

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 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 centre (hereinafter VTC), 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 November 28, 2024.
- 1.6 Related documents:
 - 1.6.1 Emergency Act,
 - 1.6.2 Public Health Act,
 - 1.6.3 Communicable Diseases Prevention and Control Act,
 - 1.6.4 Government of the Republic Regulation No. 298, Procedure and conditions for preventing the spread of particularly dangerous infectious diseases at the Estonian state border,
 - 1.6.5 Waste Act,
 - 1.6.6 Maritime Safety Act,
 - 1.6.7 Biocidal Products Act,
 - 1.6.8 WHO handbook "Vector surveillance and control at ports, airports, and ground crossings" <https://www.who.int/publications/i/item/vector-surveillance-and-control-at-ports-airports-and-ground-crossings>
 - 1.6.9 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 personal protective equipment 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** – contacts who have been in contact with a person suffering from a communicable disease or a person suspected of being infected.
- 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;
 - 2.8.2 crewmembers (primarily service staff in contact with the person suspected of being infected) and port employees.
- 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 the annex to Commission Regulation (EU) No 1357/2014 may be hazardous to health, assets or environment.

3 Contact information

Contact persons in case of risk of infection	
Old City Harbour	VTC Shift Manager, phone 631 8588, vs.kapten@ts.ee Harbour Master Ain Klaus, phone 5648 9700 a.klaus@ts.ee
Muuga Harbour	VTC Shift Administrator, phone 631 9532, m-kapten@ts.ee Deputy Harbour Master Daria Minakova, phone 57704221 d.minakova@ts.ee
Paldiski South Harbour	VTC Shift Administrator, phone 631 8810, 522 1757, Paldiski-disp@ts.ee Harbour Master Peeter Sepp, phone 6318805, 5208342, p.sepp@ts.ee
Saaremaa Harbour	Harbour Manager, phone 610 0703, 521 0668 Harbour Master Peeter Sepp, phone 631 8805, 5208342, p.sepp@ts.ee
Alarm Centre	Phone 112, 112@112.ee
Health Board	On weekdays from 8:00 AM to 4:30 PM, Northern Regional Department on-duty officer phone 5557 5808, provastutav@terviseamet.ee Outside of working hours Communicable Diseases Epidemiology Department on-duty officer, phone 5344 0429, ewrs@terviseamet.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, 53322819, alina.vaher@terviseamet.ee Health Board official outside business hours, phone 5344 0429 (24h/7)

Kuessaare 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
Maritime security centre	phone 619 1260 merepiir@politsei.ee
Estonian Tax and Customs Board	Raido Lehenurm, tel 507 3341, raido.lehenurm@emta.ee
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 South Harbour and Saaremaa Harbour, phone 631 8805, 5208342 Passenger Terminal Group of Maintenance Department, phone 631 8388 Head of the Safety and Security Department, phone 5340 4332, s.lohmus@ts.ee
Old City Harbour Marina	Phone 510 3360, 631 8085, 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), and Old City Harbour, phone 631 8514, 55695875 Rentokil OÜ Paldiski South Harbour, Transiidikeskuse AS, Saaremaa Harbour, phone 660 1650, 5141763, rpc-info-ee@rentokil.com
Removal of hazardous waste	Muuga, 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 Vessel Traffic Centre 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 **VTC** 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. VTC 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** 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 In case of danger, the official has the right to request inspection of the vessel at the port quay. If the Harbour Master, in cooperation with the Health Board, has decided whether to allow the vessel into the port or not, the official assigns a free quay and directs the vessel there or the vessel remains at anchorage.
 - 4.6.2 Gives an order to act in accordance with the epidemics control regulation and coordinates implementation of epidemic control measures;
 - 4.6.3 Acts pursuant to the procedure prescribed by Health Board upon discovery of extremely dangerous diseases;
 - 4.6.4 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;
 - 4.6.5 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;
 - 4.6.6 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;
 - 4.6.7 After the vessel has been declared infection free, informs VTC Shift Manager 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 infectious 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 VTC 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

