

**THE SWEDISH MARITIME  
ADMINISTRATION'S CREDIT POLICY  
REGARDING ELECTRONIC REPORTING  
FOR FAIRWAY DUES**

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Date: 2006-11-27

## **Decision**

This policy was decided on by the Director-General of the Swedish Maritime Administration, Jan-Olof Selén, on December 6, 2006.

## **Introduction**

As parts of efforts to facilitate and simplify the submission of information for the maritime sector, the Swedish Maritime Administration on 1 January 2005 introduced electronic reporting of declarations for fairway dues. Reporting is conducted using a web application on the Administration's website, [www.sjofartsverket.se](http://www.sjofartsverket.se). The web application also has a function offering simplified and better routines for the notification of pilot booking. This is attained through the co-ordination of the reporting of vessel calls in line with EG-directive 2002:59, according to which vessels are to provide notification of their arrival, among other measures, at Swedish ports 24 hours ahead of their estimated time of arrival.

To secure payment responsibility in the electronic reporting of fairway declarations, a credit appraisal is conducted for those seeking a credit facility. The credit facility becomes operative when the customer and the Swedish Maritime Administration undersign the contract drafted. In the case of customers who do not want a credit facility or who are not granted one, fairway dues are to be paid into the Swedish Maritime Administration's postal or bank giro account before the vessel departs the port.

## **Purpose**

The purpose of electronic reporting is to simplify reporting and ordering for the Administration's customers and to rationalise the administrative procedures of the Swedish Maritime Administration.

## **Objective**

The Swedish Maritime Administration must be able to offer a comprehensive range of applications in which the notification of vessel arrivals can be integrated with the submission of declarations for fairway

dues, and the combination of these can provide the basis for preliminary pilot bookings.

### **Contract/Application for credit**

The Swedish Maritime Administration's website, [www.sjofartsverket.se](http://www.sjofartsverket.se), features a credit application form. Customers wishing to have a credit facility are to fill in the required information and forward the application to the Swedish Maritime Administration. The Swedish Maritime Administration will subsequently conduct a credit appraisal and check whether the customer has the appropriate organisation for electronic signing to verify payment responsibility.

When the application for credit has been granted, a contract will be drawn up between the customer and the Swedish Maritime Administration. The credit facility becomes operative after both parties have signed the contract.

If the application is not granted, the Swedish Maritime Administration will inform the customer in this respect no later than two weeks after the application has been received by the Administration.

### **Credit appraisal**

#### **Criteria for credit assessment**

The basic requirement for the granting of credit for fairway dues is that the customer has a Swedish corporate registration number or a VAT-number. Consequently, the absence of a Swedish corporate registration number or a VAT-number means that no credit can be granted. In other respects, the credit assessment is based on the credit information obtained regarding the customer and any previous experience of the customer. The risk appraisal obtained by the Administration through credit information serves as a guide for the decision and means that customers assessed as entailing little credit risk receive credit. In cases in which the customer is assessed to entail a high credit risk, a more in-depth check will be conducted to ascertain whether a credit facility can be granted. Poor payment performance, major or several official non-payment notices, tax debts or

partially utilised share capital are examples of factors that normally mean that credit is not granted. However, each case is individually assessed.

### **Re-appraisal of existing credit**

A review of the account receivable ledger of the Swedish Maritime Administration is conducted regularly as part of efforts to identify customers who could be regarded as credit risks. A decline in payment performance may act as an early indicator of future payment difficulties. If the Swedish Maritime Administration concludes that the criteria for receiving credit are no longer fulfilled, the credit facility may be closed and fairway dues must subsequently be paid before the vessel departs port. In the event of temporary payment difficulties, a payment instalment plan may be drawn up without the closure of the credit facility. The inability to comply with an agreed instalment plan means that the customer's entire debt immediately falls due for payment and credit is withdrawn.

### **Payment responsibility**

When the customer is submitting the fairway declaration, the customer accepts payment responsibility for the dues generated on the basis of the reported data.

### **User instructions**

The Swedish Maritime Administration is responsible for maintaining access to updated user instructions and descriptions of routines. These documents will be available on the Administration's website, [www.sjofartsverket.se](http://www.sjofartsverket.se) and will be updated continually.

### **Updating this policy**

The Swedish Maritime Administration is responsible for keeping this policy updated and available for the Administration's customers. The policy will be published on the Administration's website, [www.sjofartsverket.se](http://www.sjofartsverket.se) and updated whenever required.

