

NAUTIČKI CENTAR TROGIR  
d.o.o.



## **CODE OF CONDUCT IN MARINA BAOTIĆ**



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Pursuant to Article 163 (3) of the Maritime Domain and Seaports Act (Official Gazette 83/23) and Article 9 (2) - (4) of the Ordinance on Conditions and Manner of Maintaining Order in Ports and in Other Parts of the Internal Waters and Territorial Waters of the Republic of Croatia (Official Gazette 72/2021), and other applicable regulations,

NAUTIČKI CENTAR TROGIR d.o.o. with its registered office in Zagreb, Maksimirska 282, Personal Identification Number: 07388469760, Registered ID Nr.: 060083404, represented by the director Željko Baotić, as the port-managing body,

on 30 January 2024 adopts and publishes:

## **THE CODE OF CONDUCT IN MARINA BAOTIĆ**

### **I GENERAL PROVISIONS**

#### **Article 1**

1.1 This Code regulates the conditions and manner of maintaining order in the nautical tourism port Marina Baotić of Nautički Centar Trogir d.o.o., including the dry birth area, the dry storage facility, the parking lot and all the premises that are associated with the activity of the marina (hereinafter referred to as the Marina).

1.2 These rules apply to the entire area of the Marina (land and sea).

1.3 The boundaries of the port area and the graphic representation stating the purpose of each part of the port are shown in the graphic part that makes up an integral part of this Code.

1.4 All service users shall comply with the provisions of this Code of Conduct, the Marine Plan for the Reception and Handling of Waste from Vessels and Cargo Residues from Vessels (hereinafter referred to as the Plan) and all other applicable regulations and acts of the Marina, from the moment of entry into the port, that is, the Marina and for the entire period of stay. All terms used in this Code of Conduct have the meaning as determined by the applicable regulations.

1.5 The Code of Conduct in the Marina will be displayed at reception and other convenient places in the Marina and published on the website of the Marina.

1.6 Order in the Marina shall be maintained by the Administration of the Marina, and by the persons authorized by the Marina.

1.7 Order in the Port shall be confirmed by the competent Port Captaincy.

### **II RULES FOR BERTH USERS**

#### **a) DETERMINING MOORING POINTS FOR VESSELS**

#### **Article 2**

2.1 In the Marina, mooring points for vessels (hereinafter referred to as "berth") shall be determined by the responsible person of the Marina.

2.2 For safety reasons, or some other justified reasons, the Marina reserves the right to move vessels without any prior consent of vessel owners and to take measures to preserve vessels. The costs associated with the measures taken are borne by vessel owners.



## **b) ENTRY AND DEPARTURE OF VESSELS**

### **Article 3**

3.1 Vessels entering the Marina, in accordance with a displayed sign or a published warning, shall not sail at a speed exceeding 2 knots, in the entire marine area of the Marina, otherwise it shall be liable for any damage caused to the Marina or other users of the Marina.

3.2 When entering or departing from the Marina, the priority of passage is given to vessels already on the navigable waterway.

3.3 Each time the vessel is to enter the Marina, the master of the vessel shall announce its arrival (by calling the number 00385 912800014 or by using a radio station - VHF channel 17), and the Marine personnel will, if necessary, give directions and orders for the entry.

3.4 The master of the vessel shall have a valid navigation permit for the vessel, i.e. a valid document permitting navigation in accordance with the regulations of the Republic of Croatia .

3.5 The master of the vessel shall report his/her arrival at reception without delay, and present the following:

- ship information (ship name, flag country, port of entry, call sign, IMO number, MMSI number, gross tonnage, net tonnage, the carrying capacity of the ship, length overall, width, year of construction, arrival draught, departure draught, port and country from which it comes, estimated time of arrival, port and country of destination and estimated time of departure);

- vessel certificate (navigation permit, vignette, casco insurance);

- a crew list/list of persons on board (name, surname, personal identification number, passport/identity card number, date of birth)

in order for the personnel at reception to check them in electronically with the Ministry of Internal Affairs, if there is a legal obligation to do so.

3.6 The master of the vessel shall, in cases where the vessel is temporarily imported for private purposes into the EU, temporarily leave the EU territory while the vessel is in the temporary importation procedure at the latest within the approved period of 18 months defined by Commission Delegated Regulation (EU) 2015/2446 supplementing Regulation (EU) No 952/2013 of the European Parliament and of the Council concerning certain provisions of the Union Customs Code (OJ L 343/1 of 29 December 2015). The master of the vessel shall inform, in writing by filling out a prescribed form, the competent customs office according to the place where the vessel remains in custody of his/her intention to temporarily leave the EU territory. The master of the vessel shall inform the Marina personnel at reception about this.

