

Republic of Latvia

Cabinet

Regulation No. 339

Adopted 15 May 2012

Regulations Regarding Port Formalities

*Issued pursuant to
Section 41.¹, Paragraph three
of the Maritime Administration and Marine Safety Law
and Section 22, Paragraph eight
of the Law On the State Border of the Republic of Latvia*

1. General Provisions

1. This Regulation prescribes the procedures for the carrying out of formalities related to ships arriving in and departing from port (hereinafter – port formalities).

2. The following terms are used in this Regulation:

2.1. ship – a ship in accordance with Section 1.¹ of the Maritime Code;

2.2. sea-going ship – a sea-going ship in accordance with Article II (g) of International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978 (with amendments);

2.3. fishing vessel – a fishing vessel in accordance with Annex, Chapter I, Regulation 2, Sub-paragraph “i” of the International Convention for the Safety of Life at Sea of 1974 (with amendments) (hereinafter – SOLAS Convention);

2.4. traditional ship – all kinds of historical ships or their replicas including those ships and their replicas that are designed to promote traditional seamanship and other traditional skills;

2.5. recreational craft – a ship intended for sports or recreation;

2.6. shipping company – a company in accordance with Regulation IX/1.2 of Annex to the SOLAS Convention;

2.7. ship agent – a person who performs the agenting of the ship in accordance with Section 112, Paragraph four of the Maritime Code;

2.8. cargo transport unit – a road freight vehicle, a railway freight wagon, a freight container, a road tank vehicle, a railway wagon or a portable tank;

2.9. dangerous goods:

2.9.1. goods classified in the International Maritime Dangerous Goods Code (hereinafter – IMDG Code);

2.9.2. liquid cargoes listed in Chapter 17 of the International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (hereinafter – the IBC Code);

2.9.3. liquefied gases in bulk listed in Chapter 19 of the International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (hereinafter – the IGC Code);

2.9.4. solids included in Group B of the International Maritime Solid Bulk Cargoes Code (hereinafter – IMSBC Code);

- 2.9.5. cargoes referred to in Paragraph 1.1.3 of the IBC Code or Paragraph 1.1.6 of the IGC Code;
- 2.10. polluting goods:
- 2.10.1. oils as defined in Annex I to the International Convention for the Prevention of Pollution from Ships, of 1973 and the 1978 Protocol thereto (with amendments) (hereinafter – the MARPOL Convention);
 - 2.10.2. noxious liquid substances as defined in Annex II to the MARPOL Convention;
 - 2.10.3. harmful substances as defined in Annex III to the MARPOL Convention;
- 2.11. ship's waste – all waste and residues, which are generated on board the ship during the service thereof and during cargo operations and that is defined by MARPOL Convention including:
- 2.11.1. Annex I to MARPOL Convention – oily polluted waters, oily bilge waters, oil residues (sludge), oily tank washings, oily cargo residues and dirty ballast waters;
 - 2.11.2. Annex II to MARPOL Convention – tank washings containing noxious liquid substances, cargo residues containing noxious liquid substances and ballast waters containing noxious liquid substances;
 - 2.11.3. Annex IV to MARPOL Convention – sewage;
 - 2.11.4. Annex V to MARPOL Convention – garbage defined in Paragraph 1 of Regulation 1 of Annex V to MARPOL Convention, including cargo-associated waste and cargo residues as they are defined in the guidelines for the implementation of Annex V of MARPOL Convention;
 - 2.11.5. Annex VI to MARPOL Convention – ozone-depleting substances, equipment containing such substances and exhaust gas-cleaning residues;
- 2.12. ship-to-ship interface – the interaction as defined by Regulation XI-2/1.1.10 of the SOLAS Convention;
- 2.13. coastal fisheries – coastal fisheries in accordance with Regulation (EC) No 562/2006 of the European Parliament and of the Council of 15 March 2006 establishing a Community Code on the rules governing the movement of persons across borders (Schengen Borders Code) (hereinafter – Schengen Borders Code);
- 2.14. scheduled service – a series of ship voyages operated so as to serve traffic between the same two or more ports, either according to a published timetable or with crossings so regular or frequent that they constitute a recognisable systematic series of voyages;
- 2.15. national SSN system – vessel traffic monitoring and information data exchange system in accordance with the regulatory enactments regarding vessel traffic monitoring and information data exchange system;
- 2.16. FAL forms – the forms incorporated in Annex 1 to Annex of the Convention on Facilitation of International Maritime Traffic, 1965, (hereinafter – FAL Convention); and
- 2.17. Community customs territory – a territory in accordance with Council Regulation (EEC) No 2913/92 of 12 October 1992 establishing the Community Customs Code (hereinafter – Community Customs Code).

3. Reporting in relation to border checks, customs control and on cargoes subject to the veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control at border crossing points in addition to this Regulation shall be regulated also by the regulatory enactments in the field of border control and customs control, as well as the regulatory enactments regarding veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control at border crossing points.

4. Reporting regarding the need to perform expanded inspection within the scope of port State control shall be regulated by the regulatory enactments regarding procedures for the port State control.

5. Reporting related to fishing operations and monitoring of catches prior to arrival of a fishing vessel into a port shall be regulated by the regulatory enactments in the field of fisheries.

6. Observance of port formalities in accordance with the competence shall be controlled by the Latvian Naval Forces Coast Guard Service of the National Armed Forces (hereinafter – Coast Guard Service), the State Border Guard, the customs authority of the State Revenue Service (hereinafter – the customs authority), the Food and Veterinary Service, the State stock company “Maritime Administration of Latvia” (hereinafter – Maritime Administration of Latvia), the State Environmental Service, the Centre for Disease Prevention and Control and port authorities (all together hereinafter – control authorities).

7. The requirements of this Regulation shall not restrict the rights of the control authorities, within the framework of regulatory enactments regulating the operation thereof, to request additional information and check ships and persons on the basis of the results of internal security or illegal immigration risk analysis, as well as considerations of public order and ensuring of public health.

2. Notification of Arrival and Departure of a Ship from Port

2.1. Sea-going Ships with Gross Tonnage 300 and Upwards

8. This Sub-chapter shall not apply to the following ships:

8.1. warships, naval auxiliaries and other ships used for non-commercial (public) service;

8.2. fishing vessels with a length of less than 45 metres;

8.3. traditional ships with a length of less than 45 metres; and

8.4. recreational craft with a length of less than 45 metres.

9. Prior to arrival of a ship at the port the ship agent, or if there is not any, a shipping company or the master of the ship shall enter the following information in the national SSN system:

9.1. name of the ship;

9.2. the call sign of the ship;

9.3. the International Maritime Organisation (hereinafter – IMO) identification number or the Maritime Mobile Service Identity (hereinafter – MMSI) number of the ship;

9.4. port of arrival;

9.5. estimated time of arrival of a ship at the port and berth (if known), where the ship is intended to call;

9.6. estimated time of departure from the port and berth (if known) from which the ship is intended to depart from the port; and

9.7. the number of crew and passengers on a sea-going ship.

10. The information referred to in Paragraph 9 of this Regulation shall be notified:

10.1. at least twenty four hours before arrival at the port;

10.2. if the voyage time is less than twenty four hours – at the latest, at the time the ship departs the previous port; or

10.3. if the next port of call is not known or it is changed during the voyage – as soon as this information is available.

11. If all the information referred to in Paragraph 9 of this Regulation has been received, the Coast Guard Service shall make the relevant notation in the national SSN system.

12. A ship agent, but if there is not any, a shipping company or the master of the ship must forthwith notify repeatedly the information referred to in Paragraph 9 of this Regulation, if:

12.1. during the time period from the notification of information until arrival of the ship at the port such information has changed;

12.2. the information referred to in Sub-paragraph 9.1, 9.2, 9.3, 9.6 or 9.7 of this Regulation has changed while the ship is at the port.

13. If the relevant submission has been received, the port authority, after co-ordination with the Coast Guard Service, the State Border Guard, the customs authority and the Food and Veterinary Service, shall take a decision to exempt the following from the duty referred to in Paragraph 9 of this Regulation:

13.1. ships which provide a scheduled service between the ports of Latvia; and

13.2. ships which provide a scheduled international service between a port of Latvia and one or several foreign ports, at least one of which is a port of a European Union Member State.

14. The exemption referred to in Paragraph 13 of this Regulation shall be granted if all of the following conditions are met:

14.1. it is anticipated that the relevant ship will provide the scheduled service for at least one month; or

14.2. the duration of separate voyages of the relevant ship within the scope of the scheduled service does not exceed 12 hours.

15. If a ship in accordance with Paragraph 13 of this Regulation is exempted from the duty referred to in Paragraph 9 of this Regulation, a ship agent, but if there is not any, a shipping company or the master or the ship shall:

15.1. keep and update a list of the ships concerned and send it to the relevant port authority and the Coast Guard Service forthwith after drawing up thereof;

15.2. provide 24 hours a day that, upon the request of the control authorities, the information referred to in Paragraph 9 of this Regulation is forthwith notified electronically regarding each voyage carried out by the relevant ship; and

15.3. using any available means of communication, notify the authorities, to the control of which the relevant ship is subjected, of any deviation from the estimated time of arrival of a ship at port, if such deviation is three hours and more.

