



**KIMBERLEY
PORTS**
AUTHORITY

PORT HANDBOOK

Port of Broome



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VARIATION RECORD

Version	Date	Brief Description of Change
1.0	December 2009	
1.1	October 2011	Separate from document Key Contact List - now document IFM006/38742 and update email addresses.
2.0	August 2014	Full review.
3.0	July 2015	Full review.
4.0	June 2016	Full review.
5.0	Jan 2019	Full Review. Major changes amended Tide levels and Pilotage Information.
6.0	February 2020	Full Review, major changes and amended approach description.
6.1	July 2021	Added Covid-19 information sheet.
7.0	October 2022	Full review.
8.0	October 2025	Full review and renamed to 'Port Handbook'. Main changes: <ul style="list-style-type: none"> ○ Addition of KMSB Facility. ○ Towage guidelines added. ○ AIS requirements updated. ○ Vessel mooring requirements updated. ○ Removal of COVID 19 restrictions. ○ Pilot and PEC handbook, included as Annex.
8.1	October 2025	Updated Table 4 port/channel limiting parameters.
8.2	February 2026	Minor amendments to: <ul style="list-style-type: none"> ○ Pilotage License requirements ○ PEC process updated ○ Annex 2 – 'Quick reference guide for vessels' added.
8.3	May 2026	Minor amendments to: <ul style="list-style-type: none"> ○ Wording around Berthing displacement Revised Mooring arrangements for vessels calling T1 and T2 Added 2027 Tidal data for Broome

Purpose

The Port Handbook provides information and directions to owners, operators, charters, agents and masters of vessels regarding safety & security regulations, general conditions, port facilities and available services within the Port of Broome.

Kimberley Ports Authority (KPA) complies with The Port Authorities Act 1999 (WA) and the Port Authorities Regulations 2001 (WA) these documents take precedence over this Handbook in the event of any conflict.

For further clarification this publication is to be read in conjunction with the Port Standards and Procedures also found on KPA's website.

Disclaimer

The information contained within this handbook is considered correct at the time of issue, every effort will be made to ensure the efficacy of this Handbook by issuing periodic corrections. Short notice amendments to this handbook will be made by the issue of a Port of Broome Local Marine Notice (**LMN**) as required. All current LMNs and the current version of this handbook are available on the KPA website: www.kimberleyports.wa.gov.au

Any inconsistencies or inaccuracies within this handbook should be brought to the immediate attention of the Harbour Master.

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1. GENERAL INFORMATION

The Kimberley Ports Authority (KPA) is headquartered in Broome, Western Australia. KPA is responsible for overseeing the operations of the Ports of Derby, Yampi Sound and Wyndham, and directly manage the Port of Broome – the principal deepwater port serving the Kimberley region.

KPA’s core responsibilities are guided by its commitment to safe, efficient, and commercially sound port operations. Its key responsibilities include:

- Facilitating trade and planning for the growth and development of the ports.
- Regulating business and operational activities within port boundaries.
- Ensuring the safe and efficient operation of all managed ports.
- Maintaining and preserving port assets and infrastructure.
- Protecting the surrounding environment in which the ports operate.

1.1. Position and Function

The Port of Broome is situated on the northwest shore of Roebuck Bay, close within the entrance to the Bay. The Port is a major export outlet for Mineral Sands (Bulk) and Cattle. The Port of Broome also serves as a key supply base for fishing, pearling, and vessels supporting the offshore oil and gas industry. Cruise and charter vessels are also frequent users of the port.

1.2. Jurisdiction

The Port of Broome is a Security Regulated Port established and operating under the Port Authorities Act 1999 and the supporting Port Authorities Regulations 2001. Port limits are detailed in the *Port Authorities Act 1999* as reflected in Figure 1.

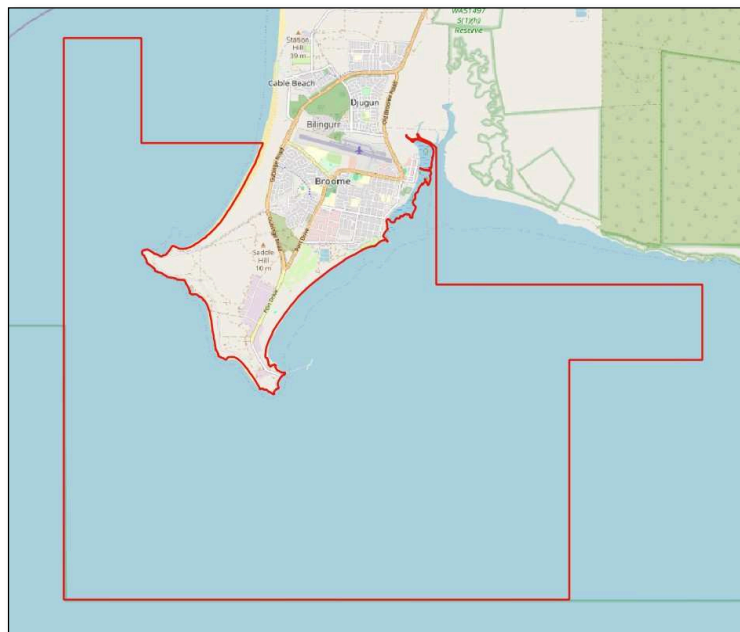


Figure 1: Red line indicates Port of Broome Port limits

2. SECURITY

2.1. General Security

The Port of Broome is a Security Regulated Port and is required to comply with the *Customs Act 1901* and the *Maritime Transport and Offshore Facilities Security Regulations 2003 Act and Regulations (2005)*. Under the Act and Regulations, a port has defined landside and waterside restricted zones for implementation at different security levels.

The Port's Water side restricted zones, and the KPA Landside restricted zone (for the KPA terminal) is managed by KPA. The Landside restricted zone (for the KMSB facility) is managed by KMSB.

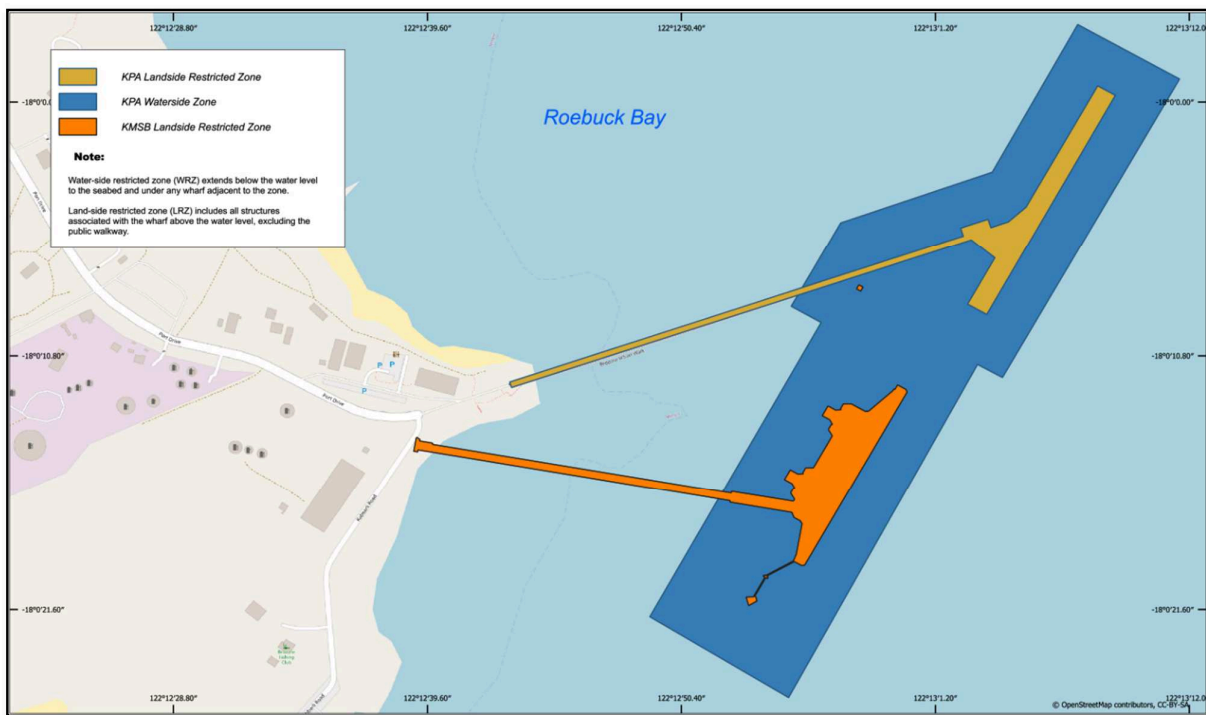


Figure 2: Map showing the area of LRZ and WRZ

2.1.1. Landside Restricted Zone (LRZ)

The KPA Landside Restricted Zone commences at the KPA Security Gatehouse and includes all of the wharf neck and the wharf.

The KMSB Landside Restricted Zone commences at the beginning of the KMSB causeway, and includes all of the floating jetty, mooring and berthing dolphins.

A valid MSIC and respective Port induction is required to access either facility. Pedestrians are not permitted on either facility. Specific approvals for visitors and vehicular traffic must be arranged and agreed with the respective terminals.

2.1.2. Waterside Restricted Zone (WRZ)

An exclusion zone is permanently in force for a distance of 60 metres around all parts of the terminals. This zone is enforced in accordance with the approved KPA Port Security Plan.

2.1.3. Access to Maritime Security Zones (MSZ)

Persons accessing the MSZ must have a valid reason (operational need) for doing so and must be:

- in possession of a valid Maritime Security Identification Card (MSIC) and a Port Induction Card; or
- be escorted by a person holding the above and be registered at the security gate; or
- a person from a law enforcement agency displaying ID card or approved by the PSO.

For further information please visit [KPA website](#) – [Security Page](#).

2.1.4. Closed Circuit Television (CCTV)

KPA operates closed circuit television (CCTV) systems and body worn cameras across the Port area, on land and water. Mariners and port users may be recorded or observed in real time during the course of their work, transit or stay within the Port areas. Recorded content is saved in KPA's records for a set duration, and may be used for incident investigation, media, or other published content. The same may be shared with other agencies, as per KPA's CCTV procedure, or the approval of the Port Security Officer.

3. CLIMATE

Broome experiences a tropical climate and has two seasons – The Dry Season (May - October) and the Wet Season (November – April).

During the Dry Season, the port experiences predominantly east to southeast winds which tend to reduce during the afternoons when a westerly sea breeze opposes the predominant weather. Conditions are normally fine with temperature ranges between 12°C during the night to high 20's / low 30° Celsius during the day. The easterly winds normally tend to be moderate to fresh and appropriate caution should be exercised when berthing at these times.

During the Wet Season, the port experiences predominantly westerly to north westerly winds which freshen in the afternoon. Temperatures during the Wet Season range from 20°C at night through to the mid-high 30°C during the day, with associated very high levels of humidity. Tropical cyclones occur during this season, and the port is also subject to tropical squall-line systems associated with cumulonimbus clouds, which result in occasional violent thunderstorms with associated winds which can exceed 50 knots. These winds are often from the northeast or east. These systems can be detected and monitored on marine radar and the Bureau of Meteorology (BOM) website.

Further information about Broome weather and climatic conditions can be obtained at the [Bureau of Meteorology website](#). Whilst alongside at Broome, vessels are encouraged to

monitor this website, particularly the Broome area radar loop which can provide advance warning of approaching storm cells, which may make a departure from an alongside berth necessary.

3.1. Cyclone Season (November – April)

Broome is situated along the northwest coastline of Australia, within one of the country’s most cyclone – prone regions stretching from Broome to Exmouth. On average, approximately five tropical cyclones occur during each cyclone season, which officially runs from 1 November to 30 April annually.

During this period, vessel master’s must ensure their vessels are prepared to vacate berths or port waters at short notice, particularly in response to the development of tropical lows or cyclones off the northern or western coasts.

Masters must ensure engines and essential machinery are operational, the vessel’s draft and stability are suitable for safe navigation, and that enough qualified crew are onboard to enable an immediate departure if required.

Vessel main engines are not to be immobilised within port limits without the Harbour Masters permission.

For more information on KPA’s Cyclone Contingency Procedure please visit [KPA’s Website](#).

3.2. Tides and Tidal Streams

The Port of Broome experiences an extreme tidal range, with a maximum of 10.5 metres and a mean spring tide range of 7.7 metres. Tidal streams in the harbour approaches can reach up to 5 knots, while at the wharf, they may reach 3 knots.

All vessels, regardless of size, must carefully assess tidal stream rate and direction when entering or departing the port. Berthing starboard side to the wharf is the standard requirement. Any exceptions must be approved by the Harbour Master.

The tidal cycle typically includes 8 hours of ebb stream and 4 hours of flood stream. A “false ebb” of approximately 2.5 hours may occur at the wharf due to water buildup in the bay, beginning around 3 hours before high water.

Broome Tidal Levels	Height (2026)	Height (2027)
CD (LAT 2009)	0.00m	0.00m
LAT	0.156m	0.163m
MLWS	1.639m	1.643m
MLWN	4.595m	4.600m
MSL	5.500m	5.504m
MHWN	6.405m	6.408m
MHWS	9.361m	9.365m
HAT	10.639m	10.640m

Table 1: Table showing 2026 and 2027 Tidal Levels in Port of Broome

4. ENVIRONMENT AND HERITAGE

The Port lies within Roebuck Bay, which is a pristine waterway and home to a number of important species of flora and fauna. As a responsible environmental steward, KPA is dedicated to the protection of the environment and the implementation of best practice in the conduct of our operations. Roebuck Bay contains a dedicated Ramsar site (a wetland of international significance) and the Yawuru Nagulagun Roebuck Bay Marine Park.

KPA has an Environmental Management System and maintains a close association with the Department of Water and Environmental Regulation and other government and non-government environmental groups. Any environmental hazards or concerns should be immediately reported to the KPA HSE department.

4.1. Monitoring and Management

KPA manages the risks within its port limits to maintain and protect the environment, biodiversity, and sites of cultural significance by conducting various monitoring programs.

A list of key programs as follows.

- Marine monitoring program including regular sampling of Marine Water and sediment.
- Statewide Array Surveillance Program (SWASP) - KPA participates in a marine invasive pest species monitoring program with the Department of Fisheries.
- KPA supports the community seagrass monitoring program.
- MOU with Yawuru and Department of Biodiversity Conservation and Attractions (DBCA) for the Yawuru Nagulagun Roebuck Bay Marine Park.

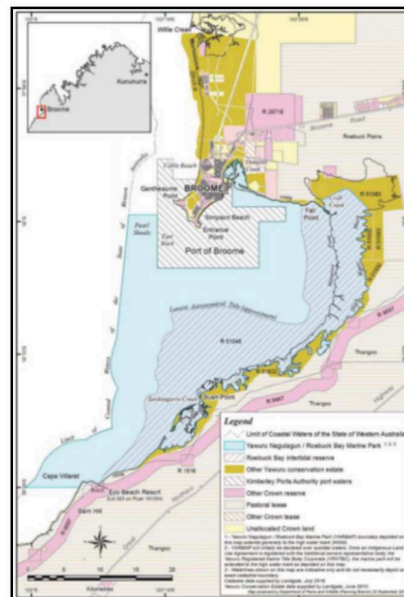


Figure 3: Roebuck Bay displaying the Port Waters, Yawuru Nagulagun / Roebuck Bay Marine Park

4.2. Seasonal Humpback Whale Migration – July to October

The Western Australian coastline is a recognised migration route for The Western Australian Humpback Whale Population, with migration typically occurring between July – October. These whales travel to their breeding grounds in the Kimberley waters, often navigating close to shore in depths as shallow as 200 meters.

If your vessel is involved in an incident involving marine fauna, you are required to contact the Department of Biodiversity, Conservation and Attractions (DBCA) and cooperate to determine the appropriate course of action. DBCA Wildcare Helpline + 61 8 9474 9055.

