

Port of Apollo Bay Port Manager Directions



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1. General

1.1. Authority

The Great Ocean Road Coast and Parks Authority (**the Authority**) is the Port Manager of the Port of Apollo Bay (**the Port**) pursuant to the Port Management Act 1995 (Vic) (**the Port Management Act**). The Port of Apollo Bay is a Local Port pursuant to the Port Management Act.

These Port Manager Directions were made on **1 January 2026**, by the Authority, exercising the powers of a Harbour Master. These Port Manager Directions are made pursuant to Part 6.4, Functions and Powers of Harbour Masters, of the Marine Safety Act 2010 (Vic) (**the Marine Safety Act**).

The Authority is the appointed Waterway Manager of the Port pursuant to s6 of the Marine Safety Act.

Under s44G of the Port Management Act a port manager of a local port may act as a Harbour Master if there is no Harbour Master engaged. There is no Harbour Master appointed for the Port and the Authority acts as the Harbour Master for the Port. As the manager of the Port, the Authority can delegate, in writing, certain powers to its employees under s44C of the Act.

Changes which may affect this publication are disseminated through:

- Notice to Mariners for waters covered by Admiralty Charts (Aus.) and Electronic Navigation Charts (AusENC's) Publications or RAN Hydrographic Charts; and
- Local Navigation Notices or Local Navigation Warnings for the waters within the Apollo Bay Harbour

This publication supersedes and replaces all previous Port Manager Directions or Harbour Master Directions for the Port.

1.2. Definitions

AMSA: The Australian Maritime Safety Authority

Berthed Vessel: Means a vessel secured to a Wharf or to another berthed vessel.

Bunkering: Means the transfer of fuel, oil, oily waste, sludge and residues between a vessel and Wharf or road transport vehicle, including all activities incidental to the transfer.

Cargo: Cargo means goods, including wildcatch, loaded or discharged in the course of an enterprise but excluding goods to be used or consumed on the vessel.

Channel: the areas of the Port Waters of sufficient depth to be used by vessels for navigation including the swinging basin, turning circle, an area alongside a berth or dock, fairway and anchorage.

Commercial Vessel: means a vessel used for commercial, governmental or research activity.

Dangerous Goods: Has the same meaning as in the Dangerous Goods Act 1985.

Derelict Vessel: Means a vessel which is apparently abandoned by the Vessel Owner, or is in poor condition, as a result of disuse or neglect, with or without the owner on board and as a consequence of the condition of the vessel, poses a risk to the safety of persons, port operations or the environment.

Explosives: Has the same meaning as the Dangerous Goods Act 1985.

Hazard: A source of potential harm.

Lifesaving Aid: Includes any lifesaving equipment, life hook, drag, grapnel, life buoy, warning sign, barrier, fire extinguisher hose or similar equipment.

Local Port: means a port declared to be a local port by an Order in Council under s6 of the Port Management Act

Local Ports Regulations means the *Port Management (Local Ports) Regulations 2025* issued pursuant to the Port Management Act.

Marine Incident means:

- The death or injury to a person on board a vessel caused by the operation of the vessel
- The loss or presumed loss of a vessel
- A collision between two vessels or a vessel and an object
- The grounding, sinking, flooding or capsizing of a vessel
- Fire or structural failure of a vessel
- The loss of stability of a vessel that affects the safety of the vessel
- A close quarters situation
- An event that results in the death or injury to a person on board a vessel;
- the loss of a person from a vessel;
- a vessel becoming disabled and requiring assistance;
- the fouling or damaging any submarine cable, pipeline or navigations aids such as beacons and buoys.

Marine Pollution Incident: Direct or indirect introduction by humans of substances or energy into the marine environment (including estuaries), resulting in harm to living resources, hazards to human health, hindrances to marine activities including fishing, impairment of the quality of sea water and reduction of amenities.

Marine Safety Act: means the *Marine Safety Act 2010* (Vic).

Marine Safety Infrastructure: Marine Safety Infrastructure means the Channels and facilities that are necessary to ensure the safety of marine operations and includes:

- navigation aids and associated structures and works
- signage and associated structures and works
- lights and associated structures and works
- telecommunications systems and associated structures and works
- buildings used for the purpose of observing vessel operations
- traffic management systems (including vessel traffic systems and associated structures and works)
- plant and machinery used for dredging
- slipways, wharves, jetties, piers and other berthing facilities
- boat ramps and other launching facilities.

Marine Safety National Law Act: Means the *Marine Safety (Domestic Commercial Vessel) National Law Act 2012* (Cth)

Master: In relation to a vessel means the person having command or in charge of a vessel including to;

- (a) determine or exercise control over the course or direction of a vessel or over the means of propulsion of the vessel, whether or not the vessel is underway; or
- (b) load or unload a vessel while it is anchored, moored or berthed.

Navigation Aid: means a device used for navigation, and includes a beacon, buoy, marine mark, light house and light ship, but does not include a device on board a vessel.

Occupational Health and Safety Act (OHS Act): Means the *Occupational Health and Safety Act 2004* (Vic).

Oily Waste: Means;

- (a) undiluted oil; or
- (b) water from a vessel that is contaminated by oil, including residue from fuel oils, lubricating oils and oily bilge water.

Owner of a Vessel: Includes;

- (a) a person who has a legal or beneficial interest in the vessel other than as a mortgagee; and
- (b) a person with overall general control and management of the vessel.

For this purpose, a person is not taken to have overall general control and management of a vessel merely because he or she is the Master of the vessel.

The Port: means the port lands and waters declared to be the Port of Apollo Bay under s5 of the Port Management Act.

Port Manager: the person or body appointed under s44A of the Act to be the port manager of a local port. In these Directions, Port Manager refers to the Authority acting in its capacity as the appointed Port Manager of the Port of Apollo Bay.

Port Manager's Notice a written notice issued by the Authority when exercising the powers of a Harbour Master to address operational or safety issues.

Port Waters: means the Port of Apollo Bay waters as declared under s5 of the Port Management Act.

Practise of Good Seamanship: Means knowledge and skill in the art of safely operating, navigating and maintaining a vessel.

Prohibited Berthing, Mooring or Anchoring Area: An area in the Port in which the berthing, mooring or anchoring of a vessel is prohibited under regulation 12 of the Local Port Regulations.

Prohibited Cargo Management Area: An area in a local port where the management of Cargo, including the arrival, loading, unloading or transfer of Cargo is prohibited under regulation 13 of the Local Ports Regulations.

Recreational Vessel: Means a vessel that is used solely for recreational purposes or sport and not for hire or reward.

