person resulting from their activities
- 1.12. Gippsland Ports reserves the right to change these terms and conditions at any time
- 1.13. Gippsland Ports reserves the right to vary or deny works or berth access for non-compliance with these conditions, in emergency situations or to support the safe and efficient operation of the Port.
- 1.14. High Visibility clothing must be worn by vessel maintenance crews carrying out works at Gippsland Ports maintenance berths.

2. Fees and charges

- 2.1. Fees and charges apply to berthing and wharf activities. All fees and charges associated with berthing and wharf activities shall be paid in full when due

3. Access cards

- 3.1. Access swipe cards will only be issued at GP sole discretion to vessel owners, berth holders and contractors with valid reasons to access sites where swipe cards are required
- 3.2. Issue of site access swipe cards will be limited to a maximum of two (2) cards per berth holder, vessel owner or contractor. Additional access card/s may be issued at GP sole discretion after application by berth holder, vessel owner or contractor with a valid business need for additional card/s
- 3.3. Replacement access cards (for damaged or lost cards) and additional access cards will be charged to the recipient at \$50 per card, non-refundable
- 3.4. Access cards are not transferrable to any other persons by the card holder

4. Vehicle Access and Across the Wharf Activities

- 4.1. Vehicle access to the wharves is only allowed for vehicles with a current 'vehicle access permit' from GP
- 4.2. All wharf activities involving mobile plant, cranes, vehicles, trucks, etc require a GP permit issued for the activity before the activity commences. Permits may require additional conditions to be met
- 4.3. The speed limit for all types of vehicles and mobile plant on the wharves is walking pace (10km/hr max.)
- 4.4. All cargo manifests must be provided to the GP, Port Manager East Gippsland or South Gippsland.

5. Refuelling

- 5.1. Refuelling must be conducted at an on water fuelling facility wherever practicable. Refuelling at other locations is conditional on obtaining a refuelling permit issued by GP

6. Insurance

- 6.1. Public liability, vehicle, and mobile plant insurance policies applicable to the relevant authorised maintenance/works at the site must be maintained.

7. Emergency Procedures

- 7.1. All persons on the site are required to familiarise themselves with the wharf/jetty/site layout; noting the location of all site emergency equipment and features
- 7.2. In the event of an emergency all persons are to leave the site if safe to do so or if directed by GP or emergency authorities

8. Environment, Health & Safety

- 8.1. All persons are to comply with the OHS Act and Regulations, the Environment Protection Act and regulations and relevant codes and standards applicable to their maintenance / works
- 8.2. All maintenance / works must have relevant safety hazards and environmental impacts identified and appropriate controls put in place to protect people, property and the environment
- 8.3. All high risk work as defined in the OHS Regulations must have a JSA or SWMS completed in accordance with the Regulations prior to work commencing
- 8.4. Berth holders/vessel owners/contractors must provide all risk controls, Personal Protective Equipment (PPE) and First Aid resources appropriate to the risks of their activities being undertaken
- 8.5. All accidents, incidents, near misses and hazards are to be reported with all required details immediately to GP after the situation is made safe
- 8.6. All hazard awareness and other warning and direction signage must be complied with
- 8.7. Dangerous Goods and Hazardous Substances used on site are to be appropriately stored and correctly labelled and shall be recorded in the berth holders/vessel owners/contractors materials register (an example of a hazardous materials register is attached)
- 8.8. Unused Dangerous Goods and Hazardous Substances and any other materials must be removed from the site when work is completed
- 8.9. No abrasive blasting, spray painting or hot work activities to take place without GP specific permission and permits in place
- 8.10. GP will require works deemed to constitute a nuisance or unacceptable risk to stop immediately

9. Plant & Equipment

- 9.1. All plant and equipment used on site is to be maintained in serviceable condition and comply with relevant laws, standards and OHS requirements
- 9.2. All plant and machine operators must have required licences with certified level of competency
- 9.3. GP reserves the right to inspect vessel owners and contractors plant and equipment for compliance and direct the removal of non-compliant equipment from site
- 9.4. No trucks greater than 5 tons or articulated vehicles or mobile plant to be operated on the net stretching area at Bullock Island Wharf

10. Housekeeping

- 10.1. Berth users must maintain areas of the site they are using in a neat and tidy manner free from obstructions and hazards and with all wastes properly disposed of off site
- 10.2. No equipment, parts, materials or other items can be stored on the site without GP approval

Acknowledgement and Indemnity	
I, as the vessel Owner / Agent / Master named below, by signing this document acknowledge that:	
<ul style="list-style-type: none">• Approval given by Gippsland Ports is without assumption of any responsibility by Gippsland Ports for the manner in which the works are carried out and I am obligated to ensure works are carry out safely and in full compliance with all relevant requirements• I unconditionally indemnify GP for any and all damage to property and person/s that result from my actions or the actions of any person I engage or who I allow to enter Gippsland Ports sites• I have read and understood the above conditions and agree that I will I comply with these conditions and I will ensure that any other persons I allow to enter Gippsland Ports sites will be under my supervision and control and will also comply with these conditions	
Vessel Owner / Agent /Master name:	
Vessel name:	
Signed: Date:	
Gippsland Ports Representative: Date:	

