

MYKOLAIV BRANCH OF THE STATE ENTERPRISE
UKRAINIAN SEA PORTS AUTHORITY
(MYKOLAIV SEA PORTS ADMINISTRATION)

APPROVED BY

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“ _____ ” _____ 2018

PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA
PORT ADMINISTRATION
ПІІСВ 3В 18-03-02-01-07
[PPSV ZB 18-03-02-01-07]

<p>MYKOLAIV BRANCH, USPA (Mykolaiv Sea Port Administration)</p>	<p>PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA PORT ADMINISTRATION ПІІСВ 3В 18-03-02-01-07 [PPSV ZB 18-03-02-01-07]</p>	<p>3 of 50</p>
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Foreword

The terms and requirements set forth in this Plan of Shipboard Waste and Cargo Residue Disposal in Mykolaiv Sea Port Administration (hereinafter, "Plan") shall apply during the operations associated with the waste from ships that call at Mykolaiv Sea Port.

This Plan has been developed using, in particular, the following regulatory legal and legislative acts with amendments and supplements:

International Convention for the Prevention of Pollution from Ships, 1973;

International Maritime Dangerous Goods Code (adopted by IMO Resolution A.716(17));

Merchant Shipping Code of Ukraine;

Law of Ukraine No. 406-VII of July 4, 2013 "On Sea Ports of Ukraine";

Decree No. 269 of February 29, 1996 of the Cabinet of Ministers of Ukraine "On approving the Rules of the Protection of Inland Sea Waters and Territorial Sea from Pollution and Littering";

Order No. 631 of August 21, 2013 of the Ministry of Infrastructure of Ukraine "On approving the Procedure for the Delivery of Services of the Prevention of and Response to the Spillage of Pollutants in the Sea Ports of Ukraine", registered with the Ministry of Justice of Ukraine on September 6, 2013 under No. 1533/24065;

Order No. 316 of May 27, 2013 of the Ministry of Infrastructure of Ukraine "On Harbour Duties", registered with the Ministry of Justice of Ukraine on June 12, 2013 under No. 930/23462;

Order No. 205 dated April 10, 2001 of the Ministry of Transport of Ukraine "On approving the Rules for the Registration of Operations with Harmful Substances on Ships, Offshore Installations, and in the Sea Ports of Ukraine", registered with the Ministry of Justice of Ukraine on May 28, 2001 under No. 452/5643.

According to the legislative requirements, Mykolaiv Branch of the State Enterprise "Ukrainian Sea Ports Authority" (Mykolaiv Sea Port Administration) (hereinafter, "Administration") provides services, including reception of waters that contain pollutants and garbage (waste) from ships, other pollutants (harmful substances), based on the applications from ship masters or marine agents.

All waters that contain pollutants, and garbage generated at ships during their operation shall be treated as pollutants (harmful substances) for marine environment. The ship administration shall provide for proper recording, availability, and execution of the ship plan for waste disposal, as well as for the availability of capacities for its temporary safe stowage (accumulation) on board the ship according to the requirements of MARPOL 73/78.

At the time of reception of waters containing pollutants and garbage, the ship administration does not have technical certificates of waste, registration cards, or authorisation documents that would specify the hazard class, physical and chemical composition, hazardous properties, and other parameters for the identification and/or classification of shipboard waste under the State Waste Classifier of Ukraine DK 005-96, therefore, Mykolaiv Sea Port Administration receives aforesaid waters and garbage as pollutants (harmful substances) for marine environment.

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ABBREVIATIONS

BWTP	Treatment facilities for ballast (oil containing) waters
CMU	Cabinet of Ministers of Ukraine
IMO	International Maritime Organization
MARPOL 73/78	International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978
Plan	Plan of Shipboard Waste and Cargo Residue Disposal in Mykolaiv Sea Port Administration
NF	Notification Form of Waste Delivery from Ships to Mykolaiv Sea Port
Mykolaiv Branch, USPA (Mykolaiv Sea Port Administration)	Mykolaiv Branch of the State Enterprise "Ukrainian Sea Ports Authority" (Mykolaiv Sea Port Administration)
SF	Sanitary Fee
LNF	Notification Form of the Expected Lack of Reception Facilities in Mykolaiv Sea Port
WPS	Waste Processing System
MRPAR	Monthly report on pollutants actually received

1. Introduction

1.1 Background information

Mykolaiv Branch of the State Enterprise "Ukrainian Sea Ports Authority" (Mykolaiv Sea Port Administration) (hereinafter, "Administration") provides for the reception from ships and delivery to floating or onshore treatment facilities of waste from ships and waters containing pollutants, which are generated at ships during their operation.

Waters containing pollutants, garbage generated on board the ships is classified in MARPOL 73/78 as follows:

Solid waste (garbage):

Plastic

Food waste (organic)

Domestic waste (e.g., paper items, rags, glass, metal, bottles, fragments etc.)

Cooking oil

Incinerator ash

Operational waste

Cargo residues

Animal carcasses

Fishing gear

Liquid pollutants

Sewage black/grey water

Oil containing water

Oily residues

Oil product residues

Other liquid pollutants (washing water / washing water from cargo premises)

1.2 Structure of the Plan

Section 1. Introduction. Background information

Section 2. Description of operations for the reception of shipboard waste (waters containing pollutants and garbage), payment for services, and document flow

Section 3. Types of shipboard waste (waters containing pollutants and garbage) received in Mykolaiv Sea Port

Section 4. Formal procedures

Section 5. Tasks and responsibilities

Section 6. Charges and fees

Section 7. Standard documents

1.3 Terms and definitions

The following terms and definitions are divided into two categories: "POLLUTANTS" and "OTHER".

POLLUTANTS:

Cargo residues shall mean substances left in cargo holds or cargo pipeline after unloading and cleaning procedures are completed.

Reception of waste shall mean actions performed by Mykolaiv Sea Port Administration for the purpose of receiving from ships waters containing pollutants and garbage for the entire period of their stay in Mykolaiv Sea Port.

Shipboard waste shall mean any substance, materials, and items that shall be removed (food, domestic, operational wastes, oily rags, cargo-associated and maintenance wastes).

Waters containing pollutants shall mean bilge waters of engine and boiler rooms, sludge and other liquid oil residues, contaminated and clean ballast, and sewage.

Waste disposal shall mean utilisation of wastes as secondary material or energy resources.

3. Sewage shall mean drainage and other wastes from any form of toilets, urinals, and scuppers located in common toilets; drainage from medical premises (dispensary, sick bay) via wash basins, wash tubs and scuppers located in such premises; drainage from spaces containing living animals; other waste waters when mixed with the drainages defined above.

Oil residues shall mean any residues containing oil (sludge from cleaning fuel and oil tanks, oily rags, sand, mix of sand and sawdust, fuel filters etc.).

Special shipboard wastes shall mean a kind of garbage, food wastes and residues from ships that arrive from abroad, both mixed and not mixed with domestic wastes and residues.

Shipboard wastes shall mean unnecessary and unfit for the ship maintenance waste types of oil and materials, their remains that have not been used, or substances generated in the course of ship operation (both solid and liquid), which cannot be disposed of on board a ship and are subject to continuous or regular removal from ship.

Waste operator shall mean a specialised enterprise conducting waste management activity under a contract with Mykolaiv Sea Port Administration, or a designated business unit of the Administration according to the powers assigned to it.

Waste management shall mean actions aimed at prevention of waste generation, collection, transportation, separation, storage, treatment, processing, disposal, removal, neutralisation, and burial of wastes, including control over these operations, and supervision of the disposal places.

Waste collection shall mean an activity associated with the removal, accumulation, and disposal of waste in the special designated places or facilities, including waste separation for the purpose of further utilisation or removal.

OTHER TERMS:

Fishing vessel shall mean any commercial vessel used for fishing or other offshore operations.

Sea port shall mean a territory and water area with certain boundaries, which have been equipped for servicing vessels and passengers, cargo, transport and freight forwarding operations, as well as for other related kinds of economic activity.

Reception facility shall mean an onshore structure, a floating structure or their uniform process combination, which is intended for the reception from ships of harmful substances or mixes containing them, which may be accumulated at ships in the course of their regular

operation, but cannot be thrown away from ships due to effective international conventions or national laws of the states in the waters of which such vessels ride.

Sanitary fee shall mean a harbour duty charged in a sea port in pursuance of the Law of Ukraine "On Sea Ports of Ukraine", and Order No. 316 of May 27, 2013 of the Ministry of Infrastructure of Ukraine "On Harbour Duties".

Small vessels shall mean self-propelled vessels with the main propelling engines' power less than 75 h.p. (55 kW); non-self-propelled vessels and sailing ships with the gross tonnage below 80 register tons (or units); engine vessels, regardless of their engine power, with the maximum gross tonnage of 10 register tons (or units); non-self-propelled vessels (row boats with the carrying capacity of 100+ kg, kayaks with the carrying capacity of 150+ kg, and inflatable vessels with the carrying capacity of 225+ kg), belonging to individual persons.