For any hazards or incidents involving marine fauna *within port limits*, please notify info@kimberleyports.wa.gov.au - Additionally, please refer to the relevant LMN which can be found on the [KPA Website](#).

5. PILOT BOARDING GROUNDS AND PILOT LADDER ARRANGEMENTS

5.1. Port of Broome Pilot Boarding Grounds Overview

PILOT BOARDING GROUNDS		
Name	Coordinates	Conditions
Northern Pilot Boarding Ground (NPBG)	17°51.400'S 122°10.000'E	Vessels draft equal to or greater than 7.5 metres
Western Pilot Boarding Ground (WPBG)	17°58.040'S 122°05.400'E	Vessels draft less than 7.5 metres
Inner Pilot Boarding Ground (IPBG)	17°59.250'S 122°09.900'E	Highly Manoeuvrable vessels with LOA less than 100m, after prior approval from the Harbour Master

Table 2: Pilot Boarding Ground Name and Location



Figure 4: Overview of Port of Broome's PBG's

5.2. Pilot Ladder Arrangements

Vessel masters are to ensure that their pilot boarding arrangements comply with the International Convention for the Safety of Life at Sea (SOLAS) regulation V/23 on Pilot transfer arrangements and Performance standards for pilot transfer arrangements (resolution MSC. 572 (110) / 576 MSC (110)). For further information please refer to:

- [AMSA Marine Notice Pilot Transfer Arrangements](#)
- [KPA's LMN Requirements for the Safe Use of Pilot Ladders.](#)

The marine pilot will board vessels at the designated pilot boarding ground (PBG). The Pilot will call the vessel prior to boarding on VHF Ch 14 to discuss boarding arrangement. Generally, vessels are to ensure their pilot ladder or combination ladders are rigged to the leeward side, 1.5 metres above the water, and boarding speed should be 6 to 8 knots - or as directed by the pilot. Manropes are always required, even for low freeboard vessels where pilot boarding and clearing occurs through a rescue zone. If the vessel's freeboard exceeds 9 metres, a combination ladder is mandatory.

6. GENERAL INFORMATION FOR VESSELS CALLING THE PORT

6.1. Approach and Entry

Vessels approach the Port of Broome via Roebuck Deep. Entering past Gantheaume Point. Mariners are advised to maintain a sharp lookout for small craft and anchored vessels north of Gantheaume Bay.

If mariners wish to use the channel to the east of preferred Channel Marker, mariners must exercise caution when transiting due to the possible shoaling with eastern vicinity of the buoy.

Annual hydrographic surveys are conducted by Kimberley Ports Authority usually between August to October.

All depths referenced are based on the latest inner harbour survey. Marines must ensure their ECDIS, ENC's and nautical charts are up to date and based on the most recent data.

- For the latest berth depths, refer to the Local Marine Notices available on KPA [website](#).
- For recommended Port passage plans – please refer to Annex.

6.2. Minimum Under Keel Clearance (UKC)

The required UKC is always subject to the Harbour Masters discretion with due consideration to the prevailing environmental conditions (Wind, atmospheric pressure and tidal streams) which may necessitate a greater UKC.

UKC LIMITS	
Minimum UKC for Entry and Departure	1.0 Metre + 10% of the Draft
Minimum UKC Alongside any Berth	1.0 Metre
Minimum UKC Alongside the Barge Loading Facility (BLF)	1.0 Metre

Table 3: UKC Limits for Port of Broome

PORT/CHANNEL LIMITING PARAMETERS	
Maximum Berthing Displacement	KPA Terminal: 50,000 MT (>50K MT with approval from Harbour Master) KMSB Terminal: 68000 MT. (>68k MT with approval from KMSB and KPA Harbour Master)
Berth Depths	See latest KPA LMN regarding Berth depths .
Minimum Channel depth	8.2 metres CD (based on 2025 hydrographic survey)
Swing Basin depth (approx. 500m NE of the KPA jetty)	8.2 metres CD (based on 2025 hydrographic survey)
Limiting approach depths	A 6.7 metre shoal exists NW of the KPA Jetty, which limits draft for vessels to use the inner berths 1, 2 and 3. (Based on 2025 hydrographic survey).

Table 4: Limiting Parameters for Port of Broome

6.3. Berthing

Vessels are required to berth starboard side to unless an approved exception applies.

Vessels less than 35 m LOA:

May berth port side to, subject to prior approval from the respective terminal.

Vessels 35 m to 60 m LOA:

May berth port side to if under the command of an approved PEC Master and with prior approval from the respective terminal.

The two exceptions mentioned above are still subject to review by HM and might not be allowed if berthing on the port side effects port operations or safety.

Exemptions may be considered if there are valid reasons; however, for departure safety, such exemptions will only be granted for exceptional circumstances. Shippers, operators, and masters are required to request approval before planning a port call to Broome to prevent potential cancellations or delays.

6.4. Wind Limits

The following restrictions may apply; they can only be varied at the Harbour Master's discretion:

- As a general rule, vessels will not normally be berthed in winds exceeding 25 knots. There may be stricter limits imposed for high windage vessels e.g. cruise, RoRo and livestock carriers.
- Tankers will have a berthing limit of 20 knots wind.

Stricter limits may be imposed by the Harbour Master considering the drafts, prevailing winds, currents and specific vessel capability.

Ships will not normally be berthed or let go during thunderstorm activity.

PEC Masters must ensure that they review the weather and metocean conditions prior to any berthing or unberthing and consider the prevailing Winds, currents and their vessel capability, and if required contact KPA to request Pilotage or Towage. PEC Masters are also required to comply with the Ports towage guidelines and other parameters (e.g. wind restrictions) covered in this handbook and Annexes.

Occasionally, restricted berthing protocols may be promulgated through a Local Marine Notice (LMN). Users must ensure full compliance with any LMN that is active during their operations.

6.5. Pre-Arrival Notification and Documentation

Each vessel Master or Agent must submit the following documentation to KPA Operations team.

1. Berth Application no less than 72 hours prior to the vessel's arrival at the port.
2. A complete, true and accurate Master's Pre Arrival Declaration form.
3. Advise to the KPA operations office between 48 and 24 hours before the vessel's scheduled arrival of:

Estimated Time of Arrival (ETA)

- Any changes to ETA.
- Any changes to vessel's manifest.

For further information please refer to section 17 - Berth Booking Process and Priorities.

6.6. Berth Occupancy and Delays

A vessel that for any reason other than natural causes, orders cargo work to be suspended or which an Australian regulatory authority detains, may remain alongside to the solve the issue, providing that another vessel is not scheduled for the same berth.

If a vessel wants to extend its booking time by more than 2 hours and another vessel is waiting, then KPA may, at its discretion, order the berthed vessel to be removed to an anchorage or another suitable berth if available.

All costs associated with extending a berth booking and/or moving a vessel from a berth will be charged to the agent, owner or the principal of the vessel.

6.7. Readiness to Depart

Each vessel must ensure to remain in a state of readiness to depart at short notice not exceeding 4 hours. This includes Bulk carriers and tankers where stability may be a concern when loading/discharging substantial cargo. Each stage of loading or discharging should ensure that this requirement remains complied with.

6.8. Trim and Propellor immersion requirements

The vessel must plan to arrive and depart with trim of even keel to under 1.5 metres by stern.

A propeller immersion of at least 90% is required for arrival and departure manoeuvring.

If the vessel is unable to meet this requirement, then the Harbour Master must be notified immediately. Failure to timely report, may cause delays and possible penalties.

6.9. Defect Reporting

Vessel masters must declare vessel defects and ensure all critical navigation equipment and machinery are in good working order prior to arrival, berthing and departure. Vessel masters are to utilise the Vessel Masters Pre-Arrival Declaration – Port of Broome form.

6.10. Incident and Near Miss Reporting

Vessel Masters, Marine Pilots and PEC Masters are obliged to report incidents or near misses to the Harbour Master. A failure to meet this obligation is considered a non-compliance and will be treated accordingly. To report a hazard Incident or near miss please email the KPA Marine team at marine@kimberleyports.wa.gov.au.

Example of Marine Incidents include the following:

- An Injury, Death of a Person or Medical Evacuation or persons.
- Person overboard (MOB).
- Equipment / Machinery failure.

- Contact with something other than a vessel, Collision with another vessel.
- Grounding, Sinking, Flooding or capsizing of a vessel.
- Fire onboard a vessel.
- Significant damage to a vessel.
- Loss of stability, that affects the safety of a vessel.
- The loss or presumed loss of a vessel.
- Pollution (Accidental or Intentional discharge of a marine pollutant).
- Mooring incident.
- Incident related to Tug and or tow.
- Loss of cargo or dangerous goods from a vessel including spillage.
- Any serious danger to navigation of a vessel or near the vessel.

7. MOORING LINES VIGILANCE

Due to Broome’s significant tidal range, vessel mooring arrangements must be closely monitored at all times whilst alongside.

Masters are responsible for ensuring vessels are securely moored. Masters must take into account Broome’s unique environmental conditions, wind, tidal range and streams, surge, and wave height. A continuous evaluation of actual and forecast conditions is required in the interest of good seamanship.

When assessing mooring risks, Masters must consider:

- Environmental Factors – Forecasted weather, tidal range, streams, surge and wave height.
- Vessel characteristics - Windage area, mooring equipment and available crew.
- Mooring setup – Optimal mooring pattern, number, type, size, breaking strain and condition of mooring lines.

7.1. Minimum Mooring Requirements

KPA engaged two independent consultants to conduct separate mooring studies for the Broome Terminals, KPA terminal in 2024 and the KMSB terminal in 2025. These studies aimed to assess the mooring feasibility and safety for various vessel classes under different environmental conditions. Based on the findings from both reports, a consolidated minimum recommended mooring line configuration table has been developed to guide vessel berthing requirements across both terminals at Broome Port.

Vessels LOA	Total Lines	Stern lines	Aft Breast	Aft Spring	Fwd Spring	Fwd Breast	Head lines
≤ 100 m	6	2	0	1	1	0	2
100–140 m	8	3	0	1	1	0	3
140–160 m	10+2*	3	1*	2	2	1*	3
160–200 m	12+2* (T1 KPA)	4	1*	2	2	1*	4
	14 (T2 KMSB)	3	2	2	2	2	3
200-300 m & Tankers	16	4	2	2	2	2	4

Table 5: Port of Broome Mooring Line Requirements

*The breast lines must be at least 50t SWL. If not, then 2 Breast lines must be used on each end.

If the breast lines for vessels with a length overall (LOA) of 140-200 meters obstruct truck access on the jetty, the vessel is required to keep these lines ready for deployment, ensuring that the eyes of the ropes are positioned outside the fairlead. Cargo operations are suspended when wind speeds exceed 25 knots, at which point the vessel should instruct the stevedore supervisor to put these breast lines on the shore side bollards. Vessel masters must ensure that their additional breast lines are deployed and secured to shore side bollards if the following events are encountered.

- Wind Speeds reach 25 knots
- When the Jetty is left unmanned overnight by the stevedore gang.

7.2. General Mooring Line Management Requirements

- The 'total lines' in the above table represent minimum requirements. The Harbour Master may require additional lines or modifications based on operational needs or vessel characteristics.
- Masters are encouraged to deploy extra mooring lines if needed due to bad weather or other conditions. They may consult the Pilot or contact the terminal for stevedoring support.
- Mooring lines must be distributed so that no more than two lines are placed on a single bollard or hook, unless the bollard's safe working load (SWL) specifically allows for more.
- All mooring lines should be operated from winches. For smaller vessels (LOA<160m), warping drums may be used if there are insufficient winches.
- A qualified crew member must be available onboard at all times to tend mooring lines as required by tidal or operational conditions.
- If shore-side adjustment of lines is necessary, vessels must contact the relevant terminal or stevedoring supervisor for assistance.
- All mooring lines must be maintained in sound condition, free from splices, knots, bends, or shackles.
- The use of wire mooring lines is strictly prohibited. Only synthetic mooring tails are permitted for lines in use.
- Mooring lines must be kept properly tensioned at all times to ensure the vessel remains securely alongside and parallel to the berth.
- Vessels may be required to submit a mooring plan to the Harbour Master prior to arrival and must comply with any additional berthing requirements imposed by the Harbour Master or their delegate.

During the wet season (01 Nov to 30 April), a harbour tug remains on standby when vessels over 120m are alongside to provide emergency support when needed. The Harbour Master can direct the tug, and vessel masters may request assistance via VHF Channel 14 or KPA Port Operations.

7.3. Mooring Arrangements for Barges Alongside Berth Facilities

Barges alongside port facilities must as a minimum have the following:

- Secure moorings to accommodate ports tidal range.
- Safe access arrangement (if required).
- A standby tug/work boat alongside the barge for the duration of the time alongside.

While berthed alongside the jetty, there must be arrangements to ensure that the mooring lines are continuously tended to.

8. COMMUNICATIONS

KPA maintains a 24-hour radio watch on VHF Channel 16/14.

- Port Name: 'Port of Broome'
- Port Call Sign: VH6HZZ
- Mobile: +61 419 044 765 (KPA Gatehouse)

8.1. Radio Procedures for Pilotage, Berthing, Un-berthing and Tug Coordination

Entity	VHF Monitoring	Working Channel
Port of Broome (operated 24x7 from KPA gatehouse)	14 & 16	14
Pilot Boat, Tugs & Mooring Gang	Selected working channel	06, 08, 12

Table 6: Radio Call Signs and Calling / Working Frequencies

PORT OF BROOME <u>INBOUND</u> RADIO CALL POINTS	
WHEN	HOW
Crossing Port Limits	Vessel Name – Inbound – Location reference
Passing Escape Rocks Inbound	Vessel Name – Time – Passing Escape Rocks _ Name of Pilot or PEC Master
At Anchorage	Vessel Name - Anchorage Number and Time Anchored
At Berth	Name of Berth, First line and All Fast time
PORT OF BROOME <u>OUTBOUND</u> RADIO CALL POINTS	
WHEN	HOW
Prior to Departing Jetty / Anchorages	Vessel Name – Advise intentions - Masters Name and PEC number
Departing Berth	Vessel Name – Last Line Time

Passing Escape Rock Buoy	Vessel Name – Time Pasing Escape Rocks Outbound
At Pilot Boarding Ground (North, West, Inner)	Vessel Name – Pilot Disembarkation Time
Crossing Port Limits	Vessel Name – Outbound – Location reference

Table 8: Outbound Vessel Calling Points

Pilots operating in the Port of Broome typically use VHF Channel 6 during pilotage movements, this includes coordinating with tugs and pilot boats. To prevent interference all other vessels are requested to use VHF Channel 14 or 16 for communications with the port. The port radio operator will manage and coordinate VHF channel usage.

Masters of vessels holding a valid pilotage exemption should communicate with relevant wharf supervisors on VHF Channel 6 or 8, to coordinate berthing positions and mooring line handling requirements during berthing and unberthing.

8.2. Automatic Identification Systems (AIS)

Commercial vessels equal to or greater than 8 metres in length (LOA), operating within Broome Port Limits are required to have a Class A or Class B AIS fitted and operational at all times when underway or at anchor. Any vessel engaged in commercial diving operations is also required to be fitted with an AIS. This includes SOLAS vessels and non-SOLAS vessels.

The AIS requirement is in effect from **1 January 2026**.

9. PILOTAGE

9.1. Compulsory Pilotage

Under the Port Authorities Act of Western Australia 1999, except as otherwise provided by the regulations (e.g. Government vessels such as those operated by the ADF; dredging vessels as approved by the Harbour Master), Pilotage is compulsory for all vessels over 35m in length.

- Vessels engaged in towing are required to take a pilot when towing within port limits.
- For vessels with a draft equal to or greater than 7.5 metres, compulsory pilotage applies from the Northern Pilot Boarding Ground (NPBG) to all areas within the harbour, including Roebuck Deep, RB anchorages, and inner anchorages.
- For vessels with a draft less than 7.5 metres, compulsory pilotage applies from the Western Pilot Boarding Ground (WPBG) to all areas within the harbour.
- No vessel exceeding 35 metres in length is permitted to manoeuvre or transit within the compulsory pilotage area without prior written approval from the Harbour Master.

