



# Port Procedures and Information for Shipping – Port Melville

January 2026

## Port Procedures and Information for Shipping

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## 1 Introduction

### 1.1 Purpose

This document defines the standard procedures to be followed and contains information and guidelines to assist ship's masters, owners, and agents of vessels arriving at Port Melville. It provides details of the services and the regulations and procedures to be observed.

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 any precaution which may be required by the ordinary practice of seamanship, or by the special circumstances of the case.

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Hard copies of this document are considered uncontrolled when printed. The latest version of this document is available on the [Tiwi Port Marine](http://www.tiwiportmarine.com.au) website and any significant changes to the content of this document will be promulgated on that site.

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

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## **Port Procedures and Information for Shipping**

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### **1.2 Datum**

All water depths refer to the Lowest Astronomical Tide (LAT). All positions detailed within this manual are in the WGS84 datum and all directions are referenced to true north.

### **1.3 Rules and Regulations**

#### **1.3.1 General**

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

The international rules of the IMO, such as the SOLAS convention (i.e. IMDG Code) and national, territory and local regulations are in force in the port.

#### **1.3.2 Applicable Regulations**

The procedures outlined in this handbook have been developed to incorporate the requirements of the following:

- Marine Act NT
- Marine (General) Regulations NT
- Marine Pollution Act NT and Regulations
- Ports Management Act NT and Regulations
- International Maritime Dangerous Goods (IMDG) Code
- Australian Standard – AS3846 2005
- International Ships and Port Security (ISPS) Code
- Maritime Transport and Offshore Security Act (Cth) and Regulations

In addition, they will complement the procedures of:

- The Australian Maritime Safety Authority (AMSA)
- Department of Agriculture and Water Resources – Biosecurity
- Department of Home Affairs - Australian Border Force
- Royal Australian Navy

As they relate to ship movements within Port Melville

#### **1.3.3 Permits**

Permission is required for special activities such as repairs, hull cleaning and painting, engine immobilisation etc. For further information, refer to section 11 of this handbook.

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## Port Procedures and Information for Shipping

## 2 Meteorology

### 2.1 Climate

The climate in Port Melville can be categorized as tropical in nature, with two distinct seasons:

Dry Season: April to October, and

Wet Season: November to March. This season coincides with Cyclone Season in Northern Australia.

#### Prevailing Winds

In line with other Australian areas situated within the tropical zone, Port Melville is subject to predominantly east and south-easterly winds during the Dry Season, which can be very strong at times. During the Wet Season, winds tend generally from the west and north-west and can be accompanied by squally thunderstorms. Figures 1 and 2 show prevailing wind analysis during the Wet and Dry Seasons.

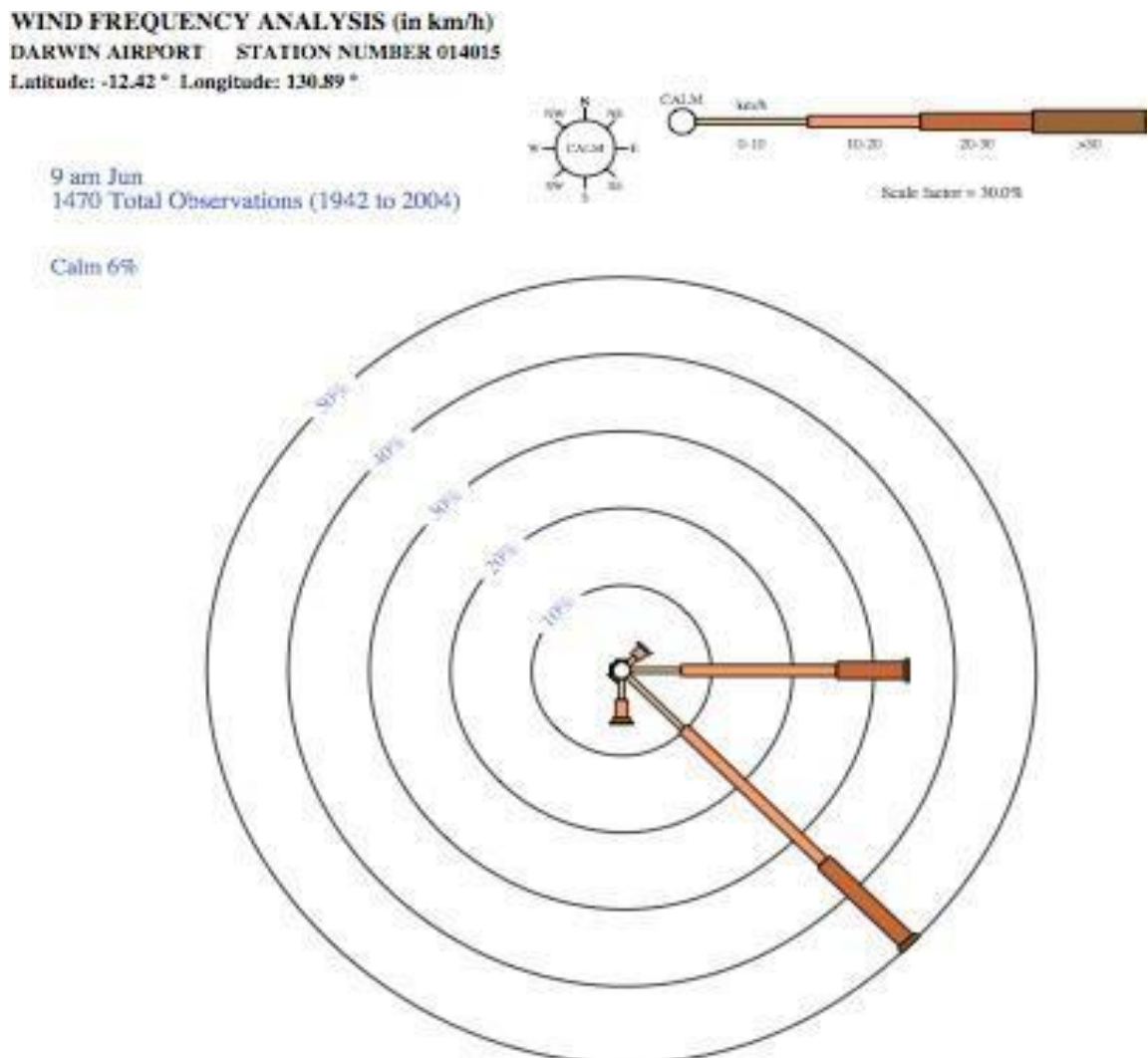


Figure 1: Wind Frequency Analysis – Darwin (0900 Northern Dry Season) (taken from [www.bom.gov.au](http://www.bom.gov.au))

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**WIND FREQUENCY ANALYSIS (in km/h)**  
**DARWIN AIRPORT STATION NUMBER 014015**  
 Latitude: -12.42 ° Longitude: 130.89 °

3 pm Dec  
 1576 Total Observations (1942 to 2004)

Calm 3%

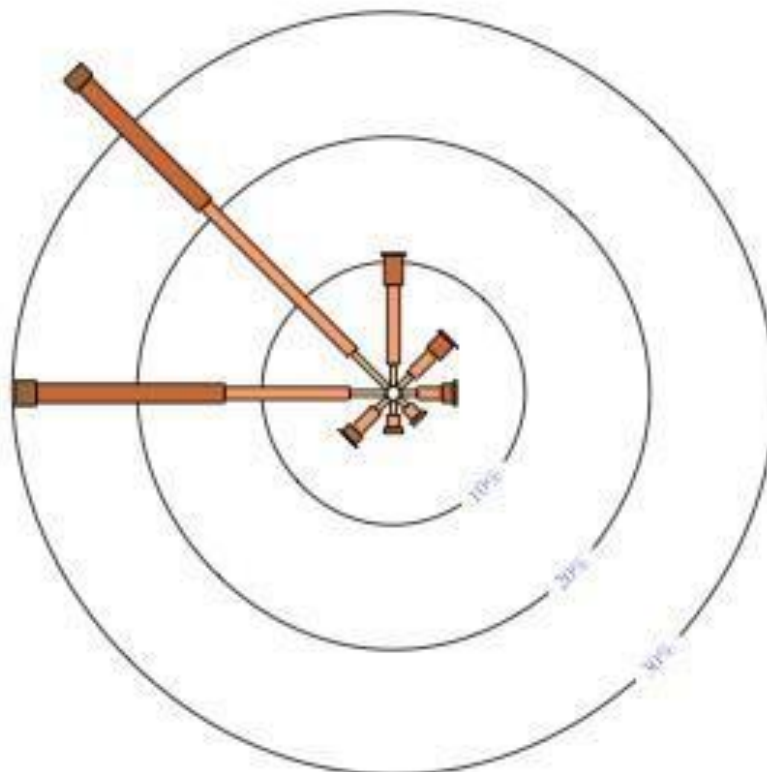
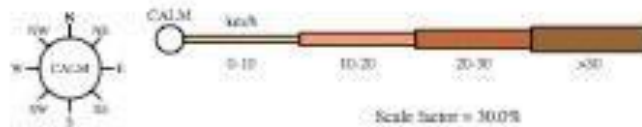


Figure 2: Wind Frequency Analysis – Darwin (1500 Northern Wet Season) (taken from [www.bom.gov.au](http://www.bom.gov.au))

## 2.2 Tropical Cyclone Response

The official Tropical Cyclone Season runs from 1 November until 30 April each year, although Australia has recorded cyclones during each calendar month.

