



SANTANDER PORT CONTROL PROCEDURE

1.- GEOGRAPHICAL APPLICATION LIMITS

This procedure is applicable to all ships and crafts navigating in areas I and II of the Port of Santander, and also in the anchorage areas (see annex I).

2.- FIELD OF APPLICATION

This procedure applies to all ships and floating devices sailing to areas I and II of Santander Port, and anchorage areas (see annex I).

The procedure revokes all previous procedures regarding any aspect contained in this document.

3.- COMUNICATIONS WITH SANTANDER PORT CONTROL

All communications referring to this procedure will be directed through Santander Port Control (SPC).

Communications with SPC can be by:

Telephone: 34 942 213030/ 34 942213060

Fax: 34 942213638

E- mail: spc@puertosantander.com

VHF: channels 16, 11

3.- SHIPS BIGGER THAN 500 GT:

3.1.- ARRIVAL POINT:

Santander arrival point (AP) is located in position:

Latitude.....43-28-57 N

Longitude.....003-44-57 W

All ships proceeding to Santander Port must go to the arrival point.

3.2.-INBOUND / ANCHORAGE TRAFFIC:

3.2.1.- All ships (or their Agents) proceeding to Santander port must contact Santander Port Control (SPC), on channel 11 when they are within range of the VHF.:

- Ship's name.
- ETA Santander confirmation.
- Any or no deficiency on board confirmation.
- ISPS level confirmation.
- IMO cargo: YES / NO.

SPC will verify the information received from the ship. If this information does not affect the programmed manoeuvre, berthing or anchorage, SPC will inform the captain of the traffic in the approaches to Santander.

Port Services are not allowed to modify any manoeuvre unless there is a request by the Captain or Agent or a reasonable justification made by Port Services. In both cases SPC approval is required.

3.2.2.- If, upon arrival, the vessel can navigate to the assigned berth SPC will inform Santander Port Control and mooring services of the last ETA confirmed by the ship. The Pilot and Mooring services inform SPC the availability of the service. Any variation of this time must be justified. SPC will inform the ship to proceed to the arrival point. SPC will confirm the hour to navigate inside the port and to call Santander Pilots on VHF channel 14, 6 miles or 30 minutes from the arrival point, while standing by on VHF channels 16 and 11. SPC will also call, when necessary, the tugs requested by the ship's Captain directly or through the Agent or Pilot on behalf of the Captain.

SPC will monitor the ship from the first contact until her berth or anchor position. SPC will register "on line" all the data of the different services requested and given.

Pilot Services must inform SPC, on VHF channel 14, of the Pilot On Board time as soon as possible and before advising the Captain on the bridge. The services must also inform of the moment of disembarking, saying: "Pilot on board in... (place of embarking)/Pilot disembarking in... (place of disembarking)". Pilot services must also inform (on VHF channel 14) the Maritime Authorities and the Port Authorities (CCS), through SPC, of any special circumstance or anomaly regarding maritime traffic, safety and/or pollution at sea, in case immediate assistance be required.

When the embarking manoeuvre of the Pilot at the Pilot Station is a risk due to bad sea conditions, the Pilot will be allowed to embark leeward of La Magdalena Peninsula if the Master agrees and the ship's course can be controlled and convoyed from the northern limit of the Pilotage Area by the Pilot Boat. The Pilot must inform SPC, by radio, of this incident before the manoeuvre takes place.

If the embarking manoeuvre of the pilot at the pilot station is not possible due to bad weather conditions, in addition:

- * Disabled Vessel or problems in main engine
- * Restricted Manoeuvring vessel

All processes will standby until particular orders for each case are provided by the Maritime and Port Authorities.

At the beginning of the service, the tugboat must contact SPC on VHF channel 11. When the manoeuvre is over they must inform SPC, in the same way, of the number of tugboats and their names.

SPC will maintain the Pilot Service informed of the situation of all the controlled vessels included in this procedure when they are using the fairway and may interfere with the Pilotage which is taking place.

3.2.3.- If there are no berthing instructions when the ship arrives, SPC will order her to proceed to the anchorage area, and will instruct her to anchor in Alfa or Bravo area depending on the season of the year and the ship's cargo. SPC will require her to report the anchor time, to keep the engine ready and to stand by permanently on VHF channels 16 and 11.

