



THE TALL SHIPS RACES 2024

organised by Sail Training International

ARRIVAL ARRANGEMENTS

| SAIL TRAINING INTERNATIONAL



ARRIVAL ARRANGEMENTS

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THE TALL SHIPS RACES 2024

ARRIVAL ARRANGEMENTS

KLAPIEDA – HELSINKI – TALLINN – TURKU – MARIEHAMN - SZCZECIN

SECTION 1

1. INTRODUCTION

This booklet is designed to give you as much information as possible, in order to prepare for the races and to assist you with the planning of your arrival at the race ports. Each port has provided specific information which you will need to follow. The Arrival Arrangements for Aalborg should be studied very carefully. Further detailed information will be provided later for follow-on ports.

Because of the volume of paper that will build up as the races begin, it is ***strongly recommended*** that each vessel appoints one officer to be responsible for the paperwork. He should advise the Captain/Master on what affects him. He should ensure that everyone on board gets the maximum benefit from the many invitations and arrangements that have been made for the vessels taking part.

Liaison Officers will be available in each port to come on board and assist in the interpretation of the papers issued by that particular port.

2. OFFICIAL DOCUMENTS

In addition to these Arrival Arrangements, you are reminded that the following documents are available to download from the **Captains' Page** on our website at <https://sailtraininginternational.org/sailtraining/captains-page/>

2.1 Advance Notice

The Advance Notice was published earlier this year and is to bring you information about the plans made so far for The Tall Ships Races 2023 and associated events. This is also available online at <https://sailtraininginternational.org/sailtraining/captains-page/>

2.2 Captains' Manual

Each host port will produce a Captains' Manual that will have full details of the arrangements in their port. A printed copy will be issued to each ship in the previous port, but the Captains' Manuals will be available in advance on-line on the **Captains' Page** at <https://sailtraininginternational.org/sailtraining/captains-page/>

2.3 Crew Lists

Rule 12.1 of the Racing & Sailing Rules explains the requirement. Captain/Masters are reminded that no vessel may start a Sail Training International Race until her Crew List has been emailed to the Sail Training International Race Office or uploaded on the Tall Ships Gateway.

Please remember the age rules and how they affect your vessel and no person under the age of 15 is to be on board during a race, cruise-in-company, or associated events.

The official deadlines for arrival in port are as follows, and there are penalties for being late:

- Klaipeda - 1200 Hrs (local time) Thursday 27 June
- Helsinki - 1200 Hrs (local time) Thursday 4 July
- Tallinn - 1200 Hrs (local time) Thursday 11 July
- Turku - 1200 Hrs (local time) Thursday 18 July
- Mariehamn - 1200 Hrs (local time) Wednesday 24 July
- Szczecin - 1200 Hrs (local time) Friday 2 August

2.4 Vessel Life Saving Appliances Check List

It is essential that the Captain/Master completes the Vessel Life Saving Appliances Check List and hands it in to the Sail Training International Race Office in Klaipeda, Helsinki, Tallin, Turku and Mariehamn **within 12 hours of the stated deadline for arrival in port** as published. Failure to do so will incur a Standard Time Penalty or lead to disqualification.

2.5 Sail Training International Memorandum on Safety

2.6 Racing & Sailing Rules and Special Regulations

3. RACE PENNANTS

RACE PENNANTS WILL ONLY BE ISSUED TO A VESSEL ONCE A COMPLETED CREW LIST AND VESSEL LIFE SAVING APPLIANCES CHECK LIST ARE RECEIVED BY THE SAIL TRAINING INTERNATIONAL RACE OFFICE AND THE VESSEL HAS PASSED ITS INSPECTION.

4. CAPTAINS' ENVELOPES

On arrival at Klaipeda, Helsinki, Tallin, Turku and Mariehamn Captains/Masters are to report to the Sail Training International Race Office and collect their ship's envelope. Vessels that have done Race 1 and are also taking part in Race 2 must collect a second envelope in Tallinn. Vessels that have done Race 1/Race 2 and are also taking part in Race 3 must collect a third envelope in Mariehamn. These envelopes will contain:

4.1 Sail Training International Sailing and Communications Instructions

This document includes information about the race start and a list of vessels taking part. An updated communications schedule will be issued at the Captains' Briefings in Klaipeda, which will be held at 1600 on Saturday 29 June, Tallinn at 1600 on Saturday 13 July and Mariehamn at 1600 on Friday 26 July.

4.2 Race Declaration Forms

A Race Declaration form must be completed and signed where indicated and emailed to office@sailtraininginternational.org in Helsinki, Turku and in Szczecin, or handed in to the Sail Training International Race Office as soon as possible after finishing the race and arrival at Helsinki, Turku and in Szczecin. **Failure to do so will result in the vessel receiving a Standard Time Penalty or being treated as having failed to complete the course.** It is the Captain/Master's responsibility to ensure that the Race Declaration Form is submitted.

4.3 YB Satellite Transponder Forms

4.4 Various other information

SECTION 2

KLAIPEDA THURSDAY 27 JUNE - SUNDAY 30 JUNE 2024

1. Charts

Lithuanian chart No. LT 660710, LT 562510; English chart No. AC 2276.

2. Frequencies

VHF channel 9 will be the port's principal operations frequency during event.

3. Call Signs

The Vessel Traffic Service (VTS) call sign - "KLAIPEDA RADIO 5" VHF Ch 09

State Border Guard Service call sign - "IMPULS 3" VHF Ch 73

4. Procedures

All participating vessels are requested to establish contact on VHF channel 9 (call sign "Klaipėda radio-5") 2 hours prior to the arrival (or tel no. +370 46 499691). During this initial contact vessels should:

- request the service of a pilot if required (see below);
- be prepared to receive navigation information;
- Following details are to be mentioned:
- name of the vessel, call sign and flag;
- maximum draft in fresh water;
- ETA Klaipeda;
- last port;
- next port (after Klaipeda).

After entering in port, vessels up to 24 m, must inform STATE BORDER GUARD SERVICE by VHF Ch 73 following info:

- Vessel name, flag, POB, nationality of crew members.

For berthing operations in the river Dange or to communicate with "FOLLOW ME" RIB's use:

- VHF channel 11.

Bridge lifting times for C and D class ships:

For current ship number, we don't need to berth ships other side the bridge. In case of the registration is still open, we will update this information if it will be necessary.

5. Agency services

Ship agent is compulsory for the vessels more than 24 metres in length. Host port dedicated UAB "Limarko" Maritime Agency will provide free of charge ship agency services

6. Pilots

Pilotage is compulsory for the vessels more than 24 metres in length (in and out). However, if Klaipeda VTS allows vessels may not have a pilotage, or if acceptable, follow in the wake of the vessel with pilot on board. Pilots are free of charge.

7. Tugs

Tugs are free of charge for those ships if requested in advance. "FOLLOW ME" RIB's are also available for B, C, D classes.

8. Customs & Immigration

Vessels over 24 metres in length before departure of any other port at least 5 days before arrival in the Port of Klaipeda will be required to complete and send by email formal Ship's Declaration, Crew Lists and Crew Effects Declaration (using the Sail Training International Crew List form) to the Ship's agent and Organization office email: valdemaras@seafestival.lt

The same documents (4 copies of Crew Lists, 2 copies of Crew Effects Declarations, 2 copies of Ships Store Lists) should be given to ship's agent on arrival. Customs officers may inspect ships for prohibited goods at any time in the Port of Klaipeda.

For vessels less than 24 meters in length before departure of any other port at least 5 days before arrival in the Port of Klaipeda will be required to complete and send Crew Lists (using the Sail Training International Crew List form) to valdemaras@seafestival.lt

2 copies of Crew List should be given to ship's L.O. on arrival. You must have onboard filled-in Crew Effects Declaration and Ships Store Lists for inspection by Customs officers.

Please note that the Master is totally responsible for bonded stores.

All crew/passengers must hold a valid passport (ID) and visa where necessary.

Crew/passengers from countries with compulsory visa must apply for a visa in advance.

Failure to be in possession of such documents may have implications for them and to the vessel.

Crew members needing a passport and/or visa to be in Lithuania territory, must send a copy of their passport and visa page to the organization before departure any other port at least 5 days before arrival in the Port of Klaipeda. Copies to be sent to: valdemaras@seafestival.lt

9. Fuel, Fresh Water, and Electricity

Riverside moored smaller than 24m in length vessels will be asked to bunker upon arrival at the filling station located at fuel berth pontoon on quay No. 45 Diesel and petrol available. Payment in cash or credit/debit cards.

Other riverside moored vessels will be serviced by road tanker. Bunkering of other A, B class vessels will be provided by a bunker boat alongside or road tanker. Payment on delivery. Please fill in Fuel requirement page of your Captain's manual and hand over to your Liaison Officer/Ship's Agent to for this service. Contact person for refueling: Tadas Rakauskas +37065921090, sales@gindana.lt

Fresh water will be available by barge, truck or (limited to 100 MT per vessel) filling up stations at berths free of charge but economy of use is requested.

