

Port of Hastings Harbour Master's Directions

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Acknowledgement of Country

Ports Victoria Acknowledges Wadawurrung People as the Traditional Owners of the land on which the Ports Victoria Head Office in Geelong is located. Ports Victoria Acknowledges Bunurong People of the Kulin Nation as the Traditional Owners of the land and water which incorporates Westernport and the Port of Hastings.

We Acknowledge their care for Country, Skies and Waterways which extends back thousands of generations, and which continues today. We pay respects to Elders, past and present.

We also Acknowledge all other Traditional Owners and First Nations Peoples across the many Countries now also known as Victoria.

1. Section 1: Introduction

1.1. Preamble

This publication supersedes and replaces the Harbour Master's Directions – August 2019 VRCA Hastings.

The current version of this publication is available on the [Ports Victoria website](#). The document may be amended from time to time as required.

Changes which affect the *Harbour Master's Directions* are disseminated by Notices to Mariners, which are also available on the [Ports Victoria website](#).

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

1.2. Disclaimer

The information and material contained in this publication has been compiled by Ports Victoria for use by port users. Ports Victoria shall not in any way be, or become, responsible in law or otherwise for any errors in, or omissions from, this publication of whatsoever nature and howsoever occurring. The information provided in no way whatsoever supersedes or detracts from that available in Commonwealth or State Acts, ordinances, rules or regulations.

1.3. Ports Victoria

Ports Victoria is a Victorian Government statutory authority, managing maritime navigation and operational safety for Victoria's commercial ports, keeping them connected to the world.

All shipping movement within port waters is governed by the requirements of Harbour Master's Directions and is controlled by the Harbour Master through Hastings Harbour Control (located at the Ports Victoria Head Office, 13-35 Mackey St, North Geelong).

1.4. Harbour Master

Ports Victoria engages a licensed Harbour Master for the port waters of the port of Hastings in accordance with Chapter 6 of the Marine Safety Act. Ports Victoria is also empowered to authorise persons to act as Assistant Harbour Masters, in accordance with section 229 of the Marine Safety Act.

Pursuant to section 230(1) of the Marine Safety Act, the functions of a Harbour Master are as follows:

- to control and direct vessels entering and leaving the waters for which he or she has been engaged, including the time and manner of doing so
- to control and direct the navigation and other movement of vessels in those waters
- to control and direct the position where and the manner in which any vessel may anchor or be secured in those waters

- to control and direct the time and manner of the taking in or discharging from any vessel of cargo, stores, fuel, fresh water, and water ballast in those waters
- to control and direct the securing or removal of any vessel in those waters in, from or to any position the Harbour Master thinks fit
- any other functions conferred on Harbour Masters by or under the Marine Safety Act or any other Act.

Pursuant to section 230 (2) of the Marine Safety Act, a Harbour Master must carry out his or her functions under subsection (1) in a manner

- that ensures the safety of persons and the safe operation of vessels
- that minimises the effect of vessel operations on the environment.

Pursuant to section 231 of the Marine Safety Act, a Harbour Master has all the powers that are necessary and convenient to enable him or her to carry out the functions given to the Harbour Master under the Marine Safety Act or any other Act.

1.5. Harbour Master's Directions

Section 232 of the Marine Safety Act provides a Harbour Master with the power to give written and/or oral directions for or with respect to vessels entering or within waters for which the Harbour Master has been engaged. The Harbour Master's Directions set out in this document are made pursuant to section 232 of the Marine Safety Act in relation to the port waters of the port of Hastings.

Pursuant to section 237 of the Marine Safety Act, it is an offence for the Master of a vessel, without reasonable excuse, to refuse or fail to comply with a direction of the Harbour Master.

A Pilot who has the conduct of a vessel in Pilot required waters must not, without reasonable excuse, refuse or fail to comply with any direction given under section 232 to the Pilot by the Harbour Master.

In complying with these directions all vessels, or the owner, Master, crew or Pilot thereof, must have due regard to all dangers of navigation and collision and to any special circumstances, including the limitations of the vessels involved.

Any deviation from these directions must be reported in writing to the Harbour Master by the Master of the vessel (and the Pilot if the vessel is under the advice of a Pilot) as soon as it is safe and practicable to do so.

1.5.1. Application of Harbour Master's Directions

These Harbour Master's Directions apply to all vessels operating in port waters of the port of Hastings.

1.5.2. Harbour Master's Notice

As amendments are required to Harbour Master's Directions updates will be promulgated in the form of a Harbour Master's Notice.

Such amendments will be incorporated into the regular review of Harbour Master's Directions at which time, upon incorporation, all Harbour Master's Notices will be cancelled, and an updated Harbour Master's Direction will be promulgated.

1.6. Notice to Mariners

Notice to Mariners are a navigational safety notice promulgated by Ports Victoria or any other authorised body port users intending to navigate in and/or around the port waters for the port of Hastings. Victorian Notice to Mariners can be found on the Ports Victoria website at ports.vic.gov.au.

Agents of a vessel calling at the port of Hastings shall provide the master with all extant Notice to Mariners in addition to these directions and the Port Information Guide. The master shall ensure that the bridge team and, where applicable, the crew are advised of the relevant safety information and directions contained in the notices.

1.7. Port of Hastings Harbour Control

Hastings Harbour Control operates as a Local Port Services (LPS) provider under the *Port Management Act 1995*, and in accordance with *IALA Guideline 1142*. All commercial vessel movements within the port waters of Hastings, including government vessels and passenger ferries are subject to the authority of the Harbour Master.

The Harbour Master holds statutory powers under the *Marine Safety Act 2010* to issue directions to any vessel within port waters. These directions are communicated via Port of Hastings Harbour Control, which operates 24 hours a day, 7 days a week, and continuously monitors VHF Channels 14 and 16, as outlined in Section 3.16 – VHF Communication.

2. Section 2: Definitions

2.1. Application

This section applies to **all vessels** in port waters of the port of Hastings.

2.2. Definitions

For the purpose of these directions:

Air draft means the maximum vertical distance measured from the ship's waterline to the highest point on the ship at the prevailing draft.

At anchor in relation to any vessel means anchored either ahead or astern by anchors, and includes a vessel moored alongside a vessel at anchor.

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

Bulk carrier means a vessel which is intended primarily to carry dry cargo in bulk.

Bunkering operations means the transfer between a vessel and a barge, other vessel or road tanker, including all activities preparatory and incidental to the transfer, of the following:

- flammable and combustible fuel for main propulsion and auxiliary operations
- lubricating and hydraulic oil for machinery
- waste oils, sludge and residues
- slops and tank washings
- grey water and sewage

Channel means that part of the body of water within the port waters of port of Hastings of sufficient depth to be used by commercial vessels for navigation that is either marked with navigation aids or as marked on the appropriate approved navigational chart (paper or electronic) and includes a swinging basin, turning circle and an area alongside a berth or dock.

Commercial shipping refers to the activities of commercial vessels with an LOA of 35m or greater.

Commercial vessel means any vessel used or intended to be used for or in connection with any business or commercial activity, and includes (but is not limited to):

- a vessel used or intended to be used wholly or principally for carrying passengers or cargo for profit or reward
- a vessel providing services to vessels and shipping for profit or reward
- a domestic commercial vessel (DCV)
- a vessel used or intended to be used for catching fish or other living resources of the sea or seabed for profit or reward

but does not include:

- a government vessel, or
- a 'hire and drive' vessel if the master of the vessel is the hirer of the vessel.

Constrained to Channel means that the vessel, either because of her draught in relation to the available depth and width of navigable water or due to some other operational requirement (e.g. adherence to the Dynamic Under Keel Clearance [DUKC] passage plan) will be constrained to using the indicated channel and will be severely restricted in her ability to deviate from that channel.

Cruise vessel means any vessel with an LOA >100 m designed exclusively for the carriage of passengers.

Daylight means, when referred to in matters relating to these Harbour Master's Directions, that period of the day commencing 30 minutes before sunrise and ending at 30 minutes after sunset.

Deep draft vessel means a vessel with a draft of 13.0m and greater.

Dead ship movement applies to the shifting of a vessel within a port, including anchorages, when its propulsion and/or steering systems are not operational.

