



CALTEX

PORT OPERATING PROTOCOL (POP)

Kurnell Port and Berthing Project

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Definitions / Abbreviations

The following definitions / abbreviations are supplementary to those set out in Harbour Master's Directions for Sydney Harbour and Botany Bay published by SPC:

- IMO** means the International Maritime Organisation.
- MWMP** means the Marine Works Management Plan.
- MWA** means the appropriate Marine Works Areas designated as in the POP.
- NSW** means the state of New South Wales
- POP** means the Port Operating Protocol
- SPC** means Sydney Ports Corporation

1 SCOPE

Sydney Ports Corporation's standard requirements for vessels arriving at, departing from, transiting, or mooring within Botany Bay and the connecting waterways are detailed in Harbour Master's Directions for Sydney Harbour and Botany Bay (HMD) which is available on the Sydney Ports Corporation website [Harbour Master's Directions](#).

This Port Operating Protocol (POP) sets out the additional and specific navigation, operational, communication, safety protocols and approvals for construction equipment, floating plant, vessels and personnel engaged in the Caltex Kurnell Port and Berthing and Berthing Upgrade Project.

Where the requirements of the POP and the HMD are in contradiction the requirements as defined in the HMD shall take precedence.

2 STATE GOVERNMENT / COMMONWEALTH GOVERNMENT LEGISLATION

Caltex and its contractors will make their own investigations to identify and comply with any Commonwealth or NSW State Government legislation applicable to the undertaking of construction work, use of marine craft, navigation, operations and security within port environments. This legislation includes, but is not limited to, the following:

NSW State Government legislation;

- *Commercial Vessels Act 1979.*
- *Marine Pollution Act 1987.*
- *Ports and Maritime Administration Act 1995.*
- *Marine Safety Act 1998*
- *Management of Waters & Waterside Lands Regulation – NSW*

Commonwealth Government legislation;

- *Shipping Registration Act 1981*
- *Maritime Safety (Domestic Commercial Vessel) National Law Act 2012*
- *Marine Safety (Domestic Commercial Vessel) National Law Regulation 2013*

3 SYDNEY PORTS CORPORATION'S POWERS AS AN AUTHORITY

Sydney Ports Corporation's powers as an Authority are carried by the Harbour Master. The Harbour Master is appointed by the Minister for Ports, NSW, to manage the movement of all vessels arriving, leaving or moving within the ports of Sydney Harbour and Botany Bay. . The powers of the Harbour Master are contained in Part 7 and in particular *Section 88 of the Marine Safety Act 1998*.

To address the day to day requirements of Caltex and its contractors works the Harbour Master may, by giving prior written notice to Caltex and its contractors, delegate certain of its powers to nominated Sydney Ports Corporation Vessel Traffic Service staff pursuant to *Section 86 of the Marine Safety Act 1998*.

Harbour Master Approvals

Caltex or its contractors will allow at least 14 days for the Harbour Master to review and either approve, approve subject to certain conditions, or reject any submission, including any Marine Works Management Plan.

The Harbour Master may by giving of a written notice instruct that the Marine Works Management Plans be amended to reflect changes to shipping schedules or port operating procedures. Caltex or its contractors are to take account of the Harbour Master's requirements and submit a revised Marine Works Management Plan within 14 days of receipt of the Harbour Master's instruction.

Where any part of this protocol requires written communication or agreement or approval, such communication, agreement or approval can be by email or an attachment to an email.

4 CONSTRUCTION VESSELS

A Construction Vessel is any dredger, barge, ship, boat, service craft, tug, jack-up barge, floating pipeline, derrick, gantry or other item of floating marine plant or equipment utilised by Caltex and its contractors on the works.

5 AVOIDANCE OF INTERFERENCE TO NAVIGATION

Caltex or its contractors shall ensure that Construction Vessels and the Works do not interfere with port operations or the navigation of sea going ships within Botany Bay unless prior approval has been obtained from the Harbour Master.

6 MARINE WORK AREA

The Marine Work Area (MWA) is defined on drawings;

1. 148012 - Dredging. The MWA is comprised of three Zones:
 - Zone 1 – Turning Circle and Vessel Approach Area
 - Zone 2 – Sub Berth Area
 - Zone 3 – Berth 1 and Berth 2 area
2. 148027 - Sheet Pile Wall and Rock Revetment. This is located on the southern end of the Berth #1 berth box
3. 148229 - #1 Berth Jetty Upgrade. This is located on the Jetty and Breasting Island itself and includes the following:
 - Replace Bollards with QRH
 - Replacement of MLAs
 - Construction of new Breasting Dolphins between Breasting Island and String Point 6
 - Construction of new Northern Mooring Dolphin approximately 50m north of the existing Turning Point
 - Upgrade of the Fire System
4. 148061 – Sub Berth Mooring Upgrade



148012-1 -
Dredging.pdf



148027-1 Sheet Pile
Wall and Rock Revetr



148229 - Jetty
Upgrade.pdf



148061- Sub Berth
Upgrade.pdf

7 MARINE WORKS MANAGEMENT PLANS

Marine Works Management Plan

Caltex and its contractors will consult with and incorporate the requirements of the Harbour Master in the preparation and implementation of a Marine Works Management Plan (MWMP) for each project (dredging, sheet piling, berth upgrade & sub berth upgrade) conducted within the MWA..

