

KAKUMÄE SADAM
Port regulations

1. General information:

Port name:	KAKUMÄE SADAM
Port code:	EE KAK
Port task:	Port services are provided regardless of the size of the craft;
Homepage:	www.havenk.com
e-mail:	marina@havenk.com
Phone:	+372 53700023

Type of commercial undertaking:

Company/Surname:	Haven Management OÜ
Register/national code	14190582

Port location:

Port address:	Nooda 8 , Haabersti linnaosa, Tallinna linn, Harju maakond, 13516
Center of the port shoreline:	
Latitude:	59°27'04.01"N
Longitude:	24°36'25.09"E
Port water area (m²):	77879.8
Port territory area (m²):	69578.8

Technical characteristics of the port:

The marina has a total of 289 berths.
The height of the floating berths from the water surface is 0.6 m, the height of the 1st berth from the average annual water level is 1.5 m.

Quais

Quai number	Length (m)	Depth (m) at the quai (BHS-77)	Depth (m) at the quai (EH2000)	Users
A	180,0	2,4	2,2	Pleasure Craft
B - G	171,0	2,6	2,4	Pleasure Craft, Cruise ship
B - R	171,0	2,2	2,0	Pleasure Craft, Cruise ship
C - G	167,4	3,2	3,0	Pleasure Craft, Cruise ship
C - R	167,4	2,7	2,5	Pleasure Craft, Cruise ship
D - G	142,5	3,3	3,1	Pleasure Craft, Cruise ship
D - R	165,0	3,1	2,9	Pleasure Craft, Cruise ship
E	39,0	3,5	3,3	Pleasure Craft, Cruise ship
F	60,0	4,0	3,8	Pleasure Craft, Cruise ship
G - 1 - külaliskai	54,0	3,7	3,5	Pleasure Craft, Cruise ship
G - 2 - külaliskai	39,0	3,4	3,2	Pleasure Craft, Cruise ship

Vessel dimensions:

Length max (m):	30.0
Breadth max (m):	9.0
Draught max (m):	3.8
Gross tonnage:	under 500
Additional information:	

Environmental protection:

The general environmental protection requirements derive from the current legislation, the MARPOL Convention and the marina regulations.

Working hours:

24 h
During the navigation period the marina office is open daily from 8:00 to 20:00.

Duration of navigation season:

Beginning of navigational season:	1. May
End of navigational season:	31. October

Local time difference from UTC:

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

Haven Management OÜ

2. Entrance into and leave from port and berthing**Notification procedure for the entering and leaving intent of a vessel:**

The departure and arrival of the vessel must be registered at the Haven Kakumäe marina office. The message can also be transmitted by telephone or on VHF channel 10.

Registration of the entering and leaving of a vessel:

The Harbor Master may prohibit the departure of the ship from the marina in case:

- there are unpaid fees of services ordered from the harbour
- the competent authority empowered to do so shall issue an order to do that
- the ship is not visually seaworthy
- the crew is not properly manned
- in the presence of other factors endangering safe navigation, human health or the environment

Requirements of state supervisory bodies for the entering and leaving of the

Required information:

- the name or registration number of the vessel
- departure time
- the name of the captain
- number of passengers
- destination

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

In Haven Kakumäe marina, border control takes place on a preliminary call. Tallinn cordon phone number: +372 619 1260

Prior to departure of a ship to third country ports, the ship must complete the required border and customs formalities at the nearest border crossing points open to international traffic before leaving Estonian territorial waters. Ships and their crew members and passengers departing from or arriving at Haven Kakumäe Marina to/from a third country (non-Schengen Member State) must pass border control. Border control must be carried out before leaving or arriving to/from a third country at a border crossing point open to international traffic in a Schengen Member State. Border control is based on the requirements arising from the legislation. The captain of the vessel shall present to the border guard:

List of persons on board - muster list in duplicate, in the case of an Estonian ship, one copy;

* travel documents of persons on board;

* certificate of ownership of the vessel

If the vessel is used by a person other than the owner, he or she must have an authorization, a rental receipt or a charter document issued by the owner. Proof of the ship's legitimate use may also be a muster list signed by the shipowner.

NB! When traveling in the Schengen member states, you must have a valid travel document (passport, ID card).

