



**PORTLAND HARBOUR AUTHORITY LIMITED
NOTICES TO MASTERS OF VESSELS**



PORTLAND HARBOUR AUTHORITY

VESSEL PRE-ARRIVAL NOTIFICATION REQUIREMENTS FOR BUNKERING VESSELS AT ANCHOR

IMAGE REMOVED FOR E-MAIL PURPOSES

Issued February 2009

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PORTLAND HARBOUR AUTHORITY LIMITED NOTICES TO MASTERS OF VESSELS



REQUIREMENTS

Portland Harbour Authority Limited requires Masters of all vessels calling at Portland Port for Bunkers at anchor, to complete the following Pre-Arrival Notifications:

- 1) Ship Arrival and Departure Notification
- 2) Port Waste Management (Port Waste Notification)
- 3) Crew List

These Notifications are compulsory.

IMPORTANT NOTICE

In addition to the above the following attached forms must be sent upon arrival to:
shipsreports@hmrc.gsi.gov.uk

1. IMO FAL form 1 (C94) - General Declaration
2. IMO FAL form 3 (C95) - Ships Stores Declaration
3. IMO FAL form 4 (C96) - Crew Effect Declaration
4. IMO FAL form 5 (C97) - Crews list (which you already obtain)
5. IMO FAL form 6 (C98) – Passenger list (when applicable)

This is a legal requirement by the United Kingdom Government.

Masters of all vessels, and their agents are advised that a failure by a vessel not to notify Portland Harbour Authority Limited may result in a delayed entry into the Port.

Ship Arrival and Departure Notifications

This requirement is applicable to ships and United Kingdom (UK) port authorities to comply with Merchant Shipping (Vessel Traffic Monitoring and Reporting Requirements) Regulations 2004 which amend the Merchant Shipping (Reporting Requirements for Ships Carrying Dangerous or Polluting Goods) Regulations 1995 and implements the European Union (EU) Vessel Traffic Monitoring and Information System Directive 2002/59/EC.

Notification Prior to Entry into Port

The Regulations introduced a new notification requirement, prior to entry into port, for UK ships bound for a port located in an EEA State and non UK ships bound for a port located in the UK, with the exception of:

- Ships of less than 300 gross tonnage
- Warships, naval auxiliaries and other ships owned and operated by the Government of an EEA State which are used for non commercial public service
- Fishing Vessels



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- Traditional Ships
- Recreational craft having a length of less than 45 metres

The owner, operator, agent or master of a ship is required to notify Portland Harbour Authority the information specified below:

- A. Ship name, IMO number, MMSI number, Call sign
- B. Last Port of call
- C. Next Port of call
- D. ETA
- E. ETD
- F. ISPS Security Level
- G. Total number of persons onboard
- H. Maximum arrival / departure draughts (metres)
- I. Length, breadth, gross tonnage and ship type
- J. Thrusters – bow / stern / horsepower
- K. Cargo on board
- L. Defects, damage, deficiencies, limitations
- M. Name, address and phone number of agent, captain or operator
- N. INF Ship Class (i.e. N/A, INF1, INF2, or INF3) – as defined in the Code for the Safe Carriage of Irradiated Nuclear Fuel, Plutonium and High Level Radioactive Wastes in Flasks on board Ships
- O. Name, address, telephone/fax number, e-mail from which detailed information on the cargo may be obtained on request 24 hours a day

The information must be provided at least 24 hours before the arrival of the ship. If the duration of the voyage is less than 24 hours then the information must be provided no later than the time of departure from the previous port.

If there is any change on departure to the reported pre-arrival information this must be provided immediately to the Harbour Authority as below:

Contact Portland Harbour Authority primarily by E-mail or alternatively by Tel/Fax:

- E-mail: eta@portland-port.co.uk
- Tel: 00 44 (0)1305 824044
- Fax: 00 44 (0)1305 826143

Ballast Water Management

All vessels are prohibited from discharging ballast water within the Portland Harbour Area of Jurisdiction without the express permission of the Harbourmaster.

Port Waste Management

The Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 introduced new requirements to Port Waste Management. In summary, these are:



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- Harbour Authorities and Terminal Operators are to provide adequate waste reception facilities
- Ships must provide notification before entry into the port of the waste they will discharge, including information on types and quantities
- Ships must deliver their waste to port reception facilities before leaving the port, unless they have sufficient storage capacity for the waste and for it to be accumulated until the next port of call
- Ships will pay a mandatory charge to significantly contribute to the cost of port reception facilities for ship-generated waste, whether they use them or not

The ships port waste notification is to be sent as far as possible 24 hours in advance of arrival directly (or via the vessel's agent) to Portland Harbour Authority.

Contact Portland Harbour Authority primarily by E-mail or alternatively by Tel/Fax:

- E-mail: eta@portland-port.co.uk
- Tel: 00 44 (0) 1305 824044
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Portland Harbour Authority has a Port Waste Management Plan approved by the Maritime & Coastguard Agency.

Portland Harbour Authority provides reception facilities for the following types of waste:

- MARPOL Annex I – Oily slops, tank washings, machinery oil waste
- MARPOL Annex II – Chemical waste from noxious liquid substances
- MARPOL Annex IV – Sewage waste
- MARPOL Annex V – Garbage
- Medical waste
- Hazardous waste / waste requiring special attention

All matters relating to an alleged inadequacy of port waste reception facilities should be addressed, in the first instance to Portland Harbour Authority or if the matter is not then resolved, to the MCA for subsequent investigation.

Port Waste Reception Facilities Regulations 2003

Information To Be Notified Before Entry Into The Port of:

PORTLAND

1. Name, call sign and, where appropriate, IMO identification number of the ship:
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2. Flag State:

3. Estimated time of arrival (ETA):

4. Estimated time of departure (ETD):

5. Previous port / terminal:

6. Next port / terminal:

7. Last port / terminal and date when ship-generated waste was delivered:

8. Are you delivering all some none of your waste into Port Reception Facilities? (tick appropriate box)

9. Are you delivering International Catering Waste into Port Reception Facilities?
Yes No (tick appropriate box)

10. Type and amount of waste and residues to be delivered and / or remaining on board, and percentage of maximum storage capacity:

If delivering all waste, complete second column as appropriate.

If delivering some or no waste, complete all columns.

Type	Waste to be Delivered (m3)	Maximum dedicated storage capacity (m3)	Amount of waste retained on board (m3)	Port / Terminal at which remaining waste will be delivered	Estimated amount of waste to be generated between notification and next port of call (m3)



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1. Waste Oils

Sludge					
Bilge Water					
Others (specify)					

2. Garbage

Food Waste					
Plastic					
Other					

3. Cargo-associated waste ¹ (specify)

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4. Cargo residues ¹ (specify)

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¹ May be estimates

Notes:

1. This information may be used for Port State Control and other inspection purposes.
2. Member States will determine which bodies will receive copies of this notification
3. This form is to be completed unless the ship is covered by an exemption in accordance with Article 9 of Directive 2000 / 59 / EC
4. International Catering Waste is defined as any catering waste generated from provisions sourced from outside the European Union.

I confirm that:

The above details are accurate and correct and there is sufficient dedicated onboard capacity to store all waste generated between notification and the next port / terminal at which waste will be delivered.



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Date:

Time:

Signature:
