

If you would like to take photographs on any Port of Newcastle managed site you must submit this form at least 24hrs prior to the event.

This ensures the activity is managed safely and prevents unnecessary reporting to Police of suspicious activity.

Please complete the below and email to berthoperations@pon.com.au.

PON reviews all Photography Notification Forms to ensure there is no negative impact to operations. If there are any issues, we will contact you directly.

Name:		
Company:		
Contact Number:		
Email Address:		
Proposed activity description: (e.g. promotional photos of cargo, media photo shoot, operational safety photos etc.)		
Company name & contact person that has engaged you to undertake this activity:		
Date range of proposed activity:		
Time range of proposed activity:		
Activity site location:		
Is the activity associated with a particular ship?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, name of ship:		
If yes, name of Stevedore company (or terminal) handling the cargo:		
If yes, name of the Stevedore or terminal contact that has been advised of this activity. (You must contact them prior to submitting this form)		
Are all personnel involved in the activity inducted? (Note: all drone operators must be inducted)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If No, name of inducted person/s that will be escorting personnel on site:		
Please provide name of each person undertaking this photographic or drone activities that will need access to site:		
MEDIA Will there be any media in attendance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
DRONES Will Drones be used?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

1. Photography is restricted to the operations/sites detailed on this form only.
2. Drone operators must comply with all applicable legislation in relation to operating the drone and will assume all responsibility for ensuring they are aware of the rules relating to that operation as defined by the Civil Aviation Safety Authority (CASA). PON will not be held liable for any penalty infringements on drone operators for any Drone operations approved by PON. These operations are approved on the assumption that the Operator has the correct CASA approvals/licensing in place.
3. Upon arrival on site, you must liaise directly with the Maritime Security Guard who will then direct you to the Stevedore Supervisor (or Wharf Superintendent) if no stevedore operations occurring on site.) on arrival to any wharf site and prior to undertaking any photographic activities.

For office use ONLY:

Notification forwarded to: (tick relevant box):

- Stevedore _____
- Licensee _____
- Wharf Officer _____
- Security _____
- Communications Team _____
- Berth Operations _____
- Other relevant stakeholders _____