

# PORT REGULATIONS OF THE PORT OF PORI LTD

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The Port of Pori Ltd

Merisatamantie 4, 28880 Pori

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## 1. GENERAL REGULATIONS

In the port areas of the Port of Pori, the stipulations of these Port Regulations and stipulations issued by the Port based on the Port Regulations as well as permit conditions and valid agreements shall be complied with in addition to laws and decrees in force and any regulations based on these.

The Port Regulations apply to all port areas. For the boundaries of the port areas, please refer to the maps attached to these Port Regulations.

Port administration is managed and conformance with these Port Regulations is supervised by a company by the name of Port of Pori Ltd, which operates the port (hereinafter referred to as Port).

The port authorities will report all activities that are unlawful and that infringe on regulations, and all suspected crimes to be handled by a police officer.

The Master of a ship, or agent, or other transport operator must submit all information that are necessary for charging for fees incurred by the port authority, as well as to promote the safety of the port and the traffic.

Photography and videography are permitted within an enclosed area only with permission from the port authority.

## 2. PORT SECURITY

Companies operating at the port must adhere to the instructions and safety regulations issued by the port authority.

Companies operating within the port territory must appoint a contact person for dealing with safety issues. Mainly those companies with long-term operating and lease contracts have an additional obligation to join the access control system maintained by the port.

A person wishing to gain access to a closed port area shall on request present an identification card or access permit approved by the Port Authority; or otherwise, give the necessary information for granting access rights. Any unauthorised persons found inside the Port area may be removed, if necessary with the assistance of Police, Customs and Border Guard Authorities.

It is the responsibility of everyone to submit to the Port any information that may be significant in terms of port security and port facility, and shipping security as intended in the ISPS regulations.

While the vessel is in Port, it shall notify the Port of any inbound and outbound traffic of persons and goods, for the purposes of access control.

### 3. ENVIRONMENTAL REGULATIONS

The companies operating in the Port have to take notice of the valid environmental permits, and adapt their operations according to those regulations. Furthermore, the companies must adhere to the special regulations issued based on these permits.

All companies operating on the Port territory must appoint a contact person for dealing with environmental matters.

The companies must allow the Port Authorities to perform inspections required by the environmental permits granted for the port operation in these locations, machines and devices that are in the validity area of the permit.

The companies have to hand over to the Port all the information that the Port needs in order to comply with the permit conditions, without extra compensation. In addition, the companies have to participate in the inspections required by the permit conditions insofar as they involve the operation of the company in question in the Port area.

#### **Waste management on vessels**

The Port's waste management plan outlines the valid waste management regulations of the Port, as well as the collection points and the contact persons.

The ship's Master is responsible for making sure that the instructions of the Port's waste management plan are followed in the treatment and sorting of waste.

#### **Sanitary regulations for vessels and cargo handling**

The Master of the vessel must ensure that no pollutants or waste escapes into the environment from the vessel, and that no unreasonable harm is caused to other users of the port. Prior to the arrival of the vessel, its drain pipes, ballast water pipes and other pipes must be covered so that no water or dirt can spill on the quay throughout its stay at the port.

It is the duty of the Master of the vessel or the owner of the goods to immediately notify the Port Authorities in case goods have fallen overboard or oil or any other pollutant has leaked in the water, and to take appropriate measures for their removal.

While handling goods in the Port area, the Operators shall take care not to unnecessarily defile the Port area, and to ensure that any unnecessary noise is avoided. The Operators must ensure that the waste, cargo residues, pallets and covers are taken to designated areas, and that any soiled places are cleaned up. Any areas that have not been cleaned despite a request to so, will be cleaned at the expense of the owner of the goods.

In case the handling of the goods causes dust or noise that is harmful to the environment, the Port Authority may interrupt the handling of such goods.