Electricity is available free of charge on most quaysides, although large A class ships will be encouraged to use their own generators.

10. Waste Disposal and Pollution

Rubbish collection at the commercial port will be arranged by barge or truck. On other sites containers will be made available at various strategic points for household waste. These containers will be emptied every day. Ships should use their own garbage sacks. Waste sacks should be brought to waste containers by the crew members.

Sewage /Black Water – Advance notification with estimated volume is required prior to 24 July by email: valdemaras@seafestival.lt

You will have to notice of amount and types of waste your agent before arrival. All vessels will have to fill in waste disposal pages on their captain's manual.

Oil pollution legislation imposes strict prohibition over any discharge of oily mixtures. Any vessel causing or sighting such pollution is obliged to immediately report all details to the Port Authorities. The Liaison Officer should also be informed.

11. Fenders and Gangways

No fenders and gangways are available: vessels are expected to provide their own fenders and safe means of access to the shore.

12. Emergency Procedures in Port and Security

At sea. The safety inside the port waters and approaches is responsibility of the Vessel Traffic Service that permanently operates on VHF channel 16 ("Klaipeda radio-5", Phone: +370 46 49 96 91).

In port. in the city, port or at the sea, all safety and security emergencies must be reported immediately to the phone number 112 (Emergency response Centre), who coordinates police, firemen, ambulance, MRCC etc. The 112 attends. in English and other languages. 112 should be known by every crew member

Security issues that are not considered emergency will be reported to the host port through the LO.

13. International Ship and Port Security (ISPS)

The area of the commercial port designated for the event will be outside the normal port regulation. Any vessel requiring ISPS should communicate their requirements to the Organisation of the event ASAP.

14. Liaison officers

Chief Liaison Officer

Deividas Jučas

Mobile: +370 608 78 326

Email: savanoriai@tallships.lt

15. Ships' mail

Incoming mail can be collected at Turgaus str. 22-8, Klaipeda LT-91249

Outgoing mail can be handed to the L.O.

SECTION 3

HELSINKI THURSDAY 4 JULY – SUNDAY 7 JULY 2024

1. Charts and Publications

Traficom:

General Chart 952 Läntinen Suomenlahti, Västra Finska viken 1:250 000

Coastal Chart 18 Helsingin edusta, Helsingfors inlopp 1:50 000

Harbour Chart 191 Helsinki, Helsingfors 1:20 000

ENC by www.primar.org

British Admiralty:

2241 Entrance to the Gulf of Finland

1080 Approaches Helsinki

2218 Helsinki

2. Tides and Tide Times

No tide

3. Frequencies and Communications

<i>Station / Operations</i>	<i>Channel</i>	<i>Call Signs</i>
Helsinki VTS (Sector 1)	71	HELSINKI VTS
Berthing Operations & Tugs	06	HARBOUR CENTER
Tallinn Traffic (Gofrep)	61	TALLINN TRAFFIC
Helsinki Traffic (Gofrep)	60	HELSINKI TRAFFIC

4. Arrival Procedures

Ships of 300 gross tonnage and over (and smaller ships in some circumstances) are required to participate in the mandatory ship reporting system GOFREP.

https://www.fintraffic.fi/sites/default/files/2021-09/GOFREP_MG_2021_09_03.pdf

The main approach to the Port of Helsinki begins east of the Helsinki lighthouse (caisson) and proceeds towards the island of Harmaja. Vessels may proceed until Harmaja Island under sail. At Harmaja, the fairway continues towards the Kustaanmiekka strait between the islands of Suomenlinna and Vallisaari. The designated position for pilot boarding is situated 2 nautical miles south of Harmaja island. Vessels heading to South Harbour basin should turn north-west north of island Lonna, to the 9,3 m fairway between Katajanokka and Valkosaari. Vessels are assisted by follow me and push me boats when needed. Tugboats are available upon request.

Vessels heading to Katajanokka Guest Harbour and Halkolaituri take the 9,0 m fairway between Katajanokka and Hylkysaari, turning to the west after passing the icebreakers. Follow me and push me boats are available in this area.

All arriving vessels must listen to VHF channel 71 of the Helsinki VTS while sailing in the area. Vessels of 24 metres in length overall or more, are obliged to participate in the vessel traffic services, VTS.

<https://www.fintraffic.fi/sites/default/files/2023-09/Helsinki%20VTS%20Sector%201%20EN.pdf>

Vessels without pilots shall report 2 hours prior entering their final berth to Harbour centre on channel 6.

Should congestion occur on arrival, vessels will be advised to anchor in the vicinity.
Further details to be found in the Captains' Manual.

Please ensure that your vessel's AIS unit is fully operational and updated accordingly.

Linesmen will be in attendance to assist with the vessel's lines when approaching the berth.

Beware of the heavy water bus and ferry traffic in the area North of Kustaanmiekka and in the harbour basin.

5. Pilots

Vessels of a certain size are obligated to use the services of a pilot within Finnish waterways and the size limits are area specific. The obligation for the area of South harbour and Katajanokka in Helsinki, concerns vessels with a maximum length of more than 60 metres, a maximum width of more than 9 metres or a maximum summer draft in salt water of more than 7 metres.

Vessels will be assisted by Finnpilot Pilotage Ltd and the Harmaja pilot station outside of Helsinki. Pilotage is free of charge (once in/out) for the ships participating in Tall Ships Races Helsinki 2024.

A pilot should be requested in advance from Finnpilot's Pilot Order Centre (operating 24 hours a day, 7 days a week) upon entry into Finnish waters:

24 and 12 hours prior to ARRIVAL

12 and 6 hours prior to DEPARTURE

A binding request should be made:

3 hours prior to ARRIVAL

2 hours prior to the intended DEPARTURE from a Finnish port

6. Tugs

Towing service is available free of charge (once in/out) for the participating vessels. Further details to be found in the Captains' Manual.

7. Customs & Immigration

Vessels with a length of 45 metres or longer or if they can carry more than 12 passengers, are obliged to register in an electronic shipping data management system Portnet.

An arrival notification including all data required, must be submitted to Portnet at least 24 hours prior to arrival and a confirmation within two hours of the arrival.

Notification about the departure time and further information about the procedures and the data required: https://tulli.fi/-/tullin-maarays-3-2018-suomen-satamiin-saapuvia-ja-suomen-satamista-lahtevia-aluksia-koskevasta-ilmoitusmenettelysta?languageId=en_US

A Customs Officer may board you on arrival to complete Customs controls.

Further information about customs clearance: <https://raja.fi/en/guidelines-for-boaters-at-border-crossings>

A recreational craft entering into Finland from another Schengen country, or a recreational craft departing for such a country, may enter into the country and exit the country without visiting a border crossing point and without being subjected to border checks other than randomly.

Vessels shall maintain a list of the crew and any passengers containing the information required in the forms (crew list and passenger list) as well as, where applicable, the visa or residence permit numbers. Vessels obliged to use Portnet use the service for delivery of lists. On smaller vessels arriving from other Schengen countries (not using Portnet), the vessel must have a crew list ready if they are subjected to random border control. During the border control, the vessel's captain must provide the immigration control authorities at the entry or departure point with a passenger and crew list.

<https://tulli.fi/en/about-e-services/forms/sea-traffic-forms>

Vessels arriving to Helsinki from outside the Schengen Area must undergo passport inspection at the Suomenlinna Coast Guard Station. Further information about the border checks:

<https://raja.fi/en/guidelines-for-boaters-at-border-crossings>

Further information about visa requirement and travel documents accepted by Finland:

<https://um.fi/visa-requirement-and-travel-documents-accepted-by-finland>

All governmental and military vessels will need diplomatic clearance to enter Finnish territorial waters. A diplomatic clearance is made by applying for a permit to enter Finnish territory using the form Application for a permit for government ships to enter Finnish territory. The host port will email all governmental vessels the instructions and the form that should be returned to the Finnish defence forces as soon as possible, preferably 1 to 2 months prior to arrival.

8. Fuel, Fresh Water & Electricity

Fuel is provided by a small tanker on the sea or by tank car on the quayside. There are also a few seaside fuel stations in Helsinki. The host port will not cover the cost of fuel. Further details of fuel delivery to be found in the Captains' Manual.

Fresh water and electricity to all vessels is supplied from quayside installations free of charge. We encourage you to use shore side power.

9. Waste disposal and Pollution

The sorting of waste is mandatory in Helsinki, and the host port is very committed to making big efforts to ensure the event is as sustainable as possible. All kinds of waste are recycled, and all vessels and crews are encouraged to participate in these actions. Detailed information about waste sorting can be found in the Captains' Manual.

The host port is taking steps to calculate the carbon footprint of the event and, therefore, needs data from the participating vessels. Liaison officers will collect the data upon arrival. Detailed information about the required data can be found in the Captains' Manual.

