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_____ 2009

FREE PORT OF VENTSPILS

WASTE MANAGEMENT PLAN

Agreed:

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State Environmental Service

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Introduction

The Waste Management Plan of the Free Port of Ventspils (further in the text referred to as WMP) has been produced following the requirements set out in the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 (further in the text referred to as MARPOL 73/78), concerning restriction and control over ship-generated waste, as well as guided by the Helsinki Convention on Protection of Maritime Environment of the Baltic Sea, the guidelines of Helsinki Commission (HELCOM) and the EU Directive 2000/59/EC "On Port Reception Facilities for Ship-generated Waste and Cargo Residues".

The WMP of the Free Port of Ventspils addresses the following major aims:

- To reduce the harm inflicted upon the environment through illegal discharge of ship-generated waste into the Baltic Sea;
- To provide environmentally-friendly management of ship-generated waste in the Free Port of Ventspils;
- to provide a full-scale view of the management of ship-generated waste in the Free Port of Ventspils, to assess its effectiveness, as well as the impact on the environment.

The key task of this Plan is to produce an economically expedient and market-driven waste management model, which would successfully incorporate with the waste management policy of the Republic of Latvia and Ventspils Environmental Policy Plan, as well as to maintain accountancy of ship-generated waste.

This WMP applies only to ship-generated waste which is defined as waste generated during operation of the ship, including waste oils from engine-rooms, sewage and other waste whose discharge into the Baltic Sea is forbidden under the Convention of MARPOL 73/78. The management of the waste generated by operational activities of the port enterprises are beyond the scope of this plan.

1. Definitions of terms used in the Plan

For the purposes of this Plan:

"Ship-generated waste" shall mean all types of waste generated during operation of the ship, including waste oils from engine-rooms, sewage and other waste whose discharge into the Baltic Sea is forbidden under the Convention of MARPOL 73/78;

"Cargo residues" shall mean all cargo associated waste in the cargo holds or tanks, which remain after unloading and have to be disposed of, including (but not limited to) spillage or residue

after loading/ unloading; separation materials; fastenings; pallets; packing and casing materials; plywood; paper; cardboard; wire and steel bands;

"Waste reception facilities" shall mean any stationary or movable facility, including floating facility or equipment, which can provide reception of ship-generated waste in the port;

"Management of ship-generated waste" shall mean reception, processing, utilization or disposal of ship-generated waste;

"Waste oils" shall mean any type of oil-containing wastes as described in Annex I to MARPOL 73/78, including sludge, bilge water, dirty ballast;

"Chemical waste" shall mean any type of waste, containing liquid noxious substances as described in Annex II to MARPOL 73/78;

"Sewage" shall mean any type of waste water, as described in Annex IV to MARPOL 73/78, including effluent from toilets, showers;

„Bilge waters" shall mean waste oil-containing waste, as described in Annex I to MARPOL 73/78;

„Solid waste or garbage" (the abbreviation in Latvian – CSA) shall mean any type of waste as described in Annex V to MARPOL 73/78, including food scraps, used packaging materials, wrappings etc.;

„Polluted Water Collection Ship (the abbreviation in Latvian – PŪS) – a specialized ship in the port, provided for collection of waste oils floating on the water surface and small-size floating objects;

„Oily Waste Collection Ship" (the abbreviation in Latvian – NAS) – a specialized ship in the port, provided for reception of oil waste and sewage from ships;

„Manifold" shall mean an onshore facility into which the sewage waters are discharged.

2. Description of relevant regulatory enactments

In order to handle problems with waste which in growing amounts polluted coastal waters and the open sea around the middle of last century, the world community began to establish new international institutions and legal mechanisms. In 1954, the first International Convention for the Prevention of Pollution of the Sea by Oil (OILPOL-54) was adopted.

In 1973, OILPOL-54 was superseded by the new Convention of MARPOL 73/78, the aim of which was to entirely prevent deliberate pollution of maritime environment with oil products and other hazardous substances. The Convention of MARPOL 73/78 and the Protocol provide a general framework of principles for prevention of waste, with its six annexes specifically describing the categories of ship-generated waste and detailed requirements for waste management.

The experience under OILPOL-54 taken into consideration, MARPOL 73/78 imposes stricter requirements for waste reception facilities: national governments are required to ensure that the provision of waste reception facilities is adequate and provide for delivery of waste without causing undue delay to the ships.

The legislation of the Republic of Latvia with the **Law on Ports** imposes the said responsibility on port authorities that execute control over the protection of the port area against pollution, ensure elimination of pollution aftereffects in the port aquatory and participate in elimination of pollution aftereffects at sea, as well as handle reception of ship-generated waste and polluted waters, and draw up ship-generated waste management plans in ports. The Regulations of the Cabinet of Ministers No.455 of 08.10.2002 establish the procedures for reception of ship-generated waste and polluted waters and the procedure for producing a ship-generated waste management plan.

Under MARPOL 73/78, the Baltic Sea is described as a special area with a very sensitive and easily vulnerable environment. This incited the States of the Baltic Sea Area in 1974 to adopt the Convention of Helsinki for protection of the Baltic marine environment, but in 1992 its new edition was adopted, which entered into force as of 17 January 2000. Latvia ratified the Convention of Helsinki in 1994.

Regulation 6 of Annex IV to the Helsinki Convention stipulates that before leaving the port, ships must deliver all ship-generated wastes which are not allowed to be discharged into the sea in the Baltic Sea Area in accordance with MARPOL 73/78 and the said Convention of Helsinki, to a port reception facility. A ship may keep on board only minor amounts of waste which are unreasonable to discharge to the port reception facilities.

In March 1998, Helsinki Commission approved recommendations of the Baltic Strategy for Port Reception Facilities for Ship-generated Wastes and Associated Issues. The most relevant for the port operation are as follows:

Recommendation 28E/10 sets out guidelines for introduction of an indirect fee or „no special fee" system with regard to disposal of oily wastes originating from machinery spaces to port reception facilities:

- It is every ship's obligation to pay for reception, handling and disposal of oil residues, irrespective of whether or not that particular ship will actually make use of the reception facilities;
- The waste management fee imposed on a ship should be independent of the volume of the wastes delivered to the port reception facilities;
- The waste management fee shall be available for information, i.e. the size of the waste management fee shall be visible to every ship even if it is included in the harbour fee;

- The waste management fees received from ships shall be used for no other purposes than only those connected with waste management;
- The ports shall provide waste reception facilities which can meet the needs of the ships without causing unjustified idle-time;
- The ships must notify of the intended delivery of waste, by reporting on the amount and content of the oily wastes 24 hours prior to the planned discharge.

