



Port of Naantali Ltd

PORT REGULATIONS

Valid from 19 December 2016

These Port Regulations have been drawn up in Finnish and English versions. In case of disagreements in interpretation, the Finnish version of the Port Regulations shall be decisive.

These Port Regulations were confirmed by a decision of the Board of Directors of Port of Naantali Oy in Naantali on 23 November 2016 and by a decision of the Naantali City Board on 19 December 2016.

The Port Regulations will be valid until further notice.

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CHAPTER I

GENERAL REGULATIONS

1 §

General

In addition to laws and statutes, and regulations based thereon, the stipulations of these Port Regulations and those issued by the Port Authority based thereon, permit conditions and valid agreements must be complied with in the port areas of the Port of Naantali.

2 §

Boundaries of the port area

The Port Regulations are valid in all port areas. The boundaries of the port areas are marked in the maps attached to these Port Regulations.

3 §

Port administration

The administration of the Port is run, the compliance with the Port Regulations is supervised, and the role of the Port Authority is performed by a company called Port of Naantali Ltd. Port of Naantali Ltd also acts as the Port Authority on behalf of the City of Naantali.

4 §

Duty to inform

The captain or agent of a vessel or other transport operator shall provide all information that is necessary for promoting the safety of the port and transports, and for charging the tariffs collected by the port enterprise.

5 §

Supervision

Recording security cameras are in operation in and around the port area. A permission is required for other photography and video recording. The companies operating in the port grant a permission for areas

administered by them and the Port Authority grants a permission for other areas.

The port enterprise will report any actions against the law and statutes and suspected offences to the police.

CHAPTER II

SAFETY OF THE PORT AREA

6 §

Application

The companies operating in the port shall comply with the instructions and safety regulations issued by the port enterprise.

7 §

Contact person for safety and security issues and access control system

Companies and other actors operating in the port area shall name a contact person for safety and security issues. In addition, mainly companies with long-term operating contracts and contracts of lease are obliged to join the access control system maintained by the Port.

8 §

Presence in the port area

Presence in the port areas marked as a restricted area by fences or warning signs is only allowed for those with a permission. Those attempting to access the restricted areas of the port shall on request present an identity card or access pass approved by the port enterprise or, in case they have none, provide the information required for granting right of access. Unauthorised persons in the port area may be ordered by the Port Authority to be removed with the assistance of the police, Customs and Border Guard, if necessary.

9 §

Providing information to the port enterprise

Everyone is obliged to give the port enterprise the information that may have an effect on the port's general safety and the safety of port and shipping referred to in the ISPS code.

10 §

Traffic to the vessel

While moored, a vessel shall report to the port enterprise the arriving and departing person traffic and traffic that serves the vessel for the purposes of access control.

11 §

Traffic routes and safety equipment

Marked traffic routes shall be used for moving in the port area. While working and moving in the load handling and traffic area, CE-marked reflective clothing and safety equipment determined by the Port Authority shall be worn.

12 §

Violation of the regulations on vehicle traffic

Gross or repeated violation of the regulations on vehicle traffic in the area issued by the Port Authority shall be considered endangerment of the safety of the other port users and will lead to a driving ban in the area for a fixed term or until further notice.

13 §

Complementing instructions

In addition to the Port Regulations, the instructions complementing the Port Regulations drawn up and maintained by the Port Authority shall be complied with in the port area.

CHAPTER III

MANAGEMENT OF ENVIRONMENTAL ISSUES

14 §

Environmental permit

The companies operating in the port shall take into account the environmental permits in force at any given time and adapt their operations to their requirements. Furthermore, the companies shall comply with the separate orders issued on the basis of those permits.

The companies operating in the port area shall name a contact person for managing environmental issues.

The companies shall allow the port enterprise to carry out inspections necessary for the implementation and follow-up of environmental permits granted for port operations in the premises, machines and equipment in the area covered by the environmental permit.

