



**London**  
Gateway



# Ship Masters Information

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## **Introduction**

London Gateway Port Ltd is sited within the boundaries of The Port of London Authority (PLA) as described within the meaning of the Pilotage Act 1987, and in the exercise of its powers under Section 7 of that Act, gives the following Pilotage Directions to the Masters of vessels in the London Pilotage District.

In order to maintain and enhance safety of navigation within the Thames, it is important that Masters and watch keepers are aware of current Port of London Byelaws, Directions and Notices to Mariners. It is therefore vital that owners/agents ensure that all such relevant information and publications are promptly distributed to vessels.

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

Failure by the Master of a vessel to comply with a Direction constitutes an offence, and renders that person liable, on conviction, to a fine up to level 5 on the standard scale. However, it is a defence for the Master of a vessel to prove that he had reasonable grounds for supposing that compliance with the Direction in question would be likely to imperil his vessel or that he had a reasonable excuse for his act or failure to act.

## **VTS Records and Communications**

Mariners are reminded that **all communications with the Port Authority**, CCTV and radar images may be recorded in the VTS Centres at Gravesend and Woolwich.

## **VESSELS SUBJECT TO COMPULSORY PILOTAGE**

Subject to the exceptions in the PLA Directions 5 and 6 below, pilotage is compulsory in the London Pilotage District for the following vessels, in the following areas:

(1) To the east of Sea Reach No.1 Buoy for:

- a) Vessels or Tugs and Tows of 90 metres or more in Length Overall;
- b) Vessels or Tugs and Tows of 50 metres or more in Length Overall which are Specified Vessels, Passenger Vessels and vessels carrying Marine Pollutants in Bulk;
- c) Vessels or Tugs and Tows of 50 metres and up to 90 metres in Length Overall with an Operating Draught of 6 metres or more;
- d) Vessels or Tugs and Tows of 50 metres and up to 90 metres in Length Overall with an Operating Draught of 4 metres or more when Restricted Visibility exists within that part of the London Pilotage District to the east of Sea Reach 1 Buoy where the vessel is planning to navigate.

(2) To the west of Sea Reach No.1 Buoy for:

- a) Vessels or Tugs and Tows of 80 metres or more in Length Overall;
- b) Vessels or Tugs and Tows of 50 metres or more in Length Overall that are Specified Vessels, Passenger Vessels and vessels carrying Marine Pollutants in Bulk;
- c) Vessels or Tugs and Tows of 50 metres or more in Length Overall with an Operating Draught of 5 metres or more;
- d) Vessels or Tugs and Tows of 50 metres in length or more overall with an Operating Draught of 4 metres or more when Restricted Visibility exists within that part of the London Pilotage District to the West of Sea Reach No. 1 Buoy where the vessel is planning to navigate.

(3) To the west of the Margaretness Limit for vessels or Tugs and Tows of 40 metres or more in Length Overall.

**Note:** *In the circumstances described in Direction 4(3) the Pilot is to be boarded at the Gravesend Pilot Station.*

### **USE OF AN ASSISTANT PILOT**

The circumstances in which an authorised pilot in charge of a vessel is to be accompanied by an assistant who is also an authorised pilot, shall be determined by the PLA Harbourmaster; taking into account the size, characteristics or circumstances of the vessel, its equipment, cargo or crew, or the meteorological or tidal conditions.

### **BOARDING AND LANDING OF PILOTS**

(1) Unless a vessel has a Pilot on board when entering the London Pilotage District, or is carrying a Pilot who is not disembarking when it leaves the London Pilotage District, Pilots shall normally be boarded or landed:

- a) at the North East Spit Pilot Station by:
    - b) All vessels entering from or leaving the London Pilotage District for the south or east, whose Operating Draught allows use of the Princes Channel, Fishermans Gat or the Long Sand Head; and
      - ii) All other vessels with an operating draught of less than 7.5 metres unless bound to or from ports in Essex or Suffolk.
  - c) at the Sunk Pilot Station by:
    - a) Vessels of 7.5 metres draught and more entering from or leaving for ports to the north and north east of the Thames;
    - b) Vessels entering from or leaving for ports to the south and east of the Thames, which are unable to use the Princes Channel or Fisherman's Gat because their operating draught is too great;
    - c) Vessels of less than 7.5 metres draught, which agree to pay an additional pilotage charge for such service; and
  - d) Vessels entering from or leaving for ports in Essex or Suffolk.
    - a) at the Warp and Sea Reach No. 1 Pilot Stations by:  
Vessels for which pilotage is compulsory only to the west of Sea Reach No. 1 Buoy.
    - b) at the Gravesend Pilot Station by:  
Vessels for which Pilotage is compulsory to the west of the Margaretness Limit.
- (2) Pilots may only be landed at Sea Reach No. 1 Buoy by vessels outward bound from London for which pilotage is compulsory only to the west of Sea Reach No. 1 Buoy.
- Note:** *To ensure that Pilots with the correct authorisation are embarked it is from time to time necessary to change Pilots at the Gravesend Pilot Station, and for operational reasons, in Sea Reach.*

(3) Subject to Pilotage Direction 8(1), any vessel boarding or landing a Pilot in the vicinity of the Sunk Light Vessel boarding and landing areas, which has an Operating Draught of less than 7.5 metres, will be surcharged.

