

## Pre-Arrival Information

<b>Pilotage area</b>	<p>Nelson has compulsory pilotage for ships over 40metres LOA. The pilotage area extends in a radius 3nm North from the old (disused) Lighthouse on Nelson's bolder bank. Pilot boarding area is shown on NZ Chart 614 and 6142.</p> <p>Charted boarding position – 41° 12'.818 S, 173° 14'.466 E</p> <p>Outer boarding position- 41° 11'.316 S, 173° 14'.466 E (not charted at Oct 2023)</p>
<b>Communication</b>	<p><b>Nelson Harbour Radio</b> is a local port service operating on <b>VHF 12</b> and provides the primary radio link with Port Nelson and Nelson pilots.</p> <p>Inbound vessels must contact <b>Nelson Harbour Radio</b> on <b>VHF 12</b> at least <b>one</b> hour before arrival at the pilot station.</p> <p>Nelson Harbour Radio provides information on vessel arrivals and departures from the port of Nelson and broadcasts local navigation warnings from the Harbourmaster.</p> <p>There is no vessel traffic service (VTS) in Nelson.</p>
<b>Boarding Instructions</b>	<p>Pilot ladder will usually be requested 1.0m above the water line on the lee side, and transfers will usually take place with a water speed of between 6 and 8 knots.</p> <p>Port Nelson Ltd requires that all pilot transfer arrangements are compliant with SOLAS Chapter V (Regulation 23), IMO Resolution A.1045(27), and NZ Maritime rules Part 53. Vessels may be refused entry to Port Nelson if pilot transfer arrangements are non-compliant.</p>
<b>Passage Plan</b>	<p>The pilot's passage plan will be provided during the Master Pilot exchange. A copy of the passage plan and waypoints are available on the Port Nelson website. <a href="https://www.portnelson.co.nz/services/shipping-marine/">https://www.portnelson.co.nz/services/shipping-marine/</a></p>
<b>Draft</b>	<p>A minimum of 10% UKC is required for pilotage operations. Tasman Bay anchorages are between 15m and 30m+. Masters are required to always monitor and maintain dynamic UKC in relation to their vessel.</p>
<b>Safety</b>	<p>Pilot lifejackets are equipped with AIS/DSC MOB alert and a strobe light. These will automatically activate if a pilot falls into the water.</p>
<b>Anchoring</b>	<p>The anchorages within Tasman Bay are outside of pilotage limits and positions are provided by the Nelson Harbourmaster. Vessels anchoring in Tasman Bay must notify Nelson Harbour Radio on <b>VHF C12</b> on arrival to and departure from the anchorage.</p> <p>Anchoring in any other location within the Nelson harbour limits requires permission from the Harbourmaster.</p> <p>There are four assigned anchorage sites in Nelson Regional Waters:          #0: 41°10'.50 S 173°15'.23 E (small ship anchorage)          #2: 41°09'.58 S 173°16'.30 E          #4: 41°07'.88 S 173°17'.35 E          #6: 41°06'.22 S 173°18'.48 E</p> <p>These sites will be designated on charts in due course.</p> <p>Anchoring is at Master discretion and standing orders regards wind and swell limits.</p> <p>In the event of congestion then Tasman District Council (TDC) anchorage sites may be allocated with confirmation of TDC Harbourmaster</p>

