

Ventspils Free Port Rules

Issued in accordance with
Article 6 of Law "On Ports"

I General

1. Rules (hereinafter the Rules) of Ventspils Free Port (hereinafter the Free Port) are binding to all legal or private entities located or operating in Ventspils Free Port.
2. The following terms are used in the Rules:
 - 2.1 vessel – any means of navigation/crafts, designed for use at sea/on river, etc.;
 - 2.2 auxiliary fleet – vessels delivering services in the Free Port, including tugboats, barges, floating cranes, bunkering vessels, vessels for polluted water and waste collection, diver's and other vessels that are registered in Ventspils and/or by Ventspils Free Port Authority and/or by the Free Port enterprises and/or are rented by them;
 - 2.3 maximum draught – acceptable maximum draught of vessel based on average perennial sea level;
 - 2.4 emergency conditions – actual threat to the crew of vessel, safety of passengers, cargo or vessel and environment.
 - 2.5 ship agents – ship-owner or Master's authorized legal entity acting in abidance to rules and legislation in force and entered in contractual relations with the Free Port.
3. Abbreviations used:
 - 3.1 GT – gross tonnage;
 - 3.2 L – maximum length of vessel;
 - 3.3 B – maximum width of vessel
 - 3.4 T – maximum draught of vessel;
 - 3.5 IMDG code – International Maritime Dangerous Goods Code, which provides following classification:
 - 3.5.1 1st class – explosives;
 - 3.5.2 2nd class – compressed or liquefied gases;
 - 3.5.3 3rd class – inflammable liquid substances;
 - 3.5.4 4th class – inflammable solid substances;
 - 3.5.5 5th class – oxidizing substances;
 - 3.5.6 6th class – toxic, adhesive and hideous substances;
 - 3.5.7 7th class – radioactive substances;

- 3.5.8 8th class – corrosive substances;
 - 3.5.9 3.5.9 9th class – various substances not included in other classes, but considered dangerous;
 - 3.6 SOLAS 74 – International Convention on Safety of Life at Sea;
 - 3.7 MARPOL 73/78 – International Convention on Prevention of Oil Pollution from Vessels and Protocol of 1978 annexed thereby;
 - 3.8 HELSINKI-92 –Helsinki Convention on Environmental Protection in Baltic Sea Region of 1992;
 - 3.9 COLREG 72 – Convention on International Regulations for Prevention of Vessels Collision;
 - 3.10 ISGOTT – International Oil Tanker and Terminal Safety Handbook;
 - 3.11 VTS – Vessels Traffic Service;
 - 3.12 SBRS – Shore-Based Radar Station;
 - 3.13 VHF – Very High Frequency Waves;
 - 3.14 ISPS code – International Ship and Port Safety code
4. Considering legislative acts of the Republic of Latvia all vessels moored in the Free Port shall hoist the flag of the state of registry and the flag of the Republic of Latvia.

II Borders of the Free Port

5. Borders of the Free Port are set in line with Cabinet of Ministers Regulation No 257 “On Borders of the Port of Ventspils” of June 25, 2002, and include:
- 5.1 port water area, with:
 - 5.1.1 outer roads, the lines connecting points with the following coordinates (see Latvian Maritime Administration, Hydrographic Agency map 2257, Annex 1):
 - 5.1.1.1 57⁰20;9 N 21⁰ 29;3 E
 - 5.1.1.2 57⁰25;4 N 21⁰ 22;6 E
 - 5.1.1.3 57⁰32;3 N 21⁰ 30;3 E
 - 5.1.1.4 57⁰26;3 N 21⁰ 36;0 E
 - 5.1.2 outer harbour;
 - 5.1.3 The Venta River from the outer harbour to the imaginary line crossing the Venta River, connecting the outlet of the river Packule on the right-side bank of the Venta River with Abolu Street on the left bank;
 - 5.2 land territory on both banks of the Venta River from an entrance to the Free Port to the Packule River on the right-side bank of the Venta River and Abolu Street on the left-side bank.
6. Free Port Authority governs Free Port territory and Berths that are owned either by the state, or by municipality.

III Vessel Dimensions

7. Maximum draught in the Free Port:
 - 7.1 on shipping lanes (fairways):
 - 7.1.1 Ventspils – on Western shipping lane from buoy A till sea gate – 15.0m;
 - 7.1.2 Ventspils – on Northern shipping lane from buoy B till the split-point of shipping lanes (fairways) at buoys 3 and 4 – 12.5m;
 - 7.2 outer harbour – 15.0m;
 - 7.3 Venta shipping lane from the turning basin of outer harbour to imaginary line connecting Berth 7A and 16 – 14.1 m; from imaginary lines between Berth 8 and 15 to Berth 9 and 13 – 13.2m; from Berth 9A and 13 to Berth 10 and 13A – 11.8m; Berth 11 – 9.5m.
8. Free Port has 2 turning basins in port water area:
 - 8.1 Outer harbour turning basin for ships with LOA up to 270m and draught of up to 15.0m;
 - 8.2 Venta River turning basin, located between Berth 5 and 16 for ships with LOA up to 240m and draught of up to 13.2m.
9. Water level fluctuations and other similar instances entitle Harbour Master to adjust different maximum draught limits than in Article 7, 8 and 11.
10. Ships of the following dimensions can be moored at the Berths of the Free Port:
 - 10.1 Berths 1, 2, 4 - L 230m, B 32.5m;
 - 10.2 Berths 3, 4A, 7 A - L 240m, B 32.5m;
 - 10.3 Berth 5 - L 170m, B 26.0m;
 - 10.4 Berths 8, 9 - L 200m, B 32.5m;
 - 10.5 Berth 10 - L 225m, B 32.5m;
 - 10.6 Berth 11 - L 205m, B 32.5m;
 - 10.7 Berths 13 - L 70m, B 20.0m;
 - 10.8 Berths 14 - L 150m, B 20.0m;
 - 10.9 Berths 15, 16 - L 240m, B 32.5m;
 - 10.10 Berth 16A - L 140m; B 25.0m;
 - 10.11 Berth 17 - L 200m; B 28.0m;
 - 10.12 Berths 26, 26A - L 125m, B 20.0m;
 - 10.13 Berths 26B/C - L 225m, B 32.5m;
 - 10.14 Berth 27 - L 80m, B 15.0m;
 - 10.15 Berth 28 - L 270m, B 45.0m;
 - 10.16 Berth 29 - L 180m, B 26.0m;
 - 10.17 Berths 30, 31 - L 228m, B 32.0m;
 - 10.18 Berths 32, 33 - L 270m, B 45.0m;
 - 10.19 Berth 34 - L 165m, B 26.0m;
 - 10.20 Berth 35A - L 195m, B 32.0m;
 - 10.21 Berth 36 - L 250m, B 47.0m;
 - 10.22 For other in the possession of Free port Authority being berths the maximum ship size is determined by Free port Authority;