### **PILOT BOARDING AND LANDING IN ADVERSE WEATHER CONDITIONS**

The boarding and landing of Pilots at any of the locations prescribed in PLA Direction 8 is “weather permitting”. In adverse weather conditions, vessels may be asked to use an alternative boarding or landing location in accordance with advice notified at the time by the PLA VTS Centre at Gravesend

### **NON-AVAILABILITY OF PILOTS**

Vessels for which pilotage is compulsory under the requirements of the PLA Directions but for which no Pilot is immediately available, shall not navigate within the London Pilotage District without having first obtained the permission of the Harbourmaster at the PLA VTS Centre at Gravesend.

### **ADJACENT PORTS**

Vessels navigating through the London Pilotage District, to and from ports other than London, shall be subject to these Pilotage Directions whilst within the London Pilotage District.

### **RESPONSIBILITIES OF MASTERS**

Masters of vessels using the services of a Pilot within the London Pilotage District shall ensure that a member of the crew who is capable of understanding and executing the Pilot’s orders and advice and who is also competent to take charge of the vessel, is immediately available to do so.

### **PROCEDURE FOR OBTAINING THE SERVICES OF A PILOT FOR THE LONDON PILOTAGE DISTRICT**

#### **NOTICE – General**

The complexity of the scheduling of Pilots to vessels over such a large area as the Thames means that forward planning is vital to keep costs and delays to a minimum. It is therefore vital that sufficient notice is given of the requirement for the services of a PLA Pilot, as described below. Non-compliance with the described ordering procedures may result in a delay to the vessel, or a surcharge.

#### **PROVISIONAL ORDER**

All vessels requiring the services of a PLA pilot must make a PROVISIONAL ORDER to London Port Control Centre at Gravesend. This includes inbound vessels, outbound vessels leaving a berth, buoy, tier or anchorage, as well as those moving from one berth, buoy, tier or anchorage to another, or moving from an anchorage.

This PROVISIONAL ORDER should be given 24 hours in advance of the requirement for a pilot. This is concurrent with the notice requirements of PLA General Direction No 13 - “Reporting vessel movements in the Thames”. In addition to these reporting requirements the following information is required:

- \_ location at which the Pilot is required;
- \_ vessel IMO number;
- \_ gross tonnage(gt);
- \_ Length Overall;
- \_ operating draught;
- \_ full manoeuvring speed;
- \_ destination (name of berth and anchorage for an inward passage);
- \_ destination (for an outward passage); and
- \_ date and time (as accurate as is possible) at which the Pilot is required.

This information should be provided in hard copy, and the PLA provides a proforma for this purpose. Alternatively, the PLA recommends its web-based ordering system, 'PISCES'.

Vessels for which PROVISIONAL ORDERS are not received, in accordance with the above procedure, will not be prioritised, and will therefore risk incurring delay. It is good practice and advisable to also back up subsequent verbal changes with hard copy.

### **CONFIRMED PILOT ORDER**

Confirmation of the requirement for a Pilot should be given to London Port Control Centre at Gravesend. This constitutes COMPULSORY NOTICE, and shorter notice than is set out below may attract a surcharge and may result in delay to the vessel.

A confirmed order will not be accepted without the draught of the vessel. Draught is a vital component of a confirmed order, as the PLA will use it to determine the class of the pilot allocated to the vessel, and it will influence the planning of the passage. Failure to give an accurate confirmed draught, or to keep PLA informed of any subsequent changes, may result in a delay to the vessel, or a charge for cancelling and reallocating the pilot.

### **NOTICE REQUIREMENTS**

CONFIRMED PILOT ORDERS should be given in accordance with the following requirements:

#### **Inward Bound Vessels**

A CONFIRMED ORDER must be given in advance of the vessel's ETA at the pilot station, as follows:

- \_ 8 hours from the Sunk Pilot Station.
- \_ 6 hours from the NE Spit and Warps pilot stations.
- \_ 6 hours by vessels which are inward bound from any East coast port within the range of Great Yarmouth to Dover.

#### **Outward Bound Vessels**

(and vessels moving between berths or Vessels moving from an anchorage other than in the Estuary):

A CONFIRMED ORDER must be given in advance of the vessel's ETD, as follows:

- \_ 2 hours if the vessel is proceeding beyond Sea Reach 1.
- \_ 2 hours if the vessel only requires the services of a River Pilot as far as Gravesend or Sea Reach 1.