Vessel shall mean a self-propelled or a non-self-propelled structure of any type, which is used in a water body (hydrofoil ships, air-cushion vessels, submarines, floating vessels, including fixed or floating platforms).

Relative tonnage shall mean the size of a vessel, which is used to charge harbour duties for the services. It is calculated in cubic meters, and equals the product of three dimensions (length, width, and side height of a vessel), as specified in the International Tonnage Certificate or in a substitute document.

1.4 Important notes

Reception of shipboard wastes (waters containing pollutants, garbage) in Mykolaiv Sea Port Administration may be carried out using motor transport, motor ship "PS-355" of the port operations service, or by the waste operator under a contract.

Transfer (delivery) of shipboard wastes (waters containing pollutants, garbage) is required if the volume of wastes (waters containing pollutants, garbage) exceeds 50% of capacity on board, and if the next port of call is unknown or the capacity of ship tanks is not enough to accumulate wastes (waters containing pollutants, garbage) during the trip until the next port of call is reached.

NOTIFICATION FORM OF WASTE DELIVERY FROM SHIPS TO MYKOLAIV SEA PORT (NF) shall be completed by the ship master or by a local marine agent and submitted to the competent subdivision in charge of coordination of waste management in the port. Detailed information is provided in Section 4.

According to the legislation of Ukraine, all vessels are divided into the following groups for the purpose of harbour duty and fee calculation:

Group A – cargo vessels that call to the port to perform handling operations, and floating structures;

Group B – passenger vessels, including high-speed hydrofoil ships and ferries that call to the port to perform cargo and passenger operations, and ice breakers, which do not belong to business entities of all forms of ownership conducting their business activity within the sea port, and are not taken on lease by the latter;

Group C – lighters, tow boats, tow-and-push boats, push boats, barges (self-propelled and non-self-propelled), self-propelled river boats, including river-sea vessels, as well as self-propelled river boats that call to other ports for further cargo transshipment onto sea vessels and vice versa;

Group D — non-self-propelled vessels (excluding barges);

Group E — vessels that are forced to call to the port for quarantine needs, as well as vessels that ride for repair to the repair yards of Ukraine; service and military ships; training, training and production ships during their trips under the curricula of educational institutions, with no less than 50 students on board, training simulators; research and development, high-

speed hydrofoil ships, which perform regular coastwise passenger trips under the schedule (not including pleasure and cruise trips);

Group F – other vessels (ships of the repair yard, emergency and rescuing ships, submersible technical, technical, hospital, hydrographic ships, ships of the port operations service, ice breakers belonging to business entities of all forms of ownership, which conduct their activity within the sea port, as well as sports ships, private yachts, sailing boats, boats that undergo trial rides, fishing boats leased by the said business entities, which call to ports without performing cargo handling operations).

2. Description of operations for the reception of shipboard waste (waters containing pollutants and garbage), payment for services, and document flow

2.1 Reception of shipboard waste (waters containing pollutants and garbage)

Vessels near berths of Mykolaiv Sea Port:

Waters containing pollutants, not including ballast waters, shall be collected by the waste operator in compliance with the requirements of the Rules for the Registration of Operations with Harmful Substances on Ships, Offshore Installations, and in the Ports of Ukraine with Regard to Reception and Recording of Separately Removed Bilge Waters and Liquid Oil Residues, approved by Order No. 205 of April 10, 2001 of the Ministry of Transport of Ukraine.

Type of reception facilities:

- motor boat PS-355.

Method of the collection of waters containing pollutants – a duly completed NF shall be submitted to the chief dispatcher's service of the Administration, fax (0512) 50-89-80 and to the e-mail address smdisp@portnikolaev.com, no later than 24 hours before the vessel is to call at Mykolaiv Sea Port, stating the date, time, ship's name, berth, and volumes to be delivered in Mykolaiv Sea Port. Reception of waters containing pollutants from ships shall be performed by the motor boat PS-355. Upon completion of the reception of waste water, a certificate of a standard form (Annex 2) shall be executed on a green paper.

Sewage from ships shall be collected by a tank car of the automotive support complex (ASC).

Type of reception facilities:

- tank car.

Method of sewage collection – a duly completed NF shall be submitted to the chief dispatcher's service of the Administration, fax (0512) 50-89-80 and to the e-mail address smdisp@portnikolaev.com, no later than 24 hours before the vessel is to call at Mykolaiv Sea Port, stating the date, time, ship's name, berth, and volumes to be delivered in Mykolaiv Sea Port. Reception of sewage from ships is performed by a tank car. Upon completion of the reception of waste water, a certificate of a standard form (Annex 2) shall be executed on a green paper.

Garbage from ships shall be collected by the waste operator for further neutralisation and safe disposal.

Garbage of each category shall be separated, marked, and collected in plastic bags by the crew of the ship that delivers garbage. Each bag shall bear the following information on it: category of garbage and ship's name.

Method of garbage collection from ship – a duly completed NF shall be submitted to the chief dispatcher's service of the Administration, fax (0512) 50-89-80 and to the e-mail address smdisp@portnikolaev.com, no later than 24 hours before the vessel is to call at Mykolaiv Sea Port, stating the date, time, ship's name, berth, and volumes to be delivered in Mykolaiv Sea Port. Reception of garbage from the ship is performed by the waste operator. Upon completion

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of the reception of waste water, a certificate of a standard form (Annex 2) shall be executed on a green paper.

Cargo residues shall be received from ships subject to a prior agreement with the Administration.

Ships in the road: Services of reception of shipboard waste (waters containing pollutants, garbage) shall be provided in the manners and methods stated above.

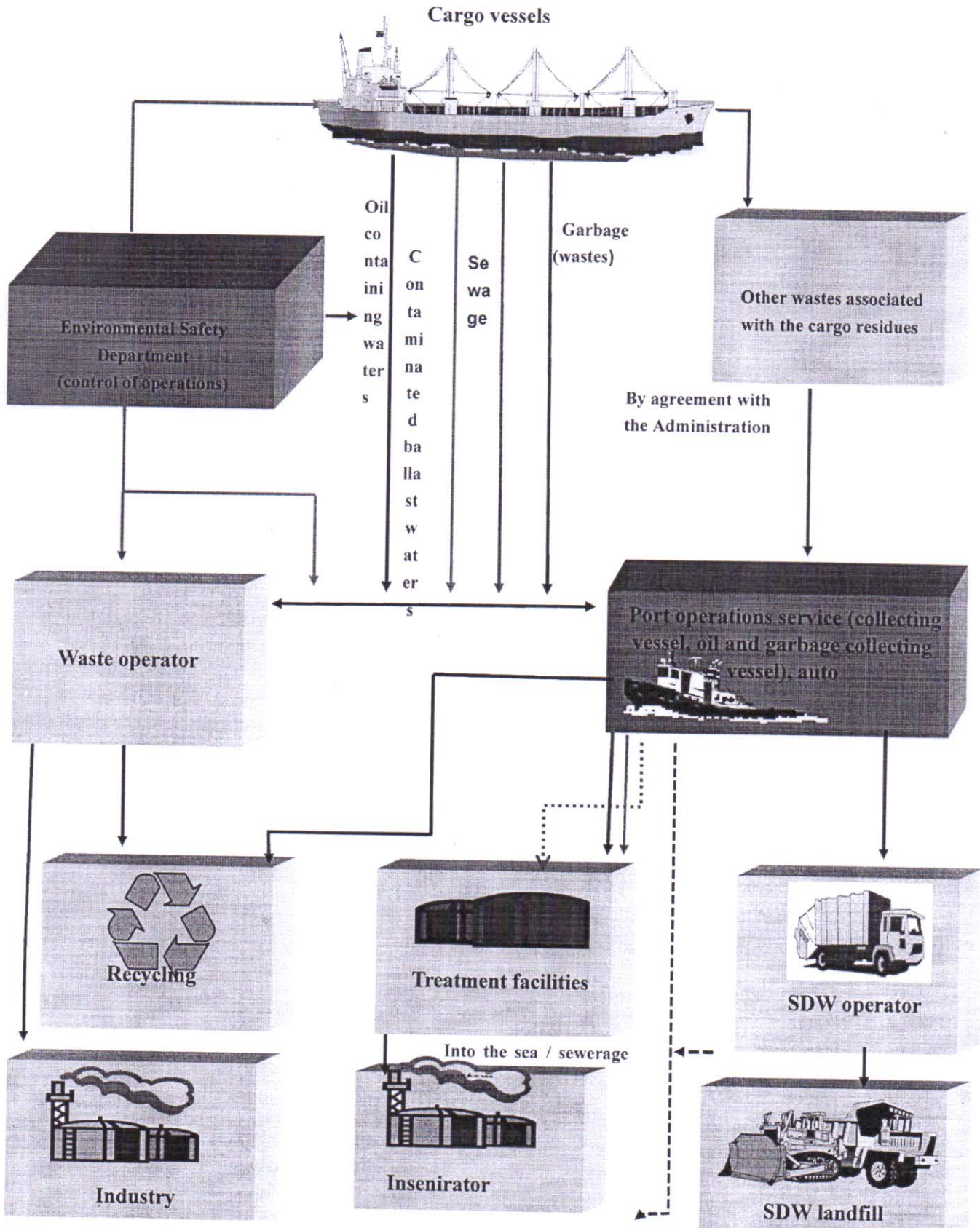
Ships riding to the shipyard (if necessary):

Shipboard wastes (waters containing pollutants, garbage) from ships riding to the shipyard shall be collected according to the existing system.