Refer to Annex 1 for further information on Pilots and Pilot Exempt Masters requirements.

9.2. Pilot Booking, Contact Details and Notice to Change or Cancellation

Bookings for pilots should be forwarded at least 72 hours in advance of requirement. Booking requirements can be found on the KPA's Berth application (online on KPA's Terminal Operating system) and the Masters Pre arrival declaration form. Rig tenders requiring pilotage should send requirements including ETA as soon as leave their oil and gas offshore facility.

Ships approaching the Port should maintain a listening watch on VHF Channels 16 and 14. Pilots will normally call arriving vessels at least 30 minutes prior to scheduled boarding on VHF Channel 14.

A minimum of two hours' notice is required for a cancellation, or change of time, of a pilot on arrival and departure. Should such notice not be received, the application charge will be invoiced to the customer.

For *pilot fees and charges* refer to KPA's website: www.kimberleyports.wa.gov.au.

For all pilotage related queries please contact KPA Operations team.

10. PORT OF BROOME TERMINALS INFORMATION

10.1. KPA Terminal 1

KPA JETTY - TERMINAL 1					
Location	Port of Broome	Latitude / Longitude		18°00.05'S, 122°13.12'E	
	Wharf LOA Outer	331m	Wharf Width		26.0m
Cargo	Multi Use Cargo				
Services	To be booked through KPA operations - operations@kimberleyports.wa.gov.au				
	Fresh Water, MGO, Waste Removal - from licensed service providers				
	Berth	1	2	3	11
Parameters	Location	Inner	Inner	Inner	Inner
	Berth Pocket Length	40m	70m	70m	65m
	Berth Pocket Width	12m	22m	22m	20m
	Berth Pocket depth at LAT	Refer to KPA Local Marine Notice			
	Max Berthing Displacement	9,000mt	9,000mt	9,000mt	1,500mt
	Berth	4	5	6	
Parameters	Location	Outer	Outer	Outer	
	Berth Pocket Length	110m	110m	110m	
	Berth Pocket Width	40m	40m	40m	
	Berth Pocket depth at LAT	Refer to KPA Local Marine Notice			
	Max Berthing Displacement	50,000mt	50,000mt	50,000mt	

Table 9: KPA Jetty Terminal 1 Berth Specifications

10.1.1. Gangway Assistance

Should the gangway require adjusting, the port can provide assistance in re-positioning the gangway with the use of a forklift. Should the angle become excessive a crane may be required to safely reposition the gangway. The requirement to use a crane may cause a significant delay to gangway movement, particularly out of hours with obvious safety implications and at a substantially greater cost to the vessel.

Vessels masters requiring assistance should contact the KPA gatehouse for assistance via VHF Channel 14 or mobile +61 419 044 765. If for any reason the KPA gatehouse is unavailable, please call the KPA Operations mobile phone +61 417 173 679 for assistance.

10.1.2. KPA Terminal 1 Jetty Diagram

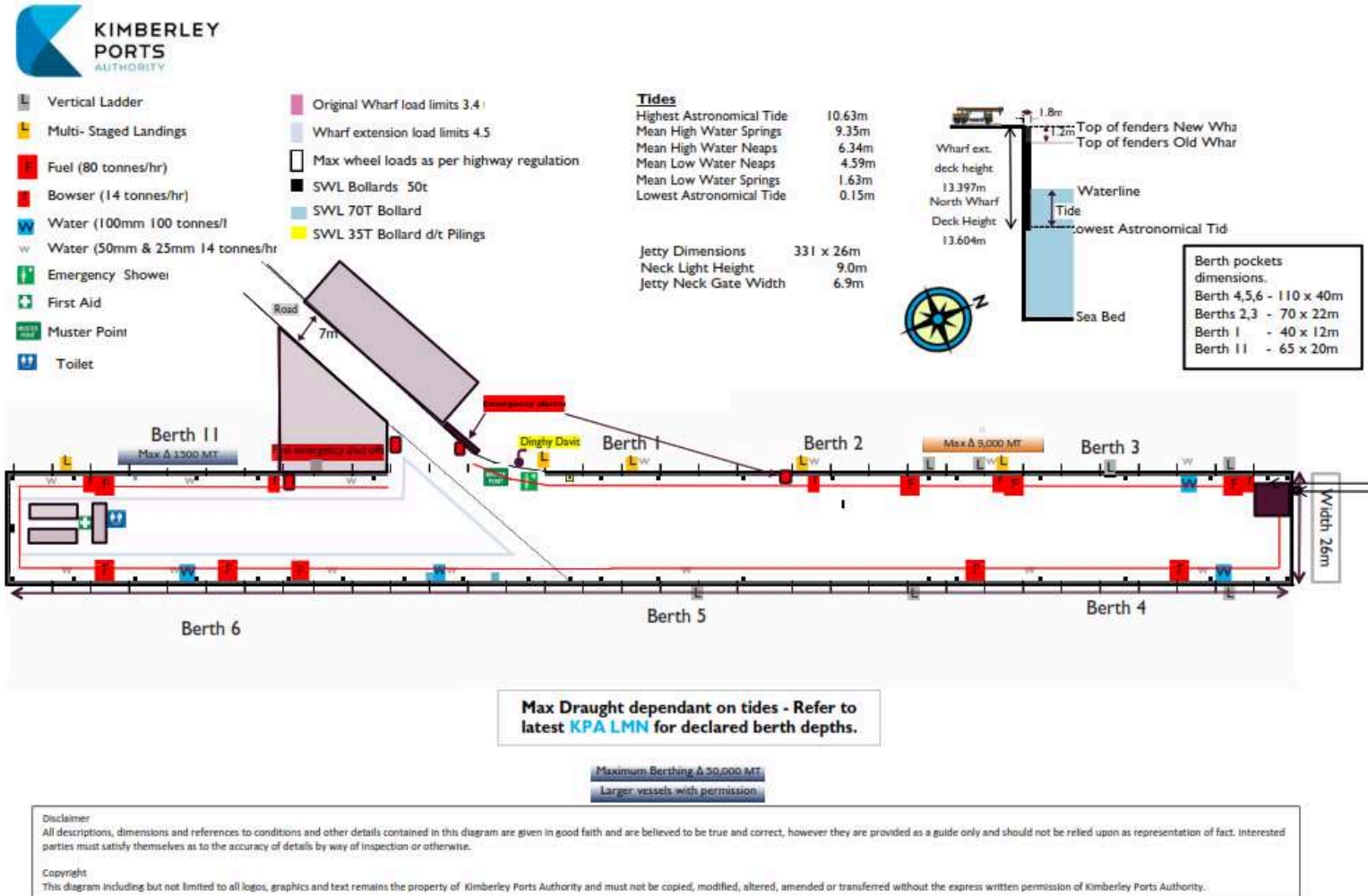


Figure 5: KPA Terminal 1 Jetty Diagram



10.2. KMSB Terminal 2

KMSB JETTY – TERMINAL 2				
Location	Port of Broome	Latitude / Longitude		18°00.27'S, 122°12.96'E
	265m (Fender to Fender)	Wharf Width		50M
Wharf LOA	Multi Use Cargo			
Outer	To be booked through KMSB - bookings@kmsb.com.au and cc operations@kmsb.com.au via email.			
Cargo	Fresh Water, MGO, Waste Removal - from licensed service providers			
Services				
	Berth	A	B	C
Parameters	Location	Outer	Outer	Outer
	Berth Pocket Length	85m	95m	120m
	Berth Pocket Width	50m	50m	50m
	Berth Pocket depth at LAT	Refer to KPA Local Marine Notice		
	Max Berthing Displacement	68000	68000	68000

Table 10: KMSB Jetty Terminal 2 Berth Specifications

10.2.1. Gangway Assistance

Should the gangway require adjusting, the vessel must contact the KMSB Operations team and request for support/rectification.

10.2.2. KMSB Terminal 2 Jetty Diagram

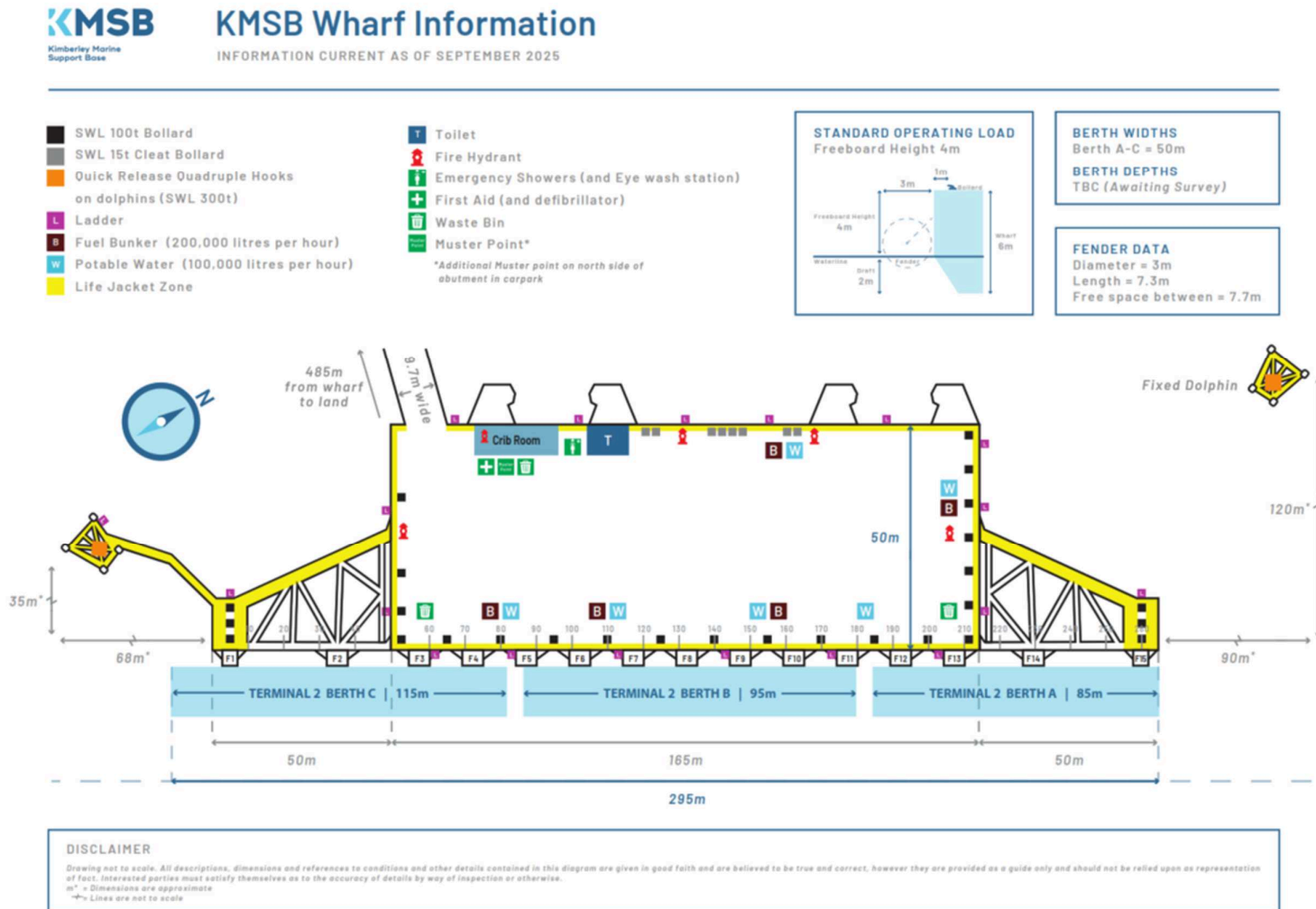


Figure 6: KPA Terminal 2 Jetty Diagram

10.3. KPA Barge Loading Facility (BLF)



Photograph at 3.0m height of tide



Photograph at 8.9m height of tide

Figure 7: Images showing the BLF and commercial slipway

KPA BLF (Barge Loading Facility)			
Location	Port of Broome - Roebuck Bay	Latitude / Longitude	18°00.09'S, 122°12.58'E
Height of Ramp	Lower at 8.80m, and higher at 9.60m CD		
Cargo	Barge Loading & Unloading via road transport / Contact KPA Operations operations@kimberleyports.wa.gov.au		
Notes	<p>KPA Barge Loading Facility is situated adjacent to the Commercial Slipway. All bookings and permits enquiries should be directed to KPA Operations. to the BLF is subject to tidal conditions. Generally, a minimum tide of 6.0 metres is required to ensure sufficient water depth for safe access.</p> <p>Vessels, including LCTs and barges, intending to access the Bulk Loading Facility (BLF) are required to contact KPA Operations well in advance. Operators must provide comprehensive details regarding:</p> <ul style="list-style-type: none"> - Vessel specifications - Intended operations - Any tidal constraints <p>All such movements require advance booking of a Marine Pilot, and operations at the BLF are strictly limited to daylight hours only.</p> <p>Additionally, KPA may require the booking of two stevedores for the duration of the call to support effective traffic management during BLF operations.</p>		

Table 11: KPA BLF Specifications

10.4. KPA Slipway and Hardstand

The Port also operates a Commercial Slipway and hardstand near the BLF. All maintenance activities including vessel launching, recovery, and storage within the slipway and hardstand area must be conducted under the KPA Permit System. All personnel undertaking work are required to comply with relevant safety and environmental protocols. For comprehensive guidelines, please consult the Slipway Terms and Conditions.

For further details and permit request forms, please refer to the [KPA website](#).

11. ANCHORAGES

The following anchorages are approved and depicted on official navigational charts:

Outer Anchorage (O1 – O3)

- Located north of WPBG, these three anchorages are designated for all vessel types over 100 metres LOA, including Livestock Carriers, Tankers who are awaiting pilotage or an allocation of an inner anchorage.

Cable Beach Anchorage (CB1 – CB3)

- Situated North of Gantheaume Point, these anchorages are suitable for smaller vessels up to 150 metres LOA.

Roebuck Bay Anchorage (RB1 – RB9)

- Nine anchorages located South of Middle Ground, primary designated for offshore oil and gas vessels, as well as seismic survey vessels.

Entrance Anchorage (E1 – E4)

- Positioned southwest of Entrance Point, these four anchorages are also designated for offshore oil and gas and seismic survey vessels.

Refer to Annex for further information on the location of Anchorage positions.

12. MOORING ZONES / NO ANCHORAGE AREAS

Within the Port of Broome, there are moorings located at Gantheaume Point (Near Cable Beach), Roebuck Bay and Cyclone Moorings at Black Ledge.

