

SVIBY SADAM  
Port regulations

## 1. General information:

Port name:	SVIBY SADAM
Port code:	EE SVI
Port task:	Port services are provided regardless of the size of the craft;
Homepage:	www.saarteliinid.ee
e-mail:	info@saarteliinid.ee
Phone:	+372 4530140

### Type of commercial undertaking:

Company/Surname:	Aktsiaselts Saarte Liinid
Register/national code	10216057

### Port location:

Port address:	Sviby küla, Vormsi vald 91313, Lääne maakond
Center of the port shoreline:	
Latitude:	58°58'12.21"N
Longitude:	23°18'45.11"E
Port water area (m <sup>2</sup> ):	68524.6
Port territory area (m <sup>2</sup> ):	9686.2

### Technical characteristics of the port:

- 1.4.1. The port area is connected to the coast with a stone pier 150 m long and 8 m wide. The port is not protected from S directional winds.
- 1.4.2. Water depths are given in case of zero water level in the BHS-77. Water depth by berths no 1,2,3 and 4 is the minimal depth measured at 1,5 m from a berth edge.
- 1.4.3. Water depth by berths 5 and 6 (Marina) is the minimal depth measured at the berth edge.

### Quais

Quai number	Length (m)	Depth (m) at the quai (BHS-77)	Depth (m) at the quai (EH2000)	Users
Kai nr 1	50,0	5,0	4,8	Ro-ro passenger ship
Kai nr 2	50,0	3,0	2,8	Ro-ro passenger ship, General cargo ship
Kai nr 3	20,0	1,8	1,6	Pleasure Craft, Other ship
Kai nr 4	30,0	2,8	2,6	Pleasure Craft, Other ship
Kai nr 5 (ujuvkai)	30,0	2,8	2,6	Pleasure Craft
Kai nr 6 (ujuvkai)	30,0	2,6	2,4	Pleasure Craft

### Vessel dimensions:

Length max (m):	50.0
Breadth max (m):	15.0
Draught max (m):	3.2
Gross tonnage:	500 to 7500 (exclusive)
Additional information:	

### Environmental protection:

1.6.1. Dangerous cargo conveyed on ferryboat line must be located on duly marked vehicles.  
1.6.2. In the port, there does not exist acceptance, storage and issuance of dangerous goods.

### **Working hours:**

1.7.1. Vessels are handled 24/7 pursuant to the demand.  
1.7.2. Ferryboats are handled in accordance with the contract and the schedule  
1.7.3. On national and public holidays, vessels shall be loaded and unloaded at a special agreement.

#### National holiday:

24 February Independence Day, anniversary of the Republic of Estonia

#### Public holidays:

1 January: New Year

Good Friday

Easter Sunday

1 May: May Day

Pentecost

23 June: Victory Day

24 June: Midsummer Day

20 August: Day of Restoration of Independence

24 December: Christmas Eve

25 December: Christmas Day

26 December: Boxing Day

### **Duration of navigation season:**

Beginning of navigational season:	1. January
End of navigational season:	31. December

### **Local time difference from UTC:**

Local time difference from UTC:	Daylight Saving Time +3 hours; winter time +2 hours.
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### **General information about entrepreneurs operating at the port:**

1.10.1. Information about the companies in port can be obtained from Port Office or calling +372 5301 2889.

## **2. Entrance into and leave from port and berthing**

### **Notification procedure for the entering and leaving intent of a vessel:**

2.1.1. Entering of the ferry boats shall take place in accordance with the provisions of the line contract with the ferry line operator.

2.1.2. The arriving ship's Master or agent shall notify the Harbour Master's Office of the wish to enter the port as early as possible, to allow for the preparation of a timetable.

2.1.3. For reservation of the moorage the ship's agent or Master shall send initial notice to e-mail address riho@saarteliinid.ee, and all changes shall be updated.

2.1.4. A notice of arrival shall include the following information:

- time of arrival;
- the ship's name, IMO number, overall length (Loa), draught;
- reason for entering the port (loading/unloading/other);

- type and volume of the cargo;
- consignor/consignee.

2.1.5. Having received confirmation of receipt of the ship at the port, the sender of the notice shall register the ship's call to the port in the Estonian Maritime Document Exchange (EMDE) system through which all the subsequent business will be carried out (information concerning the ship, notices, documents, etc.).

2.1.6. Vessels of coastal shipping must notify the Harbour Supervisor about the arrival or departure of the ship orally via mobile phone +372 53 01 2889 in due time, following the good maritime practice.

2.1.7. The Skipper of the small craft shall notify Harbour Supervisor of leaving and formalise its leaving.

2.1.8. Leaving Sviby Port for a foreign country, the small craft shall arrange border and customs formalities in the border crossing point open for international traffic of some other harbour where the formalities of small craft are executed

**Registration of the entering and leaving of a vessel:**

2.2.1. 15 minutes prior to entering the port, the vessel shall apply for a respective permission at Harbour Master's Office.

