

Harbour Master - Peel Ports - Mersey

Maritime Centre, Port of Liverpool
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Permit No. XXXX-XX

[Address]

Dear Mr. [.....]

Harbour Master approval has been granted for the [Sponsoring Company]. This letter constitutes your permit.

Name of Event	Date	Location

Every year persons die in preventable boating accidents. Tragedies such as these illustrate the very real hazards associated with conducting a marine event. Proper preparations can increase the chances of accident survival, but failing to prepare can easily make a simple mistake fatal in the cold waters and swift currents of the Manchester Ship Canal and Port of Liverpool. As always, the Harbour Master highly recommends the use of personal flotation devices (PFDs) by all event participants.

Approval of this event by the Harbour Master does not imply endorsement of the activity or guarantee that it will be accident free. The sponsor of a marine event is completely responsible for the safe conduct of the event, including the safety of the participants, safety of spectators and transient craft in the area, and safety of real and personal property in the area. The sponsor's responsibility also includes preparations, such as instructions to and qualification of participants, safety equipment inspections, rescue and first aid facilities, control of activities, removal of obstructions or menaces to navigation, and the placing and retrieving of course markers. The Harbour Master takes no part in performing functions, which are solely for the protection of the participants and assumes no responsibility in this regard. Participants shall be adequately briefed and their boats equipped as required by law or relevant codes of practice.

The Sponsor of a marine event shall supply to the Harbour Master a method statement for the whole event and a full and complete risk assessment using the established practice of risks to be as low as reasonably practicably (ALARP).

The sponsor of a marine event is responsible for following regulations applicable to their specific event set forth in Port Authority byelaws and directions. An individual or organisation that violates any provisions of these regulations, or any regulations or order issued pursuant to the regulations shall be subject to penalties in those regulations.

A permit may also be required by the relevant Local Authority. Harbour Master approval of this event does not confer release from any Byelaw or regulation imposed by local or civil authority having jurisdiction in the area concerned.

The sponsor of a marine event is responsible for taking appropriate steps for containment and cleanup of any spills. Fuel, oil, solid, human waste or other polluting substances should be handled away from the water whenever possible, and any spilled substance or residue shall be completely cleaned before a participant reenters the water. Any polluting substance spilled into the water must be reported to the Harbour Master immediately by calling the Eastham Port Control on VHF Channel 14, telephone 0151 327 4638 for Manchester Ship Canal events or Mersey VTS on VHF Channel 12 telephone 0151 949 6134/5 for Port of Liverpool events.

Participants are to be informed that they may not impede the natural flow of traffic. Depending on the nature and size of the event the Harbour Master may require an Event Pilot and if so there will be a charge . An Event Pilot will be based on the Safety Boat and can be booked through Eastham Port Control or Mersey VTS at least one week in advance of the event.

The safety boat must notify the Harbour Master at the Eastham Port Control on VHF Channel 14, telephone 0151 327 4638 for Manchester Ship Canal events or Mersey VTS on VHF Channel 12 telephone 0151 949 6134/5 for Port of Liverpool events when it is on scene and before the marine event begins. At that time, the safety boat must provide the permit number, the final number of vessels [persons] participating in the event, and the course over which the event will take place. Port Control / VTS may direct you to delay or cancel the event if vessel traffic conditions would render it unsafe to proceed. The safety boat must also notify VTS when the event is completed and the vessel(s) [persons] are departing the area.

The sponsor of a marine event must provide a patrol as indicated in the application and a means of warning spectator craft to stay well clear of the event perimeter prior to, during and immediately following the event. Any accident involving property, damage, personal injury or death shall be reported to the appropriate authorities and the Harbour Master. The Harbour Master will not be providing Marine Patrol for this event.

If at any time the Harbour Master deems the event unsafe or not in compliance with environmental standards and stipulations, the event will be stopped.

It is the responsibility of the event sponsor to consider the weather and water conditions at the time of the event. If any adverse conditions exist that would jeopardize the safety of the participants, the sponsor must take the necessary action to cancel or postpone the event and notify the Harbour Master immediately.

The sponsor is fully responsible for the proper organization, supervision, conduct and safety of the event, including participants and spectator vessels as well.

If there are any changes to the information provided on your application, please notify Eastham Port Control on 0151 327 4638 for Manchester Ship Canal events or Mersey VTS on 0151 949 6134/5 for Port of Liverpool events.

I trust that your event will be a safe and enjoyable one.

Sincerely,

Captain S.F. Gallimore
Harbour Master
Peel Ports – Mersey

Enclosures: (1) Application for Marine Event Permit