

NorSea Logistics Waste management plan for the port facility NorSea Logistics - Kristiansund (Vestbase) (ENG)

Document administrator: Hege Gjerde

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1 Introduction

NorSea Logistics AS operates with supply base and port operations, integrated logistics operations, development of property and infrastructure, project logistics and marine and logistics operations. (Is registered under industry code 52.223 Supply bases in the Brønnøysund Register Centre)

NorSea Logistics Org No. 912 871 has a subdivision with port facilities in Kristiansund to which this waste plan applies:

NorSea Vestbase Kristiansund (974 150 565 Norse Sea Logistics AS Dept. Norse Sea Logistics Kristiansund)

The port is an industrial port and is within the area of restricted ISPS, where the main activities are loading and unloading PSV vessels with terminal wagons (Ro-Ro) or harbour cranes. For the most part, the activity is offshore-related.

Turnover MNOK: (2021)	261,288
Employees: (Jan 2023)	115
Legal structure:	Privately owned, enterprise
Port Manager:	Site Manager – Ann-Mari Rovik, Tlf. +47 979 74 364 – E-post ann-mari.rovik@norseagroup.com
Customer contact: NorSea Logistics Vestbase - Kristiansund	Logistics and Operations Centre/Customer Centre Tlf.: +47 994 91 800 – Ext. 1, E-mail: Bestilling.vestbase@norseagroup.com Visiting adress: Omagata 110C, 6517 Kristiansund N

Information about the location

Base/Harbour:	Vestbase
Available area:	600 000 m ²
Buildings	50.000 m ²
Number of boat calls (2022)	1322 (2022)
GNR/BNR (hoved):	10/31, 10/122, 10/130, 10/143, 10/148, 10/531, 10/629, 10/728, 10/897, 10/953, 10/961, 10/980, 10/981, 10/1031, 10/1047, 10/1050, 34/21, 34/149, 34,150, 34/151, 34/159

Standard working hours for the port facility are 08:00 – 16:00 Monday – Friday, but there is 24/7 service for the base location.

1.1 Responsibilities

The Site Manager has overall responsibility for this waste management plan.

Site Manager can delegate responsibility for follow-up and execution to others in the organization or designated waste coordinators. This must be clarified internally.

When changes occur at the waste stations, this must be reported to the waste actor who updates the overview of waste stations at the relevant base. In the event of changes, this waste management plan shall also be updated.

Everyone who is employed by NorSea Logistics or persons who perform work on behalf of NorSea Logistics, has an independent responsibility to familiarize themselves with and follow instructions that apply to the base. This also includes the content of this waste plan.

1.2 Proxy

Customer service centres, Waste Coordinator, selected line managers, supervisors and waste suppliers are authorised to order emptying/collection of industrial waste and hazardous waste on behalf of the Port Facility. (Norsea Logistics)

Electronic declarations must be pre-filled prior hazardous waste is collected/delivered.

The selected waste supplier has been authorised to complete such an electronic declaration in www.avfallsdeklarering.no on behalf of Norsea Logistics if requested by the responsible purchaser.

2 Description

2.1 MARPOL

MARPOL and EU Directive MARPOL 73/78 is an international convention for the prevention of pollution from Vessels that stipulates which types of waste are prohibited to be discharged into the marine environment, and which therefore requires that there are adequate receiving facilities in ports.

Norwegian Pollution Regulations - chapter 20

Chapter 20 of the Regulations relating to the limitation of pollution ([the Pollution Control Regulations](#)) regulates the delivery and receipt of waste and cargo residues from all Vessels.

Chapter 20 of the Pollution Control Regulations shall ensure that Vessels deliver waste to reception schemes on land, including through the obligation to report the delivery of waste before port call and by requiring ports to establish a tax system where waste fees must be paid regardless of whether waste is delivered or not.

2.2 General info

The purpose of this waste plan is to protect the external environment by ensuring that a waste reception system has been established at the port facility that functions satisfactorily in relation to the vessels' need to deliver waste.

