

# **NOTICE TO MARINERS**

## No 10 of 2016

(Update and Re-Issue of Notice to Mariners No 10 of 2014)

## <u>Marine Safety Management System -</u> <u>Reporting of Damage, Incidents or Potential Risks</u>

- 1 **NOTICE IS HEREBY GIVEN** that any incident that reflects on the safe operation of the Port of Southampton is to be reported immediately to the Harbour Master. Such incidents are considered to be those that involve:
  - a Damage to vessels
  - b Movements of, or damage to, navigational marks
  - c Damage to shore facilities whether or not affecting the use of such facilities
  - d Close quarter situations between two or more vessels which results in emergency action on the part of any of the vessels involved.
  - e Other 'near miss' incidents with the potential to have caused injury or damage.
- In these circumstances a report is to be made immediately to the Harbour Master, preferably on VHF Ch 12 or 14 or by telephone to Southampton VTS on 02380 608208. If requested, a written report is to be provided to the Harbour Master without delay. For Pilots and Pilotage Exemption Certificate (PEC) holders, a proforma for the 'Pilotage Incident Report'(PIR1) is available to download from the Southampton VTS website <u>www.southamptonvts.co.uk</u> or it can be completed and forwarded electronically. For incidents involving other mariners (who are not Pilots or PEC holders), the 'Solent Incident and Accident Reporting Form' should be used and either printed off and forwarded hard copy, or completed and forwarded electronically to <u>solentincidentreportforms@abports.co.uk</u>.
- 3 Mariners are additionally requested to report any 'potential risks' encountered in harbour or pilotage waters on the pro forma 'Potential Risk Report' attached to this Notice. This report is also available on the VTS website.

Vessel Traffic Services Centre Berth 37, Eastern Docks Southampton Captain M Phipps Harbour Master

#### 01 January 2016

Owners, Agents, Charterers, Marinas, Yacht Clubs and Recreational Sailing Organisations should ensure that the contents of this Notice are made known to the masters or persons in charge of their vessels or craft.



#### **Potential Risk Report**

#### Marine Safety Management System

The Port's Marine Safety Management System (SMS) endeavours to reduce the risks arising from the day-to-day operations in the harbour and Pilotage areas to as low a level as reasonably practical.

In accordance with the requirements of the Port Marine Safety Code the Port has undertaken, in consultation with stakeholders, a Formal Safety Assessment of the hazards in the port, assessed the associated risks and introduced or verified control measures, to minimise the risks.

To ensure the control measures remain valid, it is essential that all the Port's Stakeholders (Port Staff, PEC holders, tug Masters, Agents, berth operators, recreational users) advise the Harbour Authority of 'potential risks', which, in their opinion, could indicate a weakness in a particular control measure or risk assessment.

This is an iterative process, and will only be effective if all our stakeholders participate in it. The goal for all of us is to achieve an incident free harbour and pilotage area.

Please use the pro-forma overleaf to report any 'potential risks' you encounter in harbour or pilotage waters.

(This form does not preclude the requirement for Pilots and PEC holders to complete a Pilotage Incident Report (PIR1) in accordance with the Port's Pilotage Directions).



Relationship between Safety Management System and Risk Assessment



Return to: Pilotage Manager, VTS Centre, Ocean Gate, Atlantic Way, Southampton or email: HMSouthampton@abports.co.uk

### **Potential Risk Report**

#### Marine Safety Management System

**POTENTIAL RISK DETAILS** (please complete as appropriate)

Reported by	 Date and time	
Ship name and type	 Location	
Nature of risk	 Weather / Tide	
Agent	 	

**Description of Incident:**