* FTNS will not confirm a booking for the movement of a barge/vessel without power until the pro forma has been fully completed by the operator and then approved by the Duty Pilot followed by the Duty Harbour Master.
* Pro-forma to be completed in line with the Forth Ports Towage Guidelines.
* These formalities must be completed prior to 1200 on the last working day before the operation.

**Before commencement of the operation, it shall be confirmed to FTNS that the operation will be conducted in accordance with the Towage Guidelines and the Barge Pro forma, however any necessity to deviate from the Barge Pro forma shall be discussed and agreed by all parties and communicated to FTNS.**

 **Duty Pilot (Forth) Details: Duty Harbour Master Details:**

 Tel: 0131 552 1420 Tel: 01324 498 584

 E-mail: forth.pilots@forthports.co.uk E-mail: ftns@forthports.co.uk

|  |  |
| --- | --- |
| 1 Movement Details |  |
| * 1. Ports & berths concerned (From and to)
 |       |
| 1.2 Movement type | Arrival [ ]  Departure [ ]  Shift [ ]  |
| 1.3 Date & time of move |       |
| 1.4 Agent(Name & 24hr contact number) |       |
| 1.5 Tow Master (Name & 24hr contact number) |       |
| 1.6 Responsible organisation (Alongside)(Name & 24hr contact number) |       |

|  |  |
| --- | --- |
| 2 Barge Details |  |
| 2.1 Name / IMO number |       |
| 2.2 Dimensions (metres) | LOA       | Beam       | Draft       | Freeboard       | Extreme Breadth       | Air draft       | DWT (t)      |
| 2.3 Barge/dead ship bitts SWL |       |
| 2.4 How will sea tug bridle be recovered onboard? |       |
| 2.5 What will the deepest point of the bridle be in the water? (metres) *If deeper than barge/dead ship* draft the this should be treated as max draft  |       |
| 2.6 Visibility restrictions due to cargo? *If yes, confirm diagram attached.*  |       |
| 2.7 Any overhangs? *If yes, confirm detail, drawings and photos attached.* |       |
| 2.8 Nature, weight (t), position on deck, and extreme dimensions (metres) of cargo. C*onfirm detail, drawings and photos attached.* |       |
| 2.9 Any other obstructions that could hamper visibility? i.e. cranes on deck. *If yes, confirm detail, drawings and photos attached.* |       |

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| **4 Licensed Harbour Towage**(To be agreed by FTNS & Duty Pilot) |   |  |
| 4.1 Tugs | Number required       |
|  | **Type of tug**  | **Boll. Pull (min)**  | **Draft (Max)** | **Position / towage arrangement i.e. bridle fwd, hipped up, single line aft etc.** |
| Tug 1 |       |       |       |       |
| Tug 2 |       |       |       |       |
| Tug 3 |       |       |       |       |
| Tug 4 |       |       |       |       |
| 4.2 Escort tug requirement *(from/to)* |       |
| 4.3 Sea tug handover location |       |
| 4.4 **FOR OFFICE USE** FTNS confirm that all vessels will have sufficient underkeel clearance. | Yes/No |

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| --- | --- |
| 6 Alongside |  |
| 6.1 Confirm barge position alongside |       |
| 6.2 Will sea tug berth when tow is handed over? *If yes, confirm berth position.* |       |
| 6.3 Confirm that a safe means of access to the barge is available at all states of tide |       |

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| 3 Sea Tug |  |
| 3.1 Name/ IMO Number |       |
| 3.2 Dimensions | LOA (m)      | Beam (m)      | Draft (m)      | Air Draft (m)      | Type of tug (inc. propulsion)      | B. Pull (t)      |
| 3.3 Remote towage audit completed and approved | Yes/No |

|  |  |
| --- | --- |
| 5 Pilotage |  |
| 5.1 No. of pilots required and location e.g. 1 on Tug, 1 on Barge |       |
| 5.2 Pilot Boarding Position(s) (detail for each Pilot e.g. Pilot 1 at Fairway Buoy, Pilot 2 at No19) |       |
| 5.3 Location and means of pilot transfer to barge |       |
| 5.4 Confirm that barge/deadship has a suitably rigged SOLAS compliant pilot ladder |       |

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| 7 Weather |  |
| 7.1 Maximum wind speed – constant and gusts (knots) |       |
| 7.2 Maximum sea state (metres) |       |
| 7.3 Minimum visibility (nautical miles) |       |
| 7.4 Daylight / darkness op? *Has adequate lighting been provided? If so, provide details.* |       |

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| **8 Any other relevant information and documents attached (RAMS, procedures)** |        |

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| **Person****completing****the form***I confirm all details provided are accurate and correct to the best of my knowledge, and that the requirements of the towage guidelines will be met.* | **Signature****Name (print)****Date & time****DD MM YY****hh:mm** | **Duty Pilot***I confirm all details provided are satisfactory and agreed.* | **Signature****Name (print)****Date & time****DD MM YY****hh:mm** | **Duty FTNS AHM***I confirm all details provided have been assessed and are approved in line with the towage guidelines.* | **Signature****Name (print)****Date & time****DD MM YY****hh:mm** |