

Ports Victoria use No:

Event name	Example Yacht Race				
Start time (24-hr hh:mm)	14:00	Date (dd/mm/yyyy)	23/03/24	Location	RMYSC
Finish time (24-hr hh:mm)	22:00	Date (dd/mm/yyyy)	23/03/24	Location	Hobsons Bay Flats
Organisation	Name	Example Yacht Club			
	Email	Example@outlook.com			
	Telephone	0400 123 456			
Vessels involved	How many	30	Type	Keel boats	
Event organisers' mobile phone numbers (2 required) Must be persons on water taking part in the event	Mobile 1	0400 123 456			
	Mobile 2	0400 654 321			
VHF Channel for event	67				
Call sign (if applicable)	Start boat 1				
Other relevant information (courses, routes, special requirements). Max. 1200 characters. Attach a map or chart with course or event details as a PDF to this application.	Race Course: Start: Start boat 1 / bouy RMYSC WP 1 - Gellibrand Shoal to Stbd WP 2 - P3 to Port WP 3 - Outer anchorage bouy to Port WP 4 - SYC2 to Port WP 5 - RMYSC to port - Finish boat / Finishing mark				
	Additional information (Ports Victoria use only)				

Conditions for this Aquatic Event Advice:

Aquatic Event Advice is issued pursuant to:

- Part 6.4 of the *Marine Safety Act 2010* (Vic) – Functions and Powers of Harbour Master
- Ports Victoria *Harbour Master's Directions* for port of Melbourne (Ports Victoria HMD).

Vessel Traffic Service (VTS) refers to:

- 'Melbourne VTS' for events held within Ports Victoria jurisdictional waters north of 38° 05' S
- 'Lonsdale VTS' for events held in Ports Victoria jurisdictional waters south of 38° 05' S.

The Event Organiser(s) agrees to:

- Read and understand all information contained within this Aquatic Event Advice
- Notify other relevant authorities of the event (e.g. Water Police)
- Call VTS on VHF Channel 12 at least one hour before the scheduled start and advise the VTS Officer of the:
 - Aquatic Event Advice reference number
 - expected time of start and finish of event
 - expected time yachts will transit Port Phillip Heads, where applicable.
- In accordance with Ports Victoria HMD, pass on instructions including the requirement for participants to keep clear of commercial shipping and dredgers and avoid impeding the safe passage of shipping using the shipping channels.
- Navigational beacons are not to be used as rounding marks for the purpose of event activities.
- Advise vessels not to cross commercial shipping channels where such crossing would interfere with the passage of commercial shipping or be so close as to cause concern for commercial shipping. Event commencement shall, if necessary, be adjusted as advised by the VTSSO so as to prevent interference with commercial shipping movements.
- Monitor Channel 12 and pass on to race participants any updated information from VTS.
- Advise VTS when the last boat is clear of Port Phillip Heads and/or the shipping channels specified in the advice.
- In accordance with Ports Victoria HMD 'Incident Reporting', organisers are to ensure all event participants are aware of the requirement to report any incident, hazard or obstruction as soon as reasonably practical to the VTS.
- Ensure the participants are aware of their responsibility to keep clear of commercial shipping at all times.

The Applicant performs this activity within the port of Melbourne at its own risk and indemnifies Ports Victoria (including its officers, employees and agents) against all claims and losses sustained or incurred by any person, in respect of personal injury or death or damage to any property, arising directly or indirectly out of, or as a consequence of, a default or act or omission of the Applicant or its contractor (subject to a reduction to the extent of any contribution by Ports Victoria).