Oil pollution legislation imposes strict prohibitions on any discharge of oily mixtures under threat of a fine. Any vessel causing or observing such pollution is obligated to immediately report all details to the Harbor Centre.

Black/wastewater collection directly at quayside and with suction truck when integrated collection of wastewater is not available. More detailed information provided in Captain's Manual.

Please note that the recreational vessels fitted with a toilet shall be equipped with a retention system for sewage, such that the ship has a functioning holding tank or a sewage treatment facility. The water closet on the vessel must be connected to the holding tank or to the sewage treatment facility. (Helsinki Convention / MARPOL 73/78 Convention)

The Baltic Sea is one of the most polluted seas in the world, despite ambitious national and international conservation efforts that have been ongoing for decades. A thriving Baltic Sea is of enormous importance both for humans and the environment. Those who navigate and operate on the sea have a great responsibility in protecting the marine area. Vessels operating on the Baltic Sea, Finnish waters or in Finland's exclusive economic zone is obliged to follow the Act on Environmental Protection in Maritime Transport. 669/2021 Finnish and Swedish only:

<https://www.finlex.fi/fi/laki/alkup/2021/20210669#Pidm466513957649121672/2009>

translation in English: https://finlex.fi/en/laki/kaannokset/2009/en20091672_20191537.pdf

10. Fenders & Gangways

All vessels are expected to provide their own fenders and means of access to the shore. If a vessel requires additional fenders, please be in contact with your local agent. The Host port does not have the possibility to provide fenders.

If vessel requires an additional gangway, please be in contact with your local agent or the host ports Harbour Master via email: harbourmaster@eventshelsinki.fi

Double mooring may occur. When a vessel is requested to berth outside another vessel, the vessels must utilise their own fenders and gangways.

11. Emergency Procedures in Port and Security

National Emergency number: 112

Please report any possible incident to the Harbour Centre.

The host port will have an event security organization and security personnel working 24 hours throughout the event. Further details to be found in the captains' manual.

12. Liaison Officers and Liaison System

A Liaison Officers' Organization has been established to assist you in every aspect. Shortly after your arrival at your assigned berth, your assigned Liaison Officer(s) (naval reservists and / or volunteers) will visit you and provide assistance throughout your stay in Helsinki. They will be available every day and will report to the vessel daily. Further information about the Liaison System to be found in the captains' Manual.

13. Ships' Mail

Fleet's last full day in port: Saturday 6 July 2024

Name of individual / Name of vessel
The Tall Ships Races HELSINKI 2024
City of Helsinki, Brand & Events, Päivi Munther
PB 1
00099 Helsingin kaupunki, Finland

14. International Ship and Port Security (ISPS)

No quaysides or areas of the event are classified as an ISPS area during the event.

15. General information about the public event

Opening hours of the event area: Thu-Sat 4.-6.7.2024 11-23, Sun 7.7.2024 11-16

Tall Ships Races Helsinki 2024 is expecting a large crowd of visitors, as the event area is located in the busy city centre and harbour. For safety reasons, all logistics and possible transportation to the vessels and quayside shall be done outside the opening hours.

We warmly welcome you and your crew to Helsinki to enjoy the program, the city, and the good atmosphere!

SECTION 4

TALLINN THURSDAY 11 JULY – SUNDAY 14 JULY 2024

1. Charts

Tallinn approach is available in UK Admiralty Chart 2227 Tallinn and approaches

Estonian no :

302 Turku – Tallinn – Helsinki 1:250 000

507 Tallinn – Helsinki 1:100 000

610 Approach to Tallinn

All Estonian navigational maps are accessible also online <https://gis.vta.ee/nutimeri/>

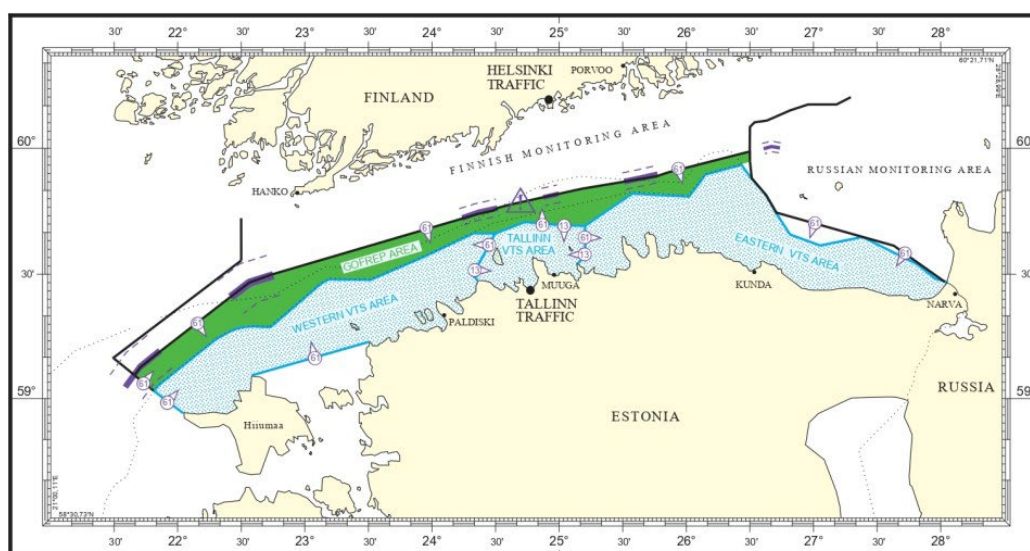
2. Tides

Baltic Sea in Estonian region does not experience significant lunar tides. There are sea level changes that are caused by winds if the wind direction is westerly (high water level) and easterly (Low water level) the usual change is 0,1-0,3 meters. The up-to-date info can be found <http://on-line.msi.ttu.ee/meretase/?en>

3. Frequencies

Vessels with a LOA >24 meters or 300 Gt and above are required to report in to Tallinn VTS.

Purpose	VHF Channel
Distress	16
Tallinn VTS	13
Tallinn Traffic	61
Seaplane Harbour and Noblessner Marina	74
Port Of Tallinn	14



4. **Call signs**

Tallinn VTS: Channel 13

For entry to Port of Tallinn call VHF channel 14 call sign "Tallinn Radio 5" 30 minutes before for entry. Due to Ferry traffic Port of Tallinn will coordinate entry to the Harbour

In the Seaplane Harbour and Noblessner Marine are call channel VHF 74 call sign Seaplane Harbour for entry and Follow Me boat service.

5. **Arrival Procedures**

All harbours are accepting the TSR 2024 fleet starting from the 11.07.2024. Early arrivals should be coordinated with Chief Liaison officer Madis Rallmann. Madis@staestonia.eu +37253420206.

A Class Vessels who require pilots will have an entry time to Tallinn that will be finalized in the previous TSR 2024 harbour, that being Helsinki.

6. **Pilots**

All vessels with a 500 Gt and above must have a pilot on approach to Tallinn. Pilots for the TSR2024 fleet are for free. If Any vessel under 500 GT wishes to have a pilot then it has to be confirmed with the CLO beforehand.

7. **Tugs**

2 Tugboats (approx. 1500 and 3000 BHP) are available for the A and B class vessels.

For B, C and D class Vessels there are also the Follow Me tugs that can help with the maneuvers.

8. **Immigration**

All the vessels are requested to send Crew Lists prior to arrival to LOService@staestonia.eu on departure from Helsinki.

Dependent of the Crew Lists the Estonian Police and Boarder guard will do checks if necessary. Passport control for all individuals when embarking and disembarking, except for passengers commencing their "cruise" in a Estonian port, where the destination is a Schengen port, outgoing inspections are not performed.

If the crew member is from not Schengen country then PPA will notify if they will require passport control. A physical control will take place on board of the ship. For this check you are supposed to have the correct papers and documents at hand. Persons mentioned on the lists of crew members and passengers should be available for a possible personal check.

9. **Bunkering/Fuel**

Will be arranged

Fresh water and Electricity

Fresh water will be available for free at the berths.

Electricity

All vessels are encouraged to be environmentally responsible and use the shore power supply and restrict the use of their on-board generators.

10. **Waste**

Port of Tallinn will have a designated area for rubbish and waste disposal. The waste containers may only be used for food and general waste.

Noblessner Marina and Seaplane Harbour area regular waste containers may only be used for only food and general waste. The waste containers will be emptied in the morning 09.00. Noblessner Marina and Seaplane Harbour area has a hazardous waste collecting area.

Emptying the sewage tank can only take place between 06:00-09:00. Sewage is collected by a special vehicle and should not be pumped overboard! Each vessel has the right to one sewage empty free of charge. Sewage removal will be arranged via the LO service.

11. **Fenders and gangways**

All vessels are expected to provide their own fenders and means of access to the shore.

12. **Emergencies**

National Emergency: 112 Please inform your Liaison Officer who will then report the incident to the Communication Centre and the Port Committee.

