BHP Mitsubishi Alliance

HPT-PRO-000004

HPT PROCEDURE

Port Information & Regulations for Vessels Arriving

Status: Approved

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Business Owner: HPT PRD Manager Port

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Table of Contents

1 Port of Hay Point Regulation

1.1 Maritime Safety Queensland

1 The Port being the Hay Point Coal Terminal, owned and operated by BHP Mitsubishi Alliance, is regulated by Maritime Safety Queensland a branch of the Department of Transport and Main Roads Transport Safety Branch of the Queensland Government. Information within this document is complementary to the Port Procedures and Information for Shipping Port of Hay Point produced by Maritime Safety Queensland. http://www.msq.qld.gov.au/Shipping/Port-procedures/Port-procedures-hay-point.aspx

2 If there are inconsistencies between this document and the Port Procedures and Information for Shipping Port of Hay Point the documents published on the internet site above will prevail.

2 Emergency Communication

2.1 To Summon Help for an Emergency

TELEPHONE CALL Internal Ext. 5299 External 4943 5299	or	DIGITAL RADIO CH 2 CALL Shiploader Operator or IROC / Port Control or VHF Radio Channel 16 Call “Hay Point VTS”

Figure 1: Emergency Contact Details

1 Be prepared to say:

2 EMERGENCY, EMERGENCY, EMERGENCY

3 Your name

4 Nature of the emergency: Accident / Fire Fighting / Rescue / Man Overboard

5 Location of emergency

6 Assistance required.

7 Do not hang up until requested to do so.

8 After you have done this and you have confirmed the information with the IROC / Port Control Room Operator, if it is safe for you to do so, turn your attention to the Emergency.

9 There is no public ambulance at the Port. An ambulance will take at least approximately 40 minutes to arrive at the Port. The Port does have an emergency response team including paramedics and response vehicle.

2.2 Port Maritime Emergency.

10 In the event of a maritime emergency the vessel is to inform VTS on V.H.F. Channel 16 and the terminal on the Hay Point Radio.(see 13.2)

3 Port Security

3.1 General

1 As a Contracting Government, Australia has committed to meet the requirements of the International Maritime Organisation (IMO), International Ship and Port Facility (ISPS) Code. This has been legislated in Australia under the Maritime Transport and Offshore Facilities Securities Act (2003) (MTOFS Act 2003). As a facility operating within the Security Regulated Port of Hay Point, the Port operates in line with the requirements of this legislation, and has undertaken required security assessments and planning.

2 The Port holds a Maritime Security Plan for operation of the facility which has been approved by the Department of Infrastructure and Regional Development (Office of Transport Security) as complying with the act and the regulations.

3.2 Security Contact

Port Facility Security Officer (PFSO)	
Port Facility Security Officer (PFSO)	Daniel Grech
Business Phone Number	07 4943 5821
Mobile	0406 589 509
Email Address	daniel.grech@bhp.com
Business Address	Hay Point Road Port of Hay Point Mackay QLD 4740
Mailing Address (if different)	MS 283 Mackay QLD 4740
24 Hour Port Facility Security Duty Officer Contact Numbers	
Hay Point Coal Terminal Shift Operations Foreman	07 4943 5217
Main Gatehouse – Maritime Security Guards	07 4943 5209

Table 1: Security Contacts

3.3 Declaration of Security

3 The initial point of contact for completion of a Declaration of Security (DOS) will be the shift operations foreman. As required, the operations foreman or maritime security guards will contact the PFSO.

4 A DOS will be completed at the request of the ship, or when a ship is operating at a higher security level than the port or facility security level.

3.4 Access between Ship and Berth

5 No person shall trespass on to the berth or mooring dolphins. For authorized persons (Chief Officers or delegate), the gangway will be put aboard by the terminal when requested. It is the responsibility of the ship to mount a watch while the gangway is in place to ensure no unauthorized access and no damage to the access occurs.

6 For safety as well as security reasons, the gangway will only be put across when the transport has arrived at the berth for crew leaving or joining the ship. Ships crews will only be transported by taxi, Stella Maris bus service, or with the ships agent.

7 All crewmembers to be escorted while on the berths by agent, transport service provider, draft surveyor or terminal personnel to avoid any associated hazards.

8 Ship to shore access is provided by a gangway situated on each shiploader or berth. Use of the gangway is only permitted with the Ports approval.

Warning

No more than one (1) person is allowed on the gangway at any one time

9 Should any damage occur through a breach of the terminal regulations, the ship may be held liable.

10 It is the ships responsibility to ensure crew only use the ships access system provided. Any failure to comply with this requirement is a breach of the access control system for the terminal that will be reported to the Office of Transport Security (OTS) for investigation.

11 Security station to be set up on seaward side of vessel, all access to bridge on seaward side of vessel avoiding walking under the shiploader or over ships spring lines.

12 Please remove the on deck safety line and support stanchions to allow clear space for the access gangway to be landed safely on the vessel.

Figure 2 & 3: Access between ship and berth

3.5 Crew Identification

13 Photo-ID matching the crew list is preferred to aid maritime security guards in determining the identity of persons leaving or seeking to join the ship. Where a ship does not have a system of photo-ID, the Ships Senior Officer (SSO) or deputy may be required to assist the facility security guards in confirming the identity of crew moving through the facility.

14 The Australian Customs Service is also responsible for immigration clearance procedures for crew members.

3.6 Entry and Exit Searches

15 It is the ships responsibility to screen the luggage or personal items of crew or visitors on boarding or leaving the ship if this is a requirement.

3.7 Additional Security

16 Where additional measures are required or requested as a result of a particular ships security level or circumstances in order to maintain or enhance security for that ship, the cost of such additional measures undertaken by the facility shall be borne by the ship.

3.8 Security of Cargo

17 The Port is a single cargo facility (black coal). The integrity and security of the cargo is maintained by physically screening through grizzlies at in-loading; during the bulk handling process, coal is subject to scanners and high powered magnets for the detection and removal of metallic objects.