### **Article 4**

4.1 At each departure of the vessel, the berth user shall to announce their departure if the planned absence is longer than one day (in person, by telephone or radio station). Otherwise, the Marina cannot guarantee a free berth on return.

4.2 The user shall report his/her departure to the Marina before departing from the Marina by checking out at reception and request the assistance of a Marina sailor during the departure, if such assistance is necessary. The sailors at the Marina are obligated to provide assistance with departure if requested by the User.

4.3 The application for departure is submitted no later than one hour before departure.

4.4 After submitting the application and obtaining the permission for departure, the vessel shall leave the Marina within one hour. If it does not do this, it shall re-register its stay in the Marina.



#### **Article 5**

5.1 Vessels which are at a daily berth, i. e. in transit, shall leave the Marina no later than the following day by 2 p. m. At the end of the specified period, a fee will be calculated for the next day and so on until the final departure of the vessel from the Marina.

5.2 Departure shall be carried out with due care in relation to other vessels using the shortest route, without stopping, by navigating on the right side of the waterway and with speeds up to 2 knots, that is, not exceeding the minimum speed possible for a given type of vessel.

#### **Article 6**

The masters of the vessel shall, on arrival and on departure from the port, at a prominent speed reduction sign, next to the place where coastal or underwater works are carried out and next to marked dive sites, navigate at the lowest possible speed as to prevent the waves caused by navigation to cause damage to other vessels, the coast and the port facilities.

### **c) ARRIVAL OF VESSELS BY LAND**

#### **Article 7**

7.1 When arriving to the Marina by land, with a towing vehicle and the vessel on a trailer, the master of the vessel shall register the arrival at the reception desk of the Marina.

7.2 On the order of the master of the vessel, the personnel at reception shall open a work order for lowering the vessel into the sea, i. e. accommodation on land (a dry marine/dry berth or a dry storage facility).

7.3 The master of the vessel shall obtain a navigation permit and a vignette from the Port Captaincy if the vessel is to be dry-berthed, and present all necessary vessel certificates and a crew list/list of persons on board in accordance with the provisions of Articles 3.5 and 3.6 of this Code, in order to be checked-in electronically with the Ministry of the Interior by the personnel at reception, if there is a legal requirement to do so.

7.4 The master of the vessel shall present vessel certificates at reception for transit, and obtain a prepaid card in order to enter and exit the Marina.

### **d) MOORING**

#### **Article 8**

8.1 Vessels in the Marina shall be berthed according to the instructions of the personnel (sailors) at suitable and serviceable berths prepared for this purpose.

8.2 If the vessel does not have sufficient fenders, moorings or if the moorings are not of sufficient strength and length, that is, if the vessel does not have adequate equipment, the person authorized by the Marina will warn of defects and instruct on the requirement to supply the appropriate equipment. If the vessel is not supplied with the appropriate equipment, the person authorized by the Marina will prohibit it from docking in the Marina.

8.3 The moorings of the vessels moored in the Marina must not interfere with the navigation of other vessels and the movement of persons on the shore.

designated for mooring the vessel.



8.4 Waterborne craft of a length equal to or less than 2,5 meters, as well as smaller auxiliary vessels and equipment from vessels moored in the Marina shall not be located on the quay apron or in the sea unless they have the approval of a person authorized by the Marina to do so.

8.5 If another vessel can dock in front of or behind the vessel moored at the quay apron in the Marina, the moored vessel shall have its bow or stern and, if necessary, both parts of the vessel, visibly marked.

8.6 The master of the vessel is not authorized to moor the vessel in the Marina at a place not previously approved by a sailor or another person authorized by the Marina.

8.7 The master of the vessel is liable for his/her own damages and damages to third parties caused by the master of the vessel when entering, mooring or departing from the Marina regardless of the instructions of a sailor on which place is

8.8 The master of the vessel shall moor the vessel at an appropriate distance from waterborne craft, otherwise the Marina bears no responsibility. It is not allowed to install buoys on berths.

8.9 The mooring of a vessel shall be carried out in a secure manner, with correct ropes of appropriate dimensions. Mooring ropes must not interfere with the navigation of other vessels. Stern ropes and the mooring of the vessel are the responsibility of the owner.

8.10 Vessels shall be moored stern to dock or side-berthed to a dock.

8.11 For the safety of all vessels, the use of mooring chains is expressly prohibited.

#### **Article 9**

9.1 The anchoring of vessels is prohibited in the Marina. Exceptionally, the manager of the Marina may allow vessels to be temporarily anchored, if there is a legitimate reason to do so.