Tankers (if necessary): Services of reception of shipboard waste (waters containing pollutants, garbage) shall be provided in the manners and methods stated above.

Solid oily sludge and other wastes from the repaired ship shall be placed in special plastic bags/containers. Services of reception of pollutants, waters containing them, and garbage from such ships shall be provided by and using the tools of the repair shipyard. When necessary, such services may be provided by Mykolaiv Sea Port Administration based on the corresponding request of the ship owner or its representative (marine agent), and shall be paid for by the ship owner or by its representative based on the existing tariffs of the Administration.

Chart 1: Waste Reception and Delivery Chart



<p>MYKOLAIV BRANCH, USPA (Mykolaiv Sea Port Administration)</p>	<p>PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA PORT ADMINISTRATION ПІІСВ ЗВ 18-03-02-01-07 [PPSV ZB 18-03-02-01-07]</p>	<p>12 of 50</p>
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2.2 Settlements

Ships that deliver shipboard wastes (waters containing pollutants, garbage) in Mykolaiv Sea Port shall pay for the services via their agents in accordance with the procedure established by Mykolaiv Sea Port Administration.

Ships of group A shall pay a sanitary fee for the reception of shipboard wastes (waters containing pollutants, and garbage), regardless of whether they are transferred or not, and may deliver wastes by volumes and types specified in Table 3.1, Section 3 hereof.

Ships of groups B, C, D, E, F shall be released from paying a sanitary fee, but shall pay for the services of delivery of shipboard wastes (waters containing pollutants, garbage) based on the effective free tariffs of the Administration.

The Administration shall pay to the competent waste operators in accordance with the agreements (contracts) and shipboard waste acceptance certificates.

2.3 Notification of shipboard waste (waters containing pollutants and garbage), documentation, and registration of data

All ships (but for yachts, fishing boats, and ships belonging to the port), when calling at Mykolaiv Sea Port, shall act via their agents or on their own, and shall inform the Administration of the types and volumes of shipboard wastes (waters containing pollutants, garbage), which are to be delivered to the reception facilities of the port.

Such information shall be provided in the NF (Annex 1). A duly completed NF shall be submitted to the chief dispatcher's office of the Administration, fax *(0512) 50-89-80* and to the e-mail address smdisp@portnikolaev.com, no later than 24 hours before the ship calls at Mykolaiv Sea Port.

For the purpose of further processing and organisation of reception of shipboard wastes, the chief dispatcher's office of the Administration shall send the NF to the Environmental Safety Department of the Administration to the e-mail address voin@portnikolaev.com.

This requirement is mandatory pursuant to the Mandatory Regulations of Mykolaiv Sea Port.

If it cannot be performed within the established time, information shall be provided as soon as the ship leaves the previous port. The marine agent shall provide for timely delivery of information, and shall transfer information without delay.

The ship master and the marine agent shall guarantee the authenticity of information provided in the NF.

A sample NF is given in Section 7 (Annex 1), and is available for public access at www.portnikolaev.com.

Should the need to deliver additional shipboard wastes (waters containing pollutants, garbage) arise as a result of long stay of the ship in Mykolaiv Sea Port or for any other reason, the NF shall be submitted repeatedly.

The chief dispatcher's office of the Administration shall transfer the NF to the Environmental Safety Department, after which the latter shall deliver information to the port operations service of the Administration, other structural subdivisions, or waste operator under the contract, depending on the type of shipboard wastes.

All ships of group A shall submit the NF when calling at Mykolaiv Sea Port.

Ships of groups B, C, D, E, and F shall be released from mandatory filling in of the NF, but shall fill it in in the event of any delivery of shipboard wastes (waters containing pollutants, garbage) to the reception facilities.

The waste operator shall agree with the ship master or marine agent on the time and place for the delivery of shipboard wastes (waters containing pollutants, garbage). After the delivery of shipboard wastes (waters containing pollutants, garbage) is finished, the waste operator together

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with the ship master shall fill in the shipboard waste acceptance certificate (SBWAC) (Annex 2), where they should specify the types and volume/quantity of shipboard wastes.

The Shipboard Waste Acceptance Certificate shall be drawn up in three counterparts, each of which shall be signed by the waste operator and ship master.

Furthermore:

1) one copy of the SBWAC shall be left on board the ship for the registration in the ship's log book and in other documents, as well as for presentation during inspections;

2) one copy of the SBWAC shall be given to the waste operator;

3) one copy of the SBWAC shall be submitted to the Environmental Safety Department.

The waste operator shall draw up a monthly report on the amounts of shipboard wastes (waters containing pollutants, garbage), which have been actually received (Annex 3), and shall submit it to the Environmental Safety Department of the Administration on a monthly basis, until the 5th day, for further analysis. The relevant data shall be entered in the USPA information and analytical system (IAS) by the Environmental Safety Department.

2.4 Notification of non-conformity of reception facilities

According to the IMO Resolution MERC 44/20 Annex 2 of MARPOL 73/78 "Guidelines for the Adequacy of Reception Facilities", ship owners or ship masters, upon discovery of apparent shortage of reception facilities, shall draw up a report according to MERC.1/Cir.469/Rev.1 (Annex 5 hereto), which shall be delivered to the "flag state", which shall in its turn inform the "port state" and the IMO Secretariat.

In the event of any troubles during the delivery of wastes to the reception facilities of the port, the ship master shall forward information stated below along with the confirmation documents to the administration of the flag state and, if possible, to the competent bodies of the port state. The flag state shall notify the IMO Secretariat and the port state on such troubles. The port state shall consider the notification and shall respond to it accordingly, by way of informing the IMO and the flag state of the results of its investigation.

3. Types of shipboard waste (waters containing pollutants and garbage) received in Mykolaiv Sea Port
3.1 Types of shipboard waste (waters containing pollutants and garbage) received in Mykolaiv Sea Port

TYPE OF POLLUTION	RECEIVED BY PORT	WASTE RECEPTION COSTS COVERED BY	
		FOR SHIPS OF GROUP A	FOR SHIPS OF GROUPS B, C, D, E, and F
SHIP'S LIQUID POLLUTANTS			
Bilge waters	YES	Sanitary fee	Free tariff
Oil residues	YES	Sanitary fee	Free tariff
Sewage	YES	Sanitary fee	Free tariff
Contaminated ballast	By separate agreement	Free tariff	Free tariff
Washing waters	YES	Sanitary fee	Free tariff
WASTE (garbage) according to Annex 5 of MARPOL 73/78			
A. Plastic	YES	Sanitary fee,	Free tariff
B. Mixed/Food waste	YES	Sanitary fee	Free tariff
C. Paper, Glass, Crockery, Metal, Pallets, Wood, Rags	YES	Sanitary fee	Free tariff
D. Cooking oil	YES	Sanitary fee,	Free tariff
E. Incinerator ash	YES	Sanitary fee	Free tariff
F. Operational waste	YES	Sanitary fee	Free tariff
G. Cargo residues	YES	Sanitary fee	Free tariff
H. Animal carcass(-es)	YES	Sanitary fee	Free tariff
I. Fishing gear	YES	Sanitary fee	Free tariff
Other waste	YES	Sanitary fee	Free tariff

Please consider the following: the Administration may refuse acceptance of certain hazardous wastes of other types apart from those specified in MARPOL 73/78. In any case, the marine agent shall agree it with the Environmental Safety Department of the Administration.

