

SHIPPING AGENTS' MEMO 05-2021



Date of Issue: 22 November 2021

SAM 05-2021

Vessel pre-arrival documents and Port information to vessels

Compliance with these requirements is mandatory for all agents with vessels calling at Fremantle Ports.

This Shipping Agents Memo replaces Memo SAM 01-2021 - New text is highlighted in RED

PRE-ARRIVAL DOCUMENTS FROM VESSELS

The following documents are required for all vessels calling at Fremantle ports as part of the pre-arrival documentation process.

At least 48 hours prior arrival - into VOYAGER

- COVID Declaration - ARRIVAL
- COVID Declaration - CREW CHANGE (If applicable)
- **FPA - Crew List**
- 48 Hour Notice of Arrival **and associated documents, as applicable (Class survey status, dispensation, AMSA Forms 18 / 19 for defective equipment etc) - Latest version available on Fremantle Ports website**
- DUKC Application Form **(If applicable)**

At least 6 hours prior arrival - into VOYAGER

- Bio-security document (BSD) from DAWE clearly showing grant of positive pratique to the vessel.
- A vessel that has not been granted 'positive' pratique or which has her pratique status changed to a 'negative' pratique due to changed conditions onboard, shall not be considered for berthing.

At least 6 hours prior vessel movement - into VOYAGER

- COVID Declaration - REMOVAL
- COVID Declaration - DEPARTURE

Non-timely submission of the above documents may result in vessels **being refused entry into port limits and** delays to the vessels' berthing / removal / departure schedule. Cancellations costs for the above shall be to vessel's account.

PORT INFORMATION TO VESSELS

Agents are to send the following port and emergency related information to all vessels, prior arrival

- Port emergency contacts list
- All current Harbour Master Instructions
- All current Local Navigation Warnings
- Fremantle Ports - Port Information Guide

The above documents contain critical and important information that the vessel's staff is required to be familiar with. Absence of the above documents onboard the vessel will be regarded as non-compliance of port requirements and may result in cancellation of planned movements. Cancellation costs shall be to vessel's account. **In spite of the Shipping Agents Memo 01-2021 being issued in March 2021, Fremantle Ports still finds that some agents are required to be sent reminders frequently. This is NOT ACCEPTABLE.**

Any queries regarding the above process must be submitted to the email address:
harbourmaster@fremantleports.com.au

A handwritten signature in blue ink that reads "Sfernandes". The signature is written in a cursive style and is underlined with a single horizontal line.

Captain Savio Fernandes
Harbour Master