



PORTS OF
TILBURY
AND
TILBURY2
LONDON

PORT WASTE MANAGEMENT PLAN

Issue 9 : May 2021

A P P R O V E D

Meets the rerequirements of MS Port Waste Reception
Facilities Regulations 2003 (as ammended)

22 June 2021

Z Raza/ Colchester MO



TABLE OF CONTENTS

Preface	<i>Table of Contents</i> <i>Distribution List</i> <i>Revision History</i> <i>Glossary</i>
Section 1	Introduction & Policies 1.1 General Introduction & Background 1.2 Purpose of Plan 1.3 Scope of the Plan 1.4 Responsibilities 1.5 Liaison with Other Parties 1.6 Plan Revision 1.7 Consultation with Customers 1.8 Environmental Policy 1.9 Advice to Vessels for Tilbury
Section 2	Vessel Obligations 2.1 Pre-Arrival Notifications 2.2 Delivery of Ship-Generated Waste 2.3 Ship Exemptions 2.4 Vessel Non Compliance 2.5 Example of Notification Form
Section 3	Port Obligations 3.1 Management of Pre-Arrival Notifications 3.2 Charges for Use of Reception Facilities 3.3 Provided Facilities in the Port 3.4 Reporting of Vessel Non Compliance to MCA 3.5 Investigation of Complaints from Vessels in respect of Inadequate Facilities 3.6 Inspections by MCA Staff
Section 4	Special Waste Handling 4.1 Hazardous Waste 4.2 Disposal of Dunnage
Section 5	Complaints Procedure 5.1 Masters Actions 5.2 Port Actions

5.3 MCA Actions

Section 6 Reports

6.1 Waste Contractor Returns

6.2 Port Returns

6.3 Statistical Review

Section 7 Legislation

7.1 Applicable Legislation

7.2 Legislation Compliance

7.3 Movement of Hazardous Waste

APPENDICES

Appendix 1 Port of Tilbury London Limited List of Approved Waste Contractors.

Appendix 2 Copy of Letter sent to Ships Agents and Port of Tilbury London Limited Contractors.

Appendix 3 Specification for 'SPIDER' waste recycling vehicle.

Appendix 4 Contact details.

Appendix 5 Skip Locations Plan

Appendix 6 POTLL Port Waste Management Plan Consultation

DISTRIBUTION LIST

Externally the POTLL waste management plan is distributed to:

- Maritime Coastguard Agency (MCA)
- Port of London Authority (PLA)
- London Port Health Authority

The plan is also available on the Company's website under Marine Manuals and Guidelines:

<https://www.forthports.co.uk/marine/tilbury-port-authority/>

Internally the plan is also distributed by e-mail to the Asset Managers.

REVISION HISTORY

Date	Section	Page (s)	Brief Details	Amended By
01/10/03	ALL	ALL	Version 1 issued	D A Reid
25/10/03	ALL	ALL	Version 2 issued for MD'S signature	D A Reid
01/11/03	ALL	ALL	Draft version issued for informal submission to MCA	D A Reid
23/02/04	ALL	ALL	Update after DEFRA input	H Dale
25/03/04	ALL	ALL	Revised version for submission to MCA	H Dale/ S Lucas L Rushbrooke
11/04/05	ALL	ALL	Revised third version for submission to the MCA	R.B.Exley
11/12/06	2.6	8&9	Amended notification procedures	R B Exley
11/12/06	DISTRIB	vi	All copies now uncontrolled	R B Exley
11/12/06	ALL	ALL	Version 4 issued	R B Exley
17/04/09	ALL	ALL	Revised version 5 for submission to MCA	A.J Turner
11/06/09	ALL	ALL	Version 5 approved by MCA 08/05/09	A.J Turner
10/05/11	3.2	10	Charges amended	A.J Turner
10/05/11	Appendix 1	v	"Nordic" replaces "E&B Waste"	A.J Turner
10/05/11	Appendix 4	22	"Nordic" replaces "E&B Waste"	A.J Turner
03/01/12	3.2	10	Charges amended	A.J Turner
14/05/12	ALL	ALL	Revised version 6 for submission To MCA	A.J Turner
30/09/15	ALL	ALL	Revised version 7 for submission To MCA	A.J.Turner
25/05/18	1.3	2	Reference to SCA deleted	C. Chas
25/05/18	3.4	12	MCA address updated	C. Chas
25/05/18	App. 1	18	Deleting Sita UK from list. TLM replaces Sita and Slicker Recycling as new name for Eco Oil	C. Chas
25/05/18	App. 4	22	Appendix 4 regarding SCA deleted	C. Chas
25/05/18	App. 4	22	Contact details added	C. Chas
25/05/18	App. 5	23	Skip locations plan updated	C. Chas
25/05/18	Appendices	iii	Appendices list updated	C. Chas
01/06/18	3.2	10	Charges updated	C. Chas
05/10/18	1.7	3	Adding section regarding consultation with Customers	C. Chas
05/10/18	App. 6	24	Consultation questionnaire	C. Chas