Every vessel operating in Port Melville during the Tropical Cyclone Season must have a Cyclone Response Plan, typically:

- Large vessels are to proceed to sea in sufficient time to clear the port and attain adequate sea room before the onset of gale force winds; and
- Small vessels should be secured to adequately engineered moorings and their crews ferried ashore before the onset of gale force winds.

The Port Melville Cyclone Response Plan is predicated upon a five-tiered response model as shown in the table below:

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<b>Tier</b>	<b>Key Element</b>	<b>Description</b>
1	Monitor	A cyclone or tropical low has developed in northern waters
2	Prepare	A cyclone is tracking towards the port with potential for impact
3	Clear Port	Potential for gale force winds to impact port within 12 hours
4	Shut Down	Potential for gale force winds to impact port within 6 hours
5	Re-Open	Cyclone or threat of cyclone has passed

Table 1. Tiered Cyclone Response Model

Further details regarding the Cyclone Response Plan can be found in Section 12 of this handbook.

## Port Procedures and Information for Shipping

### 3 Oceanography

#### 3.1 Water Temperatures

The mean sea surface temperature across Northern Australia remains within the 27-30 degrees Celsius range during the summer months. With the cooling effect of the southeast winds during the winter months, this temperature range drops to 25-26 degrees Celsius.

#### 3.2 Wave Climate

The protected nature of Port Melville and Apsley Strait provides for limited influence from wave and swell action. The most predominant swell occurs during the summer months with the influence of the Northwest Monsoon on the entrance to Apsley Strait to the north. The area around Port Melville affords good protection from swell and wave development.

#### 3.3 Tides

Port Melville (St Asaph Bay) has semi-diurnal tides with diurnal inequalities. An extract of tidal levels taken from Chart AUS 22 is at figure 3, indicating a maximum spring tidal range of 3.4 metres. Chart Datum is taken from Lowest Astronomical Tide (LAT).

Tidal Levels referred to Datum of Soundings								
Place	Lat S	Long E	Heights in metres above datum					
			HAT	MHWS	MHWN	MSL	MLWN	MLWS
St Asaph Bay	11° 18'	130° 24'	4.3	4.0	3.0	2.3	1.6	0.6

Figure 3: Extract of Tidal Levels taken from Chart AUS 22

Port Melville has conducted 2 tidal studies and based on those studies has created more accurate and detailed tide tables with hourly predictions for the port area (specifically Mermaid Shoal) than are currently available through the Bureau of Meteorology (Tidal Unit). This data is available on the [Tiwi Port Marine](#) website.

Tidal heights for the Port are referenced from the South Barlow Point secondary port.

Note: The times of High Water and Low Water at Mermaid Shoal do not coincide with the Bureau of Meteorology (BOM) tide data for St Asaph Bay. It essential for accurate UKC planning that the tide tables produced by the port for Mermaid Shoal are utilised.

#### 3.4 Tidal Stream

Be aware of strong tidal streams throughout Apsley Strait with maximum rates at spring tides averaging between 3 to 4kts and occasionally reaching up to 5kts on the ebb. Movement within the water column generally follows the direction of the channel with some anomalous vectors experienced close to shore and in the vicinity of islands or man-made installations. Given that significant tidal streams are experienced at Port Melville, their consideration forms an essential element in the planning and execution of ship-handling. As such, berthing (for larger vessels) is generally carried out at slack water with departures scheduled with the tide from ahead and not exceeding 2kts. The turn of the tide at the wharf is generally congruent with the times of high and low water as detailed in the South Barlow Point Secondary Port tidal data. Tidal Stream data (at hourly intervals) is available on the [Tiwi Port Marine](#) website.

##### 3.4.1. Flood Tide

The flooding tide enters Apsley Strait from the north and generally sets ESE across Mermaid Shoal and SSE degrees once in Apsley Strait (congruent to the general line of Apsley Strait) with a maximum rate of about 2.4kts attained during spring tides. A more SE to ESE set is experienced when passing to the east of Harris Is as the stream splits passing east and west of the island.

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### **3.4.2. Ebb Tide**

The Ebb stream flows in a NNW direction (congruent with the line of Apsley Strait) in the body of the strait and WNW across Mermaid Shoal before taking a more northerly direction toward Mesquite Shoal in the vicinity of the Outer PBG. Peak rates of up to 4-5kts can be experienced during spring tides in Apsley Strait.

In the vicinity of the terminal, the ebb stream sets away from the southern end of the wharf to the WNW as it follows the inshore contour lines and has its natural direction of flow affected by the wharf structure.

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### 4 Port Description

#### 4.1 General Information

Port Melville is located south of Barlow Point on Melville Island, 63 nautical miles north of Darwin in the Northern Territory.

Melville Island is administered by the Tiwi Land Council, which is a statutory body with the responsibility for representing and administering or assisting with the affairs of the Tiwi People and the Tiwi Aboriginal Land Trust.

The port facility was constructed in 2013/2014 and consists of three concrete pontoons held in place by five dolphins and piles forming a floating wharf. The main berthing face of the wharf is 220 metres in length with a fender system consisting of 10 equally spaced Yokohama fenders. Mooring systems are provided by six mooring buoys and wharf dolphins and bollards.

Port Melville is operated by [Tiwi Port Marine](#). The Port is a common user port with the main activities being the shipping of forestry products such as woodchips and bulk logs via local industry, in addition to the unloading and loading of project and break-bulk cargoes. The port also has a 30,000,000 litre fuel farm consisting of 3 x 10,000,000 litre tanks to provide bulk fuels. Delivery is via 3" or 6" lines at rates of between 2000 and 2900 litres per minute or 120 to 175cum per hour (depending on delivery line diameter and governed through variable speed drives). Single load volumes less than 17,000kl are available on the wharf by tanker truck for smaller vessels or vessels requiring a reduced bunkering rate.

#### 4.2 Port Limits

Port Melville port limits are displayed on chart AUS 22 based on a line extending from the northern point of Harris Is. to Barlow point in the north and from the southern point of Harris Is in an ESE'ly direction to Melville Is. in the south.

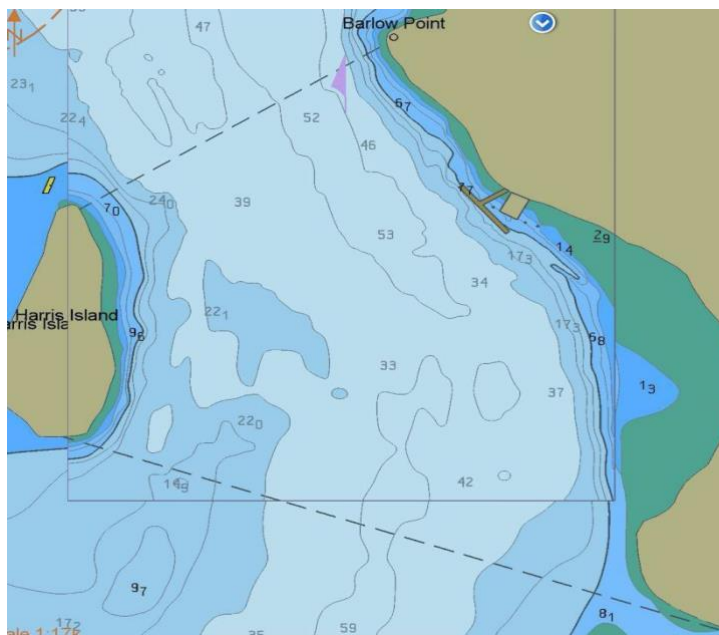


Figure 4: Extract of AUS 22 showing port limits

#### 4.3 Pilotage Area

As Port Melville is a privately owned facility, the compulsory pilotage area for vessels intending to berth at the facility is congruent with the port limits as displayed on chart AUS22 and ENC AU5022P1. Further details regarding pilotage are at Section 8.

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### **4.4 Load Lines**

Port Melville is situated in the Tropical Load Line zone.

### **4.5 Maximum Vessel Size**

The port limits ship size to 200m LOA with a berthing displacement of no more than 44,000t. Vessels in excess of 200m LOA may be accepted on written application to the Harbour Master however the 44,000t berthing displacement limit cannot be waived without a ship specific mooring assessment being completed.

### **4.6 Trim Requirements**

The safe handling of ships when crossing Mermaid Shoal (Controlling Depth 8.2m) requires certain conditions of trim and list. Ships should be ballasted or loaded in order to be upright and have an even keel or be trimmed by the stern with the forward draft not less than 2% LOA and the propeller fully submerged. Vessels unable to comply with these requirements will need to seek approval for their specific state of trim and list from the Harbour Master prior to entering or departing the port.

Masters should pay special attention to their loading / ballasting plans to ensure their ships are suitably trimmed and able to put to sea at short notice, particularly during the cyclone season – November to April.

