



General directions for navigation 2016

OPS019 v5



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1. General directions for navigation 2016
 - 1.1. Harwich Haven Authority (HHA) is a public trust Harbour and Pilotage authority, with local legislative powers provided by public statute. The Authority is responsible for the navigational safety and traffic regulation of all vessels bound to and from the Haven Ports of Felixstowe, Harwich International, Harwich Navyard, Ipswich, and Mistley.
 - 1.2. All vessels arriving at or sailing from the Haven Ports, or on passage through the Harwich Seaward Area, must report to Harwich Vessel Traffic Service (VTS). The Reporting Procedures are set out in Appendix 2 of these Directions.
 - 1.3. The Authority provides a Pilotage Service for all vessels visiting the Haven Ports or anchorages. In addition it provides Pilot boarding or landing services at the Sunk Pilot Station for the Port of London, Medway, Brightlingsea and River Crouch/Creeksea. Mariners approaching or entering the Sunk Precautionary Areas marked on current Admiralty charts are subject to Sunk VTS Rules approved by the U.K. Maritime and Coastguard Agency, who are the competent authority. Mariners are cautioned that the Sunk Pilot Station is considered a high-risk traffic area.
 - 1.4. Harwich Haven Authority Harbour Master has statutory powers to regulate commercial and leisure vessels within the HHA Area of Jurisdiction. The Harbour Master is responsible for enforcing local Byelaws and General Directions, and can issue a Special Direction to the master of any ship within the HHA Area of Jurisdiction for the purposes of Navigational Safety or Traffic Regulation. (Harwich Harbour Act, 1974 – Section 33). The powers of the Harbour Master are also delegated to specifically authorised Deputies and Assistants, including Harwich VTS Officers.
 - 1.5. Harwich Vessel Traffic Service (Harwich VTS) is operated from Harwich Operations Centre on a continuous 24-hour basis to provide a safe and efficient regime for vessel traffic, and protection for the environment. Harwich Operations Centre also provides the co-ordination and communications for the Haven Ports Pilotage Service and other ports using Sunk Pilot services and the pilot boarding/landing activities at the Haven (Inner) and the Sunk (Outer) Pilot Stations.
 - 1.6. Harwich VTS is Designated by the MCA and operated in accordance with International and UK legislation.
 - 1.7. Harwich VTS provides Traffic Organisation and Navigational Assistance Services with the authority of the Harbour Master. Failure, without good cause, to obey an instruction given by Harwich VTS with the purpose of preserving marine safety, may constitute an offence.

2. Introduction

- 2.1. The General Directions are to be construed in conjunction with the Harwich Haven Authority Byelaws, Pilotage Directions and HHA Local Notices to Mariners.
- 2.2. It is the duty of the Master of a vessel to which a General Direction applies to comply with that Direction. The giving of a General Direction or a Special Direction shall not diminish, or in any other way affect, the responsibility of the Master of the vessel to which the direction is given in relation to their vessel, persons on board, its cargo, or any other person or property. (Harwich Harbour Act 1974 - Section 37).
- 2.3. The Master of a vessel who fails to comply with a General Direction or Special Direction shall be guilty of an offence, and liable on summary conviction to a fine not exceeding level 4. It shall be a defence to the master of a vessel charged with such an offence to prove that they had reasonable ground for supposing that compliance with the Direction in question would be likely to imperil their vessel, or that in the circumstances compliance was impracticable. (Harwich Harbour Act 1974 - Section 35).
- 2.4. Nothing contained in these Directions shall relieve the Master of any vessel of the obligation to comply with the Convention on the International Regulations for Preventing Collisions at Sea 1972, (as amended) and, as now given effect by The U.K. Merchant Shipping (Distress Signals and Prevention of Collisions) Regulations, 1996, or any Special Direction given by the Harbour Master under Section 33 of the Harwich Harbour Act 1974 as amended.
- 2.5. In order to maintain and enhance safety of navigation in Harwich Haven and its Seaward Approaches, it is important that Masters, Watchkeepers and Pilotage Exemption Certificate holders are aware of current Byelaws, Directions, Notices to Mariners and Port Information Notices. It is therefore vital that owners/agents ensure that all such relevant information and publications are promptly distributed to vessels as appropriate. Current Notices can be obtained directly from the Authority's internet web-site at www.hha.co.uk

3. Commencement

- 3.1. The Harwich Haven Authority (HHA), in exercise of its powers under Section 32 of the Harwich Harbour Act 1974, as amended, ("the Act"), and having carried out consultation required by the Act hereby:
 - 3.1.1. revokes General Directions for Navigation 2011; and
 - 3.1.2. gives the following General Directions to vessels to be known as the Harwich Haven Authority General Directions for Navigation 2016.
- 3.2. These Directions shall come into operation on the 1st day of October 2016

4. Definition and interpretation

In these Directions, unless the context otherwise requires:

- 4.1. **The Authority** means the Harwich Haven Authority.
- 4.2. **The Authority's Area** means the area comprising Harwich Harbour and the Harwich Seaward Area.

- 4.3. **At Anchor** in relation to any vessel means anchored either ahead or astern by anchors, but not moored.
- 4.4. **Berthed** in relation to any vessel means secured to a quay or specifically designed linkspan or secured alongside a vessel so secured.
- 4.5. **Clearance to Navigate** means a time-limited permission from the Harbour Master or Harwich VTS for a specific vessel, or vessels, to navigate through or within the Authority's area.
- 4.6. **Collision Regulations** means The Merchant Shipping, (Distress Signals and Prevention of Collisions), Regulations 1996 as amended.
- 4.7. **Compulsory Vessel** means a vessel for which pilotage is compulsory as defined in the Harwich Haven Authority Pilotage Directions.
- 4.8. **Deep-Water Channel** means a navigable channel, commencing at the South Shipwash and South Threshold buoys at its seaward end and extending westwards as far as No. 1 Berth at Harwich International Port, and northwards to include the channel and berth approaches of the Port of Felixstowe, as far as the northern limit of that port.
- 4.9. **Designated Anchorage Area** means an area designated by the Harbour Master for use as an anchorage area, and published on local charts and other official sources of navigational information.
- 4.10. **Designated VTS** means a VTS designated by the MCA which is operated in accordance with IMO Guidelines. Those vessels which are subject to the Merchant Shipping (Vessel Traffic Monitoring and Reporting Requirements) Regulations 2004 must comply with the rules of that VTS.
- 4.11. **Dredger** means any vessel, whether self-propelled or not which is engaged in dredging, excavating, raising, pumping, eroding or dispersing silt, sand, clay, stone, rock, or any other material.
- 4.12. **Fairway** means a channel, which is a regular course or track of shipping, and includes any recommended track for yachts, which is designated in these Directions.
- 4.13. **Gross Tonnage**, in relation to a vessel, means the gross tonnage of that vessel as ascertained in accordance with The Merchant Shipping (Tonnage) Regulations 1997, as amended.
- 4.14. **Harbour Master** means the Harbour Master of the Authority and includes any person authorised by the Authority to act in that capacity; and the following shall be treated as an Assistant Harbour Master for the purposes described below:

The powers of the Statutory Harbour Master may, under the Harwich Harbour Act 1974, be delegated by the Board to the Harbour Master, authorised deputies and assistants and any person authorised by the Authority to act in that capacity.

4.14.1. Statutory Harbour Master

The Deputy Harbour Master (Operations) and Deputy Harbour Master (Conservancy) and the Duty Officers, are authorised by the Board to act as Harbour Master. These

powers are given to cover situations which may occur at any time when immediate action may be necessary.

4.14.2. VTS Officer

VTS Officers authorised by the Authority to operate Harwich VTS in circumstances where Masters of vessels are required to give notice or follow directions, shall be treated as an Assistant Harbour Master for these purposes.

