

## **INTRODUCTION**

This form should be completed for all Dead Tow Operations having followed the Guidance for Towage Operations in Clydeport.

## **INSTRUCTIONS**

1. All sections of this form must be completed prior to the tow commencing in Clydeport's jurisdiction.
2. Pilotage requirements are detailed in Clydeport's Notice to Mariners No 2, General Direction – Pilotage, or as amended and published.
3. The Responsible Person, or its representative/agent, in collaboration with the Towage Provider, must sign, scan and submit this completed form to the Clyde Marine Managers ([ClydeMarineManagers@peelports.com](mailto:ClydeMarineManagers@peelports.com)) for approval, supported with a comprehensive Method Statement and Risk Assessment for the Towage Operation.
4. For non-Pilotage barge/dead ship moves, the form must be submitted by 12:00 on the preceding working day, Monday to Friday, and by 12:00 on Fridays for weekend moves up to 12:00 on the Monday, or Tuesday if there is a Bank Holiday Monday.
5. For moves requiring Pilotage support, the form must be submitted 48 hours in advance of the move Monday to Friday, and by 16:00 on Thursdays for weekend moves up to 12:00 on the Monday, or Tuesday if there is a Bank Holiday Monday.
6. Once assessed by the Port Authority representatives and the form is to their satisfaction, the Tow will be approved and form returned to the relevant addressees.
7. The Tow is **NOT** approved until this form has been signed by all parties as required.

# CLYDEPORT TOW NOTIFICATION FORM



VOYAGE			
<b>From:</b>		<b>To:</b>	
<b>DTG ETD:</b>		<b>DTG ETA:</b>	
<b>Request Pilot?</b>	<b>Yes *</b>		<b>No *</b>
<b>Pilot Boarding / Disembarking Pt:</b>	Kempock Pt* @	Cumbræ Gap* @	Berth* @
* Delete as required. Note: DTG is Date, Time, Group: ddhhmm MMM YY (All times local)			
TOWAGE METHOD & DETAILS			
Provide full details of each element of the voyage, Berth to Berth including Towing options as per the Guidance for Towage Operations in Clydeport			
<b>Towage Calculations</b> (See Calculations Sheet on Page 4)	Bollard Pull Required of Towing Vessel	<b>Please Refer To Attached Towing Plan</b>	tons
<b>Please Refer To Attached Towing Plan</b>		As a minimum standard or another Industry accepted standard, Towing BP calculations are based on the formula described in Transport Canada TP11960E, Appendix A; Guidance for Tug and Barge Towing Systems.	
<b>Total LOA (Tug(s) + Barge/vessel + Tow)</b>			
<b>Planned Towage Speed:</b>	<b>Firth of Clyde</b>	Knots	<b>River Clyde</b>
* Delete as required.			

# CLYDEPORT TOW NOTIFICATION FORM



BARGE / VESSEL DETAILS				
<b>Name / Number</b>				
<b>Dimensions</b>				
<b>LOA</b>	<b>Beam</b>	<b>Draught</b>	<b>DWT</b>	<b>Air Draught (with Cargo)</b>
<b>m</b>	<b>m</b>	<b>m</b>	<b>tons</b>	<b>m</b>
<b>Description of General Arrangements</b> (Attach Spec Sheet if available)				
<b>Barge Obstructions</b> ** (Obscuring visibility) (Attach Photograph if available)				
<b>Who will be the Responsible Person on the Barge / Vessel for the movement?</b>		Name:		Mobile Number:
		Email:		
<b>Number of Barge Crew</b> (Number or Nil) (Required for mooring alongside)				
<b>CARGO and/or DECK EQUIPMENT (Cranes)</b>				
<b>Description</b> (Inc HAZMAT) (Description or Nil)				
<b>Cargo Obstructions</b> ** Obscuring visibility) (Attach Photograph if available)				
<b>Cargo Overhangs</b> **				
TUG / WORKBOAT DETAILS				
<b>Name:</b>				
<b>IMO Number:</b>		This info already retained by Clydeport / Peel Ports records		
<b>Number of Crew:</b>				
<b>LOA</b>	<b>Beam</b>	<b>Draught</b>	<b>Bollard Pull</b>	
<b>Description of General Arrangements</b> (Attach Spec Sheet if available)				
<b>Tug/Workboat Master/Skipper:</b>		Name:		Mobile Number:
		Email:		
* Delete as required / ** (Description including dimensions or Nil) Note: Repeat this Section for each Tug / Workboat if required.				

