

## 1 Purpose

This Procedure details the conditions under which a vessel can arrive into the Port limits of Geraldton and register in the queue for use of the Berths at the Port, before then departing to another Western Australian port, so as to maintain its position in the queue. This would be done rather than waiting at anchor off Geraldton for a significant period of time. This may affect customers with multiple port loadings. This Procedure applies for all shipping associated with the Geraldton Port.

## 2 Ship's Arrival and Queuing

Mid West Ports Authority (**MWPA**) operates an AIS System which is capable of tracking vessels as they enter Port limits. Vessels looking to register their place in the shipping queue before heading to another port must cross into Geraldton Port limits to log an arrival time via MWPA AIS system. This must be followed up with an email from the vessel to confirm its official arrival time and NOR tender.

Vessels using this process must be ready in all aspects to load or discharge on berthing, including all surveys being completed at the previous port should they have been able to berth upon arrival.

Ship Schedulers will advise place in the queue based on the tendered NOR. Agents should request berthing update and confirm that the vessel will return back for allocated POB (**Pilot on Board Time**).

It is the vessel's responsibility to return to Geraldton before its place in the queue is due. Failure to be physically at the Pilot Boarding Station in time will result in forfeiture of the priority established and the vessel will be treated as if it has just anchored at the time of its second arrival.

## 3 References

Act or Regulation	Description
<i>Port Authorities Act 1999</i>	Section 103 – Principal functions of Harbour Master
<i>Port Authorities Regulations 2001</i>	r 12 – Berthing, general rules for

Location - Western Australian - <https://www.legislation.wa.gov.au> | Australian - <https://www.legislation.gov.au>

## 4 Monitoring, Evaluation and Review

This document is required to be reviewed every two years from the last scheduled review date.

Minor updates made within this two year period, will not be taken as a *full review*.

The Document Custodian is responsible for conducting the review in accordance with **Controlled Documents Review and Approval Process Work Instruction**.

## 5 Administration

Document Custodian:	Ship Scheduler
Document Approver:	Harbour Master / Marine Manager
Approval Date:	24 March 2022
Document Review Period:	2 yrs