### **e) HANDING OVER VESSELS FOR SAFEKEEPING**

#### **Article 10**

10.1 Vessels may be handed over for safekeeping on land at a dry berth (dry marina) or in a dry storage facility.

A dry marina is a part of an enclosed and properly fitted land area for the provision of accommodation of waterborne objects on dry land and the provision of services of transportation, lowering waterborne craft into and lifting them out of water.

A dry storage facility is a part of an enclosed and properly outfitted land area for the provision of storage services for waterborne objects on dry land and the provision of services of transportation, lowering waterborne craft into and lifting them out of water.

10.2 The handing over of the vessel for safekeeping shall be deemed to have been carried out when the owner of the vessel or a person authorized by the owner makes the prescribed preparations and submits a sail clearance at the reception desk of the Marina, a copy of a liability and casco insurance policy, a copy of a third party liability insurance policy, documents, items and data in accordance with Articles 3.5 and 3.6 of this Code, the keys of the vessel, and pays a berthing fee.

10.3 The preparation of the vessel for the handover to the Marina shall include the following actions:

- switching off the power supply in accordance with the applicable Instructions for connecting to the Marine shore/jetty supply;
- connecting the connection to the shore and/or switching on its own battery according to the instructions for connecting to the Marine shore/jetty supply;
- disconnecting the connection of the vessel from the plumbing;
- removing all flammable and explosive substances from the vessel;
- installing own duly certified fire extinguishers near the entrance to the vessel
- checking the level of accumulated water in the lower parts of the vessel;
- closing all valves on the openings located on the underwater part of the hull of the vessel;
- checking the integrity and reliability of the mooring of the vessel;
- removing mobile equipment from the deck and open parts of the superstructure and storing them in the interior of the vessel;
- locking the entrances to the vessel.

10.4 Upon handing over the keys and/or sail clearance to the user or to a person authorized by the user by the reception desk, and/or upon the user or a person authorized by him/her entering the vessel and/or upon collecting the documents at the Marina reception desk, the Marina is released from all liability, regardless of whether the vessel is at a berth in the Marina or is afloat, and any responsibility of the Marina for the safekeeping of the vessel ceases to exist regardless of whether the vessel remains at a berth or is afloat.

#### **f) STAY IN THE MARINA AND EMBARKATION-DISEMBARKATION POINTS**

##### **Article 11**

11.1 The master of the vessel is responsible for the integrity of the vessel, as well as for the safety and seaworthiness of the vessel, in the entire area of the Marina, for the entire duration of the stay in the Marina.

11.2 The master of the vessel undertakes to maintain the vessel in a good, serviceable and watertight condition.

11.3 During the stay in the Marina, the vessel must be marked in a visible place with its name and registration mark. Any change of name and registration mark must be entered in the vessel documentation and reported to the Marine personnel at reception.

11.4 The master of the vessel who has entered into an agreement with the Marina on the use of berths shall, on each arrival on the vessel, report his/her arrival at reception, where he/she shall present the personal identification documents of the entire crew, in order to register the stay of the guests. The sojourn tax is charged in a lump sum at the Port Captaincy according to the applicable Sojourn Tax Act.

11.5 During the stay at Marina the basin is used at the user's own risk.

##### **Article 12**

12.1 The master of the vessel may connect the connections of the vessel to electrical and plumbing installations only if the vessel has the correct installations adapted to the Croatian standard and if he/she or one of the crew is on board the vessel. Only one flexible connecting cable can be connected from the vessel to the socket. While the vessel is in the Marina without the presence of the crew, the connections must be disconnected. If the berth user fails to disconnect them, the Marina is authorized to do the same, and to inform the owner about it.

12.2 The master of the vessel shall equip the vessel with fire-fighting means that will work effectively on board the vessel itself.

12.3 Carrying out works on the vessel (grinding, painting and the like) is allowed, in order to protect other vessels, only on the basis of an existing contract in the designated places in the Marina, and the area where work on the vessel is carried out, must be completely cleaned by the user before leaving the said area, otherwise the Marina will charge the user for cleaning costs. In order to carry out works on the vessel, the master of the vessel should seek approval from the Marina.

12.4 Vessels located at sea berths in the area of the Marina must be capable of maneuvering. Exceptionally, the Marina may, at the request of the berth user, approve the repair of the engine in the Marina.

12.5 If an extraordinary event occurs on board the vessel to persons, hull, equipment, machinery or cargo, or if the pollution of the environment is observed, the person operating the vessel shall report this to the Marina without delay. Upon notification, the competent maintenance service, which in its premises has means and equipment for the prevention of marine pollution, will start with the elimination of the consequences of marine pollution at the expense of the person who caused it.