Restricted Berthing Area or Restricted Mooring Area: An area in a local port in which the berthing, mooring or anchoring of a vessel is restricted under Regulation 12 of the Local Ports Regulations.

Restricted Cargo Management Area: An area in a local port where the management of Cargo, including the arrival, loading, unloading or transfer of Cargo is restricted under Regulation 13 of the Local Ports Regulations.

Requirements (as set out in the Local Ports Regulations): Means the requirements determined by the Authority for Regulation 47 (Unattended Things), Regulation 52 (Works in a local port), and Regulation 59 (Organised Activities) as set out in these Directions and published on the Authority website.

Risk: The chance of something happening that will have an impact on objectives, measured in terms of consequence and likelihood.

Vessels Safety Management Plan: a document outlining how an organisation will manage safety risks, including identifying hazards, assessing risks, implementing controls, and responding to incidents.

Set Aside Determination: A determination made by the Port Manager under Regulation 12 (berthing, mooring and anchoring), Regulation 13 (management of Cargo) and Regulation 14 the power to set aside an area within a local port where the activities under Regulations 12 and 13 are;

- Permitted, or
- Prohibited, or
- Restricted.

State Waters: Means the territorial sea adjacent to the State of Victoria three (3) nautical miles to seaward from the State baseline, and the sea on the landward side of the Territorial Sea adjacent to the State and all waters within the limits of the State.

Surge: means the rise and fall (non-tidal) of seawater water heights at times accompanied by lateral movement of a vessel at a berth or mooring caused by the arrival of offshore ocean swell.

Port Management Act: the *Port Management Act 1995* (Vic)

Unsafe Vessel: a vessel is whose operation may endanger any person because of:

- the condition or equipment of the vessel, *or*
- the manner in which Cargo and equipment on the vessel is stowed or secured, *or*
- the nature of the Cargo, *or*
- the overloading of the vessel with persons or Cargo, *or*
- the number or qualifications of its crew, *or*
- the absence of marine safety equipment that is required under the Act or regulations to be carried or installed on the vessel.

Unseaworthy Vessel: Is a reference to an “Unsafe Vessel”.

Vessel: Means any kind of vessel that is used or capable of being used in navigation by water, however propelled or moved, and includes:

- A barge, lighter, floating restaurant or other floating vessel
- An air-cushioned vehicle or other similar craft that is used in navigation by water
- Any aeroplane that is designed for and capable of being waterborne, for so long as that aeroplane is waterborne
- A lifeboat
- A thing being towed by a vessel or a thing prescribed to be a vessel
- An offshore industry mobile unit unless the unit is not self-propelled.

Waterway Manager: Means a person or body that has been declared under s 6 of the Marine Safety Act to be a waterway manager. For the purposes of these Directions, the Waterway Manager of the Apollo Bay port waters is the Authority.

Wharf: Includes a pier, jetty, pontoon, quay, breakwater or boardwalk.

1.3. Compliance with Relevant Acts and Codes

The Master of a Vessel operating in the Port must be familiar with all current and relevant legislation, codes and publications and must observe the limits and guidelines provided in these Directions. These include but are not limited to the Marine Safety Act 2010 (Vic), Marine Safety (Domestic Commercial Vessel) National Law Act 2012 (Cth), and Pollution of Waters by Oil and Noxious Substances Act 1986 (Vic)

1.4. Complementary Documents

These Port Management Directions and the Safety and Environment Management Plan (SEMP) for the Port are separate and complementary publications. The SEMP is available on the Authority's website.

Port users are responsible for ensuring they are referring to the latest edition of this publication, noting that any printed version is an uncontrolled document and may be out of date.

Publications that may change from time-to-time and may affect these directions include:

1. Notice to Mariners for waters covered by Admiralty Charts (Aus.) and Electronic Navigation Charts (AusENC's) Publications or RAN Hydrographic Charts; and
2. Local Navigation Notices or Local Navigation Warnings for the waters within the Port.

1.5. Application

These Port Manager Directions apply to all vessels within the Port Waters of the Port and are legally enforceable. Any departure from these provisions may only be considered the Port Manager following formal written application by the Master or Owner of a particular vessel.

It is an offence under s237 of the Marine Safety Act to fail to comply with a direction or obstruct a Harbour Master or Port Manager acting in the capacity of Harbour Master.

2. Emergencies

2.1. Phone Contacts

000 — Emergency Services

For fire, medical emergencies, serious injury, vessel fires, landside pollution, or any situation requiring immediate emergency response.

Ports Victoria — Marine Pollution Reporting

Phone: 03 9644 9777

To be notified immediately following any oil spill, fuel discharge, or marine pollution incident.

Port Duty Officer (on-call)

Phone: 0418 320 441

For operational issues, hazards, obstructions, or incidents affecting Port Waters.

2.2. Radio Channels

If you require urgent assistance, advise the nature of the emergency including vessel position, assistance required, and vessel description via:

- Radio – VHF – channel 16 (67 alternative)
- Radio – HF – channels 4125, 6125, 8291

2.3. Emergency Alarm and Port Evacuation

On the sounding the emergency alarm proceed to an emergency assembly area. Remain calm and wait for the Warden's instructions.

There are two emergency assembly points. These points are signposted. The primary assembly point is located adjacent to the Fishermen's Co-op café on the corner of Trafalgar Street and Breakwater Road, and the secondary assembly point is at the eastern end of the boat ramp carpark near the entrance to the main breakwater.

3. Contacts – Non Emergency

- Authority Website - www.greatoceanroadauthority.vic.gov.au – for permit applications, berth and mooring bookings and general information
- Authority Office – In person, 9am to 5pm weekdays - 1 Baines Court, Torquay
- Authority Office – Phone, 9am to 5pm weekdays - (03) 5232 9475
- Authority Email - info@greatoceanroadauthority.vic.gov.au
- The Port's on-call duty officer - 0418 320 441 – for reporting incidents and permit application questions
- Water Police (non emergency) – 1800 135 729
- Victoria Police (non-emergency): 131 444
- Marine Safety Victoria: 1800 223 022

4. Reportable Incidents

4.1. Commercial Vessels

Under the Marine Safety Act, reportable marine incidents include:

- the loss or presumed loss of a vessel
- a collision with another vessel or object
- grounding, sinking or flooding
- a capsized vessel
- fire on board a vessel
- a structural failure or loss of stability
- a close quarters Incident
- person overboard
- vessel becoming disabled and requiring assistance

- fouling or damaging of any pipeline, submarine cable, lighthouse, lightship, beacon, buoy or marine mark
- any injuries to persons caused by the operation of a vessel

Commercial vessel incidents must be reported to Safe Transport Victoria and AMSA as per the instructions on their respective websites which can be found at:

- safetransport.vic.gov.au/support/report-an-incident/domestic-commercial-vessels/ and
- www.amsa.gov.au/marine-incident-reporting/how-report-incident

4.2. Vessel Stranding or Sinking

If a vessel sinks or strands within the Port Waters, whether a Commercial or Recreational vessel, or if any object impedes the safe navigation or use of Port Waters, the Master or Owner of the vessel or the owner of the object causing the obstruction shall immediately notify the Port Manager, or their delegate, of the obstruction and take immediate steps to arrange for the safe removal of the obstruction by appropriately qualified and skilled personnel.

