Approved
by the Freeport of Riga Board
Decision No. 56 of 20 June 2023

SHIP GENERATED WASTE MANAGEMENT PLAN IN THE FREEPORT OF RIGA 2023 - 2028

CONTENT

1 INTRODUCTION

The ship-generated waste management plan shall determine the procedures by which ships entering the port of Riga and their representatives, State authorities and merchants shall ensure the management of ship-generated waste.

The reception and management of ship-generated waste, taking into account the type, parameters and tonnage of vessels calling at the port, the amount and type of ship-generated waste shall be organised by the Freeport of Riga Authority. The management of cargo residues is ensured by the consignor or consignee.

The ship-generated waste management plan shall not determine the procedures for the management of waste generated as a result of activities of merchants working in the port territory. Such waste shall be managed by merchants in accordance with the provisions of the contracts entered into.

The Ship-generated waste management plan has been developed on the basis of the Law on Ports, Cabinet Regulation No. 193 of 22 March 2022 "Procedures for the Reception of Ship-Generated Waste and the Development of Ship-Generated Waste Management Plans" (hereinafter referred to as Cabinet Regulation No. 193) and other national and international laws and regulations governing ship-generated waste management.

2 TERMS AND ABBREVIATIONS

Ship - a seagoing vessel of any type operating at sea, including a fishing vessel, a recreational craft, as well as a hydrofoil, an air-cushion vessel, a submarine craft and a floating craft;

Recreational craft - any ship with a hull length of 2,5 metres or more (regardless of the means of propulsion) intended for sports or recreation purposes and not used for commercial activities;

MARPOL Convention - the International Convention for the Prevention of Pollution from Ships, 1973, and the 1978 Protocol thereto, in its up-to-date version (hereinafter referred to as the MARPOL Convention);

Ship-generated waste - all waste, including cargo residues, generated during the operation of the ship and cargo operations, covered by Annexes I, II, IV, V and VI to the MARPOL Convention, as well as passively fished waste. Ship-generated waste shall be regarded as waste within the meaning of the Waste Management Law;

Cargo residues - the remnants of any cargo material retained on board in cargo holds or tanks, including loading and unloading residues and leakage or spillage whether dry or wet or entangled in washing water, excluding cargo dust remaining on the deck after sweeping or dust on the external surfaces of the ship;

Oily waste - (in accordance with Annex I to the MARPOL Convention) all types of waste containing petroleum products, including bilge water, oily sludge, oily tank washings and others;

Sewage - (in accordance with Annex IV to the MARPOL Convention) sewage water and other waste from toilets of any kind, medical facilities, animal rooms or other waste water mixed together with the sewage as defined above;

Garbage - (in accordance with Annex V to MARPOL) all food, plastic materials, domestic, operational and other waste generated during the routine operation of the ship, and which is to be continuously or periodically disposed of, with the exception of substances specified or listed in other Annexes to the MARPOL. Garbage shall not include fresh fish and parts thereof obtained during the voyage in the course of fishing operations;

MARPOL Annex VI waste - waste from exhaust gas cleaning systems and ozone-depleting substances and equipment containing these substances (substances defined as ozone-depleting substances in Article 4 of Chapter 1 of the 1987 Montreal Protocol on Substances that Deplete the Ozone Layer and listed in Annexes A, B, C or E to that Protocol, effective from the date of application or interpretation of this Annex);

Passively fished waste – waste collected in nets during fishing operations;

Ballast water - water containing the substance suspended therein taken up by a vessel for the purpose of controlling the ship's trim, heel, draught, stability or loads;

Port reception facilities - any stationary, floating or mobile facility capable of receiving ship-generated waste;

Operator - a commercial company which has entered into a contract with the Freeport of Riga Authority regarding the reception and/or management of ship-generated waste in the territory of the Freeport of Riga and which has the necessary permits and certificates for this purpose;

Ship's agent - a commercial company which, on behalf of and in the interests of the shipowner, charterer, ship operator, Master or other legal or natural person responsible for the ship, handles the ship's affairs related to the arrival and movement of the ship in the port and its departure at sea, provides services to the ship while in the port and conducts other activities to the extent specified by the principal;

Sanitary due – a fee for the reception of ship-generated waste (except for cargo residues and waste from exhaust gas cleaning systems) in a port, paid by the ship regardless of whether or not it uses the port's waste reception facilities, or an indirect fee within the meaning of Cabinet Regulation No 193;

Direct fee - a fee for ship-generated waste or the part of ship-generated waste that is not covered by the sanitary due;

Port of Riga - the territory of the Freeport of Riga within the limits specified in the Cabinet Regulation No. 690 of 22 August 2006 "Regulations Regarding the Determination of the Boundaries of the Freeport of Riga";

Yacht port - a berth in the port or an appropriately equipped water area or part thereof where recreational craft can moor;

GT (*Gross Tonnage*) - gross tonnage (indicators of the ship's capacity as indicated in the tonnage certificate of the vessel);

KAUPS - electronic system for the reception of ship-generated waste and polluted waters;

SKLOIS - International Cargo Logistics and Port Information System;

OIS - information system of the Freeport of Riga.

3 ASSESSMENT OF THE NEED FOR PORT RECEPTION FACILITIES

The following aspects shall be taken into account in the assessment of the applicability and necessity of the waste reception facilities in the Port of Riga:

- requirements of international laws and regulations as well as laws and regulations of the Republic of Latvia (Annex 1);
- number and types of ships calling at port (Table 1);
- vessel capacity indicators (Table 2);
- data on quantities and types of ship-generated waste delivered to port (Table 3);
- waste reception facilities and their capacity (Table 4);
- any reports of inadequacy of port reception facilities (Chapter 5).

Table 1 Number of ships calling at the port by vessel type

Number of vessels and forecast*	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Bulk carriers	260	220	256	261	266	263	263
Dry cargo vessels	1,786	1,849	1,768	1,637	1,743	1,794	1,817
Container vessels	478	422	401	428	447	465	469
Tankers	346	337	241	196	213	223	228
Ro-ro	51	1	60	108	159	159	159
Reefers	12	9	13	3	3	3	3
Passenger vessels	153	5	101	73	260	448	452

Barges and others	36	27	98	107	102	93	90
Total	**3,122**	**2,870**	**2,938**	**2,813**	**3,192**	**3,447**	**3,482**

**conservative scenario*

Table 2 Ship GT by vessel group

Vessel GT million and forecast *	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Bulk carriers	6.71	5.98	7.31	9.62	9.50	8.99	8.86
Dry cargo vessels	6.69	6.63	6.56	6.96	7.34	7.48	7.56
Container vessels	7.96	6.87	7.62	7.41	7.74	8.06	8.12
Tankers	2.93	2.49	1.87	1.43	1.56	1.63	1.68
Ro-ro	0.29	0.02	0.43	0.65	0.95	0.95	0.96
Reefers	0.06	0.04	0.07	0.01	0.01	0.01	0.01
Passenger vessels	6.73	0.24	5.87	3.94	10.66	18.45	18.69
Barges	0.22	0.18	0.58	0.95	0.89	0.79	0.77
Total	**31.59**	**22.46**	**30.30**	**30.97**	**38.65**	**46.37**	**46.65**

* *conservative scenario*

Table 3 Delivered ship-generated waste by type

Waste amount (m^3) and forecast [1]	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
MARPOL Annex I - Oil	17641	5695	7084	7106	9098	10503	10593
MARPOL Annex IV – Sewage[2]	22632	1597	13457	9240	37246	63335	64103
MARPOL Annex V – Garbage[3]	3896	2633	4290	4080	7616	10488	10581
MARPOL Annex VI – Air pollutants[4]	0	0	0	0	0	0	0

According to the conservative scenario of the vessel traffic forecast, the amount of waste from MARPOL Annex IV and MARPOL Annex V groups will increase significantly from 2024 onwards. This is due to the possible resumption of the Riga-Stockholm ferry service and the arrival of more cruise ships in the port of Riga. Despite the projected increase in waste after 2024, the amount of waste is close to the amount of waste delivered in the port before the COVID-19 pandemic.