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3.2 Methods and conditions of shipboard waste collection (waters containing pollutants and garbage) in Mykolaiv Sea Port

TYPE OF WASTES	WASTE RECEPTION METHOD	RECEPTION CONDITIONS
LIQUID OIL CONTAINING WASTES FROM THE ENGINE SECTION OF THE SHIP	Specialised ship	Delivery with marine pump with the minimum flow rate of 15 m ³ /hour. Via standard (of the international type) flange joint to the specialised ship
Oil residues (sludge)	Specialised ship	
Bilge waters	Specialised ship or tank car	
SEWAGE	Specialised ship or tank car	
GARBAGE	TRUCKS and the crew of freight handlers	Received in plastic bags
Plastic	TRUCKS and the crew of freight handlers	
Floating dunnage, lining, and packing materials	TRUCKS and the crew of freight handlers	
Paper items, rags, glass, metal, bottles, crockery, and other	TRUCKS and the crew of freight handlers	
Incinerator ash	TRUCKS and the crew of freight handlers	
Food wastes	TRUCKS and the crew of freight handlers	
Fishing gear	TRUCKS and the crew of freight handlers	
Animal carcass(es)	TRUCKS and the crew of freight handlers	
Contaminated ballast	Specialised ship	Delivery with marine pump with the minimum flow rate of 15 m ³ /hour. Via standard (of the international type) flange joint to the specialised ship
Washing waters	Specialised ship or tank car	
Other hazardous wastes:		
Solid oil containing wastes	Specialised ship	Received in separate plastic bags with the appropriate marking
Medical wastes	TRUCKS and the crew of freight handlers	Received in separate plastic bags with the appropriate marking
Electric batteries	TRUCKS and the crew of freight handlers	Received by pieces, without leaks and body damages
Luminescent lamps	TRUCKS and the crew of freight handlers	Received by pieces, without damage, and packed with insulation material between lamps

Services of waste collection of all categories shall be provided during the working hours, from 08:00 AM to 08:00 PM, 7 days a week.
Liquid oil containing wastes – 24/7.

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4. Formal procedures

4.1 Mandatory notification of shipboard waste (waters containing pollutants and garbage)

The ship master shall provide information, whether via his agent or on his own, to the Chief Dispatcher's Office of the Administration about all types and volumes of shipboard wastes (waters containing pollutants, and garbage), which shall be delivered to the reception facilities of the board, 24 hours before the ship calls at Mykolaiv Sea Port.

If it cannot be performed within the established time, information shall be provided as soon as the ship leaves the previous port. The marine agent shall provide for timely delivery of information, and shall transfer information without delay.

Such notification shall be given by filling in the notification form of waste delivery from ships to port (NF).

The notification form shall contain the following information:

1. Ship's name, IMO number, flag state, home port, distinctive number;
2. Gross tonnage of the ship;
3. Marine agent's e-mail, fax, telephone;
4. Approximate time of arrival/departure;
5. Previous and next port of call;
6. Last port and date of waste transfer;
7. Convenient time for waste delivery in the port.
8. The following information for each type of waste:
 - a. Volume of wastes kept on board from the previous port of call;
 - b. Ship tank for wastes;
 - c. Volume of wastes to be delivered in the port.
 - d. Volume of wastes to be left on board until the ship calls at the next port

A sample NF is given in Section 7 (Annex 1), and is available on the website of Mykolaiv Sea Port Administration at www.portnikolaev.com.

Besides, it may be obtained in the printed form in the Environmental Safety Department of the Administration.

All ships of group A shall submit the NF when calling at the sea ports of Ukraine.

Ships of groups B, C, D, E, and F shall be released from mandatory filling in of the NF, but shall fill it in in the event of any delivery of shipboard wastes (waters containing pollutants, and garbage) to the reception facilities of the port.

The NF shall be submitted to the chief dispatcher's office of the Administration: fax [\(0512\)50-89-80](tel:+380512508980), smdisp@portnikolaev.com, no later than 24 hours before the ship calls at Mykolaiv Sea Port and before using the reception facilities of the port. The Environmental Safety Department of the Administration will analyse the data and inform waste operators. The ship master and the marine agent shall guarantee the authenticity of information provided in the NF.

A duly completed NF shall be kept on board the ship until the ship leaves the territorial water of Ukraine, for presentation for check-up at any time.

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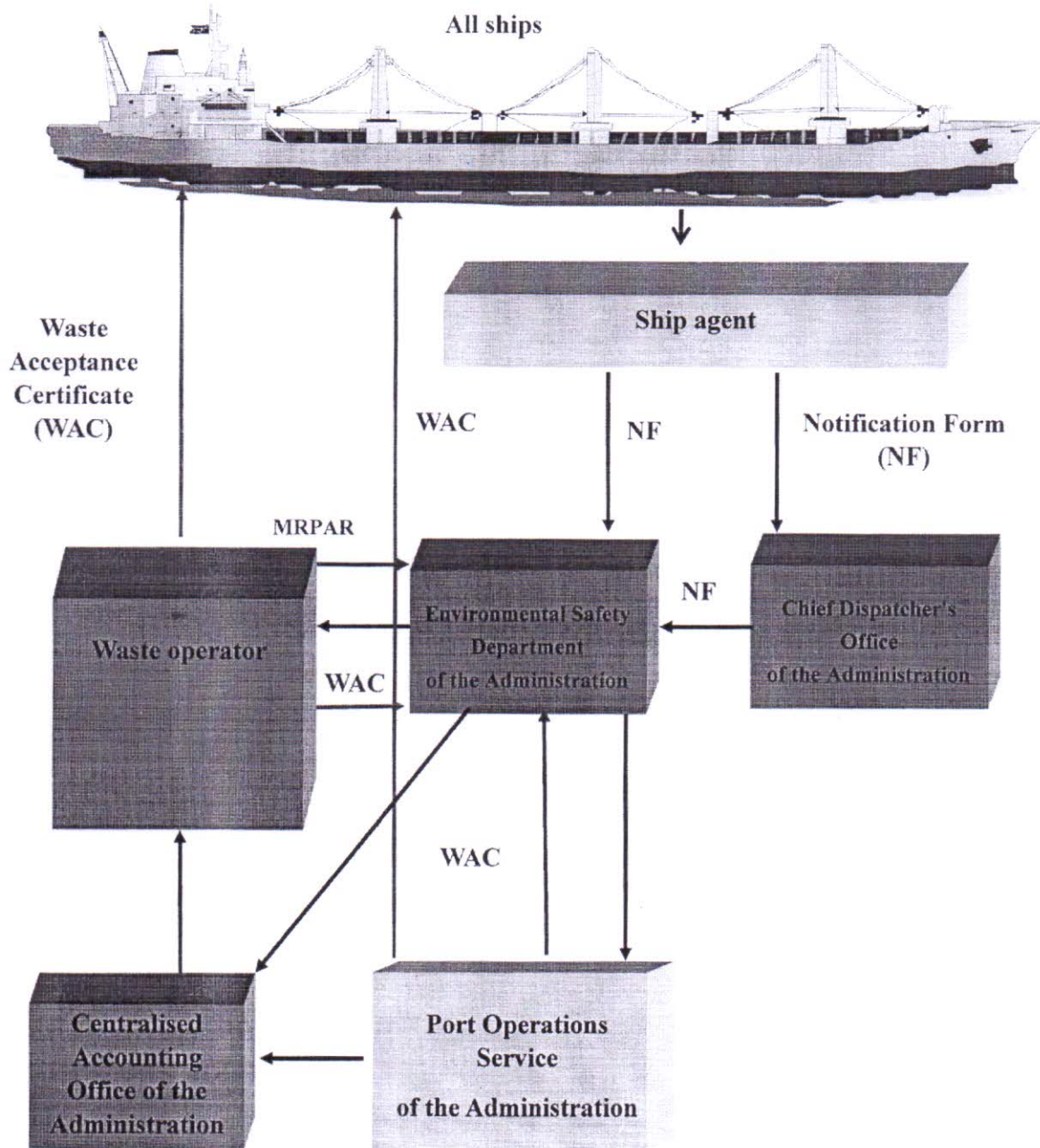
4.2 Solid waste (garbage) separation.

The ship crew shall separate waste. This requirement is established in Annex V of MARPOL, and covers the ship, particularly the galley, canteen, and laundry. Waste shall be separated by the following categories according to the Logbook of Operations with Wastes:

- A) Plastic
- B) Food wastes (special shipboard wastes)
- C) Paper, rags, glass, metal, bottles, crockery, and other
- D) Cooking oil
- E) Incinerator ash, not including ashes from plastic products which may contain toxic or heavy metal residues
- F) Operational wastes
- G) Cargo residues, including floating dunnage, lining, and packing materials
- H) Animal carcasses
- I) Fishing gear.

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Chart 2: Document flow and data recording



<p>MYKOLAIV BRANCH, USPA (Mykolaiv Sea Port Administration)</p>	<p>PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA PORT ADMINISTRATION ПІІСВ ЗВ 18-03-02-01-07 [PPSV ZB 18-03-02-01-07]</p>	<p>19 of 50</p>
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5. Tasks and responsibilities

5.1 Tasks and responsibilities of designated structural subdivisions of the Administration

The responsibilities of the ship master, agents are determined according to the current legislation (Merchant Shipping Code of Ukraine, mandatory regulations of the port, etc.) and contracts concluded in pursuance of the laws.

