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| IALA Guideline |

Guideline XXXX

VTS COMMUNICATION PHRASES

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Revisions to this IALA Document are to be noted in the table prior to the issue of a revised document.

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# VTS COMMUNICATION PHRASES

## GENERAL COMMUNICATIONS

### GENERAL (Note compare with existing G1132)

| Message Element | Message Intent |
| --- | --- |
| ANCHORAGE | A place where vessel anchor or can be anchored |
| ALL RECEIEVED | Information has all been received as expected |
| APPROVED | Permission for proposed action granted. |
| ANCHOR WATCH | Maintain lookout when at anchor |
| BERTHING SCHEDULE | A detailed plan of times and events affecting vessels in the port. |
| BOARDING SPEED | The speed of a vessel adjusted to that of a pilot boat at which the pilot can safely embark/disembark |
| CHANGE CHANNEL TO (channel) | Request to change VHF channels |
| CHECK | Examine (something) in order to determine its accuracy, quality, or condition, or to detect the presence of something. |
| CONFIRM | Request verification of something: (e.g. permission, instruction, action, information, intentions). For example, *Confirm you have received the following…?* |
| CONTACT | Establish communications with… |
| CONVOY | A group of vessels navigating together in same direction |
| CONVERGING TO | Going towards/approaching |
| CORRECT | That is correct |
| CORRECTION | A change that rectifies an error or inaccuracy |
| DIVERGING FROM | Going away from/Separating from |
| DREDGING | Moving of an anchor over the sea bottom to control the movement of the vessel |
| DRAGGING | Moving of an anchor over the sea bottom involuntarily because it is no longer preventing the movement of the vessel |
| DISREGARD | Ignore last message / Consider that transmission as not sent |
| DO NOT | Instruction that an activity may not be carried out |
| GO AHEAD | VTS is ready to receive your information |
| IMMEDIATE ACTION | To react quickly to a situation. |
| I REPEAT | I will state my message again |
| I SPELL | Phonetic spelling follows |
| LAST LINE | Mooring lines are released except the final line needed to hold the vessel. |
| (AtoN) MISSING | (AtoN) completely absent from position |
| MAINTAIN | Continue in accordance with the condition(s) specified or in its literal sense, eg “Maintain your course” |
| NEGATIVE | “No” or “Permission is not granted” or “That is not correct” |
| NOT APPROVED | Advising that approval for an activity has not been granted |
| OCCUPIED | Berth or anchorage taken by another vessel |
| OUT | End of transmission. No answer is required or expected. |
| OVER | End of transmission. An answer is expected. |
| PEC (Pilot Exemption Certificate) | A certificate which removes the need to use a pilotage service. It normally applies to a specific vessel and route. |
| PILOT EMBARKATION ORDER | The sequence in which pilots board vessels |
| PILOT DISPATCH | Pilot dispatch centre or pilot dispatch office |
| PILOT STATION | A place where a pilot embarks/disembarks |
| PROHIBITED | Not permitted |
| QUARANTINE | When a vessel is suspected to be carrying contagious disease or health related issue is held in isolation from the shore. |
| READ-BACK | Repeat all, or the specified part, of this message back to me exactly as received |
| REPEAT or SAY AGAIN YOUR LAST | A request to retransmit all or a portion of a transmission |
| REPORT | Pass me the following information |
| REPORTING POINT | A mark or position at which a vessel is required to report to the local VTS |
| REQUEST | A request for information or intentions |
| RESTRICTED | Permitted access to certain vessels at certain conditions |
| SAFE DISTANCE | The minimum distance allowed to avid dangerous situations |
| SINGLED UP | Mooring lines are released except the minimum needed to hold the vessel. |
| SPECIAL OPERATION | A performance of a practical work or of something which affects the safety of navigation (e.g. difficult tow, diver, survey, dredging, cable line laying). |
| STAND BY | Wait and I will call you |
| STANDBY ON (channel ) | Request for a vessel to standby on a VHF channel |
| STRIKE | Port services temporarily suspended due to a protest action |

### Requesting additional reports

| Message Element | Message Intent |
| --- | --- |
| REPORT [AGAIN] AT (location or time) | Request to report [again] when the vessel has reached a specified location or time |
| REPORT LEAVING/PASSING/ETA AT (position/area) | Request to report when the vessel has left/passed a specific position or area. |