16. Control authorities in accordance with the competence thereof shall regularly check the fulfilment of the conditions referred to in Paragraphs 14 and 15 of this Regulation. If the control authority (except the relevant port authority) determines a non-compliance, it shall forthwith notify the relevant port authority.

17. The relevant port authority after co-ordination with the Coast Guard Service, as well as if it concerns the competence of such authorities, with the State Border Guard, the customs authority and the Food and Veterinary Service take a decision to withdraw the exemption that has been granted in accordance with Paragraph 13 of this Regulation, if it is determined that:

17.1. any of the conditions referred to in Paragraph 14 of this Regulation is not met; or

17.2. a ship agent, a shipping company or the master of the ship fails to comply with the duties referred to in Paragraph 15 of this Regulation.

18. The relevant port authority shall send the Coast Guard Service, the State Border Guard, the customs authority, the Food and Veterinary Service, the Maritime Administration of Latvia, the State Environmental Service, the Centre for Disease Prevention and Control and the Ministry of Transport a list (including each update of such list) with the ships and shipping companies for which the exemption from the duty referred to in Paragraph 9 of this Regulation has been granted in accordance with Paragraph 13 of this Regulation, the time of arrival and departure, as well as arrival and departure berths of such ships.

19. The Ministry of Transport shall send the lists referred to in Paragraph 18 of this Regulation to the European Commission.

2.2. Notification for the Control Needs of the State Border Guard, the Customs Authority and the Food and Veterinary Service

20. This Sub-chapter shall apply to ships that are subjected to at least one of the following controls:

20.1. border control – in accordance with the regulatory enactments in the field of border control;

20.2. customs control – in accordance with the regulatory enactments in the field of customs control; or

20.3. veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control at border crossing points – in accordance with the regulatory enactments regarding veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control at border crossing points.

21. This Sub-chapter shall not apply to ships that perform notification in accordance with Sub-chapter 2.1 of this Regulation.

22. The master (a recreational craft operator) or owner of a ship, or the authorised person thereof (for a recreational craft – also a yacht club at which the craft is intended to call) by using national SSN system or any other available means of communication not later than two hours (for a recreational craft – not later than one hour) prior to arrival of the ship at the port at the first berth shall notify the following information to the State Border Guard, the customs authority or the Food and Veterinary Service, as well as the Coast Guard Service respectively:

22.1. name of the ship;

22.2. ship's IMO identification number, MMSI number or other ship's identification number;

22.3. port of arrival;

22.4. the estimated time of arrival of the ship at the port;

22.5. the berth at which the ship intends to call;

22.6. contact information for communication with the ship; and

22.7. the number of crew and passengers on board.

23. The information referred to in Paragraph 22 of this Regulation shall be forthwith notified repeatedly, if:

23.1. during the time period from the notification of information until arrival of a ship at the port at the first berth such information has changed;

23.2. the information referred to in Sub-paragraph 22.1, 22.2 or 22.6 of this Regulation has changed while the ship is at the port.

24. In order to depart from the port the master (a recreational craft operator) or owner of a ship, or an authorised person thereof (for a recreational craft – also a yacht club at which the craft has called) by using national SSN system or any other available means of communication not later than two hours prior to arrival of the ship at the port at the first berth shall notify the following information to the State Border Guard, the customs authority or the Food and Veterinary Service, as well as the Coast Guard Service respectively:

- 24.1. name of the ship;
- 24.2. ship's IMO identification number, MMSI number or other ship's identification number;
- 24.3. the estimated time of departure of the ship from port;
- 24.4. the berth from which the ship intends to depart, in order to depart from the port;
- 24.5. contact information for communication with the ship; and
- 24.6. the number of crew and passengers on board.

25. If changes have occurred to the information referred to in Paragraph 24 of this Regulation since the notification of the information until departure of a ship from a berth in order to depart from the port, the information shall be forthwith notified repeatedly.

26. The compliance with the port formalities specified in this Sub-chapter shall be controlled by the Coast Guard Service, the State Border Guard, the customs authority and the Food and Veterinary Service in accordance with the competence thereof.

2.3. Notification for Search and Rescue Needs of Persons

27. This Sub-chapter shall apply to the following ships:

- 27.1. sea-going ships the gross tonnage of which is less than 300;
- 27.2. fishing vessels with a length of less than 45 metres;
- 27.3. traditional ships with a length of less than 45 metres; and
- 27.4. recreational craft with a length of less than 45 metres

28. This Sub-chapter shall not apply to the following ships:

- 28.1. ships that perform notification in accordance with Sub-chapter 2.2 of this Regulation; and
- 28.2. warships, naval auxiliaries and other ships used for non-commercial (public) service.

29. Prior to arrival of a ship at the port the master (a recreational craft operator) or owner of the ship, or the authorised person thereof (for a recreational craft – also a yacht club at which the craft is intended to call) by using any available means of communication shall notify the information referred to in Paragraph 22 of this Regulation to the Coast Guard Service.

30. Prior to departure of a ship from the port the master (a recreational craft operator) or owner of the ship, or the authorised person thereof (for a recreational craft – also a yacht club at which the craft has called) by using any available means of communication shall notify the information referred to in Paragraph 24 of this Regulation to the Coast Guard Service.

3. Notification of Dangerous and Polluting Goods on Board Ships

31. This Chapter shall apply to all sea-going ships, except warships, naval auxiliaries and other ships used for non-commercial (public) service.

32. If the ship that is carrying dangerous or polluting goods is leaving a port of Latvia or anchorage area in the territorial sea or inland waters of the Republic of Latvia, the agent of such ship, but if there is not any, a shipping company or the master of the ship shall, at the latest at the moment of departure, submit electronically the notification referred to in Paragraph 34 of this Regulation to the national SSN system regarding dangerous and polluting goods on board the ship.

33. If the ship that is carrying dangerous or polluting goods is arriving from a port which is located outside the European Union and wishes to enter a port of Latvia or to anchorage area in the territorial sea or inland waters of the Republic of Latvia, the agent of such ship, but if there is not any, a shipping company or the master of the ship, shall, at the latest at the moment of departure from the port of loading or at the moment when the port of destination or anchorage area has become known (if it has not been known at the time of departure), submit electronically the notification referred to in Paragraph 34 of this Regulation to the national SSN system regarding dangerous and polluting goods on board the ship.

34. A notification of dangerous and polluting goods on board a ship shall contain the following information:

34.1. general information:

34.1.1. name of the ship;

34.1.2. the call sign of the ship;

34.1.3. ship's IMO identification number or MMSI number;

34.1.4. next port;

34.1.5. if a ship departs from the port or anchorage area of Latvia – estimated time of departure and estimated time of arrival at the next port or anchorage area;

34.1.6. if a ship arrives at the port or anchorage area of Latvia – estimated time of arrival of the ship;

34.1.7. total number of persons on board;

34.2. information regarding dangerous and polluting goods:

34.2.1. the correct technical name of the goods;

34.2.2. the UN number (where it exists) of the goods; and

34.2.3. the IMO hazard classes in accordance with the IMDG, IBC, IGC or IMSBC Codes;

34.2.4. if the ship is carrying goods that are referred to in the International Code for the Safe Carriage of Packaged Irradiated Nuclear Fuel, Plutonium and High-level Radioactive Wastes on Board Ships and complies with the definition of Chapter VII, Regulation VII/14.2 of Annex to SOLAS Convention (INF cargo) – the class of the ship;

34.2.5. the quantities of such goods;

34.2.6. location of goods on the ship;

34.2.7. if the goods are being carried in cargo transport unit – the identification number of a transport unit (other than tank);

34.2.8. confirmation that a list or manifest or appropriate loading plan giving details of the dangerous or polluting goods carried and of their location on the ship is on board; and

34.2.9. contact information of the person from which detailed information on the cargo may be obtained.

35. If from the time of submitting the notification referred to in Paragraph 32 of this Regulation until departure of a ship from the port or anchorage area changes have occurred to the submitted information, a ship agent, but if there is not any, a shipping company or the master of the ship shall forthwith submit the notification repeatedly.

36. If from the time of submitting the notification referred to in Paragraph 33 of this Regulation until arrival of a ship at the port or anchorage area changes have occurred to the submitted information, a ship agent, but if there is not any, a shipping company or the master of the ship shall forthwith submit such notification repeatedly.

37. The compliance with the port formalities referred to in Paragraphs 32, 33, 35 and 36 of this Regulation shall be controlled by the Coast Guard Service in co-operation with the Maritime Administration of Latvia. The Coast Guard Service shall control whether a notification regarding dangerous and polluting goods on board a ship has been submitted to the national SSN system. The Maritime Administration of Latvia shall control the compliance of the content of the submitted notification with Paragraph 34 of this Regulation.

38. If the relevant submission has been received, the port authority, upon co-ordination with the Maritime Administration of Latvia, shall take a decision to exempt the following ships from the duty referred to in Paragraph 32 or 33 of this Regulation:

38.1. ships which provide a scheduled service between the ports of Latvia; and

38.2. ships which provide a scheduled international service between a port of Latvia and one or several foreign ports, at least one of which is a port of a European Union Member State.

