

# PORT INFORMATION GUIDE







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## GENERAL INTRODUCTION

This Guide has been written for Masters of seagoing vessels, shipping lines, publishers of nautical information and any other party that needs nautical information.

## LEGAL DISCLAIMER

While every effort has been made to ensure the accuracy of all information contained in this publication, the Marlborough District Council, Port Marlborough and their officials will not accept responsibility for any errors, exceptions or omissions.

## CONTACT: PORT

Port Marlborough New Zealand Limited  
PO Box 111, Picton 7250  
14 Auckland Street, Picton 7220  
Phone: 0064 3 520 3399  
Fax: 0064 3 573 7695  
Email: [shipping@pmnz.co.nz](mailto:shipping@pmnz.co.nz)

## CONTACT PERSON FOR PORT INFORMATION

Harbour Master  
PO Box 443, Blenheim 7240  
Mariners Mall, High Street Picton 7220  
Phone: 0064 3 520 7400 (24-hour number)  
Fax: 0064 3 57 39056  
Email: [harbours@marlborough.govt.nz](mailto:harbours@marlborough.govt.nz)

## PORT WEBSITE

[www.portmarlborough.co.nz](http://www.portmarlborough.co.nz)

## WEBSITE OF THIS DOCUMENT

<http://www.marlborough.govt.nz/Environment/~media/Files/MDC/Home/Environment/Harbours/PortInformationGuideMarlborough.pdf>

The "click here" buttons in this Port Information Guide links to the right forms that need to be filled in. To open these forms and to fill them in Adobe Reader 9 is required as a minimum.

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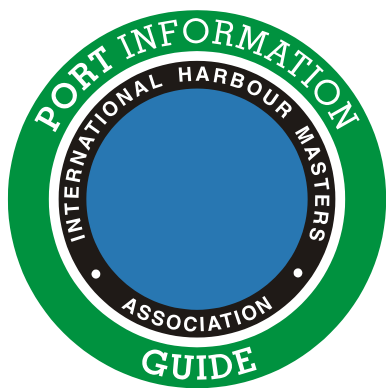
## RECORD OF CORRECTIONS

Date	Page	Correction subject	Source
01/02/13	All	Complete revision - ( REV 1)	Harbour Master
10/10/2014	All	Revision	Harbour Master
23/12/2014	49	Wharf table name changes corrected	Harbour Master
27/11/2015	All	Revision	Harbour Master
3/10/2016	All	Revision 4	Harbour Master



# **1 Foreword**

# **Harbour Master**



## PART I | 1. FOREWORD HARBOUR MASTER

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### 1.1 GENERAL

#### WELCOME

Welcome to Queen Charlotte Sound Harbour and the port of Picton. The port is not only the southern terminus of the interisland ferries but also provides facilities for cruise and bulk cargo vessels. As is common with most ports, the Harbour Master and his staff have the responsibility for safety of all maritime activities within the harbour. This responsibility is carried out on behalf of the Marlborough District Council, as Harbour Authority, using powers set out in the Maritime Transport Act 1994 and Harbour Bylaws

Overall responsibility for the International Ship and Port Security Plan is carried out by Port Marlborough NZ Ltd, the port operator, and has appointed the appropriately qualified Port Security Officers to fulfil this function.

Safety of ship operation approaching and navigating within Queen Charlotte Sound is the responsibility of the Harbour Master and includes the granting of permission for engine immobilisation and issue of hot work permits. Pilotage, tug requirements, berthing and un-berthing are functions undertaken by Port Marlborough

#### THE PORT

The port of Picton has two commercial vessel areas – Waitohi wharf and the ferry terminals that lie within Picton Harbour and Waimahara wharf which lies in Shakespeare Bay, immediately west of Picton Harbour. In excess of 7,000 movements are recorded annually, approximately 92% of these relating to ferry operations

#### EMERGENCIES

The Harbour Master's Department has invested time and resources into the development of robust emergency response plans to ensure that emergencies are responded to in an efficient and timely manner

We are proud of our port and harbour and value feedback on the maritime aspect of your visit, allowing us to continually improve the services we deliver. The Harbours Department has completed accreditation by an ISO Quality Standards organisation which underlines the importance interaction with customers and continuous improvement.

We hope that you have a safe and pleasant visit to the port of Picton

CAPT A VAN WIJNGAARDEN  
**HARBOUR MASTER**  
October 2016

## **PART I | 1. FOREWORD HARBOUR MASTER**

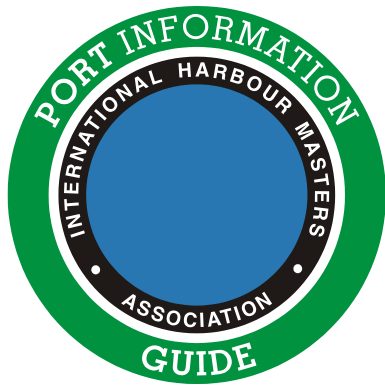
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### **PORT REPORT**

The annual report for Port Marlborough NZ Ltd is available on the web-site  
[www.portmarlborough.co.nz](http://www.portmarlborough.co.nz)



# **2 Contact information and regulations**



## PART II | 2. CONTACT INFORMATION AND REGULATIONS

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### 2.1 GENERAL

The Harbour Master's Office is located in the centre of Picton and is manned during working hours between Monday and Friday between 0800 and 1700. Outside office hours, a Harbour Duty Officer is available on call at 0064 3520 7400

### 2.2 CONTACT INFORMATION

#### Harbour Master's Office

Mariners Mall, High Street Picton 7220

Phone: 0064 3 520 7400 (24-hour number)

Fax: 0064 3 520 7496 (Office hours only)

Postal Address:

Marlborough District Council

PO Box 443, Blenheim 7240

Email: [harbours@marlborough.govt.nz](mailto:harbours@marlborough.govt.nz)

#### Port Marlborough New Zealand Limited

PO Box 111 Picton 7250

14 Auckland Street, Picton 7220

Phone: 0064 3 520 3399

Fax: 0064 3 573 7695

Email: [shipping@pmnz.co.nz](mailto:shipping@pmnz.co.nz)

#### Port Facility Security Officer (PFSO)

Phone: 0064 3 520 335

#### New Zealand Customs Service Nelson

PO Box 66, Nelson 7040

118 Vickerman Street (Ministry of Fisheries Building), Port Nelson

Phone Business hours: 0064 3 989 3530

Vessels on call: 0064 3 989 3532

Fax: 0064 3 989 3531

Email: [nelson@customs.govt.nz](mailto:nelson@customs.govt.nz)

#### The National Targeting Centre of the NZ Customs Service

Phone: 0800 428 786

Fax: 0800 248 877

General: [apicustodia@customs.govt.nz](mailto:apicustodia@customs.govt.nz)

Cruise vessels: [cruiseship@customs.co.nz](mailto:cruiseship@customs.co.nz)

#### Ministry of Primary Industries

Pastoral House, 25 The Terrace, Wellington

PO Box 2526, Wellington 6140

All general enquiries: 0800 00 83 33

Exotic Pest and Disease Hotline: 0800 80 99 66

MAFBNZ Clearance Services Facilities: 0800 22 20 18

To report an animal welfare issue: 0800 00 83 33

Media Enquiries: 029 894 0328

Fax: 0064 9 909 3729

Email: [vessels@mpi.govt.nz](mailto:vessels@mpi.govt.nz)

#### Maritime New Zealand (MNZ)

+64 508 225522

PO Box 25620

Wellington



## PART II | 2. CONTACT INFORMATION AND REGULATIONS

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**Nelson Marlborough District Health Board**

36 Franklyn Street

PO Box 647 Nelson

Phone: 0064 3 546 1537

Phone after working hours: 0064 3 546 1800

Fax: 0064 3 546 1542

Email: [porthealth@nmdhb.govt.nz](mailto:porthealth@nmdhb.govt.nz)**Yachts**

New Zealand Customs Service

PO Box 66, Nelson 7040

118 Vickerman Street (Ministry of Fisheries Building), Port Nelson, Nelson

Phone (0800-1700): 0064 3 989 3530

Vessels on call: 0064 3 989 3532

Fax: 0064 3 989 3531

Email: [nelson@customs.govt.nz](mailto:nelson@customs.govt.nz)**Ministry of Primary Industries**

Pastoral House 25 The Terrace Wellington New Zealand

PO Box 2526 Wellington 6140 New Zealand

Phone: 0064 3 545 7774

Fax: 0064 3 545 7775

Email: [MQSNSN@mpi.govt.nz](mailto:MQSNSN@mpi.govt.nz)

## PART II | 2. CONTACT INFORMATION AND REGULATIONS

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### 2.3 RULES AND REGULATIONS

Maritime and Marine Protection Rules are statutory instruments, developed by Maritime New Zealand on behalf of the Minister of Transport, pursuant to the Maritime Transport Act 1994.

#### THE MARITIME AND MARINE PROTECTION RULES

Contain detailed technical standards and procedures for safe navigation, maritime operations, emergency response, marine protection, and health and safety of people. Many rules and regulations are based on the International Ship Safety Conventions such as “Safety Of Life At Sea” (SOLAS) and the “International Maritime Dangerous Goods Code” (IMDG code) promulgated by the “International Maritime Organisation” (IMO).

#### MARITIME RULES

Prescribe requirements for vessels design, construction, equipment, crewing, operation and tonnage measurement, and for the carriage of passengers and cargoes. Many of the standards are based on international safety conventions and vessels complying with those standards will be compliant with National Maritime Rules Source: [www.maritimenz.govt.nz/Rules/Rules.asp](http://www.maritimenz.govt.nz/Rules/Rules.asp)

##### Relevant Maritime Rules:

Rules relating to Ship Operations; Parts 20-25

Rules relating to Ships’ Personnel; Parts 31-35

Rules relating to Design, Construction and Equipment; Parts 40A-49

Rules relating to Health, Safety and Welfare of Ships’ Personnel; Parts 50-53

Rules relating to Documentation; Part 73

Rules relating to Marine Craft; Parts 80-81

Rules relating to Pilotage; Part 90

Rules relating to Navigation Safety and Water Recreation; Part 91

#### MARINE PROTECTION RULES

The aim of Marine Protection Rules is to manage the disposal of waste and marine pollution from vessels. Marine protection rules implement international conventions and standards. These rules regulate:

- Dumping of waste at sea
- Oil spill contingency plans
- Controls in relation to harmful substances; [Click here for Maritime Rules](#)

##### Relevant Marine Protection Rules:

- Rules relating to Ship Operations; Parts 100-200 Applicable

## PART II | 2. CONTACT INFORMATION AND REGULATIONS

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### LEGISLATION:

- Maritime Transport Act 1994
- Resource Management Act 1991
- Port Companies Act 1988
- Health and Safety at Work Act 2015
- Marine Pollution Act 1974
- International Association of Lighthouse Authorities (IALA) Buoyage System Region “A”
- International Ship and Port facility Security Code
- The International Convention for the Prevention of Collision at Sea
- Harbour Bylaws are the "house rules" or “Local Laws” that are drafted in accordance with the Maritime Transport Act 1994 and Local Government Act 2002 requirements and adopted by the Marlborough District Council.

## 2.4 EXEMPTIONS AND PERMITS

The Harbour Master for Marlborough is appointed by the Marlborough District Council in accordance with New Zealand’s statutory framework, and is able to grant Exemptions and give Permits pursuant to specific regulations, for public and commercial purpose within its jurisdiction.

For Exemptions outside Harbour Masters jurisdiction, Maritime New Zealand is the Authority that deals with Exemptions and Permits. Please contact Maritime NZ for advice on these matters To request an exemption inside Harbour Limits, please contact the Harbour Master.

For contact details see Chapter 2.2

### Hot Work

Hot work is defined as: “welding or flame cutting operations.”

A permit to undertake hot work operations needs to be issued by the Harbour Master. Requests for a hot work permit need to be made at least 2 hours prior to intended commencement of work. The Harbour Master or authorised Maritime Officer issues a hot work permit after inspecting the work site.

For contact details see Section 2.2

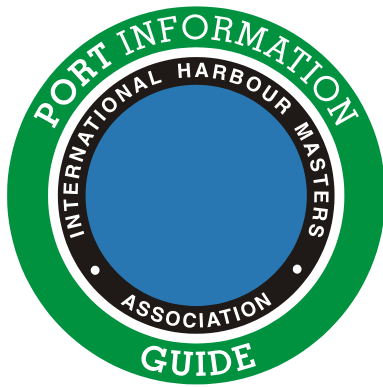
## 2.5 RECENT IMPORTANT AMENDMENTS TO LAW

In New Zealand, Bylaws have been adopted in addition to the standard Rules and Regulations. A Bylaw allows Local Authorities, in compliance with the statutory framework, the flexibility to respond to particular issues within their District, for example speed limitation. Maritime rule part 91, the navigation safety rule, provides regulations where there is no Regional Council overview; many of this rule’s provision have been incorporated into Bylaws currently in force within Harbour Limits.