[1] *conservative scenario*

[2] *MARPOL IV waste received: in 2018 - 57433 m^3, in 2019 - 59759 m^3.*

[3] *MARPOL V waste received: in 2018 - 8964 m^3, in 2019 - 8463 m^3.*

[4] *waste amount forecasts are not possible due to lack of information.*

Upon evaluating the abovementioned aspects and taking into account the fact that no reports of the Masters of ships on inadequacy of port reception facilities have been received for a long period of time, the waste reception facilities of the Port of Riga shall be considered as adequate to ensure the needs of ships calling at the port also in the coming years.

4 PROCEDURES FOR THE DELIVERY AND RECEPTION OF SHIP-GENERATED WASTE

Reception of ship-generated waste takes place in accordance with the Cabinet Regulations No. 193 and Cabinet Regulation No. 339 of 15 May 2012 “Regulations Regarding Port Formalities”.

Prior notification of ship-generated waste transfer
Before entering a port, the ship's agent, but if there is none, the company or the Master of the ship shall electronically submit to SKLOIS a prior notification of the waste transfer (Annex 2).

The notification of ship-generated waste transfer shall apply to seagoing vessels of 300 GT gross tonnage and upwards, except for:

- warships, naval auxiliary vessels and other ships engaged in non-commercial (state) service;
- fishing vessels of less than 45 metres in length;
- traditional vessels of less than 45 metres in length;
- recreational craft with a length of less than 45 metres.

A prior notification of the waste delivery shall be submitted:

- at least 24 hours before the ship enters port;
- if the duration of the voyage is less than 24 hours - not later than the time the ship leaves the previous port;
- if the next port of call is not known or changes during the voyage as soon as this information is available.

If, between the time of a prior notification of the waste delivery and the ship's arrival at the port at the first berth, changes have occurred in the notified information, the ship's agent, but if there is none, the company or the Master of the ship, shall repeatedly submit the prior notification.

The ship's agent shall notify the Operator of the ship-generated waste delivery by sending an application to the Operator's electronic mail address. Before sending the application, the ship's agent shall update the information specified in the prior notification of the ship-generated waste delivery.
The application for the ship-generated waste delivery shall contain the following information:

- the berth at which the ship will be located at the time of the waste delivery;

- the date and time of performance of the service (for the duration of the service requested, the ship shall carry out all activities related to the waste delivery so that the waste delivery takes place without undue delay);
- the types and amount of waste to be delivered;
- waste fractions which are additionally differentiated from the categories of waste indicated in the waste transfer note (e.g. glass, cardboard, metal, etc.);
- the time interval (minutes/hours) at which the ship intends to deliver the waste (e.g. taking into account the capacity of the ship's bilge pumping system);
- the name and contact number of the agent company.

Reception of ship-generated waste

The ship-generated waste reception service in the port of Riga is provided by the Operator. Information on the provider of the ship-generated waste reception is published on the website of the Freeport of Riga Authority www.rop.lv.

The ship-generated waste reception service in the port of Riga is available 24/7 (24 hours a day, 7 days a week).

The amount of waste delivered in the port of Riga is determined in units of volume - cubic meters (m^3).

Reception of ship-generated waste shall be provided at all berths located in the territory of the Freeport of Riga, where mooring of the vessel is permitted.

Reception of ship-generated waste from ships at anchor at port and from ships at berths MS – 2, ZO – 19, KS-36A, KS-28, JM-26, JM-27, JM-15, JM-15A, JM-16, LP-27 and KR-24/25, if the ship is moored to floating cranes, shall be carried out by the ship.

Upon reception of the ship-generated waste, the Master of the ship shall be issued a waste transfer note (Annex 3).

The procedure for completing the waste transfer note is regulated by Cabinet Regulation No 193, which lays down the following procedure:

1. **until 31 December 2023, the** waste transfer note shall be completed in accordance with the requirements set out in Paragraph 31 of the Cabinet Regulation No 455 of 8 October 2002 "Procedures for the Reception of Ship-Generated Waste and the Development of Ship-Generated Waste Management Plans", i.e.:
   "*when accepting the ship-generated waste, the Operator shall fill in the "Waste Transfer Note" in four copies. One copy shall remain on board the ship, the other - to the waste collector, the third shall be sent electronically to the State Environmental Service before the ship leaves the port, and the fourth copy shall be submitted to the Freeport of Riga Authority. The waste transfer note shall be signed by the Operator and the Master of the ship."*

2. **as from 1 January 2024, the following procedure shall apply:**

"upon reception of the ship-generated waste, the Operator shall issue a waste transfer note to the Master of the ship. The Operator shall enter the information on the Waste Transfer Note into KAUPS. If the Master concerned agrees, the issue of the waste transfer note to the master may be carried out in the electronic system for the reception of ship-generated waste".

3. **as of 1 January 2024, the** following procedure shall apply:
   "the ship's agent or, in its absence, the shipping company or the Master of the ship shall, before the ship leaves port or as soon as the waste transfer note has been received, submit the waste transfer note information to SKLOIS."

If the ship has not delivered the ship-generated waste to the port in accordance with the procedures laid down in Cabinet Regulation No 193, the vessel and port control inspectors may detain the ship until the assessment of compliance with the regulations has been completed and the ship-generated waste has been delivered in accordance with the requirements of the Regulation.

Reception of waste from recreational craft

For recreational vessels that submit a notification to SKLOIS on the vessel's arrival and departure from the port in accordance with the procedure set out in the Cabinet Regulation No 339 of 15 May 2012 "Regulations on Port Formalities", waste reception shall be provided by the Operator.

For recreational vessels using berths where waste reception facilities operate without the presence of a natural person and waste management is provided by a municipal waste management company designated by the Riga Municipality in accordance with the procedure established by the laws and regulations on waste management, waste management shall be organised by the berth owner or manager (Annex No 5).

The owner or manager of the berth shall ensure the following for the recreational craft moored at the berths under his/her ownership or management:

- equipping the berth with toilets that operate around the clock;
- as a minimum - providing separate containers intended for food waste, paper, plastic waste and other garbage, as well as for ship's operational waste.

Procedure for issuing and cancelling exemption certificates

The Freeport of Riga Authority, after co-ordination with the State Environmental Service, may release ships which are engaged in regular traffic and call frequently and regularly at the port from the obligation to submit a prior notification of waste transfer and from the obligation to deliver all ship-generated waste to the port reception facilities prior to leaving the port by issuing an Exemption Certificate to the ship.

