



IPSWICH

Port Safety Notice

19th October 2018

Associated British Ports Ipswich

Port Safety Notice to Masters



Introduction:

This Port Safety Notice has been developed and communicated to provide general information and guidance. More detailed provisions are contained in the Ipswich Port Bye Laws 1996. Copies may be inspected at the Orwell Navigation Service as required.

Scope:

Port of Ipswich

General:

ABP Ipswich is the Statutory Harbour Authority for the Port of Ipswich. The port information service is continually manned by marine staff who can be contacted at the:

Orwell Navigation Service (ONS)

Telephone 44 (0) 1473 211066
Fax 44 (0) 1473 230915
VHF Channel 68 Call Sign – Ipswich Port Radio

Emergency Procedures:

Emergency contact guidance procedures for Masters and Crew on Board Vessels in Port

- Immediately contact the Emergency Services (Dial 999) giving the following details:
- Callers Name and Name of Vessel
- Berth / Location
- Number of crew, passengers, visitors on board
- Type of Incident
- Main hazards (toxic vapour/ fumes/fire/dangerous substances/weather/wind/conditions/etc)
- Casualties (if any)

In addition to the above Information, call: Orwell Navigation Service (ONS) Emergency Line **01473 217751** or **01473 211066** or VHF 68. If not available ABP Port Security No1 Gate Cliff Quay **01473 295465** or West Bank on: **01473 696939**

Incidents Involving Other Vessels or Shore Activities:

If a major emergency occurs within the Port which may affect your vessel, you will be informed as soon as possible and advised what to do. Be prepared to move your vessel and keep a listening watch on Channel 68 until further notice.

NOTE: All vessels in the Port of Ipswich whether carrying dangerous substances or not, maybe required to move at short notice.

Engine Immobilisation:

All vessels in the Port of Ipswich must ensure they are ready to move at short notice, engines may not be immobilised without prior notification and permission from the Harbour Master.

Pollution:

In the event of oil or other pollutant spilling into the water contact ONS immediately. Failure to do so may result in a prosecution under the Merchant Shipping Act 1995 Section 136(1). A major part of the River Orwell is designated as a site of Special Scientific Interest under the Wildlife and Countryside act 1981 and a Special Protection Area under the EU Bird Directive. It is therefore important that any spills are dealt with immediately.

Ships Waste:

All ships other than those exempted by the MCA are to give prior notification of all waste via the CERS3 (via Vessel Agent). Only domestic ships waste which is from the EU can be landed in the skips provided around the port. General domestic waste only is permitted in waste skips. It is strictly forbidden to dispose of any hazardous waste (including paint tins), oils, oily rags, electrical waste including washing machines, refrigerators, tv.'s etc. International Catering waste can be landed in special skips that the port will deliver to the vessel once a request has been made to the ONS. All other Marpol wastes are to be removed by using a licensed contractor arranged through the ships Agent.

Access to Cargo Spaces:

The Ships Officer must instruct the ABP Supervisor the correct access route into cargo holds and all access routes must be thoroughly ventilated prior to access. All access routes within the ship will be atmosphere tested and signed as safe to enter or not, with the agreed ABP signage. Personal Atmosphere testers must be worn at all times by staff using the access routes.

Weighted Heaving Lines:

Weighted heaving lines will not be accepted at the Port of Ipswich. All illegally weighted heaving lines will be cut off and reports sent to the Local Authorities. Vessel Masters may be liable to prosecution by the regulatory authority.

Rope Handling:

Licensed Boatmen are available to handle ropes at all berths and the lock. Masters are reminded that they must provide a safe means of access for crew members when arriving, sailing or shifting, the services of the boatmen are strongly recommended. If a vessel is required to shift berth within the Port, it is possible to use ships crew but only if there are a minimum of two persons on the quay and they are wearing appropriate PPE including Lifejackets. When shifting berth or adjusting mooring lines the vessel Master must ensure that all mooring ropes are dipped on bollards used by other vessels. Mooring lines must be tendered at all times due to the interaction of passing traffic. The Port will not accept any responsibility for any damage caused by vessels surging along the quay due to slack mooring ropes.

Shifting Berth at the Port of Ipswich;

- a) When a vessel is required to shift berth and the vessel can always remain attached to the quay with one or more rope, there is no requirement to take a pilot or tug(s). The vessel Master can if required request a Pilot and Tug(s) via Orwell Navigation Service or Agent.
- b) If a vessel is required to shift berth and all ropes will be let go, and the wind speed is 20knts or greater, the vessel Master must consult with the duty ONS operator and discuss the possibility of taking a Pilot and Tug(s).
- c) If a vessel is required to shift berth and all ropes will be let go, and the wind speed is 25knts or greater. It will be compulsory to take a Pilot. Tug(s) may also be required depending on vessel length/manoeuvrability/weather conditions.