Recommendation 23/1 specifies that the masters of the ships, who should fill in the Notification of the Ship's Waste, should forward the notification to the Port Authority/ Port Operator 24 hours prior to arrival to the next port of call in the Baltic Sea area, or if not possible, as early as achievable.

Recommendation 19/12 requires the national governments to ensure that the ports have produced their waste management plans in compliance with the guidelines set out in the above recommendation.

Recommendation 19/13 contains guidelines with the fundamental principles for handling ship-generated waste on shore:

- Handling of waste shall be carried out in a regularly consistent manner, in compliance with the licence issued by a competent authority and under its supervision;
- Reduction in amounts of waste, waste handling and disposal must stricly be based on the principles of Best Available Technology and Best Environmental Practice;
- Waste reception and treatment shall be recorded by procedures which will provide the competent authorities with appropriate information;
- The ports shall provide for reception of the quantities of sorted waste fractions from the ships which are available by the local waste management system. In the places where the ships are charged for the reception of waste, the reception of sorted waste shall be carried out by the most economic methods possible;
- Treatment and disposal of ship-generated waste should be incorporated into the joint waste management system. Independent handling or re-use of ship-generated waste may be only justified on an exceptional basis.

Recommendation 22/3 refers to a harmonised and efficient implementation of a unified interpretation of the Strategy for Port Reception Facilities for Ship-generated Wastes and Associated Issues. The Recommendation specifies the applicability of the mandatory waste delivery to the categories of ship-generated waste and defines the minimum amount of waste allowed to be retained on board the vessel when leaving the port.

The EU Directive 2000/59/EC On Port Reception Facilities for Ship-Generated Waste and Cargo Residues serves the same goal as the MARPOL73/78: to protect the maritime environment against pollution. Under the said Directive:

- The ports are required to be equipped with adequate waste reception facilities, so that with no undue delay all waste can be collected from the ships calling at the port (Article 4);
- The ports shall hold developed and implemented sound waste management plans (Article 5);
- The charge shall cover all costs related to waste collection, treatment and disposal. All vessels other than fishing vessels and recreational craft, authorised to carry no more than 12 passengers, must pay the mandatory sanitary due irrespective of whether or not the reception facilities are actually used. The charge can be included in the harbour fee, but the information about the costs must be available at all times (Article 8).

Article 4 (1) (e) (catering waste from means of transport operating internationally) of **Regulation (EC) No. 1774/2002 of the European Parliament and of the Council** lays down health rules concerning animal by-products not intended for human consumption. This Regulation also lays down requirements concerning collection, transportation, storage, handling, processing and disposal of of catering waste.

The requirements of **the Convention of MARPOL 73/78** regulate only the reception of ship-generated waste, but not the treatment of such waste. In Latvia, a further waste management is regulated by the **Waste Management Law**, which prescribes that waste management shall be performed in a manner posing no harm for human life and health, as well as their property. The waste management must not affect the environment negatively, including as below:

- to be a hazard to waters, air, soil, as well as endanger the flora and the fauna;
- cause troublesome noise or smell;
- pollute and litter the environment.

Under Section 11 of the said Law, prior to the performance of the relevant waste management activities, the following waste management permits shall be obtained from the Regional Environmental Authority:

- permits for waste recovery;
- permits for waste disposal;
- permits for collection, storage and handling of waste.

Section 15 of the above Law determines that a person engaged in management of household waste shall enter into relevant agreements with those local governments in whose administrative territory the respective activities are performed.

The issue procedures for these permits are subject to the Cabinet of Ministers Regulation No.613 of 29 July 2008 **"Procedures for Issuing, Extending, Reviewing and Cancelling of a Waste Management Permit".**

The Maritime Administration and Marine Safety Law prescribes that the responsibility for supervision of the acceptance and management of waste in ports lies within the competence of the State Environmental Service (SES). The Law obligates the port authority to provide for receiving of ship-generated waste, but it shall be a berth operator's obligation to receive ship cargo-associated waste.

Activities involving oil products or waste that contains chemical substances are subject to the Cabinet of Ministers Regulation No.789 of 22 September 2008 "**Procedures of Waste Management for Particular Types of Hazardous Waste"**. This Regulation lays down prohibitions to drain oil product waste into inland water courses, water bodies, underground waters, the sea or sewage systems, to dispose of the residue of oil product waste treatment in places not intended for this purpose, to process oil products in a manner which may cause air pollution exceeding emission limits specified in a permit to perform activities of Category A or B, or in a permit for emission of air pollutants from stationary air pollution sources, or to mix oil products with polychlorinated biphenyls or other hazardous waste.

Paragraph 11 of the Regulations specifies that a holder of oil product waste generating over 500 litres of oil product waste per year, and a person handling oil product waste are to record the amounts, quality, location, delivery and reception dates of the generated, received and delivered oil product waste in accordance with regulatory enactments on record keeping concerning hazardous waste, its identification, storage, packing, marking, and recording of transportation of such waste.

The Cabinet of Ministers Regulations No.1051 of 16 December 2008 **„Procedures for Accounting, Identification, Storage, Packing, Marking of Hazardous Waste and Recording its Transportation"** maintains that the persons dealing with management of hazardous waste shall ensure that the amounts of hazardous waste are accounted for in a special log-book or electronic register in compliance with Annex 1 to these Regulations; hazardous waste, considering the amount and danger involved, shall be stored only in places specially fitted for this purpose and under conditions that will cause no harm to the environment, human health or property; hazardous waste may be stored only packed in durable and safe packing in compliance with the requirements specified in regulatory enactments on classifying, marking and packing of chemical substances and chemical products.

2.1 MARPOL 73/78 regulations regarding reception facilities

Annex No.	Waste by category	Validity	Need for reception facility	Types of received waste
I	Oil and oil products	Yes	Yes	Includes every type of waste oils: fuel, bilge water from machinery spaces, cargo tank washings or dirty ballast.
II	Noxious chemicals	No	Yes	Chemical wastes generated through transportation of respective cargoes, including residues and admixtures containing toxic substances.
III	Harmful substances carried in packaged form	No	Not specified	_____
IV	Sewage from ships	Yes	Yes	Untreated sewage: collected in tanks for delivery at the port or for discharge into the sea at a distance of 12 nautical miles from the port. Semi-treated sewage: collected in tanks for delivery at the port or for discharge at a distance of 4 nautical miles from the port.
V	Garbage from ships	Yes	Yes	Household garbage (food waste and packaging, maintenance and cargo-associated waste and other garbage.
VI	Air pollution	Partially	Yes	Volatile organic compounds, SO_2 emission.