- 10.23 For other private berths the maximum ship size is determined by the owner of the berth.
11. Ships of the following dimensions are allowed to pass under the bridge across the Venta River at average perennial sea level:
- 11.1 maximum windage height 7.0m;
 - 11.2 maximum width 20.0m;
 - 11.3 maximum draught 5.0m.

IV Vessel Traffic Service and Shore-Based Radar Services

12. Vessel traffic in Free Port is controlled by Vessel Traffic Service (VTS), a division of the Free Port Harbour Master's Office. Sailing of ships in the Free Port without the permission of VTS is strictly forbidden.
13. All vessels prior to entering the Free Port shall establish radio contact with VTS and when the permission is granted vessels' Master shall follow further instructions of VTS.
14. Vessel must follow all VTS instructions. Vessel must report on any problems with execution of VTS instructions and ask for further actions in such cases. Request for permission to enter must be repeated in case of failure to start sailing after 20 minutes of the first permission.
15. VTS and Shore-Based Radar Services (SBRS) are operating 24 hours. Vessels shall use Channel 9 and 16 in VHF frequency. Call-signal – "Ventspils Vessel Traffic", phone number: (+371) 36 210 40.
16. VTS serves vessels in order of their approach or readiness to sail. Right to get served first is granted to (in the following order):
- 16.1 Vessels in danger and vessels on salvage missions.
 - 16.2 Vessels of state authorities of the Republic of Latvia on duty;
 - 16.3 Passenger and passenger - cargo vessels;
 - 16.4 Liners;
 - 16.5 Tankers with cargo;
 - 16.6 Vessels carrying dangerous cargo (class 1, 2, 3, 4, 5, 6, 7, 8, 9 according to IMDG code).
17. The main tasks of VTS are to:
- 17.1 organize safe traffic of vessels in the Free Port;
 - 17.2 register data necessary for vessel traffic and verify data entered into the automatic vessel identification system;
 - 17.3 provide Master and pilot with SBRS data;
 - 17.4 provide vessels with navigation and hydro-meteorological information;
 - 17.5 coordinate mooring operations and specify anchorage of the vessels in the designated port water areas;
 - 17.6 take part in coordination of all salvage operations in/from the Free Port;
 - 17.7 grant permission for underwater work in the Free Port area or order to cease such works;

- 17.8 coordinate work of dredgers and vessel traffic during these works.
18. Vessels anchored in roadstead or at berths of the Free Port can draw down boats only with permission of VTS, except cases when life of a person is at danger. After employment boats have to be lifted back.
 19. The use of SBRS services is compulsory notwithstanding weather conditions:
 - 19.1 to vessels longer than 150m;
 - 19.2 to vessels with draught over 11.5m;
 - 19.3 to cargo loaded tankers.
 20. The use of SBRS services is compulsory to vessels over 70m length if:
 - 20.1 visibility is limited to 2 miles;
 - 20.2 wind speed exceeds 8m/sec.
 21. SBRS services do not liberate the Master from liability to navigate the vessel. Information received by vessel's Master is of recommendatory character only.
 22. VTS informs the Master about the beginning and the end of SBRS assisted pilotage. SBRS can service only one vessel at a time, providing parallel consultations to other vessels. Audiovisual information is stored for 48 hours; however in case of necessity data may be stored for non-limited time period.

V Pilotage

23. When entering or leaving the port or re-anchoring by berth, pilotage is compulsory to all vessels the length of which exceeds 70m, as well as tankers independent of their length. This requirement does not apply to the auxiliary fleet.
24. Vessel shall embark/disembark pilot on board at light buoys A or B. In difficult hydrometeorology conditions, when embarkation or disembarkation of pilot at the abovementioned buoys is impossible, the pilot admission point with the prior consent of vessels' Master can be changed.
25. All possible deviations from provisions on pilot assistance are approved by the Free Port Harbour Master who can permit coasters, regular traffic and liner vessels to enter or leave the Free Port, as well as sail in the water area of the Free Port without pilot's assistance if Masters of such vessels have passed the appropriate test.

VI Tugboat Services

26. The necessary number of tugboats for vessels calling the port or sailing in the water area (for re-mooring) is determined by the Master of vessel and coordinated with the pilot depending on the actual weather conditions and other factors.