### **4.7 Time Zone**

Local time is UTC +9 hours and 30 minutes. All ETA's and other messages should use local time (Time Zone I/K)

### **4.8 Working Hours**

General operations are conducted from 0600-1700 daily. Arrangements for operations outside of those hours can be made with the port.

### **4.9 Charts and Publications**

The following charts and publications are recommended for navigation within Port Melville:

- Paper Chart AUS 22 – Australian, North Coast – Northern Territory – Apsley Strait (Northern Sheet) – Port Melville
- ENC AU412130 – Timor Sea – Snake Bay to Cape Fourcroy
- ENC AU5MLI01 – Melville Island – Port Melville
- Seafarers Handbook for Australian Waters (AHP 20)
- Australian Pilot Volume 1 (NP13)
- Admiralty List of Lights Volume Q (NP88)
- Admiralty List of Radio Signals Volume 4 (NP286(4))

### **4.10 Notices to Mariners**

The Harbour Master circulates information to mariners, organisations, and other interested parties in the form of Notices to Mariners when required.

Notices to Mariners are published on the [Tiwi Port Marine](#) Port Melville website and advise of:

- Navigation warnings and hazards;
  - The establishment of or changes to the buoyage system including virtual aids to navigation;
  - Changes to bathymetric information; and
  - Any other works which may affect the safe navigation of vessels within port limits.
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### 4.11 Berth Details

Line of berth	321 / 141 degrees
Berth length/width	220 metres / 15.24 metres
Type of Construction	Floating concrete pontoons supported by 5 dolphins
Height of deck above water line	2.0 metres
Max Landing Speed	0.15kts for max displacement vessels
Minimum depth of water at berth	12.5 metres at CD
Maximum Air Draft of Chip loader (to guardrails)	16.50 metres
Type of fendering	10 equally spaced Yokohama fenders – 1500 x 3000 – 50kPa
Distance between fenders	Approx. 20 metres
Max Vessel Size	200m LOA and / or a maximum displacement on berthing of 44,000t
Cargo Manifold Pos'n	70m

Table 2: Berth Details

### 4.12 Weather Parameters

The Port Melville facility has the following weather and tidal stream parameters with respect to berthing, remaining alongside and sailing from the Facility.

#### 4.12.1 Berthing

The Master and Pilot must agree that the wind and tidal stream strengths are acceptable to safely conduct the berthing. In any event, vessels shall avoid berthing during the maximum ebb and flood periods and are not to come alongside with continuous wind speeds above 25 knots for wind directions within 22.5 degrees either side of the beam.

#### 4.12.2 Remaining Alongside

According to the design criteria of the pontoon wharf, larger vessels may need to vacate the berth when sustained winds of a velocity of 40kts or above are experienced. Masters of vessels should be prepared to depart the berth if such conditions are forecast.

#### 4.12.3 Sailing

Vessels may sail anytime from the facility however due regard must be paid to the direction and rate of the tidal stream. As with berthing, the Master and Pilot must agree that the vessel can be safely sailed and manoeuvred in the prevailing conditions.

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## Port Procedures and Information for Shipping

### 5 Security

#### 5.1 General

The International Ship and Port Facility Security Code (ISPS Code) is administered in Australia by the [Department of Home Affairs - Office of Transport Security](#). Port Melville is a Security Regulated Port and has an approved Maritime Security Plan as required under the relevant Australian Legislation.

A ship Master, prior to entering the port must report directly to the Port or via their respective ship agency the following:

- ISPS compliance number
- Current ship security level or any expected change to security level whilst in port
- Ship security officer contact details
- List of expected visitors / contractors
- Nominated provedore (if required)
- Crew list and identification.

#### 5.2 Security Regulated Port

Port Melville is a security-regulated port in accordance with the Maritime Transport and Offshore Facilities Security Act and Regulations (2003). The security regulated port boundaries are indicated at figure 5 below.

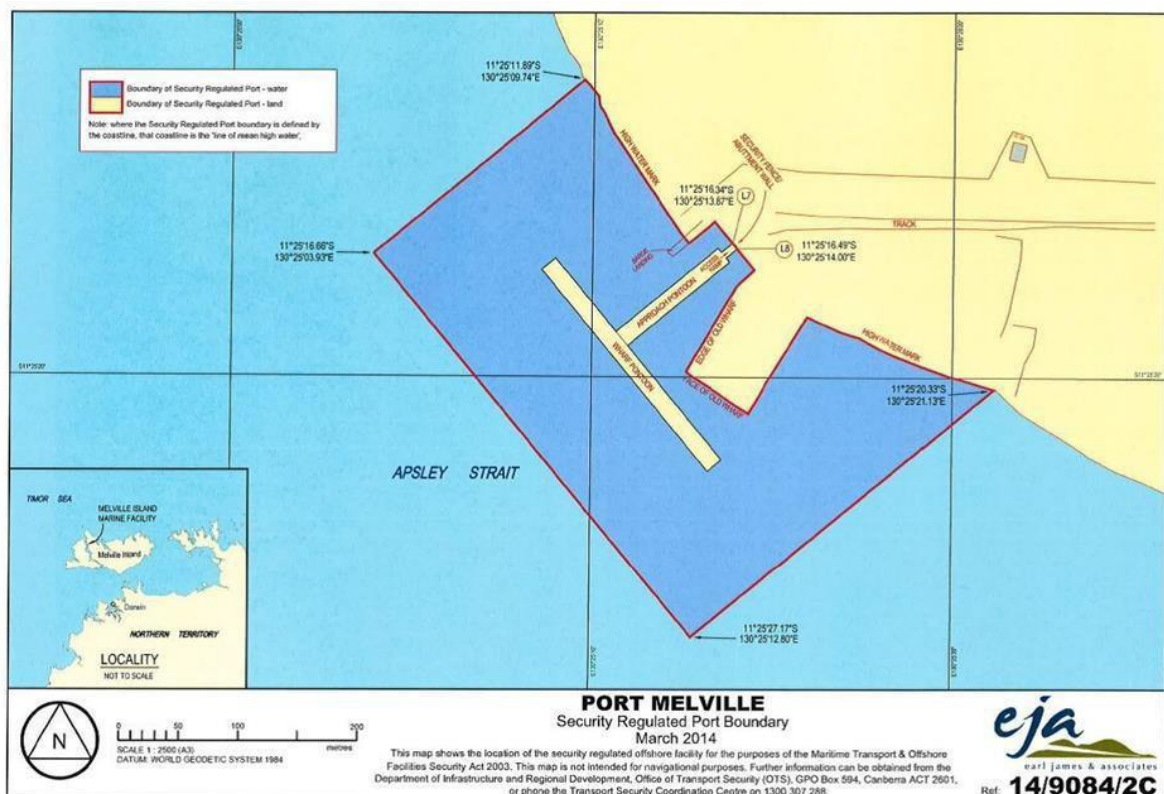


Figure 5. Port Melville - Security Regulated Port Boundary

#### 5.3. Security Levels

The federal government determined, and will declare, when necessary, three security levels.

- Level 1- minimum appropriate protective security measures will be maintained at all times.
- Level 2- appropriate additional protective measures will be enacted because of a heightened risk of a security incident.

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- Level 3- further specific protective security measures maintained for limited times when a security incident is probable or imminent, although it might not be possible to identify the specific target.

Unless otherwise advised, Port Melville will operate at **MARSEC Level 1**.

In addition to the normal security measures undertaken, additional measures on land or water may be implemented:

- If directed by the Department of Home Affairs (Office of Transport Security)
- If the current ship security level is higher than MARSEC Level 1 or the current Port Melville security level.

Responsibility for the implementation of additional security measures will be agreed via a Declaration of Security between the ship and the Port.

### **5.4 Declarations of Security**

A Declaration of Security (DoS) is not normally required for ship's visiting Port Melville whilst the MARSEC Level remains set at Level One. A DoS is to be compiled and agreed under the following circumstances:

- A visiting ship intends to have a patrolled Waterside Restricted Zone or Ship Security Zone
- Port Melville is operating at MARSEC Level 2 or higher
- A visiting ship is operating at a higher security level than Port Melville
- Any other circumstance where the ship's Master / Security Officer and PSO / PFSO consider it necessary to initiate a DoS.

### **5.5 Security Measures**

Security of individual vessels or property is the responsibility of the vessel owner. When Landside Security Zones are in operation these zones will be secured in accordance with the Port Melville Maritime Security Plan.

### **5.6 Reporting of Incidents**

All port users are expected to exercise a high level of security awareness. Any threat of, or actual, unlawful interference with maritime transport must be reported as specified in Part 9 of the Maritime Transport and Offshore Facilities Security Act 2003 (MTOFSA) to the Port and other parties as appropriate.

### **5.7 Refuse Ship Entry**

Port Melville reserves the right to refuse access to the port, any vessel that is unable to provide to the Port Security Officer, a current International Ship Security Certificate.

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### 6 Arrival and Departure Procedures

#### 6.1. Notice of Arrival

Port Melville requires that vessels, vessel agents or representatives give the following notification of their expected arrival:

- ALL vessels visiting the port and requiring towage services to facilitate arrival are to submit a **Notice of Intended Arrival** via email no less than fourteen (14) days prior to arrival. All other vessels are to provide the below information no later than seven (7) days prior to intended arrival containing the following information:
  - Vessel Name and IMO Number.
  - ETA at Inner or Outer PBG.
  - Intended Arrival and Departure draughts.
  - Cargo to be loaded or discharged – type and tonnage / volume.
  - ETD.
  - Contact details of vessel representative / agent.