Chief Dispatcher's Office shall:

- 1) receive the NF from the ship master or agent;
- 2) transfer the NF to the Environmental Safety Department for further processing.

The Environmental Safety Department of the Administration shall:

- 1) analyse functions and activities of the dedicated subdivisions of the Administration, and update the Plan when necessary;
- 2) process documents submitted to obtain a 50% discount on a sanitary fee;
- 3) submit updated information on the reception facilities of the port for publication in the corresponding module of the Global Integrated Shipping Information System (GISIS).

The Port Operations Service of the Administration shall:

- 1) be responsible for timely and quality provision of services, and shall process all NF received from the Environmental Safety Department of the Administration;
- 2) organise all actions related to the reception of pollutants and wastes from ships;
- 3) record all types and volume of collected shipboard wastes;
- 4) draw up the shipboard waste acceptance certificate (SBWAC).

The Settlement Centre of the Administration shall:

- 1) determine the amount of a sanitary fee and the cost of services of removing shipboard wastes (waters containing pollutants, garbage) from ships;
- 2) calculate the discount on a sanitary fee based on the statement of discount on sanitary fee.

The Centralised Accounting Office of the Administration shall:

- 1) pay for the services to wastes operators which provide services under the contracts concluded with the Administration (if any).

The Automotive Support Complex of the Administration shall:

- 1) arrange for the removal of sewage from ships by a motor tank, and removal of bilge water and washing water, when necessary.

5.2 Tasks and responsibilities of waste operators:

Upon receipt of information set forth in the NF, the waste operator shall find out the date and place of collection, collect shipboard wastes (waters containing pollutants, garbage) in compliance with the requirements of fire and process safety, as set forth in the Plan, without creating any ungrounded delays for the ships. Besides, the waste operator shall inform the Environmental Safety Department about any violations discovered during waste collection.

The waste operator shall keep the records and draw up the SBWAC in three copies, which shall be signed by the ship master and attested with the seals:

- 1) one copy of the SBWAC shall be left on board the ship for the registration in the ship's log book and in other documents, as well as for presentation during inspections;
- 2) one copy of the SBWAC shall be given to the waste operator;
- 3) one copy of the SBWAC shall be submitted to the Environmental Safety Department.

Any remarks shall be noted in such SBWAC.

Besides, waste operators shall:

- 1) register all data on shipboard wastes (waters containing pollutants, garbage) in the respective log books;
- 2) keep duly completed and signed SBWAC for at least two years;

3) draw up a monthly report on shipboard wastes (waters containing pollutants, garbage) received from each ship, and submit them to the Environmental Safety Department of the Administration until the 5th day of each month (Annex 3);

4) the conditions for the collection and further processing of wastes from ships by waste operators are established in the respective contracts between waste operators and the Administration.

6. Charges and fees

6.1 Sanitary fee (current system)

According to the Order No. 316 of May 27, 2013 of the Ministry of Infrastructure of Ukraine "On Harbour Duties", a sanitary fee shall be paid by all ships of group A which call at the port regardless of whether they deliver any shipboard wastes (waters containing pollutants, garbage) or not.

Ships of groups B, C, D, E, and F shall not pay a sanitary fee.

All payments associated with the collection of shipboard wastes (waters containing pollutants, garbage) of any type shall be paid in the sea port by the ship owner or its agent.

The amount of a sanitary fee is calculated according to the relative tonnage of a ship (cubic meters) (length, width, and side height), as specified in the International Tonnage Certificate or in another equivalent document.

Ships of category A shall pay the duties for 1 cubic meter of the relative tonnage of ship at the following rates:

Port	Foreign ships		Ukrainian ships	
	Moorage up to 10 days	Moorage over 10 days	Moorage up to 10 days	Moorage over 10 days
<i>Name of the port</i>	USD/cubic meter*	USD/cubic meter	USD/cubic meter	USD/cubic meter
Mykolaiv	0.022	0.036	0.0022	0.0036

*cubic meters of the relative tonnage of a ship

Ships which are equipped with environmental protection appliances for complete disposal of all kinds of shipboard wastes and pollutants and have an international certificate of the prevention of sea pollution with oil, sewage, and the certificate of the prevention of pollution with garbage (environmentally clean), shall receive a 50% discount on a sanitary fee. In order to receive a 50% discount on a sanitary fee, the following documents shall be submitted to the Environmental Safety Department of the Administration:

1) a copy of the International Certificate for the Prevention of Sea Pollution with Oil, with Annexes;

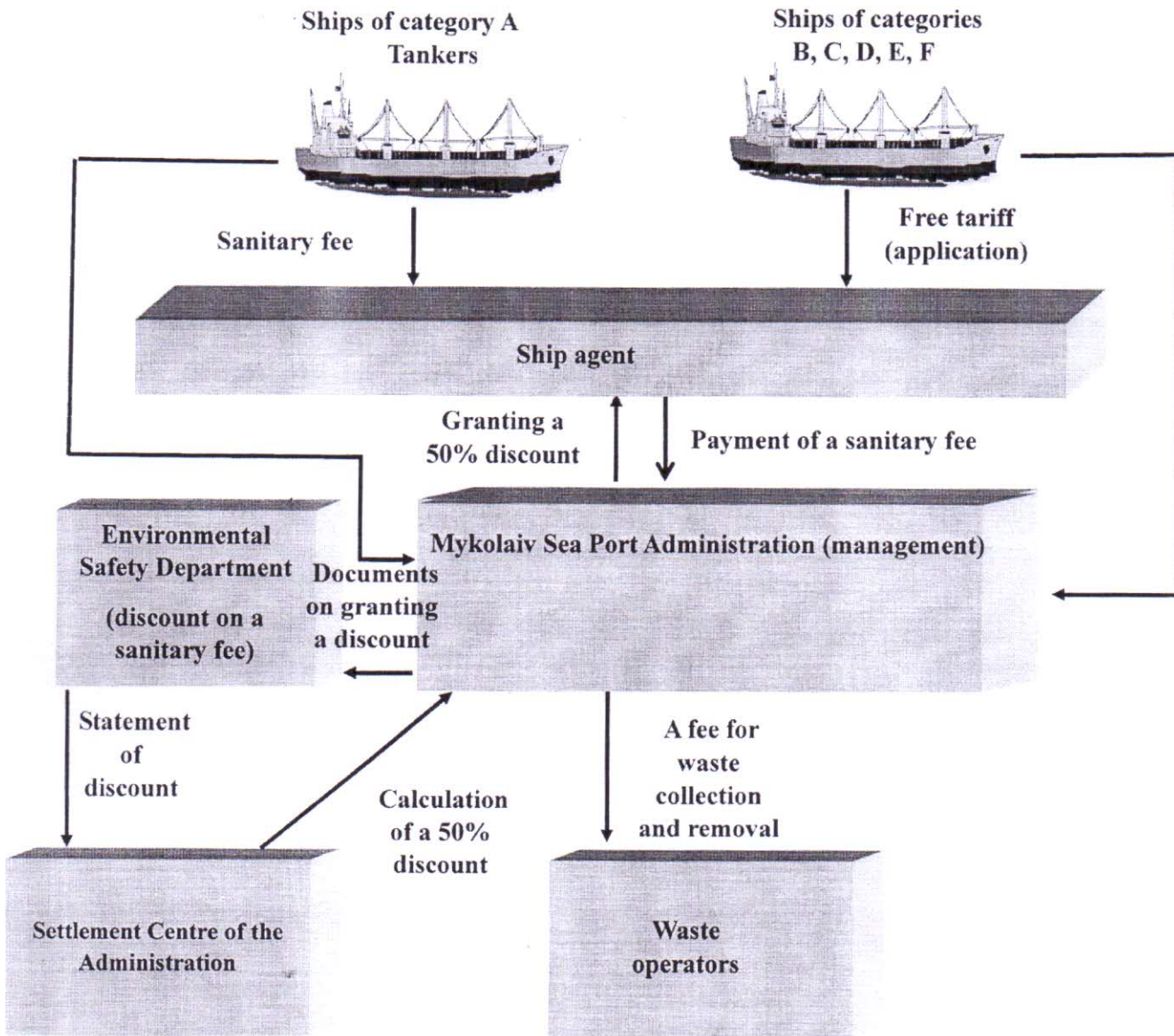
2) a copy of the International Certificate for the Prevention of Sea Pollution with Sewage;

3) a copy of the Certificate for the Prevention of Pollution with Garbage (Environmentally Clean).

After the aforesaid documents are submitted, the Environmental Safety Department of the Administration shall prepare the necessary documents to the Settlement Centre of the Administration for obtaining a 50% discount.

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Chart 3. Payment system



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7 Standard documents

This section contains the list of standard documents for registration and documentation of data in the waste management system in Mykolaiv Sea Port.