27. The assistance of at least one tugboat is compulsory to all tankers, vessels carrying dangerous cargo (class 1, 2, 3, 4, 5, 6, 7, 8, 9 according to IMDG code) if they have LOA over 70m. Assistance of at least 2 tugboats is compulsory to vessels longer than 150 m. This requirement does not apply to auxiliary fleet.
28. Tankers and vessels carrying dangerous cargo (class 1, 2, 3, 4, 5, 6, 7, 8, 9 according to IMDG code) equipped with bow thrusters and shorter than 150m shall use one tugboat (can be used on "stand-by" principle). Dry cargo vessels equipped with bow thrusters are assisted by estimated number of tugs (if any) according to the good seamanship, weather conditions or other factors.
29. Each tugboat, irrespective of the type of haulage, can haul only one vessel in the water area of the Free Port.
30. Haulage of self-propelling vessel is managed by the Master of this vessel, no matter whether engines are operating or not.
31. Tugboats and hauled objects, except tugboats hauling barges, leaving the port must submit the following documents to Free Port Harbour Master's Office:
 - 31.1 Voyage Plan;
 - 31.2 Latvian Maritime Administration or its authorized vessel classification agency's issued Voyage Permit.

VII Vessels Ride at Anchor

32. The following anchorages are provided in water area of the Free Port and nearby :
 - 32.1 V1 – vessels on quarantine, tankers with gas and chemical cargo;
 - 32.2 V2 – vessels with draught over 10m;
 - 32.3 V3 – oil and petroleum tankers and dry cargo vessels carrying dangerous cargo (class 1, 2, 3, 4, 5, 6, 7, 8, 9 according to IMDG code);
 - 32.4 V4 – dry cargo vessels with draught under 5m;
 - 32.5 V5 – dry cargo vessels with draught over 5m, but under 10m (Latvian Maritime Administration, Hydrographic Agency, map No. 2257, Annex 1).
33. Ride at anchor is forbidden: on shipping lanes, in outer harbour and in Venta River.
34. If vessel rides at anchor, the Master shall state VTS bearings and distance between the vessel and the lighthouse of Northern breakwater.
35. When riding at anchor during the nighttime, vessel's deck must be appropriately illuminated.

VIII Vessel Traffic

36. Two-way traffic of vessels longer than 70m on shipping lanes and in the port area is strictly forbidden.
37. Tankers carrying gases and chemicals and dry cargo vessels not exceeding length of 185m, oil and petroleum tankers not exceeding length of 235m are allowed to enter or leave the Free Port only if wind speed is below 14m/ sec. or visibility is not less than 2 nautical miles.
38. Tankers carrying gases and chemicals and dry cargo vessels exceeding length of 185m, oil and petroleum tankers exceeding length of 235m are allowed to enter or leave the Free Port only if wind speed is below 8m/ sec. or visibility is not less than 2 nautical miles. Free Port Harbour Master or his authorized person with prior consent of vessels' Master can allow these ships to enter or leave the port only if wind speed is below 14m/ sec. Pilot must coordinate with the Master of a vessel the possible call of such ship during the nighttime.
39. Sailing in the Free Port is interrupted if visibility is less than 0.5 nautical miles or wind speed rises above 14m/sec. In some cases when wind speed is above 14m/sec. and wind blows from shore, Harbour Master may grant exceptional permission to sail in or out of the Free Port.
 - 39.1 Limitations which are mentioned in the article No.37 and No.38 of these rules are not referable to cargo – passenger vessels (ferries). During strong wind conditions the arrival or the departure of cargo – passenger vessels (ferries) have to be concerted between the Master of the cargo – passenger vessel (ferry) and the Harbour Master of Free Port.
40. Vessels sailing and hauled in outer harbour and on the Venta River must be ready to drop the anchor at all time.
41. Sailing ships without mechanical engines entering or leaving the Free Port must use tugs. Vessels sailing with hydrofoil are allowed to call or clear the Free Port only with fully submerged hydrofoil. Smaller vessels and yachts are allowed to sail on the Venta River only using engines.
42. All vessels not exceeding length of 70m and with draught less than 4m, except tankers, vessels carrying gases and chemical cargo, and sailing in or out of the port must:
 - 42.1 give the way to other vessels moving along shipping lane;
 - 42.2 VTS can allow the entrance or leaving the Free Port through Northern and Southern sectors, not using shipping lanes:
 - 42.3 Northern sector has boundaries with coastline and lines that connect:
 - 42.3.1 57⁰24;8 N 21⁰31;2 E;
 - 42.3.2 57⁰29;2 N 21⁰34;1 E.
 - 42.4 Southern sector has boundaries with coastline and lines that connect:
 - 42.4.1 57⁰24;7 N 21⁰31;1 E;
 - 42.4.2 57⁰25;8 N 21⁰23;4 E.

(Latvian Maritime Administration, Hydrographic Agency, map No. 2257, Annex 1).

43. Vessels entering or leaving the Free Port are not permitted to have a list more than 3° and pitch difference exceeding default threshold as in vessel's technical information.

IX Mooring Operations

44. Mooring operations are supervised by the berth operator's representative who is responsible for the readiness of mooring operations and indicates the exact place of mooring. The number of mooring lines and their deployment is set by the ship's Master, informing also the pilot. Vessels with deadweight exceeding 5 000 tons shall place no more than two mooring lines on the same bollard.
45. During mooring and unmooring of vessel deployment/transportation of cranes and rail cars, as well as other works at the quay are prohibited. Unauthorized personnel are not allowed to be on the quay during vessel's approach.
46. Simultaneous mooring and unmooring of vessels at two berths next to each other is prohibited.
47. Shifting of vessels from one berth to another or to the outer roadstead is permitted only in presence of the Master or Chief Mate on board. Deviation from this provision is allowed during emergencies. These requirements do not apply to auxiliary fleet.
48. If vessel is longer than 120m and distance to the berth of destination exceeds 100m, repeated mooring is performed only under assistance of a pilot and tugboat.
49. Mooring of vessel at the board of another vessel is allowed exclusively under permission of Harbour Master. This rule does not apply to auxiliary fleet.
50. Vessel shall be manned appropriately to perform repeated mooring if necessary. Tankers and dry cargo vessels carrying dangerous cargo (classes 1, 4, 7 according to IMDG code) must be ready to leave port at all times.