04/02/19	1.1	1	Legislation update	C. Chas
16/08/19	Preface	IV	Distribution list	C. Chas
	1.2	2	Incorporation of Tilbury2	
	1.3	2	Description of Tilbury1	
	1.9	4	Location of PWMP in new website. NtM no. 21 of 2017	
	2.5	8	Amended waste notification form with Tilbury 2	
	3.2	10	Charges update	
	App. 5	24	Tilbury 2 plan	
18/05/20	1.1	All	Legislation updated	N.Evans
	1.3	3	CMAT terminal updated	
	1.4	1	Harbour Master changed to Asset Manager Marine	
	1.6	3	Harbour Master changed to Asset Manager Marine	
	2.2	3	Sewage added to ship generated waste	
	2.5	All	Waste Notification procedure updated, sewage added to ship generated waste	
	3.2	V	Charges updated	
	3.3	1	Harbour Master changed to Asset Manager Marine	
	3.4	2	MCA address updated	
	3.5	1	Harbour Master changed to Asset Manager Marine	
	Appendix 4	All	Phone numbers updated	

GLOSSARY

Garbage

Means all kinds of victual, domestic and operational waste, generated during the normal operation of galleys.

General waste

Means all waste which is generated during the offloading of ships, which includes paper, plastics and wood but excluding oil.

Contaminated waste

Waste that includes oil-based products and waste generated as a result of maintenance.

Scrap Metal

Off cuts of metal and scrap machinery.

Clinical / Medical waste

Normally waste associated with minor medical procedures.

Batteries

Vehicle or electronic batteries containing toxic materials excluded from land fill waste sites.

Asbestos

All asbestos containing materials as defined in the 2002 Control of Asbestos at Work (CAW) Regulations.

Tyres

All tyres from motor vehicles and plant are considered Special Waste.

Refrigerators

All refrigerators and stand-alone Air Conditioning units are to be assumed as containing gases damaging to the environment and treated as Special Waste.

Chemicals

Unidentified drums or containers containing chemical substances are to be automatically treated as Hazardous Waste. This also applies to chemical spills.

Hazardous Substances

The hazardous properties listed in the Regulations include: explosive, flammable, oxidising, irritant, harmful, toxic, carcinogenic and corrosive properties.
Dealt with in section 4, **Special Waste Handling**.

SECTION ONE

INTRODUCTION

1.1 General Introduction and Background

It is widely recognised within the international community of maritime states, that in order to leave no excuse for ships to resort to the unacceptable practice of discharging their waste at sea, there must be a properly planned system of reception facilities in Ports, which are easy to use and cost-effective. This is one of the requirements of the International Convention on the Prevention of Pollution by Ships (MARPOL 1973/78).

Port waste management planning is made mandatory by the Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 (Statutory Instrument 2003/1809) as amended by the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) (Amendment) Regulations 2016 and detailed in Marine Guidance Note (MGN) 563 and *in the booklet "Port Waste Management Planning - A Guide to Good Practice"*. This plan has been prepared in association with these documents.

These Regulations also revoke and replace earlier legislation on port reception facilities, reinstating the existing requirements for harbour authorities and terminal operators to ensure the provision of adequate reception facilities for ships' wastes.

The Plan has been submitted for approval by the MCA, as the competent National Authority, verifying that it is in compliance with the requirements of the Regulations.

In accordance with the Freedom of Information Act, copies of the plan can be made available to the public on request.

1.2 Purpose of Plan

The primary purpose is to encourage the regular disposal of vessel generated wastes in an environmentally correct manner. It is also the aim to tailor and improve existing Port waste facilities by streamlining and analysing them, to the requirements of the users, through regular consultation and dialogue.

The plan advises ship's personnel of the arrangements in place within the Port of Tilbury and Tilbury2 for the disposal and recycling of ship's waste in accordance with the relevant MARPOL Annexes.

The Plan also defines procedures that will ensure that waste reception facilities are adequate to meet the needs of ships normally using the Port without causing the latter undue delay.

1.3 Scope of the Plan

The Plan relates to the POTLL enclosed dock system, to the riverside berths where such berths are directly operated by POTLL and now this plan now also includes the addition of Tilbury2. Tilbury2 has 3 river berths, two for RoRo vessels and another deep water berth for construction materials and aggregates. Tilbury2 has its own byelaws as covered in SI No.359 2019, under Schedule 7. For the rest of this plan the Ports of Tilbury and Tilbury2 shall be considered as the same Port which will be referred to as POTLL.

With the addition of Tilbury2 the pre-existing berthing area part of the former Tilbury Power Station has been extended and there will be three additional berths.

- Upstream and downstream Ro-Ro berths.
- CMAT berth.

The Ro-Ro terminal will be operated by P&O for freight ferries that already have a MCA exemption from the 2003 Regulations as amended. With regard to the CMAT berth for construction materials and aggregates at the eastern end of the jetty, a Category 1 skip will be placed for vessel's use. The CMAT terminal is still under construction and is not receiving vessels at the time of writing.

The Container Terminal at Northfleet Hope and 39 Berth formerly operated by Tilbury Container Services Limited (TCS) with its own Plan, is now operated by London Container Terminal (Tilbury) Ltd. (LCT) under POTLL Ownership. Category one skips are placed at the ends of each berth in which ship's crew are to place domestic waste.