Upon receipt, the port will provide advice as to likely berth availability for the advised arrival to enable the schedule to be amended should the berth be unavailable on arrival and / or for the intended duration alongside. Where necessary, maximum sailing draught restrictions will be provided based on the advised departure date to assist in finalising loading plans.

- No less than five (5) days prior to arrival submit [Berth Application](#) and [Pilot Booking Form](#) (as required) via the websites at the links.
- Five (5) days prior to arrival, ALL vessels (exempt Royal Australian Navy and Australian Border Force vessels) are to provide the following via email:
  - Confirm final arrival date and time at Inner or Outer PBG. **See NOTE 1.**
  - Confirm departure date.
  - Confirm arrival draughts.
  - Expected departure draughts.
  - SWL of Tug Bitts and Fairleads should towage be required.
  - Advise any deficiencies or defects that may affect pilotage or cargo operations.
- 2 days (48hrs) prior to arrival provide the following update via email:
  - Re-confirm arrival date and time at Inner or Outer PBG. **See NOTE 1.**
  - Re-confirm departure date.
  - Provide advice of any changes to other information previously submitted.
- 1 day (24hrs) prior to arrival provide the following update via email:
  - Re-confirm date and time of arrival at Inner or Outer PBG. **See NOTE 1.**
  - Re-confirm departure date.
  - Advise of any changes to other information previously submitted.

Notice of Intended Arrival, Five Day, Two Day (48hr) and One Day (24hr) notice messages are to be submitted by email to [portmelville@tiwipm.com](mailto:portmelville@tiwipm.com) and [melvillepilot@auriga.com.au](mailto:melvillepilot@auriga.com.au)

**NOTE 1:** Berthing slots (arrival, duration, and departure) are confirmed no later than five (5) days prior to arrival. At this point, logistic support arrangements (pilotage, towage, port services etc) for the visit are finalised. Changes to the arrival / departure schedule inside five (5) days are at the sole discretion of the Harbour Master. All costs incurred directly, indirectly and/or by third parties as a result of any changes will be borne by the owner / charterer / master / agent.

**NOTE 2:** Short notice berth bookings will be accepted at the sole discretion of the Harbour Master pending berth availability (considering confirmed or anticipated berth bookings) and the availability of

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appropriate pilotage, towage and port services.

**NOTE 3:** Royal Australian Navy and Australian Border Force vessels are to submit NOIA and / or Two Day / One Day email updates as dictated by operational requirements and extant internal port visit notification protocols. The earliest possible advice of visits and / or adherence to the Port's visit notification requirements when possible is encouraged when operational requirements allow.

### **6.2 Berthing Arrangements**

Ship's Masters are to note the following arrangements with respect to berthing at Port Melville:

- All vessel movement scheduling is the responsibility of the Port Melville Duty Pilot – email: [melvillepilot@auriga.com.au](mailto:melvillepilot@auriga.com.au)
- The principle of “first come, first served” applies to all vessels intending to berth at Port Melville. This means the first vessel to the outer pilot boarding ground will be given berth priority except for the following:
  - Tide restricted vessels will have priority as required.
  - Vessels which have submitted a berth booking no less than five (5) days in advance of their arrival (refer to para 6.1 above) and have arrived at the pilot boarding ground prior to or at their nominated arrival time.
  - Naval vessels and Australian Border Force vessels may be given priority over all other vessels (at the sole discretion of the Harbour Master) based on the nature / requirements of their operational tasking.

### **6.3 Departure**

Notwithstanding the information provided in accordance with the requirements at para 6.1, vessels are to provide the following confirmation of their expected departure whilst alongside:

- For ALL vessels (with the exception of Navy and ABF vessels) requiring towage support for departure – 48hrs, 24hrs and 6hrs prior to intended departure.
- For ALL other vessels berthed longer than 24hrs – 24hrs and 6hrs prior to intended departure.
- For ALL vessels berthed for less than 24hrs – 6hrs or as soon as practicable but no less than 2hrs prior to intended departure.

Departure time will be adjusted by the pilot to manage UKC requirements. Where UKC at Mermaid Shoal is a consideration, vessels will generally sail 2hrs prior to HW at Mermaid Shoal to ensure passage across the shoal occurs at HW maximising available UKC.

Expected departure time messages are to be submitted by email to [portmelville@tiwipm.com](mailto:portmelville@tiwipm.com) and [melvillepilot@auriga.com.au](mailto:melvillepilot@auriga.com.au) or discussed directly with the pilot as appropriate.

### **6.4 Billing Agent**

A vessel's Master, owner and agent are jointly and severally liable for the payment of port charges to Port Melville.

A vessel Master must ensure that their “Billing Agent” is nominated to Port Melville (via the berth and pilot booking applications) at least five (5) days prior to arrival in port.

### **6.5 Quarantine**

The [Department of Agriculture](#) requires vessels from overseas (or their agents) to submit their documentation no more than 96hrs and no later than 12hrs prior to arrival. Contact details for the Department of Agriculture (Biosecurity) are as follows:

Phone: +61 3 8318 6700 (outside Australia) / 08 8998 4900 (Darwin Office)

Website: [Dept of Agriculture - General Enquiries](#)

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### **6.6 Ballast Water**

Ships with ballast water from ports that are considered a high risk for introduced marine species and that have not exchanged water ballast in mid-ocean are now forbidden to discharge this ballast into Australian waters. Vessels that do not need to discharge ballast in Australian waters are exempt from these requirements.

The Department of Agriculture (Biosecurity) provides a Ballast Water management summary sheet for use by Masters and Agents which can be found at the following link: [Australian Ballast Water Management Requirements](#).

### **6.7 Exhaust Gas Cleaning Systems (EGCS)**

As a party to MARPOL Annex VI, [Australia permits the use of EGCS](#) to comply with the low sulphur fuel oil limit, provided the:

- system is approved by the ship's Flag State, or a recognised organisation appointed by the Flag State in accordance with IMO requirements,
- system is operated in accordance with IMO requirements, including the IMO Guidelines for Exhaust Gas Cleaning Systems ([EGCS Guidelines](#)),
- crew are trained on the use of the system and the system is kept in good working order, with maintenance up to date and monitoring devices fully operational, and
- EGCS approval documents, as well as operational and maintenance records for the EGCS are maintained on board the ship and made available for inspection upon Port State Control Officer (PSCO) request.

Further information on the requirements for the use of EGCS in Australian waters can be found in [Marine Notice 12/2022](#).

While there are presently no national prohibitions on the discharge of wash water, individual jurisdictions (at state and local level) are able to make their own decisions with respect to the discharge of wash water within port limits.

The Tiwi Islands are considered to be a bioregion in their own right with many species of marine flora and fauna recognised as vulnerable or endangered found within the local waterways and straits of the Tiwi Islands.

As Port Melville is situated in Apsley Strait which forms a significant part of the Tiwi Islands marine environment, the discharge of EGCS wash water whilst transiting Apsley Strait, at anchor in Apsley Strait or alongside at the Port is prohibited.

### **6.8 Customs**

Vessels arriving from overseas must submit their documentation to the Australian Border Force 96 hours prior to the nominated date of arrival. If the voyage from the last port is expected to take less than 96 hours, then the following timeframes will apply:

- 72 hours or more but less than 96 hours - submit documentation 72 hours prior.
- 48 hours or more but less than 72 hours - submit documentation 48 hours prior.
- 24 hours or more but less than 48 hours - submit documentation 24 hours prior.

Additional information can be found on the [Australian Border Force](#) website.

### **6.9 Communications**

#### **6.8.1. Port VHF Channels**

The following VHF channels are established for use within Port Melville. These channels are to be monitored at all times by vessels whilst they are within Port Limits:

- VHF 16 – International Calling and Distress.
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## **Port Procedures and Information for Shipping**

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- VHF 15 – Port Operations / Emergency and tug working channel.
- VHF 73 – Alternate Emergency and tug working channel.

The port VHF radio is manned two (2) hours prior to Pilot on Board time and whilst the vessel is alongside.

The Pilot will contact vessels at the Pilot Boarding Ground 30-45 minutes prior to pilot on board time to advise / confirm boarding arrangements.

### **6.10 Cargo Details**

The Master of a vessel must ensure that Port Melville is provided with details of the cargo loaded and/or discharged from the vessel and details of fuel bunkered in a timely manner. Details of cargo to be loaded or discharged are to be included in the Berth Application Form available on the Port website.

### **6.11 Discharging of Cargo**

Any vessel that intends to discharge cargo at Port Melville must notify the Port a minimum of 48 hours prior to arrival and provide a manifest of all cargo to be discharged. Delays may be incurred by the vessel if this information is not received by the Port within the required time frame.

### **6.12 Loading of Cargo**

Vessels that load cargo at Port Melville must provide the details of all cargo loaded or bunkers received within 24 hours of completion of the loading.

