

JSC "First Container Terminal" Operational regulations

1.1 The following terms and definitions are used for the object-matters of this document.

Agent - a legal entity duly accredited by the Ship-owner (the Line) to represent their interests and duly authorized to perform all actions in the interests of the Ship-owner within the territory of Russian Federation.

Cargo - import and export cargoes, transported under the Line's bills of lading, along with packaging, means of cargo units enlargement, including containers or any other means, intended or specially manufactured for transportation, protection and support of cargo.

Cargo documents - transportation documents, shipping documents and documents of title.

Over-length cargo - cargo with the length exceeding 9 meters.

Registration document (RD) - acceptance document, which is used by the Terminal Operator for acknowledgement of acceptance, customs permit for loading and reporting to customs authorities, concerning import cargo.

Customer - a legal entity, acting under the contract with the Operator.

Conventional cargo - goods accepted for carriage on a Containership, which cannot be handled by means of the normal use of a standard container spreader.

Container - any standard or special 20'/40'/45' carrying unit with ISO fittings, including flat-racks and platforms, which can be handled by means of the normal use of Container spreader.

Container ship - a ship fitted for the carriage of standard ISO containers.

Transit container - a container, which is on board the vessel at the moment of its arrival, which is not supposed to be discharged and stored at the Operator's terminal.

Liner vessel - a vessel utilized by the sea carrier for regular transportation of the cargoes, in possession of different owners, between previously declared ports, under the Line's bill of lading, calling to the Operator's terminal according to the schedule, agreed with the Operator in advance.

OOG-container - a container, that is, in any respect not ISO-standard or such ISO-standard container with over-height and/or over-length, and/or over-high and/or over-width measurements; and/or a Container that cannot be handled by means of the normal use of a standard Container spreader; and/or a container that use special ground transportation (platforms etc.); and/or a container that cannot be pre-stowed within designated Containership's stack; and/or a container, where center of gravity is heavily unbalanced.

Non-standard cargo - cargo, demanding special arrangements for placement, stowage and lashing.

Over-volume cargo - cargo with the load volume exceeding 4.0 m³ per ton.

Hazardous cargo - cargo of any kind, classified by the International Maritime Organization (IMO) as a hazardous for people or environment.

Operator - a legal entity, operating berths, land, motor roads and rail ways in the Sea Port Saint-Petersburg, which are rented, owned or controlled by the Operator, with the use of own or rented handling equipment, machines and mechanisms for transport means handling and rendering transport or other services under these Regulations and contracts, signed with the customers.

Vessel departure - the time of beginning un-mooring the vessel from the Operator's berth or any other facility at the berth or leaving the anchorage by the vessel.

Consignor - a person, who signed a cargo transportation contract, or any other person, who handed the cargo in his own name to the carrier.

Carrier - a person, who is obliged according to the transportation contract to deliver the cargo, entrusted to him by the consignor, to the point of destination and to hand it to the consignee.

Consignee - a natural or a legal person, authorized for receiving the cargo.

Shipping order for export cargo - title document in the form set by the Operator, which contains the order for the cargo loading for the Operator. The shipping order for export cargo, signed by the vessel administration,

certifying the date of loading the cargo, the amount and condition of the cargo, is the vessel administration receipt (mate's receipt), confirming actual amount of loaded and received on board cargo.

Vessel call - planned and agreed with the Operator one-time provision of the vessel for the stated date.

Vessel-substitute - vessel, substituting for the previously assigned vessel and corresponding with it in construction type and draught. Load of such a vessel is to correspond with the load of the substituted vessel in cargo range and not to exceed the amount of cargo, declared at the substituted vessel, by more than 15%.

Shipowner - a person, operating in his own name a vessel, whether he be the owner of the vessel or operate it under any other legal basis.

1.2 General provisions.

1.2-01. The Operator fulfills handling and servicing operations for transport vehicles, rendering or providing rendering of transport and additional services under these Regulations, unless anything different is stipulated in the contract with the Customer.

1.2-02. The Customer's requests, orders and instructions in written form shall be the basis for operations fulfillment and services rendering according to the Contract.

1.2-03. The Operator's standard working time - 24 hours a day, without weekends (Saturday, Sunday) and public holidays, except the stoppage of work from 20:00 on the 31st of December till 24:00 on the 1st of January.

1.2-04. Within the standard working time the Operator does not fulfill cargo operations:

- from 07:45 till 08:15
- from 12:30 till 13:10
- from 16:15 till 16:41
- from 19:45 till 20:15
- from 00:30 till 01:10
- from 04:15 till 04:41

every working day.

1.2-05. Standard working time of the Operator's daytime departments is from 08:30 till 17:00, except weekends and public holidays. Public holidays are:

- 1 - 5 of January - New Year'scelebration;
- 7 of January - Orthodox Christmas Day;
- 23 of February - Defense of the Motherland;
- 8 of March - International Women's Day;
- 1 of May -Labour Day;
- 9 of May - Victory Day;
- 12 of June - Russian Federation's Day;
- 4 of November -Nation Unity Day.

1.2-06. Persons, staying at the Operator's premises, including transport vehicles' drivers, are obliged to follow security regulations and prohibitions, which are in force within the restricted area, and to follow the instructions of the Operator's authorized staff. None of unauthorized persons are allowed to stay in the operational area during cargo shifting operations.

1.2-07. The access of persons in cargo operations area for fulfillment of operations, connected with handling and servicing of transport vehicles, rendering of transport and additional services, is possible only after these persons have been instructed about the labor safety regulations for sea ports.

1.2-08. The use of fire and open sources of lighting, in particular - welding and oxygen metal cutting operations, demand receiving prior permit in written form from then Operator, regardless of the required official permits.

1.2-09. Operating the Customer's handling equipment is allowed only with the agreement in written form with the Operator. Operating the vessel loading mechanisms on the Operator's initiative is regulated by the terms in these Regulations, unless anything different has been stipulated.

1.2-10. Special areas, which are aside the routes of the Operator's technological transport vehicles movement, are provided for motor transport parking. It is prohibited to occupy passages, road crossings, berths, cargo storage areas and railways for parking.

