

EPIDEMIC CONTROL REGULATION

1 Objective and General Provisions of the Regulation

- 1.1 The objective of Port of Tallinn Epidemic Control Regulation (hereinafter Regulation) is to establish the requirements, conditions and activities for prevention of spread of extremely dangerous communicable diseases in the harbours of Port of Tallinn.
- 1.2 Basis for establishing the Regulation:
 - 1.2.1 Communicable Diseases Prevention and Control Act;
 - 1.2.2 Procedure and conditions for the prevention of extremely dangerous communicable diseases on the Estonian state border (Government of the Republic Regulation No. 298 of 27.11.2003);
 - 1.2.3 Port Rules,
 - 1.2.4 International Health Regulations 2005 issued by the World Health Organisation (<http://www.who.int/ihr/en/>).
- 1.3 The Regulation applies in all the port areas of Port of Tallinn constituent harbours and is mandatory to all people operating in or staying at the port.
- 1.4 Health Board shall inform Port of Tallinn of global epidemiologic situation on an ongoing basis. The Head of Safety Surveillance and Working Environment Group forwards epidemics-related information received from Health Board or other sources by e-mail to port officers in charge, vessel traffic management group (hereinafter VTMG), and cooperation partners.
- 1.5 Safety and Security Department of Infrastructure Division of Port of Tallinn is responsible for updating the Regulation and notifying cooperation partners. The Regulation has been coordinated with Health Board on April 25, 2019.
- 1.6 Related documents:
 - 1.6.1 Emergency Act,
 - 1.6.2 Public Health Act,
 - 1.6.3 Waste Act,
 - 1.6.4 Maritime Safety Act,
 - 1.6.5 Biocidal Products Act,
 - 1.6.6 WHO handbook "*Vector surveillance and control at ports, airports, and ground crossings*" <http://www.who.int/ihr/publications/9789241549592/en/>;
 - 1.6.7 Plans for solving emergency situations in Port of Tallinn constituent harbours (emergency plans).
- 1.7 Annexes to the Regulation:
 - 1.7.1 Annex 1. Saaremaa Harbour epidemic control regulation,
 - 1.7.2 Annex 2. Use of protective clothing in the centre of infection,
 - 1.7.3 Annex 3. Maritime Declaration of Health,
 - 1.7.4 Annex 4. Health Board questionnaire for passengers viewed as contacts (in 3 languages),

2 Definitions

- 2.1 **Disinfection** – set of measures for extermination of pathogenic microbes from body of a person or an animal, luggage, cargo, containers, vehicles, goods and postal items.
- 2.2 **Epidemic** – an outbreak of communicable disease, which calls for infection control measures to be applied extensively.
- 2.3 **Extremely dangerous communicable disease** – a disease with a high level of infectiousness which spreads rapidly and extensively or which is serious or life-threatening (Government of the Republic Regulation No. 298 is applied for prevention of spread of plague, cholera, yellow fever, viral haemorrhagic fevers on the Estonian state border).
- 2.4 **Suspicion of extremely dangerous communicable disease** – if port employees or crewmembers of a vessel discover a person with symptoms based on which the communicable nature of the disease can be suspected; if it appears that the person suspected of being infected had within the past 30 days visited countries, where the extremely dangerous communicable disease has spread, or if the person has had close contact with infected person/animal or infectious material.
- 2.5 **Sanitary zone** – a separate location (berth) designated by Harbour Master, where the quarantined vessel is directed.
- 2.6 **Pest control** – procedure for eradication of insect vermin (insect control), eradication of rodent vermin (rodent control) and disinfection (harmful bacteria and microorganism control), in the course of which biocidal products are used to destroy or control the unwanted effect of harmful organisms (basis: Government of the Republic Regulation No. 298; Biocidal Products Act).
- 2.7 **Contacts** – port employees, crewmembers and passengers, who have been in contact with a person suffering from a communicable disease or a person suspected of being infected and his/her secretions.
- 2.8 **Close contacts** – contacts who had close contact with a person suffering from communicable disease/ person suspected of being infected or his/her secretions:
 - 2.8.1 other passengers travelling with the person suffering from communicable disease/ person suspected of being infected;
 - 2.8.2 passengers who had close contact with the person suspected of being infected or his/her secretions;
 - 2.8.3 crewmembers (primarily service staff in contact with the person suspected of being infected) and port employees who had direct contact with the person suspected of being infected or his/her secretions.
- 2.9 **Person suffering from a communicable disease** – a person who has been diagnosed as having a communicable disease using methods accepted by medical science.
- 2.10 **Communicable disease** – disease, or carrier state with no signs of disease, which is caused by the entry of an infectious agent into the human body which is transmitted or with regard to which there is reason to believe that it may be transmitted directly or indirectly person-to-person or animal-to-person.
- 2.11 **Person suspected of being infected** – a person with symptoms of a communicable disease (other than symptoms resulting from seasickness or trauma), malaise, fever 38C/100F or above, and at least one of the following symptoms:
 - 2.11.1 persistent cough;
 - 2.11.2 breathing problems;
 - 2.11.3 severe diarrhoea;
 - 2.11.4 severe vomiting;

- 2.11.5 skin rash;
 - 2.11.6 bleeding or bruising (other than resulting from trauma);
 - 2.11.7 recently decreased consciousness.
- 2.12 **Risk and suspicion of infection** on board of vessel or on port territory:
- 2.12.1 discovery of a person suffering from an extremely dangerous communicable disease /person suspected of being infected on port territory or on board;
 - 2.12.2 discovery of a dead body, unless a communicable disease (including extremely dangerous communicable disease) has been excluded as a cause of death;
 - 2.12.3 suspicion that goods originating from an infectious region may be infected;
 - 2.12.4 discovery of carriers of infectious agents causing extremely dangerous communicable diseases (gnats, rodents or signs of their presence, dead rodents) in a means of transport or cargo shipment.
- 2.13 **Infectious waste** – substances containing infectious agents, microorganisms or their toxins, which are known for certain or which probably cause people or other living organisms to become infected and which need to be collected and exterminated pursuant to special procedure in order to avoid infection.
- 2.14 **Infectious vessel** – vessel with suspicion/risk of extremely dangerous communicable disease, which requires application of medico-sanitary measures for prevention of spread of communicable disease.
- 2.15 **Hazardous waste** – waste which due to at least one harmful effect established in Section 8 of the Waste Act may be hazardous to health, assets or environment.