Tallinn Police: Kolde pst 65, 10321 Tallinn tel: +372 612 3000

Emergency ward at the hospital: Available 24/7

Hospital: Ravi 18, 10138 Tallinn Tel: +3726207040 IKT.ee

13. **Liaison system**

All ships will be met by their Liaison Officer upon arrival.

Liaison Officers are dressed in yellow and are easy recognizable in the event area. The LO will be at your service every day and will visit your ship 2-3 times every day.

You can call the LO when needed. He or she will help you and do his or her utmost to ensure that your stay in Tallinn will be as pleasant as possible.

Please remember that Liaison Officers are volunteers, who are using their spare time to help you and have a nice experience together with you. Please welcome them.

Chief Liaison Officer is Madis Rallman madis@staestonia.eu +37253420206

14. **Vessels' mail**

The Tall Ships Races 2024 Tallinn
(Ship Name)
Port Of Tallinn cruise terminal
Logi 4/2
10111 Tallinn
Estonia

SECTION 5

TURKU THURSDAY 18 JULY – SUNDAY 21 JULY 2024

1. Charts and Publication

- Charts For the approach and arrival to the Port of Turku, it is recommended to use the following charts
- published by "Finnish Transport Agency" See <https://vayla.fi/en/service-providers/merchant-shipping/navigating>
- Harbour Chart for the Port of Turku: 190 (INT 1158)
- Coastal Charts: 24 (INT 1187), 25 (INT 1188), 26 (INT 1189), 27 (INT 1190), 28 (INT 1191), 29 (INT 1192), 32 (INT 1195), 37 (INT 1198) and 40 (INT 1131)
- General Charts: 953 or 954 (INT 1210)
- Finnish Transport Agency also produces corresponding electronic navigational charts (ENC). For further
- information on ENC material, its availability and distribution, see www.primar.org

2. Frequencies

- Archipelago VTS: ch 71 VHF
- Turku port control: ch 12 VHF
- The Tall Ships berthing and river control: ch 72 VHF
- Safety and emergency: ch 16

3. Call Signs

- VTS: Archipelago of Turku: ARCHIPELAGO VTS
- Turku port control: TURKU PORT
- The Tall Ships berthing and river control: FOLLOW ME BOAT

4. Procedures

- Vessels of 24 metres in length overall or more are obliged to participate in the vessel traffic service by
- reporting to the VTS authority, by listening to the VHF channels used in the VTS area and by observing
- the provisions concerning traffic in the VTS area.
- All vessels with mandatory piloting should use fairway leading to Turku from Utö.
- see <https://vayla.fi/en/service-providers/merchant-shipping/navigating>

5. Vessel traffic service

- Archipelago - VTS Master's Guide
- Gulf of Finland - VTS Master's Guide: <https://mastersguide.fintraffic.fi/>
- Guides also available via e-mail
- Vessels must inform Harbour Centre two hours before entering the port area.
- For further arrival information see chapter 3

6. Pilots

Pilotage is mandatory for all vessels above 60 metres L.O.A. and 9 metres Beam and 5 meters draft.
Pilot order: VIA Turku Harbour Master or via Ship own Agent if any.

Pilot service is free of charge if mandatory from Utö pilot Station to Turku and back to sea via Utö (southern fairway) or Isokari (northern fairway).

The vessel must submit their pre notice 24h/12h/3h before entering pilot station. (by e-mail, or telephone).

E-mail: pilotdispatch.archipelago@finnpilot.fi

Tel: +358 29 5253 460

For more information:

<https://finnpilot.fi/en/for-customers/order-a-pilot-pilot-online/>

Other vessels who will have pilotage assistance and are under (L:60 m, B:9m, D:5m)

Please contact Turku harbour master beforehand via e-mail or after captains briefing in Tallinn.

email: antti.pekanheimo@portofturku.fi

7. Tugs

- Tugs will be available on request and/or according to pilots' recommendations.
- Tugs must be informed two hours before arrival on or departure.
- Contact: Harbour Center, Prior order Capt. Briefing in Tallinn
- Tugs are free of charge once in and once out

8. Customs & Immigration

Entry into Finland and exit from Finland.

A recreational craft that departed from Finland and goes outside the seaward limit of Finland's territorial sea without visiting a port in another country may enter the country and exit the country without visiting a border crossing point and without being subjected to border checks other than randomly.

A recreational craft entering into Finland from another Schengen country, or a recreational craft departing for such a country, may enter into the country and exit the country without visiting a border crossing point and without being subjected to border checks other than randomly.

However, all recreational craft that can with justified cause be assumed to have crossed the external Schengen border may always be subjected to a border check regardless of their route or their port of departure or destination.

The EU States currently applying the Schengen Code are Austria, Belgium, Croatia, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, and Sweden, but not the United Kingdom or Ireland. Non-EU States applying the Schengen Code are Iceland, Norway, and Switzerland.

Border checks and customs declarations

Border checks are performed on recreational craft at border crossing points specified in a decree (Government Decree 901/2006). These are the Åland, Haapasaari, Hanko and Helsinki coast guard stations, the Port of Nuijamaa, and Santio. The control authorities also have the right to perform checks on Finland's territorial waters and elsewhere in ports.

During a border check, every person on the craft is subjected to, at a minimum, a check of a passport entitling entry into or exit from the country, or an equivalent document entitling one to travel, as well as a check of a visa and other conditions for entry into or exit from the country in the case of persons requiring a visa.

The captain of the vessel must provide the border check authority of the entry or exit location with a crew and passenger list, or otherwise provide information on the vessel's crew, passengers, and other persons on board the vessel.

When departing from Finland to abroad, the captain of a recreational craft should reserve a sufficient number of lists (a minimum of four) for the authorities of the countries of destination.

The crew and passenger list must include the following information for all persons listed: last and first name, date of birth, gender, and citizenship, as well as the vessel's nationality and registration information, and its point of arrival and departure.

A coast guard station acting as a border crossing point is open from 08:00 to 22:00 hours, unless the urgent statutory duties of the Finnish Border Guard temporarily cause otherwise. The locations are marked on nautical charts, and the fairways are marked with 'PASSPORT CONTROL' guide signs. The coast guard station should be notified one hour prior to arrival for passport control by radio or phone. On VHF radio, the calling channel is 68 and the backup channel is 16.

For more information: (<https://raja.fi/en/contact-information>)

Customs Formalities

The customs clearance can be carried out at the coast guard stations, if there are no goods requiring an import or export clearance on the vessel. In traffic internal to the European Union, boaters are not subject to the notification duty if they do not carry goods subject to taxation. If a recreational craft in traffic between EU countries carries goods subject to taxation, the captain of the vessel is obligated to submit an advance notification to the customs authority at the nearest customs office in order to agree on the taxation of the goods. In traffic between Ahvenanmaa and continental Finland, the advance notification must be made prior to departure from the port to the customs office nearest to the point of departure.

For further information about the customs clearance of pleasure craft, email: neuvonta@tulli.fi phone +358 2955201 or visit www.tulli.fi

Other instructions and regulations

Foreign recreational craft in Finland's territorial waters and in a port or anchorage are recommended to fly their national colours between sunrise and sunset and always when underway. Finnish recreational craft are recommended to fly the Finnish flag or bear some other marking showing their nationality.

9. Fuel, Fresh Water, and Electricity

All services available from July 17 to July 21.

Service hours 0600 – 1000 local time. Electricity capacity is limited on quays.

More information to be published in the Captains Manual.

10. Waste Disposal and Pollution

More information to be published in the Captains Manual.

11. Fenders and Gangways

Vessels own gangways. Any additional gangways, further inquiries to harbour master.

12. Emergency Procedures in Port and Security

Ambulance, Fire and Rescue Services and Police call 112.

The river port is not ISPS –area (International Ship and Port Security Code).

All visiting vessels are responsible for their own security arrangements and ships will be able to implement the level of security they require by controlling gangway access to the vessel.

Vessels with ISPS status; prepare a declaration of security with the Port Authority. Contact directly to Harbour Master.

Due to the Narrow River and tight berthing plan all vessels must arrange their own deck watch / Fire watch.

FOR STATE AND MILITARY VESSELS: Please fill form: "Permission to enter the ship in order to carry out rescue and first aid operations". This is required so the rescue persons can enter your vessel in case of emergency.

13. International Ship and Port Security (ISPS)

More information to be published in the Captains Manual.

14. Liaison officers

Turku had assigned dedicated liaison officer (LO) to each vessel. Tallest class A vessels will have two liaison officers each. One is senior and his mate is junior. Your vessel will meet your LO upon arrival in Turku port. Some vessels arriving earlier will meet a temporary LO and later will be replaced by a permanent LO.

The LO will be available daily from 0900 hours to 17.00 hours.

Harbour Centre will respond to any queries 24/7.

All LO:s will have mobile telephones (for calls and WhatsApp messaging) to ensure the best contact between your vessel and the designated LO.

LO:s wear red t-shirts and jackets with the event logo as well as LO badges during the event except military LO:s for military and other government vessels who wear Finnish Navy uniform.