#### 4. NOTIFICATIONS TO THE PORT AUTHORITY

The operator, agent or Master of a vessel arriving at the port shall submit an advance notification to the PortNet information system no later than 24 hours before the vessel reaches the Port, as per the Vessel Traffic Service Act

Notification of regular vessel schedules and any changes therein shall be negotiated and agreed upon with the Port, in good time.

Notification of any tug, water-bus, fishing trawler or other similar vessel (LNG bunkering barge, etc.) engaged in a commercial activity and operating in or from the port shall be given to the Port before the start of such activity.

Of goods classified as dangerous, advance notifications shall be given to the Port at least 24 hours before such a consignment is brought into the Port area, unless otherwise agreed. Goods classified as dangerous refer to substances intended in the International Maritime Dangerous Goods (IMDG) Code, the European Agreement on the International Carriage of Dangerous Goods by Road (ADR), and the Regulations concerning the International Carriage of Dangerous Goods by Rail (RID).

In addition, while transporting particularly dangerous goods or large quantities of dangerous goods, it is necessary to ensure in advance that the consignment may be brought into the Port area (advance enquiry).

In case the vessel is arriving from an area contaminated by a generally dangerous disease, or if a person onboard the vessel has during the crossing fallen ill with a disease that is generally dangerous, suspected to be contagious or is unknown, notification of this shall be given in good time to the Port, and advice by the Port shall be awaited before entering the Port.

In case of the death of or an occurrence of a serious illness in an animal onboard during the crossing, notification of this shall be given to the Port, to receive instructions from the Veterinary Health Authority.

## 5. THE ARRIVAL IN PORT, AND BERTHING OF THE VESSEL

The speed of the vessel in the water areas of the Port shall be adjusted specifically in each case so that it does not cause damage, inconvenience, or danger to other users of the Port, to the Port, its equipment, or the vessel itself.

The vessel shall be moored or anchored in the location indicated by the Port Authority in a manner approved by them, and it may not be moved to another location without the consent of the Port Authority. The owner or manager of the vessel must ensure that the moorings of the vessel are always in good condition. The Master of the vessel shall keep themselves informed of the current water depth at the berth.

While mooring and casting off the vessel, as well as while the vessel is in the berth, necessary care shall be taken to avoid damaging the quay and any cranes located on it. The Port Authority may also order the vessel to use a tug-boat and towing assistance when moving around in the Port area. Ankkurin käyttäminen laitureiden vierustoilla on kielletty. Aluksen sivulla on sen laiturissa ollessa käytettävä riittävästi suojakkeita.

Using the anchor on the quayside is prohibited. When moored, the vessel shall be adequately fendered off.

Gangways and accommodation ladders shall be fitted with handrails and protective netting, and kept illuminated during the hours of darkness.

Davits, derricks, cranes, accommodation ladders and other equipment reaching over the vessel's sides shall be positioned so that they do not hamper the movements of the cranes on the quay nor vessel traffic on the seaward side.

The propeller of a berthed vessel may only be run a slow speed for testing while standing for departure, except when otherwise agreed with the Port Authority.

It is forbidden to remove snow or ice from the vessel onto the quay.

The vessel shall be removed to another berth in case the Port Authority so decides. Any vessel in the port area, unless laid up, shall be adequately manned to enable the vessel to be moved if necessary.

Mooring a laid-up vessel or other floating structure in the Port for a longer period of time shall be at the discretion of the Port Authority. The owner or the agent of a laid-up vessel or a floating structure shall entrust the maintenance of the vessel to a reliable person whose name and address shall be made known to the Port Authority.

## 6. UNLOADING, LOADING AND STORAGE GOODS

When unloading and loading goods, care shall be taken not to damage structural parts of the quay or port equipment used in the loading or unloading operations. When placing heavy cranes on the dock, the crane owner shall check the bearing capacity of the quay with the Port Authority and obtain their approval for the location of the crane.