4.14.3. A Pier Attendant employed by the Authority to regulate activities at Halfpenny Pier, for matters specific only to that pier; and

4.14.4. Any Officer of the Authority who is authorised by the Authority to operate Harwich VTS, in circumstances where Masters of vessels are required to give notice or follow directions.

4.15. **The Harbour** means Harwich Harbour as described in Section 4(1)(a) of the Harwich Harbour Act 1974 and extended by Section 5 of the Felixstowe Dock and Railway Act 1988 and includes any part of the harbour so defined.

4.16. **Harwich Seaward Area** means the area described in section 4(1)(b) of the Harwich Harbour Act 1974 and extended by article 3 of the Harwich Harbour Revision Order 1979, section 3 of the Harwich Harbour Act 1988 and article 3 of the Harwich Haven Harbour Revision Order 1993.

4.17. **Harwich VTS** means a designated vessel traffic service operated and authorised by the Authority offering traffic organisation and navigational assistance services, as defined in IMO Resolution A.857 (20), to vessels within the Authority's area.

4.18. **Harwich VTS Area** the Harwich VTS Area is that of the Authority's Area.

4.19. **Harwich Operations Centre** means the Operations Centre located at Angel Gate, Harwich, manned and operated on a continuous 24-hour basis by the Harwich Haven Authority.

4.20. **Information Service** means a service provided by Harwich VTS, in support of the vessel's own port passage plan, to ensure that essential information becomes available in time for on-board navigational

4.21. **Large Vessel** means any vessel, the overall length of which exceeds 260 metres but less than 310m length overall.

4.22. **Major Incident** means an incident involving any or all of the following:

4.22.1. serious structural damage or damage affecting a vessels seaworthiness;

4.22.2. death or serious injury;

4.22.3. major pollution (means pollution in which containment or cleanup is beyond the scope of local resources and requires external assistance);

4.22.4. channel or berth obstruction:

- 4.23. **Master**, in relation to any vessel, means any person, (whether or not the Owner and whether or not acting lawfully), having or taking command, charge, management or conduct of the vessel for the time being.
- 4.24. **Moored**, when used in relation to a vessel means:
- 4.24.1. secured to a mooring chain or mooring buoy either ahead or astern or both, or
 - 4.24.2. secured alongside any vessel so secured, or
 - 4.24.3. secured both ahead and astern by anchors, or
 - 4.24.4. secured ahead by anchor and astern by mooring ropes to a quay or dolphin.
 - 4.24.5. platform/barge jacked up on legs
- 4.25. **Navigable Channels** means all buoyed and marked fairways within the limits of the Harbour and the Harwich Seaward Area other than fairways to the west of a line drawn in a north/south direction between the banks of the River Stour through the charted position of the Ramsey Buoy.
- 4.26. **Navigational Assistance** means a service provided on request or when deemed necessary by Harwich VTS to assist on-board navigational decision making, and to monitor its effects. It does not relieve the Master of their responsibility for the safe navigation of the vessel.
- 4.27. **Navigation Exclusion Zone** means an area which vessels are not permitted to enter or are requested to leave in accordance with Direction 17.
- 4.28. **Nominated Hazardous Vessel** means every vessel which is:
- 4.28.1. a vessel, over 50 metres in length carrying liquid bulk dangerous cargoes with flammable or toxic properties or has non-gas free cargo spaces resulting from carriage of such a cargo;
 - 4.28.2. a vessel carrying liquefied gas in bulk or has non-gas free cargo spaces resulting from carriage of such a cargo;
 - 4.28.3. a vessel carrying explosive substances classified as Class 1.1, 1.2 or 1.3 in the IMDG Code, of which the cumulative net explosive quantity exceeds 50 tonnes;
 - 4.28.4. a vessel carrying explosive substances classified as Class 1.1, 1.2 or 1.3 in the IMDG Code to or from the EPC-UK Jetty; or
 - 4.28.5. any other vessel which the Harbour Master considers should be classed as a nominated hazardous vessel due to the particular nature of her cargo.
- 4.29. **Notice to Mariners** means a navigational procedure or navigational safety notice promulgated by the Authority to vessels intending to navigate in or through the Authority's area. Notices are consecutively numbered, starting with No.1 on the 1st. January of each year, and are distributed and displayed on the HHA Internet website.
- 4.30. **Overtaking Vessel** for the purposes of these Directions one vessel shall be deemed to be overtaking another vessel moving within the Authority's area when coming up with another

vessel from more than 22.5° abaft her beam, that is in such a position with reference to the vessel she is overtaking while proceeding in the same direction in the same navigable channel.

- 4.31. **Passenger Vessel**, in relation to these General Directions, means a vessel equipped and certificated for the carriage of more than 200 passengers.
- 4.32. **Pilot** means any person not belonging to the ship who has conduct thereof.
- 4.33. **Pilotage Exemption Certificate (P.E.C.)** means a licence issued by the Authority, (in accordance with Section 8 of the Pilotage Act, 1987), to the bona fide Master or Deck Officer of a vessel subject to compulsory pilotage, permitting that person to pilot the named vessel through the Compulsory Area.
- 4.34. **Port Information Notice** means an operational or organisational notice promulgated by the Authority to port users of the Authority's area. Notices are consecutively numbered, starting with No.1 on the 1st. January of each year, and are distributed and displayed on the HHA Internet website.
- 4.35. **Port Passage Plan** means a documented schedule of navigational information, including details of the proposed pilotage, navigational routing, minimum underkeel clearance, towage, berth position, and navigation aid status. The plan is designed to assist the vessel safely from sea to berth, or vice versa.
- 4.36. **Quay** means any quay, wharf, jetty, pier, dolphin, landing stage, mooring pile, pontoon or other structure used for berthing or mooring vessels and includes any roll-on-roll-off, bridge.
- 4.37. **Regulated Vessel** means every vessel having a gross tonnage of more than 50 tons, and every ferry-boat or water taxi carrying fare paying passengers whether licensed or not.
- 4.38. **Reporting Points** means positions within the Authority's Area at which all Regulated Vessels must report to Harwich VTS. These positions are clearly marked on all local area navigation charts, and any changes to these Reporting Points or procedures are advised by Notices to Mariners.
- 4.39. **Restricted Visibility** means any condition in which visibility is restricted by fog, mist, falling snow, heavy rain storm, sand storm or any other similar cause. Additionally, for these Directions when visibility of less than 5 cables (0.5 n.m.) is reported in any part of the Authority's area.
- 4.40. **Restricted Visibility Regulations** means a set of navigational assistance and traffic organisational regulations implemented by Harwich VTS to improve vessel safety within the Authority's area when restricted visibility has been reported.
- 4.41. **Sailing Vessel** means any vessel under sail providing that propelling machinery if fitted, is not being used.
- 4.42. **Small Vessel** means any vessel the overall length of which does exceed 20 metres and a sailing vessel.
- 4.43. **Sound Signal** means any sound signal prescribed by the Collision Regulations or these Directions.

- 4.44. **Traffic Organisation Service** means a service provided by Harwich VTS to prevent the development of dangerous maritime traffic situations, and to provide for the safe and efficient movement of vessel traffic within the Authority's area.
- 4.45. **Underway** means that a vessel is not at anchor, or made fast to the shore or aground.
- 4.46. **Ultra Large Vessel** means any vessel whose length overall exceeds 310 metres.
- 4.47. **Vessel** includes every description of water craft, including non-displacement craft and seaplanes, used or capable of being used as a means of transportation on water.
- 4.48. **Vessel constrained by her draft** means a power-driven vessel which, because of her draft in relation to the available depth and width of navigable water, is severely restricted in her ability to deviate from the course she is following.
- 4.49. **VTS Rules** means the most recent rules which have been published in a nautical chart or a nautical publication, or promulgated so that masters of vessels ought reasonably to be aware of them. For the purposes of Harwich VTS these General Directions shall be considered as the VTS Rules.
- 4.50. **VTS Sailing Plan** means a port passage plan that is mutually agreed between Harwich VTS and the Master/Pilot of a vessel concerning the movement of the vessel in the Harwich VTS area.
- 4.51. **Yacht** means a small vessel primarily used for leisure purposes.