1.4 Responsibilities

- The Asset Manager Marine administers the plan and ensures that ship Agents are kept advised of any changes to the list of approved waste contractors in the Port.
- The responsibility for the contract with a licensed waste contractor for the reception facilities from ships is with the Technical Services department.
- Individual berth operators are responsible for monitoring the landed waste in the skips located on their berth.
- The Safety, Health & Environment & Quality Manager is responsible for ensuring that any difficulties that arise in compliance with this Plan are resolved to the satisfaction of all concerned.

1.5 Liaison with Other Parties

A waste reception facilities plan has been operative in the Port for a number of years and over that period of time, the needs of Port customers in respect of reception facilities has been frequently assessed via the relevant ship Agencies.

In addition, information from the following organisations was taken into account during the compilation of this revised plan;

- Environment Agency
- Department for Environment, Food and Rural Affairs (DEFRA)
- Port of London Authority
- London Port Health Authority

1.6 Plan Revision

Following formal approval of this Plan by the MCA, updates to it will be considered as a result of periodic review and regular exercises. (Section 6.3 also refers in this respect). Should any proposals for change be considered necessary, the consultation process with the above bodies will continue to apply before any such changes are implemented.

This Plan has an approved lifespan of 3 years from the date of approval by the MCA and it will be submitted in its entirety for re-approval after that time.

In the interim period, any revision is the responsibility of the Asset Manager Marine. All revisions will first be submitted to the MCA for their formal approval before being incorporated into the Manual. Once approved, revision update(s) will be forwarded to all Plan holders as notated in the distribution list at the beginning of this book.

1.7 Consultation with Customers

As part of the triennial review of the waste management plan, Ports/Terminals should consult with their Port Users.

A consultation process was done for four weeks between the 17th of August 2018 and the 14th of September 2018. A set of questions as per Appendix no. 6 was sent out to Port Users and the feedback in general was that the service provided is satisfactory.

There was a couple of comments regarding the occasional necessity of disposing of waste when the vessel is transiting the lock on departure. It has been explained that this is due to difficult access to the berth or busy periods at Lock side when there is no availability of Marine Operatives to go to the berth to collect the waste with the waste truck. Also a couple of comments regarding no availability of skips on certain berths, this is mainly due to the collection service provided by waste truck allowing the Port to monitor and control better any waste disposed by vessels. Finally, one

Customer complained about the lack of information regarding waste notifications so they have been informed of the Notice to Mariners already sent regarding waste.

1.8 Environmental Policy

The Port's environmental policy is contained within the Port of Tilbury Safety, Health, Environmental and Quality Management System and Forth Ports Marine Safety Management System.

The Tilbury Management Board recognises its responsibilities to protect the environment and minimise any adverse environmental impact of its activities. The Company considers that these matters are Management responsibilities that rank equally with all other considerations.

It is the intention and aim of the Company to provide safe and healthy working conditions for all employees. In order to achieve this aim, all employees at all levels are reminded that the success of this policy depends upon the acceptance by each of them of the respective degrees of responsibility for health and safety matters in their respective workplace(s).

1.9 Advice to all Vessels berthing at the Port of Tilbury and Tilbury2

A letter was been sent to all Agents currently acting for vessels at POTLL notifying them of the new waste reception facility requirements and the procedure for disposing of all ship generated waste products. Should any vessel visit the Port under an Agency that has not previously had a copy of such letter, advice to the agent will be given verbally when the vessel is booked in with the Marine department. In addition, the plan with a copy of the letter is available on-line at <https://www.forthports.co.uk/marine/tilbury-port-authority/> under Marine Manuals and Guidelines.

SECTION TWO

VESSEL OBLIGATIONS

2.1 Pre-Arrival Notifications

Vessels must provide notification to the Port at least 24 hours before the ship is due to arrive, of the waste they will discharge, including information on types and quantities. If the voyage is of less than 24 hours duration, notification must be made at the latest on departure from the previous port/terminal.

The information that is required is defined in Schedule 2 of the Regulations but is reproduced on page 8 of the Plan (section 2.5). It includes information on the types of waste to be delivered, dedicated storage capacity, amount to be retained on board, the port/terminal that the remaining waste will be delivered and the estimated amount of waste to be generated between notification and the next port of call.

Ships which fail to provide the correct notification may be targeted for inspection by the MCA.

The notification should be sent to the Duty Harbour Master's office at POTLL as follows:

By e-mail to marine.department@potll.com

Ships may wish to pass the information through their ship's Agent, although the obligation to notify falls on the Master of the vessel.

The ship will be required to keep a copy of the notification on board until the next port of call is reached.

2.2 Delivery of Ship-Generated Waste

At a time (or times) to be mutual agreed with the Duty Marine Staff, all ships except *Cruise Vessels* and *London Container Terminal Vessels*, where other provision is made, must deliver all ship-generated waste into the Ports re-cycling vehicle. Waste should be sub-divided and pre-bagged for delivery and recycling in the following categories;

1. Galley food waste & garbage, to include unwashed containers
2. Glass, plastics and metal cans.
3. General waste
4. Paper etc for recycling.

All other ship-generated wastes, for example;

1. Cargo generated waste or residue and dunnage.
2. Hazardous waste or substances and batteries etc.
3. Contaminated items, oily waste & rags etc.
4. Oily slops and bilge washings.
5. Sewage

are subject to agreement between the ships and where appropriate either the port, or by direct negotiation with a licensed waste contractor approved to work in POTLL.