### Call requests

| Message Element | Message Intent |
| --- | --- |
| CALL (VTS/allied service) [AT (time/position)] ON (channel) | Request to contact [at the specified time or position] the VTS or allied service on a VHF channel |
| CALL (vessel) FOR BRIDGE TO BRIDGE | Request to establish contact with another vessel to exchange intentions  (eg passing manoeuvres/confirming intentions/sharing information) |
| CALL AGAIN (event/time) | Request for the vessel to call VTS again when a specified event occurs  (eg after last line, when pilot boards) or in a specified time period. |



## REPORTING OF VESSEL IDENTIFICATION AND PARTICULARS

| Message Element | Message Intent |
| --- | --- |
| QUESTION WHAT IS YOUR (last port of call, route, maximum draft etc.) | Request specific information |



## NAVIGATING IN VTS AREA

### APPROACH/ENTRY INTO VTS AREA



| Message Element | Message Intent |
| --- | --- |
| PERMISSION TO (ENTER (details) | Permission provided to enter an area such as VTS area and fairway |
| PERMISSION TO CROSS (details) | Permission provided to cross into an area or line. |
| PERMISISON TO MOVE IN (area) | Permission provided to move within an area (eg fairway channel) |
| DO NOT PROCEED BEYOND (position) | Do not to proceed beyond a certain position or point (eg pilot boarding ground without a pilot) |
| DO NOT ENTER (area) | Do not to enter into an area or zone. |
| MAINTAIN ETA TO (location) | Request to maintain a specified estimated time of arrival to a location (eg pilot boarding ground) |
| REMAIN IN PRESENT POSITION | Advice, Instruction or Request to remain in a specific position |

### readiness/speed

This refers to Speed over the Ground (SOG)

| Message Element | Message Intent |
| --- | --- |
| REPORT WHEN ENGINES READY | Request to report when the engines are ready |
| KEEP YOUR ENGINES READY | Request for the vessel to keep their engines ready |
| REPORT WHEN UNDERWAY | Request to report when the vessel is underway |
| MAINTAIN (speed) | Keep a specified speed |
| REDUCE/INCREASE SPEED TO (speed) | The present speed has to be reduced or increased to the specified speed and maintained until further notice |
| WHAT IS YOUR MINIMUM SAFE SPEED | Request to report the vessels minimum safe speed |
| PROCEED AT SAFE SPEED | Vessel has to proceed at, or reduce speed to, the vessels’ safe manoeuvring speed |

### ROUTE MOVEMENTS

| Message Element | Message Intent |
| --- | --- |
| PROCEED TO (position / area) [AT (time)] | Proceed directly from the present position to the specified position [at a specified time] |
| WAIT [for (vessel) TO (details)] | Wait for a specified vessel to complete a task (eg clear berth / enter fairway / get underway / leave berth) or for other reasons specified |

### PERMISSION TO PROCEED FROM OR TO ALONGSIDE, A BERTH OR ANCHORAGE















| Message Element | Message Intent |
| --- | --- |
| PERMISSION TO (enter / depart / proceed) FROM (berth/anchorage/ lock/creek) [TO (location and/or subject to condition)] | Permission has been granted to proceed to undertake an activity (eg enter, depart, proceed) from a location (eg berth, anchorage area, lock, creek, fairway, pilotage area). [The vessel may be subject to other conditions which should be included as appropriate.] |
| REMAIN (alongside/berth/anchorage) (give reason) | Advising the vessel to hold position at a location (eg alongside, a berth, anchorage) for a specified reason. |

### PILOTAGE

| Message Element | Message Intent |
| --- | --- |
| PILOT BOARDING TIME (time) [AT (location) | Information when the pilot will board the vessel at a specified time [and location] |
| WAIT FOR PILOT at (location) | Instruction or Request for the vessel to wait for a pilot in a specified location |
| PILOT CANNOT BOARD [reason] | Advising that the pilot cannot board the vessel [reason may also be given] |
| PILOT DELAYED | Advising that the pilot will be delayed |
| PILOTAGE SUSPENDED | Pilotage service is unavailable |
| PILOTAGE RESUMED | Pilotage service returned to normal |
| MAKE A LEE | Use the ship to provide shelter and facilitate boarding |

### BERTHING

#### General

| Message Element | Message Intent |
| --- | --- |
| BERTH (name) [(port / starboard side) TO] | Notification of berth allocation [notification of side to the berth wall] |
| BERTH NOT CLEAR/CLEAR AT (time) | Advising that the berth is no longer clear [and time the berth is expected to be available] |
| WAIT UNTIL BERTH CLEAR | Instructing or advising a vessel to wait until the berth is clear |
| (Vessel) LEAVING BERTH (name) AT (time) | Information that a (vessel) will leave a berth at a specified time |
| BERTHING DELAYED UNTIL (time / by XX hrs) | Advising that berthing will be delayed until a specified time |
| BERTH CHANGED TO (provide new berth) | Information about a new berth. |