39. The exemption referred to in Paragraph 38 of this Regulation shall be granted if all of the following conditions are met:

39.1. it is anticipated that the relevant ship will provide the scheduled service for at least one month; or

39.2. the duration of separate voyages of the relevant ship within the scope of the scheduled service does not exceed 12 hours.

40. If a ship in accordance with Paragraph 38 of this Regulation is exempted from the duty referred to in Paragraph 32 or 33 of this Regulation, a ship agent, but if there is not any, a shipping company or the master or the ship shall:

40.1. keep and update a list of the ships concerned and send it to the relevant port authority and the Maritime Administration of Latvia forthwith after drawing up thereof;

40.2. provide 24 hours a day, that, upon the request of the Maritime Administration of Latvia or the Coast Guard Service, the information referred to in Paragraph 34 of this Regulation is forthwith notified electronically regarding each voyage carried out by the relevant ship; and

40.3. using any available means of communication, notify the Maritime Administration of Latvia and the Coast Guard Service of any deviation from the estimated time of arrival of a ship at port, if such deviation is three hours and more.

41. The authority of the relevant port and the Maritime Administration of Latvia shall regularly control the fulfilment of the conditions referred to in Paragraph 39 of this Regulation and of the duties referred to in Paragraph 40 of this Regulation. If the Maritime Administration of Latvia establishes a non-compliance, it shall forthwith notify the relevant port authority.

42. The authority of the relevant port after co-ordination with the Maritime Administration of Latvia may take a decision to withdraw the exemption that has been granted in accordance with Paragraph 38 of this Regulation, if it is determined that:

42.1. any of the conditions referred to in Paragraph 39 of this Regulation is not met; or

42.2. the master of the ship, a shipping company or an ship agent authorised by them fails to comply with the duties referred to in Paragraph 40 of this Regulation.

43. The authority of the relevant port shall send to the Maritime Administration of Latvia, the Coast Guard Service and the Ministry of Transport the list (including each update of such list) with those ships and shipping companies to which in accordance with Paragraph 38 of this Regulation an exemption from the duty referred to in Paragraph 32 or 33 of this Regulation has been granted, the time of arrival and departure, as well as berths of arrival and departure of such ships.

44. The Ministry of Transport shall send the lists referred to in Paragraph 43 of this Regulation to the European Commission.

4. Notification of Ship's waste

45. This Chapter shall apply to all sea-going ships other than:

45.1. warships, naval auxiliaries (naval auxiliaries) and other ships used for non-commercial (public) service;

45.2. fishing vessels; and

45.3. recreational craft that are allowed to carry not more than 12 passengers.

46. Prior to arrival of a ship into a port the ship agent, or if there is not any, a shipping company or master of the ship shall submit a Notification of the Waste Delivery (Annex 1) in the national SSN system.

47. A Notification of the Waste Delivery shall be submitted:

47.1. at least twenty four hours before arrival of the ship at the port;

47.2. if the voyage time is less than twenty four hours – at the latest, at the time the ship departs the previous port; or

47.3. if the next port of call is not known or it is changed during the voyage – as soon as this information is available.

48. If during the time period from submitting a Notification of the Waste Delivery until arrival of a ship at the port at the first berth changes have occurred to the notified information, a ship agent, but if there is not any, a shipping company or the master of the ship shall submit the notification repeatedly.

49. A Notification of the Waste Delivery (original) shall be kept on board at least until departure from the next port of call. Upon an appropriate request such notification shall be submitted to the State Environmental Service or a foreign authority the competence of which includes the control of accepting and management of ship's waste.

50. The compliance with the port formalities referred to in Paragraphs 46, 48 and 49 of this Regulation shall be controlled by the Coast Guard Service in co-operation with the State Environmental Service. The Coast Guard Service shall control whether the notification of the waste delivery is submitted in the national SSN system. The State Environmental Service shall control the compliance of the content of the submitted notification with Annex 1 to this Regulation.

51. After receipt of the relevant submission the port authority, after co-ordination with the State Environmental Service, shall take a decision to exempt the ship from the duty to submit a Notification of the Waste Delivery, if all of the following conditions are met:

- 51.1. the relevant ship provides a scheduled service; and
- 51.2. there is sufficient evidence that the relevant ship delivers waste and pays mandatory fee in a port along the ship's route.

52. The following shall be indicated in the submission referred to in Paragraph 51 of this Regulation:

- 52.1. the ship which is to be exempted from the duty to submit a Notification of the Waste Delivery;
- 52.2. information which proves that the ship provides a scheduled service;
- 52.3. a port at which the ship delivers waste regularly;
- 52.4. duration of voyage of the ship; and
- 52.5. the capacity of tanks or containers for accumulation of ship's waste.

53. The authority of the relevant port and the State Environmental Service shall regularly control the fulfilment of the conditions referred to in Paragraph 51 of this Regulation. If the State Environmental Service establishes a non-compliance, it shall forthwith notify the relevant port authority.

54. The relevant port authority, after co-ordination with the State Environmental Service, shall take a decision to withdraw the exemption granted in accordance with Paragraph 51 of this Regulation, if it establishes that any of the conditions referred to in Paragraph 51 of this Regulation is not met.

55. The relevant port authority shall send the State Environmental Service and the Coast Guard Service the list (including each update of such list) with those ships and shipping companies to which in accordance with Paragraph 51 of this Regulation an exemption from the duty to submit a Notification of the Waste Delivery has been granted, the time of arrival and departure, as well as berths of arrival and departure of such ships.

56. Once a year the State Environmental Service shall inform the European Commission and the Baltic Marine Environment Protection Commission regarding the ships exempted from the duty to submit a Notification of the Waste Delivery.

5. Submission of the Security-related Information Declaration

57. This Chapter shall apply to:

57.1. ships which are determined in Regulation XI-2/2.1.1 of Annex to the SOLAS Convention taking into account Regulation XI-2/2.3 of Annex to the SOLAS Convention;

57.2. ships which are in activity with the ships referred to in Sub-paragraph 57.1 of this Regulation if, in accordance with the regulatory enactments regarding implementation and supervision of functions for ships and shipping companies, port and port facility security, the Ship and Port Security Inspectorate of the Maritime Administration of Latvia (hereinafter – the Ship and Port Security Inspectorate) has determined that security requirements are to be applied for the relevant ship;

57.3. ships engaged on domestic voyages:

57.3.1. if the ship complies with a type of passenger ship specified in Article 3(2) of Regulation (EC) No 725/2004 of the European Parliament and of the Council of 31 March 2004 on enhancing ship and port facility security (hereinafter – Regulation No 725/2004);

57.3.2. if, in accordance with the regulatory enactments regarding implementation and supervision of functions for ship and shipping companies, port

and port facility security, the Ship and Port Security Inspectorate has determined that security requirements are to be applied for the relevant ship; and

57.3.3. if a foreign competent authority has determined that the relevant security requirements are to be applied for the relevant foreign ship.

58. Prior to arrival of a ship at the port the ship agent, or if there is not any, a shipping company or the master of the ship, or a security officer of the shipping company, or a security officer of the ship shall electronically submit the security-related information declaration (Annex 2) in the national SSN system.

59. A security-related information declaration shall be submitted within the time periods specified in Article 6(2) of the Regulation No 725/2004.

60. If from the time of submitting a security-related information declaration until arrival of a ship at the port at the first berth changes have occurred, a ship agent, but if there is not any, the master of the ship, or a security officer of the shipping company, or a security officer of the ship shall submit such declaration repeatedly.

61. If a completely filled-in form referred to in Annex 2 to this Regulation has been received, the Coast Guard Service shall make the relevant notation in the national SSN system. Making of notation in the national SSN system shall not revoke the right to apply the control measures in accordance with the regulatory enactments regarding implementation and supervision of functions for ship and shipping companies, port and port facility security.

62. If the relevant submission is received, the Ship and Port Security Inspectorate in accordance with Article 7(1) of Regulation No 725/2004 may take a decision to exempt a ship that is engaged on scheduled domestic voyages from the duty to submit a security-related information declaration. The exemption shall be granted after evaluation whether the duty to submit a security-related information declaration is proportionate to risks that the relevant ship causes:

62.1. to security of the ships referred to in Sub-paragraph 57.1 of this Regulation;

62.2. to security of any port of Latvia; or

62.3. to security of the port facilities specified in Paragraph A/3.1.2 of the International Ship and Port Facility Security Code.

63. The Ship and Port Security Inspectorate shall regularly control the fulfilment of the conditions referred to in Article 7(1) of Regulation No 725/2004 and Paragraph 62 of this Regulation in respect of ships to which an exemption in accordance with Paragraph 62 of this Regulation has been granted, and, if a non-compliance is established, take a decision to withdraw the exemption.

64. A ship which is engaged on scheduled international services may be exempted from the duty to provide security-related information declaration, if a relevant international agreement has been concluded between the Republic of Latvia and other relevant countries involved in the relevant scheduled service in accordance with Regulation XI-2/11 of Annex to the SOLAS Convention. In such case the exemption shall be granted and withdrawn in accordance with the conditions of the international agreement.