#### **Article 13**

The vessel that is moored in the Marina, but not handed over for safekeeping in accordance with the provisions of this Code, is taken care of by the user and the user is responsible for any damage caused by the vessel to other vessels, coastlines, devices or facilities.

The owner of the vessel shall insure the vessel from liability for damages caused to third parties.

#### **Article 14**

14.1 If the vessel remains at a permanent berth in the Marina, the user of the vessel shall hand over a set of spare keys at the reception desk of the Marina, and only in case of emergency, when the vessel is threatened by any type of danger or endangered by another vessel, the Marina is permitted to use these keys to enter the vessel, in order to minimize possible damage.

14.2 The Marina shall withhold consent for mooring a vessel ashore when it endangers the safety of navigation, the safety of human life and facilities on shore or at sea, and if the vessel is in such a condition as to pollute the sea and/or endanger human lives and the safety of property of other users.

14.3 The Marina shall prohibit the vessel from entering or departing from the Marina if due to adverse weather conditions the safety of the vessel or persons may be endangered. Without prejudice to the duty to assist vessels in distress, the Marina may withhold consent to vessels for mooring on the quay apron for legitimate reasons, i. e. when there are reasons to believe that doing so will endanger the safety of navigation, the safety of human life and facilities on shore or at sea, and if the vessel is in such a condition as to pollute the sea or endanger the safety of other vessels and the property of berth users in the Marina. Vessels in distress which also pose a threat to the safety of navigation, the safety of human life and facilities on shore, or at sea, shall be accepted and placed at a berth specially provided for this purpose.

14.4 The Marina may, for reasons of the safety of navigation, the safety and protection of human life and the environment, port and other facilities, instruct that an already moored vessel be compulsorily moved to another berth or moved from its assigned place, and that the vessel be removed from the quay apron to the specified position. If the berth user is not available or does not comply with the request, the Marina can move the vessel at the expense and risk of the berth user.

14.5 During the stay in the Marina, it is forbidden to carry out actions that may endanger human life, cause fire, pollute the sea or cause damage to other vessels, and coast, port facilities and devices.



## Article 15

15.1 If the vessel, i.e. a sunken object endangers the safety of navigation or there is a risk of maritime pollution, the user of the vessel or sunken object shall, at the request of the Marina, move the vessel, that is, the sunken object from the Marina to a place designated by the competent Port Captainty.

15.2 The user, i.e. the authorized person, shall recover or remove the wreck or the sunken object at his/her own expense. If the user, or the authorized person, does not recover or remove the wreck or the sunken object, is responsible for the damage caused to third parties in connection with the wreck or the sunken object and shall reimburse the costs of the Marina related to the undertaken actions.

15.3 The removal of wrecks or sunken objects requires the approval of the competent Port Captainty, except for the recovery of wrecks or sunken objects which does not require special nautical and technical resources and special expertise.

15.4 For the recovery of wrecks or sunken objects which does not require any special nautical and technical resources or special expertise the approval of the Port Captainty is not required if the value of the object is negligible, and the object is not considered a cultural good or as having military significance.

15.5 When the competent Port Captainty determines that the wreck presents a danger, it shall order the owner to remove the wreck, and shall determine a reasonable period within which the owner is obliged to remove the wreck.

15.6 If the user of the vessel or the sunken object does not comply with the request of the Marina, the latter shall move the vessel or the sunken object from the Marina to a place designated by the competent Port Captainty, at the expense and risk of the owner of the vessel, i.e. the sunken object, without prejudice to the rights belonging to the concession holder as the honest finder under the provisions of the Maritime Code of the Republic of Croatia.

## Article 16

16.1 When embarking, disembarking and transshipping passengers and baggage, the user shall take necessary measures in order to eliminate any danger to the safety of persons and property as well as any danger to the protection of the sea against pollution.

16.2 When handling goods, the user must take appropriate measures to prevent the items from ending up in the sea and on the coast.

16.3 Upon the completion of embarkation, disembarkation, transshipment or performance of any other action, the person executing said actions shall clean the used part of the coastal area.

16.4 The embarkation and disembarkation of persons in the Marina is possible only from and onto the vessels staying in the Marina using the prescribed bridges or stairs which belong to the vessel.

16.5 Persons and their baggage shall not be embarked or disembarked over the railing of the vessel.

16.6 At an embarkation-disembarkation point, which serves as a part of the coast designated for embarkation and disembarkation of persons, the Marina is obligated to provide a place for mooring the vessel, as well as free space for access by persons.



**g) DEPARTURE FROM THE MARINA**

**Article 17**

17.1 When leaving the Marina, the master of the vessel shall disconnect the connections of the vessel from the electrical and plumbing installations.