SPC will keep the Pilot Station informed of ships in the anchorage area, including position and anchor time of each ship. If the vessel requires pilotage to anchor, SPC will instruct her to contact Santander Pilots on VHF channel 14.

VESSELS WITHOUT OPERATIVE ENGINE WILL NOT BE ALLOWED TO REMAIN ANCHORED.

Any exception must be with specific instructions from the Port Authority and Maritime Authority.

SPC will track all ships in the anchorage area and will ensure that they maintain their positions, informing them of any relevant variation in their anchor position due to dredging or any other circumstance.

SPC will provide ships with all the information required about berthing schedule, assigned quay, weather forecast and any other necessary information.

SPC will give the ship her berthing schedule, (estimated time and place). The Pilot Service will inform SPC of the time when the anchored ship must have the anchor aweigh. SPC will inform the ship of the Pilot's instructions and require her to contact the Pilot Service on channel 14.

SPC will ask the ship for the anchor aweigh time, on VHF channel 14.

3.3.- *OUTBOUND / ANCHORAGE TRAFFIC:*

3.3.1.- When a ship is ready to depart or her agent or Master knows the departure time, they must contact SPC on VHF channel 11, requesting pilotage, mooring and/or towing services and giving the following information:

- Ship's name and ETD
- Dangerous cargos
- Destination port
Crew number
- AIS data update

Port Services are not allowed to modify any manoeuvre unless there is a request by the Captain or Agent or a reasonable justification from Port Services. In both cases SPC approval is required.

The call to SPC requesting the departure manoeuvre must be made in advance and depending on the berth:

- Albareda, Maliaño and Almirante docks.....1 hour
- Margen Norte, Nueva Montaña, Raos 1 to 8 docks1,5 hours
- Other docks2 hours

3.3.2.- If the ship's departure presents no problems, SPC will notify the Pilot and Mooring Services of the vessel's departure. The Pilot and Mooring Services will inform SPC of the availability of the services. Any variation of the departure time must be justified. SPC will also call, when necessary, the tugs requested by the Captain. This request will be made by the Captain or by the Agent or Pilot on behalf of the Captain. SPC will contact the Captain or Agent confirming the requested departure time. The Captain or Agent will then be advised to contact the Pilot Service on VHF, channel 14, to be informed of the embarking procedure.

SPC will keep the Pilot Service informed of the ships controlled by this procedure which are using the Navigation Channel and could interfere in the manoeuvre.

The Pilot Service should inform SPC, on VHF channel 14, of the "Pilot On Board time", as soon as possible and before advising the Captain on the bridge and at the end of the service when disembarking, saying "Pilot on board at... (place where the pilot is embarking)/Pilot disembarks at... (place where the pilot is disembarking)". The pilot should also inform (VHF 14) the Maritime Authorities and the CCS of the Port Authorities, through SPC, of any special circumstances or anomalies regarding maritime traffic, safety and/or pollution at sea, in case immediate assistance be required.

The pilot must disembark at the limit of the Pilotage Area or leave the bridge, with the Captain's approval, when the ship is out of danger. A ship is

considered out of danger when it passes the line between number 1 and 2 buoys, and under the following conditions:

- No problems in main engine
- The vessel is not restricted in her ability to manoeuvre
- The Captain is informed of the outbound courses by the pilot
- The Captain is aware of all the signals and navigation marks
- No in/outbound traffic in that area
- Visibility, at least, to Mourou Island

If the pilot can not disembark safely at the Arrival Point due to sea conditions, he can proceed under convoy in the pilot boat as far as number 1 and 2 buoys.

When the ship is carrying dangerous goods, the pilot will disembark at the limit of the Pilotage Area, weather permitting. If the weather does not allow this, the pilot can disembark when the ship is clear.

The tugboats must inform SPC on VHF channel 11 when they start the services and also when the manoeuvre finishes, reporting the numbers and names of the tugboats involved.

SPC will monitor the ship from the casting off manoeuvre until the vessel passes the limits of the port.

The ship must inform SPC of her departure from the harbour waters.

3.3.3.- If the ship requires anchor at departure, SPC will ask her for the following information:

- Anchor reason and estimated time in the anchorage area.
- Confirmation of no deficiencies onboard.
- IMO cargo: YES/NO and, if necessary, IMO class.

If the vessel complies with the safety and security regulations, SPC will indicate the anchor position, depending on the season of the year and cargo, and will remind her to keep the engine ready and to standby on VHF channels 16 and 11.

