

Fowey Harbour Commissioners



HARBOUR REGULATIONS

&

HARBOUR MASTERS NOTICES

(NOTES & EXPLANATIONS)

Last Amended, AUGUST 2006

*Chief Executive & Harbour Master
Captain M. J. Sutherland, Master Mariner, FNI, MRIN*

*Harbour Office
Albert Quay
Fowey
Cornwall PL23 1AJ*

*Telephone: (01726) 832471
Fax: (01726) 833738
Email: fhc@foweyharbour.co.uk
Web site www.foweyharbour.co.uk*

INDEX OF CONTENTS

1. **ETA'S**
2. **PILOTAGE WATCHES**
3. **BERTHING ARRANGEMENTS**
4. **ETD'S ABD SHIFTS TIMES**
5. **OPERATING TUGS**
6. **USE OF TUGS**
7. **MOVEMENTS OF LARGE VESSELS OR DEEP DRAFT VESSELS**
8. **PASSAGE PLANS**
9. **OTHER BERTHING AND MOVEMENTS**
10. **NOTIFICATIONS OF HAZARDOUS CARGOES**
11. **HAZARDOUS CARGOES IN TRANSIT**
12. **LOADING DISCHARGING OF FUEL OILS, LUB OILS OR OTHER POLLUTANT LIQUIDS IN BULK**
13. **ENGINE TRIALS**
14. **DISABLING MAIN ENGINES**
15. **DISCHARGE OF BALLAST**
16. **WASHING DOWN**
17. **DIVING IN THE HARBOUR**

FOWEY HARBOUR OPERATIONS **HARBOUR REGULATIONS AND HARBOUR** **MASTERS NOTICES**

In order to clarify and bringing together one set of operating requirements this notice supersedes all previous notices.

E.T.A's

Ships owners' Masters or appointed agents are required to advise the Pilot Office of a vessels arrival at the pilot station at least 24 hours before arrival, except in the case where vessels are advised to be making passages from ports less than 24 hours passage away, in which case at the very latest on departure from that port. Amendments to ETA's should be communicated to the pilot office as soon as practicable and not later than 2 hours before arrival. Information regarding ETA's should be communicated to the pilot office by:

Telephone **07890 555563**
Fax **01726 – 832826**
VHF **Channel 16 & 9** (working channel)
Email office@foweypilots.com

Or if no contact, to the Harbour Office

Telephone **01726 – 832471**
Fax **01726 – 833738**
VHF **Channel 12**
Email FHC@foweyharbour.co.uk

Agents acting for ships wishing to berth in Fowey Harbour are required to advise the Harbour office as soon as notification of a vessels booking for the port. This may be done by the provision of faxed or other electronic produced lists including daily ETA and in-port sheets together with copies to the pilot's office.

See note (1 & 20)

PILOTAGE WATCHES

Except when pilots are engaged in movements, radio watch will be set to cover a given ETA from 2 hours before to 1 hour after.

See note (2)

BERTHING ARRANGEMENTS

Will only be carried out once instructions have been received from the Harbour Master. In the case of vessels berthing on IMERYYS Ports Jetties with permission or instructions from IMERYYS Ports Management / operations staff

In the absence of designated berthing instructions received from IMERYYS Ports staff, all vessels requesting entry by Masters or agents will be given permission to berth to buoys designated by the Harbour Master.

No vessels not scheduled to load in the harbour should be brought in without prior consultation and direction from the Harbour Master.

Arrangements of shifts from or to IMERYYS Ports berths will only be carried out on receipt of directions from IMERYYS Ports personnel.

In the event of a ship not loading cargo wishing to berth alongside an IMERYYS Ports jetty, permission should be obtained from the Harbour Master and IMERYYS Ports Management. In such cases that the Harbour Master will have already obtained such permission, this information will be conveyed to the pilot and no such further permissions will be needed.

See note (3) Bylaws 6, 18, 28, 29, 30, 32, 33, 35 & 41 refers

E.T.D.'S AND SHIFTS TIMES

All times for shifts or sailings should be conveyed to the Pilot office as soon as practicably known and prior indication at least 2 hours beforehand. Amendments or alterations to this notice should be made as soon as known.