X Vessels' Stay at Berth

51. When staying at berth vessels must be equipped with safe and well-illuminated gangways with safety nets underneath them. A lifebuoy must be always in reach.
52. When staying at berth vessel can connect to shore communications only under permission of berth operator (lessee, owner).
53. Vessels berthed must have well-illuminated deck during the nighttime.
54. Vessel's main engine may be dismantled (for repair) only with permission of the Free Port Harbour Master or his authorized representative.

55. Free Port Authority, Harbour Master or berth operator (lessee, owner) may request vessel to leave the berth for another appointed berth or leave the Free Port at any time.
56. When staying at berth the cooling ducts rising above berth level shall have protective shields.

XI Cargo and passenger operations

57. Free Port berths are specially equipped to service different types of cargoes:
 - 57.1 liquid cargo berths – No. 11, 27, 29, 30, 31, 32, 33, 34, 35A and 36;
 - 57.2 liquefied gas berths – No. 36;
 - 57.3 bulk cargo and general cargo berths – No. 1, 2, 3, 4, 4A, 5, 7A, 8, 9, 10, 13, 14, 15, 16, 16A, 26, 26A, 26B, 26C, 28 and 38;
 - 57.4 passenger, passenger-cargo operation berths – No. 16, 16A, 17, 18, 19 and 20;
 - 57.5 berths for auxiliary fleet – No. 5, 9A, 12, 21, 22, 37 and 37A.
58. Cargo, passenger or other operations in berths for auxiliary fleet are allowed under permission of Free Port Authority.
59. Vessels loading or unloading dangerous and pollutant liquid cargoes or being bunkered shall hoist signal flag “Bravo” during the daytime and switch on the red signal-light, visible over horizon, during the nighttime. This rule applies also to vessels loading or unloading dangerous packed cargoes (class 1, 4, 7 according to IMDG code).
60. Cargo operations on sea including anchorages of the Free Port shall be conducted pursuant to Cabinet of Ministers Regulation No. 508 “Use and Shipping in Waters of the Republic of Latvia” of July 12, 2005.
 - 60.1 Passenger and ship-supply operations, including bunkering, on roadstead shall commence under permission of the Free Port Harbour Master.
61. Cargo operations shall be stopped if movement of tanker alongside the berth under impact of high wind speed exceeds 2m. Liquid ammonia and liquid chemical substance transshipment shall be stopped when wind speed rises above 15 m/sec.
62. If a vessel berthed in Free Port causes oil or chemical substance spillage (leak) on board or off board:
 - 62.1 all cargo operations shall be halted immediately;
 - 62.2 vessel Master or coast crew member shall immediately report about the spillage (leak) to berth or terminal operator and Free Port Harbour Masters Office which coordinates spillage elimination works.
63. Liquid ammonia shall be transhipped only to vessels specially equipped with electric chain compatible to coastal cable that protects shore equipment from possible hydraulic thrust during the closure of vessels high-speed valve.

64. During mooring and unmooring of bunkering ship all cargo operations shall be halted on tankers. The funnel of bunker shall not be positioned against the cargo deck of tanker.
65. Cargo operations on vessels loading or unloading oil, petroleum products, liquid chemicals and dry cargoes are performed only after execution of all ship – shore safety check list requirements and filling in of the check list.

XII Limitations and Restrictions of Navigation

66. The draught of a vessel shall not exceed the maximum draught allowed on the shipping lanes and at the Berths when entering and leaving the Free Port (Annex 2).
67. The relative speed of moving vessels in the Venta River shall not exceed 5 knots.
68. Small vessels with engine power up to 55 kW or capacity up to 80 GT shall not hamper the traffic of other vessels in the Free Port water area.
69. When tankers with non-degassed tanks or loaded tankers are entering or leaving the Port the sailing of other vessels in outer harbour and shipping lanes is forbidden.
70. Vessels are not allowed to drop the anchor in underwater cable, sewage and water supply pipeline areas, as well as at the distance less than 100m from the aforementioned objects. These areas are separated by warning signs at the berths that are illuminated during the nighttime. Venta River has three cable areas:
 - 70.1 between berth No. 5 and No. 17;
 - 70.2 between berth No. 12 and city embankment;
 - 70.3 between imaginary continuation of berth No. 12 towards the bridge and park by the bridge.
71. Vessels exceeding 30m length are not allowed to overtake other vessels on Venta River and outer harbour lanes.
72. Vessels are not permitted to enter and to be in danger zone, which are set in 50m from anchored chemical and gas carriers. This provision does not apply to auxiliary fleet delivering services to these vessels.
73. Vessels in the berths are not allowed to conduct main engine propeller test runs for period exceeding 1 (one) minute. Restriction does not apply to vessels having propellers with adjustable blades in 'zero' position.
74. Vessels lying at the berth are prohibited to turn their jibs and cranes overboard if they are not used for cargo operations.
75. Sailing in the Free Port water area may be prohibited during an intensive ice-drift.
76. Transportation of passengers in the Free Port water area is allowed only to vessels specially equipped for this purpose.

XIII Detention and Arrest of Vessels

77. The vessel can be prohibited to leave the port if Harbour Master has received the decision of the Court about the arrest of vessel or decision of Latvian Maritime Administration or any other public authority entitled by the legislation about the detention of vessel.
78. The arrest of vessel is performed according to International Convention on Unification of Laws Concerning Maritime Vessel Arrest of 1952. If the decision of Court about the arrest of vessel can not be received immediately, any vessel involved in collision at sea, damage of port facilities or environment pollution may be detained by the Harbour Master until the receiving of such decision.
79. In case of an unwarranted arrest or detention the persons having requested the arrest or detention bear full responsibility for losses incurred.