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### **7 Port Services**

#### **7.1 Bunkering**

Bunker facilities for MGO / MDO are available via pipeline or fuel truck at the pontoon wharf Berths 1 and 4. Delivery is at rates between 2000 and 2900 litres per minute (120-175cum per hour) from the dispensing skid. A fuel truck will be utilised when the requested volume is less than 17kl or where vessels require a reduced flow rate.

The requirement to bunker should be indicated via the Berth Application form.

#### **7.2 Waste**

It is an offence for any person to discard, dispose of, or leave rubbish, refuse, sewage, waste of any kind (including galley waste), waste water or other liquid waste in the port unless in a controlled manner through approved services.

Any waste that contains a substance that is listed in Schedule 2 of the [Waste Management and Pollution Control \(Administration\) Regulations](#) cannot be disposed in the NT unless it is transported to a facility that is licensed to accept the waste and is taken there by a transporter who is licenced to transport that waste.

#### **7.3 Quarantine Waste**

Port Melville has no facilities for the handling of Quarantine Waste.

#### **7.4 General Waste**

Limited facilities exist for the handling of non-quarantine waste for vessels on Coastal Articles. The requirement for waste disposal for vessels on Coastal Articles should be advised via the Berth Application form.

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### **8 Pilotage and Towage**

#### **8.1 Pilotage Requirements**

The Port Melville Facility is privately owned. Pilotage is compulsory for all vessels over 35m LOA that intend to berth at the Pontoon Wharf. Pilotage for the Apsley Strait including piloted passage over Mermaid Shoal is voluntary as this area is outside Port Limits.

Pilotage services at Port Melville are provided by Auriga Pilots. All pilot bookings are to be made via the [Port Melville Pilot Booking](#) website. As the Port Melville Pilots are not based locally, pilot bookings are to be made a minimum of 5 days prior to the expected arrival of the vessel at the Pilot Boarding Station to ensure adequate notice to arrange travel to the port. Short notice bookings will be accommodated if possible, however bookings inside 48hrs are unlikely to be able to be serviced.

Arrivals are generally scheduled such that the berthing takes place in daylight hours. Departures will be conducted on a 24/7 basis however all berthing and unberthing is dictated by tidal stream conditions at the berth and heights of tide at Mermaid Shoal should the vessel be under DUKC constraints.

#### **8.2 Outer Pilot Boarding Station**

The Outer Pilot Boarding Station is located at Lat 11° 17.34'S Lon 130° 04.00'E and is to be utilised by all vessels that, due to their draft, are tidal restricted when passing over Mermaid Shoal, (8.2m Controlling Depth) or should the Master of the vessel request the services of a pilot to cross the shoal. The Outer Pilot Boarding Station is approximately 25nm from the Port via Apsley Strait.

#### **8.3 Inner Pilot Boarding Station**

The inner Pilot Boarding Station is located at Lat 11°21.7967'S Lon 130°22.7130'E, (adjacent to Tamar Point) and is designed for those vessels that are not tidal restricted passing over Mermaid Shoal (8.2m Controlling Depth). From the Inner Pilot Boarding Station to the Port is approximately 4.5nm. Any vessel intending on using the Inner Pilot Boarding Station must carefully analyse the tides to ensure there is sufficient water to pass safely over Mermaid Shoal and ensure they are following the routes and applying the cross track distances (XTD) as detailed at tables 6 & 7 in Chapter 9.

#### **8.4 Pilot Boarding Arrangements and Communications**

The Pilot will contact the vessel via VHF Channel 15 approximately 30-45 minutes prior to boarding. Ships are to be at the boarding ground at the nominated time with all preparations for boarding completed.

The Pilot Ladder / Combination Ladder is to be rigged on the lee side in accordance with IMO regulations and IMPA recommendations. The ladder is to be set 1.0 metre above the waterline, with two man-ropes rigged but retained inboard and a heaving line provided for the pilot's bag. The vessel is to be underway and proceeding at 5-6kts or as directed by the pilot launch master. At night, a forward-facing light is required to illuminate the ladder.

The Pilot will advise if man-ropes are required to be lowered.

Pilot embarkation will not take place whilst a vessel is at anchor on the Outer Pilot Boarding Ground

#### **8.5 Obligations of Master, Bridge Personnel and Pilot**

Despite the duties and obligations of a pilot, the pilot's presence on board does not relieve the master or officer in charge of the navigation watch from their duties and obligations for the safety of the ship.

The master, bridge officers and pilot share a responsibility for implementing sound BRM practices, maintaining good two-way communications and ensuring they understand each other's role for the safe conduct of the vessel in pilotage waters.

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Should the Master or Officer of the Watch have any concern about any part of the passage or manoeuvre, they are to immediately bring this to the attention of the Pilot who will respond to their concerns.

### **8.6 Master – Pilot Exchange**

It is important that when a ship embarks a pilot and before the act of pilotage commences, the master, bridge personnel and the pilot are aware of their respective roles and responsibilities for the safe navigation and handling of the ship.

The master and the pilot must exchange information regarding navigation procedures, local conditions and rules and the ship's characteristics. This information exchange shall be initiated immediately prior to the commencement of the act of pilotage and be a continuous process for the duration of the pilotage.

Auriga Pilots utilise the eMPX (electronic Master Pilot Exchange) App for the delivery of the Passage Plan and MPX. Ship's masters will be provided a PDF copy of the passage plan and MPX via email no later than 24hrs prior to pilot embarkation. The inwards and outward routes are at Tables 6 to 9 in Chapter 8. It is expected that the applicable routes will be loaded to ECDIS or plotted on chart AUS22 prior to pilot boarding.

### **8.7 Pilot Card**

The pilot shall be provided with information regarding the ship and its characteristics by the ship's master. This is best presented in the form of a standard pilot card. Additional information on rates of turn at different speeds, turning circles, stopping distances and any other information relevant to the passage should also be readily available to the pilot.

### **8.8 Voyage Planning**

IMO Resolution A893(21), SOLAS Chapter V and Australian Marine Notice 11/2016 place a requirement for voyage planning on a ship's master. This shall take the form of a detailed passage plan from berth to berth, including passage in the Port's pilotage waters.

The ship's passage plan and respective port passage plan presented by the pilot should be compared, discussed, and agreed for the forthcoming act of pilotage at the time of the master-pilot exchange. It must be noted that the passage plan sets an outline to promote common understanding by the pilot, master and bridge team, and that deviation from the plan can take place providing the deviation is discussed, agreed, and communicated to the bridge team.

Masters and bridge officers have a duty to support the pilot and to ensure that his or her actions are monitored at all times and that any deviation from the agreed passage plan is discussed.

The ship's bridge team remain responsible for the safe navigation of the vessel at all times.

### **8.9 Pilotage Exemptions**

A Master of a vessel with a LOA of less than 100m or a combined length of less than 100m in the case of a tow, may be eligible to be awarded a PEC for Port Melville.

Detailed eligibility criteria and administrative procedures remain under development and will be promulgated and implemented following a period of stakeholder consultation should they be required.

### **8.10 Towage Services**

Towage services are provided ex Darwin and are to be arranged via the ship's agent with a minimum of five (5) working days notice required to secure towage services. There are two main towage providers in Darwin; Svitzer and Darwin Tug and Line Services (DTLS). DTLS are generally better positioned to support towage requirements at Port Melville.

Towage bookings are to be made in accordance with the requirements of the Ship Assist Matrix at para 8.12. Proposals to vary the requirements of the Ship Assist Matrix are to be forwarded to the

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Harbour Master for consideration a minimum of seven (7) working days prior the intended vessel arrival.

All lines are to be lowered under control when being passed back to tugs.

### 8.11 Communications

The port / tug working channel is VHF Ch 15. The secondary working channel is VHF Ch73

### 8.12 Ship Assist Matrix

The following matrix provides the minimum towage requirements for vessels calling at Port Melville with a maximum beam wind component of 15kts.

These requirements may be exceeded in certain environmental conditions as directed by the Pilot or as requested by the vessel Master.

Tide Ahead < 2.0kts								
Vessel LOA	>50m to 90m		>90 –120m		>120 –160m***		>160m****	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT
SS NO BT	On Consultation		1	1	2	1	2	1
SS WITH BT*	NR	NR	1	NR	1	1	1	1
TS NO BT	NR	NR	1	NR	1	1	1	1
TS WITH BT*	NR	NR	NR	NR	NR	NR	1	1
HIGHLY MAN^	NR	NR	NR	NR	On Consultation			

Table 3: Ship Assist Requirements – Tidal Stream Ahead

Tide Astern < 1.5kts								
Vessel LOA	>50m to 90m		>90m – 120m		>120m – 160m		>160m	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT
SS NO BT	#	1	#	1	#	2	#	2
SS WITH BT*	#	NR	#	1	#	1	#	1
TS NO BT	#	NR	#	1	#	1	#	1
TS WITH BT*	NR	NR	#	1	#	NR	#	1
HIGHLY MAN^	NR	NR	On Consultation					

Table 4: Ship Assist Requirements – Tidal Stream Astern

\* BT must meet the minimum accepted power to LOA ratio

\*\*\* All tankers >120m require a minimum of one tug in attendance for departure.

\*\*\*\* All tankers >160m require a minimum of two tugs in attendance for arrival.