17.2 The master of the vessel shall close all valves on the openings located on the underwater part of the hull. In case of damage due to non-compliance with the obligations from this Article, the master of the vessel is responsible for the damage caused.

17.3 On each departure from the Marina, the master of the vessel shall leave behind a serviceable berth.

17.4 When leaving the Marina, the master of the vessel shall under no circumstances leave the keys on the vessel, otherwise the Marina shall not be liable for any damages that may occur.

17.5 If the vessel which was in transit, or for which there is a contract for the use of berths, departs from the Marina by land, all operations of lifting the vessel and loading it onto a vehicle or a trailer, are made by order at reception. Before the departure of the vessel from the Marina, the user shall pay for all services according to the current price list, otherwise the Marina may retain the vessel until the debt is settled by the user.

17.6 The master of the vessel for which a contract for the use of berths has been concluded shall report to the Marina any absence of the vessel from the Marina which lasts longer than 1 (one) day.

17.7 If the vessel, for which there is a contract for the use of berths, leaves the Marina permanently, the user of the berths shall report the departure at the Marina reception desk and cancel the contract for the use of berths in writing in the manner and with the notice period determined by the contract for the use of berths and, before the departure of the vessel from the Marina, pay all services according to the applicable price list. Otherwise, the Marina may retain the vessel until the debt is settled by the user.

**h) PROPELLANT SUPPLY**

**Article 18**

18.1 The supply of propellant in the Marina is provided at a petrol station located in the extreme east of the Marina.

18.2 The supply of propellant in the Marina shall be carried out in accordance with the provisions of this Code and the applicable Regulations on Handling of Hazardous Substances, Conditions and Manner of Transport in Maritime Traffic, Loading and Unloading of Dangerous Substances, Bulk and Other Cargo in Ports and Manner of Preventing the Spreading of Spilled Oils in Ports.



I)  
HOUSE RULES

Article 19

19.1 In the Marina the following is prohibited:

- endangering the safety of navigation, human life and the environment in any way;
- preventing access to mooring devices;
- igniting a fire and all flammable substances, welding, leaving an open vessel with easily flammable or explosive materials on or next to a vessel or next to the vessel or creating a fire hazard in any other way;
- incinerating waste on a waterborne craft;
- planing, swimming, surfing, fishing, diving, windsurfing or waterskiing;
- catching fish and other marine organisms;
- entering the official premises and moving around the Marina in inappropriate clothing (skimpy clothes e.g. topless)
- consuming alcoholic beverages in the Marina area, except in catering establishments;
- staying and moving in the operational area of the Marina by unauthorized persons;
- leaving vessel equipment on the piers and on the shore (walkways);
- letting pets without a leash and owner's supervision as well as disturbing other clients with continuous barking, the entry of pets into the indoor premises of the Marina;
- hanging and washing laundry on the piers or in the area of the Marina;
- cleaning, scraping and painting the above-water or underwater part of the vessel's hull;
- garbage disposal outside of a designated place in the Marina or storing easily flammable and explosive substances and substances with a strong smell or an unpleasant odor in any area of the Marina (on the vessel, next to the vessel, on the plateau of the Marina and the like);
- washing dishes in sanitary facilities;
- keeping auxiliary boats, surfboards and the like moored to the vessel;
- mounting and holding any items on the piers and in other area of the Marina;
- damaging the quay apron (piers and land space) by disposing of various objects and equipment (antennas, various boxes and containers, floor coverings, carpets, etc.), driving wedges into the shore, that is, performing any other action causing damage to operational shores and endangering safety;
- placement of signs, advertisements and other messages, and the use of any premises of the Marina for commercial purposes;
- disturbing the peace of other guests;
- yelling and making noise from 10 p. m. to 8 a. m, except for catering establishments that are allowed to play music up to 12 p.m.;
- moving in the service area or near the crane and movement and staying in the dry storage facility;
- obstructing the movement of vehicles and hydraulic trolleys on busy roads;
- leaving gas or electricity appliances and plumbing switched on, without the presence of the user;
- keeping a vessels' engines in operation, except for sailing in and departure, or having rechargeable batteries switched on when there is no crew on board;
- navigating at a speed of more than 2 knots;
- moving vessels to other berths without the consent of the manager of the Marina;
- hiring third parties to supervise, maintain or service the vessel, without the prior consent of the Marina;
- performing actions on board the vessel that may endanger human life, cause fire, pollute the sea or cause damage to ships, boats, coastlines, port facilities, devices and facilities;
- using own vessel racks at a dry berth;

