

PORT OF SALDANHA STANDARD OPERATING PROCEDURES FOR HANDLING AND MANAGEMENT OF BALLASTWATER AND SEDIMENTS IN THE PORT	
PROCEDURE NUMBER	SOP 41
ORIGINATOR	SHE OFFICER
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TITLE	HANDLING AND MANAGEMENT OF BALLASTWATER AND SEDIMENTS IN THE PORT

1. AIM

To describe how ballastwater and sediments should be handled and managed by the ships entering the port. Transnet National Port Authority, Port of Saldanha aims to ensure adherence to the applicable legal requirements and other requirements or regulations (in line with IMO guidelines) in order to minimize the risk of the introduction of marine organisms through ballast water and sediments.

2. DEFINITIONS AND ABBREVIATIONS

- TNPA** - Transnet National Ports Authority
- SOP** - Standard Operating Procedure
- EMS** - Environmental Management System
- SHEQ** - Safety, Health, Environment

3. RESPONSIBILITIES

3.1 SHEQ Department

- Development and review of procedure

3.2 Harbour Master

- Implementation

3.3 Vessel Traffic Control/Port Control

- Implementation

3.4 Pollution Control Officer

- Implementation

4. PROCEDURE

Activity: Handling and management of ballast water and sediments in the port.
Potential Contaminants: Unwanted marine organism, & other microbes, plankton species, small invertebrates & the spores, eggs & larvae of large species
Environmental Resources at Risk: Marine species, human health (when toxic organism, diseases & pathogens are introduced)
Management Practices (NPA Minimum Requirements): Procedures for ships <ul style="list-style-type: none">• Every ship that carries ballast water should have a ballast water management plan to assist in the minimisation of transfer of harmful aquatic organisms and pathogens.• The intent of the plan should be to provide safe and effective procedures for ballast water management.• The ballast water management plan should be specific to each ship.• The ballast water management plan should be included in the ship's operational documentation and should include the following:<ul style="list-style-type: none">i. relevant parts of the IMO Guidelinesii. an indication of records required
Ballast water exchange <ul style="list-style-type: none">• Ships should conduct ballast exchange in deep water, in Open Ocean and as far possible from shore (minimum of 50 nautical miles off-shore and preferably where the sea depth is 200m or more).• When exchanging ballast at sea, guidance on safety aspects of ballast water exchange as set out in Appendix 2 of the IMO Guidelines should be taken into account.• Ballast water uptake and discharge is to be conducted in a manner consistent with the IMO Guidelines. Approved methods for ballast water exchange are:<ul style="list-style-type: none">✓ Sequential method (empty/refill)✓ Flow through method✓ Dilution method• Where the flow through method is employed in open ocean by pumping ballast water into the tank or hold and allowing the water to overflow, at least three times the tank volume should be pumped through the tank• In cases where it can be proved that ballast exchange in open ocean would have placed the ship and its crew in danger and was therefore not conducted, then ballast water (not sediment) discharge <i>may</i> be accepted by the TNPA, but needs to be approved as such by the Harbour Master in consultation with the TNPA SHEQ Department, or designated representative in designated areas only.

- Vessels will require permission to discharge any ballast water in the Port of Saldanha from the Harbour Master or designated representative.

Tank stripping & hull fouling

- The discharge of ballast tank sediments must occur only in the open ocean, at an off-shore distance of minimum 200 nautical miles (off the continental shelf).
- Ballast tank stripping must not occur where this operation involves the discharge of sediments in South African waters.
- Written approval must be obtained from SHEQ Department or designated person prior to performing ballast tank stripping or sediment removal to ensure adequate disposal of these sediments.
- The cleaning or scraping of ships' hulls will not be allowed in South African ports unless the planned activity has been communicated to the Harbour Master and he/she has approved (in consultation with the TNPA SHEQ Department such an activity to ensure safety of divers and equipment, and possible mitigation measures are implemented).

Reporting & recording procedures

- Where these above-mentioned procedures could not be undertaken due to weather, sea conditions or operational impracticability, the ship master should report this fact to the Harbour Master and TNPA SHEQ Department (or designated TNPA employee) as soon as possible and, where appropriate, prior to entering seas under its jurisdiction.
- All vessels arriving in South Africa from international or national waters are required to submit an all inclusive and fully completed Ballast Water Reporting Form to the TNPA Environmental Department or a designated TNPA employee. This can be done via Port Control. These forms are the standard IMO forms from the Guidelines and available on the IMO web site.
- Vessel Masters/agents that do not submit the Ballast Water Reporting Form will not be given quarantine clearance to enter a South African port or conduct work at the Port of Saldanha.

6. RECORDS

Port of SLD Ballast Water Database

7. REFERENCES

- ISO 14001: 2004, requirement 4.4.6: Operational Control
- **TNPA-Port of Saldanha, Statement of Commitment**
- **Transnet SHEQ Risk Policy**
- Port of Saldanha, Marine ISO 9001
- IMO GloBallast guidelines.

This certifies that this is the final controlled document that will apply for the Port of Saldanha, to be revised periodically by the SHEQ Manager for efficiency and quality purposes.			
Prepared By		Approved	
Name & Surname	Sandra Malope	Name & Surname	Lyndon Metcalf
Designation	SHE Officer	Designation	SHEQ Manager
Reviewed By			
Name & Surname	Peter Stowe		
Designation	Harbour Master		