



10/01/2024



**THE BRISTOL PORT COMPANY**

**PORT WASTE MANAGEMENT PLAN  
FOR SHIP-GENERATED WASTE**



**APRIL 2023**

**Issue 5**



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## SUMMARY

The Bristol Port Company (BPC) has prepared this Port Waste Management Plan in accordance with the requirements of the Merchant Shipping (Port Waste Reception Facilities) Regulations 2003, as amended, and MGN563 (M+F) Amendment 1. The plan covers the provision and management of waste reception facilities for ship-generated wastes in Avonmouth and Royal Portbury Docks. This 2023 version of the Plan supersedes all previous versions submitted to the Maritime and Coastguard Agency (MCA) for approval.

This Plan explains the responsibilities of all parties involved in the port waste management chain, including the ship, the ship's agent, waste contractors and BPC. It also describes the facilities available for the reception of all types of ship-generated waste and how the wider waste management system operates in the port, including reporting and record-keeping requirements, the charging system and the complaints, consultation, and review process.

The Waste Management System operating in Avonmouth and Royal Portbury Docks is summarised in the figure overleaf. Reception facilities for oily wastes, cargo residues and noxious liquid substances, sewage, garbage (including ICW), exhaust gas cleaning residues, and other hazardous wastes are available for all ships visiting the Port. BPC provides reception facilities for garbage wastes for all ships visiting the port and provides a list of approved waste contractors (Annex 3) for agents to arrange the reception of all other ship-generated wastes.

All ships must notify BPC of the type and amount of waste they intend to land in the port at least 24 hours before arrival. This should be done by completing a CERS workbook and submitting it to [arrivals@bristolport.co.uk](mailto:arrivals@bristolport.co.uk).

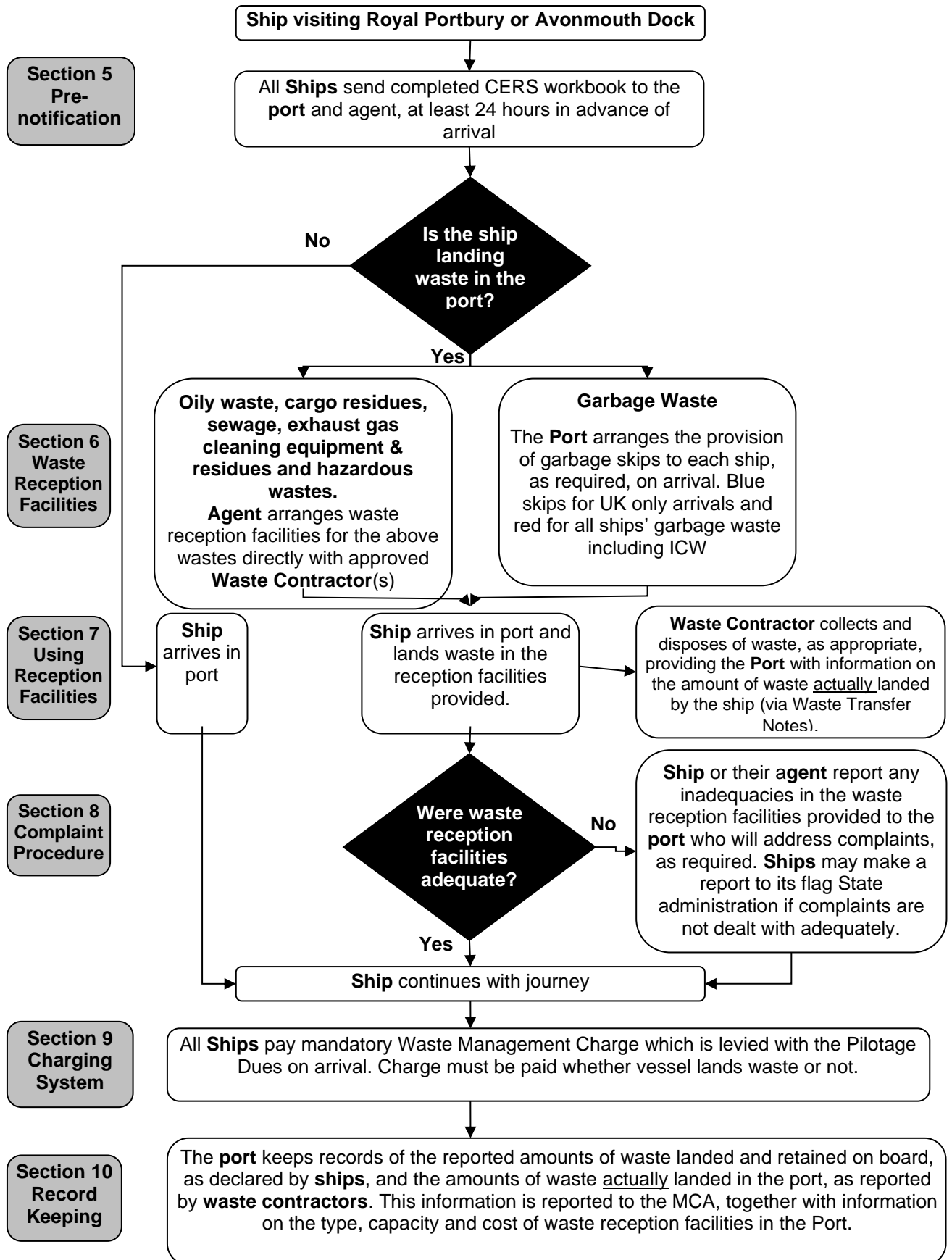
Ships must ensure that all waste is delivered into reception facilities before leaving port. The only exceptions are if the vessel has sufficient dedicated storage capacity on board to store the current waste, and any additional waste generated until the ship reaches the next port where it can be landed, or its own waste disposal system on board. Ships should dispose of their waste in a responsible manner into the reception facilities provided by BPC or the ship's agent, in accordance with this Waste Management Plan. Ships' agents brief vessels on waste reception arrangements in the port and provide them with a port waste management summary information sheet, which explains the waste reception facilities available and how to use them.

Garbage waste must only be placed in the appropriate ship's garbage skip. At Portbury, where almost all arrivals are international the current arrangement is for all ship's garbage waste to be placed in a red ICW skip while at Avonmouth the same procedure applies for international arrivals but UK only arrivals may use a blue skip. The port does not have dedicated UK only berths at either dock. Hazardous wastes, including fluorescent light tubes, drums containing oils or chemicals, paint tins etc. must never be placed in garbage skips or left on the quayside.

All ships must pay BPC's mandatory waste management charge, whether landing waste or not. The charge covers all of BPC's costs in running the port waste management system and the reception and disposal of ship's garbage. This charge is reviewed annually and published in April every year as part of the company's Port Dues. In 2023 the rate is £44 for the first skip, and £88 for subsequent skips.

Ships and their agents are requested to report immediately any inadequacies in the provision of waste reception facilities to the Port. This plan and waste management system will be monitored and reviewed on a regular basis by the port's Marine Department, in consultation with port users, waste contractors, the MCA and other relevant regulators.

**Figure 1. Summary of BPC’s Waste Management System for Ships’ Waste**



## 1 INTRODUCTION

BPC operates the commercial port at Avonmouth and Royal Portbury Docks (see Figure 2) and is a Statutory Harbour Authority. BPC has implemented a Waste Management Plan for ship-generated waste in Avonmouth and Royal Portbury Docks since 1997. The Port's first plan was prepared to implement the requirements of MARPOL 73/78, as set out in Merchant Shipping Notice M 1659 (Development of Port Waste Management Plans) and the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997. Since that time, the Plan has been revised and updated on a regular basis.

This revision of the Port Waste Management Plan has been produced by BPC in accordance with the requirements of the Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and its amending legislation. This version of the plan has also been updated in order to reflect changes in waste and environmental permitting regulations, as well as changes to regulations following the UK's withdrawal from the European Union in December 2020.

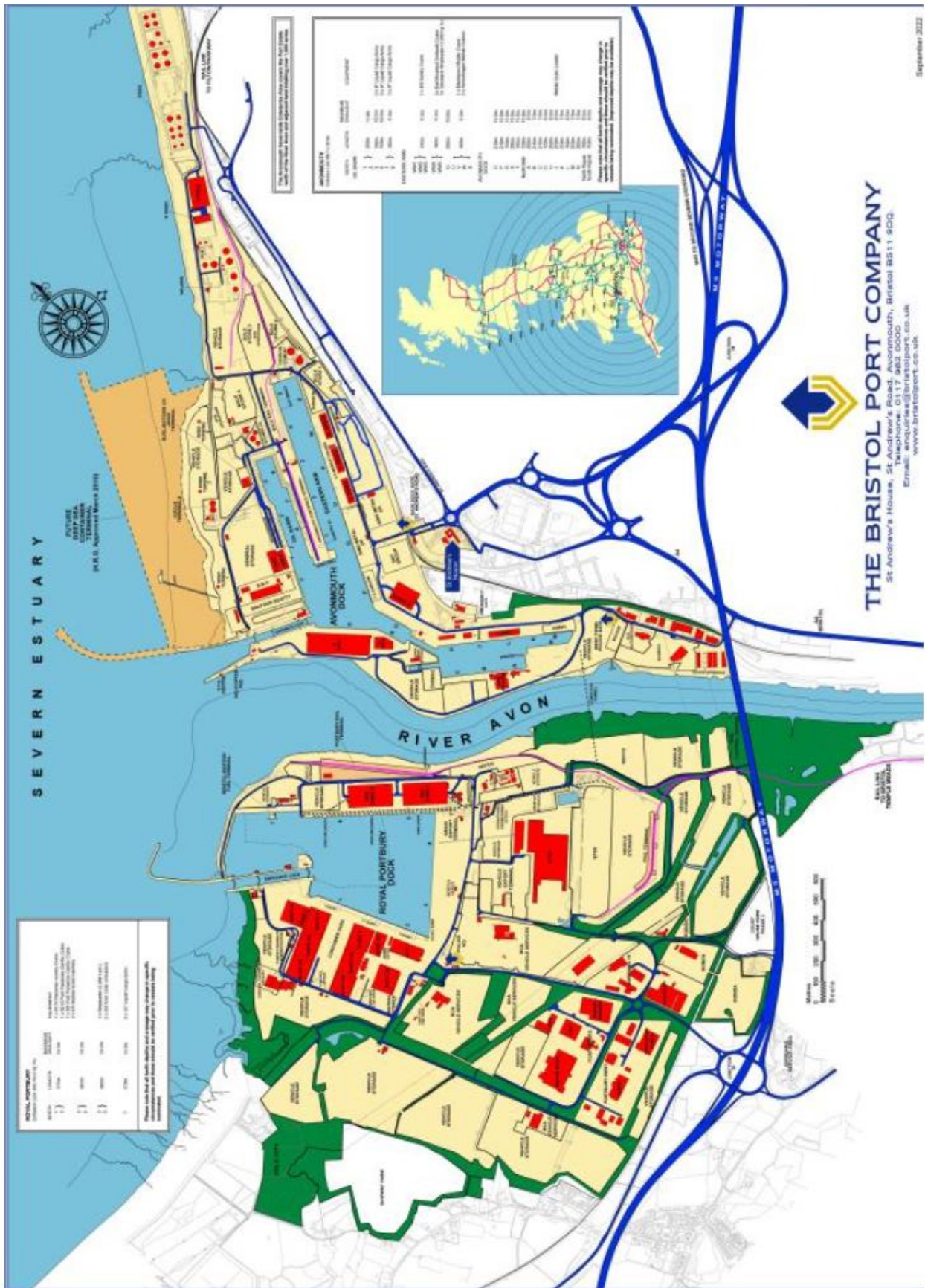
This Plan updates and replaces BPC's previous Waste Management Plan which was approved by the Maritime and Coastguard Agency (MCA) in April 2016, and reviewed in June 2019. The plan has been prepared in accordance with the MCA's publication "Port Waste Management Planning - A Guide to Good Practice" and by MGN 563 (M+F) Amendment 1 "Port Waste Reception Facilities and Management Planning".

The overall objectives of this plan are to:

- promote the prevention of pollution from ships and to assist in the reduction of the amounts of waste entering the marine environment.
- fulfil BPC's legal duties with respect to the management of ship-generated waste, including the requirements of MARPOL 73/78, the relevant Merchant Shipping Regulations, The Animal By-Products (Enforcement) (England) Regulations 2011, The Waste (England and Wales) Regulations 2011, as amended, and other waste related legislation.
- describe the facilities available for the reception of all types of ship-generated waste and how the wider waste management system operates in the port, including reporting and record-keeping requirements, the charging system and the complaints procedure.
- explain the obligations and responsibilities of all parties in the port waste management chain, from ship to waste contractor.
- encourage the responsible use of reception facilities in the port and to promote the reuse, recycling, and recovery of waste in accordance with the waste hierarchy, where practical.
- consult with, and inform port users, waste contractors, regulators, and other interested parties on the implementation of the port waste management system.

BPC's Waste Management Plan covers all berths and terminals within Avonmouth and Royal Portbury Docks, with the exception of the three independently operated aggregate berths in Avonmouth Docks (CEMEX UK Marine Ltd, Hanson Marine and New Waves Solutions (for EDF)). Waste Management Plans prepared by these aggregate berths have been submitted separately to the MCA.

Figure 2. The BPC: Avonmouth and Royal Portbury Docks





## 2 REQUIREMENT FOR PORT WASTE MANAGEMENT PLANNING

Port waste management planning in the UK and worldwide is a further important step in reducing the impact of shipping on the environment. Ports are required to provide waste reception facilities which are adequate and do not cause undue delay to ships using them. “Adequate” means being capable of receiving all types and quantities of prescribed wastes from ships normally using the port, taking into account the operational needs of the port users and the types of ships calling there.

The legal requirements for ports to plan for the provision of waste reception facilities are set out in international and domestic legislation. A summary of the key legislation relevant to port waste management planning is provided in Annex 1, including:

- the International Convention for the Prevention of Pollution from ships 1973, and its 1978 Protocol (MARPOL 73/78)
- EU Directives 2000/59/EC, 2002/84/EC and 2007/71/EC on Port Waste Reception Facilities for Ship-generated Wastes
- Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and its amending legislation in 2009 and 2016.
- The Animal by-Products (Enforcement) (England) Regulations 2013.
- The Waste (England and Wales) Regulations 2011, as amended, and Environmental Permitting (England and Wales) Regulations 2010, as amended.
- The Hazardous Waste (England and Wales) Regulations 2005, as amended, List of Wastes (England) Regulations 2005, as amended, and the Waste (England and Wales) Regulations 2011.

## 3 THE NEED FOR WASTE RECEPTION FACILITIES

Bristol is a busy and evolving port, with around 2500 movements to/from Avonmouth and Royal Portbury Docks every year. A variety of commercial ships use the port, including car carriers, oil tankers, container ships, bulk carriers, scrap ships, cruise ships, and aggregate dredgers. However, fishing vessels or recreational craft do not normally visit Bristol Port.

