

Port Babcock Rosyth Marine Operations Manual

Port General Directions FM(R)-PROC-002

Revision: 3.0 – 08th March 2022
Reviewed by: Richard Johnston

Index

1. Introduction
2. Commencement
3. Definitions & Interpretation
 - 3a. In the following General Directions, unless the content otherwise requires:
 - 3b. In these Directions, unless the context otherwise requires
4. Passage Planning and Manoeuvring in the Port and Approaches
 - 4a. General
 - 4b. VHF communications
 - 4c. Exceptional operations
 - 4d. Immobilisation of main engines
 - 4e. Use of hand steering
 - 4f. Commercial vessels entering the Port of Babcock
 - 4g. Commercial vessels departing or shifting within the Port Babcock Rosyth
 - 4h. Standard commercial vessel manoeuvres
 - 4i. Leisure craft
 - 4j. Recreational area
5. Speed Restrictions
 - 5a. This Direction applies to all commercial and leisure vessels manoeuvring within the port and entrances to the port.
 - 5b. Speed restriction in Outer and Inner Harbour
 - 5c. Speed restriction at port approaches from Tidal Waters
 - 5d. Speed restriction at Eastern Entrance
6. Bunkering Operations Within the Port of Babcock Rosyth
 - 6a. General
 - 6b. Bunkering restrictions
 - 6c. Bunker operations for commercial vessels
 - 6d. Vessels engaged in bunkering operations.
7. Manning Level Within Port Limits (excluding laid up Vessels and submarines)
 - 7a. General
 - 7b. Manning when underway

- 7c. Manning when alongside
- 8. Weather & Tidal Restrictions
 - 8a. General port closure
 - 8b. Emergency Direct Entrance wind speed limits
 - 8c. Commercial vessel manoeuvring limiting wind speed
 - 8d. Swell height
 - 8e. Restricted visibility
 - 8f. under keel clearance
- 9. Duty to Report Damages/Incidents/Defects
 - 9a. General
 - 9b. Ability to manoeuvre & notification of defects
 - 9c. Notification of incident
 - 9d. Lost anchor, cable or propeller
 - 9e. Abandonment of Vessels
 - 9f. Berth surge
 - 9g. Notification of hot work
 - 9h. Notification of Diving
 - 9i. Notification of Launching Life boats / Fast Response Craft
- 10. Amendment Record

1. Introduction

Port Babcock Rosyth will exercise its powers through the Harbour Master pursuant to article 4(1) of the Babcock Harbour Empowerment Order 2009 and as the Statutory Harbour Authority hereby gives the following general directions to vessels in and approaching Port Babcock.

In order to maintain and enhance the safety of navigation within the Harbour and its approaches it is important that Masters are aware of current Byelaws, Directions and Notices to Mariners.

By complying with these General Directions Mariners will contribute towards protecting the environment by reducing the likelihood of Marine Incidents which may lead to pollution of harbour waters.

These General Directions are to be construed in conjunction with:

Any Special Directions given by a Harbour Master under article 26 (3) of the Babcock Harbour Empowerment Order 2009,

Notices to Mariners

It is the duty of the Master of a vessel to which a General Direction applies to comply with that Direction.

However the giving of a Direction does not diminish or in any other way affect the responsibility of the Master in relation to his Vessel, persons on board, its cargo or any other person or property.

2. Commencement

These Directions shall come into force on 1st January 2020 and will remain in force until further notice.

3. Definitions & Interpretation

3a. in the following General Directions, unless the content otherwise requires:

'AIS' means Automatic Identification System

'Anchorage' means the anchorage area as indicated on BA Chart 728

'Approach Channel' means the area to the east of either the Entrance lock or Emergency Direct Entrance leading to the Rosyth Approach Channel

BA Chart 728 means the Admiralty Chart of Babcock Harbour and Port of Rosyth as published by the UK Hydrographic Office as revised from time to time.

'Barge' includes dumb vessels, including but not limited to: barges, lighters, crane barges, engineering barges, pontoons, dredge barges but excludes any power-driven vessels and caissons.

'Berthed' when used in relation to a vessel means secured to a wharf, pier, quay, pontoon, jetty, or dolphin.