3.9 Mobile phone repeaters

18 The use of mobile phone repeaters 3G or 4G are totally prohibited while ships are alongside Hay Point Terminal.

4 Terminal Acceptance

1 All vessels are required to complete and pass the Terminal Questionnaire before they can be accepted to berth at the Terminal.

2 The Terminal will consider accepting, on a conditional basis, a Terminal Questionnaire that does not meet all of Terminal's requirements at the time of the vessel's submission ("Conditional Acceptance").

3 Conditional Acceptance means that the Terminal accepts the vessel, subject to the condition that the vessel must rectify the deficiency to meet all the requirements stipulated in the Terminal Questionnaire and/or other requirements imposed by the Terminal. Until such deficiency is rectified, the vessel will not be permitted to berth at the Terminal.

4 The Terminal retains full discretion in determining whether to grant a vessel Conditional Acceptance. The Terminal will only consider Conditional Acceptance if the vessel meets all of the following criteria (however, shall not be under any obligation to grant Conditional Acceptance):

- **a** Change(s) required to be made to or by the vessel in order to comply with the Terminal's requirements can be achieved within a reasonable time period as determined by the Terminal;
- **b** The vessel has developed a plan to implement the required change(s) within the time period determined by the Terminal; and
- **c** The vessel has agreed to implement the required changes within the time period determined by the Terminal.

5 The changes required by the Terminal to be made to or by the vessel may include, but shall not be limited to:

- **a** Mooring line changes or the re-arrangement of mooring lines; and/or
- **b** Completion of brake render tests.

4.1 Notice of Readiness (NOR)

6 Notice of Readiness will not be accepted or deemed accepted until the final requirement has been cleared to the satisfaction of the Terminal.

4.2 Questions

7 For question regarding these requirements, please contact your BMA representative.

5 Notification of Arrival

5.1 Notifications of Expected Arrival and Loading Plan

1 Vessels shall communicate with the Port and shipping agents.

2 It is required that the SSO of an incoming vessel notify by email of the estimated time of arrival at the Port 10 days, 7 days, 5 days, 3 days, 48 hours and 24 hours prior to expected arrival. Queensland local time (GMT +10) is to be used in all communications. The loading plan should be provided 7-10 days prior to arrival and final confirmation 48 hours prior to expected berthing time. Acceptance of load plan amendments inside of 48hrs of berthing is at the discretion of the Terminal.

Messages should be addressed to:

Email: Haypoint.Shipping@bhp.com

6 Pilotage

6.1 Coastal and Reef Pilotage

1 Two pilot services are available on request for the full length of the Great Barrier Reef inner route including other Australian Maritime Safety Authority (AMSA) recommended navigable reef entrances. Vessels can communicate with the respective service through local agents or by contacting registered pilotage services.

2 The navigable channels through or across the Great Barrier Reef to and from Hay Point are Capricorn Channel, Hydrographers Passage, Palm Passage and Grafton Passage.

6.2 Port of Hay Point Pilotage

3 Pilotage is compulsory on all vessels. Pilots are provided by NQBP. The area for boarding will be determined by the pilot but will generally be at the pilot boarding areas Bravo or Charlie. Where landing facilities are available on a ship, the pilot will be transferred by helicopter.

6.3 Sailing Pilotage Requirements

4 When vessels load to a maximum draft for a tide, the sailing time is advised to the ship's agent by VTS. The sailing time is the time that the last line will be let go. It is critical for the vessel to depart without delay to ensure safety. Cargo loading must be completed 1 hour before the sailing time whilst the pilot and tugs will be in attendance 30 minutes before the sailing time to ensure compliance.

5 The Master is required to seek approval from the Terminal, to test engines as soon as practicable after completing loading. The Master is to advise VTS once testing is complete.

6 For ships that stop loading for low water at berth, the Master must seek approval from the Terminal to test engines during the low water delay prior to the scheduled departure time. This requirement is in addition to testing engines on completion of loading. If there are any issues identified during engine testing, the terminal and VTS must be notified immediately

7 Tugs and Lineboats

7.1 SSO to Utilise Tugs

1 The Port is serviced by tugs and lineboats operated by Rivtow Marine. It is required that the SSO of a vessel entering or departing from the Port engage the services of the tugs, through the shipping agencies. Tugs can only be utilized under the direction of an authorized Port of Hay Point Marine Pilot.

7.2 U.K. Standard Towing Conditions

2 Ships are required to have tug equipment rated to a minimum of 65t bollard pull. All towage work is undertaken in accordance with the “Amended United Kingdom Standard Conditions for Towage and Other Services (Revised 1986 as amended by RivTow Marine – see rivtowmarine.com.au/terms). All vessels using the Port must accept these conditions.

7.3 24/7 Emergency Towage

3 The terminal has towage available on a 24/7 basis to assist vessels in the event of an emergency. To access this service the Vessel must raise the emergency issue with VTS.

8 Customs

1 Under the provisions of the Customs Act 1901, vessels using the Port will be subject to customs inspection on arrival, and are to report to customs and obtain a duly signed Customs Clearance before departure. The Australian Customs service is also responsible for immigration clearance procedures for crew members.

9 Quarantine Clearance

9.1 Administration

1 The Quarantine Act 1908 is administered by the Australian Quarantine and Inspection Service (AQIS) on behalf of the Department of Agriculture, Fisheries and Forestry, and is applicable to the Port.

9.2 Availability

2 Quarantine clearance is available on a 24 hour basis seven days per week in the berth.

3 Further details may be obtained from the shipping agents.

9.3 On Board Ship’s Garbage

4 Whilst in the vicinity of the Port, vessels are required to store garbage aboard in containers approved by AQIS. An AQIS approved garbage removal service is available at the Port, arranged through shipping agent.