# Will always berth head to stream

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^ A Highly Manoeuvrable Vessel is a vessel with a combination of Twin Azi-drive and bow thruster(s), Twin Screw with bow and stern thrusters or any other similar arrangement including high lift rudders determined as suitable by the Harbour Master

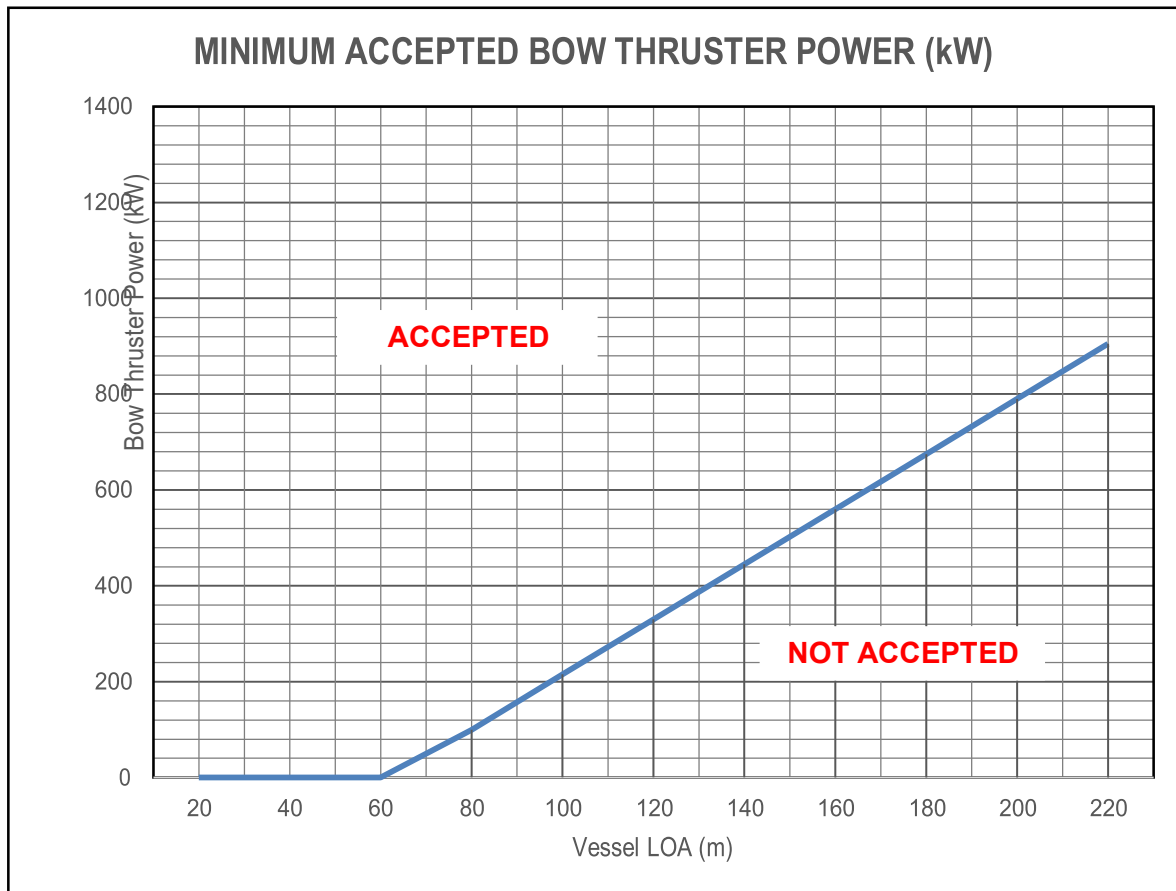


Table 5: Minimum Accepted Bow Thruster Power

**Conversions:** 1kW approx. 1.34HP and 1kW approx. 0.01475T

## Port Procedures and Information for Shipping

### 9 Navigation

#### 9.1 General

Draft figures are related to draft in saltwater density of 1025kg/m<sup>3</sup>.

Ships with drafts >7.0m may be tide restricted. The controlling depth across Mermaid Shoal is 8.2m with a minimum of 1.0m UKC required to be maintained at all times (Dynamic and Static).

#### 9.2 Aids to Navigation

There are currently no aids to navigation in the northern approaches to the port via Mermaid Shoal and Apsley Strait. Masters are advised to utilise all available means to ensure the safe navigation of their vessels. The use of Parallel Indexing and regular position fixing is strongly recommended as is the implementation of Cross Track Distance (XTD), XTD alarms and other relevant safety tools available in ECDIS.

#### 9.3 Passage Plan

The routes at Tables 6 and 7 are the routes the pilots will follow into and out of the port. Masters of vessels are to ensure that these routes have been loaded into ECDIS with the included XTDs and Turning Radius or plotted on their paper chart (AUS22) if no ECDIS is carried.

For vessels taking a pilot at the IPBG, it is recommended that waypoints 1-5 are followed for inbound vessels. Courses from the IPBG to the berth

Waypoint	Lat	Lon	Course	Length (nm)	Minimum Depth (m)	XTD (nm)	Radius (nm)
1 - OPBG	11°17.3200'S	130°03.5800'E	081°	11.0	8.2	0.2 / 0.2	
2	11°15.6738'S	130°14.6438'E	104°	2.53	13.6	0.2 / 0.2	1.0
3	11°16.2728'S	130°17.1421'E	108°	3.49	18.7	0.2 / 0.2	1.0
4	11°17.3610'S	130°20.5173'E	154°	6.81	20.2	0.2 / 0.2	1.0
5 - IPBG	11°23.5048'S	130°23.5654'E	147°	2.04	22.4	0.2 / 0.1	1.0
6	11°25.2250'S	130°24.6846'E	170°	0.56	11.2	0.2 / 0.1	0.5
7	11°25.7774'S	130°24.7861'E	074°	0.42	22	0.2 / 0.1	0.2
8	11°25.6619'S	130°25.1922'E	351°	0.32	15.5	0.2 / 0.1	0.2
9	11°25.3482'S	130°25.1430'E			12.5		

Table 6. Aspley Strait – Recommended Inwards Route – OPBG to Melville Terminal

Waypoint	Lat	Lon	Course	Length (nm)	Minimum Depth (m)	XTD (nm)	Radius (nm)
5 - IPBG	11°23.5048'S	130°23.5654'E	152°	2.38	22.8	0.15 / 0.2	0.5
13	11°23.9146'S	130°23.8338'E	138°	1.92	12.5	0.05 / 0.1	0.5
14	11°25.3474'S	130°24.7861'E			12.5		

Table 7. Aspley Strait – Recommended Inwards Route – IPBG to Melville Terminal

Waypoint	Lat	Lon	Course	Length (nm)	Minimum Depth (m)	XTD (nm)	Radius (nm)
1	11°25.3482'S	130°25.1430'E	295°	0.25	12.5	0.1 / 0.05	
2	11°25.2374'S	130°24.8846'E	323°	2.16	29.7	0.2 / 0.1	0.25
3 - IPBG	11°23.5048'S	130°23.5654'E	334°	6.81	20.2	0.2 / 0.2	1.0
4	11°17.3610'S	130°20.5173'E	288°	3.49	18.7	0.2 / 0.2	1.0
5	11°16.2728'S	130°17.1421'E	284°	2.53	13.6	0.2 / 0.2	1.0

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6	11°15.6738'S	130°14.6438'E	261°	11.0	8.5	0.2 / 0.2	1.0
7 - OPBG	11°17.3200'S	130°03.5800'E					

Table 8. Apsley Strait – Recommended Outbound Route

### 9.4 Approaches to the Port and Apsley Strait

Vessels approaching the Port from the west should take particular care keeping well clear to the west and south of Mesquite Shoal. Vessels approaching the Outer Pilot Boarding Station should maintain a vigilant navigational watch as the tidal streams in the area can be quite strong. The ebb tide normally flows in a northerly direction with the flood normally flowing in a southerly direction.

The controlling depth approaching the port is 8.2m at chart datum when passing over Mermaid Shoal at the northern entrance to Apsley Strait. The controlling depth in Apsley Strait is 11.2m at CD. The depth alongside the berth is 12.5m.

### 9.5 Under Keel Clearance (UKC)

Under keel clearance (static and dynamic) for the port is set at 1m.

Ships are not to enter, depart or manoeuvre unless tide, weather, transit time and traffic allow the minimum UKC to be maintained for the duration of the passage.

### 9.6 Ebb Tide Departures

Due to the significant rate of the tidal stream in Apsley Strait when the tide is ebbing it is not normal practice for larger vessels to depart on the ebb tide. Vessels <90m LOA and highly manoeuvrable vessels when berthed head to stream may depart on the ebb tide provided the rate is less than 2.0kts and they are compliant with towage requirements.

All other vessels considering a departure on the ebb tide are to discuss their intentions with the Harbour Master or Duty Pilot. Departures on the ebb tide, should they be approved, are to take place with a rate no greater than 2.0kts

### 9.7 Maximum Draft Departures

Vessels sailing at the maximum draft for the forecast tide and berthed starboard side to must depart the berth no later than 2hrs prior to the predicted high water at Mermaid Shoal. Vessels berthed port side to under these circumstances must depart the berth no later than 2.5hrs prior to the predicted high water being cognisant of the rate of the floodstream coming from astern.

