

CONFIRMED:

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Ants Tammeleht
Chairman of the Executive Board
Saarte Liinid Ltd

3 August 2010



ABRUKA PORT

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Annex 1: Price List of Saarte Liinid Ltd

Annex 2: State agencies operating in Abruca Port

Annex 3: Businesses operating in Abruca Port

Annex 4: Notice to the Port of Call

Annex 5: Technical description of quays of Abruca Port

Annex 6: Layout of the port water area

Annex 7: Plan of quays

Annex 8: Location plan of navigation marks

Annex 9: Port Layout

1. GENERAL PART

Current rules remain in force in the land and water area of Abruca Port and are mandatory for all persons operating and staying in the port.

1.1. TYPE OF COMMERCIAL UNDERTAKING OF THE PORT AUTHORITY

- 1.1.1. Saarte Liinid Ltd is a manager of Abruca Port. The port has been given to managing to Saarte Liinid Ltd by Kaarma community for 50 years.
- 1.1.2. Saarte Liinid Ltd operates as a public limited company in compliance with the Commercial Code and legislation in force in Estonia.
- 1.1.3. The registry code of Saarte Liinid Ltd is 10216057.

1.2. PORT LOCATION, DELIMITING THE PORT LAND AND WATER AREA

- 1.2.1. Abruca Port is located on NE coast of the island. The centre coordinate of the port: latitude = 58°09,77' N and longitude = 22°31,65' E.
- 1.2.2. Total water area of the port is 1 ha.
- 1.2.3. Total land area of the port is 3,15 ha.

1.3. LAYOUT OF THE PORT AREA AND LOCATION PLAN OF NAVIGATION MARKS AND SIGNS

- 1.3.1. Port layout is provided in Annex 9.
- 1.3.2. Location plan of navigation marks and signs is provided in Annex 8.

1.4. TECHNICAL DATA OF THE PORT

- 1.4.1. The port is formed by water area, which is surrounded by quays and breakwater. Entrance width to the water area is 8 m.
- 1.4.2. Access to the port is marked with a leading line mark 71,3.

1.5. RESTRICTIONS TO VESSEL OVERALL DIMENSIONS

- 1.5.1. The biggest vessel received in the port may be of maximum 40 m long, 20 m wide and with 2,5 m of draught.
- 1.5.2. The port has no stationary lifting equipment.
- 1.5.3. Height of the quay is 1m from water surface.
- 1.5.4. Depending on the ship's clearances the Port Supervisor shows appropriate place for mooring. Wedge under level of free water space shall be 10% of the draught of the small craft.
- 1.5.5. Technical description of quays is provided in Annex 5.

1.6. RESTRICTIONS ARISING FROM THE REQUIREMENTS OF ENVIRONMENTAL PROTECTION AND DANGEROUS CARGO

- 1.6.1. In the port there is no receiving, storing and delivering of dangerous goods.

1.7. BUSINESS HOURS

- 1.7.1. Harbour Master's Office shall operate and service vessels round the clock 7 days a week.
- 1.7.2. All subjects concerning Abruca Port work management the information is available on phone no (+372) 53 328 096.

National holiday:

24 February Independence Day, anniversary of the Republic of Estonia

Public holidays:

1 January	New Year
	Good Friday
	Easter Sunday
1 May	May Day
	Pentecost
23 June	Victory Day
24 June	Midsummer Day
20 August	Day of Restoration of Independence
24 December	Christmas Eve

25 December	Christmas Day
26 December	Boxing Day

1.8. PORT NAVIGATION SEASON

- 1.8.1. Navigation season is dependent on the circumstances of the ice, to vessels with no ice-class restrictions may be established in winter.

1.9. LOCAL TIME DIFFERENCE FROM UTC

- 1.9.1. Since last Sunday in March +3 hours.
1.9.2. Since last Sunday in October +2 hours.

1.10. GENERAL INFORMATION ON BUSINESSES OPERATING IN THE PORT

- 1.10.1. In the port there are no firms providing services to other companies.
1.10.2. State agencies represented in the port are listed in Annex 2.