65. The Ship and Port Security Inspectorate shall send the Coast Guard Service the list (including each update of such list) with those ships and shipping companies to which in accordance with Paragraph 62 or 64 of this Regulation an exemption from the duty to submit

a security-related information has been granted, the time of arrival and departure, as well as berths of arrival and departure of such ships.

66. The Ship and Port Security Inspectorate in accordance with Article 7(4) of Regulation No 725/2004 shall send the lists referred to in Paragraph 65 of this Regulation to the European Commission and foreign countries involved in the relevant scheduled service.

67. An exemption from the duty to submit a security-related information declaration granted in accordance with Paragraph 62 or 64 of this Regulation shall not restrict the right of the Coast Guard Service in accordance with Article 7(5) of Regulation No 725/2004 to request security-related information from ships.

6. Notification of Persons who have Stowed Away on the Ship and Stay there Illegally

68. This Chapter shall apply to all ships involved in international maritime traffic and ships which come into contact with the ships involved in international maritime traffic, as well as to the ships referred to in Sub-paragraph 57.3 of this Regulation.

69. If on board a ship, which has intended to arrive at the port of Latvia, has arrived at the port of Latvia or departs from the port of Latvia, is a person who has stowed away and stays there illegally, the master (a recreational craft operator) or owner of the ship, or a shipping company, or the authorised person thereof shall forthwith notify the State Border Guard and the Coast Guard Service thereof. Concurrently or, if it is not technically possible, also a completed form of Annex 3 of Annex to FAL Convention shall be submitted forthwith following the notification to the State Border Guard and the Coast Guard Service.

70. The national SSN system or any other available means of communication shall be used for the notification in the case referred to in Paragraph 69 of this Regulation.

7. Reporting in Accordance with the FAL Convention

71. This Chapter shall apply to all ships involved in international maritime traffic, except warships, naval auxiliaries, other ships used for non-commercial (public) service and recreational craft.

72. Prior to arrival of a ship at the port the ship agent, or if there is not any, a shipping company or the master of the ship shall electronically submit the following documents referred to in FAL Convention by using the national SSN system:

72.1. the General Declaration (FAL Form 1) – to the port authority, the State Border Guard, the customs authority and, if there are goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, also to the Food and Veterinary Service;

72.2. the ship's manifest (if goods are on board a ship) – to the customs authority and, if there are goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, also to the Food and Veterinary Service;

72.3. the Ship's Stores Declaration (FAL Form 3) – to the customs authority;

72.4. the Crew's Effects Declaration (FAL Form 4) – to the customs authority;

72.5. the Crew List (FAL Form 5), where appropriate, by specifying the visa or residence permit number in the crew list – to the State Border Guard and the customs authority; and

72.6. the Passenger List (FAL Form 6) or ship's passenger registration information (if there are any passengers on the ship), where appropriate, by specifying the visa or residence permit number in the crew list.

73. The documents referred to in Sub-paragraphs 72.1, 72.2, 72.3 and 72.4 of this Regulation shall be submitted at least two hours prior to the estimated time of arrival of a ship at the port at the first berth.

74. The documents referred to in Sub-paragraphs 72.5 and 72.6 of this Regulation shall be submitted:

74.1. at least twenty four hours before arrival of the ship at the port;

74.2. if the voyage time is less than twenty four hours – at the latest, at the time the ship departs the previous port; or

74.3. if the next port of call is not known or it is changed during the voyage – as soon as this information is available.

75. If it is intended to unload goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control from a ship, the agent of such ship, or if there is not any, a shipping company or the master of the ship shall make a notation thereon in the national SSN system (concurrently with the submitting the ship's manifest).

76. If after submitting the documents referred to in Paragraph 72 of this Regulation (prior to arrival of a ship at the port at the first berth) changes have occurred to the information included therein, a ship agent, but if there is not any, a shipping company or the master of the ship shall forthwith submit the relevant documents repeatedly.

77. Not later than two hours prior estimated time of departure of the ship from the berth in order to depart from the port, the agent of such ship, but if there is not any, a shipping company or the master of the ship shall electronically submit the following documents referred to in FAL Convention by using the national SSN system:

77.1. the General Declaration (FAL Form 1) – to the port authority, the State Border Guard, the customs authority and, if it is intended to load goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, also to the Food and Veterinary Service;

77.2. the ship's manifest (if goods are on board a ship) – to the customs authority and, if it is intended to load goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, also to the Food and Veterinary Service;

77.3. the Ship's Stores Declaration (FAL Form 3) (if changes have been made therein after the ship was in port) – to the customs authority;

77.4. the Crew List (FAL Form 5) (if changes have been made therein after the ship was in port), where appropriate, by specifying the visa or residence permit number in the crew list – to the State Border Guard and the customs authority; and

77.5. the Passenger List (FAL Form 6) or ship's passenger registration information (if there are any passengers on the ship), where appropriate, by specifying the visa or residence permit number in the crew list.

78. If it is intended to load goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, the agent of such ship, or if there is not any, a shipping company or the master of the ship shall

make a notation thereon in the national SSN system (concurrently with the submitting the ship's manifest).

79. If after submitting the documents referred to in Paragraph 77 of this Regulation changes have occurred to the information included therein, a ship agent, but if there is not any, a shipping company or the master of the ship shall forthwith submit the relevant documents repeatedly.

80. If sufficient information is already at the disposal of the port authority, the State Border Guard, the customs authority or the Food and Veterinary Service respectively regarding the ship, its cargo, ship's stores, crew, crew's effects or passengers, it may exempt the ship from submitting the documents referred to in Paragraphs 72 and 77 of this Regulation. The relevant document need not be submitted in the SSN system, if exemptions from all control authorities which must receive the relevant document in accordance with Paragraphs 72 and 77 of this Regulation have been granted.

81. If a ship arrives at the port from another port of Latvia or departs from it in order to depart to another port of Latvia or to return to the same port without calling at the port of another country, the agent of such ship, but if there is not any, a shipping company or the master of the ship shall notify thereof the State Border Guard, customs authority and, if goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control are on board the ship, also the Food and Veterinary Service respectively prior to arrival of the ship at the port or prior departure of the ship from the berth in order to depart from the port. The national SSN system or any other available means of communication shall be used for the notification. If the notification referred to in this Paragraph is provided to all control authorities which in accordance with Paragraphs 72 and 77 of this Regulation must receive the relevant documents, the documents referred to in Paragraphs 72 and 77 of this Regulation need not be submitted.

82. The State Border Guard, the customs authority and, if it is intended to unload from the ship or load on board a ship goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control, also the Food and Veterinary Service in accordance with the competence thereof shall check whether the documents submitted in accordance with Paragraph 72 or 77 of this Regulation have been completed in accordance with regulatory enactments and, where appropriate, request detailed information.

83. After receipt of the documents referred to in Paragraph 72 or 77 of this Regulation the State Border Guard, the customs authority and, if it is intended to unload from the ship or load on board a ship goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control, also the Food and Veterinary Service shall carry out control measures in accordance with the regulatory enactments regulating the operation thereof.

84. If in carrying out the control referred to in Paragraph 83 of this Regulation, the State Border Guard establishes that there are no obstacles respectively for disembarkation of persons or departing of the ship from the berth in order to depart from the port, the State Border Guard shall make a notation in the national SSN system providing a permission for persons to disembark from the ship or for the ship to depart from the berth in order to depart from the port.

85. If in performing the control referred to in Paragraph 83 of this Regulation, the Food and Veterinary Service establishes that there are no obstacles for departure of the ship from the berth in order to depart from the port, the Food and Veterinary Service shall make a notation in the national SSN system giving the permission for the ship to depart from the berth in order to depart from the port.

86. The customs authority shall provide a permission to unload goods from the ship and load goods on board the ship in accordance with Paragraphs 107, 108, 109 and 110 of this Regulation.

87. If in performing the control referred to in Paragraph 83 of this Regulation, the customs authority determines that there are no obstacles for the departure of the ship from the berth in order to depart from the port, the customs authority shall make a notation in the national SSN system giving the permission for the ship to depart from the berth in order to depart from the port.

88. The following is prohibited:

88.1. disembarkation of persons from the ship subject to border control without waiting for a notation of the State Border Guards in the national SSN system regarding provision of such permission;

88.2. unloading of goods from the ship without waiting for a notation of the customs authority in the national SSN system regarding provision of such permission;

88.3. loading of goods on board the ship without waiting for a notation of the customs authority in the national SSN system regarding provision of such permission;

88.4. departing of the ship subject to border control from the berth in order to depart from the port without waiting for a notation of the State Border Guard in the national SSN system regarding completion of the border control.

89. A duly authorised employee of the port authority (for example, the harbour master, the operator of vessel traffic services) shall provide a permission for the ship to depart from the berth in order to depart from the port only after the State Border Guard, the customs authority, and, if there are goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control on board a ship, also the Food and Veterinary Service have made a notation regarding provision of such permission. The port shall not be responsible for undue delay of the ship, if an employee appropriately authorised by the port authority has not provided the permission for departure from the berth in order to depart from the port on the basis of the fact that such permission has not been provided by the State Border Guard, the customs authority or the Food and Veterinary Service.