## BOLLARD PULL TOWAGE CALCULATION SHEET

$$BP = \left\{ \frac{\Delta^{2/3} V^3}{120 \times 60} + (0.06 B \times D_1) \right\} \times K$$

<b>BP</b>	=	Required bollard Pull (tons)
<b>Δ</b>	=	Full displacement of towed vessel / barge (tons)
<b>V</b>	=	Tow Speed (knots)
<b>B</b>	=	Breadth of Tow vessel / barge (metres)
<b>D<sub>1</sub></b>	=	Depth of the exposed transverse section of the towed vessel / barge, including deck cargo measure above the waterline (metres)
<b>K</b>	=	A factor that reflects potential weather and sea conditions – The Clyde is considered Protected waters and therefore the value should ordinarily be 0.5 (K values at a towing speed of 6 knots maximum.)

### SCRIBBLE WORKINGS

WEATHER AND TIDAL LIMITS					
<b>Visibility</b>	≥ 1.0nm Minimum permissible visibility forecast for tow period in Clydeport's jurisdiction	Forecast	In the event of being caught in visibility of < 1.0nm, a dynamic risk assessment should be made to find a safe haven / location outside the main channels to halt towing operations, if safe to do so, until visibility improves.		
<b>Wind</b>	Maximum permissible mean wind speed (knots)	Max	F'cast	Direction	
<b>Sea State</b>	Maximum permissible sea state	Max	F'cast	Wave Height in metres	
				m	
<b>Tidal Stream Flow</b>	Maximum permissible tidal stream predicted (knots)	Max	Predicted	Flood *	Ebb *
				Springs *	Neaps *
<b>Day / Night Operations</b>	Day *	Night *		Both *	

\* Delete as required.

# CLYDEPORT TOW NOTIFICATION FORM



PILOT ACCESS EGRESS					
<b>Pilot Access / Egress alongside</b>	<b>Gangway *</b>	<b>Pilot * Ladder</b>	<b>Dockyard * Ladder</b>	<b>Other *</b>	
<b>Pilot Access / Egress afloat</b>	<b>Pilot Ladder *</b>	<b>Step Across *</b>	<b>Other *</b>		
CONTACT & COMMERCIAL DETAILS					
<b>Person Responsible for the Movement</b>	Name:				
	Address:				
Position / Company					
Contact Number:	Mobile:		Land Tel:		
Email:					
RESPONSIBLE PERSON'S REPRESENTATIVE ON BOARD					
	Name:				
	Address:				
Position / Company					
<b>Production Manager</b>					
Contact Number:	Mobile:		Land Tel:		
Email:					
CONTRACT FORM					
<b>Contract Form</b>	<b>Bimco Towcon*</b>	<b>UK Standard*</b>	<b>Owner*</b>		
Other *:					
ATTACHMENTS					
<b>Attach Insurance Cover Notes for: the Barge/Vessel; Tug; Cargo.</b>					
<b>Risk Assessments – References</b>					
<b>Method Statements – References</b>					
<b>Other Documents – References</b>					
ADDITIONAL COMMENTS					
<b>By Whom</b>					
* Circle/Delete as required.					

# CLYDEPORT TOW NOTIFICATION FORM



DECLARATIONS			
Can this tow be achieved by the Tug / Workboat with 25% reserve power beyond the predicted conditions in the event of an emergency?	Y *	N *	
Is the Towed vessel / barge's bollard SWL $\geq$ the calculated Tug Bollard Pull?	Y *	N *	
Is all towing equipment in date for testing and inspections in accordance with Class/MCA regulations and Industry Standards?	Y *	N *	
Are all the crews (Tug/Workboat/barge/Mooring team) suitably qualified, have seen the Risk Assessments and have been briefed on the method of the Operation?	Y *	N *	
Have all the checks in the British Tugowners Association Coastal and Offshore Towage Plan Aide Memoire, been satisfied by the Towage Provider and the Responsible Person or equivalent?	Y *	N *	
I have read and understand the contents of the Guidance for Towage Operations in Clydeport	Y*	N*	
Responsible Person for the Movement			
Name:			
Position:			
Signature:			
Date:			
Any changes in circumstances must be notified to all addressees. On behalf to the Group Harbour Master, this Towage Operation is approved.			
Senior Manager Marine Operations / Manager Marine Operations/ Manager Marine Services			
Name:		Portlinks Booking No.	
Signature:			
Date:			
DISTRIBUTION			
<a href="mailto:ClydeMarineManagers@peelports.com">ClydeMarineManagers@peelports.com</a>	Responsible Person		
<a href="mailto:GroupPortControl.ShiftManagers@peelports.com">GroupPortControl.ShiftManagers@peelports.com</a>	Towage Provider		
<a href="mailto:Clydeport.Portlinks@peelports.com">Clydeport.Portlinks@peelports.com</a>	Tug / Workboat Master/Skipper		
<a href="mailto:Neil.Wallace@peelports.com">Neil.Wallace@peelports.com</a>	Responsible Person's Representative		
Nominated Pilot(s) (as required)			
* Delete as required.			