This waste management plan shall describe routines for and ensure that adapted reception schemes on land have been established for all vessels calling at the port facility.

The waste plan shall also ensure compliance with applicable regulatory requirements within waste management for port facilities, and contribute to continuous improvement of waste management by facilitating users to report nonconformities or improvements.

All vessel calls, tenants and external users of the base area, including the port facility's quays, undertake – unless otherwise agreed in writing – to follow NorSea Logistics AS's applicable rules and procedures for the area.

External parties are therefore not included in the preparation of this plan. Internally, the preparation of the plan has followed normal procedures for the consultation process, including employee involvement so that they are familiar with the contents of the waste plan.

NorSea Logistics is responsible for following up and updating this plan. The plan applies to all port calls and includes both Norwegian and foreign vessels.

The waste management plan is part of our Quality Management System – "The Compass" including the process owner for follow-up and updating of the waste plan.

All changes to governing documents made in the Compass are communicated each month by preparing a "Change log" specifying which changes have been made to which governing documents.

The waste plan has been translated into English and a link to both language versions is posted on the NorSea Logistics website. (<https://norseagroup.com/no/bases/norsea-vestbase>).

This link on the NorSea Logistics website will also be included in the welcome message that will be sent automatically to vessels when they arrive at the respective port facilities.

Should doubt arise about the understanding of the English and Norwegian versions of the waste plan, it will be the Norwegian version that will prevail.

3 Organization

This waste plan has been prepared in cooperation with our waste supplier Maritime Waste Management AS (MWM).

The waste supplier will ensure and organise that received waste is handled and sent to approved suppliers as part of the downstream solution for the various fractions.

Waste supplier has the opportunity – authorization to sign a declaration form on behalf of the port owner for hazardous waste on www.avfallsdeklarering.no

The waste management plan is informed/implemented to employees who will be in direct contact with the vessels so that they are familiar with current routines for source separation and can thus assist vessels if need for assistance should arise.

NorSea Logistics reports monthly on ESG (Environment, Social and Governance), and waste is included as one of the environmental reporting criteria.

4 Waste fractions and their handling

4.1 Waste fractions

Fraction no	Fraction description
9101, 9101	General/food infested waste, inorganic waste
9100	Food waste
9201	Cardboard
9202	Paper
9300	Plastic
9400	Wood
9500	Steel and metal
9600	Glass and metal wrapping
9700	Electric waste

4.2 Hazardous waste





Fractions of hazardous waste
Waste oil, fuel, crude oil
Oil-contaminated waste
Oil filters, oil filters without metal
Oil emulsions
Organic solvents, paints, adhesives, and aerosols
Mercury waste, hardeners, organic peroxides
Battery
Fluorescent tubes
Acid, alkalis, cleaning products and organic waste

CFCs, Halon,
Inorganic solutions, reactive waste
Drill Mud
Drill cuttings

For more information about waste types, this can be answered by the waste supplier.

4.2 Waste categories - overview - examples

Waste type/code	Example	Type of treatment
 Food waste	<p>Food waste – waste from food preparation and leftovers from meals.</p> <p>Clean food scraps, coffee grounds, tea bags, leftover fruits and vegetables.</p> <p>NB: Special rules apply to food waste category 1 from ships coming from foreign ports.</p> <p>This food waste should not be mixed with other waste.</p>	Combustion - Energi
 Paper	<p>Office paper, magazines, newspapers, cardboard boxes (folded flat) etc.</p> <p>Paper to be shredded must be specially agreed in advance.</p>	Material recycling
 Cardboard	<p>Packaging cardboard, cardboard box and other brown paper. Empty paper bags without chemical residue (without plastic inner bag).</p>	Material recycling
 Glass- and metallwrapping	<p>Glass and metal packaging such as bottles, cans, foil molds, screw caps etc. used for food. Glass and metal packaging must be rinsed lightly.</p>	Material recycling
  Plastic packaging	<p>Plastic wrap, plastic bags, shrink wrap, construction foil, stretch film, carrier bags etc. Empty and rinsed: plastic jugs, drinking bottles, plastic trays, plastic buckets and cups.</p> <p>Note!</p> <ol style="list-style-type: none"> 1. Plastic packaging with hazard tags: highly flammable, toxic, highly toxic, oxidizing and explosive must be delivered as hazardous waste even if the packaging is empty and dry. 2. Empty, uncleaned chemical/oil cans and the like must be delivered as hazardous waste. 3. Big-bags/PP-pack (label code 05 PP) delivered separately 	Material recycling / energy

