



Arrival/Departure Report

Please note: This report must be completed and lodged with the Regional Harbour Master no later than 48 hours before the ship's expected arrival or no later than 24 hours before the ship's expected departure or removal.

Interstate vessel Foreign going vessel Naval vessel

Port Date

Vessel Details

Vessel name

Lloyd's number

Has the ships' International Ship Security Certificate (ISSC) Number been provided to Australian Customs?

Yes No

Security level: 1 2 3

Gross registered tonnage Exempt master? Yes No

Length overall (m)

Master's name

Arrival Details

Arrival date Estimated Time

Berth

Previous port of call

Anticipated Removals

To Wharf No. Date

To Wharf No. Date

To Wharf No. Date

Departure Details

Departure date Estimated Time

Berth

Next port of call

Special Conditions connected with arrival/removal/departure

Conservancy Dues

Exempt

Reason for exemption

or

Paid at

Payable From To

Certification

By submitting this form electronically I/we warrant that the information provided is true and correct and I/we undertake to pay any port dues owing.

Company name

Customer number (can be found on previously issued invoices)

Agent's name

Phone

Address

Privacy Statement: Maritime Safety Queensland (MSQ) is collecting the information on this form as record of shipping movements, billing records for pilotage and to meet obligations under the International Ship and Port Facility Security Code (ISPS Code). The information is collected pursuant to the *Transport Operations (Marine Safety) Act 1994*, the *International Convention for Safety of Life at Sea (SOLAS) 1974 Regulation XI-2/13* and the *Maritime Transport Act 2003*. Authorised officers within MSQ, the Department of Transport and Main Roads and Queensland Port Authorities may have access to this information. Your personal details will not be disclosed to a third party without your consent or unless required by law.

Office Use Only

The following information should accompany this form with any supporting documentation for archiving.

| | |
|-----------------------|----------------------|
| Conservancy dues | <input type="text"/> |
| Pilotage inwards due | <input type="text"/> |
| Pilotage outwards due | <input type="text"/> |
| Removal | <input type="text"/> |
| Cancellations due | <input type="text"/> |
| Delay charges due | <input type="text"/> |
| Totals | <input type="text"/> |

Sales Order Number

Invoice Number

Date

Important Notice

Where the services of a Pilot are required

Provision of a Pilot

1. Legislation requires that a person must not navigate a ship in a compulsory pilotage area unless the person uses the services of a pilot.
2. From 2 November 2013, changes to the *Transport Operations (Marine Safety) Act* passed the responsibility for the provision and delivery of port pilotage services for ports north of Brisbane (except Abbot Point) to the port government owned corporations. This is being achieved by giving port authorities the legal responsibility for the provision and delivery of pilotage services in designated Compulsory Pilotage Areas. The Responsible Pilotage Entities for all Compulsory Pilotage Areas are specified in Schedule 4 of the *Transport Operations (Marine Safety) Regulation 2016 (TOMS Regulation)*, as follows:

| Column 1 | Column 2 |
|-------------------------------|---|
| Compulsory pilotage area | Responsible pilotage entity |
| Southport pilotage area | MSQ |
| Brisbane pilotage area | MSQ |
| Bundaberg pilotage area | Gladstone Ports Corporation |
| Gladstone pilotage area | Gladstone Ports Corporation |
| Rockhampton pilotage area | Gladstone Ports Corporation |
| Hay Point pilotage area | North Queensland Bulk Ports Corporation |
| Mackay pilotage area | North Queensland Bulk Ports Corporation |
| Abbot Point pilotage area | MSQ |
| Townsville pilotage area | Port of Townsville Limited |
| Lucinda pilotage area | Port of Townsville Limited |
| Mourilyan pilotage area | Far North Queensland Ports Corporation |
| Cairns pilotage area | Far North Queensland Ports Corporation |
| Amrun pilotage entity | Australian Reef Pilots |
| Cape Flattery pilotage area | Far North Queensland Ports Corporation |
| Skardon River pilotage area | Far North Queensland Ports Corporation |
| Thursday Island pilotage area | Far North Queensland Ports Corporation |
| Weipa pilotage area | Far North Queensland Ports Corporation |
| Karumba pilotage area | Far North Queensland Ports Corporation |

***Note:** The TOMS Regulation also rescinds the Bowen, Cooktown, Maryborough and Port Douglas as Compulsory Pilotage Areas however these areas remain as pilotage areas.

3. MSQ has entered into an agreement with Port of Townsville Limited to deliver pilotage services in the Abbot Point Compulsory Pilotage Area.
4. The Responsible Pilotage Entity may provide services on the basis that:
 - the person to whom the services are provided accepts the risk of loss or damage caused by an act or omission by the Responsible Pilotage Entity and waives any right to claim against the Responsible Pilotage Entity in contract, tort or otherwise howsoever, for any loss or damage (including consequential loss) to any person or property which arises directly or indirectly out of the provision of the pilotage services
 - the Responsible Pilotage Entity is not obliged to provide or arrange for the provision of the pilotage services if circumstances beyond their control mean the services cannot reasonably be provided at the time requested or at all and no compensation will be payable in this event.

Circumstances beyond the control include, but are not limited to:

- industrial action by pilots, line boat operators or others
- inability to schedule a pilot at the time required
- any direction or regulation having the effect of prohibiting or preventing the carrying out of the pilotage
- a failure by a sub-contractor to carry out any part of the pilotage services.

The contents of this notice may be pleaded in any action or proceedings arising out of the provision of pilotage services.