When the manoeuvre is finished, the ship will report the anchor time on VHF channel 11 to SPC.

SPC will keep the Pilot Station informed of the ships at the anchorage area and the time and anchor position.

If pilotage is required for anchoring, SPC will instruct the vessel to contact Santander Pilots on VHF channel 14.

SHIPS WITHOUT ENGINE READY SHALL NOT BE ALLOWED TO ANCHOR.

Any exception to the last paragraph must be restricted by the specific instructions required by the Port and Maritime Authority.

SPC will track on the RADAR/AIS all ships in the anchorage area and will check that they maintain their positions. SPC will inform the ships of any substantial variation of position due to dredging or any other circumstance.

SPC will supply weather information or other required.

SPC will inform the vessel to stand-by permanently on VHF channels 16 and 11 and report, the anchor aweigh time when the ship leaves the anchorage area. SPC will then inform the Pilot Station.

3.4.- UNSCHEDULED CALLS

An unscheduled call is when a ship which contacts SPC has not already been assigned a berth or anchor position.

When a ship in that situation requires entry into Santander Port waters, SPC will provide her with a list of shipping agents so she can appoint one of them to carry out all the preliminary operations with the Port Authority.

Once the ship has an agent and the DUE has been sent, the Maritime Authority and the APS will authorize, if applicable in Spanish waters, the entrance of the ship into port. Later, APS will assign a berth or anchor position.

When the ship is allowed to enter the Port, SPC will proceed according to INBOUND TRAFFIC requirements paragraph 3.2.

When a ship requires entry inside port limits in order to anchor, SPC will permit her to do so if she complies with the established rules.

VESSELS WITHOUT OPERATIVE ENGINE WILL NOT BE ALLOWED TO REMAIN AT ANCHOR.

Any exception must be restricted by the specific instructions from the Port Authority and Maritime Authority.

Unscheduled calls must comply with paragraph 3.3.3. SPC will request the information in paragraph 3.3.

3.5.- *PORT OF DISTRESS*

When a ship arrives in Santander as a port of distress, SPC will request the following information:

- Ship's name
- Call sign / IMO number
- ETA Santander
- Last Port of Call
- Maximum Draft
- Cargo on board (if Dangerous Goods, IMO number / UNO number)
- Crew
- Passengers
- Deficiencies
- Cause of the distress arrival
- ISPS Certificate (YES/NO)
- ISPS Plan onboard (YES/NO)
- Current ISPS level of the ship (If level is other than 1, CCS should be informed)
- Ship Agent (if designated)
- Any other information required

Then SPC will contact the Harbour Master's office and the Port Authority dockmaster's office for instructions.

Once the Harbour Master's office has authorized the entrance of the ship in Spanish waters, SPC will inform the Port Authority dockmaster's office, which will authorize the anchorage and/or berthing, if applicable. SPC will follow paragraph "3.2.- INBOUND TRAFFIC" requirements.

3.6.- BERTH SHIFTING AND MANOEUVRES.

Before shifting berth or carrying in out any other manoeuvres within the harbour area, all ships must contact SPC on VHF channels 11 or 16 informing of said manoeuvres .

SPC will await instructions from the Port Authority (Dock Master's office) before allowing the manoeuvres.

Once authorized, SPC will inform the Pilot and mooring services of the vessel's manoeuvre. The Pilot and mooring service will inform SPC of the availability of the service and any variation of this time must be justified. When necessary, SPC will call the tugs requested by the Captain. This request will be made by the Captain or through the Agent or Pilot in the name of the Captain.

SPC will inform the Captain of the time of the manoeuvre and request him to contact the Pilot service on channel 14, if the service is required, to know how the pilot will embark. When the Pilot Service is not required, the ship's Captain will inform SPC of the beginning and ending of the manoeuvre.

SPC will keep the Pilot Service informed of the ships involved in this procedure which are using the Navigation Channel and could interfere in the manoeuvre.

The Pilot Service should inform SPC, on VHF channel 14, of the Pilot On Board time, as soon as possible before advising the Master, and when the service is finished and the Pilot is disembarking, saying " Pilot on board in... (place of embarking)/Pilots disembark in... (place of disembarking)".

When the tugboats start the service, they must inform SPC on VHF channel 11. They must also inform SPC, in the same way, when the manoeuvre finishes, reporting the number and name of the tugboats involved.