5. Conduct of masters and vessels

No Master shall cause or permit a vessel to navigate within the Authority's area in an unsafe or unseaworthy condition except as may be necessary in the interest of safety of the vessel or her crew and shall at all times comply with the following Directions.

5.1. Bridge manning

The Master of every vessel underway shall ensure that in addition to the authorised Pilot or PEC holder (when required) there are sufficient qualified persons on the bridge or at the control position capable of:

- 5.1.1. taking charge of the vessel,
- 5.1.2. maintaining a proper look-out at all times by sight and hearing as well as by all available means appropriate in the prevailing circumstances and conditions so as to make a full appraisal of the situation and of the risk of collision.
- 5.1.3. when a Pilot is on board, taking and acting upon the Pilot's directions.

5.2. Competent helmsman

5.2.1. The master of every vessel shall ensure that it is steered at all times by a person competent to do so and no automatic devices or equipment shall be used for steering purposes unless attended by a competent helmsman.

- 5.2.2. The Master of every vessel shall be capable of demonstrating knowledge of legislation and guidelines in force from time to time regarding the use of automatic steering equipment.

5.3. Navigation under the influence of drink or drugs

- 5.3.1. The Master of every vessel shall not navigate or take control of a vessel when unfit to do so by reason of drink or drugs.

- 5.3.2. The Master of every vessel shall be deemed to be unfit to navigate by reason of drink if the proportion of alcohol in their breath when tested in accordance with paragraph 5.3.4 below exceeds the prescribed limit from time to time for the purposes of the Railways and Transport Safety Act 2003.

- 5.3.3. If the Harbour Master has reasonable cause to suspect that the Master of a vessel has levels of drugs or alcohol in their body which may:

- 5.3.3.1. impair their fitness to navigate; or

- 5.3.3.2. render him incapable of taking proper control of the vessel;

The Harbour Master may instruct the vessel to proceed to a designated berth or anchorage, or if the vessel is already on a berth or at anchor, and may instruct the Master that the vessel is to remain in that position.

- 5.3.4. A vessel instructed under paragraph 5.3.3 above shall remain in the position designated until, in a case where the Master is suspected of having alcohol in their body, they submit to a breath test on equipment provided by the Harbour Master and approved by the Secretary of State for the purpose of the Railways and Transport Safety Act 2003 and the said breath test indicates a reading of less than the prescribed limit for the purposes of that Act.

- 5.3.5. The Master of every vessel shall comply with an instruction given under direction 5.3.3 above.

- 5.3.6. No Owner of a vessel shall knowingly cause or permit any person to navigate or attempt to navigate that vessel in contravention of this direction.

5.4. Vessels to be navigated with care

- 5.4.1. The Master of every vessel commits an offence who navigates a vessel without due care and attention and in such a way as to:

- 5.4.2. prejudice the safety of, or (whether directly or indirectly) cause injury or damage to, any person or property in the Authority's area or to the banks of the Harbour; or

- 5.4.3. interfere with the navigation, manoeuvring, loading or discharge of any other vessel; or

- 5.4.4. be without reasonable consideration for other persons in the Authority's area.

5.5. Vessel manning

Except with the permission of the Harbour Master, the Master of every regulated vessel which is within the Authority's Area shall at all times ensure that their vessel is capable of being safely moved and navigated and that there are sufficient crew or other competent persons readily available:

5.5.1. to attend to their vessel's moorings;

5.5.2. to comply with any directions given by the Harbour Master for the un-mooring, mooring and moving of their vessel; and

5.5.3. to deal, so far as reasonably practicable, with any emergency that may arise.

5.6. Vessels to be kept in a moveable condition

5.6.1. Except where the vessel is lying aground, the Master of every regulated vessel shall not take any steps to render their vessel incapable of movement without first notifying the Harbour Master and, subject as aforesaid, shall at all times keep their vessel so loaded and ballasted, and in such condition, that it is capable of being safely moved.

5.6.2. If at any time a regulated vessel is incapable of being safely moved by means of its own propulsive machinery, the Master or owner shall inform the Harbour Master as soon as reasonably practicable.

5.7. Vessel leaving dock, marina, quay or anchorage

The Master of every vessel leaving a dock, marina, quay or anchorage shall do so in a manner that does not hazard any moored vessel or impede the movement of any vessel underway.

5.8. Abandonment of vessels

5.8.1. No Master shall abandon a vessel in the waters or on the shore of the Harbour unless this is necessary for the safety of the crew.

5.8.2. A Master who leaves a vessel in the waters or on the shore of the Harbour in such circumstances or for such a period that he may reasonably be assumed to have abandoned it shall be deemed to have abandoned it there unless the contrary intention is shown.

6. Mooring, berthing or anchoring within the Authority's area

The Master of every vessel when mooring, berthing or anchoring in the Authority's area must comply with the following Directions:

6.1. Permission to anchor

The Master of every regulated vessel shall not anchor without the permission of the Harbour Master except in case of an emergency to avoid collision, drifting, running aground or damaging any other vessel or property.

6.2. Anchoring position

The Master of every regulated vessel which intends to anchor shall ensure the vessel is anchored within the limits of designated anchorage areas as defined in paragraph 6.4.

6.3. Notification to anchor

6.3.1. The Master of every regulated vessel to which this Direction applies is required, so far as practicable, to notify Harwich VTS of the proposed position in which it is intended to anchor the vessel. This notice must be given in sufficient time to enable Harwich VTS to direct the Master to place the vessel in an alternative anchorage if required.

6.3.2. No Master shall cause or permit their vessel to be anchored for a period greater than 14 days without the permission of the Harbour Master.

6.4. Designated anchorages

The Master of every regulated vessel shall anchor within the limits of the following designated anchorages:

6.4.1. The Bawdsey Anchorage – as marked on UKHO charts is a designated anchorage for vessels carrying dangerous substances as defined in Direction 24.

6.4.2. The Cork Anchorage – as marked on UKHO charts.

6.4.3. The Platters Anchorage – as marked on UKHO charts.

6.4.4. The Parkeston Anchorage – as marked on UKHO charts.

6.4.5. The Erwarton Anchorage – as marked on UKHO charts.

6.5. Emergency anchorage

If, in an emergency, a vessel is obliged to anchor otherwise than in accordance with this Direction, the Master of such a vessel shall, as soon as reasonably practicable, thereafter inform Harwich VTS.

6.6. Vessels not to be made fast to navigational buoy etc.

No Master of a vessel is to make fast to or lay against:

6.6.1. any buoy, beacon or mark used for navigational purposes, or

6.6.2. without the permission of the owner, any other buoy or mooring.

6.7. Vessels not to be made fast to unauthorised objects

No Master of a vessel shall make fast to any post, quay, ring, fender or any other thing or place not assigned for that purpose.

6.8. Vessels not to lie or be moored so as to prevent free transit

No Master shall cause or permit their vessel to be anchored or moored:

6.8.1. so as to obstruct any fairway in the Authority's Area, or

6.8.2. so as to impede the movement of any other vessel, or

6.8.3. without prejudice to paragraphs 6.8.1 and 6.8.2 above, in or within 60 metres of a fairway, except within an anchorage designated in these directions.