See note (4)

ORDERING TUGS

Having received information regarding the ETA, ETD or shift of vessels requiring the services of tugs, the duty pilot or pilot marine officer should contact the Harbour Office by telephone, fax or VHF radio (channel 12) in sufficient time for arrangements to be made. In cases of emergency requirements or as agreed by the H.M. or A.H.M., certain movements and any change to previously advised times may be given to duty tug masters directly provided that the same information is conveyed at the earliest practicable time to the Harbour Office.

See note (5)

USE OF TUGS

In order to ensure safe navigation and berthing / unberthing the following ship movements are required to be carried out with the aid of tugs:

1. Except as detailed elsewhere, all vessels making a first visit and in excess of 90 metres in length shall be swung in the lower harbour and berthed starboard side to designated jetties or to buoys and sailed with the aid of one tug. Sister vessels will count as previous visits.
2. Except as detailed elsewhere all vessels, in making a first visit and in excess of 100 metres in length shall be swung in the lower harbour and berthed stbd side to designated jetties or to buoys and sailed with the assistance of two tugs. Sister vessels will count as previous visit.
3. Vessels of less than 90 metres in length may be required to berth with the assistance of one or more tugs in the following cases:
 - a. as directed by the Harbour Master
 - b. in all emergencies
 - c. deep draft vessels
 - d. vessels of over 6000 DWT
 - e. high air draught vessels
 - f. weather or tidal conditions
 - g. dead ship moves or restricted operational conditions
 - h. request of the master
 - i. request for Jetty Operations

The same provisions may also apply to ships normally required to use one tug.

4. The following exceptions, **subject to risk assessment**, may permit the exemptions from use of tugs or reduction from two to one tugs should pilots consider conditions permit:
 - a. Vessels specified in section 1 or 2 berthing at No 4 jetty may depart from the berth without the use of the single or in the case of two tugs the second one.

- b. Vessels up to 105m with an operational bow thruster may be regarded as a single tug ship.
- c. Vessels up to 92.5m with operational bow thruster and modern steering systems may be regarded as non tug size vessels provided there is no vessels berthed at No 5 / 6 jetty.
- d. Removal of use of one tug by Vessels up to 95 metres as in section (c) will be considered on a movement by movement basis for exemption dependant on the state of berthing and prevailing weather conditions in the port at the proposed time of the maneuver. Vessel will have to be fully ballasted to be considered. This consideration will be on an application by the Duty Pilot

In such cases that the pilot discovers or is informed that the bow thruster is not operational, or other circumstances effecting the safety parameters of the intended manoeuvres have altered then, ships expectedly exempt should not enter the harbour or be moved until tug assistance is available except when the ship can safely be berthed the swing ground mooring buoy.

See note (6)

On such occasions that only one tug is available for normally designated two tug vessels the following restrictions will be in place.

- a. the vessels is handled within one hour 30 minutes of high-water and only during daylight hours
- b. weather conditions are reasonable
- c. the outside (southerly) flood tide berth at Mixtow reach are clear of moored vessels and tide is favorable
- d. The Harbour Master approves such moves on a move by move basis

See note (7)

MOVEMENTS OF LARGE VESSELS OR DEEP DRAFT VESSELS

Entry and departure of deep draft vessels may be restricted to high water or until there is at least 1 metre under keel clearance in the shallowest part of the planned movement.

As a guide large ships will normally only be moved on passage around No 4 / 5 berth corner from Lew Roads to Mixtow Reach or vice versa or through the Bodinnick area up to 1 ½ hours either side of high water / low water. This may be extended to 2 hours on consultation with the Harbour Master and full risk assessment carried out. Passage Plans will be noted accordingly.

See note (7a)

PASSAGE PLANS

It is ports policy that every ship movement within the port will be carried out after a Passage Plan has been drawn up by the pilot prior to boarding. This is to be discussed with the Masters allowing sufficient time for consultation. If necessary prior to entry the vessel will be stopped until the Master and ships personnel understand the proposed move requirements upon ship and crew. This especially applies to tug assisted movements including escorts. Every care will be undertaken to ensure this happens before the Master signs and retains his copy of the Plan.