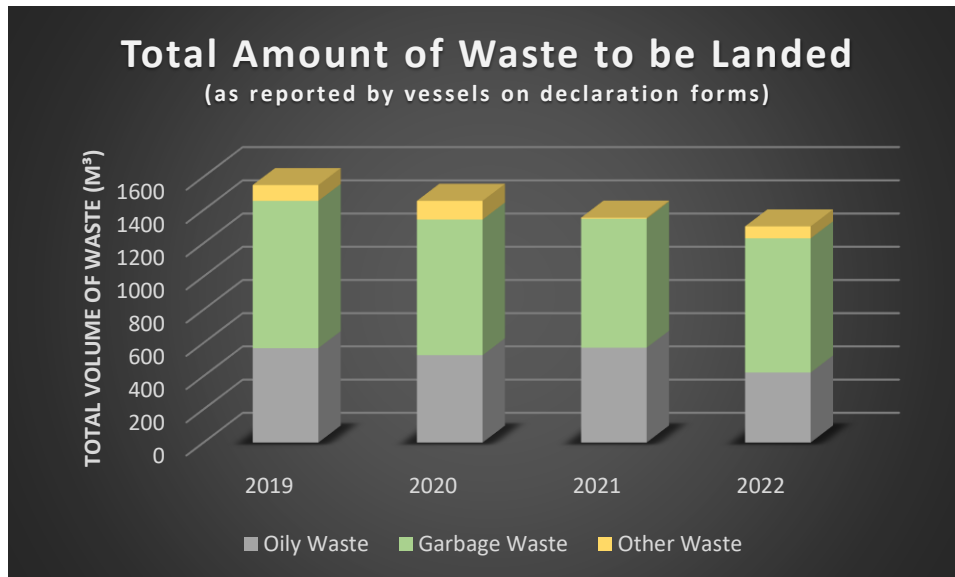
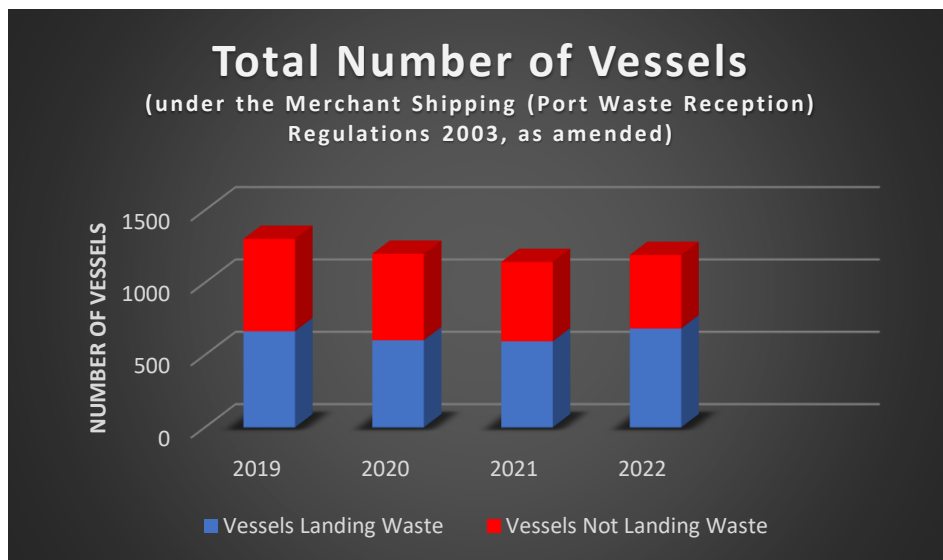
BPC monitors and records the types and amounts of ship-generated waste landed in the Port (Section 10). This information is analysed in order to determine the need for waste reception facilities and to ensure that the type and capacity of facilities available in the port match the requirements of port users.

A summary of the type, capacity and cost of waste reception facilities available in the port is provided in Table 1. The capacity of these waste reception facilities is flexible and unlimited. This waste management system can, therefore, evolve with the changing needs of its users.

Generally, the number of vessels which fall under the Merchant Shipping (Port Waste Reception) Regulations, is relatively stable subject to minor fluctuations as is the total volume of waste landed in the Port (see Figure 3 below). Between 50 & 60% of vessels visiting the port land their waste.

A summary of the total amounts of ship-generated waste landed in the port between 2021 and 2022 as declared by ships is contained in Annex 2. Together with annual summaries of the total amounts of ship-generated waste to be landed in the port as declared by vessels, the total amount of waste retained on-board ships for delivery in another port and the total actual amount of waste landed in the port, as reported by waste contractors.

**Figure 3 Summary statistics for ship-generated waste in Avonmouth and Royal Portbury Docks 2019 to 2022**



**Table 1 Report of type, capacity and cost of port waste reception facilities in Avonmouth & Royal Portbury Docks**

MARPOL Waste	Annex 1 - Oily Waste	Annex II - Noxious liquid substances carried in bulk	Annex IV - Sewage	Annex V – Garbage	Annex VI – Air Pollution
<b>Description</b>	<ul style="list-style-type: none"> <li>Oily bilge water</li> <li>Oily residues (sludge)</li> <li>Oily tank washings (slops)</li> <li>Dirty Ballast Water</li> <li>Oily mixtures containing chemicals</li> <li>Scale and sludge from tank cleaning</li> <li>Other</li> </ul>	<p>Categories X (major hazard), Y: (hazard), and Z (minor hazard) as defined in the International Bulk Chemical Code (IBC Code)</p> <p>Generally generated from the cleaning of cargo tanks and can be referred to as cargo residues</p>	<ul style="list-style-type: none"> <li>drainage and other wastes from toilets and urinals,</li> <li>drainage from medical premises (dispensary, sick bay, etc) via wash basins, wash tubs and scuppers,</li> <li>drainage from spaces containing living animals, or</li> <li>other waste waters when mixed with any of the above</li> </ul>	<ul style="list-style-type: none"> <li>Plastic</li> <li>Floating dunnage, lining or package materials</li> <li>Ground-down paper products, rags, glass, metal, bottles, crockery etc</li> <li>Cargo residues*, paper products, rags, glass, metal, bottles, crockery etc</li> <li>Food waste (including International Catering Waste)</li> <li>Incinerator ash and other wastes</li> </ul>	<ul style="list-style-type: none"> <li>Ozone-depleting substances and equipment containing such substances</li> <li>Exhaust gas-cleaning residues</li> </ul>
<b>Type and size of facility</b>	Mobile Tanker	Mobile Tanker	Mobile Tanker	Skips (7.6-9.2m <sup>3</sup> International Catering Waste & 4m <sup>3</sup> UK garbage)	
<b>Is notice required</b>	Yes 24 Hours	Yes 24 Hours	Yes 24 Hours	Yes 24 Hours	Yes 24 Hours
<b>Frequency of use</b>	Frequent	Infrequent	Infrequent	Common	Infrequent
<b>Frequency of emptying</b>	As required	As required	As required	As required	As required
<b>Annual capacity</b>	Unlimited / as required	Unlimited/ as required	Unlimited/ as required	Unlimited/ as required	Unlimited/ as required
<b>*Cost of use</b>	Arrangement between Agent and waste contractor* Costs vary depending on nature of oily waste and water content – minimum charge and cancellation charges may apply	Arrangement between Agent and waste contractor* Costs vary depending on nature of waste – minimum charge / cancellation charge may apply	Arrangement between Agent & waste contractor* Costs vary	Costs covered in BPC Waste Management Charge. 2023/24 charge is £88 per ship (£44 of which is included in the Port dues). £88 for second and each subsequent skip.	Arrangement between Agent and waste contractor* Cost varies depending on nature of waste – minimum transport charge may apply

\*Costs vary depending upon the specific type and volume of waste and with different waste contractors. Indicative costs are provided here where possible for example only.

## **4 OVERVIEW OF THE WASTE MANAGEMENT SYSTEM – KEY ROLES & RESPONSIBILITIES**

The port's waste management system consists of a number of essential steps and links. Successful transfer of waste from vessels to the disposal site depends upon effective communication between each link in the waste management chain. A simple overview of this waste management system is shown in Figure 1 and each step is fully described in Sections 5 to 10 of the plan.

BPC's Haven Master is responsible for the implementation of this Port Waste Management Plan. A summary of the roles and responsibilities in the waste management system are described below.

### **4.1 The Bristol Port Company**

It is the responsibility of BPC to provide waste reception facilities that are adequate to meet the needs of all ships normally using the harbour without causing undue delay to operations or departures. As a key part in meeting this requirement, BPC must prepare, implement and submit to the MCA, a Port Waste Management Plan which must be continually monitored, and reviewed every three years. This plan and the waste system operating in the Port must comply with the relevant international and UK Regulations.

In planning for the provision of waste reception facilities the BPC's responsibilities include:

- operating a reporting system to receive, monitor and record information received from vessels on the type and amount of waste to be landed or retained on board (Section 5);
- providing waste reception facilities for ship-generated garbage (UK general garbage and International Catering Waste landed in the port and ensuring garbage is collected, stored and disposed of by a transporter registered as a waste carrier by the Environment Agency (Section 6);
- providing shipping agents with a list of licensed waste contractors that are approved to operate within Avonmouth and Royal Portbury Docks (Annex 3);
- implementing a procedure for reporting, addressing and rectifying alleged inadequacies of waste reception facilities (Section 8);
- levying a mandatory charge to all ships visiting the Port with respect to the provision of port waste reception facilities (unless vessels are exempt) (Section 9);
- reporting to the MCA on the types and amounts of waste landed/retained on board, as declared by vessels, and the amounts of waste actually landed in the port, as verified by waste contractors (Section 10);
- reporting vessels suspected of port waste infringements to the MCA using the Consolidated European Reporting System (CERS) (Section 13); and
- consulting with regular users on the waste reception facilities provided and during review of the Port Waste Management Plan (Sections 15 and 16).

## 4.2 Ships

Waste is generated on board ships and this must be disposed of as required by the MARPOL convention and other relevant Regulations. In summary, it is the responsibility of the Ship's Master to:

- notify the port of the types and amounts of waste that will be landed in the port, and/or retained on board, at least 24 hours in advance of visit (Section 5);
- make advanced arrangements for the safe removal of any oily waste, noxious liquid substances, sewage and other hazardous waste with the ship's agent prior to arrival (Section 6);
- deliver their waste to port reception facilities before leaving the port or terminal, unless they have sufficient storage capacity for the waste that has accumulated and is expected to accumulate during the voyage to the next port of call (Sections 6 & 7);
- report any inadequacies in the reception facilities provided (Section 8); and
- pay the port's mandatory waste management charge to significantly contribute to the cost of port reception facilities, whether they use them or not (Section 9).

The above requirements recognise that the Ship's Master is considered to be the producer of the waste and is therefore responsible for off-loading the waste in an environmental responsible manner to the appropriate waste reception facility and for covering the costs of the reception and disposal of those wastes.

## 4.3 Shipping Agents

Shipping agents act on behalf of vessels and their participation is essential in the passing of information and making arrangements for the reception and disposal of non-garbage wastes. In summary, as the representatives of vessels, agents are responsible for:

- providing ships that regularly visit the port with a copy of relevant parts of the Port Waste Management Plan;
- providing vessels with blank CERS workbooks and other required arrivals paperwork and for ensuring that these forms are completed and returned to the port at least 24 hours in advance of the vessels' visit (Section 5);
- arranging the provision of adequate reception facilities for oily wastes, noxious liquid substances/cargo residues, sewage, and other hazardous wastes as required by vessels, using licensed waste contractors listed in Annex 3 (Section 6);
- briefing vessels on waste reception arrangements in the Port and providing them with the Port Waste Management summary information sheet (MSW5) which explains the waste reception facilities available and how to use them (Section 7);
- reporting any inadequacies in the reception facilities provided (Section 8);
- advising their waste contractors to provide the port with records of the actual amount of waste landed by vessels in the port (Section 10); and
- informing the port of any known significant differences between the type and amount of waste declared by the ship and the type and amount of waste actually landed.

#### 4.4 Waste Contractors

Those licensed waste contractors known and approved to operate on the port's premises are listed in Annex 3. Waste contractors are encouraged to remain flexible and timely in their approach to the collection of ship's waste, having regard to the limited notice that may be given in some cases or the short period of time that ships may be in the docks.

All waste contractors are responsible for the collection, transport and disposal of ship's waste in accordance with relevant legislation. Specifically, BPC's retained waste contractor for garbage is responsible for ensuring that International Catering Waste is collected, stored and disposed of according to the Animal By-products Regulations.

Written information, which may include invoices, orders, receipts or emails, must be generated by a waste contractor when waste is collected from the port and a copy left with the organisation employing the services of the contractor. This replaces the Waste Transfer Notice, although the legal requirements for what must be included remains unchanged. These records must be retained for a minimum of two years for non-hazardous waste and three for hazardous waste. All waste contractors handling ship-generated waste in Avonmouth and Royal Portbury Docks must provide BPC's Marine Department with a copy of this written information for our records and to provide data on the amounts of ship's waste actually landed by vessels in the port (Section 10).

If an agent or port user wishes to use a contractor which does not appear on this list in Annex 3, BPC should be advised in advance of the following:

- i. Name of the contractor.
- ii. Copy of valid licence or proof of registration as a waste carrier.
- iii. Statement of Environment Policy.
- iv. List of specific types of waste that can be handled by the contractor.
- v. Procedures for collection and disposal of any waste handled by the contractor.

#### 5 NOTIFICATION OF SHIP'S WASTE BY VESSELS

All ships visiting the port must complete and submit a CERS workbook at least 24 hours before their arrival (except for vessels given exemption by the MCA). For shorter journeys, the vessel must notify the port as much in advance as possible and at the latest on departure from the previous port. This form must be completed every time a ship visits the port, whether it is landing waste or not.

Information to be notified to the port includes the type and amount of waste to be delivered, dedicated storage capacity, amount to be retained on board, the port at which the remaining waste will be delivered and the estimated amount of waste to be generated between notification and next port of call.

The MCA's waste declaration form – currently the CERS3 workbook – can be downloaded from their website <https://www.gov.uk/government/publications/the-cers-workbook> and is also found on the company's website, <https://www.bristolport.co.uk/shipping/harbour-authority/bristol-vts-navigation>. Alternatively, ships can obtain copies of the form from their agents or the Marine Department.

It is a requirement that ship's waste notifications are submitted electronically to the MCA's CERS system, via a waste notification spreadsheet which replaced BPC's Waste Declaration Form. The CERS3 workbook (as well as all other arrivals paperwork) is completed by the Master of the ship and sent by e-mail to [arrivals@bristolport.co.uk](mailto:arrivals@bristolport.co.uk). This ensures that all interested parties (Marine Department, ISPS police, Operations etc) have the documents required to meet MCA requirements/legal obligations. Ships should retain a copy on board for their own waste management records. Copies should be kept on board until at least the next port of call is reached and must be produced on request to the relevant maritime authorities.

The Marine Department monitors the waste management forms received. Agents are contacted as required to request any outstanding waste management declarations from vessels due in the port over the next 24 hours. Agents are asked to inform the Marine Department of any significant changes in the type and amounts of waste to be landed that might occur between the time of notification and the arrival of the vessel. Vessels or agents with outstanding, incomplete, inadequate or inaccurate waste declaration returns are contacted by the Marine Office Manager to request outstanding information and explain any possible inadequacies, reminding them of the requirements of the Regulations. Any vessels suspected of failing to meet the pre-notification requirements will be reported to the MCA using CERS.

The information notified to BPC by ships is stored, recorded and analysed by BPC's Marine Department. All information held is available for the MCA to access, as required. BPC's record-keeping and reporting system is described in Section 10. A summary of the information notified by vessels on waste declaration forms is entered into BPC's Operations Database by the Marine Office Manager in order to share this information with all departments involved in operating the waste management system.

## **6 WASTE RECEPTION FACILITIES**

Reception facilities for oil and oily mixtures, cargo residues, noxious liquid substances, garbage (including International Catering Waste), sewage wastes and wastes associated with air pollution systems are available for all ships visiting Avonmouth and Royal Portbury Docks. BPC provides reception facilities for garbage wastes and provides a list of approved waste contractors for agents to contact to arrange for the reception of all other ship-generated wastes.

