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| IALA Guideline |

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GUIDELINES FOR promulgating the requirements of a vts to mariners – A VTS Users Guide template

Edition 1.2

Month Year

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

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| Date | Page / Section Revised | Requirement for Revision |
| month/year approved by Council |  |  |
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# INTRODUCTION

IMO Resolution A.857(20) Guidelines for Vessel Traffic Services states that VTS authorities should provide mariners with full details of the requirements to be met and the procedures to be followed in the VTS area. This includes such items as:

* The categories of vessels required or expected to participate;
* Radio frequencies to be used for reporting;
* Areas of applicability;
* The times and geographical positions for submitting reports;
* The format and content of the required reports;
* The VTS authority responsible for the operation of the service; and
* Any information, advice or instructions to be provided to participating ships;

This information is currently provided through a number of means (eg. Port User Guides, Admiralty List of Radio Signals, etc) and in a manner that has no standardised structure or format.

The use of differing vessel traffic service procedures may cause confusion to masters of vessels moving from one vessel traffic service area to another.

# AIMS AND OBJECTIVES

The aim of this document is to provide guidance for VTS Authorities to promulgate the requirements of a VTS in a concise and globally harmonised manner to:

* Reduce the burden on masters obtaining the requirements of a VTS, and
* Minimise confusion masters of vessels moving from one vessel traffic service area to another

# internationaL frameWork

IMO has set out the requirements for publishing VTS information in Resolution A.857(20) as follows:

* The VTS Authority should, in a timely manner, provide mariners with full details of the requirements to be met and the procedures to be followed in the VTS area;
* This information should include the categories of vessels required or expected to participate; radio frequencies to be used for reporting; areas of applicability; the times and geographical positions for submitting reports; the format and content of the required reports; the VTS Authority responsible for the operation of the service; any information, advice or instructions to be provided to participating ships; and the types and level of services available; and
* This information should be published in the appropriate nautical publications.

In setting these requirements, it was recognised that VTS information be published in a variety of nautical publications that are widely made available to the mariner, and by individual VTS Authorities. In the latter case, the data provided may refer to only the local VTS area. It is important that mariners have ready access to the range of information and procedures that they may require when entering or passing through a VTS area, this includes information about vessels that may be encountered when using a waterway.

VTS Authorities are advised to consider the extent and means of publishing information about the services that they provide. In particular, they should ensure that all potential marine users of their services are fully informed about the services, the facilities available and the requirements to report information on the vessels and their movements when approaching or entering a VTS area.

It is recommended that VTS Authorities should maintain up-to-date information in the appropriate Lists of Radio Signals and nautical publications on ports and port entry.

Additionally, it is recommended that other, more immediate means of promulgation should be considered: Examples of such means could be a website, Master’s Guide, e-mail or other digital transfer media, recognising that an appropriate degree of security may be required to avoid the possibility of malicious action resulting from the deliberate misuse of sensitive information.

A template for promulgating this information is at Annex A.

# ACRONYMS

IMO International Maritime Organization

VTS Vessel Traffic Services

SOLAS IMO Convention on Safety of Life at Sea, as amended

IALA International Association of Marine Aids to Navigation and Lighthouse Authorities

<etc>

# REFERENCES

1. IMO Resolution A.857(20) Guidelines for Vessel Traffic Services

# Annex A

# template for promulgating VTS requirements to mariners

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [Name of the VTS area] **VTS users guide** | | | | | |
| 1 Summary | 1.1 VTS authority(provider) | |  | | |
| 1.2 Call sign/ Title of VTS | |  | | |
| 1.3 Services provided | | INS TOS NAS | | |
| 1.4 Coverage of VTS area | | Define the area boundaries. | | |
| 1.5 Service time | |  | | |
| 1.6 Language | |  | | |
| 1.7 Contact Information | | Address:  Tel:  Fax:  Email：  Website： | | |
| 2 Participating Vessels | 2.1 Mandatory | | Gross tonnages/length/types and other requirements of mandatory participating vessels | | |
| 2.2 Voluntary | |  | | |
| 3  VHF Procedures  (refer to the sketch map in part 6) | 3.1 Sectors | | Call sign of sector[…] | Coverage of sector[…] | VHF Channel […] |
| Call sign of sector[…] | Coverage of sector[…] | VHF Channel […] |
| ..... | … | ..... |
| 3.2 Reporting lines/points | | Reporting line/point 1 | | Position or description |
| Reporting line/point 2 | | Position or description |
| …. | | … |
| 4 Reports( IMO RESOLUTION A.851(20) is recommended; may select items as needed） | PR(position report) | IMO SRS items are recommended | | | |
| SP(sailing plan) | |  | | |
| Accidents or Emergencies report | |  | | |
| Any other report | |  | | |
| … | |  | | |
| 5 Amplifying notes（may select items as needed） | Pilotage | | Boarding ground: | | |
| Contact Information:  VHF Channel:  Tel:  Fax:  Email:  Website: | | |
| Anchoring | | Information and procedures | | |
| Tugboats | | Contact Information | | |
| Adjacent VTS areas | | Contact Information | | |
| References of rules and regulations | |  | | |
| Safety information and notes | |  | | |
| … | | … | | |
| 6. Sketch map for [….] VTS area  The map shall include the following information: VTS area, subareas if any, reporting lines/point, direction to report, VHF channels.  The map may include diagrams to indicate key features of the VTS area(s), anchorages and berths, with particular reference to dangers and areas to avoid.  Annex is acceptable , for example ,table of part 3 or part 4. | | | | | |