Waste type/code	Example	Type of treatment
 <p>Wood</p>	<p>Disposable pallets, wooden crates, broken euro pallets and other clean wood material.</p>	<p>Material recycling / energy</p>
 <p>Metal</p>	<p>Pipes, flanges, wire (bundles), cable, completely empty paint cans ("empty and dry") and other metal.</p> <p>Metal can be sorted into pure fractions such as stainless steel, aluminum, wire etc.</p> <p>NB! Paint cans with residues and aerosols must be delivered as hazardous waste.</p>	<p>Material recycling</p>
 <p>Combustible residual waste</p>	<p>Alt ikke-gjenvinnbart avfall som ikke passer inn under avfallstypene over og som kan sendes i forbrenningsovn for energigjenvinning.</p> <p>Examples:</p> <p>Food-infested cardboard/plastic packaging and placemats for cold cuts, napkins/paper towels, used disposable cutlery, shoe covers, earplugs, hygiene items, clothing, textiles and furniture for disposal, mattresses, combustible construction and demolition waste, painted wood, veneer, ropes, and other organic material.</p>	<p>Combustion / energy</p>
 <p>Hazardous waste</p>	<p>Hazardous waste is medical waste that is cutting, prickly (9909) and/or infectious (9907).</p> <p>Delivery:</p> <p>Shipped in separate UN-approved packaging (yellow box/jug/needle box) marked as dangerous goods, class 6.2.</p> <p>NB! Cutting and prickly waste that is not infectious must be treated in such a way that it cannot cause injury to personnel during further waste disposal.</p> <p>Other:</p> <p>Empty packaging that has contained toxic, highly corrosive or hazardous products (e.g., sacks of dust from strong bases such as NaOH and KOH) shall be classified as hazardous waste.</p>	<p>Combustion / energy</p>

5 Overview of the port facility and location of waste skips

5.1 Overview of the port facility



Figure 1 - Picture of the port facility in Vestbase

5.2 Overview of deployed waste stations at Vestbase



Figure 2 - Image showing the area the deployed waste skips on location are deployed in relation to the quays.

The map above shows the area of the deployed waste skips at the location Vestbase port facility area.

5.3 Location, type of waste, type of containers and capacity at waste stations

The deployment of containers and containers for waste is based on the traffic situation for the port facility and the needs of the vessels calling at the port

Location	Type of waste	Type of skips	Capacity
North of Quay 5	Food-infested/ combustible residual waste	Closed (Open) skip	1 ea 8M3
North of Quay 5	Steel	Closed (Open) skip	1 ea 8M3
North of Quay 5	Wood	Closed (Open) skip	1 ea 8M3
North of Quay 5	<ul style="list-style-type: none"> Glass and canned food Cardboard/paper Plastic 	Removable rack w/ truck pockets with 3 closed bins	3 ea 660 l

North of Quay 6 Inside Controlled area	Food-infested/ combustible residual waste	Closed (Open) skip	1 ea 8M3
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It may be appropriate to change from open to closed in winter.

6 Waste Fees

6.1 Generelt

The waste fee charged for the Port Facility is specified below. The fee is revised annually as this is based on the self-cost principle.

The waste fees have been prepared in accordance with the EU directive's "No special fee" - the principle which means that waste fees will be collected from the vessels regardless of whether waste is delivered or not.