The procedure for issuing and cancelling an Exemption Certificate is stipulated by the Cabinet Regulation No. 193.

In order to receive the Exemption Certificate, the Master of the ship, the ship owner or the ship operator shall submit to the Freeport of Riga Authority's e-mail address info@rop.lv an application in which the following shall be indicated: (a) the port where the ship regularly delivers ship-generated waste; (b) the frequency of the ship's calls at the port; (c) the duration of the voyage; (d) the capacity of ship-generated waste storage tanks or containers; (e) information on the arrangements for the transfer of waste and payment therefor at the port included in the ship's itinerary.

5 PROCEDURES FOR REPORTING INADEQUACY OF WASTE RECEPTION FACILITIES

Upon establishing inadequacy of port reception facilities, the Master of the ship shall complete a report form on inadequacy of port reception facilities (Annex 4) and submit it to the State Environmental Service or the competent authority of the flag state.

State Environmental Service contact details :

Telephone number On working days from 8:30 to 17:00	00371 67408164 00371 67408166 00371 28648214
Address for sending documents:	25 Rūpniecības street, Rīga, LV – 1045
E-mail	pasts@vvd.gov.lv janis.urtans@vvd.gov.lv

The State Environmental Service shall, on receipt of a report from the competent authority of a ship of another flag state or from the Master of a ship concerning inadequacy of port reception facilities in a Latvian port, investigate the inadequacy of such facilities and, using the forms and procedures specified in the International Maritime Organisation Guidelines for Providers and Users of Port Reception Facilities, immediately report the results of the investigation to the International Maritime Organisation and the competent authority of the flag state of the ship.

6 PORT RECEPTION FACILITIES

Information on the waste reception facilities and reception requirements at the Port of Riga is provided in Table 4.

Table 4 Waste reception facilities and reception requirements

MARPOL Annex I – Oily waters and oily residues		
Reception facilities and waste reception requirements for cargo, passenger and cruise ships		
Type of waste	***Reception facilities***	***Requirements***
Oily bilge water		
Oily residues (sludge)		

Oily tank washings (slops) Dirty ballast water	Specialised road transport, maximum tank capacity 30 m³ Waste collecting vessel with a maximum aggregated tank capacity of 235 m³		Up to 628 m³ can be received in 24 hours	
Scale and sludge from tank cleaning	Specialized road transport, maximum tank capacity 30 m³		Up to 60 m³ can be received in 24 hours	
Other	Specialized road transport, maximum tank capacity 30 m³		Specialized road transport, maximum tank capacity 30 m³	
MARPOL Annex II - Noxious liquid substances				
Polluted waters shall be managed, if necessary, by the consignor or consignee				
MARPOL Annex IV- Sewage				
Reception facilities and waste reception requirements for cargo, passenger and cruise ships				
Sewage	Specialised road transport, maximum tank capacity 30 m³ Waste collecting vessel with a maximum aggregated capacity of 469 m³		480 m³ can be received in 24 hours	
MARPOL Annex - Garbage				
	Reception facilities and requirements for cargo ships		***Reception facilities and requirements for passenger and cruise ships***	
	Reception facilities	***Requirements***	***Reception facilities***	***Requirements***
Plastic	Road transport	Reception volume at a time up to 30 m³ Waste is accepted in packaged form or in a container from a ship moored at the berth	Road transport	Reception rate at a time up to 30 m³ Waste is delivered in packaged form or in a container
Food waste	Road transport	Reception rate at a time up to 9 m³ Waste is delivered in airtight, sealed packaging from a ship moored at the berth	Road transport	Reception volume at a time up to 60 m³ Waste in airtight, sealed packaging is placed in a specialized container located on the berth
Domestic waste	Road transport	Reception rate at one time up to 9 m³ Waste is accepted in packaging from a ship moored at the berth	Road transport	Reception rate at a time up to 60 m³ Waste is placed in a specialized container located on the berth
Cooking oil	Road transport	Reception rate at a time up to 20 m³	Road transport	Reception rate at a time up to 20 m³

		Waste is delivered in airtight, sealed packaging from a ship moored at the berth		Waste is delivered in airtight, sealed packaging from a ship moored at the berth
Incinerator ashes	Road transport	Reception rate at one time up to 9 m³ Waste is delivered in bags from a ship moored at the berth	Road transport	Reception volume at a time up to 20 m³ Waste is delivered in bags or BIG BAG bags directly from a ship moored at the berth
Operational waste	Road transport	Reception rate at a time up to 5 m³ Waste is delivered in airtight, sealed packaging from a ship moored at the berth	Road transport	Reception rate at a time up to 5 m³ Waste is delivered in airtight, sealed packaging from a ship moored at the berth
Electrical and electronic waste	Road transport	Reception rate at a time up to 5 m³ Waste is delivered in packaging from a ship moored at the berth	Road transport	Reception rate at a time up to 15 m³ Waste is delivered in packaging from a ship moored at the berth
Fishing gear	Road transport	Reception volume at a time up to 20 m³		
Reception facilities and waste reception requirements for ships at berths MS-2, ZO - 19, KS-36A, KS-28, JM-26, JM-27, JM-15, JM-15A, JM-16, LP-27 and KR-24/25 and ships at port anchorage				
	Reception facilities		***Requirements***	
MARPOL Annex V	Ship		Reception rate at a time up to 2 m³ Waste is delivered in packaging (food waste, cooking oil, operational waste - in airtight, sealed packaging)	
MARPOL Annex VI- Air pollutants				
Ozone-depleting substances and equipment containing such substances	Road transport	Reception rate at a time up to 1 m³ Waste in the original packaging is delivered from a ship moored at the berth	Road transport	Reception rate at a time up to 20 m³ Waste in the original packaging is delivered from a ship moored at the berth

Residues from the cleaning of exhaust gases	Road transport	Reception rate at a time up to 20 m³ Waste is delivered packed in airtight, sealed packaging or IBC containers (with a pH level of 6.8-7.2) from a ship moored at the berth	Road transport	Reception rate at a time up to 20 m³ Waste is delivered in airtight, sealed packaging or IBC containers (with a pH level of 6.8-7.2) from a ship moored at the berth
Other waste not covered by the MARPOL				
Ballast sludges		By agreement		By agreement
Passively fished waste	Road transport	Reception rate at a time up to 5 m³ Waste is delivered in airtight, sealed packaging from a ship moored at the berth	Road transport	Reception volume at a time up to 15 m³ Waste is delivered in airtight, sealed packaging from a ship moored at the berth

The ship's sewage shall be discharged to a collecting vessel or tanker through dedicated pipelines using the ship's bilge pumping system. The use of pipelines intended for the transfer of other liquids shall be prohibited.

Piping (and piping connections) used for the transfer of oily waste or oily water shall comply with the requirements of Regulation 13 of Annex I and Regulation 10 of Annex IV to MARPOL.

Information on the types of waste accepted at the waste reception facilities of the Port of Riga is published in the IMO GISIS (*International Maritime Organisation Global Integrated Shipping Information System*) database for port reception facilities.