If a collision causes damage to any vessel, Wharf or property within port waters, or if a vessel strands, sustains damage, or causes injuries to persons, or sinks within port waters, the Master or Owner of every vessel involved shall immediately:

- Report the circumstances to the Victorian Water Police; and
- As soon as possible, confirm the report to the Port Manager or their delegate
- Complete a Marine Incident Report required by Safe Transport Victoria for Recreational Vessels or AMSA for Commercial Vessels.

4.3. Marine Pollution or Discharge

In the event of a marine pollution event, or an event posing a risk of pollution entering the harbour or bay, such as an oil or fuel discharge from a vessel, the Master must make an immediate report by calling 000 and then notifying Ports Victoria who are the marine pollution response agency for the Port by phoning 03 9644 9777.

The Master must take all reasonable steps to prevent further spilling of the pollutant and to contain the spill.

Where there is no Master in attendance, the vessel Owner has responsibility for notification and prevention of further pollution.

4.4. Fire, injury, landside pollution and other emergencies

Call 000.

5. Port Overview

The Port of Apollo Bay is located adjacent to the township of Apollo Bay on the iconic Great Ocean Road. The Port covers a total area of 19 hectares and consists of a sheltered harbour formed by the Main Breakwater and Lee Breakwater.

Many areas in the port are accessible to the public, however access to the slipway, port operations depot and marina precinct is restricted to authorised people.

5.1. Port Operating Hours

The port is open 24 hours for vessel launching and retrieval; however, some facilities and services (such as the port office and slipway) operate between 7:00am and 4:00pm, Monday to Friday, on a rotating 9 day fortnight. Access to the publicly accessible areas of the Port is permitted after hours, but users must observe noise restrictions.

5.2. Port Limits

The Port limits include the declared Port land, enclosed waters of the Apollo Bay Harbour, the entrance to the harbour, and the waters immediately surrounding the harbour as shown in the diagram below.



Figure 1 Port of Apollo Bay area

The Port Waters inside the harbour are designated by the Marine Safety Regulations 2023 as “Enclosed Waters”. The area of Port Waters outside the harbour entrance that lie within the port limits are designated as “Coastal Waters”.

Please consult the Victorian Recreational Boating Safety Handbook for current safety and emergency equipment lists for each area of operation at: <https://safetransport.vic.gov.au/on-the-water/boating-safety-handbook/>

5.3. Facilities

The Port has a variety of facilities catering to commercial and recreational fishers, tourists and tour operators including:

- a marina precinct;
- swing moorings;
- a wharf where commercial fishing catches are landed;
- public boat ramp;
- 30,000-litre diesel refueling facility (owned and managed by the Fishermen's Co-Operative);
- 65-tonne slipway; and
- Port operations depot.



5.4. Fishermen's Wharf

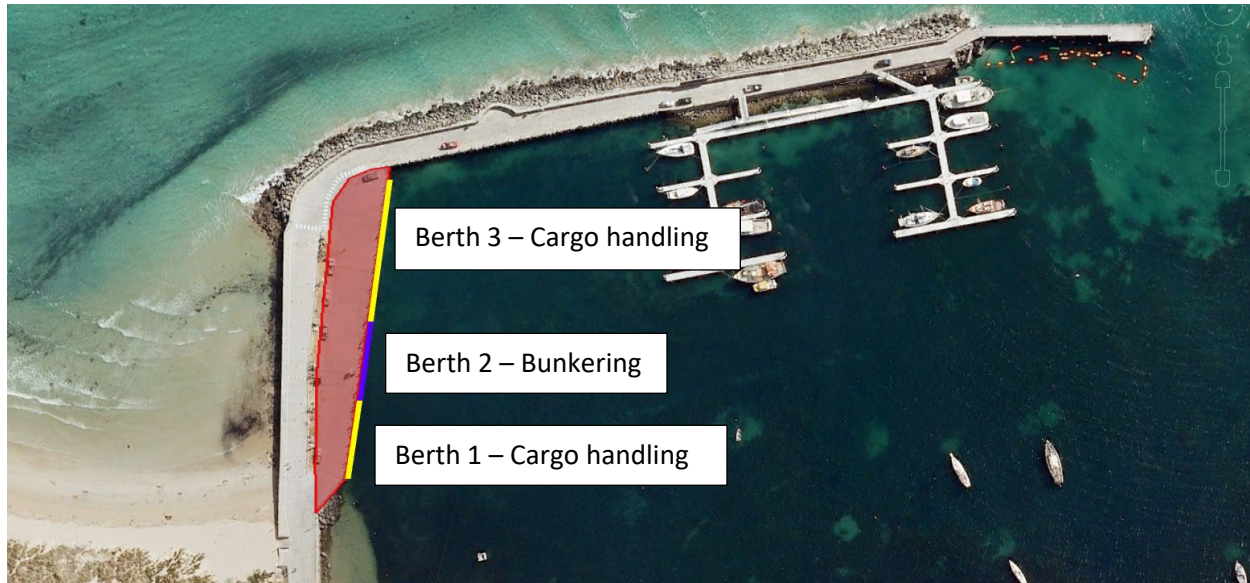


Figure 2 Fishermen's Wharf berth areas

There are three berth areas at the Fishermen's Wharf. Permit holders may handle Cargo at Berth No.1 and Berth No.3 (shown in yellow above), while the bunkering of vessels is permitted at Berth No.2 (shown in blue). See section 11 Cargo handling for further information regarding handling Cargo in the Port.

5.4.1. Fishermen's Co-Op Diesel Fuel Facility

The Fishermen's Co-Op operates the diesel fuel facility that supplies diesel to vessels at Berth No2. Unleaded fuel is not available. See section 11 Bunkering for further information regarding refueling here.

5.4.2. Restricted access during Cargo handling

When vessels are working Cargo, access to the Fishermen's Wharf is restricted to those who have valid Port Access Permits and have been authorised to enter the work area by the person managing the Cargo handling operations.