A copy of current bylaws for the Marlborough Region can be found on the Council’s website website:  
[Click here](#)



# **3 Arrival and Departure Checklists**



## PART III | 3. ARRIVAL AND DEPARTURE CHECKLISTS

### 3.1 GENERAL

Shown below are the standard checklists for vessels entering Picton:

### 3.2 ARRIVAL CHECKLISTS

Sequence	When	Who
1	48 hours prior ETA	District Health Board-Chapter 4.2
2	48 hours prior ETA	Immigration-Chapter 4.3
3	48 hours prior ETA	Customs-Chapter 4.4
4	48 hours prior ETA	Biosecurity-Chapter 4.5
5	48 hours prior ETA	Dangerous Goods-Chapter 4.8
6	24 hours prior to ETA	Pre-Arrival Form to be completed and sent – Chapter 4.12
7	24 hours prior ETA	District Health Board-Chapter 4.2
8	24 hours prior ETA	Customs-Chapter 4.4
9	24 hours prior ETA	Waste-Chapter 4.9
10	24 hours prior ETA	Security-Chapter 4.7
11	48 hours prior ETA and update 4 hours before arrival	Pilot-Chapter 11.4
12	10 minutes prior to Marlborough Harbour Limits – Ferries Exempted as they work to known schedule	LPS-Chapter 11.3
13	Tory Channel Reporting Arc	All vessels-Chapter 11.3
14	After Pilot embarks	LPS-Chapter 11.3

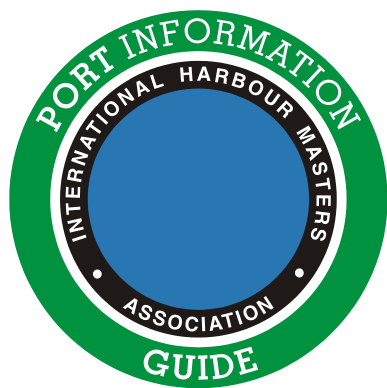
### 3.3 TRANSIT CHECKLIST

Sequence	When	Who
14	Transit to berth or anchorage	LPS-Chapter 11.3

### 3.4 DEPARTURE CHECKLISTS

Sequence	When	Who
15	4 hours prior ETD	Immigration-Chapter 4.3
16	4 hours prior ETD	Customs-Chapter 4.4
17	4 hours prior ETD	Biosecurity-Chapter 4.5
18	4 hours prior ETD	Dangerous Goods-Chapter 4.8
19	Once clear of berth	LPS-Chapter 11.3
20	Tory Channel at Motukina Point	All Vessels-Chapter 11.3

# 4 Notification



## PART IV | 4. NOTIFICATION

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### 4.1 GENERAL

Masters of vessels arriving at, staying in, or departing from the port of Picton are required to effect notification on a variety of subjects, ranging from health and immigration to dangerous goods. This section outlines the requirements for notifying the Authorities.

### 4.2 HEALTH

Source: Ministry of Health

#### CERTIFICATE OF PRATIQUE

A Certificate of Pratique will be granted if the vessel's health status is satisfactory.

If pratique is denied, or if a vessel is not able to provide the District Health Board with the required documents, the vessel will be subject to quarantine restrictions and should anchor in an approved anchorage area. While the vessel remains at anchor, arrangements for the granting of a Certificate of Pratique will be made and dependent on circumstances, a Port Health Officer may board the vessel.

No pratique is required after the vessel has been cleared at the first port of arrival in New Zealand.

#### 48 HOURS PRIOR TO ARRIVAL

Vessels must provide the following document to the District Health Board by sending the following form:

- NZCS 344 (Advance Notice of Arrival) - [Click here](#)

#### 12-24 HOURS PRIOR TO ARRIVAL

Vessels must provide the following report to the District Health Board:

- No change of health status [Click here](#)

#### ON ARRIVAL

The vessel must provide the following document to the District Health Board:

- Maritime Declaration of Health - [Click here for Maritime Declaration of Health](#)

In accordance with the International Health Regulations 2005, all vessels travelling in international waters are required to hold a current "Ship Sanitation Certificate". This certificate must be renewed at least every six months. The District Health Board (Health Protection Officer) is available to undertake a Ship Sanitation Inspection if the certificate is due to expire within the next month or before a vessel's arrival at the next port.

When a vessel enters the territorial waters, the International "Q" flag must be shown clearly if subject to quarantine.

Whilst in New Zealand waters, the Master of a vessel must inform the District Health Board when a person has symptoms which may be suspected to be caused by an infectious disease.

Infectious diseases are caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi; the diseases can be spread, directly or indirectly, from one person to another.



## **4.3 IMMIGRATION**

Source: New Zealand Customs Service

The immigration formalities are completed by the New Zealand Custom Service.

Customs Officers, who are also Immigration Officers, carry out the immigration process at the border for arriving and departing crew and passengers.

## **ALL VESSELS**

### **48 HOURS PRIOR TO ARRIVAL**

Vessels must advise New Zealand Government border agency by sending the following completed form:

- The crew and passenger list - NZCS 355 and 342 (in CSV Format) - [Click here](#)

### **AFTER BERTHING THE VESSEL**

New Zealand Customs service will come on board to carry out a physical inspection for border control purposes after the vessel has docked.

During an inspection, the Master must present the crew manifest and, if applicable, the passengers manifest, to the officials, and offer full co-operation during the inspection.

## **ARRIVAL AND DEPARTURE OF VESSEL CREWS**

### **ARRIVAL**

Nationality requiring a Visa: Crew of a vessel arriving in New Zealand by aircraft to join a vessel will need to have a visa before they travel and will be processed in accordance with the visa held, and issued a NZ Entry Stamp. If no visa is held, the matter will be referred to the New Zealand Immigration Authorities. Proof of onward passage must be shown.

Nationality subject to Visa waiver: A 3 or 6 month visitor visa may be granted.

### **DEPARTURE**

The crew of a vessel departing from New Zealand by aircraft are required to hold a passport and a current visa (where appropriate). Persons will be immigrated according to the visa held.

### **WHILE IN NEW ZEALAND**

The crew remaining on the vessel (those arriving and departing on the same ship within 28 days) are deemed to be entered. There is no data capture and no immigration process required.

### **PERMANENTLY DISEMBARK THE VESSEL**

Nationality requiring a Visa: The crew of a vessel departing from New Zealand will be immigrated according to the visa held and issued a NZ Entry Stamp. If no visa is held, an outward ticket must be produced so that a Temporary Entry Class Visa (valid for your departure date plus two days) can be given. If outward tickets are not produced, the matter will be referred to the New Zealand Immigration Authorities.

Nationality subject to Visa waiver: A 3 or 6 month visitor visa will be granted.

## **PART IV | 4. NOTIFICATION**

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Throughout the period that a vessel is berthed in port, the Master of a commercial vessel entering New Zealand is obliged to:

- Retain, in his safekeeping a crew manifest and must submit this for inspection immediately if required to do so
- Report every crew member signing on
- Report any crew member intending to sign off
- Report every embarking or disembarking passenger

### **CREW MEMBERS WHO WISH TO GO ASHORE**

Every person who wants to access/egress a restricted wharf must be in possession of an approved tamper proof photographic identification and a ship pass provided by the vessel

### **DEPARTURE**

Customs must be provided with the crew and passenger list at least 4 hours before intended time of departure:

- NZCS 355 and 342 - [Click here](#)

### **CRUISE VESSELS**

For all information and requirements in relation to visiting Cruise Ships see Cruise information pack - [Click here](#)

## **4.4 CUSTOMS**

Source: New Zealand Customs service

### **CARGO VESSELS**

#### **48 HOURS PRIOR TO ARRIVAL**

All vessels must advise Customs by sending the following documents:

- NZCS form 344 (Advance Notice of Arrival) - [Click here](#)
- Inward Cargo Report including:
  - The commercial and non-commercial cargo intended for discharge in New Zealand.
  - The commercial cargo not intended for discharge in New Zealand.
  - All cargo to be transshipped in New Zealand.
  - All commercial cargo in transit to the United States.

#### **24 HOURS PRIOR TO ARRIVAL**

Customs must be provided with the following documents:

- Form C1 - Inward Report (Vessels and boats other than small craft) - [Click here](#)
- Form NZCS 341 Controlled Drugs and Firearms List - [Click here](#)
- Form 6 - Customs Individual Crew Declaration (Sea) (New Zealand Domiciled Crew) - [Click here](#)
- Form 7 - Customs Individual Crew Declaration (Sea) (Non-New Zealand Domiciled Crew) [Click here](#)

#### **4 HOURS PRIOR TO DEPARTURE**

Customs must be provided with the following documents:

- Form C2 Outward Report (Vessels and boats other than small craft) - [Click here](#)
- Form NZCS 341 Controlled Drugs and Firearms List - [Click here](#)
- NZCS 325- any Requisitions for Vessel's Stores - [Click here](#)

#### **DEPARTURE REPORT**

A commercial vessel is not permitted to depart unless a Certificate of Clearance has been issued, signed, approved and delivered by customs:

- Form C3 - Certificate of Clearance (vessels and boats other than small craft) - [Click here](#)

#### **DUTY FREE ALLOWANCE**

##### **Allowance for Landing Goods**

The following quantity of goods (not being goods for sale or exchange) that are the personal property of a passenger, or a member of the crew of a ship who is 17 years of age or over:

- Either 50 cigarettes, or 50 grams of tobacco or cigars, or a mixture of cigarettes, tobacco, or cigars that weighs not more than 50 grams, and

## PART IV | 4. NOTIFICATION

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- Either 4.5 litres of wine or 4.5 litres of beer, and
- Three bottles or other containers, containing in each bottle or container not more than 1125 millilitres of alcoholic spirits, liqueurs, or other spirituous beverages

### **Allowance for on board Use**

Customs have approved the following quantities goods that are the personal property of a passenger, or a member of the crew of a ship, who is 17 years of age or over:

- 4.5L of beer or 4.5L of wine; and
- Three bottles or other containers of alcoholic spirits, liqueurs or other spirituous beverages, each containing not more than 1125mls; and
- Either 200 cigarettes, 250 grams of tobacco, 50 cigars or a mixture of cigarettes and tobacco or cigars that weighs not more than 250 grams.

Declared alcohol and tobacco in excess of the individual allowance is required to be stored in the bond store or appropriate Customs charges must be paid.

Undeclared goods may be subject to seizure and the crew member may be fined or prosecuted.

## **4.5 BIOSECURITY**

Vessels must comply with the requirements of the Biosecurity Act 1993 which describes effective management of pests and unwanted organisms.

48 hours prior to arrival

All vessels must advise Ministry of Primary Industries:

- NZCS 344 (Advance Notice of Arrival) - [Click here](#)
- Master's Declaration Biosecurity Act 1993 Sections 18 and 19 - [Click here](#)
- Ballast Water Declaration forms: part 1 - [Click here](#)
- Ballast Water Declaration forms: part 2 - [Click here](#)
- Voyage Memorandum which lists ports and countries visited over the previous 12 months or since the last visit to a New Zealand port
- The Master of a vessel shall notify the approximate time and place when entering New Zealand Territorial waters.

## **ARRIVAL OF VESSELS**

Harmful goods must not leave the vessel without the permission of an inspector.

Persons in charge of any vessel carrying harmful goods shall follow the directions of an Inspector or Authorised person.

Any person shall provide an Inspector or Authorised person with any information concerning pests, pest Agents, unwanted organisms or harmful goods.

## 4.6 EXPLANATION OF REPORTING CODES

Alpha	Vessel's name + Call Sign
Bravo	Day of month + time (UTC/Local/Zone)
Charlie	Position: latitude + longitude
Delta	Position: as a bearing and distance from a fixed point
Echo	True course
Foxtrot	Speed (in knots)
Golf	Last port of call
Hotel	Time and position of entry into the system
India	Destination + ETA
Juliet	Pilotage information
Kilo	Time of exit from the system
Lima	Intended track
Mike	VHF-channels guarded
November	Time of next report
Oscar	Draft (m)
Papa	Cargo (type and quantity)
Quebec	Any deficiencies or limitations
Romeo	Any pollutants or dangerous goods on board
Sierra	Weather conditions
Tango1	Name, address and phone number of Ship's Agent, captain, or operator
Tango2	Representative Name of customer
Uniform	Size of the vessel and type, length overall, breadth overall, and tonnage (GT).
Victor	Medical personnel
Whiskey	Total number of persons on board. Total number of crew on board and the total number of passengers on board
X-Ray	Any other useful information
Yankee	Request to relay report to other system
Zulu	End of report.
X1	Miscellaneous Presence of bow/stern thruster including capacity in kW, radar, gyro compass, VHF channels will be passed, manoeuvring speed in knots
X2	Miscellaneous: Report any changes in previous report
X3	Miscellaneous: Required tugs or linesmen
X4	Miscellaneous: Other information that may be important

**PART IV | 4. NOTIFICATION**

X5	<p>Does the vessel possess a valid International Ship Security Certificate: yes or no</p> <p>Name of Ship Security Officer</p> <p>ISPS certificate of the last 10 ports of call, detailing: Name of each port</p> <p>Date of arrival and date of departure</p> <p>Ship security level</p> <p>Special or additional security measures taken by the vessel.</p> <p>Appropriate security procedures of the vessel maintained during ship-to-ship activities during the last 10 port calls: yes or no</p> <p>Whether any security measures at the port facility are required</p> <p>Other practical or security-related information (including ship-to-ship operations)</p> <p>Is the vessel capable of executing the Ship Security Plan: yes or no Remark: Note</p> <p>This part does not have to be reported by warships and troop transporting vessels, vessels without propulsion, wooden vessels of primitive construction and fishing vessels</p>
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**4.7 ETA**

Who	What	To	How	When	Remarks
All vessels navigating through Queen Charlotte	A, C, I, L, O, P, Q	Picton Harbour Radio	VHF radio Channel 18	10 minutes prior to arrival Harbour Limits	None
Sound - Ferries Exempt					

Who	What	To	How	When	Remarks
All vessels navigating through Tory Channel	A, I, L	All vessels	VHF radio Channel 18	At the Tory Channel Reporting Arc	If possible repeat broadcast on VHF radio Channel 16 and 63

**4.8 ETD**

Who	What	To	How	When	Remarks
All vessels navigating through Tory Channel	A, I, L	All vessels	VHF radio Channel 18	At the Motukina Reporting Line	If possible repeat broadcast on VHF radio Channel 16 and 63

## 4.9 SECURITY

Who	What	To	How	When	Remarks
All Vessels engaged in International Trade	X5	Port Marlborough or Ship's Agent	<a href="mailto:shipping@pmnz.co.nz">shipping@pmnz.co.nz</a>	At least 24 hours prior to arrival Harbour Limits	New Zealand defence force ships or visiting war ships of other nationalities are not required to report

## 4.10 DANGEROUS GOODS

### NOTIFICATION OF DANGEROUS GOODS

The master of every commercial vessel shall ensure that, when loading, carrying or discharging Dangerous Goods, the requirements of Maritime Rule Part 24A are complied with at all times and requires that all vessels carrying dangerous goods must have:

- Dangerous goods documentation
- Dangerous goods list or manifest

readily available at all times to be shown to the Harbour Master or a sworn Police Officer upon request.