XIV Procedures and Reporting

80. Procedures for sailing in and out of the Free Port are stipulated in Cabinet of Ministers Regulation No.892 "Rules on procedures on arrival and departure of vessels to and from port" of November 22, 2005. The vessel submits a general declaration, list of passengers and list of crew members to Harbour Master's office when entering or leaving the port. It is not necessary to submit the list of crew members leaving the port if there are no changes.
81. Master of a vessel shall submit the overall information about the ship to Harbour Master not later than 24 hours before vessel's sail at anchor in outer harbour. Ship agent shall inform Harbour Master and Border Guard agencies not later than 2 hours before vessels departure from port.
82. The Master of a vessel shall provide the following information:
 - 82.1 name of the vessel, call sign and flag;
 - 82.2 estimated time of arrival (date and hour);
 - 82.3 length and draught of the vessel;
 - 82.4 quantity and name of a cargo;
 - 82.5 name of the ship's agent.
83. All passenger vessels shall submit full list of passengers to Harbour Master's Office prior to departure, in format prescribed by Cabinet of Ministers Regulation No. 747 "Registration of Passengers on Vessels" of December 23, 2003.
84. All vessels carrying dangerous and pollutant cargoes shall comply with the reporting procedures stipulated by Cabinet of Ministers Regulation No. 592 "Reporting on Dangerous and Pollutant Cargoes" of August 9, 2005.

85. Representatives of the Port State Control in the scope of granted authority are entitled to verify the accordance of vessel lying in the Free Port with requirements of the International Conventions and legislative acts of the Republic of Latvia. Representatives of the Harbour Master's Office in the scope of granted authority are entitled to verify the execution of these Rules.

XV Customs and Border Control, Sanitary Regime

86. Customs and border control regime in the Free Port is stipulated by Cabinet of Ministers Regulation No.892 "Rules on procedures on arrival and departure of vessels to and from port" of November 22, 2005.
87. Ship agent shall notify border control, customs and sanitary control agencies about the arrival, departure or shifting of the vessel in the Free Port.
88. Sanitary control in the Free Port is carried out by the Environmental Health Centre, Medical-Sanitary Inspection Service of Ventspils and Sanitary Border Inspection. Requirements of these services in the scope of granted authority are compulsory to all vessels, legal and private entities operating in the Free Port. Vessel Master shall inform via his agent the Sanitary Border Inspection and Environmental Health Centre of Ventspils about inappropriate sanitary epidemiological situation on board of the ship or sick crewmembers, or sanitary dangerous cargo not later than 12 hours prior to arrival of the vessel.
89. Water from the Free Port water area is not allowed for drinking. Drinking water is supplied to vessel from water pumps on berth.
90. Small vessels and yachts are not allowed to go without a permission alongside vessels lying in the Free Port or Custom zones
91. Mooring lines shall be equipped with rat rings if necessary, in which case the certificate of deratization has to be valid.

XVI Environmental Protection

92. All vessels, legal and private entities located or operating in the Free Port shall comply with the requirements of MARPOL 73/78 and HELSINKI-92 and other national/international laws and regulations on environment protection transposing the requirements of the above conventions.
93. It is prohibited in the Free Port water area to:
- 93.1 discharge waste water from cleaning of cargo holds and deck overboard;
 - 93.2 discharge any garbage, cargo residue and separations overboard;
 - 93.3 pollute water area with the paints, when painting vessel;
 - 93.4 use on-board incinerators;

- 93.5 discharge bilge waters from engine room and sewage waters overboard;
- 93.6 apply dispersants dissolving or submerging floating oils and similar products in order to purify the water surface from oil and its products.
- 94. All vessels shall dispose following waste at the Free Port facilities before departure:
 - 94.1 all kinds of waste generated on board of a vessel and forbidden for discharge in the Baltic Sea under MARPOL 73/78 and HELSINKI-92;
 - 94.2 cargo residues from holds after discharge operations to be removed, including cargo covers, props, pallets, packaging material, plywood, paper, cardboard, wire and tape.
- 95. Dry waste shall be separated according to ship's sewage plan. Upon departure from the Free Port on-board waste volumes of the ship shall not exceed 25% of its storage tanks or capacity of containers.
- 96. Vessels having regular or short-sea shipping routes (ferries, fishing-boats) can be discharged of the requirements of the Article 95 of the Rules. In such cases vessel Master is liable to inform the Free Port Harbour Masters Office about:
 - 96.1 the port in which the vessel hands on garbage;
 - 96.2 the route length;
 - 96.3 the volume of the storage tanks or containers.
- 97. Vessels carrying explosives (class 1 according the IMDG Code), compressed gasses (class 2 according the IMDG Code), radioactive substances (class 7 according the IMDG Code) may enter the Free Port only with the permission of Free Port Authority and environment protection authorities.
- 98. If pollution rate during reloading operations is exceeding the threshold, transshipment rate is lowered to abide the set standards.
- 99. Only toilets with closed storage tank or biological treatment systems can be used on board of all vessels anchored in the Free Port.
- 100. Swimming and industrial fishing in the Free Port water area are strictly forbidden. Angling is regulated by specific legislative acts.
- 101. Berth and terminal operators (owners, lessees) are allowed to operate when fulfilling the requirements of environment protection license issued by the Ventspils City Council.