There are the following standard forms and documents:

Types of documents

Annex 1. Notification Form of Waste Delivery from Ships to Mykolaiv Sea Port

Annex 2. Shipboard Waste Acceptance Certificate

Annex 3. Monthly Report on Pollutants Actually Received

Annex 4. Requirements for Standard Flange Joints for the Delivery of Liquid Pollutants

Annex 5. Notification Form of the Expected Lack of Reception Facilities in Mykolaiv Sea Port

MYKOLAIV BRANCH,
 USPA
 (Mykolaiv Sea Port
 Administration)

PLAN OF SHIPBOARD WASTE AND CARGO
 RESIDUE DISPOSAL IN MYKOLAIV SEA
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Annex 4. Requirements for Standard Flange Joints for the
 Delivery of Liquid Pollutants

In order to enable connection of flexible tubes of the reception facilities with the discharge pipe of the ship, all these pipes shall have standard joints according to the table below:

Description	Size		
	Bilge waters, oil residues		Sewage
External diameter	215 mm		210 mm
Internal diameter	According to the external diameter of a pipe		According to the external diameter of a pipe
Flange holes/slots	6 holes for bolts d=22 mm located at the same distance at the edges of Flange. Slot depth = 22 mm		4 holes for bolts d=18 mm located at the same distance at the edges of flange. Slot depth = 18 mm
Flange thickness	20 mm		16 mm
Bolts and screws: Size, diameter	6 pcs., each with d=20 mm and respective length		4 pcs., each with d=16 mm and respective length
	Flange is designed so as to fit pipes with the maximum internal diameter of 125 mm, and is made of steel or other similar material with a flat surface. Such flange, along with a gasket made of oil resistant material, is designed for the working pressure of 6 kgf/cm ²		Flange is designed so as to fit pipes with the maximum internal diameter of 100 mm, and is made of steel or other similar material with a flat surface. Such flange, along with a gasket made of oil resistant material, is designed for the working pressure of 6 kgf/cm ² .

<p>MYKOLAIV BRANCH, USPA (Mykolaiv Sea Port Administration)</p>	<p>PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA PORT ADMINISTRATION ПІСВ 3В 18-03-02-01-07 [PPSV ZB 18-03-02-01-07]</p>	<p>24 of 50</p>
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Annex 5

Notification Form of the Expected Lack of Reception Facilities in Mykolaiv Sea Port (under MEPC.1/Cir.834)

FORM

1 SHIP DETAILS 1.1 Ship's name: _____

1.2 Owner or operator: _____

1.3 Distinctive number or letters: _____

1.4 IMO number: _____

According to the IMO System of Ship Recognition Numbers adopted by IMO as the Resolution of the Assembly A.1078(28).

1.5 Gross tonnage: _____

1.6 Port of registration: _____

1.7 Flag state: _____

Name of the state under the flag of which the ship is entitled to sail

1.8 Ship type: Oil tanker Chemical tanker Dry cargo vessel Other cargo vessel Passenger vessel Other (specify) _____

2 PORT DATA 2.1 State: _____

2.2 Name of port or harbour: _____

2.3 Location / name of the terminal: _____ (example: berth/terminal/pier)

2.4 Name of the company that maintains reception facilities _____

2.5 Type of port operation: Port of unloading Port of loading Ship dockyard Other (specify) _____

2.6 Date of arrival: __/__/__ (day/month/year)

2.7 Date of the event: __/__/__ (day/month/year)

2.8 Date of departure: __/__/__ (day/month/year)

3 LACK OF RECEPTION FACILITIES

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3.1 Type and volume of wastes for which the lack of reception facilities of the port has been discovered, and nature of problems that occurred

Type of wastes	Delivery volume (m3)	Volume that has not been received (m3)	Problems that occurred Specify the problems that occurred using one or more letters of the code given below, depending on the case: A - no reception facilities B - ungrounded delay C - use of facilities is technically impossible D – inconvenient location E – ship had to change the berth, which caused the downtime / expenditures F - ungrounded payment for using reception facilities G - other (specify in clause 3.2)
Under MARPOL, Annex I Type of oil containing wastes:			
Bilge waters			
Oily residues			
Sludge after cleaning tankers			
Contaminated ballast waters			
Sediments and sludge after cleaning the tank			
Other (specify)			
Under MARPOL, Annex II Category of harmful liquid substance *4 residue / water for unloading to the reception facilities from washing tanks:			
Substance of category X			
Substance of category Y			
Substance of category Z			
Under MARPOL, Annex IV Sewage			
Under MARPOL, Annex V Type of garbage: A. Plastic			

B. Food wastes			
C. Domestic wastes (e.g., paper products, rags, glass, metal, bottles, crockery etc.)			
D. Cooking oil			
E. Ash			
F. Discharge waters			
G. Cargo residues			
H. Animal carcasses			
I. Fishing gear			
Under MARPOL, Annex VI			
Ozone depleting substances and equipment containing such substances			
Waste gas cleaning residues			

3.2 Additional information about the problems described in the table above

3.3. Did you discuss those problems or report them to the operator of the reception facilities of the port?

Yes No

If yes, with whom? (please, specify) _____

If yes, what was the answer of the operator of the reception facilities of the port regarding these problems?

3.4. Did you give a preliminary notification (according to the rules of the port) regarding the requirements of your vessel to the reception facilities?

Yes No Not applicable

If yes, did you receive a confirmation of the availability of the reception facilities of the port to arrival?

Yes No

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4 ADDITIONAL REMARKS /COMMENTS/

*4 In clause 3.2 provide an exact name of cargo category under NLS and whether the substance is "solid" or "highly viscous" under MARPOL, Annex II, Section 1, paragraphs 15.1 and 17.1, respectively.

Ship master's signature
(day/month/year)

Date: ___ / ___ / ___

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Annex 6: Procedure for obtaining information on the lack of receiving facilities in the seaports Mykolayiv

This Procedure defines the procedure for obtaining information on the lack of reception facilities at the seaports of Ukraine in accordance with the Consolidated Manual for users of port receiving facilities from 01.03.2018 MPEC.1 / Circ.834 / Rev.1.

For the purposes of this order, under the information on the lack of reception facilities at the seaports of Ukraine it is understood:

1) Information on the lack of reception facilities in the seaports of Ukraine contained in the official letter of the master of the vessel, the authorized representative of the shipowner or the flag state;

2) Information on the lack of reception facilities in the seaports of Ukraine contained in the relevant module of the Global Integrated Information System (GISIS) of the International Maritime Organization (IMO);

3) Information on the lack of reception facilities in the seaports of Ukraine, which is contained in the report on the results of planned or unscheduled assessment of port reception facilities.

In order to ensure that information on the lack of reception facilities is reviewed from the master of the ship or the shipowner's representative at the seaport, commissions on consideration of information on the lack of reception facilities (hereinafter - the Commission) are formed.

1) The commission is created by the decision of the head of the branch in the seaport within two days from the moment of receipt of the information, as well as the management unit of the state enterprise "AMPU" in writing is notified in writing not later than within

24 hours after the receipt of the information. The decision on the formation of the Commission contains information on the subject and date of commencement and termination of the commission. The term of office of the Commission can not exceed 14 days.

3.2) The Commission is headed by the head, by position, not lower than the deputy head of the branch. The commission consists of representatives of the service of the seaport captain, the main dispatching port, the department of ecological safety, the legal service, the safety services of navigation and representatives of the unit authorized to accept ship pollution, including the representative of the management apparatus of the state enterprise "USPA" (with the consent of the head of the State Enterprise "USPA")

3.3) In case of necessity to work of the Commission, other branch employees, as well as scientists, employees of state authorities, bodies of local self-government, enterprises, institutions and organizations (in consultation with their leaders) may be involved in the Commission's chairmanship.

3.4) Members of the Commission are personally liable in accordance with the law for the completeness, comprehensiveness and objectivity of the Commission's findings and the non-disclosure of information relevant to its work.

3.5) The head of the branch, the decision of which approved the composition of the Commission, controls the work of this Commission and, if necessary, gives the mandate to be fulfilled.

When considering information in substance, the Commission establishes the presence or absence of circumstances justifying the information, as well as other circumstances that are relevant for the objective consideration of information.

1) The Commission verifies:

- Procedures for receipt of the information provided by the mandatory port regulations and the port management plan for handling ship waste and cargo balances from the master of the vessel, representative

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of the shipowner at the seaport regarding the need for acceptance from the vessel of solid and / or liquid contamination on time and in the established form;

- actions of the authorized representative to accept ship pollutions during the execution of the application, including the agreed date and time of performance of operations on acceptance of ship pollution;

- the state of receiving facilities (working, not working) at the time of receipt of the application for the acceptance of solid and / or liquid contaminants from the vessel.