During loading or unloading operations, goods or parcels may not be placed in the way of port cranes, on the quay, streets, alleyways, or within the safety zones around these, in front of warehouse doors, on top of fire hydrants, or anywhere where they may block access to life-saving appliances, nor anywhere else where they may hamper traffic.

Any stevedores' gear and machinery that is privately owned and used in the Port area shall be equipped with the name or logo of their owner, and in case of machinery, also with an ID number. Stevedores' gear and working machinery may not be left in the quay area after the work has been completed.

In case vermin are found in the cargo of a vessel, or life forms classified as vermin, unloading shall cease immediately. It is the duty of the Master of the vessel to report this to the Port Authorities, and to await their advice before continuing with the unloading.

When storing goods in the Port area, the instructions issued by the Port Authority shall be adhered to. Goods that cause inconvenience or damage because of a leak, odour or any other reason, shall be immediately removed from the Port area by their owner.

### **Dangerous substances in cargo**

Dangerous goods shall be unloaded and loaded on condition that these, with the exception of bulk goods, are provided with appropriate labels as intended in such as the IMDG Code, or that these are packaged following a method which conforms with this Code or is otherwise appropriate.

In case such dangerous goods are not labelled or packaged as described above, the Port Authority may forbid their unloading from the vessel or their transport by land to the Port area for loading, or resort to any other safety measures.

While unloading and loading dangerous goods in bulk, the Master of the vessel or the owner of the goods shall, on request of the Port Authority, arrange efficient supervision and take any other safety measures at their cost.

The company responsible for the handling of goods must ensure that no unauthorised persons can access the unloading and loading area.

Dangerous substances and waste can be stored only in designated warehouses and areas.

Explosives and radioactive substances may only be stored in the Port area if permitted by a Law or a Statutory Act or if permission to do so has been granted based on a Law or a Statutory Act.

When unloading and loading liquid fuels in an oil and chemicals port, the International Oil Tanker and Terminal Safety Guide (ISGOTT) standard must be adhered to, in addition to the safety instructions compiled for liquid fuels by the port.

## 7. ROAD AND RAIL TRAFFIC

Traffic in the port area shall adhere to the principles of the Road Traffic Act. The highest permissible speed of vehicles, parking areas, and other traffic arrangements, such as railway crossings, have been indicated with traffic control devices.

Parking in the port area is only allowed in designated parking areas, which have been clearly marked with parking signs. Otherwise, the owner or user of the car is liable in case of any damages.

All vehicles must give way to the train, and to port equipment moving on rails. Other vehicles must give way to work machines and cranes, unless the traffic signs indicate otherwise. The driver of a vehicle stopped or parked on the rails of a gantry crane or train may not leave the vehicle.

The Port Authority must always be notified about any work carried out near the rails, or near the vicinity of the open space.

Driving a motorised vehicle on ice-covered water will be regulated separately.

The Port Authority is not liable for any damages incurred by the vehicles.

## 8. REGULATIONS FOR EMERGENCY SITUATIONS

Companies operating in the port area must appoint a contact person for dealing with safety issues, and participate in the preparation of evacuation plans for the area, the acquisition of the required equipment, and safety drills, with a contribution proportionate to the risks of their operations. Operators handling



dangerous chemicals must appoint an operational supervisor, as required by the Chemicals Act.

Any marked fire alleyways in the warehouses and storage areas in the Port area, as well as routes to fire hydrants, fire wells and fire extinguishing pipes shall be kept clear at all times. The fire-fighting and life-saving equipment, automatic fire detection and life-saving appliances, as well as automatic fire detection and extinguishing devices shall be kept in order at all times, and portable fire extinguishers shall be easily accessible.

In case the cargo of a vessel includes inflammable goods, the making of open fires, repair work producing sparks, and smoking, are prohibited on open decks as well as in the vicinity of the vessel, both on the quay and seaward side.

The ventilation of such tanks onboard the vessel where inflammable or dangerous substances have been carried is prohibited without permission of the Port Authority.