A list of such approved contractors, with contact details, is given in Appendix 1 to this Plan.

The only exceptions to these requirements to land all declared, ship generated wastes is for those ships that have dedicated, pre-declared storage capacity on board, approved to hold both the current waste and any additional waste that may be generated in the period until the ship reaches the next port.

2.3 Ship Exemptions

Vessels that can prove that they are on regular, frequent and scheduled routes (such as short sea shipping) and that they are notifying, landing and paying a mandatory charge in another port (i.e. have an arrangement with a waste disposal contractor) can apply to the MCA for an exemption from some of the requirements of the Regulations.

Such exemption, if granted, will be given in writing. Any such exemption will be notified to the Port directly by the MCA either in writing or electronically.

Irrespective of the notification from the MCA mentioned above, vessels must notify the Port that it is exempt from the charges

2.4 Vessel Non-Compliance

Should the Port be faced with a vessel that has not complied with the need to notify and/or offload waste, it is under an obligation to notify the MCA.

Such vessels may then be targeted by the MCA for inspection and destination ports/terminal will be warned of their non-compliance. Vessels that fail to comply with the requirements shall be guilty of an offence and liable on summary conviction to a fine.

Similarly, vessels that have been found to place items of ship generated waste that fall outside the scope of the waste categories outlined in this plan i.e. clinker,

electrical batteries etc, will bear the **full** cost of the disposal, at the rates set by the Port's own waste contractor. In addition, an administrative handling fee will also be imposed. Furthermore, it will be necessary to consider reporting the vessel to the MCA about such a breach.

2.5 PORT WASTE MANAGEMENT NOTIFICATION

Twenty four hours before arrival in port or as soon as departing the previous port (if the sailing is less than 24 hours), the pre-arrival CERS – 3 workbook should be sent to Tilbury Control and the MCA containing details of all waste on board and what will be disposed of when in Port. These details are retained by the MCA.

The Port's Waste Management Provider has provided, under Contract, three different types of Waste Skips – 4 covered containers that are marked 'Food Waste Only' and five open container for general wastes. (In addition to this, a single dedicated recycling wood waste skip is provided for port operational use located on 35 berth).

Any wastes not falling into the category of 'International Food Waste' or 'general waste' (e.g. office waste, paper etc.) must be removed via a port approved licensed waste contractor, organised directly by the vessel or agent. Such wastes could be (but are not restricted to): oils, oily rags/materials, oily mixtures, contaminated materials, paints, paint pots, chemicals, asbestos, cargo residues (e.g. dunnage), scrap, clinical/medical waste, batteries, and sewage.

A list of approved contractors can be found in Appendix 1 of this plan. These will change over time; up to date lists can be obtained from the Port of Tilbury Marine Department. It is the responsibility of the Master (perhaps via the agent) to ensure that the waste contractor has the appropriate licence to handle the waste they are contracted to remove.

SECTION THREE: PORT OBLIGATIONS

3.1 Management of Pre-Arrival Notifications;

Pre-arrival notifications from a vessel will be received and managed by the Marine Department. Arrangements will be made with the vessel directly to collect waste.

3.2 Charges for Use of Reception Facilities (NB: applicable to domestic/galley waste only);

Unless formally proved to be exempt (Section 2.3 refers), all vessels except Cruise and LCT vessels calling at the POTLL will incur a waste tariff whether they use the provided facilities or not, as follows:

	Under 20,000 g.t	Over 20,000 g.t	Waste Exempt
All Ships	£56.00 per call or per 24 hours	£106.00 per call or per 24 hours	£56.00 per m ³ (only if landing waste)

Cruise vessels (ships licensed to carry more than twelve passengers); general waste (Non CAT1) landed at a charge of £291 per 9.17 m³ skip, CAT1 landed at a charge of £440 per 9.17 m³ skip, glass haulage at £90 and recycled waste haulage also £90. Other commodities by agreement.

This excludes oily and hazardous wastes which are dealt with in section 4.

Ships up to 20,000 GT calling at London Container Terminal (LCT) incur a charge of £53.55 per visit. Ships over 20,000 GT incur a charge of £101.00 per visit.

Factors used by the Port in determining the charges above have included the following considerations:

- Ensuring that ships make a significant contribution to the cost of waste reception facilities.
- To provide no incentive for ships to discharge ship-generated waste into the sea.

The tariff will form part of a routine Port charge and be collected through the normal manner that other charges are made.

For vessels using the Port for purposes other than cargo related ones (e.g. for lay-by), such vessels will be wholly responsible for the disposal of all

generated on-board waste. This will be stipulated in the contractual agreement drawn up before such a vessel arrives in the Port.

3.3 Port Waste Facilities;

The port operates a specifically designed recycling vehicle, which is both compact and very manoeuvrable and, is 'drive on' capable, collecting waste from internal storage areas. The vehicle is capable of discharging wheeled bins and mobile refuse containers with capacities of up to 1200 litres.

For safety, operators will not approach vessels, or enter restricted areas without prior agreement of Terminal or Quay Supervisors and the ships duty officer. A full risk assessment has been undertaken and operational training given by the manufacturers.

