

A) On arrival please ask master to prepare:

- NOR - 7 copies
- Crew list - 9 copies
- Ship's store / provision list - 5 copies
- Crew effects declaration / crew money declaration - 2 copies
- Nil list - 3 copies
- List of medicines under custom control (but not a list of all medicines) - 3 copies
- Ship's money declaration - 2 copies
- Port's call list - 2 copies

Very important!!! All papers/copies must be with original signatures and stamp.

And also

- Photos or copies of photos to issue shore pass (except of for Ukrainian nationalities)
- Certificate for Carriage Bulk Cargoes - 2 copies
- International Ship Security Certificate - 1 copy
- Ship's particulars - 1 copy.

B) Please read the bellow instruction / information very carefully:

1) Kerch strait passage.

i) Two - three hours prior to arrival Kerch strait/anchorage place nr.450 call port Kerch traffic control VHF ch.71 and/or vhf ch.14 and confirm them your readiness to take pilot and to pass Kerch strait. Follow port Kerch traffic control instructions.

ii) Port Kerch regulation said that it is not allowed to pass Kerch strait during night time for vessels with maximum length more that 160m and maximum passage draft more than 6m.

2) Mariupol port pilotage and tugs.

i) Please note that the pilotage and tugs are compulsory at port Mariupol. In order to reduce final DA, please use bowthruster and make a note in pilot's bills when berthing and sailing if available.

ii) Tugs tariffs is the same for one tug or more tugs.

iii) Ukrainian code of merchant shipping said that pilot gives to the captain only recommendation, the captain is responsible for ship control in all cases.

3) Draft restriction.

i) Maximum permissible draft in Mariupol and Kerch canals is 8m.

ii) In case the vessel is overloaded or her sailing draft will be more than allowed, discharging of cargo is for owners account.

4) Pilotage in approaching canal.

For safety navigation on the entrance channel vessel must has sufficient (taking into consideration weather conditions) quantity of ballast that allow to have vessel's draft not less than stated in the ship's documents like "vessel in ballast". In case pilot fixes insufficient quantity of ballast for safe entrance he will refuse to pilot the vessel until sufficient quantity of ballast is on board. Pilotage will be charged in double. The extra costs due to this are for owners account and must be paid before vessel's sailing.

5) Watchman services.

- i) Watchman services to the vessels in Mariupol port are not obligatory and can be arranged after owner's written confirmation. Cost of watchman services is about 10.00 usd per one hour.
- ii) In case of violation of the requirements of international convention for the safety of life at sea (SOLAS) 1974, ISPS code, port mandatory resolutions of Mariupol port in the part of security watchman services are mandatory without prior owners confirmation.

#### 6) Ecological and health regulation.

- i) All vessels calling at the ports of the Sea of Azov are to be equipped with either certificated sewage treatment plant and/or faecal tank. The latter is to be equipped with international standard connections for delivering its contents to the port barge (obligatory).
- ii) 12 miles prior to the Kerch pilot station all bilge and faecal pumping system valves just as those for oil and sewage disposal must be closed and sealed. Disposal of any waters (even after separator) into the Sea of Azov is strictly prohibited. Please confirm that your vessel complies with these requirements. In case the vessel has not the certified sewage tank and cannot deliver its content to the port barge please contact agent immediately for clarification.

#### 7) Harbor master control.

- i) PS inspectors demand the vessel must have certificates of technical service/tests for all life-saving equipment (buoys, jackets, life-boats and/or rafts, immersion suits, etc.) with appropriate name of vessel, nautical charts of our region (Kerch canal, the Sea of Azov, Mariupol approach), endorsements for crew of state flag. This is usual problems that may cause delay of the vessel.
- ii) In case vessel will carry dangerous goods like coal or anthracite it must be on board appendix b, but not any list or any other document. In case the vessel has not such a certificate please contact agent immediately for clarification.

#### 8) Immigration regulation.

Do not forget to make self-examination of the vessel before berthing and before sailing in order to avoid stowaway on board.

#### 9) In/out clearance.

Please take all appropriate measures to meet authorities from ashore as well as from the sea (when rainy weather or pier is very dirty). Your main ladders at port side and starboard must be in working condition and safe. Any kind of pilot ladder is not acceptable.

#### 10) Custom and immigration control.

Please instruct all crew that custom's formalities in Mariupol port very hard/strict.

- One person may have 200 pcs cigarettes (1 block), 1l of strong alcohol, 2l of wine. If somebody has more please ask all extra to collect into bond room.
- All porno production must be into bond room and declared.
- All money must be declared.
- Drug list must include not only narcotics but also psychic, strong medicine, poison and its components even if these medicines expired. Such medicines which are not listed as per international law must be included into drug list: atropine, ephedrine, amitriptyline, chlorpromazine, diazepam and other you think may be controlled.
- Declaration must reflect real quantity of IFO, MGO, LO, fresh water and others on the date and time of customs formalities.
- All other stores (including fire-rockets and other pyrotechnics) must reflect real quantity even if these stores expired.

If custom find one picture with porno or find 1 dollar that is not declared there will be big problems with big money penalties. If custom found 1 mt of bunker less or more, or 1 drum of paint (or something else) less or more - also problems.

Do all necessary steps to avoid problems with custom. The agent cannot be involved in any kind of not fair and not clear business; any claims due to this business will never be accepted by our company.

Please pass this instruction to the master. If you have any questions or comments do not hesitate to contact us any time.

Mariupol port has certificates of compliance of port facility numbers 0028, 0029, 0030 dated 24.06.2004. Security level in the port - level 1.

Port ID number - 19039 UN Locator Code - UAMRU

Port facility security officers:

Chief of PFSO - Igor Vardanyan ph. (380.629) 408646

E-mail: smb@marport.net

Round-the-clock phone number +380 (629) 408830

Mariupol port web site:

<http://www.marport.net/?q=en>