Designated anchorage means any one of the formally declared anchorages located within port waters

Designated berth means a berth included in Table 5 - Commercial Berths and Wind Limitations

Emergency incident means any circumstances which are causing, or give rise to a risk of, serious injury to a person, damage to property or the environment.

Government vessel includes any vessel operated by or on behalf of the Commonwealth or a State or Territory of the Commonwealth, and includes, but is not limited to, vessels operated by the Water Police, Australian Border Force or the Metropolitan Fire Brigade (MFB) but does not include a vessel belonging to the defence forces of the Commonwealth or any other nation.

Hampered vessel means a vessel defined in the International Regulations for Preventing Collisions at Sea – Rules 3(f) and 3(g), and therefore unable to keep out of the way of another vessel.

Harbour Master includes an Assistant Harbour Master, authorised under Section 220 and 229 of the Marine Safety Act.

Maintained depth means the declared water depth in the relevant channel.

Master in relation to a vessel means a person having lawful command or charge of the vessel.

Notice to Mariners means a navigational procedure or navigational safety notice promulgated by Ports Victoria or any other authorised body to vessels and port users intending to navigate in or through the port waters of the port of Melbourne. Notices are consecutively numbered, starting with No. 1 on 01 January of each year. Ports Victoria-issued Notices to Mariners are available on the Ports Victoria website [Notices to Mariners](#).

Pilot means a person who is licensed as a pilot under the Marine Safety Act.

Pilot boarding ground means an area located approximately 3.5 miles 180° from West Head (for Pilot transfers by launch).

Pilot exempt master as per the Marine Safety Act means a master who is exempted under the regulations from the requirement to engage a pilot for any particular port. Pilot exemption certificates are issued to a specific person for a specific ship operating in specific waters and using specific berths.

Port Information Notice (PIN) means an operational or organisational notice promulgated by Ports Victoria to port users. Notices are consecutively numbered, starting with No. 1 on 1 January of each year.

PortVIEW means the Port Management System, a 24/7 online computer booking system used by the master or authorised shipping agent of a vessel to place arrival, departure and shifting orders and any amendments to these orders.

PortWeather means a web portal with essential weather information including live data from local sensors and forecasting.

Port waters of the port of Hastings means any waters which by Order in Council made under section 5(2) of the *Port Management Act 1995* (Vic).

Port working vessel means a vessel engaged in providing port services within the port waters of the port of Hastings for commercial gain, and includes harbour tugs, to launches, floating plant and dredging plant.

Recreational vessel means a vessel used or intended to be used wholly for the purpose of recreation or sport and includes a 'hire and drive' vessel provided such a vessel is being used wholly for recreational purposes and the master of the vessel is the hirer of the vessel.

Shipping agent means the person acting as the authorised representative for a vessel that is arriving or departing or moving within the port waters of the port of Hastings.

Tanker means a vessel carrying bulk liquid dangerous cargoes with flammable or toxic properties, or liquefied gas in bulk, or has non-gas free cargo spaces.

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

Unsafe vessel means a vessel the operation of which is likely to endanger any person, the safety of the vessel or any other vessel or the environment by reason of:

- the condition of the vessel and/or its equipment,
- the manner in which its cargo or equipment is stowed or secured,
- the nature of the cargo loaded or to be loaded on the vessel,
- the overloading of the vessel either by way of persons or cargo or both,

- the inadequacy in the number and/or qualifications of its crew,
- the inadequacy of rest periods as required by the STCW Code regulations for officers and crew,
- the absence of marine safety equipment that is required under the regulations to be carried or installed on the vessel; or
- any other reason relating to the nature of the vessel and anything or person about the vessel including competency of the Pilot on board.

Vessel includes every description of watercraft, including non-displacement craft, WIG craft (a multimodal craft which, in its main operational mode, flies near the surface by utilizing surface-effect action) and seaplanes, used or capable of being used as a means of transportation on water.

2.3. Western Port and Port of Hastings Port Area

The port of Western Port, the limits of which are shown on the chart, includes:

- All waters of Western Port Bay and adjacent Bass Strait lying N of a line joining West Head (32°29'S, 145°02'E) and Point Grant, 4½ miles ESE thence along the HW mark of the N shore of Philip Island to Cape Woolamai (38°34'S, 145°22'E), thence 045° to the opposite shore; except those waters declared to be part of the associated Port of Hastings, and;
- The navigable rivers and creeks flowing into the waters described in paragraph a.

The port of Hastings, the limits of which are shown on the chart, includes:

- All the waters of Western Port Bay and adjacent Bass Strait lying N of a line commencing at the most S point of West Head (32°29'S, 145°02'E); thence 030° for 2600 m, 090° for 4 miles, 055° to the beacon at Sandy Point (38°25'S, 145°14'E); thence in a N direction to Stony Point, Crip Point and Long Island Point, and along the HW mark to 38°15'E; thence 090° for 400 m, 180° to 38°25'.6S, 090° for 1½ miles,

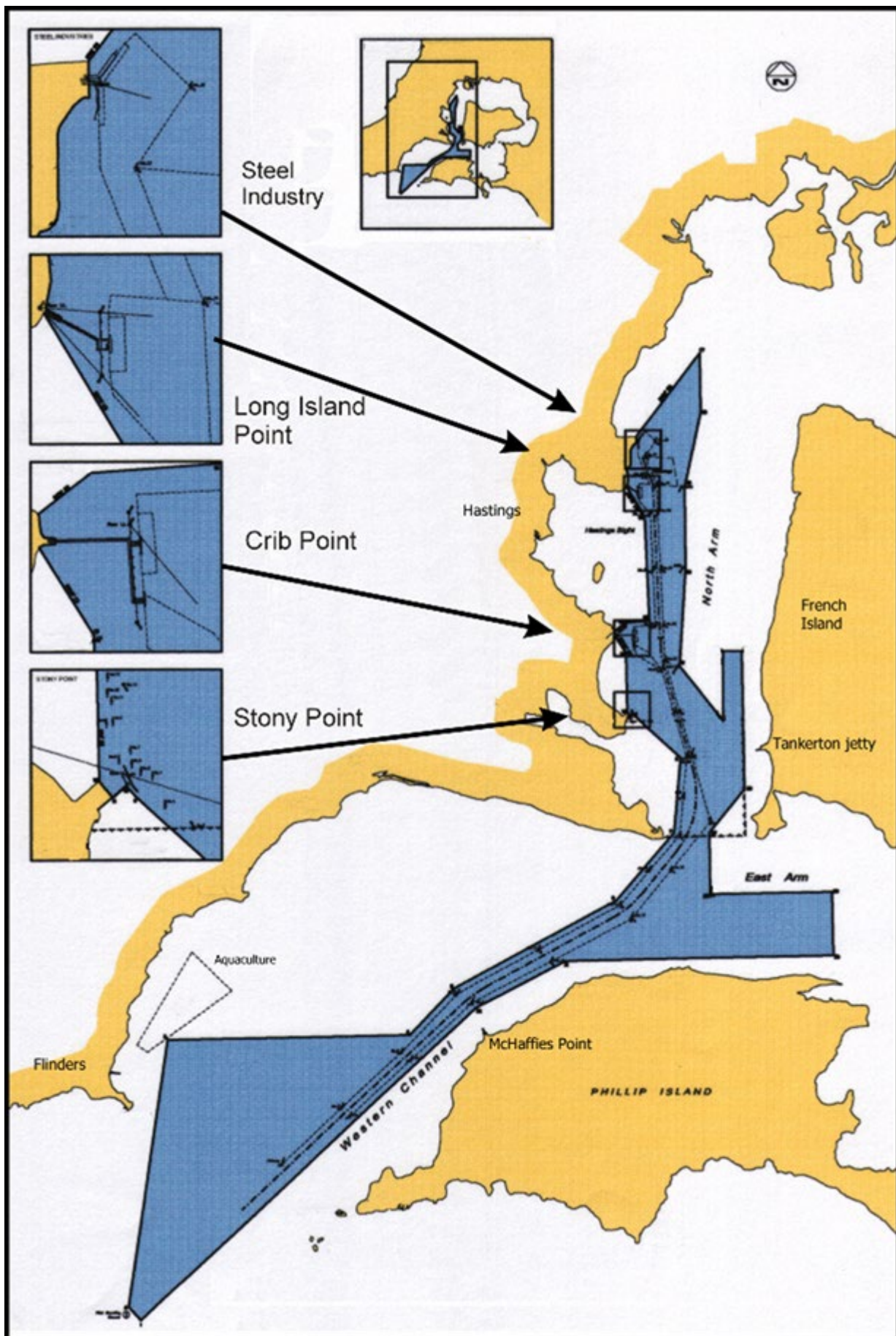


Image 01. Port of Hastings Port Waters

3. Section 3: General Directions

3.1. Assisting Ports Victoria officers

The Master of a vessel which is within port waters of the port of Hastings must assist an officer of Ports Victoria in boarding or leaving the vessel, while executing their duties, by every means consistent with the safety of the vessel including the supply of information regarding the current status of the vessel. No person on board the vessel or berth may interfere with or obstruct any officer of Ports Victoria while carrying out their duties.