### **Reduced notice**

The PLA will accept less notice without imposing additional charges where it is not practicable to comply with the minimum notice requirements:

- \_ Voyages to the limit of the London Pilotage District of less duration than the minimum notice requirement.
- \_ Turnaround times for sailing from a London berth of less duration than the minimum notice requirement.

In these cases the PLA will accept the maximum possible notice where it has been given in good faith.

### **Variation to confirmed orders**

ETA/Ds may be varied in accordance with the following:

Where more than the minimum confirmed notice has been given, changes will be accepted without incurring additional charge, while they fall outside the minimum notice period in relation to the original ETA/D.

Advancement of a confirmed ETA/D will be subject to the same minimum notice requirement as pertains to the original order.

A confirmed ETA/D may be retarded against the original by a total of up to two hours.

A pilot may be retained against an original confirmed ETA/D for up to three hours, beyond which the order will be treated as a cancellation and new order with applicable charges.

### **Cancellations**

Orders may be cancelled outside the minimum notice period, and up to three hours prior to the original confirmed ETA/D.

**Changes falling outside the scope of the above will incur additional charges as published.**

### **VESSELS REQUIRING PILOTS TO EMBARK AT CONTINENTAL PORTS**

Vessel owners/agents wishing the Pilot to board at a continental port should obtain the approval of the PLA Pilotage Administration office not later than 3 days before the service is required. Shorter notice may be considered if pilotage resources allow. Should the services of a Pilot be cancelled within 2 days prior to the date that the Pilot is required to join the vessel at a continental port; a cancellation fee will be made, plus any expenses already incurred.

**Note:** *Port of London Pilots will only conduct pilotage within the normal operational area of the London Pilotage District and its approaches.*

**Ultra Large Vessels (Means any vessel whose length overall exceeds 320 metres).**

### **Port Entry**

No Ultra Large Vessel is to be committed to port entry unless she has a ready berth available at the time of passing the Haven Buoy inwards. This is the last position at which the ship can safely abort her inward passage.



### **Berth Availability**

Thames VTS will check and ensure the vessel's berth is clear before the ship reaches the navigational waters. Any ship previously on the berth is to be slipped and proceeding by that time. The pilot on the Ultra Large Vessel is to be positively informed that the berth is clear.

If the berth is not yet clear, the Pilot is to abort the inward passage. He may, at his option, hold in the Sunk area.(depending on vessel's draft, weather, tide and traffic conditions),

### **Ultra Large Vessel Passing**

Passing of other Large or Ultra Large Vessels , is to take place in parallel sections of the main Channel seawards of the Beach End. Recommended passing area is seawards of the Platters Buoy.

### **367m Class Maersk Vessels**

In addition to the operational procedures in place for the transit and berthing of ultra large container vessels, the following procedures are to be complied with for G Class Maersk vessels. While the tugs are to be available in the conditions specified below their use will be determined by the Pilot in consultation with the Master of the vessel.

#### **Meteorological Conditions:**

- Average steady wind speed not to exceed 30 knots.
- Predicted wind not to exceed 35 knots gusting.

#### **Tug Requirements:**

**Inward:** Two 80T+ tugs to be available to attend the vessel prior to the Beach End turn if wind is in excess of 20 knots, otherwise one tug.

Stern tug to be fast at Sea Reach 7, forward tug to be in attendance and positioned as required.

**Outward:** Two tugs to be available if wind is in excess of 20 knots.

**Inward/Outward:** One additional tug to be available or on standby for immediate use if required when wind is predicted in excess of 30 knots.

### **398m Class Maersk Vessels**

In addition to the operational procedures in place for the transit and berthing of ultra large container vessels the following procedures are to be complied with for PS Class Maersk vessels:

#### **Meteorological Conditions:**

##### **Wind**

Mean wind speeds not to exceed 30 knots prior to commencement of the vessel transit or berthing/unberthing operations. Gusts not to exceed 35 knots.

### **Visibility**

Visibility to be no less than 0.5 n mile in harbour during transit.

### **Vessel Traffic Conditions**

#### **Underkeel Clearance**

A minimum 2 metres underkeel clearance is to be maintained at all stages of the transit.

#### **Tug Requirements**

**Inward:** Two 80T+ class tugs to be in attendance prior to the Corryton Refinery and tugs to be made fast using the centre lead forward and aft with one tug secured prior to the Cliffe Fleet Buoy

**Outward:** Two 65T+ class tugs to be in attendance to the eastern end of the Corryton refinery and tugs to be made fast using the centre leads forward and aft.

**Inward/Outward:** One additional tug to be on standby for immediate use if required. The Pilot is to be stood down prior to the pilotage act to allow for planning time and communication with VTS.

