

Pursuant to Article 3, paragraphs 2, 3, 4 and 5 of the Regulations on the Terms and Modalities to Maintain Order in the Ports and in Other Parts of the Internal Sea Waters and Territorial Sea of the Republic of Croatia ("Official Gazette" of the Republic of Croatia No. 90/2005), and Article 17. of the Articles of Association of the Port of Ploče Authority, the Administrative Board of the Port of Ploče Authority passed, at its meeting held on 24 April 2006. the present:

REGULATIONS ON ORDER AND TERMS OF OPERATION IN THE PORT AREA OF THE PORT OF PLOČE

I - Basic Provisions

Article 1

These Regulations lay down the rules of order and the terms of operation in the port area of the Port of Ploče Authority, i.e. regulates in particular

- Purpose of the particular parts of the port;
- Permanent and operative berth, as well as berth for the purpose of public liner transport and for the accommodation of public vessels;
- Modalities and content of the notice of arrival of ships, calling procedure, modes of entry into the port, landing, berthing, shifting, anchoring and departure of vessels, modalities of control of the performance of these actions;
- Obligations of the port authority and of the particular users of the port area;
- Measures and procedures in extraordinary circumstances;
- Supervision and control of access in the port area.

Article 2

In addition to the provisions laid down hereunder, the regulations related to safety of navigation, port security, safety of persons and property, state border crossing, as well as the customs, health, sanitary, veterinary, phytopathological and other regulations shall also apply to the port authority area.

Article 3

In the sense of these Regulations, the following terms shall have the following meaning:

- 1 The Port of Ploče Authority is the body managing the Ploče port area (hereinafter referred to as: Port Authority);
- 2 The Harbormaster's Office is the Ploče Harbormaster's Office, i.e. its branch office, the Metković Harbormaster's Office;
- 3 The Ministry means the ministry in charge of maritime affairs;
- 4 The Minister is the minister in charge of maritime affairs;
- 5 The Concessionaire is the legal or natural person authorized pursuant to a concession agreement to perform an economic activity in the Ploče port area;

- 6 The Port Control Center of the Port of Ploče Authority - (hereinafter referred to as: Ploče PCC) is the service controlling the landing, anchoring, stay and navigation of the vessels as well as information and notifications in the area under the responsibility of the Port Authority;
- 7 The port coordination and planning (hereinafter referred to as: Port Coordination) is the daily harmonization, planning and definition of the specific actions and procedures in connection with the notification of ships, mooring, unmooring, notification of vehicles, loading/discharge and stowage of cargo, assignment of workers, equipment and machinery for the provision of services pursuant to the requests for the provision of services of the particular participants in the Port Coordination;
- 8 Extraordinary circumstances or events are all acts and events, which can, in a certain way, either directly or indirectly, result in a threat to human lives, property, ships and crews in the port, i.e. the pollution of the environment in the port area as well as in the immediate vicinity of the port area.

Article 4

Order in the Ploče port area shall be maintained by the Port of Ploče Authority.

The supervision of safety of navigation and order in the port shall be performed by the Ploče Harbormaster's Office.

The service controlling the landing, anchoring, stay and navigation of vessels as well as information and notifications in the port area of the Port Authority shall be performed by Ploče PCC – "Ploče Port Control" 24 hours a day.

II - Purpose of the particular parts of the port

Article 5

The port area of the Port Authority encompasses the landside and seaside part, as described in the Decision Establishing the Port of Ploče Authority ("Official Gazette" of the Republic of Croatia No. 19/97, 139/97 and 18/99).

The port area of the port of Ploče encompasses:

- 1 the Ploče Basin
- 2 the Metković Basin.

The seaside part of the port area also encompasses the port anchorage in the Neretva Channel bounded by the following positions:

- Lat.: 43 02.5' N Long.: 17° 23.7' E
- Lat.: 43 00.8' N Long.: 17° 22.7' E
- Lat.: 43 03.2' N Long.: 17° 18.9' E
- Lat.: 43 04.7' N Long.: 17° 21.0' E



Article 6

As a general rule, the piers and berths for the loading/discharge of the particular types of cargo, i.e. embarking/disembarking of passengers, in the port shall be, as follows:

PLOČE PORT BASIN		
PIER	BERTH	PURPOSE
Pier 0	Berths 7 and 8	General cargo, containers, bulk cargo, timber, RO-RO berth – transshipment of vehicles and passengers in international transport
Pier 1	Berth 6	Transshipment of cereal and oil crops, transshipment of aluminum oxide
Pier 2	Berth 5 Berth 4	- transshipment of cereal and oil crops, bulk cargo, timber - service craft of the particular Concessionaires
Pier 3	Berth 1	General cargo, containers, bulk cargo, dangerous cargo
	Berth 2	General cargo, containers, bulk cargo, timber
	Berth 3	General cargo, transshipment of containers and vehicles in international transport, timber
Pier 5	Berth 11	For minerals, coal and other solid bulk cargo, for dangerous substances (Berth 11)
	Berth 12	
	Berth 13	
Berth in the Vlačka-Sea Channel at the Liquid Bulk Terminal	Berth at the Liquid Bulk Terminal	Transshipment of liquid bulk
Passenger Pier-Pier Neretvanskih Gusara	Berth 9	RO-RO Berth – transshipment of vehicles and passengers in inland traffic
	Berth 10A	20 meters from the berth head – yachts and boats in international traffic,
	10B 10C	INA supply of the vessels with fuel, public vessels
PIER 5	Berth 11	PLANNED PLACE FOR THE SHIP IN CASE OF SECURITY THREAT
ANCHORAGE referred to in Article 5, paragraph 2		Anchorage for ships, place of supply for ships, transshipment of cargo and passengers PLANNED PLACE FOR THE SHIP IN CASE OF SECURITY THREAT
METKOVIĆ PORT BASIN		
Pier of a length of 800 meters with berth places for the transshipment of cement in bulk, general cargo and solid bulk cargo		

Fishing ships, i.e. boats, shall be permitted to use berths No. 9 and 10A during the discharge of fish.

Ships, i.e. boats, shall be permitted to use berth No. 10B only as long as sufficient to supply the vessel with fuel or water.

The Enclosure – Map of the operative port area of the port of Ploče, which defines the technical features of the port area, mainly the wharfs and berths in the port of Ploče and the port of Metković, has been made an integral part of these Regulations.