7 TYPES, QUANTITIES AND TREATMENT OF SHIP-GENERATED WASTE

Information on the types and quantities of ship-generated waste delivered in the port of Riga is provided in Table 5.

Table 5 Types and quantities of ship-generated waste accepted in the Port of Riga

Waste type	2020 (amount m^3)	2021 (amount m^3)	2022 (amount m^3)
MARPOL Annex			
Oily bilge water	2387	1145	1603
Oily residues (sludge)	5266	3397	3735
Oily tank washings (slops)	9397	744	1358
Dirty ballast water	12	0	0

Scale and sludge from tank cleaning			
Other	575	403	389
MARPOL Annex IV			
Sewage	22632	1597	13457
MARPOL Annex V			
Plastic	703	776	1007
Food waste	253	259	501
Domestic waste	2546	1197	2258
Cooking oil	5	7	7
Incinerator ashes	13	14	25
Operational waste	389	358	450
Electrical and electronic waste *		26	43
Fishing gear		1	

*until 2021, electrical and electronic waste was listed as operational waste

Pre-treatment and treatment of **oily waste** (Annex I to the MARPOL Convention) – oily bilge water, oily residues, oily tank washings (slops), dirty ballast water and scale and sludge from tank cleaning is carried out at the treatment plant complex located in the territory of the Freeport of Riga at 39 Tvaika Street. The treatment plant complex is managed by the Operator and the requirements for the operation thereof shall be indicated in the permit for Category A polluting activity issued by the State Environmental Service. After treatment, oily waste shall be transferred to another merchant, the treated water shall be discharged in compliance with the requirements of the issued permit for polluting activity.

Pre-treatment of **sewage** (Annex IV to the MARPOL Convention) is provided in the treatment plant complex located in the territory of the Freeport of Riga at 39 Tvaika Street. The treatment plant complex is managed by the Operator and the requirements for the operation thereof shall be indicated in the issued permit for Category A polluting activity. After pre-treatment, sewage shall be transferred to another merchant.

Pre-treatment of **garbage** (Annex V to the MARPOL Convention) in the Freeport of Riga does not take place. All types of delivered garbage shall be transferred to another merchant. In accordance with the permit for Category A polluting activity issued to the Operator, short-term storage of domestic and hazardous waste may be performed in the territory at 39 Tvaika Street.

Specific waste, such as infectious waste, pyrotechnics, etc., is very rarely delivered by ships. This waste is not pre-treated in the Freeport of Riga, it shall be transferred to a licensed waste management company.

Passively fished waste has not been delivered to the Port of Riga so far. It is expected that this waste could be transferred by ships infrequently and in small volumes. The waste will be transferred to a licensed waste management operator for further recycling or disposal.

Management of **cargo residues** (pre-treatment, transfer to another merchant) depends on the type and quantity of delivered cargo residues.

Ozone-depleting substances and waste from the cleaning of exhaust gases (Annex VI to the MARPOL Convention). The residues resulting from the cleaning of exhaust gases in liquid form shall be tested in the laboratory, they shall be pre-treated before reception, and then transferred to another merchant. The remnants of the solid fraction shall be transferred to another merchant. Waste containing ozone-depleting substances shall be received from ships and transferred for disposal to another merchant.

Noxious liquid substances (Annex II to the MARPOL Convention**)** Ship-generated waste contaminated with harmful chemicals is rarely and only in small quantities generated in the port, so no specific treatment facilities have been established.

Waste types related to compliance with the requirements of the Ballast Water Convention

The International Convention for the Control and Management of Ships' Ballast Water and Sediments (Ballast Water Convention) requires that an approved ballast water management plan be carried on board each vessel and implemented by the ship. It is expected that by implementing the actions set out in the ballast water management plan, ships will not need to discharge ballast water at the port.

Article 5(1) of the Ballast Water Convention provides that ports and terminals where ballast tanks are cleaned or repaired shall be provided with adequate facilities for receiving sludge. The requirements laid down in the Convention regarding the provision of equipment for the reception of sludge in ports where cleaning or repair of ballast tanks takes place shall also apply to ship repair facilities located in the territory of the Port of Riga. During the reporting period, since the entry into force of the Ballast Water Convention, no sludges from ballast tank cleaning have been transferred to the Port of Riga. It is expected that this type of waste will not be generated on a regular basis and will be managed with the resources available to the Operator.

Article 4 of the Ballast Water Convention provides that each Member State shall, having due regard to its own particular conditions and capabilities, establish national policies, strategies or programmes for the management of ballast water in its ports and waters under its jurisdiction which are consistent with and contribute to the achievement of the objectives of the Convention. Following the development of these documents, the Freeport of Riga Authority will take the necessary actions in the field of ballast water management, if any, as set out in the relevant documents.

8 REGISTRATION OF QUANTITIES OF SHIP-GENERATED WASTE AND MANAGEMENT OF WASTE FLOWS

The types and quantities of ship-generated waste accepted in the Port of Riga shall be recorded on the basis of waste transfer notes and the information contained therein.

When accepting ship-generated waste, including cargo residues, the Operator shall issue a waste transfer note (Annex 4) to the Master of the ship, indicating the types and quantities of waste accepted.

The Master shall ensure that the waste transfer note received, together with the entries in the relevant logbooks, is available on board the ship for at least two years from the date of receipt of the information.

The operator shall send the waste transfer note electronically to the State Environmental Service and submit it to the Freeport of Riga Authority before the ship leaves the port.

In accordance with the procedures laid down in the Cabinet Regulation No. 193 of 1 January 2024:

- The operator shall enter the waste transfer note information in KAUPS. If the Master of the ship concerned agrees, the issue of the waste transfer note to the Master of the ship may be carried out by KAUPS;
- The ship's agent or, if there is no agent, the shipping company or the Master of the ship, shall submit the waste transfer note information to SKLOIS before the ship leaves the port or as soon as the waste transfer note has been received.

The operator shall enter information on received ship-generated waste into the OIS.

Each quarter the operator shall electronically submit to the State Environmental Service a report on the reception of the ship-generated waste within the time periods specified in the Cabinet Regulation No. 193. The operator shall ensure that, in accordance with the requirements of Cabinet Regulation No. 193, monitoring data on the amount and quantity of passively fished waste are collected, and by 15 March of the financial year following the reporting year, information on passively fished waste adopted in the previous year has been submitted to the State Environmental Service.

Information on the management of waste flows is provided in Table 6.

Table 6 Summary of the management of ship-generated waste flows in the Port of Riga

Type of waste	*Testing in the laboratory before reception*	*Pre-treatment has been carried out**	*Treatment has been carried out*	*Processing has been carried out*	*Transferred to disposal*	*Transferred to another merchant*	*Discharge of treated water*
MARPOL Annex I – Oil							
Oily bilge water							
Oily residues (sludge)							
Oily tank washings (slops)							
Dirty ballast water							
Scale and sludge from tank cleaning							
Other							
MARPOL Annex IV – Sewage							

Type of waste	*Testing in the laboratory before reception*	*Pre-treatment has been carried out**	*Treatment has been carried out*	*Processing has been carried out*	*Transferred to disposal*	*Transferred to another merchant*	*Discharge of treated water*
Sewage							
MARPOL Annex V -Garbage							
Plastics							
Food waste							
Domestic waste							
Cooking oil							
Incinerator ashes							
Operational waste							
Electric and electronic waste							
Fishing gear							
MARPOL Annex VI – Air pollutants							
Ozone-depleting substances and equipment containing such substances							
Exhaust gas-cleaning liquid residues							
Exhaust gas-cleaning solid residues							
Other wastes not covered by MARPOL							
Ballast sludges							
Passively fished waste							

* pre-treatment – changing the properties of waste in order to carry out any other recycling or recovery operations

9 METHODS FOR DETERMINING WORKING LOAD ON SHIP-GENERATED WASTE RECEPTION FACILITIES

The assessment of the working load on ship-generated waste reception facilities shall be based on a data analysis method. It uses operational data, data from registers (OIS, SKLOIS) on the quantities of waste and information on reception facilities, their capacities.