### **New Vessel Class**

#### **Assessment Process**

Any new vessel class will be subject to a formal marine risk assessment prior to entering or operating within the Authority's Area. The marine risk assessment process for New Vessel Class will involve one or more of the following assessment stages:

- Vessel simulator studies.
- Initial visit assessment.
- New vessel class assessment review.
- Additional operational procedures for the New Vessel Class

**COMMUNICATION WITH THE PILOTAGE AUTHORITY**

**PORT CONTROL CENTRE, GRAVESEND**

Call Sign .....London VTS  
 Location .....Gravesend  
 Telephone .....+44(0)1474 560311 (3 lines)  
 Fax .....+44(0)1474 352996  
 Frequency .....VHF Ch 68, 69, 18, 20

**5.2 PILOT STATIONS**

**NE Spit (Ramsgate)**

Call Sign .....NE Spit Pilots  
 Telephone .....+44(0)1843 583786  
 Fax .....+44(0)1843 595664  
 Frequency .....VHF Ch 09

**Sunk (Harwich)**

Call Sign .....Sunk Pilots  
 Telephone.....+44(0)1255 243111  
 Fax .....+44(0)1255 507177  
 Frequency .....VHF Ch 09

**Warp and Sea Reach No. 1 (Sheerness)**

Call Sign .....Sheerness Pilots  
 Telephone .....+44(0)1795 561207  
 Fax .....+44(0)1795 561309  
 Frequency .....VHF Ch 69

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**Gravesend**

Call Sign .....London Pilots  
 Telephone .....+44(0)1474 560311  
 Fax .....+44(0)1474 352996  
 Frequency .....VHF Ch 09

General Operational Enquiries – E-mail: [shipcon@pla.co.uk](mailto:shipcon@pla.co.uk)

Pilotage Administration Office

Port of London Authority

London River House

Royal Pier Road

Gravesend

Kent

DA12 2BG

Tel: 01474 562362

Fax: 01474 562378

E-mail: [pilotage@pla.co.uk](mailto:pilotage@pla.co.uk)

**PISCES**

The PLA now provides a secure web-based application (known as ‘PISCES’) to allow ships’ Agents to provide vessel arrival and departure notifications and request a PLA pilot.

PISCES has the functionality to guide the user, ensuring that information given is adequate for PLA purposes, and provides acknowledgment and feedback once this information has been submitted.

### **Marine Emergency Procedures**

In emergency notify Port of London VTS on VHF Channel 16 or 74 and London Gateway Shift Manager on +44 1375648370 giving the following information:

Name of Ship  
Nature of Emergency

(PLA VTS will also inform London Gateway Shift Manager who will initiate the Port's Emergency Procedures where appropriate).

#### **In the Event of Fire in addition to the above:**

1. Sound seven (7) or more short blasts followed by one (1) prolonged blast on the ships whistle / siren.

Fire and Ambulance Services can be contacted either through PLA VTS Channel VHF 16 or 74 or through London Gateway Operations Shift Manager +44 1375648370.

Evacuation procedures for the ships' crew can be initiated by the same procedures, either ashore or to seaward.

It should be ensured that all crewmembers are conversant with the above procedure.

The Master is reminded that under SOLAS Regulations, he should at all times maintain a list of hazardous goods on board his vessel and also that the stability information and safety plans should be readily available for use by the Emergency Services.

### **Garbage Disposal Facilities**

The attention of Shipmasters is drawn to the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, henceforth known as "the Regulations"

In accordance with the Regulations, all vessels bound for London Gateway shall complete a notice in the form of Schedule 2 of the Regulations or in a form substantially to the like effect. The reports should be made to the Port not less the 24 hours before arrival, or if less than 24 hours, then when leaving previous Port. Masters should advise their Agent who will forward this information to the Port by use of the Destin8 Cargo Processing System. Employing an Agent for this duty does not absolve the Master of the responsibility for the delivery of the information to the Port.

All vessels calling at London Gateway will be required to pay a charge towards the cost of Waste Reception facilities in the port, as specified in the Regulations

This charge includes the cost of disposal of reasonable quantities of garbage.

All ships wishing to dispose of every other type of ship-generated waste, including oily and cargo wastes and residues, should, via their Agent, continue to make arrangements directly with commercial contractors. In the case of oil, oily waste or oil-water mixes, only a contractor approved by London Gateway may operate within the port.

Attention of Masters is drawn to the need to ensure that no solid waste matter is to be discharged, or allowed to fall, into the water.

Reception facilities are provided on the port for reasonable bagged quantities of the following:

Food wastes and other materials contaminated by such wastes, generated on board ship principally in the galley and dining areas.

Refuse generated in living spaces of crew and passengers, principally paper products, glass, rags, bottles and plastics etc.