10 Masters Responsibility during Berthing

10.1 Adequate Mooring Line in Good Condition

1 Every vessel at berth shall be properly moored, fastened or anchored as the case may require and it is the SSO's responsibility to ensure that all mooring lines (including spares) shall be in good condition and free from knots, bends, splices and wear/abrasion and damage for all operations. Lines should be kept taut and secure at all times while berthed.

2 All lines must always be of synthetic or similar, preferably of floating type. Wire ropes are not acceptable.

3 Sufficient chafe protection on board for all ships lines, laid out ready for deployment as soon as possible after berthing and maintained in position while alongside the berth. Chafe protection shall be installed on mooring lines that are run through Chock/Bitt/Roller/Mushroom fairleads.

4 Each vessel shall carry a minimum of 2 spare mooring lines of each type of mooring line carried on board, and the spare mooring lines must meet all the same requirements as the lines in use.

5 Vessels shall have on board valid and up-to-date certificates for all mooring lines and any mooring tails that are in use or kept as spares. These certificates must be produced for inspection if requested by the Terminal.

6 The full length of all mooring lines shall undergo at least one detailed inspection at intervals of not more than 12 months, and all records shall be kept on board at all times and made available for inspection upon request.

7 Mooring lines shall be turned/rotated end to end every 2 years.

8 Mooring lines must not exceed a maximum duration of 5 years from the date stated in the certificate, unless the vessel can demonstrate to the Terminal's satisfaction that the condition and quality of the mooring line is acceptable in accordance with the ISO 2037 standards for the vessel's deadweight tonnage (DWT). Owners should purchase mooring lines of sufficient length that will allow for testing to be done after 5 years of use.

9 At all times, the minimum length of the mooring line shall be 200 meters.

10 The maximum diameter of the mooring line must not exceed 110mm.

11 Mooring lines on the vessel must be uniform in all respects i.e. all headlines must be of the same type of material , diameter and have the same minimum breaking load (MBL).

12 Guaranteed minimum breaking load (GMBL) on all lines shall be:

- **a** >60T, if vessel DWT<120k
- **b** >75T, if vessel DWT>=120k

10.2 Winch Brakes

13 Winch rendering limit are to be in accordance with the requirements of:

- **a** Mooring winch manufacturers, and
- **b** Vessel's safety management system.

14 The winch brakes must complete and pass brake-rendering tests according to the testing frequency recommended by the mooring winch manufacturers or the vessel's safety management system, or once every 2.5 years, whichever comes first.

15 If new lines are fitted to drums, brake render tests will be required.

16 Mooring winch brakes shall be set at 60% of the vessel's design MBL:

- **a** >32T if DWT<120k
- **b** >45T if DWT>=120k

17 The rating pulling power of the winches shall be within the following tolerances:

- **a** >=12T if DWT 40-65k
- **b** >=14T if DWT 65-95k
- **c** >=15T if DWT 95-155k
- **d** >=16T if DWT155-220

10.3 Mooring

18 Vessels lines are of a synthetic type (wire lines are not acceptable). No Metal Shackles are to be used.

19 Vessel is to follow the mooring arrangement supplied by terminal, if arrangement is not possible terminal must be notified 48hrs prior to berthing.

20 Vessels lines are not excessively laid out on the deck, ships winches to be used to lower lines.

21 Head and stern lines in a ready state (lines in mooring chock ready to be lowered) to be received by the lines boat

22 When Head and Stern lines are to be lowered no lower than two meters above water line. Lines are not to be dropped onto the lines boat as this is a serious safety risk for the lines boat Crew. Lines are not to be dropped into the water, unless they are made fast to the lines boat.

23 Lines with limited stretch / elasticity, such as HMPE lines, require tails to be used in line with OEM recommendations for open water ports. The vessel is to ensure that Tail / pendant connection to the main line is as per OEM requirements.

24 Compulsory grounds for rejection:

- **a** Splices (excluding tail pendant splices)
- **b** Joins;
- **c** Knots/Bends / kinks;
- **d** Severe abrasion.
- **e** Two different types of ropes on the same duty.

25 Ensure ship's deck crew are aware of the terminal berthing safety requirements

Figure 4: Heaving Lights Definition

26 Vessel Anchors are to be locked using a suitable latching / locking mechanism to prevent the anchor from being dropped onto the lines boat. The lines boat master will seek confirmation that the anchor locks are in place prior to approaching the vessel.

27 During ship berthing, line-boat and terminal crews must communicate and work together for safe and efficient mooring. To reduce the human exposure of lines under tension ships crews need to follow mooring lights.

28 The vessel is to follow all requirements as set out in the ***HPT PRO Bulk Vessel Mooring Line Standard – Doc ID 012261011 – Available from Shipping Agent***

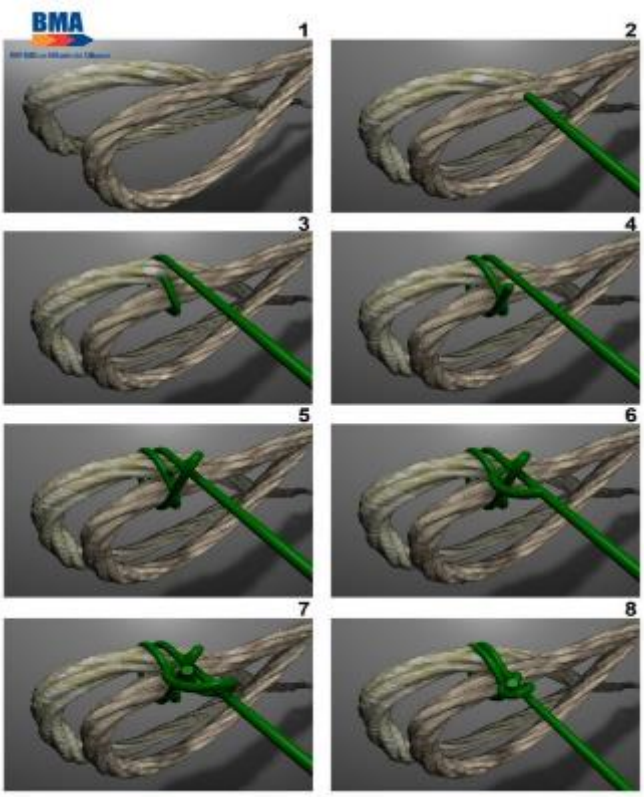

Figure 5: Preferred method of attaching heaving line to ship line

10.4 No Securing Except Where Provided

29 No vessel shall be moored or fastened to any wharf except to bollards, sliphooks, or other securing places provided for such purpose.