3.2. Action likely to prejudice the safe operation of a vessel

A person must not take any action that is likely to distract, or prevent, or obstruct, or interfere with, or in any other way compromise the ability of the master of a vessel, pilot, harbour master, Marine Control or VTS officer from safely and effectively discharging their responsibilities.

Such action includes, but is not limited to:

- making inappropriate or deceptive VHF radio transmissions
- the directing of a visible laser or other narrow beam of visible light at a vessel in circumstances likely to cause harm to those on the vessel or disruption to the safe navigation of the vessel
- the unauthorised use of any other electronic or physical device which may disrupt or impair the safe navigation of a vessel.

Note:

The transmission of false or deceptive distress, urgency or safety messages is strictly forbidden. Extremely severe penalties, including imprisonment, exist under the *Radio Communications Act 1992* (Cwlth) for any person found guilty of making such a transmission.

A hand-held battery-operated article commonly known as a 'laser pointer' designed or adapted to emit a laser beam with an accessible emission limit of greater than 1 mW is designated a 'prohibited weapon' under Victorian legislation (Control of Weapons Regulations).

3.3. Compliance requirements

The master of a vessel while in port waters of the port of Hastings must ensure that the vessel:

- complies with the International Regulations for Preventing Collisions at Sea
- displays the signals required to be displayed under the International Code of Signals
- complies with Victorian Notices to Mariners affecting port waters of the port of Hastings
- complies with Harbour Master's Directions
- complies with provisions of the Marine Safety Act, and the regulations that apply to the vessel or master
- IALA Guidelines 1142

3.4. Unsafe Vessel

The master of an unsafe vessel shall not enter port waters of the port of Hastings or navigate the vessel in port waters of the port of Hastings or depart a berth without the approval of the Harbour Master, and shall comply with any conditions, restrictions or requirements imposed by the Harbour Master contingent upon granting permission to proceed.

Where the Master of a vessel becomes aware of any condition or circumstance relevant to the seaworthiness of the vessel, or that may affect the safe navigation or operations (including cargo operations) of the vessel, or any other vessel in port waters, or which may in any way affect the day-to-day safety or operations or environment of the port waters; the Master of the vessel shall:

If the vessel has not entered or transited port waters, provide full particulars of any deficiencies (actual or suspected) to the Harbour Master at least 24 hours before the vessel is due to enter or transit port waters. Any such entry or transit may only begin after receipt of written approval from the Harbour Master and subject to

strict compliance with any direction (including conditions, restrictions, or requirements) imposed by the Harbour Master.

If the vessel has already entered port waters, immediately notify port of Hastings Harbour Control of the changes to the conditions or circumstances affecting the seaworthiness of the vessel and thereafter provide a detailed written notice thereof within 24 hours.

In addition, the Master of a vessel shall ensure that at all times while the vessel is in port waters (including transiting or port waters):

- The vessel's propellers are fully immersed, and rudders are sufficiently immersed to ensure adequate steerage and control of the vessels motion and movements.
- The bow is deep enough to provide adequate visibility ahead from the bridge.
- The vessel has adequate trim and stability (taking into account deck cargo and design characteristics) so as to remain at all times safely afloat and sufficiently upright and with adequate visibility ahead from the bridge.
- The vessels propellers and hull do not come into contact with the seabed; and
- The vessel complies in all respects with all obligations as to seaworthiness.

3.5. Navigation Bridge Visibility

SOLAS Regulation 22 of Chapter V stipulates minimum requirements regarding Navigation Bridge Visibility. It is the Master's responsibility to ensure these minimum requirements are maintained.

If, due to the design of the vessel or the stowage of cargo, these requirements cannot be met, the Harbour Master may declare the vessel a 'hampered vessel' and/or require additional measures to be implemented to ensure the safe transit of the vessel through port waters. Such additional measures may include the posting of extra lookouts forward or on the monkey island, the provision of a second Pilot, a daylight-only transit, the presence of an escort vessel or a reduction in stern trim through re-ballasting.

If the Master of a vessel is aware that navigation bridge visibility is restricted, Melbourne VTS must be notified of the situation at least 24 hours before the start of the vessel's transit of the port or, if this is not possible, as soon as the Master is made aware that the vessel will be unable to comply with the requirements of SOLAS V/22.

This SOLAS regulation is given effect in Australian Waters through Marine Order 21 (Safety and emergency arrangements), 2016.

3.6. Operation of Automatic Identification System (AIS)

The master of any vessel operating with the port waters of the port of Hastings shall ensure that, if AIS is fitted to the vessel, it is transmitting and receiving at all times.

3.7. Placing orders for vessel movements and port services

The Master of a commercial vessel must ensure Arrival, Departure or Shifting orders (as applicable) are placed into the Ports Victoria online port management system under the following circumstances:

- Any movement which requires a Pilot.
- Any movement which requires the attendance of one or more port service providers (tugs, lines boat, mooring gang) at the port of Melbourne.
- Any arrival or departure of a vessel which has a gross tonnage of 200 t or greater.
- Any arrival or departure of a vessel with an LOA of 50 m or greater.
- Any movement to, from or between a designated berth or designated anchorage within the port waters of the port of Hastings.
- Any other movement as required by the Harbour Master.

Arrivals

Orders should be entered into the online port management system as early as practicable or at least 48 hours before the expected time of arrival.

Departures

A departure order will be created automatically into the online port management system at the time of placing the arrival order. The details of the departure order should be updated at least 24 hours before the expected time of departure.

Shifting ship

Shifting orders must be created at least 3 hours before the expected time of the shifting.

The Master of a vessel where the above order applies must provide details of the vessel's general particulars to Ports Victoria for entering into the Ports Victoria online port management system.

The Master must ensure subsequent amendments to arrival, departure or shifting orders must also be made using the online port management system, except if the amendment has to be made within 2 hours of the original time, in which case the change will need to be done by contacting Hastings Marine Control.

When orders are placed, the Master should inform the Harbour Master in writing, by VHF Channel 14 or by telephone of the following circumstances:

- The vessel will be slow steaming as a consequence of repairs or maintenance undertaken during the port visit (this can be communicated by using the check box on the *Application to immobilise* form which can be downloaded from the [Ports Victoria Website](#)).
- There are circumstances that will affect the vessel's manoeuvrability.
- There will be any other activities conducted that could affect its transit in port waters.

3.8. Pilotage

3.8.1. Statutory Requirements

Vessels must comply with the pilotage provisions set out in Chapter 7 of the Marine Safety Act. Without limiting the provisions of the Marine Safety Act, the master of a vessel must not enter or leave port waters of the port of Hastings or attempt to enter or leave port waters of the port of Hastings or navigate within port waters of the port of Hastings or attempt to do so without the services of a licensed pilot.

The above does not apply to:

- a. a vessel that is less than 35 m in length, or
- b. a pilot exempt master, or
- c. a master who has an appropriate Local Knowledge Certificate for port waters of the port of Hastings and who by virtue of the regulations in the Marine Safety Act is not required to use the services of a pilot for those port waters of the port of Hastings.

Note:

- A Master of a trading vessel of LOA greater than 12 m and less than 35 m, in addition to holding an appropriate certificate of competency for the vessel size and type, is required to hold a Local Knowledge Certificate for the appropriate area of operation in accordance with the Marine Safety Act.
- It is the Master's responsibility to ensure that the Pilot Exemption Certificate or Local Knowledge Certificate, whichever is applicable, is both valid and appropriate for the vessel in question and the area of port waters in which it will be operating.
- For further information, refer to [Safe Transport Victoria's \(STV\) website](#) or contact Safe Transport Victoria.