Gangways:

A gangway and safety net must be correctly positioned and secured at all times. There must be a safe means of access not only for the ships crew but also for all other persons visiting the vessel. This includes safe access and egress for the Pilot on arrival and sailing at the berth. There must be a lifebuoy line and light close at hand by the gangway.

Divers:

Divers are available from approved private firms. All diving operations must follow the Diving at Work Regulations 1997 or the Merchant Shipping (Diving Safety) Regulations 2002. No diving work may start until a Permission or Permit To Dive form has been completed at ONS. Under no circumstance must any member of a ships crew enter the water to perform a diving task.

Repairs Involving Burning / Welding:

The Harbour Master must approve any repairs involving burning or welding on a vessel or the adjacent quay, this applies to ships crew or shore workers. Due to the danger of dust explosion, vessels working dry cargo in bulk will not be allowed to do hot work until loading or discharging is completed or suspended. Hot work must not take place adjacent to hazardous cargo or whilst bunkering is in progress. Permission to Carry out Hot Work paperwork is available from ONS.

Tank and Hold Cleaning

Any tank and hold cleaning operation must have the prior approval of the Harbour Master. No tank cleaning will be permitted for tanks having contained or containing dangerous substances. All slops and washing must be pumped to a reception vessel, vehicle or internal slop tank. It is not permitted to pump contaminated waste overboard into the River Orwell.

Bunkering:

Prior to any Bunkering operations taking place the Bunkering Check List (Appendix A) must be completed. The ONS must be advised at the commencement and completion of all bunkering or oil transfer operations, including details of Oil type and quantities. These operations must be supervised by sufficient competent persons to ensure no spillage or overflow takes place. Scuppers and overboard discharges must be closed off prior to any operation taking place. Any spill that happens on board the vessel or on the quay side must be immediately reported to the ONS and steps taken to prevent the oil entering the water.

Vessel Crew:

There must be sufficient crew on board at all times to deal with moorings and emergencies, including the provision of a safe means of access to shore and to comply with the International Ship & Port Facility Security Code. All crew to wear 5 Points of Personal Protective Equipment (PPE) to include: High Visibility Clothing, Hard Hat, Protective Footwear, Goggles or Glasses and Gloves when on the quay or terminal operational area.

Working Cargo:

Prior to commencing operations the crew must inform the vessel supervisor of any obstructions he within the hold. Prior to entry into Cargo holds crew members must make contact with the Operational Supervisor. If Cargo is under fumigation the air quality must be confirmed by a licensed contractor who will issue a Gas Free Certificate. Only on receipt of a Gas Free Certificate can operations commence and entry be permitted. Spent fumigation material **must not** be disposed of in any of the ports waste skips.

Swimming

Swimming is not permitted in any Port area or Wet Dock.

Environmental:

- River Orwell Estuary is a designated Site of Special Scientific Interest (SSSI)
- The Orwell Estuary is internationally important for birds and their habitats.
- The Stour and Orwell Estuaries Special Protection Area (SPA) is a European designation for internationally important bird sites.

International Ship and Port Security (ISPS)

For Your guidance the Port Facility Security Officer (PFSO) for Associated British Ports, Ipswich can be contacted 24 hours per day through:

Orwell Navigation Service (ONS)

Telephone:	44 (0) 1473 211066
Fax:	44 (0) 1473 230915
VHF:	Channel 68
Call Sign:	Ipswich Port Radio
The Port Facility Name:	Associated British Ports, Ipswich
The Port Facility Number:	0161
The UN Locator:	GBIPS
ID Number:	10424

E. When Crew members enter the hold, the crane driver and supervising cargo-handler are informed and thereafter kept aware of their work and movements.

Under no circumstances should hatches/cranes be moved without the ABP supervisor and crane drivers being informed first.

F. Crew members going ashore must follow designated walkways.

G. Ships ropes must be monitored at all times due to the tidal range, restricted channel, and the safe steerage of passing vessels, including regular ferries.

H. On completion of timber discharge, cargo ropes will be lifted on board, **but entirely at ships risk**, if not in normal stowage areas.

I. Waste disposal – galley waste – contact ship supervisor.

Ships arriving from non EU ports must dispose of their **galley waste** in the **“non EU skip”** only. This will be delivered to the ships side on request.

It is strictly forbidden to place any hazardous waste (including paint tins) in the skips provided.

I the Master of _____

Agree to conform to the above statement.

Signed _____

Ships Stamp _____