

## **Holyhead – Marine Safety & Information Circular v6      03/2025**

### **Interim Operating Guidelines Terminal 5**

Issued            14 April 2025  
Expires           Until advised

This circular overrides the published Port of Holyhead current ‘Directions Guidelines and Procedures’ manual in respect of arrival and departure protocols until Terminal 3 re-opens.. Other directions, guidelines and procedures are unaffected.

This notice is supported by and should be read, where applicable, in conjunction with the most up to date versions of following documents;

Reference	Title	Remarks
MISC 04/2025	Temporary Operating Procedures and Criteria for Vessels Using Terminal 5	
LNTM 07/2026	Terminals 3 and 5 Works in Progress and Special Direction	Contains Special Direction on restricted area
	SSOW Shore mooring instructions	
	Irish Ferries vessel specific operating parameters	
	Stena Line Ferries vessel specific operating parameters	
	the Pilots’ Pocket Guide & Checklist (Working Safely with Harbour Tugs)	

#### **1) Slot Times and Departure Times**

- a) A set of slot times agreed between Irish Ferries and Stena Line Ferries are accepted by the Harbour Authority
  - i) The Harbour Authority may alter the published slot times if so required for operational reasons.
  - ii) Due to the increased use of Terminal 5, and the associated reduction in scheduled down time, the Harbour Authority may temporarily close Terminal 5 from time to time to facilitate routine maintenance works.

- iii) In the event of an operational change to the slot times, or a requirement to temporarily close Terminal 5 to allow for maintenance works, the Harbour Authority shall endeavour to provide ferry operators with as much notice as possible.
- b) The normal inward reporting protocols of one hours' notice and Point Victor remain in place.
- c) Loading of vessels will cease strictly 15 minutes prior to departure time to ensure an on time departure unless the Duty Manager deems it necessary to delay the vessel for operational reasons. If the Duty Manager does delay a vessel then the Duty Manager will advise the Port Control Officer at least 30 minutes prior to the allocated departure time. The Port Control Officer will then immediately inform the inbound vessel, the Master will then make adjustments, if safe to do so, to adjust the vessel speed to avoid any conflict between vessels inbound and outbound in the proximity of the Breakwater.
- i) The only exception to this will be if the incoming vessel is not due at T5 for the period of the expected delay.

## **2) Entry in to the Restricted Area**

- a) To facilitate works in way of Terminal 3 & 5 a restricted zone has been set up as described in LNTM 07/2025 (and as re-issued periodically) and the Special Direction forming part of it.
- b) Vessels are required to adhere to this notice particularly regarding gaining permission to enter the Restricted Area. This permission is to be requested each and every time to ensure a common and up to date understanding of activities in the Restricted Area is held.
- i) Port Control will advise on works being undertaken on each arrival.
- c) Permission for entry in to the Restricted Area should not be requested unless the conditions referred to in MSIC 04/25 are met.

## **3) Harbour Operating Restrictions**

- a) No vessel is permitted to berth when the average wind speed as measured at the Breakwater Head exceeds 45 knots.

## **4) Mooring Teams**

- a) Weather parameters have been set for ensuring a safe working environment for mooring teams
- b) When parameters are likely to be exceeded the berthing vessel will be given as much notice as possible so as to avoid starting its approach to the berth.
- c) If conditions are such that a safe working environment cannot be maintained during a vessels approach and berthing phase, the Duty Manager ashore will notify the Holyhead Port Control Officer at the earliest opportunity who will then advise the Master and the berthing will be aborted.
  - i) The safety of those aboard the vessel and the mooring team is paramount. If mooring lines have been partially run and the berthing has to be aborted, the Duty Manager and Master must agree on the best possible outcome and action accordingly.

#### **5) Mooring Communication between Ship and Shore**

- a) At each shore mooring station there is a specific shore 'Person in Charge' (PIC) who is nominated to specifically oversee that mooring station safe operation and is the focus point for communication between the ship individual mooring stations team leader and shore mooring team.

#### **Communication between vessels and shoreside PIC:**

Stena Line Channel C

Irish Ferries Channel B

New arriving vessels Channel 8 (until such time secure channels are available)

VHF Emergency Radio Channel 14 (Base stations)

Shore PIC to communicate with other Port Users that during berthing operations radio communications should be limited to those team member involved in berthing operations only.

#### **6) Working With Tugs**

- a) Pilots and PEC holders should be aware of the risks and dangers associated with operating with tugs – especially the risk of girting.
- b) Indirect towing is not permitted

- c) Communication should be established and maintained with the tug throughout operations
  - i) VHF Ch8 is the suggested channel
- d) When a tug is alongside the bridge is to remain manned.
- e) Copies of the British Tugowners Association / UK Maritime Pilots' Association, the Pilots' Pocket Guide & Checklist (Working Safely with Harbour Tugs) are to be aboard and be familiar to Bridge Teams.

## **7) Compliance**

- a) Pilots and PEC holders have a duty to comply with MISC 03 and 04/2025. It is their responsibility to comply with the criteria set out therein. This includes adhering to sailing times and maximum wind speeds. Failure to do may result in the suspension of pilotage privileges.

## **8) Water**

- a) The supply of fresh water is limited with little time for the reservoir to replenish between vessel calls. Vessel are required to act responsibly and with due regard for other berth users when taking fresh water.

## **9) Terms and Conditions**

- a) The Harbour's standard terms and conditions as published in 'Holyhead Port Charges 2025 and standard terms of business' are unaltered by this MISC

Harbour Master

Holyhead Harbour

30 April 2025

