



# 香 港 商 船 資 訊

## HONG KONG MERCHANT SHIPPING INFORMATION NOTE

### Port Reception Facilities

To : *Shipowners, Ship Managers, Ship Operators and Ship Masters.*

#### *Summary*

This Note advises for the use of the revised consolidated format for reporting alleged inadequacies of port reception facilities and for the use of the revised advance notification form and the revised waste delivery receipt form when delivering waste to port reception facilities.

1. The Marine Environment Protection Committee (MEPC) of the International Maritime Organization at its 65<sup>th</sup> session (MEPC 65) agreed to issue the following three circulars :
  - (a) MEPC.1/Circ.469/Rev.2 - “Revised Consolidated Format For Reporting Alleged Inadequacies Of Port Reception Facilities” issued on 27 June 2013;
  - (b) MEPC.1/Circ.644/Rev.1 - “Standard Format For The Advance Notification Form For Waste Delivery To Port Reception Facilities” issued on 1 July 2013; and
  - (c) MEPC.1/Circ.645/Rev.1 - “Standard Format For The Waste Delivery Receipt Following A Ship's Use Of Port Reception Facilities” issued on 1 July 2013.

#### **Revised consolidated format for reporting alleged inadequacies of port reception facilities**

2. When ship masters encounter inadequacies of port reception facilities, they are urged to use the revised consolidated format as set out at annex to MEPC.1/Circ.469/Rev.2 to report alleged inadequacies of port reception facilities to this Administration, and to the Authorities of the concerned port State if possible. This circular supersedes MEPC.1/Circ.469/Rev.1.

**Standard format for the advance notification form for waste delivery to port reception facilities**

3. Ship masters are encouraged to forward the advance notification form for waste delivery, as set out at annex to MEPC.1/Circ.644/Rev.1, to the designated authority at least 24 hours in advance of arrival or upon departure of the previous port if the voyage is less than 24 hours. The advance notification form should be retained onboard the vessel along with the appropriate oil record book, cargo record book or garbage record book. This circular supersedes MEPC.1/Circ.644

**Standard format for the waste delivery receipt following a ship's use of port reception facilities**

4. The designated representative of the port reception facility provider should provide the waste delivery receipt form, as set out at annex to MEPC.1/Circ.645/Rev.1, to the master of a ship that has just delivered waste. The waste delivery receipt form should be retained on board the vessel along with the appropriate oil record book, cargo record book or garbage record book. This circular supersedes MEPC.1/Circ.645.

5. Shipping companies should include provisions of the IMO circulars MEPC.1/Circ.469/Rev.2, MEPC.1/Circ.644/Rev.1 and MEPC.1/Circ.645/Rev.1 in their procedures for shipboard operations as required under section 7 of the ISM Code.

6. The IMO circulars of the MEPC.1/Circ.469/Rev.2, MEPC.1/Circ.644/Rev.1 and MEPC.1/Circ.645/Rev.1 are attached to this Note for ready reference. Parties concerned are required to note the circulars and act accordingly.

7. This Merchant Shipping Information Note supersedes Merchant Shipping Information Note No. 32/2007.

Marine Department  
Multi-lateral Policy Division

15 November 2013