5.4.3. Fishermen's Wharf Structural Capacities

Item	Berth Capacity
Vehicles	Largest Truck – 19.0 metres long, 6 axle semi, with a GML of 46 tonnes
Maximum axle loadings	Single Axle (2 wheels) – 6 tonnes Single Axle (4 wheels) - 9 tonnes Double Axle – 16.5 tonnes Triple Axle – 20.0 tonnes.
Cargo – evenly distributed on berth	1 tonne per square metre.

Cranes	Maximum 30.6 tonne pad load spread over designated 300mm x 300mm crane pads. Prior to using a crane in the Port, a crane permit must be obtained from the Port Manager.
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5.5. Lee Breakwater

There are three 25m berths available on the Lee Breakwater. The working of Cargo is not permitted at the Lee Breakwater berths.

Authorised Port users with a valid permit can drive cars, utes and light trucks up to 6 tonnes on the Lee Breakwater. Light trucks must always remain on the roadway and cannot park partially on the walkway area due to load constraints.

5.5.1. Lee Breakwater Structural Capacities

The Lee Breakwater consists of a roadway that sits atop a rock base and a walkway consisting of a concrete apron suspended over piles or caissons.

Item	Berth Capacity
Vehicles on roadway	Largest Truck – 12.5 metres long, with a GML of 6 tonnes on roadway shown in blue below.
Maximum axle loadings on roadway	Single Axle (2 wheels) – 6 tonnes Single Axle (4 wheels) - 9 tonnes Double Axle – 16.5 tonnes
Cargo – evenly distributed on berth	Not permitted
Cranes	Not permitted

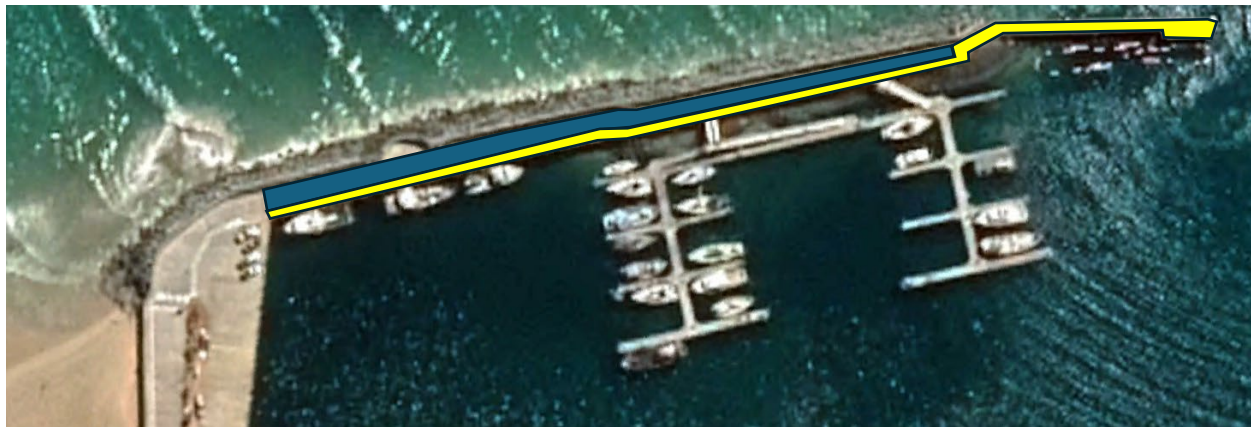


Figure 3 - Approximate location of the roadway on the Lee Breakwater shown in blue and the pedestrian walkway shown in yellow

5.6. Swing moorings

There are 13 swing moorings in the Port. These are in a variety of locations outside of the Port's navigation channels and turning circles.

5.7. Marina Berths

Vessels with a marina berth license may be moored here. This area is not accessible to the general public and access requires a valid marina access card. There are 29 marina berths available with maximum vessel lengths and beams as follows:

- 4 x 18 metre LOA, 10 metre beam;
- 4 x 17 metre LOA, 6 metre beam
- 20 x 15 metre x 6 metre beam; and
- 1 x 8.5m LOA, 3 metre beam.

5.8. Slipway

The Port has a slipway and yard where vessel repairs and maintenance can be undertaken. The maximum capacity of the slipway is 65 tonnes.

Access to the slipway is restricted to authorised slipway users.

5.9. Boat Ramp

The Boat Ramp is available free of charge to the general public 24/7 for the launch and retrieval of vessels.

Prior to using the boat ramp boaters should ensure they are familiar with the Victorian Recreational Boating Safety Handbook published by Safe Transport Victoria and available at:

<https://safetransport.vic.gov.au>.

5.9.1. No permit required to use the boat ramp

Vessels being launched and retrieved via the public boat ramp do not require a port permit or a confirmed booking. Vessels may berth at the boat ramp jetties while in the process of being launched or retrieved (in accordance with the set aside. See the port website for details).

5.9.2. Boat trailer parking

There are boat trailer parking spaces available adjacent to the boat ramp. Most bays are approximately 17 metres long.

6. Environmental Protection

The port is committed to minimizing environmental impact. Please observe the following:

- No discharge of oil, fuel, sewage, or rubbish into the water
- Use designated waste disposal and recycling facilities
- Report all spills to the relevant authorities immediately (call 000)
- Do not disturb wildlife (seals, birds, etc.) within the port precinct
- Comply with signage regarding sensitive marine habitats

6.1. Help stop the spread of marine pests

All vessel owners have an important role to play in stopping the spread of invasive species and marine pests.

Vessel owners can help stop the spread of marine pests by always remembering to check, clean and dry.

- Check your vessel and equipment for any attached animals and plants — remove them. Do not return marine pests to the water.
- Clean your vessel and equipment after use with freshwater.
- Dry your vessel and equipment thoroughly before moving to a new location.

Application of appropriate anti-fouling coatings can help minimise the build-up of biofouling on underwater surfaces. More information can be found at:

<https://agriculture.vic.gov.au/biosecurity/marine-pests/how-boat-owners-can-help-stop-the-spread-of-marine-pests> ; and

<https://www.marinepests.gov.au/commercial/vessels/biofouling-recreational>

6.1.1. Undaria or Japanese Kelp in the Port

The Port has an infestation of Undaria or Japanese Kelp. To prevent the spread of Undaria from the Port please ensure that water taken up in the port is not discharged to other waterways. When relocating vessels that have been berthed or moored in the Port, ensure the hull, propellers, rudders, intakes and all mechanisms in the water are free of biofouling prior to putting the vessel back on the water.