### 48 HOURS PRIOR ARRIVAL

The master of any vessel to which this rule applies arriving on a voyage from the unlimited area that carries dangerous goods must ensure that "notice of the arrival" of the vessel is given to the Harbour Master of the port at least 48 hours prior to arrival.

The Master of any vessel to which this rule applies that is arriving on a voyage from another New Zealand port that is carrying dangerous goods must ensure that a copy of the dangerous goods list or manifest for the arrival condition of the vessel including:

- The UN number and class of all dangerous goods
- The quantity of all dangerous goods

Has been supplied to the Harbour Master

- As soon as practicable; but
- Before the vessel enters the Harbour Limits.

### ON ARRIVAL

The Master of every commercial vessel, when making the call to Picton Harbour Radio, will advise Picton Harbour Radio whether the vessel is carrying dangerous goods.

### PRIOR TO DEPARTURE FROM A NEW ZEALAND PORT

Every vessel that departs from the port must leave a copy of the dangerous goods list or manifest with the Harbour Master

## PART IV | 4. NOTIFICATION

### IN CASE OF AN INCIDENT WITH DANGEROUS GOODS

The master of a vessel while at sea inside the Exclusive Economic Zone (200 nautical miles from the coast) of New Zealand must report to Maritime New Zealand as soon as possible when any loss or spillage in to the sea or environment has been occurred.

In the event of a spill or an incident with dangerous goods within the Harbour Limits or in territorial waters (12 nautical miles of the coast), inform the Harbour Master and the Ship Security Officer if practicable, and ensure all above noted documents are able to be shown.

### SIGNALS

A vessel carrying 27 kilograms or more of explosive goods, or is intending to load or discharge dangerous goods within Harbour Limits must show flag "B" by day and an all-round red light during hours of darkness.

### NOTIFICATIONS ON ETA FOR VESSELS CARRYING DANGEROUS GOODS

Who	What	To	How	When	Remarks
All vessels	A, B, I, L, P	Harbour Master Picton Harbour	harbours@ marlborough.govt.nz	48 hours prior to arrival	Coming from a port outside New Zealand

Who	What	To	How	When	Remarks
All vessels	A, B, I, L, P	Harbour Master Picton Harbour	harbours@marlborough. govt.nz	As soon as possible after departing last port of call	Coming from another New Zealand port

### NOTIFICATIONS ON ETD FOR VESSELS CARRYING DANGEROUS GOODS

Who	What	To	How	When	Remarks
All vessels	P	Harbour Master Picton Harbour	<a href="mailto:harbours@marlborough.govt.nz">harbours@marlborough.govt.nz</a>	Prior to departure	None

## 4.11 WASTE

Who	What	To	How	When	Remarks
All vessels	A, I, ETD, G, - Last port and date	Port Marlborough or Ship's Agent	shipping@pmnz.co.nz	At least 24 hours prior to arrival Harbour	ZNone



	where waste has been landed  - Do you land all / some / no waste at the harbour reception facilities?			Limits	
--	--	--	--	--------	--

## 4.12 HARBOUR MASTER PRE-ARRIVAL FORM

All vessels of 500 gross tonnage or greater are required to complete the Harbour Master's pre-arrival form and transmit this to the Harbour office. The purpose of this form is to determine whether specific conditions need to be imposed on the visiting ship. Additionally, it also establishes a communication procedure should adverse weather prevent the Pilot from boarding at the pilot station and outlines the procedure to be followed for guiding the ship inwards until it is safe for the Pilot to board.

[Http://www.marlborough.govt.nz/Environment/Harbours/Agents-Shipping.aspx](http://www.marlborough.govt.nz/Environment/Harbours/Agents-Shipping.aspx)



# 5 Documentation



## PART V | 5. DOCUMENTATION

### 5.1 GENERAL

New Zealand Authorities need to know that all vessels within territorial waters are properly equipped and operated to ensure that vessels are not likely to pollute the marine environment. Therefore the New Zealand Authorities place importance on compliance with Maritime and Marine Protection Rules and Regulations.

Official documentation should be available for examination at all times by the National Authorities.

### 5.2 REQUIRED DOCUMENTATION, TO BE AVAILABLE AT ALL TIMES

All vessels in Ship Safety Management

Must include:

Document of Compliance
Safety Management Certificate
Plan of Shipboard Operations and Emergency Preparedness
Ship Security Certificate
Continuous Synopsis Record

Vessels over 400 gross tonnage

Must include:

Oil Record Book
International Oil Pollution Prevention Certificate
Certificate of insurance

New passenger vessels

Must include:

Vessel inclining test or stability book
---

Vessels on Voyages to Antarctic area

Must include:

Int. Sewage Pollution Prevention document of Compliance
---

Vessels carrying live stock

Must include:

Certificate of approval to carry livestock
--

Vessels carrying Noxious Liquid substances in bulk

Must include:

IPPC for carriage of noxious liquid substances in bulk
--

A list of all limitations and exemptions

Must include:

Exemptions from maritime rules(where appropriate)
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**PART V | 5. DOCUMENTATION**

Muster list

Restrictions
Weather restrictions
Sea state restrictions
Restrictions in permissible loads, trim, speed

Must include:

Details of general emergency plan
Action to be taken in case of emergency
How the order abandon the vessel will be given
Parties for closing of watertight doors and ventilation
Crew list of actual crew on board

Minimum Safe Crewing Document

Must include:

In accordance with SOLAS Chapter 5
Principles of Safe Manning adopted by the IMO



# 6 Reporting



**PART VI | 6. REPORTING****6.1 GENERAL**

The Master of a commercial vessel is required to report a number of issues and events. This section lists all requirements to be reported to Authorities.

**6.2 ISSUES TO BE REPORTED**

What	Section	To	Through
Bunkering	16.2	Harbour Master	Picton Harbour Radio VHF radio Channel 18 or email
Stores coming on board	16.4	Biosecurity/MAF	Contact details-Chapter 2.2
Engine Immobilisation	14.6	Harbour Master	Picton Harbour Radio VHF radio Channel 18 or email
Launching life boats and rafts	14.9	Harbour Master	Picton Harbour Radio VHF radio Channel 18 or email
Underwater inspections	14.1	Harbour Master	Picton Harbour Radio VHF radio Channel 18 or email
Emergencies	9.6	Harbour Master	Picton Harbour Radio VHF radio Channel 18/16
Anchoring	7.17	Harbour Master	Picton Harbour Radio VHF radio Channel 18 or email
ETD, if not reported yet	4.6	Picton Harbour Radio	VHF radio Channel 18
Pilotage	11.3	Marlborough Sounds Maritime Pilots	VHF radio Channel 18
Washing the hull with fresh water	14.1	Picton Harbour Radio	VHF radio Channel 18
Hot Work permits (welding and cutting)	14.10	Harbour Master	Via Picton Harbour Radio, Channel VHF 19, or through Ship's Agent



# 7 Port Description



## PART VII | 7. PORT DESCRIPTION

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### 7.1 GENERAL

The Picton Harbour and Shakespeare Bay facilities lie at the head of the sheltered Queen Charlotte Sound. Both facilities are operated by Port Marlborough providing berths for passenger, RoRo ferries and bulk log exporting vessels. There is also a facility for the unloading of bulk cement.

Marlborough also provides a base for a growing number of tourism and adventure-tourism operators, these forming a significant component of Marlborough's business. Cruise vessels are frequent callers each summer with the port also being the South Island terminus of the Wellington/Picton ferry service.

Waimahara Wharf, located in Shakespeare Bay, has been designed as a multipurpose berth with the ability to be extended, should demand in the future require this.

In Picton there are two marinas specialising in small pleasure craft and small commercial operators. The marinas, located at Waikawa and Picton, form a gateway to the Sounds and provide over 1,250 berths. Port Marlborough also facilitates services for fishing boats, marine farms and barge operators as well as providing transport routes for the communities of the Marlborough Sounds.

The Inter-island Ferry Terminal and general cargo facilities in Picton Harbour establishes Picton Harbour as a multipurpose Port.

### 7.2 PORT LOCATION

The port of Picton is accessible via two gateways; The Northern Entrance and via the Eastern Tory Channel. Other than ferries, only cruise vessels of 200m or less are permitted to use the Tory Channel route. Both of these entrances are located in the Cook Strait.

From the Eastern Entrance to Tory Channel it is 9 nautical miles to the entrance of Queen Charlotte Sound at Dieffenbach Point. From Dieffenbach Point it is 9 nautical miles to Picton.

The Northern Entrance of Queen Charlotte Sound leads directly to Picton, a distance of approximately 20 nautical miles from the Entrance.

Coordinates: 41°17'4S 174°00'5E

### 7.3 PORT LIMITS

The Harbour Limits for the Marlborough District are defined as:

A straight line commencing at the water's edge at Cape Soucis 40°50'S 173°45'E to Bottle Point (40°50'0S 173°49'0E) to 40°39'5S 174°00'E, to Brothers Island (41°06'S 174°26'4E), to a position 1 nautical mile east of Cape Campbell light (41°43'75S 174°17'9E), then 1 nautical mile offshore to Willawa Point (41°58'72S 174°03'96E), then to the water's edge at Willawa Point.

Picton Harbour is defined as:

Those waters which lie inside a line drawn between the geographic points known as Wedge Point and The Snout.

### 7.4 LOAD LINES

Summer load line

## PART VII | 7. PORT DESCRIPTION

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### 7.5 MAXIMUM SIZE VESSELS

Maximum draught: 13.5m

Max. LOA: 320m (Only with permission from the Harbour Master)

### 7.6 TIME ZONE

New Zealand Standard Time Zone: UTC/GMT +12 hours

New Zealand Daylight Saving Time: +1 hour (GMT +13 hours)

Daylight Saving Time starts: last Sunday of September at 0200 hours Local Standard Time

Daylight Saving Time ends: 1st Sunday of April at 0300 hours Local Daylight Saving Time

### 7.7 LOCAL HOLIDAYS

New Year's Day January 1

Day after New Year's Day January 2

Waitangi Day February 6

Good Friday

Easter Monday

Anzac Day April 25

Queen's Birthday 1<sup>st</sup> Monday in June

Marlborough Anniversary 1<sup>st</sup> Monday in September

Labour Day 4<sup>th</sup> Monday in October

Christmas Day December 25

Boxing Day December 26

### 7.8 WORKING HOURS

Official hours for the Harbour Masters Office:

Monday – Friday

0800 hours – 1700 hours

Port (Marlborough) Service Centre:

24 hours, 7 days a week.

## **7.9 TRAFFIC**

With in excess of 7,000 movements of vessels annually, Picton is one of the busiest ports in New Zealand. The majority of vessel movements are the roll on-roll off ferries, which provides the Cook Strait link to Wellington.

The primary ferry route is through Tory Channel.

During the summer increased recreational traffic results in busier waterways.

## **7.10 CARGO**

In 2015, Picton handled:

Non-ferry cargos amounted to 760,325 tonnes

Over 1 million ferry passengers

Over 2.9 million lane metres of railway freight

For more information about cargo moved through Picton, see the following link: [Click here](#)

## **7.11 CHARTS AND BOOKS**

Every vessel calling in to New Zealand waters is required to carry and consult the appropriate navigational charts or approved electronic equivalent. Nautical paper charts and digital images for electronic navigation systems are produced and maintained by Land Information New Zealand (LINZ).

Every master of a vessel operating in New Zealand waters must ensure that the vessel carries:

- Nautical charts
- Tide tables
- List of Lights
- Sailing directions
- Notice to Mariners
- Nautical almanac
- International Code of Signals
- Mathematical tables

Chart numbers can be found in the New Zealand chart catalogue NZ202 15th edition.

Charts relevant to Marlborough Harbour Limits are:

- NZ615, Marlborough Sounds
- NZ6151, Te Aumiti(French pass), Forsyth and Guards Bay, Port Gore, Stephens Passage.
- NZ6152, Pelorus Sound and Havelock
- NZ6153, Queen Charlotte Sound
- NZ6154, Tory Channel Entrance and Picton Harbour

## PART VII | 7. PORT DESCRIPTION

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- NZ6212, Plans on the North East Coast of the Sound Island
- NZ463, Approaches to Wellington
- NZ614, Tasman Bay
- NZ204, New Zealand Nautical Almanac Annual New Zealand Notice to Mariners
- Astronomical, Tides information, Light information, New Zealand Charting and Notice to Mariners, Maritime Contacts.
- Nautical Publications 51 New Zealand Pilot
- INT 1, Chart 5011, Symbols and Abbreviations used on Admiralty Charts, Edition 3, Published by UKHO

### 7.12 SHIPPING ANNOUNCEMENTS FOR THE PORT AREA

Scheduled shipping movements for Picton can be obtained from the website: [Click here](#)

### 7.13 PILOT STATIONS

For Queen Charlotte Sound, there is one Pilot station for embarking and disembarking of pilots.