3 Contact information

Contact persons in case of risk of infection	
Old City Harbour, Paljassaare Harbour	VTMG Shift Administrator, phone 631 8588, vs.kapten@ts.ee Harbour Master Ain Klaus, phone 5648 9700 a.klaus@ts.ee
Muuga Harbour	VTMG Shift Administrator, phone 631 9532 Deputy Harbour Master Mihkel Abe, phone 631 9530, 5650 0264 m.abe@ts.ee
Paldiski South Harbour	VTMG Shift Administrator, phone 631 8810, 522 1757, Paldiski-disp@ts.ee Harbour Master Andres Kungla, phone 6318805, 504 9631
Saaremaa Harbour	Harbour Manager, phone 610 0703, 521 0668 Harbour Master Andres Kungla, phone 631 8805, 504 9631
Alarm Centre	Phone 112, 112@112.ee
Health Board	Official on duty 24 h, phone 5344 0429 ewrs@terviseame.ee
West-Tallinn Central Hospital	24 h consultation from the doctor of communicable diseases on duty, 5302 2770 (doctor of communicable diseases at the Centre of Communicable Diseases)
Health Board (Saaremaa Harbour)	Saaremaa representation of Western Service of the Health Board 8.00-16.00, phone 501 3262, inge.balin@terviseamet.ee Health Board official outside business hours, phone 5344 0429 (24h/7)
Kuussaare Hospital	Doctor on duty, phone 452 0037 or 452 0038 for consultation regarding a person suffering from a communicable disease or a person suspected of being infected
PBGB border checkpoint	Police and Border Guard Board (hereinafter PBGB) Tallinn border guard station, phone 619 1260, 504 6454, e-mail tallinna.kordon@politsei.ee

PBGB border checkpoint in Saaremaa Harbour	Operative information service of the Western Prefecture of PBGB 24/7, phone 629 2555, e-mail laane.rcc@politsei.ee
Estonian Tax and Customs Board	Sulev Kurm phone 53322252
Other contact persons	
Port Head Office	Chief Infrastructure Officer, phone 5147218 Administrative Manager of Old City Harbour, phone 509 2961 Administrative Manager of Muuga Harbour, phone 631 9501, 524 8058 Administrative Manager of Paldiski and Saaremaa Harbour, phone 631 8805, 504 9631 Passenger Terminal Group of Maintenance Department, phone 5306 1252 Head of the Safety and Security Department, phone 5340 4332, s.lohmus@ts.ee
Old City Harbour Marina	Skipper-Marina Master Frank Oliver Sari, tel 5103360 jahisadam@ts.ee
Tallinn Funeral Office	Transportation of the dead body. Phone 644 9580, 517 2599
Disinfection, pest control	OÜ Brantus Muuga (v.a HHLA TK Estonia AS), Paljassaare Harbour and Old City Harbour, phone 631 8514, 5197 2722 Rentokil OÜ Paldiski South Harbour, Transiidikeskuse AS, Saaremaa Harbour, phone 660 1650, 5141763, rpc-info-ee@rentokil.com
Removal of hazardous waste	Muuga, Paljassaare, Paldiski South Harbour, Old City Harbour - AS Green Marine, phone 631 8253, 5159303 (24h) greenmarine@greenmarine.ee Saaremaa Harbour - OÜ Prügimees Phone 4531603, saaremaa@keskkonnateenused.ee

4 Activities in case of risk or suspicion of infection on board vessel arriving or staying at the port

- 4.1 Ship's captain or ship agent shall notify VTMG of the harbour of infectious vessel. Leaving and boarding the infectious vessel is prohibited without the permission of Health Board official.
- 4.2 Activities of **VTMG** based on information received from the vessel (ship agent):
- 4.2.1 Notifies the Alarm Centre of Rescue Board by calling 112, Alarm Centre will dispatch ambulance. VTMG informs of the need to send ambulance crew equipped with personal protective equipment to deal with persons suffering from a communicable disease or persons suspected of being infected;
- 4.2.2 Informs Health Board and sends the following information:
- Name and flag of vessel;
 - Number of passengers and crew on board;
 - Estimated time of arrival;
 - Number of passengers on board and persons suspected of being infected;
 - Disease symptoms;
 - If possible, health status of the person(s) infected and locations visited by the vessel (or passenger) during past 4 weeks.
- 4.2.3 Notifies Estonian Tax and Customs Board and PBGB border checkpoint;
- 4.2.4 Notifies Harbour Master;
- 4.2.5 After the Harbour Master together with Health Board has decided on whether to allow the vessel in the port or not, VTMG determines vacant berth and directs the vessel there, or the vessel will stay on the roadstead of the port;