See note (7c)

OTHER BERTHING AND MOVEMENT ARRANGEMENTS

1. Particular requirements to berth port side to No 8 will only be considered if:
 - a. that at no times will the vessels draft exceed 7 meters when the vessel is to be swung in Mixtow Reach
 - b. the vessel is to leave the berth on or before high water
 - c. no vessel is double berthed off No 5 / 6 jetty
 - d. Further tug assistance may be required to standby by the pilots request or Harbour Master's directive.

See note (8)

2. Large vessels berthing alongside No 4 jetty may from time to time be restricted or cause the restriction of berthing of other large vessels on other berths.

IMERYS Ports staff arranging berthing and pilots should consult with the Harbour Master prior to scheduling or providing berthing directions for all vessels in excess of 130 meters in length and 20 meters beam to ensure safe movement of all vessels with commercial area.

In the absence of suitable lines fixing positions, movement on No 4 berth for loading may be restricted.

See note (9)

3. Should a pilot become aware prior to the vessels arrival or on boarding that the vessels condition may effect the safe handling whilst in the port he should contact the harbour master with this information and seek instructions and or guidance subject to a risk assessment. If in any doubt the vessel should be taken to safe anchorage outside the harbour or in the lower harbour.

NOTIFICATIONS OF HAZARDOUS CARGOES

24 hours notice must be given to the Harbour Master of the arrival of any hazardous substance for loading or discharging either by transport or by vessel. The notice in written form must be given by the Master of the vessel or his appointed agent for all hazardous cargoes to be discharged or by the Transporter or Ships Agent for all cargoes arriving in the harbour area for loading onto any vessel within the harbour. For the purpose of this requirement the harbour area is deemed to extend to 200 meters from the IMERYYS Ports main entrance along the Haul Road toward the tunnel.

See note (10)

HAZARDOUS CARGOES IN TRANSIT

Agents for the owners of any vessel carrying hazardous substances not scheduled for discharge in the harbour should advise the Harbour Master at least 24 hours before arrival or on departure from the previous port if less than 24 hours away.

See note (11)

LOADING DISCHARGING OF FUEL OILS, LUB OILS OR OTHER POLLUTANT LIQUIDS IN BULK

Every proposed transfer of fuel oil, lub oil or other pollutant liquid at any berth in the harbour must be previously notified to the Harbour Master and any requirements for the safe transfer be complied with. This requirement is in addition to any requirements or regulations imposed by IMERYYS Ports while vessels are alongside their jetties.

See notes (12 & 21) and Byelaw 98 refers.

ENGINE TRIALS

No vessel is to work its engines at any berth or mooring for the purpose of engine trials without prior permission of the Harbour Master and in the cases where vessels are moored alongside IMERYYS Ports jetties or outside ships on these jetties with permission from IMERYYS Ports management.

See note (13) and Byelaw 50, 51 and 53 refers.

DISABLING MAIN ENGINES

A requirement to take out of service any vessels main engine or equipment such as windlasses which may render the movement of the vessel dead ship should be notified to the Harbour Master and in cases when alongside IMERYYS Ports jetties also to IMERYYS Ports management for permission and conditions.

See note (14) Byelaw 40 refers.

DISCHARGE OF BALLAST

The discharge of clean salt water or fresh water ballast into the harbour is permitted. Masters, owners or agents are required to advise if ballast water for discharge has been taken on in any know or notified contaminate water area. In such cases ballast will not be allowed to be discharged until such tests as the Port Health officer may need have been analyzed.

See note (15) Byelaw 51 refers.

WASHING DOWN

The master of every vessel loading china clay is advised that washing down china clay material into the harbour should be kept where possible to those areas necessary for safe navigation and access on the vessel. Full wash downs should be completed where practicable at sea.

See note (16).

DIVING IN THE HARBOUR

No diving is permitted within the harbour area without a permit issued by the Harbour Master. In the case of commercial diving this will only be permitted if undertaken by a Diving Contractor registered with the Health and Safety Executive.