A Marine Works Management Plan has been developed by Caltex and it incorporates all activities to be adhered to and conformed with by all Caltex's Marine Contractors.

The MWMP will address all requirements necessary to ensure the safety and minimisation of disruption or damage to Construction Vessels, existing port infrastructure, recreational boating and community users and assets within Botany Bay.

The MWMP will address, but not be limited to, the following:

1. The locations and arrangements for mooring of Construction Vessels during normal operations and in inclement weather;
2. Procedures to be used for moving of Construction Vessels during normal operations, in inclement weather and in the event of an emergency;
3. Environmental protection and safety measures for bunkering, handling of dangerous goods, waste products and other potential pollutants;
4. The management of recreational craft, including;
 - a. Consideration of the passage of recreational craft through the various MWA, over anchor lines, or in close proximity to construction vessels or buoys
 - b. The passage of recreational craft over or adjacent to environmentally sensitive habitats;
5. Communication protocols and procedures, including;
 - a. Communication with the Harbour Master and Sydney Ports Vessel Traffic Service (VTS);
 - b. Communication and notification to the public and community including recreational boaters, fishing associations and sailing clubs
 - c. Emergency management procedures;
 - d. Notification periods for any potential disruption to sea going ships and port operations;
6. Navigational aids and markers, including;
 - a. The demarcation of the Caltex contractors Works including temporary obstructions, Construction Vessels, cables, stays, anchors, silt fences, bouys, pipelines, material stockpiles, piles, obstructions to shipping channels, incomplete works etc;
 - b. Demarcation of the MWAs;
 - c. Demarcation of environmentally sensitive habitats and areas;
 - d. Protection of existing navigational aids and markers;
7. Induction and training of Construction Vessel Masters, crew and management;
8. Induction and training of Caltex's Contractors Site Security Officer / Manager and staff;
9. Protection of existing port structures and assets;

10. Procedures and safety measures during diving operations;
11. Procedures to minimise the risk of injury to marine mammals (refer to Section 10);
12. Protection of shipping and port operations when undertaking works including but not limited to;
 - a. Emergency procedures, including maximum response and relocation times to minimise potential disruptions to shipping, navigational safety and commercial port operations;
 - b. Requirements for anchors, locating cables and buoys which may extend outside the MWA;
 - c. Lighting;
 - d. Towing, bunkering, personnel and material movement;

The MWMP is to be prepared in consultation with the Deputy Harbour Master and approved by the Harbour Master prior to the mobilisation of any Construction Vessel or commencement of construction works. Caltex or its contractors will from time to time update the Marine Works Management Plan to reflect the current stage of works or any proposed change to construction methodology. The Deputy Harbour Master is to be consulted in the preparation of each update and once complete each update is to be submitted to the Harbour Master for approval.

Weekly Works Schedules

A weekly meeting between SPC, Caltex and all Marine Contractors will be held at Caltex Site Office. This meeting will address:

1. Activities undertaken the previous week including any concerns and risks
2. Activities to be performed the current week including any concerns and risks
3. Activities to be performed the oncoming week including any concerns and risks
4. Interface with other contractors and Vessel Movements
5. Any comments and amendments to the MWMP

In addition to the requirements of the MWMP, Caltex and its Contractors will consult with the Harbour Master and prepare specific Weekly Works Schedules for the Caltex contractors Works. The Weekly Work Schedules are to specifically addresses the following:

1. The location, program and methodology of the works;
2. Number and type of Construction Vessels to be deployed for the works;
3. Consideration of shipping schedules, port operating hours to ensure that impacts on peak operational periods (daily, weekly, monthly and seasonal) are minimised;
4. Applicable weather and / or night time constraints;
5. Additional communication protocols and procedures, including;
 - a. Nature and frequency of communication with the Harbour Master;
 - b. Notification periods for any potential disruption to commercial shipping, port operations;

8 SHIPPING SCHEDULES

Caltex and its Contractors will make provision for the fact that shipping movement schedules, as published on Sydney Ports Corporation's web based 'SHIPS' notification system, are subject to frequent change due to external influences. All works in any Zone are to be planned to minimise

any potential disruption to shipping operations in the other Zones, and the works are to be undertaken in a way that provides flexibility to make allowance for changes to shipping schedules.