15. Ships' mail

City of Turku

The Tall Ships Races 2024 Turku

Name of the Individual

Name of the Vessel

The Tall Ships Races 2017 Turku

PB 355, 20101 Turku

Finland

16. Contact Details

Harbour Master: antti.pekanheimo@portofturku.fi

Deputy Harbour Master: Teemu Aaltonen: teemu.a.aaltonen@portofturku.fi

Tall Ships Races Turku Office +358 50 5590 171

e-mail: tallshipsraces@turku.fi

Harbour Centre email: tsr2024turku.hc@gmail.com

SECTION 6

MARIEHAMN WEDNESDAY 24 JULY - SATURDAY 27 JULY 2024

1. Charts and publications

For the approach and Arrival/Departure to the Port of Mariehamn, it is recommended to keep the below listed charts readily available onboard:

- | | | | |
|---|------------------------------|---------|---------|
| • | Baltic Sea / Archipelago Sea | INT1130 | FIN935 |
| • | Baltic Sea / Sea of Åland | | FIN 953 |
| • | Baltic Sea / Mariehamn | INT1156 | FIN 160 |

Read More: <https://www.traficom.fi/en/services/finnish-nautical-charts>

For ENC charts: <https://www.primar.org/#/>

2. Tides and Times

No tide in Mariehamn

3. VHF radio channels and callsigns

- | | | |
|---|----------------------------------|-----------|
| • | Archipelago VTS: | ch 71 VHF |
| • | Port of Mariehamn: | ch 12 VHF |
| • | The Tall Ships berthing control: | ch 72 VHF |
| • | "FOLLOW ME" boat. | ch 72 VHF |
| • | Safety & Emergency | ch 16 |

4. Arriving to and departing from Mariehamn

Ships of 300 gross tonnage and over (and ships under in some circumstances) are required to participate in the mandatory ship reporting system GOFREP.

https://www.fintraffic.fi/sites/default/files/2021-09/GOFREP_MG_2021_09_03.pdf

The main fairway to Mariehamn is past the Pilot boarding ground: 60 01,0N 019 51,0E, and the Marhällan Light house.

Archipelago VTS

The entry points to The Port of Mariehamn are located within the Boundaries of the Archipelago VTS. Any Vessel of 24 meters in length overall or more is obliged to participate in the vessel traffic services (VTS). Vessels navigating in the VTS area, which are not obliged to participate in the vessel traffic services, are requested to maintain a watch on the VHF ch. 71 when operating in the VTS area or sector in question.

Captains on participating vessels are advised to familiarize themselves with the ARCHIPELAGO VTS – MASTERS GUIDE prior to entering Finnish territorial waters.

Read more: https://tmfg.fi/sites/default/files/2020-03/Archipelago%20VTS_EN_0.pdf

Archipelago VTS contact details: VHF: Ch. 71

Snail Mail: Western Finland Vessel Traffic Centre

Juhana Herttuan Puistokatu 21

FIN-20100 Turku, Finland

phone: +358 (0)20 448 6521

Supervisor: +358 20 448 6522

E-mail: archipelago.vts@vtsfinland.fi

E-mail: supervisors.west@vtsfinland.fi

Guide boats / "Follow Me"

Vessels not having a pilot onboard will be met by boats marked with a "Follow-Me" sign outside the Korrvik fishing harbour, approximate rendezvous point at latitude N 60° 05", longitude E 019° 56".

The guide boats will direct the participating vessels to their assigned berths and, if necessary, assist with the mooring operation, (Push-Pull)

The Guide boats are working on VHF channel 72.

5. Agency services

The recommended port agent company with good knowledge and experience from the event Tall Ships Races in Finland is:

C&C Port Agency Finland, <https://www.portagency.fi>

Attn. Mr. Ville Björk,
Phone: +358 10 34 67820 | 24/7,
Mobile: +358 40 04 77213, 24-7
Email: ville.bjork@portagency.fi

6. Pilots

Pilot service is provided free of charge for the vessels required to have a pilot onboard, (see below), one arrival and one departure. Pilot boarding position: 60 01,0N 019 51,0E.

The Distance to the berth is about 5 nm. Pilotage is mandatory for all vessels, including foreign government vessels, with a LOA exceeding 70 meters and/or a maximum beam exceeding 14 meters and /or a maximum draft exceeding 5 meters.

The pilot services may be requested by phone, Fax, email or online:

- Email pilotorder.west@finnpilot.fi
- Phone +358(0) 400 907 979
- Fax +358 (0) 29 52 53012

Read more:

<https://finnpilot.fi/en/for-customers/order-a-pilot-pilot-online/>

<https://finnpilot.fi/en/>

7. Tugs

Two tugboats (5 mt. bollard pull each) are in standby for mooring operations.

Tugboats will be arranged by the Pilot upon arrival. Tugboats are free of charge for one arrival and one departure.

8. Customs & Immigration

Regulation issued by Finnish Customs on the notification procedure for vessels arriving at and departing from Finnish ports. This regulation concerns arrival and departure notifications submitted for vessels arriving in or departing from a port in Finland, the content of these notifications and their entry into the electronic shipping data management system (Portnet) mentioned in section 20 a (225/2012) of the Vessel Traffic Service Act (623/2005), as well as the registration of vessels, their representatives, and shipowners in the system.

This regulation will be applied to the following vessels:

- seagoing vessels used for commercial purposes, excluding coastal fishing vessels which return daily or within 36 hours to their port of registry or to another port in the territory of the Member States without calling at a port located in a third country.
- seagoing leisure craft, if they are 45 metres or longer or if they can carry more than 12 passengers.
- traditional ships if they can carry more than 12 passengers.

The customs clearance can be carried out at the coast guard stations, if there are no goods requiring an import or export clearance on the vessel.

If a recreational craft in traffic between EU countries carries goods subject to taxation, the captain of the vessel is obligated to submit an advance notification to the customs authority at the nearest customs office in order to agree on the taxation of the goods.

An arrival notification including all data required, must be submitted to Portnet at least 24 hours prior to arrival and a confirmation within two hours of the arrival.

Notification about the departure time and further information about the procedures and the data required:

Read more:

<https://tulli.fi/en/-/regulation-issued-by-finnish-customs-on-the-notification-procedure-for-vessels-arriving-at-and-departing-from-finnish-ports-1>

A Customs Officer may board you on arrival to complete Customs controls.

Read more:

<https://raja.fi/en/guidelines-for-boaters-at-border-crossings>

A recreational craft entering into Finland from another Schengen country, or a recreational craft departing for such a country, may enter into the country and exit the country without visiting a border crossing point and without being subjected to border checks other than randomly. Vessels shall maintain a list of the crew and any passengers containing the information required in the forms (crew list and passenger list) as well as, where applicable, the visa or residence permit numbers. Vessels obliged to use Portnet use the service for delivery of lists. On smaller vessels arriving from other Schengen countries (not using Portnet), the vessel must have a crew list ready if they are subjected to random border control. During the border control, the vessel's captain must provide the immigration control authorities at the entry or departure point with a passenger and crew list.

Read more:

<https://tulli.fi/en/about-e-services/forms/sea-traffic-forms>

Vessels arriving to Mariehamn from outside the Schengen Area must undergo passport inspection.

Read more:

<https://raja.fi/en/guidelines-for-boaters-at-border-crossings>

In traffic between Åland / Ahvenanmaa and mainland Finland, the advance notification must be made prior to departure from the port to the customs office nearest to the point of departure.

For more information on the customs clearance of recreational craft, please call the Customs Information Service, tel. +358 295 5201

Read more:

<https://tulli.fi/en/frontpage>

<https://tulli.fi/en/private-persons/travelling/boat-control>

Border checks on recreational craft in Finland

Read more:

<https://raja.fi/en/guidelines-for-boaters-at-border-crossings>

<https://um.fi/visa-requirement-and-travel-documents-accepted-by-finland>

Schengen Visa and Schengen Transit Visa

Read more:

<http://www.schengenvisainfo.com/who-needs-schengen-visa/>

EU States currently applying the Schengen Code:

Austria	Germany	Malta
Belgium	Greece	Poland
Czech Republic	Hungary	Portugal
Denmark	Italy	Slovakia
Estonia	Latvia	Slovenia
Finland	Liechtenstein	Spain
France	Lithuania	Sweden
The Netherlands	Luxembourg	

Non-EU States applying the Schengen Code:

Iceland

Norway

Switzerland

Read more:

<https://www.raja.fi/>

<https://raja.fi/en/guidelines-for-people-on-the-waterborne-traffic>

<https://um.fi/visa-to-visit-finland>

<https://raja.fi/en/guidelines-for-transport-providers>

9. Fuel, Fresh Water, and Electricity

The services will be provided as outlined in the Captains Manual. The host port will not cover the cost of fuel.

10. Waste & Garbage Disposal and Pollution

Waste separation is mandatory in Mariehamn. Garbage bins and waste receptacles will be located at the berth. Black/wastewater collection directly at quayside and with truck.