3. Free Port of Ventspils

Free Port of Ventspils is located in the central part of the Eastern shore of the Baltic Sea (54º 24`N; 21º 32`E). The management of the Free Port is performed by Free Port of Ventspils Authority, whose responsibilities are governed by the Republic of Latvia **Law on Ports**, adopted in 1994, and **The Free Port of Ventspils Law**, adopted in 1997. Free Port of Ventspils covers an area of 1728 ha and its operational activities and capacities are featured by its terminals and berths: the port provides for reception and handling of ships at 60 berths with the total length of 11012 metres. Ventspils is widely recognized as an international transit hub for crude oil and oil products, mineral fertilisers, ammonia a.o. chemicals, metals, ferroalloys, coal and timber cargoes. Free Port of Ventspils Authority on the landlord basis has land lease agreements with the port companies operating on its territory, as well as agreements on the lease of berths. The port has undergone reconstruction and modernization operations, so that the services that are provided by the port transport infrastructure, berths, warehouses, storage facilities and port terminals meet the requirements of competition of today, as well as the environmental protection and safety standards. Presently, 14 large enterprises and a number of smaller companies operate on the premises of the Free Port of Ventspils. A spacious vacant land area can be still used for launching and operating new production units and operating them under a free zone regime.

3.1 Description of terminals and berths

Berth No.	Berth operator	Cargoes handled
1, 2, 3, 5, 8, 9, 9a, 10, 26b, 26c.	A/S " Ventspils tirdzniecības osta (VTO) "	General and bulk cargoes
4, 4a.	A/S "Kālija Parks"	Bulk cargoes
13b.	SIA " Verģi"	General cargoes
14,15, 16, 16a, 17, 18.	SIA " Noord Natie Ventspils Terminals (NNVT)"	Containers, Ro-Ro and general cargoes
26, 27, 29, 30, 31, 32, 33.	A/S "Ventbunkers"	Crude oil and oil products
34, 35a, 36.	SIA"Ventamonjaks serviss"	Liquid chemical cargoes, oil products, biofuel
12, 13, 19-22, 24,	Free Port of Ventspils	Moorage for ships of Free Port of

25, 25a, 25b, 37, 37a, 52.	Authority	Ventspils Authority, no cargo handling
28.	A/S “Baltic Coal Terminal”	Coal
11.	SIA "Overseas Estates"	Juice concentrates
38.	A/S “Latvijas Zvejnieku Savienība”	Fishing products
7a.	SIA “Ventspils Grain Terminal”	Grain

3.2 Brief description of cargo nomenclature

In 2008, the volume of cargoes handled in Free Port of Ventspils amounted to 28.6 million tonnes. The major cargo groups were as follows :

- **liquid cargoes (62.5 % of total cargo turnover) :**
  - crude oil, oil products – 16.52 million tonnes,
  - ammonia a.o. chemicals – 1.33 million tonnes,
- **bulk cargoes (30.1 % of total cargo turnover) :**
  - mineral fertilisers – 2.67 million tonnes,
  - coal – 4.46 million tonnes,
  - other bulk cargoes – 1.46 milion tonnes,
- **general cargoes (7.4 % of total cargo turnover) :**
  - timber – 0.38 million tonnes,
  - other general cargoes– 0.37 million tonnes,
  - Ro-Ro cargoes– 1.36 million tonnes.

3.3 Number of ships calling at Free Port of Ventspils per year by type

The technical facilities of Free Port of Ventspils allow handling of Panamax –type dry cargo carrying vessels with 14.1- metre draught and 75'000 DWT and Aframax-type tankers with 15.0-metre draught and 130'000 DWT, container-carrying vessels with carrying capacity up to 2'000 TEU. The table below shows the data on the vessels handled in 2008:

Type of vessel	Number of calls	Total gross tonnage
Tankers	771	14.6 million
Liquefied gas tankers	122	1.58 million
Dry cargo carriers	662	7.25 million
Cargo-passenger ships	627	9.98 million
Fishing vesels	583	0.57 million

3.4 Description of ship-generated waste

The classification of waste generated by ships calling at Free Port of Ventspils comprises all the groups of waste listed in the annexes to the MARPOL 73/78 Convention. The waste treatment facilities located in the territory of Free Port of Ventspils can provide for reception of all types of ship-generated waste. The actual amount of ship-generated waste and its specific character depend on the type of the particular ship, its technological equipment supply, the length of passage from last port of call, the required cargo operations, as well as on the period of stay in the port, and other circumstances.

The table below contains the data on various ship-generated waste by category and amount dealt with in Free Port of Ventspils in 2008.

Annex No.	Category of waste	Types of receivable waste	Amount
I	Waste oils	Sludge Bilge water Cargo slops Dirty ballast Other	3317.18 m^3 5218.74 m^3 18787.40 m^3 211.50 m^3 157.15 m^3
II	Waste noxious liquid substances	Cargo residues Pre-washings Tank washings Other	 194.70 m^3 0.03 m^3
IV	Sewage	From toilets a.o.	50.00 m^3
V	* Garbage	Plastics Other	340.72 m^3 659.25 m^3

* Includes food waste from ships on international routes.

4. Waste management

Efficient reception and management of waste is provided by a coordinated operation of all the enterprises and ship crews involved in activities under this plan. Annex 1 to Waste Management Plan schematically illustrates waste management in Free Port of Ventspils.

4.1 Responsibility for waste management in the port

Free Port of Ventspils Authority is responsible for:

- organizing reception of ship-generated waste;
- developing a plan for managing ship-generated waste and a regular revision of this plan.

Reception of ship-generated waste is performed on the basis of agreements concluded between Free Port of Ventspils Authority and companies providing for waste management at respective berths and terminals of the port.

The said agreements with the terminals and the municipality enterprise SIA "Ventspils labiekārtošanas kombināts" determine the procedures for collecting the waste and the terms of payment regarding invoicing collection of a specified amount of waste for disposal or treatment, respective sanitary norms considered. Free Port of Ventspils Authority has bilge and sewage collected from ships by PWCS's, and, if necessary, also from other berths. Elimination of accidental pollution in the port aquatory is performed by crews of OWCS's.

Disposing of cargo residues, under the currently effective regulatory enactments, is the responsibility of the cargo receiver/ charterer.

5. Companies providing waste management

5.1 A/S ”Ventbunkers”

Servicing ships at berths No.29-33.