10.5 Lost Time

30 Time lost as a result of improperly secured lines will be charged to the vessel's account.

11 Masters Responsibilities at Berth

11.1 Movement of Ship's Cranes

1 Prior to commencement of loading, ship's cranes are to be swung outboard and the jibs lowered to the extent that the tip of the jib is lower than the highest point of the crane. Where possible, all crane jibs should be at the same height and restrained from free movement.

2 Cranes should be left in this position throughout loading, however, where movement is necessary, the loader operator or operations foreman must provide permission to ensure the movement can be safely undertaken.

3 This must be done prior to any movement of ship's cranes and includes the stowage of cranes over hatches which have completed loading. Vessels will be held liable for any damage to Port infrastructure caused by breaches of these rules.

11.2 Crew Working in Hold

4 The following procedure is to apply if the SSO (or nominee) requires crew to work in the vessel's holds:

5 The SSO (or nominee) prior to crew entering a hold shall inform the operations Forman and the shiploader operator by radio the number of crew, the time and which hold the crew will be working.

6 Whilst the crew are working in a hold during a hatch change the shiploader operator will be required to shuttle the loading inwards so as not to pass over the hold in which the crew are working.

7 It is the responsibility of the SSO (or nominee), to ensure the safety of crew during loading. The Port will not under any circumstances accept responsibility for injury to crew during loading.

11.3 Maintaining Ships Lines

8 It is a requirement that whilst your vessel is berthed at Hay Point Coal Terminal, that the crew **must:**

9 Constantly monitor the ships mooring lines for 2 hours before and 2 hours after the turn of the tide (both high and low tides)

10 Ensure that the ships lines are monitored at intervals of no more than 30 minutes, outside of those times mentioned above.

a Ensure that all deck crew, who are tending to mooring lines, are adequately trained and competent to do so.

11.4 Firearms, Explosives, flammables

11 No person shall discharge any firearm or explode any detonator or any other signal except as a distress signal, or use any explosive upon any vessel or otherwise within the Port.

12 Explosives or highly flammable goods shall not be loaded or unloaded at the Port except with expressed written permission from the Port manager.

11.5 Repairs to Vessels

13 The owner, SSO or agent shall notify and obtain written approval from the Port manager prior to undertaking any repair to engines or any part of the mechanism of the vessel which would prevent sailing at short notice. The vessel shall not be immobilised at the wharf. **The vessel must be ready to sail with 15min notice.**

14 Ships maintenance activities that may interact with the Port operations especially hot-work must be communicated to the Port's operations supervisor prior to commencement of work.

11.6 Pollution and Discharge of Refuse, Oil, etc.

15 Government authorities demand that no person using the Port shall discharge any garbage, refuse, vegetable or food matter, deck cleanings, polluted bilge water, oil or rubbish of any description in the vicinity of the Port or within 80km of the Great Barrier Reef. Heavy penalties will be imposed for breaches of the relevant regulations.

16 No oil, garbage, or other pollutant is to be discharged or jettisoned from a vessel at or near the Terminal, and adequate precautions are to be taken against the escape of oil, garbage, or other pollutants.

17 Vessels must avoid discharging deck residues into the ocean. Scuppers and Drains should remain closed.

18 Vessels may wash down helicopter hatch cover and surrounding deck area only The Harbour Master and BMA Hay Point Coal Terminal are to be immediately informed by the Master should any pollutant escape from a Vessel.

19 BMA is a responsible company who values the surrounding environment and understands its responsibility in protecting the environment from harm from impacts such as waste from ships and the Terminal.

11.7 No Fishing allowed at Berth.

20 No fishing is permitted while at berth.

12 Loading

12.1 Hold Condition

1 Confirm that all holds will be clean dry and free of rust scale or flaking paint ready to load on arrival. Holds will be inspected by the terminal, any delays to loading or cost due to poor hold condition will be charged to the vessel.

12.2 Vessels Will Be Loaded In Turn

2 Vessel will be generally loaded in turn, in the order of arrival provided that:

3 A suitable berth is available.

4 The vessel is ready in all respects to receive cargo.

5 All the specified cargo is available at the Port.

6 It is in accordance with the instructions of the charterer or their agent.

12.3 Detailed Loading Plan

7 SSO's should note that the stowage of coal and the safe loading of the vessel, as well as the assessment of the tonnages being loaded, is the SSO's responsibility and any reasonable instructions given by them will be complied with, within the Port's facilities and capabilities.

8 Vessel shall present a detail loading plan immediately on arrival including hatch quantities with loading sequence and quantity of coal to be reserved for the fore and aft trimming hatches, including anticipated sailing draft.

9 A final plan is requested minimum 48 hours prior to berthing.

10 Cargo is weighed by belt weightometers during loading. No guarantee of accuracy is given to the figures given by the weightometers. They are to be used as a guide only. It is the SSO's responsibility for maintaining draft checks during loading to obtain correct stowage, maintain stability and prevent overloading.

11 It is the Masters responsibility to advise VTS of the anticipated draught (as per load plan) and actual sailing draught.

12 The Master is to ensure that the vessel does not pass the final sailing draft under any circumstances. If there is a de-ballasting issue then cargo loading must cease until the issue has been resolved. This is to prevent the vessel sailing with a deeper than approved draft.