See note (17) Byelaw 61 refers.

WASTE RECEPTION

All Masters of vessels using the Harbour are required to place domestic type waste in receptacles provided by Fowey Harbour Commissioners or IMERYS Ports or quay operators. Arrangements for other waste will be by contractors arranged by Agents or Port Authority. Food products from non EU countries must be landed into special waste reception containers and reported separately for special disposal (see waste management plan).

Details of the waste arrangements are published in the FOWEY HARBOUR WASTE MANAGEMENT PLAN. Included is Imerys Ports, covering the operations within the docks area.

THE Merchant shipping and fishing Vessels (port waste reception facilities) regs. 2003 apply. And reports must be submitted on the discharging of waste prior to arrival. These reports should be submitted to the agents for forwarding to the Harbour office

Within port charges is an element as advertised in the published port charges brochure for waste reception and environmental management

See note 19 Byelaw 88 & 89 refers

ADVISING OF MOVEMENTS

Whilst the harbour office VTS is manned or there are patrol staff on duty, Pilots will call on VHF channel 12 advising of the proposed move and receive instructions or information relating to harbour operations, weather conditions etc. The pilot office will provide information of scheduled movements by e-mail or fax
See notes (1, 3, 4, and 5)

NOTES
AND
EXPLANATIONS



NOTE (1) E.T.A.'S

It is essential to have early and advanced indications of vessels stemming to load cargo in Fowey or use the harbour for other purposes followed up by definitive E.T.A.'s to ensure preplanning of services and facilities. This includes ensuring adequate pilots / crews are available, tugs and cutters maintenance planned.

Nearing arrival it is essential that accurate and updated E.T.A.'s are made available to the Pilot office. The Pilots in providing a Vessel Traffic Service (VTS), co-ordinate the berthing of vessels to berths designated by IMERYS Ports management in consultation with the Harbour Master.

All E.T.A.'s should be sent to the pilots office central number (01726 832816). The Pilot marine officer, duty boatmen or a transfer system will ensure calls are dealt with by a member of staff. Information for vessels not bound into Fowey will be passed wherever possible without obligation.

The presence of a computerised Vessel Information System (VIS) does and will not replace the E.T.A. data passed by agents directly to the Pilot offices number.

Details on the vessels dimensions, tonnage and special characteristics may be transferred by fax sheet or VIS together with any records on previous performance or navigational deficiencies which may effect the safe movement of the vessel within the Ports.

Byelaws:- 18,19,20 refers.

NOTE (2) LISTENING WATCHES

A listening watch is maintained on the Pilotage V.H.F. frequency from 09.00 to 17.00 hours, week days and when pilots are moving vessels. At other times is set from 2 hours before to 1 hour after last informed E.T.A.'s.

In the event a ship does not arrive during the set watch a charge to cover watch costs having been approved by the Harbour master may be levied against the ship's account.

Pilots may be contacted by mobile phone or pager as detailed separately.

NOTE (3) BERTHING / SHIFTING / SAILING

Data and instructions or directives should be followed to ensure that planned use of available berths is coordinated and where necessary the statutory controls imposed. In the event of no such information being available to pilots the vessel

will be advised to anchor outside the port in a recommended safe anchorage. Delays may occur to the detriment of the ports loading program possibly influenced by tidal / weather restrictions. It is therefore essential that such instructions are sought and given clearly.

Byelaws:- 18,19 refers.

Ships with defects or conditions effecting safe handling

The port has the responsibility for accepting vessels and ensuring that the safety parameters are in place should special provisions and instructions be needed. Agents and pilots should bring to the Harbour masters attention any particulars that come to their notice. Pilots are instructed to anchor ships whose safe handling is in doubt.

NOTE (4) INFORMATION ON VESSELS DEPARTURES

In order to plan for and ensure no delays occur in sailing ships and clearing berths for following vessels it is essential to keep pilots informed of early scheduled finishings together with Masters requirements to secure for sea and any other factors that may affect departure. Updates on sailing times should be made as often as practicable which may require good liaison between Ports, Ships Agency and Pilotage staff.

Should circumstances arise after loading is completed late at night that the vessel requests an alternative of the pilot to remain on the berth for whatever reason IMERYS Ports management should be advised and an indication sought as to the berths availability. Masters should always be advised that layby berths in the harbour to buoys are available and that a request to stay in the harbour can and will be met by a shift to these berths. If the reason for staying is mechanical this move will be made with tugs should the berth be needed. In the absence of any permissions from IMERYS Ports, the Harbour Master should be contacted and he will instruct Masters as necessary.

Byelaws: 18 and 19 refers.

Pilots will attend daily planning meetings to advise on tidal or other restrictions and provide advise of loading schedules to speed up ship change over and berthings which may improve loading schedules.

Where there is a need to shift to another berth / port for loading / unloading requirements thus should be advised as soon as possible to duty pilots to avoid delays. A charge will be levied after approval by the Harbour Master.

Where ships request for other than cargo reasons to shift to other berths or delay sailing, additional charges may be levied. These will be advised by the Harbour Master.

NOTE (5) ORDERING TUGS

Once information is received by the Pilots that tug size vessels are due, are shifting or sailing they will consult with the Harbour Master and tugs will be ordered accordingly and this information displayed on the tug board. In order to ensure that the provision of towage is not only efficient but cost effective this information is invaluable particularly for moves after 16.30 and until 08.00 and at weekends and holidays.

Tug crews are drawn mainly from a dedicated tug pool backed up by staff from other port operations. Crews work from 08.00 – 16.30 Monday – Friday and are on call out at all other times.

During normal working times it would normally take at least 30 minutes to have a single tug in attendance, 2 tugs up to 45 minutes depending on the duties crews are undertaking at the time. Under an ordering system, crews report on board 30 minutes before specified times. Outside working hours it may take considerably longer to man up tugs. Crews live up to 5 miles from Fowey and therefore any amendment to times needs to be made as early as possible to ensure crews are not needlessly brought in. During working days every effort is made to advise crews of a likely call out and approximate times so they can plan their lives and times. Unscheduled call outs cost extra and therefore makes the port more expensive. It is therefore essential and appreciated that notification is made by 16.00 of likely moves.

Outside of normal port hours of work changes to tug requirement times which do not give 2 hours notice may incur extra charges on the vessel covering extra payments made to Pilots, linesmen and staff.

NOTE (6) USE OF TUGS

The basic safety criteria for the use of tugs is dictated by the turning room in Mixtow Reach. The use of tugs on highly maneuverable ships may be relaxed in consultation with the Harbour Master and for specific moves dependent on risk assessment. In such cases an exemption will be granted stated conditions that may relate to it. All such exemptions will be risk assessment driven. Factors affecting this would include tidal and wind conditions. On many occasions ships berthing will require tug(s) which may relax on sailing. It is the policy of The Harbour Commissioners to ensure that whilst every effort will be taken to ensure that tugs are not used unnecessarily OVERALL PORT SAFETY shall always remain the first priority in the decision process.

The tug masters have a duty to the safety of their own vessel and crew and are instructed to advise pilots of planned movements which they consider may endanger their vessel. Further more they may, under the same instruction, refuse to make fast. In these cases the planned movement will take place only when circumstances change. All towage undertaken is on a standard U.K. terms and conditions.

Swinging of vessels up to 95 meters in length in Mixtow Reach will be dependent on H.H. and berth usage at No. 5 / 6 jetties.

Escort duties may be agreed as a tug deployment when discussed and agreed by Pilot / ships master and tug master with a record in the exchange of information form.

NOTE (7) USE OF TUGS WHEN ONLY ONE IS AVAILABLE

When it is necessary to carry out planned maintenance and when tugs are slipped or if there is an emergency breakdown large ships will only be moved under the conditions laid down. The planned periods will be notified as soon as possible to ensure the booking of large ships can be planned around the ports available services. It is essential that vessels over 150m in length are notified as soon as known for this reason. Any deviation from the guideline requirements will be by risk assessment re-evaluation.

These movements will be covered under an overall exemptions process covering the period of reduced cover.