Waste from ships' stores generated on board. **Waste Facilities**

For item 1, food wastes, a sealed skip, yellow in colour is provided, clearly marked with the following “**CATEGORY 1 ANIMAL BY PRODUCT FOR DISPOSAL ONLY**”. This skip will be placed adjacent to the vessel, on request, either direct to the Terminal Berth Supervisor (Tel: +44(0) 1375648370 or via the Agent.

For items 2 & 3, non-food wastes, general-purpose garbage skips, dark blue in colour, are provided, located to the rear of the Jetty at regular intervals. These skips can be placed adjacent to the vessel, on request, either direct to the Terminal Berth Supervisor (Tel: +44 (0) 1375648370 or via the Agent.

**MASTERS ARE REMINDED THAT ONLY FOOD WASTE MAY BE PLACED IN THE CATEGORY 1 SKIP AND UNDER NO CIRCUMSTANCES MAY FOOD WASTE BE PLACED IN A GENERAL PURPOSE SKIP**

For cargo associated wastes, vessel maintenance wastes and cargo residues, Masters should request their Agents to make arrangements for appropriate facilities with a collecting agency.

Under no circumstances should pyrotechnics be disposed of into garbage skips or other waste reception facilities provided on the quayside.

If a Master requires to instigate a complaint in respect of Garbage Reception Facilities, he should in the first instance either contact the Duty Operations Shift Manger Tel: +44 7848 445204, or his Agent who will contact the Port on his behalf.

### **Oil Pollution, Ship Cleaning**

In the event of an oil spillage into the water, Port Operations should be contacted immediately who will coordinate all local resources being deployed immediately to contain and to recover that oil and to prevent further contamination of the environment.

In the event that any ships structures become contaminated by an oil spillage incident, the cleaning services should be arranged through the Agent.

Master are reminded that to allow oil into the water will constitute an offence in law and that they and any contractor employed in the ship cleaning will be liable to prosecution should this occur during ship cleaning operations.

### **Immobilisation of Main Engines**

Where the Master of a vessel requires immobilising main engines for repairs, the Master/Agent must seek permission from London Gateway Shift Manager.

Permission to immobilise will only be granted subject to the following conditions being met:

1. The vessel will not discharge/load or have remaining on board any of the following classes of dangerous goods above the threshold limits specified below, during the period of immobilisation. Dangerous goods means goods classified in the IMDG Code as dangerous for carriage by sea.

- a. Any Class 1 cargo.
  - b. Bulk liquefied gases of Class 2, including the remnants of such gases that remain after their discharge from a tank that has not subsequently been purged or inerted.
  - c. Bulk flammable liquids of Class 3, including the remnants of such gases that remain after their discharge from a tank that has not subsequently been purged or inerted.
  - d. Bulk liquids of Classes 4, 5, 6.1 or 8 of UN Packing Groups 1 and II in the UN list.
  - e. More than 25 tonnes of sodium chlorate or potassium chlorate, or more than 500 tonnes of ammonium nitrate of Class 5.1
  - f. Bulk liquids of Class 6.1, UN Packing group III if such liquids are harmful by inhalation.
2. The vessel rigs emergency towing lines fore and aft.
  3. The vessel agrees to pay all costs, including towage and pilotage for any reason incurred as a result of immobilisation.
  4. Repairs to be completed before completion of cargo operations, unless by prior agreement with London Gateway.
  5. London Gateway is advised when repairs commence and are completed.

### **Pilotage**

The PLA Navigation Service provides pilotage for London Gateway and approaches.

Pilotage is compulsory for all vessels over 50 metres in length, subject to conditions. Pilotage Exemption Certificates may be obtained.

Full details are obtainable from:

The Harbour Master  
PLA Navigation Service  
PLA Ports  
Sheerness Docks  
Sheerness  
Kent.  
ME12 1RS

For vessels over 240m length shifting berths at London Gateway it is recommended that a pilot is used when the movement is greater than 1 bollard distance. For vessel below 240m length use of a pilot when shifting berth is at the Masters' discretion and Terminal recommendation.

Masters are reminded that the booms of ship to shore cranes may extend well beyond the side of vessels on berth. Furthermore, ships often swing cranes and derricks outboard when working cargo. All vessels are required to pass no closer than 30 metres from the end of any extended boom.

### **Tug Availability at London Gateway**

Svitzer and Kotug Towage operate tugs servicing vessel at London Gateway. Working channel is VHF 73.

**Full details including rates and towage capacities, are available from the towage company.**

**Svitzer Towage Limited**

Marine House, Denton Wharf  
Mark Lane  
Gravesend  
Kent DA12 2PL

Telephone Number: +44 1795 664311  
Tug Control Telephone Number: +44 1795 663089  
Fax Number: +44 1795 667429  
Email: [gbstin.all@svitzer.com](mailto:gbstin.all@svitzer.com)

**Kotug Ltd**

**Doug Harding** General Manager  
Manorway House,  
The Manorway,  
Stanford-le-Hope,  
Essex, SS17 9LA

Office phone: +44 (0)1375 641288 |  
Mobile: +44(0)7794 680577 |  
Email  
D.Harding@kotug.com

**Marine Co-ordination – London Gateway**

London Gateway Shift Manger directly co-ordinates all marine activities with the port. They maintain liaison with and provide information to PLA Navigation Service and Agents.

