

Pursuant to Article 39. paragraph 1, clause 7 of the Inland Waters Port Act (Official Gazette of the Republic of Croatia – NN 142/98, 65/02); Article 4. of the By-Laws on Navigation Safety Conditions in Inland Waters Ports and Quays (NN 88/00); and Article 53. of the Statute of Port Authority Vukovar, the Management Board of Port Authority Vukovar issues the following:

**REGULATIONS
ON ORDER IN THE PORT AND CONDITIONS FOR PORT USE
IN THE PORT AREA OF PORT VUKOVAR**

1. GENERAL PROVISIONS

Article 1.

These Regulations lay down the order in the port and conditions for port use in the port area of Port Vukovar (hereinafter: port area).

Article 2.

The port area comprises the land and water property as defined in the Ordinance on Defining the Port Area of Port Vukovar (NN 100/01).

Article 3.

Apart from the provisions of these Regulations, the following shall apply in the port area: regulations referring to navigation safety and border crossing, as well as customs, medical, sanitary, veterinary, phytopathological and other regulations in force.

Article 4.

The Port Authority Vukovar (hereinafter: Port Authority) manages the port area, monitors and controls the traffic in the port area and maintains order in the port.

Article 5.

The Port Authority shall keep written or electronic record of all the arrivals, stays and departures of ships into and out of the port, and provide for continuous monitoring and recording of road and railroad vehicles entering, staying in, and leaving the port area.

2. SHIP ARRIVAL AND MOORING

Article 6.

The Port Authority must be notified of a ship's arrival at least 24 hours before its estimated time of arrival to the port. This notification of arrival is submitted by the master or the agent of the ship.

If the ship's voyage takes less than 24 hours, the arrival shall be announced when leaving the port of departure.

The notification / announcement of a ship's arrival includes:

- the name and/or designation of the ship, its country of registry, deadweight capacity, draught and the length of the ship and accompanying vessels

- the number and names of the crew and passengers,
- the type and quantity of cargo on the ship and accompanying vessels,
- the type and quantity of cargo to be loaded/unloaded in the port,
- the last port of call, date and time of departure,
- the estimated date and time of arrival.

The notification of arrival is submitted through the ship electronic reporting system, by electronic mail, radio or fax.

A ship carrying dangerous goods must be announced at least 48 hours before it enters the port. If any data in the notification of arrival are changed after it has been submitted, the master or the agent of the ship shall immediately inform the Port Authority of these changes.

Article 7.

The ship master shall announce the exact time of arrival to the anchorage or mooring at least two hours before the ship's arrival.

On receiving the announcement of the exact time of arrival, the Port Authority shall inform the ship master of the place and manner of anchorage or mooring.

The Port Authority shall provide the conditions for timely receipt of the announcement of the exact time of a ship's arrival.

Article 8.

For safety reasons the Port Authority can order the ship master to use the port towboat for maneuvering the ship and accompanying vessels in the port area.

Article 9.

On receipt of the notification of a ship's arrival from Article 6 of these Regulations, the Port Authority shall inform the representatives of the harbour master's office, the ministry of the interior (police), the customs, port operators and agents, and where necessary, organise a joint co-ordinating meeting to determine the place and manner of the ship's anchorage or mooring.

Article 10.

The ship or convoy is considered to have entered port when it drops anchor at anchorage and raises anchoring marks, or when it is safely moored to the bank.

The ship master shall notify the Port Authority of the time of the ship's or convoy's entering the port by VHF radio, immediately after the activities from the first paragraph of this article have been performed.

3. ORDER IN THE PORT

Article 11.

A border bank area is a part of operational bank with mooring devices, fire-fighting hydrants, electricity and drinking water connections, as well as a footpath for free movement of people.

The manager will officially determine the width of the border bank area for each berth within 15 days after these Regulations come into force.

The border bank area will be marked by a full yellow line where technically feasible.

Article 12.

Individual bollards are marked with numbers 1 to 16; a diagram thereof is an integral part of these Regulations (Appendix 1).

Article 13.

Persons and vehicles are allowed to access the port area only with permits issued by the Port Authority. These permits are an integral part of these Regulations (Appendix 2).