Further information will be provided in the Captain's Manual.

Please note that recreational vessels fitted with a toilet shall be equipped with a retention system for sewage, such that the ship has a functioning holding tank or a sewage treatment facility. The water closet on the vessel must be connected to the holding tank or to the sewage treatment facility. (Helsinki Convention / MARPOL 73/78 Convention.

With reference to the Act on Environmental Protection in Maritime Transport:

Vessels operating on the Baltic Sea, Finnish waters or in Finland's exclusive economic zone (EEZ), are obliged to follow the Act on Environmental Protection in Maritime Transport.

Finnish and Swedish only:

Read more:

<https://www.finlex.fi/fi/laki/alkup/2021/20210669#Pidm466513957649121672/2009>

Translation in English:

Read more:

https://finlex.fi/en/laki/kaannokset/2009/en20091672_20191537.pdf

<https://www.finlex.fi/sv/laki/ajantasa/2009/20091672#L5P4>

<https://www.finlex.fi/sv/laki/ajantasa/2010/20100076#L4>

11. Fenders and Gangways

Double mooring may occur.

When a vessel is requested to berth outside another vessel, the vessels must utilize their own fenders and gangways.

Smaller vessels are moored to pontoons, others are berthed along concrete, steel or wooden berths equipped with fenders.

All vessels are expected to provide their own fenders and means of access to the shore.

If a vessel requires additional fenders, please be in contact with your local agent.

The Host port does not provide fenders.

If a vessel requires an additional gangway, please be in contact with your local agent or the host ports Harbour Master via email: harbourmaster@tsrmariehamn.ax

12. Emergency Procedures in Port and Security

The National Emergency number: 112

Please inform your Liaison Officer who will then report the incident to the Harbour Center.

The host port will have event security organization and security staff working during the event. Further details to be found in the captains' manual.

13. International Ship and Port Security (ISPS)

Further details to be found in the captains' manual.

14. Liaison officers and Liaison system

All Ships will be met by their Liaison Officer upon their arrival in Mariehamn. The Liaison Officer will be at your service every day and will visit your ship at least every morning for a daily briefing. You can call the Liaison Officer when needed. He or she will give you any information needed and will join your crew on various activities. Please remember that the Liaison Officers are volunteers, who are using their spare time to help you and are looking forward to having a nice time together with you and your crew.

15. Ships' mail

Incoming mail: Åländska Segelsällskapet

Tall Ships Races Mariehamn

Name of individual

Name of vessel

PB 135

AX - 22101 Mariehamn

Outgoing mail via Liaison Officers.

SECTION 7

SZCZECIN

FRIDAY 2 AUGUST – MONDAY 5 AUGUST 2024

1. Charts

British Admiralty Charts	2679	2676	2677	2678
Germany Charts	151	1515	1513	1513
Polish Charts	74	46	47	48
Small Craft Charts	3022			

2. Frequencies and call signs

<i>Station / Operations</i>	<i>Channel</i>	<i>Call Sign</i>
VTS. Świnoujście	12	ŚWINOUJŚCIE TRAFFIC
VTS Szczecin	69	SZCZECIN TRAFFIC
Pilots	68	SZCZECIN PILOT
Agent		POLSTEAM
Berthing operations	17 and 6	POLSTEAM
Sailing Shop	77	SMART

3. Agency

In order to provide professional shipping assistance General Agent for The Tall Ships Races fleet has been established. The name of the agency is Polsteam Shipping Agency. Service of the established agency is free of charge for The Tall Ships Races vessels. All vessels that require an agent are requested to establish contact with this agency as soon as possible.

Contact address:

Polsteam Shipping Agency

pl. Rodła 8

70-419 Szczecin

tel. +48 91 359 42 42

tel. +48 91 359 42 43

e-mail: agency@polsteam.com.pl

www.polsteamagency.pl

Temporary Office – TBC

tel. 693 437 165, 603 914 745, 603 914 744

4. ETA Notification

All participants of The Tall Ships Races 2021 are welcome as from Thursday 30 July 2024 and earlier if pre – announced.

5. Arrival Procedures

Vessel with LOA of 20m or more should report ETA 24hours before arriving Świnoujście roads to agency@polsteam.com.pl or Tel.: +48 693-437-165 or Tel.: +48 603-914-745 or Tel.: +48 603-914-744.

Upon Świnoujście roads arrival all vessels should stay in contact with VTS Świnoujście regarding permission for entrance.

In case a vessel is not allowed or cannot enter Szczecin port directly she may apply for a lay-by berth in Świnoujście port. It will be granted unless a lay-by berth is occupied. Lay-by berth in Świnoujście port is free of charge unless other way declared by Polsteam Shipping Agency.

For a lay-by berth in Świnoujście port please contact:
Polsteam Shipping Agency agency@polsteam.com.pl
Tel.: +48 91 321-61-38 (available 24/7)

6. Reporting

All vessels are requested to establish contact on VHF with „Świnoujście Traffic” 2 hours before pilot embarkation or 15 minutes before entering a VTS area – if without a pilot.

Reports should be made to „Świnoujście Traffic” on VHF channel 12 .

Upon Świnoujście roads arrival all vessels should stay in contact with VTS Świnoujście regarding permission for entrance.

In case a vessel is not allowed or cannot enter Szczecin port directly she may apply for a lay-by berth in Świnoujście port. It will be granted unless a lay-by berth is occupied. Lay-by berth in Świnoujście port is free of charge unless other way declared by Polsteam Shipping Agency.

For a lay-by berth in Świnoujście port please contact:
Polsteam Shipping Agency agency@polsteam.com.pl
tel. +48 91 321-61-38 (available 24/7)

All vessels are requested to report passing reporting points underway to Szczecin:

- Head of the Świnoujście eastern breakwater – VHF ch 12 – call sign „ Świnoujście Traffic”
- Fairway Gate 2 – VHF ch 12 – call sign „ Świnoujście Traffic”
- Fairway Gate 2 – VHF ch 69 – call sign „ Szczecin Traffic”
- Fairway Gate 4 – VHF ch 69 – call sign „ Szczecin Traffic”
- Dry Dock no 5 (Gryfia Ship Repair Yard) –VHF ch 69 – call sign „ Szczecin Traffic”

All vessels are requested to report to the appropriate traffic control station after berthing and give a sailing plan - 2 hours prior unberthing for ships taking a pilot - and - 1-hour prior unberthing for ships without a pilot.

For entering VTS Świnoujście, VTS Szczecin areas please see and follow respective attached regulations:

- Instruction for radio communications (Appendix no 5)
- Reporting system in the VTS ŚWINOUJŚCIE area (Appendix no 3)
- Reporting system in the VTS SZCZECIN area (Appendix no 4)

7. Port regulations

On seaways, anchorages and in port waters all craft less than 20m in length including leisure craft are give way to sea-going vessels traffic of 20m or more in length. Traffic of sailing craft on seaways is permitted solely during daytime when visibility is more than 5 cables (926 metres).

For more information regarding port regulation see:

https://www.ums.gov.pl/po/2023/Harbour_Regulations_2023_v1-1DL-PL.pdf

8. Pilots

This is available free of charge. It is compulsory for vessels above 75 meters L.O.A. and should be ordered minimum twelve hours in advance.

Please contact: Polsteam Shipping Agency agency@polsteam.com.pl

tel.: +48 693-437-165

tel.: +48 603-914-745

tel.: +48 603-914-744

9. Tugs

This is available free of charge. It is compulsory for vessels above 90 meters L.O.A. and should be ordered minimum twelve hours in advance.

Please contact: Polsteam Shipping Agency agency@polsteam.com.pl

tel.: +48 693-437-165

tel.: +48 603-914-745

tel.: +48 603-914-744

10. Immigration

Upon vessel berthing and before sailing vessels may be visited by Immigration Officers for inward / outward clearance. Vessels arriving from outside the EU will be visited by Immigration. Officers will inform about the rules of embarking and disembarking the vessel. The crew members from countries within the EU are obliged to have ID or passport. The crew members from countries outside to embark or disembark the vessel must have valid passport and Sailor's or Seaman's Book and they will receive a pass which makes possible going throughout the city.

Above rules apply to all crew members of all vessels, tall ships, and yachts incoming to Szczecin.

In order to arrange smooth clearance all vessels are requested to prepare following documents upon berthing / before sailing unless additional documents required (concerning ISPS vessels):

- 1 x Crew List
- 1 x Passenger List (if any)
- 1 x IMO General Declaration

It is recommended to prepare also:

- for UE crew members/passengers – identity cards
- others – valid passports/seaman's books.