The reception facilities available for each type of waste are outlined below. These waste reception arrangements apply to all berths in the Port, with the exception of the dedicated Aggregate Berths in Avonmouth Docks which have their own Waste Management Plans and reception facilities.

### **6.1 Garbage Wastes**

BPC provides reception facilities for ship-generated garbage wastes which include the following:

- Plastic
- Cargo residues, ground down paper products, rags, glass, metal. bottles, crockery etc

- Food waste (including International Catering Waste)
- Floating dunnage, lining or package materials
- Incinerator ash

BPC provides enclosed garbage skips to every vessel visiting Avonmouth and Royal Portbury Docks, as required: at Portbury, where all ships have been outside of the UK all waste should be placed in a red ICW skip. At Avonmouth international ships should place garbage wastes in the red ICW skip and UK only arrivals may use a blue skip. The type of skip delivered to the ship depends upon the type of garbage to be landed, as notified by the ship on its CERS3 Workbook. Garbage containing food and galley waste landed by ships that have visited ports outside the UK (known as International Catering Waste) is collected in a different skip and enters an entirely separate waste stream (see Section 6.2 below for further explanation). The garbage skip facilities provided for ships in the Port are described in Table 2 and shown in Figure 4.

**Table 2 Garbage Reception Facilities**

Facility	Waste Type	Unit size	Empty Schedule
Blue Enclosed Front End Loader (FEL) AVONMOUTH ONLY	(UK food & galley waste, plastic, paper, glass etc)	5 cubic yards (approx. 4 m <sup>3</sup> )	As required
Red Enclosed ICW Skip (Leak proof)	International Catering Waste & non-UK Garbage (non-UK food & galley waste, plastic, paper, glass etc)	8-10 cubic yards (approx. 7.6-9.2 m <sup>3</sup> )	As required

The colour and simple labelling of these two different garbage skips helps port users to distinguish clearly between them. Skips for UK garbage skips are blue and are marked **UK Garbage Only**. International Catering Waste skips (non-UK garbage) are red and are marked **“International Galley Waste Only – Category 1 Animal By-Product For Disposal Only”**.

**Figure 4 Ship’s International (red) and UK (blue) garbage skips**





When delivering garbage skips to vessels consideration is given to the location and ease of use of these facilities. Skips are placed as close as possible to the ship on berth so that they are in a convenient location for users, subject to the following considerations:

- port operations are not hindered
- skips are accessible and convenient for waste contractor's vehicles,
- risks to health and safety or port security are minimised,
- risks of wastes entering the docks are minimised.

In the port there is a mix of fixed reception points for ship-generated garbage and non-fixed/mobile reception areas which vary depending on location of the ship on berth, and user and operational requirements which are decided on a ship-by-ship basis. Fixed reception points are provided in the Oil Basin in Avonmouth Docks and Bristol Aviation Fuel Terminal (BAFT) in Royal Portbury Docks where the berths are enclosed by security fences under the International Ship and Port Security Code and access to the quayside is restricted. Garbage skips are placed in fixed locations which are positioned as close as practicable to the main security access points outside the perimeter fence. These fixed locations are clearly signposted "**Reception Point for Ship-Generated Garbage**" (Figure 4). The location of fixed reception points for ship-generated garbage are shown on the maps in Annex 5. Information is provided to all vessels visiting the Oil Basin and BAFT showing the location of the reception points for garbage.

Skips are collected from the berth as required by the port's retained waste contractor following the vessel's departure from the port. The waste contractor confirms the amount of waste actually landed by the vessel by recording the weight of the waste in the skip (in tonnes) when it is taken for disposal. Garbage skips in the port are checked regularly by the Marine Department who provide the licensed waste contractor with a record of the location and status of skips which lists any actions required for the collection or movement of skips. Observations are also made of the amount of waste landed in the skips by each ship. Garbage waste is taken to approved disposal sites, as required, in accordance with the appropriate Regulations. Waste contractors provide BPC with copies of Waste Transfer Notes or other written information confirming the amount of ship-generated garbage collected for disposal.

The costs of providing the first skip are covered within the mandatory Waste Management Charge. Further skips are provided on request from BPC's Marine Department. Charges in addition to the mandatory Waste Management Charge apply for second and each subsequent skip (Section 9). If for any reason, there are any problems experienced with the delivery and collection of garbage skips, vessels or their agents should contact BPC's Marine Office Manager or Environment & Sustainability Manager in the Marine Department who will arrange for the situation to be rectified (see Section 18 for contact details).

Cargo-associated garbage, such as dunnage, lining and package material which is generated during the handling of cargo on the quayside enters a separate operational waste stream. As an operational waste it is not considered part of the MARPOL ship-generated waste management system. BPC provides numerous skips of a variety of types and sizes for the reception of these cargo-associated operational wastes throughout Avonmouth and Portbury Docks where needed/on request.

Some garbage wastes cannot be treated as ordinary waste and require special handling arrangements. This includes, for example, international catering waste (Section 6.2) and hazardous wastes, such as paint tins, fluorescent light bulb tubes, oil or chemical contaminated containers or rags (Section 6.7). Facilities and arrangements for recyclable garbage wastes are discussed in Section 6.8.

## 6.2 International Catering Waste

International Catering Waste (ICW) is controlled through the Animal by-Products (Enforcement) (England) Regulations 2011 as amended. ICW can be defined as “catering waste that originates from a means of transport operating internationally” i.e. outside the UK (Annex 1). Food and galley waste is considered a high risk category 1 animal by-product and is a means by which exotic notifiable diseases (such as foot and mouth disease) could be introduced into the UK. As such it has special (more stringent) requirements for reception, transport and disposal including that it must be:

- Kept separate and identifiable
- Landed only into a dedicated red enclosed, leak-proof skip which is clearly identified as containing “Category 1 Animal By-product for Disposal Only”
- Transferred to a disposal site, approved for the disposal of food waste, for deep burial or incineration, by a transporter registered as a waste carrier by the Environment Agency and registered as a haulier of animal by-products by the Animal and Plant Health Agency (APHA). ICW from Avonmouth and Portbury docks is disposed of at a local ‘energy from waste’ plant, which is a sustainable method of disposal and diverts waste from landfill.
- Any skip/container containing ICW should be cleansed and disinfected with a DEFRA approved disinfectant following each use.

ICW comprises *any food, galley waste and associated packaging generated by ships that have visited a port outside the UK*. This implies that once a vessel has docked in a non-UK port, from that point on its waste is considered as international catering waste (ICW). If this waste is mixed with other garbage wastes it must all be treated as ICW.

Ship’s Masters are responsible for identifying, notifying and correctly disposing of food or galley waste. Ships arriving into Avonmouth and Royal Portbury Docks must declare the amount of ICW they intend to land in the Port using the MCA’s CERS3 workbook

If a ship declares it is landing a mix of waste (e.g. food and recyclables) it will be provided with both a blue and red skip: blue for bagged segregated recyclable and a red skip for food/galley waste. This applies to Avonmouth where there is a mix of UK only arrivals as well as international. At Portbury, however, only enclosed red skips are provided since almost all arrivals are classed as ‘international’.

If a ship has visited a port outside the UK and is landing food and galley waste it will be provided with an ICW skip. Ships’ Masters are responsible for ensuring that ICW is placed in the red enclosed skips only. ICW must never be placed in the smaller blue skips provided for UK catering waste and garbage. BPC supplies and services enclosed skips in accordance with the existing EU Regulations and Defra’s guidelines for catering waste from international means of transport (for further details see: <https://www.gov.uk/guidance/handling-and-disposing-of-international-catering-waste>)

Hauliers of animal by-products must register with the APHA who are responsible for the enforcement of Animal By-Products Regulations in England (See Section 14).

If a Ship's Master provides a declaration that all ship's stores have been completely emptied, cleaned, disinfected and re-stocked in the UK, and that the ship has not left the UK since stores were replenished, catering waste from these ships would not be considered to be ICW.

The completed declaration must be submitted to the Port for audit by the APHA. Inspectors from the APHA regularly inspect the Port's waste reception facilities provided for ICW.

### **6.3 Oily Wastes**

Ship-generated oily wastes include:

- Oily bilge water
- Oily residues (sludge)
- Oily tank washings (slops)
- Dirty Ballast Water
- Oily mixtures containing chemicals
- Scale and sludge from tank cleaning

Reception facilities for oily wastes are provided by a direct arrangement between the agent, on behalf of the vessel, and the licensed waste contractors. Contact details for waste contractors licensed to receive and dispose of oily wastes are provided in Annex 3. Oily wastes are collected by road tanker. Most waste contractors require at least 24 hours' notice to collect oily waste. Discharges of oily wastes from vessels are subject to Port Byelaws Number 113 and 114 (see <http://www.bristolport.co.uk/marine-documentation/byelaws/byelaws> for further information). Accidental spills of oily wastes must be reported to the Harbour Authority via Bristol VTS on +44 (0) 0117 980 2638 (see section 17.1 for Emergency and Counter Pollution Plans).

Any oil contaminated garbage, such as oily filters or rags, must be treated as a hazardous waste and collected by an approved waste contractor arranged by the Agent. These wastes are generally collected in drums or bags.

### **6.4 Noxious Liquid Substances & Cargo Residues**

Cargo residues are the remnants of any cargo material on board in cargo holds or tanks which remain after unloading procedures and cleaning operations are completed, including excesses and spillage from loading or unloading. Vessels reporting that they are landing cargo residues in the port are usually oil tankers and this waste is, therefore, oily waste and reception facilities are provided as described as above.

Reception facilities for cargo residues are arranged by the agent depending upon the type of cargo (hazardous or non-hazardous) and nature of the waste (such as sweepings, solid materials or noxious liquid substances). Contact details for waste contractors licensed to receive and dispose of cargo residues in the form of noxious liquid substances are provided in Annex 3. Liquid cargo residues (noxious liquid substances), such as tank cleanings, are collected by road tanker and generally require at least 24 hours' notice.

Discharges of noxious liquid substances from vessels are subject to Port Byelaws Number 113 and 114 (see <http://www.bristolport.co.uk/marine-documentation/byelaws/byelaws> for further information). Accidental spillages must be reported to the Harbour Authority via Bristol VTS on +44 (0) 0117 980 2638 (see section 17.1 for Emergency and Counter Pollution Plans).

## 6.5 Sewage Wastes

Sewage may be treated and discharged at sea in accordance with Regulation 11 of Annex IV of MARPOL 73/78. Vessels do not need to notify information about sewage or land sewage wastes if it is the intention to make an authorised discharge at sea.

At Avonmouth and Royal Portbury Docks, provision is made for the reception of sewage wastes, if required, by a direct arrangement between the agent and the waste contractors. Contact details for waste contractors licensed to receive and dispose of sewage wastes are provided in Annex 3. Sewage waste is collected from ships by road tanker and requires at least 24 hours' notice.

The discharge of untreated sewage at sea and in the port and harbour area is prohibited. Discharge from approved and certified sewage treatment systems is permitted. All ships to which the sewage requirements apply must have at least one of the following systems on board:

- a sewage treatment plant
- a sewage comminuting and disinfecting system, or
- a holding tank

Discharge of sewage at sea is prohibited unless it is carried out in accordance with MGN631 – Merchant Shipping (Prevention of Pollution by sewage from ships) Regulations 2020.

## 6.6 Residues from exhaust gas cleaning systems and ozone-depleting substances

Ports are required to provide reception facilities for exhaust gas-cleaning residues, ozone-depleting substances and equipment containing such substances as described in Schedule 6 of the MCA's Marine Shipping Notice (MSN) 1819 (<https://www.gov.uk/government/publications/msn-1819-prevention-of-air-pollution-from-ships>).

Government (DfT) guidance on the 2008 Regulations stresses that the production of Ozone Depleting Substances is associated with ship repair facilities. There is no operational ship repair facility in Bristol Port. In ports where there are repair facilities, the requirements of Annex VI will fall upon the repair yards rather than the ports. Should reception facilities for any Annex VI wastes be required by vessels in Avonmouth and Royal Portbury Docks, provision would be made by a direct arrangement between the agent and the waste contractors. Waste contractors listed in Annex 3 are able to collect and dispose of these wastes.

## 6.7 Hazardous Wastes

Hazardous wastes are any waste substances that are considered a threat to people or the environment by virtue of their hazardous properties, including explosive, flammable, oxidising, irritant, toxic, harmful, carcinogenic or corrosive properties. Hazardous wastes appear as an entry in the European Waste Catalogue (also contained in the “List of Wastes Regulations (England 2005, as amended in 2011). In addition to the oil wastes and noxious liquid substances described above, ship-generated hazardous wastes can include the following:

- fluorescent tube light bulbs
- tyres
- paint tins & paints
- adhesives & resins
- mercury dry cell batteries
- lead batteries
- nickel - cadmium batteries
- drums containing oil or oily residues
- oil contaminated materials
- drums containing chemicals, such as leaning products, detergents, degreasers etc with hazardous properties
- aerosols
- coolants
- acids
- materials containing asbestos
- electrical equipment (telephones, monitors, televisions, etc.)

Hazardous wastes must never be placed in ship’s garbage skips (UK or International Catering Waste skips). The ship’s agent arranges for the reception and appropriate disposal of all hazardous wastes with an approved waste contractor, the contact details for which are contained in Annex 3. All ships’ hazardous wastes must be managed according to the Hazardous Waste (England and Wales) Regulations 2005, as amended (Annex 1), which set out procedures to be followed when receiving, carrying and disposing of hazardous waste. The Master of the ship is responsible for obtaining and completing a consignment note before any hazardous waste is removed from a ship by an authorised waste contractor (see Annex 1).

Ship’s crew are reminded that hazardous wastes must never be placed in ships’ skips by signs displayed on ship’s skips (Figure 5) and the Port’s summary waste information sheet (Annex 7).

**Figure 5 Anti-Hazardous Waste Sign on Ship’s International Garbage Skip**



### 6.8 Recycling Facilities for Ships’ Waste

Vessels visiting Avonmouth and Royal Portbury Docks are encouraged to manage waste responsibly, in accordance with the waste hierarchy which ranks waste management options according to what is best for the environment as follows:

- Prevention (reduction of the amount of waste generated)
- Re-use (either for the same or a different purpose)
- Recycle (turning waste into a new substance or product)
- Other recovery (such as incineration with energy recovery)
- Disposal

The number of ships with waste treatment and minimisation facilities on-board, such as compactors, oily separators, incinerators and sewage treatment plants, has increased greatly over the last decade and will continue to do so into the future. Many ships visiting the port segregate certain garbage wastes for recycling, including paper, plastic, and cans. Facilities located within the port for the reuse and recycling of certain ship’s waste are summarised in Table 3. Where possible BPC seeks to divert ICW waste from landfill and it is instead taken to a local Energy from Waste plant.

In the past over 70% of the garbage waste landed by ships in both docks was recycled, including paper, glass, metal and plastic. UK garbage was collected by the port’s retained waste contractor and taken to their waste handling/treatment site where it was sorted and 70-80% is recycled. International Catering Waste (non-UK food and galley waste), and any recyclable wastes mixed or contaminated with International Catering Waste, can not be recycled but since the UK’s withdrawal from the EU on 31 December 2020 recyclable wastes from international ships can only be recycled if not contaminated with international catering waste or if thoroughly washed to remove all residues.