Persons shall move around the port area in such a manner so as not to disturb the movement of road and railroad vehicles or load-transferring devices, nor to interfere with port operations.

Article 14.

Official vehicles (police, ambulance, fire-fighters, harbour master's office, the customs) may be operated or stopped in the port area without a permit when they are employed for their primary purpose and when they carry appropriate signs.

Passenger cars parked or stopped in the port area may not interfere with port operations, nor with the traffic in the port.

Article 15.

The arrival of road and railroad vehicles entering the port area for loading, unloading or transfer of cargo must be announced to the port authority at least 24 hours prior to the estimated time of arrival to the port area.

The announcement from paragraph 1 of this article shall be submitted by freight forwarder, agent or port operator in a written or electronic form.

The notification/announcement of arrival includes:

- type of transportation vehicle,
- registration number of road vehicle, or identification numbers of railroad wagons,
- carrying capacity of transportation vehicle,
- type and quantity of cargo for loading/unloading,
- name of port operator-licensee to whom the vehicle is directed for loading/unloading of cargo.

If there are any changes of the data in the announcement from paragraph 1 of this article after its submission, the person who has submitted it shall immediately inform the Port Authority of these changes.

Article 16.

Road vehicles may be operated on port roads with visible horizontal road signals at a maximum speed of 10 km/h.

Article 17.

Road vehicles may be stopped on the operational bank, crane paths and areas for cargo manipulation only when they are involved in the loading, unloading or transfer operations.

During port operations of cargo loading, unloading or transfer, road vehicles must be at least one meter apart from railroad tracks and crane paths.

Parking of road vehicles in the port area is allowed only in posted parking areas.

4. UNMOORING AND DEPARTURE OF SHIPS

Article 18.

The departure of a ship must be announced to the port authority at least two hours before the estimated time of departure. This notification of departure shall be submitted by the master or agent of the ship through the ship electronic reporting system, by electronic mail, radio, fax, or in person.

The notification / announcement of departure includes:

- name and/or designation and draught of the ship and accompanying vessels,
- type and quantity of cargo on the ship and accompanying vessels,
- estimated time of departure.

Article 19.

The ship or convoy is considered to have cleared port when it leaves the port area.

The ship master shall inform the Port Authority of the port-clearing time immediately after leaving the port through VHF radio.

5. MEASURES IN EMERGENCY SITUATIONS

Article 20.

A ship, a legal or a physical person conducting port activities in the port shall notify the Port Authority of any emergency situation that has happened on the ship or in the port area, if the situation refers to:

- major injury of a person,
- minor injuries of several persons,
- death of a person,
- environment pollution,
- fire.

Article 21.

In case of fire on the ship or in the port, the ship master or the legal/physical person conducting port activities in the port shall take necessary steps to extinguish the fire.

The legal/physical person conducting port activities of warehousing shall be in possession of adequate fire-fighting appliances.

Article 22.

It is forbidden to drop waste in the port, leave cargo remains and discharge liquids or other substances that pollute the port.

6. CONCLUDING PROVISIONS

Article 23.



These Regulations, which were approved by the Harbour Master's Office by the enactment dated 29 September 2004 (Class: 345-21/04-02/02, Registry no: 530-05/04-04-2) shall come into force eight days after their posting on the notice board of the Port Authority Vukovar.

Vukovar, 30 September 2004
UV-04-17



PRESIDENT OF THE MANAGEMENT BOARD:
Goran Vojković, LLM

Appendix 2

Permit for movement and stay of persons in the port area of Port Vukovar

	
PORT AUTHORITY VUKOVAR	
PERMIT for movement and stay of persons in the port area of Port Vukovar	
Name, surname:	<input type="text"/>
Date and place of birth:	
No. of identity card:	
Valid till:	
Vukovar, (date)	
Authorised person	

Permit for movement and stay of vehicles in the port area of Port Vukovar

	
PORT AUTHORITY VUKOVAR	
PERMIT for movement and stay of vehicles in the port area of Port Vukovar	
Name, surname:	<input type="text"/>
Date and place of birth:	
No. of identity card:	
Registration number of vehicle:	
Valid till:	
Vukovar, (date)	
Authorised person	