2) In considering the information on the lack of reception facilities at the seaport, the chairman of the Commission may, if necessary, initiate a meeting on the issue raised in order to obtain comprehensive and objective information in substance. The master of a ship, the authorized representative of the shipowner, and the heads of the affiliated branches of the branch may be invited to the meeting. As a result of such a meeting, an appropriate protocol is drawn up, which is an integral part of the Act, which will be drawn up on the basis of the work of the Commission.

According to the results of the work, the members of the Commission compile the Act in two copies, which states:

information that became the basis for initiating the work of the Commission, the term of the Commission's work, its composition; list of documents examined by the Commission;

conclusions on the results of the work of the Commission, the reasons and conditions that led to the violation, the measures taken or recommended to eliminate them or the circumstances, which confirm the unjustified information;

justified recommendations for elimination of revealed violations.

All materials on the issue raised, including a copy of the Act, within three days from the end of the Commission's work, are sent to the service of safety of navigation and environmental safety of the management apparatus of the State Enterprise "USPA".

The service of safety of navigation and ecological safety of the management apparatus of the State Enterprise "USPA" analyzes the information received and, upon approval of the recommendations of the Commission on the elimination of the revealed violations, sends a written notification to the head of the branch, which has, within a week from the moment of obtaining the consent, to issue an order to eliminate the revealed violations from a clear definition of deadlines and responsible persons. The head of the branch must report in writing to the service of safety of navigation and ecological safety of the management apparatus of the state enterprise "USPA" on the progress of the elimination of the revealed violations.

. According to the results of the information review, the safety management services and ecological safety of the management apparatus of the State Enterprise "AMPU" prepare the relevant letters to the International Maritime Organization and the flag State of the vessel in order to inform them of the results of the consideration of information.

2. The Maritime Safety and Environmental Safety Service of the management unit of the USPA quarterly, by the 15th of the month following the reporting quarter, information is provided to the ports of the port authorities on the conclusions of the Commissions in order to prevent the occurrence of inadequate reception facilities in the seaports of Ukraine.

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ПЛАН УП ШИФБУАКУ ВАСИЕ АНУ ЦАКУУ
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Annex 7: Procedure of action in case of absence, failure, repair, etc. of the receiving building

Decommissioning of the receiving building (swimmer, pickup truck, etc.).

Providing a branch of the State Enterprise "USPA" (initiator) the letter (message) to the management apparatus of the "USPA" with the indication of the following information:

- the dates and reasons for the failure of the receiving building *;
- needs in the reception building (float collector, pickup truck, etc.);
- planned actions to eliminate the circumstances and reasons for the withdrawal of the receiving structure in a state of failure or exploitation.

* In case of planned actions, the message is sent within 14 working days, in other cases urgently, but not later than 24 hours

The branch of the State Enterprise "USPA" takes the following measures:

- consideration of the possibility of replacing the receiving building with other reception facilities located on the branch balance;
- consideration of the temporary replacement of the receiving building, the construction of another branch

In the case of a temporary transfer of the required reception facility from one branch of the State Enterprise "USPA" to another, the receiving building with the ship's crew or personnel shall be transferred to the operational subordination to the appropriate structural subdivision of the branch State Enterprise "USPA", which was granted a temporary order.

The branch of the State Enterprise "USPA", to which the appropriate funds are temporarily transferred, necessarily informs about this the management apparatus of the "USPA"

Upon returning to operation of the receiving building, the branch shall return the temporarily provided funds as reported by the management unit of the "USPA"

Notes:

1. All calculations on the compensation of expenses for the use of the environmental fleet shall be carried out in accordance with the order of the State Enterprise "USPA" dated 07.12.2015, No. 253 "On approval of the accounting policy of the State Enterprise "USPA" and only on the basis of signed acts of performed work.
- In case of necessity of extending the period of provision of the environmental fleet to another branch of the State Enterprise "USPA", the initiator shall draw up an additional letter to the management department of the State Enterprise "USPA".

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РЕЗИДУИ ВИКИДАНОК У МІККОЛАЙВІВСЬКОМУ
ПОРТІ АДМІНІСТРАЦІЇ
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Annex 8: Estimation of the effectiveness (adequacy) of available forces and means to ensure the acceptance of marine pollutants in the seaport of Mykolaiiv

Section A. Evaluation information

Auditor:	Organization and Address:	Information for communication Phone: Fax:	Date
The name and location of the port:			
Port name and connection information: Representatives			
	Name: Position: Organization: Address: Phone / Fax: E-mail:		
	Name: Position: Organization: Address: Phone / Fax: E-mail:		

Section B. Brief information on provided waste reception facilities

Type of waste		Can waste be taken (yes / no)	Type of reception facility (stationary tanker or barge)	Any content restrictions (m3)	Organization providing services (port, private contractor, state body or other organizations) Indicate the number of organizations providing services
Oil containing	Oily tank washing (slops)				
	Dirty ballast water				
	Oily bilge water				
	Oily residues (sludge)				
	Grey waters				
Harmful liquid substances	Category X				
	Category Y				

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 РЕЗІДУУ ВИКЛЮЧЕННЯ В МІКЛАІВІ СЕА
 ПОРТ АДМІНІСТРАЦІЇ
 ІІІСВ 3В 18-03-02-01-07
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Category Z					
Others					

Sewage					
Garbage	Category A				
	Category B				
	Category C				
	Category D				
	Category E				
	Category F				
	Category G				
	Category H				
	Category I				
	Category J				
	Category K				
	Ozone-depleting substances				
	Remains from the cleaning of exhaust gases				

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Section C. Demand for reception facilities for waste

Type of ship*	Number of events during the analysis period	Average deadweight (tonne)	Average number of people on a ship	The number of waste applications
Oil tankers *				
Combined vessels*				
Chemical tankers*				
Vessels for transportation of general cargoes				
Containers				
Bulkers				
Ro-ro				
Bulk carriers (dry cargo)				
Passenger ships				

Oil containing wastes
 Harmful liquid substances
 Sewage/Grey garbage
 Protection of atmospheric air waters

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Livestock
transportation
vessels

Fishing vessels

Pleasure boats

Others

* The types of ships marked by the star (*) are specified in the MARPOL 73/78 appendix. Other types of vessels are indicative, since their operation may affect the necessary reception facilities.

Section D. Assessment of receiving facilities for waste
Section D 1. Oil containing waste

Question	Yes	No
1 How are oil containing waste removed? (Please provide details, if any, on a separate sheet) <p style="text-align: right;">separation of oil and water with subsequent recirculation and removal recirculation burning otherwise (specify)</p>		
2 Are there any restrictions on the reception or collection of oil waste by service providers? (Please provide details, if any, on a separate sheet) <p style="text-align: right;">Minimum amount</p>		

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<p>3 Are receiving facilities for oil wastes -</p>	<p>Maximum number Reset rate (m³ / h) Type of ship Access to the berth Other restrictions (specify)</p>	<p>Round the clock, 7 days a week Round the clock, 5 days a week Only during working hours, 7 days a week Only during working hours, 5 days a week</p>	
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<p>4. Do you need an early warning about the presence of oil-</p>	<p>0 hours 12 hours 24 hours 48 hours</p>		
<p>5 . 1 Are waste treatment services available?</p>	<p>free</p>	<p>for a fee included in the fixed fee for using the port for a fee that is additionally going to other services</p>	

MYKOLAIV BRANCH, USPA (Mykolaiv Sea Port Administration)	PLAN OF SHIPBOARD WASTE AND CARGO RESIDUE DISPOSAL IN MYKOLAIV SEA PORT ADMINISTRATION ИТІСВ ЗБ 18-03-02-01-07 [PPSV ZB 18-03-02-01-07]	37 of 50
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.2 Is there a fee: 6 Are waste collection services available?	moderate in terms of services rendered unattractive other (specify at all berths on most berths only on one berth courts on anchorage within the port ships on anchorage outside the port otherwise (specify)		
Remark: On the basis of the above, please give an assessment of the waste reception facilities provided: 1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements Section D 2. Harmful Liquid Substances (HLS)			

Question	Yes	No
1 How are the HLS removed? (Please provide details, if any, on a separate sheet)		
Directly from the vessel into a mobile building In the prefabricated tanks of the ship until the pumping out otherwise (specify)		
2 Are there any restrictions on the acceptance or collection of HLS by service providers? (Please provide details, if any, on a separate sheet)		

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	<p>Minimum amount Maximum number Reset rate (m3 / h) Type of ship Access to the berth</p>		
<p>3 Are the reception facilities for HLS -</p>	<p>Round the clock, 7 days a week Round the clock, 5 days a week Only during working hours, 7 days a week Only during working hours, 5 days a week At other times (specify)</p>		
<p>4 Is it necessary to receive an early warning about the acceptance of HLS?</p>	<p>0 hours 12 hours 24 hours 48 hours</p>		
<p>5 Are waste reception services available?</p>			

