

Guidelines for the Reception of Ship-Generated Waste **Reusable and Recyclable Items**

The shipping agent through its contractor (waste hauler) will be responsible for the provision of appropriate reception facilities for the categories of solid and oily waste which can be managed on the island. Solid waste includes all kinds of foods, solid, domestic and operational waste excluding fresh fish and parts thereof generated during the normal operations of a ship and liable to be disposed of continually or periodically except those substances which are defined or listed in other annexes to MARPOL 73/78.

The wastes are to be segregated and transported into various categories for the purpose of sound environmental management by the Authority at the sanitary landfill. These categories include:

- Plastics
- Paper and Cardboard
- Food waste
- Glass
- Biomedical waste
- Other solid waste
- Oil/Oily waste

P.S. special arrangements are to be made with the Authority for Biomedical waste and Incinerator ash and with St. Lucia Linen and/or St. Lucia Distillers for Oil/Oily waste.

- a. All shipping agents shall inform the Authority of their intentions to dispose of solid waste at least 48 hours in advance to facilitate the mobilization of necessary resources using the attached form.
- b. In the case of vessels arriving on Sundays, Mondays and Holidays the Authority require a notification no later than the previous Friday at 4 pm. It is understood that the detail of waste to be unloaded may not be accurate, however this is necessary to facilitate adequate preparation for the reception of waste since our offices are closed for business on Saturdays and Sundays. All waste arriving on Sundays and Holidays with the exception of Christmas Day and New Years Day must arrive at the site before noon (12 p.m.).
- c. In the case of Christmas and New Years days and after twelve noon on Sundays and holidays an overtime rate of one hundred and sixty dollars (EC\$160.00) per hour will be applied in addition to the rate per ton.
- d. All notification shall be done utilizing the standard waste notification form and can be transmitted to the Authority via facsimile or email and copied to the Agent.
- e. The Authority will acknowledge receipt of such notification within three (3) hours.

- f. Late notification from the vessel shall result in additional charge of US\$22 per ton for waste being disposed.

The notification by the ship agent should clearly indicate:

- The name of the vessel
- Date and time of intended disposal
- Category and volume or weight of solid waste to be disposed
- Volume of oily waste to be disposed
- Port of arrival
- Any special waste discharge requirements
- Any waste being diverted for recycling or reuse
- The name of the agency/individual who will reuse the recyclable/reusable waste

Upon receipt of the notification, permission for:

- a. the discharge of waste shall be granted by the Authority if adequate facilities can be provided for the reception and discharge or recycling of waste in a manner that would not cause a threat of harm to human health, safety or the environment
- b. the permission for reuse of items shall be granted by the Ministry of Health and Ministry of Agriculture if there are no concerns for human and plant health
- c. Adequate arrangements can be made to facilitate the discharge of the waste without causing undue delays to the ship.
- d. The Authority may impose such terms and conditions that it considers appropriate for the safe and orderly discharge of the waste.
- e. The owner or master of the ship or his or her agent shall take all appropriate precautions when unloading any waste to prevent spillage. Upon discharge of the waste from the vessel, the category and estimated amount of waste discharged must be provided and signed by the officer in charge of operations on the ship.

1. Requirements for Ship Waste Haulers

A. All waste haulers must ensure the following:

1. Waste in the vehicle is properly covered at all times during transportation to ensure that waste cannot blow out, fall or otherwise leave the vehicle.
2. Sufficient insurance is maintained in order to provide for the cleaning up of spills or other polluting accidents that might occur.
3. All liquid originating from the waste is properly contained and not allowed to discharge from the vehicle at any point except at the landfill.

4. All waste collected is delivered to the designated landfill site. No contractor shall or cause to be diverted any waste material or item from the ship waste collected away from the landfill.
5. All solid waste must be properly contained to avoid spillage, littering and odour problems.
6. Ship Waste Haulers must comply with all the requirements of the Waste Haulage Licence
7. The Authority will submit a receipt on a weekly basis to the shipping agent specifying the charge for the amount of solid waste received for disposal at the sanitary landfill. This receipt is to be kept on board the vessel with the Solid Waste Record Book for at least two years. It is also a requirement that the volume of oily waste discharged be recorded and a copy submitted to the Authority.

The Ministry of Health and the Authority reserves the right to determine on a case-by-case basis what categories of waste; recyclable or reusable items can be discharged in the island.

Only licensed waste haulage contractors are allowed to remove waste from the premises of the port. These contractors will be required to meet the necessary health, safety and environmental standards to the Authority and the Ministry of Health's satisfaction.

(B) Vehicles

- Vehicles are maintained in good operating condition.
- Vehicles used by the contractors shall be adequate to perform the service.
- No refuse compactor vehicles shall be used to transport wet garbage. The compaction of wet garbage is strictly prohibited.
- Vehicles used must fully contain the waste.
- The contractor shall provide suitable vehicles such as flat bed trucks or tipper trucks with appropriate lifting hoists as necessary for the transportation of bulky items.
- The contractor's name, telephone number and vehicle registration number shall be visibly displayed on vehicles in letters and figures not less than 15 cm high.
- The contractor shall ensure that all vehicles are registered and operated in compliance with all applicable laws and regulations.
- The contractor shall keep all vehicles and equipment used for performing the service in good repair, appearance and sanitary condition.
- All vehicles shall be washed and thoroughly disinfected every day.
- Each vehicle shall have at least one broom and shovel at all times to clean up solid waste that may spill or otherwise scatter during the process of collection and transportation.

- All lights, horns and warning devices, mufflers, fuel tanks and emissions control on vehicles and equipment shall be kept operable at all times.
- The contractor shall ensure that no vehicle is willfully overloaded.
- On arrival at the landfill vehicles shall have their loads weighed or measured.

(C) Employees Uniforms

- The contractor shall provide protective shoes and gloves for all employees, which shall be kept clean and in good condition and replaced as they become worn or damaged.
- The contractor shall provide recognizable shirts and pants for his workers to be worn at all times when performing the service.
- Uniforms shall be kept clean and in good condition and replaced as they become worn or damaged.

2. Requirements for Ships Operating in St. Lucia’s Territorial Waters

All ships that operate in St. Lucia’s territorial waters are required to:

- Display placards which notify its crew and passengers of the conditions that are permissible for at-sea disposal;
- Carry a solid waste management plan which the crew shall follow. The plan shall provide written procedures for collecting, storing, processing and disposing of solid waste, including the use of equipment on board and designate a person to be in charge of carrying out the plan;
- Carry a Solid Waste Record Book or Garbage Record Book in which to record all transactions of disposal or incineration and aid in proving legal disposal;
- Notify the St. Lucia Solid Waste Management Authority of the vessel’s arrival at least twenty four (24) hours in advance so that adequate arrangements may be put in place;
- Permit St. Lucia Solid Waste Management Authority to inspect the vessel’s waste management system.
- Ensure that only waste approved for landing by the SLSWMA and or the Ministry of Health is landed

The following are prohibited for landing:

- Asbestos waste
- Explosive waste
- Infectious waste
- Soil contaminated waste

- Hazardous waste
- Containers used to store hazardous waste
- Pharmaceutical waste

In order to assist the Authority in achieving compliance with Marpol, the ship captain should also provide an estimated amount of waste incinerated or disposed of at the last port of call.

3. Requirements for Ship-Generated Waste Diversion/Recycling

- Must have capacity to manage waste or recyclable to the satisfaction of the Authority and the Ministry of Health
- Recyclables of large volume of waste must have a waste management facility licence in accordance with the Waste Management Act of 2004
- Must sign the Waste Notification Form indicating receipt of waste (Vessel must provide form to them)
- All materials received must not be managed in a manner which compromises public or environmental health
- Disclose facility's name and location and allow investigation by the Ministry of Health or the Authority as required
- If they cease to operate at any location, they must ensure clean-up of the area and return it to a satisfactory condition

The following waste shall be prohibited from landing:

1. Asbestos waste
2. Explosive waste
3. Infectious waste
4. Soil contaminated waste
5. Hazardous waste
6. Containers used to store hazardous waste
7. Pharmaceutical waste

4. Requirements of the Ministry of Agriculture

The following materials shall not be landed in Saint Lucia or its territorial waters or included in waste for disposal without permits issued by the Ministry of Agriculture Forestry and Fisheries.

- **Fruits and vegetables**-which include all edible portions of food plants in the raw or unprotected state.
- **Planting Material**-which includes trees, shrubs, vines, cuttings, grafts, scions, buds, roots, seeds, explants and any other plant part capable of propagation.
- **Soil**-means the loose surface materials of earth in which plants grow, in most cases consisting of disintegrated rock with an admixture of organic material and soluble salts.
- **Plants pest**-which means any living stage of insect, mite, nematode, slug, snail, protozoa or other invertebrate or vegetable animal, bacterium, fungus, weed, parasitic plant or reproductive part of it, virus, mycoplasma, or any other organism similar or allied with any of the foregoing capable of causing damage to any plant or plant product.
- **Animal**
 - Animal products which will include animal carcass or parts thereof;
 - Any fodder, litter or refuse;
 - Any equipment used in connection will be very much appreciated;
 - Any equipment in connection with animals (cages, harness, etc.)