1.2-11 The Customers are obliged:

1.2-11.1. to provide compliance with the Operator's regulations, concerning access procedures and regulations for motor transport vehicles at the Operator's territory;

1.2-11.2. to comply with the traffic rules and not to intervene in cargo operations;

1.2-11.3. to comply with labor safety regulations for sea ports.

1.2-12. Smoking is prohibited outside specially equipped places.

1.2-13. The main characteristics of the Operator's cargo front are as follows:

- berth length:
 - berth N83 - 245m
 - berth N85 - 185m
 - berth N86 - 175m
 - berth N 87 - 175m
- depth at the berth, utilized for cargo operations, at zero level mark
 - berth N 83 - 9,8m;
 - berths NN 85-87 - 11,5m
- loading capacity of ship-to-shore cranes:
 - berth N 83 - 50t
 - berths NN 85-87 - 35t
- maximum height of the container spreader lift over the berth level:
 - berth N 83 - 28m
 - berths NN 85-87 - 25m
- maximum outreach of the container spreader from the vertical plane of the shore fenders:
 - berth N 83 - 35m
 - berths NN 85-87 - 32m

1.2-14. The Operator has the right to make amendments in these Regulations unilaterally.

Section 2. Transport vehicles handling regulations.

2.1 Planning of vessels handling.

2.1-01 General foundations for planning of vessel handling.

2.1-01.1. Planning procedures shall be carried out on the basis of Consolidated Monthly Schedule of vessels handling (CMS) and the Terminal's Shift-Day Plan of operations (SDP).

2.1-01.2. CMS shall be drawn up for the planned month on the basis of the Customer's applications, vessel handling operational potentialities and shall determine approximate terms of a vessel handling beginning and completion, as well as volumes to be handled within the planned month subject to cargo nomenclature.

2.1-01.3. SDP shall be drawn up for the planned day from 16:00 of the current day till 16:00 of the following day on the basis of: CMS, adjusted Customers' applications / Shipowners' notices, actual results of SDP implementation for the previous day and shall determine calendar dates of beginning and completion handling the vessels, included in SDP.

2.1-02. Formation of Consolidated Monthly Schedule.

2.1-02.1. Creation of CMS shall be provided by the Operator on the basis of the Customers' applications for delivery of vessels, according to the long term schedule of the container Lines' vessels delivery, including the dates and time of the vessels arrival, agreed by the Operator and the Customer.

2.1-02.2. The Operator's CMS is handed to Operations Coordination Center of PJSC "Sea Port Saint-Petersburg" (hereinafter referred to as OCC) for further integration with the CMS of PJSC "Sea Port Saint-Petersburg".

2.1-02.3. The application for the vessel delivery shall be drawn up by the Customer in a plain form in writing. The application is to include the following information:

- the name of the Line
- the name of the vessel
- voyage number
- main design characteristics of the vessel
- planned date of the vessel call
- expected number of containers to be handled (import / export)
- expected amount of conventional cargo

The application is accepted by the Operator not later than 6 days before the beginning of the planned month, excluding weekends and public holidays.

2.1-02.4. Inclusion of the vessel into the Operator's CMS shall be subject to the sequence of declared days of vessels' arrival, operational potentialities of the Operator and the terms of contracts for vessels handling with the required adjustment of the date and time of the vessel handling beginning and completion according to the long term schedule of the vessels delivery.

2.1-02.5. The Operator shall notify the Customer about confirmation or reasoned refusal of inclusion the vessel into the Operator's CMS. The notice shall be sent to the Customer not later than two days before the beginning of the planned month. The notice contains the number of the vessel call, assigned on the stage of the CMS formation.

2.1-02.6. The Customer has the right to deliver a substitute vessel instead of the one included into CMS. The Customer shall inform the Operator about delivery of a substitute vessel not later than three days prior to its arrival.

2.1-02.7. A vessel is considered to be delivered beyond CMS in the following events:

- delivery of a vessel, which is not included into CMS;
- delivery of a vessel for loading or discharge of cargoes, which are not stated in CMS;
- delivery of a vessel, when its load declared for handling exceeds the volume of cargo declared in CMS by more than 15%;
- delivery of a vessel later than four hours after the date and time of the vessel mooring stated in CMS, unless anything different is stated in the contract between the Customer and the Operator.

2.1-02.8. Vessels delivered beyond CMS or declared for delivery additionally after the dates, stipulated in clause 2.1-02.3, shall be accepted for handling according to CMS. The Operator's notice about approximate terms of handling for such vessels or reasoned refusal shall be sent to the Customer within one day since the receipt of the application, excluding weekends and public holidays. The notice contains the number of the vessel call, assigned on the stage of the SDP formation.

2.1-03. Formation of Shift-Day Plan.

2.1-03.1. Formation of SDP shall be carried out by the Operator on the basis of actual results of CMS implementation, adjusted Customers' applications and Ship-owners' notices (weekly, daily).

2.1-03.2. Vessels shall be included in SDP subject to the sequence of their arrival and readiness for cargo operations (readiness of the vessel, cargo, cargo documents and availability of transport vehicles for cargoes to be handled under direct variant), taking into account operational potentialities of the Operator; and with that priority is given to:

- vessels, included into CMS, which are to be handled according to contracts, stipulating definite dates and time of the vessel handling beginning;
- vessels, included into CMS and delivered according to CMS.

2.1-03.3 A vessels delivered beyond CMS or declared for handling additionally shall be included into SDP and handled depending on availability of the operational potentialities of the Operator, taking into account the Operator's formed CMS.

2.1-03.4. A vessel included into CMS and delivered before the date of the vessel handling beginning according to CMS shall be included into SDP additionally, before the date of the vessel handling beginning according to CMS.

2.1-03.5. If necessary upon the Customer's request the notice about inclusion of the vessel into SDP shall be sent by the Operator before 13:00 on the day, preceding the scheduled day.

2.2 A vessel's lay-time. Record of a vessel's lay-time.

2.2-01. Vessel's lay-time at the Operator's facility is calculated from the moment of the vessel's arrival to the berth / mooring, utilized by the Operator, or specified by the Operator, till the moment of the vessel's departure and it is recorded in the Statement of Facts.

