

 KIMBERLEY PORTS AUTHORITY	VESSEL MASTERS PRE-ARRIVAL DECLARATION – PORT OF BROOME	File ref:	IFM35/81613
		Version:	2.0
		Issue date:	January 2024

1. GENERAL			
1.1 Vessel name		1.2 IMO Number	
1.3 LOA (m)		1.4 Beam (m)	
1.5 Summer DWT		1.6 Arrival Displacement	
1.7 GT / GRT		1.8 Agent	
1.9 Vessel's E-Mail		1.10 Vessel's Telephone	
1.11 Company Name (as per DOC)			
1.12 Name of DPA / Tech Manager			
1.13 Contact E-Mail		1.14 Contact Tel Nos	

2. PORT CALL INFORMATION					
2.1 ETA at Broome Pilot Boarding Station / Anchorage (dd/mm/yyyy hh:mm)					
2.2 Anchorage required on Arrival					
2.3 Anchorage required on Departure				If Yes, Date of final departure from Port:	
KPA operations must be kept informed of the latest ETA.					
2.4 Pilot required for arrival		If No, PEC number:		Date of PEC Masters last Exempt run in Broome	
		Name of PEC Master:			
2.5 Pilot required for departure		If No, PEC number:		Date of PEC Masters last Exempt run in Broome	
		Name of PEC Master:			
PEC Masters must ensure that their PEC certificate is valid for the duration of the port call, and that the elapsed time from their last exempt run in Broome does not exceed 6 months. Conditions/Restrictions mentioned in the PEC (eg Daylight only) will apply.					
2.6 Arrival drafts (m)	Forward		Midship		Aft
2.7 Estimated departure drafts (m)	Forward		Midship		Aft
2.8 Does the vessel have any existing Conditions of Class?					
2.9 If yes, details to be provided					

3. PILOT BOARDING ARRANGEMENT	
3.1 Does the Pilot Boarding Arrangement onboard comply with SOLAS Chapter V, Regulation 23?	
3.2 Does the Pilot ladder comply with the requirements of KPA LMN 08-2023 (or superseding notice)?	
3.3 Date of manufacture for Pilot Ladder in use as per manufacturers certificate(dd/mm/yyyy)	
3.4 Date of manufacture for Manropes in use as per manufacturers certificate(dd/mm/yyyy)	

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4. MAIN ENGINE / AUXILIARY ENGINES / EMERGENCY GENERATOR & THRUSTERS			
4.1 Is the main engine fully functional with no known defects?			
4.2 Are all auxiliary engines (generators), and emergency generator fully functional with no known defects?			
4.3 Are the Bow and Stern thrusters (if fitted) functional with no known defects?			
Total KW of Bow Thruster(s)		kW	Total KW of Stern Thruster(s)
			kW
4.4 If 'No' to any of the above (3) questions, details and nature of defect to be provided.			

5. STEERING	
5.1 Is the steering gear system including emergency steering system fully functional with no known defects?	
5.2 If No, details of equipment and nature of defect to be provided:	

6. NAVIGATION	
6.1 Is all bridge and navigation equipment in good working order?*3	
6.2 If No, details and nature of defect to be provided:	

7. BERTHING & MOORING			
7.1 Bow to Bridge distance:		m	7.2 Stern to Bridge distance:
			m
7.3 Distance of Bunker Manifold from bow			m
7.4 Type of Mooring Lines (All lines must be in good condition and without joints or splices)			
7.5 Maximum Diameter of mooring lines			mm
7.6 Number of mooring lines intended to be used in Broome	Forward:		Aft:
7.7 Are all mooring lines eyes fitted to a 2-metre light rope tail to be connected to heaving line.			
7.8 Confirmation that there is NO Protrusion or overhang from the ships side (e.g. Rubbing Strake, Door Sills, Davits, Lights etc)? Answer 'No' if there is a protrusion or overhang			
If No to 7.8, details of the protrusion must be provided. Suitable plan diagrams clearly indicating the location and size of the protrusion(s) must also be attached with the pre arrival declaration.			
Height from W/L (m)		m	Distance from Bow (m)
			m
Length of the protrusion (m)		m	Depth/ outward reach (m)
			m

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8. DOCUMENTS REVIEWED PRIOR ENTRY INTO THE PORT OF BROOME (Mandatory)

Port of Broome Handbook:		Local Marine Notices:		PEC and Pilot Handbook:	
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Copies of above are obtainable from agents / port website

9. ATTACHMENTS (Must be attached to e-mail with this form, unless already provided to KPA earlier)

Vessel Particulars:		Pilot Card:		Mooring arrangement plans (Fwd and Aft):	
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Copies of above are obtainable from agents / port website

10. I DECLARE THAT THE ABOVE FACTS ARE TRUE AND ACCURATE

10.1 Full name of Master and e-signature	
10.2 Date and time of declaration(dd/mm/yyyy hh:mm)	

Pressing the 'Submit Form' button creates a draft e-mail for the user with a pdf copy of this form attached.
Works only on programs which support javascript.

Notes:

1. This form and details should be uploaded/provided by the master or respective Agents of any vessel equal to or greater than 35.0 metres to the KPA by e-mail (operations@kimberleyports.wa.gov.au) no earlier than 6 days before vessels ETA and no later than 2 days (48 hours) before vessels ETA. Ideally it must be submitted soonest after departure from the previous port of call.

Subject of the e-mail must be: "Vessel name - ETA dd/mm/yyyy hh:mm - Broome Pre Arrival Notification".

2. Required documents are to be attached with this declaration: Vessel particulars, Pilot Card, Forward & Aft Mooring arrangement plan and details of any overhangs (if applicable).

3. *Bridge and Navigation equipment include the following: Radar / Magnetic and gyro compasses and repeaters / Hand and NFU steering modes / Steering Gear systems including steering motors, telemotor systems etc / Helm indicators and repeaters / Main engine telegraph / Main engine rpm indicators / Rate of turn indicators / Echo sounders and displays / Whistles / Course recorders / ECDIS / Wind indicators / Speed Log / GPS / Automatic identification system (AIS) / Navigation Lights / Anchors, windlasses, mooring winches etc.

4. Any changes to status of the above declaration which may affect the vessel's ability to manoeuvre (sections 4,5,6 in above form) must be notified to KPA at the earliest directly or via vessels agents.

5. This is an electronic form – In section 10.1, Masters name is sufficient, and signature is not mandatory.

6. This form is not required to be printed.

7. This form uses Javascript to validate certain fields and for the functioning of 'submit' button. Please use a pdf program which supports this feature. Commonly available free pdf programs e.g. Adobe Acrobat support this.