Masters are requested to submit the CERS3 workbook before arrival. The Marine Department will endeavour to call at vessels shortly after arrival, or at a time agreed with the crew during the vessels transit through the lock.

To minimise contamination, it is preferred that all waste and recyclables should be delivered in sealed bags, for transfer to the ports central recycling area.

If ships agents or Masters have any queries, or wish to contribute constructive comments (or criticism), they should contact the Asset Manager Marine at lock side.

3.4 Reporting of Vessel Non Compliance to MCA;

Should the Port be faced with a vessel that has not complied with the need to notify and/or offload waste, it is under an obligation to notify the local MCA office. For POTLL, this will be at the following address:

MCA Colchester Marine Office
Iceni Way
Colchester
Essex, Kent
CO2 n9BY

Such vessels may then be targeted by the MCA for inspection and destination ports/terminal will be warned of their non-compliance. Vessels that fail to comply with the requirements shall be guilty of an offence and liable on summary conviction to a fine.

3.5 Investigation of Complaints from Vessels in respect of Inadequate Facilities;

Should a Master not be satisfied with the provided facilities, he will be instructed to bring the matter to the immediate attention of the berth operator or the Asset Manager Marine (Section 5 refers).

3.6 Inspection by MCA Staff;

The MCA staff will inspect a number of Ports per year. Such visits will encompass discussions with Port users, checking records and walking the site. Essentially they will verify whether actual practice mirrors procedures defined in the Plan.

SECTION FOUR

SPECIAL WASTE HANDLING

4.1 Hazardous Waste;

Hazardous wastes are subject to the requirements of the Special Waste Regulations 1996 (as amended). Ship sourced Special Waste is covered by these Regulations which are enforced by the Environment Agency.

Essentially, ship generated Special Waste can be described as any controlled waste displaying the hazardous properties listed in the Special Waste Regulations, plus “prescription only” medicines. The hazardous properties listed in the Regulations include: explosive, flammable, oxidising, irritant, harmful, toxic, carcinogenic and corrosive properties.

4.2 Disposal of Dunnage;

There is a risk that imported wooden packing material and loose dunnage could be the means of introducing a wide range of pests and diseases. The Plant Health Service of the Forestry Commission has prohibited the use of solid wood dunnage within terminals unless it has been completely stripped of bark. Plywood and other processed or reconstituted wood products are not included and may freely be used.

SECTION FIVE

COMPLAINTS PROCEDURE

5.1 Masters Actions;

The Master of a ship faced with a lack of reception facilities in POTLL should bring the alleged inadequacy to the attention of the berth operator immediately.

If the problem is not resolved at the time to the Master's satisfaction, the attached form should be completed by the Master/ship-owner or Agent and sent/faxed to the MCA at the following address:

PWR Inadequacies
Environmental Quality Branch
Maritime & Coastguard Agency
Spring Place
105 Commercial Road
Southampton SO15 1EG

Fax: 023 8032 9204

5.2 Port Actions;

The berth operator is obliged to take action in the short term to correct the situation by whatever means he considers necessary.

In the long term, the Safety, Health, Environment and Quality (SHEQ) Manager will consider what corrective actions are necessary to prevent this type of complaint from occurring again.

5.3 MCA Actions;

The MCA will investigate the Master's report and where, in its opinion the allegation of inadequate facilities is justified, it will take the matter up directly with the Port and also notify the European Commission.

If the Port fails to comply with the Regulations, it shall be guilty of an offence and liable on summary conviction to a fine.

SECTION SIX

REPORTS

6.1 Waste Contractor Returns;

Ships waste and the Ports domestic waste (including food waste) is transferred to a dedicated waste reception/recycling facility by the Port's dedicated vehicle (see appendix 3). The waste is combined into specially adapted Category 1 skip supplied by the Licensed Waste Contractor.

The nominated port-approved waste contractor removes those skips for deep landfill burial as agreed with DEFRA. Details of the amounts collected from these (tonnage) is provided directly on a quarterly basis to POTLL Facilities Management. In turn, the information will then be passed to the Harbour Master to assist with collation and statistical review of the waste reception facilities plan.

Other approved waste contractors that remove waste from vessels in the Port must also supply such details on a quarterly basis but direct to the Asset Manager Marine.

6.2 Port Returns;

On an annual basis, the gathered information from the previous 12 months will be collated an annual review of the waste reception facilities plan will be conducted, based on observed changes to the demand for waste reception facilities.

SECTION SEVEN

LEGISLATION

7.1 Applicable Legislation;

Merchant Shipping (Port Waste Reception Facilities) Regulations, 2003
As amended by SI 2009/1176

MGN 563 Guidance on the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and amendments

Copies of these Regulations are maintained by both the Marine department and the SHE Manager.

The Animal By-Products Regulations 2003

Copies of these Regulations are maintained by both the Marine department and the SHE Manager.

MARPOL Regulations 1973/78.

The International Convention for the Prevention of Pollution from Ships 1973, modified by the Protocol of 1978, covers five specific areas. These are enumerated as follows:

ANNEX 1 Regulations for the Prevention of Pollution by Oil.

ANNEX 2 Regulations for the Prevention of Pollution by Noxious Liquid Substances.

ANNEX 3 Regulations for the Prevention of Pollution by Harmful Substances in Packaged Forms.