90. If there is suspicion of affection with dangerous infectious disease or danger to public health of any other type, it shall be notified prior arrival of the ship at the port in accordance with the regulatory enactments regarding the procedures for the performance of public health protection measures. If in accordance with these regulatory enactments the Centre for Disease Prevention and Control requests the master of the ship, shipping company or authorised ship agent thereof to submit the maritime declaration of health, it shall be submitted electronically by using the national SSN system.

8. Special Requirements for Border Control

91. Border controls of ships and persons shall be carried out in accordance with the requirements of the Schengen Borders Code, taking into account an assessment of the risks related to illegal immigration and internal security considerations.

92. The following documents shall be on each ship for which a border control is carried out:

92.1. the Crew List (completed FAL Form 5);

92.2. the Passenger List (completed FAL Form 6) or the ship's passenger registration information, if there are any passengers on the ship; and

92.3. travel documents of the crew and passengers (they must be valid).

93. If a recreational craft is arriving from the port of such country which does not apply provisions of Schengen *acquis* regarding the abolition of border checks at the internal borders, the captain or owner, or the authorised person thereof prior to arrival of the ship at the border crossing point or forthwith after arrival of the ship at the border crossing point shall submit the Crew List (FAL Form 5) to the State Border Guard, where appropriate, by specifying the visa or residence permit number in the crew list, and, if there are any passengers on the ship, the Passenger List (FAL Form 6) or ship's passenger registration information, where appropriate, by specifying the visa or residence permit number in the crew list.

94. If a recreational craft is departing to the port of such country which does not apply provisions of Schengen *acquis* regarding the abolition of border checks at the internal borders, the captain or owner, or the authorised person thereof not later than one hour prior to estimated departure of the ship from the border crossing point shall submit the Crew List (FAL Form 5) to the State Border Guard, where appropriate, by specifying the visa or residence permit number in the crew list, and, if there are any passengers on the ship, the Passenger List (FAL Form 6) or ship's passenger registration information, where appropriate, by specifying the visa or residence permit number in the crew list (if any changes have been made in these documents after arrival of the ship at the port).

95. If a recreational craft is arriving from the port of such country which does not apply the provisions of Schengen *acquis* regarding the abolition of border checks at the internal borders, the movement of persons from the ship or on board the ship after arrival thereof at the first berth at the border crossing point shall be commenced only after receipt of permission from the State Border Guard.

96. If a recreational craft is departing to the port of such country which does not apply the provisions of Schengen *acquis* in respect of the abolition of border checks at the internal borders, the ship may depart from the berth at the border crossing point only after receipt of the permission from the State Border Guard.

97. The master or owner of the ship involved in the coastal fisheries or the authorised person thereof shall, once a month, submit the Crew List (FAL Form 5) to the State Border Guard.

98. If after submitting the Crew List (FAL Form 5) referred to in Paragraph 97 of this Regulation changes have occurred in the composition of the crew of the relevant fishing vessel, the master or owner of the ship, or the authorised person thereof shall forthwith, but not later than one hour prior to the estimated departure of the ship from the berth, notify the State Border Guard thereof and submit new Crew List (FAL Form 5).

99. If it is intended to admit passengers on board a ship involved in the coastal fisheries, the master or owner of the ship, or the authorised person thereof shall forthwith, but not later than

one hour prior to the estimated departure from the berth in order to depart from the port, notify the State Border Guard thereof and submit the Passenger List (FAL Form 6).

100. In the cases referred to in Paragraphs 98 and 99 of this Regulation a fishing vessel may depart from the berth in order to depart from the port only after receipt of the permission from the State Border Guard.

101. If the fishing vessel involved in the coastal fisheries does not return to the port from which it has departed within 36 hours, or does not enter another port of Latvia, the master or owner of the fishing vessel, or the authorised person thereof, shall inform the State Border Guard thereof not later than within one hour counting from the end of the 36-hour period.

102. The documents referred to in Paragraphs 93, 94, 97, 98 and 99 of this Regulation shall be submitted by using the national SSN system or any other available means of communication.

103. If border control has been performed for the ship, but it does not depart from the port at the time estimated previously, the master (a recreational craft operator) or owner of such ship, or the authorised person thereof shall forthwith inform the State Border Guard thereof, specifying the reasons for postponement of the planned time of departure. In such case the State Border Guard shall perform repeated border control of the ship and persons and the ship is prohibited to depart from the berth in order to depart from the port without repeated permission from the State Border Guard.

104. If a master (a recreational craft operator) or owner of the ship, or authorised person thereof has notified regarding departure of the ship to the port of such country which applies the provisions of Schengen *acquis* regarding the abolition of border checks at the internal borders, but the State Border Guard has informed the harbour master that border check will be performed for the relevant ship, the harbour master shall provide a permission for the ship to depart from the berth only after completion of the border check and receipt of the relevant permission from the State Border Guard.

9. Special Requirements for Customs Control

105. This Chapter shall apply to ships on board which goods are located that are subject to customs control in accordance with regulatory enactments.

106. A master (a recreational craft operator) or owner of the ship, or the authorised person thereof may use the information entered in the national SSN system for the submission of entry summary declaration specified in Article 36.a of the Community Customs Code.

107. Prior to unloading of goods from a ship an owner, possessor of such goods or authorised person thereof shall electronically, using the national SSN system, submit a submission to the customs authority for the receipt of a permission for unloading of goods, specifying the following information:

107.1. consignor of goods;

107.2. consignee of goods;

107.3. carrier of goods (name of ship, IMO number);

107.4. port of loading;

107.5. port of unloading;

107.6. reference to an entry summary declaration if goods are imported in the Community customs territory directly from the third country;

107.7. name and description of goods (if goods are carried in a container – number of the container);
107.8. the quantities of such goods;
107.9. Combined Nomenclature code of goods (HS code); and
107.10. submitter's details (name, address of a legal person, given name, surname of a submitter).

108. Prior to loading of goods on board a ship an owner, possessor of such goods or the authorised person thereof shall electronically, using the national SSN system, submit a submission to the customs authority for the receipt of a permission regarding loading of goods, specifying the following information:

108.1. consignor of goods;
108.2. consignee of goods;
108.3. carrier of goods (name of ship, IMO number);
108.4. port of loading;
108.5. port of unloading;
108.6. reference to an exit summary declaration if it is intended to send goods outside the Community customs territory;
108.7. name and description of goods (if goods are carried in a container – number of the container);
108.8. the quantities of such goods;
108.9. Combined Nomenclature code of goods (HS code); and
108.10. submitter's details (name, address of a legal person, given name, surname of a submitter).

109. After receipt of the submission referred to in Paragraph 107 or 108 of this Regulation the customs authority shall perform control measures in accordance with the regulatory enactments regulating the operation thereof.

110. If in performing the control referred to in Paragraph 109 of this Regulation, the customs authority establishes that there are no obstacles for unloading of goods from the ship or loading of goods on board the ship, the customs authority shall make a notation in the national SSN system, giving the permission for the ship to unload the goods from the ship or load the goods on board the ship.

10. Port Formalities in Special Cases

111. Ships, including persons thereon, which participate in measures to eliminate marine pollution or consequences of other types of accidents, shall be subject only to the control of the State Border Guard.

112. Ships that are planning to enter the port only to carry ashore a sick or injured crew member, a passenger, a person rescued in the sea or another person who needs emergency medical assistance, and afterwards planning forthwith to depart from the port, shall be subject to the following port formalities:

112.1. as soon as the port is known in which it is planned to convey the person for the receipt of emergency medical assistance, the master or owner of the ship (a recreational ship captain), or the authorised person thereof (for a recreational craft – also a yacht club at which the craft is intended to call) by using any available means of communication shall notify the following to the Coast Guard Service, the State Emergency Medical Service and the State Border Guard:

- 112.1.1. intent to enter the port in order to convey a person for the receipt of emergency medical assistance;
 - 112.1.2. the identification data of the person which is planned to be conveyed for the receipt of emergency medical assistance;
 - 112.1.3. the planned time of arrival of the ship at the port; and
- 112.2. upon the request of the relevant control authority shall submit the maritime declaration of health and general declaration.

113. The Coast Guard Service, the State Emergency Medical Service and the State Border Guard, where appropriate, by involving also other institutions, shall co-ordinate control of the formalities referred to in Paragraph 112 of this Regulation and provision of assistance to a person for whom emergency medical assistance is necessary by observing the requirements of Chapter 2, Sub-chapter H of Annex to FAL Convention.

11. Closing Provisions

114. The following Regulations are hereby repealed:

114.1. Cabinet Regulation No. 839 of 7 September 2010, Regulations Regarding Formalities Related to Ships Arriving in and Departing from Port (*Latvijas Vēstnesis*, 2010, No. 145); and

114.2. Cabinet Regulation No. 592 of 9 August 2005, Procedures by which Notifications Regarding Dangerous and Polluting Ship Cargoes are Provided (*Latvijas Vēstnesis*, 2005, No. 126; 2005, No. 197; 2010, No. 206; 2011, No. 140).

115. Until 31 December 2012 the documents referred to in Paragraphs 72, 77 and 90 of this Regulation may be submitted not using the national SSN system.