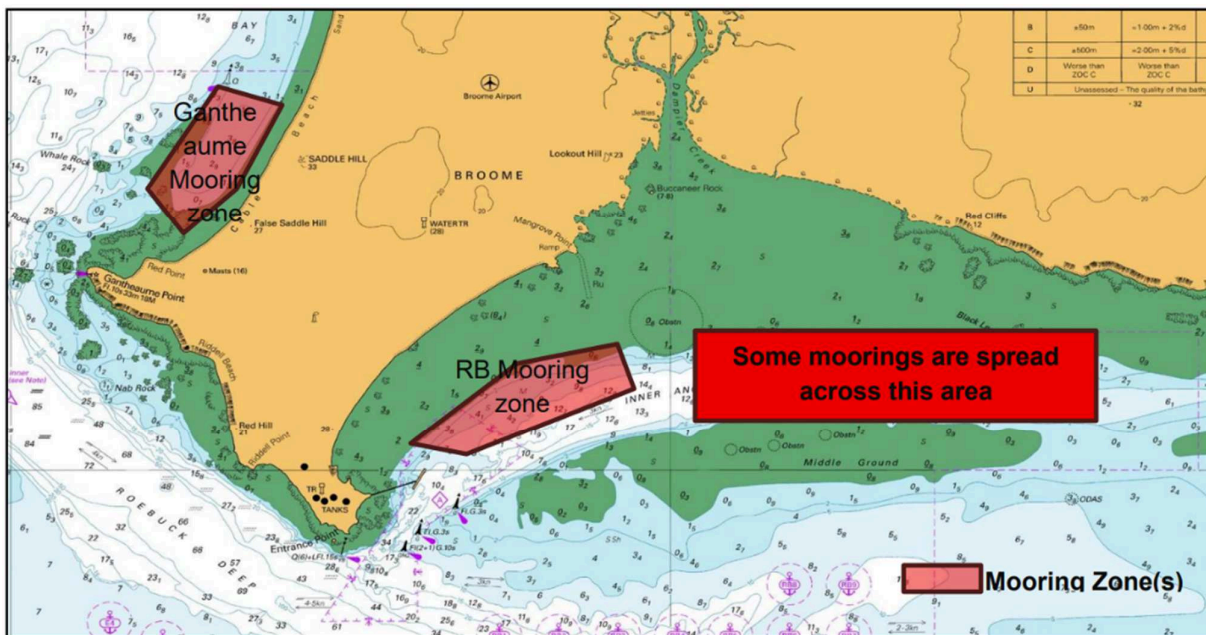


Figure 8: Chartlet Showing Location of Mooring Zones within the Port of Broome



Noting that within the mooring zones, there could be unlit moorings, hawsers and unmanned vessels, users are reminded to ensure compliance with safe speed, not exceeding 8 knots while within or in close proximity of a designated mooring zone. All vessels other than vessels approved to moor inside the mooring zone must not anchor within the mooring zone.

For more information regarding moorings, refer to [KPA Mooring Procedures](#).

12.1. No Anchorage Areas

Aus 50 chart for Broome has demarcated areas where anchoring is prohibited. Additionally, anchoring is prohibited in the following areas:

- Broome Main shipping Channel.
- Roebuck Deep.
- Any other area that may be identified as a no anchoring location in Aus 50, or ENC's
- Roebuck Bay and Black Ledge mooring zones.
- Gantheaume mooring zone – Overnight anchoring prohibited.

13. TUG AND TOW OPERATIONS

KPA requires the following information to be submitted before approving any towage within Port Limits. In addition to the email the following information must be submitted for the Harbour Master to assess and approve the tow within port limits:

- Date / time of the proposed tow movement including tidal constraints.
- Details / specifications of the asset / barge being towed.
- Passage plan. Please draw the passage plan on a map (for areas within port limits)
- Provide Bollard pull requirements for the barge. This should be a class surveyor approved calculation.
- In addition to the lead tug, an assist vessel must be arranged. Provide details of main tow vessel and assist tow vessel including their bollard pull capability.
- Details / location of the final mooring position, including mooring analysis to conform suitability.
- Details on cargo being carried on tow.
- Details of persons involved in towage operation, i.e. Master of the towing vessel, PIC of the towage and company contact details.

The following conditions as a minimum must be adhered to:

- All towing operations within port limits must be planned to take place in daylight hours.
- Towage is only permitted within the weather criteria used in the class document for bollard pull calculation.
- The lead and assist vessel must always remain connected to the towed barge as per the towage plan, when towing in port limits.
- The towage will require a Marine Pilot and should be booked well in advance.

All towage requests must be sent by email to marine@kimberleyports.wa.gov.au



14. VESSEL ACTIVITIES AND PTW SYSTEM WITHIN THE PORT

14.1. Permit to work system

KPA operates a Permit System for the conduct of certain activities. Permits are required for the conduct of activities on Port land, including the Slipway area and within Port Waters. The permit system is designed to ensure compliance with relevant safety and environmental guidelines. Permits are obtained on KPA's website from the Permit to Work section.

KPA permits are compulsory for the following activities:	During stay in Port waters, including alongside KPA Terminal 1	Vessels alongside KMSB Terminal 2 (All requests must be accompanied with KMSB's confirmation)
Bunkering Permit	✓	✓
Bulks Transfer Permit	✓	▲ Inform KPA if hazardous
Hot Work Permit	✓	✓
Confined Space Entry Work Permit	✓	✓
Working at Height / Over the Side Permit	✓	✓
Diving Permit	✓	✓
Abrasive Blasting and Spray Painting Permit	Not Allowed	Not Allowed
General Work Permit *	✓	▲
Launching of Lifeboats or Rescue Craft other than for an emergency	Not Allowed alongside	Not Allowed alongside
Immobilise Main Engine	✓	✓
Electrical Work Permit	○	○
Drone Permit	✓	✓

○ = Not required

✓ = KPA Permit required

▲ = KMSB Permit required

Table 12: Permit to Work System

14.2. General Works

Required for any work to be performed that is identified as non-routine maintenance work with safety and environmental hazard potential, e.g. high-pressure water jetting, removal of handrails/gratings/fixed ladders, pressure testing (all situations), any work involving spraying pesticides or insecticides, any work being conducted at the slipway and launch and retrieval of vessels from the slipway. If in doubt notify or clarify with Port Operations.



14.3. Hot Work

Prior to commencing any hot work activities, vessel operators are required to submit a completed hot work permit form to KPA for review. No hot work is to be undertaken while a vessel is alongside or at any anchorage within the port limits until the request has been formally assessed and written approval has been granted by KPA. This ensures that all safety and regulatory requirements are met before any such operations proceed.

14.4. Immobilisation

Vessels wishing to immobilise main machinery or auxiliary machinery which affects a vessel’s ability to get underway in the Port, are to complete an application form and forward to the Harbour Master for approval at the first available opportunity prior to any immobilisation. A copy of the application form is on KPA’s website under the Permit to Work section.

It should be noted that approval for immobilisation will rarely be given during the Cyclone Season (November – April) because of frequent line squall activity which can affect the Port with little notice.

In the event that an immobilisation request is approved, vessel Masters will be required to maintain an extremely vigilant watch on weather conditions and ensure that their vessel is able to be underway in time to react to any weather event or other emergency which may make a departure from a berth or anchorage necessary.

Vessels carrying DG’s will not be allowed to carry out any immobilisation, unless there are exceptional circumstances.

14.5. Other activities

KPA must be notified for any of the following activities if planned to be undertaken whilst alongside any terminal.

ACTIVITY	CONTROL	STATUS
Washing with Fresh Water	No wash or spillage onto the Terminal	Permitted, subject to Terminal approval.
Washing with Fresh Water and approved Environmentally Friendly Cleaners	Subject to use of only MARPOL approved environmentally friendly chemicals. Subject to Class / Flag and AMSA approval	Permitted, subject to Terminal approval
Use of Lifeboats, Tenders and Fast Rescue Boats for Training	Not permitted alongside. May be permitted at anchorage subject to: <ul style="list-style-type: none"> Conducted during slack water, fair conditions as per operators SMS. Vessel to notify Port of Broome prior to launching and recovering on VHF Ch 14 /16 Harbour Master’s approval has been requested and approved in advance	Subject to HM approval



Use of a Painting Pontoon / Paint raft	Not permitted while alongside. Vessels may request permission at anchorage by providing a risk assessment.	Subject to HM approval
Sounding of Ships Whistle for drills etc	Not permitted while alongside.	NA
Painting and chipping	Not permitted while alongside.	NA

Table 13: Ship Activities within the Port of Broome

15. TANKER OPERATIONS WITHIN PORT OF BROOME

The following information is provided for the benefit of Oil Tanker Masters in accordance with International Safety Guide for Oil Tankers and Terminals ISGOTT Section 22.2.4

15.1. Environmental Limits

- Arrival Wind Limit: Max 20 knots (subject to direction and environmental factors); preferred less than 15 knots.
- Cargo Discharge Wind Limit: Max 30 knots
- Thunderstorm Proximity: Discharge must cease if activity is within 3 nautical miles.
- Masters should maintain a proper watch and use all available resources to assess weather conditions when alongside. Broome’s radar loop tool, available on the Bureau of Meteorology [website](#), is helpful for monitoring.

15.2. Terminal Infrastructure (Cargo Operations)

- Berth 5 – One Receiving Manifold.
- Hose Setup: 4 x 24m (8-inch) hoses.
- Pipeline: 1 km to tank farm.

15.3. Inert Gas (IG) System Requirements

- IG system must be tested and operational prior to arrival port limits.
- Oxygen levels in all cargo tanks must be 8% by volume prior to discharge.
- Non-inerted tankers will not be accepted.
- Cargo Discharge is prohibited without a functioning IG system.

15.4. Safety and Access

- Confined Space Tank Entries require written Harbour Master Approval prior to entry.
- Vessels should use their own accommodation ladder as a gangway.
- Gangway must be monitored continuously due to tidal variations in levels and streams.
- Crude oil washing and tank cleaning is not permitted in port limits.
- Gas Freeing is not permitted at berth.

15.5. Security and Compliance

- All vessels must comply with the Port Handbook and environmental regulations.



- Product Tankers must submit a Declaration of Security prior to arrival, MARSEC level must be communicated via radio on VHF Ch 14 prior to pilot boarding.

15.6. Transport Arrangements

- Transport to and from KPA Jetty must be arranged through KPA operations via the ship's agent.
- To arrange transport outside office hours please contact KPA Gatehouse.

16. SPEED LIMIT WITHIN BROOME INNER HARBOUR

When passing within 400 metres of Terminal 1 & 2 all vessels, including recreational craft and tender vessels, are to proceed at a speed not exceeding 8 knots. All vessels are to minimise their wake. When passing a berthed vessel, the transiting vessel must maintain at least 150 metres of clearance from the berthed vessel and pass at speed not exceeding 5 knots.

17. BERTH BOOKING PROCESS, PRIORITIES AND CARGO OPERATIONS

17.1. Vessel Movement and Berth Application Procedure

For Berth booking process and general guidance related to vessel movements and berth allocation, please refer to ['Vessel Movement & Berth Allocation Procedure'](#). All users must ensure compliance with the procedure.

17.2. Cargo Operations Procedure

KPA retains full discretion over the scheduling for the Port and conduct of cargo operations for the KPA Terminal. Directions issued by KPA regarding wharf logistics must be followed promptly. KPA accepts no liability for delays, demurrage, or associated costs. Refer to Port Standards and Procedures for further details. Additional requirements and processes may apply for cargo to operations at the KMSB Terminal 2.

17.3. Cargo Operations Procedure

Cargo operations scheduling is based on following factors;

- Wharf and approach safety.
- Vessel readiness for continuous cargo handling.
- Accuracy of cargo manifests.
- Confirmation of booked resources.
- Cargo type.
- Weather and tidal conditions.

18. SAFETY MANAGEMENT

18.1. Safety

Kimberley Ports Authority is dedicated to maintaining a safe and healthy work environment for all employees, contractors, mariners and port users.



Regardless of the terminal, all individuals operating within the port must adhere to the established safety procedures. KPA reserves the right to halt any operations that poses a risk to people, environment or property.

18.1.1. Reporting Hazards, Incidents and Near Misses

All personnel are required to promptly report any hazards, incidents, or near misses occurring within the Port or affecting its operations. Such reports should be directed to KPA's Health, Safety, and Environmental (HSE) department.

18.1.2. Personal Protective Equipment (PPE) Requirements

All employees, contractors, mariners, and port users operating within KPA area must wear appropriate personal protective equipment (PPE) at all times.

The minimum requirements include:

- High visibility clothing.
- Long-sleeved shirts and full-length trousers.
- Safety boots.
- Hard Hat.
- Safety Glasses.
- Additional PPE must be worn as appropriate to the specific work being undertaken.

Please note that PPE requirements may vary between terminals within KPA. Users should ensure they are familiar with and comply with the specific safety protocols applicable to their location.

18.2. Radar Use When Alongside

While it is understood that the risk posed by standard X or S band radars is low, in the interest of safety, vessels with radar antenna at or below the level of personnel working on the wharf are requested to switch their radars off or to standby when alongside the berth.

18.3. KPA T1 and KMSB T2 Hazardous Zone

A Hazardous Zone, declared under the Ports 'Working at Heights and Over the Side Procedure', has been established around the perimeter of the KPA Terminal wharf, extending approximately 1 metre back from the wharf edge. This hazardous area is marked by a continuous red line. Due to the risk of falling, no person is permitted to cross the red line unless complying with the requirements of the procedure.

Some tasks may only require a Personal Flotation Device (PFD), in addition to standard PPE, others will require the addition of a fall arrest system.

The types of activities that require only the use of a PFD include tasks that are of short duration, do not involve extending your centre of gravity over the wharf edge, have been risk assessed and have a Standard Operating Procedure or a Safe Work Method Statement in place such as mooring operations conducted by competent mooring personnel.

Most other activities in the Hazard Zone will require the use of a fall arrest system or physical barricades.

KMSB T2 follows a similar Hazardous zone and may have additional procedures, and requirements with regards to the Hazardous zone at T2. Users must ensure compliance with such procedures.

19. WHARF EVACUATION PROCEDURE

19.1. KPA Terminal 1

An emergency alarm system is installed on KPA Terminal 1 to alert all users of an emergency situation occurring either on the jetty or vessel berthed alongside. Activation of the alarm may indicate the need to evacuate the wharf area.

The alarm emits a continuous siren and can be triggered from the control point showed in the image below. The emergency muster point is located at the lumpers mess.

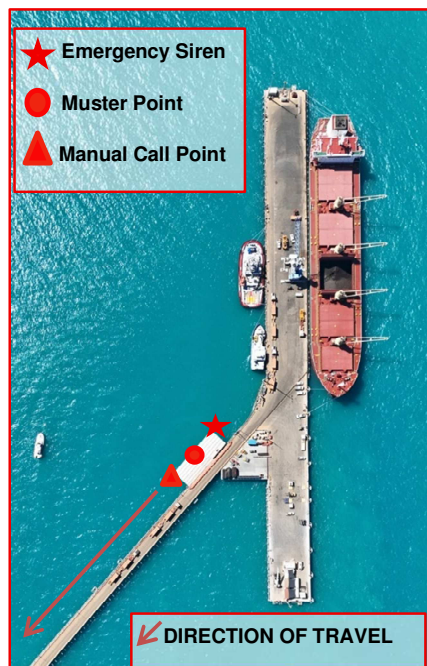


Figure 9: KPATerminal 1 Wharf Emergency Evacuation Arrangements

19.1.1. Activation of Alarm

On hearing the alarm all personnel on the KPA Jetty should follow the guidelines below:

- Stop bunkering and all cargo handling operations immediately.
- Immediately proceed to the muster point on the wharf shown at Figure 12;
- Ships crews and staff on the wharf should return immediately to their own vessel.
- The Wharf Supervisor to organise a roll call of personnel and account for all staff.



- The person raising the alarm or Wharf Supervisor to ensure the emergency and nature of emergency are reported to KPA gatehouse, Operations Manager and Harbour Master; and
- The Wharf Supervisor to assess the situation and in absence of any instructions to contrary prepare to respond to the emergency or to evacuate the wharf to the restaurant muster point.

19.1.2. Alarm Testing

KPA will test the Emergency Evacuation Alarm every second Tuesday at approximately 10:00am. KPA employees will advise vessels prior to the test occurring. Additionally, a warning message will be transmitted on VHF Channel 14 prior to the test occurring.

19.1.3. During Emergency

The Emergency Evacuation Alarm will continue to sound for one to two minutes or less if ordered by the Harbour Master to facilitate better communications between emergency response teams. (Instructions for activating and resetting the Emergency Evacuation Alarm are sited next to the activation points shown at Figure 9.

19.2. KMSB Terminal 2

The following information is provided by KMSB:

Firefighting systems, both portable and fixed, are in place and supported by trained and competent workers on-site, equipped to provide immediate and effective response with offsite emergency services within the town of Broome.

Medical support at the KMSB Facility is structured to ensure rapid and effective response to any incident. Arrangements include tiered first aid coverage across operational areas, with trained and qualified personnel readily available. Ambulance access allows transport to Broome Hospital within five to ten minutes.