ANNEX 4 Regulations for the Prevention of Pollution by Sewage.

ANNEX 5 Regulations for the Prevention of Pollution by Garbage.

The Environmental Protection Act 1990 Duty of Care

The above Act imposes a Duty of Care (Set out in section 34 of the Act) upon any person, who imports, produces, carries, keeps, or disposes of controlled waste, or as a broker has control of such waste, to take all measures applicable to him in that capacity, as are reasonable in the circumstances, to prevent the escape of waste. In so doing, it must be ensured that waste is only transferred to an authorised person i.e.: a person who is the holder of a Waste Management Licence under Section 35 of the Environmental Protection Act or of a Disposal Licence under Section 5 of The Control of Pollution Act 1974

7.2 Legislation Compliance;

Waste disposal is carried out by one of the Port's approved contractors, at a recognised tip site, in accordance with the relevant Acts. The contractor has been required to produce his current licence held with Essex County Council as a Registered Waste Carrier.

The approved contractors are required to keep fully documented records of all waste removed and disposed of.

7.3 Movement of Hazardous Waste;

Strict guidelines are in place with regard to these substances. The Dangerous Substances in Harbour Areas Regulations 1987 require that Port Authorities are pre-notified of the movement of hazardous substances through harbour areas.

In the event of an accident or incident involving the release of hazardous substances, the Port of Tilbury Emergency Plan (POTEMPLA) held by the Port of Tilbury Police may be activated.

In such cases or circumstances where noxious substances are recovered, they will be disposed of using the services of a suitable and approved waste disposal contractor.

APPENDIX 1, APPROVED WASTE CONTRACTORS

1. The Port only provides disposal facilities for domestic/galley waste from ships, disposal being arranged through **TLM Management Ltd.**

2. For all other wastes, disposal must be arranged directly by the Master or ship's Agent with a Port approved contractor. Charges are payable by the Master to that contractor through the Agent. The Master is advised to keep a record of such waste landed against future inspection by Port State Control inspectors.

3. The following contractors are licenced to supply services within the Port:

Name	Contact Number	Service by MARPOL 73/78 Annex				
		1 Oil	2 Noxious Substance	3 Harmful Substance	4 Sewage	5 Garbage
TLM Management Ltd	01268 527773		✓	✓		✓
Ahern Thurrock	01708 865599	✓	✓	✓	✓	✓
BIFFA Hazardous Waste, Rainham	01215 051616	✓	✓	✓		
Biffa General Waste Kingsbury	0800 601601				✓	✓
Veolia Basildon	01268 523387	✓	✓	✓	✓	
R J Roe Chelmsford	01621 740724	✓			✓	
Slicker Recycling	01473 256192	✓	✓			

APPENDIX 2
COPY OF LETTER SENT TO PORT OF TILBURY LONDON LIMITED
CUSTOMERS

Port Waste Reception Facilities – Port of Tilbury London Limited

This letter cancels ISSUE 6 of the 'Ship Waste Facility Plan' dated 14th September 2012, and announces the revised plan ISSUE 7 dated 30th September 2015. The revised plan confirms the correct procedures for the collection of galley and recyclable waste and confirms the legislative requirements for ALL ships berthing in the Port of Tilbury London Ltd., except Cruise vessels and vessels calling at London Container Terminal (LCT) where other local provision is made.

The 'Category 1 Waste', limited quantities of general 'cabin' waste and recyclables is collected from vessels, on receipt of an approved notification, by a specifically designed recycling vehicle, fitted with a rear mounted lift for waste 'wheelie' bins up to 1000 litres capacity. This vehicle is both compact and very manoeuvrable, with a 'drive on' capability, collecting waste from internal storage areas of vessels.

To minimise contamination, it is preferred that all waste and recyclables should be delivered in double skinned sealed bags, for transfer to the ports central recycling area. Marine Operatives will operate the vehicle and the bin lift, but the ships crew must accept responsibility if the transfer of bagged waste has to be undertaken manually. In addition to the rear, top lift loading, the vehicle is fitted with convenient side loading doors to simplify the lifting and loading of waste manually.

Operators from the Marine Department will endeavour to call at vessels shortly after arrival, or at a time agreed with the crew during the vessels transit through the lock. For safety, operators will not approach vessels, or enter restricted areas without prior agreement of Terminal or Quay Supervisors and the ships duty officer. You can assure Masters that a full risk assessment has been undertaken and operational training given by the manufacturers to all Marine Operatives employed.

To remind you of the legislation;

The European Directive on Port Waste Reception Facilities (200/59/EC) has resulted in the Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 being enacted on 16th July 2003.

From that date, it was obligatory for the Masters to provide all ports of call in the United Kingdom with comprehensive information on the types and quantities of waste on board and where that waste will be discharged.

In the case of vessels bound for the Port of Tilbury London limited, this information must be submitted in the format specified in Section 2.5 of this Plan (Pages 8&9), by the Master, or his Agent, to the Harbour Master prior to the vessel's arrival by one of the following means:

- by e-mail to: marine.department@potll.com
- OR
- by fax to: +44 (0)1375 852251

A further requirement of the new Regulations is that every ship, regardless of whether or not it uses the waste reception facilities, must contribute a sum towards the cost of maintaining the service upon every call at any Port in the United Kingdom. In the Port of Tilbury, every ship that is not formally exempt will be required to pay a charge as per the table below on every visit to the Port.

1. Ships under 20,000 gross tonnes - **£45.00 per visit or per 24 hours**
2. Ships over 20,000 gross tonnes - **£85.00 per visit or per 24 hours**

These charges include the cost of disposal of reasonable quantities of waste and of separated, recyclable waste only.

All ships wishing to dispose of any other type or quantity of ship generated waste, including bilge and cargo wastes, residues or dunnage, should continue to make arrangements directly with commercial contractors and remit full payment for those services directly to them. Please be reminded that in the case of oil, oily water mixes and other oily wastes, only a contractor approved by the Port may operate within it. A list of such contractors is contained within the Port Waste Plan attached.

The charging structure described above is considered to be the most flexible and also, the most economical for all the Port's customers and users, whilst still complying with the law. However, it must be recognised that both the method of applying the Regulations and also the charges, may need to be further modified from time to time if circumstances dictate.

Exemptions from these Regulations may be issued by the Secretary of State via the Maritime and Coastguard Agency (MCA) to ships that are engaged in scheduled traffic with frequent and regular port calls. However, there must be sufficient evidence of an arrangement ensuring the delivery of ship generated waste and payment of charges in a harbour or terminal along the ship's route. All exemption certificates should be sent to the Harbour Master, who will then arrange for the above charges to be cancelled in the future. No refunds can be given for any call made prior to the certificate being received by the Harbour Master.

Agents are reminded that should a Master wish to complain regarding Waste Reception Facilities at the Port of Tilbury, please refer to section 5 of the plan. If not remedied by berth operator contact marine.department@potll.com or telephone Duty Harbour Master on 01375 852456 / 447.

Yours faithfully,

Captain Geoff Holland

Harbour Master, Port of Tilbury London Limited.

APPENDIX 3

SPECIFICATION FOR 'SPIDER' WASTE RECYCLING VEHICLE



Spider split Waste Body

Fitted with central rib providing two sections each with side loading door and, fixed lid covering the front portion of both left and right sections of body.

The rear portion fitted with two individual hinged and locked opening lids enabling each compartment left or right to be emptied individually or both at the same time.

At the rear of the vehicle is fitted a hydraulic bin lifter capable of lifting both four wheel containers into both compartments and two wheeled containers into left or right compartments.

The whole body is emptied by hydraulic tipping capable of tipping into specially adapted skips. By the use of hydraulic stabilizer legs at the rear, the body will elevate to vertical allowing complete discharge of the load.

APPENDIX 4

CONTACT DETAILS

Port of Tilbury & Tilbury2 (London) Ltd	
Marine Department	+44 (0) 1375 852456 /447 (24-hour) +44 (0) 7876652745
	VHF Channel 04 (24-hour) Call sign "Tilbury"
Asset Manager Marine	+44 (0) 7583 082328
Port Police	+44 (0) 1375 846781 (24-hour)
Facilities Management	+44 (0) 1375 852232
Safety, Health & Environment Manager	+44 (0) 1375 852325

Port of London Authority	
Duty Port Controller (Gravesend)	+44 (0) 1474 562215 VHF Channel 68 (24-hour)
Harbour Master (Lower)	+44 (0) 1474 562212

Government Agencies	
MCA Orpington Marine Office	+44 (0) 20 390 85165

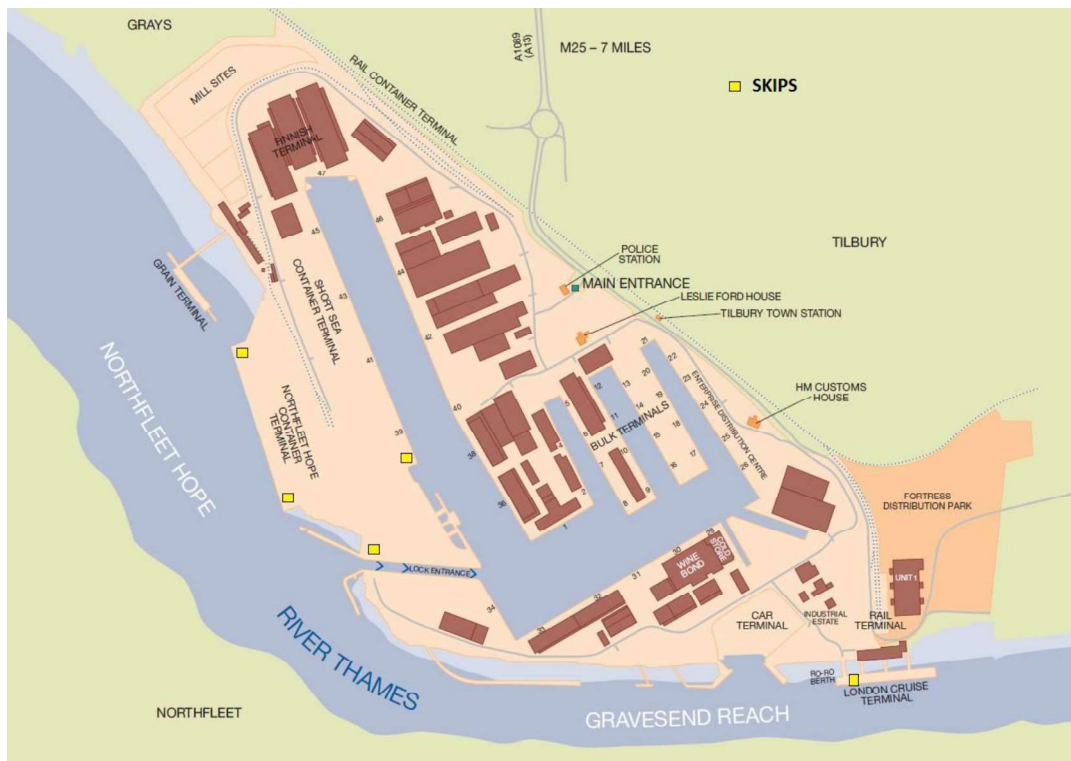
Local Authorities	
Thurrock Council	+44 (0) 1375 652652 (Daytime)

Environmental Groups	
Environment Agency	+44 (0) 3708 506 506 +44 (0) 3708 502 858 (Hazardous Waste Registration)
Natural England	+44 (0) 300 060 3900

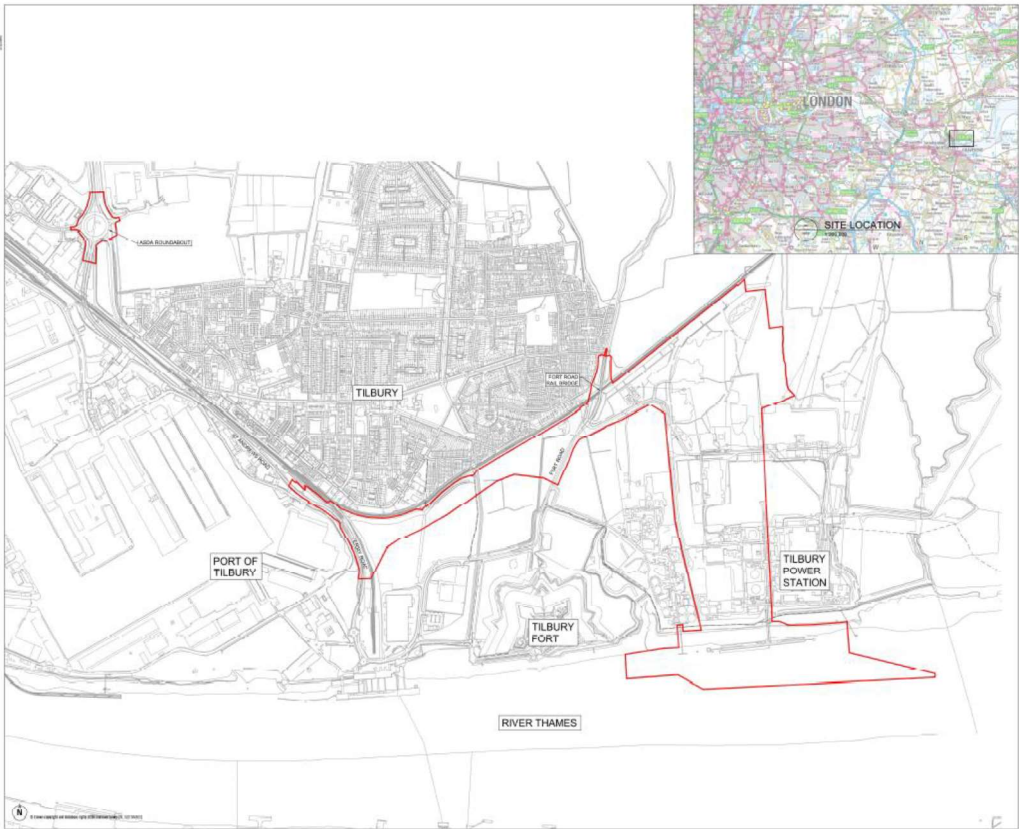
Main Waste Contractors	
TLM Management Ltd	+44 (0) 1268 527773
Slicker Recycling	+44 (0) 1473 256192

APPENDIX 5

SKIPS LOCATIONS PLAN



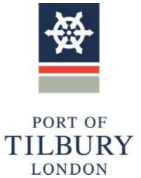
This plan shows the location of Tilbury 2 berths in relation to the Port of Tilbury and the river Thames.



PORT OF TILBURY PORT WASTE MANAGEMENT PLAN CONSULTATION

Customer:

Date:



APPENDIX 6

PORT WASTE MANAGEMENT PLAN CONSULTATION

OVERALL SATISFACTION	Very poor	Poor	Satisfactory	Good	Very good	Please add any comments to help us understand your ratings
How would you rate the availability of information regarding the requirement on waste notification prior to arrival?						
How would you rate the availability of information on waste facilities?						
How would you rate the waste collection service provided by the Port of Tilbury?						
How would you rate the provision of shore side waste facilities for the disposal of domestic (galley) waste?						
How would you rate the location and ease of use for the waste facilities?						
How would you rate the charging structure for provision of facilities?						
There is an inadequacies procedure available. If you have had cause to use it, how would you rate it for ease of use and convenience?						