The operator, upon receipt of information from the ship's agent regarding the quantity and type of waste to be delivered, shall each time evaluate the type and quantity of the waste

to be delivered, capacity and limits of reception facilities, and shall select the most appropriate type of reception facilities accordingly.

Pre-treatment, purification or short-term storage of waste delivered from ships (Table 6) is carried out in the port treatment plant complex at 39 Steam Street. The treatment plant complex is managed by the Operator. The requirements for the operation of the treatment plant complex and the capacities of the plant shall be indicated in the permit for Category A polluting activity issued to the Operator.

Evaluating the amount of ship-generated oil waste (Annex I to the MARPOL Convention) delivered to the port treatment plant complex in 2021-2022, it can be concluded that it accounted for about 40% of the plant working load. According to the ship-generated waste forecast (Table 3), no significant increase in the amount of oily waste is expected, therefore the capacity of the existing treatment plants is assessed as sufficient.

In 2022, a new biological wastewater treatment plant designed for the treatment of ships' sewage was launched in the treatment complex on Steam Street. With an increase in the capacity of the treatment complex plants, a larger volume of wastewater treatment will be ensured, which, according to the forecast, is expected after 2025.

10 PROCEDURES FOR PAYMENT FOR THE RECEPTION OF SHIP-GENERATED WASTE

There are two types of payments for the delivery of ship-generated waste to the Port of Riga – **the sanitary cue** and **the direct fee for the delivery of waste**.

The sanitary due shall include the reception of all waste generated by the ship in an amount that does not exceed the maximum capacity of the ship's waste storage tanks indicated in the prior notification of the waste transfer (Annex 2), except for the reception of cargo residues and waste from exhaust gas cleaning systems.

Passively fished waste is delivered as part of the sanitary due.

Ships shall pay a sanitary due for each ship’s call, regardless of whether or not they use port reception facilities.

Warships shall pay a sanitary due if they use the ship-generated waste reception services.

The sanitary due shall not be paid by vessels which have received an Exemption Certificate.

Ships for which the “Riga Port Dues and Charges” provide a general exemption from port dues in the Port of Riga, in case they deposit waste, pay a direct fee for the transfer of waste according to the volume of waste delivered.

The direct fee for the delivery of waste shall be applied according to the amount of waste actually delivered in the following cases:

- where the ship delivers cargo residues and waste from exhaust gas cleaning systems;

- if the amount of waste delivered by the ship subject to the sanitary due exceeds the maximum capacity of the ship's waste storage tanks indicated in the prior notification;
- where the waste is delivered by ships owned or operated by a State and used, during the relevant period, by that State solely for public purposes and for non-commercial purposes;
- if the waste is delivered by ships engaged in port services in accordance with Article 1(2) of Regulation (EU) 2017/352 of the European Parliament and of the Council of 15 February 2017 establishing a framework for the provision of port services and common rules on the financial transparency of ports;
- where the waste is delivered by ships at anchorage.

The direct fee for the delivery of waste shall be paid to the service provider.

Recreational craft whose visit is not registered in SKLOIS and which use berths where waste reception facilities operate without the presence of a natural person and the management of ship waste is provided by a municipal waste management company selected by the Riga Municipality, shall pay the ship waste management fee to the berth owner or manager in accordance with the tariff established by the berth owner or manager.

The fees for services received in port and port dues shall be collected from the ship by the ship agent in accordance with the terms of the contract concluded with the Freeport of Riga Authority. If the ship does not have an agent, the fees for services received in port and port dues shall be paid by the person responsible for the ship, the shipowner, charterer, ship operator, Master or other in accordance with an invoice issued by the Port Authority.

The tariffs of the sanitary due, as well as the tariff thresholds of the direct fee for the delivery of waste are set in the "Riga Port Dues and Charges", which are prepared by the Freeport of Riga Authority and approved by the Freeport of Riga Board. The approved Riga Port dues and charges, as well as amendments to the Riga Port dues and charges, shall be published in the official gazette *Latvijas Vēstnesis* and on the website of the Freeport of Riga Authority www.rop.lv.

The amount of the sanitary fee, as well as the tariff thresholds of the direct fee for the delivery of waste shall be determined taking into account the costs of the management of the ship-generated waste delivered in the port of Riga. They consist of direct and indirect costs of the Operator with whom the Authority has entered into a contract on ship-generated waste management, as well as indirect costs of the Freeport of Riga Authority.

The Freeport of Riga Authority shall determine the rate of the sanitary due in such an amount that the total revenue from the sanitary due during the year covers a major part of the total direct costs for the actual delivery of ship waste to the waste reception facilities of the Port of Riga.

The following cost components shall be attributed to direct costs:

1. depreciation costs of fixed assets for port waste collection and reception infrastructure (vessels, vehicles, collection containers, waste reception and treatment equipment, etc.), acquisition costs of new fixed assets (if applicable);
2. the cost of renting port reception facilities and other waste/facilities necessary for waste management;
3. costs related to ship-generated waste management: collection of ship-generated waste, transportation of waste from port reception facilities to final treatment, maintenance of port reception facilities, labour costs, electricity, water supply and sewerage, laboratory services, raw materials, waste recycling costs, waste transfer costs, etc.;
4. costs related to the preparation and transfer of ship-generated waste for reuse, recycling or disposal, including separate collection of waste.

The following cost components shall be attributed to indirect costs:

1. Costs of the Freeport of Riga Authority in relation to the development of a ship waste management plan, public consultation, approval, review of the plan;
2. Costs of the Freeport of Riga Authority for ensuring the management of the ship waste management system;
3. Costs of the Freeport of Riga Authority for the organisation of public procurement procedures;
4. Costs of the Freeport of Riga Authority for informing the users of the port (preparation of informative materials, publication of information on the website of the port);
5. The Freeport of Riga Authority's costs for employee training;
6. Costs of the Freeport of Riga Authority for the maintenance and improvement of those sections of the port information system that relate to the accumulation and processing of data related to ship-generated waste;
7. The part of the operator's administrative costs attributable to the management of ship-generated waste.

The actual costs of ship waste management are a variable that is affected by the types of ships entering the port, changes in the requirements for the reception of waste from ships, which affect the amount of waste delivered by ships, as well as fluctuations in energy prices and other processes affecting the transport of sea cargo. The Freeport of Riga Authority shall periodically review the port dues and charges and make the relevant changes.