116. If in accordance with Paragraph 115 of this Regulation the documents referred to in Paragraph 72 of this Regulation, upon arrival of a ship at the port, are submitted not using the national SSN system, they shall be drawn up in accordance with the requirements referred to in FAL Convention and submitted:

116.1. to the State Border Guard:

116.1.1. the General Declaration (FAL Form 1) – one copy;

116.1.2. the Crew List (FAL Form 5), where appropriate, by specifying the visa or residence permit number in the crew list – two copies;

116.1.3. the Passenger List (FAL Form 6) or ship's passenger registration information, where appropriate, by specifying the visa or residence permit number in the passenger list, if there are any passengers on the ship – two copies;

116.2. to the customs authority:

116.2.1. the General Declaration (FAL Form 1) – one copy;

116.2.2. the ship's manifest, if there is any cargo on the ship – one copy;

116.2.3. the Crew List (FAL Form 5) – one copy;

116.2.4. the Crew's Effects Declaration (FAL Form 3) – one copy;

116.2.5. the Ship's Stores Declaration (FAL Form 4) – one copy;

116.2.6. the Passenger List (FAL Form 6) or ship's passenger registration information, if there are any passengers on the ship – one copy;

116.3. to the Food and Veterinary Service:

116.3.1. the General Declaration (FAL Form 1), if goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control will unloaded at the port – one copy;

- 116.3.2. the ship's manifest, if goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control will be unloaded at the port – one copy; and
- 116.4. to the port authority – the General Declaration (FAL Form 1) – one copy.

117. If in accordance with Paragraph 115 of this Regulation the documents referred to in Paragraph 77 of this Regulation, upon departure of a ship from the port, are submitted not using the national SSN system, they shall be drawn up in accordance with the requirements referred to in FAL Convention and submitted:

117.1. to the State Border Guard:

117.1.1. the General Declaration (FAL Form 1) – one copy;

117.1.2. the Crew List (FAL Form 5), where appropriate, by specifying the visa or residence permit number in the crew list, if changes have been made therein after the ship was in port – one copy;

117.1.3. the Passenger List (FAL Form 6) or ship's passenger registration information, where appropriate, by specifying the visa or residence permit number in the passenger list, if there are any passengers on the ship – one copy;

117.2. to the customs authority:

117.2.1. the General Declaration (FAL Form 1) – one copy;

117.2.2. the ship's manifest, if there is any cargo on the ship – one copy;

117.2.3. the Passenger List (FAL Form 6) or ship's passenger registration information, if there are any passengers on the ship – one copy;

117.2.4. the Ship's Stores Declaration (FAL Form 4), if changes have been made therein after the ship was in port – one copy;

117.3. to the Food and Veterinary Service:

117.3.1. the General Declaration (FAL Form 1), if goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control are loaded on board a ship at the port – one copy;

117.3.2. the ship's manifest, if goods subject to veterinary, phytosanitary, food safety control, control of safety of non-food products, quality and classification control are loaded on board a ship at the port – one copy; and

117.4. to the port authority – the General Declaration (FAL Form 1) – one copy.

118. If in accordance with Paragraph 115 of this Regulation the maritime declaration of health referred to in Paragraph 90 of this Regulation is submitted not using the national SSN system, it shall be drawn up in accordance with the requirements referred to in Annex 10 to the International Health Regulations and submitted to the Centre for Disease Prevention and Control (one copy).

119. If the documents referred to in Paragraphs 72 and 77 of this Regulation are submitted in accordance with Paragraph 115 of this Regulation not using the national SSN system, the relevant authorities shall provide the permit referred to in Paragraphs 84, 85 and 87 of this Regulation using any means of communication acceptable for the authority. The relevant authority shall also enter the information regarding provision of the appropriate permit in the national SSN system in due time, specifying that all the necessary documents have been submitted in printed or another form.

120. Paragraphs 107, 108, 109 and 110 of this Regulation shall come into force from 1 July 2012.

121. The Coast Guard Service shall provide the receipt of the information referred to in Paragraphs 22, 23, 24, 25, 69, 81, 93, 94, 97, 98 and 99 of this Regulation in the national SSN system starting from 1 January 2013.

Informative Reference to the European Union Directives

This Regulation contains legal norms arising from:

1) Directive 2010/65/EU of the European Parliament and of the Council of 20 October 2010 on reporting formalities for ships arriving in and/or departing from ports of the Member States and repealing Directive 2002/6/EC;

2) Directive 2002/59/EC of the European Parliament and of the Council of 27 June 2002 establishing a Community vessel traffic monitoring and information system and repealing Council Directive 93/75/EEC;

3) Directive 2009/17/EC of the European Parliament and of the Council of 23 April 2009 amending Directive 2002/59/EC establishing a Community vessel traffic monitoring and information system;

4) Directive 2011/15/EC of the European Parliament and of the Council of 23 April 2009 amending Directive 2002/59/EC establishing a Community vessel traffic monitoring and information system;

5) Directive 2000/59/EC of the European Parliament and of the Council of 27 November 2000 on port reception facilities for ship-generated waste and cargo residues;

6) Directive 2002/84/EC of the European Parliament and of the Council of 5 November 2002 amending the Directives on maritime safety and the prevention of pollution from ships; and

7) Commission Directive 2007/71/EC of 13 December 2007 amending Annex II of Directive 2000/59/EC of the European Parliament and the Council on port reception facilities for ship-generated waste and cargo residues.

Prime Minister

V. Dombrovskis

Minister for Transport

A. Ronis

Paziņojums par atkritumu nodošanu

Ienākšanas osta: _____

1. INFORMĀCIJA PAR KUĢI

1.1. Kuģa vārds:	1.5. Īpašnieks vai operators:			
1.2. <i>IMO</i> numurs: Izsaukuma signāls:	1.6. Identifikācijas numurs vai zīmes:			
1.3. Bruto tilpība:	1.7. Karoga valsts:			
1.4. Kuģa tips:	<input type="checkbox"/> Naftas tankkuģis	<input type="checkbox"/> Tankkuģis ķīmikāliju pārvadāšanai	<input type="checkbox"/> Beramkravu kuģis	<input type="checkbox"/> Konteinerkuģis <input type="checkbox"/> Cits (aprakstīt)
	<input type="checkbox"/> Cits kravas kuģis	<input type="checkbox"/> Pasažieru kuģis	<input type="checkbox"/> Ro-ro	

2. INFORMĀCIJA PAR OSTU UN REISU

2.1. Atrašanās vieta/Termināļa nosaukums:	2.6. Pēdējā osta, kur tika nodoti atkritumi:
2.2. Ienākšanas datums un laiks:	2.7. Pēdējās nodošanas datums:
2.3. Iziešanas datums un laiks:	2.8. Nākamā nodošanas osta (ja zināms):
2.4. Iepriekšējā osta un valsts:	2.9. Persona, kas iesniedz šo paziņojumu (ja šī persona nav kuģa kapteinis):
2.5. Nākamā osta un valsts (ja zināms):	

3. PIENĒMŠANAS IEKĀRTĀ NODODAMO ATKRITUMU VEIDS UN DAUDZUMS

MARPOL I pielikums – Nafta	Daudzums (m ³)	MARPOL V pielikums – Atkritumi	Daudzums (m ³)
Sateču ūdeņi		Plastmasa	
Naftas atliekas (nosēdumi)		Peldošs kravas stiprinājums, apšuvums vai iepakojuma materiāls	
Naftu saturoši kravas tanku mazgājamie ūdeņi		Samalti papīra izstrādājumi, lupatas, stikls, metāls, pudeles, māla trauki u.tml.	
Netīrie balasta ūdeņi		Kravas pārpalikumi ^{1,4} , papīra izstrādājumi, lupatas, stikls, metāls, pudeles, māla trauki u.tml.	
Naftas nosēdumi pēc kravas tanku mazgāšanas		Pārtikas atkritumi	
Naftu saturoši kravas pārpalikumi ¹		Atkritumu sadedzināšanas iekārtās radušies pelni	
Citi (aprakstiet)		Ar kravu saistītie atkritumi	

MARPOL II pielikums – NLS	Daudzums (m³)/Nosaukums 2
X kategorijas vielas saturoši tanku mazgājамie ūdeņi	
Y kategorijas vielas saturoši tanku mazgājамie ūdeņi	
Z kategorijas vielas saturoši tanku mazgājамie ūdeņi	

(aprakstiet) ¹	
Citi atkritumi (aprakstiet)	
MARPOL VI pielikums – Gaisa piesārņojums	Daudzums (m³)
Ozona slāni noārdošas vielas un šādas vielas saturošs aprīkojums	
Izplūdes gāzu attīrīšanas procesā radušies atlikumi	

Citas vielas saturoši tanku mazgājамie ūdeņi	
Pirmsmazgāšanas ūdeņi	
X, Y, Z kategorijas vielas saturoši kravas pārpalikumi ¹	
X, Y, Z kategorijas vielas saturoši balasta ūdeņi	
Citi (aprakstiet)	
MARPOL IV pielikums – Notekūdeņi³	Daudzums (m³)

Lūdzu, norādiet atkritumu aptuveno daudzumu, kas paliek uz kuģa, un maksimālo uzkrāšanas tilpņu ietilpību.

Ja šajā ostā tiks nodoti visi uz kuģa esošie atkritumi, atzīmējiet to zemāk esošajā lodziņā. Ja tiks nodota daļa no atkritumiem vai atkritumi netiks nodoti vispār, aizpildiet tabulu.