- Position “Alpha”: 41°04'.62 South 174°18'.92 East

Pilot Station for the Eastern Entrance to Tory Channel:

Location: Bearing 135°, 3.5 nautical miles from West Head

For detailed Pilotage information, see Section 11.4

### 7.14 NAVIGATION

An effective passage plan and the monitoring of the vessel's progress and position against this plan are essential for safety of life at sea, safety and efficiency of navigation and protection of the marine environment.

#### ROUTES AROUND THE NEW ZEALAND COAST

A voluntary scheme recommends that ships keep at least 5 nautical miles off the land, any charted danger, or any outlying islands, until reaching a position where alteration is required to make port. A greater distance off may be necessary in adverse on-shore weather, or if it is known that the ship has any mechanical deficiency that might impair the motive power or manoeuvrability.

#### RECOMMENDED APPROACH TO QUEEN CHARLOTTE SOUND

Pass midway between Cook and Walker Rocks at the entrance to Queen Charlotte Sound, and thence to the pilot station.

The information in section 7.14 has been taken from the New Zealand Nautical Almanac, Annual Notice to Mariners Number 10

### 7.15 HARBOUR GEOGRAPHICAL DESCRIPTION

#### QUEEN CHARLOTTE SOUND

Queen Charlotte Sound is a natural deep-water harbour in an area with a high land formation on each side. .

## PART VII | 7. PORT DESCRIPTION

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At the Northern Entrance to Queen Charlotte Sound, submerged rocks which are a danger to navigation are charted. Due to the high land formation there are numerous bays located in the Sound. These are very attractive to tourists, especially in the summer when there are often a lot of recreational vessels on the water.

The sea-bed in the Sound consists mostly out of a layer of mud on top of rocks.

After crossing the Harbour Limit it is about 25nm to Picton Harbour and Shakespeare Bay. Any vessel with a draft exceeding 10.5m must use the Channel East of Long Island (daylight transit only). The controlling depth of the Channel West of Long Island is 13.2 metres at MLWS chart datum.

Queen Charlotte Sound lies in a South-Western direction towards Kurakura Point after passing SE of Bottle Rock and SE of Edgecombe Point.

The Sound continues towards Dieffenbach in a SW direction to Picton Harbour.

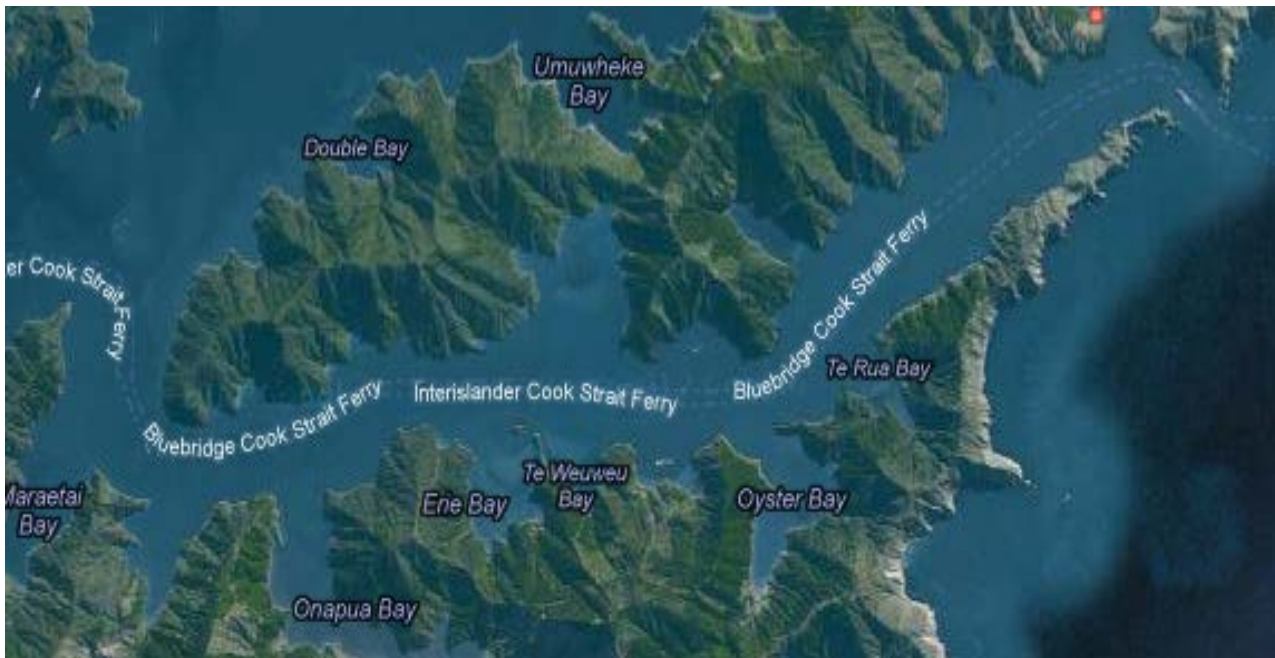


## PART VII | 7. PORT DESCRIPTION

### Tory Channel

Tory Channel is an alternative entry into Queen Charlotte Sound from the East of Cook Strait. From the Eastern Entrance to Tory Channel to Picton Harbour and Shakespeare Bay it is about 17 nautical miles. The Pilot embarks 3.5 nautical miles seaward of West Head. Width of the Channel between West Head and East Head is 3.5 cables. The Channel is subject to strong tidal currents up to 7 knots which can make navigation in these waters difficult and is thus rarely used by cargo vessels. Ferries crossing between Wellington and Picton Harbour use the Tory Channel route.

Tory Channel enters Queen Charlotte Sound at Dieffenbach Point, South of Luke Rock and then continues in a WSW direction towards Allports Island.



### 7.16 PRINCIPAL MARKS

Isolated submerged rocks that present dangers to shipping are marked by beacons as shown on the Chart. However not all rocks and shoals are marked by beacons and the relevant Chart must be consulted.

### 7.17 SHAKESPEARE BAY

The Shakespeare Bay port facility is operated by Port Marlborough where the principal cargo handled is logs and the maximum depth alongside the berth is 15.3 metres.

The majority of vessels berthing at Shakespeare Bay will berth bow North. Vessels are generally swung with assistance of tugs when abeam of the light Q(4).R.3M, which marks the widest part of Shakespeare Bay, being 1.9 cables.

Vessels should be aware of ferries transiting through Tory Channel inward and outward bound and should also be aware of a float plane taking off and landing in Picton Harbour.

## PART VII | 7. PORT DESCRIPTION

### 7.18 DEPARTURE

On departure the vessel will be assisted by tugs as required. The passage on departure will be similar as for arrival, depending on actual circumstances.

### 7.19 PASSING

Passing arrangements are in accordance with the International Regulations for Preventing Collisions at Sea.

### 7.20 PICTON HARBOUR

Picton terminal facilities are operated by Port Marlborough offering three berths with two terminals used for the ferries and one suitable for vessels that includes cruise and fishing vessels.

### 7.21 ARRIVAL AT PICTON HARBOUR

Cruise ships generally berth bow south. A vessel entering Picton Harbour will make her turn at the widest place in Picton Harbour when abeam of the light Fl.R.5M.

Ferries depart from the terminals heading for Wellington via Tory Channel. Vessels are advised of departure times of the ferries, provided by Picton Harbour Radio on VHF radio Channel 18.

The Master of a vessel should also be aware of pleasure craft sailing in and out of Picton Harbour and marina as well as a float plane operation within Picton Harbour.

### 7.22 DEPARTURE

The passage on departure will be similar in directions and distance restrictions as during arrival. Masters must be aware of ferries entering Picton Harbour.

### 7.23 PORT BERTH DETAILS

All dimensions in metres unless otherwise stated.

Depths below datum. Heights above MLWS.

Berth	Quay Length	Height	Heading	Berth Pocket	Least Depth	Max Draft	Max LOA	Max Bm	Limiting Conditions
Picton Harbour Wiatohi Wharf	200	4.5	042°-222°	360 x 40	10.0	9.0	320	39.0	SS2: Stern on minus 5m
									PS2: Bulbous bow on minus 35m
				260 x 35	14.0	13.5	190	32.3	Either side to.



**PART VII | 7. PORT DESCRIPTION**

Shakespeare Bay Waimahara Wharf	210	4.5	025.5°- 205.5°	250 x 50	8.0	7.8	245	32.3	PS2: Bulbous bow on zero
				220 x 50	8.5	8.0	210	32.3	SS2: Stern on +30m
Longer vessels considered on a case by case basis. Contact Port Marlborough.									

**7.24 INTER-ISLAND FERRY TERMINALS**

These terminals consist of 3 berths designed specifically for Roll-on Roll-off vessels carrying road and rail traffic for Cook-Strait inter-island ferry service. The terminal building provide enclosed gangway access, amenities and luggage handling service.

**Berth No. 1**

Linkspan for vehicle carrying vessels

Max. LOA: 180m

Max. BOA: 26m

Max. Draught: 7.5m

**Berth No. 2**

Two tiers linkspan for road and rail carrying ferries.

Max. LOA: 160m

Max. BOA: 22m

Max. Draught: 7.5m

**Waitohi East**

Roll-on Roll-off pontoon on Western side of No. 2

Long arm for vehicle carrying ferries

Max. LOA: 140m

Max. Beam: 24m

Max Draught: 7.5m

## PART VII | 7. PORT DESCRIPTION

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### Shakespeare Bay

The wharf located in Shakespeare Bay is named Waimahara Wharf. This 200m long wharf has been designed as a deep-water berth. The maximum depth alongside Waimahara Wharf is 15.3m and is therefore the deepest natural export berth in New Zealand. The quayside storage of 10 hectares of flat open area adjacent to the berth and can be accessed by road and coastal shipping.

Max. LOA:	190m (Cruise Ships of up to 320m have been berthed here)
Max. Depth:	15.3m
Max. Beam:	Draft dependent
Max. Draught:	13.5m
Max UKC:	10%
Line of berth:	025° - 205°

The Southern part of this wharf is used for receiving barged logs from the Sounds.

### Marinas

In Queen Charlotte Sound there are two large marinas located at Picton Harbour and Waikawa Bay. These marinas are able to give berthage to small vessels and are the gateway into the Sound.

## 7.25 ANCHORAGE

Vessels over 500 Gross Tonnage wishing to anchor within the Sound other than the promulgated anchorage areas must first obtain express permission from the Harbour Master. The Harbour Master will consider the weather forecast, conditions of the sea, proximity of navigational hazards, sufficient swing-circle and adequate clearance from the approach fairways.

Care must be taken when anchoring to avoid submarine cables that are found in the various bays.

Bylaws require every vessel to be anchored with not less than 5 shackles of cable in the water.

### Anchorage no. 1

Location:	7.2 cables NNE of Wedge Point
Radius:	2.7 cables
Depth:	33-35m at MLWS
Bottom:	mud
Operating channel:	Picton Harbour Radio VHF radio Channel 18

### Anchorage no. 2

Location:	4.2 cables N of Allports Island
Radius:	2.4 cables

## PART VII | 7. PORT DESCRIPTION

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Depth: 36-38m at MLWS  
 Bottom: mud/shell  
 Operating channel: Picton Harbour Radio VHF radio Channel 18

### Quarantine anchorage

Location: West of Mabel Island  
 Maximum: For vessels up to 120m in length  
 Depth: 18-27m at MLWS  
 Bottom: mud  
 Operation channel: Picton Harbour Radio VHF radio Channel 18

### Cloudy Bay Anchorage (41°27'S 174°05'E)

Can be used by every vessel.

Location: Cloudy Bay  
 Depth: more than 20m about 2 nautical miles offshore MLLWS  
 Bottom: sand and broken shells  
 Operating channel: Picton Harbour Radio VHF radio Channel 18

### Prohibited anchorage

Anchoring elsewhere is only allowed with permission from the Harbour Master.

### Anchorage is prohibited:

Within Tory Channel

Queen Charlotte Sound main traffic route

South of a line joining The Wedge and The Snout, except for in the Quarantine Anchorage

Cook Strait Cable Protection Zone

### Whilst at anchor the Master of the vessel must observe the following:

Engines to be maintained at immediate notice

A continuous bridge watch maintained, monitoring the vessel's position, the position of other vessels and listening on VHF radio Channel Ch16 and 19

Report anchored position to Picton Harbour Radio on VHF radio Channel 18

## **7.26 WEATHER AND TIDAL INFORMATION**

Picton Harbour Radio (VHF radio Channel 18) is able to provide weather conditions for Picton and Shakespeare Bay.

Prevailing Wind patterns Queen Charlotte Sound can be prone to severe wind gusts due to the land formation. At the Northern Entrance to Queen Charlotte Sound swells with low height but long distances between the waves can occur which are difficult to detect.

Berthing at Waitohi Wharf West – when sustained winds are greater than 30 knots any proposed berthing operation must be discussed with Harbour Master.

.In Cook Strait, North-westerly winds are predominant. Strong winds can occur frequently from Northwest and South to Southeast. The Southern gales affect the whole Strait. South-Easterly gales are the strongest in the Western parts of the Strait. Severe wind gusts can occur due to land topography on both sides of the Strait.

### **Tides**

Queen Charlotte Sound

Queen Charlotte Sound experiences semi-diurnal tidal.

### **Tidal range in Picton**

MHWS 1.49m

MHWN 0.98m

MLWN 0.44m

MLWS 0.00m

### **Tidal currents**

Northern Entrance to Queen Charlotte Sound

The tidal stream sets strongly across the Northern Entrance of the Sound with 1-3 knots.