### 9.8 Tidal Restrictions

Ships will generally stem the tide when berthing. Berthing with the tide astern, if approved, will require additional towage support.

### 9.9 Dynamic Positioning Equipped Vessels

Dynamic positioning equipment is not to be used for the berthing or unberthing of vessels unless prior arrangements are made with the Harbour Master.

### 9.10 Anchorages

Apsley Strait is well protected from prevailing wind and sea conditions from all directions. It affords safe anchorage in water depths ranging from 10-20m in St Asaph's Bay at the northern end of the strait to depths of 20-30m north-north-west of Harris Is in the vicinity of the port. The bottom type is predominantly mud providing good holding ground.

Masters are reminded that strong tidal streams can be experienced in Apsley Strait, particularly on the ebb tide at springs. A vigilant watch is to be kept ensuring the vessel does not drag anchor.

### 9.11 Outer Anchorages

The outer anchorages are those considered to be to the west of the entrance to Apsley Strait. There

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are no designated outer anchorage areas and as such, vessels are permitted to anchor where they deem it safe to do so. Masters should be aware that the depths surrounding Mesquite Shoal are suspect and as such it should be given a wide berth.

### **9.12 Inner Anchorages**

The inner anchorages described below are provided for the guidance of Masters. They are not within port limits and as such are not actively managed by the port. Masters are reminded that the final decision regarding the determination of a safe position to anchor remains their ultimate responsibility.

There are two inner anchorage areas within Apsley Strait – areas Alpha (A) and Bravo (B).

The two Alpha anchorages are in the vicinity of the port to the immediate NNW of Harris Is. These anchorages are in 20 to 25m of water with stern swinging circles of 300 yards and a bottom type of mud.

The Bravo anchorages are in the northern part of Apsley Strait (St Asaph Bay). These anchorages are in 15m of water with stern swinging circles of 400 yards and a bottom type of mud / gravel. All anchorages are in areas of ZOC B quality survey.

Anchorage positions are as follows:

- A1: 11<sup>o</sup> 25.0639'S 130<sup>o</sup> 24.3897'E
- A2: 11<sup>o</sup> 24.7981'S 130<sup>o</sup> 24.2148'E
- B1: 11<sup>o</sup> 18.6650'S 130<sup>o</sup> 21.9066'E
- B2: 11<sup>o</sup> 18.3155'S 130<sup>o</sup> 21.6126'E
- B3: 11<sup>o</sup> 17.9639'S 130<sup>o</sup> 21.3226'E

Masters choosing to anchor their vessels in positions other than those listed above are reminded to include ZOC / survey quality in their considerations.

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# **10 Mooring Arrangements and Vessel Warping**

## **10.1 Mooring**

The Port Melville Facility utilises Head, Stern and Breasting Buoys along with fixed bollards on the pontoon deck and facility dolphins. The size of the vessel and position alongside the wharf dictates which elements of the mooring system will be utilised. Generally, Handy-sized to Supra-max vessels will utilise the full mooring system whilst smaller vessels will secure to wharf and dolphin bollards (if appropriate). Vessels are moored using two head and stern lines, two breast lines forward and aft and two spring lines forward and aft. On boarding the vessel, the Pilot will discuss with the Master the specific mooring plan for their vessel.

As mooring buoys are part of the mooring infrastructure, a line running boat must be in attendance for all vessels requiring the use of mooring buoys.

***All vessels required to utilise head and stern mooring buoys are to ensure they have a minimum of 220m of berthing hawser available for each line / on each drum. This is particularly important for vessels required to warp whilst alongside.***

## **10.2 Handling of Berthing Lines**

All lines are to be lowered under control to line-running boats and passed by heaving line to the wharf. When berthing, warping or unberthing, lines are not to be heaved tight, made slack or let-go unless approval to do so has been given by the pilot.

## **10.3 Warping**

Vessels loading woodchips at Port Melville do so via a static loader thus are required to warp the vessel for hold changes. Due to the very strong tidal streams, particularly the ebb stream, vessels must have their main engine available and a tug assisting with each warp. The Pilot will also assist the vessel's Master by attending the vessel for each warp.

Due to the construction of the Pontoon and configuration of the mooring system, it is often necessary to drop and re-run breast lines from the wharf to breasting buoys or from breasting buoys to the wharf. Head and Stern Lines and Fwd and Aft Springs will normally remain in place. The Pilot will discuss the sequence of shifting lines with the Master prior to commencing each warping operation.

The Port has developed an indicative mooring arrangement for vessels loading woodchips which is provided for information at Appendix B.

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### **11 Work Permits**

#### **11.1 Request for Permit**

To be able to perform certain work on ships whilst alongside or at anchor masters, owners or their agents must first apply for and obtain the necessary permits before work can proceed.

Applications for approval by the Port Manager must be submitted to [portmelville@tiwipm.com](mailto:portmelville@tiwipm.com) a minimum of 24hrs prior to the intended commencement of the requested work.

#### **11.2 Hot Work**

Ships wishing to carry out repairs and any form of metal work, which includes performing hot work, must lodge an application iaw the process at para 11.1. Formal approval (or otherwise) will be provided via return email to the ship's master and agent (should the agent have made the application on behalf of the ship).

#### **11.3 Main Engine Immobilisation**

Due to the strong tidal streams experienced in Apsley Strait, vessels are not permitted to immobilise their engines whilst alongside. Vessels are permitted to immobilise their engines whilst at anchor however Masters are cautioned to consider the strong tidal streams in the area, particularly at the Alpha anchorages.

***Engine immobilisation is not permitted in any circumstance if the Cyclone Response Plan has been activated.***

#### **11.4 Boat Drills / Lifeboat Drills**

Vessels are permitted to conduct boat drills / lifeboat drills whilst alongside or at anchor provided they notify and gain permission of the Harbour Master or Port Manager prior to doing so. Vessel Masters are reminded that they remain fully responsible for the safety of their crew and are to be mindful of the rate and direction of the tidal streams at the facility and in the strait prior to conducting drills.

***Salt Water (Estuarine) Crocodiles inhabit the local area and may be in the immediate vicinity of ships alongside or at anchor. Attack on a person by these crocodiles is generally fatal.***

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### 12 Emergency Procedures

In any response to an emergency, the primary objective is always the protection of life. The following section provides guidance on initial response procedures in the event of an emergency occurring within the port.

#### 12.1 Emergency Response Plans

It is the responsibility of port users, customers and organisations carrying out an operation or activity within the port to manage and develop their own emergency plan and procedures in accordance with relevant legislation, standards and codes and with reference to the Port Melville Emergency Response Plan where appropriate.

#### 12.2 Emergency Contacts

AGENCY	PHONE No.
Hospital (Pirlangimpi Medical Clinic)	+61 (8) 8978 3953
Police (Pirlangimpi)	000 or +61 (8) 8978 3969
Fire	000 or +61 (8) 8978 3773 or 8978 3713
Ambulance	000
NT Emergency Services	+61 (8) 8922 3630 (After Hrs 131444)
Harbour Master	+61 (0) 409 328 337
Port Manager	+61 (0) 490 580 059
Port Emergency Management (UHF)	UHF Channel 2 (476.450MHz)

Table 8. Emergency Contacts

All emergencies should be reported to the Port Manager who will activate the port emergency response plan by calling the appropriate emergency response service (Police, Fire or Ambulance) or initiating other assistance as required and providing support to the initial responders where appropriate and necessary.

**Note:** The medical centre at Pirlangimpi is operated by a full-time nurse and provides call-out from the facility. It is only equipped to provide immediate first aid and stabilisation for serious injuries before Medevac as well as treatment and management of minor injuries.

#### 12.3 Emergency Communications

In the event of an on-board emergency, Masters are to immediately cease all cargo / bunkering operations and initiate their on-board emergency response plans. The alarm is to be raised and the port notified via all of the following methods:

- Three prolonged blasts on the ship's whistle at intervals of 30 seconds until communications is established with the port; and
- Contacting 'Port Melville' on VHF Channel 15 (Port Working and Emergency Calling Channel) detailing the type of emergency and assistance requested (if appropriate).

A secondary means of communications can be established via the Harbour Master and/or Port Manager utilising the contact details described in Table 8 above.

#### 12.4 Fire

Sound the alarm and contact 'Port Melville' on VHF CH 15 and inform the port of the emergency. The port will initiate contact with emergency services and activate the port emergency response plan. In

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the event communications are unable to be established via VHF CH 15 then contact the Port Manager and Harbour Master via their contact numbers in Table 8 above.

Should the incident dictate, the Harbour Master, in consultation with relevant authorities, will determine if the vessel is to be removed from the berth for the safety of the port.

There are fire hydrants and hose reels located at strategic points along the pontoon wharf and a firefighting trailer (foam) positioned on the wharf during fuel transfer operations.