2.2-02. Vessel's lay-time at the Operator's facility shall be divided into lay-time connected with cargo and auxiliary operations and lay-time, which is not connected with cargo and auxiliary operations.

2.2-03. Auxiliary operations are:

- issuing of the vessel administration receipts (mate's receipts);
- stowage of the cargo in holds and on deck of the vessel, except additional securing, provided upon the vessel administration request and special securing of non-standard cargo, which is done according to schemes and drawings, specially created.

2.2-04. The Statement of Facts shall record all the operations in chronological order stating hours and minutes from the moment of the vessel's arrival till its departure, as well as all delays during the vessel handling, indicating their duration and reasons, documented in proper statements if necessary.

2.2-05. The Statements of Facts are issued by the Operator and are to be signed by the Operator's authorized representative and vessel administration and / or the agent upon the vessel administration instruction.

2.2-06. If there are any disagreements as to the records in the statement of acts, the Party, which has the objections, shall make the respective remark above its signature.

2.2-07. The following papers are to be attached to the statement of Acts: the list of loaded / unloaded cargoes as per the enlarged nomenclature with the indication of the amount and weight; the amount of cargo, stowed by the Operator; the number of hatches, replaced by the Operator in order to open / close the holds.

2.2-08. Not later than two days after the completion of the vessel handling in the port the agent shall submit to the Operator one copy of the vessel's statement of Facts.

2.3 Acceptance of a Vessel for handling. Vessel requirements.

2.3-01. A vessel shall be accepted for handling according to CMS and SDP, as well as the ship-owners' notices

about the readiness of the vessel for cargo operations.

2.3-02. The ship-owner / agent shall submit to the Operator preliminary notices about the expected date of the vessel's arrival to the port 7 days before the planned day of arrival and specify the expected time of arrival (ETA) 48 hours before the vessel's arrival to the berth, or if the voyage takes less than 24 hours - not later than 2 hour after the vessel's departure from the previous port. In case some containers with hazardous cargo are carried by the vessel, the Customer is to notify the Operator about the fact 48 hours before the vessel's arrival, specifying the information according to clause 3.2-01 of the Regulations.

2.3-03. A weekly notice is to contain the following information:

- vessel call number, assigned at the stage of CMS and SDP formation;
- the name of the vessel;
- the main design characteristics of the vessel:
 - length,
 - breadth,
 - maximum molder depth,
 - gross registered tonnage,
 - draught on arrival and planned draught on departure,
 - container capacity;
- voyage number;
- ports of calls;
- expected arrival time;
- expected number of containers on board to be handled (import / export);
- expected amount of conventional cargo;
- information about the containers, demanding special storage conditions and special handling equipment.

2.3-04. A two-days notice is to contain the following information:

- vessel call number, assigned at the stage of CMS and SDP formation;
- the name of the Line;
- the name of the vessel;
- the main design characteristics of the vessel:
 - length,
 - breadth,
 - maximum molder depth,
 - gross registered tonnage,
 - draught on arrival and planned draught on departure,
 - container capacity;
- voyage number;
- ports of calls;
- specified arrival time;
- specified number of containers on board to be handled (import / export);
- specified amount of conventional cargo;
- specified information about the containers, demanding special storage conditions and special handling equipment, including the containers' weight and size;
- weight and size of import conventional cargo;
- the amount of cargo / the number of containers in transit, planned by the Customer for stowage by means of the Operator.

2.3-05. Information about the delivery of OOG cargo with the use of enlarged cargo places is to be provided beforehand in a written request, containing detailed description of the cargo, including its drawings, dimensions and stowage schemes. The following information is to be included in the request: the name of the vessel from which loading / discharge is planned and the dates of loading / discharge and receiving / delivery of the cargo. OOG cargo handling is provided only after the confirmation in written form has been received from the Operator.

2.3-06. The Operator has the right to refuse handling any container because of incorrect or incomplete

information, to provide its stowage at any other place on board the vessel at the expense and responsibility of the shipowner.

2.3-07. All export cargoes / containers to be loaded on board the vessel are to be placed at the Operator's terminal not later than 24 hours before the vessel's arrival. The containers are to be provided for with the full set of documents.

2.3-08. Not later than 24 hours before the arrival of the vessel the Customer is to submit to the Operator:

- discharge cargoplan;
- the list of containers to be discharged;
- the list of transit containers to be stowed at the Operator's terminal;
- final loading list;
- cargo stowage and restowage instructions;
- loading cargoplan.

2.3-09 The ship-owner undertakes to ensure berthing of the vessel at the site of loading / discharge of the cargo, or at the berthing site, agreed with the Operator.

2.3-10. After the vessel's berthing the Master of the vessel / Agent shall submit the notice of readiness of the vessel for handling to the Operator.

2.3-11. The vessels delivered to the Operator must be navigable and cargo spaces, the cargo and lashing materials must be prepared for receiving/delivery.

2.3-12. Preparation of the vessel for loading / discharge is to include:

- preparation of cargo spaces according to the rules of sea transportation for the particular cargo, as well as check-up of the systems, passing through the cargo spaces;
- checking secure closure of the apertures, which shall become inaccessible after loading of the vessel, and the apertures, which must be closed as per their purpose;
- checking the working order of the devices intended for monitoring of water level in bilge ways as well as examination of drainage systems;
- checking the working order of the equipment fire-prevention systems;
- checking tightness of hatch covers and their drive systems;
- checking the working order of lighting on handling operations sites;
- installation of safe gangways and passages, barriers in cargo spaces, on decks, preventing people falling down;
- removal of ice from cargo and lashing equipment, clearing of passages along the boards and hatch covers;
- providing with non-defective stowage and separating material, if this provision is within the ship-owner / carrier's responsibility.

2.3-13. In order to avoid hitting of the vessel's systems (piping) in the holds by the cargo, such systems are to be protected with metal or wooden housings.

2.3-14. The vessel's booms and cranes are to be raised and secured in such a manner, that they would not impede the shore and floating cranes operation.

2.3-15. At the Operator's request the ship-owner is to be ready for carrying out cargo operations 24 hours a day as well as on weekends and public holidays and provide lighting, vessel's cargo lifting gear and other mechanisms, intended for cargo handling and auxiliary operations free of charge. The cargo lifting gear is to be checked and rendered operational in advance according to the requirements of the Rules of Technical Operation (RTO) and technical documentation of the vessel.