Pursuant to section 232 (6) of the Marine Safety Act, the Harbour Master may, as a condition of allowing a vessel to be anchored or secured within any part of the port waters of the port of Hastings, direct that a pilot remain on board the vessel while it is so anchored or secured, even if the vessel is not subject to compulsory pilotage.

3.8.2. Pilot Boarding Ground

Ships will embark their Pilot at the outer pilot boarding ground, in position approximate 38° 32.8' S, 145° 01.8' E, from a launch showing the signals and lights prescribed for a pilot launch. That is, by DAY approximately 3.5 miles 180° from West Head. By NIGHT in the white sector of Mc Haffie's Point Light, with Cape Schanck light bearing 295° (white).

3.8.3. Navigating with a Pilot on board

Arriving:

A Master of a vessel shall not enter port limits until such time as the Pilot has boarded and assumed conduct of the vessel. In circumstances of adverse weather conditions a vessel may enter port limits without the pilot embarked only if instructed to do so by Hastings Harbour Control or by the pilot launch on its approach.

On arrival to berth, the Master shall ensure a Pilot is engaged until:

- the vessel is safely secured to the berth (all fast)
- the vessel's accommodation ladder or gangway is confirmed in the correct position
- tug(s) if in attendance and mooring service provider are dismissed as determined by the Master of the vessel

On arrival to anchorage the Master shall ensure a Pilot is engaged until the vessel:

- is no longer underway
- is brought up to anchor **or** the Master of the vessel determines the Pilot is no longer required.

3.8.4. Pilot transfer arrangements

When a vessel uses a pilot, the master shall ensure that the pilot transfer arrangements when required are in accordance with Regulation 23 of Chapter V of SOLAS. The SOLAS regulation is given effect in Australian Waters through Marine Order 21 (Safety and emergency arrangements) 2016. IMO Circular MSC.1/Circ.1428 illustrates the required pilot transfer arrangements.

3.8.5. Master Pilot exchange

The master of a vessel that is about to transit the port waters of the port of Hastings shall actively engage with the pilot and ensure that all deficiencies, defects, equipment limitations or special requirements are communicated to the pilot and that the master and the bridge team understand the intended passage plan and intended plan manoeuvring of the vessel during berthing or unberthing. The International Chamber of Shipping (ICS) Bridge Procedures Guide and the International Marine Pilot Association (IMPA) Guidance on the Master Pilot Exchange provides further information on the conduct of the Master Pilot Exchange.

3.8.6. Bridge Resource Management

The master of a vessel within the port waters of the port of Hastings shall comply with the requirements detailed in AMSA Marine Notice 11/2016 Bridge Resource Management (BRM) and Expected Actions of Bridge Teams in Australian Waters, which details the requirements specified in Marine Orders 28 (Operations standards and procedures) 2015.

3.8.7. Communication skills

The master of a vessel about to transit the port waters of the port of Hastings shall ensure that a member of the bridge team has sufficient understanding and is able communicate with the pilot in English so as to facilitate the safe navigation of the vessel, in line with requirements of SOLAS Chapter V, Regulation 14, Paragraph 4.

3.9. Towing

A vessel must not engage in towing operations within any designated shipping channel, fairway or anchorages without first obtaining permission from Hastings Harbour Control.

Any vessel engaged in towing must be adequately powered and have an approved tow plan that addresses the following:

- detailed specification of the towing vessel including bollard pull
- specification of the tow including displacement
- the towing configuration,

- the intended route.
- emergency plan

3.10. Permission to proceed

Before entering port waters or departing from a berth or anchorage within those waters, the Master of a vessel must seek permission to proceed from Hastings Harbour Control.

When a vessel does not begin navigating within 15 minutes of having been given permission, the Master of the vessel must obtain further permission before the vessel begins to navigate within the LPS Area.

3.11. Navigation Aids

3.11.1. Making fast to a navigation aid

It is prohibited for a vessel to be made fast to any type of navigation aid, other than for carrying out authorised repair or maintenance work.

3.11.2. Interfering with a navigation aid

It is an offence under the Marine Safety Act 2010, to wilfully or negligently interfere or tamper with, or obstruct the use or operation of, a navigation aid.

3.11.3. Vessel causing damage to a navigation aid

The Master of a vessel must inform the Harbour Master (by contacting Hastings Harbour Control) as soon as reasonably practicable if the vessel makes contact with, or in any other way damages, a navigation aid.

3.11.4. Reporting of a faulty navigation aid

If any Aid to Navigation appears faulty, a report should be made to Hastings Harbour Control.

3.12. Speed limits

Speed restrictions have been put in place for all commercial Vessels with LOA > 35 metres traversing the port waters of Hastings. Speed limits apply to both entry and departure with details found in Table 1 - Speed limits.

Table 1 - Speed limits

Locations	Speed
FWB to Buoy 20	16 kts
Buoy 20 to Buoy 30	12 kts
Buoy 30 to Buoy 35	8 kts

Masters of vessels are reminded that they should always maintain a safe speed and retain marine domain awareness of the impact that their vessel's bow wave or stern wake might have on berthed vessels and/or recreational craft. Adequate speed alterations in ample time may be needed to avoid close quarter situations especially with smaller recreational craft operating on the edge of the channels. Masters may also be required to order a reduction in speed when transiting sections of the channel where the channel profile is likely to increase the vessel squat effect. This applies in particular to vessels with a beam greater than 35 metres.

3.13. Under keel clearance

An under-keel clearance of 0.6 metres or 10 % of maximum draft, whichever is greater, must be maintained by all vessels within the Port of Hastings.

Masters of vessels transiting the channels north of Sandy Point using the maximum allowable depths are required to reduce their vessels speed to minimise the effects of squat.

Masters of vessels transiting the Steel Wharves Channel using the maximum allowable depths should keep their speed to a minimum to eliminate the effects of squat.

Masters should be aware that meteorological conditions can adversely impact predicted tides by more than half a metre.

Vessels with Draft greater than 13.0m

- a. Vessels with draughts inwards or outwards of 13.0 metres or greater must obtain approval from the Harbour Master prior to arranging a charter and fixing a cargo for the Port of Hastings.
- b. Vessels with draughts inwards or outwards of 13.0 metres or greater must advise the Harbour Master at least 48 hours prior to arrival in port waters. Conditions of entry, departure, berthing and unberthing for such vessels will be stipulated by the Harbour Master on a case by case basis.

3.14. Responsibilities between vessels

A Master of a vessel with an LOA of less than 50m shall keep clear of:

- vessels with an LOA of 50 m or greater. (If in doubt, the Master should assume that the other vessel's length is 50 m or greater.)
- a tug or lines boat assisting the movement, berthing or unberthing of another vessel.

3.15. Weather

The master shall ensure that the prevailing weather conditions are continuously monitored and that up-to-date weather forecasts are obtained from the Australian Bureau of Meteorology, either by monitoring VHF Channel 16/67 for weather reports issued from Marine Radio Victoria or by any other available means.

Hastings Harbour Control, contactable on **VHF Channel 14**, will also provide weather information and weather forecast reports on request.

3.15.1. Maximum wind operating limits

Vessels berthing/unberthing without tugs:

25 knots, gusting to 35 knots, is prescribed at all jetties within the Port of Hastings.

Vessels berthing/unberthing with tugs:

Table 2 – Wind Operating limits

LOA (m)	Steady Wind Speed	Maximum Gusts
130 to <190	30 Knots	40 Knots
190 to <260	25 Knots	35 Knots
260 to <280	20 Knots	30 Knots
280 to 300	15 Knots	25 Knots

Gale warnings will be issued to agents when forecast, advising masters of the need to rig additional mooring lines to ensure the vessel remains safely moored. Licensed mooring service providers are to be used to tend lines unless in an emergency.

Wind limits for suspension of cargo operations are as per terminal or vessel mandated limits.

Vessels in the anchorages are to ensure they have sufficient cable out, noting the prevailing and forecast weather conditions. Vessels in the anchorages may be directed to depart prior to significant weather events due to the potential of dragging.

3.15.2. Sea State

When sea state conditions are such that pilot transfer safety is of concern, vessels inbound and outbound may have their boarding arrangements changed from normal standard operating procedures. Any deviation from

SOP's for location and boarding speed will be discussed between Master, Pilot and Hastings Marine Control beforehand.