- except in designated parking spaces. Improperly parked vehicle shall be removed at the expense of the owner;
- camping;
  - borrowing/loaning a parking card and PIN numbers for the use of sanitary facilities;
  - moving, changing and removing moorings, anchors and devices of other watercraft except when necessary to prevent immediate and obvious damage or when necessary due to the arrival or departure of a vessel;
  - mooring vessels to navigational and other markings and devices not intended for mooring and movement on them;
  - unauthorized installation, relocation, alteration, removal or damage to a navigational or other mooring mark or device;
  - air pollution with the release of dust, smoke and other gases above the permissible quantities established by special regulations;
  - placement of satellite antennas, showers and other gadgets on piers and mooring devices;
  - throwing, disposing or discharging solid, liquid or gaseous substances that contaminate the Marina;
  - washing, cleaning, painting, polishing and the like using chemical agents (detergents, solvents, paints) that could enter the sea and cause environmental pollution;
  - using the ship's toilet and discharging fecal tanks and bilges into the sea;
  - anchoring the vessel with its own anchor inside the Marina;
  - filling tanks with or decanting fuel and other flammable liquids, except in an area where this is permitted;
  - pouring waste oil, petroleum or other fats and detergents out into the sea;
  - unloading dirty ballast water and sediment;
  - keeping a dinghy, surfing or other equipment in the approach area around the berths;
  - using a VHF device while the vessel is at a berth;
  - performing any other actions that would interfere with other Marina users or cause damage to the Marina.

19.2 In case of non-compliance with the prohibitions referred to in this Article, the Marina has the right to cancel the berth and, depending on the severity of the violation, submit a report to the competent Port Captancy and/or its field office in order to take appropriate measures.

## **j) MOVEMENT OF PERSONS AND MOTOR VEHICLE**

### **Article 20**

20.1 All persons shall move around the port area in such a way that they do not interfere with the movement of vehicles and port machinery and work in the port.

20.2 An authorization for the movement and retention of vehicles in the port area is issued by an authorized person of the Marina. The vehicles of the Ministry of Interior, Emergency Medical Service, firefighters, Port Captancy, a pilotage company and Customs may move and stay in the port area without a special authorization while carrying out their core activity and having prominent official signage.

20.2

20.3 The speed of motor vehicles in the open area should not exceed 10 km/h. It is forbidden to stop and park motor vehicles in the port area, where port activities are carried out, that is, in places where an explicit prohibition is indicated.

20.4 Parking motor vehicles is only possible in designated and marked places, i. e. exceptionally in locations permitted by the Port Captancy.

20.5

## **k) PARKING**

### **Article 21**

21.1 The loss of the annual owner card shall be charged in accordance with the applicable price list.

21.2 The abuse of parking cards is charged in accordance with the applicable price list.

21.3 In case of not having a parking card when charging for parking, the price for four (4) weeks of parking will be charged in the Marina.

21.4 It is forbidden to park vehicles in the service zone, under other people's vessels on land and outside of areas marked for vehicle parking.

21.5 Vehicles are parked in the parking lot of the Marina at own risk, and the Marina is not responsible for any possible damage.

21.6 Parking camping houses and using electricity and water in camping houses in the area of the Marina will be charged according to the applicable price list.

21.7 The users' personal vehicles shall be parked on the marked parking places in the parking lot of the Marina. If the user of the vehicle leaves the Marina and leaves the vehicle in the parking lot, he/she shall hand over the vehicle keys to the reception desk. Improperly parked vehicles will be moved by the Marine personnel at the expense and risk of the vehicle user.

## **l) OPERATING AND HANDLING MEANS OF LIFTING AND TRANSPORTING VESSELS**

### **Article 22**

22.1 The User shall hand over the vessel for lifting in accordance with the Plan for Vessel Lifting. Otherwise, the User shall bear responsibility for any damage that may occur.

22.2 The User shall hand over the vessel for lifting at his/her own risk with regards to material damage that may be caused due to the poor condition of the vessel, due to devices not dismantled prior to handling, due to the falling of the vessel in windy conditions or due to parts installed on the hull of the vessel that are damaged by lifting.

22.3 The operation of the crane shall be carried out in the operating area which is visibly marked and indicated with signs. The master of the vessel as well as other persons who are not authorized by the Marina is strictly prohibited to access the operating area of the crane.

22.4 The operation of the crane is handled exclusively by a professionally trained person of the Marina, i. e. a professionally trained person of another company, authorized by the Marina for this purpose.

22.5 When moving and working within the operating space, protective equipment required by law shall be worn.



22.6 Before lifting, the master of the vessel shall warn the person handling the operation of the crane about the equipment on the underwater part of the vessel and give accurate information about the position thereof. In the absence of the above information the Marina cannot be charged for potential damages.

22.7 Orders for crane services are announced in writing at least 2 (two) days in advance at the Marina reception desk, and the crane is charged according to the applicable Marine price list.