<b>Port information</b>	Port information including pilot's passage plans and information on weather, berths, depths and tugs is available on the Port Nelson website <a href="http://www.portnelson.co.nz">www.portnelson.co.nz</a> <a href="https://www.portnelson.co.nz/community/harbour-conditions/">https://www.portnelson.co.nz/community/harbour-conditions/</a>
<b>Rules Regulations</b>	Vessel Masters should be aware of the local maritime rules as defined within the following documents. 1. <a href="#">Nelson Harbourmaster General Directions</a> and; 2. <a href="#">Nelson Navigational Safety Bylaw 218 (2019)</a> In addition to the links above, PDF versions of these documents can be obtained from the ship's agents.
<b>Hot Work</b>	Refer to section 4.1 of the Nelson City Council Navigation Bylaw 218 (2019).
<b>Engine Immobilisation</b>	No vessel over 500 gross registered tonnes (grt), may immobilise its main engine within the Nelson Regional Waters without the permission of the Harbourmaster.
<b>Diving</b>	No person may undertake diving operations in the vicinity of a port facility, marina or within the Nelson Harbour unless. a) Notification of the intention to undertake the diving work has been provided to the port facility operator and/or marina manager, the Harbourmaster and; b) The diving work is being undertaken in accordance with a safe diving procedure and; approved by the port facility operator and/or marina manager and the Harbourmaster; A copy of the safe diving procedure to be followed has been provided to the port facility operator and/or marina manager and the Harbourmaster.
<b>Lifeboat Lowering</b>	6.15.1 No vessel may lowering lifeboats for drills, training or maintenance unless: a) Notification of the intention to undertake the activity has been provided to the port facility operator and the Harbourmaster and; b) The Master deems the weather and environmental conditions to be suitable for the activity to take place and; Nelson Harbour Radio are advised at the commencement and completion of the operation.
<b>Tendering</b>	For tender operations please make prior contact with Nelson Harbourmaster.
<b>Scrubbers</b>	Any vessel operating in the Nelson Harbour and using an air emission purification system (exhaust scrubber) to comply with MARPOL Annex VI must: a) Operate the system in zero discharge mode and retain any effluent onboard and; b) Ensure all effluent remains onboard until it can be disposed of at an available port facility or discharged outside territorial waters. Any vessel intending to navigate within the Nelson Harbour must change to a low sulphur fuel in order to comply with MARPOL Annex VI must ensure that the changeover happens at least four (4) hours before entry into harbour limits. (As per Harbourmaster Direction)
<b>Port and Pilots Contacts</b>	Email: <a href="mailto:DP@portnelson.co.nz">DP@portnelson.co.nz</a> <a href="mailto:Marine.ops@portnelson.co.nz">Marine.ops@portnelson.co.nz</a>
<b>Harbourmaster</b>	Email: <a href="mailto:Harbourmaster@ncc.govt.nz">Harbourmaster@ncc.govt.nz</a> Phone: +64 (0)800 664272 (24hrs 7 days)

## Pre-Arrival Form

Please complete all sections and return to [harbourmaster@ncc.govt.nz](mailto:harbourmaster@ncc.govt.nz) or your ship's agent.

GENERAL INFORMATION			
Ship Name		ETA Pilot Station	Date:                      Time:
Port of Registry		Ship Security Level	
IMO Number		Draft (m)	Fwd=                      Aft=
Call Sign		LOA	
MMSI Number		Beam	
Vessel Owners/Charterer		Gross Tonnage	
		Displacement	
Agent		Next Port	
Class Society		Last Port	
P&I Club		Persons On Board	

NAVIGATION EQUIPMENT					
Does the vessel have any deficiencies in:					
	Yes	No		Yes	No
Main Engines			Steering Gear		
Auxiliary Engines			Navigation Equipment		
Mooring Winches			Thrusters		
Anchor Windlass			Electronic Charts		
If paper charts are carried, are charts 614 and 6142 on-board and up to date?					
Pilot Ladder: Date of manufacture:			Manropes: Date of manufacture:		
Please declare any known deficiency:					

FUEL/OIL ON-BOARD			
HFO:	DFO:	Gas/Oil:	Lube Oil:
Valid Pollution Insurance Certificate? <b>Yes/No</b> Expiry			Oil Transfers? <b>Yes/ No</b>

HAZARDOUS NOXIOUS POLLUTANT CARGO		
IMDG Class	Technical Name	Quantity

APPROVALS REQUIRED							
Hotwork		Immobilisation		Lifeboat/ Rescue Boat Drills		Underwater	

MASTERS DECLARATION	
I hereby confirm the information provided in this form is true and correct	
Name of Master	
Date	
Email	