11 PROCEDURES FOR THE DEVELOPMENT, IMPLEMENTATION AND CONTROL OF A SHIP WASTE MANAGEMENT PLAN

The Ship-generated waste management plan shall be drawn up for a period of five years.

When developing a Ship-generated waste management plan, the procedures laid down in the Cabinet Regulation No. 193 shall be taken into account.

Before approval, the ship waste management plan shall be sent for consultation to the involved parties and interested persons - ship agents, terminal operators who provide services to ships, the State Environmental Service, the Operator, etc.

The period of consultation on the Ship-generated waste management plan is set at 30 days, during which the parties concerned may submit written proposals and opinions on the draft Ship-generated waste management plan to the Freeport of Riga Authority.

After the end of the process of consultations regarding the Ship-generated waste management plan, the submitted proposals are collected, evaluated and clarifications are made.

After co-ordination with the State Environmental Service, the Freeport of Riga Board shall approve the Ship-generated waste management plan.

If significant changes in the operation of the port occur during the operation of the ship-generated waste management plan, the plan shall be reviewed. The updated ship-generated waste management plan shall be co-ordinated with the State Environmental Service and approved by the Board of the Freeport of Riga.

The Ship-generated Waste Management Plan is published on the website of the Freeport of Riga www.rop.lv

Persons responsible for the implementation and control of the plan

Freeport of Riga Authority

- develops, reviews and approves a ship-generated waste management plan in the Freeport of Riga;
- provides port users with publicly available information regarding the procedures for the management of ship-generated waste in the port in Latvian and English.

Contact information:

Address	12 Kalpaka boulevard, Rīga, LV1010
Telephone Nr.: On working days 8:30 - 17:00	00371 67030800
E-mail	info@rop.lv
Webpage	www.rop.lv

State Environmental Service

- controls implementation of the Ship-generated waste management plan by the Freeport of Riga;

- controls the adequacy of the content of the prior notification of the waste delivery to port reception facilities submitted by the ship;
- controls compliance with the requirements of the Cabinet Regulation No. 193 regarding the reception of ship-generated waste and the delivery of ship-generated waste before the ship leaves the port;
- informs the Coast Guard Service of a ship which has gone out to sea and has not delivered ship-generated waste to the port in accordance with the procedures laid down in Cabinet Regulation No. 193.

Contact information:

Address	25 Rūpniecības street, Rīga, LV – 1045
Telephone Nr.: On working days 8:30 -17:00	00371 67408164 00371 67408166 00371 28648214
E-mail	pasts@vvd.gov.lv janis.urtans@vvd.gov.lv
Website	www.vvd.gov.lv

Coast Guard

- controls whether the ship's prior notification of the waste delivery has been submitted to SKLOIS;
- upon receipt of information from the State Environmental Service regarding a ship which has gone out to sea and has not delivered ship's waste, informs the relevant competent authority of the next port in accordance with the laws and regulations regarding the procedures for the use of Latvian waters and the navigation regime therein.

12 ANNEXES

ANNEX 1

LAWS AND REGULATIONS GOVERNING SHIP-GENERATED WASTE MANAGEMENT

International Convention for the Prevention of Pollution from Ships, 1973, as amended by its Protocol of 1978 (MARPOL 73/78) and its Protocol of 1997 (Annex VI)	The main international document, covering prevention of pollution of the marine environment by ships due to operational or accidental causes. MARPOL 73/78 includes provisions aimed at prevention and mitigation of ship-generated pollution and currently it comprises 6 Annexes: Annex I - Regulations for the Prevention of Pollution by Oil; Annex II - Regulations for the Control of Pollution by Noxious Liquid Substances in Bulk ; Annex III - Regulations for Prevention of Pollution by Harmful Substances Carried by Sea in Packaged Form ; Annex IV - Regulations for Prevention of Pollution by Sewage from Ships; Annex V - Regulations for Prevention of Pollution by Garbage from Ships Annex VI - Regulations for Prevention of Air Pollution from Ships.
IMO Resolution MEPC. 200(62) of 15 July 2011	The resolution provides for a ban on the discharge of sewage from passenger ships in Special Areas (including the Baltic Sea) and the need to provide adequate port reception facilities.
IMO Resolution MEPC 274(69) of 22 April 2016	The resolution stipulates that the discharge of sewage from a passenger ship in Special Areas (including the Baltic Sea) is prohibited for new passenger ships after 1 June 2019 and for existing passenger ships from 1 June 2021, unless the ship is operating a sewage treatment plant certified by the Administration (the government of the country under whose jurisdiction the ship is operating).
26 October 2018 MEPC. 310(73)	Resolution approves the Action Plan on plastic waste from ships. The Action Plan is intended to complement the existing legislative framework and to introduce new support measures to combat plastic waste from ships.
1992 Convention for the Protection of the Marine Environment of the Baltic Sea Region (Helsinki Convention)	The Helsinki Convention is an international treaty by which Member States commit themselves to combating pollution of the Baltic Sea from land and ships with harmful substances and chemicals. Under the Convention, Member States undertake to cooperate in monitoring the marine environment, preventing pollution and accident recovery.

2004 International Convention for the Control and Management of Ships' Ballast Water and Sediments	The Convention aims to eliminate environmental risks from the transfer of harmful aquatic organisms and pathogens through safer and more efficient management of ships' ballast water and sludges. The Convention requires every ship to have a ballast water management plan. The Convention provides that each Member state undertakes to ensure that ports and terminals designated by that Member state where cleaning or repair of ballast tanks takes place are provided with adequate facilities for the reception of sludges and for the safe disposal of the sludges concerned
Directive 2019/883 of the European Parliament and of the Council on port reception facilities for ship-generated waste and amending Directive 2010/65/EU and repealing Directive 2000/59/EC	The objective of the Directive is to improve the protection of the marine environment against the negative impacts of the discharge of waste from ships using ports in the European Union, while ensuring the smooth functioning of maritime transport by improving the availability of appropriate port reception facilities.
Law on Ports	The law provides for the organisation of the reception of the ship-generated waste and polluted waters and the preparation of a Ship-generated waste management plan for the port.
22.03.2022 Cabinet of Ministers Regulation No 193 “Procedures for the Reception of Ship-Generated Waste and the Development of Ship-Generated Waste Management Plans”	The Regulation established the procedures for the acceptance of ship-generated waste and polluted waters and for the development of ship-generated waste management plans.
Law on Maritime Administration and Maritime Safety	The Law establishes the institutional framework of the State administration in maritime affairs, ensures the implementation and compliance with the requirements and standards of international agreements binding for Latvia in the field of maritime safety and security, in order to prevent environmental pollution from ships and to make maritime traffic more efficient, while providing that the port authority shall ensure the reception of waste generated by ships, the berth operator - the reception of waste generated by ship cargo, and also requires that port waste reception facilities shall comply with MARPOL 73/78 Convention, Helsinki Convention and other international laws and regulations. The law requires ports and terminals where cleaning or repair of ballast tanks takes place to ensure the reception of ships' ballast water sludges.
15.05.2012. Cabinet of Ministers Regulation No.339 “Regulations on Port Formalities”	The Regulations establish the procedure for the formalities related to the entry and departure of a ship from a port.
Law on Pollution	The law sets out the requirements to be taken into account in the field of pollution prevention and control by a natural or legal person carrying out a polluting activity or responsible for the technical support of such an activity or having a dominant economic influence on the polluting activity concerned.