**III - Notification of the arrival of a ship, calling procedure,
modes of entry into the port, landing, berthing, shifting, anchoring
and departure of vessels, modalities of control of the performance of these actions**

A - ARRIVAL OF A SHIP

Article 7

The ship master or ship's agent shall notify the Ploče PCC and the Harbormaster's Office of the arrival of the ship in the port of Ploče by fax or e-mail upon departure of the ship from the previous port at the latest or forthwith upon having gained knowledge of the port of destination, i.e. no later than 24 hours (for ships transporting dangerous or polluting substances, 48 hours in advance) prior to the entry of ship into the port of Ploče.

Amendments, alterations to, i.e. updates of the data disclosed in the notice shall be submitted in due time to the PCC and the Harbormaster's Office by phone or fax, i.e. by e-mail.

The notice of arrival of a ship shall consist of the following data:

- 1 **Ship data:** name of the ship, flag State, port of registry, call sign, IMO number, MMSI number, name of ship owner, year of manufacture, gross and net tonnage of the ship, deadweight, overall length, width, arrival draft, port and State of departure, estimated time of arrival (local time) at the position for coastal, i.e. port pilotage.
- 2 **Cargo data:** cargo type and quantity, loading/discharge of cargo. Ships carrying a dangerous cargo shall submit a Declaration of Dangerous and Polluting Substances in accordance with the regulations on the transport of dangerous substances in maritime transport.
- 3 **Crew and/or passengers data:** list of the crew and passengers, data on the embarked/disembarked crewmembers and passengers, total number of persons on board.
- 4 **Ship safety data** (Shall refer and apply to passenger ships, including high speed passenger ships, in international navigation, cargo ships, including also high speed cargo ships, of 500 BT and more, in international navigation): position of the ship at the time when the data are sent, International Ship Security Certificate (ISSC) with the date of validity and the data about the delivering authority, first and last name of the Ship Security Officer (SSO), first and last name of the Company Security Officer (CSO), current ship security level, the last ten ports entered by the ship, data on the ship's agent.
- 5 **Data on ballast waters.**
- 6 **Data on the quantity and type of ship waste and cargo residues.**
- 7 **Place and date of notification, first and last name of the person having compiled the data disclosed in the notice and signature of the official.**

Ships in public liner transport with a disclosed sailing schedule shall be exempted from the obligation to notify of their arrival.



B - Ploče PCC CALLING PROCEDURE

Article 8

Ships shall establish contact with the Ploče PCC on VHF channel 09.

All vessels shall have the obligation to contact the Ploče PCC on VHF channel 09:

- a) When approaching the access channel of the port of Ploče with the intention to enter into the port, anchor, land, shift or depart to/from the port of Ploče (Ploče Basin and Metković Basin);
- b) Forthwith upon completion of the commercial operations of loading/discharge of cargo, i.e. embarking/disembarking of passengers;
- c) In case of extraordinary circumstances (distress, accidents on board, collisions, impact, grounding, fire, contamination of the landside or sea water, incidental situations, security threats and the like);
- d) When a ship looking for a safe shelter from bad weather, i.e. an event of force majeure, must anchor at the port anchorage.

During the communication it shall be forbidden to give in any way whatsoever (by radio, visually or by sound) false signals and danger, emergency and security messages as well as false identification. Ships fitted with an Automatic Identification System (AIS) shall keep it constantly on with the accurate static and dynamical data for the purpose of the continuous monitoring and identification of vessels in the area of the Port Authority and in a wider area.

Article 9

The shipmaster shall have the obligation to notify, i.e. to confirm, the accurate time of arrival at the anchorage or the place of boarding of the pilot, at least:

6 hours prior to the arrival of the ship at the position for coastal pilotage (Lat. 43° 05.0' N., Long. 17° 00.0' E), i.e. 1 hour prior to the arrival at the position for port pilotage (Lat. 43° 01.6' N., Long. 17° 22.1' E.). The shipmaster shall have the obligation to disclose additional information requested by the PCC.

Upon receipt of the notice, the PCC shall notify the person in command of the vessel of the place and mode of anchoring or berthing as well as of all the details in connection with safety of navigation, cargo handling and undisturbed performance of maritime transport in the port area of the port of Ploče in accordance with the plan defined at the daily coordination.

Article 10

A ship shall be deemed to have entered the port after having dropped the anchor at the anchorage, veered out the anchor chain, exhibited the anchor signs, made the corresponding entry into the logbook and confirmed the anchoring time and position to the PCC by radio.

Should a ship enter into the port with the assistance of a pilot, it shall be deemed to have landed in the Ploče port area at the time when it boarded the pilot at the anchorage.

Should a ship enter into the port without a pilot, it shall be deemed to have landed in the Ploče port area when it shall have moored at the authorized berth and exhibited the appropriate signs.

A ship shall be deemed to have landed on time if it landed in the Ploče port area, i.e. at the berth or anchorage by 24.00 hours at the latest on the agreed date or on the last date of the agreed period.

Should the ship be delayed, it shall be deemed to have been accepted by the shipper if it did not reject it at the time of the tendering of the notice of readiness or at the latest by the expiry of the first working day following the arrival of the ship.



Article 11

If the ship stayed at the anchorage, it shall be deemed to have left the port after having stowed the anchor in the hawse pipe.

If the ship departed from the port with the assistance of a pilot, it shall be deemed to have left the port at the time when the pilot shall have safely disembarked.

Should the ship be departing without a pilot, it shall be considered to have left the port after having slipped the last mooring line.

C – ENTERING INTO THE PORT

Article 12

On the occasion of the navigation, landing, mooring, unmooring and anchoring of the ship, i.e. boat and technical vessel in the port, any person in command of the ship, the boat operator and the responsible person for a technical vessel and floating craft with no commander shall act in such a way that these actions shall not imperil human life or pollute the sea and cause damage to their ship, boat or technical vessel as well as to other ships, boats, piers, structures, installations and facilities in the port by collision, impact or grounding.

In case of damage caused by the ship to the property of the Port Authority, an attempt shall be made to agree upon an indemnity for the damage; should it not be possible, the amount of damage shall be determined by experts appointed by the competent court.

Prior to departing from the port, the ship owner shall indemnify the damage incurred or provide a guarantee in the amount of the estimated damage.

Article 13

Ships sailing from the NW and W directions with the intention of entering into the port of Ploče shall wait for the outbound ship in order to avoid the ships passing each other in the channel between Cape Višnjica and the port light at the head of Pier 3.

All ships entering the port, from the small Gubavac Island to the place of landing, and all ships leaving the port, from the place of departure to the small Gubavac Island, may not sail at a speed of more than 6 knots.

Tankers having the intention to moor at the berth of the Liquid Bulk Terminal shall comply with the Order on the Navigation in the Vlačka Channel.

Ships having the intention to land in the Metković port shall comply with the regulations laid down in the Order on the Navigation on the Neretva River.

IV – Mooring of ships in the port (mooring, anchoring, unmooring, moving, shifting)

Article 14

Ships, boats and other vessels and floating craft may not moor, anchor or sail in the port area without the approval of the PCC and the consent of the Harbormaster's Office.

The landing place for a ship shall be approved by the Port Authority upon the request of the Concessionaire for the transshipment and storage of cargo in the port area of the port of Ploče.



A – Daily coordination and planning

Article 15

The allocation of a berth to a ship in the port shall be performed at the daily meetings of the Port Coordination – with the accurate designation of the port basin, port pier, berth or berth part, position to the neighboring berths and time at which the ship shall be moored and on which side. The daily meetings of the Port Coordination shall be held on every working day at 12.00 hours. The coordination and planning shall be determined for 24 hours in advance. Users of the Port Coordination shall comply with the adopted, i.e. released, plan of provision of services.

Should the need for amendments to the determined plan of provision of services arise, it shall be necessary to notify thereof all the participants, i.e. users of the Port Coordination, so that it could be updated, i.e. harmonized.

In addition to the daily plan of provision of services, the Port Coordination shall also prepare weekly, i.e. monthly plans.

The participants, i.e. users, of the Port Coordination shall be the Port Authority, the Harbormaster's Office, the Customs Office, the police, certain State Inspectorates, the Concessionaires for loading/discharge and stowage of cargo, the maritime agents of the notified ships, the forwarding agents and cargo owners, the representative of the pilotage service, mooring service, port towage service, ship waste collection service, the representatives of the railroad and other interested parties.

The Port Coordination may also be held electronically.

The Port Authority shall define in special guidelines the mandatory participants, i.e. users, of the Port Coordination and the modalities to conduct and maintain the electronic coordination.

The established notices of arrival, the place and the estimated time of mooring, the status of ships in the port as well as the notices of departure shall be published electronically by the PCC on the Web site of the Port Authority every day forthwith upon each daily Port Coordination.

Article 16

As a general rule, mooring priority shall be granted according to the order of arrival of the ships in the port area.

As an exception, mooring priority alongside the wharf shall be given to:

- Ships, yachts or boats on which human lives or safety of navigation are imperiled;
- Ships on regular services with a disclosed sailing schedule;
- Ships transporting live animals and perishable goods;
- Ships transporting dangerous cargoes.

As a general rule, unmooring priority shall be granted according to the order of receipt of the notices of departure of ships pursuant to the daily Port Coordination.

As an exception, unmooring priority at the wharf shall be given to:

- ships exposed to a security threat;
- ships on regular services with a disclosed sailing schedule;
- ships transporting dangerous substances;
- ships on orders of the Harbormaster's Office.

B - Pilotage

Article 17

Any vessel may use pilotage in the port area under the same terms.

Pilotage in the port of Ploče shall be both port and coastal.

The pilotage activities in the Ploče port area shall be performed by the Company "PLOČE PILOT d.o.o." with the special approval from the Ministry.

Port pilotage shall be the pilotage of a vessel in the Ploče port area from the borderline of port pilotage (Lat. 43° 01.6' N., Long. 17° 22.1' E.) to the appropriate berth and vice-versa, and coastal pilotage shall be in the part of the Neretva Channel from the borderline of coastal pilotage (Lat. 43° 05.0' N., Long. 17° 00.0' E.) to the borderline of port pilotage.

Ships carrying dangerous liquid chemicals, i.e. liquefied gases, shall be subject to coastal pilotage.

The following ships shall be subject to compulsory pilotage:

- a) ships having a gross tonnage exceeding 500,
- b) yachts having a gross tonnage exceeding 1000.

Port pilotage shall also be compulsory in the port if the ship is being shifted from one pier to another or moved alongside the pier with the use of its own propelling engine.

As an exception, the Harbormaster's Office may determine that certain types of ships having a gross tonnage of less than 500 shall be subject to compulsory port pilotage.

The following ships shall not be subject to compulsory pilotage: Croatian warships, Croatian public ships, ships engaged in the maintenance of navigable waterways and navigation aids in these waterways, water carriers and Croatian passenger ships navigating on regular services.

As an exception, the minister may exempt from the compulsory port pilotage a particular ship or yacht, other than ships carrying dangerous or hazardous substances, having a gross tonnage of less than 2000, for a specific period and in a specific port area, provided that the shipmaster has passed the special examination.

Article 18

When the ship is at the anchorage, the boarding and disembarking of the pilot shall be performed with a pilot boat.

Thereby the ship shall have the obligation to provide leeward to the pilot boat, and at least a Jacob's ladder-pilot ladder (with additional handrail rope) to the pilot to board, to ensure a scale with handrail for access to the deck and to keep a life jacket ready for use.

During the night, the ship shall illuminate the Jacob's ladder and the access to the Jacob's ladder. Should the pilot stay on duty on the ship for four hours or more, the shipmaster shall provide him with an appropriate meal.

The pilot shall disembark on shore once the ship shall have been safely moored.

C – Port towage

Article 19

The provision of port towage services shall be available 24 hours a day, with the possibility of using at least two tugboats.

The tractive force of a particular tugboat may not be less than 270 kN.

Port towage shall be performed only at the request of the person in command of the ship or floating craft with the number of tugboats requested by it.

As an exception, in case of bad weather conditions, port overload, simultaneous maneuvering of several ships or if the ship is carrying dangerous substances, as well as in any other justified cases, the Harbormaster's Office may determine the number of tugboats to be used to perform a specific ship maneuver.

Should several ships request towage at the same time and if a sufficient number of tugboats is not available, or in the event that safety of navigation and human lives are imperiled, or in case of a possible pollution of the sea, the Harbormaster's Office shall determine the order of priority for towage.

Should the pilot consider that the number of tugboats does not guarantee the safety of the ship and port during the maneuver, it shall notify thereof the Harbormaster's Office, which shall determine the minimum number of tugboats required for the safe ship maneuver.

Two tugboats shall be compulsory for the navigation, mooring and unmooring in the Vlačka Channel – Liquid Bulk Terminal. The shipmaster shall sign the submitted document on the provided port towage service and shall have the right to enter any eventual objections to the quality of the provided services.

D – Performance of mooring / unmooring of ships

Article 20

The shipmaster shall prepare the ship for mooring or unmooring by providing a sufficient number of crewmembers, a sufficient number of appropriate mooring lines as well as to make sure that the anchor and anchoring equipment are in a safe position so that the tugboat, i.e. mooring boat, may safely approach the bow of the ship to catch the line.

Shipmasters whose ships shall be moored / unmoored shall order the mooring / unmooring service from the mooring service providing such services in the port area.

Mooring / unmooring services shall be ordered through the intermediary of the ship's agent.

The final deadline for placing an order to the mooring service shall be half an hour prior to the confirmed departure of the ship.

The mooring / unmooring of a ship shall be completed once the last mooring / unmooring line, either on the pier or buoy, shall have been placed / removed in accordance with the shipmaster's orders.

The shipmaster shall sign the submitted document on the performed mooring / unmooring and shall be entitled to enter eventual objections to the work of the mooring service.

E - Shifting, moving and cancellation of berths for ships in the port

Article 21

Shifting means a new mooring of the ship on another pier or placing it at an anchorage. Moving means a new mooring of the ship alongside the same pier. The ship shall be shifted or moved in the port:

- on orders of the Harbormaster's Office,

- upon proposal of the PFSO person in charge of port security (in case of security threat) with the consent of the Harbormaster's Office,
- on orders of the Port Authority on the ground of the functional use of the wharfs and mooring places with the consent of the Harbormaster's Office,
- at the request of the shipmaster, shipper or consignee pursuant to the decision passed at the Port Coordination, with the consent of the Port Authority.

Should the Port Authority request from the owner of a vessel to shift it to another berth, and should the owner not be reachable, the Port Authority may shift the vessel at the risk and costs of the owner.

The person intending to shift or move the ship shall notify the shipmaster, i.e. ship's agent, in due time of its request and of the reasons to move or shift the ship.

The time loss resulting from shifting or moving the ship shall be included in the lay days, provided that the shifting or moving shall have been performed during working hours.

The shipmaster shall perform the shifting or moving of the ship in the most economical way. The charges incurred for shifting or moving the ship shall be borne by the shipper, consignee, i.e. the party at the written request of which shifting or moving was performed, other than in case of shifting or moving on orders of the Harbormaster's Office.

The Port Authority may cancel the berth allocated to a ship, should it establish that the ship did not start using it within a specific period of time or should it be explicitly refused by the shipmaster, and the berthage shall be charged to the ship.

F - Submission of loading and discharge documents

Article 22

Prior to its arrival in the port for loading, the ship shall submit a finalized bill of lading to the Concessionaire engaged in loading in due time.

As an exception, the bill of lading may also be submitted to the Port Coordination on the occasion of the allocation of a berth to the ship.

Should new quantities of cargo be offered in the course of the loading, the participants of the Port Coordination shall be notified thereof for the purpose of harmonizing the plan of provision of services.

Should the ship be arriving for the purpose of discharge, it shall submit the Cargo Manifest and the ship's Cargo Stowage Plan in due time to the Concessionaire. As an exception, it may also be submitted to the Port Coordination on the occasion of the approval of the berth for the ship.

G – Readiness of the ship

Article 23

The ship shall be deemed to be ready for cargo loading or discharge:

- when moored alongside the wharf at the planned berth, and when safe access to the ship shall have been secured from the wharf (ship stairs, ro-ro ramps);
- when all formalities shall have been completed and *Free Pratique* shall have been granted;
- when all requirements and obligations arising out of the provisions in connection with the handling of dangerous (if carrying dangerous substances) or solid bulk cargos shall have been complied with;
- when the specific actions required for the purpose of ascertaining the quantities of cargo by draft control or in application of the volumetric method, if necessary, shall have been performed;

- when the storage facility roof shall have been opened by it (if liable to do it alone under the provisions laid down in the contract of carriage);
- when the ship handling equipment for operation, if necessary, shall have been stored;
- when its storage facilities shall be clean, dry and appropriate for the accommodation of cargo.

V – Stay of the ship in the port / at the anchorage

Article 24

A ship located in the port shall be ready to maneuver. As an exception, at the request of the person in command of the ship, the Port Authority may, with the consent of the Harbormaster's Office, approve the repair of the engine in the port. During the stay of the ship in the port, it shall carry a sufficient number of crewmembers as necessary to ensure the safe operation of the ship in case of emergency so as to enable its rescue. When anchored, the ship shall carry a crew of the structure as used to keep the watch onboard the ship during navigation.

During its stay in the port or at the anchorage, a laid-up ship, ship being repaired or altered, shall carry the specified number of crewmembers to keep the watch day and night, as determined by the Harbormaster's Office on a case-by-case basis.

Article 25

For the purpose of the safety of navigation and to a previous or, as an exception, a subsequent notice thereof to the Port Authority (PCC), the Harbormaster's Office may order a ship, i.e. boat, even though it is already moored or anchored, to shift to another berth or to move from the place allocated to it and to remove the, partly or entirely, loaded ship from the wharf to a specific position where it shall anchor.

The Harbormaster's Office shall withhold its consent for the mooring or anchoring of the ship, i.e. boat intended for commercial purposes, on the wharf or at the anchorage upon receipt of a notice from the Port Authority (PCC) stating that such action imperils the safety of navigation, the safety of human lives and facilities ashore or offshore, and if the ship, i.e. boat, is in such condition that it would pollute the sea.

Article 26

A ship located in the port shall be moored with the appropriate mooring lines and mooring equipment in good working order.

On the occasion of bad weather conditions approaching, the ships shall strengthen their moorings, i.e. increase the number of anchors, and, if ordered by the Harbormaster's Office, shift to a safer place.

The mooring lines of the ships and floating craft moored in the port may not obstruct the navigation of other ships or any movement of persons and vehicles ashore.

The person in command of the ship shall, on orders from the Harbormaster's Office, permit another or several other ships to moor alongside and permit connection with the pier over his ship.

On the occasion of the selection of the anchorage in the port, the person in command of the ship shall take into account the ships that are already anchored, and it shall not obstruct the navigation of other ships when anchoring.

Article 27

Ships embarking or disembarking passengers in the port shall place a safe and firm bridge for this purpose. The passenger landing bridge shall be fitted with sufficiently firm side rails and cross foot strips on the steps, and it shall be appropriately lighted by night.

The ship shall place a safety net underneath the passenger landing bridge.

The hatchways and all other hazardous openings shall be fenced.

Embarking and disembarking of passengers shall always be performed in the presence of a crewmember.

Article 28

The quay wall area in the port, which extends from the pier edge in depth to the first operative tracks, or two meters at least if there are no tracks, shall be used for mooring/unmooring operations and to embark/disembark passengers, load/discharge cargo and vehicles, and it shall always be clear; the Port Authority shall take care of it and make the decisions in this respect.

Article 29

In the port area of the port of Ploče it shall be forbidden:

- 1 to obstruct access to mooring equipment;
- 2 to move, change or remove moorings, anchors and the equipment of other ships or boats, unless it is necessary to prevent an imminent and obvious damage or unless it is required to allow a ship to land;
- 3 to moor ships and boats to the navigation signs and other signs, equipment and devices which are not intended for mooring, and to move over them;
- 4 to place, shift, change, remove or damage, without authorization, the navigation signs and other signs or the mooring equipment;
- 5 to damage the wharfs with heavy vehicles, by stowing heavy objects exceeding the permitted load, by driving wedges, beams and the like into the coastal structure, and by raising stones from the quay walls or by carrying out any other action causing damage to the wharfs;
- 6 to weld, light open fire on the pier or on a ship or boat and on mooring equipment;
- 7 to clean and scrub the freeboard or underwater surface of the shell plating of a ship or boat;
- 8 to pollute the air by the emission of dust, smoke or other gases in excess of the permitted quantities as laid down by special regulations;
- 9 to keep the ship's propeller turning, other than for the purpose of performing the necessary ship maneuver;
- 10 to swim, run speed-boats, windsurf, water-ski or train water-skiing;
- 11 to imperil the safety of navigation in any other way.

The actions referred to in items 2, 6, 7, 9 and 10 of paragraph 1 of this Article may be performed in the port only pursuant to an approval from the Port Authority and with the consent of the Harbormaster's Office.

Article 30

A ship or floating craft aground, unusable or sunken, i.e. any sunken thing, may not be located within the port.

Should a ship or floating craft or thing run aground or sink in the port, the ship owner, i.e. owner of the sunken thing, shall, at the request of the Harbormaster's Office, shift the ship, i.e. the sunken thing, from the port to the place designated by the Harbormaster's Office, at the risk and costs of the ship owner, i.e. owner of the sunken thing. A laid-up ship, i.e. floating craft may, stay in the

port only pursuant to an approval from the Port Authority, with the consent of the Harbormaster's Office, provided that the safety of navigation shall not be imperiled thereby.

Article 31

Upon completion of the commercial operations, a ship may remain at the anchorage or mooring free of charge for no more than three hours. Upon the expiry of this deadline, the Port Authority reserves the right to charge the demurrage in accordance with the provisions laid down in the Decision on the Amount of the Port Dues and Prices of Services in the International and Inland Transport of Goods and Passengers. As an exception, the Port Authority may, at the request of the person in command of the ship and with the consent of the Harbormaster's Office, allow the ship to remain berthed or anchored for a longer period of time at no extra charges, if actions in connection with the safety of navigation need to be undertaken onboard.

The Port Authority shall pass a special act to determine the port operations practice and the amount of the port dues and prices of services.

VI – Laid-up ship

Article 32

The request for the laying up of a ship in the port shall be submitted to the Port Authority, directly or through the intermediary of an agent, with the mention of the reason and of the approximate duration of the laying up of the ship, whereby a copy of the request shall be delivered to the Harbormaster's Office for the purpose of obtaining its consent.

The laying up of a ship in the port shall be approved by the Port Authority, which shall determine the mooring place.

The conditions for the laying up and the modalities of mooring of a laid-up ship shall be determined by the Harbormaster's Office on the occasion of the grant of the consent for the laying up of the ship.

The modalities of storage and maintenance of the ship shall be determined by the Harbormaster's Office while taking into account the proposal of the ship owner, the possibilities of the Port Authority and the port safety requirements.

The fee for the laying up of a ship in the port shall be charged pursuant to the provisions laid down in a special agreement to be entered into by the ship owner or its representative with the Port Authority.

VII – Abandoned ship

Article 33

A ship shall be deemed to be abandoned when the shipmaster and crew shall have abandoned the ship after having made an explicit statement or tacitly and when the ship owner shall fail, within eight days upon receipt of a notice thereof, to send a new crew on the ship or to dispose of the ship in any other way.

In the event of a ship being abandoned, the Harbormaster's Office shall ascertain in writing the fact that the ship has been abandoned and shall invite the Port Authority to assign watchmen as soon as the crew shall have left the ship.

Upon the expiry of 30 days as of the time from which the ship shall be deemed to be abandoned, the Port Authority may request from the competent court to proceed with an auction sale of the ship for the purpose of collecting the claims incurred. Should a ship be in such a condition that

there shall be a danger of sinking the Port Authority may request forthwith an auction sale of the ship from the competent court.

A ship, which shall have been prohibited to leave the port, and a ship, for which the commercial court shall have issued an order prohibiting her to leave the port, shall be kept under watch.


Ship watching operations shall be performed by the port security service.

VIII - Obligations of the Port Authority and of the particular Concessionaires

A – OBLIGATIONS OF THE PORT AUTHORITY

Article 34

- 1 Performs the radio communication on the occasion of the arrival of a ship on VHF channel 09, which shall include:
 - o the identification of the ship,
 - o the collection of the technical data about the ship, as necessary to various services and to record traffic,
 - o guiding the ship to the anchorage and instructing the ship to shift to VHF channel 12 of the port pilots and, if necessary, to subsequently allocated channels.
- 2 Performs the radio, visual and sensor (radar, AIS) escorting of ship on arrival to and departure from the anchorage, as well as the control of the anchorage and anchoring position.
- 3 Keeps a constant duty watch on VHF channels 09 and 16.
- 4 Organizes and supervises all services to ships in the port and at the anchorage.
- 5 Participates in the Port Coordination.
- 6 Informs the Harbormaster's Office, i.e. various services to which these data shall be necessary, about all changes at the anchorage and or berths in the port, as well as about any extraordinary event.
- 7 Approves the arrival, departure or shifting of ships, which are not subject to compulsory pilotage, in accordance with the decisions of the Port Coordination or by special arrangement, and forwards to the mooring service the orders placed by the ordering parties for these maritime operations.
- 8 Delivers a written approval, with the mandatory consent of the Harbormaster's Office, for diving and other activities in the port area.
- 9 Provides the ship with information about the port and the terminals on which cargo transshipment is performed.
- 10 Provides the valid weather forecast issued by the Croatian Hydrometeorological Institute to the ship, i.e. users of the port area.
- 11 Performs the continuous control of access of vehicles, persons and vessels in the port area.
- 12 Approves access, movement and stay of vehicles in the port area.
- 13 Notifies the ship, i.e. its agent, of the current security level as well as of the change in the security level in the port area of the Port Authority.
- 14 Approves a mooring place alongside the wharf for a floating craft (in accordance with the decision of the Port Coordination), i.e. a place at the port anchorage, with a previous notice thereof to the Harbormaster's Office.
- 15 Supervises and approves in writing the handling of dangerous substances, the enforcement of security, i.e. protective and other measures, and notifies the competent bodies and specific services in case of danger, i.e. security threat.

- 
- 16 Supervises the operation and actions of the Concessionaires engaged in the handling of liquid and/or solid waste and cargo residues.

B – OBLIGATIONS OF THE CONCESSIONAIRE FOR CARGO LOADING / DISCHARGE AND STOWAGE

Article 35

The Concessionaire engaged in the provision of cargo transshipment and stowage services shall:

- 1 Participate in the Port Coordination
- 2 At the Port Coordination:
 - a) propose a mooring place for the ship alongside the wharf with the accurate designation of the port basin, pier, berth, position towards the neighboring berths and planned mooring time;
 - b) pursuant to the received order form for the services (disposition), plan and confirm the service provision plan.
- 3 In case of intention to change the defined ship mooring place, i.e. the defined service provision plan, it shall have the obligation to notify the PCC as well as the other participants involved in the service provision plan, of the reasons for which it intends to change the order, i.e. mooring time of the ship, i.e. the service provision plan.
- 4 It shall notify the PCC of the start, estimated time for completion and immediately upon completion of the commercial operations on a particular ship as well as in the event of longer delays, i.e. waiting for cargo loading, i.e. discharge.
- 5 It shall have the obligation to continuously (24 hours a day) keep in contact with the PCC (VHF radio station, i.e. mobile phone).
- 6 It shall continuously keep in contact (VHF mobile radio) with the ship if it is handling dangerous substances, i.e. solid bulk cargos in order to harmonize the procedures and actions in connection with the safety of cargo loading/discharge.
- 7 It shall determine a certain number of qualified persons possessing the skills to handle certain dangerous substances.
- 8 It shall clean the used part of the pier as well as all other spaces, in which it shall be engaged in operations, upon completion of the loading/discharge.
- 9 It shall make sure that all pier cranes, i.e. transshipment facilities and devices have been installed in an appropriate and safe position so as not to impair the free and safe mooring of the ship.
- 10 Should any damage be caused to the ship structure on the occasion of cargo loading or discharge, the representative of the Concessionaire shall notify the shipmaster thereof and remedy the damage, if necessary.
- 11 It shall notify the PCC of any extraordinary event in the port.

C – OBLIGATIONS OF THE SERVICE HANDLING LIQUID AND SOLID WASTE AND CARGO RESIDUES FROM SHIPS

Article 36

The Concessionaire engaged in handling liquid and solid waste and cargo residues shall act in accordance with the “Plan for Handling and Manipulation of Waste from Vessels and Cargo Residues from Vessels in the Port of Ploče”.

It shall participate in the Port Coordination.

It shall notify the PCC of any extraordinary event in the port.

D – OBLIGATIONS OF THE MOORING SERVICE

Article 37

The Concessionaire engaged in the provision of ship mooring/unmooring services shall:

Ensure the provision of mooring services 24 hours a day and emphasize the option for a continuous contact (VHF communication radio) among officers of its own service and with the PCC and the pilotage service as well as with the particular Concessionaires for cargo transshipment and stowage.

Participate in the Port Coordination and pursuant to the notices of arrival/departure, as well as the mooring plan, determine, according to berth and ship size as well as the weather conditions, the sufficient number of linesmen as well as the number of mooring boats.

Prior to the very beginning of the mooring of the ship, it shall be made sure that there are no obstacles, damage, missing fenders, bitts in the planned mooring place, which would in any way prevent or hinder the safe mooring of the ship, and it shall notify the PCC thereof without delay. It shall exhibit in an appropriate way (with a signal flag by day and appropriate lights at night) the limit points within the ship's planned mooring place.

When engaged in mooring operations, officers of the mooring service, as well as the crew of the mooring boat, shall be properly dressed and secured in case of fall of a person into the sea.

Any form of damage caused by a ship, mooring boat or tugboat during the mooring of a ship shall be notified without delay to the shipmaster/pilot and to the PCC and the Harbormaster's Office.

E. OBLIGATIONS OF THE PILOTAGE SERVICE:

Article 38

- 1 It shall continuously keep the watch on VHF channel 12, while using, if necessary, also the subsequently allocated VHF channels.
- 2 It shall notify the Port Authority - PCC of the starting time upon receipt of the order for maritime operations and of the ending time of pilotage upon completion of the operations.
- 3 It shall notify the mooring service of the required number of mooring/unmooring workers and the port pilotage service of the required number of tugboats according to the request filed by the shipmaster.
- 4 Upon completion of the pilotage service, the pilot shall have the obligation to obtain from the shipmaster, on its voucher or in any other way, a receipt for the performed towage or pushing and mooring and/or unmooring of the ship.
- 5 It shall participate in the Port Coordination.
- 6 It shall notify the PCC and the Harbormaster's Office of any extraordinary event in the port PCC.