3.15.3. Restricted Visibility

Vessels inbound and outbound are not to proceed if the visibility is less than **2 nautical miles**. If already underway when visibility decreases, then vessels transiting port waters of the port of Hastings shall proceed in accordance with Rule (19) of the International Regulations for Preventing Collision at Sea.

Assessment of visibility should be made utilising all available means and if necessary, in consultation with port of Hastings Marine Control.

3.15.4. Tides and tidal information

The height of tide within the commercial port varies from Chart Datum at Lowest Astronomical tide to 3.3 meters at Highest Astronomical tide. Observed tides may be 0.6 m below Chart Datum to 0.4 m above Highest Astronomical Tide due to atmospheric pressure and tidal surges. Full Standard Port data can be found in the [Australian National Tide Tables 2026 Edition 22](#).

Tidal currents of over 3 knots are usually experienced at the berths and over 6 knots in the fairways, the ebb generally being stronger than the flood. Currents at the berths and in the fairways may be higher than stated above, depending on meteorological conditions and storm surges. The water levels and tidal streams in the Port of Hastings vary greatly. They may be more than half a metre above or below prediction and may be more than an hour on either side of predicted times. Slack water is very brief, around 10-15 minutes and at times of slack water strong currents may be present approximately 10 m below the water surface which can impact deep draft vessels.

3.15.5. Electrical Storms

Cargo operations shall be stopped during severe electrical storms, at the discretion of either the Harbour Master, vessel's Master, berth operator or port operator representative. Vessel's Masters are required to and are responsible for monitoring the weather at all times while within the Port of Hastings.

3.16. VHF communication

3.16.1. Requirement to maintain a continuous listening watch

The Master must ensure that a listening watch on VHF Channel 14 is maintained for the entire period the vessel is in port waters, whether underway, at anchor or moored alongside a berth at the port of Hastings.

3.16.2. Requirement to switch VHF radio to 1 Watt power while berthed

When the vessel is berthed, the Master must ensure that all VHF radios are switched to 1 Watt power setting, additionally all vessels, whether berthed, anchored or underway must conduct a regular check of radio equipment to ensure against the possibility of inadvertent continuous transmission on any VHF channel, as such an occurrence is likely to seriously impact the safe and efficient conduct of port operations.

VHF operating channels for the Port of Hastings are allocated in Table 1 - Port of Hastings VHF operating channels.

Table 3 - Port of Hastings VHF operating channels

Use	Channel
Port of Hastings primary working channel	14
Port operations 1 (Primary Tug Channel)	8

3.17. Ships Telephone Number

The Master should ensure that arrangements are made to supply the vessel with an Australian service mobile phone for the duration of the vessel's stay in port and that the telephone number is inserted in the Ports Victoria online port management system.

3.18. Port Towage

3.18.1. Minimum Towage Requirements

Any alterations to the towage requirements are not to result in a lowering of the minimum requirements stipulated in the towage table and work in conjunction with the 3.15.1 Maximum wind operating limits.

Table 4 Minimum Towage Requirements

Steel Wharf						
LOA (m)	Berthing			Departure		
	Flood	Ebb	Slack Water	Flood	Ebb	Slack Water
130 - 160	2	1	2	1	2	2
Crib Point Jetty						
LOA (m)	Berthing		Departure			
	Any state of tide	Head Out Flood	Head Out Ebb	Head In Ebb	Head In Flood	Slack Water
130 - 160	2	1	2	2	2	1
130 – 160*	1	1	1	1	1	1
160 - 190	2	1	2	2	2	1
160 – 190*	1	1	1	1	1	1
190 & Above	2	2	2	2	2	2
Long Island Point						
Vessel Type			Berthing		Departure	
Crude Oil Tanker			2		2	
VLGC			2		2	

Note: The prescribed tug numbers are a minimum requirement. Additional tugs may be used if necessary. An effective bow thruster is a bow thruster that is equivalent to one tug.

A pilot may order additional towage if required to complete the vessel movement in the prevailing conditions.

A pilot exempt master of a vessel is to assess the windage, the prevailing and expected wind, and the manoeuvrability of the vessel. An additional tug or tugs may be required if the characteristics of the vessel and the prevailing conditions do not allow for safe manoeuvring of the vessel. Towage requirements that fall outside of the prescribed limitations are to be the subject of a risk assessment. Risk assessments must be provided to the Marine Controller and endorsement sought from the Harbour Master.

3.19. Anchorages and anchoring

3.19.1. Anchoring General Requirements

The Master of a vessel which is anchored within port waters must ensure that:

- permission is sought from the Hastings Harbour Control before anchoring
- if the vessel's LOA is >50 m, that it anchors in a designated anchorage and as close to the centre of the anchor circle as possible

- sufficient cable is paid out, having regard to the holding ground, depth of water, the prevailing and forecast weather conditions
- Hastings Harbour Control is notified of the time and position of anchoring and when the vessel is brought up
- permission is obtained to immobilise main engines, refer to Immobilisation section in these directions.
- the vessel does not change its position without clearance from Hastings Harbour Control
- Hastings Harbour Control is notified immediately if the vessel parts from its anchor or drags from its anchoring position
- the vessel is not allowed to drag an anchor cable over:
 - ◆ a cable or other subsurface service
- at least 1 competent person is on watch at all times to ensure security and safety
- the vessel is capable of being safely moved and navigated at all times
- sufficient crew or other competent persons are readily available to comply with any directions given by the Harbour Master for the removal or shifting of the vessel and, so far as reasonably practicable, can deal with any emergency that may arise
- permission to vary these requirements is obtained from the Harbour Master.

Unless the safety of the vessel is at imminent risk, the Master of a vessel must:

- not anchor:
 - ◆ within 0.5 nautical mile (approximately 900 m) of another vessel, or in a position which may endanger the safety of other vessels
 - ◆ within 0.1 nautical mile (approximately 200 m) from any wharf except for the purpose of swinging the vessel or immediately hauling alongside that wharf
 - ◆ within any shipping fairway or channel
- obtain the permission of the Harbour Master to allow:
 - ◆ the vessel to anchor or lie in any shipping fairway or channel
 - ◆ any cable, chain, hawser, rope or other obstruction across, through or above any shipping fairway or channel.

When imminent risk to the safety of the vessel has compelled a Master of a vessel to anchor or allow the vessel to lie in any shipping fairway or channel, the Master must:

- immediately notify the position of the vessel to Hastings Harbour Control.
- as soon as possible, move the vessel to a place where it does not impede the safe passage of other vessels
- immediately after the vessel has cleared the shipping fairway or channel, notify Hastings Harbour Control

3.19.2. Dynamic Positioning within port limits

The Master of a vessel with dynamic positioning capability may elect to maintain position within a designated anchorage by means of its DP systems instead of using conventional ground tackle. If dynamic positioning mode is intended, the Harbour Master must be notified no less than 24 hours prior to commencement of the operation

If this is the case and the Master is not Pilot exempt, the Pilot may disembark once the vessel is in position provided the following conditions are satisfied:

- Notification of the vessel's intentions is given to, and express permission received from Hastings Harbour Control.
- The vessel remains within the designated anchorage circle.

- Anchor must remain ready for immediate use.
- The Master ensures compliance with the relevant requirements of HMD 3.21.1.
- A qualified DPO maintains a bridge watch at all times while the vessel is in DP mode.
- Ensure that any attending vessels (e.g. Pilot launch, bunker vessel, crew support vessel) are advised whenever DP equipment is in operation.

3.19.3. Designated anchorage areas

Due to confined shipping traffic, pilot boarding location, tidal streams, the ground swell, the dangers of a lee shore and general foul ground in the area, there is no recommended safe anchorage in the vicinity of Port Phillip Heads or the approaches to the Western Entrance of Westernport.

Anchorage have been defined in port waters and are designated in these directions.

Table 5 - Hastings Anchorage

Anchorage name	Least depth (m)	Max draft (m)	Max LOA (m)
Cowes (Eastern)	HM Review	HM Review	300m
Stony Point Tankerton	7.6m	7.0m	100m*
North Arm	9.3m	9.0m	190m

* This may be reviewed by the Harbour Master upon request, provided a relevant risk assessment is submitted for consideration.