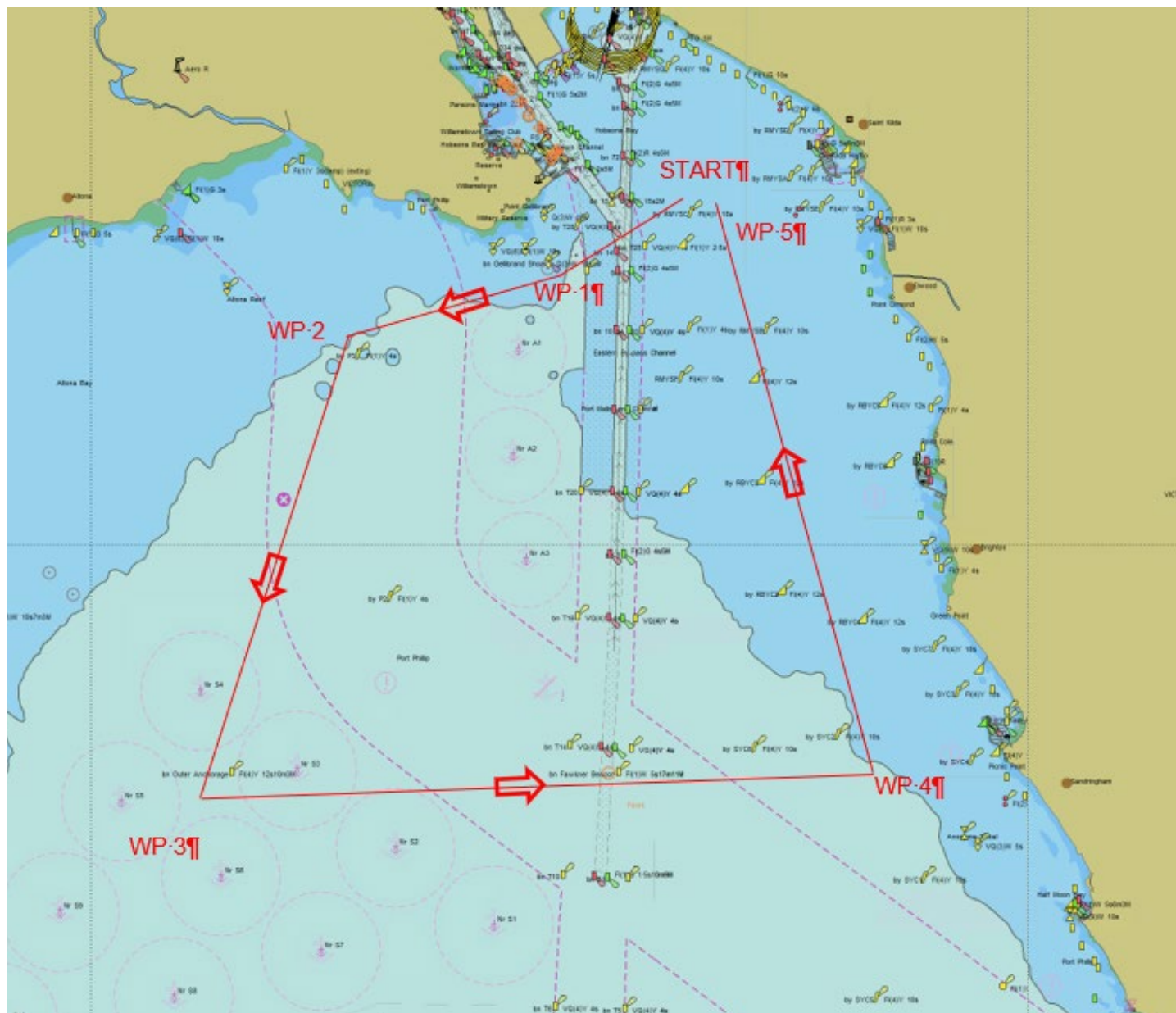
The Applicant must hold current public liability insurance for loss and damage arising from, or in any way connected with, activities being performed under this Permit, and this insurance cover must extend to third party beneficiaries as provided for in s48 of the *Insurance Contracts Act 1984* (Cth).

For events outside port of Melbourne waters, event organisers must seek permission from the [relevant waterway manager](#).

I have read and understood the conditions pertaining to this Aquatic Event Advice.		✓
I have read and understood the applicable sections of the Harbour Master's Directions.		✓
I have completed and attached a risk assessment for the event to this Aquatic Event Advice.		✓
I have attached a PDF map or chart with event details to this Aquatic Event Advice.		✓
I confirm the event organiser and on water event contact details are correct.		✓
I understand that the Harbour Master and Melbourne/Lonsdale VTS may delay or cancel the event within port waters due to safety considerations.		✓
Contact name	James Example	
Contact email	Example@outlook.com	Telephone 0400 123 456
Organisation address	123 Example Street Port Melbourne VIC 3207	
Email this completed form to navservices@ports.vic.gov.au		

Ports Victoria use			
Approved	<input type="radio"/>	Date (dd/mm/yyyy)	
Title		E navservices@ports.vic.gov.au	T +61 3 9644 9758

Example Course Diagram



NOT FOR NAVIGATIONAL USE

Risk Assessment

1. Risk

- Interaction between commercial vessels and event participating vessels.

Risk mitigations

General:

- A dedicated event officer will provide support and vessel traffic information to event participants.
- Event participants will be briefed on the requirements of Harbour Master's Directions, Section 5.6 and the requirement to keep clear of shipping prior to taking to the water.
- Event participants will be made aware prior to the start of the event of any commercial vessel traffic expected within the vicinity of the event during the expected event time.
- Reporting points for event participants at designated waypoints throughout the event to a dedicated event officer, who will provide the event participant an up-to-date commercial vessel traffic report.

Transiting to / from event area:

- A dedicated event officer will provide commercial vessel traffic information to event participants when transiting to / from event the area.

Crossing Port Melbourne Channel after the start:

- A dedicated event officer will provide commercial vessel traffic information to event participants prior to crossing the channel. Time of crossing Port Melbourne Channel will be delayed should commercial vessel traffic be present.
- Muster vessel will be used to hold event participants clear of the channel if commercial vessel traffic is expected.

Entering the dedicated shipping anchorage:

- A muster vessel will be used to hold event participants clear of the anchorage when commercial vessel traffic is present and / or;
- A dedicated event officer is to provide commercial vessel traffic information to event participants prior to entering the anchorage. Completed at Radio Reporting Point at WP 2.

Crossing Port Melbourne Channel after WP 3:

- A muster vessel will be used to hold event participants clear of the channel when commercial vessel traffic is present and / or;
- A dedicated event officer to provide commercial vessel traffic information to event participants prior to crossing the channel. Completed at Radio Reporting Point at WP 3.

Additional risk mitigations for during the hours of darkness

- Vessel navigation lights are confirmed operational prior to start of the event.
- Consider participating event vessels be fitted with automatic identification system (AIS).