#### Departure from berth

| Message Element | Message Intent |
| --- | --- |
| CALL (XX minutes) BEFORE DEPARTURE | Request for the vessel to report a specified amount of time before departing |
| REPORT WHEN SINGLED UP | Request for the vessel to report when they have singled up |

### ANCHOR OPERATIONS

| Message Element | Message Intent |
| --- | --- |
| area |  |
| ANCHORING PROHIBITED (details) | Advising that anchoring is prohibited. Further details may be provided on specified areas or the entire VTS area. |
| ANCHORED IN WRONG POSITION | Information that the vessel has anchored in a not ideal or wrong location |
| ANCHOR CLEAR OF (details) | Request for a vessel to anchor clear of a specified location (eg fairway / outside port limits) |
| HEAVE UP |  |
| CONFIRM ANCHOR UP/AWEIGH | Asking for confirmation that the anchor is clear |
| REPORT WHEN AT ANCHOR | Request for a vessel to report when the vessel is anchored |

|  |  |
| --- | --- |
| CALL (XX minutes) BEFORE HEAVING UP ANCHOR | Request for the vessel to report before they weigh anchor |

|  |  |
| --- | --- |
| YOU ARE DRAGGING ANCHOR CHECK YOUR POSITION | Sensor information indicates the vessel is dragging anchor. The vessel is requested to check position. |



## PROVISION OF TRAFFIC INFORMATION

| Message Element | Message Intent |
| --- | --- |
| NO REPORTED TRAFFIC | Inform vessel that there is no traffic to the knowledge of VTS |
| MEET | Encounter one or more vessels |
| PASS | Move in a specified direction and leave behind or on one side in proceeding another vessel or object |
| OVERTAKE | Inform a vessel that it going to pass other vessel in the same direction |
| INWARD | Direction of a vessel into a port/fairway/channel/area |
| OUTWARD | Direction of a vessel from a port/fairway/channel/area |
| EASTBOUND/ WESTBOUND/ NORTHBOUND/ SOUTHBOUND | Directional information about a vessels movements |
| TURN/ALTER | Change direction |
| ENTER | Proceeding into a port/fairway/channel/area |
| UNDERWAY | Request to a vessel to report when it is not at anchor or made fast to the shore. |
| LEAVE | Outgoing from port/fairway/channel/area |
| DEPART | Starting a journey |
| CROSS | Vessel proceeding in a direction near right angle with traffic flow or route.  Vessel is proceeding through an area/fairway (one side to another). |
| NOT UNDER COMMAND | Inform traffic that a vessel is not able to manoeuvre in accordance to the COLREG |
| CONSTRAINED BY (details) | Inform traffic that a vessel is not able to manoeuvre due to its draft |
| RESTRICTED IN HER ABILITY | Inform traffic that a vessel is not able to manoeuvre due to its works |
| DUE TO | Inform that because of negative connotation …… |
| NAVIGATIONAL HAZARD (details) | Advising of a specific navigational hazard (eg derelict vessel, uncharted rock, pipeline leaking gas) |
| (DREDGING/DIVING/SURVEY) OPERATION IN (position/area) | Advising of operations in a specific position/area |
| (FISHING/PLEASURE) BOATS IN (position/area) | Inform vessel that traffic, with unknown intentions, is in the area . |



## PROVISION OF WEATHER AND HYDROGRAPHICAL INFORMATION

| Message Element | Message Intent |
| --- | --- |
| GOOD VISIBILITY | The visibility is more than 5 nautical miles |
| MODARATE VISIBILITY | The visibility is between 2 and 5 nautical miles |
| POOR VISIBILITY | The visibility is less than 2 nautical miles |
| VERY POOR VISIBILITY | The visibility is less than 1000 metres |
| WIND DIRECTION | Indicates the direction from which wind is blowing /coming from |
| WIND SPEED | Indicates the speed of the wind (knots or meters per seconds) |
| CURRENT DIRECTION | Indicates the direction from which current setting (goes) |
| CURRENT SPEED | Indicates the speed of the current (knots or meters per seconds) |
| VISIBILITY REDUCED BY (FOG, MIST, SNOW, DUST, RAIN, HAZE) IN (area) | The visibility is reduced by some factors. |

|  |  |
| --- | --- |
| VISIBILITY IN (position/area) (XX meters/cables) | Information about restricted visibility in a specified area |
| VISIBILITY EXPECTED TO (increase/decrease) | Future information on how the level of visibility may increase or decrease |

