



WASTE MANAGEMENT PLAN PORT OOSTENDE

1 January 2023 - 31 December 2027

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INTRODUCTION

This waste management plan was drafted under Article 5.2.10.3. of the Flemish Regulation on Sustainable Management of Material Cycles and Waste (VLAREMA) and in implementation of Article 5 of Directive (EU) 2019/883 of the European Parliament and of the Council of 17 April 2019 on port reception facilities for ship-generated waste, amending Directive 2010/65/EU and repealing Directive 2000/59/EC of the European Parliament and of the European Council of 27 November 2000 on port reception facilities for ship-generated waste and cargo residues. Directive 2019/883 will be implemented on 1 January 2022 with the exception of the provisions on the cost recovery system, which will be applied from 1 April 2022.

During their journey and while in port, waste is generated on board of ships. After unloading cargo, cargo residues may be left behind. Therefore, it is important to provide the opportunity to dispose of ship-generated waste and cargo residues in a port of call, thus avoiding the discharge of waste into the sea.

The provisions in the directive and the VLAREMA require seaports to draw up a waste management plan that estimates the needs for port reception facilities for ship-generated waste and cargo residues from seagoing vessels normally calling at their port. The plan should demonstrate that these needs will be met. Ports are expected to work out a financial system whereby each calling seagoing vessel contributes to the cost of port reception facilities, encouraging the use of these port reception facilities. They shall ensure proper services for the seagoing vessel and endeavour to keep administration for seagoing vessels and their crews to a strict minimum.

1 GENERAL INFORMATION PORT OOSTENDE

1.1 LEGAL STATUS

1.1.1 PORT OOSTENDE

Port Oostende is a limited liability company under public law, hereinafter referred to as Port Oostende. This was decided by the City Council of the City of Ostend with its decision of 1 February 2019.

1.1.2 PORT ADMINISTRATIVE POWERS

Before 1 February 2019, the port was an autonomous municipal company with legal personality (article 263bis -263nonies New Municipal Law). The AG was established by the municipal council of the city of Ostend by municipal decision of 30 August 1996. The AG Haven Oostende became operational on 1 March 1997, all port administrative powers relating to the port of Oostende were transferred to Autonom Gemeentebedrijf Haven Oostende. In addition, reference is also made to the decree dated 2 March 1999 on the management and policy of the seaports, which stipulates that the Flemish seaports exercise exclusive port administrative powers within their port area.

1.1.3 THE PORT AREA OF PORT OOSTENDE

The area defined in the Port Police Ordinance and the Regional Spatial Implementation Plan, 'Delimitation of the Ostend Seaport Area (22/03/2013)

1.1.4 PERSON RESPONSIBLE FOR PORT OOSTENDE

Dirk Declerck,
Managing director Port Oostende
Slijkensesteenweg 2
B-8400 Ostend
Tel +32 59 34 07 11

1.2 BUSINESS ACTIVITIES

Port Oostende's objective is the management, development and operation of the port of Ostend and appurtenances, as well as the development of all activities directly or indirectly related to it.

The powers of Port Oostende are exercised in the port area. The description of the port area is described in the port decree and decisions of the Flemish Government. It should be noted that the marina remained under the administration of the City of Ostend and is therefore not part of Port Oostende.

Without prejudice to the powers of other authorities, Port Oostende can provide port users with all special services it deems necessary, such as, among others, organizing port reception facilities for ship-generated waste.

Reference is also made to the decree dated 2 March 1999 on the management and policy of the seaports, which stipulates that the Flemish seaports exercise exclusive port administrative powers within their port area.

Port Oostende has a Board of Directors, in which there are 13 directors. The chairman is Ms. C. Verkeyn, port alderman in Ostend.

The port also has an executive committee. Day-to-day management is undertaken by a CEO who is also a director.

1.3 GEOGRAPHIC LOCATION

The description and plan of the delimitation of the seaport area is included in the regional spatial implementation plan "Afbakening Zeehavengebied Oostende", as finalized by the Flemish Government on 22 March 2013.

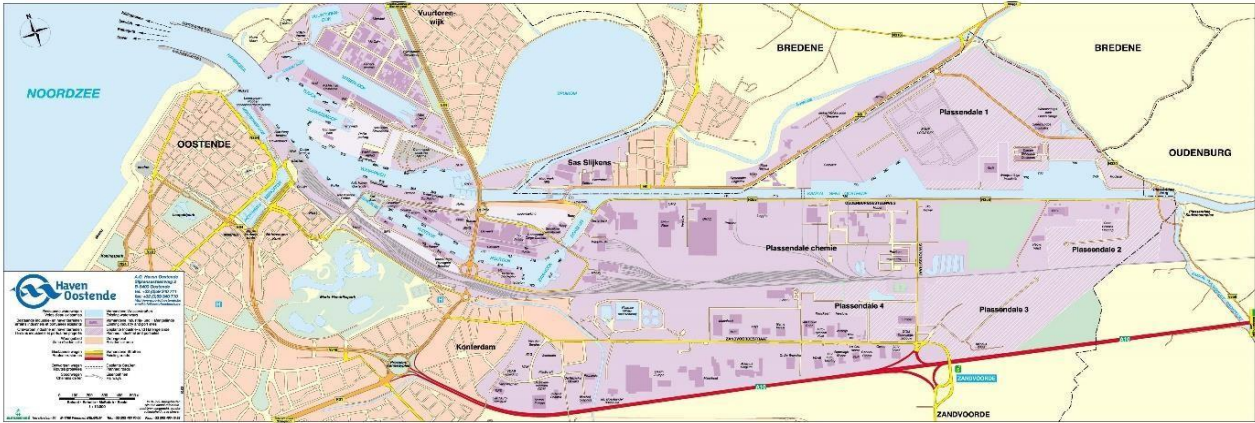
1.3.1 LOCATION

Lat: 51°15' N
 Long: 02°55' E

1.3.2 GEOGRAPHIC LOCATION

Ostend is located on the North Sea, 9 nautical miles from the A1 Buoy

1.3.3 PLAN



1.4 COMMERCIAL ACTIVITIES AND GOODS HANDLING IN 2020

Maritime transshipment total (2021)	1,396,999 tonnes
Ore	46,381 tonnes
Chemicals	29,968 tonnes
Gravel and sand	1,248,158 tonnes
Agricultural products	30,870 tonnes
Cement and clay	20,717 tonnes
Miscellaneous	20,905 tonnes

1.5 SEA VESSELS ARRIVING IN 2021

2021	Total approaches	Number of ships
All port calls	11,085	313
DAB Fleet	3,499	13
Fisheries	2,005	98
Sand Boats	295	19
Dredger	444	5
Salvage vessel	4	1
Bunker ship	8	4
Coaster	59	38
Cruise	6	2
CTV	3,653	65
Excursion	442	5
Hopper/dredger	3	2
Hovercraft	2	1
LPG tanker	2	2
Marine	6	6
Training	1	1
Offshore support vessel	100	9
Pipe Burying vessel	1	1
Platform supply vessel	14	2
Rescue vessel	6	4
Research vessel	34	5
Salvage vessel	2	1
Tug	65	7
Standby safety vessel	8	2
Tanker	30	10
Utility Vessel	58	5
Workboat	38	5

2 LEGAL FRAMEWORK

The 1973 International Convention for the Prevention of Pollution from Ships and its 1978 Protocol (MARPOL) regulates and seeks to reduce pollution from seagoing ships at sea. MARPOL contains six specific annexes.