Address :	90 Dzintaru Str., Ventspils, LV-3602
Tel. :	+371 63602501
Fax. :	+371 63602504
E-mail :	ventbunkers@ventbunkers.lv
Internet home page:	www.ventbunkers.lv

Disposal of waters polluted with oil products

A/S ”Ventbunkers” collects oil product-polluted tankers’ ballast, bilge, cargo slop waters, as well as sludge from machinery spaces. The maximum capacity of treatment facilities is 20 000m³ per day. The maximum reception speed from three moorings simultaneously is 3000m³/h. The facilities can provide for collection of waters of various degrees of pollution, so far maximum, – 236g/l, average concentration – 15g/l. The treatment facilities are located in the territory of A/S „Ventbunkers”.

The cleansed waters (with an oil product content not exceeding 3.0 mg/l), via a pipeline, are discharged into the Baltic Sea. The process of treating oil product-polluted waters is automated and its operation is performed from a cenralized computer switchboard.

Garbage polluted with oil products

A/S ”Ventbunkers” collects the above waste, stores it in a specially allocated for this purpose territory (the hangar next to Berth No.29) and, in cooperation with SIA „Dzintarjūra”, performs further utilization of the waste, with the means of specialized transport.

Disposal of garbage (solid household waste)

A/S “Ventbunkers” collects sorted garbage (plastics and other) directly from ships at berths No.29-33, arranges for their transportation to the dumpsite of Ventspils City, with the means of specialized transport. Food waste from ships of international routes are collected, transported and utilized in accordance with the requirements set forth in Regulation No.1774/2002 of the European Parliament and the Council (EC).

5.2 SIA ”Ventamonjaks serviss”

Servicing ships at berths No.34, 35a, 36.

Address :	66 Dzintaru Str., Ventspils, LV-3602
Tel. :	+371 63663195
Fax. :	+371 63680105
E-mail :	office@ventamonjaks.lv
Internet home page :	www.ventamonjaks.lv

Disposal of garbage

The above company collects unsorted garbage directly from ships, places the garbage into special containers and, with the means of specialized auto transport, takes the garbage to the dumpsite of Ventspils City. The capacity of the company transport – 3m³ of disposed garbage per hour. Food waste from ships of international routes are collected, transported and utilized in accordance with the requirements set forth in Regulation No.1774/2002 of the European Parliament and the Council (EC).

5.3 Municipality enterprise SIA “Ventspils labiekārtošanas kombināts”

Servicing ships at berths No.1-28, 37.

Address :	12 Pils Str., Ventspils, LV-3601
Tel. :	+371 63622747
Fax. :	+371 63622354
E-mail :	vlk@ventspils.gov.lv

Disposal of garbage

Municipality enterprise SIA “Ventspils labiekārtošanas kombināts” collects sorted garbage (plastics and food scraps a.o. household waste) directly from ships moored at the above berths. The capacity of the specialized auto transport “VOLVO” allows to dispose of 16,4m³ of garbage in a compressed form. Garbage is compressed upon its loading into the vehicle. After this operation, the grabage is taken to the dumpsite of Ventspils City. Food waste from ships of international routes are collected, transported and utilized in accordance with the requirements set forth in Regulation No.1774/2002 of the European Parliament and the Council (EC).

Disposal of sewage

The company collects sewage from PWCS "Užava" at Berth No.18 and transports it further to a manifold, with the means of its own specialized transport "GAZ 53 KO513", with the capacity of 3,5m³.

The transportation capacities of the municipal enterprise SIA "Ventspils labiekārtošanas kombināts" allows to dispose of 3,5m³ of sewage into the manifold of water treatment facilities of Ventspils City per hour.

Disposal of hazardous garbage

Municipality enterprise SIA "Ventspils labiekārtošanas kombināts", upon prior request, collects from ships hazardous waste such as fluorescent bulbs and batteries.The company has been issued a permit for managing this type of waste.

5.4 „Free Port of Ventspils Authority"

Servicing ships at berths No. 1-26c and No.34-37, in case of need, also at the other berths of the port.

Address :	19 Jāņa Str., Ventspils, LV-3601
Tel. :	+371 63622586
Fax. :	+371 63621297
E-mail :	info@vbp.lv
Internet home page :	www.portofventspils.lv

Disposal of waters polluted with oil and oil products

The above waste at all berths, if necessary, can be collected by PWCS's „Užava" and „Venta" which belong to Free Port of Ventspils Authority and whose pumping system capacity for receiving oil product polluted waters (bilge, cargo slops, sludge) is 90m³/h. PWCS's are technically equipped with 8 storage tanks with the total storage capacity of 382m³, as well as a separate container for heavy fractions of waste oils – 26m³. These polluted waters are stored in the tanks of PWCS's till their delivery to treatment facilities of A/S "Ventbunkers" at Berth No. 29.

The task of OWCS's is to attend to the cleanliness of the port aquatory, collection of pollution with waste oils and storage of such waste till its delivery. Information on the location of pollution with oil the captains of OWCS's on duty receive from the Port Control Service. Elimination of oil product pollution in the port aquatory is supervised by the labour and environmental safety supervisor of Free Port of Ventspils Authority. Every ship has 2 tanks for storing polluted waters with the total capacity of 20m³. When the tanks are full, the collected amount of waste oils is pumped to the tanks of PWCS's "Užava" or "Venta".

Disposal of sewage

A PWCS is technically equipped with a 86m³-capacity tank for storing sewage. The average reception capacity is 20m³/h. Upon receiving the amount of sewage, the PWCS sets off to Berth No.18 of Free Port of Ventspils Authority, where the sewage is pumped into a tank-truck of the municipality enterprise SIA "Ventspils labiekārtošanas kombināts", which further transports the sewage to a manifold of water treatment facilities of Ventspils City.

Disposal of garbage

Solid household waste, floatinggarbage, also reed a.o., collected during inspection of the port aquatory, are stored in containers of OWCS at 2 Valdemāra Street, and with the means of specialized transport of the municipality enterprise SIA "Ventspils labiekārtošanas kombināts" are taken to the dumpsite of Ventspils City. Food waste from ships of international routes are collected, transported and utilized in accordance with the requirements set forth in Regulation No.1774/2002 of the European Parliament and the Council (EC).

5.5 SIA „Dzintarjūra"

Servicing ships at berths No.1-26c and No. 34-37, in case of need, also at the other berths of the port.

Address :	26 Sarkanmuižas dambis, Ventspils, LV-3601
Tel. :	+371 63624792
Fax. :	+371 63624267
E-mail :	dzjura@dzjura.lv
Internet home page :	www.dzjura.lv

Garbage polluted with oil products

SIA "Dzintarjūra" collects the above garbage directly from ships, takes them out of the territory of Free Port of Ventspils and provides for its further disposal with the means of the truck MERCEDES BENZ 1114 (its carrying capacity –7,5 m^3).

