**Routine Communication**

1. Pilotage
2. Anchor operations

* Enter/leave anchorage
* drop anchor
* heave up anchor
* Drag anchor

1. Warning to navigational dangers (e.g. breakwater, shallow)
2. Navigating in VTS area

* Entering/leaving and changing sector
* Traffic
  + Crossing
  + Overtaking
  + Head-on
  + Parallel navigation
* Re-routeing
* Restrictions
* Status of AtoN

1. Weather and hydrographical information

* Ice condition
* visibility
* wind/current
* Water level

**Non-routine Communication**

* 1. Non-compliance (e.g. local port rules)
  2. Close-quarter / Standing in danger
  3. Inform traffic about dragging

|  |  |
| --- | --- |
| [ship name] in pos. (XXX) are dragging.Take safety precautions. | Alternative additional action  Broadcast WARNING to other ships in the area: |

* 1. Response to emergency situations (e.g. Collision, Capsize, Sinking, Grounding, Fire On Vessel, Man Overboard, Pollution, Places of Refuge, Medical Emergency, Vessel Not Under Command (NUC), Protest Action, Natural Disaster) + **Terminology for each emergency case**
  2. Security incidents + **Terminology** (e.g. threats, actions)
  3. Limited and/or no VTS operations (e.g. technical breakdown)

Entering

When a vessel enter in VTS area normally reports on VTS channel. If the vessel does not report on correct VHF channel, VTSO should bring vessel on VTS VHF working channel:

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] (x3) | 1.1 State addressee (receiving station)  Three times |
| **THIS IS** (name) + **VTS** | 1.2 VTS station  Three times  Waiting for vessel replay |
| 2. Body of message | 2.1 **INFORMATION** | 2.1 MESSAGE MARKER |
| YOU ARE IN VTS AREA | 2.2 Statement  Use present tense  Use vessel name during broadcasting comm  Use YOU in direct comm |
| CHANGE TO VHF CHANNEL xx | 2.3 Action |
| 3. End of conversation | **OUT** |  |

Initial contact

As initial contact VTSO should gather information from vessel using an appropriate format

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | REQUEST | 2.1 MESSAGE MARKER |
| * ENTRY REPORT * QUESTION destination/port of call * QUESTION present maximum draught * QUESTION intended route * QUESTION ETA [next turning point]/ [anchorage] | 2.1 Action |
| 3. \_\_\_\_\_\_\_\_ | **OVER** |  |

Examples

Changing sector

When a vessel passing from a VTS sector to another one the VTSO should request to change the VTS VHF working channel

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | REQUEST | 2.1 MESSAGE MARKER |
| CHANGE TO VHF CHANNEL xx | 2.1 Action |
| 3. End of conversation | **OUT** |  |

Traffic crossing

When a vessel approaches another one the VTSO should provide traffic information when needed

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | TRAFFIC INFORMATION | 2.1 (pro word) TRAFFIC + INFORMATION (message marker) |
| [ship name] | 2.2 name of vessel we are referring |
|  | EAST OF YOU | 2.3 position of the vessel using cardinal points/directions and distance |
|  | * WESTBOUND * FROM xxxx to WEST * PROCEEDING to xxx PORT * INBOUND/OUTBOUND * TURNING POINT AFTER 2 MILES THEN WESTBOUND; | 2.4 Destination of vessel/intentions using directions or a point/landmark/port/buoy |
| 3. \_\_\_\_\_\_ | **OVER** |  |

Traffic

* + Crossing

INF: You will meet crossing traffic in position ...

INF: Inbound / outbound / crossing traffic W, N, E, S from you:

· *m/v xxx* proceeding from *point* to *point (geographical points)*

· m/v xxx is between *point* and *point*

· m/v xxx has passed *point*

· *m/v xxx* approaching to *point*

INF: According to our equipment you are in the “*position”* at the same time with *m/v xxx*

Q: What is your intention

INF: m/v xxx is going to change course to east after….