6.1.2. Ballast water

Vessels that have ballast tanks must comply with the federal government's ballast water management requirements. Further information can be found at: <https://www.agriculture.gov.au/biosecurity-trade/aircraft-vessels-military/vessels/marine-pest-biosecurity/ballast/australian-ballast-water-management-requirements>

6.2. Apollo Bay is not a Port of Entry for international vessels

Vessels arriving from overseas cannot call into the Port as their first port of call. These vessels must call at a permitted Port of Entry prior to arriving in Apollo Bay. In Victoria, the ports of Melbourne, Geelong, Westernport and Portland are permitted Ports of Entry. For more information please visit <https://www.abf.gov.au/entering-and-leaving-australia/entering-and-leaving-by-sea> .

7. Vessels

7.1. Seaworthiness

Should the Master of a vessel become aware of any condition or circumstance affecting the seaworthiness of a vessel;

- that may affect the safe navigation of the vessel or any other vessel; or
- that may affect the day to day operations of the Port; or
- that will be a threat to the environment within the Port Waters.

The Master or Owner must immediately notify the Port Manager.

7.2. Derelict Vessels

A 'derelict vessel' is a vessel anywhere within the Port, which;

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- is apparently abandoned by the owner, or
- is in poor condition because of disuse or neglect, and
- because of its condition, the vessel poses a risk to personal safety, port operations or the environment.

Derelict vessels must be removed from the Port by the owner as required by the Port Manager.

Failure to comply with instructions to remove the vessel from the Port may result in legal action by the Authority. The Authority may also move the vessel to a secure location and arrange for its disposal.

The Authority will seek reimbursement for the cost of removal of derelict vessels in accordance with its rights, including those provided under the Port Management Act and any relevant permit or agreement.

7.3. Designated Person Ashore:

The Owner of vessel moored or berthed in the Port is responsible for monitoring the safety and pollution prevention aspects of the vessel and its operation and must ensure that adequate resources and shore based support are deployed. Where the vessel Owner cannot monitor their vessel directly, the Owner must ensure a designated person ashore is appointed to ensure these responsibilities are discharged.

7.4. Vessel Maintenance

The Port has facilities for vessel maintenance and other works to be undertaken in a controlled environment.

Major repairs and/or refits are prohibited outside the slipway. Minor repairs, internal painting, mechanical adjustment and electrical work are permitted.

High-risk maintenance work cannot be performed at berths or at moorings unless a permit is first obtained. Some High-Risk Work can only be undertaken at the slipway.

High-Risk Works includes any of the following:

- Hot works including electric or gas welding, abrasive cutting and grinding, gas cutting or anything else that can produce heat and sparks
- Activities involving possible emissions or pollution or deposition of waste to land, air or water including
 - pumping bilges,
 - grinding/sanding/abrasive blasting of external surfaces of vessel,
 - spray painting,
 - chemical washing of vessel; or
 - pressure washing.
- Working at heights or over water;
- Works in confined spaces;
- Underwater diving operations;
- Crane work.

Vessel owners or masters wishing to undertake work on their vessel while it is berthed or moored should contact the duty officer to discuss their intended works. Following this masters or vessel owners may need to complete a **High-Risk Works permit application** (available on the Authority website).

The slipway is available to Port users to perform maintenance on their vessels or perform inspections out of the water. The maximum capacity of the slipway is 65 tonnes.

8. Navigation

8.1. 5 knot speed limit

The Victorian *Vessel Operating and Zoning Rules* (VOZR) apply to the port waters. All vessels transiting through all Port Waters including the entrance and within the harbour are restricted to a maximum speed of 5 knots.

8.2. Port Entrance and Approach

The entrance to the port can be treacherous at times. Waves can break across the harbour entrance making entry and exit hazardous. Vessels have sunk in the entrance previously and lives lost here.

The depths at the Port entrance may vary due to the movement of sand across the Port entrance.

Large swells and wind waves can occur at any time of the year and can cause waves to break across the harbour entrance. Conditions can change quickly and even moderate southeasterly winds can create substantial wind waves in a matter of hours causing the entrance to become hazardous.

Always check the forecast before leaving the harbour. Ensure you are experienced and comfortable navigating the entrance in the conditions forecast and build up your experience gradually.



On returning to port be aware that conditions may have changed. If it's too dangerous to come in and you are unable to proceed to a safe location or wait for conditions to improve call 000.

In case of emergency call 000 or use VHF channel 16.

8.3. Approval to enter Port for required for certain vessels

Prior to the first arrival at the Port all vessels greater than 24 metres in length or with a maximum draft exceeding 2.0 metres, must apply to the Port Manager for approval to enter the Port. Vessel documents and a formal passage plan will be required from vessel owners to inform whether a formal risk assessment is required. If successful, assessed vessel owners will receive a formal letter of approval from the Authority (with conditions or restrictions depending on the results of the assessment). Fees and Charges may apply.

8.4. Maximum vessel lengths, beams and drafts

The table below details the Port's maximum vessel sizes for different vessel types.

Destination & Vessel Propulsion Type	Max Length	Max Beam	Max Draft – no tidal assistance	Max Draft – with tidal assistance	Notes
Fishermen's Wharf- Single screw (Berth 1 & 2)	24m	8m	2.2m	3.0m	(a) (b)
Fishermen's Wharf - Twin Screw (Berth 3)	35m	10m	2.2m	3.0m	(a) (b)
Fishermen's Wharf - Twin Screw with Bow Thruster (Berth 3)	40m	11m	2.2m	3.0m	(a) (b) (c)
Lee Breakwater Berths- All Vessels	24m	8m	2.0m	2.8m	(a) (d)
Marina Facility Berths – All Vessels	Various <18m	10m	2.0m	2.8m	(a)
Swing Moorings – All Vessels	24m	10m	2.0m	2.0m	

- (a) The maximum workable length of vessels when entering the local port of Apollo Bay and the harbour precinct may be restricted by the radius of turn required to berth alongside and by prevailing environmental conditions at the time.
- (b) Vessels of 2.0 metres in draft or more may require a rise of tide to safely navigate through the port and enter the Fishermans Wharf precinct, subject to prevailing environmental conditions at the time of entry or departure.
- (c) Effective transverse bow thruster to enable a high degree of manoeuvrability taking into consideration the vessels size and the expected weather conditions at the time of arrival or departure from Apollo Bay is required for each vessel exceeding the maximum draught or greater than 35m in length.
- (d) Vessels of 2.0 metres draft may require a rise of tide to enter the Lee Breakwater Berth precinct, subject to prevailing environmental conditions at the time of entry or departure.

