

Vessel Priority Guidelines

1 June 2024

Purpose:

To establish an understanding on berthing priorities to ensure a fair and planned outcome for customers.

Process:

Port Otago will use best endeavours to provide optimum berthage for visiting vessels. This document sets out undertakings and protocols to manage potential berthing conflicts on wharves. Berthing priority remains subject to normal constraints of draft, resource, weather conditions and the direction of the GM Marine, GM Customer, Duty Pilot or Harbourmaster. Port Otago reserves the right to amend this procedure at any time.

Ship/berth planning shall be determined based on information provided by shipping company (or agent).

- 14 days in advance - Pre-arrival notification issued.
- 7-1 days in advance - Continual updates of ETA and ETD issued.
- 48 hours in advance - Dangerous goods documentation issued.
- 48 -24 hours in advance – VIAS received
- 24 hours in advance - Export or import cargo custom documentation should be issued.
- 4 hours in advance - Final opportunity to amend ETA without penalties.

Principles:

The principles and considerations taken when reviewing berthing of vessels as there are occasions when conflicting priorities will occur.

1. Port Otago do not operate on a standard first to the Fairway beacon policy.
 - In all cases, to maintain berth priority, a vessel must berth and work upon arrival. In the same instance, a vessel that can work through to completion will be given preference over a vessel whose ETD will be delayed awaiting cargo to arrive at the port.
 - POL clear preference is for all vessels to work continuously where possible, seven days per week as not to impact waiting vessels.
 - Berth access and/or priority may only be retained if the vessel is able to be worked productively. Vessels operating below reasonable productivity or incurring delay(s) may be required to move off the berth at cost to vessel owner/operator/charterer as applicable.

- Vessels can only await cargo at the berth with the written agreement of POL, providing they are not holding up another vessel. The movement of vessels that are tidally constrained, shall, in the interests of safety and berth productivity, take precedence over other vessels.
 - POL provides a reserved berth for cruise vessels to ensure they have guaranteed berth access ahead of any other potential port user.
 - The At Berth time commences from first line ashore on berthing to last line released at sailing; POL agrees to a one hour period of grace before any day thereafter marine service charge applies. However, after the 60 minute period of grace, there will be no further exemptions.
2. Labour resources (agents cannot bring forward a vessel from 1900 – 0700).
 3. Vessels should be planned with a tentative arrival.
 - As soon as reasonably practical – must be a named vessel.
 4. A vessel will not automatically be advanced or push out without a review on the implications to the other parts of the business.

Berthing by location:

Port Chalmers

- Container Berths (C/T & M/P) – Berthing priority determined by agreed berth windows and Optimisation Manager.
- Beach Street – Cruise vessels priority 1 followed by Log vessels. Log windows are managed through regular berthing meetings with export customers.

Dunedin

- Leith – shared berth used for Logs, Fishing and Bulk. Booking process required. If an earlier vessel can complete 50% of loading prior to next booked vessels arrival then vessel will be able to berth.
- T/U – Cruise vessel priority 1. Shared berth used for Fertiliser, Fishing and Bulk on a first come first serve basis.
- Cement – is managed in conjunction with T/U depending on vessel size at T/U and on a first come first serve basis.
- X/Y – this berth is used for fishing vessels in most cases and managed by coordination with the Cold Store Manager.
- Oil jetty - on a first come first serve basis. This means first to the pilot station.
- Birch – by request to marine department.
- LPG – dedicated customer wharf.
- Ravensbourne – dedicated customer wharf.

Rights reserved:

Port Otago will always reserve the right to determine priority of vessel movements.