3.7.- PORT ENTRY PROHIBITION

When a ship, which is forbidden to enter Santander Port waters, contacts SPC, the vessel must be ordered to remain outside port limits and SPC will inform the Maritime Authority and the Port Authority (Dock Master's office). SPC will wait for instructions .

Once the prohibition is lifted, SPC will inform the ship, instructing her as indicated in paragraph "3.2.- INBOUND TRAFFIC".

3.8.- PORT DEPARTURE PROHIBITION

SPC will be informed by the Maritime Authority of the departure prohibition of a ship.

If, due to port requirements, the ship has had to shift berth, the Port Authority (Dock Master's office) will inform SPC.

SPC will instruct the vessel which has had to shift berth as indicated in paragraph "3.6.- BERTH SHIFTING AND MANOEUVRES"

Once the prohibition is lifted, the Maritime Authority will inform SPC.

3.9.- SHIPS WITH DEFICIENCIES ON BOARD:

When a ship reports, on VHF channels 11 and 74, any deficiency onboard, SPC will proceed to gather as much information as possible about the problem and will transfer this information to the Maritime Authority and the Port Authority, as soon as possible, and will wait for instructions.

3.10.- SHIP WITH NON DECLARED DANGEROUS GOODS:

When a ship informs, as indicated in paragraph 3.2.1 of paragraph "3.2.- INBOUND TRAFFIC", that she is carrying dangerous goods and these have not been previously declared, or SPC was not aware of it, SPC will instruct the ship to remain outside Santander Port waters. SPC will wait for instructions from the Maritime Authority and the Port Authority (Dock Master's office).

When the the Port Authority (Dock Master's office) informs SPC that the vessel has delivered the dangerous goods declaration, as required in R.D. 145/189 and R.D. 210/2004, and she also fulfils all the other entry requirements, she will

be allowed to enter. SPC will proceed as in paragraph “3.2.- INBOUND TRAFFIC”.

4.- SHIPS SMALLER THAN 500 GT:

Ships smaller than 500 GT, except fishing vessels or leisure craft, will comply with the instructions of chapter number 3.

5.- ANCHORAGE FOR LEISURE CRAFT UP TO 50m LENTH

Before anchoring, leisure craft must contact Santander Port Control on channel 11 VHF.

Area between Punta del Promontorio (43° 27'49,49" N y 3° 46'50,82" W) and Punta del Dique de Gamazo (43° 27'41,40" N y 3° 47'17,97" W), The south limit is the line between buoys no. 3 and no. 5. The distance between this anchorage area and the shore is 300m.

Leisure craft can find mooring buoys authorised by the Port Authority to the southwest of Isla de la Torre (Latitude: 43° 28 '00 N Longitude 03° 45'00 W – Telephone: +34 942 273 013 Fax: +34 942 280 402) and more to the south of the Real Club Marítimo de Santander <http://www.rcmsantander.com>

Annex I

Geographical limits of the Port of Santander areas I and II

Area I

All the waters inside the bay limited by a line between Isla de la Torre and Punta Rabiosa and the projection of the bridges in the roads CN 235, S 434 and S 435 over the Boo, San Salvador and Cubas rivers.

Area II

From the line which indicates the limit of area I to the alignment between Cabo Mayor lighthouse and Cabo Ajo lighthouse and to the intersection with the meridian 003 43.44 West, which is the Santa Marina Island beacon.

Limits of the anchorage areas

Area A

Situated at the south of the line which joins Cabo Menor with the northern end of Santa Marina Island, it extends south to the parallel 43 28.7 North, and it is limited at the eastern side with the meridian 003 45.2 West and at the western side with the meridian 003 46.5 West.

Area B

Situated at the north of the line which joins Cabo Menor with the northern end of Santa Marina Island, it extends north to the line which joins Cabo Mayor with Cabo Ajo and it is limited at the eastern side with the meridian 003 45.2 West and at the western side with the meridian 003 46.5 West.

“La OSA” anchorage area, for large pleasure craft of to 50m in length:

Area between Punta del Promontorio (43° 27'49,49" N y 3° 46'50,82" W) and Punta del Dique de Gamazo (43° 27'41,40" N y 3° 47'17,97" W), The south limit is the line between buoys no. 3 and no. 5. The distance between this anchorage area and the shore is 300m.

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