At quays and storage areas for inflammable liquids, the making of open fires and smoking outdoors is prohibited. This prohibition also applies to the seaside area within a 50 m radius of the storage areas, quays and vessels.

The crews of vessels in the Port shall take part in the rescue operations and the removing of vessels from locations under risk according to the instructions from the authorities, and to the best of their ability.

## 9. RULES CONCERNING BOATING AND OTHER LEISURE ACTIVITIES

Boats used for recreational purposes shall avoid moving in the port area unnecessarily, and always give the right of way to commercial vessels.

Such boats may not be moored in berths designed for the loading or unloading of vessels, on beacons or other navigation marks or elsewhere where they may obstruct traffic.

If a vessel, a boat or some goods have been positioned somewhere without the relevant permit, or otherwise in breach of port regulations, or disturbing traffic, and if the Master, driver, owner or user does not ensure that the item in question is moved, the Port Authority can have it removed at the former's expense.

Such vessels, boats and goods that have been possessed by the Port Authority and which do not have a known owner, or whose owner does not appear after three months, will be dealt with like other lost property.

## 10. MEASURES IN THE EVENT OF DAMAGES AND VIOLATIONS

In case a vessel or a boat has run aground, submerged or sunk, its owner or the party in possession of it shall remove it as soon as possible.

It is forbidden to silt the water area. In case the water area of the port becomes silted due to an accident or another reason, the Port Authority and maritime authorities must be notified immediately. The situation will be rectified at the expense of the perpetrator.

If a sunken vessel or another object in water causes danger or disturbance to traffic, the owner or the possessor must fit it with warning signs. If this is not done, the Port Authority will ensure that it is labelled at the expense of the owner or the possessor.

If an operator of the port damages a pier or other equipment or structure, the Port Authority must be notified immediately. The Port Authority will arrange for the damages to be assessed, with the perpetrator or their attorney present.

If a vessel, a boat or some goods have been positioned somewhere in the port area without the relevant permit, or otherwise in breach of port regulations, or disturbing traffic, and if the Master, driver, owner or user does not ensure that the item in question is moved, the Port Authority can have it removed at the former's expense.

If goods, a work machine or vehicle have been positioned in an unsanctioned port area, and if the Master, owner, driver or user does not ensure that the item in question is moved, the Port Authority can have it removed at the former's expense.

If these port regulations are breached, the Port Authority can withhold access from the perpetrator to the port area. Furthermore, the perpetrator shall be obliged to indemnify any damages and expenses they have caused. The breach of a law or regulation will result in a punishment in accordance with the law.

## 11. CLAIMS FOR COMPENSATION AND LIABILITY LIMITATIONS

Any complaints or claims for compensations addressed to the Port Authority must be submitted without any undue delay. If the complaint or claim concerns a vessel, the complaint or claim shall be made no later than before the vessel departure from the port so that the Port can assess the damage to the vessel.

In case the complain is submitted later than within 30 days after the event has occurred, or when the injured party noticed the event, the injured party will lose their right of appeal in the cases when the injured party is a trader.

Legal action against the Port Authority must be taken within one year from when the damage occurred, or when the injured party became aware of the damage. The court proceedings will take place at the court of the registered location of the Port Authority, unless otherwise agreed. Finnish law will be applied to the trial.

## 12. FUTURE TECHNICAL INSTRUCTIONS

The following technical instructions supplement the port regulations:

- vessel waste instructions
- vessel waste notification
- instructions for handling and storing dangerous substances in the port area
- instructions for covering rainwater wells
- instructions for emergency situations
- instructions for oil and chemical emergencies
- notification for nearby residents
- moving around in the port

There are is a Finnish and an English version of these Port Regulations. In the event of interpretation disputes, the Finnish version of the Port Regulations shall prevail.

These Port Regulations have been approved by the decision of the Board of the Port of Pori Ltd, at Pori on 09.09.2020.

These Port Regulations are valid until further notice and enter into force immediately.