For major incidents, a memorandum of understanding with local emergency services ensures coordinated care and escalation pathways. KMSB also maintains access to the Emergency Triage Service (ETS), providing real-time clinical advice and specialist medical support in remote settings ensuring appropriate advice and governance.

These measures are fully integrated into the Facility's emergency and crisis management framework, aligned to ISO 45001, ISO 14001, and ISO 9001 standards. This ensures compliance is not only met but exceeded, while strengthening health, safety, and wellbeing across the workforce, contractors, and broader port community.

An air horn is kept in the crib room with the defibrillator and first aid kit and tested monthly.

19.3. Vessels Alongside

Vessels which are alongside during the activation of the Emergency Evacuation Alarm are to monitor VHF Channels 16 and 14.



It is recommended that a muster of personnel be arranged to ensure that no one is missing and possibly compromised by the emergency on the wharf. A gangway watch should be posted to ensure that no one leaves or boards the vessel and also serve as a rapid communication link between the Wharf Supervisor and the vessel.

Coordinating instructions and emergency situation reports will be transmitted by Port of Broome" as appropriate on VHF Channel 14. Vessels should bring their engines to immediate readiness, should an emergency departure from the wharf be deemed necessary by individual Masters, or if ordered by KPA.

20. BUNKERING OPERATIONS

20.1. *Bunkering in Port of Broome*

All vessels / companies intending to conduct bunkering operations within the Port of Broome must comply and submit a Bunkering permit to KPA. Ship to Ship transfer is not permitted within the Port of Broome.

All bunkering services must be arranged through a KPA Licensed service provider in the port.

For all bunker related queries , please contact KPA Operations.

When bunkering, the following guidelines must be adhered to:

- The Master has the overall responsibility for bunkering operations. If for any reason the Master is not satisfied operations are not being conducted safely. The Master in his right must stop the job.
- All vessels and licensed bunker providers are required to have their own supply of Shipboard Oil Pollution Emergency Plan Equipment (SOPEP) or similar environmental protection equipment.
- In hours of darkness, transfers of sludge or waste oil must not occur without the written permission of the Harbour Master, such transfers will not be given unless the transfer is deemed to be an emergency requirement.
- KPA performs Bunker Audits, any operation not meeting best practice bunkering procedures will have their Bunker Permit cancelled until their systems are satisfactorily rectified;
- Unless authorised by the KPA / Harbour Master, the master of a vessel in the port must not cause or permit the vessel to be bunkered - Penalty: \$12,000.00;
- Failure to comply with the above regulations and requirements may incur a fine of \$12,000 for each offence

21. KPA TERMINAL 1 ACCESS AND SERVICES

21.1. *General Access to the Wharf*

Port users requiring access to the wharf by day or night are to park their vehicles in the public parking area and utilise the port bus/car for access to and from the wharf. During normal working hours, the bus will be driven by a designated driver who can be contacted through the KPA Security gatehouse.



Crew members, passengers, visitors, and other users transferring between a vehicle and a vessel are required to stay inside the vehicle or vessel until the other is ready for boarding or disembarkation. Individuals are not permitted to stand or wait at the jetty or landing steps for a vehicle or vessel that has not yet arrived.

Pedestrians are not allowed on the Jetty. All transfers must be by vehicle, arranged in advance through agents, Port Shuttle, or Taxis (with MSIC and Port Pass).

21.1.1. Vehicle access to KPA Terminal 1

Where a Port user demonstrates an operational need to drive a vehicle and/or park on the wharf, access will be provided subject to meeting the requirements of this section and compliance with the following:

- One Vehicle limit per vessel, at any given time.
- KPA may remove vehicles at owner operator cost.
- Vehicles proceeding onto the wharf are only to remain for the time required for the driver to complete the specified task, and if the task requires the driver to leave the vehicle unattended then vehicle keys must be left in the ignition or on the driver's seat so that in the event of an emergency or for operational needs the vehicle can be shifted;
- Port users are advised that vehicles will be towed away if they are left unattended on the wharf for more than 2 hours without prior permission.
- KPA may restrict any vehicle access to the wharf area due to congestion or operational needs. KPA will endeavour to give appropriate notice and alternative arrangements.
- Access is provided strictly under the terms and conditions of the Ports Standards and Procedures; and
- No liability will be accepted by the port for any damage sustained to a vehicle operating or parked on the wharf or access jetty.

Failure to comply with these requirements will result in vehicles being denied access to the wharf.

21.2. Fuel Bunker Points

Bunker points are shown on the wharf diagram with delivery rates also indicated.

Small vessels normally employ the fuel bowsers at berths 2, 3 and 11. These bowsers are operated by swipe cards. Swipe cards will not be activated until such a time as a system induction has been completed. Inductions can be arranged through Broome Bunkering Services on phone (08) 9193 5554.

21.3. Fresh Water

Water bunkering points and delivery rates are indicated on the wharf diagram. KPA provides hoses for connection except for 25mm hose for recreational users. Water quality testing is conducted periodically to ensure compliance with the Australian Drinking Water Guidelines and results can be provided on request. Whilst these tests confirm the water meets established quality standards at the point of supply, vessel operators are reminded that they remain responsible for maintaining their own onboard water quality and hygiene standards.

21.4. Wharf Crane and Crane Operations

The wharf deck at KPA Terminal 1 is rated to 4.5 tpm² (*Maximum wheel loads are in line with highway regulations*).

- KPA owned cranes:
 - o 80T MHC (Mobile Harbour Crane).
 - o 90T rough terrain crane.
 - o 45T rough terrain crane.
- KPA can dry hire various size slew cranes up to 300T.
- All lifting equipment is maintained in accordance with the manufacturer's requirements and complies with AS 2550 and Marine Orders Part 32.

21.5. Stevedore Services

KPA stevedores currently service both Terminal 1 and Terminal 2.

- Vessels wishing to arrange stevedores' services at KPA Terminal 1 should contact KPA operations team.
- Vessels wishing to arrange stevedore services at KMSB Terminal 2 should contact KMSB operations team.

21.6. Waste Disposal

Vessel, industrial or construction waste is to be disposed of in an appropriate manner by utilising a professional licensed waste disposal company.

All biosecurity waste from vessels, must be managed by a DAFF approved and licensed waste service provider or in accordance with a written direction from a Biosecurity Officer. Biosecurity waste must not be placed on the Jetty or in the common general waste bins on the jetty.

22. KMSB TERMINAL 2 ACCESS AND SERVICES

22.1. General Access to KMSB Terminal

All persons are required to be inducted and have an operational need with a MSIC to access KMSB Terminal 2.

For further information on access to KMSB Terminal 2 refer to [KMSB website](#).

22.2. Vehicles Access to KMSB Terminal

Subject to operating conditions, vehicles with an operational need are permitted access to the KMSB wharf.

All vehicles entering the jetty must:

- Be equipped with functional reversing lights, indicators, and a horn;
- Clearly display an MSIC card
- Not to turn or travel beneath any suspended loads or a ships a gangway;
- Park in designated parking areas line marked parking areas or as otherwise directed by the supervisor; and



- Must be left unlocked with keys in the ignition to allow for emergency or for operational relocation.

KMSB accepts no liability for any loss, damage, or harm to vehicles whilst on the wharf.

22.3. Wharf Crane Operations

A Kone ESP.6 mobile harbour crane is available on the KMSB jetty, which is cable of lifting 125 tons on the hook and has a reach of 48 metres.

KMSB are also able to supply:

- 25t and 40t frannas.
- A 90t rough terrain crane; and
- 160t and 300t slew cranes

For further information, please contact KMSB operations team or refer to the [KMSB website](#)

22.4. Waste Disposal

Users must contact KMSB operations in advance for any waste disposal request.

23. BIOSECURITY AND DISCHARGE OF WASTE IN THE PORT OF BROOME

23.1. General

Port users and vessel operators are advised that under Port regulations, the discharge of waste (other than from IMO approved treatment systems), noxious liquid substances, garbage (of any type) or the residue from tank skimming or cleaning is prohibited within Port limits. This prohibition includes grey water and effluent – particularly that from livestock carriers. Livestock carriers are prohibited from washing down both while inside Port limits and within 12 nautical miles distance from the Australian coastal baseline.

Use of MARPOL approved Incinerators is acceptable at the outer anchorages. Incineration in the inner anchorage or alongside is prohibited.

23.2. Sewage

Sewage as defined by the revised MARPOL Annex IV also includes waste (grey) waters when mixed with drainage and other wastes from any form of on-board toilet or urinal, or any drainage from a ship dispensary, sickbay etc. via wash basins, wash tubs, shower or scuppers located in such premises.

23.3. Sewage Treatment and Discharge

All vessels visiting the Port must comply with the following sewage discharge requirements:

- Untreated sewage may only be discharged at a distance of more than 12 nautical miles from the nearest land, provided that sewage held in holding tanks is not discharged instantaneously, but at a moderate rate when the ship is proceeded at a speed of not less than 4 knots;



- Contaminated and disinfected sewage may only be discharged at a distance of more than 3 nautical miles from the nearest land, providing the system meets technical standards set by the Chief Marine Surveyor (AMSA) or survey authority;
- Effluent from an IMO-approved sewage treatment plant (or plant approved by AMSA's Chief Marine Surveyor) may be discharged at any location providing the effluent does not produce visible floating solids nor cause discoloration of the surrounding water; and
- Vessels visiting Broome not equipped with an approved sewage treatment plant must retain sewage on board in a suitable holding tank in accordance with Australian Marine Orders 96 (Marine pollution prevention – sewage) 2018.

23.4. Ballast

Discharge of any ballast that doesn't meet the Australian Ballast Water Management Requirements is prohibited in Port Waters.

23.5. Water Hull Cleaning

In-water hull cleaning, including propeller scaling is not permitted.

23.6. Relevant Legislation and Penalties

State and Commonwealth legislation in relation to marine pollution generally give effect to the International Convention for Oil Pollution from Ships MARPOL 73/78. The equivalent Australian legislation is the *Protection of the Sea (Prevention of Pollution from Ships) Act 1983 (Cwth)*, *Pollution of Waters by Oil and Noxious Substances Act 1987 (State)* and *The Navigation Act 2012 (Cth)*.

There are strict and substantial penalties for pollution under these regulations.

23.7. Discharge to Shore

Should discharge to shore become necessary while in the Port, details for a local contractor for waste services should be sought through shipping agents, while keeping KPA informed. This includes vessels at anchor that may require removal of waste while at such a position. KPA can provide a list of appropriate contractors if required.

There may be Garbage bins kept on the KPA Terminal 1, however these are for general terminal operations, and shall not be used by vessels to discharge ship related waste.

23.8. Introduction of Exotic Pests

Biosecurity and agriculture management falls under the Department of Primary Industries and Regional Development, Western Australia (DPIRD) who promulgate required measures to ensure that vessels do not introduce any exotic pests and diseases to local waters. Details of these specific measures are contained at the DPIRD [website](#).

The Harbour Master reserves the right to prohibit a vessel from entering the Port's waters should a vessel be considered a biosecurity risk.

24. MANAGEMENT OF DANGEROUS GOODS

24.1. *Dangerous Goods Standard*

The Port of Broome is the major general cargo port for the Kimberley region in Western Australia, and the handling of potentially dangerous cargoes is an integral part of its operations.

Dangerous cargoes are defined in the Australian Standard 3846-2005 and generally include cargoes that may present a safety hazard to people or the marine environment. Strict controls are in place to ensure that these cargoes are handled safely in the port and are moved promptly out of the port area.

KPA has a responsibility under the legislation to control the conditions under which dangerous goods are handled and/or kept in the defined port operational areas. The Australian Standard 3846: The handling and transport of dangerous cargoes in port areas, developed in 1998, was designed to complement the International Maritime Dangerous Goods (IMDG) Code.

The key elements of this standard include:

- Notifying port authorities of dangerous cargo shipments;
- General requirements and procedures for the safe handling of dangerous cargoes; and
- Segregating incompatible products.

Dangerous Goods are further defined in the IMDG code. Shippers and handlers are to ensure familiarity with the Australian code and IMDG code.

Permission from the Harbour Master and the respective terminal Operations Manager is required for all classes of Dangerous cargoes to pass through the Port.

24.2. *Dangerous Cargoes Handled Through the Port of Broome*

The following table is the permissible amounts allowed through Port of Broome:

	Ammonium Nitrate	Class 1.1	Class 1.5	Class 1.6	Class 1.2	Class 1.3	Class 1.4
Quantity	10,000 MT	50 MT	50 MT	50MT	>250MT	>250MT	No limit

Table 14: Dangerous Goods Handled through the Port of Broome

The majority of dangerous cargoes being transported through the Port are associated with the mining and offshore oil and gas industries and include:

- petroleum products.
- ammonium nitrate.
- explosives.
- flammable gases and liquids.
- radioactive substances.
- corrosive liquids, such as acids and caustic soda; and



- specialty chemicals.

24.3. Notification and Permissions

Advance notification is required for all dangerous cargoes entering the Port. This notification is required at least 24 hours prior to any dangerous cargo being brought into the Port/wharf area.

In addition to notification, permission is required for the entry of particular high hazard cargoes to the Port. It is strongly recommended that permission be sought well in advance of planning such shipments and in some instances prior to loading at the port of origin. Requests should be directed to the Harbour Master.

NOTE:

- Notification and permission also applies to transit cargo.
- Additional requirement may exist for the KMSB terminal 2. Users may contact KMSB directly.

24.3.1. Emergency Preparation

A written emergency plan must be in place for dealing with any dangerous situation arising from the handling or transport of a dangerous cargo in the port area. The emergency plan must be developed in consultation with the emergency services authorities.

All persons engaged in handling or transporting dangerous cargoes in a port area must be aware of the emergency plan and competent in operating any necessary response equipment that they may be required to use.

Any safety equipment that may be required for an emergency must be readily available.

24.3.2. Inspections and Audits

The regulatory authority, including KPA, shall be granted access to a ship or berth at any time, to conduct inspections and audits.

25. KEY CONTACTS REGISTER

25.1. Terminals

Who	Contact details
Kimberley Ports Authority (Contact for Scheduling, Pilotage, Towing and emergencies)	Hours: (Port Business / Emergency) Telephone: +61 419 044 765 (Gatehouse / Emergency) Telephone: +61 417 173 679 (Operations / Scheduling) Email: operations@kimberleyports.wa.gov.au Location: Lot 549 Port Drive, Broome WA 6725
KPA Terminal 1 (For all service bookings and operational matters for KPA Terminal)	Office Hours: 0800AM – 1600PM Telephone: +61 417 173 679 (For operations & bookings) Telephone: +61 8 9194 3100 Email: operations@kimberleyports.wa.gov.au Location: Lot 549 Port Drive, Broome WA 6725
KMSB Terminal 2 (For all service bookings, operational and security matters for KMSB Terminal)	Office Hours: 0800AM – 1600PM Telephone: +61 477 216 923 Email: operations@kmsb.com.au (For operations) Email: bookings@kmsb.com.au (For bookings) Location: 401 Port Drive, Broome WA 6725
After hours contact (For any operational/urgent need)	Telephone: +61 419 044 765 (KPA – Terminal 1) Telephone: +61 477 216 923 (KMSB – Terminal 2)



25.2. Key Licensed service providers

Who	Contact Details
<p>Bunkering Service Provider (For KPA Terminal 1)</p>	<p>Broome Bunkering Email: operations@broomebunkering.com.au Mobile: 0499 789 998</p>
<p>Towage Service and Pilot boat provider</p>	<p>Broome Marine Email: operations@broomemarine.com Mobile: 0428 523 581</p>
<p>Shipping Agents</p>	<p>Monson Offshore broome@monsonoffshore.com.au</p> <p>Monson Agencies Australia Contact: 08 9335 0000 porthedland@monson.com.au</p> <p>Inchcape Shipping Services Contact: 08 9434 2387 karlie.cavanagh@iss-shipping.com</p> <p>Wilhelmsen Port Services Contact: 9192 7901 wss.broome@wilhelmsen.com</p> <p>Gulf Agency Company Contact: 08 9336 4906 shipping.darwin@gac.com shipping.porthedland@gac.com</p> <p>Indian Ocean Shipping Agencies Contact: 08 9430 6266 ops@iosa.com.au</p>



ANNEX 1 - PILOT AND PILOT EXEMPT MASTERS SECTION

This annex offers extra guidance for Pilots and PEC Masters beyond the Port Handbook to support efficient passage planning and ensure masters have the necessary details for a vessel's stay at Broome. It also outlines requirements for obtaining and maintaining a PEC certificate.