Meeting the maximum draft, beam and length as detailed the table does not remove the requirement for vessels greater than 24m in length or with a draft of over 2.0m, to obtain approval to enter the port as detailed at item 7.3 *Approval to enter Port for required for certain vessels* prior to the vessel's first visit.

8.5. Under Keel Clearance (UKC)

During times of prolonged Easterly and Southerly weather events sea swell heights can make attempting entering and exiting the harbour extremely dangerous. Yawing or broaching on inbound voyages may produce a deeper draft. On outbound voyages pitching caused by significant swell heights may cause deep drafted vessels to take the bottom.

Prior to entering or departing the local Port of Apollo Bay the Master of vessels greater than 2.0 metres draft should ensure a UKC calculation is completed to establish the required height of tide to allow sufficient UKC. UKC calculations should consider:

- The vessel's draft

- The vessels squat calculation at arrival/departure speed (5 Knots)
- The height of sea and swell at the entrance to the Port and within the Port
- The least available depth in channels and berths for the vessel's destination

The Authority recommends a UKC of not less than 0.8m to allow a vessel sufficient seabed clearance so as not to impede manoeuvring characteristics and capability when affected by swell within the port.

The latest bathymetric survey for Apollo Bay is available on the Authority website at www.greatoceanroadauthority.vic.gov.au

8.6. Small vessels to keep clear of vessels over 7 meters in length

Larger vessels may have draft or maneuverability limitations that prevent them from avoiding smaller vessels.

Vessels under 7 metres in length are to keep out of the way of vessels over 7 metres in length, if you are unsure of whether a vessel is over 7m, assume that it is and give it ample space while maneuvering.

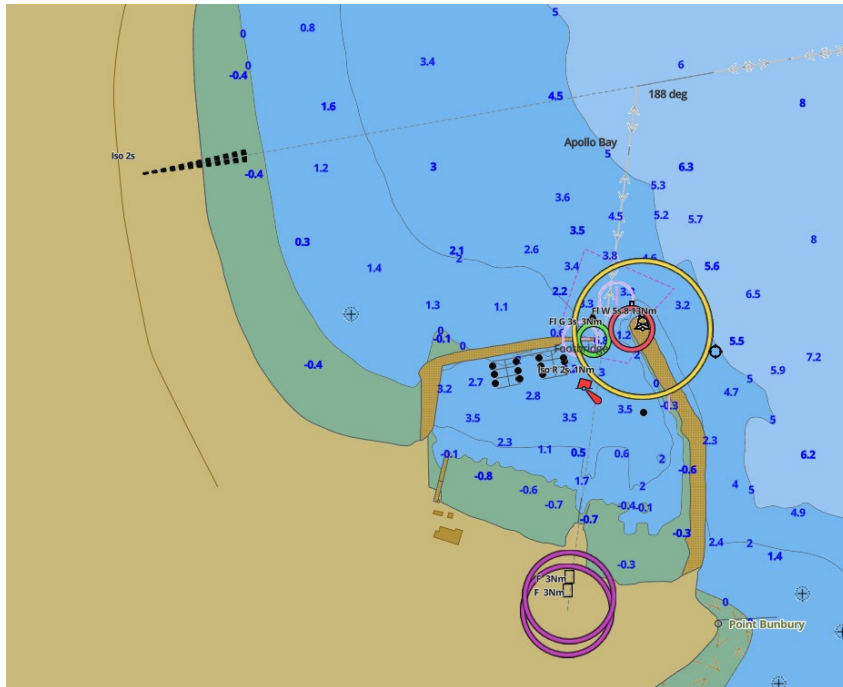
8.7. One-way channel when large vessels transiting the Port

In the Port large vessels have restricted maneuverability and may be unable to adjust their course to provide sufficient space to allow other vessels to pass. When vessels over 24 metres in length or 6 metres in beam are transiting the Port waters the channel is a one-way channel with the large vessel having right of way over vessels under 24 metres in length and 6 metres in beam.

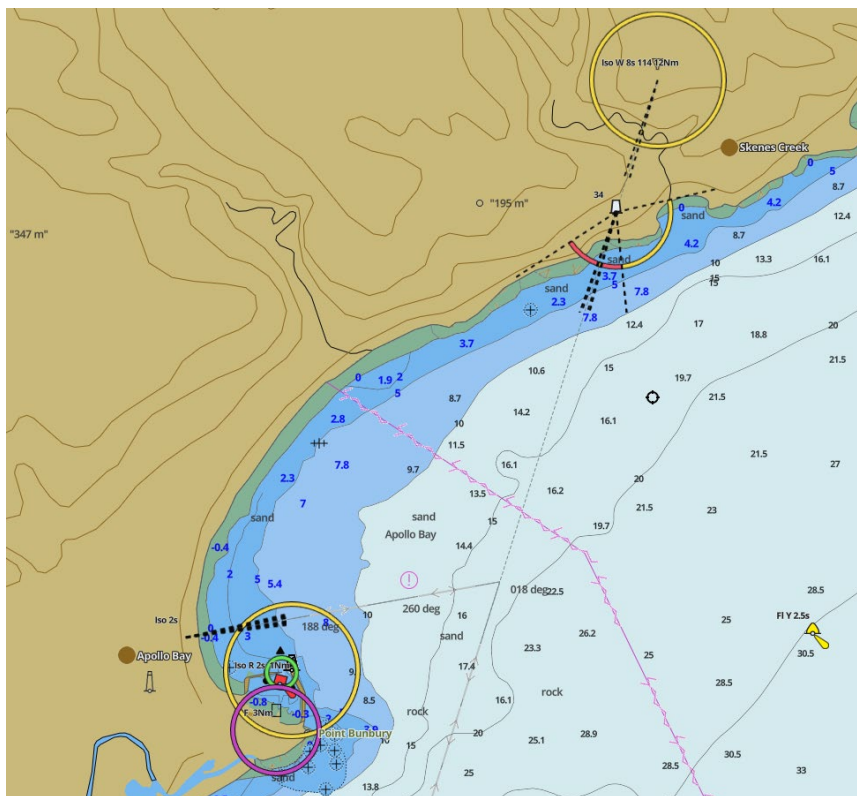
When two large vessels are seeking to transit the channel simultaneously, the vessel that has first made an **"All Ships Call"** on VHF Ch.16 prior to commencing navigation within the Port waters has priority.

If you are unsure whether a vessel is 24 metres or more in length or 6 metres in beam, assume it is and treat the channel as a one-way channel while the vessel is underway within the Port.

8.8. Navigation aids



Navigation aids are located on the Main Breakwater (red mark) and Lee Breakwater (green mark).