'Berthing Assistance' means the provision of manoeuvring advice and local knowledge during berthing or un-berthing operations.

'Berth Surge' means the sudden, unplanned and uncontrolled movement of a vessel along the berth face.

'The Board' means the Babcock Harbour Board.

'Bunker Vessel' means any vessel, normally navigating within Babcock Harbour Board's area of jurisdiction, used for the storage, transportation or delivery of oil products to vessels or facilities in the harbour.

'The Collision Regulations' means the International Regulations for the Prevention of Collision at Sea 1972 as amended and scheduled to the Merchant Shipping (Distress Signals and Prevention of Collision) Regulations 1996 as amended.

'Commercial Vessel' means any vessel which is not a ferry, pleasure vessel or charter yacht under 20m LOA. For these directions, such vessels include HM warships and other government vessels.

'Dead Ship' means a vessel that does not have use of its main engines or other forms of propulsion.

'ETA' means a vessel's Estimated Time of Arrival at the pilotage boarding area.

'Exclusion Zone' means any area within the jurisdiction of Babcock Harbour, defined by a Harbour Master as being closed temporarily to general navigation for the purposes of navigational safety or emergency response.

'Gross Tonnage' in relation to a vessel means the tonnage as ascertained in accordance with the International Convention of Tonnage Measurement of Ships 1969 on the Merchant Shipping (Tonnage) Regulations 1982. As amended, and where in accordance with those regulations, alternative tonnages are assigned to a vessel, the Gross Tonnage of the vessel shall, for the purposes of these Directions, be taken to be the larger of those tonnages.

'Harbour Master' means a person appointed by the Babcock Rosyth Board, and included that person's deputies and assistants and any other person for the time being authorised by the Port to act, either generally or for a specific purpose, in the capacity of the harbour master.

'The Harbour' means Babcock Harbour and has the meaning assigned to it by Section 4 of the Babcock Harbour Consolidation Act 1954.

'Harbour limits' or **'Port Limits'** means the area of jurisdiction exercised by Babcock Harbour Authority as stated in Article 4 of the Port Babcock Rosyth Harbour Empowerment order 2009.

'High Speed Craft Code' means the International Code for the Safety of High Speed Craft 2000, as adopted by IMO as annex to Resolution MSC.97 (73), as amended by MSC.119 (74).

'HW' means High Water @ Chart Datum in relation to tidal information.

'Knot' means one nautical mile per hour which is equal to an International measure of 1852 metres per hour.

'Length Overall' or **'LOA'** means the maximum length of a vessel, including overhanging structure, cargo or equipment, and if a tug and tow, the combination of the tug and the object(s) towed, including the length of the towing medium deployed whilst navigating within the Pilotage Area.

'Master' when used in relation to any vessel, means any person having the command, charge or management of the vessel for the time-being, whether lawfully or not lawfully.

'Moored', when in relation to a vessel, means a vessel—

- i. Secured to a mooring buoy or chain either ahead or astern or both at a recognised mooring approved by the Harbour Master; or
- ii. Secured alongside any vessel so secured; or
- iii. Secured either ahead or astern by anchors in a position approved by the Harbour Master.

'Navigable Channel' means a regular course or track of shipping.

'Notices to Mariners' means Notices to Mariners issued by Babcock Harbour Board, and take the form of either Directions or advice concerning navigational safety within the Port.

'Passenger Vessel' has the same meaning as defined in the Merchant Shipping. (Survey and Certification) Regulations 1995.

'Permission to Proceed' means authorisation by a Harbour Master or his deputy, assistant to navigate as proposed by a vessel.

'Port Control' means the designated Vessel Traffic Service (VTS), operated by Babcock Harbour Board.

'Port Babcock Rosyth' means Babcock Harbour and has the meaning assigned to it by Article 4, Schedule Port Limits of the Port Babcock Rosyth Harbour Empowerment order 2009.

'Quay' means any quay, wharf, jetty, dolphin, landing stage or other structure used for berthing or mooring vessels and includes any pier, bridge, roadway or footway immediately adjacent and affording access thereto;

'Reporting Vessel' means every vessel which is required by these Directions to report its position, intentions or movements;

'SOLAS' means the International Convention for the Safety of Life at Sea.