MARPOL distinguishes the following categories of waste originating from seagoing ships: Annex I (oily), Annex II (noxious liquid cargoes), Annex III (packaged hazardous products) Annex IV (domestic sewage), Annex V (ship's rubbish) and Annex VI (ozone-depleting substances, wash waters and residues from emission-reducing technologies, e.g. scrubber wastes).

There are also regional conventions (e.g. Helsinki Convention HELCOM) and other European or national laws and regulations that may affect the deposit, collection and treatment of ship-generated waste. In this context, reference may additionally be made to the provisions of the following regulations:

- Regulation (EC) No 1069/2009 of the European Parliament and of the Council of 21 October 2009 laying down health rules regarding animal by-products and derived products not intended for human consumption and repealing Regulation (EC) No 1774/2002.
- Regulation (EU) No 142/2011 of the European Parliament and of the Council of 25 February 2011 implementing Regulation (EC) No 1069/2009 of the European Parliament and of the Council laying down health rules regarding animal by-products and derived products for human consumption and implementing Council Directive 97/78/EC regarding certain samples and products exempted from veterinary checks at the border under that Directive.

These regulations apply to kitchen waste and food scraps from internationally operating means of transport.

The IMO Ballast Water Management Convention entered into force on 8 September 2017. Directive (EU) 2019/883 of the European Parliament and of the Council of 17 April 2019 on port reception facilities for ship-generated waste, amending Directive 2010/65/EU and repealing Directive 2000/59/EC has the same objective as MARPOL, namely the protection of the marine environment. The main guidelines of this directive are:

- Each port shall ensure that adequate reception facilities are provided for the waste originating from ships normally calling at that port.
- Each port should draw up a waste management plan in consultation with all interested parties, in particular port users or their representatives, and, where appropriate, competent local authorities, operators of port reception facilities, organizations implementing extended producer responsibility obligations and representatives of civil society.
- Each seagoing vessel must, in a timely manner, report the type and quantity of waste and cargo residues including storage capacity and the waste to be delivered.
- All ships calling at a port must deliver their waste, unless they have sufficient storage capacity to call at a subsequent port and deliver the waste there to an authorized port reception facility.
- All ships should contribute substantially to the cost of the port reception facility, including waste treatment and disposal, irrespective of the use of these facilities. With regard to MARPOL Annex V, the indirect contribution should cover the full cost of the deposit.

The amount of the contribution should be transparent, non-discriminatory and reflect the cost of using the port reception facility and the services provided.

- Stakeholders exchange information on the issuing behaviour of ships to enable targeted enforcement.

At the federal level, the EU directive 2019/883 was transposed in Belgium through the Royal Decree of 4 June 2021 on waste from ships, amending the Royal Decree of 15 July 2020 on environmentally friendly shipping.

At regional level in Flanders, the directive was transposed into the Decree of the Flemish Government establishing the Flemish Regulation on Sustainable Management of Material Cycles and Waste (VLAREMA). The regulations on waste, including the use of port reception facilities, the drawing up of waste management plans and the structure of the cost recovery system, were included in subsection 5.2.10 of VLAREMA.

At local level, the (tariff) regulations apply.

3 DEFINITIONS USED IN THIS WASTE MANAGEMENT PLAN

Notification: waste pre-notification made by the master in accordance with the obligations of Article 5.2.10.6 of VLAREMA.

ADN: European Agreement concerning the International Carriage of Dangerous Goods by Inland Waterways, concluded in Geneva on 26 May 2000.

ADR: European Agreement concerning the International Carriage of Dangerous Goods by Road, concluded in Geneva on 30 September 1957.

Waste collection: electronic web application through which the port reception facility has to report the quantities of waste collected per seagoing vessel to the Port Authority.

Ship-generated waste: all waste, including cargo residues, generated during the operation of a seagoing vessel or during loading, unloading and cleaning operations and falling within the scope of Annexes I, II, IV, V and VI to the MARPOL Convention, as well as passively retrieved waste.

Waste receipt: the document that will be drawn up by the port in accordance with Article 5.2.10.7, §2 of VLAREMA and delivered to the captain of the ship without undue delay. The waste receipt will be drawn up on the basis of the data relating to waste collection reported by the port reception facility in the Port Authority's electronic web application WASTE COLLECTION (AFVALOPHALING).

GT: Gross tonnage

ENSOR: 'Electronic Network System for the Ostend Region', port information system in Ostend deployed for monitoring shipping traffic to, from and in the port area, tugboat operations, lock planning, berth management, cargo handling, dangerous goods registration.

Direct funding: the direct charging of costs, not covered by the indirect contribution, linked to the receipt of waste by the port reception facility to the shipowner, owner, charterer, time charterer, master or agent acting for any of them.

Financial **compensation**: the fee given by the port authority to the reception facility covering part or all of the collection and processing costs of the waste delivered. This financial compensation depends on the nature and volume of waste delivered from ships.

Frequent port calls: using an ocean-going vessel to call at least once every 2 weeks at the same port.

Port: the place or geographical area with improvement works and facilities designed primarily to enable the reception of ships, including anchorages within the jurisdiction of the port.

Port Authority: Port Oostende company of public law

Port reception facility: any fixed, floating or mobile facility that is capable of receiving waste from ships as a service and that has received the necessary authorizations for this activity from the competent authority.

Identification form: a document delivered by the port reception facility to the master of the ship after a waste collection and containing the data in accordance with article 6.1.1.2 of VLAREMA.

Indirect contribution: contribution paid for the provision of services of port reception facilities, whether or not actual waste from ships is delivered.

Short sea shipping: the sailing area extending from the ports of Gibraltar in the south to the Gulf of Yenisei in the north. A ship sails in short sea shipping when both its destination and origin are within the sailing area.

Cargo residues: the residues of cargo on board which remain on deck or in holds or tanks after loading and unloading, including surplus or residues resulting from spills during loading and unloading, in wet or dry condition or entrained in wash water, and excluding cargo dust remaining on deck after sweeping or dust on the external surfaces of the vessel.

MARPOL: the International Convention for the Prevention of Pollution from Ships, in its up-to-date version..