2.2.2. 15 minutes prior to leaving the port, the vessel shall apply for a respective permission at Harbour Master's Office.

2.2.3. Port administration or Harbour Master may refuse from granting of the permission, in case:

- the established port fees and fines are unsettled;
- a respectively authorised state agency issues such an order.

**Requirements of state supervisory bodies for the entering and leaving of the vessels:**

2.3.1. The agent or captain of a vessel shall notify Harbour Master on the fulfilment of all leaving formalities and submit a preliminary notice on leaving the port.

2.3.2. The preliminary notice shall include t Ship's agent or Master shall transmit all required Information and documents through the Estonian Maritime Document Exchange (EMDE) system, [www.emde.ee](http://www.emde.ee) . A notice of arrival of the ship at port shall be forward seventy-two and twenty-four hours before the arrival of the ship or immediately after the departure from a previous port if the steaming time is less than twenty-four hours.

**Arrival formalities and the documents required, pursuant to quarantine, customs and border guard regulations:**

2.4.1. Ferries, passenger and cargo vessels regularly connecting destinations on domestic lines in Estonia as well as other vessels not leaving the Estonian economic zone may produce a general declaration (in case there are no amendments in the presented data) for up to 1 month.

2.4.2. Upon leaving the port, the documentation shall be submitted prior to the departure.

Free zone implementation:	no
Border regulations:	
National supervision contact details:	-
Presence of supervision authorities:	no
Presence of customs control:	yes
Presence of veterinary inspection:	no
Presence of plant protection service:	no
Presence of ship inspection:	yes

**Border regulations:**

Border regulations:	Missing
Border regulation applies to:	
Working hours:	
Contact details:	

**Quarantine, customs and border guard regulation formalities and document drafting:**

2.5.1. Sviby Port is not the border crossing point open for international traffic. Border and customs control is not available. When calling at Sviby Port from a foreign country, the vessel shall prior to

entering Sviby Port pass border control in an open for international traffic border point of some other harbour where border control is performed.

2.5.2. Harbour Master's Office shall notify the Police and Border Guard Board and Tax and Custom Board local offices of an unannounced calling at the port of a vessel from a foreign country immediately and secures that until the arrival of officials the crew and the passengers shall not leave and nobody shall board the vessel, that no cargo or items shall be taken to the shore or on board.

2.5.3. The Skipper of the small craft shall hold during the stay in the port and at the request border guard officials performing the control submit the list of persons on board the small craft with a note verifying the border control having been passed.

2.5.4. The Skipper of the small craft shall register the entrance into the port by Harbour Supervisor's record in a respective book.

2.5.5. The Master of a vessel shall notify Harbour Master of a possibly infected person on board. Harbour Master's Office shall immediately notify of the Health Board local division of it.

### **Organization of communication with vessels upon entrance, lying at port and departure from the port:**

2.6.1. The Harbour Master's Office (Harbour Supervisor) mobile phone number available +372 53 012 889.

2.6.2. Harbour Master's e-mail sviby@saarteliinid.ee (for notices and applications accordance Port Rules).

Radio communication channels:	VHF not available
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Call sign:	-
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### **Requirements for moored vessels (prohibitions, requirements and other conditions):**

2.7.1. All orders given by Harbour Master's Office concerning laying the vessels and small craft shall be mandatory to their Captains.

2.7.2. Using an anchor on the port water area shall be approved by Harbour Master's Office.

2.7.3. In case moored vessels use an anchor, the anchor chain shall be hauled down so that not to disturb the movement of other vessels.

2.7.4. The mooring ropes shall be fastened only to the mooring posts assigned for this purpose.

2.7.5. Berthing of the small craft shall be assigned by Harbour Supervisor.

2.7.6. Vessels standing side-by-side at any quay is a subject of Harbour Master's permission.

2.7.7. Vessels standing alongside a quay shall not use propellers. As an exception, these are allowed to be used by vessels only by permission of Harbour Master.

2.7.8. Part of the crew, who can secure a safe laying of the vessel and are in case of necessity able to secure the vessel's fast leaving to the roadstead, shall always stay on board the vessel while standing alongside the quay.

2.7.9. The main engine, steering and anchor gears shall stay in working order. Any repair and maintenance work that may prolong the time necessary for readiness to depart as well as fire and abandon ship drills may only take place at the permission of Harbour Master.

2.7.10. The moored vessel shall have a safe gangway under which there is a protective net and a life buoy supplied with a heaving line. During the dark time the gangway shall be lightened.