5.6 SIA „EKO Baltija R"

Servicing ships at berths No. 1-26c and No.34-37, in case of need, also at the other berths of the port.

Address :	101a O.Kalpaka Str., Liepāja, LV-3417

Tel. : +371 29199661

E-mail : ekobaltija@inbox.lv

Garbage polluted with oil products

SIA ”EKO Baltija R” collects the above garbage directly from ships, takes the garbage out of the territory of Free Port of Ventspils and provides for its further disposal with the means of the truck DAF (its carrying capacity – 5,2 m^3).

6. Delivery of waste, procedures for notification

The shipmaster 24 hours prior to the intended delivery of waste communicates a „Ship-Generated Waste Declaration” (Annex 2) to the ship’s agent. The ship’s agent, by fax, forwards general information on the ship to the traffic controllers of A/S ”Ventbunkers”, SIA ”Ventamonjaks serviss” and the municipality enterprise SIA “Ventspils labiekārtošanas kombināts”, and, by telephone, to the captain of the PWCS about the waste collection place, time and expected amount. If waste collection is to be performed with the means of PWCS (collection of sewage and bilge waters), then, upon completion of work, the PWCS notifies the traffic controller of A/S ”Ventbunkers” about the bilge waters to be delivered, while the traffic controller informēs the PWCS about the place and time for delivery. When collecting sewage, the captain of PWCS notifies the traffic controller of the municipality enterprise SIA “Ventspils labiekārtošanas kombināts”, who, in his turn, communicates the information about the optimum time of receiving the waste to the company’s tank-truck.

7. Procedures for reporting inadequacy of waste reception facilities

If the waste reception facilities technically are inadeqaute for the respective ship to deliver its waste, the ship master fills in a special form of reporting this inadequacy (Annex 3) and, together with documents justifying the facts laid out in the report form, submits them to Free Port of Ventspils Authority and Marine and Inland Waters Administration of State Environmental Service.

If, during the ship’s stay in the port, its maintenance generates an amount of various waste exceeding the permissible limits to be allowed to leave the port, the procedures for handling the respective waste and procedures for notification are applied as described above.

8. Payment system

Free Port of Ventspils has a payment system as follows:

8.1 Sanitary fee levied by Free Port of Ventspils

This fee comprises costs resulting from collecting the following ship-generated waste:

- sewage,
- bilge waters,
- oil product sludge, building up at the bottom of fuel tanks and that resulting from purifying lubricants and fuel; also, upon oil product leaks in engine rooms,
- garbage.

The fee is collected from all ships according to their laytime in the port:

Laytime in the port (in days)	EUR per 1GT
Up to 3	0.06
4 –10	0.07
11-30	0.08
Over 30	0.11

The sanitary fee is to be transferred to Free Port of Ventspils Authority. Ships of state services, the port fleet ships, small-size ships, unmanned barges are exempt from the sanitary fee. The fee covers the costs related to collection, treatment, transportation and disposal of the above types of waste.

8.2 Fee for delivery of cargo-related waste

The fee is charged for delivering dirty ballast, cargo slops a.o. types of waste prescribed by MARPOL, and is effected separately for each type of waste to be delivered. The fee is set by the provider of the respective service, by mutual agreement between the parties involved.

8.3 Fees for waste delivered by SIA ”Ostas flote” and fishing vessels

The fee for delivering ballast, cargo slops polluted with oil and oil products, and oil or oil product-polluted garbage is set by „**Fees and charges of Free Port of Ventspils**” (effective from 01 May 2008). The services rendered are invoiced by Free Port of Ventspils Authority to the respective companies.

9. Accounting system

A copy of „ Ship-Generated Waste Declaration", communicated by a shipmaster, is submitted by the ship's agent to Free Port of Ventspils Authority and Marine and Inland Waters Administration of State Environmental Service.

Waste management operators fill in „Ship-Generated Waste Reception Form" (Annex 4) in four copies, one of which is retained on the ship, a second – for the waste reception operator, a third copy is electronically forwarded, before the ship leaves the port, to State Environmental Service, and a forth is forwarded to the harbour-master. „Ship-Generated Waste Reception Form" is signed by the waste reception operator and the shipmaster. Waste reception forms are numbered in a growing order per each successive year.

Companies, including shipping agencies and Free Port of Ventspils Authority, which are involved in the process of managing ship-generated waste, fill in, on a quarterly basis, „ Report on Reception of Ship-Generated Waste" (Annex 5) and submit this report to Marine and Inland Waters Administration of State Environmental Service. Free Port of Ventspils Authority performs aggregation of the data, the analysis, and makes adjustments to the waste management plan. The person in charge of adjusting, supplementing and updating the plan on a yearly basis is A.Bergmanis, Labour and Environmental Safety Supervisor of Free Port of Ventspils Authority, who informs Marine and Inland Waters Administration of State Environmental Service and all the companies, involved in implementation of the plan, about the modifications made to the plan.

10. Revision of the plan, monitoring of implementation

Free Port of Ventspils Authority revises the plan, judging by necessity, but at least once a year. When revising the plan, the following issues should be of utmost importance:

- changes in volumes and categories of cargoes handled in Free Port of Ventspils;
- changes in requirements of regulatory enactments;
- changes in the process and technologies of waste management (new equipment, new operators, contact informations etc.).

In all the companies involved, the responsibility for implementing this plan lies with the managers of these companies. The persons in charge organize, on a regular basis, supervision of the waste management process, and immediately report on any inadequacy, alterations in the plan etc. to Free Port of Ventspils Authority.

11. Shipping agencies and service providers involved

11.1 Shipping agency companies in Free Port of Ventspils

SHIPPING AGENCY	TEL.	FAX	E-MAIL
Alpha Shipping Company	63681111	63680450	alpha@apollo.lv
Astramar	63665834	63662690	agency@astramar.lv
Estma	63629588 67783940	63629585 67783947	agency@estma.lv
Greenline Agency	63630171	63680205	agency@glagency.lv
Inflot	63629177 67244135	67244133	info@inflot.lv
Kompass Tranzits	63607250 63607252	63607253	agency@kompassv.lv
Muller Baltic	67804480	67625973	muller@mullerbaltic.lv
Nortrop	63680085	63680275	nortrop@fix.lv
Puses	63680453 63680452	63661038	forwarder@mailserv.fix.lv
Seastar	63668830	63681166	office@seastar.lv
Seatrans	63624300	63622722	agency@seatrans.lv
Transventa	63626785	63680411	agency@transventa.lv
T&T Baltic	63607716	63607717	ttbaltic@apollo.lv
Unitek	63660757 63680804	63660755 63681390	unitek@unitek.lv
Ventamarine	63607521	63607520	vairis@ventamarine.apollo.lv
All Overseas	63632155	63632156	agency@overseas.net
Baltic Marine Services	63660880	63660883	ventspils@bms-overseas.com
Nurminen Maritime	63680085	63680275	info@nurminen.lv e.grinbergs@nurminen.lv