3.20. Ships at Berths

3.20.1. General requirements

The Master of a vessel must ensure the vessel is appropriately and effectively secured to the berth and that the vessel's moorings are tended at frequent intervals to prevent vessel movement in all weather conditions.

In addition, the Master of a berthed vessel must:

- ensure that the ship or shore gangways are positioned correctly and adequately tended whilst alongside.
- ensure that the vessel remains afloat whilst alongside a berth.
- immediately notify Hastings Harbour Control if mooring lines part.
- obtain clearance from Hastings Harbour Control to change the vessel's position on the berth.
- comply with the minimum requirements of section A-VIII/2 of the STCW Code.
- monitor weather conditions and forecasts throughout the vessels stay.

3.20.2. Testing and operating propulsion units alongside a berth

The Master of a berthed vessel must:

- obtain clearance from Hastings Harbour Control and the berth operator to allow a propeller to be worked, other than for testing the engines before departure.
- notify the Masters of vessels at adjacent berths of the intention to work the propeller.
- before testing, visually confirm the waters are clear of all persons and any obstructions such as work pontoons or other small craft.
- not use propulsion units to assist in warping operations unless a pilot has been engaged and approval sought from the Harbour Master.

3.20.3. Mooring service provider operations

Terminal operators must ensure that the mooring service provider has safe access to and from the berth and that the areas in proximity to bollards, mooring hooks and capstans are clear of obstructions and adequately illuminated. If safe access to the mooring bollards and a safe working area to the mooring service provider is not maintained, the scheduled ship movements will be deferred until such time as the mooring service provider can safely operate in the area.

Operations for arrivals: mooring service providers must remain in attendance at the berth on vessel arrival until such time the Master/Pilot is satisfied that the vessel is safely secured to the berth (all fast). Mooring service providers are to be contacted on the appropriate VHF working channel by the Master/Pilot of the vessel when no longer required to stand by at the berth.

Operations for departures: mooring service providers must remain in attendance at the berth on vessel departure until such time the Master/Pilot is satisfied with the manoeuvrability of the vessel. Mooring service providers are to be contacted on the appropriate VHF working channel by the Master/Pilot of the vessel when no longer required to stand by at the berth.

3.20.4. Dead ship movement

Management of dead ship movements will be subject to a risk assessment by the Harbour Master and the master of the vessel shall comply with the requirements determined during the risk assessment.

3.20.5. Securing Cargo prior to departure

All cargo must be secured and in compliance with the requirements of Marine Order 42 before the vessel is shifted or departs the berth.

3.21. Navigation of Small Vessels

The Master of a Vessel less than 35 metres in length, other than a port working Vessel, shall ensure that the Vessel keeps out of the way of:

- Vessels more than 35 metres in length.
- a tug or launch assisting the movement, berthing or unberthing of another Vessel.

Note: If in doubt, the Master should assume the other Vessel's length is more than 50 metres and keep out of the way.

The Masters of all recreational craft of less than 35 metres (including party boats carrying passengers) shall not:

- anchor in any fairway or channel (including passing channels) and shall keep clear of large Vessels
- enter inwards past port limits without informing Hastings Harbour Control
- enter any Waterside Restriction Zone as declared by the Harbour Master.
- tie up to channel markers

No Vessels shall navigate port waters while taking part in any regatta, contest, race or other event unless the conduct of the event has been notified to the Harbour Master, all requirements of the Harbour Master have been met

3.22. Commercial Berth information

3.22.1. General requirements

The Master of a vessel must ensure that a berthing or unberthing manoeuvre, does not start if the prevailing steady wind and/or wind gusts exceed the wind limits in these directions.

The Master shall keep mooring service providers in attendance when berthing until such time the Master is satisfied that the vessel is safely secured and when unberthing until such time the Master is satisfied with the manoeuvrability of the vessel. Mooring service providers are to be contacted on the appropriate VHF working channel by the Master/Pilot of the vessel when no longer required to stand by at the berth.

The Master of a berthed vessel must ensure:

- the vessel is appropriately and effectively secured to the berth.

- the vessel's moorings are tended at frequent intervals to prevent vessel movement in all weather conditions.
- the vessel or shore gangways are positioned correctly, and adequately tended for the duration of the vessel's stay in port.
- immediately notify Hastings Harbour Control if mooring lines part.
- obtain permission from Hastings Harbour Control to change the vessel's position on the berth.
- monitor weather conditions and forecasts throughout the vessel's stay.

Table 6 details the commercial berth dimensions and associated restrictions within the port of Hastings. Current maximum drafts for the berth pockets are updated annually through a Notice to Mariners.

Table 6 - Commercial Berths

Berth details		Declared depths (m)		Vessel limits at berth (m)		Wharf height above CD (m)	Remarks
Berth name	Length	Berth pocket	Channel	Max draft	Max length		
Stony Point Jetty	215	On Application	6.1	7.9	70	3.8	Offshore vessel and tug berth.
Crib Point Jetty 1	200	15.7	14.2	13.0*	300	3.8	Vessels with a draft greater than 13.0 m are subject to Harbour Master approval.
Long Island Point	201	15.7	14.2	13.0*	300	4.7	Vessels with a draft greater than 13.0 m are subject to Harbour Master approval.
Steel Wharf 2	201	12.0	9.0	10.0	190	4.7	Transit is tidal and speed restricted to maintain UKC requirements and maximise available channel depth

3.22.2. Testing propulsion units alongside a berth

The Master and Owner of a Vessel must ensure that the Vessel's engines or propellers are not operated while at Berth without the Harbour Master's permission. If the Vessel's engines or propellers are operated, the Master and Owner of the Vessel must ensure that:

- The Harbour Master is notified when the Vessel's engines or propellers have commenced or stopped operating
- obtain clearance from Hastings Harbour Control to allow a propeller to be worked, other than for testing the engines before departure
- before testing, visually confirm the waters are clear of all persons and any obstructions such as work pontoons or other small craft
- All necessary precautions are taken to avoid damage or injury to any Vessel, Berth, people or property in the Port.

3.23. Immobilisation

The Master or the shipping agent of a vessel within port waters of the port of Hastings must not cause or permit any repairs to main engines, or other repairs that will immobilise the vessel, to be carried out without prior and adequate notification.

The master shall not permit such immobilisation if directed by the Harbour Master not to do so.

The notification must be made using the *Application for permission to immobilise* form which is available from the Ports Victoria website.

If intending to immobilise alongside a berth, permission from the berth operator must also be obtained.

If intending to immobilise whilst at anchor, the Master must make a full assessment of the environmental conditions and weather forecasts before commencing and then continue to closely monitor weather conditions throughout the period of immobilisation.

The Master or shipping agent must advise Hastings Harbour Control when immobilisation has been completed, and of any resulting changes to the vessel's ability to manoeuvre and/or operational status.

3.24. Diving and under water activities

The Master of a Vessel, including Vessels less than 35 metres in length, shall not anchor for the purpose of conducting any diving within port waters without prior notification to the Harbour Master.

All diving operations within port waters must apply for a diving permit on the Port Works notification online portal on the [Ports Victoria Website](#).

All diving and underwater activity must comply with conditions outlined on the Port Works Portal and are to ensure Hastings Harbour Control is advised of commencement, and completion of the activity.

3.25. Aquatic events

Notification for aquatic events taking place either wholly or partly within port waters of the port of Hastings must be submitted to the Harbour Master at least 1 week before the event takes place.

An Aquatic Event Notification can be created on the Port Works notification online portal on the [Ports Victoria website](#)

In addition, event organisers must provide evidence that a risk assessment has been undertaken for the event, to:

- eliminate risks to safety so far as is reasonably practicable, or
- if it is not reasonably practicable to eliminate risks to safety, to reduce those risks so far as is reasonably practicable.

Organisations or clubs that wish to apply for a temporary waterway rule change, boating activity exemptions or an exclusion zone for an on-water event, boating activity or works must submit the request in accordance with Chapter 5 of the Marine Safety Act no less than 5 weeks before an event.

3.26. Seaplanes

The pilot of a seaplane must not take off or touchdown in port of Hastings waters without the permission of the Harbour Master.

3.27. The lowering/launching of survival craft and rescue boats

The Master of a vessel intending to lower or launch survival craft or a rescue boat must:

- contact Hastings Harbour Control on VHF Channel 14 to:
 - ◆ obtain permission to lower or launch a survival craft or rescue boat
 - ◆ notify when the survival craft/rescue boat has been recovered and secured on board
- maintain a listening watch on VHF Channel 14 for VTS communications
- remain in VHF contact with the survival craft/rescue boat at all times.