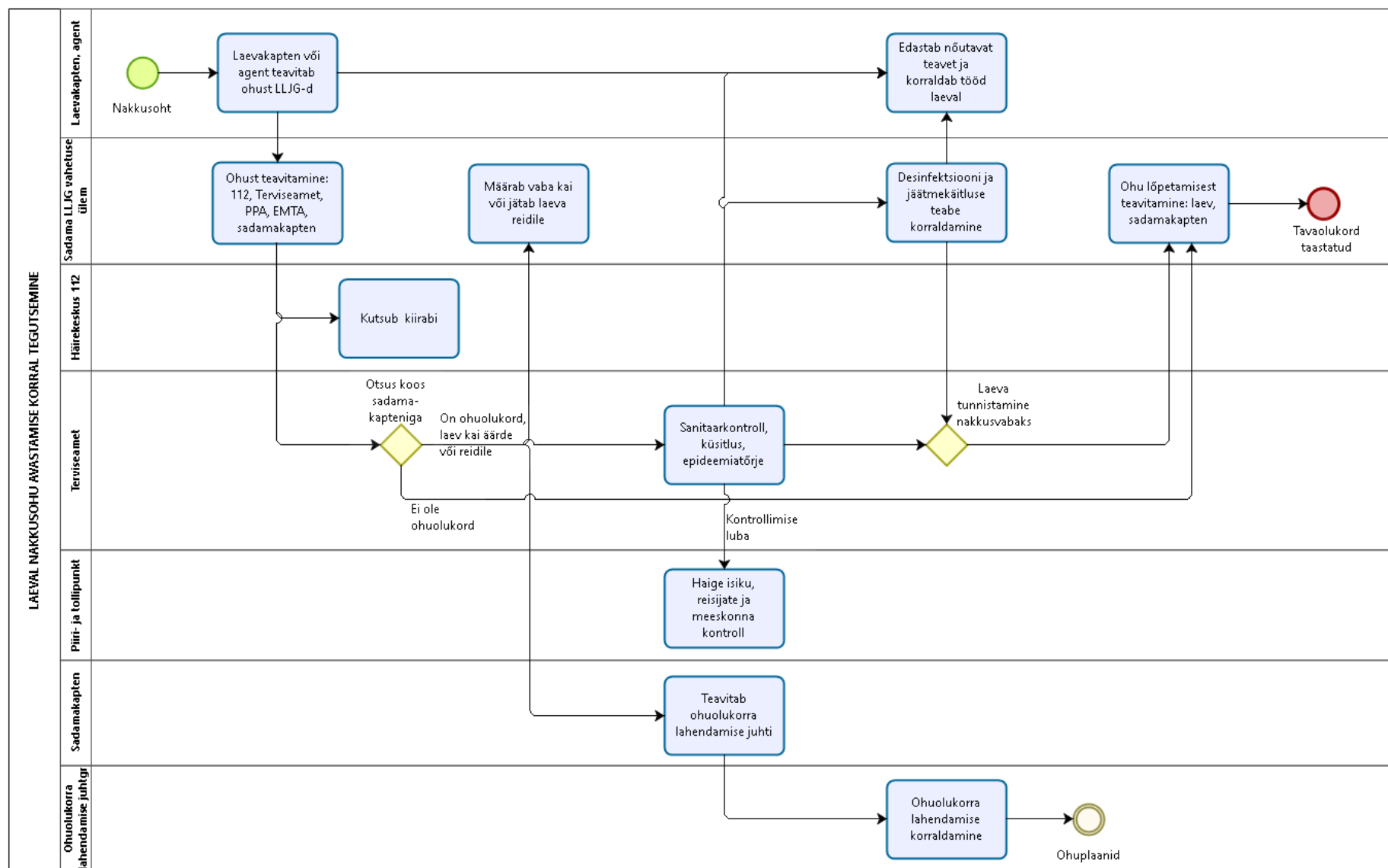
- 5.1 If an employee of passenger terminal, border checkpoint or ETCB official discovers in the passenger terminal a person with symptoms associated with the suspicion of communicable disease, such employee shall summon the Terminal Manager of Passenger Terminals.
- 5.2 Terminal Manager of Passenger Terminals shall at first ascertain whether the person has visited a known infectious area within past 30 days, and informs VTC Shift Manager thereof.
- 5.3 Person suspected of being infected, his/her personal effects and luggage shall remain where he/she was discovered.
- 5.4 VTC 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 Terminal Manager 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. Terminal Manager 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 Terminal Manager shall notify VTC Shift Manager 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, Terminal Manager 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 VTC Shift Administrator.
- 5.12 After disinfection, the person performing disinfection shall execute relevant report and inform Terminal Manager of Passenger Terminals of the period for maintaining the disinfected area as a restricted area. Terminal Manager of Passenger Terminals shall inform VTC Shift Manager 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 Terminal Manager of Passenger Terminals and VTC Shift Manager.
- 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

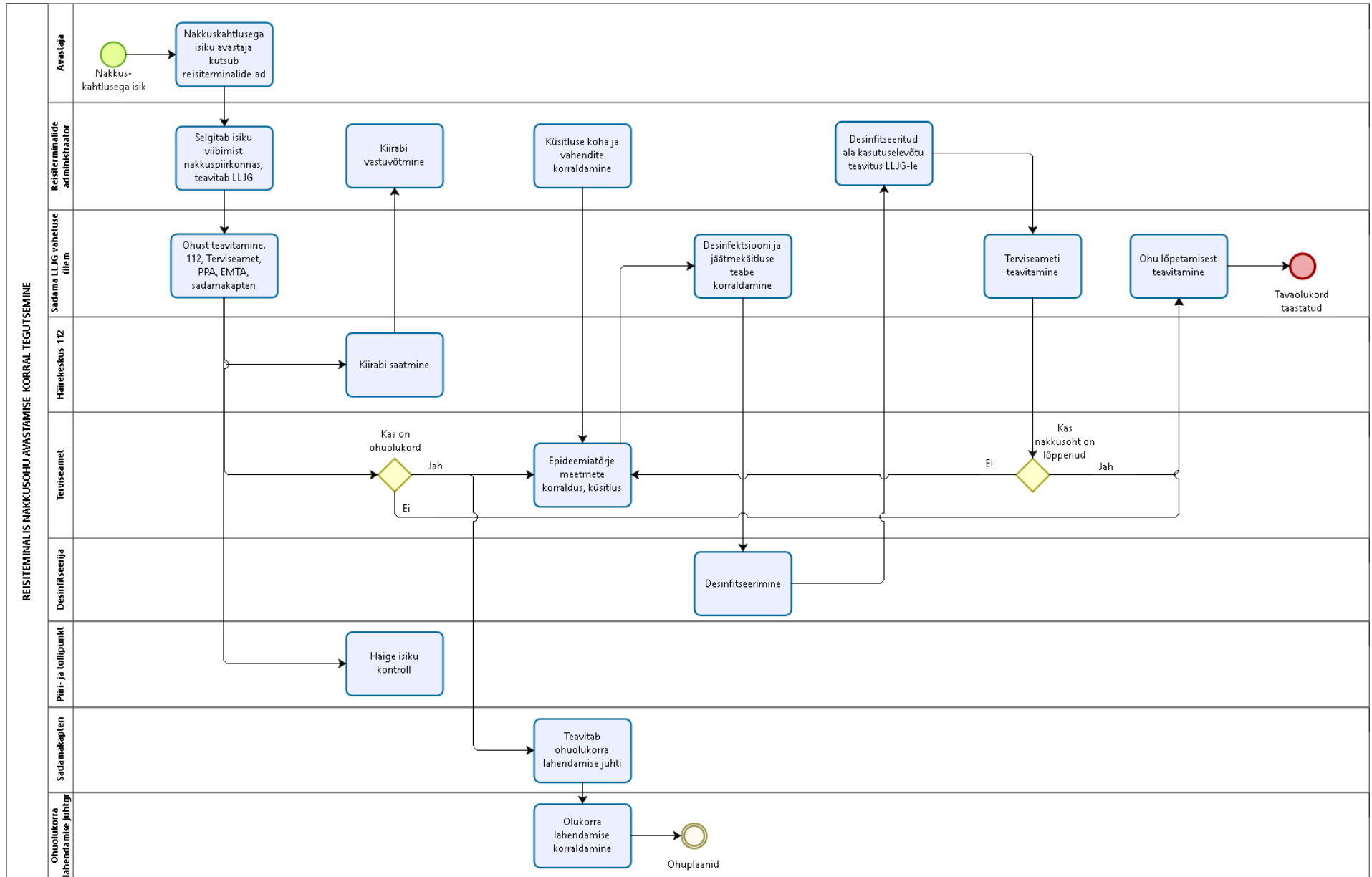
- 6.1 Inspection of drinking water quality of the water supply system of harbours.
- 6.1.1 Energy Department shall perform the inspection of the quality of drinking water supply system on a quarterly basis (or more frequently, if necessary), the inspection shall be carried out by Health Board according 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). Companies operating at the port are obliged to ensure cleanliness and maintenance of the territories and berths in their use.
- 6.2.2 The waste from ships shall be received from vessels in accordance with Port Rules (7. Reception of the waste from ships and cargo residues) and Waste reception and handling plan of the Port of Tallinn (<https://www.ts.ee/en/ship-waste/>)
- 6.2.3 All waste shall be delivered to companies having an appropriate environmental protection permit on the basis of a contract or single orders. The staff of Port of Tallinn Quality and Environmental Management Department 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 by e-mail provastutav@terviseamet.ee.
- 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) by e-mail provastutav@terviseamet.ee.
- 6.4 Training of port of Tallinn employees
- 6.4.1 The Safety Surveillance Group of Port of Tallinn, in cooperation with officials 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 Customer Service Manager of Passenger Terminals 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

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 Dispatcher 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 (Mikk Tuisk) by phone 5157141, 4525001 (Gunnar Havi, Crisis Preparedness Consultant, phone 452 5181, 5698 9929).

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 personal protective equipment (PPE)

Depending on the risk of infection and the routes of transmission of the pathogen, PPE is assembled as follows:

- Set No. 1 of PPE is used in case of infectious diseases with high epidemic potential or suspicion thereof (plague, anthrax, SARS, high level of infection risk, including contact with an infectious patient/suspected infectious person or objects contaminated with their secretions);
- Set No. 2 of PPE is used in cases of cholera or other intestinal infections with high epidemic potential;
- Additional Set No. 3 of PPE is intended for dealing with contacts of an infectious patient/suspected infectious person (who does not have symptoms of an infectious disease).

Sets are located in the information room on the 1st floor in Terminal A, Terminal Manager's room on the 2nd floor in Terminal D, on the 2nd floor in the Old City Marina, Conferences & Events Coordinator's room on the 2nd floor in the Cruise Terminal, 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.

Set No. 1 of PPE

1. Disposable coveralls with a hood, on top of own clothing - 1
2. Respirator FFP3 - 1
3. Protective glasses - 1
4. Protective gloves – 2 pairs
5. Rubber boots or disposable protective covers for own footwear – 1 pair

Additional equipment: disposable undergarments (including headgear and socks), PVC/plastic apron, adhesive tape, hand sanitizer, surface disinfectant, disposable wipes, waste bag for infectious waste (with biohazard marking), detergents.

Set No. 2 of PPE

1. Disposable protective coverall – 1
2. PVC/Plastic apron – 1
3. Surgical protective mask or respirator if necessary – 1
4. Protective gloves – 2 pairs
5. Rubber boots or disposable protective covers for own footwear – 1 pair

Additional equipment: disposable undergarments (including headgear and socks), hand sanitizer, surface disinfectant, adhesive tape, waste bag for infectious waste (with biohazard marking), detergents.

Additional Set No. 3 of PPE

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

Putting on and removing PPE is done without haste under the supervision of a trained assistant, strictly following the given order to ensure safety. The assistant helps with putting on and taking off PPE, using a disinfectant and collecting contaminated items. The assistant uses the same PPE as with infectious material.

Protective clothing (PPE Set No. 1) shall be put on strictly following the given order:

1. Disposable undergarments
2. Lower part of the coverall
3. Rubber boots under the coveralls and/or high shoe protectors over the rubber boots and coveralls
4. The first pair of protective gloves - under the sleeve of the coverall
5. Upper part of the coverall (without hood) and write the employee's name on the coveralls
6. Outer gloves
7. Respirator (according to the instructions)
8. Putting on the hood and close the zipper
9. Safety glasses
10. Apron (optional)

Removal of PPE

Protective clothing is taken off immediately after exiting the infectious zone, in infection-free location, without haste and strictly following the given order:

1. Apron, protective covers for footwear
2. Protective glasses and gloves
3. During the process, another person shall assist with taking off protective clothing, using disinfectant and collecting contaminated items. After that, the assistant helps to remove the overalls, without touching the skin, by turning the contaminated outer surface inside out, moving from top to bottom (hood, back, sleeves with taped lower gloves, leg parts)
4. Rubber boots
5. Respirator, without touching face

After removing a single item, disinfect hands (in gloves) with disinfectant according to their instructions by following the safety requirements. 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.

After removing personal protective equipment, the employee must wash hands and disinfect with hand sanitizer. After completing their work tasks, the employee must take a shower using antiseptic skin cleansing products.

In cases where shortened/modified PPE configuration is adopted based on the risk analysis (e. g. PPE sets no. 2, 3 or others), the procedures for using the full set of PPE must be followed.

Sources of Information

ECDC training tutorial for healthcare professionals, Oct 2014

<http://ecdc.europa.eu/en/publications/Publications/safe-use-of-ppe.pdf>

WHO personal protective equipment for use in a filovirus disease outbreak, Nov 2016

<https://www.who.int/publications/i/item/9789241549721>

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

Health Board
Paldiski road 81, 10614 Tallinn
www.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 köhaga 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
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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

Health Board
Paldiski road 81, 10614 Tallinn
www.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

Health Board
Paldiski road 81, 10614 Tallinn
www.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