6.9. Vessels to be properly berthed

6.9.1. The Master of every vessel which is berthed or lying at a quay shall at all times keep the vessel close alongside and securely made fast and properly and effectively moored, and shall comply with such directions concerning the number, size and position of moorings as the Harbour Master may give.

6.9.2. No master shall moor a vessel or allow a vessel to remain at a berth except with the permission of the owner of the berth.

6.10. Vessel abreast

6.10.1. Except with the permission of the Harbour Master, the Master of a vessel shall not moor or anchor their vessel or otherwise allow it to remain abreast of another vessel.

6.10.2. Where vessels are lying abreast alongside a quay:

6.10.2.1. the Master of the outboard vessel shall keep their vessel sufficiently lit at night and in conditions of reduced visibility to alert other vessels to its position; and

6.10.2.2. the Master of each vessel shall allow facilities for the free and safe passage across or over the deck of their vessel to or from any other vessel lying farther from the quay.

6.11. Use of engines while vessel is moored or berthed

The Master of every vessel which is at a quay or attached to any mooring shall not knowingly or negligently permit the engines of their vessel to be worked in such a manner as to cause, or be likely to cause, injury or damage to the bed or banks of the Harbour or to any other vessel or property.

6.12. Vessels moored to exhibit lights etc.

The Master of every small vessel which is moored in an area designated as a small vessel mooring area as defined in the Authority's Yacht Moorings publication is not required to exhibit the lights or shapes as prescribed in the Collision Regulations.

7. Aids to navigation

7.1. Damage to harbour aids to navigation

7.1.1. No Master shall move, damage or cause to malfunction any light, buoy, beacon or any other aid to navigation exhibited within the Authority's Area.

7.1.2. The Master of every vessel running into, fouling or damaging any such aid to navigation shall notify the Harbour Master as soon as reasonably practicable.

8. Duty to report

The Master of every vessel which is berthed, anchored, moored, or underway within the Authority's area shall ensure that Harwich VTS is kept fully informed of any matter or incident

which they consider to be relevant to safety, environmental protection, proper traffic organisation, or the efficient organisation of the port.

8.1. Abandonment of vessels

The Master of every vessel which is abandoned, derelict, missing, sunk, in danger of sinking, stranded or drifting without power, shall give immediate notice of the fact to the Harbour Master stating the position of the vessel where known and such other particulars as may be required for the safety of navigation.

8.2. Notification of incident

8.2.1. The Master of every vessel which:

- 8.2.1.1. has been involved in a collision with any vessel, navigational mark, shore facility or property; or
- 8.2.1.2. by reason of fire, defect or otherwise is in such a condition as to affect its safe navigation or to give rise to danger or damage to other vessels or property; or
- 8.2.1.3. is at a quay which is on fire;
- 8.2.1.4. has been involved in any incident or occurrence which causes or threatens contamination or pollution of the environment by any means;
- 8.2.1.5. has been involved in a grounding in any part of the Authority's area

shall as soon as reasonably practicable report the occurrence to the Harbour Master and as soon as reasonably practicable thereafter provide the Harbour Master with full details in writing.

- 8.2.2. Where the damage to a vessel is such that it affects, or is likely to affect, her seaworthiness, the Master shall not, other than with the permission of the Harbour Master and in accordance with their directions move the vessel except to clear a fairway, or to moor, or anchor in safety.

8.3. Lost anchor

The Master of every vessel which has slipped or parted from, or lost, any anchor, chain, cable, or propeller shall:

- 8.3.1. as soon as reasonably practicable report it to the Harbour Master and, if possible, of the position of the anchor, chain, cable or propeller and, if the Harbour Master so directs, shall cause it to be recovered as soon as practicable;
- 8.3.2. in the case of an anchor, chain, cable or propeller, leave a buoy to mark the position thereof if known.

8.4. Ability to manoeuvre

The Master of every vessel which is hampered so that its ability to manoeuvre is impaired but is otherwise seaworthy in all respects shall, before entering the Authority's area, inform Harwich VTS of the vessel's condition.

8.4.1. Vessels shall not enter without the consent of the Harbour Master, and is subject to any movement restrictions which they may impose

8.4.2. If any vessel to which paragraph 8.4.1 of this Direction applies experiences any subsequent deterioration in its condition while navigating in the Authority's area, the Master shall report the circumstances immediately to Harwich VTS.

9. Carriage and use of VHF radio equipment

The Master of every regulated vessel shall ensure that when within the Authority's area the vessel is equipped with a fixed or portable VHF radio capable of communicating with Harwich VTS.

9.1. Non-regulated vessels

Non-regulated vessels are recommended to be equipped with a VHF radio and monitor the Harwich VTS channel (VHF Channel 71), when underway in the Authority's area. They should report any incident as required in paragraph 8.

9.2. Regulated vessels

The Master of every regulated vessel shall

9.2.1. maintain a continuous listening watch on VHF when underway or anchored in the Authority's area.

9.2.2. maintain the capability of reporting by VHF when berthed as required in Direction 8.2.

9.3. Continuous listening watch

The Master of every vessel to which 9.2.2 of this Direction applies shall maintain a continuous listening watch on the bridge or control position. The listening watch required by this Direction shall be maintained on the frequency of 156.575 MHz (Channel 71 - Harwich VTS working channel) or on such other channels as may have been agreed with Harwich VTS.

9.4. Communications

The Master of every vessel shall ensure all VHF radio communications within the Authority's area be factual, as brief as possible and given in accordance with standard radio communication procedures and the IMO Standard Marine Vocabulary.

10. Un-seaworthy vessels and navigational

The Masters of every regulated vessel must ensure that before arrival within the Authority's area, or before departure from any berth or anchorage, the vessel is in all respects seaworthy for the intended voyage, and navigational equipment is properly maintained and operational to

the standards required by the ship's Flag State Authority, and the U.K. Port State Control and for the purposes of this Direction.

10.1. Unsafe or unseaworthy

A vessel is unsafe or unseaworthy in the Authority's area if it:

- 10.1.1. causes a grave and imminent risk to the safety of other users of the Authority's Area.
- 10.1.2. is in grave and imminent risk of sinking or foundering in the Authority's Area, prevent or seriously prejudice the use of the area by other vessels.
- 10.1.3. is limited in its ability to steer or manoeuvre due to mechanical or other defect.
- 10.1.4. has suffered damage in any part of the hull or deck hatches or cargo stowage, which has caused or is likely to cause a significant change of draft, heel, or trim.
- 10.1.5. is listing more than 5 degrees; or exhibiting a serious lack of positive stability.
- 10.1.6. has a high deck stowage, which is dangerously inhibiting the forward view from the steering position.
- 10.1.7. is on fire, or has cargo which is on fire or leaking explosive or toxic fumes or gases.
- 10.1.8. is leaking polluting or toxic liquids into the sea.
- 10.1.9. is sinking or in danger of imminent capsize.

10.2. Navigational equipment refers to:

- 10.2.1. adequate and properly adjusted steering, standard, and gyro compasses.
- 10.2.2. operable and adequate anchor and anchoring machinery.
- 10.2.3. properly functioning radar equipment.
- 10.2.4. properly corrected Navigation Charts, properly corrected and functioning ECDIS (if fitted), Pilot Books, Tide Tables and other necessary navigational documents, appropriate to cover the intended passage through the Authority's area
- 10.2.5. operable and adequate VHF radio for communication with the shore and other vessels, including a functional whistle, horn, or siren.

11. Vessel movement reporting and clearance

This Direction applies at all times to every vessel, which is proposing to navigate, or underway within the Authority's area.