12.4 Independent Draft Survey

13 The weight of each shipment shall be determined by an independent Marine Surveyor. A draft surveyor is appointed by the Port to assist the SSO in trimming the vessel during the final stages of loading. This service offers advice only and the correct stowage and sailing condition remains the sole responsibility of the SSO.

14 Berths are open to the sea, making measurement of slack ballast tanks difficult and time consuming. It is desirable, that vessels present with as many tanks pressed up and overflowing or empty to stripping level as can be achieved whilst complying with the Harbour Master's requirements.

12.5 Trimming

15 Vessels holds will be trimmed using the (telescopic and spoon chutes) on each Shiploader. No mechanical, on-board, trimming is available at the port.

Caution

Minimum request 250 metric tonnes at final trim. Tonnage less than this will not be acceptable.

12.6 Loading Completion

16 Vessels must be completed loading 1 hour prior to the nominated sailing time, to allow time for any documentation to be completed and the pilot to perform pre departure checks.

17 All shore personnel must leave the vessel and the ships access gangway raised 30 minutes prior to the nominated sailing time.

12.7 Cargo Characteristics

18 Typical coal specifications for the Port as follows:

- **a** Stowage Factor: 40.0 Cubic Feet/ton (maximum 41.8 CuFt/mt)
- **b** Angle of Repose:37.5°

19 All coal loaded at the Port is not considered liable to:

- **a** Liquefy during the voyage
- **b** Spontaneously combust
- **c** A cargo declaration will be supplied to the vessel stating the above prior to commencement of loading.

12.8 Shiploader Air Draft Clearance

12.8.1 Berth 1

20 The boom on Shiploader 1 has a luffing mechanism. The maximum underside clearance of this loader is 18 meters.

21 The minimum air draft is taken as the highest point of a hatch cover or other structure that could obstruct the horizontal travel of the Shiploader from entering a designated hatch.

22 Deballasting during loading must not exceed the loading rate to maintain safe clearance of a minimum of 0.6 meters between ship and loader for subsequent high tides.

12.8.2 Berth 2

23 The boom on Shiploader 2 has a luffing mechanism. The maximum underside clearance of this loader is 24 meters.

24 The minimum air draft is taken as the highest point of a hatch cover or other structure that could obstruct the horizontal travel of the Shiploader from entering a designed hatch.

25 Deballasting during loading must not exceed the loading rate to maintain safe clearance of a minimum of 0.6 meters between ship and loader for subsequent high tides.

12.8.3 Berth 3

26 The boom on Shiploader 3 has a luffing mechanism. The maximum underside clearance of this loader is 24 meters.

27 The minimum air draft is taken as the highest point of a hatch cover or other structure that could obstruct the horizontal travel of the Shiploader from entering a designated hatch.

28 Deballasting during loading must not exceed the loading rate to maintain safe clearance of a minimum of 0.6 meters between ship and loader for subsequent high tides.

12.9 Dredged Berth Under-keel Clearance

29 SSO's are advised to check the Hay Point Port Regulations and the Notice to Mariners for variation in berth dredged depths.

30 A minimum under-keel clearance of 1·5 meters is to be maintained when alongside the berth.

31 Vessels should endeavor to be even keel during the low tide period prior to sailing to help maximize the cargo loaded before sailing.

12.10 General

32 Open hatch cover should not protrude past beyond the ships side to prevent hatch covers becoming caught or derailed from contact with berth fender.

13 Radio Communication

13.1 General Maritime Communication VHF Radio

1 There are V.H.F. marine radios manned at the berths and on the tugs and lineboats for communications during berthing and deberthing operations.

2 Vessels should keep a continuous watch on V.H.F. Channel 16 commencing 2 hours before arrival and while at anchor.

3 The call sign for the Port is “HAY POINT VTS”

13.2 Hay Point Coal Terminal Radio Channels

4 The Port will loan hand-held UHF / Digital ‘Talk Group’ Radios for communication with the Operations Supervisor and Ship Loader.

- **a** CH9 for Berth 1
- **b** CH10 for Berth 2
- **c** CH11 for Berth 3.

5 The Hay Point Radio is the primary form of communication between the terminal and the vessel. The SSO shall ensure that this radio is on and monitored at all times. Failure to do so will result in action being taken against the vessel.

14 Shore Leave

1 The Stella Maris Seafarers’ Centre provides a bus service 7 days per week for transportation of crew for shore leave to the city and the Stella Maris centre. Please contact your agent to arrange this service. 6 hours’ notice is required to ensure that access can be arranged at a mutually agreeable time.

15 Gas

1 The terminal no longer accepts the nomination of Oil/Bulk/Ore (OBO) type vessels.

16 Berth Dimensions

16.1 Berth No 1

Note

All levels refer to the chart datum

16.1.1 Berth Details

Berth 1 Details	
Berth alignment	350° True
Design displacement	207,500t displacement
Dredged depth (Design)	16.60m
Dredged width	60.96m
Dredged length	342.90m
Depth outside dredged area	14.7m
M.H.W.S	+5.78m
M.H.W.N	+4.46m
M.L.W.N	+2.22m
M.L.W.S	+0.90m
L.A.T	-0.00m
Gangway landing platform RL	9.20m
Distance to the outer edges of the six fenders	203.60m

Table 2: Berth Details

16.1.2 Ship Loader

Ship Loader 1 Details	
Nominal loading rate	6,000T.P.H.
Longitudinal travel distance	188.98m
Longitudinal travel speed	30.48m/min
Longitudinal creep speed	6.10m/min
Shuttle travel length	18.59m
Shuttles travel speed	10.97m/min
Telechute hoist / descent speed	10.06m/min
Spout rotation	360° at 1rpm
Maximum outreach of telechute	26.52m from fender face
Belt size	183cm
Belt speed	267.31m/min

Table 3: Shiploader has pivoted boom - refer to Dwg. No. HPS-BI -23 for clearance details.