XVII Fire Safety Rules

- 102. All legal and private entities located and operating in the Free Port area shall comply with Cabinet of Ministers Regulation No. 82 "Fire Safety Regulations" of February 17, 2004. Each terminal or berth operator (lessee, owner) bears responsibility for fire safety arrangements at its terminal or berth.
- 103. The Master of a vessel anchored in the Free Port bears full responsibility about the fire safety on the vessel and shall ensure compliance with

- requirements of SOLAS 74/78 and Ministry of Transport Regulation No. 43 "Fire Safety on Vessels in the Republic of Latvia" of July 15, 1998.
104. In case of fire on board of a vessel or at berth or terminal, watchmen aboard or other person discovering the fire shall:
- 104.1 raise the alarm;
 - 104.2 inform the berth or terminal operator (lessee, owner) and Port State Control;
 - 104.3 notify terminal and municipal fire brigades (phone: 01 or 112);
 - 104.4 start the fire extinguishing using all available means.
105. Operator of the berth or terminal (lessee, owner) shall supervise the fire fighting operation in the berth or terminal till arrival of the fire brigade. The Master of a vessel shall supervise the fire fighting operations on board of a vessel.
106. In case fire breaks out anywhere in the Free Port, vessels shall be ready to leave the dangerous area at all times.
107. Bunkering operations must be carried out considering that:
- 107.1 simultaneous bunkering and cargo or ballast operations are permitted to:
 - 107.1.1 dry cargo vessels - at any berth from bunkering vessel;
 - 107.1.2 oil and petroleum tankers - from stationary shore system or bunkering vessel;
 - 107.2 gas and chemical carriers can be bunkered by bunkers only before or after cargo operations;
 - 107.3 bunkering from tank-cars are permitted to:
 - auxiliary fleet at berth 5 and 16A;
 - passenger and passenger-cargo vessels at berth 16, 16A and 17;
 - international sailing ship race competitors and naval training vessels at berth 19, 20, 21, 22, 23 and 24.
108. Due to fire safety considerations all tankers shall be berthed with their bows outwards Free Port. All tankers in the Free Port and terminals servicing them shall comply with ISGOTT recommendations.
109. Master of a vessel must receive a permission of the Free Port Harbour Master and berth operator to conduct short-term hot works aboard vessel.
110. Any hot works are prohibited:
- 110.1 on vessels anchored in liquid cargo area;
 - 110.2 on vessels carrying dangerous cargoes (class 1, 2, 3, 4, 5, 6, 7, 8, 9, according to the IMDG code);
 - 110.3 on berth if any vessel is berthed.

XVIII Safety of Facilities and Equipment

111. Works related to underwater cables, communications and hydro-technical structures shall be coordinated with the Free Port Authority and Free Port Harbour Master.

112. When the repair works on vessels are completed, vessels are allowed to test their main engines with connected propellers solely under prior approval from berth operator (owner, lessee) and Free Port Harbour Master. Such tests must not create inconveniences to other vessels located in the Free Port.

XIX Dredging Works

113. Dredging in the Free Port water area shall be carried out only with the permission of the Free Port Authority and Marine and Inland Water Administration of the State Environmental Service.
114. Dredgers and sludge carriers working in the Free Port water area shall make way to other vessels arriving to or departing from the Free Port.
115. Dredgers working in the Free Port water area shall hoist the signs or apply light signals in accordance with the requirements of the COLREG – 72.
116. In cases when two vessels are approaching the dredger from both sides, the vessel departing from the Free Port has upper hand.
117. During dredging, the dredger shall constantly inform the VTS about the placement of ropes and anchors. Dredger shall always be ready to slack or pull in its ropes to clear the passage for other vessels.

XX Free Port Security Systems

118. The Free Port consists of controlled areas and free-access territories. Free Port Authority sets the general requirements in the limited-access areas.
119. Persons and land vehicles shall enter and leave the controlled areas of the Free Port only through specially established security control points.
120. Ship crew and their visitors are permitted to enter and leave the Free Port security controlled areas only if their name is included in the border control authority-approved list of crew, passengers and relatives. Any such person shall present an identity document at the security control point.
121. Each person entering the security controlled area shall possess identity document, as well as pass or employee's ID badge which must be produced upon request of area security service, border guards, police or customs representatives.
122. Movement of motor vehicles in security controlled areas of the Free Port is allowed only with entry permits issued by the operator (lessee, owner).

XXI Port Dues

123. Free Port Authority sets the threshold limits to all port dues. Maximum port service charges are set by the service providers and approved by the Ventspils Free Port Authority.
124. The following fees and charges are levied in the Free Port:
- 124.1 port fees:
 - 124.1.1 tonnage fee;
 - 124.1.2 canal fee;
 - 124.1.3 cargo fee;
 - 124.1.4 pilotage fee;
 - 124.1.5 sanitary fee;
 - 124.1.6 small vessels' fee;
 - 124.2 service charges:
 - 124.2.1 charge for mooring and unmooring operations;
 - 124.2.2 charge for use of tugs;
 - 124.2.3 charge for fire fighting services;
 - 124.2.4 charge for drinking water supply;
 - 124.2.5 charge for use of auxiliary crafts of Port;
 - 124.2.6 charge for removal of polluted ballast waters;
 - 124.2.7 charge for removal of cargo tank cleaning waters;
 - 124.2.8 charge for utilizing solid residues polluted with oil and petroleum products, if they have appeared in connection with vessels' cargo or holds;
 - 124.2.9 other charges for different services.
125. All vessels calling at the Free Port shall pay navigation fee according to Law on Ports and Ministry of Transport Regulation No. 37 "Estimating and Application of Fee for Navigation Services" of December 5, 2001.
126. Before leaving the Free Port, all vessels shall pay all fees and charges, except cases when agreement between the Free Port Authority and ship agent provides otherwise.

XXII Free Port Harbour Master

127. The instructions of the Harbour Master on navigation safety are compulsory to all vessels, organizations, enterprises (companies) and other legal and private entities in the Free Port.
128. If a vessel leaves the Free Port without the permission of Free Port Harbour Master's Office, the Harbour Master is entitled to order the vessel to return to the Free Port and detain it until matter is cleared.
129. Free Port Harbour Master supervises the consequence prevention works after accidents and critical situations in the port water area, executes initial investigation, collects evidence and other documents in case of marine accident.
130. Free Port Harbour Master is entitled to examine the cases about contravention of administrative regulations and fine according to

XXIII Communications

131. All vessels located in the Free Port water area shall have permanent radio contact on the following VHF channels:

131.1 for vessels anchored in the outer roads – channel 9 and 16;

131.2 for vessels moving in the Free Port water area – channel 9;

131.3 for vessels lying at the berths without a telephone connection – channel 9 and 16.