Caltex or its contractors will use the Sydney Ports online booking system ShIPS to book all movements involving barges for any of the projects within the MWA.

To minimise disruption to commercial shipping the Harbour Master may instruct Caltex or its contractors, at its cost, to;

1. Temporarily relocate Construction Vessels;
2. Provide additional commercial towage to shipping to ensure safe passage;
3. Lower anchor chains or locating cables to the bed to allow commercial shipping to pass over the cables or chains;
4. Amend work methodologies to minimise disruption to shipping;
5. Temporarily cease work;

9 CHARGES

Pilotage

Pilotage is compulsory for all vessels 30m or over in length, not exempted by section 6 of the Marine Safety Act 1998.

Caltex's contractors will endeavour to ensure that all masters of such vessels will hold or complete the requirements to gain the relevant Certificate of Local Knowledge or Marine Pilotage Exemption Certificates

Caltex and its contractors acknowledge that SPC cannot guarantee to provide pilots on demand should their masters not hold the required certificates.

Port and Navigation Charges

Construction Vessels will not be exempt from all port charges, navigation charges and wharfage charges that would normally be directly payable to Sydney Ports Corporation.

Towage

Caltex or its contractors will engage a towage contractor or engage an extra tug to provide towage services at short notice in the event of a failure of a contractors tug whilst engaged in towing.

10 MARINE MAMMALS

Caltex or its contractors will compile and comply with a Marine Mammal Management Plan. Caltex or its contractors will report the sighting of any marine mammal to the Sydney Ports VTS.

The proximity of a marine mammal will place restrictions upon Caltex's contractors activities as defined in the Marine Mammal Management Plan.

11 TEMPORARY NAVIGATION AIDS

Caltex's contractors shall provide and maintain all temporary navigation aids such as buoys, navigational lights, signs, etc, in accordance with International Association of Lighthouse Authorities (IALA) requirements and as directed by the Harbour Master in order to ensure safe navigation.

12. COLLISION OR INCIDENT REPORTS

Where any Construction Vessel has grounded, or been involved in a collision or near miss with another vessel, navigation mark, wharf, or structure, the Master shall immediately report such incident to the Harbour Master through Sydney Ports VTS.

In complying with this direction the Master of every Construction Vessel involved in such reported collision or incident shall:

1. Obey any directive from the VTS;
2. If required, make themselves available to furnish a verbal report to the Harbour Master;
3. Within 24 hours, notify the Harbour Master in writing of the circumstances of the collision or incident, and;
4. Cooperate fully in any subsequent investigation into the collision or incident.

13. REMOVAL OF IMMOBILISED OR SUNKEN CONSTRUCTION VESSEL OR MATERIALS

Caltex's contractors shall expeditiously re-float, raise, remove and make safe any Construction Vessel, obstacle or construction material which is immobilized, stranded, adrift or sunk within the MWA. Caltex's contractors shall set up buoys and lighting to demarcate and identify any Construction Vessel, obstacle or construction material which is immobilized, stranded, adrift or sunk to ensure safety of navigation until such time as the obstruction can be removed.

In the event of such an incident, the Harbour Master may issue an order to Caltex's contractors directing the removal of the obstruction within a stipulated period. If Caltex contractors fails to comply with the Harbour Master's orders Sydney Ports Corporation shall arrange to remove and dispose of the obstruction and recover all expenses incurred from Caltex's contractors.

14. INCLEMENT WEATHER

Caltex or its contractors shall provide safe moorings in locations agreed with the Harbour Master for all Construction Vessels for use during inclement weather. In the event of an impending arrival of a storm event with wind gusts exceeding 35 knots, the Harbour Master may direct that work be ceased and that Construction Vessels be secured at the safe moorings.

15. DIVING OPERATIONS

No diving operations are to be undertaken without the prior written approval of the Harbour Master. Diving operations will be carried out in compliance with the requirements for diving operations contained in section 2.45 of Harbour Master's Directions.

16. SAFETY

An operating Construction Vessel must at all times;

1. Maintain radio watch on Channel 13;
2. Maintain on board a duty person or persons with a knowledge of the vessel and its safety equipment;
3. Not permit the main engines or any auxiliary equipment to be immobilised so as to interfere with the ability of the vessel to manoeuvre at short notice if required;

17. BUNKERING

Bunkering of construction vessels will only take place during daylight hours and will only be undertaken with the prior approval of the Harbour Master.

18. APPENDIX A: MARINE WORKS MANAGEMENT PLAN



Caltex Marine Works
Management Plan - 1: