



WOODS HOLE OCEANOGRAPHIC INSTITUTION

VISITING VESSEL GUIDELINES AND RULES

1) The Woods Hole Oceanographic Institution (WHOI) ISELIN DOCK and DYERS DOCK are managed by the WHOI Port Office, Dockmaster, and the Marine Operations Coordinator in collaboration with the Facilities and Services Department.

It is the scientist's and/or vessel operator's responsibility to communicate these guidelines to their captains and crew and to ensure the intent of the guidelines is fully understood by all personnel.

2) Visiting vessels may request to occupy berths at WHOI subject to availability. Berthing may be scheduled by vessel operators and or captains with advance notification, but only allowed with the expressed permission of the Marine Operations Coordinator and/or the Dockmaster. Requests for berthing should be made as far in advance as possible.

3) All vessels berthed at WHOI do so at their **own risk**.

4) Only vessels in a seaworthy condition and under their own power will be allowed to berth at WHOI. All crafts must be registered, identified, marked, equipped, insured, and maintained as required by law.

5) No docking is allowed on west side of the Iselin Dock between the Bigelow building bulkhead and the shore jib crane. This space is specifically reserved for R/V TIOGA.

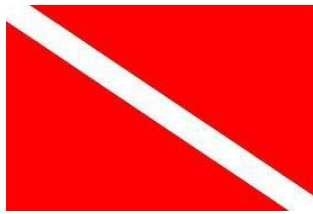
6) Any collision with or damage to WHOI docks or vessels berthed at the docks shall be reported to the Port Office, Dockmaster, Marine Operations Coordinator, or VHF Channel 19A immediately after occurrence. Occurrences after normal working hours or on weekends must be reported to the security guard located in the Smith Laboratory lobby. Failure to report collisions or damage will be cause for the immediate termination of berthing privileges.

7) The fueling of vessels is expressly prohibited unless prior notification is provided and approval received from the Director of Facilities and Services, Dockmaster, or Marine Operations Coordinator. Vessels approved for fueling at WHOI must demonstrate compliance with WHOI's Spill Prevention Control and Countermeasures Plan (SPCC). WHOI will only allow vendors that are U.S. Coast Guard certified to dispense fuel, which includes the following vendors: Loud Fuel Company, J.P. Noonan Transportation, and Falmouth Coal Co.

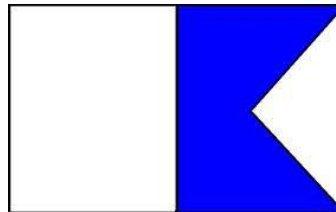
- 8) Visiting vessels must receive approval from the Dockmaster prior to the use of any utilities such as electrical shore power, potable water, and telephone. Use of these utilities without permission could warrant monetary penalties toward the vessel operator and will be cause for the immediate termination of berthing privileges. Payments or Purchase Orders can be set up ahead of time with the Marine Operations Coordinator to cover port costs.
- 9) Visiting vessel captains and/or crew will not handle or operate any dockside crane, forklift, truck, winch, or any other equipment while berthed at WHOI. Any services rendered by WHOI, including Dockmaster services (forklift, crane, trucking, etc.), as well as the use of any utilities (electrical shore power, potable water, etc.) will be invoiced to the vessel operator/company at current prevailing rates plus a nominal service charge.
- 10) Major repairs and/or refits while berthed at WHOI may be allowed with advance notification and with the express permission of the Marine Operations Coordinator and/or the Dockmaster. All work performed by visiting vessels while berthed at WHOI must demonstrate compliance with all WHOI Environmental, Health, and Safety policies and procedures. UNOLS vessels undergoing maintenance and repairs will receive permission from the WHOI Port Office.
- 11) Discharges of any type (solid waste, sanitary waste, bilge water, etc.) into the adjacent harbor and waterways are strictly prohibited.
- 12) Miscellaneous equipment, gear, dunnage, refuse, oil, spirits, inflammables, combustibles, oily bilge refuse, fuel sources, and hazardous waste of any kind shall not be left on docks. Non-compliance may result in the vessel operator and or captain being invoiced for disposal costs and immediate termination of berthing privileges.
- 13) Visiting vessels are responsible for vessel security while berthed at WHOI, and will be required to comply with Maritime Transportation Security Act (MTSA) and Transportation Worker Identification Credential (TWIC) procedures when WHOI is operating under MTSA Port Security status.
- 14) When requested, visiting vessels must be able to provide a list of crew and science personnel.
- 15) Disorderly or raucous conduct by any vessel operator, crew, or their guests will be cause for the immediate termination of berthing privileges. WHOI is a drug and alcohol free workplace. No drugs or alcohol are allowed on WHOI property.
- 16) Priority berthing will be given to WHOI ships and vessels, UNOLS vessels, and government vessels over independent vessel operator needs.
- 17) Visiting vessel operators or captains will notify the Marine Operations Coordinator of any changes in arrival or departure schedule. The WHOI Port Office, Dockmaster, or the Marine Operations Coordinator will notify vessel operators or captains if conflicting dock schedules develop.

18) Vessel captains, crew, and outside visitors may receive permission to load or unload gear from personal vehicles for short periods of time at WHOI docks, but do so at their own risk. WHOI is not responsible for any personal vehicles damaged during such operations. After loading and unloading is complete, vehicles must be removed from dock areas. Parking is only allowed in the School Street parking lot with an authorized parking pass. There is **NO PARKING ALLOWED** on the Iselin Dock, in Smith parking lot, or in Dyers parking lot. Parking passes may be issued to park in other WHOI parking lots on case by case basis.

19) Under no circumstances shall a vessel approach within 50 yards of WHOI property or vessels when a Diver Down Flag or International Code Flag Alpha is displayed, unless under direct verbal order from the Dockmaster or the Marine Operations Coordinator.



Diver Down Flag



International Code Flag "A"

Thank you for your cooperation. For more information or to schedule a port call, contact:

Kerry Strøm
Marine Operations Coordinator
kstrom@whoi.edu
Tel: 508-289-3938
Woods Hole Oceanographic Institution
266 Woods Hole Rd. #37
Woods Hole, MA 02543