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

Border regulations:

Border regulations:	On call
Border regulation applies to:	
Working hours:	
Contact details:	

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

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

Marina Office telephone +3726777444
VHF

Radio communication channels:	VHF 10
Call sign:	Haven Kakumäe

Requirements for moored vessels (prohibitions, requirements and other conditions):

- The orders of the Harbor Master concerning the berthing or relocation of ships in the marina are obligatory for their owners.
- Vessels entering and leaving the marina with a wind force of more than 18 m / sec and / or visibility of less than 100 m are prohibited. The decision shall be made by the Harbor Master together with the captain of the ship, taking into account the technical features of the ship.
- The speed of the vessel shall not exceed 3 knots while moving inside the marina.
- It is prohibited to drive jet skis, small inflatable boats, seaplanes, rowing boats and windsurfers in the water area of the marina, except for entering and leaving the marina and / or with the permission of the Harbor Master.
- In no case may kite surfing be allowed in the water area of the marina.
- The Harbor Master has the right to restrict the traffic of ships and / or establish requirements restricting traffic.
- Fuelling is taking place only at berth no. 6
- The mooring lines of vessels must be fixed in such way that a safe berthing in the marina in all weathers is ensured, ensuring safety also for neighboring vessels.
- All vessels in the harbor must be properly marked (name or number on board).
- The captain shall ensure the safe embarkation and disembarkation of the crew and the protection of property on the ship. The port is not responsible for the shipowner's property.
- The use of electric current must be coordinated with the Harbor Master. If the wind speed exceeds 18 m / s, the shipowners are obliged to turn off the electric current.
- The launching and lifting out must be coordinated with the Harbor Master.
- The owner of the ship or a person representing him/her is responsible for safety.
- All keel blocks and trailers of the vessel must have the name or number of the vessel.
- Keel blocks and trailers must be clean and painted.
- It is forbidden to work with a propeller while standing at the berth.
- All cases of destruction or damage to hydraulic equipment and sea signs must be reported to the Harbor Master.
- After refueling the water hoses shall be placed in the right place, making sure that the water taps are closed.
- Noticing damage and defects caused or likely to occur on the floating bridge, other marina facilities or neighboring vessels (lines or sails loose, fender not in right place, bridge or details broken, etc.), the injuries must be eliminated if possible and reported to the Harbor Master.
- For yachts standing in the marina, the standing rigging and the packed (rolled) sails must be attached securely and in such a way that they do not cause excessive noise.
- It is forbidden in the marina:
 - * relocation of vessels without the permission of the Harbor Master or administrator;
 - * fuelling from canisters;
 - * unauthorized connection of the ship to the electricity grid;
 - * to use the toilet on the ship if there is no faecal water collection tank;
 - * storage of canisters, oil and fuel drums on the berth;
 - * throwing trash into water and on berths;
 - * place the waste in a container other than the one provided for that purpose;
 - * boarding without the permission of the shipowner, the captain or the person replacing them;
 - * keep unvaccinated animals on board;
 - * listen to loud music or behave disturbingly from 11 pm to 6 am;
 - * to swim or fish in the marina;

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

- The owner of the ship is obliged to coordinate the work which creates a lot of noise and debris with the Harbor Master.
- Flammable works on ships and in the territory of the marina is only allowed with the permission of the duty officer. Once the permission has obtained, the commencement and completion of works must be notified to the marina office.
- The Harbor Master must be informed about the works behind the board. The measures

ensuring the purity of the water in the marina must be used.

3. Vessel traffic rules:

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

- When navigating in Haven Kakumäe with a ship or other watercraft, the "International Regulations for Preventing Collisions at Sea" apply.
- On a situation where vessels enter and leave marina simultaneously, the exiting vessel has the prior right, except for in the event of an emergency.
- When navigating and maneuvering in the marina, the captain of the vessel must choose such speed that no wakes occur and that the traffic or maneuver is safe both for his vessel and other vessels. Speed limit at the marina is 3 knots.

Requirements for vessel in traffic under normal and special conditions:

Special requirements for traffic are submitted by the Harbor Master as necessary.

Vessel mooring:

- Ships that have a berth lease contract shall be moored at a place designated by the port authority. For ships that do not permanently rent a berth in the marina (guest vessels), the mooring place shall be determined by the Harbor Master or person on duty'.
- Good maritime practice must be followed when mooring.
- Mooring must not endanger other vessels or port facilities.
- Mooring ends and fenders must be placed in a way that safe standing is ensured in all weathers.

Vessel towing:

Towing in the territory of the marina is allowed only exceptionally and with the permission of the Harbor Master.