The companies and other actors shall provide the port enterprise free of charge with all information required for compliance with the terms of the permit, and participate in investigations required by the terms of the permit, as far as they are directed at the operations of the company in question in the port area.

The companies and other actors shall provide the Port Authority free of charge with their own environmental and other similar permits, all information needed for compliance with the terms of the permit, and participate in environmental investigations required by the terms of the permit, as far as they are directed at the operations of the company in question or another actor in the port area.

15 §

Waste management on vessels

The Port's vessel waste directions present the Port's valid waste management regulations, waste collections points and contact persons.

The captain of the vessel shall see to it that the Port's vessel waste directions are complied with in the waste management and sorting.

When a vessel is repaired in the port, it shall be taken care that no paint, rust, sandblasting or other similar waste is emitted to the sea. The waste shall be deliv-

ered for processing according to the waste management regulations of the Port Authority.

16 §

Sanitation regulations for vessels and cargo handling

The captain of the vessel shall see to it that no environmentally harmful substances or waste are emitted from the vessels to the environment and that the operations of the vessel do not cause unreasonable hindrance to the other port users.

The captain of the vessel or possessor of goods is obliged to notify immediately about any goods that have fallen into the water or oil or other polluting substances spilled into the water, and take immediate action to remove them.

A party that commissions or performs cargo handling in the port shall see to it that no unnecessary dirtying or noise is caused in conjunction with the cargo handling. The cargo handler and the party that commissioned the work shall see to it that waste, cargo platforms and covers are taken to the places designated for them, and that dirtied places are cleaned. Areas that have not been cleaned despite a request shall be cleaned at the cargo possessor's expense.

The Port Authority may interrupt the cargo handling, if it causes dust, dirt or noise that harms the environment or causes unreasonable hindrance to the Port or port users.

CHAPTER IV

NOTIFICATIONS TO THE PORT

17 §

Advance notification

The transport operator, agent or captain of a vessel arriving in the port shall enter a preliminary notification required by the Vessel Traffic Service Act into the Port-Net information system at least 24 hours before arriving in the port or, at the latest, when the vessel departs from its previous port, if the duration of the voyage is

less than 24 hours or, if the next port is not known or it has changed during the voyage, as soon as the information is available. Other notifications (e.g. rail traffic) shall be given in the way ordered by the Port Authority.

The notification shall include the information required by the Port Authority and the safety level observed by the vessel.

Any changes to this information shall be immediately forwarded to the Port Authority. An advance notification need not be made on a vessel that practises scheduled traffic, unless specifically required by the Port Authority.

Schedules of vessels in regular passenger and cargo traffic and changes therein shall be negotiated and agreed on with the port Authority in good time.

If a vessel has a need for vessel maintenance or repair work during its stay in the port, the Port Authority shall be informed about it well ahead of starting work.

18 §

Notification on arrival and departure

The notification on a vessel's arrival and departure shall be given to the Port Authority immediately after the arrival and departure of the vessel, unless otherwise agreed.

The notification shall include information required by the Port Authority, the Finnish Transport Agency, the Finnish Transport Safety Agency (Trafi) and the Customs on the loaded and unloaded goods, their recipients or responsible senders, and the numbers of incoming and outgoing passengers.

Similarly, the captain or agent of a vessel shall provide all information that is necessary for charging the tariffs collected by the Port Authority and for promoting the safety of the port and vessel traffic. The notifications shall also include a notification on security level in accordance with the ISPS code, and other information required by the ISPS code shall be given.

19 §

Regular passenger and cargo traffic

Schedules of vessels operating regular passenger or cargo traffic (incl. ropax vessels) and changes therein shall be notified to the Port Authority well ahead of starting the traffic or introduction of the adjusted schedules. Traffic may only be started after the Port Authority has approved the schedule.

20 §

Other vessels

Tugs, trawlers and other such vessels used in merchant shipping and working in or out of the port shall be agreed on with the port enterprise before traffic begins. At the same time it shall be determined how it needs to pay the port charges and submit vessel notifications.