Pilotage is mandatory within Port Limits for vessels over 35m in length. The Port of Broome lays down the minimum standards for pilotage and training appropriate to the conditions experienced at Broome.

1. OUR PILOTS

Pilotage at the Port of Broome is provided by licensed service providers. Each pilot is licensed as per the Port Authorities regulations 2001.

As an absolute minimum, our Pilots are Master Class 1 accredited Master Mariners which ensures they are at the very least, the equivalent in terms of sea going qualification as the ship's Master. In addition, they undergo specific training to ensure they are qualified and competent to pilot the vessels they are licensed for.

KPA works closely with the service provider(s) to ensure high standards through continuous professional development (CPD) and providing ongoing training to all our Pilots which includes but is not limited to:

- Bridge Resource Management (BRM)
- Advanced Marine Pilot Training
- Bi-annual simulator training, including emergency and contingency response, plus specialised vessels, and new berth familiarisation.

2. MINIMUM REQUIREMENTS FOR A BEGINNER PILOT`

These requirements can be varied by the Harbour Master depending on the experience of the applicant and the feedback from the training pilot/s.

2.1. Introductory Licence and Pilotage Exemption Licence (Class D)

- Initial Observation runs – any vessel – 6 in and 6 out plus 4 at night in or out.
- Vessels >35m but <130m – Pilot under supervision 6 in and 6 out plus 6 at night.
- Applicants can then apply for an Introductory Licence for these vessels.
- An exam, completion of a blank chart and an oral exam in the presence of the Harbour Master and a Licenced Foreign Going Master or Pilot Exempt Master familiar with the port.
- Once granted, permitted to pilot vessels <130m

2.2. Class C Licence

- May observe any number until confident to pilot under supervision.
- Vessels >130m but <190m with Draft <9.5m – Pilot under supervision 6 in and 6 out plus 6 at night.



- Once granted, permitted to pilot vessels <190m and <9.5m Draft

2.3. Class B Licence

- May observe any number until confident to pilot under supervision.
- Vessels >130m but <190m with Draft >9.5m, six movements (in or out).
- Once granted, permitted to pilot vessels <190m

2.4. Unrestricted Class A

- May observe any number until confident to pilot under supervision.
- Vessels >190m Pilot under supervision 3 in and 3 out at any time.
- Minimum 2-day simulation at any stage of the training period with a licensed pilot.
- Completion of examination and oral questioning in the presence of HM and a Licenced Foreign Going Master or Harbour Masters delegate.
- May also require confirmation of completion of training from the Pilot service provider.

3. PILOTAGE EXEMPTION PROCEDURE

3.1. Introduction

In the interest of operator costs and port efficiency suitably qualified persons may be issued by KPA with a Pilotage Exemption. The pilotage exemption process is designed to ensure that candidates have the necessary knowledge and practical skills to safely conduct their vessels' movements within Port limits. The safety of vessel, Port infrastructure and the environment are paramount considerations in the assessment process. This section details the procedure to be followed by the Master or First Mate of a vessel seeking a Pilotage Exemption Certificate (PEC) for the Port.

All Pilotage Exemption applications and or renewals are to be addressed to the Harbour Master.

3.2. Definition of 'Exempt Master'

An 'Exempt Master' (EM) means the master or first mate of a vessel who holds a PEC for the Port and his specific vessel. A Pilot Exemption is for a specifically named vessel only.

3.3. Eligibility for Pilotage Exemption Certificates

A person may make an application to KPA's Harbour Master for the issuance of a PEC if the applicant:

- is entitled to reside in Australia under an Act of the Commonwealth.
- Holds an appropriate certificate of competency issued under the Navigation Act 2012; or
- Holds an appropriate certificate of competency issued under the WA Marine Act; or
- Holds a certificate of competency or other qualification recognised by KPA as equivalent to the certificates of competency mentioned above, and
- Holds a current AMSA medical certificate.
- Has completed records for minimum number of required runs, as per section 3.4.



- Has a positive check trip or recommendation from a licensed Marine pilot.
- Has completed a PEC Examination successfully. This is conducted at the KPA Broome office.

The applicant must submit an application to the Harbour Master along with evidence/records of the above for review. The HM may require additional records to be provided or runs to be completed based on updated requirements or the circumstances of the case.

Once approved, a PEC will be issued or renewed/re-issued after the applicable fees is paid.

3.4. Minimum number of runs required

An applicant would be required to complete the following number of minimum runs within 12 months prior to the date of application:

Runs required, for 'day-light hours only' PEC:

- **As the Master of a vessel** under the control of a pilot on at least six occasions when the vessel was moved into the Port, and six occasions out of the Port. At least four of the six entry trips should involve berthing at the wharf, and four of the six departure trips should incorporate letting go from the wharf
- **As the First Mate of a vessel under** the control of a Pilot or under the command of an exempt Master for the twelve occasions when the vessel was moved into and twelve occasions when the vessel was moved out of the Port and when on each occasion, remained on duty on the vessel's bridge while it was so moved. Prior to consideration of a PEC, the first mate will be required to complete at least 2 in and 2 out movements with a licenced Marine Pilot. The runs with the Pilot should involve berthing to and letting go from the wharf.

Night exemption requirements:

- An exemption for both daytime and night-time vessel movements will be issued when at least an additional three inbound and three outbound movements have occurred at night with a licenced Marine Pilot.

Conditions for PEC Validity Across Terminals:

- A PEC will not be valid for KMSB terminal if all qualifying runs have been completed at KPA terminal only.
- A PEC will not be valid for KPA terminal if all qualifying runs have been completed at KMSB terminal only.
- This restriction is not applicable if a new PEC applicant has completed at least two inbound and two outbound runs at each terminal, as part of the total required runs. This must include one inbound and one outbound run at night (if requested) at each facility.

Current PEC holders who want to add another terminal to their certificate:

- To extend PEC validity to the other terminal, the applicant must complete at least 1 inbound and 1 outbound (daytime) and 1 inbound and 1 outbound (night-time, if required) with a licenced Marine Pilot, at the requested terminal.



Current PEC holders who want to add another vessel to their certificate (non-sister ship / Different class of ship):

- At least six runs, three in and three out must be completed on the new vessel.

Current PEC holders who want to add another vessel to their certificate (Sister ship / Same class of ship):

- No additional runs, however, if a PEC is requested for multiple sister vessels, the operators of the vessel(s) must provide KPA the following by e-mail:
- A request for the grant of PEC for such vessels (where you may have not completed PEC runs with a Marine Pilot).
- Details of each of the vessels, which must have the same size, type, propulsion, and controls.
- This request should be accompanied with confirmation that the master has completed the operator's training program for all mentioned vessels or this type of 'sister vessels' and that they support the application for the grant of a PEC for all mentioned vessels.

3.5. Conduct of Pilotage Exemption Trips as Master of the vessel

When conducting trips for the Pilotage Exemption, movements should be planned to occur at different states of the tide, commensurate with the handling characteristics of the vessel being piloted.

No more than two runs should be recorded within a 24-hour period for the purpose of this requirement.

Only one candidate at a time should be present on the bridge while undertaking the PEC training run.

3.6. Conduct of Exemption Trips as First Mate with an Exempt Master

Exemption trips for a First Mate can be conducted when the vessel is under the command of an Exempt Master. The candidate will have the con of the vessel under the supervision of the Exempt Master. When the Exempt Master is satisfied that the candidate is ready to hold a PEC, he/she should raise a letter of recommendation to KPA's Harbour Master indicating that the candidate is proficient in piloting the vessel and ready for assessment.

3.7. Documents Required Prior to Sitting the Pilotage Exemption Examination

When exemption applicants are ready to sit the Pilotage Exemption examination, having completed majority of their required runs they should contact the Harbour Master - Phone: 08 9194 3100 or email: marine@kimberleyports.wa.gov.au, to arrange a suitable time. When presenting for the examination, candidates are required to bring copies of the following documents:

- a completed Application for Pilotage Exemption, along with the record of movements completed.
- a recent size passport size photograph.
- evidence of Australian citizenship / residency.
- a copy of the appropriate Certificate of Competency.



- a copy of a valid AMSA Medical Certificate.
- a copy of an Exempt Master's Letter of Recommendation (where trips have been conducted with an exempt master).
- a recommendation from the Pilot to the Harbour Master confirming the candidate's readiness to pilot their own vessel in the port.

3.8. Pilotage Exemption Examination

The KPA pilotage exemption examination is a written examination and will include chart work which normally takes about two hours to complete. It covers AtoN characteristics; recommended tracks and pilotage passage planning; tides and tidal streams within port limits; dangers in the port; anchorages and prohibited anchorage areas; minimum depths and local environmental conditions. The written examination may also be supplemented by a verbal examination should insufficient information be evidenced within the examination. Completed examinations are retained on file by KPA.

NOTE: At least 2 weeks' notice is required prior to setting up an examination date.

3.9. Award of Pilotage Exemption

After satisfactory completion of the exemption examination and if all other documentation is in order, the Harbour Master will approve the issue of a PEC, the certificate will be delivered or e-mailed to the applicant and an invoice will be raised for the scheduled fee. If an applicant fails, the examination they will be able to sit for another examination after the expiration of one month.

A fee is payable before a licence is issued, renewed or reissued. For latest fee, please see the latest KPA Schedule of fees and charges available online.

The exemption certificate will be endorsed for the named specific vessel(s) on which the qualifying runs were completed or may include sister vessels as approved by the Harbour Master.

A Daylight only restricted certificate may be issued with a Daylight Only (Sunrise to Sunset) restriction after the completion of required runs. An Unrestricted Certificate for night- time operations may be issued on completion of additional hours of darkness runs in and out of the port. Additional conditions e.g. Terminal restrictions may be added depended on the runs undertaken and specific circumstances of the case.

3.10. Period of Pilot Exemption Validity

Validity of a new, renewed or re-issued Pilotage Exemption Certificates will normally be for a period of up to 1 year from the date of issue.

Exemptions will remain valid for the duration granted, unless:

- The PEC is suspended or cancelled by the Harbour Master.
- The PEC holder has not booked and completed an annual check trip with a licenced Marine Pilot.



- An exempt Master does not pilot a vessel in or out of the port under the authority of the PEC for a period of six months.
- the holder in this instance must contact the Harbour Master who will assess the situation and may require one or more vessel movements in and/or out of the Port incorporating berthing and letting go from the wharf under the supervision of an approved Pilot before reinstating the PEC;
- An exempt master does not utilise his PEC within Port Limits for a period of 12 months in which case the Master must re-commence the process for the issue of a new exemption certificate.

3.11. Pilotage Exemption Renewal

Exempt Masters that have maintained currency of their Pilotage Exemption wishing to renew their PEC on conclusion of the certificate validity period, may make an application to KPA's Harbour Master. The request must be made within 60 days of the existing PEC expiry, by forwarding a copy of the following documentation:

- an application for Pilotage Exemption Renewal (available from KPA).
- evidence of residency.
- a copy of the Master's Certificate of Competency;
- a copy of the exempt Master's valid AMSA Medical Certificate.
- a log of the runs in and out of the port since the last PEC renewal; and
- details for invoicing the scheduled fee.

KPA will endeavour to process renewal applications as quickly as possible, although this may not always be feasible. Applicants seeking renewal should submit their requests at least fourteen days before their PEC expires, to avoid any delays or disappointment.

If deemed necessary by the Harbour Master, the applicant may be required to sit another theoretical examination.

Exempt Masters that have not undertaken any night runs during the preceding 12 months will have their new PEC restricted to Daylight Only.

3.12. Check Pilotage

Masters maintaining a continuous PEC will be subject to annual check pilotage runs with a Port approved pilot or the Harbour Master at the Harbour Masters discretion. EM's must keep track of their last check run and contact KPA operations (operations@kimberleyports.wa.gov.au) with sufficient notice to enable them to book a pilot for the annual check run. Once the annual check run is completed the licenced Marine Pilot must forward a copy of the check run form to KPA.

Additional pilotage check runs may be mandated following any shipping incident involving an Exempt Master.



3.13. Suspension or Cancellation of Pilotage Exemption Certificates

The Harbour Master may suspend or cancel a PEC if it is deemed that an EM has contravened the Port Authorities Act or Regulations, or if it is deemed that the EM is unable to move a vessel commensurate with the required standards within the Port. Formal written advice of the suspension or cancellation of certificates will be provided by the Harbour Master. The subject Master has the right of appeal as described in Port Authorities Regulations 57 and 58.

3.14. Exempt Masters obligation to comply with Port procedures, LMN's and HM directions:

An EM is obliged to comply with all requirements set by the Port and contained in the Port Handbook, issued by Local Marine Notices, or issued by the HM from time to time. This includes compliance with Towage requirements, Limit on movements due to weather (e.g Wind).

3.15. Exempt Masters Obligation to Record Movements

An EM is obliged to maintain a record of each occasion when a vessel is moved under the authority of his/her PEC. Details to be recorded include:

- the name of the vessel.
- the LOA and GRT of the vessel.
- the time and date that the vessel was moved; and
- the start and end points or the movement (e.g. berth 3 to Sea, or Sea to berth 5).

This written record may be called upon intermittently by the Harbour Master, in order to internally audit the pilotage exemption system.