Required documents when passing the border:

- EU states – national identity card;
- thers – valid passport / Schengen VISA (if required)

VISAS ARE NOT REQUIRED FOR:

ALBANIA

(applying only to biometric passport holders)

ANDORA

ANTIQUA & BARBUDA

ARGENTINA

BAHAMA

BARBADOS

BOSNIA – HERZEGOVINA (applying only to biometric passport holders)

BRASIL

BRUNEI DARUSSALAM

FORMER YUGOSLAV REPUBLIC OF MACEDONIA (applying only to biometric passport holders)

CHILE

CROATIA

MONTENEGRO

GUATEMALA

HONDURAS

ISRAEL

JAPAN

CANADA

SOUTH KOREA

MAURITIUS

MEXICO

MONACO

NICARAGUA

NEW ZEALAND

PANAMA

PARAGUAY

SALVADOR

SAINT KITTS & NEVIS

SAN MARINO

SERBIA (applying only to biometric passport holders)

SEYCHELLES

SINGAPORE

UNITED STATES OF AMERICA

URUGUAY

VATICAN

VENEZUELA

COSTA RICA

For other countries VISAS are required - unless Immigration declare otherwise.

In case of any questions please contact Polsteam Shipping Agency.

In case of being not sure about the Polish Immigration Law a right person from the crew should contact his country's embassy in Poland:

http://www.msz.gov.pl/en/p/msz_en/ministry/diplomatic_protocol/foreign_missions_and_consular_posts_in_poland/

11. Customs

Upon vessel berthing and before sailing vessels may be visited by Custom Officers for clearance.

There are some restrictions in import and export of different goods through Polish border especially in case of alcohol and tobacco goods. Please check a web site:

<http://www.finanse.mf.gov.pl/en/information-for-travellers/information-on-limits-in-travelling-to-poland-from-third-countries>

12. Fresh water and Electricity

Electricity will be free of charge.

Vessels, when possible, will be connected to shore power upon port of Szczecin arrival.

Please contact your Liaison Officer or Polsteam Shipping Agency

(office TBC)

agency@polsteam.com.pl

Tel.: +48 693-437-165

Tel.: +48 603-914-745

Tel.: +48 603-914-744

Fresh water will be free of charge. Please contact your Liaison Officer or Polsteam Shipping Agency (office TBC)

agency@polsteam.com.pl

Tel.: +48 693-437-165

Tel.: +48 603-914-745

Tel.: +48 603-914-744

13. Waste

Waste containers will be provided throughout all event area. They will be operated by Certified Waste Contractor, in accordance with Port regulations. The waste disposal system will be detailed further in the Captains' Manual.

A wastes and residues declaration must be made on your arrival.

Problem waste produced on board should be disposed with agreement with Port Authorities and consistent with Port Law. All that situations of problem wastes should be prior announced to Polsteam Shipping Agency: (office TBC)

agency@polsteam.com.pl

Tel.: +48 693-437-165

Tel.: +48 603-914-745

Tel.: +48 603-914-744

Following wastes can be disposed free of charge for the vessels:

- oil waste and oil waste and their mixtures with water
- ship-generated waste
- sewage

Receipt of garbage:

Please remember to select solid waste into the following classes:

- food waste
- plastics
- paper and cardboard,
- glass
- metal
- wood and timber
- paint and lacquer and varnish waste and residues
- fluorescent lamps containing mercury
- batteries
- accumulators
- oily solid waste

Ship-generated waste to be collected every day (starting from 30th July until 5th August) in the morning from 05:00am to 06:30am. Please have prepared the bags with ship-generated waste from 05:00am at the quayside next to accommodation ladder. A special dedicated car will collect them from every ship.

Writing confirmation of receipt to be given to the vessel only upon request.

Receipt of oil waste and oil waste and their mixtures with water and sewage:

In case vessel wish to dispose either oil waste and oil waste and their mixtures with water or sewage please inform about it your Liaison Officer giving him/her the information on what to be disposed and in what quantity. The information must be given on the day before planned disposal until 12:00.

The receipt of oil waste and oil waste and their mixtures with water or sewage will be done using special dedicated cars. In order to speed up disposal pumps from trucks will be additionally in use. The receipt to be performed every day from 02:00am to 07:30am.

Writing confirmation of receipt to be given directly to the vessel after disposal.

14. Pollution

Oil Pollution legislations imposes strict prohibition over any kind of discharge of oil mixtures. Any vessel causing or sighting such pollution is obliged to immediately report all details to the Port Authorities and the Agent. The Liaison Officer should also be informed.

15. Repairs and maintenance service

All repair services if possible / available to be requested through ships' Liaison Officers or Agent.

16. Bunkering

Before departing from Mariehamn port please contact Polsteam Shipping Agency (office TBC)

agency@polsteam.com.pl

Tel.: +48 693-437-165

Tel.: +48 603-914-745

Tel.: +48 603-914-744

for information on bunkering possibilities in Szczecin port.

It is recommended for smaller vessels to take bunker in North Basin located in port of Świnoujście because possibilities of bunkering in the area of the event in Szczecin are limited.

On the other hand, delivery of marine fuel in port of Szczecin can be arranged for bigger vessels each time upon reporting such demand to Polsteam Shipping Agency.

It is forbidden to use portable tanks in the area of the event in Szczecin.

17. Fenders and gangways

Vessels are expected to provide their own fenders and means to access to the shore.

18. Emergency Procedures in Port and Security

All emergencies should be immediately reported to the VTS through VHF Ch. 12 (at Świnoujście area) or VHF Ch. 69 (at Szczecin area)

Emergency phone no:

SAR +48 58 620 55 51 , +48 58 621 68 11

VHF ch. 16,11,70 (DSC)

MF 2182 kHz via Witkowo Radio

Świnoujście +48 91 321 59 29

Dziwnów +48 91 381 30 29

Trzebież +48 91 424 33 48

Safety/ Security + 48 91 430 85 57 VHF Ch. 69 (Szczecin)

+48 91 321 62 03 VHF Ch. 12 (Świnoujście)

Other emergency numbers are shown in section 3. of this handbook.

19. International Ship and Port Security (ISPS)

The Port of Szczecin expects normally to operate at Security ISPS Code Level One of throughout the event. In case of level change, the captains will be advertised and will take the adequate measures of security on their board.

Along hulls of some of the biggest vessel's barriers will be erected on the quay edge.

There will be 24-hour patrolling by Police, Municipal Police, and licensed Security Company however each Captain is responsible for their ship's security and control access to their vessel.

All necessary phone numbers will be given in Captains' Manual.

20. Departure

On departure from their berth, on 6th August, vessels must comply with port authority instructions and the designated sequence of manoeuvres must be performed.

21. Liaison officers (LO)

A Liaisons Officers' Organisation has been established in order to assist you in every matter. Shortly after your arrival at your assigned berth, your Liaison Officer/a who will attend and assist you throughout your stay in Szczecin, will visit you. They will be at your service every event's day and will report on board approx. at 08:00 just after Liaison Officers' briefing. The main LO Office will be placed at Secondary School No. 2, (entrance) from 3 Jarowita Street

The LO Office is designed only for LO and cannot be used to other purposes.

22. Special berthing instruction

All vessels will be berthing in places shown at the attached TSR Area Map. All vessels passing Świnoujście Port entrance should hoist TSR 2024 flag in the best visible place, keep it hoisted during the passage to Szczecin Port and all stay in Szczecin.

23. Ships' mail

The fleet lasts three full days in Port. Address:

II Liceum Ogólnokształcące im. Mieszka I w Szczecinie

Biuro Organizacji regat TSR 2024

(Vessel's name)

Henryka Pobożnego 2,

70-507 Szczecin, Poland

The mail which arrives after vessel's departure will be sent to the Shipowner.

24. Attached regulations

Instruction for radiocommunications:

1. For traffic requirements, vessels shall comply with the following rules:
 - 1) VTS Świnoujście area:
 - a) working channel: VHF 12, 70 VHF DSC code 002610800,
 - b) calling: Świnoujście Traffic,
 - c) area: the road from N-4 buoy, port in Świnoujście, and the Świnoujście -Szczecin fairway from the entrance heads to Brama Torowa II (Gate II),
 - d) objective: VTS operator contact with traffic vessels or those intending to join the traffic,
 - e) channel 12 VHF is used exclusively for VTS – vessel communications,
 - f) persons on land should make arrangements concerning fairway traffic and vessel berthing by telephone via a VTS operator,
 - g) companies may determine other calling channels for their purpose on a frequency assigned to them,
 - h) arrangements between VTS and vessels requiring more time should be made on VHF channel 18.
 - 2) Area VTS Szczecin
 - a) working channel: 69 VHF,
 - b) calling: Szczecin Traffic,
 - c) area: part of Zalew Szczeciński, Róztoka Odrzańska, ports in Police and Szczecin and the Świnoujście -Szczecin fairway from Brama Torowa II (Gate II) to Dock no 5,
 - d) objective: VTS operator contact with traffic vessels or those intending to join the traffic,
 - e) VHF channel 69 is used exclusively for VTS – vessel communications,
 - f) in matters concerning calling the rules of section 1, points 1) f and g apply,
 - g) arrangements between VTS and vessels requiring more time should be made on VHF channel 20.
2. While communicating on port traffic matters in the respective areas of Świnoujście, Police and Szczecin, vessels shall use the following channels:
 - 1) rendering berthing and unberthing services:
 - a) working channel: VHF 17,
 - b) area: areas of commercial ports including the shipyard and repair shipyards,
 - c) objective: maintaining communications between a pilot, tug, quay (dock) operator, quay bosun and linesman,
 - d) in the event there are many berthing, unberthing or docking operations, VHF channels 08 and 06 should be used according to the rules determined in the radiocommunication regulations.,
 - e) each berthing vessel shall maintain an additional watch on the VHF channel of the competent VTS.
 - 2) for pilot services in the Świnoujście and Szczecin pilot station area of operation
 - a) working channel: VHF 68,
 - b) area: ports in the area of Zalew Szczeciński and Róztoka Odrzańska and area of port Świnoujście, Police and Szczecin,
 - c) objective: requesting and co-ordinating pilot services.
 - 3) For the traffic in and near other ports and harbours, not mentioned in items 1 and 2, vessels shall use the following VHF channels:

- a) calling channel: VHF 71,
 - b) working channel: VHF 71,
 - c) objective: establishing contact between the Harbour Master's (Bosun's) Office and arriving or departing vessels,
 - d) vessels intending to cross the Polish-German border in the area of Nowe Warpno harbour should contact the Coast Guard on VHF channel 71 (power reduced to 1 Watt).
- 4) For ship-to-ship communications, vessels shall use the following VHF channels:
- a) calling channel: working channel of the competent VTS,
 - b) VHF channel 13: for communications concerning the safety of navigation,
 - c) VHF channel 10: for communications concerning co-ordination in oil clearance and similar operations in port waters, fire, flood, local rescue operations.
- 5) For berthing services rendered by quay and dock operators and linesmen in the area of Świnoujście, Police and Szczecin port zone the channels determined in subsection 2 point 1 shall be used.
- 6) For vessel – port operator communications, the following VHF channels should be used:
- a) working channels: as permitted by Office of Telecommunications Regulation for port operators,
 - b) channels allocated to a company are to be used for calling and correspondence between a port operator (company) and his vessels.
- 7) VHF channels may be used only with valid permission has been given by the Office of Telecommunications Regulation (Urząd Regulacji Telekomunikacji).

Reporting system in the vts Świnoujście area

1. Call sign: Świnoujście Traffic.
2. Channels: VHF 12, VHF 70 DSC code 002610800
3. Types and rules of reporting, reporting points and kind of information communicated by a vessel are contained in the table below:

Type of report Rules of reporting and reporting points

Type of message transmitted

Voyage plan

2 hrs before pilot embarkation position – if applicable A, C or D, H, O, J, G, I, P, Q, L, T, U, W, Y

15 minutes before entering a VTS area – for vessels not taking a pilot A, C or D, H, O, G, I, P, Q, L, T, U, W, Y

2 hrs before unberthing – for vessels intending to unberth and taking a pilot (except inland water vessels)

A1, D, O, J, I, K, P, W, Y

1 hour before unberthing – for vessels intending to unberth and not taking a pilot (except inland water vessels)

A1, D, O, J, I, K, P, W, Y

Position report 15 minutes before entering a VTS area – for vessels taking a pilot A1, D, L

when leaving a VTS area A1, D

when embarking or disembarking a pilot A1, D, X – time of pilot embarkation and his name

when leaving the seaway or before entering the seaway A1, D

after dropping anchor A1, C or D.

X – time of dropping anchor

15 minutes before weighing anchor A1, X – request for permission to join traffic

after weighing anchor A1, X – time of weighing anchor

abeam the head of the eastern breakwater of the entrance into the port of Świnoujście A1, D

15 minutes before unberthing (except for inland water vessels) A1, D, X – pilot's name, number and names of tugs, request for permission to join traffic

Position report inland water vessels before unberthing A1, D, O, J, I, P, W
 berthing alongside a quay in the port of Świnoujście A1, D, X – berthing time, number and names of tugs
 abeam Brama Torowa I (Gate I) for vessels going to/form Zalew Szczecinski and not using of the
 Świnoujście-Szczecin fairway on the Zalew Szczecinski A1, D
 abeam Brama Torowa II (Gate II) A1, D
 Special report given by a vessel that has sighted an incident affecting or that may affect the safety of
 navigation and/or the marine environment cleanliness A1, C or D, Q

Legend:

A - vessel's name, call sign, flag, IMO number,
 A1 - vessel's name and call sign,
 C - vessel's position (latitude and longitude),
 D - vessel's position relative to fixed objects,
 H - point of entry into a VTS area,
 O - maximum draught in fresh water,
 J - time of arrival at pilot embarkation position PILOT-1, PILOT-2, PILOT-3, (ETA), or if the vessel requests a
 pilot,
 G - last port of call,
 I - port of destination,
 K - position of leaving VTS area
 P - type and quantity of dangerous goods,
 Q - circumstances that may affect the safety of navigation and/or the marine environment,
 L - planned passage route,
 T- agent's name,
 U - LOA, beam, GT capacity, vessel type,
 W - number of passengers on board,
 X - other information, including: time of dropping anchor, request for permission to join the traffic after
 weighing anchor, time of weighing anchor, berthing time, pilot's name, number and names of tugs,
 Y- number of crew.

REPORTING SYSTEM IN THE VTS SZCZECIN AREA

1. Call sign: Szczecin Traffic.
2. Channels: VHF 69.
3. Types and rules of reporting, reporting points and kind of information communicated by a vessel
 are contained in the table below:

Type of report Rules of reporting and reporting points

Type of message transmitted

Voyage plan

2 hrs before pilot embarkation position – if applicable A, C or D, H, O, J, G, I, P, Q, L, T, U, W, Y

15 minutes before entering a VTS area – for vessels not taking a pilot A, C or D, H, O, G, I, P, Q, L, T, U, W, Y

2 hrs before unberthing – for vessels intending to unberth and taking a pilot (except inland water vessels)

A1, D, O, J, I, K, P, W, Y

1 hour before unberthing – for vessels intending to unberth and not taking a pilot (except inland
 navigation vessels) A1, D, O, J, I, K, P, W, Y

Position report 15 minutes before entering a VTS area – for vessels taking a pilot A1, D, L

when leaving a VTS area A1, D

when embarking or disembarking a pilot A1, D, X – time of pilot embarkation and his name

when leaving the seaway and before entering the seaway A1, D

after dropping anchor A1, C or D.

X – time of dropping anchor

15 minutes before weighing anchor A1, X – request for permission to join traffic

after weighing anchor A1, X – time of weighing anchor

abeam Brama Torowa II (Gate II) A1, D

abeam Brama Torowa IV (Gate IV) A1, D

abeam Dock No 5 A1, D

During unberthing (except inland water vessels) A1, D, X – pilot's name, number and names of tugs,
request for joining traffic
inland water vessels before unberthing A1, D, O, J, I, P, W
after departing from the port of Stepnica, Police Barge Port and Trzebiez A1, D
berthing alongside a quay in the port of Szczecin, Stepnica, Trzebiez A1, D, X – berthing time, number, and
names of tugs
Special report given by a vessel that has sighted an incident affecting or that may affect the safety the
safety of navigation and/or the marine environment cleanliness A1, C or D, Q

Legend:

A - vessel's name, call sign, flag, IMO number,
A1 - vessel's name and call sign,
C - vessel's position (latitude and longitude),
D - vessel's position relative to fixed objects,
H - point of entry into a VTS area,
O - maximum draught in fresh water,
J - time of arrival at pilot embarkation position PILOT-1, PILOT-2, PILOT-3, (ETA), or if the vessel requests a
pilot,
G - last port of call,
I - port of destination,
K - position of leaving VTS area
P - type and quantity of dangerous goods,
Q - circumstances that may affect the safety of navigation and/or the marine environment,
L - planned passage route,
T - agent's name,
U - LOA, beam, GT capacity, vessel type,
W - number of passengers on board,
X - other information, including: time of dropping anchor, request for permission to join the traffic after
weighing anchor, time of weighing anchor, berthing time, pilot's name, number and names of tugs,
Y - number of crew.

25. Questions connected with arrival

All questions connected with arrival have to be clarified with General Agent for The Tall Ships Races fleet:

Polsteam Shipping Agency

pl. Rodła 8, 70-419 Szczecin

tel. +48 91 359 42 42

tel. +48 91 359 42 43

e-mail: agency@polsteam.com.pl

www.polsteamagency.pl

Temporary Office – TBC

tel. 693 437 165, 603 914 745, 603 914 744

Sail Training International contact numbers and emails:

Office +44 (0)23 9258 6367
email office@sailtraininginternational.org

Magda Makowska Race Director
mobile +48 501 025 799
email magda.makowska@sailtraininginternational.org

Laura Blyth-Brown Race Administrator
mobile +44 (0)7727 647 947
email laura.blythbrown@sailtraininginternational.org





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