Glensanda Harbour

Towage Guidelines



V1 1/3/26

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Glensanda Harbour Towage Guidelines

Introduction

These guidelines have been produced to make harbour users aware of the requirements and procedures surrounding towage operations at the port of Glensanda.

The default requirement for towage provision is as per this document. Any deviation from these guidelines, requires prior approval of the Harbour Master and Pilotage team. As there are no tugs based at Glensanda, we require seven day's notice to arrange attendance.

For the purposes of these guidelines, it is assumed that the vessel's manoeuvring equipment is operational and effective, where this equipment is inadequate or defective, additional towage may be required.

Vessels of unusual design, or vessels calling for the first time, may require use of a tug or tugs if deemed necessary after a consultation with the Harbour Master and Pilotage team. Vessel design, dimensions, propulsion, including rudder and thrusters details, and expected draught will be required prior to consultation.

A quick guide is if a vessel is over 120m loa or over 8000 dwt, and has no thrusters or only one thruster, they will require towage. Under 120m loa or under 8000 dwt, a consultation will take place if calling for the first time.

Towage Matrix

GLENSANDA TOWAGE MATRIX FOR MAIN JETTY

Wind - sustained up to maximum 30 kts. Between 30-40 kts for discussion with Duty Pilot.

LOA	DRAUGHT	THRUSTERS	WIND	ARRIVAL (Cargo <50K)	DEPARTURE (Cargo<50K)	ARRIVAL (Cargo >50K)	DEPARTURE (Cargo >50K)	REMARKS
<100m	<8m	Y/N	<30 kts	Nil	Nil	N/A	N/A	
100-125m	<8m	N	<30 kts	1 x 30T	1 x 30T	N/A	N/A	
100-125m	<8m	B>300kw	<30 kts	Nil	Nil	N/A	N/A	
125-150m	<9m	N	<30 kts	1 x 30T	1 x 30T	N/A	N/A	
125-150m	<9m	B: >500kw	<30 kts	Nil	Nil	N/A	N/A	
150-200m	<10m	N	<30 kts	1x30T + 1x50T	1x30T + 1x50T	1x30T + 1x50T	1x30T + 1x50T	
150-200m	<10m	(B+S) = 2000Kw*	<30 kts	Nil	Nil	Nil	Nil	*BTU >1000kw
>200m	<10m	N	<30 kts	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	
<250m	<10m	Bow >1500kw	<30 kts	1x50T	1x50T	1x50T	1x50T	
<250m	<10m	B: >1500kw S: >1500kw	20-30 kts **BUT NOT** E'ly - S'ly	NIL	NIL	1x50T	NIL**	** Thrusters MUST be working 100% capacity. Tug at Pilot discretion.
<250m	10m-15m	B: >1500kw S: >1500kw	E'ly - S'ly >25kts	1x50T	1x50T	1x50T + 1x75T	1 x 50T + 1 x 75T	Must take tugs or wait for the wind to reduce <25kts.
>250m	<15m	N	<30 kts	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	BP of tugs may be reduced at Pilot discretion.
>250m	<15m	Y	<30 kts	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	1x50T + 1x75T	BP of tugs may be reduced at Pilot discretion.

Non-Routine Towage

These guidelines shall apply to all vessels, barges etc requiring non routine towage, including but not limited to Dead Tows or towing of unusual or large objects. A consultation will take place to decide if pilotage is required on a case by case basis.

Please request a Non-Routine Towage Application form from glensanda.shipping@holcim.co.uk

Ship owners, agents, towage contractors, project managers and tug Masters are advised that there must be a designated Towing Master allocated to each move who is responsible for the safety and planning of the manoeuvre, including the production of a risk assessment and method statement, including a passage plan which must be discussed with the port authority prior to the manoeuvre. The Towing Master shall be in addition to the Glensanda pilot.

The Port Marine and Facilities Safety Code and the Guide to Good Practice, requires Harbour Authorities to give special consideration to towage of non-standard nature.

Restricted Visibility

When there is a risk of reduced visibility, Pilots and tug masters must discuss planned operations as soon as is practicable. This ensures that the operation, including specific risks associated with bow tug operations and designated abort points, is fully planned, incorporating any known restrictions into the passage plan. A contingency plan must also be agreed upon in case circumstances change..

Should visibility drop below 2 cables after the operation has started, one of the following actions must be taken:

1. Abort the operation.
2. Take all way off the vessel and have the tugs manoeuvre the vessel.
3. Let go of the lines and have the tugs assist the vessel in pushing mode.

Information exchange

In addition to the requirements of a pilot tug master exchange in the Glensanda Pilot Standard Document, prior to and during operations commencing the tug master and pilot shall exchange the following information.

The tug master should inform the pilot of:

1. Any limitations on the tug's ability to assist.
2. The maximum permissible speed at which any manoeuvre may have to be carried out.
3. If the tug master believes that his tug is being put at risk or they are not comfortable with the tug’s position relative to the vessel.

The pilot should inform the tug master of:

1. Significant changes in engine movements and alterations of course of the towed vessel.
2. Changes in the towed vessel's circumstances.

Amendments and reviews

Date	Reason for change	Name	Signature
1/3/26	Creation of document	Gregor Hutchison	Gregor Hutchison
13/3/26	Updated towage matrix inserted	Gregor Hutchison	Gregor Hutchison