### 12.5 Tropical Cyclone

Tropical Revolving Storms (TRS) or Tropical Cyclones are a very real threat in the tropical waters of northern Australia. Cyclone season is from 01 November to 30 April each year although Tropical Cyclones have been known to occur outside this period. Cyclones are categorised as follows:

- Category One. Sustained winds 34-47kts with gusts to 67kts
- Category Two. Sustained winds 48-63kts with gusts to 89kts
- Category Three. Sustained winds 64-85kts with gusts to 121kts
- Category Four. Sustained winds 86-107kts with gusts to 151kts
- Category Five. Sustained winds >107kts with gusts >151kts

#### 12.5.1. Cyclone Response Plan

Response to and recovery from a cyclone or tropical revolving storm threat to Port Melville is based on the application of a six (6) stage process:

Stage	Trigger
Stage One – Monitor (Cyclone Watch)	Tropical Low or Tropical Cyclone has formed within 800nm of the port
Stage Two – Prepare (Cyclone Warning)	System approaches or develops within 400nm of the port and the track has potential for impact with the port
Stage Three – Clear the Port	System approaches or develops within 300nm of the port and / or gale force winds are forecast within 24hrs
Stage Four – Close the Port	System approaches or develops within 200nm of the port and gale force winds are forecast within 12hrs
Stage Five – Port Assessment and Recovery	Port facilities are assessed for damage and any hazards to navigation or operations are removed
Stage Six – Re-open the Port (All Clear)	Cyclone or the threat of the cyclone has passed. Damage assessment is complete, and all hazards are removed or mitigated against sufficiently to resume operations

Table 9. Cyclone Response Stages

#### 12.5.2. Cyclone Response Actions

A summary of the actions required of the port and of port users as each stage is initiated are detailed below:

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Stage	Action
Stage One – Monitor (Cyclone Watch)	<ul style="list-style-type: none"> <li>The port cyclone plan will be initiated</li> <li>The port will monitor movement and development</li> <li>The port will promulgate warnings and advice to port users</li> <li>There are no restrictions on vessel movements</li> </ul>
Stage Two – Prepare (Cyclone Warning)	<ul style="list-style-type: none"> <li>The port will continue to promulgate warnings and advice to port users</li> <li>All vessels within the port are to assume one hours readiness</li> <li>There are no restrictions on vessel movements within the port</li> <li>Vessels due to berth within the next 24hrs will be diverted until the 'all clear' has been given</li> </ul>
Stage Three – Clear the Port	<ul style="list-style-type: none"> <li>The port will continue to promulgate warnings and advice to port users</li> <li>The port and anchorages will be cleared of all vessels. All vessels are to be clear of Apsley Strait at least 12hrs prior to the forecast impact of the cyclone to ensure sufficient sea-room for cyclone avoidance</li> </ul>
Stage Four – Close the Port	<ul style="list-style-type: none"> <li>The port will continue to promulgate advice and warnings to all port users</li> <li>The port will be closed to all traffic and commercial operations</li> </ul>

Table 10. Cyclone Response Actions

Port users are advised that there are **no cyclone rated moorings installed at Port Melville.**

Masters are reminded that engine immobilisation will not be permitted if the cyclone response plan has been initiated.

### 12.6 Marine Pollution

The purpose of the Marine Pollution Act 2016 and associated Regulations is to protect the Northern Territory's marine and coastal environment by minimising intentional and negligent discharges of ship-sourced pollutants into coastal waters. Discharges of oil, noxious liquids, sewage, and garbage (MARPOL annexes I, II, IV and V) are addressed by this act and are prohibited within NT coastal waters.

### 12.7 Reporting

The NT Marine Pollution Act requires the master of a ship to report a discharge or probable discharge without delay. The report should be made directly to the Port Manager via VHF CH 15 or the contact details in Table 8 with the following details:

- Date / Time of the Incident
- Location (Lat / Long / Physical Site)
- Name and contact details of person making the report
- Nature, extent and estimated quantity of the spill
- Type of substance spilled
- Source of the spill and if the source has been isolated
- Local weather, tide and sea conditions

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- Whether a sample has been taken
- Any additional information that relates to the spill.

The Port Manager will activate the port Oil Spill Contingency Plan if appropriate and initiate first strike incident response protocols.

### **12.8 Sewage**

Due to the sensitive nature of the environment surrounding Port Melville, the discharge of any form of sewage (including via an IMO compliant sewage or wastewater treatment system), grey water, drainage from medical premises (sickbay etc) and any other waste waters is prohibited.

### **12.9 Marine Incidents**

Notifiable marine incidents that involve a vessel sea-side within the port are specified in the [Transport Safety Investigation Act 2003 \(s\)18](#) and the [Navigation Act 2012 \(s\)185, 186 and 312](#) and are as follows:

- the death of a person;
- serious injury to a person;
- the loss of a vessel;
- the loss of a person from the vessel;
- significant damage to a vessel; or
- loss of cargo of a vessel.

These incidents are to be notified to the Australian Maritime Safety Authority (AMSA) utilising the following forms:

- [AMSA Form 18 Incident Alert](#)
- [AMSA Form 19 Incident Report](#)

All notifiable marine incidents are to be reported to the Harbour Master and Port Manager who will follow them up to ensure the vessel has complied with the statutory reporting requirements.

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### **13 Contact Information**

#### **13.1 Port Melville**

##### **Harbour Master / Port Security Officer – Capt. David McDonald**

Mob: +61 (0) 409 328 337

Email: [david.mcdonald@auriga.com.au](mailto:david.mcdonald@auriga.com.au)

##### **Port Manager – Cameron Metcalfe**

Mob: +61 (0) 490 850 059

Email: [cameron.metcalfe@ntportandmarine.com](mailto:cameron.metcalfe@ntportandmarine.com)

##### **Australian Customs & Border Protection**

P: +61 (8) 8946 9999

Info: 1300 363 263

Hot Line: 1800 061 800

Fax: +61 (8) 8946 9932

E: [darwin.shipping@abf.gov.au](mailto:darwin.shipping@abf.gov.au)

##### **Australian Quarantine Inspection Services**

Ph: +61 (8) 8999 2118

Fax: +61 (8) 8999 2053

Email: [quarantine@nt.gov.au](mailto:quarantine@nt.gov.au)

#### **13.2 Shipping Agents**

##### **ANL Container Line**

Address: Suite 305C, Level 1 Tower 3, 19C, Kitchener Drive Darwin, NT 0800

Ph: +61 (8) 8944 7600

Mob: +61 (0) 448 330 133

Email: [cmadrw@anl.com.au](mailto:cmadrw@anl.com.au)

Web: [www.anl.com.au](http://www.anl.com.au)

##### **Gulf Agency Company (Australia) Pty Ltd**

Address: Unit 3/9 Swan Crescent, Winnellie NT 0821

Ph: +61 (8) 8947 1725

Fax: +61 (8) 8984 4277

Mob: +61 (0) 420 961 405

Email: [shipping.darwin@gac.com](mailto:shipping.darwin@gac.com)

Web: [www.gac.com](http://www.gac.com)

##### **Inchcape Shipping Services Pty Ltd.**

Address: Unit 32/16 Charlton Court, Woolner NT 0820

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Ph: +61 (8) 8996 9001  
Mob: +61 (0) 422 819 598  
Email: [darwin@iss-shipping.com.au](mailto:darwin@iss-shipping.com.au)

### **Monson Offshore Pty Ltd**

Address: East Arm Wharf, 870 Berrimah Road, Berrimah, NT, 0828  
Ph: +61 (8) 8947 2570  
Fax: +61 (8) 8947 2640  
Mob: +61 (0) 419 517 780  
Email: [darwin@monsonoffshore.com.au](mailto:darwin@monsonoffshore.com.au)

### **Pacific Asia Express (PAE) Pty Ltd**

Address: 7/641 Stuart Hwy, Berrimah NT 0828  
Ph: +61 (8) 8947 3318  
Fax: +61 (8) 8947 1098  
Mob: +61 (0) 421 211 824  
Email: [darwin@pae.marianaship.com](mailto:darwin@pae.marianaship.com)  
Web: [www.pae.com.au](http://www.pae.com.au)

### **Swire Shipping**

Address: 1626 Coonawarra Road, Winnellie NT 0821  
Mob: +61 (0) 467 786 852  
Email: [customerservice@swireshipping.com](mailto:customerservice@swireshipping.com)  
Web: [www.swireshipping.com.au](http://www.swireshipping.com.au)

### **Wilhelmsen Ships Service Pty Ltd**

Address: PO Box 36169, Winnellie NT 0821  
Ph: +61 (8) 8947 2882  
Fax: +61 (8) 8947 2881  
Mob: Geoff Brown +61 (0) 417 919 911  
Email: [darwin@wilhelmsen.com](mailto:darwin@wilhelmsen.com)  
Web: [www.wilhelmsen.com](http://www.wilhelmsen.com)

### **North Australia Yacht Support**

Address: Lvl 1, 38 Parap Rd, Parap, NT  
Mob: +61 (0) 402 755428  
Email: [support@nays.com.au](mailto:support@nays.com.au)  
Web: [www.nays.com.au](http://www.nays.com.au)

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**14 APPENDIX A – Pre-Arrival Information**

[Pre-Arrival Information for Vessel Masters](#)

## **15 APPENDIX B – Woodchip Vessel Mooring Plan**

[Woodchip Vessel Standard Mooring Plan](#)