6.2 Fixed fees

For port calls, vessels will be invoiced with a waste fee at the following rates:

Type	Tonnage	Fee	Unit
A	Vessels up to 500 BT	NOK 300 *)	Per portcall
B	Vessels between 500 and 1000 BT	NOK 300 *)	Per portcall
C	Vessels between 1000 – 3000 BT	NOK 300 *)	Per portcall
D	Vessels > 3000 BT	NOK 300 *)	Per portcall

*) The fee applies for until 1m³ of waste.

Comments:

- The waste fee applies to the following types of waste: Residual waste; glass and metal packaging such as beverage cans/canned food; cardboard; plastic; wood; food waste. (Scrap iron/EE waste by separate agreement)
- Delivered waste exceeding 1 m³ or other type of waste/hazardous waste that is not included in the waste fee will be invoiced in accordance with the current price list for the different types of fractions waste.

6.3 Delivery of waste not included in the fixed price

All vessels that will deliver a larger volume of waste or types of waste that are not included in the fixed price fee including hazardous waste must report this before the port call so that our waste supplier can plan for the reception. For hazardous waste, declarations must also be completed before delivery/receipt.

This is particularly important for liquid waste so that suitable transport and capacity can be requisitioned. (Use the form in Appendix 3 unless otherwise agreed)

Prices for delivery of different types of waste in excess of the volume and/type of waste covered by the collection tax will be as specified in our current price list.

6.4 Waiver of waste fee against application

Vessels that can document a permanent delivery depot or supply vessel that operates permanently at the port facility and that have established their own scheme with an approved waste supplier for all their own waste can apply for exemption from fees. Exemption is subject to the application requirement and the application form Appendix 2 of this waste plan must be used.

It is the Logistics and Operations Centre/Customer Centre at the port facility that will coordinate the processing of applications for waiver of waste fees. (See contact info in chapter 1)

Waiver of waste fee for a vessel will be granted for a maximum of 1 year at a time.

6.5 User feedback

Feedback from users (deviations or suggestions for improvement) will be an important contribution to improvements. Deviations and improvements received from users of the waste scheme will be transferred to the port facility's common deviation system and processed there.

Appendix 1 to this waste plan is a form for nonconformities/improvements that can be used.

6.6 Historical overview – waste received from the port facility

As we register waste from ship calls, we will be able to document statistics on the type and amount within the various waste fractions. This will help us to better evaluate that the capacity of the reception facility is adequate and that it functions appropriately.

7 Waste reception scheme

Unloading of hazardous waste is carried out in accordance with current regulations and internal procedures.

NorSea Logistics assumes that hazardous waste is packaged and labelled correctly. NorSea Logistics will refrain from unloading if nonconformities are identified and until the situation has been clarified.

For vessels that have applied for and been granted a waiver of fees, it is assumed that unloading of waste in its entirety is carried out by the vessel itself or the waste supplier in accordance with applicable port facility/regulatory requirements. Here it is important that simultaneous activities are coordinated and coordinated with other actors/suppliers on the quays so that HSE is safeguarded for everyone.

In the case of liquid goods collected by tankers (el.), the activity is carried out entirely by a third party.

For a more detailed description of the type and capacity of the receiving facility, as well as the handling of hazardous waste, please refer to our waste supplier.

For control of delivered waste from the vessels, NorSea Logistics AS receives waste reports from waste suppliers about the amounts and types of waste received over the quay.

8 Dissemination of information about port calls

All planned calls to NorSea Logistics AS's approved ISPS ports must be reported in the Norwegian Coastal Administration's notification service, SafeSeaNet.

NorSea Logistics AS does not currently use the "quay request" part of SafeSeaNet for the individual quay, so arrival and request for quay must be reported to and approved in advance of the respective Logistics and Operations Center / Customer Center for the port facility. (Ref. to contact info in section 1)

Here, information must also be provided about the amount of waste and type of waste if it exceeds the amount of waste or consists of other types of waste than that to which the fixed waste fee applies.

