

## NOTICE TO MARINERS

### No 28 of 2016

(Update and Re-Issue of Notice to Mariners No 29 of 2014)

### Port of Southampton – Dead Tows, Towing of Unusual Objects and Non-Routine Towage Events

**NOTICE IS HEREBY GIVEN** that the Port Marine Safety Code ‘Guide to Good Practice’ requires Harbour Authorities to give special consideration to tows involving dead-ships or unusual objects and towage events of a non-routine nature (relevant extract of the Guide to Good Practice below).

Ship owners, towage contractors, tug masters, project managers and agents are **advised** that the person responsible for the safety and planning of the manoeuvre (and thereby acting as the Towing Master) must be clearly identified for all operations and will be responsible for the production of risk assessments, method statements and passage plans which must be discussed and agreed in advance with the Harbour Authority.

A “Non-Routine Towage Assessment” Form, copy attached, must be submitted to the Harbour Master’s Office in advance of the operation. When the details of the operation have been fully discussed and agreed, the written approval of the Harbour Master, or his representative, will be given on this form, and it then returned to the applicant.

The form, and other relevant documentation, should be forwarded at least 5 days before the intended date of the operation to: [DHMSouthampton@abports.co.uk](mailto:DHMSouthampton@abports.co.uk) .

The content of this Notice will kept under regular review.

**Extract of The Port Marine Safety Code Guide to Good Practice (dated March 2015)**

Dead Tows, Unusual Objects and Non-Routine Towage Events

9.3.11 The correct use of tugs on such objects requires special consideration and proper planning should be given to the movement of such vessels or floating objects.

9.3.12 Arrivals/departures from/ to sea should be pre-approved by the harbour authority utilising a standard format including method statements regarding:

- riggers/line handlers being transferred to the tow to recover sea gear, emergency tow lines and to prepare for berthing.
- Harbour tug numbers and where and if the tow is to be transferred from the sea tug: such decisions will depend largely on the suitability of the sea tug to perform assist duties as well as berth characteristics, locks etc. and the availability of suitable harbour tugs.
- weather limitations.
- suitability of destination berth and whether adjacent berths need to be cleared.
- number of suitably experienced pilots required for the sea tug and/or tow.

9.3.13 In-port project non-routine tows should be risk assessed by all appropriate stake holders. Key decisions should be recorded and the person (acting as Towing Master) who is responsible for the safety of the manoeuvre and the passage plan should be clearly identified. This person is responsible:

- for conducting an appropriate risk assessment to be submitted to the harbour authority,
- producing a method statement,
- the passage plan,
- the safety of the manoeuvre.

9.3.14 The Harbour Authority should give written approval for the tow to go ahead once the plan has been reviewed and agreed.

**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.**

# Non Routine Towing Assessment

## PART 1 TO BE COMPLETED BY REQUESTING PROJECT MANAGER / AGENT / TOWING MASTER

Date Of Intended Passage ..... Agent Making Request (POC) .....

Agency ..... Contact Number(s) .....

Type Of Towing Operation (tick)    Dead Ship     Barge     Unusual Object

Towing From ..... To .....

### Details Of The Tow

Name ..... LOA .....m    Breadth .....m    Draft .....m

Brief Description of Tow .....

.....

Is the tow manned? Yes  No

Are safe boarding arrangements available on each vessel requiring a pilot Yes  No

What functioning propulsion/steerage does the tow have?

Propeller(s)  Thruster(s)  Rudder(s)  None

### Tug Details

Name(s)..... LOA .....m    Draft .....m

Power/Bollard Pull ..... KW/t

Towing Arrangement .....

### Nominated Person with Overall Responsibility For The Safety Of The Manoeuvre

Name ..... Position .....

Organisation/Vessel .....

Contact Telephone No(s) .....

## PART 2 TO BE COMPLETED BY HARBOUR AUTHORITY

### Pilotage

Number Of Pilots Required ..... (manned tows require a pilot)

Boarding At .....    Disembarking at .....

Have safe pilot boarding arrangements been verified Yes  No

If 'No' give details .....

Is additional harbour towing required? Yes  No  If yes give details .....

.....

If necessary where will harbour towing be required? From ..... To .....

### HM Department Review

Passage plan timing limitations .....

Passage Plan Agreed     Risk Assessment/Method Statement Agreed/Sighted

Reviewed By .....    Position .....

### Outcome

Approved     Additional Action Required     Actions Required.....

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