The Application for Pilotage Exemption Certificate (PEC) / Renewal can be found on the website under Forms and Publications <https://www.kimberleyports.wa.gov.au/About-Kimberley-Ports-Authority/Forms-Publications>

4. PORT PASSAGE PLANS

4.1. NPBG To Port of Broome Swing Basin

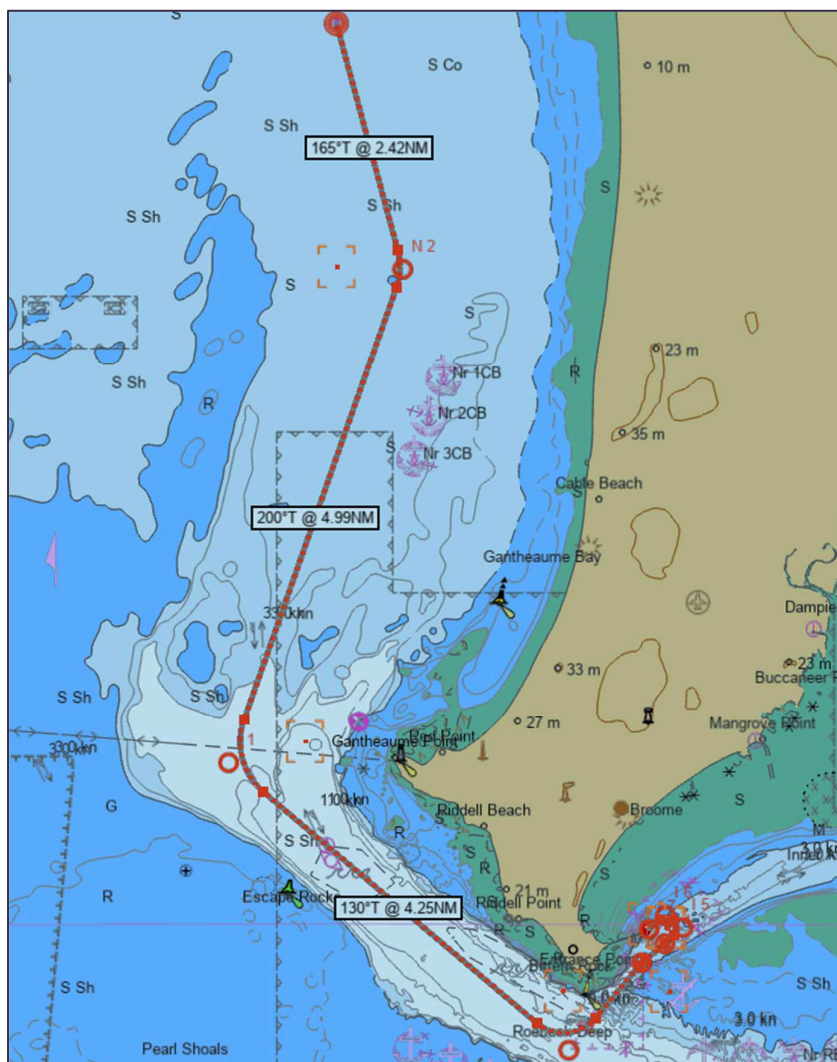


Figure 10: NPBG Inbound to KPA Jetty

WP	Latitude	Longitude	Course x Leg	Turning Radius
1 (NPBG)	17°51.4000'S	122°10.0000'E	165°T @ 2.42NM	
2	17°53.7420'S	122°10.6670'E	200°T @ 4.99NM	0.60NM
3	17°58.4620'S	122°08.9170'E	130°T @ 4.25NM	0.63NM
4 Roebuck Deep	18°01.2050'S	122°12.3350'E	040°T @ 1.09NM	0.40NM
5	18°00.3700'S	122°13.0680'E	051°T @ 0.28NM	0.38NM
6	18°00.1900'S	122°13.3000'E	048°T @ 0.23NM	0.25NM
7	18°00.0330'S	122°13.4820'E	304°T @ 0.20NM	0.09NM
8	17°59.9190'S	122°13.3070'E	230°T @ 0.21NM	0.09NM
9 Berth	18°00.0510'S	122°13.1420'E		

Table 15: NPBG Inbound Passage Waypoint List

4.2. WPBG To Port of Broome Swing Basin

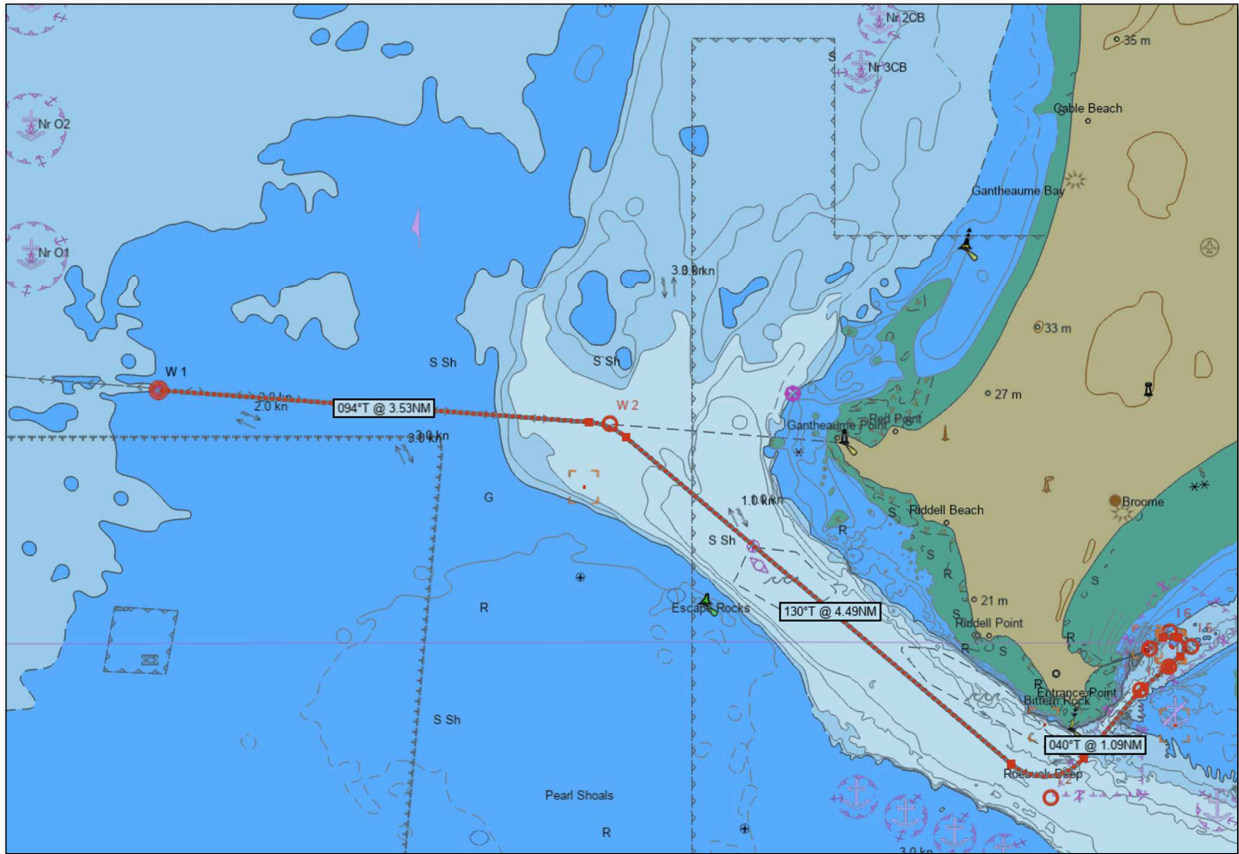


Figure 11: WPBG Inbound to KPA Jetty

WP	Latitude	Longitude	Course x Leg	Turning Radius
1 (WPBG)	17°58.0400'S	122°05.3990'E	094°T @ 3.53NM	
2	17°58.3000'S	122°08.7290'E	130°T @ 4.49NM	0.50NM
3 Roebuck Deep	18°01.2050'S	122°12.3350'E	040°T @ 1.09NM	0.40NM
4	18°00.3700'S	122°13.0680'E	051°T @ 0.28NM	0.38NM
5	18°00.1900'S	122°13.3000'E	048°T @ 0.23NM	0.25NM
6	18°00.0330'S	122°13.4820'E	304°T @ 0.20NM	0.09NM
7	17°59.9190'S	122°13.3070'E	230°T @ 0.21NM	0.09NM
8 Berth	18°00.0510'S	122°13.1420'E		

Table 16: WPBG Inbound to KPA Jetty

4.3. INPBG to Port of Broome Swing Basin

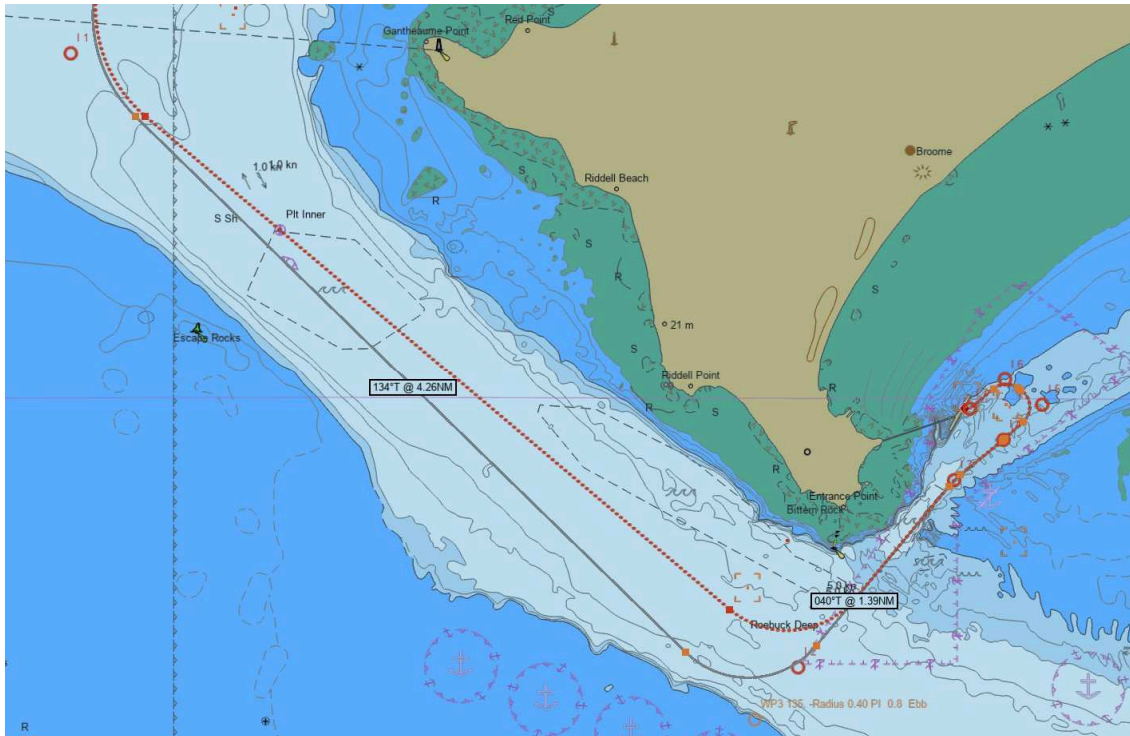


Figure 12: Arrival Ebb tide Course 134° to Roebuck Deep

WP	Latitude	Longitude	Course x Leg	Turning Radius
1 (NPBG)	17°51.4000'S	122°10.0000'E	165°T @ 2.42NM	
2	17°53.7420'S	122°10.6670'E	200°T @ 4.99NM	0.60NM
3	17°58.4620'S	122°08.9170'E	130°T @ 4.25NM	0.63NM
4 Roebuck Deep	18°01.2050'S	122°12.3350'E	040°T @ 1.09NM	0.40NM
5	18°00.3700'S	122°13.0680'E	051°T @ 0.28NM	0.38NM
6	18°00.1900'S	122°13.3000'E	048°T @ 0.23NM	0.25NM
7	18°00.0330'S	122°13.4820'E	304°T @ 0.20NM	0.09NM
8	17°59.9190'S	122°13.3070'E	230°T @ 0.21NM	0.09NM
9 Berth	18°00.0510'S	122°13.1420'E		

Table 17: Arrival Ebb tide Course 134° to Roebuck Deep

4.4. IPBG to Port of Broome Swing Basin

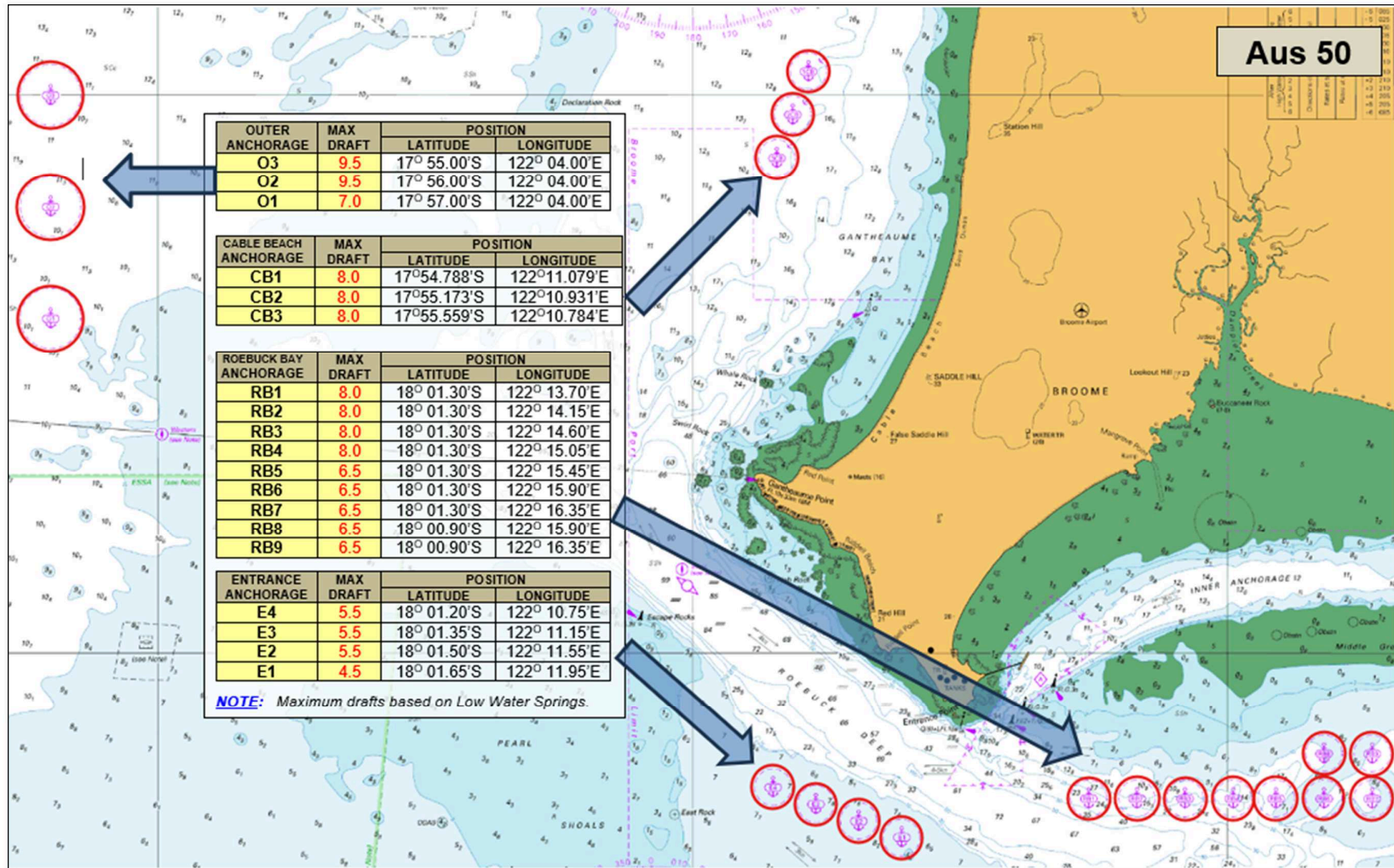


Figure 13: Anchorages in Port of Broome

5. PORT OF BROOME NAVIGATIONAL AIDS

Description	Light Characteristics	Coordinates (WGS 84)		Management
South Cardinal Buoy	Q (6) +LFI (1) W 15s	18°00.674'S	122°12.503'E	KPA
Port Hand Buoy	Oc.R3s	18°00.547'S	122°12.771'E	KPA
Preferred Channel Buoy	Fl (2+1) G 10s	18°00.637'S	122°12.975'E	KPA
East Cardinal Beacon	VQ (3) W 5s	18°00.422'S	122°12.905'E	KPA
Starboard Hand Buoy #1	Fl G 3s	18°00.506'S	122°13.083'E	KPA
Starboard Hand Buoy #2	Fl G 5s	18°00.389'S	122°13.177'E	KPA
Starboard Hand Buoy #3	Fl G 3s	18°00.302'S	122°13.367'E	KPA
Special Yellow Buoy # 1	Fl Y 10s	18°00.271'S	122°13.546'E	KPA
Special Yellow Buoy # 2	Fl Y 3s	17°59.917'S	122°14.012'E	KPA
Main Channel Sector Light	TBC	17°59.769'S	122°13.585'E	KPA
Gantheaume Point Lighthouse	Single Flashing Light Fl W 10s 33m 18M	17°58.449'S	122°10.647'E	AMSA
Escape Rocks Green Starboard Hand Buoy	Fl G 3s 4M	17°59.704'S	122°09.507'E	KPA
North Cardinal Buoy	Q (1) F	17°56.933'S	122°11.633'E	DOT

Table 18: Port of Broome Navigational Aids



6. A GUIDE TO ENTERING AND LEAVING PORT

The following guidance is provided by Broome Pilots and serves as a basis for the standard entry and departure plans used for ships embarking a pilot.