**Table 3 Recycling facilities available at Bristol Port**

Waste Type	Summary description of Recycling Facility
Cardboard	Eurocarts are available at various locations around the Port (including St. Andrew’s House, V shed, and the Bulk Terminal, Admin Block and Canteen in Royal Portbury Dock)
Paper	

Waste Type	Summary description of Recycling Facility
Glass	Cruise ships are provided with further separate bins and skips for segregated recycled wastes, on request.  Plastic can also be recycled at the skips located at V/W Berths, Avonmouth Docks, if the quantity of plastics landed is significant.
Cans	
Plastic	
Metal strapping	Banding skips located at Berth 2, Royal Portbury Dock
Lead/Acid Batteries	Lead Acid Battery facility located at the Motorshops in Royal Portbury Dock and Avonmouth Docks

The use of these facilities occurs on a case-by-case basis depending upon the type and quantity of recyclable waste landed and the pre-notification of the port of the landing of the segregated, recyclable waste. Vessels or ship's agents interested in using these facilities should contact BPC's Marine Department in the first instance. These facilities are currently provided at a cost to BPC and are not covered by BPC's mandatory Waste Management Charge.

Until recently the small amounts of recyclable wastes generally landed by ships made it uneconomic to provide further special recycling facilities for ship's waste at this time. However, an exception to this are cruise ships which generate relatively large volumes of garbage wastes. A number of separate skips and bins are provided to cruise ships to maximise the recycling of paper, card, packaging, plastics and glass. BPC is reviewing its current waste management procedures to provide improved facilities in respect of recycling and re-use of waste in order to reduce environmental impact, and will advertise new arrangements to visiting ships either directly or through ships' agents as appropriate.

## 7 DELIVERY OF SHIP-GENERATED WASTE

Vessels visiting Avonmouth and Royal Portbury Docks must ensure that all ship-generated waste is delivered into reception facilities before the ship leaves the port. The only exceptions to this are as follows:

1. if the waste is sewage and it is the intention to treat and discharge at sea in accordance with Annex IV of MARPOL 73/78 and MGN631
2. the vessel has sufficient dedicated storage capacity available on board to store the current waste, and any additional waste that will be generated in the period until the ship reaches the next port of call where it can be landed.

All ships pre-notify BPC of the type and quantities of waste retained on board, the storage capacity for those wastes, the Port where remaining waste will be delivered and the amounts of waste generated before that port is reached. Waste must be estimated by volume (m<sup>3</sup>), but ships may additionally estimate the weight of the waste (kg).

All vessels should dispose of their waste in the facilities provided in a responsible manner, in accordance with this Waste Management Plan. Ship's agents brief vessels on waste reception arrangements in the port and provide them with a Port Waste Management summary information sheet (MSW5), which explains the waste reception facilities available, their location, and how to use them.

Garbage waste must only be placed in ship's garbage skips and should never be left on the quayside. Garbage skips in the port are emptied regularly by approved waste contractors. However, if for any reason a skip has not been delivered to a ship or a skip is found to be full, vessels or their agents should contact the Marine Office Manager or Environment & Sustainability Manager in the Marine Department who will arrange for the situation to be rectified (see Section 18 for contact details). If for some reason waste is left on the quayside for collection, it should be placed in containers strong enough to withstand weather and animal disturbance. If the provision of waste reception facilities has been inadequate in any way, vessels or their agents are encouraged to make a complaint (Section 8).

Hazardous wastes, such as tyres, fluorescent tube light bulbs, paint, computer monitors and other electronic equipment, must not be placed in ship's garbage skips (Section 6.7). The ship's agent will arrange reception facilities for these hazardous wastes.

As good practice, some agents operating in Avonmouth and Royal Portbury Docks check the amount of waste actually landed by ships against the amount of waste reported on the Waste Declaration Forms, stamping the form as confirmation of proper disposal in BPC's waste reception facilities. This approach is welcomed and encouraged by BPC. Where the type and amount of waste actually landed in the port differs significantly from what the ship declared prior to its arrival, the ships' agent should inform the Marine Department.

## **8 REPORTING INADEQUACIES IN WASTE RECEPTION FACILITIES**

Vessels, and their agents, are requested to report immediately any inadequacies in the provision of waste reception facilities to the port's Marine Department (see Section 18.1 for contact details). All comments or complaints will be investigated as they arise and any deficiencies rectified. Records of all observations and complaints on waste reception facilities are kept on record and are available for the MCA to access, as necessary.

Complaints can be made by any means, in person, telephone or e-mail. Vessels, and their agents, are encouraged to make complaints using a MS55 form (Waste Reception Facilities Complaint Form – Annex 6). The first section of the MS55 form requires the nature and location of the identified problem to be described, together with details of the time, date and reporter. Any immediate action that might have been taken to address the problem should also be noted in the Details Section on the form. The MS55 form should then be returned to Marine Admin by e-mail on [marine.admin@bristolport.co.uk](mailto:marine.admin@bristolport.co.uk) or handed in person to a representative of the Marine Department.

MS55 forms are processed in the Marine Reporting System, which comprises part of The BPC Quality Management System, ISO 9001. Immediate actions are taken, as necessary, and detailed on the form. The report is copied to all relevant parties for information or further action. The report will only be closed when all remedial action has been completed. When the report is closed, it is copied to the originator to show the actions taken, if any.

Copies of this form are available from the ship's agent, The BPC website <http://www.bristolport.co.uk/> and BPC's Marine Department. Port users are informed of the complaints procedure and how it works by the following means:



- Waste Management Plan held by all ship's agents (who are encouraged to copy the plan, or relevant extracts of it, to regular calling vessels).
- BPC's website <http://www.bristolport.co.uk/>.

In the event that a complaint is not successfully resolved to the Master's satisfaction and a vessel is unable to offload waste to shore reception facilities, the IMO has developed an internationally agreed complaints procedure. This procedure requires the vessel's Master to complete a complaint form and submit it to their flag State administration. The flag State will then contact the IMO and the Port State. A formal complaint may be made as follows:

- **UK Flagged ships:** Masters, ship owners and agents should complete the form in Annex D of Marine Guidance Note (MGN) 387 and send it to the Environmental Policy Branch of the MCA (contact details in Section 18.2).  
<https://www.gov.uk/government/publications/mgn-387-ms-and-fv-port-waste-reception-facilities-regulations-2003>
- **Foreign Flagged ships:** Masters, ship owners or agents should contact their own flag, who should take the appropriate action through the International Maritime Organisation (IMO).

#### **Reporting Inadequate Facility:**

PWR Inadequacies - Clean Ship Operations Team  
Maritime and Coastguard Agency  
Spring Place, 105 Commercial Road, Southampton,  
SO15 1EG.  
e-mail: [environment@mcga.gov.uk](mailto:environment@mcga.gov.uk)

#### **Reporting Non-Compliant Vessels:**

Maritime and Coastguard Agency  
Cardiff Marine Office  
Anchor Court, Keen Road  
Cardiff, CF24 5JW  
e-mail: [Cardiffmo@mcga.gov.uk](mailto:Cardiffmo@mcga.gov.uk)

## **9 MANDATORY WASTE MANAGEMENT CHARGE**

BPC is required to levy a mandatory charge to cover a significant proportion of the costs incurred by the Port in providing reception facilities for ship-generated waste. BPC's mandatory Waste Management Charge covers all of the port's costs in setting up, running and administering the Port Waste Management System and for the reception, transport and disposal of ship-generated garbage.

Owners or operators of all vessels entering Bristol Port must pay this Waste Management Charge, whether or not they use the waste reception facilities provided. Exceptions to this are vessels given exemption by the MCA; vessels outside the scope of the Regulations; or vessels visiting independent Aggregate Berths in Avonmouth Docks that implement their own waste management plans. Those ships which are not required to pay the charge but which want to deliver their waste must contact the Port's Marine Department to make arrangements for the provision of reception facilities and pay for the delivery of ship-generated waste on a commercial basis.

The amount of this charge is published in The BPC Vessel and Cargo Dues Schedule in April each year. **In April 2023 – March 2024 the BPC Waste Management Charge is £88 per vessel per visit** (£44 of this charge is included within BPC’s consolidated charges or scheduled Vessel Dues and £44 is a separate additional waste management charge). The charge allows for the provision of one garbage skip per ship. Further skips are available on request. The charge for second and subsequent skips is £88 each. This charge is payable by the ship on arrival at the port and is levied at the same time as the Pilotage Dues.

The level of the Waste Management Charge is reviewed annually to take account of actual costs and is published in the BPC Vessel and Cargo Dues Schedule which is provided to all relevant port users.

The charge covers the provision of reception facilities for ship-generated garbage only (general garbage and International Catering Waste) and the administration of the overall port waste management system.

The charge does not cover hazardous waste (such as lead batteries, paint tins, or fluorescent tubes) or cargo-associated garbage that is generated on the quayside as a result of cargo-handling, such as wooden pallets. These types of garbage enter separate waste management streams. The cost of waste reception facilities for all types of waste handled in the Port are borne directly by the ship, i.e. the polluter pays. Charges levied by approved waste contractors for the reception of wastes vary greatly depending upon the type and quantity of waste being landed. Examples of these costs are provided in Table 1 (Section 3).

There are separate charging arrangements for cruise ships and vessels on layby due to the large volumes of garbage wastes landed by these ships. The full costs for the disposal of garbage wastes from cruise ships are recovered from the vessel.

## **10 RECORD-KEEPING AND REPORTING**

The information notified to the port by ships is stored, recorded and analysed by BPC’s Marine Department (Section 5). Data held in BPC’s Waste Management database is retained indefinitely to provide long-term records for the purposes of statistical analysis (Annex 2). All information held by BPC is available for the MCA to access, as required.

The information submitted to the Marine Department in the ship’s waste notification is entered into an excel database on a regular basis. This Port Waste Management database includes data on the type and amount of waste to be landed in the Port and/or retained on-board, as reported by each vessel visiting the port.

Information on the amounts of ship’s waste actually landed in the port is provided to BPC by all approved waste contractors operating in Avonmouth and Royal Portbury Docks. Waste contractors submit this information to BPC’s Purchasing Department either by providing copies of all Waste Transfer Notes or by completing a regular summary report detailing the actual amounts of waste collected from each vessel. This enables BPC to compare the amount of waste that ships declare they are landing with the amount of waste that is actually landed in the Port.

Further observations of the actual amount of waste landed by ships are recorded by the Marine Department during regular checks of skips in the Port.

Data in the waste management database is analysed periodically to provide an annual (at least) report containing the following statistics:

- total number of vessels visiting the port per month
- total number of vessel movements under the regulations per month
- total number of vessels returning waste declarations per month
- total number of vessels reporting that they are landing waste per month
- total number of vessels reporting that they are retaining waste per month
- total amounts of each category of waste landed in the port, as declared by ships
- total amounts of each category of waste retained on board, as declared by ships
- total amounts of each category of waste actually landed in the Port by ships, as verified by waste contractors.

See Annex 2

## **11 EXEMPTIONS AND VESSELS OUTSIDE THE REGULATIONS**

### **11.1 Exemptions**

Vessels can apply for an exemption from some of the requirements of the Port Waste Reception Regulations, including the need to pre-notify, land waste and pay charges at one or more ports of call. However, if the exempt ship intends to land waste in the port's waste reception facilities then it will be required to notify the Marine Department, land the waste and pay the mandatory Waste Management Charge.

To be exempted, a ship must be engaged in "scheduled traffic with frequent and regular port calls" with sufficient evidence of an arrangement ensuring the delivery of waste and payment of charges in a port along the ship's route. Ships entitled to exemption should apply to the Environmental Policy Branch of the MCA in accordance with Marine Guidance Note (MGN) 563 Amendment 1

<https://www.gov.uk/government/publications/mgn-563-mf-guidance-on-the-merchant-shipping-and-fishing-vessels-port-waste-reception-facilities-regulations-2003-and-amendments>

The MCA will inform BPC if a vessel visiting Bristol has received such exemption. Vessels should provide evidence of exemption on request from BPC. To date no vessels visiting Bristol have been given exemption from the requirements of the Regulations by the MCA.

### **11.2 Vessels outside the Regulations**

The Port Waste Reception Facilities Regulations 2003, and its amending legislation, do not apply fully, or at all, to some types of vessels, as listed in Annex 1. In general, fishing vessels, recreational craft and passenger ships do not currently visit Bristol Port. However, the port does have occasional visits from Royal Navy ships and Government research ships.

As indicated above, these vessels are not required to pre-notify or land their waste or pay BPC's Waste Management Charge. However, should any of these vessels request the use of garbage reception facilities, appropriate facilities will be provided and the charge will be levied.

A number of vessels operating within the port and harbour area fall outside the regulations. This includes BPC's pilot boat, dredgers, workboats and Svitzer Marine's tugs which are based in Avonmouth and Royal Portbury Docks. The waste management arrangements for these vessels are summarised in Table 4. All costs for the use of waste reception facilities are met by the vessel owners (i.e. BPC and Svitzer Marine Ltd.) and are not included in BPC's Waste Management Charge.

**Table 4 Waste Reception Facilities for vessels operating within the Port that fall outside the 2003 Regulations as amended**

Ship	Class	Information	Waste reception facilities & arrangements
<b>Dredgers</b> CSD MALAGO	IX A	BPC's cutter suction dredgers operate within and outside Avonmouth & Portbury Docks, and in the River Avon.	BPC provides two skips for the reception of garbage from BPC's dredgers, workboats and survey vessels (1 skip in Avonmouth Dock and 1 in Portbury Dock).
<b>Workboats</b> GORDANO	SCV	BPC's workboats operate within and outside Avonmouth & Portbury Docks and in the River Avon.	
<b>Survey Vessel</b> <b>Shoalbuster</b> GRAHAM ROBERTSON	SCV	BPC's survey shoalbuster operates regionally in the Severn Estuary & River Avon.	The reception of oily waste and other hazardous wastes is arranged by BPC with an approved waste contractor by road tanker.
<b>Pilot boat</b> PV BRISTOL INTERCEPTOR	SCV	BPC's pilot boat is based in its home port of ABP Barry. It operates regionally in the Bristol Channel and Severn Estuary.	Garbage reception facilities are provided by ABP Barry and paid for by BPC. The reception of other wastes is arranged by BPC.
<b>Tugs</b> SVITZER ELLERBY SVITZER BRUNEL SVITZER AVON SVITZER HAWK	IX	Tugs owned by Svitzer Marine Ltd operate in Avonmouth and Portbury Docks.	Svitzer Marine Ltd has its own waste management plan. Garbage reception facilities are rented by Svitzer Marine from BPC (i.e. cost of facilities paid by the vessel owners/operators). Disposal of all other wastes is organised directly by Svitzer Marine with approved waste contractors listed in the Port Waste Management Plan.

## 12 INFORMATION PROVIDED TO PORT USERS

All vessels visiting Avonmouth and Royal Portbury Docks are represented by shipping agents, with a few exceptions. The Port Waste Management Plan is provided to all agents, who are encouraged to provide a copy of the Plan, or extracts of it, to regular port users. In addition, vessels are briefed by their agent on arrival at the port.

A Port Waste Management summary information sheet is given to ships providing an overview of reception facilities available, arrangements for their delivery and how to use them, together with a summary of the complaints procedure and contacts (Annex 7). Agents are also responsible for ensuring that all of their vessels are provided with arrivals documentation, including the CERS3 workbook required by the MCA and Complaints Form (MS55). The few vessels visiting the port that are not represented by agents are provided with this information directly by Operations Supervisors.

Information is also available to port users, and other interested parties, on BPC's website <http://www.bristolport.co.uk/shipping/harbour-authority/marine-environment>. Copies of the Complaints Form (MS55) can be downloaded from the Marine documentation section of the website.

### 13 SHIP NON-COMPLIANCE

Any vessels failing to comply with the requirements to notify and/or offload waste will be reported to the MCA. Examples of non-compliance are, if there is clear evidence that a ship has failed to provide port waste notification information within specified timescales or has proceeded to sea without delivering ship-generated waste that it ought to have delivered.

Such ships may then be targeted by the MCA for inspection and destination ports will be informed of the vessel's suspected non-compliance. The Owner or Master of a vessel that fails to comply with the requirements shall be guilty of an offence and liable on summary conviction to a fine. Any suspected port waste infringements are reported to the MCA using CERS. This information is shared with other EEA states through the SafeSeaNet system.

#### **Reporting Inadequate Facility:**

PWR Inadequacies - Clean Ship Operations Team  
Maritime and Coastguard Agency  
Spring Place, 105 Commercial Road, Southampton,  
SO15 1EG.  
e-mail: [environment@mcga.gov.uk](mailto:environment@mcga.gov.uk)

#### **Reporting Non-Compliant Vessels:**

Maritime and Coastguard Agency  
Cardiff Marine Office  
Anchor Court, Keen Road  
Cardiff, CF24 5JW  
e-mail: [Cardiffmo@mcga.gov.uk](mailto:Cardiffmo@mcga.gov.uk)

### 14 INSPECTIONS OF THE PORT WASTE MANAGEMENT SYSTEM

The MCA will undertake port inspections from time to time or in response to a report of inadequacies in BPC's waste management facilities. Inspections will include discussions with the port or terminal operator and their users, checking records, walking the site to check the position of facilities and gain an overall impression of the effectiveness of waste provision. MCA surveyors will check the accuracy of the approved plan and whether current practice complies with the plan.

Inspections may also take place on board ship to ensure that ships' Masters are aware of the reception facilities available in the Port and are in receipt of the appropriate waste management records.

Any disincentives from using shore reception facilities will be investigated and appropriate steps taken. Feedback from MCA inspections will be input into BPC's process of monitoring and reviewing the waste management system (Section 16).

Inspectors from the Animal and Plant Health Agency regularly inspect the waste reception facilities provided for International Catering Waste (non-UK food and galley waste) in the Port.

## **15 CONSULTATION**

Consultation is an integral part of the port waste management planning process. During the review of the Port Waste Management Plan, BPC consults with all ship's agents, and other port users, seeking comments and suggestions on the way in which waste reception facilities are managed in the Port. In the past, port users have been consulted on a regular basis as new systems were gradually introduced in order to meet the requirements of the 2003 Regulations, such as on the introduction of the prior notification reporting system, the complaints procedure, the charging system and improvements in the garbage management system.

It should be noted that this is very much an interim plan and our arrangements remain largely unchanged so we have not carried out a full consultation but we have notified agents and aggregate dredger masters of the minor changes that have been made.

Consultation has largely taken place by inviting comments and suggestions by phone or email. All responses to consultation are considered and addressed, as necessary. These responses are often followed up in person by telephone, meetings or as required on a case by case basis.

As part of the Port Waste Management Plan's amendment procedure, any changes made will be notified and circulated to all plan holders. All interested parties will be consulted on any significant proposed future changes.

## **16 MONITORING AND PLAN REVIEW**

BPC is responsible for co-ordinating and monitoring the performance of all those concerned in the waste management chain to ensure that the Waste Management Plan operates satisfactorily. There is a continual process of monitoring and review of the Waste Management System, which is fed by the port's complaints procedure described above. Additionally, BPC makes site audits of the waste management system on a regular basis.

The plan and waste management system will be monitored and reviewed on a regular basis by the Marine Department. Any comments or complaints received from port users, and any feedback from port audits or MCA/Defra inspections, will feed into this review process and any necessary remedial action taken. This review process will address, as a minimum:

- the overall operation of the plan
- the adequacy of the facilities being provided with regard to site and convenience
- changes in the plan required by variations in port operation, including any new trades, or the requirements of legislation
- the mandatory waste management charge

This monitoring and review process will ensure that the plan is kept up to date. As part of the Port Waste Management Plan's amendment procedure, any changes made will be notified and circulated to all Plan holders.

Harbour authorities must amend their port waste management plan and have it approved within 9 months after a significant change in the operation of the Port under Regulation 7 (3)a of the 2003 Regulations as amended. The plan will also be subject to a formal reassessment every three years and the revised plan will be submitted to the MCA, as required by the Regulations.

## **17 LINKS WITH ESTUARY MANAGEMENT PLANS**

### **17.1 Emergency and Counter Pollution Plans**

Ships' Masters and Officers are required to notify the port immediately of any involuntary discharge of oil, oil-based products or hazardous chemicals/materials into the port, dock or estuarial waters. Causes of pollution may include, leaking ship's side valves, cargo or bunker overflows, and accidents during the discharge of oil or chemical wastes.

It is therefore recommended that sea valves/overboard discharges (which should be shut) and ballast, cargo, bunker, bilge operations are checked thoroughly before arrival and again prior to operations commencing. In the event of any pollution occurring, the following actions should be taken:

1. Immediately suspend all cargo, bunkering and discharge operations
2. Close all manifold valves
3. Inform jetty/berth operator on the quay and oil basin controller
4. Inform Bristol VTS Centre or Avonmouth/Portbury Dock Radio on VHF Ch. 12 or telephone on +44 (0) 0117 980 2638.

Upon such notification, the appropriate counter-pollution measures will be initiated using on-site, regional or national assets. Where necessary, the BPC Emergency Plan or the BPC Oil Spill Contingency Plan may be activated.

BPC prepares for and responds to emergency situations through the Bristol Port Emergency Plan. BPC has an emergency response team which is available to react to any emergency within the port 24 hours a day. The port carries out periodic exercises to test and revise the Emergency Plan. These exercises are geared to National, Regional and local response levels and involves port customers, emergency services, local industry and relevant Government agencies. A copy of the plan is available from <http://www.bristolport.co.uk/marine-documentation/emergency-response/emergency-plan>.

BPC maintains an Oil Spill Contingency Plan in accordance with the Merchant Shipping (OPRC Convention) Regulations 1998 (as amended). The plan details the structured response to a pollution incident. To support this, the port and its oil spill response contractors retain equipment and trained personnel on site ready to respond to any medium sized incident (Tier 2). A series of periodic exercises ensures that the plan, personnel, communications and equipment levels are reviewed regularly. A copy of the plan is available from <http://www.bristolport.co.uk/marine-documentation/emergency-response/oil-spill-contingency-plan>

Oil or chemical wastes collected as a result of clean-up actions will be disposed of by road vehicle or barge using the services of a specialist approved waste contractor. Costs associated with these operations will be for the vessel's account.

## 17.2 Severn Estuary European Marine Site Management Scheme

Avonmouth and Royal Portbury Docks are located on either side of the mouth of the River Avon where it enters into the Severn Estuary. The intertidal habitat of the Severn Estuary supports populations of birds that are of European importance and in recognition of this the estuary is classified as a Special Protection Area (SPA) and Ramsar site. The Severn Estuary is also a Special Area of Conservation (SAC) for its important marine habitats and species, including saltmarsh, mudflats, subtidal sandbanks and migratory fish. The intertidal and subtidal designated areas of the estuary are collectively known as the Severn Estuary European Marine Site (EMS). In line with Government guidance, the relevant authorities around the estuary formed the Association of Severn Estuary Relevant Authorities (ASERA) to develop the Severn Estuary EMS Management Scheme. Relevant authorities (including Harbour Authorities) are required to carry out their functions in accordance with the Habitats Regulations and this is achieved, in part, by implementing the Severn Estuary EMS Management Scheme.

Waste can pose a risk to the environment and human health if it is not managed properly and disposed of safely. It is the objective of port waste management to minimise this risk and to avoid pollution entering the marine environment from ships. The implementation of this plan, therefore, has a beneficial effect. This Waste Management Plan complies with good practice for port waste management planning recommended in the “Good practice guidelines for ports and harbours operating in or near UK European Marine Sites”. Natural England has been provided with a copy of this Waste Management Plan for the purposes of consultation.

Further information on the Severn Estuary European Marine Site can be found in the *Regulation 33 (of the Conservation (Natural Habitats & c.) Regulations 1994) advice* produced for the site by Natural England and the Countryside Council for Wales. This advises on the conservation objectives for the European Marine Site and on any operations which may cause deterioration of natural habitats or the habitats of species for which the site has been designated. <http://publications.naturalengland.org.uk/publication/3184206>

The Conservation of Habitats and Species Regulations 2017 (as amended) in England and Wales consolidate all the various amendments made to the Conservation (Natural Habitats, &c.) Regulations 1994 in respect of England and Wales. The intertidal habitats surrounding the Port are also designated as part of the Severn Estuary Site of Special Scientific Interest (SSSI) protected under national legislation.



## 18 PORT WASTE MANAGEMENT PLAN CONTACTS

### 18.1 The BPC's Contacts

Any communications concerning port waste management planning and any complaints regarding inadequacies in waste reception facilities in the port should be addressed to:

<p>During Office Hours (Mon-Fri 08:00-17:00):</p> <p><b>Marine Office Manager/ Environment &amp; Sustainability Manager</b> The BPC Marine Department St Andrew's House Avonmouth Bristol BS11 9DQ</p> <p>Tel: +44 (0) 117 982 0000 E: <a href="mailto:marine.admin@bristolport.co.uk">marine.admin@bristolport.co.uk</a></p>	<p>Out of Office Hours:</p> <p><b>Duty Assistant Haven Master</b> Bristol VTS</p> <p>Tel: +44 (0) 0117 980 2638 E: <a href="mailto:bristolvts@bristolport.co.uk">bristolvts@bristolport.co.uk</a> VHF CH. 12</p>
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<h3>18.2 Other Useful Contacts</h3>	
<p><b>Maritime and Coastguard Agency Cardiff Marine Office</b> Wales and West of England Region Anchor Court, Ocean Way Cardiff CF24 5JW Tel: 02920 448 800 E-mail: <a href="mailto:cardiff_mo@mca.gov.uk">cardiff_mo@mca.gov.uk</a> Website: <a href="http://www.dft.gov.uk/mca/">www.dft.gov.uk/mca/</a></p>	<p><b>Maritime and Coastguard Agency PWR Inadequacies</b> Environmental Policy Branch Spring Place, 105 Commercial Road Southampton SO15 1EG Tel: 02380 329 503 Email: <a href="mailto:environment@mca.gov.uk">environment@mca.gov.uk</a></p>
<p><b>Bristol Port Health Authority</b> Public Health Services 4th Floor, Brunel House St George's Rd Bristol BS1 5UY Tel: 0117 9381171 (Border Inspection Post) Emergency Tel: 01179 222 050 (24 hrs) E-mail: <a href="mailto:port.health@bristol.gov.uk">port.health@bristol.gov.uk</a> Website: <a href="https://www.bristol.gov.uk/policies-plans-strategies/social-care-and-health/port-health">https://www.bristol.gov.uk/policies-plans-strategies/social-care-and-health/port-health</a></p>	<p><b>Animal and Plant Health Agency</b> Aston Down Nr Stroud Glos GL6 8GA Tel. 03000 200301 Email: <a href="mailto:APHASWEngland@apha.gsi.gov.uk">APHASWEngland@apha.gsi.gov.uk</a> Website: <a href="http://www.gov.uk/apha">www.gov.uk/apha</a></p>

<b>18.2 Other Useful Contacts</b>	
<p><b>Environment Agency</b>  <b>Head Office</b>  Horizon House  Deanery Road  Bristol BS1 5AH  Tel: 08708 506 506  E-mail: <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>  Website:  <a href="https://www.gov.uk/government/organisations/environment-agency">https://www.gov.uk/government/organisations/environment-agency</a></p> <p><b>Environment Agency</b>  <b>24hr Incident hotline number: 0800 80 70 60</b>  Website: <a href="https://www.gov.uk/report-an-environmental-incident">https://www.gov.uk/report-an-environmental-incident</a></p> <p><b>Environment Agency</b>  <b>Wessex Office</b>  Rivers House  East Quay  Bridgwater  Somerset TA6 4YS  Tel: 08708 506 506  E-mail: <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a></p>	<p><b>Natural England</b>  First Floor, Temple Quay House  2 The Square  Bristol BS1 6EB  Tel: 0300 0602 065  E-mail: <a href="mailto:enquiries@naturalengland.org.uk">enquiries@naturalengland.org.uk</a>  Website: <a href="http://www.naturalengland.org.uk/">http://www.naturalengland.org.uk/</a></p> <p><b>Natural England</b>  Marine pollution incident number: 0300 060 1200  (24hr)</p>



## **ANNEX 1**

# **SUMMARY OF KEY LEGISLATION RELEVANT TO PORT WASTE MANAGEMENT**

## SUMMARY OF KEY LEGISLATION RELEVANT TO PORT WASTE MANAGEMENT

### MARPOL 73/78

The [International Convention for the Prevention of Pollution from Ships 1973](#), as modified by the Protocol of 1978, (known as MARPOL 73/78) contains regulations covering the various sources of ship-generated pollution. These regulations are contained in five annexes. The Convention was further modified by the Protocol of 1997, whereby a sixth Annex was adopted.

The six MARPOL Annexes are summarised in the table below.

Annex	Regulations for the Prevention of:	In force:	Reception facilities:
I	pollution by <b>Oil</b>	Oct 1983	Required
II	pollution by <b>Noxious Liquid Substances in Bulk</b>	Apr 1987	Required
III	pollution by <b>Harmful Substances in Packaged Form</b>	Jul 1992	Not required
IV	pollution by <b>Sewage</b>	Sep 2003 & revised Aug 2005	Required
V	pollution by <b>Garbage</b>	Dec 1988	Required
VI	<b>Air Pollution</b> from Ships	May 2005	Required

The UK Government, as a party to MARPOL 73/78, is required to ensure that Port Authorities provide waste reception facilities which are adequate and do not cause undue delay to ships using them.

Similarly, MARPOL 73/78 regulates the type and amount of waste that all ships are permitted to discharge at sea. For example, in most areas of the UK's territorial waters ships can legally and safely dispose of biodegradable wastes overboard at least three miles offshore. Within 12 miles of the shore general garbage and food wastes must be macerated and comminuted before discharge (excluding plastics, dunnage, lining materials etc.), but within 3 miles of the coast no garbage waste can be thrown overboard. In MARPOL Special Areas, however, the disposal of any garbage is prohibited within 12 miles of land. The seaward approaches to the Bristol Channel and Severn Estuary are not designated as MARPOL Special Areas, although the English Channel and North Sea are.

Annex VI of MARPOL, Regulations for the Prevention of Air Pollution from Ships (amended), entered into force in May 2005, setting limits on sulphur oxide and nitrogen oxide emissions from ship exhausts and prohibiting deliberate emissions of ozone-depleting substances. Ports are required to provide reception facilities for the wastes residues from exhaust gas cleaning systems.

The government enforces the implementation of MARPOL 73/78 by producing binding directives. The requirements of MARPOL 73/78 and the associated EC Directives that still apply to the UK are implemented in the UK through various Merchant Shipping Regulations.

### MERCHANT SHIPPING REGULATIONS

The requirement for Harbour Authorities to plan for the provision of reception facilities for certain ship-generated wastes was first introduced by the **Merchant Shipping (Port Waste Reception Facilities) Regulations 1997**. These Regulations require that port waste management plans are subject to approval by the MCA and that the amounts and types of waste landed in ports are reported to the MCA on an annual basis.

