

## Pre-Arrival Information

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<b>Queen Charlotte Sound Pilot Station</b>	<p>The main pilot boarding station for ships visiting Picton is located at the northern entrance to Queen Charlotte Sound. It is located at 41° 04.62'S 174° 18.92'E.</p> <p><u>Log ships must use this pilot station.</u></p>
<b>Communication</b>	<p><b>Picton Harbour Radio</b> is a local port service operating on VHF 18 and provides the primary radio link with Port Marlborough and Picton pilots.</p> <p>Inbound vessels must contact <b>Picton Harbour Radio</b> on VHF 18 at least <u>two</u> hours before arrival at the pilot station.</p> <p>Picton Harbour Radio provides information on vessel arrivals and departures from the port of Picton and broadcasts local navigation warnings from the Harbourmaster</p> <p>There is no vessel traffic service (VTS) in Marlborough.</p>
<b>Boarding Instructions</b>	<p>The pilot launch <b>Endeavour</b> departs Picton approximately 1.5 hours prior to the pilots scheduled boarding time and maintains a listening watch on VHF 18</p> <p>The pilot will contact the inbound vessel from the pilot launch <i>Endeavour</i> on VHF 18 with boarding instructions.</p> <p>Normally, the pilot will board on the line of the leading light with a boarding speed of 8 knots and the pilot ladder rigged on the lee side at 1.5m above the water and no man ropes.</p>
<b>Passage Plan</b>	<p>The pilot's passage plan will be provided during the Master Pilot exchange. A copy of the passage plan and waypoints are available on the Port Marlborough website. <a href="http://www.portmarlborough.co.nz">www.portmarlborough.co.nz</a></p>
<b>Draft</b>	<p>The minimum charted depth is 13.2m for the passage to the berth. A 2m UKC is required at all times.</p>
<b>Safety</b>	<p>Pilot lifejackets are equipped with AIS and a strobe light. These will automatically activate if a pilot falls into the water.</p>
<b>Anchoring</b>	<p>The charted anchorages within Queen Charlotte Sound can only be accessed with a Pilot on board.</p> <p>The Cloudy Bay anchorage can be accessed without a pilot. Vessels that have provided this completed pre arrival form to the Harbourmaster may anchor in the Cloudy Bay anchorage in accordance with the Harbourmaster general direction (see Rules and Regulations below).</p> <p>Vessels anchoring in Queen Charlotte Sound or Cloudy Bay must notify Picton Harbours Radio on VHF Channel 18 on arrival to and departure from the anchorage.</p> <p>Anchoring in any other location within the Marlborough harbour limits requires permission from the Harbourmaster.</p>
<b>Port information</b>	<p>Port information including pilot's passage plans and information on weather, berths, depths and tugs is available on the Port Marlborough website <a href="http://www.portmarlborough.co.nz">www.portmarlborough.co.nz</a></p>

<b>Rules Regulations</b>	<p>Vessel Masters should be aware of the local maritime rules as defined within the following documents;</p> <ol style="list-style-type: none"> <li>1. <a href="#">Harbourmasters Direction Marlborough</a> and;</li> <li>2. <a href="#">Marlborough Navigation Bylaw 2009</a></li> </ol> <p>In addition to the links above, PDF versions of these documents can be obtained from the ship's agents.</p>
<b>Hot Work</b>	Refer to section 6.10 of the Harbourmaster's direction and the Marlborough District Council Navigation Bylaw 2009.
<b>Engine Immobilisation</b>	No vessel over 500 gross tonnes or more may immobilise its main engine within the Marlborough Harbour without the permission of the Harbourmaster.
<b>Diving</b>	<p>No person may undertake diving operations in the vicinity of a port facility or marina within the Marlborough Harbour unless;</p> <ol style="list-style-type: none"> <li>a) Notification of the intention to undertake the diving work has been provided to the port facility operator and the Harbourmaster and;</li> <li>b) The diving work is being undertaken in accordance with a safe diving procedure and; approved by the port facility operator and the Harbourmaster;</li> <li>c) A copy of the safe diving procedure to be followed has been provided to the port facility operator and the Harbourmaster.</li> </ol>
<b>Lifeboat Lowering</b>	<p>6.15.1 No vessel may lowering lifeboats for drills, training or maintenance unless:</p> <ol style="list-style-type: none"> <li>a) Notification of the intention to undertake the activity has been provided to the port facility operator and the Harbourmaster and;</li> <li>b) The Master deems the weather and environmental conditions to be suitable for the activity to take place and;</li> <li>c) Picton Harbour Radio are advised at the commencement and completion of the operation.</li> </ol>
<b>Tendering</b>	Refer to section 6.7 of the Harbourmaster's direction.
<b>Scrubbers</b>	<p>Any vessel operating in the Marlborough Harbour and using an air emission purification system (exhaust scrubber) to comply with MARPOL Annex VI must:</p> <ol style="list-style-type: none"> <li>a) Operate the system in zero discharge mode and retain any effluent onboard and;</li> <li>b) Ensure all effluent remains onboard until it can be disposed of at an available port facility or discharged outside territorial waters.</li> </ol> <p>Any vessel intending to navigate within the Marlborough Harbour must change to a low sulphur fuel in order to comply with MARPOL Annex VI must ensure that the changeover happens at least four (4) hours before entry into harbour limits</p>
<b>Port and Pilots Contacts</b>	Email: <a href="mailto:pilots@pmnz.co.nz">pilots@pmnz.co.nz</a>
<b>Harbourmaster</b>	<p>Email: <a href="mailto:harbours@marlborough.govt.nz">harbours@marlborough.govt.nz</a>  Phone: +64 3 520 7400 (24hrs 7 days)</p>

## Pre-Arrival Form

Please complete all sections and return to [harbours@marlborough.govt.nz](mailto:harbours@marlborough.govt.nz) or your ship's agent.

GENERAL INFORMATION			
Ship Name		ETA Pilot Station	Date:            Time:
Port of Registry		Ship Security Level	
IMO Number		Draft (m)	Fwd=            Aft=
Call Sign		LOA	
MMSI Number		Beam	
Vessel Owners/Charterer		Gross Tonnage	
		Displacement	
Agent		Next Port	
Class Society		Last Port	
P&I Club		Persons On Board	

NAVIGATION EQUIPMENT					
Does the vessel have any deficiencies in:					
	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Main Engines			Steering Gear		
Auxiliary Engines			Navigation Equipment		
Mooring Winches			Thrusters		
Anchor Windlass			Electronic Charts		
If paper charts are carried, are charts 615 and 6153 on-board and up to date?					
<b>Please declare any known deficiency:</b>					

FUEL/OIL ON-BOARD			
HFO:	DFO:	Gas/Oil:	Lube Oil:
Valid Pollution Insurance Certificate? <b>Yes/No</b> Expiry			

HAZARDOUS NOXIOUS POLLUTANT CARGO		
IMDG Class	Technical Name	Quantity

MASTERS DECLARATION	
<b>I hereby confirm the information provided in this form is true and correct</b>	
<b>Name of Master</b>	
Date	
Email	