11.1. Movement of regulated vessels

The Master of every regulated vessel shall not cause or permit the vessel to leave her berth, anchorage or mooring or navigate through the Authority's area at any time without permission of the Harbour Master and must:

- 11.1.1. Obtain permission from Harwich VTS immediately prior to the commencement of navigation.

11.1.2. Inform Harwich VTS on completion of the movement or when passing the seaward limit of the Authority's area.

11.2. Expiration of permission

Permission given as in paragraph 11.1.1 above for a vessel to start navigating within the Authority's area shall cease to have effect on the expiration of 15 minutes or after such time specified in the permission at the time for the start of such navigation and where a vessel for which such permission has been given does not start navigating before the expiration of that period, the Master of the vessel must obtain further permission before the vessel starts to navigate within the Authority's area.

11.3. Reporting points

The Master of every regulated vessel shall ensure that a report is made to Harwich VTS when the vessel passes each designated Reporting Point, as marked on current United Kingdom Hydrographic Office (UKHO) charts.

(Reporting Regulations Appendix 2)

12. Harwich traffic system

The Local Traffic System in the Authority's Area is administered through Harwich VTS.

12.1. Application

12.1.1. The rules of the Harwich Traffic System shall be followed by the Master of every vessel bound to or from the Haven Ports, and every vessel in transit through the Harwich Traffic System.

The Harwich Traffic system comprises the Deep-Water Channel, North Channel, South Channel, Shipway Channel, and the Recommended Track for Yachts.

The Harwich Traffic System shall, where in place as marked on UKHO charts be used by the Master of every regulated vessel bound to or from the Haven Ports and transiting through the Authority's area.

12.1.2. Harwich VTS has the authority to waive any direction if circumstances and conditions require.

12.2. General

12.2.1. The Master of every small vessel shall not impede the passage of a vessel, which can safely navigate only within the Harwich Traffic System.

12.2.2. The Master of every vessel engaged in fishing shall not impede the passage of a vessel, which can safely navigate only within the Harwich Traffic System.

12.2.3. No Master shall engage in fishing from a vessel within any part of the Harwich Traffic System west of an imaginary line drawn through the charted positions of the Washington Buoy and the No. 1 Channel and No. 2 Channel Buoys.

- 12.2.4. Every Master who lays any lobster pot or fixed net within the Authority's area shall ensure that throughout the time it is in place it is clearly marked by floats or flags so as to be visible at all states of the tide and shall ensure any such devices are not left unattended in any fairway or designated anchorage.
- 12.2.5. The Master of every vessel shall, if the circumstances of the case permit, avoid anchoring within the Harwich Traffic System except for designated anchorage areas.
- 12.2.6. The Master of every vessel using the Harwich Traffic System shall proceed in the appropriate traffic lane in the general direction of traffic flow for that lane.
- 12.2.7. The Master of every vessel shall keep as near to the outer limit of the channel which lies on her starboard side as is safe and practicable.
- 12.2.8. The Master of every vessel using the Harwich Traffic System shall normally join or leave a channel at the termination of the channel but when joining or leaving from the side shall do so at as small an angle to the general direction of traffic flow as practicable.
- 12.2.9. The Master of every vessel shall, as far as practicable, avoid crossing channels, but if obliged to do so shall cross as nearly as practicable at right angles to the general direction of traffic flow.
- 12.2.10. The Master of every vessel shall not navigate in such a way as to hazard or impede the movement of any other vessel underway in the Harwich Traffic System.
- 12.2.11. The Master of every small vessel shall not navigate or make use of the anchorages, Harwich Traffic System or approaches to wharves, piers and jetties in such a way as to cause obstruction or impede regulated vessels.
- 12.2.12. The Master of every regulated vessel navigating within the traffic system must ensure that the vessel has an adequate under-keel clearance at all stages of the passage.
- 12.2.13. The Master of every small vessel shall maintain a minimum distance of 100 metres from any vessel berthed alongside or at anchor which is engaged in loading or discharging dangerous substances as indicated by that vessel displaying an all-round red light by night or a red flag by day in accordance with Dangerous Substances in the Harbour Area Regulations 1987.
- 12.2.14. No Master shall navigate a vessel so as to pass within 30 metres of the outboard extremity of any container crane boom, which is partly or completely lowered.
- 12.2.15. The Master of every vessel not using the Harwich traffic system shall avoid it by as wide a margin as is practicable.
- 12.2.16. No Master shall cause their vessel to enter or cross a channel within the Harwich traffic system in such a manner as to impede or endanger the movement of any vessel already underway in that channel.
- 12.2.17. The Master of every vessel in transit through the area is not to impede vessels confined to using the Deep-Water Channel/ North and South Channels

12.3. Use of the deep water channel

- 12.3.1. Ultra-large Vessels and Vessels Constrained by their Draft shall have priority of movement within the Deep-Water Channel.
- 12.3.2. Between the Harwich Approach Buoy and Platters Buoy any vessel which is not confined to the Deep-Water Channel by reason of her draft shall make use of the alternative North Channel, (inwards), or South Channel, (outwards) in the appropriate circumstances and conditions.
- 12.3.3. No Master shall cause their vessel to enter or cross the Deep-Water Channel by passing through the restricted zone between the South Shipwash and Walker buoys, as marked on current UKHO charts.
- 12.3.4. Outward vessels in the Deep-Water Channel proceeding to the Shipway Channel shall do so between the Cross Buoy and Harwich Approach Buoy.
- 12.3.5. No vessel is to undertake pilotage transfer operations in any part of the Deep-Water Channel without permission of the Harbour Master.
- 12.3.6. No vessel approaching from a southerly direction shall enter the Deep-Water Channel between the Cross Buoy and No. 8 Main Channel Buoy, except specialised dredging craft following an approved route under special conditions agreed by the Harbour Master.

12.4. Use of north and south channels

- 12.4.1. The North Channel must only be used for inward passage. Vessels joining or re-joining the Deep-Water Channel from the North Channel shall do so in accordance with these directions unless otherwise agreed by VTS.
- 12.4.2. The South Channel must only be used for outward passage. Vessels leaving the South Channel bound to the Shipway channel shall do so between the Cross and Rough buoys unless otherwise agreed by VTS.

12.5. Use of recommended track for yachts

- 12.5.1. The Master of every small vessel shall make use of the Recommended Track for Yachts and channel crossing positions whenever practicable when transiting the Authority's area.
- 12.5.2. Regulated vessels of suitable draft may use the two-way Recommended Track for Yachts with the permission of Harwich VTS, but must not cross into the South Channel in a westerly direction without permission from Harwich VTS.

12.6. Use of the shipway channel

The Master of every vessel using the Shipway Channel shall avoid passing through the Bawdsey Anchorage when any vessel is anchored within the designated anchorage.

12.7. Ultra large vessel holding or turning area

The area bounded to the north by a line from the Harwich Approach Buoy to the West Shipwash Buoy; to the eastward by the Shipwash Bank; and to the southward by the Deep-Water Channel is designated as a Holding or Turning Area for Large or Ultra Large Vessels. Masters must not anchor or manoeuvre so as to impede any Large or Ultra Large Vessels which are compelled by circumstances to make use of this area. Harwich VTS will warn shipping if the use of this area becomes necessary. (Pilotage boarding or landing operations at the Haven Pilot Station will move further northwards or westwards if a Large or Ultra Large Vessel is in the Holding Area.)

12.8. Vessel speed in harwich harbour and seaward approaches

12.8.1. The Master of every vessel shall at all times proceed at a safe speed so that the vessel can take proper and effective action to avoid collision and comply with Harwich VTS and be stopped within a distance appropriate to the prevailing circumstances and conditions.

12.8.2. Except with the permission of the Harbour Master (which may be given specifically or generally) the Master of every vessel navigating in the Harwich Traffic System shall comply with vessel maximum speed limits, “over the ground”.