11.2 Ferry line agents

FERRY LINE AGENT	TEL.	FAX	E-MAIL
Scandlines Muller Baltic	63607356 63607357	63607355	ferry@mullerbaltic.lv service.ventspils@scandlines.lv
SLK	63623186 63607184	63607185	booking@sscf.lv info@sscf.lv

11.3 Other services and persons in charge

- **Harbour Master's Office of Free Port of Ventspils:**
  tel: 63623324
  fax: 63623176
- **Port Control:**
  tel: 63622669
- **Labour and environmental safety supervisor:**
  tel: 26454414
- **Traffic controller of A/S „Ventbunkers":**
  tel: 63602457
- **Traffic controller of SIA „"Ventapils nafta" termināls":**
  tel: 63661161
- **Traffic controller of SIA „Ventamonjaks serviss":**
  tel: 63663128
- **Municipality enterprise SIA „Ventspils labiekārtošanas kombināts" :**
  tel: 63626920
- **PWCS's „Užava", „Venta":**
  tel: 26558802
  USW: Channel 9 and 16
- **OWCS:**
  tel: 63628292; 29161007
  USW: Channel 9 and 16

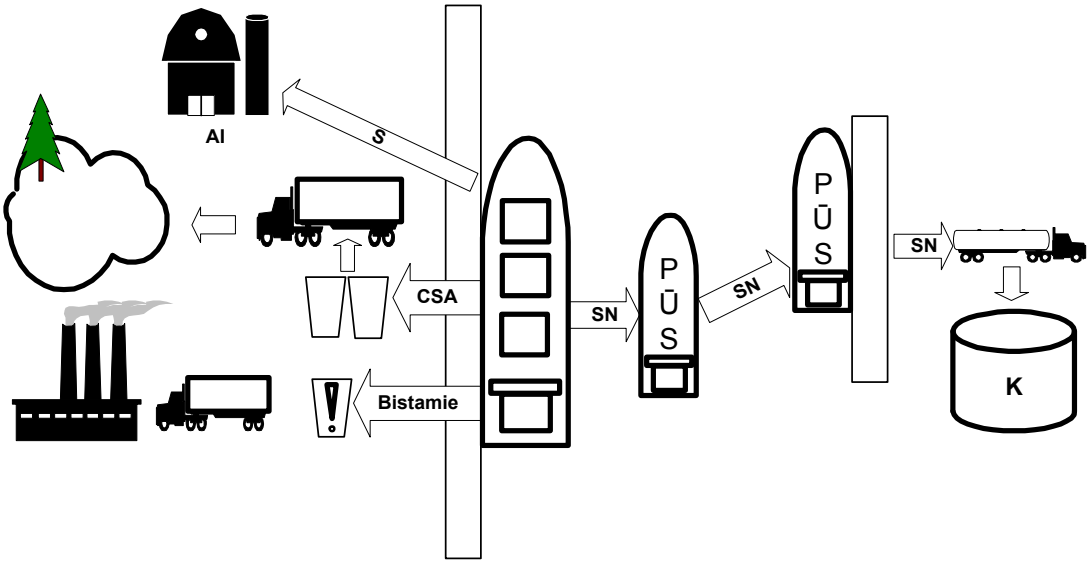
Working hours of the above institutions and services: Augstāk minēto institūciju un dienestu darba laiks: 00.00 – 24.00 daily.

The Plan was prepared by A.Bergmanis, Labour and Environmental Safety Supervisor, Free Port of Ventspils Authority.

Annex 1

<u>Diagrams: Waste management at port terminals</u>

1. **At the berths of A/S "Ventbunkers":**
   - CSA = solid household garbage,
   - S = bilge waters,
   - Bīstamie atkritumi = hazardous waste,
   - Saimnieciskie notekūdeņi = sewage,
   - AI = treatment facilities,
   - PŪS = PWCS



2. **At other berths of the port:**
   - CSA = solid household garbage,
   - Bīstamie atkritumi = hazardous waste,
   - Sateces ūdeņi = bilge waters,

- Saimnieciskie notekūdeņi = sewage.

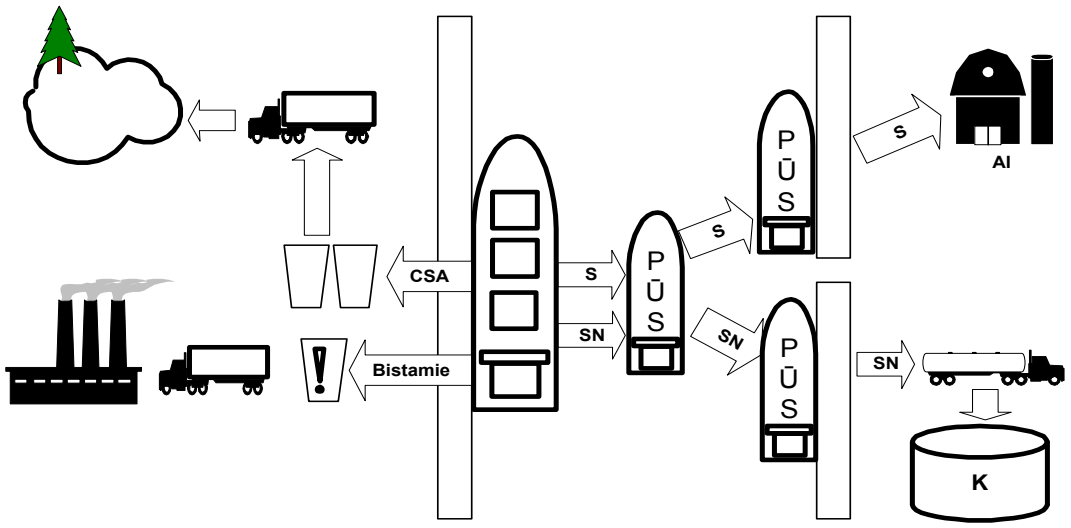
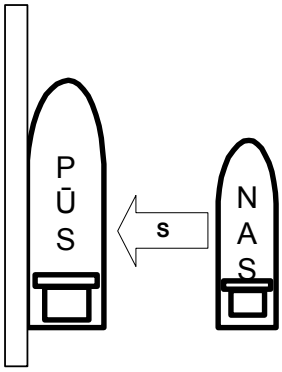