2.7.11. The board at the quay-side of a moored vessel shall be lightened.

2.7.12. Connection of the power cables of vessels and small craft to the port power system shall be done at the permission of Harbour Supervisor.

2.7.13. The crews of vessels shall keep the port land and water area clean.

2.7.14. The Master of vessels and the Skipper of small craft shall secure a safe standing of these in the port at any weather condition, protection of the property on vessels as well as a safe embarkation and disembarkation of passengers.

### **Works inside and on the deck of moored vessels (execution of works that generate noise and rubbish; welding and works involving fire; outboard works; launch of boats and rafts; ballast water pumping; tank cleaning, repair of propulsion (main engine)):**

2.8.1. Implementing work producing litter shall be allowed if the cleanliness of the port land and water area are guaranteed.

2.8.2. For welding and other work with open fire, the Master of a vessel shall apply in writing to the Harbour Master. Upon obtaining the permission, Harbour Supervisor shall be informed on starting and completing such work.

2.8.3. Outboard work, fire and abandon ship drills, launching of boats and rafts shall be allowed only with the permission of the Harbour Master's Office.

2.8.4. The Harbour Master's Office shall be notified of a repair of the main engine and its estimated time of completion.

2.8.5. Vessels may pump water from ballast tanks of dry cargo vessels off board if ballast water does not include oil or any other environmentally hazardous substances. In the pumping process, the

pumped water may not reach the quay.  
2.8.6. Tanks may be washed only in case washing water does not reach the port area.

### **3. Vessel traffic rules:**

#### **Vessel traffic in the port's water area (shifting, maneuvering):**

3.1.1. Vessels may move on port water area and channel only at the approval of Harbour Master's Office.  
3.1.2. Upon moving on port water area, "International Rules for Avoiding Collision of Vessels" shall be applicable for all ships (incl. small crafts and other water crafts) and the rules of good seamanship should be followed.  
3.1.3. Upon vessels simultaneously entering and leaving the port, the ferryboat sailing according to the established schedule and a boat leaving after that shall have the right of way, except for emergency cases.  
3.1.4. On port water area a vessel shall move at a minimum speed at which it can maintain manoeuvrability. The operating regime of a vessel's propulsion devices shall be such that not to endanger other vessels laying at the quay. The steering, anchor and hauling gear of a vessel shall be in working order and ready for use.  
3.1.5. Relocating a vessel on port water area shall only be allowed with the permission of Harbour Master. Relocating a vessel compulsory for piloting, shall be piloted upon relocation. Shifting a vessel alongside a quay is permitted without a pilot.  
3.1.6. In case of vessels moving in the channel, sports and small craft shall at their approach keep as far of the channel's centreline as is possible ensuring their own maritime safety.  
3.1.7. The programme of sports events conducted on port water area shall be approved by Harbour Master.  
3.1.8. Vessels shall perform turning manoeuvres in the respectively allocated manoeuvring areas.  
3.1.9. Small floating vessels and small craft shall be registered in compliance with the legislation in force, their masters shall have a valid license.  
3.1.10. Any kind of acrobatic riding and any towing for an amusement ride purpose is prohibited on port water area.  
3.1.11. Small floating vessels and small craft may be launched from quays in respectively allocated places.  
3.1.12. Small floating vessels and small craft shall not sail closer to quays or vessels laying at quays than 30 m, except for the cases of their own berthing.  
3.1.13. There is a safe speed limit on the port water area and special attention should be paid for other ships and small crafts.

#### **Requirements for vessel in traffic under normal and special conditions:**

3.2.1. The ferry sailing according to the established schedule have the right of way when entering and leaving port.  
3.2.2. Upon poor visibility conditions, the entrance into port and leaving port shall be decided by the Master of the ship in coordination with the Harbour Master's Office.  
3.2.3. Entering and leaving the port is prohibited at the western wind exceeding 18 m/s. In case of necessity, entering and leaving the port shall be decided in each separate case by Harbour Master and the Captain of a vessel together.  
3.2.4. The fluctuation of water level in the port is +40 cm to – 40 cm in average, compared to zero water level in the BHS-77.

#### **Vessel mooring:**

3.3.1. During mooring Harbour Supervisor shall be present at the quay and assign the vessel's location to the embankment ramp or the processed cargo.  
3.3.2. The distance between the vessels moored at the quay shall secure the safety of vessels.

#### **Vessel towing:**

3.4.1. The port has no tugboat.

#### **Vessel traffic under ice conditions:**

3.5.1. The port does not belong among the ports covered by ice-breaking service provided by the state of Estonia.  
3.5.2. Upon mooring, breaking and pushing off the ice between the quay and the vessel shall be

implemented at the expense of the vessel owner or possessor.