16.1.3 Mooring Details

1 Refer to Dwg. HPS-Site-8 - Layout of Berth Nos. 1 and 2.

16.1.4 Mooring Dolphins

Berth 1 Mooring Dolphin Details	
1MD1	-4 x 100T sliphooks with capstan
1MD2	-3 x 100T sliphooks with capstan
1MD4	-3 x 100T sliphooks with capstan

Table 4: Mooring Dolphins

16.1.5 Breasting Dolphins

Berth 1 Breasting Dolphin Details	
1BD1	-2 x 100T sliphooks with capstan
1BD2 to 5	-1 x 150T sliphooks with capstan
1BD6	-2 x 100T sliphooks with capstan

Table 5: Breasting Dolphins Berth 1

16.1.6 Fender Design

2 Berth 1 fender system has been designed for the berthing of a vessel with a total displacement of 150,000t approaching at 6 degrees at a speed of 0.157m/s (~0.3 knots) with a 1.7 factor of safety. Refer to Maritime Safety Queensland Port of Hay Point maximum displacement berthing limit.

16.2 Berth No. 2

Note

All levels refer to the chart datum

16.2.1 Berth Details

Berth 2 Details	
Berth alignment	330° True
Design displacement	210,000t.Displacement
Dredged depth (Design)	16.70m
Dredged width	60.96m
Dredged length	375.76m
Depth outside dredged area	14.7m
H.A.T	+7.14m
M.H.W.S	+5.80m
M.H.W.N	+4.48m
M.L.W.N	+2.25m
M.L.W.S	+0.94m
L.A.T	-0.00m
Gangway landing platform RL	16.00m
Distance to the outer edges of the seven fenders	232m

Table 6: Berth 2 Details

16.2.2 Ship Loader

Ship Loader 2 Details	
Nominal loading rate	8,000 T.P.H.
Maximum surge rate	9,750TPH
Longitudinal travel distance	227m
Longitudinal travel speed (Boom conveyor not running)	40m/min
Longitudinal creep speed (Boom conveyor running)	0-12m/min
Long travel stop distance	1030mm
Shuttle travel length	22.1m
Shuttles travel speed – Boom angle -6.5° and +12°	9m/min
Shuttles travel speed – Boom angle +12° and +30°	5.05m/min
Telechute hoist / descent speed (rope speed)	19.9m/min
Spout rotation	±360° at 1.45rpm
Maximum outreach of telechute	33.15m from fender face
Telescopic chute extension	7.74m

Ship Loader 2 Details	
Belt size - width	2.5m
Belt size – Length	200.2m
Belt speed (nominal)	240m/min
Boom luffing (Boom conveyor running)	-6.5 to+12°

Table 7: Ship Loader 2 Details

3 Refer to site drawings for dimensions and clearances.

16.2.3 Mooring Details

4 Refer to site drawings for berth lay out.

16.2.4 Mooring Dolphins

Berth 2 Mooring Dolphin Details	
2MD1	2 x 100T sliphooks with capstan
2MJ02	3 x 100T sliphooks with capstan
2MJ03	2 x 125T sliphooks with capstan
2MD4	3 x 100T sliphooks with capstan
2MD5	3 x 100T sliphooks with capstan

Table 8: Berth 2 Mooring Dolphin

16.2.5 Breasting Dolphins

Berth 2 Breasting Dolphin Details	
2BD1 to BC6	2 x 125T sliphooks
2J07	2 x 125T sliphooks

Table 9: Berth 2 Breasting Dolphin Details

16.2.6 Fender Design

5 Berth 2 fender system has been designed for the berthing of a vessel with a maximum displacement of 183,000t approaching at 6 degrees at a speed of 0.157m/s (~0.3 knots) . Refer to Maritime Safety Queensland Port of Hay Point maximum displacement berthing limit

16.3 Berth No 3

Note

All levels refer to the chart datum

16.3.1 Berth Details

Berth 3 Details	
Berth alignment	330°47'26"
Design displacement	190,667t (220,000 dwt design vessel)
Dredged depth (Design)	19m
Dredged width	70.00m
Dredged length	460m
Depth outside dredged area	14.9m
M.H.W.S	+5.80m
M.H.W.N	+4.48m
M.L.W.N	+2.25m
M.L.W.S	+0.94m
L.A.T	-0.00m
Gangway landing platform RL	15.663m
Distance to the outer edges of the six fenders	255.65m

Table 10: Berth 3 Details

6 Refer to Dwg. No. H333852-4000-12-014-0005 (Berths and Berth Links GA); H333852-4230-12-035-0001 (Berth 3 GA); H333852-4230-12-035-0200 (Dolphin GA); H333852-4100-12-035-0001 (Dredging GA)

16.3.2 Ship Loader

Ship Loader 3 Details	
Nominal loading rate Peak	8,000TPH. 8,400TPH
Longitudinal travel distance	238m
Longitudinal travel speed (Boom conveyor not running)	0-40m/min
Longitudinal travel speed (Boom conveyor running)	0-12m/min
Shuttle travel length	22m
Shuttles travel speed – Boom angle -5° and +12° Shuttles travel speed – Boom angle +12° and +30°	7.2m/min 4.8m/min

Ship Loader 3 Details	
Telechute hoist / descent speed (rope speed)	19.9m/min
Spout rotation	±360° at 1.6rpm
Maximum outreach of telechute Telescopic chute extension	33.15m from fender face 7.74m
Belt size - Width	2.5m
Belt size – Length	191m
Belt speed (nominal)	240m/min
Boom luffing (Boom conveyor running)	-5 to+12°
Boom luffing	-5 to +90°