'Special Direction' means a Direction authorised by Section 24 of the Port Babcock Rosyth Harbour Empowerment Order 2009.

'Speed Restriction' means any speed limits imposed by the Harbour Master for the protection of port users and/or port infrastructure consistent with safe navigation.

'Seagoing Vessel' means any vessel or craft designed or adopted for navigation at sea.

'Small Vessel' means any vessel of less than 20m length overall.

'Top Line' means that all link spans are clear, a mooring party is in attendance, and permission for immediate departure is requested from Port Control.

'Underway' means that a vessel is not at anchor, made fast to the shore, or aground.

'Vessel' includes any vessel, ship, lighter, keel, barge, boat, raft, pontoon, and craft of any kind, however navigated, propelled or moved, and any hovercraft and any hydrofoil vessel and any seaplane on the surface of the water and for the purposes of this present definition a "hydrofoil vessel" means a vessel however propelled designed to be supported on foils.

3b. In these Directions, unless the context otherwise requires:

The Directions Headings form part of and affect the construction and interpretation of the Directions.

Unless stated otherwise in a particular Direction, all Directions shall be deemed to apply to all vessels; to the whole of the Babcock Harbour area of jurisdiction and at all times; and a Direction addressed to a Master shall be deemed to apply to the vessel of which he/she is the Master.

4. Passage Planning and Manoeuvring in the Port and Approaches

4a. General

This direction applies to every vessel which proposes to navigate any part of Port Babcock Rosyth and its approaches, whether for the purposes of entering, departing or shifting within the harbour Limits. The Direction applies on the approaches to the port from the time of reporting to Port Babcock Harbour Master.

4b. VHF communications

With the need at times for movements within the harbour, Masters and pilots are reminded of the necessity for accurate information and clear VHF communication to Port Babcock and other vessels at all times. All communications with Port Babcock shall be on the primary channel, VHF Ch.74.

4c. Exceptional operations

A vessel engaged in any operation or subject to exceptional circumstances that could navigationally affect another vessel manoeuvring in the vicinity, shall maintain a listening watch for port movements and contact the Harbour master if the Master believes insufficient information has been passed by Port Babcock to any other vessel. This includes any abnormal operation such as an anchor being left deployed, bunkering operations, lifeboat or rescue boat recovery, divers working on the vessel or any operation that could affect another vessels manoeuvring.

4d. Immobilisation of main engines

A vessel that is dead ship or loaded barge / Caisson shall not be moved from its berth in wind speeds higher than mean 15 knots, gusting 20 knots wind speed.

Unloaded barges shall not be moved in wind speeds higher than Mean 20 knots, Gusting 25 knots.

- i. No vessel shall be immobilised without permission of the Harbour Master.
- ii. No vessel shall be immobilised for a period longer than that which the weather can be accurately forecast, and agreed by the Harbour Master.
- iii. All dead ship moves, require prior to commencement of a move, for a Barge Proforma to be completed. All dead ships will be moved with an authorised Class 1 Tow Master and Authorised Pilot/s on board. The exemption to this will be Caissons, which will be moved with the assistance of Harbour Tugs and Port Staff.

4e. Use of hand steering

All vessels underway within the port authority shall have the manual mode of steering engaged at all times. In addition, every vessel shall have in operation a competent helmsman responsible for operating the vessel steering whilst underway within the authority / forth ports pilotage area.

4f. Commercial vessels entering Port Babcock Rosyth

Every commercial vessel which proposes to enter Port Babcock must report to the Babcock Harbour Master on VHF Channel 74, when at Forth Bridges and provide the following information:

- i. Confirm that all navigational equipment is in full working order or report any defects that may affect the safe navigation or manoeuvrability of the vessel.
- ii. Confirm tug requirements.
- iii. Confirm vessel length overall and maximum draft.

Port Babcock will give permission to enter when the way is clear and will advise of any information that is relevant to a safe entry. In particular this information will consist of other vessel movements, whether permission is for entry to the Outer Harbour only or all the way to the berth, weather and tidal conditions at the entrances and off the berths.