2.3-16. The Operator's request for the provision of the vessel's cargo lifting gear and mechanisms shall be submitted to the vessel's administration not later than four hours before the beginning of cargo operations.

2.3-17. Before stowage of the cargo the ship-owner is obliged:

- to provide and install the sufficient number of durable ringbolts and eyebolts for lashes fastening;
- to protect on-deck piping against damage by the cargo;
- to check the security of hatch covers;

- to designate on-deck locations, which must remain free in order to ensure the access to the fire posts, hatches, doors, etc.

2.3-18. Prior to the beginning of cargo handling operations the vessel's administration is to fill in and sign "The report on readiness of the vessel for cargo handling operations" submitted by the Operator.

2.4 Cargo handling operations, allocation, stowage and lashing of cargo on board the vessel.

2.4-01. Cargo handling operations, stowage and lashing shall be carried out by the Operator under the contracts with the Customers according to the normative technical documentation: Process charts, Temporary Technological Instructions of the Operator, taking into account the requirements of "General and Special Rules on Shipment of Cargoes 4-M", "Directions on Cargo Lashing" and "Cargo Information".

2.4-02. Prior the commencement of loading the Ship-owner shall ensure that the "Directions on Cargo Lashing", approved by Authorized bodies of the country of the vessel's flag, are available on board the vessel.

2.4-03. The Customer shall provide for the Operator with the properly certified required lashing, separating and sealing materials before the commencement of loading the cargo on board the vessel, unless anything different is stipulated in the contracts.

2.4-04. Cargo lashing materials are to comply with the requirements of standards as well as technical conditions of their production and quarantine requirements and they are to be ready for operation in good working condition.

2.4-05. Structural elements of lashing systems are to be operational and have the marking, made by the producer. The marking is to correspond with the facility certificate and to include the information about allowed working load.

2.4-06. Separating materials, used to separate cargo parties, are to be safe, not contaminated with biological objects of chemicals, dry, clean and without any unwanted smell, if it can spoil the cargo.

2.4-07. Allocation of cargo on board the vessel shall be determined by the Preliminary Cargo Plan (PCP). In the process of loading the Operator shall follow the requirements of PCP. All amendments of PCP in the process of loading are to be coordinated by the vessel's administration and the Operator additionally. The Agent shall ensure agreement of PCP and its amendments between the Operator and the vessel's administration.

2.4-08. PCP shall be approved by the Master prior to commencement of loading. When carrying hazardous cargoes, PCP shall be coordinated according to the International Maritime Dangerous Goods Code (IMDG Code).

2.4-09. The Operator has the right to refuse loading the cargo, which is not included in the coordinated PCP.

2.4-10. The vessel's administration shall control condition of the cargo being accepted, as well as compliance of its stowage and lashing with the requirements of clauses 2.4-01 - 2.4-07.

2.4-11. Extra lashing of cargo at the request of the vessel's administration in addition to the lashing, specified in the normative documentation, mentioned in Clause 2.4-01, shall be carried out by the Operator at separate applications at the expense of the Party, which ordered such lashing. The Party, which ordered extra lashing, shall provide for the Operator with the required lashing material.

2.4-12. Allocation and Lashing of non-standard cargoes - oversized and overweight - is carried out as per individual schemes, designed by the consignors, shipowners or competent organizations at the instructions of the consignors / shipowners.

2.4-13. If stowage and lashing requirements are not met, the Master of the vessel must suspend loading, report about it to the Operator, and draw up the appropriate report in cooperation with the Operator's representative. The expenses related to the forced downtime of the vessel as well as to extra operations are to be born by the Party in fault.

2.4-14. At the Operator's request and prior to documenting the departure the vessel's administration must sign the "Acceptance report on cargo lashing", submitted by the Operator, or submit the "Certificate of secure stowage and lashing of cargo", issued by an independent surveyor.

2.4-15. Extra operations, connected with loading / discharge of cargo to / from lockers, deep tanks, bilge ways and other vessel's premises, unsuitable for the normal work of people and devices as well as the operations, related to unloading of ill-conditioned, ungraded, defective cargoes are carried out at the Customers'

applications.

2.5 Conditions of the vessels' berthing.

2.5-01. Vessels can stay at the Operator's berths only during the time, necessary for loading / discharge and extra operations, connected with cargo. The Operator has the right to demand from the vessel, staying at the berth waiting for cargo, further instructions or customs documents, to leave the berth, in this case all the costs are at the shipowner's expense.

2.5-02. Each vessel must be equipped with a safe gangway for people to pass with handrails on both sides and a safety net, spread under the gangway from the board to the berth. Installation of the gangway must not impede movement of shore handling equipment. Safe condition and position of the gangway is to be ensured by the vessel's administration.

2.5-03. It is prohibited for the vessels to shut off the propulsion engine without the permission of the head of CCO and the Operator.

2.5-04. In winter navigation the Masters shall ensure that the vessels are moored so close to the berth of loading / discharge that the distance between the board of the vessel and the edge of the berth would allow to install the gangway for safe passage of people providing handling operations according to the existing technology.

2.5-05. It is allowed to load / discharge vessel's property or stores, to carry out minor repairs, as well as delivery of tankers and any other necessary transport units, provided that these actions do not impede or interrupt handling operations. For the sake of safety such actions are to be coordinated with the Operator's dispatcher service.

2.5-06. Any vessel engaged in sea / river transportation of cargo / passengers must ensure installation of anti-rat screens at all mooring lines of the vessel immediately after berthing. The vessel's administration is to control the permanent presence of the screen in the right place.

2.6 Rendering of services in use of the Operator's infrastructure during staying of vessels, without any cargo operations

2.6-01. The Operator provides services in use of the Operator's infrastructure, including a vacant idle stay berth or a berthing place upon the Shipowner's or Agent's written request and if there is such a possibility during staying of vessels, without any cargo operations.

2.6-02. A daily charge is to be paid for the Operator's infrastructure use according to the Operator's tariffs on the basis of the maximum length of the vessel stated in the vessel's documentation. The charge for the Operator's infrastructure use includes the cost of the Operator's facility maintenance, lighting and the Operator's expenses for the berth / berthing place rent. The vessel lying alongside another vessel, staying at the berth, is charged 50% of the rate stated above.