Inside the Sound the tidal stream can be strong in narrow passages. Relevant charts should be referred to at all times for localised tide and current information

### **Tory Channel**

At the Eastern Entrance to Tory Channel the tidal streams can be unpredictable due to influences of local weather conditions. Mariners are warned to navigate with caution in this area. Mariners without local knowledge and navigating on low powered vessels should avoid Tory Channel.

Due to high currents vessels are subject to significant set. To assist mariners a leading line 311.75° has been established at the Eastern Entrance.

For tidal stream diagrams consult the New Zealand Nautical Almanac.

Tidal streams can run up to 7 knots and makes it difficult to navigate in this area. The Cook Strait flood tide runs into Tory Channel with more power than the flood runs in to Queen Charlotte Sound.

The tidal flood stream flows through Tory Channel into Queen Charlotte Sound. This means that in normal conditions the flood tide in Queen Charlotte Sound, east of Dieffenbach Point light, will set in a North-easterly direction.

At Dieffenbach Point where the two Channels meet, the tidal flood stream will split into the Northern and the Southern part of Queen Charlotte Sound.

The ebb tide flows out of Queen Charlotte Sound through Tory Channel.

## SEA CONDITIONS

### Cook Strait

In Cook Strait the current can be influenced by the prevailing winds. During Southernly direction winds, the current can vary from a North going current of 0.5 knots to an East-north-east going current of 0.4 knots. In light variable winds the current tends to flow East at 0.4 knots.

High water occurs on the West side of the Strait about 5 hours later than on the East side.

Due to weather and/or sea conditions the water level can raise on one side of Cook Strait. The flow from that side can be considerably increased in strength and duration. This results that the other side can be reduced or even reversed.

During times of high water on one side of Cook Strait, it can be low water on the other side.

A strong gale in the Strait can affect the duration of normal tide and may prolong or retard it up to 1 to 3 hours.

### Sea state

Broken water is experienced in Cook Strait due to cold water current on the bottom being forced up to the surface.

During a strong flow in the Strait, heavy over-falls can occur in vicinity of deep underwater canyons in the Strait.

### Fog

Fog may occur during heavy rain or drizzle and can decrease visibility. But generally visibility in the Sound and Tory Channel is good.

### Ice

The Sound and Tory Channel are not subject to ice conditions.

### Water density

Water density within the Sounds and Tory Channel is 1.025 t/m<sup>3</sup>.

### Seiches

Harbour Master will issue warnings as appropriate

## PART VII | 7. PORT DESCRIPTION

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### Earthquakes

Earthquakes can occur but do not, in themselves, pose a significant danger to the vessel or crew – see tsunamis

### 7.27 POWERLINE WATERWAY CROSSING

Power lines cross Tory Channel at Arrowsmith Point. The elevation of the power lines is 90 metres above Mean High Water. The power lines are known to cause a radar echo and will remain a “target” until the vessel is beneath the power lines.

### 7.28 MARINE FARMS

Some Marine farms are found in Queen Charlotte Sound and Tory Channel. These marine farms are fitted with lights and need to be avoided, as close approach can be hazardous to safe navigation.

Generally, a light buoy must be located at the seaward corners of marine farms but the Harbour Master may direct additional lights, radar reflectors or reflective tape to be fitted.

### 7.29 TSUNAMI

Tsunamis generally result from earthquakes, landslides or volcanic eruptions. The first sign of a tsunami is a significant drop of water level followed by a sea wave or very rapid rising of the water level. This is likely to have potentially dangerous consequences to shipping and marine farms.

When a tsunami is predicted for this area, a warning will be issued by the Harbour Master, broadcast on VHF radio Channel 18; and a continuous alarm will be sounded in town lasting for more than 3 minutes.

In the event of a tsunami warning all vessels in the port will be directed by the Harbour Master to be prepared and able to leave at short notice.

In case of a tsunami warning, the Eastern Entrance to Tory Channel may be closed to all vessel traffic at the discretion of the Harbour Masters. The Northern Entrance to Queen Charlotte Sound may remain open to vessel traffic.

# 8 Port Navigation



## **8.1 GENERAL**

The Bylaws require that, every commercial vessel entering the Harbour Limits shall ensure that:

Automatic steering 'pilot' devices, if fitted, are not used unless a helmsman is standing by in the immediate vicinity of the helm or wheel, to take over manual steering immediately on this being required; and

Use of automated navigation systems that act on their own (e.g. linked to GPS or

DGPS receivers) is prohibited; and

the main engines are to be immediately available for reducing speed, stopping or going astern at all times without delay; and.

Anchors are immediately available for letting go in an emergency and capable of being used without power; and

All navigational aids, including but not limited to radar and depth recording devices, if fitted, are to be in continuous operation and fully utilised.

## **8.2 SPEED**

Vessels entering or leaving Picton Harbour may not exceed the speed limit of 12 knots south of Mabel Island light

In compliance with the Marlborough District Council Resource Management Plan no vessel of 500 gross tonnage or greater may exceed the speed limit of 15 knots within the Harbour Limits unless it has been granted a resource consent.

Any person navigating or in control of a vessel must navigate that vessel with all due care and caution and at a speed and manner so as not to endanger lives of, or cause injuries to, any person(s).

In considering a safe speed, Masters should consider the following (but not limited to):

- State of visibility
- Traffic density
- The manoeuvrability of the vessel
- At night, presence of background light
- The state of wind, sea and current and proximity of navigational hazards
- The draught in relation to the available depth of water
- Limitations of navigational equipment
- The range of the radar being used



## PART VIII| 8. PORT NAVIGATION

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### 8.3 UKC

The minimum permitted under keel clearance for vessels with or exceeding a draught of 10.5 metres, transiting the West channel of Long Island is 2.0 metres.

#### WAITOHI WHARF

The minimum under keel clearance alongside Waitohi Wharf is 0.3 metres.

#### WAIMAHARA WHARF

The minimum under keel clearance alongside Waimahara Wharf is 10% of vessel's draught.

#### Consider:

- Squat due to shallow water effect and the necessity to reduce speed, to decrease its effect
- Heel (due to wind or turning) and pitching movement
- Reliability of charted depth data
- Predicted tidal levels including any expected negative surge
- Accuracy of actual draft

### 8.4 RIGHT OF WAY

Every vessel navigating within the Harbour Limits must adhere to the International Regulations for Preventing Collision at Sea – [maritime rule part 22].

### 8.5 SPACING OF VESSELS

Bylaws establish, a moving prohibited zone extending to 500 metres ahead and 50 metres on each side and continued at such width to 50 metres astern of a vessel of 500 gross tonnage or greater. This does not apply in Shakespeare Bay, Picton Harbour or to those vessels with prior written authority from the Harbour Master.

### 8.6 PASSING ARRANGEMENTS

During hours of darkness or in restricted visibility only one vessel of 500 gross tonnage or more is permitted to navigate in Picton Harbour, South of latitude 41°16'S.

### 8.7 RESTRICTIONS

Only one vessel is permitted to navigate within the Tory Channel Controlled Navigation Zone at any one time

It is prohibited for every vessel of or exceeding 350GT or a tug and tow exceeding 40metres to overtake a vessel of or exceeding 350GT or a tug and tow exceeding 40metres within the Tory Channel Controlled Navigation Zone.

Vessels that are to use the Eastern Channel of Long Island due to draft restrictions are restricted to daylight transit only.

Vessels entering or leaving Picton Harbour may not exceed the speed limit of 12 knots south of Mabel Island light

Only one vessel exceeding 500GT may navigate South of Mabel Island between sunset and sunrise and during periods of restricted visibility at a time

### 8.8 INWARD BOUND VESSELS

#### QUEEN CHARLOTTE SOUND

Every vessel in Queen Charlotte Sound must:

Avoid anchoring in a narrow channel, if the circumstances of the case allow

Except in emergencies, no person shall anchor or moor any vessel within any prohibited anchorage area. For more information refer to chapter 7.17 about anchorage

Any other vessel of less than 500 gross tonnage or tug less than 40m is not permitted to impede the passage of vessels as mentioned above

#### NARROW CHANNEL

Tory Channel, from Dieffenbach Point Light to East Head is deemed a narrow channel and, in accordance with maritime rule part 22 the provisions of 22.9 apply (International Regulations for the Prevention of Collision at sea rule 9). Masters of ships within Tory Channel must comply with relevant International and National legislation.

#### RADIO CONTACT

Bylaws require that:

“The Pilot or Master (if Pilot exempt) of every vessel shall broadcast, or cause to be broadcast, on VHF radio Channel 18, an initial radio message addressed to ‘All Ships’, giving warning of transit of the Eastern Entrance to Tory Channel and provide an ETA at the Tory Channel Controlled Navigation Zone as set out below:

For inward bound vessels at the Tory Channel Reporting Arc.

For outward bound vessels at the Motukina Reporting Line.

The above broadcasts may be repeated, if practicable, on VHF radio Channel 16 and 63

Any significant changes in Estimated Time of Arrival (ETA) must be promulgated to all vessels”

- All vessels, entering or leaving the Eastern Entrance to Tory Channel, whether in sight of one another or not, are required to establish radio contact with any other vessel which is likely to be approaching the Eastern Entrance to Tory Channel at approximately the same time.

During a South-easterly gale use of the Eastern Entrance to Tory Channel, particularly by low powered vessels should be carefully considered because of dangerous under water rocks lying close to the track on both sides of the Eastern Entrance:

- A reef extending SE from East Head light, 4m depth
- A reef extending 2 cables ESE from West Head light
- Taranaki Rock

## **8.9 SHIFTING VESSELS**

All vessels when shifting must inform Picton Harbour Radio on Ch 19, indicating where they are situated within the Harbour and where they intend to move to and at what time. Picton Harbour Radio will make them aware of any traffic movements likely to take place.

## **8.10 BERTHING**

### **SHAKESPEARE BAY**

Vessels for Shakespeare Bay are normally (depending on the ship's length) bow north and backed into the berth. The maximum depth alongside is 15.3 m at MLWS.

All ships that must be swung shall use tugs as a matter of safety. In the case of Cruise Ships with sufficient thruster power a tug may not be required but will be on standby to assist if required.

### **PICTON HARBOUR**

Vessels entering Picton Harbour will berth at Waitohi Wharf. The draught at the South end is 7.5m maximum and the draught at the North is 10m maximum. When a vessel is limited in its manoeuvrability, tugs will assist. The widest place in Picton Harbour has been indicated by a beacon on portside with the characteristics: FL.R 3s 5m 5M.

## **8.11 DISPLAY OF SIGNALS AND LIGHTS**

Every Master of a vessel, while navigating within Harbour Limits is required to adhere to the International Regulations for Preventing Collisions at Sea.

A vessel carrying dangerous or explosive goods must show an all round red light during hours of darkness and flag "B" during hours of daylight.

A vessel conducting with diving operations must show flag "A"

## **8.12 ROCKS AND SHOALS**

### **QUEEN CHARLOTTE SOUND**

- Dangerous underwater rock 2 cables NE of Kokomohua Island
- Shoal 3.8 cables North of Motuara Island, marked with a lit North Cardinal pillar beacon
- Hawes Rock, 3.3metres, 2.9 cables South-West of the Southern tip of Bluemine Island
- Snake Point, 0.8 cables South of Snake Point, awash at low water, marked with a lit South Cardinal pillar beacon
- Perano Shoal 4.6m, Entrance to Blackwood Bay, marked with an Isolated Danger buoy

### **TORY CHANNEL**

- Taranaki Rock, awash, off Northern side of West Head, inside Tory Channel and un-marked
- Wheki Rock, immediately West of the Eastern Entrance to Okukari Bay, lit green lateral pillar
- A reef extends SE from East Head light, 4m depth
- A reef extends 2 cables ESE from West Head light



# 9 Port Safety



### **9.1 GENERAL**

This chapter details response to emergencies. It is not to be intended to provide a step-by-step description as scenarios will differ greatly in their scale. The appropriate response will be on a case-by-case basis.

Every emergency service referred to in this section will have its own responsibility and duties which may not necessarily be apparent to the others.

#### **SAFETY**

Responsibility for the safe conduct of operations whilst a vessel is within the Port Company area rests jointly with the Master of the vessel, and the Port Marlborough Port Manager. Therefore, before operations start, the safety procedures set out in this Port Information Guide must be fully understood.

It is expected that all persons working within the Port area will adhere to these instructions and regulations and co-operate fully in the mutual interest of safe and efficient operations.

If safety is compromised by any action or by any equipment, vessels should demand immediate shut down of operations.

### **9.2 EMERGENCY CONTACTS**

Incidents and accidents during port operations:

- Picton Harbour Radio on VHF radio Channel 18; or
- National emergency telephone number: 111

The Responsible Controlling Authority will be dependent on the emergency scenario.

For emergency assistance in case of an incident or accident on board, alert the police, fire service, ambulance service or contact the Port Service Centre "Picton Harbour Radio" on VHF radio Channel 18.

Details to be reported: name of the vessel, name and number of berth or position and nature of the incident.

### **9.3 OPERATIONAL RULES**

#### **OPERATIONAL RULES SHAKESPEARE BAY**

For PMNZ web site

Any person accessing Port Marlborough's property must have a valid reason for being on Port Marlborough property and is required to obey the safety rules, which can be accessed through [www.portmarlborough.co.nz](http://www.portmarlborough.co.nz)

### **9.4 EMERGENCY COORDINATION CENTRE**

In Picton, the location from which an emergency will be managed is dependent on the nature of the emergency. See section 9.6

The first point of contact during an emergency situation can be:

- Inside Picton Harbour Radio coverage area, Picton Harbour Radio on VHF radio Channel 18 or 16
- When outside Picton Harbour Radio coverage area, the Rescue Coordination Centre New Zealand (RCCNZ) on Radio VHF radio Channel 16
- National emergency centre on telephone number: 111

## **9.5 EMERGENCY SCENARIOS**

In case of emergency, authorities must be informed as soon as practicable. Responsibility and initial points of contact for various scenarios for:

### **FIRE ON BOARD A VESSEL**

Action: Call 111 or Picton Harbour Radio on VHF radio Channel 18/16

In charge: Fire Service

### **CHEMICAL SPILLAGE**

Action: Phone 111 and Picton Harbour Radio VHF radio Channel 18/16

In charge: Fire service

Note: Do not attempt to neutralize, dilute or stem the flow of a substance until directions have been given by the Senior Fire Officer.

### **SERIOUS INJURY OR DEATH ON A WHARF OR VESSEL**

Action: Call 111 and Picton Harbour Radio on VHF radio Channel 18/16

In charge: Police in case of fatal accident, ambulance in case of injury

### **COLLISION**

Action: Call Picton Harbour Radio on VHF radio Channel 18/16

In charge: Harbour Master is responsible for safety of shipping and harbour environment, Police are responsible for safety of life and search and rescue

### **GROUNDING OR STRANDING**

Action: If within Harbour Limits call Picton Harbour Radio on VHF Channel 18. If outside Harbour Limits, call Maritime Radio on channel 16 VHF

In Charge: Harbour Master inside Harbour Limits, RCCNZ outside Harbour Limits

### **SINKING OR CAPSIZE**

Action: Call Picton Harbour Radio on VHF Channel 18

In charge: Harbour Master is responsible for safety of shipping and harbour environment, Police are responsible for safety of life and search and rescue.

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### UNSTABLE VESSEL

Action: Call Picton Harbour Radio on VHF Channel 18

In charge: Harbour Master

### OIL SPILL

Action: Call Picton Harbour Radio on VHF radio Channel 18 or the Harbour Master by telephone: 0064 3 520 7400

### DIVING EMERGENCIES

Action: Call Picton Harbour Radio on VHF Channel 18

In charge: Police

Advise: Harbour Master, Ambulance, Wairau Hospital

### SEARCH AND RESCUE

Action: Call Picton Maritime Radio on VHF Channel 16

It is the Police who are responsible for organising search and Rescue throughout New Zealand and may task Coastguard to respond in the event of them being required

### BOMB THREAT

Action: Call Picton Harbour Radio on VHF Channel 18

In charge: Police

Complete New Zealand bomb Threat Form by the person receiving the bomb threat [click here](#)

### TSUNAMI

In the event of a of Civil Defence tsunami Emergency

– In charge: Civil Defence and Harbour Master

If there is no declared Civil Defence tsunami Emergency

In charge: Harbour Master

### DURING A TSUNAMI

- Vessels are usually safer in water deeper than 20 metres than if they are near the shore
- Move vessels out to sea only if there is sufficient time and it is safe to do so;
- Listen to local radio stations as Emergency Management Officials will be broadcasting the most appropriate advice for your community and situation. VHF radio Channel 18/16, and on local radio AM 1539 or FM 90.5

### AFTER A TSUNAMI

- Continue to listen to the radio for Civil Defence advice



- Be aware that there may be more than one wave and it may not be safe for up to 24 hours, or more. The waves that follow the first one may also be bigger

### **PORT SECURITY EVACUATION**

Action: Call 111 or VHF radio Channel 18

### **TYPES OF EVACUATION:**

- Overt: evacuation signalled by air horn sounding
- Covert or Silent: in order not to panic people
- Partial: evacuation of a part of the Port facility, for an incident which is localized
- Full: where evacuation of the whole Port facility is required

### **TYPES OF SIGNALS**

- Air horn: continues sounding of air horn is the signal to evacuate
- Evacuation air horn: intermitted sounding, short, short, short; long gap, and repeated for two minutes. Means that the emergency is over and it is safe to return to work

### **FERRY TERMINALS**

- Conducted by Interisland Line and Strait Shipping as per their Emergency Procedures.



# 10 Port Security



## **10.1 GENERAL**

Port Marlborough is an accredited I.S.P.S Code compliant Port Facility.

## **10.2 REPORTING TO PORT FACILITIES**

Port Security Facility Officer

e-mail "shipping@pmnz.co.nz"

+64 3 520 3350

### **EMBARKING AND DISEMBARKING CREW**

Embarking and disembarking crew should be reported to the Port Facility Security Officer. See section 4.3 Immigration.

### **STORES AND BUNKERS**

Ship's Agents must request permission from the Port Services for the Provedores to enter the port facility.

Provedores must provide the Port Facility Security Officer with the inventory for ships' stores. On arrival to port entry, security staff checks and makes a visual inspection of the consignment.

For delivery of bunkers, dangerous goods or chemicals; these operations will be checked and approved by the Port Security Service and approved by the Harbour Master.

# 11 Nautical Services



### 11.1 GENERAL

Picton Harbour Radio is at Service (LPS)des the following information:

Communication limited to Port Marlborough facilities, ETA's and ETD's

Weather information for Picton provided by anemometers fitted at the seaward end of Waitohi wharf as well as:visibility

#### SEA STATE

Special conditions such as severe weather (for example: thunderstorms, abnormal high or low sea level, storm surge or fog)

#### NAVIGATION WARNINGS APPLICABLE WITHIN HARBOUR LIMITS

##### Reported vessel movements

Picton Harbour Radio is a Radio Centre that does not provide a vessel monitoring system or Vessel Traffic Service, nor is it a Vessel Control Centre. Picton Harbour Radio is a designated Local Port Service (LPS) operated by Port Marlborough, is staffed 24 hours, 7days a week and is located at the security gate of the port area.

The Harbour Master is responsible for ensuring proper communication on VHF radio Channel 18.

Picton Harbour Radio covers Queen Charlotte Sound and Tory Channel up to Picton Harbour and Shakespeare Bay.

#### COMMUNICATION LANGUAGE

Within the area covered by Picton Harbour Radio, communication is in English.

#### TRAFFIC INSTRUCTIONS

In accordance with New Zealand's Maritime Law the Master of a vessel within the Harbour Limits is required to comply with the directions given by the Harbour Master.

### 11.2 RADIO REPORTING REQUIREMENTS

On arrival after Pilot embarks

Every vessel must transmit the following information to Picton Harbour Radio on VHF radio Channel 18:

- ETA Dieffenbach Point
- ETA at berth or anchorage
- Arrival at anchorage (as appropriate)

#### QUEEN CHARLOTTE SOUND

The Master of every commercial vessel must, prior to entering Harbour Limits, call 'Picton Harbour Radio' on VHF radio Channel 18 and report:

- Intention of the vessel

## PART XI | 11. NAUTICAL SERVICES

- whether the vessel carries dangerous goods
- once the pilot is on board (Ferries are exempt from this requirement)

Any changes in the ETA must be advised to all vessels on VHF radio Channel 18

Every vessel must maintain contact to every other vessel in the vicinity which has the intention or is likely to approach the Tory Channel at approximately the same time

### TORY CHANNEL

On VHF radio Channel 18 broadcast a message to “all ships” giving warning of transit through the Eastern Entrance to Tory Channel, provide an ETA at the Tory Channel Controlled Navigation Zone for:

#### Inward bound vessels:

Crossing of the Tory Channel Reporting Arc

#### For Outward bound vessels:

Motukina Reproting Line

#### Departing from berth

Once clear of the berth:

- ETA Dieffenbach Point
- ETA Eastern Entrance or Northern Entrance (as appropriate)

#### Communication required

10 minutes prior arrival Harbour Limits: (Ferries Exempted)

Who Every commercial vessel

To Picton Harbour Radio

On VHF radio Channel 18

When 10 minutes prior entering Harbour Limits

What Name of the vessel, call sign, position, speed, draught, intention, ETA berth, Dieffenbach Point, dangerous goods, deficiencies. ETA

10 minutes prior Tory Channel Reporting Arc (Inward bound):

Who Every commercial vessel

To All ships

On VHF radio Channel 18 (if possible repeated on Ch 16 and Ch63)

When Crossing Tory Channel Reporting Arc

What Name of the vessel, intention, ETA at Controlled Navigation Zone

During transit:

Who	Every commercial vessel
To	Picton Harbour Radio
On	VHF radio Channel 18
When	During transit to berth or anchorage
What	Name of the vessel, departing from and destination berth

Outward bound Tory Channel:

Who	Every commercial vessel
To	All ships
On	VFH Ch19 (If possible repeated on Ch 16 and Ch63)
When	Crossing Motukina Reporting Line
What	Name of the vessel, intention, ETA at Controlled Navigation Zone

During an emergency:

Who	Every vessel
To	All stations
On	VHF radio Channel Ch16
When	In case of an emergency

What Broadcast your emergency call including: name of the vessel, position, nature of emergency.  
Or listen to broadcasts.

### **11.3 GENERAL**

Pilots and Tugs, when engaged by a Ship Master, become the servant of the Master. All decisions taken in the manoeuvring of a ship are legally those of the Master and all consequences are the liability of the Master.

### **11.4 PILOTAGE**

Pilot services in Queen Charlotte Sound and Tory Channel are provided by Port Marlborough Marine Services. The Pilot possesses the local knowledge and has the necessary ship-handling skills to assist with the safe arrival and departure of vessels.

More information can be found on the website: <http://www.pictonpilot.co.nz/index.html>

### **COMPULSORY**

Pilotage is compulsory for vessels of 500 Gross Tonnage or greater entering through the Northern Entrance to Queen Charlotte Sound.



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Pilotage is compulsory for vessels of 350 Gross Tonnage or greater entering through the Eastern Entrance to Tory Channel.

### PILOTAGE AREAS

#### Pelorus Sound Pilotage District

Pelorus Sound, Admiralty Bay and French Pass Pilotage District cover all the waters within Pelorus Sound until the seaward boundary sets in the North. A line drawn in a direction of 353° from high water mark at Alligator Head (40°58'1S 174°09'3E), to high-water mark at Sentinel Rock (40°53'9S 174°08'6E), thence in a direction of 277° to high water mark at Bone Point, D'Urville Island (40°51'6S 173°54'8E), And in the South a line drawn in a direction of 005° from high water mark at Okuri Point (40°58'4S 173°76'0E), to high water mark at Sauvage Point, D'Urville Island (40°56'5S 173°46'2E)

There is currently a person licensed as Pilot for this area. The Pilot should be ordered through Port Marlborough Marine Services. Boarding position will be through arrangement with the Pilot service

#### Queen Charlotte Sound Pilotage District

Covers the area within Queen Charlotte Sound inside a line drawn from Cape Koamaru to Kempe Point and North of a line drawn from Dieffenbach Point in a direction of 090° to the shore of Arapawa Island.

#### Tory Channel Pilotage District

Covers the area within Tory Channel from the seaward limited by an arc, radius 3.5NM, centred on the West Head Light (41°12'8S 174°18'9E) and South of the outer limit of the Queen Charlotte Sound Pilot District.

### Ordering Pilots

Email: [pilots@pmnz.co.nz](mailto:pilots@pmnz.co.nz)

Website: <http://www.pictonpilot.co.nz/>

There is no guaranteed Pilotage Service available at all times for the Queen Charlotte Sound/Tory Channel Pilotage Districts. Therefore ordering a Pilot should be at least 48 hours prior to ETA.

The ordering message should include the following information:

- Vessel's name, call sign, Ship's Agent
- Vessel's characteristics: length over all, beam, draught, air draught, speed, thruster(s)
- Date and time expected at the Pilot Boarding Station
- Destination, berth (if required, side alongside)
- Other relevant requirements and information

### Cancellation of Pilot Service

Cancel a Pilot via Ship's Agent or direct to [pictonpilots@pmnz.co.nz](mailto:pictonpilots@pmnz.co.nz)

### Pilot tender

The pilot tender, *Endeavour* is recognisable by her orange coloured hull and carries the sign "Pilot". During hours of darkness the tender will show the lights prescribed in the International Regulations for Preventing Collisions at Sea.

The tender will leave one hour prior the vessel's arrival at the Pilot Station and maintains a listening watch on VHF radio Channel 18 and 16.

The Pilot tender will confirm boarding agreements one hour prior to arrival at the Pilot Station.

### Communication with Pilot tender

Before a Pilot tender comes alongside, communication should have been established and the following agreement made:

- The side on which the pilot ladder is to be rigged
- Height of the pilot ladder above the water
- Lee arrangements

Communication will remain on VHF radio Channel 18 between vessel and pilot tender

### Embarkation of Pilot

All vessels will enter Queen Charlotte Sound from the Northern Entrance;

- The Pilot will embark at:
- position Alpha 41°04'62S 174°18'92E.

With prior arrangement, vessels may enter Queen Charlotte Sound via the Tory Channel route, but this is by prior arrangement only. For these vessels;

- The Pilot will embark before a vessel crosses the compulsory Pilotage Limit at a distance of 3.5NM of West Head Light (41°12'8S 174°18'9E).

### THE TORY CHANNEL ROUTE IS NOT SUITABLE FOR LOG SHIPS

When boarding or disembarking is difficult or dangerous the Pilot may decide, in consultation with the vessel's Master, to board or disembark at an alternative location.

All vessels boarding a Pilot are required to comply with the requirements of SOLAS Convention V/23 and IMO Resolution A.1045(27)

After the Pilot embarks a Master/Pilot Exchange card will be presented by the Pilot. Pilots have the right to decline to board vessels using defective ladders, and this may result in serious delays. Pilots will report defects in boarding ladders to Port State Control Authorities, which could lead to a full Port State Control inspection with the risk of delay and financial penalties.

### Pilot exemptions

After a successful completion of an approved training program and examination conducted by the Harbour Master, the Master and the first mate are exempt from carrying a Pilot in the Marlborough Pilotage District. The exemption is issued by Maritime New Zealand.