22.8 The Marina reserves the right to cancel the announced lifting of the vessel if due to weather conditions, characteristics of the vessel and the like there is a risk of vessel lifting being unsafe.

## **m) SERVICING**

### **Article 23**

23.1 All maintenance, repair or modification work on vessels in the Marina is carried out by the Marina personnel or hired external contractors with the prior consent of the Marina.

23.2 A third party hired by the owner of the vessel with the prior consent of the Marina must be announced at reception, with the power of attorney/authorization of the owner of the vessel. If the third party is registered as a member of the crew, they must provide valid boarding documentation.

23.3 Cleaning and maintenance works on vessels and their equipment are allowed to be carried out exclusively in the marked part of the Marine plateau, i. e. within the "service zone", and according to the approval of the responsible person.

23.4 For all damages to adjacent vessels, devices or equipment that are the property of the Marina, and for the pollution of the area or the waters of the Marina, the Marina will charge the owner of the vessel on which the work during which the damage was caused was carried out.

23.5 The Marina may issue an order to suspend the performance of works on the vessel if the Marina determines that there is a possibility of damage to the property of the Marina or third parties, or the pollution of the area or the waters of the Marina.

23.6 Any entry by external service personnel must be registered at the Marina reception desk.

23.7 The fee for the entry of external service personnel and their work is defined by the applicable price list of Marina.

23.8 The working hours of external service personnel are from 8 a. m. to 4 p. m. on workdays. The extension of work is possible only after obtaining an approval from the Marina.

## **n) DIVING**

### **Article 24**

24.1 Only the authorized Marina personnel or external divers with the written permission of the Marina are allowed to dive in the waters of the Marina.

24.2 During the inspection of the underwater part of the vessel by a diver, it is strictly forbidden to release any substances into the sea which can lead to pollution.

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Nautički centar Trogir d.o.o., za nautički turizam, Maksimirska 282, 10 040 Zagreb, Tel: 00385 (0) 21 / 798 182,  
Commercial Court in Zagreb, reg. ID Nr.: 060083404, Pers. ID Nr.: 07388469760,  
IBAN ZABA: HR2823600001101900175, IBAN RBA: HR9624840081101305484, IBAN ERSTE:  
HR4224020061100420525  
IBAN OTP: HR6024070001100352811, IBAN PBZ: HR2323400091110631288,  
Shares capital: 16.160.000,00 kn, directors Željko Baotić i Danijela Baotić

NAUTIČKI CENTAR TROGIR  
d.o.o.



## **o) ENVIRONMENTAL PROTECTION**

## **Article 25**

- 25.1 The use of on-board toilets is prohibited in the Marina.
- 25.2 Waste oil and filters, petroleum, detergent residues, municipal and other waste, must be disposed of according to the type of waste in ecological containers at designated locations in the Marina.
- 25.3 Any pouring or throwing into the sea is strictly punishable.
- 25.4 In order to preserve the cleanliness of the sea and the environment, and in order to avoid unintentional pollution, the use of automatic bilge discharge pumps is prohibited.
- 25.5 The master of the vessel shall place eco-sponges in the bilge of the vessel.
- 25.6 Only biodegradable detergents are allowed in the Marina. It is forbidden to empty toilets in the port basin of the Marina.
- 25.7 In case of major pollution, the Marina will identify the person who caused it, take measures to prevent pollution through employees in charge of this type of activity, remove the vessel to protect the environment, people and vessels, and inform the competent Port Captainty and other competent state authorities, and charge the person who caused it for the costs incurred.
- 25.8 An authorized person of the Marina shall clean the Marina from debris that endangers the safety of navigation and pollutes the sea.
- 25.9 If the berth user operating the vessel notices that there are objects in the Marina which endanger the safety of navigation or which may damage other vessels, port facilities, devices and installations or to pollute the sea, they shall immediately inform the competent Port Captainty and the Marina.

## **p) HANDLING HAZARDOUS AND/OR POLLUTING SUBSTANCES**

### **Article 26**

- 26.1 Hazardous substances in the Marina can be handled only by those persons trained to handle such substances, equipped by appropriate protection equipment and introduced to the protective measures and the manner in which the protective measures are to be taken.
- 26.2 The handling of hazardous and/or polluting substances must be carried out in accordance with the provisions of this Code and the applicable Regulations on Handling of Hazardous Substances, Conditions and Manner of Transport in Maritime Traffic, Loading and Unloading of Dangerous Substances, Bulk and Other Cargo in Ports and Manner of Preventing the Spreading of Spilled Oils in Ports.