The Maximum Speed Limits are: -

Designated Area	Maximum Speed
The North, South and Deep Water Channels between a line extended on a North/South axis through the charted position of No 1 Channel Buoy; and a line drawn between the charted positions of the Platters and Pitching Ground Buoys.	17 knots over the ground
The Deep Water Channel between a line drawn between the charted positions of the Platters and Pitching Ground Buoys; and a line drawn between the charted positions of the Cliff Foot and North West Beach Buoys.	12 knots over the ground
From a line extended through the charted positions of the Cliff Foot and North West Beach Buoys and including the limits of the Harbour, except the area designated as the yacht mooring pontoons.	8 knots over the ground
Abeam of the yacht mooring pontoons and fishing berths at Halfpenny pier.	5 knots over the ground

13. Port passage plans

The Master of every regulated vessel, prior to navigating in the Authority’s area, must have prepared an appropriate Port Passage Plan for use during the vessel’s passage. The Port Passage Plan must provide seamless overlap with the Voyage Plan and a basis for understanding between the Master, Pilot and Harwich VTS. The agreed plan is the VTS Sailing Plan and must be continuously monitored by the vessel and Harwich VTS.

13.1. Prior to navigation within the authority's area

The Master of every regulated vessel intending to navigate within the Authority's area shall ensure that a Port Passage Plan has been prepared prior to navigating.

13.2. Piloted vessels

The Master of every regulated vessel using the services of an authorised Pilot shall record agreement between the Master and Pilot of the Port Passage Plan using the Pilot MPX Form to confirm the Master/Pilot exchange.

13.3. VTS sailing plan

The Master of every regulated vessel, prior to navigating within the Authority's area, shall notify Harwich VTS of the Port Passage Plan. If modification of the plan subsequently becomes necessary during the passage due to changing circumstances and conditions, the Master, Pilot and Harwich VTS must be informed and be in agreement.

13.4. Prior logging of passage plans

The Master of every regulated vessel holding a Pilot Exemption Certificate and whose vessel visits on a regular schedule shall submit a set of arrival and departure port passage plans to the Authority.

14. Navigational risk assessment

14.1. Application

Any vessel or vessel operation not previously identified within the Authority's Marine Safety Management System and intending to navigate or operate within the Authority's Area shall when required by the Harbour Master be subject to a formal marine risk assessment prior to entering in or operating within the Authority's area.

14.2. Provision of information

When a vessel is required to submit to a formal marine risk assessment as required by this Direction the Harbour Master shall be provided with any information deemed necessary to undertake the risk assessment of the vessel's navigation or operation.

15. Restricted visibility regulations

This Direction applies to all regulated vessels underway when the visibility is restricted to less than 5 cables in any part of the Authority's area.

15.1. Vessel speed

The master of every vessel shall proceed at a safe speed and have her engines ready for immediate manoeuvre so that the vessel can take proper and effective action in the prevailing circumstances and conditions.

15.2. Vessel separation

The Masters of every regulated vessel underway in a navigable channel shall not overtake or close within 5 cables of another vessel in the same direction.

15.3. Non-operational radar

Except as expressly permitted by the Harbour Master, any regulated vessel which is not fitted with radar equipment in satisfactory working order will not be permitted to navigate through the Authority's Area in conditions of restricted visibility.

15.4. One-way traffic flow

Following an Information Warning Broadcast on VHF 71 made by Harwich VTS stating that Restricted Visibility One-Way Traffic Regulations are in operation, the Master of every regulated vessel shall comply with a one-way traffic flow in the navigable channels West of a line through the Platters buoy and the Pitching Ground buoy.

16. Navigational assistance

Navigational Assistance by means of VHF radio and radar information will be made available by Harwich VTS when deemed necessary to ensure the safety of navigation and protection of the environment within the Authority's area. Navigational Assistance may also be supplied at the specific request of the Master in circumstances such as adverse weather, restricted visibility, variation from standard pilotage or emergency.

16.1. Supply of navigational assistance

Navigational Assistance will only be given when radar target and vessel have been positively identified as one. Notwithstanding, the supply of Navigational Assistance does not relieve the Master from their responsibility for the conduct and safe navigation of their vessel.

16.2. Navigational assistance warning message

The Master of every vessel on receiving a warning or navigational information from Harwich VTS shall confirm their vessel's position, course and speed in relation to the warning or information given.

17. Traffic organisation

Traffic Organisation will be undertaken when deemed necessary by Harwich VTS to ensure the safe and efficient movement of vessels within the Authority's area and in accordance with these Directions.

17.1. Traffic instructions

The Master of every vessel shall comply with traffic instructions issued by Harwich VTS which will be result orientated only, leaving the details of execution such as course steered or engine manoeuvres to the Master of the vessel.

17.2. Clear transit at beach end area

The Master of every vessel shall, if so instructed, allow another vessel clear transit around the Beach End area.

17.3. Developing situations

The Master of every vessel shall, if so instructed, comply with vessel traffic or planning routing measures implemented by Harwich VTS to prevent the development of close quarters situations in areas of converging vessel traffic.

18. Movement of nominated hazardous vessels

The Master of every Nominated Hazardous Vessel when underway shall comply with these Directions.

18.1. Navigation of nominated hazardous vessels

The Master of every Nominated Hazardous Vessel when underway in a navigable channel West of a line through the Platters Buoy and Pitching Ground Buoy shall:

- 18.1.1. not close within 5 cables (0.5 n. miles) of a passenger vessel underway in that area.
- 18.1.2. not navigate while there is another Nominated Hazardous Vessel underway in that area.
- 18.1.3. seawards of the line through the Platters Buoy and Pitching Ground buoy maintain a minimum safe distance of 5 cables at all times between any other Nominated Hazardous Vessels underway in the same navigable channel, and no regulated vessel shall seek to overtake a Nominated Hazardous Vessel, nor shall any Nominated Hazardous Vessel seek to overtake a regulated vessel in the same navigable channel unless it is necessary to do so in order to avoid danger to either vessel or another vessel.
- 18.1.4. When visibility is restricted to less than 5 cables, (0.5 n. miles), within the Authority's Area, or if unusual traffic or weather conditions warrant, the Harbour Master may restrict or forbid the movement of Nominated Hazardous Vessels.

19. Navigation exclusion zones

In the event of a major marine, environmental or security incident, the Harbour Master may, if necessary, designate any area as a Navigation Exclusion Zone within the Authority's Area.

- 19.1. No vessel shall remain in, enter, or pass through a Navigation Exclusion Zone without the express permission of the Harbour Master, with the exception of vessels controlled by the Maritime and Coastguard Agency for life-saving, salvage or other purposes associated with the incident.
- 19.2. The Master of every vessel already within the Zone who is not required for the rescue, salvage, or associated operations must ensure that their vessel clears the area immediately when instructed to do so.
- 19.3. The designation of a Navigational Exclusion Zone shall be promulgated by Harwich VTS.

20. Carriage of polluting substances

This Direction applies to all vessels within the Authority's Area.

20.1. Bunkering

The Master of every vessel intending to undertake any operation involving the fuelling of a vessel, the transfer or removal of waste oil or oil carried as a cargo to or from any other vessel, port terminal or plant shall obtain the permission of the Harbour Master. Permission shall not be refused except: -

20.1.1. for the purpose of safeguarding the Authority's Area from pollution;

20.1.2. a vessel, which is at anchor or moored within the Authority's Area.

20.2. Escape of polluting substances

The Master of every vessel carrying oil, chemical cargo, dangerous substance as defined in the Dangerous Substances in Harbour Areas Regulations 1987(as amended) or substances of the sort described in Direction 22 which is escaping or likely to escape from their vessel shall Immediately after becoming aware of the escape or likely escape: -

20.2.1. notify the Harbour Master;

20.2.2. take all practicable steps to prevent further escape;

20.2.3. not use or permit the use of any chemical dispersant without the permission of the Harbour Master.