2.6-03. For payments calculation the beginning of the day is considered to be the moment of the vessel's arrival at the berth. The time of vacation the berth is considered to be the time of the vessel's release from the last mooring.

2.7 Berthing and shifting of the vessels.

2.7-01. The shipowners, who use several Operators for cargo handling operations must ensure berthing of the vessels to the sites of loading / discharge of the corresponding Operators as well as shifting of the vessel from the site of discharge to the site of loading.

2.7-02. In the process of loading / discharge one shifting of the vessel to another site of loading / discharge between the berths of one Operator is allowed. Such shifting is to be paid by the shipowner.

2.7-03. In all other cases shifting of the vessel shall be paid by the Party, which ordered the shifting.

2.7-04. Mooring operations at the berths / berthing places are rendered by Operator, who runs the berth / berthing place.

2.7-05. Berthing and shifting of the vessels shall be carried out with the compulsory on-berth presence of the Operator's representative, who determines the exact place of berthing.

2.7-06. Shifting of vessels or vacation of the berth / berthing place shall be carried out upon the Operator's notice (instruction).

2.7-07. The Operator is to notify the vessel's administration / agent on the forthcoming shifting or the necessity to vacate the berth three hours before the commencement of the operation, provided the operation is to be carried out during daylight hours from 08:00 till 19:00, and before 17:00, provided the operation is to be carried out during evening or night hours from 19:00 till 08:00.

2.7-08. Under the Operator's notice the Masters of the vessels are obliged to shift their vessels or vacate the berth. If the departure of the vessel from the Sea Port Saint-Petersburg is impossible due to security reasons, the Master of the vessel is to shift the vessel, if it is safe, to the berth, nominated in the Operator's notice.

2.7-09. The Operator's notice on shifting of the vessel or vacation of the berth / berthing place may also be issued in the following situations:

- completion of cargo handling operation;
- idle stay of the vessel with no handling operations being carried out;
- waiting for the caravan to be gathered during winter period for moving the vessel out of the Sea Port Saint-Petersburg;
- Carrier's refusal to release the cargo;
- Carrier's failure to settle the matter of releasing the cargo, when there is no consignee or the consignee refused to accept the cargo;
- non-readiness of the vessel to accept / release the cargo;
- delays in issuing of cargo documentation, not due the Operator's fault, and the vessel's departure more than four hours after completion of cargo handling and auxiliary operations;
- unavailability of properly drawn PCP or the vessel's loading / discharge documents;
- unavailability of cargo;
- the ending of the agreed vessel's lay time;
- for the sake of the most effective use of the Operator's technical means and non-admission of brakes in operations;
- because of other reasons beyond the Operator's control, which impede cargo handling and auxiliary operations.

Shifting of the vessel resulting from the above-mentioned circumstances shall be paid for by the shipowner.

2.8. Order of planning and handling of railway rolling stock.

2.8-01. The Operator is served by the "Avtovo" railway station of the Oktiabrskaya railway.

2.8-02. The railcars are delivered to the sites of loading / discharge by locomotives of the railway. Loading and discharge of the railcars is carried out on the special sites of loading/discharge allocated for this purpose.

2.8-03. Loading / discharge of railcars is carried out according to Cargo transportation regulations, technical specifications for cargo loading and securing, the Operator's technology and other standard acts in force for railway transport. The customer is to provide for the Operator with the required approved drawings and schemes for cargo loading and securing.

2.8-04. Long term planning of rolling stock delivery is carried out on the basis of Monthly Schedule of Export Cargo Delivery by Railway (MSECDR).

2.8-05. MSECDR shall be worked out on the basis of the Customers' applications, accepted by the Operator not later than on the 20th day of the month. preceding the planned one.

2.8-06. MSECDR shall be approved by the Operator before the beginning of the planned month, after the schedule of transportation of export cargoes via port railway stations has been agreed upon with the Ministry of Railways.

2.8-07. In accordance with the Schedule of cargoes transportation the Ministry of Railways of Russian Federation determines the average daily rate of loading and discharge of railcars for port railway station, laid out according to the enlarged classification of cargoes.

2.8-08. The Operator confirms additional delivery of cargo upon the Customer's application and if there is operational resource.

2.8-09. Upon the Customers' requests the Operator provides the number of telex confirmation of delivery of cargo as per MSECDR or a copy of telex confirmation of delivery of cargo.

2.8-10. Day-shift planning of railway rolling stock handling shall be performed according to MSEC DR, the average daily rate of loading and discharge of railcars, taking into consideration availability of export cargo ready for delivery as well as operational potential of the Operator.

2.8-11. Day-shift planning shall be performed till 11:00 of the day preceding the planned day for the period from 16:00 of the current day till 16:00 of the next day.

2.8-12. The Operator shall ensure submission of daily applications for the required quantity of rolling stock as per day-shift plan. At the same time the Operator does not guarantee timely delivery by railway of the required quantity of rolling stock for the day-shift plan to be fulfilled.

2.8-13. In case the Customer has not given any special instructions concerning the required type and main characteristics of the railcars, intended for cargo delivery, the Operator has the right to claim on his own will the Customers responsibility for the railcars.

2.8-14. The Customer shall be responsible for the organization of railway transportation, including:

- agreement of the transportation terms and payment;
- timely provision of the required rolling stock for the delivery of cargo, taking into account the type and main characteristics of the railcars;
- provision of the required sealing and locking devices;
- design of the drawings and schemes of allocation and lashing of non-standard and oversized cargoes, supply of the lashing material for such cargoes;
- agreement of staying of railcars on railways, waiting for the direct variant delivery.

2.8-15. Unless anything different is stipulated in the contract terms, in case of delivery of cargo by railway the Customer shall reimburse to the Operator the expenses, which are not included in the Operator's tariffs, connected with payments to railway for completion of transportation charges, extra fees (services) and other costs, stated for consignors and consignees by Russian Federation railways Transport charter, Ministry of Railway regulations and transportation regulations.

