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INKOO SHIPPING AND KANTVIK SHIPPING PORT REGULATIONS

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1. General Provisions

These port regulations supplement applicable laws and other regulations.

The provisions and instructions of the port regulations are to be followed in the area managed by Inkoo Shipping Oy Ab. The boundaries of the port area are marked on the map attached to this document.

The port company shall report all suspected crimes to the police authorities.

The vessel's master or agent, as well as other transport operators, must provide all information necessary for charging fees by the port company and for promoting safety in the port and transport operations.

Photography and videography in restricted areas are allowed only with the port company's permission.

2. Port Area Security

Companies operating in the port must comply with the instructions and security regulations issued by the port company.

Each company must appoint a contact person for security matters. Companies with long-term operating or lease agreements are also required to join the port's access control system.

Persons seeking access to the restricted area must, upon request, present an ID card or access permit approved by the port company or provide necessary information for obtaining movement rights. Unauthorized persons may be removed with the help of police, customs, or border authorities if needed.

CE-marked high-visibility clothing (EN 471) and safety helmets must be worn in the port area.

Everyone is obligated to provide the port company with any information that may impact port safety or maritime security as defined in the ISPS Code.

When in port, a vessel must report all incoming and outgoing personnel and operational traffic for access control purposes.

3. Environmental Management

Companies must comply with current environmental permits and adapt their operations accordingly. They must also follow any specific orders based on these permits.

Companies must appoint a contact person for environmental matters.

The port company is allowed to perform inspections necessary for enforcing and monitoring the implementation of environmental permits in areas, equipment, and facilities within the permit's scope.

Companies must provide the port company with all necessary information free of charge and participate in environmental assessments required by permit conditions, as far as they apply to the company's operations in the port area.

Ship Waste Management

The port's ship waste guide outlines current waste management regulations, collection points, and contact persons.

The ship's master is responsible for ensuring proper handling and sorting of waste according to the port's ship waste guide.

Cleanliness Regulations for Ships and Cargo Handling

The ship's master must ensure no pollutants or waste are discharged into the environment or built-up areas of the port, and that their operations do not unreasonably disturb other port users.

The ship's master or cargo owner must immediately report any cargo dropped into the water or oil/other pollutants released, and take immediate steps to remove them.

Cargo handlers must prevent unnecessary mess or noise during operations. Waste, cargo residue, pallets, and covers must be placed in designated areas and contaminated spots cleaned. If not cleaned upon request, the port company may clean the area at the cargo owner's expense.

The port company may halt cargo handling if it causes harmful dust or noise.

4. Notifications to the Port

Shipping operators, agents, or masters of arriving vessels must submit advance notices required by the Vessel Traffic Service Act via the PortNet information system. Other notifications are made as directed by the port company.

Regular passenger and cargo traffic schedules and changes must be discussed and agreed with the port company in advance.

Operations involving tugboats, waterbuses, fishing trawlers, or similar commercial vessels (e.g., LNG bunkering barges) must be agreed upon with the port company before starting.

Advance notice of 24 hours must be given for dangerous goods unless otherwise agreed.

Dangerous goods are those defined by the IMDG Code, ADR, and RID regulations.

Transport of particularly dangerous substances or large quantities requires prior approval (pre-inquiry).

If a vessel arrives from an area with a contagious disease or someone onboard falls ill with a suspected or known contagious or unknown disease, the port company must be notified in advance, and its instructions followed.

Any serious illness or death of an animal during the voyage must also be reported for veterinary instructions.

5. Vessel Berthing and Movement in the Port

Maximum permitted speeds and other restrictions are marked by waterway signs. Vessels must adjust speed according to conditions to avoid harm or danger.

Berthing spots are generally assigned in order of arrival unless otherwise decided by the port company.

Vessels must be moored in the designated place and manner approved by the port company.

Owners or operators must ensure that mooring equipment is always in good condition.

The master must be aware of the water depth at the berth.

Caution must be exercised when mooring or unmooring to avoid damaging quay structures or equipment.

The port company may require the use of pilots or tugboats.

Anchoring near the quays is prohibited. Adequate fenders must be used while moored.

A safe gangway or stairway must be set up between ship and quay for passenger traffic, equipped with handrails, safety nets, and lighting during darkness.

All external equipment (booms, gangways, cranes, etc.) must not obstruct crane movement or marine traffic.

Propellers may only be run at low speed for testing before departure unless otherwise agreed.

Dumping snow or ice from the vessel onto the quay is prohibited.

Vessels must be relocated if instructed by the port company. Manned crew must be available to move the vessel if needed.

Long-term berthing of laid-up or other floating structures requires port company permission and maintenance must be entrusted to a reliable person whose details are reported.

6. Cargo Unloading, Loading, and Storage

Care must be taken not to damage quay structures or port equipment during loading/unloading.

Heavy cranes must have approval from the port company regarding quay load-bearing capacity and placement.

Cargo must not be stored or placed in areas obstructing crane tracks, roadways, access routes, or safety equipment.

If pests are found in cargo, unloading must be halted, and the port company notified for further instructions.

Dangerous Goods in Cargo

Dangerous goods must be labeled (except bulk) in accordance with IMDG Code or otherwise properly packed and marked.

Improperly labeled or packed goods may be refused or subject to other safety measures.

When handling bulk dangerous goods, security and safety measures may be required at the ship owner's/cargo holder's expense.

Access to handling areas must be restricted to authorized personnel.

Storage of dangerous goods is only allowed in designated warehouses or yards.

Explosives and radioactive substances may be stored only if permitted by law and with proper authorization.

When handling liquid fuels in the oil port, ISGOTT and the port's specific safety instructions must be followed.

7. Vehicle Traffic

In the port area, traffic follows the principles of the Road Traffic Act. The maximum permitted speed for vehicles, parking areas, and other traffic arrangements are indicated with traffic control devices.

Parking in the port area is regulated by parking signs, and parking is only permitted in the designated areas. Otherwise, the vehicle owner or holder is liable for any damage caused.

All vehicles must yield to port equipment moving on tracks.

A driver who stops or parks a vehicle on a crane track must not leave the vehicle unattended.

Any work performed near tracks or within the reach of cranes must always be reported to the port.

Driving a motor vehicle on ice-covered water areas is regulated separately.

The port company is not liable for any damage caused to vehicles.

8. Rescue Regulations

Marked fire lanes and access routes to fire hydrants, fire wells, and extinguishing pipelines in port warehouses and storage yards must always be kept clear and accessible. Firefighting and rescue equipment, as well as automatic fire detection, extinguishing, and rescue systems, must be kept in working condition, and first-response extinguishers must be readily accessible.

If a vessel carries easily flammable cargo, open flames, spark-producing work, and smoking are prohibited on the vessel's exterior areas and in its vicinity on the quay and water area.

Ventilating and washing of tanks on vessels that have contained flammable or hazardous substances is prohibited unless the port company grants permission.

In areas where flammable liquids and liquid containers are stored, open flames, spark-producing work, and smoking are prohibited. The ban also applies to water areas within a 50-meter radius of such areas, quays, and vessels.

Crew members of vessels in the port must participate in rescue operations and the relocation of vessels from hazardous areas to the best of their ability, according to instructions from authorities and the port company.

9. Rules for Boating and Other Leisure Activities

The movement of recreational boats in the port area is generally prohibited. Exceptions may be granted by special permit from the port.

Fishing is prohibited in the closed port area on the fairway, bridges, port basins, quays, or similar areas. Swimming in port basins and fairways is prohibited. Creating a fairway outside a public fairway is allowed only with the port company's permission.

A permit from the port company is always required for organizing competitions or other events in areas managed by the port company.

10. Actions in Case of Damage and Violations

If a vessel or boat runs aground, becomes flooded, or sinks in the port area, the owner or holder must remove it as soon as possible.

Shallowing of the water area is prohibited. If the port's water area becomes shallow due to an accident or other reason, it must be reported immediately to the port authority and maritime authorities. Dredging of the port area is carried out at the expense of the party responsible for the damage.

If a sunken vessel or any object in the water poses a danger or obstacle to traffic, the owner or holder must mark it with warning signs. If not, the port company will arrange the marking at the owner's or holder's expense.

If a quay, equipment, or structure in the port is damaged by a port user, the damage must be reported immediately to the port company. The port company will organize a damage assessment meeting, to which the party responsible or their representative is invited.

If a vessel, boat, or goods are placed without permission or in violation of port regulations, or in a way that obstructs traffic, and the captain, driver, owner, or holder does not arrange its removal, the port company may remove it at the responsible party's expense.

If goods, machinery, or vehicles are placed in the port land area in violation of regulations and the responsible person does not arrange their removal, the port company may remove them at the responsible party's expense.

For violations of these port regulations, the port company may deny the offender access to the port area. In addition, the offender is liable to compensate for any damages and costs caused.

Violation of laws or regulations is subject to penalties as defined by legislation.

11. Claims and Limitation of Liability

Complaints or claims for compensation addressed to the port company must be submitted without undue delay.

If a complaint is submitted more than 30 days after the incident or after the claimant became aware of the incident, the claimant loses their right to file a lawsuit, provided they are engaged in business.

A lawsuit against the port company must be filed within one year from the date of the incident or the date the claimant became aware of the damage. The lawsuit is handled by the court at the port company's domicile unless otherwise agreed.

Finnish law applies to the legal proceedings.

12. Supplementary Technical Instructions

See www.inkooshipping.fi or inquire directly from the port company.

A map is attached to these port regulations.

These port regulations were approved by the board of Inkoo Shipping Oy Ab on February 11, 2015.

The port regulations are in force until further notice and enter into force immediately.