Es apliecinu, ka šajā ostā nododu visus uz kuģa esošos atkritumus []

Veids	Maksimālā uzkrāšanas tilpņu ietilpība m ³	Uz kuģa paturēto atkritumu daudzums m ³	Osta, kurā tiks nodoti atlikušie atkritumi (ja zināms)	Paredzamais kuģa radītais atkritumu daudzums laikposmā no atkritumu deklarēšanas līdz nākamajai ostai m ³
MARPOL I pielikums – Nafta				
Sateču ūdeņi				
Naftas atliekas (nosēdumi)				

Naftu saturoši kravas tanku mazgājami ūdeņi				
Netīrie balasta ūdeņi				
Naftas nosēdumi pēc kravas tanku mazgāšanas				
Naftu saturoši kravas pārpalikumi ¹				
Citi (aprakstiet)				
MARPOL II pielikums – NLS				
X kategorijas vielas saturoši tanku mazgājami ūdeņi				
Y kategorijas vielas saturoši tanku mazgājami ūdeņi				
Z kategorijas vielas saturoši tanku mazgājami ūdeņi				
Citas vielas saturoši tanku mazgājami ūdeņi				
Pirmsmazgāšanas ūdeņi				
X, Y, Z kategorijas vielas saturoši kravas pārpalikumi ¹				
X, Y, Z kategorijas vielas saturoši balasta ūdeņi				
Citi (aprakstiet)				
MARPOL IV pielikums – Notekūdeņi³				
Notekūdeņi				
MARPOL V pielikums – Atkritumi				

Plastmasa				
Peldošs kravas stiprinājums, apšuvums vai iepakojuma materiāls				
Samalti papīra izstrādājumi, lupatas, stikls, metāls, pudeles, māla trauki u.tml.				
Kravas pārpalikumi ^{1,4} , papīra izstrādājumi, lupatas, stikls, metāls, pudeles, māla trauki u.tml.				
Pārtikas atkritumi				
Atkritumu sadedzināšanas iekārtās radušies pelni				
Ar kravu saistītie atkritumi (aprakstiet) ¹				
Citi atkritumi (aprakstiet)				

¹ Var norādīt paredzamos pārpalikumus.

² Norādiet iesaistītās NLS atbilstošu kravas nosaukumu.

³ Attiecīgās ailes neaizpilda, ja no notekūdeņiem paredzēts atbrīvoties jūrā saskaņā ar MARPOL konvencijas IV pielikuma 11.noteikumu.

⁴ Norādiet atbilstošu beramkravas nosaukumu.

Apstiprinu, ka iepriekš minētie dati ir precīzi un pareizi un atkritumu uzkrāšanas tilpņu ietilpība uz kuģa ir pietiekama, lai uzkrātu visus atkritumus, kas radīti laikposmā no paziņošanas brīža līdz kuģa nonākšanai nākamajā ostā, kurā tiks nodoti atkritumi. []

Datums:

Vārds un amats:

Laiks:

Paraksts:

Notification of the Waste Delivery

Port of destination: _____

1. SHIP PARTICULARS

1.1 Name of ship:	1.5 Owner or operator:			
1.2 IMO number: Call sign:	1.6 Distinctive number or letters:			
1.3 Gross tonnage:	1.7 Flag State:			
1.4 Type of a ship:	<input type="checkbox"/> Oil tanker <input type="checkbox"/> Other cargo ship	<input type="checkbox"/> Chemical tanker <input type="checkbox"/> Passenger ship	<input type="checkbox"/> Bulk carrier <input type="checkbox"/> Ro-ro	<input type="checkbox"/> Container <input type="checkbox"/> Other (specify)

2. PORT AND VOYAGE PARTICULARS

2.1 Location/Terminal name:	2.6 Last port where waste was delivered:
2.2 Arrival date and time:	2.7 Date of last delivery:
2.3 Departure date and time:	2.8 Next port of delivery (if known):
2.4 Last port and country:	2.9 Person submitting this form is (if other than the master):
2.5 Next port and country (if known):	

3. TYPE AND AMOUNT OF WASTE FOR DISCHARGE TO FACILITY

MARPOL Annex I – Oil	Quantity (m ³)	MARPOL Annex V – Garbage	Quantity (m ³)
Oily bilge water		Plastic	
Oily residues (sludge)		Floating dunnage, lining, or packing material	
Oily tank washings		Ground-down paper products, rags, glass, metal, bottles, crockery etc.	
Dirty ballast water		Cargo residues ^{1,4} , paper products, rags, glass, metal, bottles, crockery, etc.	
Scale and sludge from tank cleaning		Food waste	
Oily cargo residues ¹		Incinerator ash	
Other (specify)		Cargo-associated waste (specify) ¹	
MARPOL Annex II – NLS	Quantity (m³)/Name²	Other wastes (specify)	
Tank washings containing category X substances		MARPOL Annex VI – Air pollution	Quantity (m³)
Tank washings containing category Y substances		Ozone-depleting substances and equipment containing such substances	
Tank washings containing category Z substances		Exhaust gas-cleaning residues	
Tank washings			

containing other substances	
Prewash	
Cargo residues containing category X, Y, Z substances ¹	
Ballast water containing category X, Y, Z substances	

Other (specify)	
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MARPOL Annex IV – Sewage³	Quantity (m3)

Please state below the approximate amount of waste remaining on board and the percentage of maximum storage capacity. If delivering all waste on board at this port please strike through this table and tick the box below. If delivering some or no waste, please complete all columns.

I confirm that I am delivering all the waste held on the board of this vessel (as shown above) at this port []

Type	Maximum dedicated storage capacity m ³	Amount of waste retained on board m ³	Port at which remaining waste will be delivered (if known)	Estimate amount of waste to be generated between notification and next port of call m ³
MARPOL Annex I – Oil				
Oily bilge water				
Oily residues (sludges)				
Oily tank washings				
Dirty ballast water				
Scale and sludge from tank cleaning				
Oily cargo residues ¹				
Other (specify)				
MARPOL Annex II – NLS				
Tank washings containing category X				

substances				
Tank washings containing category Y substances				
Tank washings containing category Z substances				
Tank washings containing other substances				
Prewash				
Cargo residues containing category X, Y, Z substances ¹				
Ballast water containing category X, Y, Z substances				
Other (specify)				
MARPOL Annex IV – Sewage³				

Sewage				
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MARPOL Annex V – Garbage				
Plastic				
Floating dunnage, lining, or packing material				
Ground-down paper products, rags, glass, metal, bottles, crockery etc.				
Cargo residues ^{1,4} , paper products, rags, glass, metal, bottles, crockery, etc.				

Food waste				
Incinerator ash				
Cargo-associated waste (specify) ¹				
Other wastes (specify)				

¹ May be estimates.

² Indicate the proper shipping name of the NLS involved.

³ The corresponding boxes do not need to be completed if it is the intention to make a discharge of sewage at sea in accordance with Regulation 11 of Annex IV of MARPOL convention.

⁴ Indicate the proper shipping name of the dry cargo.

I confirm that the above details are accurate and correct and there is sufficient dedicated on-board capacity to store all waste generated between notification and next port at which waste will be delivered. []

Date:

Name and position:

Time:

Signature:

Minister for Transport

A. Ronis

Aizsardzības informācijas deklarācija

1.1. <i>IMO</i> numurs	1.2. Kuģa vārds	1.3. Pieraksta osta	1.4. Karoga valsts	1.5. Kuģa tips	
1.6. Izsaukuma signāls	1.7. <i>Inmarsat</i> izsaukuma numuri ¹	1.8. Bruto tūlība	1.11. Kompānijas aizsardzības virsnieka vārds, uzvārds un kontaktinformācija saziņai 24 stundas diennaktī		
1.9. Kompānijas nosaukums		1.10. Kompānijas <i>IMO</i> identifikācijas numurs			
2.1. Osta, kurā paredzēts ienākt, un ostas iekārta, kurā paredzēts piestāt			2.2. Kuģa ierašanās datums un laiks	2.3. Galvenais nolūks ienākšanai ostā	
3.1. Kuģim ir derīgs: ISSC sertifikāts Pagaidu ISSC sertifikāts	<input type="checkbox"/> Jā <input type="checkbox"/> Jā	<input type="checkbox"/> Nē <input type="checkbox"/> Nē	3.1.1. Izdevējs/derīguma termiņš	3.1.2. Ja atbilde ir "Nē", norādiet iemeslus, kādēļ sertifikāts nav uz kuģa	
3.1.2.1. Vai uz kuģa atrodas apstiprināts aizsardzības plāns? <input type="checkbox"/> Jā <input type="checkbox"/> Nē		3.2. Aizsardzības līmenis, kādā kuģis pašlaik darbojas <input type="checkbox"/> 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3.		3.2.1. Kuģa atrašanās vieta laikā, kad sagatavots šis ziņojums	
3.3. Pēdējās 10 ostas iekārtas, kurās kuģis veicis kuģa un ostas mijiedarbību ² , hronoloģiskā secībā, sākot ar pēdējo					
Nr.	Periods		Osta, valsts, ostas iekārta un UNLOCODE ¹	Aizsardzības līmenis	3.3.1. Vai kuģis ir veicis kādus īpašus vai papildu aizsardzības pasākumus ārpus tiem, kas paredzēti apstiprinātajā kuģa aizsardzības plānā? <input type="checkbox"/> Jā <input type="checkbox"/> Nē 3.3.2. Ja atbilde ir "Jā", paskaidrojiet katru gadījumu
	No (datums/laiks)	Līdz (datums/laiks)			

					sīkāk
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

3.4. Kuģa un kuģa mijiedarbības³, kas notikušas 3.3.apakšpunktā minētajā periodā, hronoloģiskā secībā, sākot ar pēdējo. Ja kuģis šajā periodā nebija iesaistīts nevienā kuģa un kuģa mijiedarbībā, norādiet Neattiecas