Notification: notification made by the port reception facility about the nature and quantities of ship-collected waste from an individual ship.

Normal working hours: Monday to Friday from 6 am to 10 pm.

Oil-containing waste: (MARPOL Annex I): includes sludge, bilge water, ballast and wash water contaminated with oil products from the cleaning of cargo holds and tanks.

OVAM: Public Waste Agency of Flanders

Pleasure craft: any vessel with a hull length of 2.5 metres or more, regardless of the type or propulsion, intended for sports or recreational purposes and not used for commercial purposes.

Shipping agent: the person acting on behalf of the shipping company or the master of a seagoing vessel.

Ship's rubbish: all types of rubbish, household and operational waste, all plastics, cooking oil, fishing gear and animal carcasses generated during the normal operation of the ship and which must be disposed of permanently or periodically, except cargo residues, asbestos-containing waste, waste from fumigation and those substances defined or listed in Annexes other than MARPOL Annex V.

Adequate storage capacity: sufficient capacity to store waste on board from the time of departure until the next port of call, including waste likely to be generated during the voyage.

Traditional ships: historic ships and replicas thereof, including ships designed to encourage and promote traditional skills and seamanship, operated as living cultural monuments according to traditional principles of seamanship and technique.

Fishing vessel: any vessel equipped or used commercially for catching fish or other living resources from the sea.

Seagoing vessel: any seagoing vessel of any type, operating in the marine environment, including fishing vessels, pleasure craft, hydrofoils, air-cushion craft, submersibles and floating craft.

4 NOTIFICATION

4.1 CAPTAIN'S RESPONSIBILITIES

The master of a vessel bound for the port of Ostend completes the notification form truthfully and accurately and provides this information before arrival at the port, either through his ship's agent or his representative in the port, or directly to the Port Authority. A template of the notification form can be found in Annex 5.2.10.A of VLAREMA or in Annex 1 of this waste management plan.

4.2 RESPONSIBILITIES SHIP'S AGENT / REPRESENTATIVE OF THE CAPTAIN IN PORT

The ship's agent or representative who receives the completed application from the master is obliged to deliver it unchanged to Port Oostende

4.3 NOTIFICATION PROCEDURE

Notifications to Port Oostende should be made through ENSOR.

- The notification should reach Port Oostende:
at least 24 hours before the ship arrives in port, if the port of call is known at that time;
- or
- as soon as the port of call is known, if the information is available less than 24 hours before the ship's arrival in port;
- or
- at the latest upon departure of the vessel from the previous port, if the duration of the voyage is less than 24 hours.

The master must keep the information provided on board his ship and make it available to the authorities of that member state at least until after the next port of call.

4.4 EXEMPTION FROM NOTIFICATION

The following ships are exempt from application:

Ships outside the scope of Directive 2019/883/EU:

- warships, naval auxiliaries and other government-owned or operated vessels which, at the time, are used exclusively on a non-commercial basis by the government;
- ships providing port services within the meaning of Article 1, section 2 of Regulation (EU) 2017/352 of the European Parliament and of the Council of 15 February 2017 establishing a framework for the provision of port services and common rules on transparency of ports;

Ships falling outside the scope of Directive 2002/59/EC:

- warships, other naval vessels or other vessels owned or operated by a member state and used for a non-commercial public service;
- fishing vessels, traditional vessels and pleasure craft less than 45 metres in length;

Other ships:

- any vessel without its own propulsion and without fixed mechanical installation, such as an (empty) pontoon;
- vessels that have an exemption from OVAM (see also 7.4. in this plan).

4.5 NOTIFICATION SAFESEANET (SSN)

SafeSeaNet is a European Maritime Information Network. It exchanges harmonized and standardized maritime information. SSN is managed by the European Maritime Safety Agency (EMSA). A key objective of SSN is to harmonize and simplify the required notifications of ships. The use of SSN for waste notifications is also the implementation of the provisions of EU RL 2019/883 mentioned in Art 12.3.

Ships calling at the port of Ostend must submit all required information regarding waste they have on board in ENSOR. ENSOR transfers this data to the Belgian SSN system which does the further handling at European level. The Shipping Assistance Division is the National Competent Authority (NCA) for SSN in Belgium.

5 PORT RECEPTION FACILITIES

5.1 APPLICABLE LEGISLATION AND FORMALITIES FOR ISSUING IN FLANDERS

Flemish regulations on waste collection and treatment are compiled in the decree on sustainable management of material cycles and waste (Materials Decree) and the Flemish Regulation on Sustainable Management of Material Cycles and Waste (VLAREMA).

5.1.1 DECREE ON SUSTAINABLE MANAGEMENT OF MATERIAL CYCLES AND WASTE

This decree is the legal basis for all waste legislation in Flanders.

It includes - amongst others - an overview of definitions, the classification of household and industrial waste and hazardous and special waste, and the general objectives and principles of Flemish waste policy.

5.1.2 FLANDERS REGULATIONS ON THE SUSTAINABLE MANAGEMENT OF MATERIAL CYCLES AND WASTE

VLAREMA implements numerous provisions of the decree. The provisions on waste from shipping were included herein:

Subsection 5.2.10 'waste from marine vessels'

- art. 5.2.10.1: scope of application
- art. 5.2.10.2.: availability and adequacy of port reception facilities
- art. 5.2.10.3.: plan for receiving and processing ship-generated waste
- art. 5.2.10.4.: procedure to approve plan for receiving and processing ship-generated waste
- art. 5.2.10.5.: provision of information
- art. 5.2.10.6.: waste pre-notification
- art. 5.2.10.7.: duty to deliver ship's waste
- art. 5.2.10.8.: cost recovery system
- art. 5.2.10.9.: exemptions
- art. 5.2.10.9/1: training requirements

Annex 5.2.10.A: waste pre-notification form
Annex 5.2.10.B: standard model of the waste reception certificate
Annex 5.2.10.C: categories of costs and net revenue associated with the operation and management of port reception facilities
Annex 5.2.10.D: exemption certificate

5.2 REGISTERED AND AUTHORIZED PORT RECEPTION FACILITIES

Ships in the port of Ostend must call on a port reception facility registered by OVAM and authorized by the Port Authority to deliver their waste.

Consequently, a port reception facility can only receive waste from ships if it has:

- a registration by OVAM as a waste collector, trader and broker and uses only waste transporters registered with OVAM;
- as well as a written authorization granted by the Port Authority. The written permission applies to one or more MARPOL annexes. Consequently, a port reception facility can only receive waste for the MARPOL annex to which the permission applies. Authorization may be suspended or withdrawn if the conditions for authorization are no longer met. The port reception facility must always comply with port rules and regulations on the registration, collection and treatment of waste and cargo residues.

The port reception facility shall immediately inform the harbour master's office of any pollution resulting from the collection or transport of the waste. In case of calamities, the port reception facility shall immediately take all necessary measures to prevent pollution of ground and/or surface water.

