















## Key Websites

Detailed weather updates: [www.bom.gov.au](http://www.bom.gov.au)

MSQ Website: [www.msq.qld.gov.au](http://www.msq.qld.gov.au)

## Appendix A

### Your safety plan

The master and owner's responsibility is at all times to take appropriate precautions for the safety of their vessels, passengers and crew.

All masters and owners should have developed a vessel safety plan in response to extreme weather events. The plan should take into account the most likely risks arising from the hazards presented for your region.

You should trial your plan to ensure that it can be enacted competently and rapidly. Do not wait until the last minute to plan and prepare your response to extreme weather risks.

### General considerations

A well prepared vessel with fully functional equipment is a key element to a successful safety plan.

#### **Ensure that your vessel is in a seaworthy state**

Maintain your vessel to ensure that deferred maintenance does not compromise the seaworthiness of your vessel at critical times. Check that all bilge pumps are operational and that all self-draining openings are clear and will remain so. Make sure all safety equipment is available, in working order and up-to-date where applicable (for example flares). Check all cleats and associated fittings for integrity. Generally, mooring lines are stronger than these. Keep storm anchors, spare warps and spare fenders ready at hand but well secured to prevent them creating a potential hazard in the event you must move the vessel. Securely stow all loose items. Secure all hatches and vents. Provision your vessel with fresh water, food and fuel and ensure that the batteries are charged.

#### **Ensure your mooring arrangements are up for the job at hand**

Check all mooring lines and warps for chafing and deterioration and replace if necessary. Man-made synthetic fibres such as polyethylene, polypropylene and polyester deteriorate in the sunlight and may show little signs of deterioration prior to failure. You should have a schedule worked out to replace mooring lines in accordance with manufacturer's recommendations. Allow for a sufficient number of mooring lines so that you can double up your mooring arrangements. Have sufficient fenders for the anticipated mooring arrangements. Check anchor chains, shackles and anchor warps for wear and replace if necessary. If you intend to utilise a swing mooring, ensure that the mooring chain has been recently inspected. Be aware that flooding events resulting from extreme weather events may result in build-up of debris around the mooring chain, compromising the integrity of the mooring arrangement.



## Hardstand storage

Hard stand storage is a viable alternative for trailer vessels or vessels undergoing maintenance. Hardstand storage may have the additional considerations:

- Windage is considerably increased through hardstand storage. Take particular care to secure and stow all deck items. Place the vessel head to the wind if possible;
- Ensure wheels are chocked and trailer brakes applied;
- Attach the trailer to the nearest strong point(s);

Flying debris, particularly in the hardstand areas, may be lethal.

## Appendix B

### Regional Harbour Master broadcast messages

The below messages are examples of the Regional Harbour Master broadcast messages and the time line of when they may be sent out.

*Note: These are examples only, and may vary depending on the developing weather system.*

### Whitsundays RHM Messages

*Message to be sent to all island resorts, marinas and vessel owners/masters/operators*

#### Low developing

Maritime Safety Queensland is closely monitoring the low off the Queensland coast. This low may develop into a cyclone in the next few days and may impact the Whitsunday Region.

The Regional Harbour Master may close the Whitsunday Pilotage Area to ensure marine safety, when deemed necessary.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information. The Regional Harbour Master will provide further advice in due course.

#### Cyclone Watch

The Australian Bureau of Meteorology has issued a tropical cyclone watch for coastal areas between [location] and [location].

A tropical cyclone watch is issued when the onset of gales is expected within 48 hours, but not within 24 hours.

The Regional Harbour Master may close the Whitsunday Pilotage Area to ensure marine safety, when deemed necessary. All operators are to ensure cyclone preparation and contingency plans are activated accordingly.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information. The Regional Harbour Master will provide further advice in due course.

## **Cyclone Warning**

### ***Initial***

The Australian Bureau of Meteorology has issued a tropical cyclone warning for coastal areas between [location] and [location].

A tropical cyclone warning is issued when the onset of gales is expected within 24 hours, or are already occurring.

The Regional Harbour Master may close the Whitsunday Pilotage Area as early as [time] hours local time on [date]. All operators are to prepare to have all vessels returned to base, marinas or cyclone moorings when the direction is given.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information. The Regional Harbour Master will update after [time] hours today.

### ***Closure***

Due to the forecast of severe weather conditions associated with Tropical Cyclone [name], the Regional Harbour Master will close the pilotage area from [time] hours local time on [date].

All vessels are directed to return to base or seek shelter and to be secured by the closure time. No vessel movement will be allowed after the closure, without Regional Harbour Master exemption obtained through the Local Disaster Management Group.