A Master cannot be exempt from pilotage when the vessel:

## PART XI | 11. NAUTICAL SERVICES

- exceeds 200 metres in length
- in excess of 20,000 GT
- in the case of Ferries wishing to use Tory Channel up 180 metres in length or 12,000 GT
- exceeds a draught of 9 metres
- is designed to carry bulk oil, gas or chemicals
- carries more than 150 tonnes of explosives
- is designed to carry bulk oil, gas or chemicals
- carries more than 150 tonnes of explosives

### 11.5 TUGS

The Harbour experiences significant wind gusts from time-to-time and these may have impact on berthing operations. The tugs are not always available on short notice and a Master or Ship's Agent must arrange a tug as soon as possible prior to arrival. Tug services are provided by Port Marlborough Marine Services, but when attending a ship on the orders of the Master, they become servants of the ship

A minimum of one tug is generally required for berthing vessels >500GT other than cruise vessels with sufficient thruster power in good weather.

### ORDERING TUG ASSISTANCE

#### Considerations

- The vessel's size/type/manoeuvrability and designated berth relating to the infrastructure of the port
- Under keel clearance
- Anticipated actual conditions such as, wind direction and strength, visibility and tidal current with respect to the vessels characteristics

#### Choice of tug

Decide on manoeuvrability and the amount of force required. The tugs are most effective and safe when the vessel is at speeds below 3 knots.

#### Tugs Stationed in Picton

*Maungatea*, - a Tractor Tug developing 25.7 tonne bollard pull through Z-Pellors located mid-ships. Heavily fendered all-round she can work in any position .

Levanter 11.8 tonnes bollard pull ahead and 4.8 tonnes bollard pull, fitted with rubber fenders and works with her bow towards the vessel.

Rossco 13.4 tonnes bollard pull ahead and 7.5 tonnes bollard pull astern, generally works with her bow towards the vessel

#### Ordering a Tug

By contacting Port Marlborough Marine Services via email [pilots@pmnz.co.nz](mailto:pilots@pmnz.co.nz) or on VHF radio Channel 18. There may not be one available at short notice.

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### Communication

During tug operations, communications must be maintained on Channel 8 VHF between:

- the tug(s) and the vessel's bridge team

The Pilot is fully aware of each tug's power and handling characteristics but the responsibility for engaging tug assistance, rests with the vessel's Master.

### Meeting Point

- The tugs will generally meet the vessel in the vicinity of Mabel Island. When required, the tugs can meet the vessel elsewhere by agreement between Master and the tug Master.
- When the Pilot and the Master of the tug have made contact, the Pilot in consultation with the Master of the vessel will instruct the tugs where they are to make fast.
- In the event of a disagreement between the Pilot and the Master as to whether a tug shall be used or not, the Pilot will anchor the vessel in a safe location and refer the matter to the Harbour Master for decision

### Connecting Tugs

- Normally the tugs will provide their own tow rope
- The tug Master, in consultation with the Pilot, will suggest which lead is appropriate from his point of view
- Masters are advised to discuss with the pilot, as part of the Pilot Master exchange, the towing arrangements most suited to your ship to agree a method satisfactory to the Pilot, the tug and the ship

## 11.6 MOORING

Mooring operations at Port Marlborough facilities are achieved through close co-operation between the crew of the vessel and mooring gang. Port Marlborough provides mooring services. All mooring lines between the vessel and the shore mooring gang will be passed by using heaving lines.

- Lines boats may sometimes be used in the port.
- Port Marlborough wharves are equipped with lighting for berthing at night

### PICTON HARBOUR WAITOHI WHARF

Wharf Length	240 metres
Wharf Width	20 metres
Height	4.5 metres above MLWS
Bollards	Steel at 10 metre spacing
Fendering	Rubber sprung timber facing to wharf, and Yokohama fenders are available.
Western Berth	210 metres in length.

## PART XI | 11. NAUTICAL SERVICES

Eastern Berth	210 metres in length.
Maximum Draft Alongside	Up to 7.5 metres south-end and 10 metres north-end, to be confirmed at the time by Marlborough Sounds Maritime Pilots. (0.3m UKC).
Maximum Size	LOA 245m

### SHAKESPEARE BAY

Wharf Length	200 metres
Wharf Width	29 metres
Construction	Reinforced concrete with 200 octagonal pre-stressed concrete piles, 29 metres long and 600 mm diameter
Deck	750 mm concrete, designed to accommodate travelling crane
Height	4.5 metres above MLWS
Axle Loading	100 tonnes
Bollards	100 tonne cast steel at 12 metre spacing
Fendering	Rubber sprung timber facing to wharf. Yokohamas are available.
Depth at Berth	15.3 metres at MLWS (10% UKC)
Maximum Size	LOA 320m, draft 9.00m LOA 190m draft 13.5m

### MOORING GUIDELINES FOR LINESMAN AND TERMINAL OPERATORS

Port Marlborough provides the mooring service and notifies any other party when a vessel calls Picton. During berthing, the Linesmen communicate with the Pilot via handheld VHF radio on Channel 08. Additional handheld VHF radios are available for the linesmen at both ends of the vessel.

#### Waimahara Wharf

Vessels generally berth starboard alongside in order that the gangway is as far from the hazardous working area of the berth as possible – generally bow north.

For larger cruise vessels calling Picton Harbour for the first time, a plan is usually prepared showing the position of the vessel and the available bollards. This plan will be prepared by the Pilot in conjunction with the Harbour Master.

### Waitohi Wharf

Cement vessels use a pre-arranged position and deploys lines accordingly.

Mooring arrangements for vessels overhanging will be planned involving the Pilots, the ship and the Harbour Master

During berthing of ferries lines are handled by ferry company staff.

### Ordering mooring gang

The mooring gang will be arranged by Port Marlborough prior to a vessel entering Harbour Limits. When a vessel wishes to order a mooring gang itself, the request has to be sent to [shipping@pmnz.co.nz](mailto:shipping@pmnz.co.nz) or Phone: 03 520-3399 giving as much notice as possible in advance of arrival.

## 11.7 LASHING OF CARGO

When a cargo unit exceeds 3.5 tonne, the Master of the vessel should be provided with a general description of the cargo and gross mass of the cargo.

To consider:

- Every exit for passenger or crew must kept clear
- Minimum space for access ways is 600mm wide and of adequately height
- Access for the Pilot needs to be adequate

### LASHING LOGS AT WAIMAHARA WHARF

The Ship's Agent will arrange lashing when requested by the Master of the vessel. Lashing equipment may be provided if the ship does not have any on board.

All cargo lashing must be completed prior to the vessel departing the berth

# 12 Nautical Communication



**PART XII | 12. NAUTICAL COMMUNICATION****12.1 VHF CHANNELS NAUTICAL COMMUNICATION**

<b>To</b>	<b>How</b>	<b>When</b>	<b>Remarks</b>
Picton Harbour Radio	VHF radio Channel 18	Emergencies, after vessel berthed, ETA, ETD, shifting vessel, tugs, Pilots, permissions, traffic information, navigational warnings	
Working Channel	VHF radio Channel 08	Tug operations, linesmen, pilot tender	
Intraship	VHF radio Channel 15&17	VHF communication between vessels	
Intership	VHF radio Channel 77	Communication regarding social matters	Traffic, maneuvering, etc.
Maritime Radio	VHF radio Channel 16	Emergency, weather	Weather: 0533, 0733, 1033, 1333, 1733, 2133



# 13 Cargo Operations



## **13.1 GENERAL**

Generally in Picton, loading or discharge of dangerous goods in bulk does not occur. Cook Strait ferries carry Dangerous Goods which are declared to the Harbour Master. A vessel carrying dangerous goods is required to notify the Harbour Master before loading operations start.

## **13.2 LOADING/DISCHARGING PROCEDURES**

### **TIMBER DECK CARGO**

The Master of a vessel must ensure that the deck cargo is well stowed and secured in accordance to the IMO “Code for Timber Deck Cargoes”. This code includes recommendations on stability, personnel protection, safety devices and standard operational procedures during the voyage.

### **FUMIGATION**

Log cargoes exported from Shakespeare Bay may be fumigated in the hatches which shall be sealed. If any venting is to take place, the Harbour Master must be informed through an official notification. After receiving the notification, the Harbour Master may promulgate a “Safety Advisory Notice” advising all vessels that fumigant *venting* operations will occur. During fumigation ventilating and subsequent venting operations it is recommended that other vessels maintain a safe distance.

### **COMPANIES**

Four companies operate in Shakespeare Bay:

- ISO Stevedoring; operates cranes, hooks and tractors
- C3; marshalling the logs on the wharf
- Tasman Bay Stevedores

# 14 Vessel Operations



## **14.1 GENERAL**

From cleaning a vessel to underwater inspections, this section contains information on the Rules and Regulations regarding vessel operations within Harbour Limits.

Permitted inside Marlborough Harbour Limits:

- fishing
- painting, provided measures are in place to prevent spillage into the water
- cleaning exterior (provided environmentally-friendly detergent is used and permission has been granted)
- Use of speaker systems on outside decks

## **14.2 CLEANING THE HULL WITH WATER**

Washing of a vessel's hull and deck is only permitted following application to, and permission has been obtained from the Harbour Master. The Master of the vessel has a statutory responsibility to ensure that there is no presence of oil, or other noxious substances that are prohibited from discharged.

## **14.3 WELDING**

A hot work permit must be issued by the Harbour Master before any hot-work can commence. Request for a hot work permit must be made at least 2 hours before commencement of work. Outside working hours, at least 3-hours notice is required. The Harbour Master or enforcement officer may issue a hot work permit after inspecting the location on which the work is to be done. For contact information see section 2.2

A request to conduct diving operations must be submitted to the Harbour Master, who will consider whether to grant an exemption for this activity if he deems it appropriate. To obtain permission, the Harbour Master can be contacted via Picton Harbour Radio on VHF radio Channel 18.

Bylaws require that, the Master of every vessel from which dive operations are in progress must ensure that Flag "A" is displayed in such a manner that it can be clearly identified by the watch keeper or lookout from another vessel at a distance in excess of 200 metres.

## **14.4 INCINERATOR**

The use of an incinerator within Harbour Limits is prohibited on all vessels.

## **14.5 ENGINE MAINTENANCE**

While alongside the berth, main engines may not be immobilised without prior permission from the Harbour Master.

While at anchor immobilisation is only permitted for essential and necessary repairs and for limited defined time. Permission is required from the Harbour Master prior commencement to immobilisation of the vessel. This permission may be requested electronically (<http://www.marlborough.govt.nz/Environment/Harbours/Harbours-Forms/Commercial-Harbour-User-Forms.aspx>) and also requires the Master and Chief Engineer to submit a completion notice – this forms part of the Engine Immobilisation form

## **PART XIV | 14. VESSEL OPERATIONS**

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A brief engine trial is allowed for a vessel alongside the berth. Good seamanship practices should be adhered to, including notifying the Harbour Master before engine trials are undertaken.

### **14.6 TESTING OF MAIN ENGINE**

The testing of the main engine whilst alongside the berth is permitted only with prior permission from the Harbour Master.

### **14.7 TESTING OF RADIO AND OR RADAR EQUIPMENT**

Testing of Radio and Radar equipment is permitted.

### **14.8 LOWERING BOATS AND RAFTS**

Before lowering boats and rafts contact should be made to the Harbour Master through Picton Harbour Radio on VHF radio Channel 18 to seek permission.

### **14.9 MAINTENANCE AND REPAIR**

The requirement to report repairs depends on the nature of the repairs and the location of the vessel in the Port. Two different types of repair are distinguished:

#### **REPAIRS WITH NO RISK OF FIRE OR SPARKS.**

These repairs need to be reported to the Harbour Master only if the vessel is temporarily immobilised.



# 15 Port Inspections



## **15.1 GENERAL**

New Zealand is a member of the Asia/Pacific Memorandum Of Understanding (known as the Tokyo MOU) consisting of 18 member states that aims to eliminate substandard shipping practices in the Asia/Pacific region.

## **15.2 INSPECTIONS FROM PORT STATE CONTROL**

The New Zealand Port State Control is carried out by inspectors from Maritime New Zealand and intends to inspect 90% of eligible vessels that visit New Zealand ports.

Inspectors check whether the vessel, its equipment and conditions on board the vessel meet the International Safety and Environmental Protection Standards.

Inspectors have the power to detain a vessel when its fails to meet the required safety standards.

More Information about Port State Control can be found in the Maritime Transport Act 1994 under section 54/55/397.[Click here](#)

The certificates and documents that have to be shown during a Port State Control inspection are referred to section 5. They may be original or certified copies.



# **16 Port Services Available to Ships in Port**



## **16.1 GENERAL**

Companies in the Marlborough District offer a variety of services to shipping. This section contains details about the main services.

## **16.2 FUEL AND LUBRICATION OIL**

All fuel and lubricants ordered will be delivered by trucks and need to be ordered by the Ship's Agent. The Ship's Agent will make appropriate arrangements and will contact the Master of the vessel.

Before bunker operations start, Picton Harbour Radio needs to be informed on VHF radio Channel 18 by the Officer on watch.

In the event of an oil spill, Picton Harbour Radio needs to be notified of details immediately on VHF radio Channel 18.

## **16.3 FRESH WATER**

Fresh/potable water can be taken in Picton Harbour and Shakespeare Bay by connecting a fresh water hose, on the wharf.

The pump supplies water at 9 bar pressure with a flow availability of 20 tonne per hour.

## **16.4 STORES**

Stores can be ordered through the Ship's Agent or the vessel can place an order itself

Stores are provided by Picton Providedoring Ltd. This company operates Monday – Friday, collection after 12pm.

