



16601
April 7, 2008

CAPTAIN OF THE PORT JACKSONVILLE POLICY LETTER NO. 1-08


SUBJ: MEDITERRANEAN MOORING (MED MOOR) EVOLUTIONS

1. **PURPOSE.** This Policy Letter establishes timelines, information requirements, and points of coordination for vessel or facility owners, agents, or operators to request approval for Mediterranean mooring operations within Captain of the Port (COTP) Zone Jacksonville.
2. **POLICY.** Under the authority of Title 33 United States Code § 1223(b) and Title 33 Code of Federal Regulations § 160.111, consent from COTP Jacksonville is required to conduct Mediterranean (Med) moorings within the ports of Jacksonville, Fernandina, and Port Canaveral. Requests must be made at least seven business days in advance of proposed operations and supply sufficient information such that the Sector Jacksonville Waterway Management (WWM) Division could perform a navigational safety risk assessment, if necessary. In addition, vessel or facility representatives must coordinate operations through potentially effected port stakeholders to ensure mooring evolutions do not place unfair constraints on competing interests. Given all inputs and variables, the COTP will evaluate waterway risk and determine the prudence of proposed operations. If deemed inadvisable, it is incumbent on the vessel or facility to propose mitigation measures to ensure equivalent margins of navigational safety.
3. **REQUIREMENTS.** To conduct Med mooring operations in the COTP Jacksonville AOR, the following information requirements are established:
 - a. Requests must be received at least seven days in advance of proposed operations;
 - b. A complete vessel profile must be submitted at time of request; and
 - c. A short, but detailed narrative of the evolution must be provided to include:
 - i. Date, approximate time, berth location and 24 hour contact number of person responsible for safety and security of the evolution;
 - ii. Estimated duration of evolution to include time required for make-up, time required for cargo operations in Med moor position, and time required for break-down;
 - iii. Line drawing of make-up and anchor placement (to include chain length) in relation to the Federal channel line;
 - iv. Plans for tug assist with monitoring of working frequency;
 - v. Contingency plans for break-away; and
 - vi. Notification plans and coordination for time/date slippage.
4. **ACTION.** The following guidelines apply to gain consent for Med mooring in the ports of Jacksonville, Fernandina, and Port Canaveral:
 - a. Vessel or facility representatives inform Sector Jacksonville, WWM Division of intent to Med

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moor vessel no less than seven days in advance of proposed operation. All the information required by paragraph 3 of this Policy Letter should be included in the request. In addition, this notification should be sent to the Chairman of the regional Harbor Safety Committee (HSC) if operation is to occur in the ports of Jacksonville or Fernandina and to the Supervisor of the USCG, Marine Safety Detachment (MSD), if in Port Canaveral.

- b. Concurrent with submitting Med moor requests to the Sector and HSC or MSD, the vessel or facility representative should coordinate with selected docking master and State pilot to advise on planned tides, currents, anchor placement and other particulars as they pertain to positioning and making the Med moor. All parties providing consultation will have three business days from the time of notification to provide feedback to the vessel or facility representative.
 - c. No less than 24 hours before the scheduled evolution, the vessel or facility representative shall report to Sector Jacksonville, WWM Division, via faxed letter or e-mail, the status of all notifications and coordination to include feedback from both the docking master and State pilot and Harbor Safety Committee, or MSD, as applicable.
 - d. Provided all requirements have been met, Sector Jacksonville will issue a consent letter stating no objection to the proposed Med moor evolution. The letter will also stipulate specific operational and/or navigational requirements, as applicable. Sector Jacksonville will then issue a Safety Broadcast Notice to Mariners.
 - e. When dates/times slip sufficiently such that expected tide, current, or river traffic is different than anticipated, it is incumbent on the vessel or facility to re-engage stakeholders to gain concurrence on the new date/time. When concurrence is gained, notification to the USCG is required. Failure to notify the Sector of port stakeholder concurrence of new date/time is cause for revocation of our consent letter.
5. APPROVAL/DISAPPROVAL. It is a well-established strategic goal of the Coast Guard to facilitate maritime mobility and maritime commerce; however, due to the nature of port operations, occasionally, conflicts will arise that may prompt the COTP to deny Med moor requests. In these instances, however, the COTP will encourage the vessel to adjust its mooring schedule such that a reasonable accommodation may be gained.
6. SECTOR JACKSONVILLE POCs. For additional information concerning this policy or to obtain contact information for the HSC, MSD, or port stakeholders, contact the WWM Division at (904) 564-7513 or fax (904) 564-7519. Direct e-mail for WWM Division staff are:
- a. LCDR Austin Ives - Austin.R.Ives@uscg.mil
 - b. ENS Ysabel Vandeputte - Ysabel.K.Vandeputte@uscg.mil
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