The 1997 Regulations were later replaced by the [Merchant Shipping & Fishing Vessels \(Port Waste Reception Facilities\) Regulations 2003](#) which implement the [EC Directive 2000/59/EC](#) on port reception facilities. These Regulations introduced a number of significant changes to the waste management responsibilities of ports and vessels, including the following key requirements:

- All ships must provide prior notification, 24 hours before entry into the Port, of the waste they are carrying and intend to discharge, including information on types and quantities of waste and amounts of waste retained on board.
- All ships must deliver all of their waste to port reception facilities before leaving the Port, unless they can demonstrate sufficient dedicated storage capacity on board to store the existing waste and the additional waste that will be generated before the next port of call.
- All ships must pay a mandatory charge for the provision of port reception facilities for ship-generated waste, whether they use them or not.

These requirements to notify waste and pay mandatory charges do not apply to certain types of vessel, such as fishing vessels and small recreational craft (Section 8). In addition, the MCA can give exemptions in certain circumstances to vessels from notifying and offloading waste and paying the mandatory charge (Section 14). Harbour Authorities are required to inform the MCA if they have clear evidence that a ship has proceeded to sea without complying with the requirements of the Regulations.

The 2003 Regulations have been amended by the [Merchant Shipping and Fishing Vessels \(Port Waste Reception Facilities\) \(Amendment\) Regulations 2009](#) which came into force in May 2009. Amongst other things, these amending Regulations extend the above requirements for pre-notification and delivery of sewage wastes in reception facilities in UK ports. Sewage wastes may be discharged at sea in accordance with [Regulation 11 of Annex IV of MARPOL 73/78](#).

The 2003 Regulations, as amended, apply to all prescribed wastes which are: ship-generated waste, cargo residues and noxious liquid substances. Ship-generated waste is defined in the Regulations as wastes and residues generated during the service of the ship and which fall into the categories of garbage, sewage, oil and oily mixtures. Exhaust gas cleaning residue and ozone depleting substances removed from ships and delivered to reception facilities are considered to be ship-generated wastes under the 2003 Regulations (see [Merchant Shipping Notice 1819 Amendment 1](#)).

The Port Waste Reception Facilities Regulations 2003, and its amending legislation, do not apply fully, or at all, to some types of vessels, as listed in the table below.

**Application of the 2003 Regulations to certain types of ship (based on [Marine Guidance Note 563 Amendment 1](#))**

Ship Type	Requirements under the 2003 Regs as amended
1. Vessels under the Small Commercial Vessel Code of Practice	Are exempt from the requirement to notify and to pay the mandatory charge but are required to deliver their waste to port (see harmonised Small Commercial Vessel Code of Practice).
2. Warships, Naval Auxiliary ships and Vessels owned or operated by a state, and on government non-commercial service (e.g. HM Customs & Excise vessels)	The Regulations do not apply to these vessels, but they are encouraged to follow the spirit of the Regs and to adopt sound waste management practices.

Ship Type	Requirements under the 2003 Regs as amended
3. Class IV Passenger Ships	Fall outside the scope of the 2003 Regs as amended. Should adopt good waste management practices in accordance with the Domestic Safety Management Code. (See MGN 387 for definition of Class IV-VI (A) Passenger Ships)
4. Class V Passenger Ships	
5. Class VI Passenger Ships	
6. Class VI (A) Passenger Ships	
7. Class IX(A) – Ships (other than ships of class IV to VI inclusive) which do not proceed to sea.	The 2003 Regs as amended do not apply but these ships are encouraged to ensure that their ship-generated wastes are handled in an environmentally sound manner. If the ship proceeds to sea then it must fulfil the requirements of the 2003 Regs as amended.
8. Class IX(A) (T) – Tankers which do not proceed to sea.	The 2003 Regs as amended do not apply but these ships should ensure that their ship-generated wastes are handled in an environmentally sound manner. If the ship proceeds to sea then it must fulfil the requirements of the 2003 Regs as amended.
9. Fishing Vessels excluding factory ships	Fishing vessels are required to offload all ship-generated waste (other than sewage) to shore reception facilities but are not required to notify the harbour authority or terminal operator in advance or to pay the mandatory charge. They should make arrangements and payment for the landing of waste with the harbour/terminal in question.
10. Recreational Craft authorised to carry, or designed to carry, no more than 12 passengers.	These ships are required to offload all ship-generated waste (other than sewage) to shore reception facilities but are not required to notify the harbour authority or terminal operator in advance or to pay the mandatory charge. They should make arrangements and payment for the landing of waste with the harbour/terminal in question.

The MCA enforce these Regulations in the UK. Guidance on the 2003 Regulations and its amending legislation is provided in the MCA’s Marine Guidance Note 563 <https://www.gov.uk/government/publications/mgn-563-mf-guidance-on-the-merchant-shipping-and-fishing-vessels-port-waste-reception-facilities-regulations-2003-and-amendments>

## THE WASTE (ENGLAND AND WALES) REGULATIONS 2011

[The Waste \(England and Wales\) Regulations 2011](#), as amended, replaced **The Environmental Protection Act 1990** to implement the requirements of the [EU Waste Framework Directive 92008/98/EC](#). This imposes a ‘Duty of Care’ on any business or organisation that produces or handles waste until it is passed onto an authorised waste collection authority. This duty of care requires several legal responsibilities that must be adhered to. This is to ensure that waste is stored safely on site, collected by a registered waste carrier and disposed of at a licensed facility in accordance with the waste hierarchy. This hierarchy consists of (in order of priority) the prevention of waste, preparation for re-use, recycling, other or secondary recovery and finally disposal. To confirm that these responsibilities have been carried out written information, which may include invoices, orders, receipts or emails, must be retained. This replaces the Waste Transfer Notice, although the legal requirements for what must be included remains the same. This written information must be retained for a minimum of two years for non-hazardous waste and three for hazardous.

Waste collection authorities or carriers must be registered with the Environment Agency in England. Waste carriers may be licensed as ‘Low tier’, where businesses transport their own waste, or ‘Upper tier’, where waste forms the main part of the business (e.g. a skip hire company). The facility the waste is being transferred to must be licensed properly by the Environment Agency, and have a valid permit to process the waste. It is the responsibility of the producer of the waste to check this.

## ENVIRONMENTAL PERMITTING REGULATIONS

The [Environmental Permitting \(England and Wales\) Regulations 2010](#), as amended in 2013 and 2014, provides a single permitting system for waste management, pollution prevention and control, discharge consents and other authorisations. The processing of any waste or storage of waste from another site usually needs to be authorised by a permit, although there are some exemptions for low risk activities. Most exemptions still need to be registered with the Environment Agency, unless they are classed as non-Waste Framework Directive (NWFDD) waste. The temporary storage of ships garbage or tank washing is covered by NWFDD exemption 2/3, and does not need to be registered with the Environment Agency.

These regulations implement the requirements of a number of EC Directives in England and Wales including the **Waste Framework Directive (2008/98/EC)**, the [Landfill Directive \(1999/31/EC\)](#) and the [Industrial Emissions Directive \(2010/75/EU\)](#). The regime extends to England and Wales and covers the adjacent seas as far as the territorial boundary.

## HAZARDOUS WASTE REGULATIONS

[The Hazardous Waste \(England and Wales\) Regulations](#) and the [List of Wastes \(England\) Regulations](#) came into force in July 2005. These Regulations replaced the Special Waste Regulations 1996 which transposed the requirements of the **EU Hazardous Waste Directive (91/689/EEC)**, setting out procedures to be followed when disposing of, carrying and receiving hazardous waste. In April 2011, the Hazardous Waste Regulations were amended to implement the revised **Waste Framework Directive (2008/98/EC)** through the [Waste \(England and Wales\) Regulations 2011](#). Further changes to the Regulations come in to force in 1 April 2016. These Regulations are enforced by the Environment Agency.

The Hazardous Waste Regulations 2005, as amended, provide a definition of hazardous waste, ensure cradle-to-grave documentation for the movement of hazardous waste and require most producers of hazardous waste to notify their premises to the Environment Agency. Waste is defined as hazardous if it appears as an entry in the European Waste Catalogue and is contained in the “List of Wastes Regulations England 2005”, as amended.

A record must be made of what is in the waste and the specific risk it presents, the dates, addresses and times when waste leaves one site and arrives at another, and the names and contact information of the people involved at each stage of the hazardous wastes’ journey. This information is recorded in a consignment note. Therefore, before the waste is removed from the ship the producer of the waste (i.e.the ship’s Master) must:

- prepare two copies of the consignment note;
- complete Parts A, B and D on each copy;
- retain one copy; and
- give one copy to the consignee (i.e. the authorised waste contractor)

The consignment note needs to include a unique consignment code. The first six characters comprise the first six letters or numbers of the trading name of the business that operates the ship. The second set of characters will continue to be five numbers or letters of your choice.

On receiving and accepting delivery of a consignment of hazardous waste the waste contractor shall complete Part E on the copy which he has received. Both the waste contractor and the Master of the ship should receive a completed copy of the consignment note.

Typically, in the port the waste contractor is the consignee of the waste and in these circumstances Part C of the consignment note does not need to be completed. However, where the waste contractor is the carrier of the waste, but not the consignee, the above procedure is modified according to Environment Agency guidelines (<http://cdn.environment-agency.gov.uk/geho0612bwpi-e-e.pdf>).

## ANIMAL BY-PRODUCTS REGULATIONS

Food and galley waste landed by ships is also controlled through the [European Animal By-Products Regulations \(142/2011/EU\)](#) as amended, which lay down health rules for animal by-products not intended for human consumption. These Regulations are enforced under the **Animal by-Products (Enforcement) (England) Regulations 2011** which replace the **Animal By-Products Regulations 2005**, as amended.

These Regulations lay down the requirements for the reception, transport and disposal of International Catering Waste (ICW) i.e. Category 1 animal by-products that are not intended for human consumption. ICW represents a high risk of disease if it enters the human and animal food chain. Ship's ICW can be defined as food, galley waste and associated packaging generated by ships that have visited a port outside the UK. This waste is also referred to as non-UK galley waste/garbage in this waste management plan. If ICW is mixed with other types of waste it must all be treated according to the Animal By-Products Regulations.

Guidance on the handling and disposal of ship's ICW can be found on Defra's website (<https://www.gov.uk/guidance/handling-and-disposing-of-international-catering-waste>). The port supplies and services enclosed, leak-proof ICW skips in accordance with the Regulations and these guidelines. Ships' Masters are considered to be the producers of ICW and it is their responsibility to ensure that this waste is notified to BPC and offloaded correctly in the specific waste reception facilities provided.

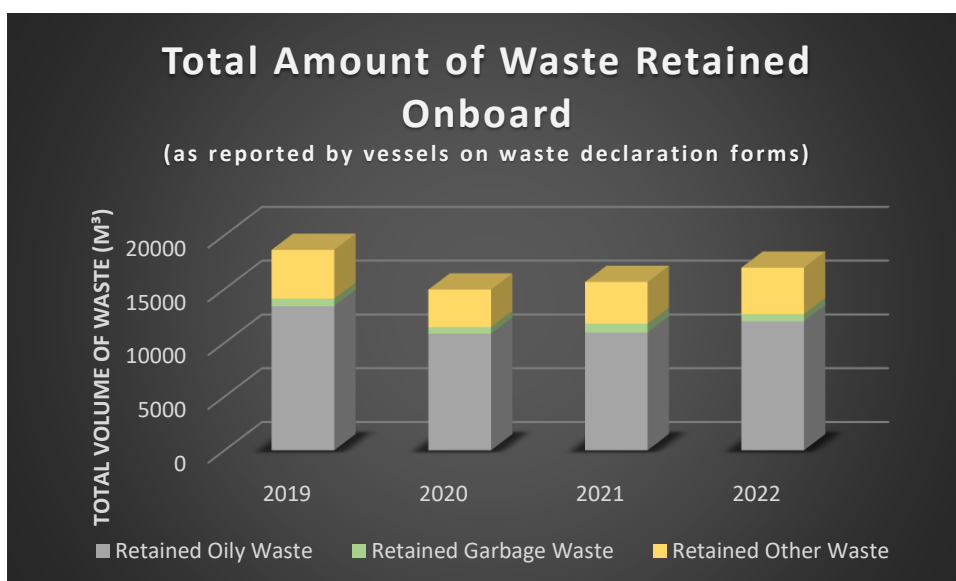
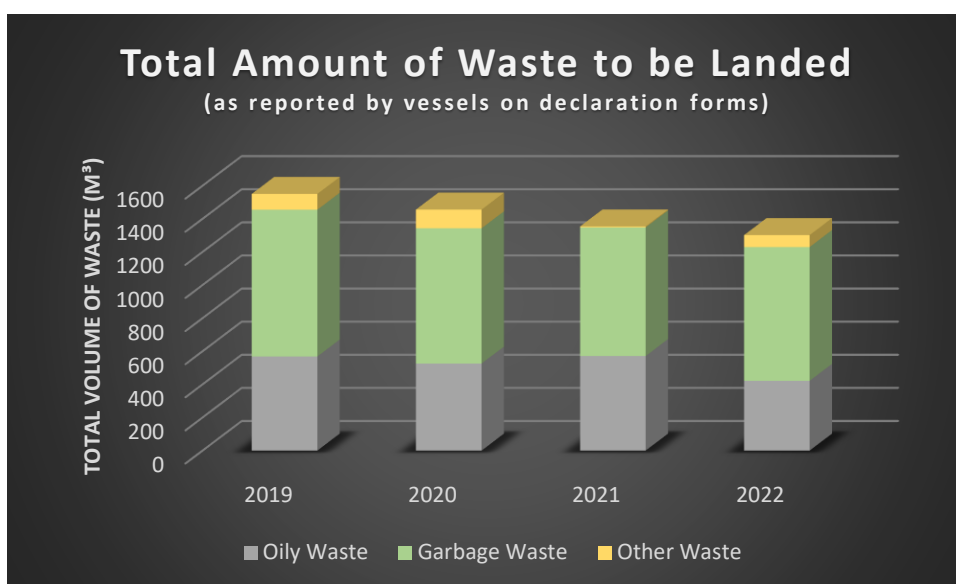
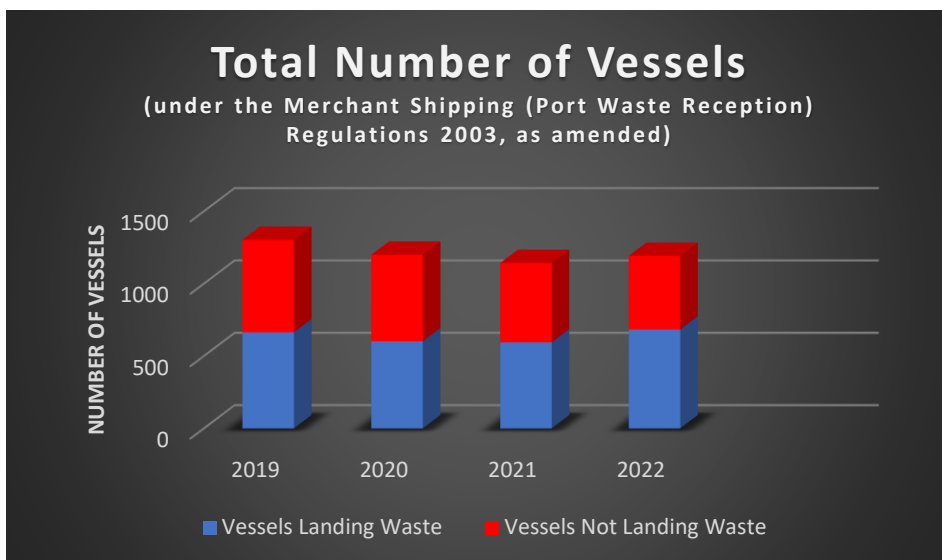
Catering waste from ships would not be considered to be ICW if a Ship's Master provides a declaration that the ship's stores have been completely emptied, cleaned, disinfected and restocked in the UK and that the ship has not left the UK since stores were replenished. A declaration form can be found on Defra's website ([https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/486943/form-catering-waste-declaration.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/486943/form-catering-waste-declaration.pdf)). The completed declaration must be submitted to the port for audit by the Animal and Plant Health Agency (APHA) who are responsible for the enforcement of Animal By-Products Regulations in England.