Orders placed on Monday after 10.30am will be ready for collection Wednesday after 12pm.

Picton Providedoring Ltd. is able to offer provision on Saturday when the order is received before 10.30am on Friday.

Orders can be made by phone, fax, email or on the website.

### **Picton Providedoring Ltd**

Phone:	0064 3 573 7487
Fax :	0064 3 573 5487
Email:	<a href="mailto:info@pictonprovidedoring.co.nz">info@pictonprovidedoring.co.nz</a>

## **16.5 SHORE BASED ELECTRICITY**

No shore based electricity is available.

## **16.6 WASTE**

In accordance with Ministry of Agriculture and Forestry regulations and Marpol 73/78, ports are obliged to provide reception facilities for residues of oil, noxious liquid substances and garbage to meet the needs of vessels using the port, without delay.

In complying with these regulations, Port Marlborough contracts companies that collect or receive and process waste from vessels. The reception companies collect waste against tariffs, which may be obtained from the company via the Ship's Agent. Garbage collection is carried out by trucks at the wharf and are available for limited service.

## **16.7 GARBAGE WASTE**

The Master of every vessel entering New Zealand waters must ensure that the vessel maintains a "Garbage Management Plan" which must describe procedures for:

- Collecting garbage
- Storing garbage
- Processing garbage
- Disposing garbage
- Use of garbage related equipment on board

Every vessel must have an appointed person in charge of carrying out the Garbage Management Plan which must be in accordance with the "Guidelines for the Development of Garbage Management Plans".

All food waste must be disposed in separate drums, supplied by Port Marlborough.

Contact details for Port Marlborough - See Chapter 2.2.

## **DISCHARGE OF GARBAGE IN TO NEW ZEALAND WATERS**

It is prohibited for vessels to discharge materials containing plastics into New Zealand waters.

A Vessel is permitted to discharge materials, not including plastics when at least:

- 3 nautical miles seaward of the inner limits of the territorial sea
- 500metres away from any offshore installation
- It has passed through a comminuter or grinder
- The quantity and description of materials has been recorded in the Garbage Record Book

## **OIL WASTE**

A private Contractor, Bens Oil Ltd., provides the following services

Bens Oil Ltd. can receive the following:

Dirty ballast water		
Max. quantity 28.5m3	24h service	By road tanker
Tank washing (slops)		
Max. quantity 28.5m3	24h service	By road tanker
Oily mixtures containing chemicals		
Max. quantity 28.5m3	24h service	By road tanker
Scale and sludge from tank cleaning operations		
Max. quantity 200L	24h service	In drums
Oily bilge water		
Max. quantity 28.5m3	24h service	By road tanker
Sludge from fuel oil purifier		
Max. quantity 28.5m3	24h service	By road tanker

**Bens Oil Ltd**

42 Quarantine Road, Stoke Nelson 7011

Phone: 0064 3 547 3389  
 Mob: 0064 27 523 8964  
 Fax: 0064 3 547 4457

**16.8 BALLAST WATER**

Discharging of ballast water in New Zealand waters is prohibited unless permission from an inspector of Ministry of Agriculture and Forestry has been granted; or

**UNLESS THE BALLAST WATER:**

- Has been pumped while the vessel is in New Zealand waters or
- has been exchanged en route to New Zealand in areas free from coastal influences, at least 200 nautical miles from the land and in water over 200 metres in depth

Accepted techniques

- Ballast water loaded is fresh water
- Ballast water that has been treated using a shipboard treatment system approved by the New Zealand Ministry of Agriculture and Forestry

Exemption from this regulation:

- Ballast water loaded in other New Zealand Ports

## **NOXIOUS LIQUID SUBSTANCES**

Contact Bens Oil Ltd. for noxious liquid substances with category X, Y and Z.

## **16.9 SEWAGE**

Untreated sewage must not be discharged within 500 metres of land, or in water less than 5 metres deep.

The discharge of raw sewage within territorial waters is prohibited for all vessels unless equipped with either:

- “Grade A” sewage treatment system that includes a bacterial breakdown and a disinfection stage and operating at least 100 metres away from a marine farm; or
- “Grade B” sewage treatment system that includes a mechanical breakdown and disinfection stage and operating at least 500 metres away from a marine farm

## **16.10 FOOD WASTE**

Vessels arriving from overseas are not permitted to land food wastes unless:

- The vessel has received Biosecurity clearance; or
- Being told by an inspector of Ministry of Agriculture and Forestry to do so; or
- The vessel is under supervision of an inspector being transferred to another vessel; or
- Held ashore in a special facility

## **16.11 DUNNAGE**

Cargo Dunnage may only be landed with the permission of an inspector from the Ministry of Primary Industries. All dunnage on board vessels must meet the requirements of the “Import Health Standard” - wood packaging material from all Countries.

## **16.12 OTHER WASTE**

Includes:

- Non-galley or food wastes; and
- Sweepings from the hold or engine room (not including engine room sludge)

Other waste may be inspected and is only to be landed with the permission of an inspector from Ministry of Primary Industries. Other waste must be disposed by a Ministry of Agriculture and Forestry Authorised method.

Sediments from ballast tanks must be taken to a landfill area, as directed by an inspector.

## **16.13 REPAIRS**

For repairs, contact Port Marlborough. See section 2.2

## **16.14 SANITATION OF THE VESSEL**

In accordance with Article 39 of the International Health Regulations 2006, all vessels travelling in international waters are required to hold a current “Ship Sanitation Control Certificate” or a “Ship Sanitation Control Exemption Certificate”.

Such a certificate can be issued after a Public Health Authority has inspected a vessel and found no evidence of:

- Significant infection or contamination
- Vectors or reservoirs of infection
- Microbiological, radiological, chemical or other risks to human health
- Signs of inadequate sanitary measures.

The issues covered in the inspection are stated in the following document, which can be downloaded from: [Click here](#)

## **16.15 SURVEYORS**

Contact your Agent for details on Surveyors.

## **16.16 SHIPPING AGENTS**

### **ISS McKay Limited**

Cnr Wildman Avenue and Hay Street  
PO Box 1537  
Nelson 7040  
Telephone:  
Fax:  
Email:

0064 3 546 7121  
0064 3 546 8121  
[nsn@iss-mckay.co.nz](mailto:nsn@iss-mckay.co.nz)

### **Nautilus Shipping Agency Limited**

Suite 2, Nikau House  
27 Nikau Crescent  
PO Box 5001  
Mt. Maunganui 3150  
Telephone:  
Fax:  
Email:

0064 7 572 3288  
0064 7 575 8580  
[ops.nautilus@xtra.co.nz](mailto:ops.nautilus@xtra.co.nz)

### **Quadrant Pacific Limited**

Telephone:  
Email:  
Southern Maritime Services  
Unit 18, 30-34 Tawa Street  
PO Box 4627  
Mt. Maunganui, Tauranga 3149  
Telephone:  
Fax:  
Email:

0064 7 575 5155  
[port.tga@quadrantpacific.co.nz](mailto:port.tga@quadrantpacific.co.nz)

### **Wilhelmsen Ships Service**

12 Lock Crescent, Hillsborough  
PO Box 1533

0064 7 572 3306  
0064 7 5742036  
[info@southernmaritime.co.nz](mailto:info@southernmaritime.co.nz)

Christchurch  
Telephone: 0064 3 366 5069  
Fax: 0064 3 379 6196  
Email: [wss.christchurch@wilhelmsen.com](mailto:wss.christchurch@wilhelmsen.com)

## **16.17 MEDICAL FACILITIES**

**Picton Medical Centre** operates from Monday to Friday from 0800-1700  
Picton Medical Centre  
71 High Street  
Picton 7220  
Phone: 064 3573 6092

**Wairau Hospital** operates seven days a week and is located at Blenheim, 35km by road from Picton.  
Wairau Hospital  
Public Hospital, Emergency, Hospital, Surgery, Outpatients, Community Health  
Hospital Road, Blenheim  
Phone: 0064 3520 9999  
Website: <http://www.nmdhb.govt.nz>

## **16.18 SEAMAN'S MISSIONS**

There is no Seaman's mission in Picton

## **16.19 TRANSPORT**

There are direct flights from Blenheim daily to Auckland, Wellington and Christchurch. A local airline also provides a service to Wellington from Picton .

Marlborough Airport Limited  
Woodbourne  
State Highway 63  
Blenheim 7240  
Telephone: 035794351





# 17 Pleasure Craft



## 17.1 GENERAL

The Director of Maritime New Zealand urges the owners of pleasure craft to ensure they are adequately equipped and crewed for the intended voyage. In particular an EPIRB is recommended.

Every New Zealand registered vessel must have a Maritime New Zealand Safety Certificate prior to departing New Zealand waters.

### 48 HOURS PRIOR TO ARRIVAL

Every pleasure craft must first call at a designated Port of Entry. Under the Biosecurity Act 1993, Picton is a designated Port of Entry.

New Zealand Customs and Ministry of Agriculture and Forestry and Biosecurity New Zealand must be informed of the ETA.

### PRIOR TO ENTERING PICTON

Ministry of Agriculture and Forestry can direct crafts to proceed to a quarantine anchorage. The designated Quarantine Anchorage located in position; West of Mabel Island. The Master of the craft must inform Picton Harbour Radio VHF radio Channel 18 that she has dropped anchor in the Quarantine Anchorage and provide additional information indicated by Ministry of Agriculture and Forestry.

### AFTER ARRIVAL

The Master needs to complete an Inward Report (Small Craft) which may be completed en route, but must be signed in the presence of the attending Customs Officer. The Inward Report Form can be found under the link in the Yacht Pack below.

Prior entering the port, clearance of the pleasure craft is required to be undertaken by the Biosecurity Inspector.

### CUSTOMS

The following forms are required to be forwarded on arrival:

- Advance Notice of Arrival (small craft) NZCS 340 [Click here](#)
- Inward report form C1B [Click here](#) and download form C1B from the “On your Arrival tab”

Send it to [Yachts@customs.govt.nz](mailto:Yachts@customs.govt.nz) or Fax: 0064 3 358 0069

Ministry of PRIMARY INDUSTRIES New Zealand

Send information concerning:

- Master full Biosecurity Declaration - [Click here](#)
- Passenger arrival card -[Click here](#)
- Full details of animals on board

Send it to:

Phone: 0064 3 545 7774

## PART XVII | 17. PLEASURE CRAFT

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Fax to: 0064 3 545 7775

New Zealand Maritime Radio: sending a message on 4125 kHz or 6215Khs

VHF radio Channel 16

### NEW ZEALAND MARITIME RADIO

Craft must contact "New Zealand Maritime Radio" when entering territorial waters by VHF or MF/HF.

For a coverage overview of New Zealand Maritime Radio [Click here](#).

After broadcasting details, request should be made to the Radio Operator to relay the confirmation including ETA (or full arrival details if not given earlier) to Ministry of Agriculture and Forestry and Biosecurity New Zealand, either directly, or via Customs, so that Authorities are aware of the arrival.

### REQUIREMENT FOR CARRYING A PILOT

According to the Maritime Transport Act 1994 part 90;

- Craft of 500 gross tonnage or more intending to use Queen Charlotte Sound are subject to compulsory Pilotage.
- Craft of 350 gross tonnage or more intending to use Tory Channel are subject to compulsory Pilotage.

### WASTE

Inside the Exclusive Economic Zone, all waste must be kept on board, either contained in closed, leak-proof containers or sealed in strong plastic bags.

### GOODS ON BOARD

The importation of any goods listed below must be declared and will be examined on arrival:

- Food of any kind
- Plants or parts of plants (alive or dead)
- Animals (alive or dead) or their products
- Equipment used with animals
- Outdoor equipment such as camping gear, golf clubs, and used bicycles
- Biological specimens

### THE YACHT PACK

Contains all forms and information needed for entry into New Zealand by pleasure craft from overseas. The Yacht Pack can be viewed and downloaded under the following link: [Click here](#)

### Requirements:

- All persons and goods must remain on board until the Customs and Officers from the Ministry of Agriculture and Forestry have inspected the craft (with exception emergency situation)
- A valid passport for each person must be on board
- Any animals must be secured on board, preferably below decks

- Goods that form a risk or are hazard to the environment will be removed for destruction by the Inspector of the Ministry of Agriculture and Forestry. In some cases the goods can be treated (at your expense) and will be returned.

There are serious penalties for non-compliance or making a false declaration.

When all paper work and inspections have been completed, pleasure craft normally receive full Biosecurity clearance that allows them to cruise freely around New Zealand waters.

Call free on 0508 558 - and dial "0" when you hear the automatic response message for an Immigration Officer.

## **VISAS**

Crew and passengers arriving on pleasure craft must hold either a valid passport from a visa exempt country or, if not, be in possession of a current visa.

Visas may also be needed if passengers or crew arrive in New Zealand to join the pleasure craft. In this case, they must show the craft's onward passage details.

Pleasure craft may be granted a stay of up to 12 months. It is important to keep in touch with Customs and advise them as soon as possible if anything changes.

In some cases it is possible to stay longer than 12 months, but Customs may require that the vessel is imported permanently, at which point customs charges (duty and GST) will be payable.

If the extended stay is more than 12 months, Customs may require a cash deposit or security to cover the charges that would be payable if the craft was permanently imported. Provided the craft is exported within the agreed period, though, this deposit would be returned once the vessel leaves. If a security has been accepted it would be released in the same way

## **DUTY FREE CONSUMABLE STORES**

Pleasure crafts entered, or about to be entered, on Temporary Import Entry; small craft, pleasure craft, fishing vessels and survey vessels are only eligible to load duty free consumable stores when they are about to depart their final port.

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