Sector lights are located on the hillside above Skenes Creek and on the foreshore in Apollo Bay.

Foreshore sector light details

Navigation Aid Type	Position	Light Characteristic
Sectoral Directional Light (East-West lead lights, guiding the mariner from the Henty reef lead lights/sector light, to the harbour entry lead lights)	38° 45.268' S 143° 40.169' E	Dir WRG 9/4M Sectors: Q.G 257°-258° (1°) Iso.G.2s 258°-259° (1°) F.W 259°-261° (2°) Iso.R.2s 261°-262° (1°) Q.R 262°-263° (1°)



Figure 4 Foreshore Sector Light

8.9. Radio channels used in the Port waters

The following radio channels are used at the Port:

- VHF Ch. 16 – listening, calling and emergency
- VHF Ch. 11 – Port operations when working
- VHF Ch. 72 – Suction Dredge “Apollo” when working

The Authority does not maintain a listening watch on VHF Ch.16. Channels 11 and 72 is monitored by the dredge “Apollo” while it is operating.

8.9.1. Radio use during transit of Port waters

When transiting the Port waters commercial vessels and vessels over 12 metres in length must maintain a continuous listening watch on VHF Ch.16.

The master of an inbound or outbound vessel is required to make an ***“All Ships Call”*** on VHF Ch.16 prior to entering or departing Apollo Bay Harbour and to provide the following information:

- Vessel Name
- Vessel’s position and direction of passage (inbound or outbound)
- Describe restrictions or constraints requiring a clear channel. (for example, towing)
- Request acknowledgment from any outbound or inbound vessel.

8.10. Vessels must keep clear of dredging activities

During times when the Suction Dredger (SD) “Apollo” is operating in the entrance to Apollo Bay, she is positioned on a 4 Point Mooring System which controls the dredge operations/positioning. Mooring lines stretch for approximately 500m to seaward of the “Apollo” and 300m astern and into the Harbour as shown below:



The master of a vessel wishing to pass the dredger **must** make a Call to the “Suction Dredger Apollo” on **VHF Ch 72** and request permission to pass. A vessel must not pass the dredger unless given permission by the Master of the “Apollo” and instruction on which side to pass.

8.11. Priority Passage

Any vessel in an emergency situation has priority of passage over all other vessels.

Should the occasion arise where two or more commercial vessels over 24m in length have the same estimated arrival or departure times, the vessel that has first made an ***“All Ships Call”*** on VHF Ch.16 prior to entering or departing Apollo Bay Harbour has priority.

8.12. Passage Plans

For all vessels greater than 24 metres in length, before their first entry to the local port of Apollo Bay, the master must submit to the Port Managers delegate a copy of their formal passage plan. The Authority recommends the Passage Plan includes the Approaches to Port Limits in addition to the execution of maneuvers.

The passage plan requires close and continuous monitoring of the ship's position during the execution of the passage to the destination berth within Apollo Bay Harbour.

Mariners are reminded that the production of a passage plan for all sections of a vessel's passage, including passages within Port Limits, are a Commonwealth (AMSA) and State (MSV) legislative requirement pursuant to The International Maritime Organisation (IMO) resolutions. The plan should include recording the following details of the passage;

- Arrival or Departure draft
- UKC calculations
- Courses and distances to waypoints
- References to aids to navigation, buoyage and beacons
- Tide calculations for the time of passage including heights, and levels flood or ebb.
- Expected wind direction and speed during the passage
- VHF Radio Communications
- Berthing plan (side to)

9. Anchoring not permitted

Anchoring is not permitted anywhere in the Port except in case of emergency. Vessels requiring emergency shelter should contact the duty officer for assistance on 0418 320 441.

10. Cargo handling

The handling of Cargo, being the load, discharge or transfer of Cargo, may only occur at the Fishermen's Wharf and must be done in accordance with the terms of a valid port permit.

The handling of Cargos other than commercial fishing catches is subject to approval of the Authority following a formal risk assessment to evaluate the potential Risks that may be involved in the proposed activity or undertaking within the Port.

The Port does not cater to roll-on-roll-off Cargo or Dangerous Goods. Temporary Wharf to vessel vehicle ramps and Wharf to vessel livestock ramps are prohibited in the Port.

Enquiries and bookings can be made via the Authority's website at www.greatoceanroadauthority.vic.gov.au or by calling the duty officer on 0418 320 441.

10.1. Fishermen's Wharf

There is a 45-metre section and 25 metre section of the Fishermen's Wharf that has been set-aside for the handling of Cargo. This area is mostly used to land commercial catches of fish and crustaceans. Occasionally other Cargo is loaded or discharged here following a risk assessment.

10.1.1. Permit to berth

Vessels must hold a valid permit to berth at Fishermen's Wharf Berth No.1 or Berth No.3.

10.1.2. Crane use

A vessel master must have a permit to use a crane for Cargo handling at the Fishermen's Wharf. It is mandatory that prior to using cranes on the Fishermen's Wharf that operators have confirmed with the Authority that the crane will not exceed the maximum weights for the Fishermen's Wharf.

10.1.1. Swells and surge affecting safety of Cargo operations

The port is affected by swells that can make their way into the harbour and cause surge that moves vessels about while at berth. Vessel masters must suspend Cargo handling activities when the surge adversely impacts the safe load, discharge or transfer of Cargo.

10.1.2. Dropped Cargo

If Cargo is dropped or falls or is spilled in the Port waters (dropped Cargo), the Master of the vessel must immediately notify the Port Manager and provide details in writing that includes the type and quantity of Cargo that was dropped and where it occurred.

The Port Manager may direct, in writing, the Master to recover the dropped Cargo, the direction may include the time by which the Cargo is to be recovered and how it is to be recovered.

10.1.3. Cleaning of wharf following Cargo operations

The Master or Agent of a vessel that undertakes Cargo operations in the Port, must as soon as is practicable, ensure that all debris, portable appliances and materials used in discharging and loading the vessel are removed from the Wharf. Debris must not enter the Port waters.

11. Properly moor your vessel

The Master or the Owner (where a Master is not in attendance), of a vessel not underway and berthed or moored within port waters shall ensure the vessel is always properly and effectively secured to its berth or swing mooring.

11.1. Designated Person Ashore

The Owner of a vessel berthed or moored without a Master in attendance, shall ensure they or a Designated Person Ashore attends to the upkeep of the vessel and is contactable 24 hours a day to attend to any emergency as required under the provisions of the vessel's Safety Management Plan (if applicable) or to shift the vessel as directed by the Port Manager or their delegate.