**Berthing Information**

London Gateway Shift Manager continuously updates PLA Navigation Services on berthing requirements. Information is available via PLA VTS or direct from London Gateway.

**Communications**

Berthing is coordinated by the LG Staff will communicate directly with the vessels, particularly for positioning on the berth, when vessels are in close proximity or alongside berth, via VHF Channel 73

At other times communications should be through PLA VTS, which will, if required, relay information to London Gateway.

**Gateway Information**

**TERMINAL POSITION : 51 30.27N 00 30.35E**

**APPROACH:**

MIN DEPTH IN APPROACH off berth 16.5 metres : (MLSMNAU will fill in this - requires latest sounding charts or Harbour Master's signed statement)

**ALONGSIDE:**

MIN DEPTH ALONGSIDE BERTH 17metres : (MLSMNAU will fill in this - requires latest sounding charts or Harbour Master's signed statement)

TIDAL VARIATION : MLWS: 0.6metres MHWS: 6.1m

CERTIFIED BOLLARD CAPACITY : 200tonnes

ANGLE (FROM THE HORIZONTAL) AT WHICH CAPACITY HAS BEEN MEASURED : all round

DISTANCE BETWEEN BOLLARDS : 20 metres

DISTANCE FROM BOLLARD TO THE EDGE OF THE BERTH : 1.2 metres from quay edge to inside of crown

HEIGHT OF BERTH (HEIGHT ABOVE CHART DATUM) : 9.9 metres acd

**FENDERING:**

MATERIAL USED AS FENDERING : elastomeric

DISTANCE BETWEEN BERTH AND SHIPSIDE : 2 metres

DISTANCE BETWEEN FENDERS : 15 metres

LENGTH OF BERTH : 450 metres available 4/4 2013  
Additional 400 metres April 2014  
Additional 400 metres 4/4 2014

**PORT RESTRICTION:**

MAX LENGTH OF VESSEL : 400 metres presently

MAX SPEED IN CHANNEL/PORT : N/A dependant to depth of water

MAX DRAFT IN APPROACH : 16.6 metres

MAX DRAFT ALONGSIDE : 17 metres

BERTHING DAY/NIGHT : day then day/night after initial call

NATURE OF SEABED : sand and shingle

**LG Staff**

LG Staff are deployed under the control of the Operations Shift Manager

Contact via VHF Ch 73 or direct with Operations Shift Manager London Gateway. The Operations Shift Manager or appointed deputy will attend all berthing / unberthing and other marine operations at London Gateway.



## **Precautions when Sailing**

Masters are advised that when LG Staff are attending a vessel when departing, they are not permitted to go let any ship ropes, until the ship to shore cranes adjacent to that vessel have housed the boom in the vertical position. Any exception to this rule will require the authorisation of the Operations Shift Manager.

## **Heaving Lines**

Masters are advised that the use of heavy weights as part of the monkey's fist on the end of heaving lines is considered an unsafe practice and in addition to confiscation of the monkey's fist, the Master may be liable to prosecution in the event of injury or damage to Port personnel / property.

## **Mooring Ropes**

Ships should deploy sufficient mooring ropes, under enough tension to prevent the ship being blown off the quay in the event of a strong offshore wind. In the event that a vessel requires putting out additional moorings, the request must be made via the Operations Shift Manager +44 1375648370 who will arrange LG Staff. Except in an emergency situation, ship's crew are not permitted to handle mooring ropes on London Gateway jetty.

All mooring ropes are to be of sound construction and adequate for the purpose for which they are used.

## **Diving Activities**

No diving activities may take place anywhere along the jetty without the written permission of the Harbour Master or appointed deputy and must follow all diving requirements set by London gateway and the PLA.

This permission will only be given:

1. To a diving contractor approved by London Gateway.
2. A properly completed and signed Dive Plan and all relevant Risk Assessments must be available for inspection
3. All divers are to be in date medically and hold an HSE certification

Failure to observe any regulation or Port requirement will result in immediate suspension of permission to operate from London Gateway premises.

## **Bunkering**

Bunkering by barge will only be permitted by MPA in consultation with Operations Shift Manager or his deputy, when they are satisfied that the proposed bunkering operation will comply with all London Gateway Port Authority requirements. The ship's agent should request, permission to bunker by barge not less than 48 hours before proposed operation.

London Gateway cannot accept any responsibility for any bunkering operation being cancelled, curtailed or delayed for any reason whatsoever.