The Whitsunday Pilotage Area will only be re-opened once the Regional Harbour Master is satisfied that it is safe for the navigation of vessels within the pilotage area, and will advise you accordingly.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information.

### **Whitsunday VTS Closure**

Please be advised that the Hay Point Vessel Traffic Services Centre is handing over VHF listening watch to [location] Vessel Traffic Services Centre as of [time] hours local time on [date] and de-manning the centre. The Hay Point Vessel Traffic Services Centre will reopen once it is all clear after the passing of Tropical Cyclone [name].

The Hay Point Vessel Traffic Services phones have been diverted to [location]

### **Post Cyclone**

The Pilotage area of Whitsunday is no longer under a Bureau of Meteorology cyclone warning or watch. With improved weather conditions, the Regional Harbour Master has declared that the pilotage area of Whitsunday re - open as at [time] hours local time on [date]. Masters are advised to navigate with extreme caution and keep a proper look out for debris and marine hazards within the area. Navigational aids may be out of position or damaged.

## **Hay Point/Mackay**

### **Low developing**

***To the terminals/harbour/marinas***

Maritime Safety Queensland is closely monitoring the low off the Queensland coast. This low may develop into a cyclone in the next few days and there is a possibility that the tropical low may develop into a tropical cyclone and impact the ports of Hay Point and Mackay.

The Regional Harbour Master may close the Pilotage Areas and direct ships to sea to ensure marine safety, when deemed necessary.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information. Please advise the Manager – Vessel Traffic Management of your plans in terms of the completion of loading ships and terminal/port preparation for a potential cyclone.

### ***To vessels and ship's agents***

Maritime Safety Queensland is closely monitoring the low off the Queensland coast. This low may develop into a cyclone in the next few days.

The Regional Harbour Master may close the Hay Point and Mackay Pilotage Area to ensure marine safety, when deemed necessary. Please ensure you are prepared and activate your cyclone contingency plans accordingly.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information. The Regional Harbour Master will provide further advice in due course.

### **Cyclone Watch**

All ships at anchor off Hay Point are advised that the Australian Bureau of Meteorology has issued a tropical cyclone watch for coastal areas between [location] and [location].

A tropical cyclone watch is declared when the onset of gales is expected within 48 hours but not within 24 hours.

The Regional Harbour Master is closely monitoring the situation and will advise of further action for ship masters to take. In the meantime, all ships are advised to ballast down to sea going condition and be ready to evacuate the port if directed by the Regional Harbour Master. All routine engine immobilisation activity is suspended with immediate effect.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information.

### **Cyclone Warning**

#### ***Initial***

All ships at anchor off Hay Point/Mackay are advised that the Australian Bureau of Meteorology has issued a tropical cyclone warning for coastal areas between [location] and [location].

A tropical cyclone warning is issued when the onset of gales is expected within 24 hours, or are already occurring.

All ships at Hay Point Anchorage are advised to ballast down and be ready to leave the Anchorage at 4 hours notice. The Regional Harbour Master will provide update after [time] hours local time on [date]. All ships are to maintain a listening watch on VHF channels 10 & 16 for Vessel Traffic Services broadcast.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information.

### ***Closure***

The Regional Harbour Master will close the Mackay and Hay Point Pilotage Areas on from [time] hours local time on [date] until further notice.

All ships are to prepare to depart immediately. Hay Point Vessel Traffic Services will allocate a departure time to each ship to ensure all ships have departed in an orderly state by [time] hours local time on [date]. No ship movement will be allowed after the closure. Ships returning to Hay Point Anchorage will be allocated the same Anchorage position before the pilotage area closure.

Vessels should closely monitor the Australian Bureau of Meteorology forecasts and warnings for further information.

### **Hay Point VTS Closure**

Please be advised that the Hay Point Vessel Traffic Services Centre is handing over VHF listening watch to [location] Vessel Traffic Services Centre as of [time] hours local time on [date] and de-manning the centre. The Hay Point Vessel Traffic Services Centre will reopen once it is all clear after the passing of Tropical Cyclone [name].

The Hay Point Vessel Traffic Services phones have been diverted to [location]

### **Post Cyclone**

The Pilotage area of Hay Point/Mackay is no longer under a Bureau of Meteorology cyclone warning or watch. With improved weather conditions, the Regional Harbour Master has declared that the [pilotage area/anchorage area] of Hay Point/Mackay will re-open as of [time] hours local time on [date].

Masters are advised to navigate with extreme caution and keep a proper lookout for debris and marine hazards within the area. Navigational aids may be out of position or damaged.