A vessel must not enter the Port's safety area (harbour basin and the quays) without a specific permission given by the Port Authority.

A notification need not be made on a vessel owned by the State of Finland, except if it is used for merchant shipping. The same applies to pleasure boats. Such vessels nevertheless require a permission from the Port Authority on the mooring place.

21 §

Dangerous goods

An advance notification on goods classified as dangerous shall be made to the Port 24 hours before bringing the goods to the port area, unless specifically otherwise agreed. Dangerous goods refers to goods in accordance with the International Maritime Dangerous Goods Code (IMDG), the European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR), and the International Carriage of Dangerous Goods by Rail (RID).

When particularly dangerous goods and/or high volumes of dangerous goods are carried, it shall be ensured in advance that the shipment of goods can be

brought to the port area (advance inquiry), and in addition the instructions of the Port Authority on the transport of dangerous goods shall be complied with.

22 §

Risk of infection

If a vessel is arriving from a region infected with a generally dangerous disease, or if someone on board has contracted a generally dangerous disease, an illness of unknown origin or a disease that might be infectious, the appropriate authorities and Port Authority must be notified of this in good time, and the vessel must wait for their instructions before entering the port. If somebody has died on board during the voyage, the Port Authority and the police shall be informed about it.

23 §

Sick animals

If an animal has died or become seriously ill on board during the voyage, the Port Authority must be notified of this to get instructions from the veterinary authority. In that case the animals may only be taken from the vessel by permission of the supervisory veterinarian or other animal disease authorities.

24 §

Manoeuvrability of vessel

If a vessel needs to carry out servicing/maintenance work that affects the vessel's manoeuvrability or transferability (machinery, power transmission, steering, mooring equipment and anchor handling) during its stay in the port, the Port Authority shall be informed thereof, so that it is possible to agree together on appropriate actions. The Port Authority's safety instructions for tanker quays and tank storage areas provide more detailed instructions for operating when a vessel is unable to move while moored in the tanker quay.

CHAPTER V

ARRIVAL AND ACCOMMODATION OF A VESSEL IN THE PORT

25 §

The speed of the vessel in the port area

The maximum permitted speed and any other limitations are shown with water traffic signs. In addition, the speed of the vessel must be adjusted in the port waters according to the circumstances, so that no harm, damage or danger is caused to other port users, the port or its equipment or structures, or the vessel itself.

26 §

Moorings and notifications on transfers in the port area

A vessel must be moored or anchored to the place assigned by the Port Authority, and it may not be transferred to another place without the Port Authority's approval.

The right of vessels to be moored in the order of arrival in the port waters is regarded as the leading principle when assigning moorings.

By decision of the Port Authority or special agreement it is, however, possible to depart from this principle to the effect that a certain vessel, line or service is given priority to use moorings reserved for them.

The captain of the vessel should be aware of the current water depth in the vessel's mooring place.

The vessel must be moved to another place, if so ordered by the Port Authority. The transfer shall take place at the vessel's expense, if it is carried out due to a reason attributable to the vessel.

Each vessel in the port area which is not dismantled shall have enough crew on board, so that the vessel can be moved if necessary.

When a vessel is moved in the port area, the captain or agent of the vessel shall make an advance notification on the transfer to the local VTS centre, and before the

transfer the captain shall make a traffic notification to the VTS centre.

When a vessel is moved in the port area, the use of a pilot is not required, unless specifically ordered by the Port Authority. Pilots nevertheless have the right to pilot the vessel in the port area, if requested by the captain.

27 §

Mooring of vessel and stay at quay

While a vessel is moored, unmoored or at the quay, due caution must be exercised to avoid damaging the quay or the cranes on the quay. If necessary, the vessel must be towed by a tug while being moored or unmoored. The Port Authority may order a vessels to use a tug.

The use of anchors near the quays is prohibited. The side of the vessel must be sufficiently protected with fenders while at the quay.

Gangways and gangplanks must be equipped with railings and safety nets and kept illuminated during dark hours.

Davits, booms, cranes, gangplanks and other devices projecting over the sides of the vessel must be mounted so that they do not impede the movement of cranes or vessel traffic on the seaward side.

When sewage water is pumped from the vessel to a tank truck or the Port's waste water reception system, it must be ensured that no water or dirt gets on the quay. Clearing snow and ice from the vessel to the quay is prohibited.

The propeller of a moored vessel may only be used for trial runs at low speed while the vessel is preparing for departure, unless otherwise agreed with the Port Authority.

28 §

Dismantled vessel

A dismantled vessel or other floating structure must

have a permission from the Port Authority to be placed in the port. The vessel or other floating structure shall be moored in the place assigned and in the manner accepted by the Port Authority.

The owner of the vessel shall see to it that the mooring equipment is in working order at all times.

The owner or agent of the dismantled vessel or other floating structure shall entrust the maintenance of the vessel to a reliable person whose contact information shall be given to the Port Authority.

CHAPTER VI

LOADING, UNLOADING AND STORAGE OF GOODS

29 §

Quay structures and port equipment

When loading and unloading goods, care must be taken that no quay structures or port equipment used for loading or unloading are damaged. When heavy cranes are to be placed on the quay, the crane owner shall consult the Port Authority to make sure that the quay is strong enough and to determine the place for the crane.

30 §

Goods, roll trailers and load units in the area

In connection with loading and unloading, it is forbidden to place goods, roll trailers or load units in the way of quay cranes, unloaders and conveyors, on the quay, in the street or traffic routes or the safety zones around them, in front of a store-shed door, on fire hydrants, in front of life-saving equipment or wherever they may impede traffic or mooring and unmooring of vessels, except by permission granted by the Port Authority in each individual case.

Goods and units must not be stored in the quay area or

field area used for loading and unloading without a permission of the Port Authority.

31 §

Marking and storage of stowage equipment

Stowage equipment and machines owned by private parties and used in the port area must be marked with the owner's name or identification; machines must also have an identification number. Stowage equipment and machines must not be left on the quay or in the traffic area or railway tracks after completing work.

32 §

Pests in the cargo

If pests are detected in the cargo, unloading must be discontinued immediately. The captain or agent of the vessel is obliged to report the matter immediately to the appropriate authorities and the Port Authority, and wait for their instructions before continuing the unloading.

When such goods are stored in the port area, the instructions of the Port Authority must be complied with, and they must not be stored even temporarily in such a way that they prevent the safe use of quays, traffic, or the use of rescue or fire-fighting equipment.

33 §

Goods that cause disadvantage or hazard

Goods that due to a leak, odour or other reason cause disadvantage or hazard shall without delay be taken away from the port area or to a place determined by the Port Authority.

34 §

Dangerous goods in the cargo

Dangerous goods may only be loaded and unloaded if they, with the exception of bulk, have been correctly marked, e.g. according to the ADR, RID or IMDG codes, and that they have been packed according to the requirements of the code in question or otherwise appropriately, and a written advance notification has been

given to the Port Authority.

If dangerous goods have not been marked or packed in the above manner, the Port Authority may prohibit the unloading of the goods or the delivery of the goods to the port area by land for loading, or take other safety measures.

During loading and unloading of dangerous goods as bulk cargo, the captain of the vessel or the owner of the product are, if required by the Port Authority, obliged to provide adequate and efficient guarding at their own expense, and also to take other necessary safety measures. The entry of unauthorised persons to the loading and unloading area shall be indicated with signs and obstructed with appropriate booms.

During loading and unloading of liquid fuels at the oil harbour, the international industry standard (ISGOTT) and the safety instructions of the Port Authority must be observed.

35 §

Explosive and radioactive materials

It is prohibited to store explosive or radioactive materials in the port area, unless it is permitted by law or statute and a permission based on these has been granted, and the Port has approved the storage.

CHAPTER VII

VEHICLE AND RAILWAY TRAFFIC

36 §

Rules for traffic

The principles of the Road Traffic Act are observed in traffic in the port area. The maximum permitted speed of a vehicle and other traffic arrangements, such as permitted railway crossing points are indicated with traffic signs.

Unless otherwise indicated with traffic signs, the maximum permitted speed of a vehicle in the port area is 30

km/h.

Parking in the port area is indicated by traffic signs, and parking is only permitted in these areas. In other cases the owner or possessor of the vehicle is liable for compensation in case of an accident.

Other vehicles are required to give way to a train, a quay crane moving on rails, wheels or crawler, and other equipment moving on rails. Parking on the rails of a crane, conveyor or unloader or on railway tracks is prohibited. The driver of a vehicle stopped on tracks for a compelling reason must not leave the vehicle unattended.

Work carried out near tracks, within the reach of open space shall always be reported to the owner of the railway tracks.

On tracks administered by the Port, rail traffic shall observe the specific instructions of the port enterprise.

The use of motor vehicles on the official ice road in the port area is only allowed with the permission of the Port Authority, and then on the vehicle driver's own responsibility.

37 §

Damage to vehicles and machines

The Port Authority shall not be responsible for damage to vehicles or machines.

CHAPTER VIII

RESCUE REGULATIONS

38 §

Risk assessment, rescue plan and persons responsible

The companies operating in the port area shall name a contact person for safety issues and participate in the preparation of a rescue plan for the area, purchases of

necessary equipment and practice with a share proportioned to the risk of their own operations. Operators that handle hazardous chemicals shall also name a supervisor of use as required by the Chemicals Act and inform the person to the Port.

39 § Safety equipment

The marked fire escapes and fire-fighting entrances in the warehouses and outdoor areas and the passages to fire hydrants, fire pumps and extinguishing pipes must always be kept free of traffic.

The fire-fighting and life-saving equipment and the automatic fire detection and extinguishing devices must be kept in working order and hand extinguishers must be at hand at all times.

The fire-fighting, life-saving and first aid tools and equipment may only be used for the purposes intended for them.

40 § Smoking in the port area

Smoking in the port area is only permitted in the designated smoking areas.

41 § Flammable liquids and other combustible materials

If the cargo on board a vessel contains combustible material, the handling of open fire, spark-emitting repairs and smoking are prohibited in the exteriors of the vessel and on the quay and in the waters near the vessel.

In the port and warehouse areas where oil and other flammable liquids are stored, including the port waters within a radius of 50 metres from storage areas, quays and vessels, smoking and the handling of open fire are prohibited outdoors. The Port Authority may also issue other safety-related instructions for such areas.

42 § Open fire and hot work – responsibilities of the vessel crew

Instructions issued by the Port Authority regarding open fire and hot work shall be observed in the port's land areas.

The vessel crews in the port shall participate, to the best of their ability, in rescue operations and moving vessels away from dangerous places as instructed by the authorities and the Port Authority.

CHAPTER IX

REGULATIONS CONCERNING BOATING AND OTHER LEISURE ACTIVITIES

43 § Regulations on boating and other leisure activities

Pleasure boats should avoid unnecessary traffic in the port waters, and they must always give way to merchant vessels.

It is prohibited to anchor pleasure boats in the port waters in a place where they impede merchant vessels or moor to quays reserved for loading and unloading vessels or to navigation marks or to any place where they may impede traffic.

On renting a berth, the owner of a boat shall provide the port office with information on the boat or materials stored. If a vessel, boat or materials have been placed without a permission or otherwise against the Port Regulations or in a way that impedes traffic, and the captain, driver, owner or possessor does not move the boat, it can be moved by the port enterprise at the expense of the party concerned.

Vessels, boats and other objects which have been taken over by the Port Authority and whose owners are unknown or have not appeared within six months will be regarded as lost property.

No impediments to traffic must be placed in the water areas used for port traffic without a permission of the Port Authority.

Leisure swimming and diving in the port basins and fairways is prohibited. Underwater work in the port area is only allowed by permission of the port enterprise.

Opening a fairway outside a general passage is only allowed by permission of the Port Authority.

A permission of the Port Authority is always required for competitions arranged in the area administrated by the Port Authority.

Fishing in the restricted port area, fairway, bridge, port basin, quay or other similar place is prohibited.

Otherwise fishing is arranged in accordance with the fishing regulations of the City of Naantali, and the water area is included in the City's fishing permit area.

CHAPTER X

MEASURES IN CASE OF ACCIDENTS AND BREACHES

44 §

Goods fallen into the water, impediments in the water area, and shallowing of the water area

If goods have fallen into the water or a vessel or boat has run aground, been wrecked or sunk in the port waters, the captain or owner of the vessel must remove the vessel or goods as soon as possible.

The shallowing of the port waters is prohibited. If the port's water area is shallowed due to an accident or other reason, the Port Authority and the navigation authorities shall be informed immediately. Sweeping of the accident site and restoring the depth shall be carried out at the expense of the party that caused the accident.

If a sunken vessel or goods fallen into the water cause danger or inconvenience to the traffic, the owner or possessor shall mark the site with warning signs. If this is not done, the authorities or the Port Authority will have it marked or removed at the expense of the

owner or possessor.

45 §

Damage to quay or other equipment

If a quay or other port equipment is damaged, the Port Authority shall be immediately informed thereof. The Port Authority will have the damage assessed and invite the person who caused the damage or their agent to participate. The person who caused the damage shall inform the Port Authority about their willingness to participate in the assessment of the damage. If the person who caused the damage does not participate in the assessment, the person who caused the damage shall be considered to accept the assessment of the Port Authority on the extent of the damage.

46 §

Transfer of objects that cause impediment and property taken over

If a vessel, boat, machine, vehicle of goods have been placed without permission or otherwise against the Port Regulations or in a way that impedes traffic, and the owner, driver or possessor fails to remove it, it may be removed by the authorities or the Port Authority at the expense of the party concerned.

Such vessels, boats and goods which have been taken over by the Port Authority and whose owners are unknown or have not appeared within six months will be regarded as lost property.

47 §

Breaches

Due to a breach of these Port Regulations the Port Authority may refuse entry of the breaching party to the port area. In addition, the breaching party is obliged to compensate the damage and expenses caused.

The consequence for a violation of the law statute is the punishment prescribed by the law.

CHAPTER XI

CLAIMS FOR DAMAGES AND LIMITATION OF LIABILITY

48 §

Claims for damages and limitation of liability

Complaints or claims for damages directed at the Port Authority shall be presented without undue delay.

If a complaint is filed more than 30 days after the event or the date on which the party that suffered the damage detected the event, the party that suffered the damage shall lose its right of action in cases where the party that suffered the damage is a sole trader.

Action against the Port Authority shall be filed within one year from the occurrence of the damage or the date on which the party that suffered the damage became aware of the damage. The actions shall be processed in the court of law of the Port Authority's domicile, unless otherwise agreed. The laws of Finland shall be applied in the court proceedings.

CHAPTER XII

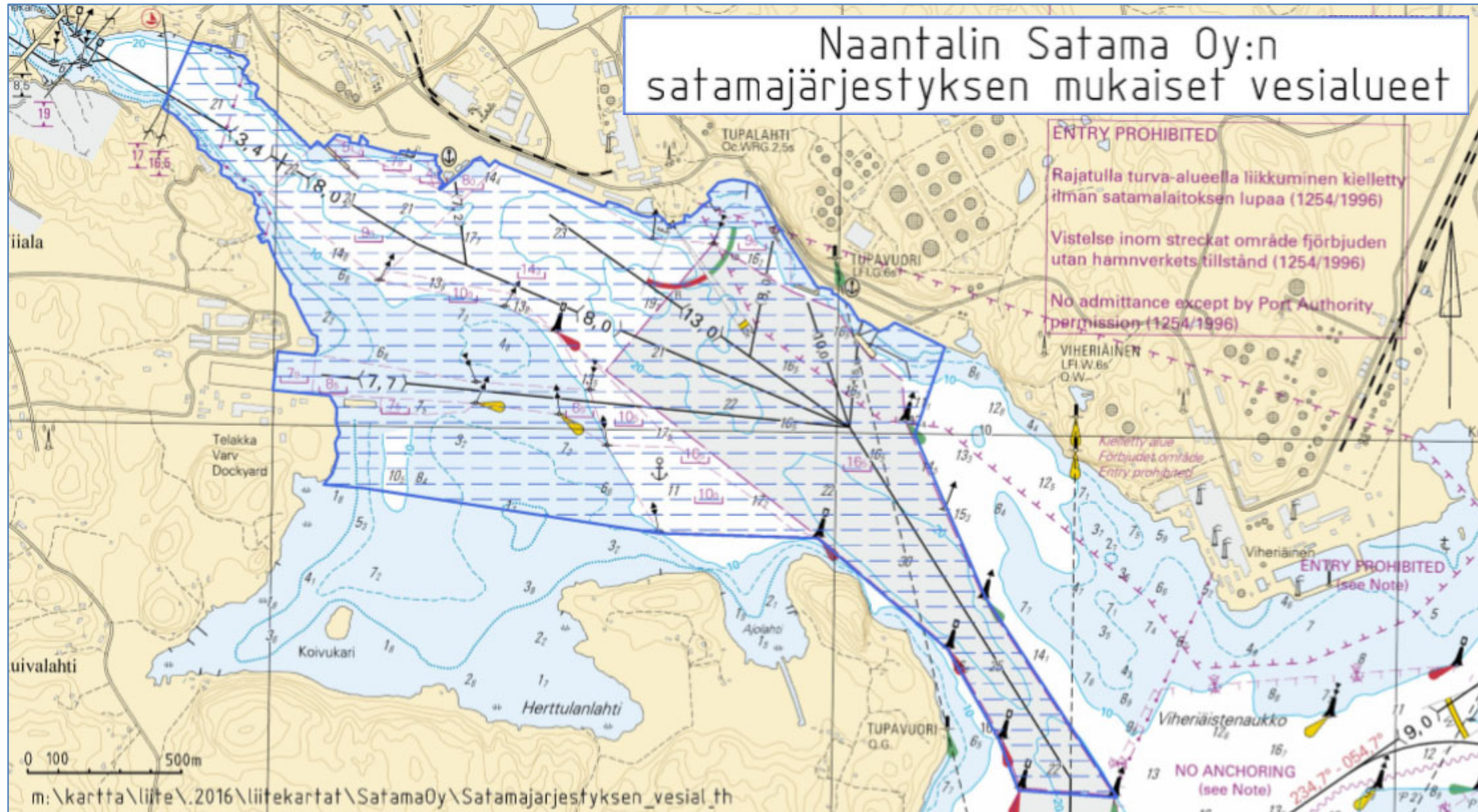
APPENDICES TO THE PORT REGULATIONS AND COMPLEMENTING TECHNICAL INSTRUCTIONS

These Port Regulations include as appendices maps of the land and water areas administered by Port of Naantali Ltd:

- APPENDIX 1 – Water areas in accordance with the Port Regulations of Port of Naantali Ltd
- APPENDIX 2 – Land areas in accordance with the Port Regulations of Port of Naantali Ltd

The technical and functional instructions that complement the Port Regulations are maintained on the website of Port of Naantali Ltd (see <https://www.portofnaantali.fi/ohjeet-ja-lomakkeet>).

APPENDIX 1 – WATER AREAS IN ACCORDANCE WITH THE PORT REGULATIONS OF PORT OF NAANTALI LTD



APPENDIX 2 – LAND AREAS IN ACCORDANCE WITH THE PORT REGULATIONS OF PORT OF NAANTALI LTD