132. There are following licensed VHF radio stations in the Free Port:

No.	Radio Stations	Channels
1.	Vessels Traffic Service “Ventspils Vessel Traffic”	9,16,67
2.	Free Port Control “Ventspils Port Control”	9, 16, 30
3.	Tugboats “Ventspils Radio 6”	9, 33
4.	Ventbunkers “Ventspils 93”	37
5.	Ventamonjaks “Ventspils 91”	67
6.	Shipping Support Service “Ventspils radio 20”	9, 29
7.	Boatmen “Raita-4”, “Raita-5”	9, 30
8.	Emergency Rescue Squad “Coast Guards”	9, 16, 63
9.	Border Guards post “Tower 7”	9, 11, 16
10.	Customs “Ventspils Customs”	12
11.	Marine and Inland Water Administration “Ventspils Radio 19”	35

XXIV Collateral Provisions

133. All vessels and enterprises (companies), organizations, legal and private entities that are located or operating in the Free Port territory shall, in addition to legislation of Republic of Latvia and international regulations listed in the Rules, comply with:

- 133.1 International Maritime Organization Recommendations on the Safe Transport of Dangerous Cargoes and Related Activities in Port Areas (IMO – 290E, 1995);
- 133.2 International Maritime Organization Code of Safe Practice for Cargo Stowage and Securing (IMO – 292E, 1992) and 1994/1995 Amendments to the Code (IMO – 295E, 1995);
- 133.3 ICHCA Safe Operation of Ro-Ro terminals (1997);
- 133.4 ICHCA Safe Working on Container Ships (1998);
- 133.5 ICHCA The Loading and Unloading of Solid Bulk Cargoes (1998)
- 133.6 IMO/ ILO/ UN ECE Guidelines for Packing of Cargo Transport Units (CTUs) (IMO – 248E, 1997);
- 133.7 IAPH Dangerous Goods and Port Environment.
- 133.8 ISPS code – International code for the security of ships and of port facilities.
- 133.9 ISGOTT - International Safety Guide for Oil Tankers and Terminals.

XXV Liability for Violation of Rules

- 134. Any legal or private entity located or operating in the Free Port territory bears full responsibility for abidance of these Rules in compliance with the legislation in force. Free Port Authority controls the abidance of these rules.
- 135. In cases when vessel anchored in the Free Port endangers structures, navigation equipment of Free Port, other vessels or environment and people, or violates the Rules, it may be ordered to leave the Free Port and ship-owner shall pay all port dues connected with such expulsion.
- 136. Free Port Authority, legal or private entities operating in Free Port bear no responsibility for the results of activity or inactivity of any other legal or private entities and are entitled to indemnification for any losses according to Civil Law, Maritime Code and other regulations in force.

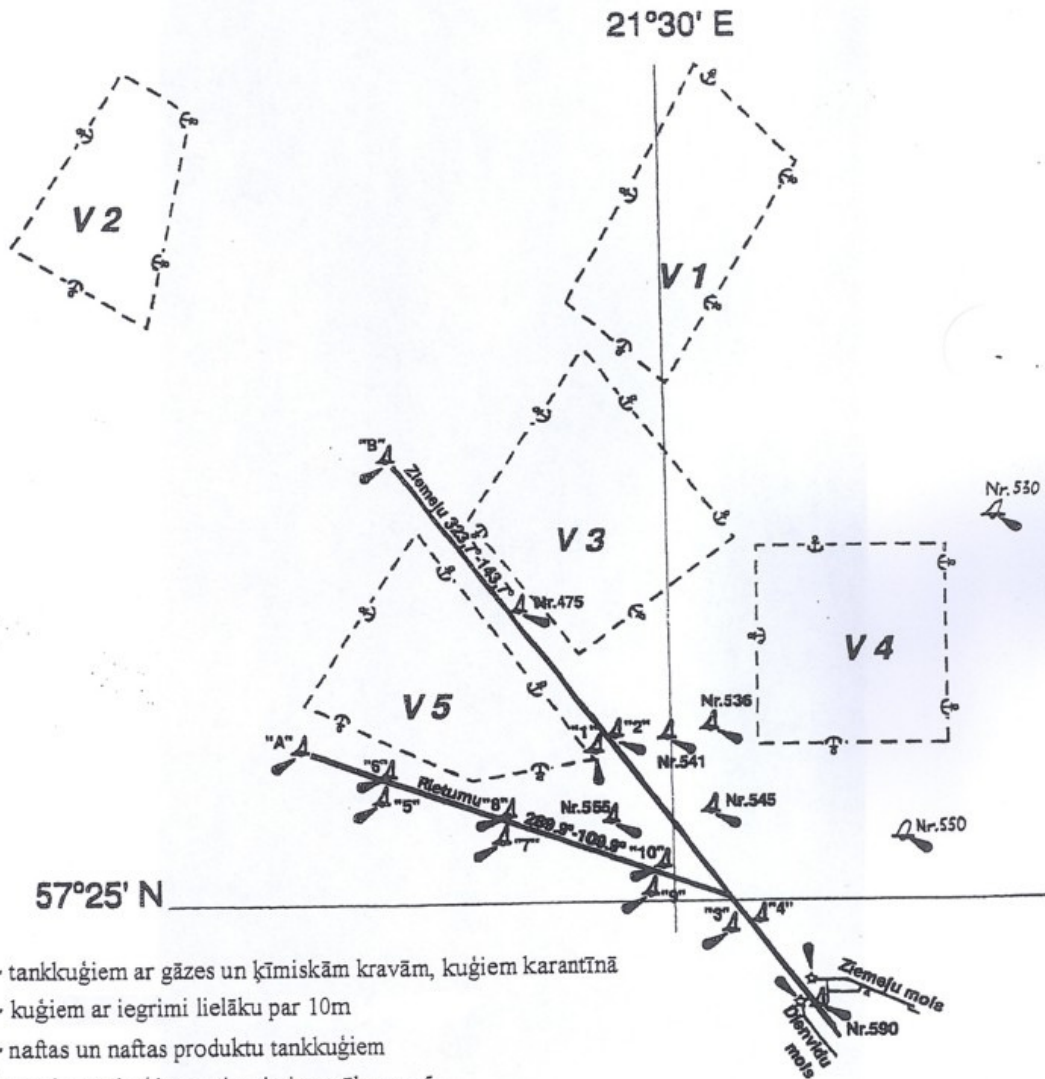
XXVI Final Conditions

- 137. Ventspils Free Port Rules come into force on January 1, 2006.
- 138. The Rules repeal Ministry of Transport Regulation No. 24 “Ventspils Free Port Regulations” of September 13, 2001.