30.11.2010. Cabinet of Ministers Regulation No 1082 "Procedure for Application for Polluting Activities of Category A, B and C and Issuing Permits for Polluting Activities of Category A and B"	The Regulations define the polluting activities for which permits issued by the SES are required, as well as the procedure for issuing them to merchants.
Waste Management Law	The law regulates waste management and stipulates that waste shall be managed in a way that does not endanger human life and health and shall not have a negative impact on the environment.
04.02.2020. Cabinet Regulation No.77 "The Freeport of Riga Regulations"	The Regulations stipulate that the reception and management of ship-generated waste in the port shall be carried out in accordance with the laws and regulations on the reception of ship-generated waste and polluted waters and the "Ship-generated waste management plan in the Freeport of Riga" approved by the Freeport Authority. The regulations stipulate that it is prohibited to discharge from ships into the harbour water area: • oil and oil-containing products, harmful and dangerous chemicals; • washing water from ships' cargo holds or tanks; • any cargo residues, cargo separation materials and any other types of waste. The valves of the polluted water drainage systems in the port shall be closed and sealed. The following is prohibited in the port: • to operate the ship's waste incineration plant; • to use toilets which are not fitted with closed sewage storage tanks or where the ship is not fitted with sewage treatment facilities in accordance with the requirements of the MARPOL Convention; • storing residues of petroleum products in inappropriate places.
Regulation (EC) No 1069/2009 of the European Parliament and of the Council of 21 October 2008 laying down health rules as regards animal by-products and derived products not intended for human consumption and repealing Regulation (EC) No 1774/2002 (Animal By-Products Regulation)	
EUROPEAN COMMISSION IMPLEMENTING REGULATION (EU) 2022/89 of 21 January 2022 laying down rules for the application of Directive (EU) 2019/883 of the European Parliament and of the Council as regards the method to be used to calculate sufficient dedicated waste storage capacity	

ANNEX 2

PRIOR NOTIFICATION FORM FOR THE TRANSFER OF WASTE TO PORT WASTE RECEPTION FACILITIES

Waste transfer notification: (specify the name of the port concerned)

This form must be kept on board together with the relevant oil operations logbook, cargo operations logbook, waste record book or waste management plan as required by MARPOL.

1. SHIP PARTICULARS

1.1 Name of ship:	1.5 Owner or operator:
1.2 IMO number: Call sign:	1.6 Distinctive number or letters:
1.3 Gross tonnage:	1.7 Flag state:
1.4 Type of a ship: ☐ Oil tanker ☐ Chemical tanker ☐ Bulk carrier ☐ Container ☐ Other cargo ship ☐ Passenger ship ☐ Ro-ro ☐ Other (specify)	

2. PORT AND VOYAGE PARTICULARS

2.1 Location/Terminal name:	2.6 Last port where waste was delivered:
2.2 Arrival date and time:	2.7 Date of last delivery:
2.3 Departure date and time:	2.8 Next port of delivery (if known):
2.4 Last port and country:	2.9 Person submitting this form (if other than the Master):
2.5 Next port and country (if known):	

3.TYPE AND QUANTITY OF WASTE TO BE TRANSFERRED TO THE RECEPTION FACILITY AND THE CAPACITY OF THE WASTE STORAGE TANKS

Type	Amount of waste to be transferred (m^3)	Maximum capacity of storage tanks (m^3)	Quantity of waste retained on board (m^3)	Port where the remaining waste will be transferred (if known)	Estimated amount of waste to be generated between the time of notification and the ship's arrival at the next port (m^3)
1	2	3	4	5	6
MARPOL Annex I – Oil					
Oily bilge water					
Oily residues (sludge)					
Oily tank washings (slops)					
Dirty ballast water					
Scale and sludge from tank cleaning					
Other (specify)					
MARPOL Annex II – Noxious Liquid Substances (NLS)[(1)]					
Category X substances					

Category Y substances					
Category Z substances					
OS – Other substances (specify)					
MARPOL Annex IV – Sewage					
Sewage					
MARPOL Annex V – Garbage					
A. Plastic					
B. Food waste					
C. Domestic waste (e. g. paper products, rags, glass, metal, bottles, crockery, etc.)					
D. Cooking oil					
E. Incinerator ashes					
F. Operational waste					
G. Animal carcass(es)					
H. Fishing gear					
I. Electric and electronic waste					
J. Cargo residues[(2)] (not hazardous to the marine environment)					
K. Cargo residues [(3)] (hazardous to the marine environment)					
MARPOL Annex VI p – Air pollutants					
Ozone-depleting substances and equipment containing such substances [(4)]					
Exhaust gas-cleaning residues					
Other wastes not covered by MARPOL					
Passively fished waste					

ANNEX 3

WASTE TRANSFER NOTE FORM

1. Details of the waste reception facility and the port

1.1.	Location/terminal name	
1.2.	Provider(s) of the port reception facility	
1.3.	Provider(s) of the waste treatment facility, if different from that mentioned in 1.2	
1.4.	Date and time of waste transfer	from _____ till _____

2. Information about the vessel

2.1. Name of ship	2.5. Owner or operator
2.2. IMO number	2.6. Identification number or letters MMSI (Maritime Mobile Service Identification) number
2.3. Gross tonnage	2.7. Flag state
2.4. Vessel type: ☐ Oil tanker ☐ Chemical tanker ☐ Bulk carrier ☐ Container ship ☐ Other cargo ship ☐ Passenger ship ☐ Ro-ro ☐ Other (specify) _____	

3. Type and quantity of waste received

MARPOL Annex I – Oil	Amount (m^3)		MARPOL Annex V – Garbage	Amount (m^3)
Oily bilge water			A. Plastic	
Oily residues (sludge)			B. Food waste	
Oily tank washings (slops)			C. Domestic waste (e. g. paper products, rags, glass, metal, bottles, crockery, etc.)	
Dirty ballast water				
Scale and sludge from tank cleaning			D. Cooking oil	
Other (specify)			E. Incinerator ashes	
			F. Operational waste	
MARPOL Annex II – Noxious Liquid Substances (NLS)	Amount (m^3) and name*		G. Animal carcass(es)	
Category X substances			H. Fishing gear	
Category Y substances			I. Electric and electronic waste	
Category Z substances			J. Cargo residues** (not hazardous to the marine environment)	
OS – Other substances (specify)			K. Cargo residues ** (hazardous to the marine environment)	
MARPOL Anex IV - Sewage	Amount (m^3)		MARPOL Annex VI – Air pollutants	Amount (m^3)

Sewage			Ozone-depleting substances and equipment containing such substances	
			Exhaust gas-cleaning residues	
			Other wastes not covered by MARPOL	Amount (m^3)
			Passively fished waste	

ANNEX 4

REPORT FORM FOR INADEQUACY OF PORT RECEPTION FACILITIES

1. Informācija par kuģi
Ship particulars

1.1. kuģa vārds _____
Name of ship

1.2. īpašnieks vai operators _____
Owner or operator

1.3. identifikācijas numurs vai burti _____
Distinctive number or letters

1.4. IMO identifikācijas numurs _____
IMO identification number[2]

1.5. bruto tilpība _____
Gross tonnage

1.6. pieraksta osta _____
Port of registry

1.7. karoga valsts _____
Flag State[3]

