

## PORT CIRCULAR 7 OF 2017

To: Agents; Service Crafts and Waste Operators  
From: Captain of the Port.  
Date: 19 April 2017  
Re: Port Waste Management Plan for Ship Generated Waste Administrative Matters

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Dear Service Provider,

It has been three months since the introduction of the Port Waste Management Plan for ship generated waste, and during this time significant progress in terms of reporting has been made and volumes of recyclables delivered.

However, it has been reported by the Environmental Authorities that on many occasions non-recyclable and hazardous wastes have been delivered at the Ecopark site and the municipal garbage waste site, causing problems and extra costs to these reception facilities.

There are also some gaps in the data being reported to the GPA regarding landed waste as waste receipts are being issued by shipping agents.

Noting the above deficiencies, the GPA wishes to remind you of your responsibilities as part of the waste transfer chain:

### **Shipping Agents:**

1. Inform ships that any waste to be landed at the port of Gibraltar must be segregated according to the Marpol convention in order to comply with the segregation requirements of the EU directive on ship generated waste. Waste deposited in skips should be bagged and labelled accordingly.
2. Ensure the Port waste operator selected to remove waste has the necessary environmental licence to carry the waste streams to be landed.
3. Ensure Question 16 on VMS arrival information "Is this vessel discharging any Marpol waste (slops or garbage)?" is correctly answered and the Annex II form is uploaded to VMS at least 24hr before arrival.
4. Ensure that Question 6 on VMS arrival information "Purpose of Call" shows the slops or garbage delivery if the vessel intends to land waste.
5. Inform waste contractors of the type and amounts of waste to be landed as per pre-arrival declaration of waste.
6. Inform ships of reporting inadequacies procedures if required as laid out in the Port Waste Management Plan for ship generated waste.
7. **Shipping agents are not allowed to issue waste receipts to vessels as they are not licensed waste carriers.** They may only forward the waste receipt as provided by the waste operator to the vessel.

8. **Important note: any extra waste or undeclared hazardous waste will be invoiced to the shipping agent and the vessel will be reported to the Gibraltar Maritime Administration to take action against the vessel.**

**Service Craft / Barge Operators:**

1. Ensure that all conditions as set out in your environmental waste licence are complied with.
2. Report any suspected deviation of waste landed from the pre-arrival declaration of waste to the GPA and inform the waste contractor of the occurrence.
3. Ensure waste transfer note as issued by the waste contractor is duly completed and signed off by vessels in sections A and B.
4. Complete waste transfer note Section C.
5. Hand over waste transfer note to waste operator when landing waste.

**Port Waste Operators:**

1. Comply with all conditions as set out in your Environmental waste licence.
2. Ensure proper liaison with service craft to ensure that waste transfer note process is completed.
3. Report any suspected deviation of waste landed from the pre-arrival declaration of waste to the GPA.
4. Fill out Section D of waste transfer note and ensure that Section E is completed by authorised reception facilities.
5. Maintain transfer notes records for a year for GPA inspection purposes.
6. Send copies of receipts to [s.g.waste@port.gov.gi](mailto:s.g.waste@port.gov.gi).
7. Send monthly summaries of ship generated waste to [ehsa@port.gov.gi](mailto:ehsa@port.gov.gi).

Repeated infringements of your Port Waste Licence will result in the Environmental and or Port Authority revoking your licence.

We trust that you will take note of the above and ensure that you abide by the processes as laid out by the Port Waste Management Plan for ship generated waste.

**BY ORDER OF THE CAPTAIN OF THE PORT**