2.9 Order of planning and handling of motor transport.

2.9-01. Planning of handling of motor transport, delivering cargo to and from the Operator shall be done on the basis of day-shift plans.

2.9-02. Day-shift planning shall be performed by the Operator on the basis of the Customers' applications, accepted by the Operator before 11:00 of the current day for the period from 16:00 of the current day till 16:00 of the next day.

2.9-03. In case the cargo is reloaded by the direct variant the Customer is to ensure the intensity of the cargo delivery to and from the Operator according to the agreed plan.

2.9-04. The Customer's application for the delivery of motor transport for import cargo is to contain the following information:

- numbers of containers to be delivered;
- number of transport vehicles with specification of numbers of containers planned for loading on each transport vehicle, the provision of the motor transport vehicles to be divided into two-hours periods.

2.9-05. The Customer's application for the delivery of motor vehicle for export cargo is to contain the following information:

- numbers of containers with the information about the vessel call, which is planned for loading these containers and other required information, specified in section 3;
- number of transport vehicles with specification of numbers of containers planned for discharge from each transport vehicle, the provision of the motor transport vehicles to be divided into two-hours periods, specified in clause 2.9-04.

2.9-06. The Operator analyses the received applications as well as operational potentials for the planned period of time and compiles the day-shift plan of motor transport handling.

2.9-07. The Operator shall inform the Customer about the time of motor transport vehicles delivery for

handling. The Customer shall receive the quantity and plate numbers of motor transport vehicles as well as the Operator's expected time of their delivery for loading / discharge.

2.9-08. Delivery of motor transport for loading / discharge is to be provided within two hours since the time, specified by the Operator.

2.9-09. Handling of motor transport shall be carried out at the special dedicated sites according to the Operator's technology.

2.9-10. The motor transport carrier and the Customer are both responsible for location and lashing the cargo on the motor transport unit and for safe cargo transportation.

Section 3. Cargo handling regulations.

3.1 Cargo, package, packing and marking requirements.

3.1-01. The cargo delivered to the Operator is to comply with the international and national standards for cargoes, as well as with the requirements of cargo transportation regulations, concerning: intactness of package and packing, availability and intactness of the seals, locks, control tapes; absence of liquid cargo leakage in the package; compliance of the package condition with standard requirements; presence of clearly visible marking, including warnings; absence of the cargo damage by exposing to damp; absence of smell and any other indications of the cargo spoilage.

3.1-02. The name and the actual gross weight of the cargo are to correspond with the name and gross weight, stated in the transportation document.

3.1-03. If necessary, the Customer is to produce the documents, confirming the package and packing characteristics, upon the Operator's request.

3.1-04. Containers are to be in good technical order and they are to be provided with a label, permitting the container for safe use according to International Convention on Safe Containers.

3.1-05 Receiving of cargo with the violation of technical conditions of location and lashing of cargo on means of transport, when the cargo can not be discharged according to the Operator's technology, is issued with a corresponding act together with the Party, which delivered the cargo. All extra operations, connected with discharge of such cargo, if it is possible, shall be rendered by the Operator at the expense of the delivering Party or the Customer.

3.2 Particular features of handling operations for cargoes, demanding special handling conditions.

3.2-01 Dangerous goods handling.

3.2-01.1. Applications for delivery of containers with dangerous cargo, or conventional dangerous cargo are to be submitted to the Operator not later, than 48 hours before the arrival of the containers / cargoes to the terminal, regardless of the way of delivery - by sea, by railway, by air. The information is to include:

- number of the container;
- full precise name of the cargo;
- IMO class, including sub-classes, according to MDG regulations;
- Page number of the corresponding document;
- Expected storage period for the cargo at the terminal;
- Permission of state controlling bodies.

3.2-01.2. Handling of dangerous cargoes or containers with dangerous cargoes is carried out according to IMO regulations, MDG regulations and the Operator's rules.

The means of transport delivery to handling operations area, when dangerous cargoes are being handled by the direct variant, is provided by the Customer.

3.2-01.3 Cargoes of class 1,6,7; dangerous cargoes in tank-containers; cargoes of categories 415-418, 521-523; cargoes with additional hazard class 6; as well as cargoes forming substances of hazard classes 1 and 6 as the result of reaction with other substances, can not be stored at the terminal and are to be transhipped by the direct variant.

3.2-02. Handling of cargo, demanding special temperature storage conditions.

3.2-02.1 The Operator's terminal shall provide handling, storage and temperature regime monitoring for containers with fixed temperature regime, regardless of the system to be attached or integrated into the container (attached equipment is provided by the Customer). Storage of such containers is carried out in special areas, in volumes, agreed to with the Operator.

3.2-02.2. The Customer shall submit to the Operator not later than 24 hours before the delivery of a container with controlled temperature regime the following information:

- numbers of the container and the seal;
- the name of the vessel and her arrival to the port;
- port of loading and port of discharge;

- stated temperature regime;
- contact phone numbers (in case it is impossible to maintain the specified storage conditions for the cargo);
- any other required information.

3.2-03 Switching the containers with controlled temperature regime to/off the power supply on board the vessel and placing the cables into standard locations shall be provided by the vessel administration.

3.2-04. Switching the containers with controlled temperature regime to power supply shall be provided for by the Operator's staff, in compliance with all instructions, presented by the Customer.

3.2-05. In order to ensure monitoring of the temperature regime, specified in cargo documents, the Customer is to supply all containers with special temperature regime with the devices for visual control of the cargo temperature.

3.2-06. During storage of containers the Operator's staff provides visual or distant control and monitoring of temperature regime on a regular basis

3.2-07. In case a fault of refrigerating unit is detected, the Operator shall send a notice to the Customer, in order to get instructions for elimination of possible consequences.

3.2-08. Containers are switched off the power supply before loading on a transport vehicle.

3.2-09 In case of necessity to switch a refrigerator container, which is stored not in the reefer storage area, to the power supply, the container is to be transported upon the Customer's request to the reefer storage area to be switched to the power supply.

3.3 Control of cargo quantity and condition.

3.3-01. The Operator can demand from the Customer to confirm correctness of the data, stated in transportation documents and in the documents, provided by the Customer, as well as to confirm the weight and size of the cargo, including re-weighing and measuring the cargo at the Customer's expense.