Unless otherwise agreed, the form in Appendix 3 to this waste agreement shall be used for the reporting of waste to be unloaded in case the quantity exceeds the amount to which the waste fee applies, or if other types of waste are to be unloaded.

All calls at NorSea Logistics will automatically receive a welcome message per. E-mail containing necessary information for the vessels as well as links to relevant information.

Information about the port facility is also available on our website www.norseagroup.com.

9 Non conformities / complaints

Should any discrepancies, complaints or there is a need for improvements in connection with the handling of waste for the port facility, we appreciate that this is reported so that we can continuously improve.

Vessels wishing to report nonconformities, complaints or suggestions for improvement may do so directly to the Logistics and Operations Centre/Customer Centre by using the nonconformity form in Appendix 1 to this waste plan.

10 Coordination of HSE in the port facility

NorSea Logistics regularly follows up its own employees and players by conducting HSE safety inspections, safety talks, customer meetings and an HSE and emergency preparedness forum for tenants at the bases.

Waste and its safe handling is thus an issue that concerns everyone in the port facility.

NorSea Logistics is to be regarded as the Principle Enterprise according to. Section 2-2 of the Working Environment Act, and thus has a responsibility to coordinate the coordination of HSE for all players at the port facility.

11 Reference

Reference:	Name:
	Forurensningsforskriftens - kapittel 20
	www.avfallsdeklarerer.no
	Arbeidsmiljøloven § 2-2

12 Attachments

- Appendix 1: Deviations/improvement form
- Appendix 2: Application for exemption from fees
- Appendix 3: Order Form for Delivery of Waste (MARPOL)

Appendix 1 - Notification of nonconformities or improvements related to the waste reception scheme.

A completed form to be sent to the port facility

Contact **NorSea Logistics AS - Kristiansund**
Information: **Logistics and Operations Centre/Customer Centre - NorSea Logistics**
Vestbase **Vestbase-Kristiansund**
Phone: +47 994 91 800 – Ext. 1
E-mail: bestilling.vestbase@norseagroup.com
Omagata 110C, 6517 Kristiansund

What relationship with the receipt of waste applies to the notification:

Describe the nonconformity – or suggestions for improvement:

Relationship discovered/recorded date:

Form completed by:

I can be contacted for further information. Yes please, I would like feedback on how this relationship has been followed up:

☐ By phone:

☐ By e-mail:

Signature: _____

Appendix 2 - Appendix 2 - Application for exemption from waste fees

A completed form to be sent to:

Customer contact: *NorSea Logistics AS, Kristiansund*

Logistics and Operations Centre/Customer Centre - *NorSea Logistics Vestbase-Kristiansund*

Phone: +47 994 91 800 – Ext. 1

E-mail: bestilling.vestbase@norseagroup.com

Visiting adress: Omagata 110C, 6517 Kristiansund

Vessel:	
Vessel BT:	
Shipping company:	
Agent:	
Invoice adress:	
Commissioning agent:	
Waste supplier:	

Basis for exemption application:

	<p>The vessel has a permanent delivery depot</p> <ul style="list-style-type: none"> • Name of depot: • Name of Waste supplier:
	The vessel goes on a permanent shift out of the port facility and has its own waste management plan/supplier
	The vessel can document that all waste is handled correctly to an approved supplier

Place and date:	Signature:

Approval:

Place and date:	Signature:

Valid until: _____ (Maximum 1 year validity)

Appendix 3 - Standard notification form for waste delivery to port reception facilities

Notification of the Delivery of Wastes/Residues to: (Enter name of port or terminal) The master of a ship should forward the information below 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.

This form should be retained on board the ship along with the appropriate Oil Record Book, Cargo Record Book or Garbage Record Book.

DELIVERY FROM SHIPS (ANF)

1. Ship particular

Name of ship:		Owner or operator:	
IMO Number:		Distinctive number or letter:	
Gross tonnage:		Flag state:	
Type of vessel	<input type="checkbox"/> Oil tanker <input type="checkbox"/> