

PORT REGULATIONS OF THE PORT OF PIETARSAARI

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These Port Regulations have been confirmed on 24 April 2026 by the decision of the Board of the Port of Pietarsaari Ltd.

Port regulations are valid until further notice and valid starting from 1 June 2026.

1. General regulations

These Port Regulations complement the laws and other regulations in force.

The provisions and instructions of these Port Regulations shall be followed in the port area administered by the Port of Pietarsaari (hereinafter referred to as the Port Company or Port Authority). The boundaries of the port area are marked on the map attached to these Port Regulations.

In addition, the map included in these Port Regulations defines the port areas, i.e. security areas, where restrictions on movement and staying apply.

Staying within a fenced-off port area or an area marked closed by prohibition signs is permitted only for authorised persons. The prohibition, as well as the consequences of violating it, are indicated by notice boards placed at the boundaries of the port area.

Operation by the railway company on the service facility tracks within the port area requires a traffic operating agreement concluded with the Port Company.

Instructions issued by the Port Authority (the operator of the service facility) must be followed on the railway tracks.

Photography and video recording within the port area are prohibited without permission from the Port Authority.

The flying of drones within the port area is prohibited without permission from the Port Authority.

The Port Authority of a port engaged in international traffic is obliged to apply for security clearances for persons performing tasks at the port that fall within the scope of Section 7 g of the Security Measures Act (Act 485/2024 on security measures for certain ships and ports serving them, and on the supervision of such security measures).

In addition, the Port Authority may apply for security clearances for persons performing tasks falling within the scope of Section 19 subsection 1 paragraph 4 and/or Section 21 subsection 1 paragraphs 1 and 4 of the Security Clearance Act, if required in the interest of the port.

Companies and organisations operating in the port must appoint a contact person for the Port Authority for matters related to the application for and administration of security clearances. Companies and organisations operating in the port undertake to inform their employees, as well as new

employees during recruitment, of the obligation to provide the Port Authority with their predefined personal data when their duties require a security clearance applied for by the Port Authority in accordance with Section 7 g of the Security Measures Act.

If the Port Operator concludes separate data disclosure agreements with companies or organisations operating within its area, the terms agreed in those agreements shall be followed.

Further information regarding the personal data collected and the processing of personal data is available from the Port Authority upon request.

The Master or agent of a vessel and other operators of transport must submit all necessary information to the Port Authority for charging the port dues and promoting the safety of the port and the vessel traffic.

The Port Authority shall report all suspected crimes to the relevant authorities for investigation.

2. Port area safety

Companies operating in the port must follow the instructions and security regulations issued by the Port Authority.

Companies operating in the port area must appoint a contact person to handle security matters. In addition, companies holding long-term operating or lease agreements are obliged to join the access control system where required by the port.

A company or organisation operating within the port area must provide the Port Authority with the contact details of the person responsible for the operator's information security.

Everyone is obliged to provide the Port Authority with any information that may affect port security and the port and maritime security referred to in the ISPS Code.

The Port Authority has the right to revoke a person's access permit to the area either temporarily or permanently if the person fails to comply with the movement regulations and instructions applicable to the area, or for any other justified reason.

Ships visiting the port

Visiting vessels must provide the Port Authority with a direct contact detail through which the vessel can be reached during its stay in port.

The master of the vessel must provide the Port Authority with crew information for access control purposes. When moving within the port area, crew members must, upon request, present a photo ID card or other proof of identity.

While the vessel is in port, all passenger traffic and traffic serving the vessel's operations arriving at or departing from the vessel must be reported to the Port Authority's access control.

Persons visiting the area

Any person wishing to gain access to the restricted port area must, upon request, present an identity card or access permit approved by the Port Authority or in the absence of this, provide the necessary information for granting them access. Supervisory authorities must, upon request, present an official identity card.

Any unauthorised persons found inside the port area may be removed, if necessary with the assistance of Police, Customs and Border Guard Authorities.

CE marked (EN471), visible, protective clothing, a safety helmet and safety footwear must be worn when outside of a vehicle in work or quay areas.

Pedestrians and light traffic users must use the designated and marked routes provided for them when moving within the area.

The Port Authority has the right to require a breath alcohol test from a person seeking entry to the port who is suspected of being under the influence of alcohol.

3. Environmental management

Operators in the port shall abide in their activities by the valid environment permits and adjust their activities to the stipulations therein. In addition, the companies shall follow the separate instructions issued based on these permits.

Operators in the port area shall designate a person responsible for the management of the environmental issues.

The operators shall allow the Port Authority to carry out any inspections that are necessary for the execution and monitoring of the granted environmental permits for port operations in premises, machines and equipment used in the area covered by the environmental permit.

The operators shall free of charge provide the Port Authority with all information necessary for compliance of the provisions of the permit, as well as participate in investigations required in the provisions of the permit when these are directed at the operations in the port area of the company in question.

The waste management regulations, collection points and contact persons of the port are presented in the valid guidelines for ships' waste management of the port.

The Master of the vessel shall ensure that the ships' waste management guidelines of the port are complied with in the handling and sorting of waste.

Cleaning instructions for ships and cargo handling

The discharge of stormwater, ballast water, snow, and ice onto the quay is prohibited.

The master of the vessel shall ensure that no substances, waste, or cargo residues that may pollute the port area are discharged from the vessel, and that the vessel's operations do not cause unreasonable inconvenience to other port users.

The discharge of untreated ballast water into the water is prohibited.

It is the duty of the Master of the vessel or the declarant of the goods to immediately notify the Port Authority of any goods that have fallen into the water or any oil or any other pollutant that has leaked into the water and to take appropriate measures for their removal.

The Operators and those handling cargo on their behalf in the port shall take necessary steps to prevent undue dirt and noise during handling. The cargo handler and those working on their behalf shall ensure that any waste, cargo pallets and covers are carried to the appropriate locations and that any soiled areas are cleaned. Areas left uncleaned despite a request to do so shall be cleaned at the expense of the cargo owner or, ultimately, at the expense of the responsible party.

The Port Authority may suspend cargo handling if it causes or risks causing environmental pollution prohibited under the Environmental Protection Act.

Any environmental discharges or environmental damage observed within the port area must be reported to the Port Authority so that the necessary rescue and response measures can be taken.

4. Notifications to the Port Authority

The operator, agent, or master of a vessel arriving at the port shall submit the advance notifications required under the Vessel Traffic Service Act to the national maritime information management system. Notifications concerning rail and truck traffic shall be made in the manner prescribed by the Port Authority.

The notice must be given at least 24 hours before the arrival or at the latest when the vessel leaves a port in the direction of a Finnish port. If the destination will be known only during the voyage, the notice shall be given at the latest when the destination is known. In addition, a final arrival notice must be given by the vessel when it has arrived at its destination.

Regular schedules of passenger and cargo vessels, and changes therein, shall be discussed with the Port Authority well in advance.

Notification of any tug, waterbus, fishing trawler, bunker vessel or other similar vessel engaged in a commercial activity and operating in or out of the port shall be given to the Port Authority before the initiation of any activity.

Advance notification of goods classified as dangerous shall be given to the Port Authority 24 hours before such a consignment is brought into the port area, unless otherwise agreed. Goods classified as dangerous are substances listed in the International Maritime Dangerous Goods (IMDG) Code, the European Agreement on the International Carriage of Dangerous Goods by Road (ADR) and the Regulations concerning the International Carriage of Dangerous Goods by Rail (RID).

In addition, when transporting particularly dangerous goods or large quantities of dangerous goods, it is necessary to ensure in advance that the consignment may be brought into the port area (advance enquiry).

Health security

If the vessel is arriving from an area contaminated by a generally dangerous disease, or if a person onboard the vessel has fallen ill with a disease during the crossing that is generally dangerous, or is suspected to be contagious, or suffering from an unknown illness, then notification of this shall be reported

well in advance to the Port Authority using the IMO Maritime Declaration of Health, and the vessel must await further instructions before entering the port.

If an animal has died or become seriously ill onboard during the crossing, then notification of this shall be given to the Port Authority, in order to receive instructions from veterinary authorities.

5. Arrival of the vessel and berthing in the port

Within the port water area, the maximum speed permitted, and other potential limitations, is indicated by means of water traffic signs. The speed of a vessel must be adjusted according to the situation within the port water area so that it does not cause damage, inconvenience or danger to the port or other infrastructures and vessels. The maximum speed in the water area of the Port of Pietarsaari is 7 km/h unless otherwise agreed.

Berths are assigned to vessels in the order of arrival in the port area. By decision of the Port Authority or by specific agreement, exceptions may however be made to this rule.

The vessel shall be moored or anchored in the location indicated by the Port Authority and may not be moved without the permission of the Port Authority. The owner or the party in possession of the vessel, shall ensure the good quality and condition of the moorings at all times. The Master of the vessel shall remain informed of the current water depth at the berth.

A vessel may only berth or unmoor itself with the permission of the Port Authority and subject to the conditions set by the Port Authority.

While mooring and casting off from the quay, as well as while the vessel is at berth, necessary care shall be taken to avoid damaging the quay and any cranes or other fixtures located on it. The Port Authority may order the vessel to use a pilot and/or tugboat when moving a vessel in the port area.

The use of anchors on the quayside is forbidden.

While berthed at the quay, a vessel must, where necessary, use its own fenders along its side.

For passenger traffic, gangway or accommodation ladders must be installed between the ship and the berth, or a safe route must be ensured in some other way.

Gangways and accommodation ladders shall be fitted with handrails and protective netting and shall be illuminated during the hours of darkness.

Davits, derricks, cranes, accommodation ladders and other equipment reaching over the vessel's sides shall be positioned so that they do not hamper the movements of the cranes on the quay nor vessel traffic on the seaward side.

Propellers of a berthed vessel may only be run at slow speed for testing while standing by for departure, except when otherwise agreed with the Port Authority.

A tanker carrying dangerous substances must have towing lines ready for possible emergency situations.

The vessel shall be moved to another berth if the Port Authority so decides. The use of the main engine is required when manoeuvring. Any vessel in the port area, unless laid up, shall be adequately manned to enable manoeuvres at any time.

Mooring a laid-up vessel in the port requires the permission of the Port Authority. The owner or the agent of a laid-up vessel shall entrust the maintenance of the vessel to a reliable person whose name and address shall be made known to the Port Authority.

6. Unloading, loading and storage of cargo

While unloading and loading goods, care shall be taken not to damage structural parts of the quay or port equipment used in the loading or unloading operations. When placing heavy cranes on the quay, the crane owner shall check the bearing capacity of the quay with the Port Authority and obtain their approval for the location of the crane. Port equipment must not cause oil spills into the environment.

Goods or cargo units may not during the loading or unloading operations be placed in the way of quay cranes, on the quay, streets, passages, in front of warehouse doors, on top of fire hydrants, in front of life-saving equipment or electrical centres or anywhere, where they may prevent the use of these or interfere with traffic.

Any stevedoring gear and work machinery used in the port area shall be marked with the name or logo of its owner, Stevedoring gear and work machinery may not be left on the quay area after the work has ended.

If vermin is found in the cargo of a vessel, unloading shall cease immediately. The Master of the vessel is obliged to report this to the Port Authority and to await their advice before continuing the unloading.

When storing goods in the port area, storage instructions must be adhered to. Goods that, due to leakage, odour, or any other reason, cause nuisance or damage must be removed from the area by the cargo owner without delay if required by the Port Authority or another authority.

Dangerous goods in cargo

Dangerous goods shall be unloaded and loaded on the condition that they, with the exception of bulk goods, have been marked with appropriate labels, for example with IMDG Code markings, and that they are packaged in conformity with the aforementioned code.

If such dangerous goods are not labelled or packaged as described above, the Port Authority may forbid their unloading from the vessel and their transport by land to the port area for loading or undertake other safety measures.

When unloading and loading dangerous goods in bulk, the Master of the vessel or the declarant of the goods shall, at the request of the Port Authority, arrange for efficient surveillance and take other safety measures at their own cost. The access of unauthorised persons to the unloading and loading area shall be prevented by warning notices and appropriate barriers.

Hazardous substances and waste may only be stored in storage facilities and field areas approved for the purpose.

Explosives and radioactive substances may only be stored in the port area if permitted by law or statutory act, or if permission to do so has been granted based on law or statutory act.

When unloading and loading liquid fuels in the oil port, International Industry Standard (ISGOTT) and the port and terminal safety instructions for liquid fuels, decisions and solutions in accordance with environmental protections and other laws, must be followed.

7. Road and rail traffic

The traffic in the port area is governed by the principles of the Road Traffic Act. The highest permissible speed of vehicles, the parking areas and other traffic arrangements, such as permitted railway crossings, are indicated by traffic signs and road markings.

All vehicles must comply with the security instructions issued by the Port Authority.

Vehicles operating within the port area must use flashing warning lights.

Parking in port areas is regulated by parking signs and parking is only permitted in these areas. In the event of parking contrary to the instructions, the owner or occupier of the vehicle is liable in the event of damage.

All vehicles shall give way to trains, cranes and other moving port equipment. The driver of a vehicle stopped or parked near a working crane or railway track must not leave the vehicle unattended.

Any work carried out within the railway clearance area must always be reported to the Port Authority and the railway company.

Driving a motor-powered vehicle on ice-covered water areas is governed by the Off-Road Traffic Act and the Water Act.

The Port Authority is not responsible for damage caused to vehicles.

8. Emergency rules

The companies working in the port area must designate a contact person, who is responsible for the management of safety issues and participate in the preparation of rescue plans, the acquisition of necessary equipment and drills, in proportion to the risks of their activities. Operators dealing with hazardous chemicals must also appoint an operational supervisor.

Any marked fire passage in the warehouses and storage areas in the port area as well as routes to the fire hydrants, fire wells and fire extinguishing pipes shall be kept clear for traffic at all times. The firefighting and life-saving equipment, automatic fire detection and extinguishing devices shall be kept in working order at all times and portable fire extinguishers shall be easily accessible.

If the cargo of a vessel includes inflammable goods, then the making of open fires, repair work producing sparks and smoking are prohibited on the open decks of the vessel, as well as in the vicinity of the vessel both on the quay and on the water.

The ventilation and cleaning of such tanks onboard the vessel where inflammable substances have been carried is prohibited without the permission of the Port Authority.

Open fires and smoking outdoors is prohibited on quays and in storage areas for inflammable liquids. This prohibition also applies to the water area within a 50-metre radius of the storage areas, quays and vessels.

Hot work within the port may only be carried out in designated hot work areas equipped for such work or with a permit granted by the Port Authority.

The crew of vessels in the port shall take part according to their capability in the rescue operations and the removal of vessels that are at risk in locations, according to the instructions of the authorities.

9. Rules concerning recreational boating and other leisure activities

The mooring of boats or vessels used for recreational purposes within the port area is prohibited.

Boats, water scooters etc, used for recreational purposes, shall avoid unnecessary movements in the harbour area and always give the right of way to commercial vessels.

If a vessel, boat, or goods have been placed without permission, otherwise contrary to the port regulations, or in a manner that obstructs traffic, and the master, driver, owner, or holder fails to arrange for their removal, they may be moved by the Port Authority at the expense of the responsible party. With regard to vessels, boats, and goods taken into the possession of the Port Company whose owner is unknown or for which no owner appears within three months, the provisions concerning lost property shall apply.

Fishing in an access channel or from a bridge, in the harbour basin, on the quay or other similar location that causes an obstruction is prohibited. Swimming in the harbour basin and in the access channels is prohibited.

Opening a channel outside the public navigation channel is only allowed by permission of the Port Authorities.

Competitions or other events held in the area managed by the Port Authority always require the permission of the Port Authority.

10. Measures in the event of damages and violations

If a vessel has run aground, become partially submerged or sunk in the port area, its owner or the party in possession of it shall remove it as soon as possible.

Shallowing the water area is prohibited. If the water area of the port is shallow as a result of an accident or other cause, the Port Authority and the maritime authorities must be notified immediately. Dredging of the port area is carried out at the expense of the person causing the damage.

If the sunken vessel or other object in the water causes a danger or obstruction to traffic, its owner, or the party in possession of it, shall mark it with warning signs. If this is not done, the Port Authority shall take care of the marking at the cost of the owner or the possessor.

If the quay or other port equipment is damaged by a port user, the damage shall immediately be reported to the Port Authority. The Port Authority will after such an incident arrange for a survey to estimate the costs of the damage. The party, who has caused the damage, will be invited to attend the survey.

If a vessel or goods have been placed in the port area without permission or otherwise in a manner that is in violation of the Port Regulations or obstructs traffic and the master, haulier, owner or declarant does not arrange for having them removed, they can be removed by the Port Authority at the cost of the relevant party.

If any goods, machinery or vehicle is placed in the land area of the port against the stipulations of the Port Authority and the master, haulier, owner or possessor does not arrange for having them removed, they can be removed by the Port Authority at the cost of the relevant party.

Any person that breaches any of the stipulations of these Port Regulations may be refused entry to the port area by the Port Authority. In addition, the violator is obliged to pay for all damages and expenses incurred.

Any breach of laws and regulations will be punished according to the relevant legislation in force.

11. Demands for compensation and limitation of responsibility

Claims or demands for compensations from the Port Authority shall be submitted without undue delay.

If the claim is made later than 30 days after the event or from the date the sufferer noted the event, the claimant will lose their right of appeal if the claimant is an entrepreneur.

A complaint against the Port Authority must be lodged within one year from the date of the damage or the sufferer was informed of the damage. The claim shall be brought before the court in the domicile of the Port Authority, unless otherwise agreed.

The court shall be governed by Finnish law.

12. Supplementary technical instructions and attachments

As attachment, the map of the Port Area

The Port Regulations are supplemented with the following technical instructions:

- Service Handbook
- Waste management and sorting instructions
- Instructions for port operator
- Instructions for vessels

See on the www.portofpietarsaari.fi or send an inquiry to the Port Authority if needed.

**VESIVÄYLÄNPIDON
VASTUUALUE**

SATAMAN-ALUE

SATAMAN-ALUE

**Pietarsaaren Satama Oy:n Satama-alue
Jakobstads Hamn Ab:s Hamnområdet
Port of Pietarsaari Ltd Port area**