Par pilot/tug boat POLMEAR will be used to cover main tug cover capabilities

NOTE (8) SHIP DETAILS

Agents are advised to consult with the Harbour Master and IMERY'S Ports management at an early stage when the ships details indicate that the parameters are not within normal port operations. Special loading requirements and berthing together with all ships declared details should be advised at the earliest opportunity in order that embarrassing delays and refusals can be avoided.

Byelaw:- 20 refers.

NOTE (9) LARGE VESSELS No 4. BERTH

The berthing of large ships at No 4 jetty in particular those with beams in excess of 20 meters should be discussed with the Harbour Master by IMERY'S Ports operations staff at an early planning station because such ships may restrict the safe passage of other vessels to and from berths 5 / 6 or 8. Long vessels on No 4 berth can be affected by wind and overhanging a restriction may therefore be imposed on all vessel movements in strong wind conditions especially from N'y quarter.

NOTE (10) HAZARDOUS CARGO / LOAD & UNLOAD

Whilst it is not normal for hazardous cargoes to be loaded in Fowey the requirements of the Act apply. Ships stores do not require notification, however, it is in everyone's interests should particularly hazardous stores be loaded that these be advised to the Harbour Master and IMERY'S Ports management. Such safety measures as may be deemed necessary for everyone's safety can then be applied.

Fowey is NOT licensed to handle any explosives.

NOTE (11) HAZARDOUS CARGO IN TRANSIT

Hazardous cargoes in transit on board vessels entering the port should be advised and a manifest logged with the Harbour Authority to ensure that in the event of an emergency involving the ship whilst in port area appropriate actions can be taken. In some circumstances ships carrying very hazardous substances may need special berthing or may not be permitted to enter the Harbour.

It has been the practice for many Russian vessels to enter the port with cars as deck cargo. Second hand cars with petrol in the tank can be regarded as hazardous cargo and restrictions may be placed on vessels operations. The number and stowage of cars must be notified on arrival to the Harbour Master.

NOTE (12) LOADING /HANDLING POLLUTANT LIQUIDS

Loading of possible pollutants by hose connections from shore tanks, vehicles or Bunker barges is potentially the highest risk of a pollution incident. It is therefore essential that all such transfers are notified to both the Harbour Master and IMERY'S Ports management so that safeguards and requirements may be put

into place and in the event of a spillage the resultant pollution may be kept to a minimum and cleaned up quickly.

The Harbour Commissioners operate a policy of polluter pays and if the fault is joint then both supplier and recipient will be charged.

Powers to detain vessels and the necessity to deposit bonds will be exercised.
Byelaws:- 88 and 89 and Fowey Harbour Oil Contingency Plan refers.

NOTE (13) ENGINE TRIALS

In order to ensure that repairs, adjustments etc. to main engines are satisfactory prior to moving a ship or sailing it is some times necessary to carry out engine trials. These can have an adverse effect on the port structure, put undue strain on mooring points, can cause ranging of vessel undergoing trials and other vessels usually those astern or have an effect on ships and other vessels maneuvering close by. There can also be a serious effect to the bed of the harbour with adverse movements in silt especially at low water.

Under cutting of banks may also result. It is therefore essential that ships masters obtain permission from the Harbour Master and IMERYYS Ports management prior to commencement.

It should also be noted that the excessive and continued use of bow thrusters alongside berths can seriously affect the banks and harbour bed.

Byelaw:- 20 refers.

NOTE (14) DISABLING VESSEL

Under normal circumstances permission will be given to disable engines and machinery. This will be largely dependent on berth allocated and weather conditions. Should a vessel complete loading and the berth be needed the ship will be moved to a layby berth as a dead ship and charged accordingly. In the event of a port emergency it is essential to know if vessels can be moved and for those reasons permission must be sought from the Harbour Master prior to work commencing.

Byelaw:- 51, 53 refers.