Vessel traffic under ice conditions:

There is navigation no is closed on ice.

Special conditions:

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

The following port services are provided at the port:

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

Service providers and their contact details:

Company/Surname:	Haven Management OÜ
Register/national code	14190582
Address:	Lesta tn 16, Haabersti linnaosa, Tallinn, Harju maakond, 13516
Phone:	+3726777444
Fax:	
e-mail:	martin@havenk.com
Homepage:	www.havenk.com
Contact person:	Martin Tuul

Type of service:	Enabling mooring
Service description:	

Service providers and their contact details:

Company/Surname:	Haven Management OÜ
Register/national code	14190582
Address:	Lesta tn 16, Haabersti linnaosa, Tallinn, Harju maakond, 13516
Phone:	+3726777444
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e-mail:	martin@havenk.com
Homepage:	www.havenk.com
Contact person:	Martin Tuul

Stevedore works:

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

Fresh water supply possibility:	yes
Quantity:	1.0 m³

Reception of the ship-generated waste and cargo residues:

Reception of ship-generated waste:	yes
Reception of cargo residues:	no
Reception of domestic waste:	yes
Quantity of domestic waste:	1.0 t
Reception of bilge water:	yes
Quantity of waste water:	2.0 m³
Reception of waste water:	yes
Quantity of bilge water:	2.0 m³
Reception of other waste materials:	yes

Description of cargo processing terminal

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Supply of fuel and lubricants:

Possibility of refueling:	yes
Quantity of fuel supply:	2.0 t

Diving operations:

Diving operations:	no
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Repairs and painting:

Possibility of repairs and painting:	yes
Type of performable repairs:	Minor repairs
Possibility of executing works that generate noise and rubbish:	yes

Possibility of welding operations involving fire:	no
Possibility of executing outboard works:	yes
Main engine repair possibility	yes

Vessel connection to onshore supply systems:

Possibility of vessel connection to	yes
Possibility of vessel connection to power supply	yes

Other services provided by the port:

Type of service:	Slip
Service name:	
Service description:	

Type of service:	Internet
Service name:	
Service description:	Free WiFi

Type of service:	Shower
Service name:	
Service description:	

Type of service:	Bicycle rentals
Service name:	
Service description:	

Type of service:	Fuel oil
Service name:	
Service description:	Available 24h. Self-service, Alexela, pertol and diesel.

Type of service:	Trash collection
Service name:	
Service description:	Mixed waste, paper and hazardous waste disposal

Type of service:	Toilet
Service name:	
Service description:	

Type of service:	Parking
Service name:	
Service description:	Paid parking. Europark

Type of service:	Electricity
Service name:	
Service description:	Electricity is available on all piers

Type of service:	Catering
Service name:	
Service description:	Restaurant Puri: https://puriresto.ee/en/ Fast food restaurant Ankur: https://www.facebook.com/Kohvik-Ankur-2339144536106608/

Type of service:	Fresh water
Service name:	

Service description:	All piers and docks are equipped with taps. 98 taps
Type of service:	Port Laundry
Service name:	
Service description:	Washing machine and dryer
Type of service:	Other service
Service name:	CCTV
Service description:	CCTV 24/7
Type of service:	Other service
Service name:	Travel hoist 130t
Service description:	Travel hoist for lifting yachts. Maximum capacity 130t. Equipped with a jib crane for lifting masts (18 m).
Type of service:	Other service
Service name:	Gray water discharge
Service description:	

Description of railways

No railway connection.

Description of mainland roads

Streets covered with asphalt. Bikeway.
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Number of toilets

Number of toilets	14
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5. Passenger service regulations at the

Boarding and disembarking from the ship:

Passenger boarding and disembarking from the ship:	no
Organization of ticket sale:	no
Passenger safety requirements:	-
Passenger services:	-

6. Medical aid at the port:

Presence of medical facility:	no
Contact information:	112

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

Fire safety rules:	The rescue and fire-fighting equipment of ships at the marina must be in working order and fit the established requirements. Flammable work on board must be coordinated with the person on duty. The extinguishing of a fire on a ship shall be managed by the master of the ship or a person substituting him or her.
Location of equipment:	The 25kg ABC powder extinguisher on wheels is located in the port building. 9 kg foam fire extinguishers (2 pcs) are located in the port building. Honda WB 30 water pump.

Reference to the pollution control plan:	www.havenk.com
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8. Procedure for summoning the emergency services and other service or supervision authorities

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