- 4.2.6 Coordinates cooperation with disinfection company on port territory or in passenger terminal;
- 4.2.7 Arranges forwarding the information of infectious waste handling company to the ship agent or operator.
- 4.3 **Harbour master** notifies the **Head of Emergency**, who manages the activities of the Emergency Steering Group and informs the steering group according to port emergency plan and acts as a liaison between all parties.
- 4.4 **Emergency Steering Group** acts in accordance with port emergency plan:
 - 4.4.1 Ensures all assistance for solving the emergency and eliminating consequences by using existing resources,
 - 4.4.2 Makes a decision on continuation of port operation in case of severe damage to the facilities,
 - 4.4.3 Ensures resuming normal operations of the port as quickly as possible.
- 4.5 **Head of Safety and Security Department**
 - 4.5.1 In cooperation with contractual security company, organises guarding of the vessel and infectious zone in terminal to ensure that nobody would leave or enter the restricted zone without the permission of Health Board. If necessary, the security guard will meet ambulance crew and Health Board officials and escort them to the vessel;
 - 4.5.2 Organises restricted sanitary zone (berth), equipped with marking designating a hazard zone and arranges sending/escorting officials to the vessel.
- 4.6 Activities of **Health Board** official after receiving information regarding infectious vessel or person:
 - 4.6.1 Gives an order to act in accordance with the epidemics control regulation and coordinates implementation of epidemic control measures;
 - 4.6.2 Acts pursuant to the procedure prescribed by Health Board upon discovery of extremely dangerous diseases;
 - 4.6.3 Declares the vessel infectious or infection free, based on the background information on epidemiological situation of communicable diseases and the information obtained from ship's crew regarding the persons suspected of being infected;
 - 4.6.4 Questions the passengers and crew members, collects completed questionnaires (form in Annex 4), gives recommendations for conduct upon manifestation of symptoms and, if necessary, prepares referral for arranging medical observation;
 - 4.6.5 Declares the risk of infection ended after the completion of required epidemic control measures, for which a written certificate shall be prepared. Health Board official shall forward the certificate to the ship's captain and copies thereof to Harbour Master and border checkpoint;
 - 4.6.6 After the vessel has been declared infection free, informs VTMG Shift Administrator thereof, and the latter shall notify all related parties of the ending of the alert and arrange normal servicing of the vessel.
- 4.7 Ambulance shall take the person(s) suffering from a communicable disease to hospital. If the risk of infection is associated with a dead person, the ambulance crew will confirm the death and ship agent or ship's captain will summon the person transporting the dead body.
- 4.8 **Ship agent** (ship owner or operator):
 - 4.8.1 On request of Health Board, forwards the list of passengers and crewmembers (method of delivery is agreed by phone);
 - 4.8.2 If necessary, specifies the travel history of the person suffering from communicable disease/ person suspected of being infected for the past 30 days;

- 4.8.3 If the vessel remains on the roadstead, arranges a tugboat for transporting ambulance crew and officials to the roadstead;
 - 4.8.4 Organises disinfection or other works necessary for eliminating the centre of infection on board prescribed by Health Board;
 - 4.8.5 Acts in accordance with the instructions given by Health Board officials (including forwarding the questionnaire in Annex 3 to ship's captain);
 - 4.8.6 Arranges the transport of dead body by using regional funeral office.
- 4.9 **Activities of border checkpoint and Tax and Customs Board (ETCB):**
- 4.9.1 Until exclusion of the risk of infection, the border checkpoint shall operate in accordance with the epidemic control regulation.
 - 4.9.2 Border and customs procedures shall be performed with regard to the person suffering from communicable disease based on current situation, either at port or later on at the hospital. ETCB officials check infectious luggage, cargo, goods and postal items (including during disinfection).
 - 4.9.3 Border and customs procedures for other passengers and crewmembers shall be performed on board vessel after receiving permission of Health Board official.
 - 4.9.4 If necessary, the border checkpoint and ETCB officials shall use personal protective equipment (Annex 2) during the inspection.
- 4.10 Port shall organise ship services, employees shall wear protective clothing.
- 4.11 **Duties of Chief Administrative Officer:**
- 4.11.1 Provision of work premises on request of Health Board;
 - 4.11.2 Arranging transport for Health Board official (on request);
 - 4.11.3 Extraordinary organisation of pest control in case of epidemiological indications.
- 4.12 **Use of personal protective equipment and protective clothing**
- 4.12.1 All employees who have been in contact with a person suffering from a communicable disease/person suspected of being infected or infectious cargo (luggage, goods, postal items, food waste, etc.), shall use basic set of protective clothing, which shall be put on and taken off by strictly following the prescribed procedure (Annex 2).
 - 4.12.2 Used protective clothing is placed in specially labelled garbage bags, removal of which is organised by waste handling company.
- 4.13 **Waste handling**
- 4.13.1 Removal of infectious ship-generated waste, including food waste and unrealised food is performed only with the permission of Health Board official.
 - 4.13.2 Removal of infectious waste is organised by waste handling company having the hazardous waste management licence.
 - 4.13.3 Ship's sewage is collected in the sewage tanks of the vessel, disinfection company disinfects it (by prescription of Health Board) and procedure according to clause 6.2 shall be followed only after that.
- 4.14 If cargo has already been loaded, the disinfection of infectious cargo or luggage shall take place in the premises of the owner of cargo.
- 4.15 VTMG notifies all structural units of the ending of the risk of infection (decision of Health Board) according to emergency plan.