The vessel will then agree a passage plan with Babcock Harbour master. The passage plan shall in the very least consist of the vessel's intended manoeuvre and use of tugs.

The pilot shall select VHF Ch. 74 for communication with the tugs and shore party and confirm the vessel requirements for making the tugs fast, the intended manoeuvre and type of assistance required.

The recommended minimum moorings should consist of two head/stern lines and one spring at each end of the vessel. Additional moorings may be required in adverse weather. When berthing, the first lines ashore unless otherwise advised, should be springs forward and aft. Weighted heaving lines are not permitted, and will be cut and disposed of.

4g. Commercial vessels departing or shifting within Port Babcock Rosyth

Every commercial vessel shall give at least Two hours' notice to Babcock Port of its intended departure from the berth on VHF Ch.74 and provide the following information.

- i. ETD from the berth
- ii. Confirm that all navigational equipment is in full working order or report any defects that may affect the safe navigation or manoeuvrability of the vessel.
- iii. Confirm tug requirements.

Port Babcock will give permission to depart/shift when the way is clear and will advise of any information that is relevant to a safe manoeuvre. In particular this information will consist of other vessel movements, weather and tidal conditions. The vessel will then confirm the passage plan with Port Babcock Harbour Master. The passage plan shall as a minimum consist of the vessel's intended manoeuvre and use of tugs.

The pilot shall select either VHF Ch. 74 for communication with the tugs and confirm the vessel's requirements for making the tugs fast and the intended manoeuvre and assistance required.

4h. Standard commercial vessel manoeuvres

The pilot will discuss with the Master the proposed manoeuvre for the vessel after boarding. The berthing / un-berthing manoeuvre will depend on the weather, tidal conditions; the vessel's handling characteristics and any other vessel movements within the harbour.

Any vessel whose normal ability to manoeuvre is reduced in any way shall notify the Port Babcock Rosyth Harbour Master before any arrival or departure.

In the approaches, and manoeuvring areas a minimum under keel clearance of 0.5 metres is recommended. At the berths provided an assessment of likely tidal conditions has been made and with the agreement of the Master this clearance may be reduced.

4i. Leisure craft

Leisure craft must request access to Port Babcock Rosyth waters through VHF Ch.74, once permission has been given, leisure craft will be allowed passage through the Harbour when it is safe to do so without impeding the planned manoeuvres of commercial traffic.

Small vessels not confined to the fairway shall not impede or cause obstruction to other Vessels which can safely navigate only within the approach channels.

High speed leisure activities involving the use of power craft at high speed, or wind assisted craft at high speed such as 'Kite Surfing', are prohibited without prior written approval from the Harbour Master.

4j. Recreational area

Recreational users must request access to Port Babcock Rosyth waters through VHF Ch.74, once permission has been given, user will be allowed passage through the Harbour when it is safe to do so

without impeding the planned manoeuvres of commercial traffic. The port does not operate a Leisure zone strategy.

5. Speed Restrictions

5a. This Direction applies to all commercial and leisure vessels manoeuvring within the port and entrances to the port.

- i. Mariners are reminded of the dangers existing at all times when manoeuvring their vessels at excessive speeds within the Harbour limits producing a surge effect on vessels already berthed or moored.
- ii. Experience indicates that at tidal heights of less than 2 metres above chart datum the possibility of a manoeuvring vessel creating a surge effect is greatly increased. Therefore all vessels manoeuvring within the Harbour during periods of low water should ensure they are aware of the actual tide height. Port Babcock Harbour Master will advise when the height of tide is less than 2 metres @ CD.

5b. Speed restriction in Outer and Inner Harbour

All vessels are to observe a maximum speed limitation of 5 knots.

5c. Speed restriction at port approaches from Tidal Waters

All vessels to observe a maximum speed limitation of 5 knots when approaching the port through the approach channel.

5d. Speed restriction at Eastern Entrance

During periods of adverse weather and or tidal conditions it may be necessary at the discretion of the Master to maintain a greater speed than 5 knots through the Port Approaches. This is permissible to assist the safe conduct of the vessel provided that Port Babcock Rosyth Harbour Master has been advised in advance.