1.8. kuģa tips _____
Type of ship

☐ Naftas tankkuģis/ *Oil tanker*
☐ Ķīmiskais tankkuģis/ *Chemical tanker*
☐ Beramkravu kuģis/ *Bulk carrier*
☐ Cits kravas kuģis/ *Other cargo ship*
☐ Pasažieru kuģis/ *Passenger ship*
☐ Cits (norādiet)/ *Other (specify)* _____

2. Informācija par ostu
Port particulars

2.1. valsts _____
Country

2.2. ostas vai rajona nosaukums _____
Name of port or area

2.3. atrašanās vieta/ termināļa nosaukums (piemēram, piestātne/ terminālis/ mols) _____
Location/ terminal name (e. g. berth/ terminal/ jetty)

2.4. ostas atkritumu pieņemšanas iekārtu apsaimniekošanas komercsabiedrības nosaukums (ja nepieciešams)

_____
Name of company operating the port waste reception facility (if applicable)

2.5. operāciju veids ostā
Type of port operation:

☐ Izkraušanas osta/ *Unloading port*
☐ Iekraušanas osta/ *Loading port*

☐ Kuģu būvētava/ *Shipyard* ☐ Cits (norādiet)/ *Other (specify)*

2.6. datums, kad kuģis ienācis ostā
Date of arrival __/__/____ (dd/mm/yyyy)

2.7. notikuma datums
Date of occurrence __/__/____ (dd/mm/yyyy)

2.8. datums, kad kuģis izgājis no ostas
Date of departure __/__/____ (dd/mm/yyyy)

3. Pieņemšanas iekārtu neatbilstība
Non-compliance of facilities

3.1. kuģu radīto atkritumu / pārpalikumu daudzums un veids, attiecībā uz kuriem tika konstatēta ostas atkritumu pieņemšanas iekārtu neatbilstība, un radušās problēmas veids
Type and amount of wastes/ residues for which the port waste reception facility was inadequate and nature of problems encountered

Atkritumu/ pārpalikumu veids *Type of wastes/ residues*	Nododamo atkritumu daudzums *Amount for discharge (m^3)*	Nepieņemto atkritumu daudzums *Amount not accepted (m^3)*	Problēmas *Problems encountered* Norādiet radušos problēmu, izmantojot vienu vai vairākus attiecīgos koda burtus *Indicate the problems encountered by using one or more of the following code letters, as appropriate*. A – Iekārtas nav pieejamas/ *No facility available* B – Nepamatota kavēšanās/ *Undue delay* C – Iekārtu izmantošana tehniski nav iespējama/ *Use of facility technically not possible* D – Neērta atrašanās vieta / *Inconvenient location* E – Kuģim bija jāmaina piestātne, izraisot kavēšanos/ papildu izmaksas/ *Vessel had to shift berth involving delay/ cost* F – Nepamatotas iekārtu izmantošanas izmaksas/ *Unreasonable charges for use of facilities* G – Citas (lūdzu, norādiet 3.2. punktā)/ *Other (please specify in paragraph 3.2*)
MARPOL I pielikums *MARPOL Annex I-related*			
Sateču ūdeņi *Oily bilge water*			
Naftas atliekas (nosēdumi) *Oily residues (sludge)*			
Naftu saturoši kravas tanku mazgājamie ūdeņi *Oily tank washings (slops)*			
Netīrie balasta ūdeņi *Dirty ballast water*			

Naftas nosēdumi pēc kravas tanku mazgāšanas *Scale and sludge from tank cleaning*			
Citi (lūdzu, norādiet …….) *Other (please specify ……..)*			
MARPOL II pielikums *MARPOL Annex II-related*			
Kaitīgās šķidrās vielas no tilpņu mazgāšanas, kuras paredzēts nodot *Category of NLS[4] residue/ water mixture for discharge to facility from tank washings*			
X kategorijas viela *Category X substance*			
Y kategorijas viela *Category Y substance*			
Z kategorijas viela *Category Z substance*			
MARPOL IV pielikums *MARPOL Annex IV-related*			
Notekūdeņi *Sewage*			
MARPOL V pielikums *MARPOL Annex V-related*			
A. Plastmasa *Plastics*			
B. Pārtikas atkritumi *Food waste*			
C. Sadzīves atkritumi (piemēram, papīra izstrādājumi, lupatas, stikls, metāls, pudeles, trauki) *Domestic wastes (e. g. paper products, rags, glass, metal, bottles, crockery, etc.)*			
D. Cepamā eļļa *Cooking oil*			
E. Pelni no atkritumu dedzināmās krāsns *Incinerator ashes*			
F. Ekspluatācijas atkritumi *Operational waste*			
G. Dzīvnieku kautķermeņi (arī dzīvnieku līķi) *Animal carcasses*			
H. Zvejas rīki *Fishing gear*			
I. Elektrisko un elektronisko iekārtu atkritumi *E-waste*			

J. Kravas pārpalikumi (nebīstami jūras videi) *Cargo residues (non-HME)*			
K. Kravas pārpalikumi (bīstami jūras videi) *Cargo residues (HME)*[5]			
MARPOL VI pielikums *MARPOL Annex VI-related*			
Ozona slāni noārdošas vielas un šādas vielas saturošs aprīkojums *Ozone-depleting substances and equipment containing such substances*			
Izplūdes gāzu attīrīšanas procesā radušies atlikumi *Exhaust gas-cleaning residues*			

3.2. papildu informācija par tabulā norādītajām problēmām
Additional information with regard to the problems identified in the above table

3.3. vai problēma tika pārrunāta ar ostas atkritumu apsaimniekotāju, vai par to ir ziņots ostas atkritumu apsaimniekotājam?
Did you discuss these problems or report them to the port waste manager?
☐ Jā/*Yes* ☐ Nē/*No*

Ja "Jā", lūdzu, norādiet, ar ko tika pārrunāts vai kam ziņots
If Yes, with whom (please specify)

Ja "Jā", lūdzu, norādiet, kāda bija ostas atkritumu apsaimniekotāja atbilde uz jūsu aizrādījumiem
If Yes, please specify what was the response of the port waste manager to your concerns

3.4. vai iesniedzāt iepriekšēju paziņojumu (saskaņā ar ostas noteikumiem) par kuģa prasībām ostas atkritumu pieņemšanas iekārtām?
Did you give prior notification (in accordance with relevant port requirements) about the ship's requirements for port waste reception facilities?
☐ Jā/*Yes* ☐ Nē/*No* ☐ Nav attiecināms/*Not applicable*

Ja "Jā", lūdzu, norādiet, vai saņēmāt pieņemšanas iekārtu pieejamības apliecinājumu?
If Yes, did you receive confirmation on the availability of reception facilities?
☐ Jā/*Yes* ☐ Nē/*No*

4. Citas piezīmes/ komentāri
Additional remarks/comments

Kapteiņa paraksts
Master's signature

Datums
Date __/__/____ (dd/mm/yyyy)

ANNEX 5

SCHEME OF YACHT PORTS AND BERTHS