|  |  |
| --- | --- |
| WIND EXPECTED TO INCREASE TO (XX knots/m/s) | Information about the wind conditions in the area |
| IF WIND EXCEEDS (XX knots/m/s), (details of action) | Information that if the wind conditions exceed a threshold then a level of action will be required (eg vessels will be instructed to leave berths, tug services will be suspended) |
| GALE/STORM/TYPHOON EXPECTED in XXX (area) AT (XXXX) LOCAL TIME | Inform about pending adverse weather conditions. |

|  |  |
| --- | --- |
| TIDE IS (rising /falling /high / low) | Information about the tidal conditions in the area |
| WATER LEVEL AT (position) IS (meters/ cm) | Information about the water levels in the area |

## RESPONDING TO DEVELOPING UNSAFE SITUATIONS



### Position

| Message Element | Message Intent |
| --- | --- |
| [YOUR POSITION] (details) | Advising that the vessel of its current position relative to a location/landmark-  .../ bearing ... degrees, distance ... kilometres /  nautical miles from ... .  ~ in the centre of the fairway.  ~ on / not on the radar reference line (of the fairway).  ~ on the ... (cardinal points) side of the fairway. |

### Course

| Message Element | Message Intent |
| --- | --- |
| LEAVE (details) | Advising that the vessel leave/has left an area (eg fairway / recommended route / track) |
| APPROACH (details) | Advising that the vessel that by going on in the same way the vessel will approach some obstacle / danger (eg submerged wreck) |
| RUN INTO DANGER (details) | Advising that the vessel that by going on in the same way the vessel will encounter some danger –  ~ shallow water ... bearing 220, distance 1 nm.  ~ submerged wreck ... (cardinal points) of you.  ~ risk of collision (with a vessel bearing ... degrees, distance ... kilometres / nautical miles). |
| SHALLOW WATER (details) | Advising that the vessel is heading towards or has entered shallow water (eg north of route) |
| DEVIATED FROM (details) | Advising that the vessel deviated from something (eg the channel, sailing / passage plan) |
| CLOSE QUARTER SITUATION WITH | Advising the vessel that she is passing close to other vessel |
| RISK OF GROUNDING/COLLISION (details) | Advising that the vessel of danger situation (eg, an object, another vessel, shallow water) |
| COURSE TO MAKE GOOD | Advising the vessel about the new course |

## MANAGEMENT OF TRAFFIC

| Message Element | Message Intent |
| --- | --- |
| YOUR INTENTION | Question requesting the vessel to advise of it intention |
| KEEP CLEAR OF/AVOID (details) | Request to keep clear of something (eg area, location, object) |
| RETURN TO (details) | Request for the vessel to return to something (eg area, location, route) |
| WAIT FOR (details) | Request for the vessel to wait for an event (eg vessel leaving berth, vessel ahead of you, improvement in visibility) |
| PROCEED/NAVIGATE WITH CAUTION | Request for the vessel to navigate with caution |
| PASS (details) | Request for the vessel to pass to a relative direction or area (eg NW of location) |
| KEEP/MAINTAIN WIDE BERTH | Request for the vessel to give the area a wide berth |
| KEEP A SAFE DISTANCE OF (XX miles/cables) | Request for the vessel to maintain a minimum safe distance |
| REMAIN OUTSIDE (area) | Advising the vessel to remain outside an area until further notice |
| DO NOT PROCEED (details) | Instruction for the vessel not to continue or proceed |
| DO NOT ENTER | Instruction for the vessel not to enter |
| DO NOT OVERTAKE | Instruction for a vessel not to overtake |
| DO NOT CROSS FAIRWAY | Instruction for a vessel not to cross the fairway |
| RESTRICTED AREA (name) | Information provided about a restricted area |
| AREA TO BE AVOIDED (name) | Information provided about an area to be avoided |

## RESPONDING TO EMERGENCY SITUATIONS







No two emergencies will ever be the same. The same situation can develop and be resolved in an entirely different way as there are so many variables that can affect the eventual outcome. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ADD SOMETHING

| Message Element | Message Intent |
| --- | --- |
| WHAT PROBLEMS DO YOU HAVE? | Assessing situation |
| REPORT ANY DAMAGE | Assessing situation |
| REPORT POSITION | Assessing situation |
| REPORT NUMBER OF PERSONS ONBOARD | Assessing situation |
| REPORT NUMBER OF CASUALTIES | Assessing situation |
| REPORT NUMBER OF DEAD | Assessing situation |
| ASSISTANCE REQUIRED | Assessing situation |