6. Bunkering Operations within the Port of Babcock Rosyth

6a. General

This Direction applies to any vessel engaged in a Ship-to-Ship (STS) bunker operation, that involves the discharge of oil fuel and/or lubricants to a vessel being replenished in the Port of Babcock with the exception of pleasure vessels of less than 20 metres LOA provided that such vessels fuel at the approved facility in the Tidal Harbour Marina.

6b. Bunkering restrictions

Bunkering operations are to be conducted in accordance with the IMO Recommendations on the Safe Transport of Dangerous Cargoes and Related Activities in Port Areas, Section 7.1.14 Bunkering and the latest edition of the International Safety Guide for Oil Tankers and Terminals guide (ISGOTT).

The Port Babcock Bunkering Code of Practice provides guidance for the safe transfer of bunkers and all ship owners, bunker suppliers and bunker vessel operators whose vessels/road tankers are authorised to supply bunkers in the Port of Babcock should ensure their employees adhere to the procedures and requirements stipulated in the code during every bunkering operation. In order to gain authorisation to undertake bunkering operations within the port, each prospective bunker vessel will be subject to an operational risk assessment and berthing trial by an authorised Babcock Pilot. All resulting control measures shall be put into place by the bunker vessel/Master/Owner before the commencement of bunkering operations.

- i. No bunkering shall take place at night unless notice has been given in accordance with the requirements of Merchant Shipping Act 1995 Part VI Chapter 11.135.
- ii. No hot work shall be carried out by a vessel engaged in bunkering operations.
- iii. All bunkering barges in excess of 600 metric tonnes deadweight are required to be of double hull construction.

Weather restrictions on operations undertaken by bunker barge are agreed by the bunker barge operators and the Harbour Master, the wind limits will vary dependent on the risk assessments applicable to the manoeuvring capability of the vessel being used. General restrictions shall be promulgated by means of local Notice to Mariners and/or Marine Information Notices.

Strong winds and accompanying swell, principally from an Easterly direction, may at times adversely affect the manoeuvring of the bunker barge and the safety of bunkering operations; the severity of these effects will also vary depending on the tidal height and berth location. During any bunkering operations and particularly in these circumstances the need for established and clear radio communication between the vessel Master and Port Babcock Harbour Master is essential. Alternative berthing arrangements can be made in order to accommodate bunkering during adverse weather and sea conditions, subject to prior notice and berth availability.

Manoeuvring of bunker barges in order to carry out Ship-to-Ship bunkering operations shall be suspended when visibility falls below 500 metres. The parameter of 500 metres corresponds to a visible distance from opposite ends of the Non-Tidal Basin.

The wind speed limitation for bunkering is 25 knots.

All manoeuvres of bunker vessels utilising tugs are required to employ the services of an Authorised Pilot unless dispensation is given by the Harbour Master.

6c. Bunker operations for commercial vessels.

Vessels intending to bunker other commercial vessels should provide details of the bunker door position and mooring plan to the Harbour Master in advance and before the bunker vessel booking is confirmed in order to properly prepare a pilotage passage plan. Berthing of the bunker barge shall not be permitted until the application has been approved by the Harbour Master. On granting approval the Harbour Master shall direct each vessel to an appropriate berth, or receiving vessel, depending on operational exigencies, the prevailing and expected meteorological conditions.

6d. Vessels engaged in bunkering operations.

Must obtain permission from Port Babcock Harbour Master on VHF Ch. 74 prior to the commencement of any bunkering operation and shall confirm completion of operations when the bunker hose is removed. Port Babcock shall withhold permission for the receiving vessel to sail until satisfied that the bunker barge is clear.