5 Activities in case of risk or suspicion of infection in passenger terminal

- 5.1 If an employee of passenger terminal, border checkpoint or ETCB official discovers in the passenger terminal a person with symptoms associated with the suspicion of communicable disease, such employee shall summon the Administrator of Passenger Terminals.
- 5.2 Administrator of Passenger Terminals shall at first ascertain whether the person has visited a known infectious area within past 30 days, and informs VTMG Shift Administrator thereof.
- 5.3 Person suspected of being infected, his/her personal effects and luggage shall remain where he/she was discovered.
- 5.4 VTMG shall act in accordance with clause 4.2.
- 5.5 All persons who had contact with the person suspected of being infected must use the basic set of protective clothing (pursuant to Annex 2) or, if that is not possible, at least wear a protective mask and gloves.
- 5.6 Administrator of Passenger Terminals shall arrange for the reception of ambulance crew at the entrance of the passenger terminal and their escort to the person suffering from the disease.
- 5.7 Health Board shall question the rest of the passengers of the same vessel, give recommendations for conduct upon manifestation of symptoms and, if necessary, prepare a referral document for arranging medical observation. Administrator of Passenger Terminals shall arrange the place for questioning, questionnaire forms and writing instruments.
- 5.8 If Health Board or ambulance crew declares that there is no risk of infection, the administrator shall notify VTMG Shift Administrator thereof, and the latter shall inform of declaring the emergency ended in accordance with emergency plan.
- 5.9 Border and customs procedures of the person suffering from the disease shall be performed on the basis of current situation in the passenger terminal or later on at the hospital.
- 5.10 If there is a need for cleaning the premises or cleansing infected materials, Administrator of Passenger Terminals shall order clean-up works from the cleaning company servicing the terminal.
- 5.11 Health Board official shall determine the epidemic control measures required for eliminating the centre of infection, including carrying out disinfection, for which the official shall give a written order to VTMG Shift Administrator.
- 5.12 After disinfection, the person performing disinfection shall execute relevant report and inform Administrator of Passenger Terminals of the period for maintaining the disinfected area as a restricted area. Administrator of Passenger Terminals shall inform VTMG Shift Administrator about resuming the use of disinfected area.
- 5.13 Health Board official shall declare the risk of infection ended after the completion of required epidemic control measures. Health Board official shall forward the decision in writing to Administrator of Passenger Terminals and VTMG Shift Administrator.
- 5.14 Used protective clothing is taken off in strict accordance of prescribed procedure (pursuant Annex 2), placed in specially labelled garbage bags, removal of which is organised by waste handling company.

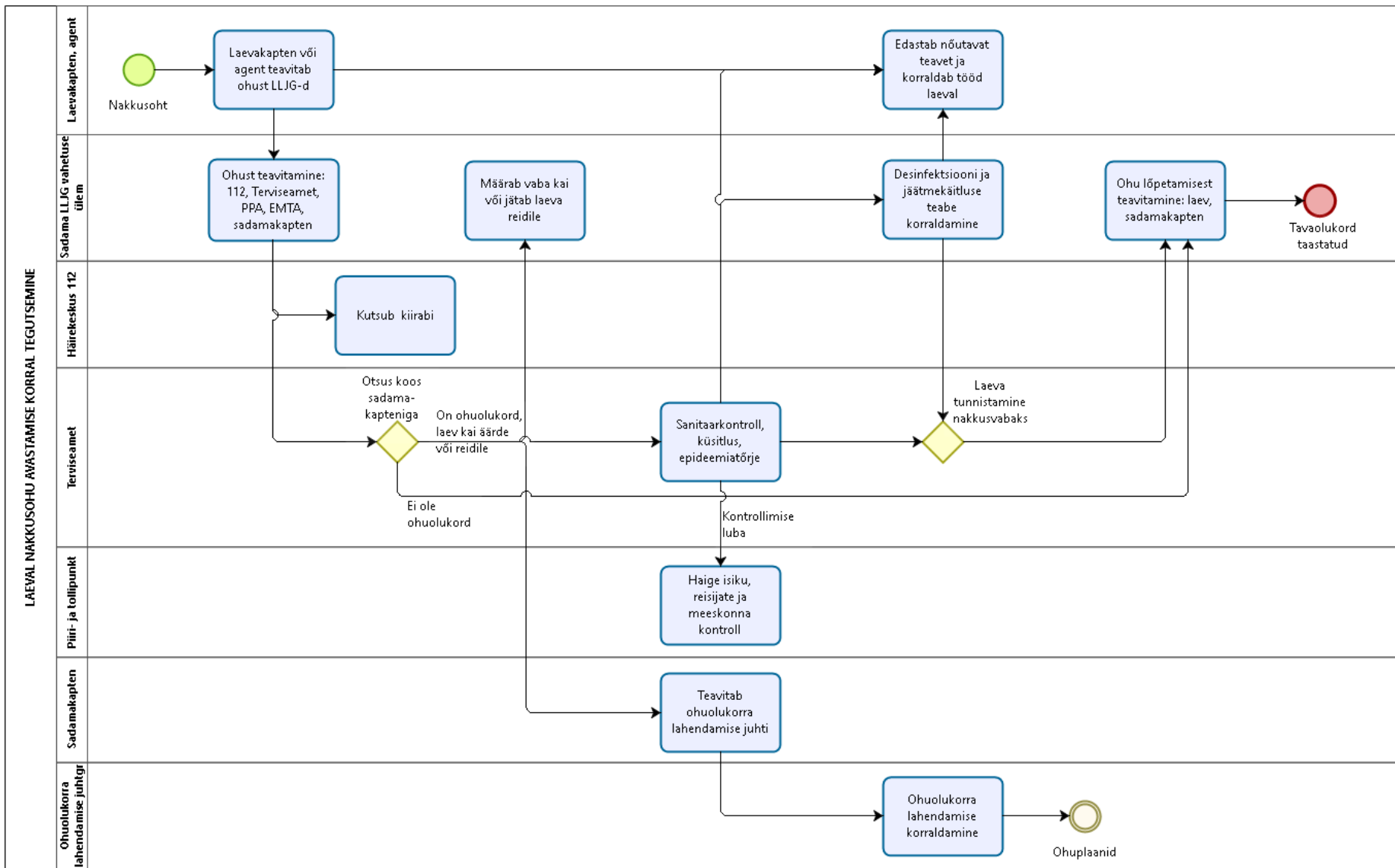
6 Planned port activities for prevention of spread of communicable diseases

- 6.1 Inspection of drinking water quality of the water supply system of harbours.