Table 11: Ship Loader 3 Details

7 Shiploader has pivoted boom - refer to Dwg. H333852-4430-00-035-0005 SL3 Loading Range and ships clearance.

16.3.3 Mooring Details

8 Refer to Dwg. H333852-4230-12-035-0200 Berth 3 Dolphin System Layout

16.3.4 Mooring Dolphins

Berth3 Mooring Dolphin Details	
3MD1	4 x 100t QRH @ +45º with capstan
3MD2	4 x 100t QRH @ +22.5º with capstan
3MD10	4 x 100t QRH @ -22.5º with capstan
3MD11	4 x 100t QRH @ -45º with capstan

Table 12: Berth3 Mooring Dolphin Details

16.3.5 Breasting Dolphins

Berth 3 Breasting Dolphin Details	
3BD3	4 x 100t QRH @ +22.5º with capstan
3BD4 to 3BD8	2 x 125t QRH @ 0º with capstan
3BD9	4 x 100t QRH @ -22.5º with capstan

Table 13: Berth 3 Breasting Dolphin Details

16.3.6 Fender Design

9 Berth 3 fender system has been designed for the berthing of a 220,000 dwt vessel with a total displacement of 190,667t approaching at 6 degrees at a speed of 0.157m/s (~0.3 knots) with a 1.55 factor of safety. Refer to Maritime Safety Queensland Port of Hay Point maximum displacement berthing limit.

17 Ship Dimensions and Port Operation

1 The Ports ability to safety moor and load efficiently is significantly hampered when ship dimensions are outside the following guidelines:

2 A Vessel will only be accepted to load at the Terminal if HPCT is satisfied that all the following criteria apply in respect of the vessel:-

3 Classification as Single Deck, Self Trimming, Geared Bulk Carrier or Bulk Carrier only

4 Log Carrier, OBO, converted and extended vessel or pontoon hatch cover type vessels are prohibited.

5 Less that 20 years old (or 20 or more years old with satisfactory past performance and the ability to meet all other relevant vessel standards criteria being demonstrated to the satisfaction of HPCT)

6 Minimum weight 40,000 DWT, Maximum weight 220,000 DWT

7 Maximum LOA 300m

8 Berth 1

- **a** Maximum Breadth 45m
- **b** Maximum Berthing Displacement 100,000 Tonnes

9 Berth 2 and 3

- **c** Maximum Breadth 50m
- **d** Maximum Berthing Displacement 110,000 Tonnes

10 Minimum clearance between deck obstructions of 15 metres

11 Polypropylene /Synthetic Mooring Lines only

12 For Handy Class vessels a General Arrangement (GA Plan) is required prior to acceptance

13 Helicopter Requirements – Vessel must be able to accept a helicopter for landing on hatch cover only and the designated Hatch Cover clearly marked “H”. Vessel must adhere to all parts of the AMSA Marine Orders Part 57 (Helicopter Operations) 2016

14 Maritime Labour Convention (MLC 2006) - The vessel must be aware that if any breaches in the Maritime Labour Convention (MLC 2006) are suspected or witnessed by the terminal the vessel will be reported to AMSA

15 Complies with the RightShip Vetting Questionnaire specifications (as evidenced by complete and accurate answering of the terminal questionnaire in respect of the foregoing)

16 Previous loading performance at the terminal satisfactory to HPCT Ltd

17 Able to enter, always remain afloat, receive a cargo in bulk with minimal deballasting delays and depart from the terminal following completion of loading

18 In survey and meet all requirements of the Australian Maritime Safety Authority (AMSA)

19 Otherwise able to comply with all berthing and loading requirements in the Terminal Regulations

20 Meets (or favorably exceeds) all criteria in the following matrix:

Vessel Deadweight 000’s tonnes	Expected loading time assuming full cargo loaded (Hrs)	Average Ballast on board (Mid Range) MT	Average Pump Rate MT/Hour	Acceptable Deballasting Time including stripping (Maximum Hrs)	Maximum Loading Time (Hrs)
40 - 60	14	12500	900	14	16

Vessel Deadweight 000's tonnes	Expected loading time assuming full cargo loaded (Hrs)	Average Ballast on board (Mid Range) MT	Average Pump Rate MT/Hour	Acceptable Deballasting Time including stripping (Maximum Hrs)	Maximum Loading Time (Hrs)
60 - 80	16	21000	1450	16	18
80 - 100	18	30000	1800	18	20
100 - 125	22	43000	2400	22	24
125 - 150	25	plus 50000	plus 2600	25	30
150 plus	28	plus 50000	Plus 2600	28	36

Table 14: HPCT LTD DEBALLASTING MATRIX

18 Safe Departure Clearance

1 Safe clearance = 1 metre plus 5% of Draft. Subject to confirmation by Harbour Master either 23 hours or 11 hours prior to scheduled departure.