The ship taking bunkers will not be permitted to retain its berth for that purpose beyond the normal time required to carry out cargo operations without prior agreement.

All aspects of the bunkering operation including, but not restricted to, making fast and letting go, fendering, connecting and disconnecting pipelines and pollution control are the responsibility of the Master of the ship receiving bunkers.

In the event of an oil spill the Master must notify both:

1. PLA VTS VHF Ch 74 or telephone +44 1795 663025
2. London Gateway Operations Shift Manager +44 1375648380

LGPL & PLA VTS will activate their Oil Spill Response Plan

#### General Information Medical

The Port has a defibrillator on site and advanced First Aiders that can administer oxygen and analgesic gases. Routine medical visits should be arranged via the Ship's agent.

#### **Rabies Control**

The importation or landing of unlicensed animals into the United Kingdom is prohibited. Ensure that all animals are confined on board and under no circumstances must they be allowed ashore. If any animal escapes, this must be reported immediately to the Operations Shift Manager who will in turn contact the Police.

Rat guards must be placed on every mooring rope.

#### **Gangways – Access to and from Quay.**

It is the ships responsibility to ensure that the gangway is tended at all times. Ships gangways must be in good condition, properly rigged and deployed, adequately illuminated and safety nets should be correctly rigged. A lifebuoy with self-activating light and a buoyant safety line should be provided for ready use at the point of access aboard every ship.

Where appropriate London Gateway will provide a 5m SHALA 30 type gangway extension for use in conjunction with the Ships' accommodation ladder. It is the Ships responsibility to ensure this is safely connected, rigged and tended.

Port personnel will not board a ship until a safe means of access is provided.

Gangways should be deployed so as to remain clear of cranes, crane rails and other equipment and obstructions at all times.

Care should be taken at all times, when boarding or leaving ships.

NO pedestrians are allowed on the Terminal Operational area

All persons ashore within the Terminal Operational area must wear high visibility clothing, safety footwear and a safety helmet.

#### **On Board Access**

All deck surfaces used for movement about the ship and all passageways, walkways and stairs should be in good order and kept free from obstruction and from substances liable to cause a person to slip or fall. Spillages of oil or grease, etc... should be cleaned up as soon as possible

### **Vehicle Access to Quay**

London Gateway is fully compliant with International Ship and Port Facility Security Code (ISPS). Access to the quayside is strictly controlled through Port Security.

Any vehicles allowed to enter the terminal should be equipped with a suitable amber flashing warning light, which should be used at all times.

No vehicle or its equipment, including oil hoses from road tankers, may be placed where it may impede the movement of cranes or any other vehicles, across crane rails or where it may impede the use of gangways, bollards, fire hydrants, crane anchor points, garbage skips or other equipment without the express permission from the Operations Shift Manager.

All vehicles and drivers must comply with all Port Regulations concerning the use of road vehicles. All vehicles going onto the jetty must be under escort by Security or authorised Terminal vehicle. Frequent visitors to the Port (e.g. Ship's agents) may apply to Security for exemption of escort. All drivers and assistants should wear in date hard hats, HiVis, safety glasses and safety boots. Persons found not abiding by these regulations will be issued with a minimum of a behavior order.

### **Hatch lids & Temporary Fall protection**

Masters of vessels are to ensure ships crew are aware that they are responsible for ensuring all hatch securing devices are released prior to the Terminal wishing to lift the hatch". The Vessel is responsible for removing or lowering any temporary fall protection that may be in place, prior to Terminal requiring to load containers in these positions

### **On Board Lighting and Equipment**

Areas of ships used for dock work shall be adequately illuminated. Unattended openings in decks should also be kept illuminated or safely closed if not lit. Any opening, hatchway or dangerous edge through which a person may fall should be fitted with adequate fencing.

All ships' ladders and riggers access platforms must be of good construction and properly maintained. All hatch covers shall be properly maintained and defective or damaged hatch covers should be replaced or repaired as soon as possible.

Ships' lifting plant (that is lifting appliance plus lifting gear) shall be in good condition and properly maintained. Ships' Masters should be ready to produce in date certification of lifting plant should London Gateway require it. This also applies to ships' lift trucks.

Ships' Masters should not allow crew members to use ships' forklifts, ramps or other plant unless they are competent to do so, during dock operations.

Any queries regarding Marine Operations within London Gateway should be made to London Gateway Shift Manager.

Safety Instruction for Ships Crew Members  
Access to and from Vessels

Under no circumstances enter container stacks or any other working area. Do not pass under working cranes while loads are in motion over a ship's side.

## **Crew Welfare – Shore leave**

Crewmembers wishing to proceed ashore must use the free bus service provided by London Gateway Security.