F - OBLIGATIONS OF THE MARITIME AGENT

Article 39

- 1 It shall, in the ship's stead, the notify of and confirm the arrival, moving, shifting or departure of the ship to the Port Authority and the Harbormaster's Office by fax or by e-mail;
- 2 It shall request the allocation of a berth in advance in the notice of arrival;

- 3 It shall notify the PCC of changes in crew, visits to the ship, ship requirements in terms of water, fuel supplies and other requirements;
- 4 In case of change in the ship's arrival time, it shall notify the PCC, the Harbormaster's Office and other participants in the Port Coordination thereof;
- 5 On departure (if the ship has a secured berth), departure, moving or shifting of the ship, it shall notify the PCC thereof;
- 6 The ship's agent shall have the obligation to request pilotage services whenever they are compulsory;
- 7 When an anchored ship is granted a berth at the Port Coordination, it shall order the services of a pilotage company;
- 8 On arrival, the ship shall have the obligation to hand over the Security Contact List and a port map to the shipmaster and to familiarize the shipmaster with the local regulations;
- 9 It shall participate in the Port Coordination;
- 10 It shall notify the PCC of any extraordinary event in the port and on board.

G – OBLIGATIONS OF THE FORWARDING AGENT

Article 40

The Concessionaire for forwarding operations shall:

- 1 Participate in the Port Coordination;
- 2 Deliver the notices of arrival of vehicles and execution orders to the Concessionaire for cargo loading/discharge and stowage every day by 12.00 h at the latest;
- 3 Notify the Concessionaire for cargo loading/discharge and stowage of any changes arising after the service provision plan shall have been determined at the Port Coordination.

Notices of arrival of freight vehicles and cargo loading/discharge orders shall be delivered by fax or by e-mail.

Notices of arrival of vehicles shall also be delivered to the Port Authority in due time, i.e. forthwith upon having gained knowledge thereof and upon confirmation of the arrival of the vehicle in the port area of the port of Ploče.

The cargo loading/discharge order shall consist of the following:

- o Name of the forwarding agent
- o Order number
- o Place of loading/discharge of the goods
- o Consignee, i.e. consignor/owner of the goods
- o Carrier/driver
- o Means of transportation/registration plate number/country
- o Goods/freight/quantity (for dangerous substances a Certificate to testify that the dangerous substances have been packed and stowed in a container, i.e. vehicle in accordance with SOLAS 74, Chapter VII, Regulation 4 and MARPOL 73/78, Enclosure II I, Regulation 4 – *Multimodal Dangerous Goods Form*)
- o Date and time of issue of the order by the forwarding agent.

It shall notify the PCC of any extraordinary event in the port.

**IX – Measures and procedures in extraordinary circumstances
and protection of the sea against pollution from the ships**

Article 41

The shipmaster, the crewmembers, the person in command of a boat or yacht and the crewmembers of a boat or yacht as well as all port users shall apply the prescribed regulations on the protection of the landside and waterside part of the port area of the port of Ploče against pollution as well as the prescribed regulations in accordance with the provisions regulating action in extraordinary circumstances and in accordance with the Operative Contingency Plan in case of incidental pollution of the sea water area within the competence of the Port Authority.

Should a cargo, protective or other material fall from the ship into the sea, the shipmaster, i.e. the person in charge of the loading or discharge of the cargo or material shall notify the PCC thereof without delay. The owner of the vehicle, i.e. driver, may not allow any form of spillage, leakage or discharge of cargo or material from the vehicle, which constitutes or contains dangerous substances and which could imperil human lives or pollute the port environment.

Any form of waste disposal from vehicles, other than port machinery vehicles and equipment, as well as the cleaning or washing thereof shall be prohibited within the port area.

The Port Authority shall prepare the Operative Contingency Plan in case of incidental pollution of the sea water area within the competence of the Port Authority.

Article 42

The Concessionaire engaged in handling of solid and liquid waste and cargo residues shall ensure the appropriate handling facilities and act as prescribed and in accordance with the Plan for Handling and Manipulation of Waste from Vessels and Cargo Residues.

Prior to the departure from the port, the master of the ship, yacht or boat operator shall deliver the whole ship's waste to the handling facilities of the Concessionaire for the handling of waste.

As an exception, a ship may proceed to the next port of call if the Concessionaire for the handling of waste and cargo residues shall not have the appropriate handling facility and provided that there shall be sufficient place onboard the ship to store the waste and cargo residues up to the next port of destination, subject to the consent of the Harbormaster's Office.

The costs of handling and disposal of waste shall be settled out of the fee for the use of the handling facilities.

The decision on the amount of the fee for the use of the handling facilities shall be made an integral part of the Plan for Handling and Manipulation of Waste from Vessels and Cargo Residues.

Article 43

Handling of dangerous cargoes and hazardous waste in the port shall be performed in accordance with the Regulations on the Handling of Dangerous Substances, the Terms and Modalities of Performance of Transport in Maritime Transport, Loading and Discharge of Dangerous Substances, Bulk Cargo and Other Cargos in Ports and the Modalities to Prevent the Spreading of Oil Spills in Ports, as well as the Regulations and Operative Instructions of the Port Authority.

Stay in the port shall be prohibited to tankers engaged in bunkering services (fuel supply) to ships other than during the provision of bunkering services.

A ship being supplied with fuel shall hoist the "B" flag of the International Signal Code by day and light on red lights on all sides of the ship at night. The crew and the firefighting equipment shall always be ready for operation.

All measures shall be taken during the provision of bunkering services in order to prevent any pollution of the sea.



Article 44

The provision of services and performance of operations of disinfection, disinfestations and deratting of the ships and port may be performed by an authorized person pursuant to a concession agreement.

The Concessionaire engaged in the provision of health and sanitary protection services and the performance of disinfection, disinfestations and deratting of the ships and port shall have an appropriate space with the pertaining equipment for the accommodation of the dangerous substances indispensable for the performance of specific operations.

The place and space for the accommodation of the equipment and dangerous substances shall be properly marked and properly secured against access from unauthorized persons.

The plan of capacity, quantities, types and stowage of equipment and dangerous substances as well as the precautions shall be available to the authorized persons in case of need for intervention.

At the request of the shipmaster or governmental authority, the gas-freeing and deratting of the ship may be performed at a specific berth with the approval of the Port Authority and the consent of the Harbormaster's Office.

A ship undergoing deratting shall be guarded by a person authorized to perform these operations until the return of the crew on board.

The Concessionaire shall exhibit the danger warnings and prevent access on board to unauthorized persons.

The disinfection, disinfestations and fumigation may only be performed at the designated place in the port subject to the approval of the Port Authority and the consent of the Harbormaster's Office.

Article 45

Around the ships engaged in the loading, discharge or transshipment of mineral oils, the authorized mooring service shall encircle the area at risk with floating barriers prior to the beginning of the operations, at the costs of the ship, in order to prevent spilled oil from spreading into the sea.

Should the ship pollute the sea with oil or otherwise, the master or other representative of the ship shall place an order for the cleaning of the sea from the authorized company.

Should the shipmaster or any other representative of the ship fail, upon pollution, to place an order for the cleaning of the sea, such order shall be placed by the Port Authority at the costs of the ship.

The costs of cleaning of the sea shall be charged pursuant to the bill of an authorized entity for cleaning operations, which shall be increased by a lump-sum of 20%, for the purpose of the subsequent cleaning of pollution residues, which shall settle in other places.

The amount of the damage shall be ascertained by the experts appointed by the competent court. Prior to the departure from the port, the ship owner shall settle the damage incurred or provide a guarantee in the amount of the estimated damage.

Article 46

Upon completion of the loading/discharge, the Concessionaire for cargo loading/discharge and stowage shall clean the part of the pier and/or any other space in the port area used by it.



The Concessionaire for cargo loading/discharge and stowage shall also maintain all other areas in which it performs its activities.

The Port Authority shall clean the port from debris imperiling the safety of navigation and polluting the sea.

Should a person in command of a ship, a pilot or Concessionaire (mooring service, port towage service) notice objects in the port, which imperil the safety of navigation or might cause damage to other ships, port structures and facilities or pollute the sea, it shall notify thereof the Port Authority (PCC) and the Harbormaster's Office forthwith.

Article 47

Concessionaires, port users and any persons noticing a fire in the port or on board a ship shall notify thereof the port Fire Service and the PCC.

Article 48

A ship shall provide first aid to all persons injured at sea and notify the PCC with a short description of the event in case of:

- one person with serious injuries,
- several persons with minor injuries, or
- death of a person on board.

In case of serious injury suffered by one person, minor injuries suffered by several persons or death of a person on board, the Concessionaires engaged in operations in the port shall notify the Ploče PCC.

X – Control of access and movements of persons, vehicles and goods in the port area

Article 49

The Port Authority shall secure the area with the relevant facilities and organization for the purpose of the performance of border check without disturbances, in accordance with the State Border Control Act.

The police force of the Republic of Croatia shall be competent to deliver shore passes permitting persons to circulate and stay, and licenses permitting vehicles to circulate and station at the international maritime border crossing located within the port area and only the police force may issue shore passes for persons and licenses for vehicles in these areas pursuant to their special regulations.

The police force and the customs shall be in charge of the control of movements of passengers, vehicles and cargos from their entry in the border area to the embarking/loading onboard the ship as well as from the disembarking/discharge from the ship to the exit from the border area.

The physical and technical security operations shall be performed and conducted by "Lučka Sigurnost d.o.o." within the protected area of the port of Ploče only in accordance with the Private Security Act.

All security system information and signals pointing to an incidental situation, tort, public order offences with elements of violence, shall be made available to the PCC so that it could transmit them forthwith to the police force.

The owner of the goods loaded or discharged in the port area shall make sure that the goods shall leave the port coastal area practically as soon as possible, unless agreed otherwise with the Concessionaire for cargo transshipment and stowage and as agreed with the Port Authority.

Article 50

Access, movement and stay in the port area shall be permitted to persons and vehicles upon presentation of a valid identification card.

Identification cards for persons and vehicles shall be delivered by the Port Authority subject to the consent of the police force.

Vehicles of the Ministry of the Interior, paramedics, Fire Service, Harbormaster's Office, Customs Office and the particular State Inspectorates may circulate and be stationed in the port area without authorization and fees when performing their basic operations.

The vehicles may circulate, be stationed and park in the port on the defined and marked routes and places designated for parking.

The persons steering road vehicles, i.e. port machinery, within the port area shall give way to the railway transportation means.

The workers engaged in the distribution of rail cars in the port area shall observe the railway traffic safety regulations.

Persons shall circulate within the port area in such a way that they shall not interfere with the circulation of vehicles, port machinery and the performance of port operations.

It shall be forbidden to stop or park vehicles in the port area, where port operations are being performed, i.e. in places where parking is explicitly forbidden.

Motor vehicles in the port area as well as motor vehicles right in front of the official entrance to the port may not be left without surveillance if they do not have their marks and contact details exhibited. Persons steering vehicles carrying dangerous substances shall not be permitted to leave or move away from the port area.

The speed of vehicles shall be in accordance with the exhibited traffic signs defining the speed limits. Any person driving or steering a vehicle, which shall cause an accident or cause damage to other persons or properties, shall stop the vehicle and notify the PCC of the accident.

The control of entry and exit as well as the movements of persons, vehicles and vessels, as well as the control of access to information, goods, premises and areas within the port area of the Port Authority shall be regulated by a special act on the form, modalities of delivery, use, return and revocation of the identification cards used to control the entry and exit as well as the movements of persons and vehicles, as well as to control the access to information, goods, premises and areas in the Ploče port area.

XI – Final Provisions

Article 51

The Regulations on the Terms and Modalities to Maintain Order in the Ports and in Other Parts of the Internal Sea Waters and the Territorial Sea of the Republic of Croatia ("Official Gazette" of the Republic of Croatia, No. 90/2005) shall apply accordingly to all matters, which shall not have been regulated under the present Regulations and which shall refer to the conditions and modalities to maintain order in the port.

In addition to these requirements, the port shall also comply with other requirements prescribed by special regulations, which refer to the safety of navigation, port security, security of persons and properties, state border crossing, customs, health, veterinary, sanitary and other operations.

Article 52

The regulations on Order and Terms of Operation in the Ploče Port Area dated 23 July 1999 shall cease to apply as of the effective date of the present Regulations on Order and Terms of Operation in the Ploče Port Area.



Article 53

These Regulations, which were granted the consent of the Ploče Harbormaster's Office pursuant to its act, Classification: UP/I 342-01/06-09/02, , Ref. No.:530-03-07/04-06-2, dated 2 February 2006, shall become effective on the eighth day upon their posting on the notice board of the Port of Ploče Authority.

**Chairman
of the Administrative Board:**

Branko Bačić, B. Eng.

Published on: 25 April 2006
Effective as of: 3 May 2006

ENCLOSURES

- 1 Map of the operative port area of the port of Ploče
 - a) Ploče Basin
 - b) Metković Basin
- 2 Consent of the Ploče Harbormaster's Office on the said Regulations