3.3-02. The Operator can refuse to control the cargo marking, if it is impossible or will cause significant delays in cargo operations.

3.3-03. In case the person, responsible for receiving the cargo, or the Customer order a surveyor organization services for provision of cargo quantity and condition control, they are to notify the Operator about it before the beginning of cargo operations.

3.3-04. Upon the Customer's application or the demand of officials of a state controlling or inspecting organization the Operator shall carry out at the Customer's expense the operations, connected with provision of control and inspection of the cargo by such organizations, including supply of the necessary handling equipment and manning. After the inspection operations the cargo, if necessary, is to be supplied with a seal of the Customer or the state controlling organization, which provides the inspection.

3.3-05. **Containerized cargo.** The cargo condition control is carried out by the Operator visually.

If there is no seal on a container discharged from the vessel, or containers have seals with unclear numbers, the Party, which is handing the containers over, is to provide putting new seals on the container, when it is placed to the Operator's storage area. In case there are any non-conformities in the numbers of containers or seals, stated in the transportation document, the Operator shall issue an act-notice.

The containers, which arrived to the terminal with a fault-free seal on the locking device of the door leaf, which was the last to be locked, regardless of the presence and intactness of the seals on other locking devices, is considered to be accepted without faults, if this seal is stated in the transportation document.

In case any of the following events are found out during handing a container over from motor transport: any damages of the container, access to the contents, absence or damage of the seals, unclearness of the numbers on the seals or the container, or non-conformity of these numbers with the ones, stated in transportation documents, absence of the ISO plate, insufficient marking, including danger signs; - the Party, which is handing the container over or the Customer are to take necessary measures for placing the containers in the Operator's storage area and their further transportation.

In case damaged containers, containers without the required seals or containers with the access to their contents are delivered by railway, the Operator shall issue a general form act or an application for a commercial act.

3.3-06. **Conventional cargo.** The cargo condition control is carried out by the Operator visually, with the check of the marking on the cargo and its correspondence with the cargo documents, counting the number of cargo units. The weight of the cargo is defined by the weight, stated in the transportation document or the average weight according to the bill of lading.

Equipment, moving equipment and non-standard cargoes are accepted by the Operator upon visual inspection without technical examination of the cargo places and check of their completeness.

In case the cargo is delivered on enlarged cargo places (palettes, packages, etc.) the Operator shall control only the number and the marking of the enlarged cargo places, absence of the access to the contents and the presence of fault-free seals. In case any damage of cargo places, absence of the seals or access to the contents is found out, the Operator together with the Party, which is handing the cargo over, and, if possible, with the Customer's representative shall provide check (counting) the contents of such places for the quantity, marking and condition, or re-weighing, if the contents of the cargo place can not be counted. The payment of these operations is to be made by the Customer.

3.4 Receiving and handing over of the cargo, including containers.

3.4-01. General provisions.

3.4-01.1. The Operator, unless anything different is specified, shall receive the cargo on the basis of the information, stated in the transportation document. The shipper and the Customer shall provide the required transportation and shipping documents, according to the procedure, specified by these "Regulations" and transportation regulations for the corresponding means of transport.

3.4-01.2. Receiving of cargoes is carried out separately by transport bills, bills of lading or railcars parties.

3.4-01.3. The Operator shall issue an acceptance act for the received cargoes, which are intended to be shipped by sea transport.

3.4-01.4. The Operator shall issue the List of import cargo acceptance and a Registration document as well as the Act-notice, if necessary, for the received cargo, which was delivered by sea transport.

3.4-01.5. The Customer's orders and requests, accepted by the Operator shall be the basis for loading and handing the cargo over. Prior to handing the order or request to the Operator the Customer is to coordinate the terms of receiving the cargo for transportation with a transport organization and to present the corresponding instructions to the Operator, if necessary. In case of the carrier's refusal to receive the cargo because of the reasons beyond the Operator's control, the Customer is to solve the problems, connected with the further Operator's actions towards the cargo and to compensate to the Operator for the losses, caused by the refusal.

3.4-01.6. Handing the cargo over to river or inland means of transport is issued with the receiving-delivering order, signed by both the Parties - handing the cargo over and receiving it.

3.4-01.7. Handing the cargo over to the carrier or to the storage area, nominated by the Customer, is to be considered fulfillment of the Operator's liability to hand the cargo over.

3.4-01.8. The documents, confirming receiving and handing the cargo over are presented only with the Customer's request.

3.4-02. Receiving and handing over of the cargo (transportation by railway).

3.4-02.1. The cargo sent to the Operator's address is to be transported only via the "Avtovo" port railway station (station code number 035601, PLC "Sea Port Saint-Petersburg" code number 6623). Possible change of addresses for railcars, in case of deviation from this regulation, shall be agreed upon and paid for by the Customer on his own behalf.

3.4-02.2. The Customer is to ensure filling of the column Receiver" of the railway bill with "PLC Sea Port Saint-Petersburg" / the Operator (abbreviated name of the Operator, rendering transport services). It is to be clearly specified in the railway bill, that the cargo is being transported for the Customer or to the disposal of the Customer.

3.4-02.3. The Operator ensures redemption of railway bills at the railway station.

3.4-02.4. When receiving cargo (containers) from railway and in case any discrepancies in the name, the weight, the number of cargo places are found out, or some cargo without transportation documents, some transportation documents without cargo, some containers without the required seals are found, the Operator,

unless anything different is stipulated, ensures issue of the corresponding applications for issue of commercial acts by railway. In other cases, specified by the Regulations for acts issue for cargo transportation by railway the Operator shall provide issue of general form acts or other documents, specified in Russian Federation Railway transport charter and cargo transportation by railway regulations, if necessary.

3.4-02.5. Loading of containers, cargo in railcars is carried out by the Operator on behalf and on the instruction of the Customer. The Operator on the Customer's application issues and signs the railway bills, according to the instruction, provided by the Customer. Railcars and containers are sealed with seals (locking-sealing devices, LSD), provided by the Customer. The information about the quantity of and numbers of seals (LSD) is entered into the railway bill.