19 Terminal Contacts

19.1 Shipping Agencies

1 **Wilhelmsen Port Ships Service (Terminal Agent)**

Address: Level 1 Post Office Square, 69 Sydney Street, Mackay, Queensland 4740

Mail Address: PO box 22, Mackay, Queensland 4740

Telephone: (07) 4956 3666

Email: wps.mackay@wilhelmsen.com

Web: www.wilhelmsen.com

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

Address: Level 2, 120 Wood Street, Mackay, Queensland 4740

Mail Address: PO Box No. 1057, Mackay, Queensland 4740

Telephone: (07) 4953 4775

Email: shipping.mackay@gac.com

Web: www.gac.com

Fax: (07) 4944 1303

3 **LBH Australia Pty Ltd**

Address: Suite F, Courts Cnr 142 Nebo Road, Mackay, Queensland 4740

Mail Address: PO Box 6276, Mackay Mail Centre Queensland 4740

Telephone: (07) 4944 0566

Email: mackay@lbhaustralia.com

Web: www.lbh-group.com

4 **Inchcape Shipping Services**

Address: 6 32-34 caterpillar drive Paget, Queensland 4740

Mail Address: As Above

Telephone: +61 7 4953 3155

Email: mackay@iss-shipping.com

Web: www.iss-shipping.com

5 **Australian Ships Agencies Pty Ltd**

Address: 6A 32/34 caterpillar drive Paget, Queensland 4740

Mail Address: As Above

Telephone: (07) 4953 3155

Email: asa-wills-mackay@austshipsagencies.com

6 **Monson Agencies Australia Pty Ltd**

Mail Address: PO Box 156, Mackay, Queensland 4740

Telephone: (07) 4864 3700

Email: mackay@monson.com.au

Web: www.monson.com.au

7 **Sturrock Grindrod Maritime**

Address: Shop 3 Villa Maria 36 Victoria st Mackay, Queensland 4740

Mail Address: As Above

Telephone: 0408 775 903

Email: mackay@sturrockgrindrod.com

Web: www.sturrockgrindrod.com

19.2 Tug operator

8 **Rivtow Marine**

Address: Tug Harbour, Hay Point, Queensland 4740

Mail Address: PO box 221 Sarina 3737

Email: hpschedule@rivtowmarine.com.au

Telephone: 0438 185 698

19.3 Independent Surveyors and Analysts

9 Reef Maritime Pty Ltd

Address: 90 Binnington Esplanade, Mackay, Queensland 4740

Mail Address: 90 Binnington Esplanade, Mackay, Queensland 4740

Email: reefadmin@bigpond.com

Telephone: 0401 511 654

10 Bureau Veritas International

Address: Presto Avenue, Outer Harbour, Mackay, Queensland 4740

Mail Address: As Above

Telephone: (07) 4965 7666

Email: Shipping.mackay@bureauveritas.com

Web: www.bureauvertas.com

11 SGS (Australia) Pty Ltd

Address: 13 Interlink court Paget, Mackay, Queensland 4740

Mail Address: 13 Interlink court Paget Mackay, Queensland 4740

Telephone: (07) 4951 5444

Fax: (07) 4952 5434

Web: www.sgs.com

12 ALS Laboratory Group (AC Test)

Address: Unit 2, 20 Caterpillar Drive, Paget Mackay 4740

Mail Address: PO Box 2009, Mackay, Queensland 4740

Telephone: (07) 4952 5795

Email: alsenviro.mackay@alsglobal.com

Web: www.alsglobal.com

19.4 Pilotage

13 Maritime Safety Queensland

Address: Level 3, 44 Nelson St Mackay, Queensland 4740

Mail Address: PO Box 58, Mackay, Queensland 4740

Telephone: (07) 4944 3700

Regional Harbour Master: Captain Jason Sweetman

14 NQBP Pilotage Services (Mackay)

Address: Level 1 Waterfront Place Mulherin Drive, Mackay Harbour Queensland 4740

Mail Address: PO Box 3340, North, Mackay, Queensland 4740

Telephone: (07) 4969 0740

For Duty Pilot call VTS

15 Vessel Traffic Services (VTS)

Telephone: 1300 645 022 or Channel 16

If the above fails use mobile: 0467 865 436

19.5 Quarantine

16 Australian Quarantine Inspection Service

Address: Mackay Marina, Mulherin Drive, Mackay Harbour, Queensland 4740

Mail Address: PO Box 1517, Mackay, Queensland 4740

Telephone: 0427 861 911

Email: mackay.seaports@aff.gov.au

19.6 Customs

17 Australian Customs Service

Address: Mackay Marina, Mulherin Drive, Mackay Harbour, Queensland 4740

Mail Address: PO Box 769, Mackay, Queensland 4740

Telephone: (07) 4965 7100

Email: shipping.mackay@abf.gov.au

19.7 Providers

18 Southern Cross Marine Supplies

Address: 38 Enterprise Street, Paget, Mackay, Queensland 4740

Mail Address: PO Box 5113, Mackay, Queensland 4740

Telephone: (07) 4952 5377

Facsimile: (07) 4952 5416

Email: mackay@scms.com.au

20 References

Controlled Document Number	Title	Document Number
Site Documents		
HPT-PRO-0001	HPT PRO Bulk Vessel Mooring Line Standard	012261011

Table 15: List of reference documents

21 Version Management

Version	Details	Date
1.0	Initial Release	03 February 2010
2.0	Added image of light signals	03 February 2010
3.0	Formatting change only - added new 'controlled' document number	21 January 2011
4.0	Updated to new BMA Template	24 March 2011
5.0	Edits after a review with Phil Randall and Ian Podosky and Matt Vitale	04 June 2012
6.0	Formatting changes, new controlled document number	04 March 2013
7.0	Updated to new template	08 August 2013
8.0	Updated document requested by D. Sweet 12/3/2014	28 March 2014
9.0	Revision 9 updated by Darryl Sweet. 7.11.2014	15 December 2014
10.0	Updated by Darryl Sweet 22/05/2015	22 May 2015
11.0		28 July 2015
12.0	D.Power update 29/09/2016	03 January 2017
13.0	As per email from B Hull and D Grech. This has been reviewed and updated	16 November 2017
14.0	Updated to include additional information requests by HPCT	13 March 2018
15.0	New information to be as per Vessel Pre Arrival questionnaire for Masters document	17 April 2018
16.0	Updated to include all agents contact details and prohibited use of mobile phone repeaters.	21 May 2018
17.0	Major Change	14 October 2018
18.0	Addition of mooring line monitoring	17 May 2019
19.0	Updated Air Draft Details for Berth 3 and updated security Details	12 November 2019
20.0	Major review – Additional detail on Helicopter – other general updates	14 April 2020
20.5	Minor Review – PFSO details updated. – added no fishing at berth. Vessel must be ready to sail with 15min notice. Requirements for anchor locks included	14 September 2020
20.10	Minor version update	15 December 2020
21.0	Merged pre arrival info into this document.	19 October 2021
22.0	Biannual review no major changes	02 February 2024

Table 16: Version Management