1.11. TRAFFIC REGULATION ON PORT TERRITORY

- 1.11.1. The vehicles and mechanisms used in the port shall be equipped with warning lights, name or identification of the owner and a number. Parking of such vehicles on quays and outside the respectively marked area is prohibited. Vehicles may not stand on a quay unless so needed for servicing vessels. In the latter case, the driver shall not leave the vehicle without surveillance.
1.11.2. Entering the port territory with a vehicle is performed on the basis of a permission granted by a respectively appointed by the port employee in accordance with the valid rules and regulations.

1.12. CLEANLINESS ON PORT TERRITORY

- 1.12.1. An operator, implementing loading and unloading at a quay, shall ensure the cleanliness and order within its working area and compliance with fire safety, health protection and environmental requirements.
1.12.2. No objects disturbing hauling shall be located at quays.
1.12.3. Smoking on the port territory is allowed in respectively allocated places.
1.12.4. Accidents with people or equipment on the port territory, any pollution of the port area, damages to ships or quays shall immediately be reported to the port administration phone no. (+372) 52 44 942, (+372) 50 49 935.

2. REGULATION OF WATER CRAFT ENTERING, STANDING IN AND LEAVING THE PORT

2.1. ANNOUNCING THE ENTERING AND DEPARTURE INTENTION

- 2.1.1. In Abruka Port there is no border point for international open traffic and no border control is performed to small craft in Abruka Port. When calling at Abruka Port from a foreign country, the small craft shall prior to entering Abruka Port pass border control in an open for international traffic border point of some other harbour where border control on small craft is performed.
2.1.2. No entering permission to the port shall be granted to small craft arriving from foreign waters outside the Schengen area and not having passed border and customs formalities, except for a case of force majeure. Harbour Supervisor shall immediately report such an entrance to the border guard region. Until having passed the border and customs control nobody shall leave the small craft, no cargo or items shall be taken to the shore. Without a respective authorisation from the border guard, nobody shall board the small craft.
2.1.3. The captain of the small craft shall hold during the stay in the port and at the request of the border guard officer performing the control submit the list of persons on board the small craft with a note verifying the border control having been passed.
2.1.4. The captain of the small craft shall register the entrance into the port by Harbour phone no. (+372) 53 328 096.
2.1.5. The vessels leaving the port outside the Schengen area shall arrange border formalities in an open for international traffic border point where the formalities are executed.
2.1.6. The agent or captain of a vessel shall notify Harbour Supervisor of:
 - leaving into foreign waters, at least 1 hour prior to the vessel leaving the port;
 - an unexpected leaving the port immediately.
2.1.7. Harbour Master's Office shall notify the border guard of:
 - all vessels leaving the port outside the Schengen area at least 1 hour prior to leaving the port;
 - a vessel leaving the port unannounced, immediately.

2.2. GRANTING OF ARRIVAL AND DEPARTURE PERMISSION

- 2.2.1. 15 minutes prior to entering the port, the vessel shall apply for a respective permission at Harbour Supervisor.
- 2.2.2. 15 minutes prior to leaving the port, the vessel shall apply for a respective permission at Harbour Supervisor.
- 2.2.3. Port Supervisor Master may refuse from granting of the permission, in case:
 - the established port fees and fines are unsettled;
 - the Port Rules requirements are violated;
 - a respectively authorised state agency issues such an order.

2.3. PROCEEDING AN ENTERING AND LEAVING NOTICE AND INFORMATION REQUIRED

- 2.3.1. The agent or captain of a vessel shall notify Harbour Supervisor on the fulfilment of all leaving formalities and submit a preliminary notice on leaving the port.
- 2.3.2. The preliminary notice shall include the following information:
 - name of the vessel;
 - time of leaving
 - destination port
 - gross tonnage of the vessel, length, width, draught with cargo;
 - number of passengers
 - description and quantity of cargo.

2.4. ARRANGEMENT OF ENTERING FORMALITIES AND DOCUMENTATION REQUIRED ACCORDING TO QUARANTINE, CUSTOMS AND BORDER REGIME

- 2.4.1. Ferryboats, passenger and cargo vessels regularly connecting destinations on domestic lines in Estonia as well as fishing boats not leaving the Estonian economic zone may produce a general declaration (in case there are no amendments in the presented data) for up to 1 month.
- 2.4.2. Upon leaving the port, the documentation shall be submitted prior to the departure, prior to the departure is a recommended timescale.

2.5. QUARANTINE, CUSTOMS AND BORDER GUARD FORMALITIES AND EXECUTION OF DOCUMENTATION

- 2.5.1. In Abruca Port there is no border point for international open traffic and no border control is performed to small craft in Abruca Port. When calling at Abruca Port from a foreign country, the small craft shall prior to entering Abruca Port pass border control in an open for international traffic border point of some other harbour where border control on small craft is performed.
- 2.5.2. No entering permission to the port shall be granted to small craft arriving from foreign waters and not having passed border and customs formalities, except for a case of force majeure. Harbour Supervisor shall immediately report such an entrance to the border guard region and the customs office performing supervision in the port. Until having passed the border and customs control nobody shall leave the small craft, no cargo or items shall be taken to the shore. Without a respective authorisation from the border guard, nobody shall board the small craft.
- 2.5.3. The captain of the small craft shall hold during the stay in the port and at the request of the border guard officer performing the control submit the list of persons on board the small craft with a note verifying the border control having been passed.
- 2.5.4. The captain of a vessel shall notify Harbour Supervisor of a possibly infected person on board. Harbour Supervisor shall immediately notify the administration of Roomassaare port and local health protection division of it.
- 2.5.5. Upon leaving the port, the documentation shall be submitted at the Port Supervisor.

2.6. ESTABLISHING COMMUNICATION WITH WATER CRAFT UPON ENTERING, STANDING IN AND LEAVING THE PORT

- 2.6.1. Abruca Port radio is available around the clock at ULL channel 14, call sign "Abruca sadam" or phone no. (+372) 53 328 096 (port supervisor).

2.7. REQUIREMENTS TO THE MOORED WATER CRAFT (PROHIBITIONS, OBLIGATIONS, RESTRICTIONS AND OTHER CONDITIONS)

- 2.7.1. All orders given by Harbour Supervisor concerning laying the vessels and small craft shall be mandatory to their captains.

- 2.7.2. The mooring ropes shall be fastened only to the mooring posts assigned for this purpose, the ropes shall be supplied with anti-rat shields.
- 2.7.3. All vessels and small craft shall be properly labelled (name or number on board).
- 2.7.4. Small craft standing side-by-side at any quay is a subject of Harbour Supervisor's permission.
- 2.7.5. The moored vessel shall have a safe gangway under which there is a protective net and a life buoy supplied with a heaving line. During the dark the gangway shall be lightened.
- 2.7.6. The board at the quay-side of a moored vessel shall be lightened.
- 2.7.7. Connection of the power cables of small craft to the port power system shall be done at the permission of Harbour Supervisor.
- 2.7.8. The crews of vessels shall keep the port land and water area clean.
- 2.7.9. The captains of small craft shall secure a safe standing of these in the port, protection of the property on vessels as well as a safe embarkation and disembarkation of passengers.

2.8. DECK OPERATIONS ON MOORED WATER CRAFT (implementing work producing noise and litter, welding and other work with open fire, outboard work, launching boats and rafts, pumping ballast and washing tanks, repair of main engine)

- 2.8.1. Implementing work producing litter shall be allowed if the cleanliness of the port land and water area are guaranteed.
- 2.8.2. For welding and other work with open fire, the captain of a vessel shall apply in writing to the Roomassaare port administration. Upon obtaining the permission, Harbour Supervisor shall be informed on starting and completing such work.
- 2.8.3. Outboard work, fire and abandon ship drills, launching of boats and rafts shall be allowed only with the permission of the port administration.
- 2.8.4. The port administration shall be notified of a repair of the main engine and its estimated time of completion.
- 2.8.5. Vessels may pump water from ballast tanks of dry cargo vessels off board if ballast water does not include oil or any other environmentally hazardous substances. In the pumping process, the pumped water may not reach the quay.
- 2.8.6. Tanks may be washed only in case washing water does not reach the port area.

3. VESSEL TRAFFIC ON PORT WATER AREA

3.1. WATER CRAFT MOVING ON PORT WATER AREA (relocation, manoeuvring)

- 3.1.1. Vessels may move on port water area only at the approval of Harbour Supervisor.
- 3.1.2. Upon moving on port water area, "International Rules for Avoiding Collision of Vessels" shall be applicable.
- 3.1.3. On port water area a vessel shall move at a minimum speed at which it can maintain manoeuvrability. The operating regime of a vessel's propulsion devices shall be such that not to endanger other vessels laying at the quay. The steering, anchor and hauling gear of a vessel shall be in working order and ready for use.
- 3.1.4. Relocating a vessel on port water area shall only be allowed with the permission of Harbour Supervisor.
- 3.1.5. The programme of sports events conducted on port water area shall be approved by Harbour Supervisor.
- 3.1.6. Small floating vessels and small craft shall be registered in compliance with the legislation in force, their masters shall have a valid license.
- 3.1.7. Upon moving on water area, small floating vessels and small craft shall follow the "International Rules for Avoiding Collision of Vessels" and the rules of good seamanship.
- 3.1.8. Any kind of acrobatic riding and any towing for an amusement ride purpose is prohibited on port water area.
- 3.1.9. Small floating vessels and small craft may be launched from quays in respectively allocated places.
- 3.1.10. Small floating vessels and small craft shall not sail closer to quays or vessels laying at quays than 30 m, except for the cases of their own berthing.

3.2. REQUIREMENTS TO THE TRAFFIC OF WATER CRAFT UNDER REGULAR AND SPECIAL CONDITIONS (fog, strong wind, ice etc.), MANOEUVERING AND RELOCATING

- 3.2.1. Entering and leaving the port is prohibited at the O-SO wind exceeding 15 m/s; wave height at the berth is more than 1 m and the visibility is less than 50 m . In case of necessity, entering and leaving the port shall be decided in each separate case by Harbour Supervisor and the captain of a vessel together.
- 3.2.2. The fluctuation of water level in the port is + 35cm to – 35 cm in average, compared to "Kronstadt 0". Information on water level can be obtained at the Harbour Supervisor.

3.3. MOORING

- 3.3.1. During mooring Harbour Supervisor shall be present at the quay and assign the vessel's location, except the permanently based in the port local residents boats and other small craft using Abruca port as their home port.
- 3.3.2. The distance between the small craft moored at the quay shall secure the safety of vessels.

3.4. TOWING OF VESSELS

- 3.4.1. The port has no tugboat.

3.5. TRAFFIC IN ICE-CONDITIONS

- 3.5.1. The port does not belong among the ports covered by ice-breaking service provided by the state of Estonia.
- 3.5.2. Ice conditions the port is closed.

3.6. SPECIAL REQUIREMENTS DEPENDING ON THE CLASS OF A VESSEL OR CHARACTER OF CARGO

- 3.6.1. Special requirements shall be established by Harbour owner according to need.

4. PORT SERVICES PROVIDED AND THE RELATED SERVICES AND ARRANGMENT OF THEIR RENDERING

The following services are provided in the port:

- servicing small craft;
- power supply;
- receiving consumer waste.

4.1. LOADING, UNLOADING AND STORING GOODS (incl dangerous goods)

- 4.1.1. Loading and unloading goods shall take place in the guidance of the Harbour Supervisor.
- 4.1.2. Loading and unloading of vessels with dangerous and highly flammable goods and storing these goods shall take place in compliance to Ports Act, Art.31 "Handling of dangerous cargo".

4.2. STEVEDORE WORK

- 4.2.1. The port does not implement stevedore's work.

4.3. WATER SUPPLY

- 4.3.1. Supplies of drinking water are available in the port. See Annex 1, Price List of Saarte Liinid Ltd., p.10 "Sale of water to vessels".

4.4. RECEIVING SHIP'S WASTE AND CARGO RESIDUES

- 4.4.1. Receiving of ship's waste and cargo residues shall take place in compliance to Ports Act, Regulation no. 78 of 29.07.2009 by the Minister of Economic Affairs and Communications "Organisational requirements for delivering and receiving ship's waste and cargo residues and the procedure of supervision of receiving, delivering, notifying of and keeping the accounting of ship's waste and cargo residues", "Plan for receiving and handling ship's waste" in the ports of Roomassaare, Ringsu and Abruca of Saarte Liinid Ltd, approved by Hiiu-Lääne-Saare Region of the Environmental Board.