6.1. Entering Port

From the northern pilot boarding ground to the north of Gantheaume Point vessels travel in a course of 165°T for 2.42NM then alter course to 200°T until Gantheaume Point abeam then alter course onto the 130°T track to enter Roebuck Deep. This course will take vessels through a previous outer anchorage. Masters are advised to keep a good lookout for vessels anchored and small vessel traffic. Tidal streams on this track flood to the south and ebb to the north at rates of up to 3 knots at springs

From the western Pilot Boarding Ground, (Max Draft 7.5m) the recommended track leads 094½° True on Gantheaume Point Light. The maximum draft of vessels using the west to east channel is 7.5m. Tidal streams on this track flood to the south and ebb to the north at rates of up to 3 knots at springs.

Dependent upon the size and turning characteristics of vessels, when Gantheaume Point is on a bearing of 094½° True, at a range of 2.2 miles, course should be altered to 130° True, to leave Gantheaume Point 1.0 mile to port, Escape Rocks Buoy .55 cables to starboard and Riddell Point 6 cables to port.

On a flood tide, larger and less manoeuvrable vessels may wish to increase their distance from Riddell Point to between 7-8 cables, in order to provide more room for the alteration into the Inner Harbour. Tidal streams on the 130° track flood to the southeast and ebb to the northwest at rates of up to 3 knots at springs

Dangers on the 130° track consist of the shoal water extending from the coast between Gantheaume Point and Entrance Point, in addition to the shoal water to the west of Roebuck Deep, the northern extremity of which is marked by Escape Rocks buoy. At the southern end of the track, tidal streams will start flooding to the east northeast and ebbing to the west southwest at rates of up to 5 knots at springs.

Entering Port Passing West of Preferred Channel mark

When entering port using the main channel, care must be taken to allow for the cross tidal stream that is experienced on both ebb and flood during the approach to the cutting.

The natural line of the channel is around 040° True. Mariners are recommended to set up a Parallel Index line 0.10M to Starboard heading 040T through the preferred channel mark.

It should be noted that the cross tidal stream experienced in the approach changes direction to either follow or oppose when you are around 100 metres southwest of the preferred channel marker.



6.1.1. Entering Port Passing East of Preferred Channel Mark

When entering port using a secondary channel passing east of the preferred channel marker, vessels should ensure that they have sufficient tide to allow a safe UKC on the 4.1 metre (2019) shoal to the SSE of the beacon.

Care must be exercised with the assessment of tidal stream and leeway in the approach to ensure safe clearance on the beacon.

6.2. Leaving Port

6.2.1. Leaving Port via Main Channel

The process for entering port is essentially reversed. There is no discernible set to port on the flood north of the preferred channel mark (#1 Buoy). Any set towards the East Cardinal buoy tends to be accentuated during easterly winds.

The course is 220° T. A Parallel Index is recommended at 0.1M passing through the preferred channel mark.

Vessels should be aware of the significant cross stream which commences about 100 metres south of the preferred channel mark. This stream can cause shears and steering difficulties at times, particularly in slower moving vessels.

6.2.2. Leaving Port Passing East of Preferred Channel Mark

When leaving port passing east of Preferred Channel Mark, vessels should ensure that they have sufficient tide to allow a safe UKC on the shoal to the east of the mark. Care must be exercised with the assessment of tidal stream and leeway in the approach to ensure safe clearance on the beacon.

The caution about the commencement of the cross stream mentioned above is equally relevant when leaving port and passing east of the beacon. This stream can cause shears and steering difficulties at times, particularly in slower moving vessels.

6.3. Tides and Tidal Streams

Due to strong tidal streams in both the channel approaches (The Cut) and at the berths, vessel manoeuvrability and environmental conditions may impose operational limitations. The following guidance should be considered:

- Approach the berth by stemming the tidal stream unless the vessel is highly manoeuvrable.
- All vessels must berth starboard side to the wharf and be ready for sea in prevailing or emergency conditions.
- Product tankers and large cruise ships should plan to arrive around high water.
- Large cruise ships typically remain in the main channel, keeping the preferred channel marker to starboard.
- All vessels should arrive at the channel entrance one hour before High Water Springs to ensure cross currents remain below 3 knots.
- No vessel is to manoeuvre within port waters in currents exceeding 3 knots.



- Vessels requiring pilotage will receive berthing and unberthing advice from the duty pilot.

7. KPA DIRECTION IN RESTRICTED VISIBILITY

The port experiences fog on average approximately 22 days a year between the months of July and October. Whilst there is risk to commercial shipping due to traffic and currents the greatest risk is to smaller craft that are not aware of or ignore COLREG R.19 and proceed at an unsafe speed with total reliance on a chart plotter and disregard for other vessels.

Pilots and all Masters are responsible for monitoring fog condition. Port Security may assist in assessing visibility and inform vessels via VHF radio if visibility is compromised, potentially postponing pilotage operations.

The agreed benchmark for acceptable visibility is 500 metres (approximately the ability to see the wharf or wharf floodlights from the KPA gatehouse). During pilotage, if fog rolls in and visibility drops below 500 meters as per the Master or Pilots judgement, then they must report the same to the KPA gatehouse and follow the contingency guidelines tabled below.

Location of vessel	Guidelines	PIC
NPBG to Gantheaume	Go to Anchor in immediate vicinity. If UKC permits, master may alter course to exit Port limits via WPBG	Pilot / PEC Master / Master
WPBG to Gantheaume	Go to Anchor in immediate vicinity. If UKC permits, master may alter course to exit Port limits via NPBG	
At IPBG to Entrance point	Proceed to Roebuck Anchorages	
Within the main channel	Contact KPA gatehouse. For inbound, Master may request to berth Port side to. For an outbound, Master may continue to depart the port, or alternatively if UKC permits, request to anchor clear of the main channel.	
Movement Cancelled / Delayed	Pilot and Master to monitor status of visibility. If delay is more than 1 hour, the Pilot may cancel the movement and reschedule until safe to do so.	Pilot /PEC Master / Master

Table 19: Restricted Visibility Guidelines Port of Broome

8. TOWAGE REQUIREMENTS WITHIN THE PORT OF BROOME

There is currently one licensed towage service provider, Broome Marine, operating in the port. Vessels, through their Shipping agents or Logistic Service providers, should book tugs, according to the schedule below, prior to the arrival or departure of a vessel in line with the towage company's booking requirements.

Failure to arrange for appropriate towage will result in delays to berthing or sailing.

Two approved tugs are available to provide towage services:



- 43t bollard pull – 2 x Azimuth Stern Drive propulsion units.
- 47t bollard pull – 2 x Azimuth Stern Drive propulsion units.

Communications with the tug will normally be established by the Broome Pilot on the working channel (VHF Channel 6). In the event of atmospheric ducting, creating interference from other ports on the primary working channel, a secondary channel will be employed after agreement between the Pilot and the Tug Master. The secondary working channel will normally be VHF Channel 8.

In ordinary circumstances, the tugs will supply their own towline. However, port users should be prepared to supply a line in emergency situations.

As required the pilot vessel Riverside is available for pushing tasks only.

The following table articulates the prudent operational limits which have been determined by KPA, noting potential wind and tidal conditions. The information below is a guide only and may change dependent upon ship type or conditions. The Harbour Master may be consulted at any time to provide towage clarification for clients as it is important that appropriate tugs are ordered to facilitate the safe handling of ships. The conduct of Berthing/Un-berthing operations are limited to winds up to maximum sustainable speed of 25 knots.

Any requirements outside these parameters are to be approved by the Harbour Master.

All vessels berthing at the Port of Broome will require towage in accordance with the table below. For vessels of less than 80 metres LOA, towage requirements will be at the discretion of the Harbor Master.

In certain circumstances the Harbour Master may require additional towage after considering a particular vessel's situation including characteristics. e.g. prevailing tide cycle, anticipated weather conditions, berth congestions, vessels berthing displacement in relation to allocated berth capacity.

9. PORT OF BROOME TOWAGE GUIDE

After a risk assessment completed Nov 2024 the following towage guidelines are recommended by the Harbour Master (Variation can only occur with the permission of the Harbour Master)

9.1. Port of Broome Towage Guide

Based on a risk assessment completed in November 2024, the following towage requirements are required by the Harbour Master. (Variation can only occur with permission from the Harbour Master). The towage tables below should be taken into consideration when making port bookings. Outward towage requirement assumes vessel berthed starboard-side-to on the outer berth face.

The Harbour Master may vary the requirement for a vessel upon completion of an appropriate risk assessment. – Appropriate vessels where possible are to be set up in Class 2 DP mode.

For highly manoeuvrable vessels (*HMV) of LOA up to 180m:

Type of vessel	Wind ≤ 15 knots (10-minute mean average)		15 knots < Wind ≤ 25 knots (10-minute mean average)	
	IN	OUT	IN	OUT
HMV less than 100m LOA	Nil	Nil	Nil	Nil
HMV between 100m and 180m LOA	1	1	1	1
<p>*Notes</p> <p>For a vessel to be considered a Highly Manoeuvrable vessel (HMV), the following 3 requirements must be met:</p> <ul style="list-style-type: none"> • The vessel must have twin engines or twin 360° Azimuth Thrusters. • The vessels must have a bow thruster of at least 650 KW for vessels up to LOA 130m, and at least 950 KW for vessels greater than 130m LOA. The thrusters must be working in good condition and capable of operating at 100% efficiency for a period of 15 minutes without disruption. • The vessel must not have any defects in the main engines, auxiliary engines, steering gear, thruster systems and navigational equipment. <p>Notwithstanding any of the above, an additional tug may be requested by the PEC Master, the Pilot, or mandated by the Harbour Master if deemed necessary due to weather or any other circumstances which may affect safety of navigation.</p>				

Table 20: HMV Towage Guide

For all other vessels:

Type of vessel	Wind ≤ 15 knots (10-minute mean average)		15 knots < Wind ≤ 25 knots (10-minute mean average)	
	IN	OUT	IN	OUT
Vessel less than 80m LOA	Nil	Nil	Nil	Nil
Vessel between 80m and 130m LOA	2 ^{*A}	1	2 ^{*A}	2 ^{*A+B}
Vessel 130m to 180m LOA	2	2 ^{*A+B}	2	2 ^{*A+B}
Vessel over 180m LOA	2	2	2	2
Product tankers, or vessels carrying hazardous cargo	2	2	2	2

Notes

^{*A} Vessels fitted with bow and/or stern thrusters may seek dispensation from the Harbour Master for 1 tug. The request must be made in writing with the below information:

- Confirmation that the thrusters are working in good condition and capable of operating at 100% efficiency for a period of 15 minutes without disruption.
- Details/capacity of the vessel's thrusters. As a minimum the vessel must have bow thruster(s) of at least 650 KW for vessels up to LOA 130m, and at least 950 KW for vessels greater than 130m LOA.
- The vessel must not have any defects in the main engines, auxiliary engines, steering gear, thruster systems and navigational equipment.

^{*B} Dispensation request for 1 tug will only be considered when the vessel is departing from the outer berths, when the vessel is berthed starboard side too.

Other points:

No dispensation requests will be considered for any vessel scheduled to berth or depart from/to the inner berths of the KPA port jetty (Berth 1/2/3/11).

Notwithstanding any of the above, an additional tug may be requested by a PEC Master, the Pilot, or mandated by the Harbour Master if deemed necessary due to weather or any other circumstances which may affect safety of navigation.

Table 21: All other vessels Towing Guide

9.2. Tug Protocol and Orders

During Pilotage and Berthing the following commands will be used (Tug Made Fast)

Tug order to be used in conjunction with tug assisted ship movements. orders will be given in the format described below:

The Direction of the tug's power will be determined by the following orders:		
1	“Push”	The Tug positioned at right angles to the vessel's fore and aft line, with its bow in contact with the vessel's hull and the tug pushing.
2	“Lift”	The tug positioned at right angles to the vessel's fore and aft line, the tug line stretched out and the tug pulling.
3	“Lay Back”	The tug positioned alongside the vessel, parallel to vessel's fore and aft line, bow to bow with line stretched aft and the tug pulling.
4	“Stand-By to”	The tug maintaining position to provide any one of the three positions above with as little weight on the vessel as possible.
5	“Fall Astern”	The tug will trail astern with minimal weight on the tug's line.
6	“Angle x Push Ahead”	The tug positioned amidships on outboard side, angled towards bow to push the ship ahead.
7	“Angle x Push Astern”	The tug positioned amidships on outboard side, angled towards stern to push the ship stern.
Power used by the tug to perform the orders above will be determined by the following orders:		
1	“Stop”	The tug will stop the previous power order given and will be ready to carry out the previous direction order.
2	“Bare Weight”	The absolute minimum tension on the line.
3	“Minimum”	The tug will provide power slightly above that required to keep the tug in the stand-by position.
4	“Quarter”	The tug will provide power that is quarter of its maximum continuous power rating.
5	“Half”	The tug will provide power that is half of its maximum continuous power rating.
6	“Three Quarters”	The tug will provide power that is three quarters of its maximum continuous power rating.
7	“Full”	The tug will provide power that is equal to its maximum continuous power rating.

Table 22: Tug Protocols / Orders

ANNEX 2 – QUICK REFERENCE GUIDE FOR VESSELS



Emergency Contacts

- KPA Terminal 1: +61 419 044 765 (Gatehouse / Emergency)
- KMSB Terminal 2: +61 477 216 923 (Emergency Contact)
- Marine emergencies: VHF Ch 14 (Broome Port)



Reporting Requirements during Arrival and Departure

Vessels must report to Broome Port via VHF Ch 14, when crossing Port Limits, passing Escape Rocks, anchoring, berthing, and when departing in accordance with Tables 7 and 8 of this handbook.



Pedestrian Restrictions

No pedestrians are permitted on either terminal. Seafarers, passengers or visitors must pre-arrange taxi or approved vehicle transport to transit through the terminals. **Remember to request a driver with MSIC & Port Pass, if booking a taxi.**

Taxi Service	Contact	Hours
B-Town Taxis	+61 (0) 455 433 681	0800-2100 LT
Broome Private Taxis	+61 (0) 432 701 994	-
Broome Transit	131 008 or +61 (8) 9192 5252	-
Contact your agent for more information or contacts		

If the KPA shuttle bus is operational, it may be used for transfers between the vessel, main gate, or Entrance Point Fishing Club. Contact KPA Gatehouse (+61 419 044 765) to arrange.

All users must remain inside their vehicle or vessel until boarding or disembarkation is possible. Waiting at the jetty or landing steps for an arriving vehicle or vessel is not allowed.



Mooring Line Vigilance

Due to Broome's significant tidal range and strong tidal currents, master's must ensure continuous monitoring and tending of mooring lines while alongside. Lines must remain properly tensioned and configured to maintain vessel security as outlined in Table 5.



Wet Season preparedness

During the Wet Season, which generally spans from November to April each year, vessels must remain vigilant for severe weather conditions, including localized thunderstorms and gale-force winds. Masters should closely monitor weather updates and implement all necessary safety precautions when such conditions are anticipated.



As a precautionary measure, all vessels exceeding 140m LOA are required to have four additional breast lines (2 fwd and 2 aft) prepared for immediate deployment if wind speeds surpass 25 knots. The vessel must communicate with stevedores and ensure that these lines are positioned on shore-side bollards as needed.

If assistance is required during severe weather, a standby tug may be requested via VHF Channel 14.



Lifeboat and MOB Boat Launching Restrictions

The deployment of lifeboats and man overboard (MOB) boats for drills or testing is prohibited while vessels are berthed at either terminal, except in emergency situations. For further details, please refer to Section 14.4.



Reporting Hazards, Incidents and Dangers

All marine incidents, hazards, or unsafe conditions occurring within the Port must be reported to Kimberley Ports Authority as soon as practicable.

All relevant details, including vessel name, time, location, and a brief description of the event with relevant photos should be provided to marine@kimberleyports.wa.gov.au