3.4-02.6. The Customer is to ensure coordination with the transport organization of the transportation back or hand over of the railcars, empty containers, platforms, materials for cargo lashing and other equipment, delivered to the Operator together with the cargo, to be returned. Issue of railway bills for the return is provided by the Operator and is to be paid additionally according to the operator's tariffs.

3.4-03. Receiving and handing over of the cargo (transportation by trucks).

3.4-03.1. When the cargo is to be delivered by truck the Customer is to ensure filling of the column Receiver" of the transportation document with the name of the Operator, rendering transport services / for - the Customer's name.

3.4-03.2. The containers are accepted by the Operator according to transportation documents. It is not allowed to accept containers with defects, threatening the safety of the staff, safety of the containers transportation and the cargo, as well as the containers with possible access to the cargo or penetration of atmospheric precipitation or water.

3.4-04. Receiving and handing over of the cargo (transportation by river transport).

3.4-04.1. When any shortage, surplus, damage or spoilage of the cargo, delivered by river transport, is found out, the carrier is to issue and hand to the Operator a commercial act.

3.4-04.2. All the other terms of receiving and handing over the cargo by the Operator, when the cargo is transported by river, are regulated by these "Regulations" according to the procedures, stipulated for truck delivery.

3.4-05. Receiving and handing over of the cargo (transportation by sea transport).

3.4-05.1. The cargo is handed to the vessel / the Operator at the site of operation of the port handling device or the vessel ramp according to the labour safety regulations.

3.4-05.2. If the vessel administration did not control the quantity of the loaded cargo, then the Operator's report is accepted.

3.4-05.3. The damage of the vessel, vessel equipment or a container during handling operations is to be confirmed with the act, issued at the obligatory participation of the vessel administration representative (or the agent) and the Operator's representative during the shift, when the damage was made.

3.4-05.4. Handing the cargo to the vessel is done by the Operator on the basis of the shipping order for export cargo, issued by the Customer. The order is accepted by the Operator not later than 24 hours before the arrival of the vessel.

3.4-05.5. The fact of handing the cargo and its receiving by the vessel is confirmed with the vessel administration receipt (mate's receipt) in the shipping order for export cargo. The shipowner shall ensure signing of the above mentioned documents upon their presentation by the Operator, specifying the actual quantity of the cargo loaded on board the vessel and the date of receiving within 24 hours since the completion of loading the vessel.

3.4-05.6. The results of the cargo discharge are issued with "The list of import cargo acceptance" with the act-notices attached, if there were any issued. The shipowner (the Line) is to ensure signing of the act-notice and "The list of import cargo acceptance" upon their presentation by the Operator.

3.4-05.7 The shipowner on his own behalf shall notify the consignees about the arrival of the cargoes to the Operator's terminal.

3.5 Storage of cargo.

3.5-01. The Operator provides short-term storage of cargoes without keeping temperature-dampness conditions and additional shelter of cargo depending on availability of vacant storage areas and according to the technology and the Operator's allocation scheme. In case any other storage regime is required the Customer shall coordinate such regime with the Operator before delivering the cargo to the terminal.

3.5-02. Maximum storage period can not exceed two months since the time of the container / cargo discharge, if a shorter period is not specified by the Customs legislation.

3.5-03. Within the storage periods, specified in this section, the Customer is obliged to dispose the cargo or to provide delivering the cargo from the Operator's territory, including issue of all the required documents and providing a transport vehicle for the delivery of the cargo.

3.6 Special conditions for cargo handling operations.

3.6-01. In case any operations with the cargo or containers are needed (inspection, stripping, re-stuffing, etc.), the Customer is to coordinate with the Operator the terms of operations to be carried out and to provide for, if necessary, availability of spare packaging, including containers, presence of the representatives of state controlling and inspection bodies, presence of the experts, as well as putting seals on the containers.

3.6-02. The Operator carries out the operations, connected with providing for inspection (examination) of the container depending upon the operational potentials of the Operator, with the Customer's application issued with one CCD (ICT) or with one bill of lading, or upon the request from state controlling bodies.

3.6-03. Maximum period of staying in customs inspection area for a container is 24 hours since its placement in the area. In case the Customer fails to provide inspection within the specified time, the container shall be taken out of the inspection area; in this case the service of delivering the container for inspection is considered rendered.

3.6-04. Cleaning as well as, upon the sanitary authorities request, disinfection and fumigation of a container shall be ensured by the Customer.

3.7 Measures, which can be carried out by the Operator towards cargoes.

3.7-01. The Operator has the right not to accept the cargo in the following cases:

3.7-01.1. the cargo arrives without coordination with the Operator or on transport vehicles, which are not confirmed for handling by the Operator;

3.7-01.2. the cargo arrives without documents, required for acceptance of the cargo by the Operator, or with the documents not properly issued;

3.7-01.3 the cargo arrives beyond the time fixed, if it was specified by the Operator or coordinated with the Operator;

3.7-01.4. the cargo arrives without coordination with the Operator of special handling and storage conditions in the situations, specified by the "Regulations";

3.7-01.5. the volume of the arriving cargo exceeds the cargo volume coordinated with the Operator;

3.7-01.6. the cargo, which arrives, is prohibited for delivery in and out of the terminal, transportation or reloading according to the standard acts and transportation regulations in force;

3.7-01.7. reloading or storage of the cargo are impossible, according to the Operator's technology.

3.7-02. The cargoes, which have not been accepted by the Operator must be immediately delivered out of the Operator's terminal area.

3.7-03. The Operator has the right to hold the cargo owing to costs and requirements, evolved from operations, which have been carried out, and services, which have been rendered, for the cargoes, handled within the framework of the contract with the Customer.

Section 4 Final provisions.

4.1-01. Should any provision of the stated above be or become fully or partially legally invalid, it will not influence the legal validity of the other provisions of the "Regulations". Such provisions are to be amended by changing the terms of the contract or these "Regulations" with obligatory notification of the Customer about the amendments.

4.1-02. The "Regulations" come into force from the 1st of August, 2005.

4.1-03. The official text of the "Regulations", all amendments and addenda to it are presented in the Internet at www.container.ru in the Russian language. The texts of the "Regulations" in other languages can be presented only for the users' convenience and they are to be considered authorized translation or equivalent documents, having the legal force of the original in the Russian language.