Telephone number + 44 1375648380

All person wishing to leave the ship must be in possession of photographic identification (Passport, Drivers License or Ship's ID cards etc.) This identification will be required when returning to the Port. Having called for transport crew members are to wait onboard until the mini bus is alongside the gangway. Crew are not permitted to loiter on the quay without hard hats, Hi Vis and safety boots. When the mini bus arrives the departing crew are to board the vehicle immediately. Crew will be body search when departing and on their return to the port including all luggage.

Security will check crews ID against the supplied crew list prior to permitting exit/access to/from the port. ship's crewman are not to leave and walk / wonder / stray from the quayside into other LG Port operational areas at any time this is forbidden.

Visitors to the ship will not be permitted to gain access to the port without the PSFO's approval prior to the event. Guest requests can only come through the ships agent and is restricted to family relations only. Driving private cars into the Port is not acceptable all visitors after to be searched, but will be transported via our free bus service. All visitors must carry **photographic** identification.

Any person from a ship who is suspected of being intoxicated, by either alcohol or drugs, will be immediately returned to the ship.

## **Safety On the Quayside**



All crew members on the quayside on official business only shall ensure that they are wearing A hard hat, hi viz vest and safety boots, if they are by the waters edge they are also required to wear and **in date life jacket**

Crew members granted shore leave are not permitted to walk on the quay and must be transported by mini-bus, this is for crews safety. The riding of bicycles on the Terminal is forbidden



### **Safety during Cargo Handling Operations**

Ship to Shore cranes loading and discharging containers are subject to UK Health and Safety Law and it is the duty of both the Port and the Ship's Master to provide safe working methods which take into account the safety of all personnel.

If an accident should occur to a seaman, the Master, Shipping Line and the Port may be subject to enforcement action by the UK Government. In addition, the ship may be subjected to lengthy delays in its schedules.

So that this Law is followed, London Gateway offers the following advice to Masters of vessels:

1. All crew should be instructed by the Ship's Officer to wear hard hats, high visibility clothing and protective footwear when on deck, working cargo.
2. The Ship's Officer should instruct all crew that they should stay one container away from any container being lifted, until the lifting gear is disconnected.
3. London Gateway personnel have been instructed that on no account should they use Terminal equipment to lift crewmembers onto container stacks.
4. If using portable ladders for access on to stacks, Ship's Officers are advised to ensure that they are safe and properly secured.
5. When lashing cargo, Ship's Officers are advised to warn crewmembers to watch out for overhead loads and falling loose gear.
6. In the event that twistlocks are being placed or removed by others, Ship's Officers should advise crewmembers to remain clear.
7. Any crewmember working/painting alongside must wear lifejackets

It is the duty of the Master to protect the safety of all persons on the ship. If he or his officers are concerned that London Gateway cargo operations are creating a hazard to any person on his vessel, the London Gateway Team Leader in charge of operations on board should be contacted immediately or contact Operations Shift Manger + 44 1375648380.

### **Safety Requirements**

#### **Smoking Policy**

Ship's attention is drawn to the terminal regulations for the prevention of fire. With regards to smoking the following regulations apply:

##### **Ashore**

Smoking is strictly prohibited in all areas of LG port including quaysides, roadways and buildings.

**Use of matches and lighters**

Under no circumstances are the ship’s crew to carry on their person within the terminal area, matches, lighters or flammable liquids, all matches or lighters must be handed in prior to entry into the terminal area.

**Drugs and Alcohol Policy**

No person under the influence of alcohol and or drugs or the considered to be under the influence may participate in any cargo or ballasting operation. Any breach of this requirement will result in the immediate cessation of operations. Under the LG Bye Laws, any staff or ships crew can be tested for intoxication.

**Assistance**

If you require assistance or further information on safety matters contact the Operations Shift Manager who will assist at any time (24 hours)

Telephone Number: +44 1375648370or +44 1634 273570

**Quayside Safety and Mini-Bus Routines**

**ALL VESSEL MASTERS ARE TO ENSURE THEIR CREW ARE AWARE OF THE FOLLOWING SAFETY INSTRUCTION. NO CREW MEMBER IS PERMITTED TO GO ONTO THE QUAYSIDE WITHOUT THE FOLLOWING:-**



**Mini – Bus Routine and Quayside Safety**

If going ashore and requiring transport to either the seaman’s mission or the main gate, crew are not permitted to disembark until a mini-bus is waiting immediately at the bottom of the gangway.

**NO CREW ARE PERMITTED TO LOITER ON THE QUAYSIDE WITHOUT WEARING THE CORRECT PPE.**

To obtain a mini-bus the vessel is to contact:-

**+44 (1375) 644625**

**Only when the mini-bus has stopped at the bottom of the gangway are crew members permitted to disembark**

**SEAMANS MISSION –VESSEL**

**Crew members are not permitted to walk from the seamans mission to their vessel, mini-buses can be boarded directly outside of the amenities building. these vehicles are marked ‘quayside’**