First Deputy Chairman of the Ventspils City Council

J.Vītoliņš

OUTER ROADSTEAD OF VENTSPILS FREE PORT ("RED TO THE LEFT")



- V1- tankkuģiem ar gāzes un ķīmiskām kravām, kuģiem karantīnā
- V2- kuģiem ar iegrimi lielāku par 10m
- V3- naftas un naftas produktu tankkuģiem
- V4- sauskraavu kuģiem ar iegrimi mazāku par 5m
- V5- sauskraavu kuģiem ar iegrimi lielāku par 5m, bet mazāku par 10 m

BERHTS AND BERTH OPERATING COMPANIES

Berth No.	Length (m)	Depth (m)	Maximum draught* (m)	Operating company
1	204	10.2/12.5	9.9/11.5	VTO
2	85	10.2	9.9	VTO
(1+2)	204 + 85	10.2/12.0	9.9/11.5	VTO
3	174	15.5	14.1	VTO
(2+3)	96 + 174	15.5	14.1	VTO
4	295	14.5	14.1	Kālija parks
4a	356	15.5	14.1	Kālija parks
5	413	6.0 - 8.0	5.0 - 7.6	Ostas flote/VTO
6	151	Coastal fastening		VGT
7	150	Coastal fastening		VGT
7a	288	14.5	14.1	VGT
8	150	9.7	9.2	VTO
9	150	9.7/10.5	9.3/10.2	VTO
(8+9)	34 + 150	9.7/10.5	9.3/10.2	VTO
9a	78	8.8	8.4	VTO
10	287	12.5	11.5	VTO
11	294	11.0	9.5	BJT
12	107	6.4	5.2	VBOP
13	97	6.5	6.2	VBOP
13a	Not constructed			
13b	100	5.5	5.2	Verģi
14	181	12.0	11.5	NNVT
15	299	14.2	13.2	NNVT
16	256	14.2	13.2	NNVT
16a	139	14.2	13.2	NNVT
17	40	7.0	6.1	NNVT
18	100	7.0	6.1	VBOP
19	86	7.0	6.5	VBOP
(17+18+19)	226	7.0	6.1	NNVT/VBOP
20	251	7.0	6.4	VBOP
21	250	7.0	6.4	VBOP
22	160	7.0	5.8	VBOP
23	360	5.0 - 7.0	4.0 - 4.9	Coast guards
24	55	6.5	5.1	VBOP
25	261	6.5	5.0	VBOP
25a	24	4.1	3.6	VBOP
25b (R.d.)	110	5.5	3.0	VBOP
25b (A.d.)	42	5.0	3.0	VBOP
26	183	14.2	13.0	Ventbunkers
26a	151	12.9	12.5	VBOP
26b	55	12.5	11.7	VTO
26c	288	10.2	9.8	VTO
27	95	6.0	5.3	Ventbunkers

Berth No.	Length (m)	Depth (m)	Maximum draught* (m)	Operating company
28	358	16.0	15.0	BCT
29	312	11.5	11.0	Ventbunkers
30	344	13.5	12.5	Ventbunkers
31	344	13.5	12.5	Ventbunkers
32	360	17.0	15.0	Ventbunkers
33	360	17.0	15.0	Ventbunkers
34	190	9.5	9.0	Ventamonjaks serviss
35	Not constructed			
35a	230	13.5	12.5	Ventamonjaks serviss
36	296	14.2	13.5	Ventamonjaks serviss
37	107	15.0	13.5	VBOP
37a	78	6.0	5.5	VBOP
38	172	5.8 - 7.7	5.0 - 7.2	LZS
40	80	5.7	5.0	Ventdok
40a	Not constructed			
50	Ship lift			Grifs
51	Not constructed			
52	119	3.0	2.5	VBOP
53	160	3.0	2.5	HBSI
60	Not constructed			
61	90	3.0	2.7	VBOP
62	203	5.0	4.5	BMGS
63	Not constructed			

THE NEW FISHING HARBOUR

Berth No.	Length (m)	Depth (m)	Maximum draught* (m)	Operating company
1	200	4.5	4.0	Ventdok
2	230	4.5	2.9	LZS
3	107	4.5	2.8	LZS
4	100	4.5	3.9	LZS
5	100	4.5	3.9	LZS
6	107	4.5	3.5	LZS
7	230	4.5	3.8	LZS

* NOTE: all maximum levels of draught at berths are indicative and everyone must stick to the last information of Free Port Harbour Master about the maximum draught.

Forward slash in berth depths and allowable draughts means that vessels are berthed on pontoons (6 m).

Abbreviations:

VTO – JSC Ventpils Commercial Port
BJT – Baltic Juice Terminal Ltd.
VGT – Ventpils Grain Terminal Ltd.
NNVT –Noord Natie Ventpils Terminals Ltd.
VBOP – Free Port of Ventpils Authority
BMGS – JSC BMGS
LZS – Ventpils Fishery Harbour Ltd.
BCT – JSC Baltic Coal Terminal
HBSI – HBSI Production Ltd.