Where this Direction applies the Master of the vessel shall not allow the vessel to enter the Harbour except with the permission of the Harbour Master and in accordance with the Harbour Master's directions.

21. Towage

21.1. No Master shall tow or navigate a float, pontoon, raft of timbers, floating pipeline or flotilla of boats exceeding 50 metres in length without the permission of the Harbour Master, and in accordance with their directions.

21.2. The Master of every vessel must ensure that on all occasions adequate towage resources are available for the safe control of the vessel during manoeuvring, berthing or unberthing in the prevailing circumstances and conditions with regard to the handling characteristics of the vessel, windage allowance and any other specific requirements.

21.3. Where agreement between the Pilot and the Master of a vessel over the appropriate number or type of tugs cannot be reached, the Pilot is to inform Harwich VTS of this failure to agree. Harwich VTS will then withhold permission for that vessel to proceed until such agreement has been reached.

22. Ballast water

22.1. No Master shall discharge water ballast into the Harbour without the permission of the Harbour Master except in the case of emergency in order to insure the safety of their vessel and shall inform the Harbour Master as soon after as is reasonable practical.

22.2. A Master shall not allow their vessel to enter the Authority's area unless the ballast tanks of the vessel have been flushed through before entry in such a way as to ensure so far as reasonably practicable that non-native marine organisms are not introduced into the Authority's area.

23. Sound signals

The Master of every vessel may in addition to the sound signals prescribed in the Collision Regulations sound such signals as contained in this Direction to indicate her manoeuvre to another vessel when in sight of each other.

23.1. Sound signal on leaving quay or anchorage

23.1.1. A regulated vessel at a dock, quay or anchorage under her own power may signify her intention of leaving by sounding a signal of a prolonged blast immediately prior to departure.

23.1.2. In the case of a regulated vessel not under her own power, the signal prescribed by 23.1.1 shall be made by the tug in attendance.

23.2. Sound signal on turning

A regulated vessel underway and about to turn or alter her course by more than 135° may sound a signal of four short blasts in rapid succession followed after an interval by

23.2.1. one short blast, if turning her head to starboard; or

23.2.2. two short blasts, if turning her head to port;

and shall repeat the entire signal during the course of turn as may be necessary to warn approaching vessels.

23.3. Vessel on fire

The Master of every vessel which is on fire or is at a quay which is on fire shall inform Harwich VTS by VHF and may sound a signal of seven or more short blasts followed by a prolonged blast and repeat the signal until the alarm has been raised.

24. Notification by vessels carrying, loading or discharging dangerous substances

24.1. General

24.1.1. All vessels carrying dangerous or polluting goods as classified or defined in the International Maritime Dangerous Goods Code (IMDG), Chapter 17 of the International Bulk Carriers Code (IBC), Chapter 19 of the International Gas Carriers Code (IGC) and MARPOL (Annex I, II) must comply with this Direction in accordance with the Dangerous Substances in the Harbour Areas Regulations 1987 (as amended) and compliance with MS (Vessel Traffic Monitoring and Reporting Requirements) Regulations 2004.

24.1.2. Any vessel carrying liquid dangerous substances in bulk within the Authority's area is required to hold a valid certificate for the carriage of that substance in bulk issued under the authority of the government of the vessel's country of registration.

The existence and validity of such a certificate must be confirmed at the time by notification and the Harbour Master may choose to examine or verify such certificate.

24.2. Inward vessels

The Master or vessel operator of any vessel carrying dangerous or polluting goods as detailed in 24.1 entering the Authority's area or passing through to the Port of Felixstowe, Harwich International Port, Port of Ipswich, Harwich Dock Company or Mistley Quay must ensure the Harbour Master is advised of such goods prior to entry into the Authority's area. Notification is required 24 hours in advance, but for vessels on short sea trades notification on departure from the previous port is acceptable.

24.3. Outward vessels

The Master, vessel operator or berth operator of any vessel carrying dangerous or polluting goods as detailed in (a) departing a berth from the ports of Felixstowe, Harwich International, Port of Ipswich, Harwich Dock Company or Mistley Quay or an anchorage within the Authority's area must ensure the Harbour Master is advised of such goods prior to departure from the berth or anchorage.

24.4. Notification

24.4.1. Notification of dangerous or polluting goods must be in the format prescribed by the Authority and contain the following particulars. The correct technical names of the dangerous or polluting goods; the United Nations (UN) numbers where they exist; the IMO hazardous classes in accordance with the IMDG, IBC and IGC codes; where appropriate the class of ship as defined by the INF Code; the quantities of such goods and their location on board and if they are being carried in cargo transport units other than tanks, the identification number of the unit.

24.4.2. Notification for inward vessels must contain the particulars referred to in 24.4.1 of any dangerous or polluting goods to be unloaded (import) or remaining on board (ROB) the vessel.

24.4.3. Notification for outward vessels must contain the particulars referred to in 24.4.1 of any dangerous or polluting goods loaded (export) on the vessel.

24.4.4. Notification to the Authority must be provided through the Haven Port of destination or departure in the form of electronic posting (XML format) or manual entry via web interface.

24.4.5. Any notification made to the Authority not in the prescribed format will be subject to an administration charge.

25. General notes

25.1. Responsibility of an owner of a vessel

The owner of a vessel to which a Direction applies shall take all reasonable steps to ensure that the Master of the vessel is informed of the Direction and understands its significance.

25.2. Responsibility of a master of a vessel

The giving of a General Direction or Special Direction pursuant to Harwich Harbour Act 1974, Sections 32 and 33, shall not diminish or in any other way affect the responsibility of the Master of the vessel to which the Direction is given in relation to their vessel, persons on board, its cargo or any other person or property (Harwich Harbour Act 1974, Section 37).

25.3. Failure to comply with directions

25.3.1. The Master of any vessel who fails to comply with a General Direction or Special Direction shall be guilty of an offence and liable on summary conviction to a fine not exceeding Level 4.

25.3.2. It shall be a defence for the Master of a vessel charged with such an offence to prove that they had reasonable grounds for supposing that compliance with the Direction in question would be likely to imperil their vessel or that in the circumstances compliance was impracticable (Harwich Harbour Act 1974, Section 35).

25.3.3. If a Special Direction is not complied with within a reasonable time the Harbour Master may pursuant to Harwich Harbour Act 1974, Section 36, where practicable put persons on board the vessel to carry out the Direction or may otherwise cause the vessel to be handled in accordance with the Direction.

25.4. Granting of permission

Any permission required by these Directions may be granted subject to such conditions as the Harbour Master may think fit and shall be deemed not to have been granted if such conditions are not complied with.

26. Appendix I – Fishing vessel code of practice

To be followed by all vessels engaged in fishing within Harwich Haven Authority's area of jurisdiction.

26.1. Any fishing vessel underway, whether engaged in fishing or not, will maintain a continuous listening watch on VHF Channel 71.