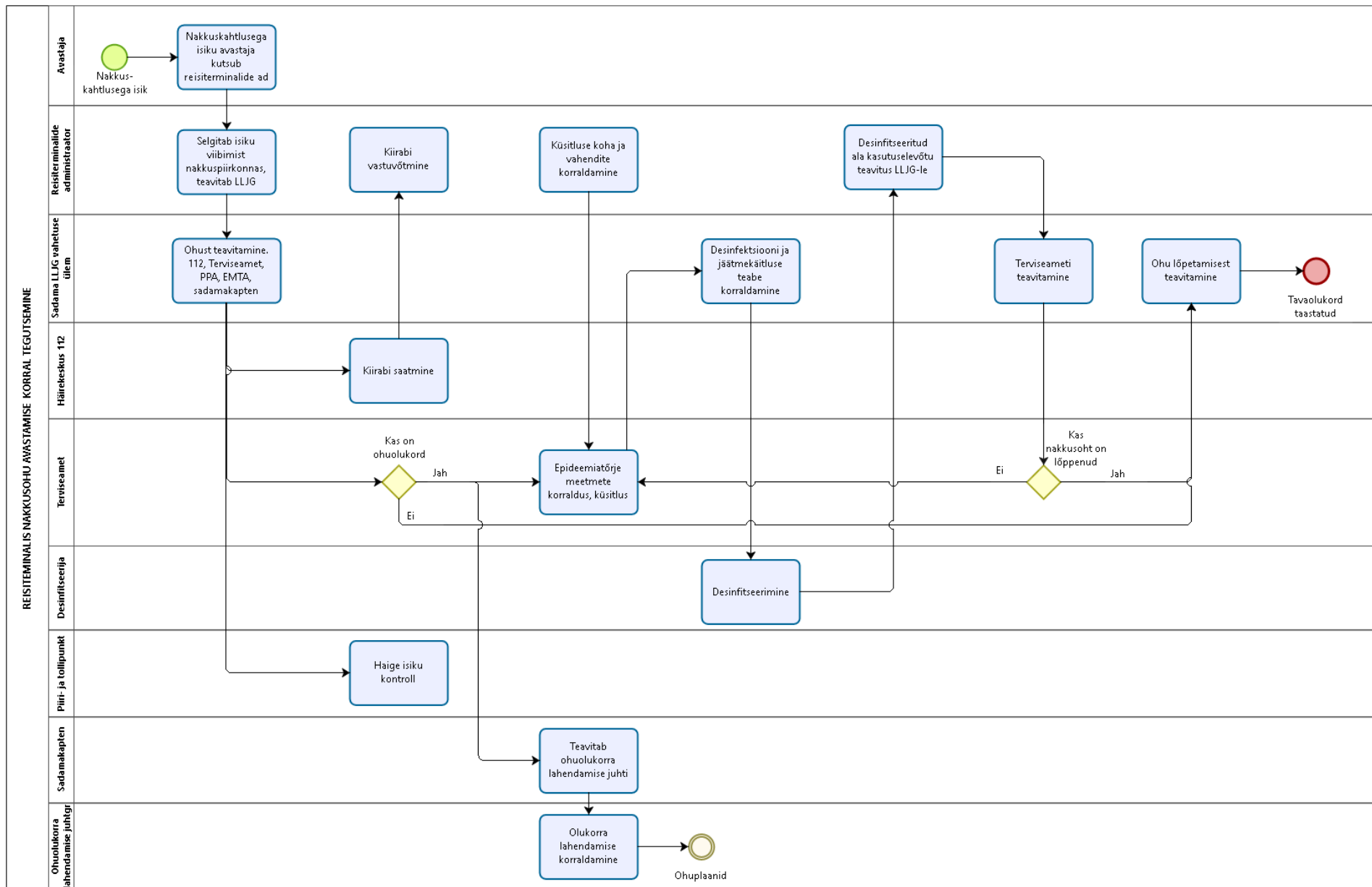
- 6.1.1 Energy Department shall perform the inspection of the quality of drinking water supply system on a quarterly basis (or more frequently, if necessary), the inspection shall be carried out by Sanitary Quarantine Bureau of Northern Service of Health Board according to contract.
- 6.1.2 If the results of drinking water analysis fail to meet the standard, the reasons for non-compliance shall be examined and eliminated. Follow-up analyses will be performed after implementing necessary measures.
- 6.1.3 Reports on drinking water analyses shall be maintained at the Energy Department and a copy thereof is issued to ship/ships upon request.
- 6.2 Collection and removal of waste from vessels and port territory.
- 6.2.1 Collection and removal of waste from the port is organised pursuant to Port Rules (clause 1.8. Tidiness and Safety on Port Territory) and the procedure for provision of port services (clause 2.1.11, c). Companies operating at the port are obliged to ensure cleanliness and maintenance of the territories and berths in their use.
- 6.2.2 Delivery of ship-generated waste is organised by ship agent. Further information concerning the receipt of ship-generated waste is provided by Harbour Master.
- 6.2.3 Receipt of ship-generated waste and cargo residues takes place in accordance with Port Rules (7. Receipt of ship-generated waste and cargo residues) and Ship-generated waste and cargo residues reception and handling plan <https://www.ts.ee/en/ship-generated-waste/>.
- 6.2.4 Delivery of waste to waste handling companies is established by corresponding contracts concluded with waste handling companies holding relevant activity license; alternatively, waste can be delivered on a one-off basis to companies holding relevant licence. The staff of Port of Tallinn Quality and Environmental Management Department and the Head of Paldiski South Harbour Group of Maintenance Department (waste handling contract with Paldiski South Harbour) are responsible for performance of waste handling contracts at the port.
- 6.3 Organisation of pest control on the territory of Port of Tallinn (including exceptional epidemiological indications) and scheduled rodent control twice a year, as well as submission of results to the regional service of Health Board.
- 6.3.1 Organisation of pest control is based on a contract concluded with the company providing relevant service. Pest control company must be entered in the register of economic activities.
- 6.3.2 The company shall perform pest control on the territory of Port of Tallinn (except for vessels and operators in port area) on a regular basis in accordance with the contract and calls.
- 6.3.3 Administrative Managers of the harbours of Port of Tallinn (except for Muuga Harbour) coordinate cooperation with the company performing pest control. At Muuga Harbour, pest control works are coordinated by operators in accordance with the contract concluded with pest control company.
- 6.3.4 Company representative shall prepare relevant control report, containing the following information:
- Name and address of the object, name of client;
 - Time of performing pest control (date and time);
 - Type of pest control;
 - List of facilities and spaces together with the area, where the control was performed;
 - Method of control;
 - Control agent(s) used and designation, concentration and quantity of active ingredient(s);