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<p>free for a fee included in the fixed fee for using the port for a fee that is additionally going to other services</p>			
<p>6 Are waste collection services available? at all berths on most berths only on one berth courts on anchorage within the port ships on anchorage outside the port otherwise (specify)</p>			
<p>Remark:</p>			

On the basis of the above, please give an assessment of the waste reception facilities provided:

1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements

Section D 3. Sewage/grey waters

Question	Yes	No
<p>1 How are Sewage/grey waters removed? (Please provide details, if any, on a separate sheet)</p> <p>Immediately into the sewage system</p>		

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Immediately in a mobile building

In the collective tanks of the vessel with further transfer into a mobile building

From the ship to the facility for processing on site, then to the sewer system
 otherwise (specify)

2 Are there any restrictions on receiving or collecting Sewage/grey waters from the service providers? (Please provide details, if any, on a separate sheet)

Minimum amount
 Maximum number
 Reset rate (m³ / h)
 Type of ship
 Access to the berth

3 Are reception facilities for sewage/grey waters -

Round the clock, 7 days a week
 Round the clock, 5 days a week
 Only during working hours, 7 days a week
 Only during working hours, 5 days a week
 At other times (specify)

4 Is it necessary to warn early about receiving sewage/grey waters?

0 hours

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5 Are waste reception services available? free	12 hours 24 hours 48 hours	
6 Are waste collection services available? for a fee included in the fixed fee for using the port for a fee that is additionally going to other services	at all berths on most berths only on one berth courts on anchorage within the port ships on anchorage outside the port otherwise (specify)	
Remark:		

On the basis of the above, please give an assessment of the waste reception facilities provided:
 1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements

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Section D 4. Removing garbage - on the shore

Question		Yes	No
1 Where is rubbish removed? (Please provide details, if any, on a separate sheet)			
	Garbage dump belonging to local government		
	Private garbage dump		
	Transmission point		
	The facility for recycling materials		
	Unknown		
2 How is quarantine waste removed? (Please provide details, if any, on a separate sheet)			
	insinerator		
	sterilization		
	burial		
	ordinary dump		
Removing garbage from the ship to the shore			
3 Are there any restrictions on the acceptance or collection of garbage? (Please provide details, if any, on a separate sheet)			
	Minimum amount		

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	Maximum number	
<p>4 Are reception facilities for sewage/grey waters available -</p> <p>Round the clock, 7 days a week</p> <p>Only during working hours, 7 days a week</p> <p>Only during working hours, 5 days a week</p> <p>At other times (specify)</p>	<p>Type of ship</p> <p>Vehicle access to berths</p>	
<p>5 Is it necessary to warn early about receiving sewage/grey waters?</p> <p>0 hours</p> <p>12 hours</p> <p>24 hours</p> <p>48 hours</p>		
<p>6 Are waste reception services available?</p> <p>Free</p> <p>for a fee included in the fixed fee for using the port</p> <p>for a fee that is additionally going to other services</p>		
<p>7 Are waste collection services available?</p> <p>at all berths</p> <p>on most berths</p> <p>only on one berth</p> <p>courts on anchorage within the port</p> <p>ships on anchorage outside the port</p> <p>otherwise (specify)</p>		

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<p>Remark:</p>		
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On the basis of the above, please give an assessment of the waste reception facilities provided:

1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements

Section D 5. Waste treatment system

Question	Yes	No
1 Has the Plan on treatment ship wastes and cargo residues been developed and used?		
2 Is the Plan on treatment ship wastes and cargo residues part of a general environmental management system (EMS) for the port?		
3 Are yacht clubs and fishing harbors included in EMS, do they need to develop their own EMS?		
4 Is there a brief description of the type of waste that is being taken, as well as collection / disposal facilities / services in the Plan on treatment ship wastes and cargo residues?		

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<p>5 Does the Plan on treatment ship wastes and cargo residues provide for the management of:</p>	<p>Operation:</p>	
<p>6</p>	<p>Building management Maintenance Signage system Infrastructure Contractual arrangements Emergency actions Seasonal changes Training and training Transfer of responsibility and accountability Compliance with regulatory conditions, including revision</p>	
<p>7</p>	<p>Technical standards:</p>	<p>Requirements for construction Inclusion of new technologies Requirements for cleaning Maintenance of equipment in accordance with technical standards</p>
<p>8</p>	<p>Environmental considerations:</p>	

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	<p style="text-align: center;">Prevention of contamination of surface water</p> <p>Noise emission</p> <p>Influence on vision</p> <p>Isolation of smell</p> <p>Specific considerations due to the local environment (for example, the proximity of highly humid lands or mangroves)</p> <p style="text-align: center;">Natural processes near the coast (for example, strong tides)</p>		
	<p>Future expansion / upgrade plan:</p> <p style="text-align: center;">9</p> <p>Oil containing Waste</p> <p>Harmful liquid substances</p> <p>Sewage/grey waters</p> <p>Rubbish</p> <p>Recycling waste</p> <p>Quarantine waste</p>		
10	Is there any information about all waste disposal service providers?		
11	Are licensed / approved service providers in accordance with the law?		
12	Are there any duplicate licenses in the file case?		
13	Is there a copy of the licenses for waste disposal facilities used by the service providers in the bundle?		

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14	Are the receipts for waste disposal / are there copies of them in the file case?		
15	Are there alternative suppliers of waste disposal services or disposal facilities (eg empty barrels, recycled waste oil reclaimers)?		
16	Is there a procedure for selecting suppliers of waste disposal services (for example, a list of prevailing contractors)?		
17	Is there any information about spare facilities in the file case?		
18	Does the Plan on treatment ship wastes and cargo residues include an emergency plan?		
19	Are the following questions reflected in the plan sufficiently? spill liquid scattering of solids gas leakage fire or explosion points of contact in the event of an emergency others (specify)		
20	Is there information about the amount of each waste stream received, the receipt date, the contractor for removal work and the method of removal or processing? (Registered Data / Attached Copies)	oil containing waste harmful liquid substances sewage rubbish recycling waste quarantine waste	
21	Are the quantities of each accepted waste stream changing? within a month (for example, due to changes in the movement of courts) during the year (for example, due to seasonal changes) over a number of years (for example, given the growth of industry)		

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	is unknown	
22	Does this information be analyzed on a permanent basis to detect changes in use (both short-term seasonal changes and long-term growth or decline) and to assist in the preparation of future plans? (Available Charts)	
23	Are changes to the request for waste reception facilities always taken into account?	
24	Are there plans for future upgrades, expansions or reduction of waste reception facilities?	
25	Are existing facilities analyzed and the changes that may be needed to ensure the adequacy, timing or requirements of waste generation are determined on a permanent basis?	
26	Are revisions in accordance with the Plan on treatment ship wastes and cargo residues (at least two years from the start of implementation and every three years thereafter)?	
27	Is there a periodic review of the waste disposal plan?	
28	Are port users typically complying with MARPOL 73/78, the UNCLOS Convention and IMO?	
29	Is there any information about state and local rules regarding (if known, please indicate the law): Waste management Water pollution Air Pollution Noise emission Discharged into the sewer Storage of dangerous goods The requirement of the local government	
30	Is there information about the hierarchy of waste minimization, ie avoidance / reduction / reuse / recirculation / recycling?	
31	Is an open relationship between the port authorities and relevant organizations and agents maintained?	
32	Are there channels of communication and consultation with the relevant organizations to ensure that there are specific changes to the request for waste reception facilities? (Give examples of consultation methods)	

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33	Do port training programs (both port authorities and users) include the section on waste management and facilities provided in the port?				
34	Is there a section in the Plan on treatment ship wastes and cargo residues or a separate document that is included in the agreement with port users and sets requirements for the use of port reception facilities for waste?				
35	Are there clear and well-marked designations for waste reception facilities, and they include: information for the vessel about the initial point of connection of reception facilities for waste indication of referral to the receiver or location of the removal point marking all receivers and removal items numbers for communication action in an emergency translation into other languages if needed				
36	Are there posters / brochures for each waste reception facility?				
37	How does this information come to the vessels?				
Remark:					

On the basis of the above, please give an assessment of the receiving receiving facilities for waste:
1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements

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Section E. Assessment of the adequacy of services

Organization:	Interviewed representative	Information for communication	Poll date:
		Address:	
		Phone:	
		Fax:	
According to the respondent's representative, how can we generally evaluate waste collection services:			
1 - Below is satisfactory	2 - Satisfactory	3 - Fully meet the requirements	
Please indicate the positive aspects of waste reception services: please indicate the disadvantages of waste reception services:			

On the basis of the above, please give an assessment of the waste reception facilities provided:
 1 - Below satisfactory 2 - Satisfactory 3 - Fully meet the requirements