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#### **Article 27**

27.1 Reporting and accepting waste in the port shall be carried out in accordance with the Special Plan for the Reception and Handling of Vessel Waste and Cargo Residues from Waterborne Craft.

27.2 The master of the vessel shall store waste and waste oils until arrival in the port, where he/she shall hand them over in the manner prescribed by the Plan and other applicable acts and regulations on the disposal of all types of waste.

### **s) PROCEDURES IN CASE OF MARITIME INCIDENTS**

#### **Article 28**

28.1 In case of a maritime incident in the Marina during the user's stay on the vessel (stranding, fire, sinking, tilting, sea pollution, loss of mooring system, etc.), the user shall immediately upon occurrence of such an event report the incident to the Marina fire service at the contact number 385912800096 and call emergency services immediately if external assistance is needed.

28.2 The Marina shall notify the Port Captainty of the occurrence of a maritime incident.

If the vessel is damaged or there is a danger of polluting the sea and/or the environment, the Marina shall move the vessel to an emergency berth without delay.

### **t) DENIAL OF SERVICE**

#### **Article 29**

29.1 The Marina reserves the right to withhold its consent for a stay in the Marina from the vessel in case of non-compliance with the provisions of the Code of Conduct.

29.2 The Marina reserves the right to take other necessary actions not specified in this Code, if this is in the interest of protecting persons, property and the environment.

### **u) MANNER OF CONTROL**

#### **Article 30**

30.1 The control over the application of this Regulation shall be exercised by the Marine Administration or by a person authorized by it, and the supervision shall be carried out by Port Captainty.

30.2 In case of non-compliance with the provisions of this Regulation, the Marina is authorized by the competent authority to stop providing its services and to charge the responsible user of the service for any damages, except for official penalties to be levied by the Port Captainty.

30.3 The control over entry, docking, mooring, anchoring and departure of vessels in the Marina shall be carried out by sailors.

30.4 The control referred to in the previous paragraph of this article is carried out from 0 to 24 h visually, by VHF and video surveillance.

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**v) INSPECTIONAL SUPERVISION**



### **Article 31**

31.1 The inspectional supervision of the application of this Regulation shall be carried out by navigational safety inspectors and other authorized employees of the Ministry and the Port Captainty.

31.2 In case of non-compliance with the provisions of this Regulation, the Port Captainty is authorized to initiate infringement proceedings against the person who violates or acts contrary to the provisions of this Code.

### **z) COMPLAINTS**

#### **Article 32**

Complaints and remarks can be submitted in writing to the Marina reception, by post to the address Nautički Centar Trogir d.o.o., Don Petra Špike 2a, 21 218 Seget Donji or by email to the following address: [complaints@marinabaotic.com](mailto:complaints@marinabaotic.com)

### **III FINAL PROVISIONS**

#### **Article 33**

33.1 On the effective date of this Code of Conduct, the existing Code of Conduct in Ports and Other Parts of Internal Sea Waters and Territorial Sea of the Republic of Croatia ceases to exist for the special purpose port of NAUTIČKI CENTAR TROGIR d.o.o., from 1 April 2014.










33.2 All amendments resulting from the amendment of legal regulations, shall be published on the bulletin board and the official website of the Marina and shall form an integral part of this Code.

33.3 All services are charged according to the applicable Marina price list or as per offer, and damages caused by non-compliance with the Code of Conduct will be collected in accordance with the assessment of the commission.

33.4 This Code of Conduct shall enter into force upon obtaining the consent of the Port of Split.





- |   |  |   |   |
|---|--|---|---|
|  | CONCESSION BOUNDARIES                                |    | LIFTING/LOWERING OF VESSELS FROM/INTO SEA |
|  | OPERATIONAL PART - embarkation/disembarkation points |    | PARKING LOT                               |
|  | NAUTICAL PART - mooring points                       |    | DRY BERTH                                 |
|  | VESSEL PROPELLANT SUPPLY STATION                     |    | DRY STORAGE FACILITY                      |
|   |  |  | PORT AREA BOUNDARIES                      |

Class: \_\_\_\_\_

Reg. Nr.: \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_ PO  
 PORT CAPTAINCY SPLIT  
 Željko Kuštera, Harbormaster

\_\_\_\_\_ N  
 NAUTIČKI CENTAR TROGIR d.o.o.  
 Željko Baotić, Director

\_\_\_\_\_  
 NAUTIČKI CENTAR TROGIR d.o.o.  
 Vesna Čarija, reception

In accordance with the regulations of the Republic of Croatia, Nautički Centar Trogir d.o.o., by adopting this Code of Conduct, as the user of the nautical tourism port Seget Donji, i.e. as the body that manages the port, has fulfilled its obligation to prescribe the code of conduct in the port.