Nr. (no 3.3.)	Periods		Atrašanās vieta vai garums un platums	Kuģa un kuģa mijiedarbība	3.4.1. Vai tika ievērotas apstiprinātajā kuģa aizsardzības plānā norādītās kuģa aizsardzības procedūras? <input type="checkbox"/> Jā <input type="checkbox"/> Nē 3.4.2. Ja atbilde ir "Nē", norādiet kuģa un kuģa mijiedarbības, kuru laikā kuģa aizsardzības procedūras netika ievērotas, un sniedziet informāciju par katru no šīm darbībām – kādi aizsardzības pasākumi īstenoti to vietā
	No (datums /laiks)	Līdz (datums /laiks)			
3.5. Vispārīgs kravu apraksts			3.5.1. Vai kuģis kā kravu pārvadā bīstamas vielas? <input type="checkbox"/> Jā <input type="checkbox"/> Nē Ja atbilde ir "Jā", sniedziet detaļas vai pievienojiet bīstamo kravu manifestu (<i>IMO FAL 7.veidlapa</i>) ⁴	Pievienotie dokumenti <input type="checkbox"/> 3.5.2. Bīstamo kravu manifests (<i>IMO FAL 7.veidlapa</i>) <input type="checkbox"/> 3.6. Pasažieru saraksts (<i>IMO FAL 6.veidlapa</i>) <input type="checkbox"/> 3.7. Apkalpes saraksts (<i>IMO FAL 5.veidlapa</i>)	

4.1. Vai ir kādi citi ar aizsardzību saistīti jautājumi, par ko vēlaties ziņot? Nē [] Jā [] 4.1.1. atbilde ir "Jā", raksturojiet detaļas ⁵ :				
5.1. Kuģa aģenta nosaukums/vārds, uzvārds un kontaktinformācija (telefona numurs) plānotajā ienākšanas ostā			6.1. Ziņojuma sagatavotājas personas vārds un uzvārds	
6.2. Ziņojuma sagatavotājas personas amats	6.3. Ziņojuma sagatavotājas personas paraksts	Ziņojuma sagatavotājas personas atrašanās vieta	Laiks	Datums

¹ Ja pieejami.

² Kuģa un ostas mijiedarbība nozīmē mijiedarbību, kā tā definēta *SOLAS* konvencijas Pielikuma XI-2.nodaļas 1.noteikuma 8.punktā.

³ Kuģa un kuģa mijiedarbība nozīmē mijiedarbību, kā tā definēta *SOLAS* konvencijas Pielikuma XI-2.nodaļas 1.noteikuma 10.punktā, ņemot vērā arī Starptautiskā kuģu un ostas iekārtu aizsardzības kodeksa B daļas 4.38.apakšpunktā ietverto skaidrojumu.

⁴ Bīstamas vielas kā krava nozīmē tādu vielu, materiālu un priekšmetu pārvadāšanu, uz kuriem attiecas *IMDG* kodekss un kas ietilpst kādā no šādām bīstamo vielu klasēm, neatkarīgi no tā, vai tās pārvadā kā beramkravas vai iepakotā veidā:

- 1.klase: Sprāgstvielas
- 2.1.klase: Uzliesmojošas gāzes
- 2.3.klase: Toksiskas gāzes
- 3.klase: Viegli uzliesmojoši šķidrumi
- 4.1.klase: Viegli uzliesmojošas cietas vielas, pašreaģējošas vielas un desensibilizētas sprāgstvielas
- 5.1.klase: Oksidējošas vielas
- 6.1.klase: Toksiskas vielas
- 6.2.klase: Infekciozas vielas
- 7.klase: Radioaktīvi materiāli
- 8.klase: Korozīvas vielas

Šī informācija var būt izvilcums no bīstamo kravu manifesta (*IMO FAL 7*.veidlapa) vai arī var tikt iesniegts viss bīstamo kravu manifests.

⁵ Citi ar aizsardzību saistīti jautājumi ietver (bet neaprobežojas) jūrā izglābtu personu un tādu personu pārvadāšanu, kas nokļuvušas un uzturas uz kuģa nelegāli. Ziņojot par jūrā izglābtām personām, lūdzu, ievērojiet Starptautiskā kuģu un ostas iekārtu aizsardzības kodeksa B daļas 4.38.3.apakšpunktu.

Security-related Information Declaration

1.1 IMO number	1.2 Name of ship	1.3 Port of registry	1.4 Flag State	1.5 Type of ship
1.6 Call sign	1.7 <i>Inmarsat</i> call numbers ¹	1.8 Gross tonnage	1.11 Name and 24-hour contact details of company's security officer	
1.9 Name of company		1.10 IMO Company identification number		

2.1 Port of arrival and port facility where the ship is to berth		2.2 Date/time of arrival		2.3 Primary purpose of call	
3.1 The ship is provided with a valid: ISSC certificate <input type="checkbox"/> Yes <input type="checkbox"/> No Interim ISSC certificate <input type="checkbox"/> Yes <input type="checkbox"/> No			3.1.1 Issuer/expiry date		3.1.2 If NO, state reasons a certificate is not on board
3.1.2.1 Does the ship have an approved security plan on board? <input type="checkbox"/> Yes <input type="checkbox"/> No		3.2 Current security level <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		3.2.1 Location of the ship at time the report is made	
3.3 The last ten calls at port facilities where the ship conducted ship/port interface ² in chronological order beginning with most recent					
No	Period		Port, country, port facility, and UNLOCODE ¹	Security level	3.3.1 Did the ship take any special or additional security measures beyond those specified in the approved ship security plan? Indicate YES or NO below. 3.3.2 If YES, explain, in each case details below
	From (Date/time)	To (Date/time)			
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3.4 Ship-to-ship activities ³ during the period specified in 3.3 in chronological order beginning with most recent. If the ship was not engaged in any ship-to ship activities during that period indicate <input type="checkbox"/> Not applicable					
No (from 3.3.)	Period		Location or latitude and longitude	Ship-to-ship activity	3.4.1 Have the ship security procedures specified in the approved security plan been maintained? Indicate YES or NO below 3.4.2 If NO, identify
	From (Date/time)	To (Date/time)			

						the ship-to-ship activities for which the ship security procedures were not maintained and indicate below, for each, the security measures which were applied in lieu
3.5 General description of cargo		3.5.1 Is the ship carrying any dangerous substances as cargo? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, provide details or attach Dangerous Goods Manifest (IMO FAL Form 7) ⁴		Attached documents <input type="checkbox"/> 3.5.2 Dangerous Goods Manifest (IMO FAL Form 7) <input type="checkbox"/> 3.6 Passenger list (IMO FAL Form 6) <input type="checkbox"/> 3.7 Crew list (IMO FAL Form 5)		
4.1 Are there other security matters you wish to report? <input type="checkbox"/> No <input type="checkbox"/> Yes 4.1.1 If YES, provide details ⁵ :						
5.1 Title/name/surname and contact details (telephone number) of the agent at port of arrival				6.1 Name and surname of a person preparing the report		
6.2 Position of a person preparing the report		6.3 Signature of a person preparing the report		Location of a person preparing the report	Time	Date

¹ If available

² *Ship/port interface* means ship/port interface as defined in SOLAS regulation XI-2/1.1.8.

³ *Ship-to-ship activity* means ship-to-ship activity as defined in SOLAS regulation XI-2/1.1.10, taking into consideration also explanation in paragraph B/4.38 of the International Ship and Port Facility Security Code.

⁴ *Dangerous substances as cargo* means the carriage of substances, materials and articles covered by the IMDG Code and falling under the following classes of dangerous goods irrespective of whether these are carried in bulk or packed form:

- Class 1: Explosives
- Class 2.1: Flammable gas
- Class 2.3: Toxic gases
- Class 3 Flammable liquids
- Class 4.1: Flammable solids, self-reactive substances and desensitized explosives
- Class 5.1: Oxidizing substances
- Class 6.1: Toxic substances
- Class 6.2: Infectious substances
- Class 7: Radioactive material
- Class 8: Corrosive substances

This information may be extracted from the Dangerous Goods Manifest (IMO FAL Form 7) or the whole Dangerous Goods Manifest may be submitted.

⁵ Other security-related matters include but are not limited to the carriage of stowaways or any persons rescued at sea. When reporting persons rescued at sea please see the guidance provided in paragraph B/4.38.3 of the International Ship and Port Facility Security Code.

Minister for Transport

A. Ronis