Separation of recyclable items from International Catering Waste must occur on board ship **prior to the waste entering a bin or plastic bag**. Recyclable items must not contain or be soiled with ICW, including milk products. Compactors can be used to reduce the volume of waste, provided that they are under cover and there are controls on the liquid run-off from the compactor, as agreed with APHA Officers. Compactor vehicles are currently not considered suitable for handling ICW due to concerns about the control of liquid run-off. Inspectors from the APHA regularly inspect the Port's waste reception facilities provided for ICW.



## **ANNEX 2**

# **ANNUAL REPORTS OF THE TOTAL AMOUNTS OF WASTE LANDED IN BRISTOL PORT**





## The Bristol Port Company

### Summary Report on Port Waste Reception Facilities

#### January - December 2021

Based on data provided to the Marine Department:

- on Waste Declaration Forms submitted by Vessels or their Agents
- by approved waste contractors operating in Avonmouth and Portbury Docks

Total number of Vessel Movements	<b>1,473</b>	
Total number of Vessel Movements under the Regs	<b>1,112</b>	
Number of vessels returning Waste Declarations	<b>1,112</b>	<b>100%</b>
Number of vessels reporting they are landing waste	<b>593</b>	<b>53%</b>
Number of vessels reporting they are retaining waste	<b>987</b>	<b>89%</b>
Number of vessels with sufficient storage space to retain waste	<b>987</b>	<b>89%</b>

Type of Waste	Waste notified for delivery (m <sup>3</sup> )	Actual waste landed (m <sup>3</sup> )*	Waste retained on board (m <sup>3</sup> )
<b>Waste Oils</b>			
Sludge	134		6,097
Bilge	54		3,990
Other	25		867
<b>Total Waste Oils</b>	<b>213</b>	<b>94</b>	<b>10,955</b>
<b>Garbage</b>			
Food	86		62
Plastic	311		404
International Catering Waste**	66		51
Other	314		309
<b>Total Garbage</b>	<b>777</b>	<b>1,186</b>	<b>825</b>
<b>Cargo-associated</b>	<b>2</b>	<b>0</b>	<b>26</b>
<b>Cargo residue</b>	<b>3</b>	<b>0</b>	<b>1,957</b>
<b>Sewage</b>	<b>372</b>	<b>0</b>	<b>2,049</b>
<b>TOTAL WASTE</b>	<b>1,367</b>	<b>453</b>	<b>15,812</b>

\* Data for actual waste landed in the port is subject to marginal errors arising from the conversion of waste records from weight (kg/tonnes) to volume (m<sup>3</sup>)

\*\* International Catering Waste (ICW) = Food and galley waste from non-UK ships, i.e. ships that have visited a port outside the UK. Any waste mixed with ICW, is treated as ICW.



**The Bristol Port Company**  
**Summary Report on Port Waste Reception Facilities**  
**January - December 2022**

Based on data provided to the Marine Department:

- on Waste Declaration Forms submitted by Vessels or their Agents
- by approved waste contractors operating in Avonmouth and Portbury Docks

Total number of Vessel Movements	<b>1,982</b>	
Total number of Vessel Movements under the Regs	<b>1,192</b>	
Number of vessels returning Waste Declarations	<b>1,192</b>	<b>100%</b>
Number of vessels reporting they are landing waste	<b>684</b>	<b>57%</b>
Number of vessels reporting they are retaining waste	<b>1,053</b>	<b>88%</b>
Number of vessels with sufficient storage space to retain waste	<b>1,053</b>	<b>88%</b>

Type of Waste	Waste notified for delivery (m <sup>3</sup> )	Actual waste landed (m <sup>3</sup> )*	Waste retained on board (m <sup>3</sup> )
<b>Waste Oils</b>			
Sludge	349		7,276
Bilge	64		4,069
Other	9		663
<b>Total Waste Oils</b>	<b>422</b>	<b>139</b>	<b>12,008</b>
<b>Garbage</b>			
Food	74		61
Plastic	320		263
International Catering Waste**	63		62
Other	352		279
<b>Total Garbage</b>	<b>809</b>	<b>911</b>	<b>664</b>
<b>Cargo-associated</b>	<b>0</b>	<b>0</b>	<b>238</b>
<b>Cargo residue</b>	<b>61</b>	<b>0</b>	<b>1,789</b>
<b>Sewage</b>	<b>12</b>	<b>0</b>	<b>2,294</b>
<b>TOTAL WASTE</b>	<b>1,303</b>	<b>369</b>	<b>16,993</b>

\* Data for actual waste landed in the port is subject to marginal errors arising from the conversion of waste records from weight (kg/tonnes) to volume (m<sup>3</sup>)

\*\* International Catering Waste (ICW) = Food and galley waste from non-UK ships, i.e. ships that have visited a port outside the UK. Any waste mixed with ICW, is treated as ICW.



## **ANNEX 3**

# **APPROVED WASTE CONTRACTORS LIST**



**THE BPC**

**APPROVED WASTE CONTRACTORS LIST**

**Facilities Provided**

WASTE CONTRACTOR	MARPOL - TYPES OF SHIP'S WASTE						Other wastes (e.g. other Hazardous wastes)
	I Oil	II Noxious liquids	III Harmful substances (packaged)	IV Sewage	V Garbage	VI Air pollution	
<b>Andersons Waste Management Ltd</b> St Andrew's Road Bristol BS11 9HS Tel: 01454 222888 / 07919 536880 Email: <a href="mailto:info@andersonwaste.co.uk">info@andersonwaste.co.uk</a> Contact: Sue Anderson	x	✓	x	✓	x	x	
<b>Augean Treatment Ltd</b> Smoke Lane Avonmouth Bristol BS11 OYA Tel: 0117 9820303/ 07920494803 E-mail: <a href="mailto:paulwatts@augeanplc.com">paulwatts@augeanplc.com</a> Contact: Paul Watts	✓	✓	✓	x	x	✓	
<b>Biffa Waste Services</b> Yara Estate St. Andrews Road, Avonmouth Bristol BS11 9HW Tel: 0117-982 8476 / 0800 601 601 E-mail: <a href="mailto:bristolservicegroup@biffa.co.uk">bristolservicegroup@biffa.co.uk</a> Contact: Cory Slocombe <a href="mailto:Cory.slocombe@biffa.co.uk">Cory.slocombe@biffa.co.uk</a>	x	x	x	x	✓ BPC's waste contractor for ships' garbage	x	
<b>Interpump (formerly Bristol Hose)</b> North Street Downend Bristol BS16 5SE T: 01179 380 800 M: 07852 696670 E-mail: <a href="mailto:Kellianne.Gray@interpumpfluidsolutions.co.uk">Kellianne.Gray@interpumpfluidsolutions.co.uk</a> Contact: Kellianne Gray	x	x	x	x	x	x	Hydraulic hoses removal only
<b>Cleansing Services Group Ltd</b> CSG Bristol Depot and Treatment Plant Pennywell Road, Easton Bristol BS5 OTQ Tel: 0117 955 2286 E-mail: <a href="mailto:michelle.barlow@csg.co.uk">michelle.barlow@csg.co.uk</a> Contact: Bus Dev Admin  CSG Technical Sales Tel: 07843 218102 E-mail: <a href="mailto:megan.hensley@csg.co.uk">megan.hensley@csg.co.uk</a> Contact: Megan Hensley BSc (Hons) Tech Sales	✓	✓	✓	✓	x	✓	Paint tins, batteries, chemical containers, fluorescent light tubes, aerosols, electrical goods and other hazardous wastes

WASTE CONTRACTOR	MARPOL - TYPES OF SHIP'S WASTE						Other wastes (e.g. other Hazardous wastes)
	I Oil	II Noxious liquids	III Harmful substances (packaged)	IV Sewage	V Garbage	VI Air pollution	
CSG Head Office Barnes Wallis Road, Fareham Hants PO15 5TT Tel: 01489 782232 E-mail: <a href="mailto:contracts@csq.co.uk">contracts@csq.co.uk</a> Contact: Richard Brown (general enquiries)							
<b>Future Industrial Services (inc. Bale Gp)</b> 90 Durham Way Heath park Industrial Estate Honiton, Devon EX14 1SQ Tel: 01404 548333/ 07917 507456 E-mail: <a href="mailto:enquiries@bale.co.uk">enquiries@bale.co.uk</a> Contact: Kevin Prince	✓	✓	✓	✓	✗	✗	All types of packaged, bottled and drummed hazardous chemicals
<b>GD Environmental</b> Nash Road, Newport NP18 2BS Tel: 01633 277755 E-mail: <a href="mailto:Jen@gd-environmental.co.uk">Jen@gd-environmental.co.uk</a> Contact: Jen Ryan	✓	✓	✓	✓	✗	✗	
<b>Slicker Recycling (formerly Hydrodec Ltd/formerly Eco-oil)</b> Suite 2, 6 <sup>th</sup> Floor Clarence House , Clarence Place Newport NP19 7AA Tel: 03301 598325 Ctc: Andrea Clark – 07880 788156 E-mail: <a href="mailto:customerservice@hydrodec.uk.com">customerservice@hydrodec.uk.com</a>  Marpol Services Tel: 07714 678876 E-mail: <a href="mailto:marpolservices@hydrodec.uk.com">marpolservices@hydrodec.uk.com</a> Contact: Kevin Coleby	✓	✗	✓	✗	✗	✗	Oily rags & absorbents, oil filters, grease cartridges, paint & paint tins, batteries, aerosols, fluorescent tubes
<b>Northburn Oils</b> Northburn Road Coatbridge ML5 2HY T: 01236 427514 M: 07767 344973 E: <a href="mailto:bobw@northburn.co.uk">bobw@northburn.co.uk</a> Contact: Bob Wylie - Director	✓	✓	✓	✗	✗	✗	Oil rags/filters, batteries and other hazardous material in containers
<b>Pure Clean</b> Unit 5-7 St Brendan's Trading Estate, Avonmouth, Bristol, BS11 9EH Tel: 0117 316818 / 07917725141 Email: <a href="mailto:sales@pureclean.co.uk">sales@pureclean.co.uk</a> Contact: Rhys Edmunds	✓	✓	✓	✓	✗	✗	Oily rags/filters, paint tins, batteries, chemical containers, contaminated plastics & aerosols

WASTE CONTRACTOR	MARPOL - TYPES OF SHIP'S WASTE						Other wastes (e.g. other Hazardous wastes)
	I Oil	II Noxious liquids	III Harmful substances (packaged)	IV Sewage	V Garbage	VI Air pollution	
<b>Qualitech Services</b> Unit 3A, The Timber Yard Usk Way Newport NP20 2DS T: 01633 252642 Email: <a href="mailto:emma@qualitechservices.co.uk">emma@qualitechservices.co.uk</a> Contact Jason or Emma Casey	✓	✓	✓	✓	✗	✗	Most waste stream, i.e. flammable, acids, caustics, hazardous to the environment
<b>Smiths (Gloucester) Ltd</b> Alkerton Court, Alkerton Eastington, Stonehouse Glos. GL10 3AQ Tel: 01453 822227 E-mail: <a href="mailto:jain.reay@smiths-gloucester.co.uk">jain.reay@smiths-gloucester.co.uk</a> or <a href="mailto:josh.hill@smiths-gloucester.co.uk">josh.hill@smiths-gloucester.co.uk</a> Contact: Skip Hire Admin	✗	✗	✗	✗	✓	✗	Electrical goods, tyres, batteries & fluorescent light tubes
<b>Tradebe Ltd</b> Gwent Waste Management Centre Corporation Road Newport NP19 4RD Tel: 01633 765110 E-mail: <a href="mailto:louise.bowles@tradebe.co.uk">louise.bowles@tradebe.co.uk</a> Contact: Louise Bowles	✓	✓	✓	✓	✗	✗	
<b>Veolia ES (UK) Ltd</b> Pentonville Road London N1 9JY T: 020 3567 4425 E-mail: <a href="mailto:uk.csd.south@veolia.com">uk.csd.south@veolia.com</a> Contact: Customer Support South	✗	✗	✗	✗	✗	✗	Wood waste removal only
<b>Viridor Ltd</b> Northway Gloucester Road North Filton, Bristol BS34 7QG Tel: 01179 695460 E-mail: <a href="mailto:WMortimer@viridor.co.uk">WMortimer@viridor.co.uk</a> Contact: Wayne Mortimer	✗	✗	✗	✗	✓	✗	
<b>Viridor Waste (Somerset) Ltd</b> Viridor House, Youngman Place Priory Bridge Road Taunton TA1 1AP Tel: 01823 324088/ 07736374010 Email: <a href="mailto:mkirby@viridor.co.uk">mkirby@viridor.co.uk</a> Contact: Mark Kirby – Asst Ops Mgr	✓	✓	✗	✓	✗	✗	
<b>Yellowstone Environmental Solutions (previously Oil &amp; Water)</b> Shaftesbury Treatment Facility 20 Wincombe Business Park Shaftesbury, Dorset SP7 9QJ Tel: 01747 858 561/07815 505996 E-mail: <a href="mailto:info@yellowstonesolutions.co.uk">info@yellowstonesolutions.co.uk</a> Contact: Glenn Short	✓	✓	✓	✓	✗	✗	