- Waiting period (i.e. a term, upon expiry of which the facilities or surfaces can be used again);
 - Necessary post-control measures prior to resuming the use of the object;
 - Number and location of placed traps or bait boxes;
 - First aid instructions, indicating the antidote of the active ingredient contained in the control agent;
 - Person responsible for pest control surveillance;
 - Signatures (contact person and persons performing the control).
- 6.3.5 Administrative Manager shall arrange forwarding of the copy of the report to the regional service of Health Board twice a year (in autumn and in spring).
- 6.4 Training of port of Tallinn employees
- 6.4.1 The Safety Surveillance and Work Environment Group of Port of Tallinn, in cooperation with officials of Northern Service of Health Board, shall organise regular training regarding extremely dangerous communicable diseases for employees in charge and cooperation partners.
- 6.4.2 Global list of epidemiologic risk areas and countries is available on the internet homepage of Health Board at www.terviseamet.ee or WHO homepage at <http://www.who.int/ith/en/>.
- 6.5 Port of Tallinn ensures the presence of hand disinfectants and protective clothing for relevant employees of port of Tallinn.
- 6.6 The Head of Passenger Terminal Group of Maintenance Department ensures personal protective equipment for the employees of Passenger Terminal Group, questionnaire forms (Annex 4) and instruments for writing at the location intended for questioning the passengers.
- 6.7 Health Board shall ensure preparedness for performing sanitary inspection on state border; notify cooperation partners of infectious situations in the world and necessary preventive measures; perform sanitary inspection and organise implementation of epidemic control measures necessary for eliminating the centre of infection in port buildings and on board vessel.

7 Diagram. Activities in case of risk of infection on board vessel arriving or staying at the port



8 Diagram. Activities in case of risk of infection in passenger terminal



SAAREMAA HARBOUR EPIDEMIC CONTROL REGULATION

1 General provision

- 1.1 Saaremaa Harbour is a part of Port of Tallinn and the entire general activity in case of risk of infection has been established in Port of Tallinn Epidemic Control Regulation.

2 Procedure in case of risk of infection

- 2.1 Ship's captain or ship agent shall notify the Harbour Master or the Manager of Saaremaa Harbour of arriving infectious vessel.
- 2.2 Harbour Master or on-site Harbour Manager shall notify the regional service of Health Board of the vessel arriving at the border checkpoint in the following cases:
 - 2.2.1 Discovery of a person suspected of being infected with extremely dangerous communicable disease (if harbour employees or ship's crew discover a person with symptoms based on which the communicable nature of the disease can be suspected (see *Definitions*) and if it appears that the person suspected of being infected had, during past 30 days, visited countries, where extremely dangerous communicable disease has spread or had been in close contact with a person, who has been diagnosed with extremely dangerous communicable disease). Health Board must be notified of the name, age, sex, nationality, signs of disease and date of disease onset of the infected person or person suspected of being infected, and the measures taken with regard to the infected person; number of passengers and crew members;
 - 2.2.2 Discovery of a dead body, unless a communicable disease has been excluded (including extremely dangerous communicable disease) as a cause of death;
 - 2.2.3 Suspicion that goods originating from an infectious area may be infected;
 - 2.2.4 Discovery of carriers of infectious agents causing extremely dangerous communicable diseases (gnats, rodents or signs of their presence, dead rodents) on board.
- 2.3 Harbour Master or Harbour Manager shall forward the same information to the Alarm Centre of Rescue Board by phone 112 and to the PBGB border checkpoint at Saaremaa Harbour.
- 2.4 After detecting the communicable disease or risk of infection, the Harbour Master shall inform the secretary of Saare County Governor by phone 452 0501.

3 Procedures in case of risk or suspicion of infection

- 3.1 Generally, the Harbour Master shall decide where to direct the infectious vessel and necessary control measures shall be organised pursuant to the Port of Tallinn Epidemic Control Regulation.
- 3.2 Declaring the vessel infected, infectious or infection free shall in each case be decided by Health Board (clause 4 (3) 4) of the Government of the Republic Regulation No. 298).

4 Planned harbour activity for ensuring prevention of infection

- 4.1 The harbour has a bore well. Energy Department organises the inspection of quality of drinking water once a year, inspection is performed by local office of Health Board based on relevant contract.
- 4.2 Removal of waste is performed by waste handling company in accordance with contract.

4.3 Contracts have been concluded for organising pest control. Rodent control is performed twice a year (in spring and in autumn) and a copy of the report is sent to local representation of Health Board.

Use of protective clothing

Set of protective clothing

1. Disposable overalls with a hood and dust protection;
2. Disposable coat;
3. Respirator FFP 3 9332 (or other respirator with equivalent protective efficiency);
4. Protective glasses;
5. Rubber gloves, surgical;
6. Rubber boots or protective covers for own footwear

Additional set of protective clothing for dealing with contacts

1. Disposable coat;
2. Rubber gloves, surgical;
3. Surgical protective mask.

Sets are located in the information room on the 1st floor in Terminal A, information room on the 3rd floor in Terminal D, Marina Master's room in the Old City Marina, assistant's room on the 3rd floor of the office building in Paldiski South Harbour, security desk on the first floor in Muuga Harbour and Harbour Manager's room in Saaremaa Harbour.

Using of protective clothing

Protective clothing shall be put on prior to entering the infectious zone strictly following the given order:

1. Overalls with a hood, on top of own clothing;
2. Rubber boots or disposable protective covers for own footwear;
3. Respirator, upper bands on top of the head and lower bands on the back of the neck (see instructions for use);
4. Protective glasses (check that the hood, respirator and glasses cover all parts of the face). Seal with tampons if necessary;
5. Coat;
6. Check the gloves for holes by blowing air into them and after that put the gloves on so that the cuff ends cover the end of coat sleeve.

Removal of protective clothing

- Fundamental rule when taking off protective clothing: contaminated items are removed first!
- After removing a single item, disinfect hands (in gloves) with disinfectant according to their instructions by following the safety requirements. Recommended disinfectants include Bacillol, Melsept SF, Meliseptol, Hexaquart L, S; Quatohex, etc.
- During the process, another person shall assist with taking off protective clothing, using disinfectant and collecting contaminated items. The assistant shall use disposable coat, surgical gloves and protective mask.
- Protective clothing is taken off immediately after exiting the infectious zone, in infection-free location, without haste and strictly following the given order:
 1. Gloved hand is disinfected with disinfectant;
 2. Protective glasses are removed by using two hands and disinfected with disinfectant;
 3. Coat is taken off by rolling it outside in;
 4. Protective covers for footwear;
 5. Respirator, without touching face;
 6. Overalls;
 7. Gloves.
- Used protective clothing and other waste is placed in a designated waste bag with biohazard labelling and sent to the waste handling company for extermination.

- Contaminated protective clothing intended for multiple use (goggles and boots) are disinfected.

Maritime Declaration of Health

To be completed and submitted to the competent authorities by the masters of ships arriving from foreign ports.

Submitted at the port of _____ Date _____

Name of ship/inland navigation vessel _____ Registration/IMO No _____

Arriving from _____ Sailing to _____

(Nationality)(Flag of vessel) _____ Master's Name _____

Gross tonnage (ship) _____ Tonnage (inland navigation vessel) _____

Valid Sanitation Control Exemption/Control Certificate carried on board? YES / NO

Issued at _____ Date _____

Re-inspection required? YES / NO

Has ship/vessel visited an affected area identified by the World Health Organisation? YES / NO

Port and date of visit _____

List ports of call from commencement of voyage with dates of departure, or within past thirty days, whichever is shorter:

Upon request of the competent authority at the port of arrival, list crew members, passengers or other persons who have joined ship/vessel since international voyage began or within past thirty days, whichever is shorter, including all ports/countries visited in this period (add additional names to the attached schedule):

(1) Name _____ joined from: (1) _____ (2) _____ (3) _____

(2) Name _____ joined from: (1) _____ (2) _____ (3) _____

(3) Name _____ joined from: (1) _____ (2) _____ (3) _____

Number of crew members on board _____

Number of passengers on board _____

Health Questions

(1) Has any person died on board during the voyage otherwise than as a result of accident? YES / NO If yes, state particulars on attached schedule.
Total no. of deaths _____

(2) Is there on board or has there been during the international voyage any case of disease which you suspect to be of an infectious nature? YES / NO If yes, state particulars in attached schedule.

(3) Has the total number of ill passengers during the voyage been greater than normal/expected? YES / NO How many ill persons? _____

(4) Is there any ill person on board now? YES / NO If yes, state particulars in attached schedule

(5) Was a medical practitioner consulted? YES / NO If yes, state particulars of medical treatment or advice provided in attached schedule

(6) Are you aware of any condition on board which may lead to infection or spread of disease? YES / NO If yes, state particulars in attached schedule.

(7) Has any sanitary measure (e.g. quarantine, isolation, disinfection or decontamination) been applied on board? YES / NO

If yes, specify type, place and date _____

(8) Have any stowaways been found on board? YES / NO If yes, when did they join the ship (if known)? _____

(9) Is there a sick animal or pet on board? YES / NO

Note: In the absence of a surgeon, the master should regard the following symptoms as grounds for suspecting the existence of a disease of an infectious nature:

- (a) fever, persisting for several days or accompanied by (i) prostration;(ii) decreased consciousness;(iii) glandular swelling;(iv) jaundice;(v) cough or shortness of breath;(vi) unusual bleeding; or (vii) paralysis.
(b) With or without fever;(i) any acute skin rash or eruption;(ii) severe vomiting (other than sea sickness); (iii) severe diarrhoea; or (iv) recurrent convulsions.

I hereby declare that the particulars and answers to the questions given in this Declaration of Health (including the schedule) are true and correct to the best of my knowledge and belief.

Signed _____
Master

Countersigned _____
Ships Surgeon (if carried)

Date _____

ATTACHMENT TO MODEL OF MARITIME DECLARATION OF HEALTH

Name	Class or rating	Age	Sex	Nationality	Port, date joined ship/vessel	Nature of illness	Date of onset of symptoms	Reported to a port medical officer?	Disposal of case*	Drugs, medicines or other treatment given to patient	Comments

* State (1) whether the person recovered, is still ill or died; and (2) whether the person is still on board, was evacuated (including the name of the port or airport), or was buried at sea.

Questionnaire for passengers viewed as contacts

TERVISEAMETI PÕHJA TALITUSE SANITAARKARANTIINI BÜROO

Paldiski mnt 81, 10617 Tallinn, tel 7943 700

e-post karantiin@terviseamet.ee

Lugupeetud reisija,

kuna Teil võis olla reisi ajal kontakt laeva pardal nakkushaigega, siis palume Teil vastata alljärgnevatele küsimustele:

1. Reisi üldinformatsioon

Transpordivahendi nimi ja kajuti nr _____

Reisi algpunkt, sihtpunkt _____

2. Isiku andmed

Ees- ja perekonnanimi _____

Sugu M N Isikukood _____

Kodune aadress: Tänav _____ Linn _____

Maakond _____

3. Kas Teil on järgmised nakkushaiguse tunnused:

- palavik, mis kestab mitu päeva Jah / Ei
- palavik, millega kaasneb peavalu, lihasvalu, segasus Jah / Ei
- palavik koos kõhaga Jah / Ei
- palavik, millega kaasneb lümfisõlmede suurenemine Jah / Ei
- lööve või paised näol, käsivartel või suukoopas Jah / Ei
- sage kõhulahtisus kiiresti süveneva jõuetusega Jah / Ei
- kollasus koos palavikuga Jah / Ei

4. Kus Te viibisite viimase 30 päeva jooksul enne Eestisse saabumist (riik, linn, maakond)? _____

5. Kontaktandmed:

Kontakttelefon: _____

E-post _____

6. Kuidas saab Teiega ühendust võtta järgneva 30 päeva jooksul:

Kuupäev	Viibimise riik, linn	Kuidas saab ühendust võtta
---------	----------------------	----------------------------

Tähelepanu! Kui Te haigestute _____päeva jooksul pärast reisi ning kahtlustate nakkushaigust (vt. tunnused p.3), helistage oma perearstile ja teatage oma haigusnähtudest ning hiljutisest viibimisest reisil.

7. Antud saatekiri arstile nr _____ ja isiku meditsiinilise jälgimise vorm.

Allkiri

Kuupäev

Northern Service of the Health Board, Sanitary Quarantine Bureau

Paldiski road 81, 10617 Tallinn, tel 7943 700

E-mail: karantiin@terviseamet.ee

Dear Passenger,

You may have been exposed to a communicable disease during the voyage and Sanitary Quarantine Bureau kindly asks you to answer the following questions regarding your health and your travel history:

1. Flight details:

Name of vessel / No of cabin _____

Places visited: _____

2. Personal information:

Last name _____ First name _____

Date of birth _____ Sex M / F

Home address: Street _____ City _____

Country _____

3. Do you have the following symptoms?

- fever which persisting for several days Yes No
- fever with profound weakness, headache, backache Yes No
- fever with cough Yes No
- fever with glandular swelling Yes No
- skin rash on the face, trunk, arms, legs, hands, feet Yes No
- rash or ulcers in your mouth or throat Yes No
- severe diarrhoea with symptoms of collapse Yes No
- jaundice accompanied by fever Yes No

4. Where did you stay for the last 30 days (country, city) before you arrived in Estonia? __

5. General contact details:

Telephone(s): _____

E-mail(s) _____

6. Where will you be and how can you be contacted in the next 30 days?

Date	Country, city	How can you be contacted
------	---------------	--------------------------

Attention! If you will be ill during _____ days after arriving and the infectious nature of disease is suspected, please call your physician and inform about your illness and recent travel.

7. Has been given out surveillance notice and undertaking to report no _____

Signature

Date

Northern Service of the Health Board, Sanitary Quarantine Bureau

Paldiski road 81, 10617 Tallinn, tel 7943 700

E-mail: karantiin@terviseamet.ee

Уважаемый пассажир,

В связи с тем, что во время рейса Вы могли находиться в контакте с лицом, подозрительным на инфекционное заболевание, Санитарно-карантинное бюро Департамента Здоровья убедительно просит Вас ответить на следующие вопросы:

1. Информация о рейсе:

Название судна/номер каюты _____

Начальный и конечный пункты следования _____

2. Анкетные данные

Имя _____ Фамилия _____

Дата рождения _____ пол: М / Ж

Домашний адрес: улица, дом, кв _____

Город _____ Страна _____

3. Есть ли у Вас на данный момент следующие жалобы на состояние здоровья

- температура, длящаяся несколько дней Да Нет
- температура, сопровождающаяся кашлем Да Нет
- затруднением дыхания Да Нет
- температура, сопровождающаяся болями в мышца Да Нет
- головной болью Да Нет
- сыпь или покраснения на лице, теле, на конечностях Да Нет
- или во рту Да Нет
- частый стул с быстро нарастающей слабостью Да Нет

4. Место пребывания за последние 30 дней (страна, город) до прибытия в Эстонию? _____

5. Контактные данные:

Контактный телефон _____

e-mail _____

6. Ваши контактные данные для связи в течение следующих 30 дней:

Дата	Страна пребывания, город	Как с вами связаться
------	--------------------------	----------------------

Внимание! Если Вы заболете в течение последующих двух недель, и подозревается инфекционная природа заболевания, в этом случае Вы должны обратиться к врачу и щить ему о возможном контакте с инфекционным больным и маршруте Вашего путешествия.

7. Выдано направление к врачу для взятия под медицинское наблюдение № _____

Подпись

Дата