Additional requirement for a vessel not registered in Australia

Prior to the launching of any survival craft/rescue boat, the Master or the ship's agent must first obtain permission from the Shipping Operations/Maritime Operations division in Australian Border Force by emailing shippingvic@border.gov.au.

Once permission has been granted by Australian Border Force, the Master must then comply with the provisions of these directions.

3.28. Vessel wake and Wash

Even when operating within the applicable speed limit, the master of all vessels shall always be mindful of the possible impact the vessel's wake and wash may have when passing other vessels or objects and if necessary, adjust the vessel's speed to minimise such impact.

3.29. Ship to Ship transfers

The Master of a vessel in port waters shall not cause or permit a vessel-to-vessel transfer of petroleum products or any other goods in liquid form (if such other goods are hazardous or noxious goods or are otherwise dangerous goods) unless:

- the prior written permission of the Harbour Master has been obtained; and
- the transfer procedures comply in all respects with the requirements contained within the Safety and Environmental Requirements Section of this document.

3.30. Passenger vessels

The Master of a Passenger vessel at Anchor is required to enter into a Declaration of Security (DOS) with the Port Security Officer (PSO) prior to entering Port. All security arrangements are determined by the DOS. The provision of any passenger screening, surveillance/monitoring will be undertaken by the vessel. If the Master of a vessel requires a water side restricted zone enforced, the vessel is responsible for monitoring this zone.

3.31. Naval gunnery range (Areas R.312A and R.312B)

A Naval gunnery range is situated south and west of West Head, and active 0930 to 1500 (local time) on weekdays. Area R.312B is the area used for surface gunnery practice. Vessels entering or leaving the port should keep out of Area R.312B.

3.32. Bunkering activities

When bunkering from a bunker vessel or road tanker all bunker transfers must comply with Ports Victoria's 'Non-Cargo Liquid Transfer Operations' application, which is available from the Ports Victoria website.

The following requirements apply before commencement and during bunkering operations between a Vessel and a bunker barge while in port waters

- the Master or agent of a Vessel intending to take bunkers while anchored or berthed in port waters shall notify Hastings Harbour Control by completing the Ports Victoria port of Hastings 'Non-Cargo Liquid Transfer Operations' application, available from the Vessel's agent or Ports Victoria website. The completed application must be emailed to port of Hastings Marine Control for approval, and approval received/confirmed prior to commencement of bunkering operations.

the Master of a Vessel must not carry out bunkering if:

- weather conditions are assessed as being unsuitable.
- the anchorage has not been approved by the Harbour Master for bunkering.
- the Harbour Master directs that such bunkering is not carried out or, if such bunkering has begun, the Harbour Master directs that such bunkering cease.

The Master of a Vessel shall ensure that no bunkering operation is begun or allowed to continue unless there has been due compliance with each of the conditions set out in the Safety and the Environmental requirements of these Directions.

The berth operators at the port of Hastings have in place procedures governing bunkering from road tankers at berths under their control.

The Harbour Master has the discretion to inspect any aspect of any bunkering operations before they begin, or during any such operations, and can order the operation to cease.

3.33. Hull maintenance and in water cleaning

These requirements shall apply in port waters and are applicable to all commercial Vessels greater than 200 gross tons. These requirements are to be used in conjunction with any relevant Environment Protection Authority requirements and any other lawful requirements or obligations imposed on Vessels.

No part of a Vessel's hull is to be cleaned in port waters without a prior written permit issued by the Harbour Master. In-water hull cleaning is prohibited, except under extraordinary circumstances. A permit for in-water hull cleaning will not normally be granted.

The cleaning of sea chests, sea suction grids and other hull apertures may be permitted by the Harbour Master, provided that any debris removed (including encrustation, barnacles, weeds) is not allowed to pass into the water column or fall to the sea bed and subject to any other conditions attached to the permit. An application seeking permission to carry out this work must be lodged with the Harbour Master at least five (5) working days before the anticipated start date. Such application will detail how encrustations, barnacles and other debris will be contained and or collected for disposal as well as the method of disposal and such cleaning must not proceed unless and until a permit has been issued by the Harbour Master.

The polishing of Vessel's propellers is prohibited, except under extraordinary circumstances. A permit for in-water propeller cleaning will not normally be granted.

7) Applications for permits under this Section may be sent to Hastings Harbour Control via email to hastings@ports.vic.gov.au and marked to the attention of the Harbour Master

3.34. Over the side maintenance

The Master and Owner of a Vessel in the Port, must ensure that no "over the side" maintenance that involves such practices as chipping or painting is conducted within the Port without the written approval of the Harbour Master.

Hull cleaning requires notification to PoHDA and approval by the Harbour Master. Prior to any consent, the Harbour Master will need to seek permission and review by the EPA and DJPR. Please contact PoHDA prior to commencement.

3.35. Hold Cleaning

Discharge provisions of the revised MARPOL Annex V which entered into force on 1 March 2018 state that all Cargo Residues not considered Harmful to the Marine Environment (HME) must be discharged at least 12nm from land 'en-route'. HME are to be discharged to a reception facility.

The State Environment Protection Policy 'Waters of Victoria' includes standard requirements for the discharge of hose-down water and these requirements must be met by all Vessels.

The Master and Owner of a Vessel must ensure that the Vessel's cargo tanks, holds, and decks are not cleaned while moored at a Berth or at anchor without the Harbour Master's or PoHDA's prior written permission. The Master and Owner of a Vessel must ensure that the Vessel's cargo tanks, holds, and decks are cleaned and fumigated in compliance with all laws including any requirements set out by the Harbour Master, PoHDA, the EPA and DA.

If the Harbour Master permits the cargo tanks, holds or decks of a Vessel to be cleaned or allows the Vessel to be fumigated, the Master and Owner of the Vessel must ensure that the cargo tanks, holds, hull or deck are cleaned or fumigated in such a way so as to:

- Prevent any waste water or other substances from being discharged into the Port Waters;
- Prevent damage to the Berth and any person or property;
- Suppress dust or escape of gas as much as possible;

3.36. Ballast water

The management of Vessel' ballast water is subject to Federal Australian law in accordance with the Commonwealth Biosecurity Act 2015 and the International Convention for the Control and Management of Vessel's Ballast Water and Sediments.

From 8 September 2019, all Vessels that use ballast water are required to meet the Regulation D2 discharge standard of the International Convention for the Control and Management of Vessels' Ballast Water and Sediments (the Convention) at their next renewal survey. Vessels using ballast water exchange (Regulation D1) as their primary ballast water management method are required to phase out this management method and meet the Regulation D2 discharge standard. Vessels may meet this standard by installing an International Maritime Organization (IMO) Type Approved ballast water management system, or as specified within the Convention.

The Master and Owner of a Vessel in the Port must ensure that the Vessel does not discharge any ballast water in any part of the Port.

3.37. Waste and garbage removal

A Port User must ensure that neither it nor any of its Associates cause or permit any litter, rubbish or trash to be left anywhere in the Port except in the receptacles provided in the Port for this purpose.

Discharge into port waters or upon any wharf pier or jetty of a Vessel's refuse, rubbish, offensive liquid, or other waste matter is PROHIBITED under all circumstances. Garbage collection is available by arrangement with the berth operator and if collection is required, the following procedure is compulsory.

3.38. Dangerous Goods

3.38.1. Bulk liquid dangerous cargoes

Vessels loading or unloading bulk liquid dangerous cargoes are to comply with the procedures and requirements of the berth operator. Masters, owners and agents should contact their relevant berth operator for further information but in any event must comply with the minimum requirements of ISGOTT or SIGTTO (as the case may be).

3.39. Open/Closed loop scrubbers

AMSA Guidance on using an exhaust gas cleaning systems (EGCS) under marine notice [2025/04 - Using exhaust gas cleaning systems \(EGCS\) in Australian waters | Australian Maritime Safety Authority](#) supports compliance with the sulphur limit of 0.05 mass per cent concentration (m/m) in fuel oil. The sulphur limit is required by the International Convention for the prevention of Pollution from Ships (MARPOL) Annex VI and Australia's domestic law.

