* FTNS will not confirm a booking for the movement of a barge until the pro forma has been fully completed by the operator and then approved by the Duty Pilot followed by the Duty Harbour Master.
* Barge pro-form 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 498584

 Fax: 0131 551 5869 Fax: 01324 668480

 E-mail: 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      | Air draft      | DWT      |
| 2.3 How will sea tug bridle be recovered onboard? |        |
| 2.4 What will the deepest point of the bridle be in the water? |       |
| 2.5 Visibility restrictions due to cargo? *If yes, diagram attached.*  |       |
| 2.6 Any overhangs? *If yes, confirm diagram attached.* |       |
| 2.7 Nature of cargo & extreme dimensions (metres) |       |

|  |  |
| --- | --- |
| 3 Sea Tug |  |
| 3.1 Name/ IMO Number |       |
| 3.2 Dimensions (in metres) | LOA      | Beam      | Draft      | Type of tug      | Boll. P (T)      |

|  |  |
| --- | --- |
| 6 Alongside |  |
| 6.1 Confirm barge position alongside |       |
| 6.2 Will sea tug berth when tow is handed over? *If yes, confirm berth position.* |       |

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

|  |  |
| --- | --- |
| 5 Pilotage |  |
| 5.1 No. of pilots Required |       |
| 5.2 Pilot Boarding Position(s)  |       |
| 5.3 Location and means of pilot transfer to barge |       |

|  |  |
| --- | --- |
| 8 Any Other Relevant Information |        |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 assesses and are approved in line with the towage guidelines.* | **Signature****Name (print)****Date & time****DD MM YY****hh:mm** |

|  |  |
| --- | --- |
| **4 Licensed Towage** (To be agreed by FTNS & Duty Pilot) |   |
| 4.1 Tugs | Number required      | Type (e.g. Voith / ASD)      | Boll. P (minimum)      |
| 4.2 Escort tug requirements*(From and to)* |       |
| 4.3 Sea tug handover location |       |
| 4.4 Towage arrangement *(Single line, bridle, hip up, composite unit etc.)* |       |
| 4.5 Confirm that tugs will have sufficient underkeel clearance | Yes/No |