Diagram: Management of waste oils collected by OWCS



PŪS = PWCS

NAS = OWCS

S = sludge

KUĢA ATKRITUMU DEKLARĀCIJA
SHIP'S GENERATED WASTE DECLARATION

Informācija sniegta pirms ienākšanas _____
(ostas nosaukums)

Information to be notified before entry into the port of _____

1. Kuģa vārds, izsaukuma signāls, Starptautiskās jūrniecības organizācijas piešķirtais numurs:
   Name, call sign, IMO identification number of the ship:

2. Karoga valsts:
   Flag State:

3. Paredzamais ienākšanas laiks ostā:
   Estimated time of arrival (ETA):

4. Paredzamais ostas atstāšanas laiks:
   Estimated time of departure (ETD):

5. Iepriekšējā ienākšanas osta:
   Previous port of call:

6. Nākamā ienākšanas osta:
   Next port of call:

7. Pēdējā osta un datums, kad tika nodoti kuģa radītie atkritumi:
   Last port and date when ship-generated waste was delivered:

8. Ostas atkritumu pieņemšanas iekārtās nodošu šādu atkritumu daudzumu:
   I will deliver:

   ☐ visus *all* ☐ daļu *some* ☐ nemaz *none*

   of ship('s) waste into port's reception facilities

9. Nododamo un uz kuģa atstājamo kuģa radīto atkritumu veids, daudzums un maksimālā kuģa atkritumu uzkrāšanas tilpņu ietilpība:
Type and amount of waste and recidues to be delivered and/or remaining on board, and percentage of maximum storage capacity:

Atkritumu veids *Type of waste*	Nododamo atkritumu daudzums *Waste to be delivered* m^3	Maksimālā uzkrāšanas tilpņu ietilpība *Maximum dedicated storage capacity* m^3	Uz kuģa **paturēto** atkritumu daudzums *Amount of waste retained on board* m^3	Osta, kurā tiks nodoti atlikušie atkritumi *Port at which remaining waste will be delivered*	Aptuvenais kuģa radītais atkritumu daudzums laikposmā no atkritumu deklarēšanas līdz nākamajai ienākšanai ostā *Estimated amount of waste to be generated between notification and next port of call* m^3
1	2	3	4	5	6
1. Naftas atkritumi *Waste oils*					
Naftu saturoši nosēdumi *Sludge*					
Sateces ūdeņi *Bilge water*					
Citi (aprakstīt) *Other (specify)*					
2. Atkritumi *Garbage*					
Pārtikas atkritumi *Food waste*					
Plastmasa *Plastics*					
Citi *Other*					
3. Noteküdeņi *Sewage*					
4. Ar kravu saistītie atkritumi (aprakstīt) *Cargo-associated waste (specify)*					
5. Kravas pārpalikumi (aprakstīt) *Cargo residues (specify)*					

Piezīmes.

1. Norādīt, ja nododamie piesārņotie ūdeņi satur ķīmisku vielu piemaisījumus.
Please, notify, if there is any chemical admixture in waste waters.
2. Ja nodod visus atkritumus, tad aizpilda otro aili.
If delivering all waste, complete second column as appropriate.
3. Ja nodod daļu atkritumu vai nenodod nemaz, aizpilda visas ailes.
If delivering some or no waste, complete all columns.

Es apstiprinu, ka iepriekšminētie dati ir precīzi un pareizi un atkritumu uzkrāšanas tilpņu ietilpība uz kuģa ir pietiekama, lai uzkrātu visus kuģa radītos atkritumus laikposmā no atkritumu deklarēšanas līdz nākamajai ostai, kurā tiks nodoti atkritumi.

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

_____

(datums)
(date)

_____

(laiks)
(time)

_____

(kuģa kapteiņa paraksts)
(master's signature)

"ZIŅOJUMA VEIDLAPA PAR KUĢU RADĪTO ATKRITUMU PIEŅEMŠANAS IEKĀRTU NEATBILSTĪBU

FORM FOR REPORTING ALLEGED INADEQUACY OF RECEPTION FACILITIES FOR SHIP-GENERATED WASTE

1. Informācija par kuģi
Ship's particulars:
1.1. kuģa vārds:
Name of ship:
1.2. īpašnieks vai operators:
Owner or operator:
1.3. pazīšanas signāls:
Distinctive number or letters:
1.4. IMO Nr.:
IMO No.:
1.5. **bruto tilpība:**
Gross tonnage:
1.6. pieraksta osta:
Port of registry:
1.7. kuģa tips:
Type of ship:

2. Informācija par ostu

Port particulars:

2.1. valsts un ostas vai rajona nosaukums:

Country, name of Port or Area:

2.2. izvietojums ostā (kuģa piestātne/termināls/mols):

Location in the port (e.g. berth/terminal/jetty):

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

Name of company operating reception facility (if applicable):

2.4. izkraušanas osta:

2.5. iekraušanas osta:

2.6. kuģu būvētava:

Unloading port:

Loading port:

Shipyard:

2.7. kuģa ienākšanas datums ostā:

Date of arrival:

2.8. notikuma datums:

Date of occurrence:

2.9. datums, kurā kuģis izgājis no ostas:

Date of departure:

3. Paredzētais ostas atkritumu pieņemšanas iekārtās nododamo atkritumu veids un daudzums

Type and amount of waste for discharge to facility:

3.1. naftas atkritumi (*MARPOL 73/78* I pielikums), naftas atkritumu veids:

Oil (Marpol Annex I), type of oil waste:

3.1.1. sateces ūdeņi_____ m^3

Bilge water

3.1.2. naftas nosēdumi pēc degvielas attīrīšanas_____ m^3

Sludge from fuel oil purifier

3.1.3. naftas nosēdumi pēc tankkuģa kravas tilpņu mazgāšanas_____ m^3

Scale and slops from tanker cleaning

3.1.4. netīrais balasts_____ m^3

Dirty ballast water

3.1.5. tilpņu mazgāšanas ūdeņi_____m^3

Tank washings

3.1.6. citi (norādīt)_____m^3

Other (specify)

Vai ir pieejamas ostas atkritumu pieņemšanas iekārtas? ☐ jā ☐ nē

Were facilities available *yes* *no*

Saistītās izmaksas:

Costs involved:

3.2. kaitīgās šķidrās vielas (MARPOL 73/78 II pielikums) – to pārpalikumu/ūdens maisījumu veids, kuri tiek novadīti ostas atkritumu pieņemšanas iekārtās pēc tilpņu mazgāšanas:

Noxious Liquid Substances (NLS) (Marpol Annex II) – type of NLS residue/water mixture for discharge to facility from tank washings:

3.2.1. *X* kategorijas viela_____ m^3

Category X substance

3.2.2. *Y* kategorijas viela_____ m^3

Category Y substance

3.2.3. *Z* kategorijas viela_____ m^3

Category Z substance

3.2.4. cita viela (norādīt)_____m^3

Other substances (OS)

3.2.5. viela ir cietējoša vai ļoti stigra (viskoza) _____

Substance is designated as solidifying or high viscosity

3.2.6. katras kaitīgās šķidrās vielas nosaukums:

Proper shipping name of the NLS involved:

Vai ir pieejamas ostas atkritumu pieņemšanas iekārtas? ☐ jā ☐ nē

Were facilities available *yes* *no*

Saistītās izmaksas:

Costs involved:

3.3. atkritumi (MARPOL 73/78 V pielikums), atkritumu veids:

Garbage (Marpol Annex V), type of garbage:

3.3.1. plastmasa_____ m^3

Plastic

3.3.2. peldošs pārsedzamais, apšujamais vai iepakojamais materiāls_____m^3

Floating dunnage, lining, or packing materials

3.3.3. sasmalcināti papīra produkti, lupatas, metāls, stikls, trauki _____m^3

Ground paper products, rags, glass, metal, bottles, crockery, etc.

3.3.4. pārtikas atkritumi _____ m^3

Food waste

3.3.5. atkritumu dedzināmās krāsns pelni_____ m^3

Incinerator, ash

3.3.6. citi (norādīt)_____ m^3

Other (specify)

Vai ir pieejamas ostas atkritumu pieņemšanas iekārtas? ☐ jā ☐ nē

Were facilities available *yes* *no*

Saistītās izmaksas:

Costs involved:

3.4. citi atkritumi_____ m^3

Other waste

4. Ostas atkritumu pieņemšanas iekārtās nepieņemtie atkritumi:
Was any waste not accepted by waste facility?

5. Ostas atkritumu pieņemšanas iekārtu neatbilstība:
Inadequacy of facilities:
5.1. norādes par neatbilstību:
Remarks on inadequacies:
5.2. izvietojums (tuvu kuģim, neērts izvietojums vai kuģi nācās pārvietot, kas radīja kuģa aizkavēšanos):
Location of facilities (close to the vessel, inconvenient location or vessel had to shift berth involving delay):
5.3. ar ko pārrunājāt konstatēto problēmu vai kam ziņojāt par to? _____
If you experienced a problem, with whom did you discuss this problem or report it to?
5.4. vai iepriekš paziņojāt par ostas atkritumu pieņemšanas iekārtu nepieciešamību (saskaņā ar attiecīgajām ostas prasībām)? ☐ jā ☐ nē
Did you give prior notification (in accordance with relevant port requirements) about the vessel's requirements for reception facilities? yes no
5.5. vai, kuģim pienākot, saņēmāt apstiprinājumu par ostas atkritumu pieņemšanas iekārtu pieejamību? ☐ jā ☐ nē
Did you receive confirmation on the availability of reception facilities on arrival? yes no

6. Citas piezīmes/komentāri:
Any additional remarks/ comments:

7. Kuģa kapteiņa paraksts _____ Datums _____
Master's signature *Date.*"

Annex 4

KUĢA RADĪTO ATKRITUMU PIEŅEMŠANAS VEIDLAPA Nr.___/200_

*SHIP'S GENERATED WASTE RECEPTION FORM No.___/200_*

_____

(atkritumu pieņemšanas komercsabiedrības nosaukums, adrese, tālruņa numurs)
(name of waste reception enterprise, address, phone number)

_____

(savācējkuģa vārds/autocisternas numurs/atkritumu uzņemšanas iekārtu nosaukums)
(name of waste reception ship number of tank-lorry/name of reception facility)

Informācija par kuģi un tā nododamajiem atkritumiem *Information about ship and delivering waste*	
Kuģa vārds/*Name of ship*	
Karogs/*Flag of the State*	
Izsaukuma signāls/*Call sign*	
Datums, laiks/*Date, Time*	
Piestātne Nr./*Berth No.*	
Kuģa aģents *Ship's agent*	
MARPOL 73/78 I pielikums/*Annex I* **Naftas atkritumi (m^3)** ***Waste oils***	
Naftu saturoši nosēdumi *Sludge*	
Sateces ūdeņi *Bilge water*	
Kravas tilpņu mazgāšanas ūdens/netīrais balasts *Cargo slops/dirty ballast*	
Citi (aprakstīt) *Other (specify)*	
MARPOL 73/78 II pielikums/*Annex II* **Šķidrās kaitīgās vielas (m^3)** ***Waste noxious liquid substances***	
Kravas pārpalikumi *Cargo residues*	
Pirmsmazgāšanas ūdens *Pre-washings*	
Tilpņu mazgāšanas ūdens *Tank washings*	
Citi (aprakstīt) *Other (specify)*	
MARPOL 73/78 IV pielikums/*Annex IV* **Notekūdeņi (m^3)** ***Sewage***	
No tualetēm u.tml. *From toilets, a.o.*	

MARPOL 73/78 V pielikums/*Annex V* **Sadzīves atkritumi (m^3)** ***Garbage***	
Plastmasa *Plastics*	
Citi *Other*	

(atkritumu pieņēmēja paraksts) *
(signature of waste reception operator)

Z.v.*

(kuģa kapteiņa paraksts) *
(signature of ship's master)

Z.v.*

Piezīme. * Dokumenta rekvizītus "paraksts" un "Z.v." neaizpilda, ja elektroniskais dokuments sagatavots atbilstoši normatīvajiem aktiem par elektronisko dokumentu noformēšanu.

Annex 5

REPORT ON RECEPTION OF SHIP-GENERATED WASTE

Name of ship-generated waste reception/management commercial enterprise
_____

Address, telephone number_____

Report on waste received in _____ quarter of 200__

Ship's name										**TOTAL FOR QUARTER**
Date										
MARPOL 73/78 Annex I **Oil waste (m^3)**										
Oil sludge										
Bilge water										
Cargo hold slops/ dirty ballast										
Other (specify)										
MARPOL 73/78 Annex II **Noxious liquid substances (m^3)**										
Cargo residue										
Pre-washing water										
Cargo hold slops										
Other (specify)										
MARPOL 73/78 Annex IV **Sewage (m^3)**										
Sewage										
MARPOL 73/78 Annex V **Garbage (m^3)**										
Plastics										
Other										

Manager of commercial enterprise_____
(name, surname, signature*)

Place for a stamp*

Date* _____

Note: * The details of the document: „signature", „place for a stamp" and „date" will not be filled in if the document is prepared electronically in accordance with regulatory enactments on processing of electronic documents.