Q: can you see m/v xxx, bearing 30 degrees and distance …. miles from you.

INF: According to our equipment you are : “give way vessel”, “overtaking vessel”, “stand on vessel”

ADV: Navigate according to ROR.

INF: ROR does not relieve you from obligation to “keep clear” / “keep out of the way …”.

INF: VTS considers it as a violation.

INF: Situation will be reported to flag state / administration.

## Giving information to several vessels at the same time

|  |
| --- |
| **Reading back is crucial to ensure that information is received** |

1) M/V Star, Tallinn Traffic/VTS is calling on ch 61.

Vessel: Yes TLN Traffic

M/V Star stand by on ch 61 for additional information.

2) M/v Star, m/v Superstar and m/v Baltic Princess this is Tallinn VTS.

INF: According to our equipment you are meeting crossing traffic with vessels…….. (*several vessels*) E from Tallinna madal. M/V ……. destination is … (*Muuga*).

3) M/v Star, m/v Superstar, m/v Baltic Princess. INF. According to our equipment passenger vessel Viking XPRS may have crossing situation with you. M/v Viking XPRS is ES from you, heading to North bound.

4) M/v … ADV: To minimize close quarter situations, pass Tallinna madal from W, if it safe to you.

5) If the vessel is not reading back:

M/v xxx. Did you copy my message.

Traffic overtaking

When a vessel approaches another one the VTSO should provide traffic information when needed

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Give way vessel  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | TRAFFIC INFORMATION  You are overtaking vessel | 2.1 (pro word) TRAFFIC + INFORMATION (message marker) |
| [ship name]  Advice  Make contact bridge to bridge; Arrange safe overtaking. | 2.2 name of stand on vessel  2.3 MESSAGE MARKER  2.4 additional action |
| 3. End of conversation | **OUT** |  |

* + Overtaking

ADV: Pass m/v xxx northerly. xxx is two miles ahead of you, bound to east.

ADV: Pass m/v xxx astern.

ADV: Keep vessel ahead of you to your starboard.

INS: Do not alter your course before passing safely m/v xxx.

INS: Pass starboard to starboard (right to right ???) with m/v xxx.

* + Head-on
  + Parallel navigation

1. Anchor operations

* Entering anchorage
* Dragging anchor
* Leaving anchorage

Entering anchorage

A vessel enters the VTS area and goes to anchor.

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | REQUEST | 2.1 MESSAGE MARKER |
| Option 1) Proceed to [anchorage area A].  Option 2) Anchor at safe distance from all vessels.  Option 3) Anchor minimum [3] cables from all vessels. | Example of different actions |
|
| Keep engines on standby.  READ BACK | Additional action |
| 3. \_\_\_\_\_\_\_\_ | **OVER** |  |

Dragging anchor

A vessel is dragging anchor.

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | Information  Question  Warning  Request | 2.1 MESSAGE MARKER |
| According to my equipment/sensor, you are dragging anchor  Are you dragging   * Check your position * Take immediate actions * Start engine * Heave up anchor. * Let go more shackles | Statement  Action |
|
| 3. \_\_\_\_\_\_\_\_ | **OVER** |  |

Leaving anchorage

A vessel goes from anchorage to continue the voyage.

|  |  |  |
| --- | --- | --- |
| **Structure** | **Message** | **Note** |
| 1. Initiate conversation / Establish contact | [ship name] | 1.1 State addressee (receiving station)  Only one time |
| THIS IS [name] VTS | 1.2 VTS station  Only one time |
| 2. Body of message | INFORMATION | 2.1 MESSAGE MARKER |
| Option 1) Message received you are leaving anchorage position  TRAFFIC INFORMATION: (if any)  Weather/hydrografical information: (xxx)  Safety information: (xxx)  Pilot information: (xxx)  Berth information: (xxx) | Action  Pro word TRAFFIC + message marker INFORMATION  Alternative additional action(if needed) |
|  |
|  |
| 3. \_\_\_\_\_\_\_\_ | **Out** |  |