- i. Must ensure that English language is used during all aspects of the bunkering operation and appoint an officer to be in charge of the bunkering operation who is fluent in spoken English.
- ii. Must be securely moored at all times. On completion of bunkering operations, unless securely moored, shall not remain alongside any vessel or berth whilst a ferry manoeuvres to or from an adjacent berth. Engines must be kept on immediate notice of readiness.
- iii. If during a bunkering operation the wind and swell conditions deteriorate to such an extent as to make the operation untenable then bunkering shall cease and the bunker barge be moved away from the vessel if safe to do so.
- iv. Must be equipped with appropriate oil spill equipment and an oil resistant boom or an anti-pollution Stand by vessel be employed, whose specification and method of deployment shall have been approved by the Harbour Master.
- v. If more than one bunkering operation is running concurrently, and a pollution incident occurs, then all bunkering operations will be ceased immediately. Bunkering operations can only recommence with approval of the Harbour Master.

7. Manning Level Within Port Limits (excluding laid up Vessels and submarines)

7a. General

This Direction applies to all commercial vessels when underway or berthed to ensure that an adequate and appropriate level of manning is maintained at all times whilst in close proximity to other vessels and port structures.

7b. Manning when underway

When underway within port limits the minimum bridge manning shall consist of the Master and one other competent person capable of taking charge of the navigation and manoeuvring of the vessel for the time being.

7c. Manning when alongside

When berthed, or moored, the Master shall ensure that adequate crew is available to man or be present at the vessel sufficient to tend the vessel's moorings and gangway and to deal as far as is reasonably practical with any on-board emergency that might arise. Manning shall be sufficient to comply safely with any instruction by the Harbour Master to move and navigate the vessel from a berth within one hour of such request, excepting a vessel with permission from the Harbour Master to immobilise at a lay by berth

8. Weather & Tidal Restrictions

8a. General port closure

The Port shall close to all shipping movements when the sustained wind speed within the harbour exceeds 35 knots. Prior to such a general port closure all scheduled operators, agents, the Masters of vessels immediately affected shall be consulted, and an assessment made in conjunction with them, which shall take full account of the prevailing circumstances.

8b. Emergency Direct Entrance wind speed limits

Movement via the Emergency Direct Entrance is susceptible to the effects of strong winds from an E to W direction. The emergency Caisson (L) must be deployed in case of mechanical / electrical failure on the main Caisson (N) and wind speeds should not exceed more than mean 15 knots, Gusting 20 knots.

Masters are reminded of their responsibility to ensure that sufficient moorings are deployed and properly tended, taking into account the prevailing or anticipated weather and tidal conditions when alongside any berth.

8c. Commercial vessel manoeuvring limiting wind speed

When the wind speed within the Harbour or at the relevant berth exceeds 30 knots, the movement of a vessel should not be undertaken. It is very likely that the limiting wind speed of handling some vessels will differ than this and a dynamic risk assessment with the master must be undertaken before such manoeuvres.

8d. Swell height

Swell conditions will cause the parting of a tugs towline or prevent effective assistance alongside any vessel, particularly those fitted with side belting. It is recommended that the tugs should not continue operations once the swell height inside the harbour reaches 1.5 metres.

8e. Restricted visibility

When visibility reduces to less than 500 metres, movements within the harbour shall not be undertaken unless the vessel is equipped with suitable radars capable of assisting with the manoeuvre and has

sufficient trained officers to operate such equipment. The pilot must ensure that the vessel's handling capabilities, including that of the machinery, navigational equipment, bridge team as well as the ability to safely employ any tugs necessary for towage assistance during the manoeuvre are satisfactory. The parameter of 500 metres corresponds to a visible distance from either side of the non-tidal basin.

When visibility is less than 500 metres, multiple movements shall not take place whilst other vessels are within the approach channels, or manoeuvring areas off the berths of the same area of the port. The appropriate sound signals should be made by vessels when underway and caution exercised with regard to smaller craft whose presence may not always be detectable by radar.

When visibility is severely restricted and falls below 250 metres, Vessel movements and towage operations within the port shall not be undertaken. The parameter of 250 metres corresponds to a visible distance from the west of the entrance lock looking east to the end of the lock, and from the emergency direct entrance to the furthest dolphin and end of the middle jetty.

8f. under keel clearance

In the approaches, and manoeuvring areas, a minimum under keel clearance of 0.5 metre is recommended. At the berths, provided an assessment of likely tidal conditions has been made, this clearance may be reduced.