NOTE (15) BALLAST WATER

Discharging Ballast into the estuary potentially can have a very serious affect on the ecology and environment well being of the surrounding areas. Dirty Ballast with an oil content should be pumped ashore into contractors vehicles. Dirty

washings from holds should where possible be pumped out prior to entry. Any doubt about pumping such washings should be passed to the Harbour Master and Port Health Officer for a decision. More detailed reporting of Ballast water origin may be required in the future.

NOTE (16) WASHING DOWN

Another potential for causing problems to the harbour environment is the excessive run off of clay washings from vessels loaded in the harbour. On a purely commercial basis the less sediment that ends up in the harbour especially the berths the less port costs will be and the more viable it is.

NOTE (17) DIVING

Diving is potentially one of the most dangerous occupations and especially so in the harbour areas. All dives as defined in the H.S.E. Regs must be by Registered Diving Contractors and to ensure that every precaution is taken, all operations must be by permit in the harbour issued by the Harbour Master.

Normally this will be issued to the diving supervisor for daily operations, however, they may cover contract operations in defined areas.

Byelaw:- 26 refers.

NOTE (18) HARBOUR MASTER – REFERENCE

In all notices issued where reference to Harbour Master is made this may be understood to include the Deputy Harbour Master or appointed reliefs in the absence of the Harbour Master.

NOTE (19) WASTE DISPOSAL

Waste reception is largely undertaken by Imerys Ports who provide waste skips on the jetties . Initial records are maintained by the agents who forward these to the harbour office where the Environment officer maintains overall records.

Non EU food wastes must be handled separately from other wastes and be disposed of by special contractors. Records must be maintained of this disposal route.

The port waste management plan published by Fowey Harbour Commissioners covers in detail all aspect of waste management including commercial, leisure and recycled waste.

Fowey Harbour Commissioners work closely with Imerys, Restormel and Caradon councils in all matters relating to waste disposal.

NOTE (20) CONTACTS

The Harbour Office Telephone number is 01726 – 832471 outside office hours this is transferred to the Harbour Master or Deputy Harbour Master.

Messages can be passed by Fax on 01726 – 833738, V.H.F. radio watch is maintained during office hours and when staff are afloat on Channel 12. Channel 16 is monitored as much as possible but should only be used in emergency where possible.

NOTE (21) BUNKERING OPERATIONS

One of the highest risk areas for pollution is in the transfer of fuel oil from ship to ship or shore to ship, i.e. bunkering operations. In order to reduce the risk of pollution to a minimum the following should be adopted:

Prior to the transfer commencing the Master and/or Chief Engineer of the receiving vessel should:-

- Ensure couplings of delivery pipes are secure and that drip containers are in place.
- Ensure that air vents are clean.
- Ensure that gauges, dipsticks, sounding pipes are functioning or readily available.
- Ports and scuppers are blocked / blanked off.
- Oil absorbent materials are ready to hand for spills.
- That the vessel's tanks have sufficient capacity, valves opened and the vessel delivering the bunkers is instructed at what rate reception can be safely be made. Arrangements should be agreed to slow down delivery as tanks are reaching capacity.

Prior to the transfer commencing, the master and/or the Chief engineer of the delivery vessel should:-

- Ensure that the receiving vessel is in all ways ready to accept. This should be acknowledged by receiving written consent to commence transfer.

- The amount and rate of transfer must be ascertained and an agreed system of communications be set up including the signal for an emergency stop to the transfer.
- Ensure all connections, valves and pipes on the delivery side are working and drip trays in place together with blanked off outside scuppers.
- Oil absorbent materials are readily available to deal with spills.
- Both vessels should have crew members monitoring the transfer checking tanks and flow rates.
- Advise approaching vessels by V.H.F. of operation.

The operation should stop if:

- The receiving vessel is unable to receive for whatever reason.
- The receiving / or delivery vessel has to move on the berth or within the harbour.
- Either vessel is unable to provide crew to monitor the transfer.
- In the event of spillage on or by either vessel the masters of each is required to immediately report such occurrence regardless of whether pollution has resulted to the harbour Master.
- For transfers from road transport / delivery the same requirements exist as for master / engineer of a delivery vessel.
- All intended transfers of fuel oil / diesel between vessels or between shore and vessels must be notified to the Harbour Master.