You may use an EGCS as an alternative way to comply with the low sulphur fuel requirements under MARPOL Annex VI.

In Australia, this is allowed under section 26FEGA of the Protection of the Sea (Prevention of Pollution from Ships) Act 1983.

To comply, your EGCS must currently be:

- Australia permits the use of Exhaust Gas Cleaning Systems (EGCS), provided:
- The EGCS has been approved by the vessel's flag State, or a recognised organisation appointed by the flag State.
- The EGCS is operated in accordance with IMO requirements, including the IMO 2021 Guidelines for Exhaust Gas Cleaning Systems (resolution MEPC.340(77)).
- Crew are trained on the use of the EGCS, and the system is kept in good working order, with maintenance up to date and monitoring devices fully operational.
- EGCS approval documents, as well as operational and maintenance records for the EGCS, are maintained on board the vessel and made available for inspection upon request of a AMSA Port State Control Officer (PSCO) or from the Harbour Master.

Large areas within Western Port including the port waters of port of Hastings are internationally recognised as Australian Ramsar Wetlands. The Ramsar site includes a wide variety of habitat types the site supports numerous nationally and/or internationally listed threatened species. The port of Hastings is the only port in Oceania that prohibits the discharge of any offensive and contaminated liquid or waste matter from every vessel type in its port area. Therefore all waste water associated with use of any EGCS must be retained onboard the vessel.

3.40. Hot work

Hot works shall not be conducted on a vessel without approval from the Harbour Master. If the vessels is berthed, a Master shall seek approval from the berth operator. The contractor and the vessel master shall ensure that the area where the works is taking place and adjacent areas have been prepared for hot works and that the conditions specified in the vessels safety management system and hot work permit is always complied with Hot Works notification. This can be found on the Ports Victoria website.

3.40.1. Tankers - At berth

Hot work must not take place on board a tanker or within the berth boundary whilst a tanker is alongside without prior written permission from the berth operator and Harbour Master.

Hot work must not take place during cargo operations and consideration of operations taking place on vessels at adjacent berth should be made prior to commencement.

Hot work on board a tanker that only involves vessel's crew must be fully documented and conducted in accordance with either ISGOTT or the vessel's own ISM/SMS procedures and the berth operator's requirements.

Where a person other than a member of the vessel's crew is required to be involved in any way with such hot work, an independent chemist must issue a Gas Free Certificate approving the area Safe for Hot Work. If required by the Harbour Master, a copy of such Gas Free Certificate must be provided to Port of Hastings Harbour Control.

If the intended hot work is to be carried out in a cargo tank or confined space the advice for entry into a cargo tank or confined space set out in these Directions should also be applied.

Hastings Harbour Control must be advised of any hot work proposed to be undertaken on board a tanker at berth and must be advised of the beginning and completion of such hot work.

3.41. Discharging flares, rockets or explosives

The Master and Owner of a Vessel in the Port must ensure that firearms, explosives, fireworks and other like substances are not discharged on board the Vessel at any time.

The Master and Owner of a Vessel in the Port must ensure that no flare is discharged except when required to for safety reasons or when the Vessel is in distress.

3.42. Emergency management procedures

3.42.1. Definition of a marine incident

The Marine Safety (Domestic Commercial Vessel) National Law Act 2012 (Cth) defines a Marine Incident as:

- a death of, or injury to, a person associated with the operation or navigation of a domestic commercial vessel
- the loss or presumed loss of a domestic commercial vessel
- a collision of a domestic commercial vessel with another vessel
- a collision by a domestic commercial vessel with an object
- the grounding, sinking, flooding or capsizing of a domestic commercial vessel
- a fire on board a domestic commercial vessel
- a loss of stability of a domestic commercial vessel that affects the safety of the vessel
- the structural failure of a domestic commercial vessel
- a close quarters situation
- an event that results in, or could have resulted in:
 - the death of, or injury to, a person on board a domestic commercial vessel; or
 - the loss of a person from a domestic commercial vessel; or
 - a domestic commercial vessel becoming disabled and requiring assistance
- the fouling or damaging by a domestic commercial vessel of:
 - any pipeline or submarine cable; or
 - any aid to navigation within the meaning of the Navigation Act 2012 of the Commonwealth
- a prescribed incident involving a domestic commercial vessel.

3.42.2. Reporting an incident

The Owner/Master of a vessel involved in a marine incident is required to report an incident to Hastings Harbour Control, as applicable, as soon as reasonably practicable.

All commercial vessels involved in a marine incident in Australian waters must submit an AMSA Form 18 (within 4 hours) and Form 19 (within 72 hours) of becoming aware of the incident to the Australian Maritime Safety Authority (AMSA).

Please refer to the following website for further details Australian Maritime Safety Authority (amsa.gov.au).

A copy of the incident report must also be forwarded to the Harbour Master at hastings@ports.vic.gov.au.

3.42.3. Rendering assistance

The Master of a vessel involved in an accident must give assistance to other persons involved, without endangering their own vessel, crew or passengers.

Emergency assistance can also be requested by dialling 000, or by contacting Hastings Harbour Control on VHF Channel 14 & 16, or by phone on +61 3 5225 3565.

3.43. Marine Pollution

3.43.1. State Maritime Emergencies (non-Search and Rescue) Subplan

The Maritime Emergencies (Non-Search and Rescue (NSR)) Sub-Plan of the State Emergency Management Plan (SEMP) is developed in accordance with the Emergency Management Act 2013. The Sub-Plan also serves the purposes of being the Victorian Marine Pollution Contingency Plan in accordance with the Marine (Drug, Alcohol and Pollution Control) Act 1988 (the Act).

Ports Victoria has been designated the Coastal Response Agency for the State Plan with operational responsibility to take action to respond to an oil spill in state waters between Cape Schanck and Cape Otway, including Port Phillip.

3.43.2. Mandatory notification (pollution)

In the event of a discharge or probable discharge from a Vessel the Master must:

- Take immediate steps to prevent further discharge of the pollutant and to contain it within the vicinity of the Vessel.
- Make an immediate report to Hastings Harbour Control by telephone or VHF radio on the numbers or frequencies listed below.

Hastings Harbour Control Tel: (03) 5225 3565, VHF Channel 14

Note: Masters should also be aware that they may in particular circumstances also be required to report the incident to AMSA in accordance with the requirements of Section 268 of the Navigation Act 2012

The report to Hastings Harbour Control should contain as much of the following information as is relevant:

- Name, radio call-sign and flag of Vessel
- Frequency or frequencies of radio channel or channels monitored
- Name, address, email, and telephone number of principal place of business of owner
- Name, address, email, and telephone number of principal place of business of:
 - the charterer, manager, or operator of the Vessel or
 - the agent in Australia of the charterer, manager, or operator of the Vessel.
- Type of Vessel (e.g. oil tanker, chemical tanker, dry cargo Vessel) and gross tonnage.
- Date and time (state whether UTC, EST, or daylight-saving EST) of the incident.
- Brief description of the incident including any damage sustained.
- The position, course, and speed of the Vessel at the time of the incident.
- The technical name or, where the technical name is not known, the trade name, UN number, Classification in the International Maritime Dangerous Goods (IMDG) Code or Australian Dangerous Goods Code (ADG), as applicable, name of the manufacturer, quantity and concentration, of substance discharged or likely to be discharged into the sea.
- Type and quantity of cargo carried, including details of harmful substances carried.
- Condition of the Vessel.
- Ability to transfer cargo and ballast.
- Cause of the discharge.
- Whether the discharge is continuing, and the approximate quantity discharged.
- Weather, sea, and current conditions in the vicinity of the discharge.
- Where applicable, an estimate of the discharge movement and the surface area of the discharge.
- Actions being taken with regard to the discharge and the movement of the Vessel.

- Assistance which has been requested from or which has been provided by others.

3.44. Activities not explicitly covered by HMD

Any activity or operation not covered under these Directions requires approval from the Harbour Master. Any new activity or operation will be subject to a risk assessment and may include simulation studies, modelling and be subject to any additional conditions specified by the Harbour Master.

Port users wishing to conduct an activity not covered by these directions should consult with the Harbour Master as soon as possible.

3.45. Review

Harbour Masters directions will be reviewed biennially or in the following circumstances:

- after an incident
- where a new operation has been introduced
- after significant changes to legislation or codes referred to in HMD.

Ports Victoria

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