## **ANNEX 4**

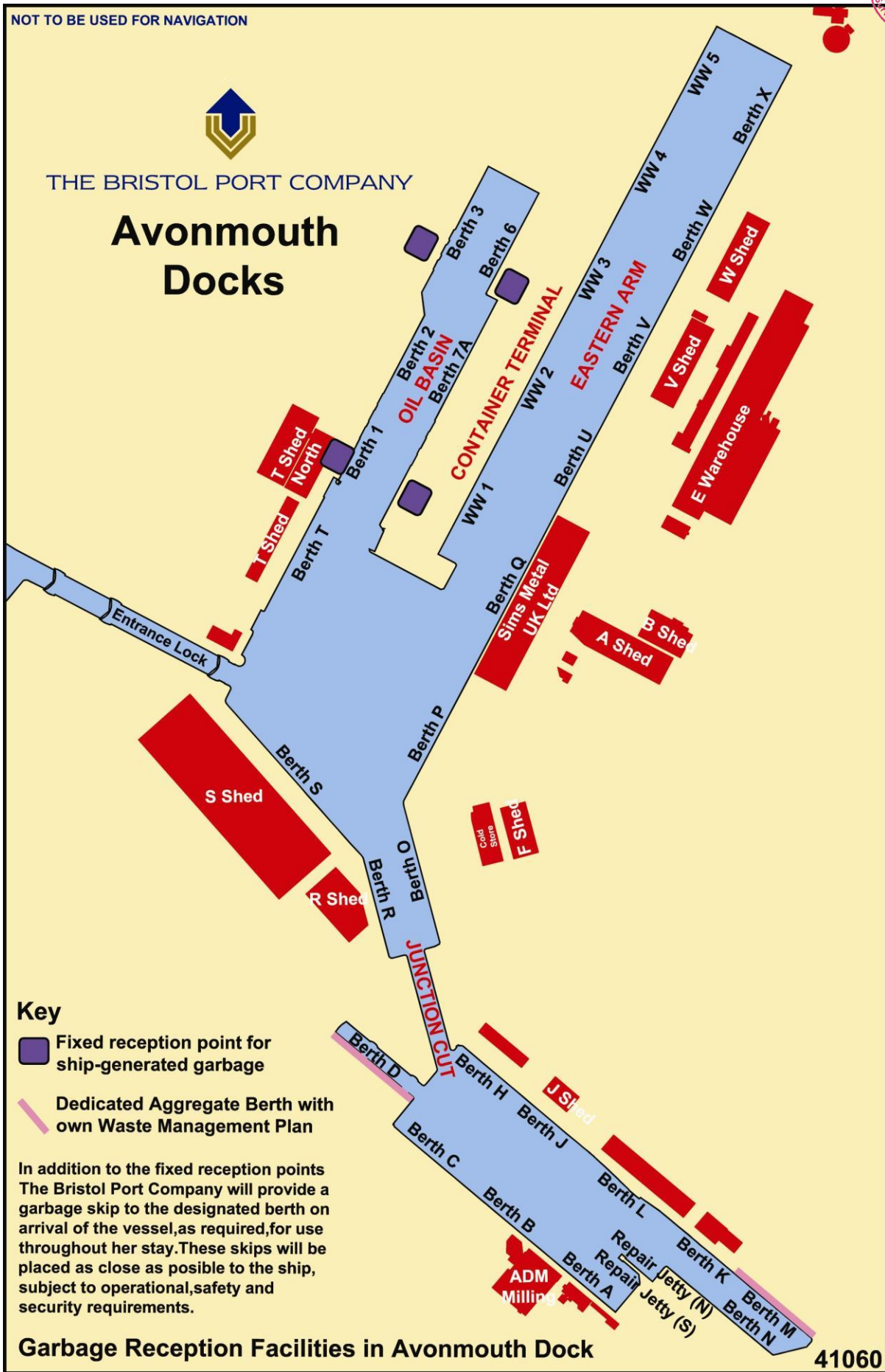
# **LOCATION OF FIXED RECEPTION POINTS FOR SHIP'S GARBAGE IN AVONMOUTH AND ROYAL PORTBURY DOCKS**

NOT TO BE USED FOR NAVIGATION



THE BRISTOL PORT COMPANY

# Avonmouth Docks



41060





## **ANNEX 5**

# **THE BRISTOL PORT COMPANY'S SHIP'S WASTE RECEPTION FACILITIES COMPLAINT REPORT**



**MS55**

<b>THE BRISTOL PORT COMPANY</b>		
<b>SHIP'S WASTE RECEPTION FACILITIES COMPLAINT REPORT</b>		
Issue No 4	Date of issue 25/01/2016	Page 1 of 2

Consecutive No _____		
<p><b>Section 1</b> to be completed by any individual to inform The Bristol Port Company of inadequacies in the facilities provided for the reception of ship-generated wastes in Avonmouth and Royal Portbury Docks</p>		
<b><u>Details</u></b>	<b><u>Date</u></b>	
<p>Reported by: _____ of _____</p> <p>Contact Details: .....</p> <p>.....</p> <p>E-Mail to Marine Department <a href="mailto:marine.admin@bristolport.co.uk">marine.admin@bristolport.co.uk</a> <span style="float: right;">Tick box <input type="checkbox"/></span></p>		
<b><u>For Office use only</u></b>		
Initial action Yes/No		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Finance</b>	<b>Operations</b>	
Purchasing and Insurance Manager	Operations Manager	
Information/Action	Information/Action	Information/Action
Time :	Time :	Time :
<p>Enter into database    Yes/No            By _____            Date _____</p> <p>MCA informed        Yes/No            By _____            Date _____</p>		



**MS55**

<b>THE BRISTOL PORT COMPANY</b>		
<b>SHIP'S WASTE RECEPTION FACILITIES COMPLAINT REPORT</b>		
Issue No 4	Date of issue 25/01/2016	Page 2 of 2

Consecutive No \_\_\_\_\_

**Section 2** to be completed by individual identified by Marine Department

Actions

By \_\_\_\_\_

Date \_\_\_\_\_

Tick box

E-Mail to Marine Department [marine.admin@bristolport.co.uk](mailto:marine.admin@bristolport.co.uk)

Enter into database Yes/No By \_\_\_\_\_ Date \_\_\_\_\_

Initial return to originator Yes/No By \_\_\_\_\_ Date \_\_\_\_\_



## **ANNEX 6**

# **THE BRISTOL PORT COMPANY'S MANAGEMENT SYSTEM FOR SHIP-GENERATED WASTE**

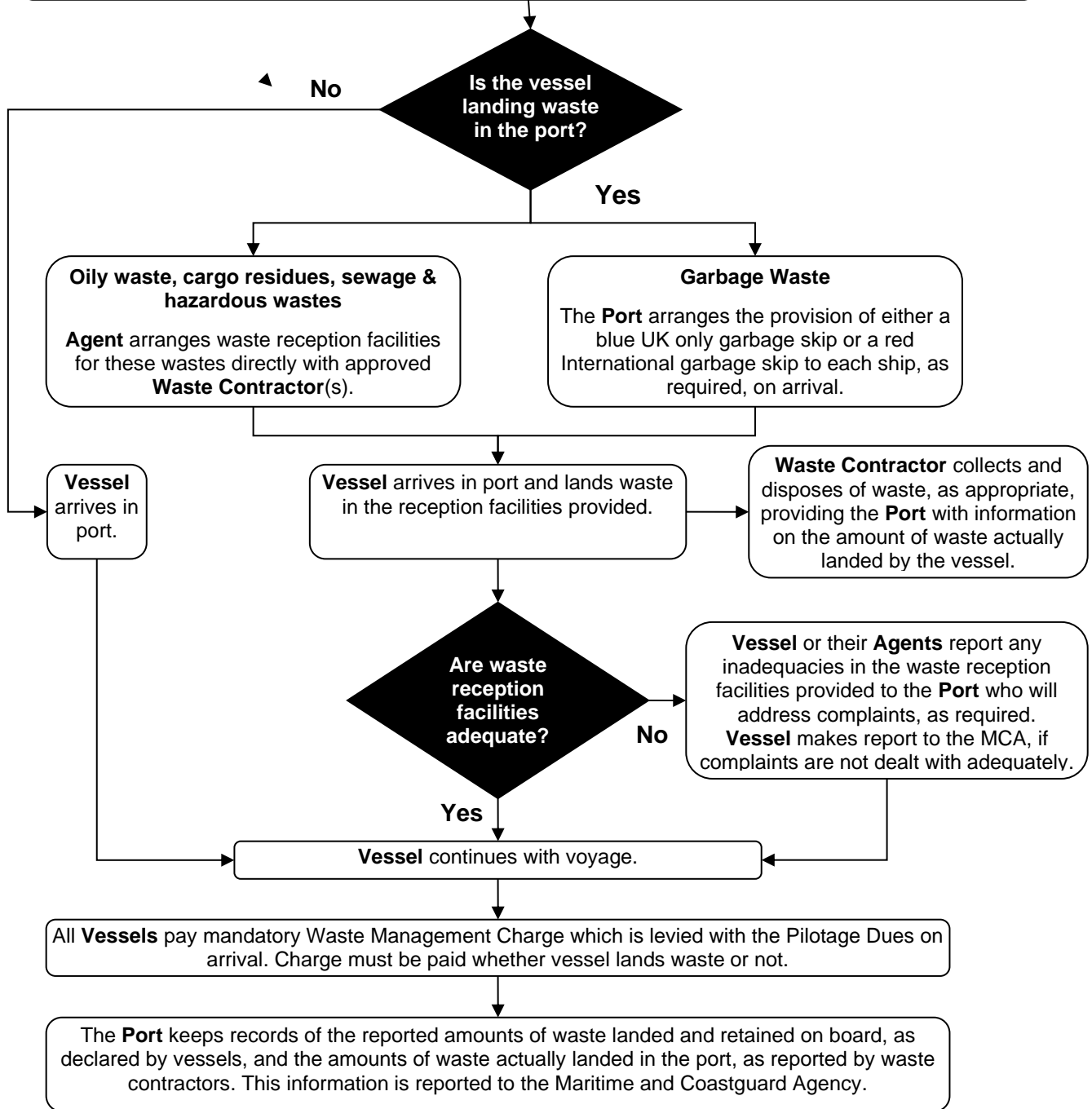


# The Bristol Port Company Management System for Ship-Generated Waste



In accordance with Marpol 73/78 and the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, as amended, The Bristol Port Company operates the following port waste management system:

All **Vessels** visiting Avonmouth and Royal Portbury Docks must send a completed CERS3 workbook, or equivalent form, to the **Port** and Agent, at least 24 hours in advance of arrival.



All **Vessels** pay mandatory Waste Management Charge which is levied with the Pilotage Dues on arrival. Charge must be paid whether vessel lands waste or not.

The **Port** keeps records of the reported amounts of waste landed and retained on board, as declared by vessels, and the amounts of waste actually landed in the port, as reported by waste contractors. This information is reported to the Maritime and Coastguard Agency.

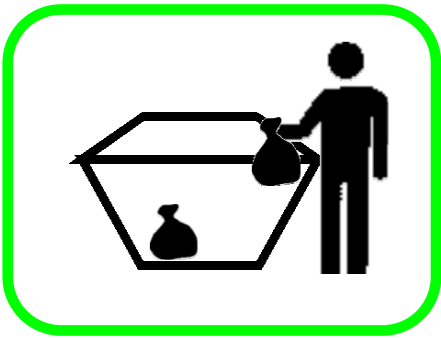
**Any complaints regarding inadequacies of waste reception facilities in the port should be addressed to:**

<p><b>During Office Hours (Monday-Friday 08:00-17:00):</b>  <b>Environment Manager</b>          The Bristol Port Company, Marine Department          Avonmouth Docks, Bristol BS11 9AT          Tel: +44 (0) 117 982 0000          E-mail: <a href="mailto:marine.admin@bristolport.co.uk">marine.admin@bristolport.co.uk</a></p>	<p><b>Out of Office Hours:</b>  <b>Duty Assistant Haven Master</b>          Avonmouth Signal Station          Tel: +44 (0) 0117 980 2638          E-mail: <a href="mailto:bristolvts@bristolport.co.uk">bristolvts@bristolport.co.uk</a>          VHF CH. 12</p>
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**For further information please see The Bristol Port Company's Port Waste Management Plan available from Ship's Agents or the Marine Department.**

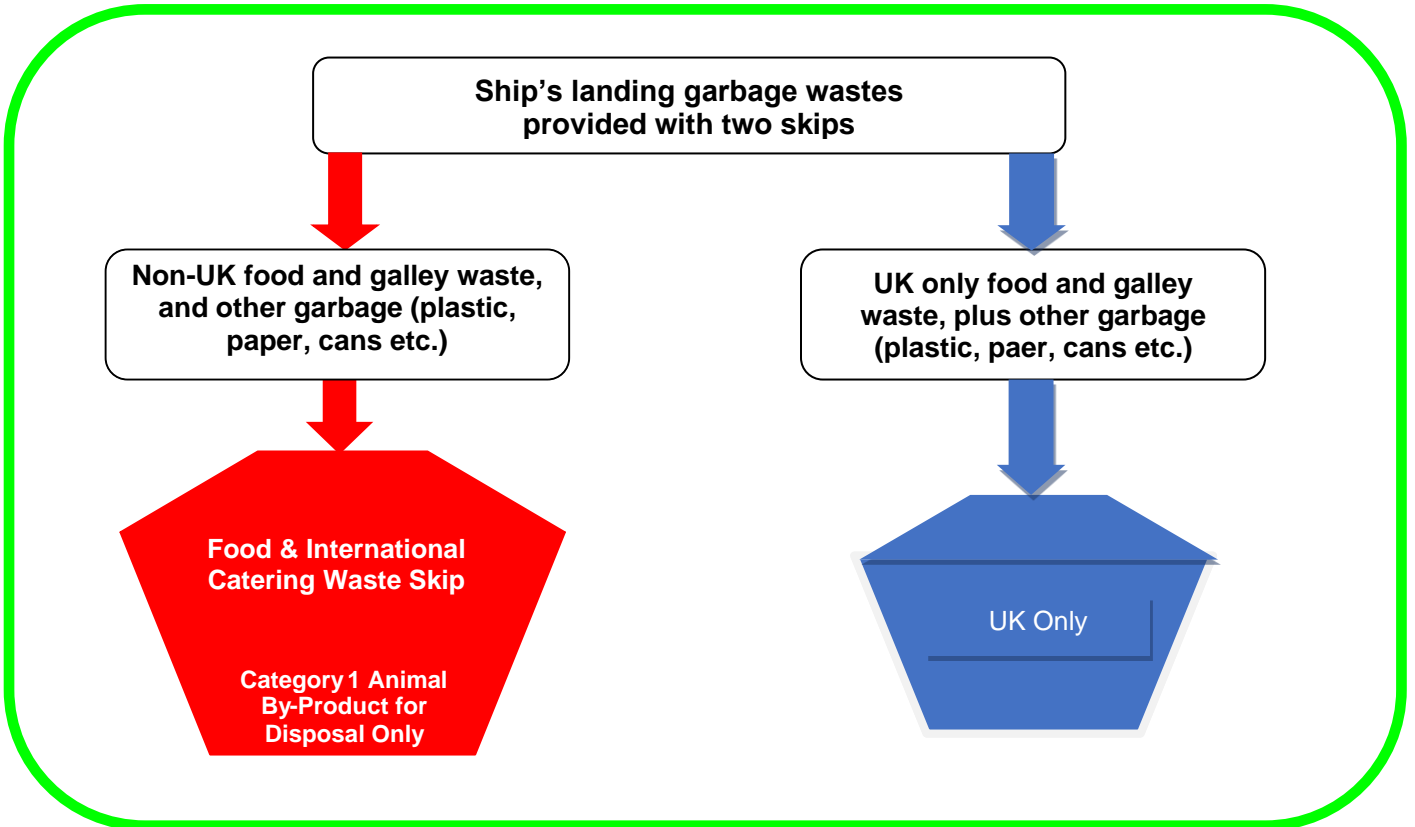


# Summary guidance for vessels landing garbage in Avonmouth and Royal Portbury Docks



## All vessels visiting the Port should:

- ✓ Put all ship's garbage in the skip provided in a responsible manner
- ✓ NEVER leave ships waste on the berth
- ✓ Put all non-UK food, galley, International Catering Waste (ICW) and Cat C garbage in the red food/ICW garbage skip **only**
- ✓ Put all UK only garbage wastes in the blue skip



## ✗ Never put Hazardous wastes in any of the Port's skips, including:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>✗ tyres</li> <li>✗ paint tins &amp; paints</li> <li>✗ batteries (mercury dry cell, lead &amp; nickel-cadmium batteries)</li> <li>✗ fluorescent tube light bulbs</li> <li>✗ drums containing oil or oily residues</li> <li>✗ oil contaminated materials (e.g. oily rags)</li> </ul> | <ul style="list-style-type: none"> <li>✗ acids</li> <li>✗ aerosols &amp; coolants</li> <li>✗ adhesives &amp; resins</li> <li>✗ electrical equipment (telephones, monitors, televisions)</li> <li>✗ any other hazardous substances with explosive, flammable, oxidising, irritant, toxic, harmful, or corrosive properties.</li> </ul> |
|---|---|



Ships' Agents will arrange for the disposal of any hazardous wastes using approved waste control