The port reception facility must inform the Port Authority of the quantities of waste collected per seagoing vessel, via an electronic declaration. This declaration must be made via the WASTE COLLECTION web application in ENSOR that the Port Authority uses in the port.

The operator of the port reception facility shall ensure that all staff receive the necessary training to acquire the knowledge which is indispensable for carrying out their waste management activities, with particular attention to the health and safety aspects of working with hazardous substances. The operator of the port reception facility shall also ensure that training requirements are regularly updated to meet the challenges of technological innovation.

Fishing vessels calling at the port of Ostend, regardless of whether waste is delivered, must be able to demonstrate that they are affiliated with the organization for the management of fishery waste designated for that purpose by OVAM. Currently this is the Flemish Fisheries Cooperative (VVC or Vlaamse Visserij Coöperatie).

A fishing vessel can join by paying a waste contribution to the VVC. The amount of this waste contribution is based on the vessel's engine power, and can be settled in two ways: on an annual basis: paying the waste contribution once entitles the fishing vessel to several waste deliveries during an entire year; or on a daily basis: the fishing vessel pays a waste contribution per call, which each time entitles it to one waste delivery during this call.

Such an affiliation gives the fishing vessel a right to deliver the passively fished waste and all the ship's garbage generated during the normal operation of the vessel, without additional charges based on the volume of the waste delivered.

If a fishing vessel cannot demonstrate that it is effectively affiliated with the organization for the management of fishery waste designated by OVAM - either on an annual basis or on a daily basis – Port Oostende may refuse the vessel access to the Fishery Lock (*Visserijsluis*) and Fishery Dock (*Visserijdok*).

5.3 OVERVIEW OF PORT RECEPTION FACILITIES

The collection of fishery ship-generated waste and passively fished waste is organized by the Flemish Fisheries Cooperative (VVC or *Vlaamse Visserij Coöperatie*):

Ostend - Hendrik Baelskaai 47, 8400 Ostend: Tel#.+32 59 321210 Fax# +32 59 334113
info@vcequipment.be

Zeebrugge - Kotterstraat 99, 8380 Zeebrugge: Tel#. +32 50 551204 Fax# +32 50 552869
info@vcequipment.be

5.4 PROCEDURES FOR WASTE COLLECTION AND CARGO RESIDUES

5.4.1 SHIP RESPONSIBILITIES

The master of a ship calling at the port shall, before the ship departs again, deliver all waste carried on board to a port reception facility registered and authorized for that purpose. The master or his representative shall himself contact a port reception facility. The collection should be requested at the chosen port reception facility at least 24 hours before the desired collection time. When making the request, the master or his agent should communicate the quantities and types of waste to be delivered. A master may only waive or surrender part of the waste to the extent that:

- the next port of call is known, and
- sufficient dedicated storage capacity is available on board for the waste already on board and for the waste which will be generated during the intended voyage of the ship to the next port of call. If adequate reception facilities are not available at the next port of call, this point cannot be invoked.

The waste should be delivered by the ship separately in accordance with the provisions of Chapter 6 in this waste management plan.

The operator, agent or captain of a vessel falling within the scope of the Decree of 16 June 2006 on the guidance of navigation on maritime access routes and the organization of the Maritime Rescue and Coordination Centre shall report the information of the waste receipt to the Port Authority before departure or as soon as the waste receipt is received.

The captain of a fishing vessel calling at the port shall, before the fishing vessel departs again, hand over all the ship's waste and/or passively caught waste taken on board, to the organization designated by OVAM for the management of fishery waste. Currently this is the Flemish Fisheries Cooperative (VVC or *Vlaamse Visserij Coöperatie*).

In doing so, the captain of the fishing vessel ensures that:

- the VVC is notified in time of the planned drop-off (by phone, e-mail or text message);
- the vessel's operational waste is separated from any passively fished waste: the waste bags/big bags are thereby clearly marked with:
 - the ship's identification data;
 - the nature of the waste, i.e., ship operating waste or passively fished waste.

5.4.2 PORT RECEPTION FACILITY RESPONSIBILITIES

The port reception facility is responsible for the prompt and responsible collection of the waste and/or cargo residues on board the ship, taking into account the applicable provisions of waste legislation and port regulations.

The port reception facility is also responsible for the immediate removal of the collection receptacle (e.g. waste container) after departure of the ship.

After collection, the port reception facility provides the ship's master with the identification form in accordance with Article 6.1.1.2 of VLAREMA. The port reception facility reports the collected quantities to the Port Authority via the WASTE COLLECTION web application in ENSOR within the period mentioned in the ordinance on waste shipping. A copy of the signed identification form is also added to the notification in the web application. The Port Authority then delivers - via ENSOR and without unnecessary delay - the waste receipt prepared in accordance with the provisions of Article 5.2.10.7 §2 (see Annex 2) to the master or agent of the ship by means of a message that is automatically generated by the ENSOR system.

Port reception facilities shall comply with the following provisions upon collection:

In accordance with Article 4.3.4 of VLAREMA, waste - which is presented separately - should be kept separately when retrieved or collected.

In case of refusal of offered quantities of waste by the port reception facility, for whatever reason, the port reception facility shall immediately inform OVAM, the Port Authority and the Shipping Inspection Department.

According to Articles 7.2.1.2. and 7.2.3.1. of VLAREMA, every mobile and fixed port waste reception facility must keep a waste register.

The collection of fishery waste (both vessel operating waste and passively fished waste) by the VVC should be done without delay.

5.4.3 PORT AUTHORITY RESPONSIBILITIES

The Port Authority shall provide a list of port reception facilities sufficient to meet the needs of ships normally calling at the port without causing unnecessary delay to ships.

The Port Authority checks the notifications submitted by the captain, shipowner or ship's agent. The Port Authority grants inspection rights to these data to the Shipping Inspection Department and OVAM.

The Port Authority provides a web application in which the port reception facility reports the quantities of waste collected. This electronic port information system also serves as a basis for allocating financial interventions.

As soon as the data were reported by the port reception facility in the web application, the Port Authority delivers the waste receipt, as stipulated in Annex 5.2.10.B of VLAREMA, to the vessel via an automatic application of ENSOR, without unnecessary delay. In accordance with Article 5.2.10.7 §2 of VLAREMA, this information is reported electronically by the Port Authority via the Belgian Central Management System and SafeSeaBEL into the information, monitoring and enforcement system provided by the European Commission for this purpose.

5.5 TREATMENT METHODS OF WASTE AND CARGO RESIDUES

Port reception facilities must process (or have processed) the waste collected in the Flemish seaports in accordance with the Materials Decree and the Flemish regulations on the sustainable management of material cycles and waste (VLAREMA). In particular, reference is made to sections 4.4 (general rules for processing waste) and 4.5 (dumping and incineration bans) of VLAREMA.

5.6 CAPACITY REQUIREMENT FOR PORT RECEPTION FACILITIES

Two types of port calls can be distinguished. There is a constant call of coasters in the port. The average tonnage of these ships is between 2,000 and 4,000 GT. For (windmill) projects from the port of Ostend, this tonnage rises to ships of 20,000 GT. Many of these ships are exempted, yet for a relatively short period they change the port's calls and tonnage figures. Waste production then also changes. The large differences make it difficult to estimate waste flows.

Also typical of Ostend are the exempted ships compared to the total number of calls.

CALCULATION FOR ALL CALLS IN 2021

<u>Type</u>	<u>number of calls</u>	<u>Percentage</u>
exempt	4,546	41.01%
temporarily exempt (public contract)	587	5.30%
government	3,511	31.67%
fishermen	2,005	18.09%
not exempt	436	3.93%
Total number of calls in 2021	11,085	100.00%

CALCULATION FOR ALL LANDINGS IN 2021 EXCLUDING GOVERNMENT AND FISHERMEN

<u>Type</u>	<u>number of calls</u>	<u>Percentage</u>
Exempt	4,546	91.25%
Not exempt	436	8.75%
Total number of calls in 2021	4,982	100.00%

Declared volume in m³ during 2021

Volume retrieved in m³ during 2021

<u>Type</u>	<u>Volume</u>	<u>Type</u>	<u>Volume</u>
bilges	5.00	bilges	5.32
sewage	52.00	sewage	50.00
food waste	47.31	food waste	4.0
operational waste	10.78	general waste	56.22
paper	10.58	hazardous waste	2.94
metal	4.00	metal	3.84
oil rags	11.05	oil rags	0.32
catering waste	8.03	paint	0.05
plastic	54.91	plastic	1.50
sludge	17.57	sludge	5.44
batteries	1.00	wood	1.00
domestic waste	34.67	domestic waste	8.25
cooking Oil	0.04	Total	139.08
e-Waste	4.00		
Total	260.94		

5.7 ADEQUACY REVIEW OF PORT RECEPTION FACILITIES

The application of the port reception facilities directive in the port of Ostend is based on the free market principle. This means that any registered collector, broker and/or trader of waste can in principle act as a port reception facility. However, he must obtain permission or a permit from the Port Authority to do so.

There has never been a substantiated complaint in the Port of Ostend regarding an alleged inadequacy of port reception facilities for the waste streams the port normally receives.

Taking into account future expectations and the fact that Flanders is a highly industrialized region in which there are quite a lot of active registered and specialized waste collectors, it can currently be concluded that there are sufficient port reception facilities for waste collection in the port of Ostend.

6 SHIP OBLIGATIONS

6.1 OBLIGATION TO SEPERATELY DISPOSE OF HAZARDOUS WASTE LISTED IN ANNEX V OF THE MARPOL CONVENTION

The waste, other than cargo residues, belonging to MARPOL Annex V that are considered hazardous in accordance with the provisions of VLAREMA, shall be presented separately from non-hazardous waste at the port reception facility. Hazardous waste means waste marked with an asterisk in the list (Eural) of Annex 2.1 of VLAREMA. These include the following types of goods:

- medicines
- oily rags
- flares
- fire extinguishers
- coolant
- propeller shaft lubricant
- solvents
- fluorescent lamps and mercury-containing waste
- paints, ink, glue, resin
- batteries
- oil-containing drums

The port reception facility will decide which mode will be used to collect the waste, based on the quantities to be delivered, the type of waste and possible terminal restrictions. If hazardous waste is deposited, notification must be given to the port reception facility that states which hazardous waste the ship wishes to deposit. This notification must be given when the request is initiated.

The following (hazardous) waste products may not be transported by disposal container:

- fumigation waste
- asbestos (bound or unbound)
- pressurized gas bottles/cylinders/fire extinguishers
- pharmaceutical products
- medical waste (needles, syringes...)
- nuclear waste/nuclear antennas
- expired flares (hand flares, smoke signals, man overboard signals...)
- flammable liquids (paint solvent...)
- other hazardous liquids: paints, acids, bases...
- lead-acid batteries, lithium batteries
- fire extinguishers containing compressed or liquefied gas (UN1044)

Collection of these waste products can therefore only be done by truck.

The following waste products in this non-exhaustive list may only be transported by disposal container if they are packaged leak-proof:

- non-hazardous liquids such as water-based paint waste and oil used for cooking
- oily rags, filters and other solid oil wastes

- empty paint cans
- alkaline batteries
- refrigerators/freezers with chlorofluorocarbon compound
- fluorescent lamps

Consequently, these waste products should be offered leak-proof packed in a disposal container.

6.2 OBLIGATION TO SEPARATELY DEPOSIT EXPLOSIVES

Waste that is explosive, including flares, should be presented to the port reception facility separated from other waste. In addition, the flares or other explosive waste products should be rendered inoperable.

Flares are best surrendered to the supplier upon replacement of expired flares.

If it is established that the explosive waste is not presented separately, the port reception facility may refuse the waste collection. The port reception facility may, if no other waste was handed over, charge the costs made to arrive at the site.

Flares may not be transported by disposal container. Collection of explosives can therefore only be done by truck.

If, after collection, the port reception facility or sorting centre finds that waste that is explosive was offered unsorted, an additional charge may be levied by the port reception facility.

6.3 OBLIGATION TO SEPARATELY DEPOSIT MEDICINES

Medicines should be presented separately from other waste to the port reception facility.

If it is established that medicines are not presented separately, the port reception facility may refuse the waste collection. The port reception facility may, if no other waste was handed over, charge the costs made to arrive at the site.

6.4 OBLIGATION TO PACKAGE WASTE IN CONFORMITY

Hazardous waste should be presented in packaging suitable for the type of waste being handed over. The packaging should conform to ADN-ADR regulations. Preferably, hazardous substances are kept in their original packaging.

Packaging must be in sound condition, leak-proof, well-sealed and clean on the outside.

The packaging must indicate the name of the waste product and bear the correct hazard labels in accordance with CLP Regulation 1272/2008 on classification, labelling and packaging of substances and mixtures. This means that old labels of previous contents must be removed or made illegible.

If the hazardous waste is not properly packaged in accordance with the above provisions, the port reception facility shall charge the cost of providing the appropriate packaging material, including any additional handling, directly to the port user.

6.5 ADDITIONAL CHARGES

Port reception facilities may charge the port user for certain additional costs they make in the context of a waste collection. These additional costs are stated in the general conditions of the contracts concluded between the port reception facility and the port user and include the following, amongst others:

- costs made in connection with a container that is overloaded
- waiting times if:
 - they have to wait longer than 15 minutes to pick up a disposal container
 - activities cannot be initiated within the half-hour of the agreed time window when the collection is by truck.

Under no circumstances additional charges may be levied based on the volume of the ship waste that is issued.

6.6 WASTE COLLECTION APPLICATION

If a user wishes to drop off waste, the waste collection must be requested at the chosen port reception facility at least 24 hours before the desired collection time.

7 COST RECOVERY SYSTEM

7.1 PRINCIPLE

Cost recovery system applicable as of January 1, 2023:

As of January 1, 2023, in accordance with Article 5.2.10.8 §2 of VLAREMA, there will be a switch to full indirect financing for ship-generated waste, with the exclusion of cargo residues. Specifically, this means that the waste fee levied must cover the entire cost of delivering the ship's waste, without additional costs based on the waste volume delivered, except when the waste volume delivered exceeds the maximum storage capacity specifically designated for this purpose as stated in the notification form included in Appendix 1 of the waste management plan. For waste belonging to MARPOL Annex I, the regulation remains unchanged. This means that the contribution for MARPOL annex I will still be at least 30% of the average total direct cost for the actual waste delivery.

If no waste pre-notification is made by the ship's master, a maximum storage capacity of '0' will be used. This means that the costs of a possible waste deposit, in addition to the indirect waste fee, will be charged directly to the ship by the port reception facility.

The Port Authority may request to inspect the ship's Waste Management Plan at any time to verify the specific storage capacity for the ship's waste.

The average cost in the port of Ostend is calculated by multiplying the total amount of waste collected by the average price of collection and treatment (from MARPOL Annex I and V) and then dividing this over the total number of calls.

The waste fee is recalculated at least once per calendar year and submitted to OVAM for written approval. In doing so, the Port Authority evaluates the ships' deposit behaviour. The Port Authority manages the fund built up from the collected waste contributions. After deducting a fixed annual administrative management contribution or other costs provided for by the Directive, the Port Authority cannot make any use of the reserves other than to intervene in the waste disposal costs of the contributing seagoing vessels. Consequently, the accumulated reserves in the waste fund can in no way be regarded as a profit for the Port Authority.

The cost recovery system for fisheries waste is managed by the VVC, under the supervision of OVAM.

7.2 WASTE CONTRIBUTION

In accordance with Article 5.2.10.8 §4 of VLAREMA, the Port Authority may decide to differentiate waste fees based on the following elements:

- 1° the category, type and size of the vessel;
- 2° providing services outside normal working hours to ships in the port;
- 3° the hazardous nature of the waste.

The mandatory indirect waste fee is divided into a fixed fee, a variable fee, a fee based on the number of persons per sea-day on board the vessel and a fee per declared waste type. The variable contribution is obtained by multiplying the vessel's GT by a set rate. The contribution based on the number of persons per sea-day on board is calculated by adding an amount to the product of the total number of persons on board and the number of sea-days.

Three specific waste types are identified: plastics, small hazardous waste (KGA) and other waste. Other waste is the sum of all other waste types except plastics and small hazardous waste (KGA).

If a notification is made for Marpol Annex I or Marpol Annex V without deposit of waste, a fixed fee is charged in accordance with the gross tonnage of the vessel. Vessels above 1001 GT should also pay a variable fee per tonne above 1000 GT. A fee is also charged per person/per day/per trip. Per declared waste type (Plastic, KGA and other types of waste), a fee is also charged for 1 m³.

If a notification is made for Marpol Annex I or Marpol Annex V and issued, a fixed fee should be charged according to the gross tonnage of the vessel. Vessels above 1001 GT should also pay a variable fee per tonne above 1000 GT. A fee is also charged per person/per day/per trip. For each type of waste that is deposited, there is also a charge per m³ for waste remaining on board and a fee is charged for the type of waste (plastics, small hazardous waste (KGA) and other types of waste) that is deposited.

If only a notification for Marpol Annex I is made, the fee per person / per day / per trip will not be charged.

For Annex I notifications, there is a contribution from the port per m³ that is deposited.

All fees and charges are included in the tariff plan regarding the waste regulation of the Port of Ostend

If no notification is made in Ensor before the ship enters the port and the notification is made
Waste Management Plan
Port Oostende

while in port, the ship will not be entitled to compensation if it is delayed due to the late notification and has to stay longer in port to deliver its waste. In addition to the fee that will be calculated according to the tariff plans mentioned hereabove, an additional fee will be charged (see tariff plan)

If the vessel leaves the port, despite of being warned by the Port Authority, without having made any notification, the vessel will be reported to Safe Sea Net and will be sanctioned in the next port of call by the competent authorities. A fee will be charged as described in the tariff plan along with the normal waste fee

If waste collection takes place outside normal working hours, the port reception facility may charge an additional cost as provided for in the general conditions of the port reception facility. If an additional cost is charged, it should be in line with the market prices.

In accordance with Article 5.2.10.8 §5 of VLAREMA, waste fees will be reduced from 1 January 2023 in the following cases:

seagoing ships that produce limited amounts of waste (such as ships using alternative fuels) and manage their waste in a sustainable and environmentally sound manner. The specific criteria for this will be defined through a European Commission implementing act.

The current waste charges can be consulted in the seagoing vessel tariff regulations, available on the Port Authority's website.

7.3 SHIPS EXEMPT FROM PAYING WASTE FEES

Ships outside the scope of Directive 2019/883/EU:

- warships, naval auxiliaries and other government-owned or operated vessels which, at the time, are used exclusively on a non-commercial basis by the government;
- ships providing port services within the meaning of Article 1(section 2) of Regulation (EU) 2017/352 of the European Parliament and of the Council of 15 February 2017 establishing a framework for the provision of port services and common rules on transparency of ports;

Other ships:

- any vessel without own propulsion and without fixed mechanical installation, such as an (empty) pontoon;
- vessels that have an exemption from OVAM (see also 7.4. in this plan).

7.4 PROCEDURE ON EXEMPTION FROM NOTIFICATION REQUIREMENT

DEPOSIT OBLIGATION AND PAYMENT OF WASTE FEE

7.4.1 THE LEGISLATIVE FRAMEWORK

In accordance with Article 9 of the Directive (EU) 2019/883 on port reception facilities for ship-generated waste and Article 5.2.10.9 of VLAREMA, a ship may be exempted from the following obligations:

- the notification requirement (art 5.2.10.6 of VLAREMA);
- the mandatory deposition of waste (art 5.2.10.7 §1);
- payment of the mandatory waste fee (art 5.2.10.8).

To qualify for an exemption, it must be demonstrated that the conditions of article 5.2.10.9 §1 are met:

- The ship should be in a fixed schedule with frequent and regular calls;
- There must be sufficient evidence that an arrangement has been made to ensure that the waste is delivered and contributions are paid at a port in the ship's route, which:
 - a) is demonstrated by a signed agreement with a port or waste company, and by waste deposit receipts;
 - b) has been reported to all ports on the ship's route,
 - c) is accepted by the port where the deposit and payment take place, which may be a port in the European Union or another port, where, as determined from the information reported electronically in the information, monitoring and enforcement system made available by the European Commission for this purpose and in GISIS, adequate facilities are available;
- The exemption does not adversely affect maritime safety, health, life or working conditions on board or the marine environment.

7.4.2 APPLICATION IN FLEMISH PORTS

In Flemish ports, an individual vessel may apply for an exemption from calling in a well-defined port for the three obligations of 5.2.10.9 §1 if the following provisions are met at the same time.

- Operating under a fixed timetable with frequent and regular calls. That is, the vessel must have a planned/published schedule (list of ETDs and ETAs) between predetermined ports or the vessel must be in a periodic - recurrent and recognizable sailing schedule.
- Regular means repeated trips with a constant pattern.
Frequent means that the vessel must, at least once every fortnight, call at the port for which the exemption is requested and the port where the waste is deposited.
- The sailing schedule must be guaranteed for at least four months.
- The arrangement for waste deposits must be sufficiently demonstrated. This can be done, for example, in one of the following ways:
 - provide proof that, for each type of waste, one or more contracts have been signed with a port or registered waste company at the port, to which the waste will be delivered, together with the frequency with which the waste will be deposited;
 - provide receipts and other evidence showing that the contract or arrangement is active;
 - Provide evidence that these arrangements are acceptable to the port receiving the waste, the port(s) to which an exemption applies and other ports on the route.

Exemptions based on the European Commission's Guidelines can also be granted by OVAM.

7.4.3 APPLICATION FOR EXEMPTION

To obtain an exemption for one particular vessel in one particular Flemish seaport, an application file must be submitted to OVAM via the web application provided for this purpose: <https://services.ovam.be/scheepvaart/>. In addition to the individual data of the vessel, at least the following documents must be uploaded:

1. Proof that the ship makes frequent and regular port calls according to a schedule. In Flanders, it is stated that "frequent and regular" means that the vessel calls at the port every fortnight for at least four consecutive months. Moreover, the exemption only applies for the period of the specified timetable. This proof can be provided by:
 - an overview of the timetable as it will be applied to the vessel;
 - a declaration by the shipowner or agent that the ship has frequent and regular calls with indication of the date from which this criterion is met;
 - for dredgers: a statement indicating the location and duration of the dredging project;
2. Proof that arrangements have been made for the deposit of the waste, demonstrated by a contract and/or a summary of deposit notes that provisions have been made for the deposit of the ship's waste (both for MARPOL Annex I and V) at a Flemish or at another EU/EEA/HELLCOM port. These certificates must be valid for the entire period of the specified timetable.
3. Demonstrate that arrangements have been made for the payment of contributions at an EU/EEA/HELLCOM port located on the ship's route.

The requirements on the documents to be uploaded may change, based on the Guidelines issued by the European Commission. An overview of the procedure *exemptions ship-generated waste* and FAQs can be found on the OVAM website (www.ovam.be).

An exemption granted may be valid from the day of receipt of the application that was deemed complete until the end of the specified timetable (with a maximum of 5 years).

A granted exemption may be revoked by OVAM if the conditions are no longer met due to changes in the vessel's route or in the arrangements for delivering the waste.

7.4.4 PROCEDURE FOR APPLYING FOR A REDUCED CONTRIBUTION FOR ENVIRONMENTALLY FRIENDLY SHIPS

Ships that do not produce sludge such as ships that run exclusively on LNG can benefit from a reduction in the waste fee in accordance with articles 8.5.a and b. of Directive (EU) 2019/883 and Article 5.2.10.8. §5 of VLAREMA.

This reduction will result in a reduction of the waste fee to be determined annually. If an invoice was drawn up before the Port Authority was informed of the reduction, it will be credited taking into account the effective start date of the reduction, with a maximum of 1 month

Vessels that believe they are eligible for a reduction can apply to OVAM through the digital application <https://services.ovam.be/scheepvaart/>.

At least the following supporting documents should be enclosed with this application:

- a formal application for reduction of the waste fee;
- the name and IMO number of the ship concerned;
- conclusive proof that the ship in question does not produce sludge and a copy of the International Oil Pollution Prevention Certificate (IOPP), including supplement.

If OVAM grants a reduction to a vessel, the vessel can benefit from it in the seaports of Antwerp, Zeebrugge, Ghent and Ostend.

7.4.5 WASTE FEE MANAGEMENT BY THE PORT AUTHORITY

The Port Authority manages the waste fees paid by ships under the waste fee obligation in the port of Ostend. In accordance with article 5.2.10.8. of VLAREMA, article 41 of the decree on the sustainable management of material cycles and waste and article 8 of RL (EU) 2019/883, the waste contributions are used as financial compensation in the costs for the use of the port reception facilities in the port of Ostend. The levied waste fee will cover the full cost for the deposition of ship-generated waste, without additional charges based on the volume of the waste that was deposited, except in the following cases:

- when the volume of the deposited waste exceeds the maximum designated storage capacity as stated in the notification form included in annex 1 of the waste management plan;
- deposits taking place from the 6th day of a ship's stay in port;
- deposits of cargo residues;
- when the waste is not the result of the normal operation of the ship;
- when maritime inspection officials compel ships to deposit;
- if the vessel did not pay a waste fee;
- when there are more than 2 deposits per call;
- waste from fumigation;
- asbestos-containing waste.

In the above cases, the costs associated with the deposit are charged directly to the ship by the port reception facility. Costs associated with the provision of services other than receiving, transporting and processing (or having waste processed) by port reception facilities are also not covered by the waste fee levied.

The following is involved, among other things: the identification and reconditioning of specific waste products and the provision of packaging material used to dispense specific waste.

The Port Authority evaluates the deposition behavior of ships and strives to maximize the deposit of waste ashore. At least every calendar year, the Port Authority submits the rates of financial compensation for oily waste and the amount to cover the administrative costs of managing the waste contributions to OVAM for approval.

The financial compensation for oily waste (MARPOL Annex I) to the ship through the port reception facility consists of a variable compensation.

The variable compensation for oily waste is calculated on the basis of a rate per m³ of deposited waste, which is designated as oily waste from the engine room, MARPOL Annex I.

Only vessels paying a waste fee can receive a financial compensation for waste collection.

The Port Authority limits the variable compensation for oily waste when more is collected than the storage capacity of the waste tanks listed in the International Oil Pollution Prevention Certificate (IOPP) allows.

The Port Authority does not provide financial compensation for oily waste in each of the following situations:

- when maritime inspection officials compel ships to deposit;
- for ballast water and wash water coming from cleaning cargo holds and tanks;
- deposits taking place from the 6th day of a ship's stay in port.

If the Port Authority requests additional information, the port reception facility is obligated to provide it.

To be entitled to the partial or full financial compensation, the port reception facility must meet the following conditions, among others, which are included in the shipping waste regulation:

- have an authorization issued by the Port Authority;
- all data on the collection and processing of waste, even those for which no compensation is provided, are submitted electronically to the Port Authority via the WASTE COLLECTION web application. Depending on the waste, the data are reported in m³ and/or kg;
- to keep open accounts vis-à-vis the Port Authority;
- after the Port Authority has approved the deposit notification, payment of the financial compensation is made directly.

Waste overview regarding partial or full financial compensation in waste collection

MARPOL	Type of waste	Financial compensation waste collection
Annex I	Oily bilge water	Yes
	Oily residues (sludge) incl. used engine oil	Yes
	Oily tank washings (slops)	No
	Oily (dirty) ballast water	No
	Scale and sludge from tank cleaning	No
	Other waste oils e.g.. off spec fuel	No
Annex II	Noxious liquid substances - category X substance: liquid substances which, if discharged into the sea from tank cleaning or deballasting operations, are deemed to present a major hazard to either marine resources or human health.	No
	Noxious liquid substances - category Y substance: noxious liquid substances which, if discharged into the sea from tank cleaning or deballasting operations, are deemed to present a hazard to either marine resources or human health or cause harm to amenities or other legitimate uses of the sea	No

	Noxious liquid substances - Category Z substance: noxious liquid substances which, if discharged into the sea from tank cleaning or deballasting operations, are deemed to present a minor hazard to either marine resources or human health.	No
	Other MARPOL Annex II residues: substances which have been evaluated and found to fall outside Category X, Y or Z because they are considered to present no harm to marine resources, human health, amenities or other legitimate uses of the sea when discharged into the sea from tank cleaning or deballasting operations. The discharge of bilge or ballast water or other residues or mixtures containing these substances are not subject to any requirements of MARPOL Annex II.	No
Annex IV	Sanitary waste water - sewage	No
Annex V	A: Plastics	No
	B: Food waste	No
	C: Domestic waste (paper products, rags, glass, bottles, metal, crockery, medicines...)	No
	D. Cooking oil	No
	E. Incinerator ash	No
	F. Operational waste (metal, steel, car tires, wood, expired pyrotechnics, oily rags, paint, glue, cans, batteries, ink cartridges, fire extinguishers, solvents, oily drums, coolant, fluorescent lamps and mercury containing waste, propeller shaft grease...)	No

	F: Waste containing asbestos, fumigation waste	No
	G: Animal carcasses	No
	H: Fishing gear	No
	I: E-waste (washing machines, electric stoves, laptops, printers, cameras, vacuum cleaner, electric tools, medical equipment, fluorescent lamps...)	No
	J: Residues harmful to the marine environment	No
	K: Residues not harmful to the marine environment	No
Annex VI	Ozone depleting substances and equipment containing such substances	No
	Exhaust gas cleaning residues	No

8 CONSULTATION PROCEDURES

As the port authorities are responsible for drawing up and implementing waste management plans, the representatives of the Flemish seaports regularly consult with representatives of OVAM, the representatives of the sector of port reception facilities (DENUO) and with the maritime inspection officials. The purpose of these consultations is to exchange data on the procedures in the waste management plan for each port, compare the data relating to the quantities collected in each port and evaluate the cost recovery system for each port.

If necessary, these consultations shall initiate possible amendments to the waste management plan. For new proposals that give rise to amendments to the waste management plan or its implementation, the meetings are extended, depending on the subject, to include representatives of the associations of ship agents in the respective ports, and/or representatives of terminal operators. Substantial amendments to the waste management plan, and in particular to the articles relating to port reception facilities, waste pre-notification and waste deposits from ships, shall always be made after notification of the representatives of shipping agents and terminal operators.

Consultations between the Port Authority, OVAM and representatives of the port reception facilities take place at least three times a year. Once a year, representatives of shipping companies and terminal operators are included in these consultations.

9 ENFORCEMENT

Federal:

Maritime inspection officials can inspect any vessel to check whether it complies with the provisions of the Royal Decree of 4 June 2021 on waste from ships, amending the Royal Decree of 15 July 2020 on environmentally friendly shipping (art. 7.1.7).

If the maritime inspection officials are not satisfied with the results of the inspection, they may prohibit the vessel from leaving the port until it has delivered its waste to a port reception facility in accordance with Article 7.1.5. of the Royal Decree of 4 June 2021, without prejudice to the application of other sanctions (art. 7.1.8§4).

Regional:

Chapter 5, subsection 5.2.10. of VLAREMA contains all provisions transposing the regional powers of Directive (EU) 2019/883 into Flemish legislation.

OVAM, as the supervisory authority, is competent to enforce these waste provisions. The Enforcement Division of the Environment Department of the Flemish government is competent to:

- conduct inspections and take (remedial) action, if necessary, on environmental, urban planning and real estate heritage regulations;
- administratively sanction by imposing fines;
- advise the minister on appeals against administrative measures and requests for remission of penalty payments;
- application Environmental Damage Decree;
- environmental crisis management.

10 REPORTS OF INADEQUACIES OR COMPLAINTS PROCEDURE

For complaints regarding an alleged deficiency at a port reception facility, the form in Annex 3 of this plan can be used.

The form has been prepared in accordance with the template in Annex 1 ("Format for reporting alleged inadequacies of port reception facilities") of the 'Consolidated guidance for port reception facilities providers and users' (IMO MEPC.1/Circ.834/Rev.1).

The master of a ship experiencing difficulties in delivering ship-generated waste should submit the completed form together with all supporting documents to:

Maritime inspection in Belgium:	and to:
FPS Mobility and Transport Directorate-General for Maritime Transport Directorate of Maritime Inspection Hazardous goods Franklinbuilding Posthoflei 5 B-2600 Antwerp tel: +32 3 229 00 30 email: sc.antwerpen@mobiliteit.fgov.be	Port of Ostend nv of public law Attn: Mr Dirk Declerck Managing Director Slijkensesteenweg 2 B-8400 - Ostend Tel:+32 (0)59 34 07 11 E-mail: info@portofostende.be

Preferably, a complaint is to be submitted to the Port Authority as soon as possible.

The Port Authority shall inform the person submitting the complaint, in writing and with reasons, of the findings of the investigation carried out in response to the complaint, as well as any conclusions drawn from it.

The Port Authority informs OVAM.

11 PERSONS RESPONSIBLE

11.1 HARBOUR MASTER'S OFFICE 24/24H CONTACT

Traffic Control (TCO) Tel +32
59 34 24 88_
trafconto@portofoostende.be

11.2 RESPONSIBLE FOR IMPLEMENTING THE PLAN

Harbour master
Tel +32 59 34 07 11
email: info@portofoostende.be