4.5. FUEL AND LUBRICANTS SUPPLYING

- 4.5.1. No fuel or lubricants are supplied in the port. Supplies of fuel and lubricants are available in Roomassaare Port.

4.6. DIVER'S WORK

- 4.6.1. The port does not implement diver's work.
- 4.6.2. For implementing underwater work, the manager of work shall apply for a permission to Harbour Master.

- 4.6.3. A diver-ship or transportable diver-unit shall have a radio communication with Harbour Supervisor. If VHF radio communication means are not available, a mobile phone can be used, the number of which shall be announced to Harbour Supervisor.

4.7. REPAIR AND PAINTING WORK

- 4.7.1. Repair and painting work shall be implemented at an agreement with the port administration. Those services are not provided in the port.

4.8. CONNECTING A VESSEL TO COMMUNICATIONS, POWER AND OTHER ON-SHORE SYSTEMS

- 4.8.1. Supplying with water and connecting a vessel to the communications and power supply systems shall be implemented with the permission of Harbour Supervisor. See Annex 1, Price List of Saarte Liinid Ltd., p.10 "Sale of water to vessels" and p.9 "Sale of electric power".

5. PASSENGER SERVICE ARRANGEMENT IN THE PORT

- 5.1.1. Small craft shall register entering and departure from the port in a respective book in the port office.
5.1.2. The ferryboat`s shall be serviced at the quay assigned by Harbour Supervisor.
5.1.3. The owner or operator of the ferryboat line shall arrange ticket sale to boats.
5.1.4. Passengers are prohibited to walk in the loading/unloading zone of cargo vessels.

6. MEDICAL AID IN THE PORT

- 6.1. Medical aid to the port customers shall be provided by health care institutions of Kuressaare Hospital.
6.2. Emergency care is available at the emergency phone 112.

7. FIRE SAFETY REQUIREMENTS IN THE PORT AND COORDINATION OF RESCUE WORK

- 7.1.1. Ensuring fire safety on port area and the objects located there is provided in "General Requirements of Fire Safety", approved by the Minister of Internal Affairs and the fire safety rules of the port.
7.1.2. Fire fighting and rescue equipment of a vessel standing in the port shall be in working order.
7.1.3. For welding and other work with open fire, the captain of a vessel shall apply in writing to the port administration. Upon obtaining the permission, Harbour Master's Office shall be informed on starting and completing such work.
7.1.4. The captain of a vessel or the person replacing him shall supervise fire extinguishing on the vessel.
7.1.5. Implementing work with open flame is prohibited on port area.
7.1.6. All quays shall be equipped with rescue posts (life buoy with heaving line and boat-hook) on sight and accessible.
7.1.7. Primary fire extinguishing equipment is located in the harbour building.
7.1.8. In case of fire in the port or on a vessel standing in the port, all other vessels shall get ready the fire fighting and rescue equipment and the main engine for providing help at fire extinguishing operations. On the vessels standing nearby general alarm shall be announced.
7.1.9. In case of an emergency situation (petroleum leakage, fire etc.) in the port, it must immediately be reported to the Rescue Service phone 112, Harbour Supervisor, Border Guard Administration and depending on the character of a situation also to other respective agencies.
7.1.10. In case of a pollution arising from a vessel, the crew shall immediately apply measures for stopping and localising the pollution.
7.1.11. Harbour Supervisor shall coordinate the elimination of pollution on port area, involving other required institutions. The port shall have the right to claim the pollution elimination related costs from the polluter.
7.1.12. Instructions for activity and the list of pollution abatement equipment and their location for eliminating pollution are provided in the pollution abatement plan of Abruca Port.

8. WAY OF CALLING RESCUE SERVICE AND ORGANISATIONS PROVIDING OTHER KIND OF HELP OR PERFORMING SUPERVISION

Special services may be called independently or via the port:

- 1) Rescue Service: 112
2) Police: 110