

## 1 Purpose

This Procedure details the conditions under which a fertiliser vessel can arrive into the Port limits of Geraldton and register in the queue for use of the Berths at the Port, before then departing to another Western Australian (only) port, so as to maintain its position in the queue. This would be done rather than waiting at anchor off Geraldton for a significant period of time. This Procedure only applies to fertiliser vessels at the Port of Geraldton.

## 2 Ship's Arrival and Queuing

Mid-West Ports Authority (MWPA) operates an AIS System which is capable of tracking vessels as they enter Port limits. Fertiliser vessels looking to register their place in the shipping queue in line with this Procedure, before heading to another port, must cross into Geraldton Port limits to log an arrival time via MWPA AIS system. This must be followed up with an email from the vessel to its Agent, to confirm its official arrival time and NOR tender.

Vessels using this process must be ready in all aspects to load or discharge on berthing, including all surveys being completed at the previous port, should they have been able to berth upon arrival. Failure of survey will result in a loss of its position in the queue for Berths.

Ship Schedulers will advise place in the queue based on the tendered NOR, cargo readiness upon expected berthing and survey approval. Agents should request berthing update and confirm that the vessel will return back for allocated POB (Pilot on Board Time).

It is the vessel's responsibility to return to Geraldton before its place in the queue is due. Failure to be physically at the Pilot Boarding Station in time will result in forfeiture of the priority established and the vessel will be treated as if it has just anchored at the time of its second arrival.

## 3 References

Act or Regulation
<i>Port Authorities Act 1999</i>
<i>Port Authorities Regulations 2001</i>

## 4 Monitoring, Evaluation and Review

This document is required to be reviewed every two years from the last scheduled review date.

Minor updates made within this two year period, will not be taken as a *full review*. The Document Custodian is responsible for conducting the review in accordance with **Controlled Documents Review and Approval Process Work Instruction**.

## 5 Administration

Document Custodian: Marine Coordinator  
Document Approver: Harbour Master / Marine Manager  
Approval Date: 6 February 2025  
Document Review Period: 2 yrs