11.2. Vessel on a swing mooring

The Owner of a vessel on a swing mooring must have their mooring inspected annually and provide a written report, prepared by an appropriately qualified person, to the Authority confirming the swing mooring is in a sound condition.

11.3. Vessel berthed

Masters or Owners of berthed vessels must ensure adequate fendering is used to prevent damage to the port infrastructure and the vessel during periods storms and large swell.

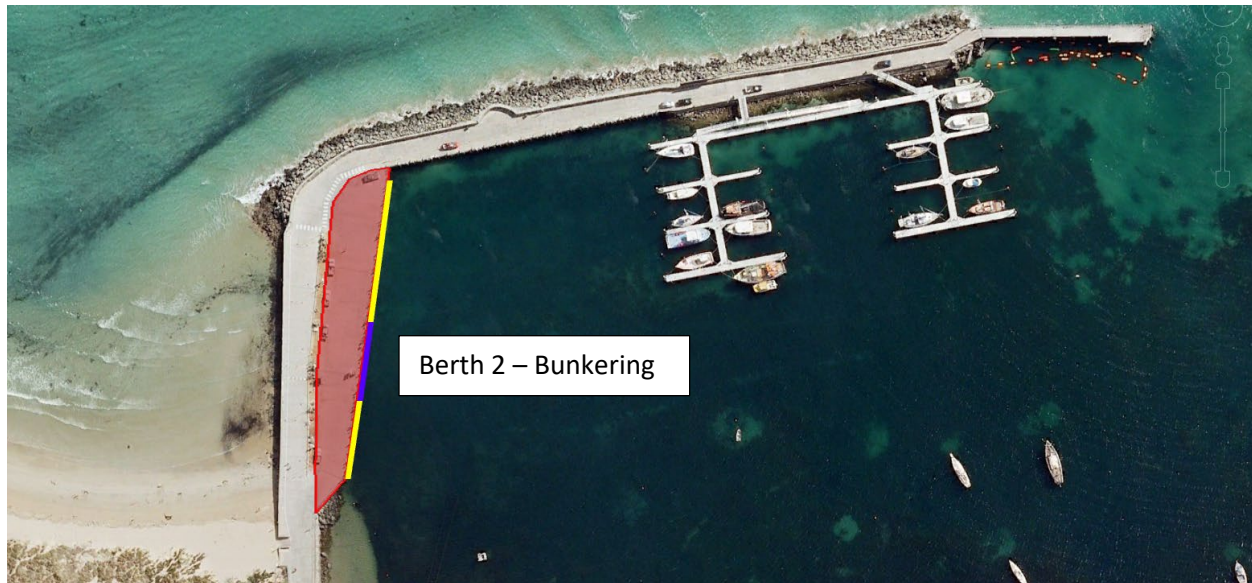
Vessel lines must be in sound condition, evenly tensioned and be of sufficient strength to withstand surge caused by swell and the effect of local severe weather events.

12. Bunkering

Vessels taking Bunkers from the Fishermen's Co-Op fuel facility may berth at Fishermen Wharf Berth No. 2 for up to four hours during bunkering. The master of a vessel taking Bunkers must always remain aboard the vessel during bunkering. The Fishermen's Co-Op have their own procedures governing the use of their facility. Vessel Masters must comply with these procedures.

To load or discharge other bunkers, a permit must first be obtained from the Port Manager.

When Cargo is being handled at Berth No.1 or Berth No.3 only authorised personnel may enter the Fishermen's Wharf area shown in red below.



13. Sand Movement and Dredging Operations

The Port is in an area that sees sand constantly moving across the harbour entrance and making it shallower.

Dredging is regularly undertaken by the dredge "Apollo", to maintain the depth of the entrance channel and help to reduce the risks associated with entering and leaving the Port. When dredging is being undertaken, sand is discharged near the western corner of the Lee Breakwater.

When dredging operations are occurring vessels and swimmers must keep clear of the dredge, dredge pipe, and the dredge discharge point.

14. Swimming and watersports

Spearfishing is prohibited within the port. Recreational snorkelling, diving and swimming is allowed in the areas shown in blue below. Swimming within the main harbour basin is prohibited due to vessel traffic and fixed dredge equipment.

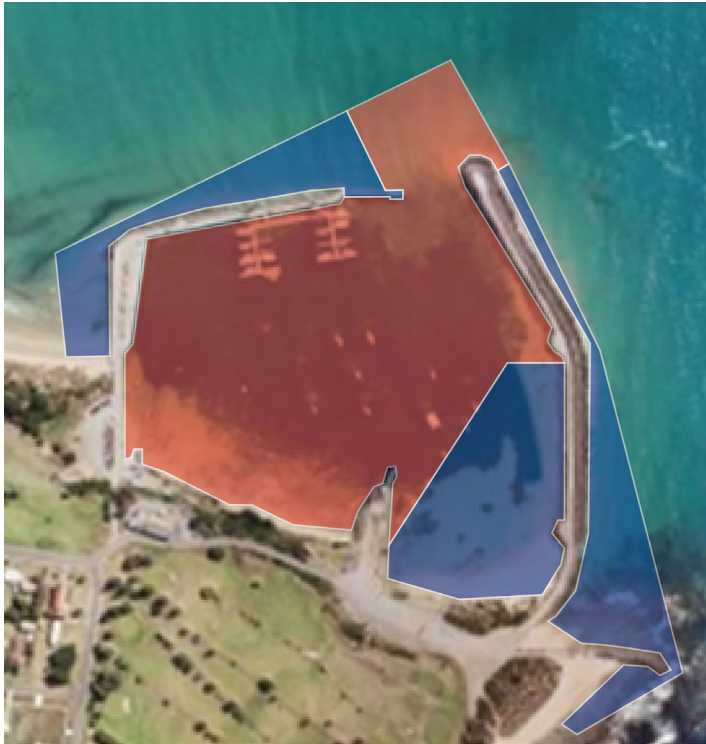


Figure 5 Swimming, snorkelling and diving permitted in the areas shown in blue

Vessel operators should be alert to the location of swimmers within the Port.

15. Security Measures

The port is monitored by CCTV and subject to random security patrols. All users are required to provide appropriate identification when accessing restricted areas. Report any suspicious activity to the Authority or police immediately.

16. Document Management

Approval and Review	Details
Authority Approval	Christine Ferguson, CEO
Approval Authority - Conduct of Operations	Leia Howes, Director Land and Marine Management
Administrator	Nathan Kowalik, Port Manager
Next Review Date	

Approval and Amendment History	Details
Original Approval Authority and Date	
Amendment Authority and Date	
Version	
Notes	