9. Duty to Report Damages/Incidents/Defects

9a. General

The Master of every vessel which is berthed, anchored, moored or underway within Babcock Port limits shall ensure that the Harbour master is kept fully informed of any matter or incident which he considers to be relevant to safety, security, environmental protection, proper traffic organisation or the efficient organisation of the port. This includes reporting sightings of any floating debris which may present a hazard to navigation or a danger to small craft.

9b. Ability to manoeuvre & notification of defects

The Master of every vessel which is hampered so that its ability to manoeuvre is impaired but is otherwise seaworthy in all respects shall, before entering Babcock Port limits, inform Port Control of the vessel's condition. Such a vessel shall not enter without the consent of the Harbour Master and is subject to any movement restrictions which he may impose. If the vessel suffers any subsequent deterioration in its condition while navigating within Port Limits, the Master shall report the circumstances immediately to the Harbour Master.

The Master of every vessel shall report any defect which affects, or has the potential to affect, her normal ability to manoeuvre in the prevailing conditions. The selection of operating propulsion for fuel economy is exempted from reporting, provided that such machinery is available for immediate use.

9c. Notification of incident

The Master of every vessel:

- i. Which has been involved in a collision or makes contact with any vessel, navigational mark, tide buoy, shore facility or property or;
- ii. Which by reason of fire, defect or otherwise is in such a condition as to affect its safe navigation or to give rise to danger or damage to other vessels or property or;
- iii. Where the vessel has been involved in any incident or occurrence which causes or threatens contamination or pollution of the environment by any means or;
- iv. Which has been involved in grounding in any part of Babcock Port Limits;

Shall, as soon as reasonably practicable, report the occurrence to Port Babcock Rosyth Harbour Master and as soon as reasonably practicable thereafter provide the Harbour Master with full details in writing. If, at the time of the incident, the vessel has been under the command of a PEC holder, or a PEC holder

had the conduct of the vessel at the time of the incident, then a PEC Holder Incident Report Form must be completed, in English and sent to the Harbour Master within 24 hours. If an incident report form is not received, the PEC in use at the time of the incident may be suspended.

Where the damage to a vessel is such that it affects, or is likely to affect her seaworthiness the Master shall not, other than with the permission of the Harbour Master and in accordance with his directions, move the vessel except to clear a fairway, or to moor, or to anchor in safety.

9d. Lost anchor, cable or propeller

The Master of every vessel which has slipped or parted from, or lost, any anchor, chain, cable, or propeller shall as soon as reasonably practicable report it to the Harbour Master and if possible the position of the anchor, chain, cable, or propeller and, if the Harbour Master so directs, shall cause it to be recovered as soon as practicable.

In the case of an anchor, chain, cable, or propeller, leave a buoy to mark the position thereof, if known.

9e. Abandonment of Vessels

The Master of every vessel which is abandoned, derelict, missing, sunk, in danger of sinking, stranded or drifting without power, shall give immediate notice of the fact to the Harbour Master through Port Control, stating the position of the vessel where known and such other particulars as may be required for the safety of navigation.

9f. Berth surge

Every vessel that believes it has experienced a berth surge whilst alongside in the port shall immediately report the occurrence to Port Control who will then immediately instigate a Safety Occurrence Report.

9g. Notification of hot work

The Master of any vessel which intends to undertake any form of 'Hot Work' on-board involving welding, cutting or burning shall advise Port Control prior to undertaking any such operation

9h. Notification of Diving

The Master of any vessel or person in charge of a project which intends to undertake any form of 'Diving' activity, shall request authorisation and a permit from the Harbour master prior to undertaking any such operation, and have suitable Risk assessments completed and permit from the harbour office

9i. Notification of Launching life boats / Fast response craft

The Master of any vessel which intends to undertake any form of 'life boat' or 'FRC' Trial in harbour waters, or for whatever reason, wishes to deploy said craft, shall request authorisation from the Harbour Master prior to undertaking any such operation.

10. Amendment Record

Date	Version No	Changes Made	Name
22/03/2018	1	Creation of General Directions	Richard Johnston
29/10/2020	2	Updates to Caisson move wind parameters	Richard Johnston
08/03/2022	3	Header / Footer change – Document Review	Richard Johnston