**Special conditions:**

3.6.1. Special requirements shall be established by Harbour Master's Office according to need.

**4. The port services and related services provided at the port and the procedure for provision of services:**

**The following port services are provided at the port:**

Type of service:	Regulation of water traffic in the water area and entrance channel
Service description:	

Service providers and their contact details:

Company/Surname:	Aktsiaselts Saarte Liinid
Register/national code	10216057
Address:	Rohu 5, Kuressaare linn, Saaremaa vald, 93819 Saare maakond
Phone:	+372 453 0140
Fax:	+372 453 0149
e-mail:	info@saarteliinid.ee
Homepage:	www.saarteliinid.ee
Contact person:	Villu Vatsfeld

Type of service:	Loading and unloading of cargo
Service description:	

Service providers and their contact details:

Company/Surname:	Aktsiaselts Saarte Liinid
Register/national code	10216057
Address:	Rohu 5, Kuressaare linn, Saaremaa vald, 93819 Saare maakond
Phone:	+372 453 0140
Fax:	+372 453 0149
e-mail:	info@saarteliinid.ee
Homepage:	www.saarteliinid.ee
Contact person:	Villu Vatsfeld

Type of service:	Regulation for disembarkation and embarkation
Service description:	

Service providers and their contact details:

Company/Surname:	AS Kihnu Veeteed
Register/national code	10867071
Address:	Kurase, Sääre küla, Kihnu vald, Pärnu maakond
Phone:	+372 445 1370
Fax:	
e-mail:	
Homepage:	
Contact person:	

Type of service:	Enabling mooring
Service description:	

Service providers and their contact details:

Company/Surname:	Aktsiaselts Saarte Liinid
Register/national code	10216057
Address:	Rohu 5, Kuressaare linn, Saaremaa vald, 93819 Saare maakond
Phone:	+372 453 0140
Fax:	+372 453 0149
e-mail:	info@saarteliinid.ee
Homepage:	www.saarteliinid.ee
Contact person:	Villu Vatsfeld

**Stevedore works:**

Possibility of stevedore work execution:	no
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**Supplying vessels with water:**

Fresh water supply possibility:	no
Quantity:	

**Reception of the ship-generated waste and cargo residues:**

Reception of ship-generated waste:	yes
Reception of cargo residues:	no
Reception of domestic waste:	no
Quantity of domestic waste:	200.0 t
Reception of bilge water:	yes
Quantity of waste water:	5.0 m <sup>3</sup>
Reception of waste water:	yes
Quantity of bilge water:	2.0 m <sup>3</sup>
Reception of other waste materials:	no

**Description of cargo processing terminal**

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**Supply of fuel and lubricants:**

Possibility of refueling:	no
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**Diving operations:**

Diving operations:	no
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**Repairs and painting:**

Possibility of repairs and painting:	yes
Type of performable repairs:	
Possibility of executing works that generate noise and rubbish:	no
Possibility of welding operations involving fire:	no
Possibility of executing outboard works:	no
Main engine repair possibility	no



**Vessel connection to onshore supply systems:**

Possibility of vessel connection to communication systems:	no
Possibility of vessel connection to power supply systems:	yes

**Other services provided by the port:**

Type of service:	Toilet
Service name:	
Service description:	toilets in the harbor building

Type of service:	Electricity
Service name:	
Service description:	supply of electric power

Type of service:	Trash collection
Service name:	
Service description:	receiveing of ship´s waste

**Description of railways**

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**Description of mainland roads**

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**Description of cargo processing terminal**

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**Number of toilets**

Number of toilets	1
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**5. Passenger service regulations at the port:****Boarding and disembarking from the ship:**

Passenger boarding and disembarking from the ship:	no
Organization of ticket sale:	no
Passenger safety requirements:	5.1.5. At the port area the passengers and drivers shall follow the traffic signs and marks. This area is governed by Traffic Code. 5.1.6. Passengers are prohibited to walk in the loading/unloading zone of cargo vessels.
Passenger services:	5.1.1. The operator of the ferry line shall arrange the embarkment and disembarkment of passengers to and from ferry. According the contract. 5.1.2. The ferry shall be handled at the quay assigned by Harbour Master. 5.1.3. The owner or operator of the ferry line shall arrange ticket sale to boats. 5.1.4. The waiting room and toilets for passengers are situated in port building.

**6. Medical aid at the port:**

Presence of medical facility:	no
Contact information:	112

## 7. Fire safety requirements in the port and management of rescue operations:

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

Reference to the pollution control plan:	<a href="http://www.saarteliinid.ee">www.saarteliinid.ee</a>
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## 8. Procedure for summoning the emergency services and other service or supervision authorities

Guard service organizer name:	-
Registry code:	-
Contact details:	-
Description of guard regulations:	-
Police:	112
Rescue board:	112