26.2. All fishing vessels, prior to commencement of fishing, shall report to Harwich VTS:

26.2.1. Name and registration of vessel

26.2.2. Approximate area of operation

26.2.3. Approximate direction of operation

26.2.4. Any change of operation

26.3. Harwich VTS, on receipt of a fishing vessel's report, shall report to the fishing vessel:

26.3.1. Vessel traffic within the planned operational area

26.3.2. Expected vessel traffic within the planned operation area

26.3.3. Any other information relevant

26.3.4. Maintain a record of the fishing vessel's report

26.4. Harwich VTS shall promulgate all information concerning fishing vessels and vessel traffic.

26.5. All fishing vessels, on completion of fishing, shall report to Harwich VTS:

26.5.1. Fishing operations completed

26.5.2. When clear of the area

27. Appendix II – Regulated vessel reporting regulations

27.1. Inward reporting procedure

27.1.1. Initial Report

All regulated vessels must submit, via MIS ONLINE, not less than 24 hours before ETA, a report containing the following:

27.1.1.1. Vessel name

27.1.1.2. IMO number

27.1.1.3. Last port

27.1.1.4. Destination

27.1.1.5. Draft

27.1.1.6. Number of persons on board

27.1.1.7. ISPS level

27.1.1.8. Pilot required or PEC number

27.1.1.9. Eta at Sunk or Haven Pilot Station

27.1.1.10. For ultra large container vessels (exceeding 310m loa) - calculated lateral windage area including any deck cargo

27.1.2. Vessels Requiring a Pilot at either the Sunk or Haven Pilot Station

All regulated vessels requiring a Pilot must report to Harwich Operations Centre on VHF channel 09 confirming two hours, or when within VHF range, to arrival at the Pilot Station.

27.1.3. Transit Report

All regulated vessels must report at the designated reporting points as marked on the UK Hydrographic Office charts and maintain a listening watch on VHF channel 71.

27.1.4. Berthing

All regulated vessels must report when the vessel is secured alongside the berth,

27.2. Outward reporting procedure

27.2.1. Confirmation Report

All regulated vessels must report 30 minutes confirmation of departure to Harwich Operations Centre on VHF channel 71 (non piloted) or VHF Channel 09 (piloted).

27.2.2. Departure Report

All regulated vessels must obtain clearance to navigate on VHF channel 71 before letting go from the berth.

27.2.3. Transit Report

All vessels must report at the designated report points as marked on UK Hydrographic Office charts and maintain a listening watch on VHF channel 71 until clear of the Harwich VTS Area.

27.3. Anchorage reporting procedure

27.3.1. Permission to Anchor

All regulated vessels must obtain clearance to anchor (except in case of emergency) on VHF channel 71 for anchorages within the Harwich VTS Area and inform Sunk Pilots on VHF channel 09 for anchorages in the vicinity of the Sunk Pilot station.

27.3.2. Anchored

All regulated vessels must report when the vessel is anchored on VHF channel 71 for anchorages within the Harwich VTS Area and on VHF channel 09 for anchorages in the vicinity of the Sunk Pilot station and maintain a listening watch on that channel.

27.3.3. Departure Report

All regulated vessels must report when the vessel is underway from anchor on VHF channel 71 for anchorages within the Harwich VTS Area and on VHF channel 14 to Sunk VTS and VHF channel 09 to Sunk Pilots for anchorages in the vicinity of the Sunk Pilot station.

27.4. Reporting points

27.4.1. Inwards

3 miles from North Shipwash Buoy	North approach
North Shipwash Buoy	North approach
Mid Bawdsey Buoy	North approach
1.0' SE of S Shipwash Buoy	Southern approach
Harwich Approach Buoy	North or south approach
Cutler Buoy	Inshore coastal channel from north
Stone Banks Buoy	Inshore coastal channel from south
Wadgate Ledge / No. 7 Buoy	Deep Water Channel Inwards
Berth or Anchorage	After Berthing or Mooring
Fagbury Buoy (Change VHF 71/68)	Inwards for Ipswich (clearing area)

27.4.2. Outwards

No. 4 Orwell Buoy	Outwards from Ipswich
No. 2 Orwell Buoy (Change VHF 68/71)	Outwards from Ipswich

General directions for navigation

Un-berth or mooring	Prior to navigation
Erwarton Beacon	Outwards from Mistley
No. 8 Buoy	Outwards Deep Water Channel
Cutler Buoy	Inshore coastal channel to north
Stone Banks Buoy	Inshore coastal channel to south
Cross Buoy	Outwards to north or south
Rough Buoy	South Channel outwards
Mid Bawdsey Buoy	Outwards to the north

28. Appendix III – Harwich Haven Authority information

28.1. Publications

HHA Yachting Guide	Issued annually and designed to provide a nucleus of useful information and add to the safety and enjoyment of users whilst in the area.
HHA Website	www.hha.co.uk - Supplies up to date information and current rules and regulations regarding the Authority's area.
HHA Notices to Mariners	Issued to port users and leisure organisations, giving notice of any significant changes to navigation within the area.
HHA Port Information Notices	Issued to port users, giving notice of any changes to operating procedures within the area.
HHA General Directions to Navigation	Directions within the Navigation Authority's area for the purposes of Navigational Safety and Traffic Regulation.
HHA Byelaws	Byelaws applying throughout the Authority's area of jurisdiction.
HHA Pilotage Directions	Pilotage Directions within the Authority's area.
HHA Information for Masters and PEC Holders	Information hand-book for Masters and PEC holders regarding operating procedures, Directions and Byelaws.
HHA Yacht Moorings	Lists the Authority's Regulations and designated areas regarding the mooring of small vessels, yachts and leisure craft within the area.

28.2. Communication details

28.2.1. Harwich Haven Authority – Head office

Switchboard (office hours): +44(0) 1255 243030
 Fax: +44(0) 1255 241302
 E-mail: harbour.house@hha.co.uk
 Website: www.hha.co.uk

28.2.2. Harwich Haven Authority – Harbour Master

Telephone: +44(0) 1255 243030
 Fax: +44(0) 1255 240933
 E-mail: harbour.master@hha.co.uk

28.2.3. Harwich Haven Authority – Harwich VTS

Call sign: Harwich VTS
 MMSI: 002320025
 Telephone: +44(0) 1255 243000
 Fax: +44(0) 1255 507155

General directions for navigation

E-mail:	harwich.vts@hha.co.uk
28.2.4. Sunk VTS	
Call sign:	Sunk VTS
MMSI:	002320010
Telephone:	+44(0) 1304 210040
Fax:	+44(0) 1304 202137
E-mail:	sunkvts@mcaga.gov.uk
28.2.5. Sunk/Haven Pilots	
Call sign:	Sunk Pilots/Haven Pilots
Telephone:	+44(0) 1255 243111
Fax:	+44(0) 1255 507177
E-mail:	harwich.pilot@hha.co.uk sunk.pilot@hha.co.uk
28.2.6. Dangerous goods declarations	
Telephone:	+44(0) 1255 243000
Fax:	+44(0) 1255 507177
E-mail:	hha.vts@hha.co.uk
28.2.7. Pilotage Exemption Certificates	
Telephone:	+44(0) 1255 243030
Fax:	+44(0) 1255 241302
E-mail:	harbour.house@hha.co.uk
28.2.8. VHF radio channels – Harwich VTS	
Reporting:	VHF Channel 71
Pre-arrival reporting (PEC holders):	VHF Channel 09
Pre-arrival reporting (Non-piloted):	VHF Channel 09
Navigational assistance:	VHF Chanel 20
Navigational warnings boardcast:	VHF Channel 11
28.2.9. VHF radio channels – Sunk VTS	
Emergency – oil pollution	VHF Channel 10
Emergency – major hazard	VHF Channel 73

General directions for navigation

28.2.10.	Orwell Navigation Services (ONS)
Monitoring:	VHF Channel 68
28.2.11.	Pilotage
Sunk Pilots:	VHF Channel 09
Sunk Pilots Launches:	VHF Channel 14
Haven Pilots:	VHF Channel 09
Haven Pilots Launches:	VHF Channel 72
28.2.12.	Towage
Tug working channels:	VHF Channel 12, 10, (74) and (13)
28.2.13.	Berthing
Felixstowe port:	VHF Channel 74
Harwich international port:	VHF Channel 13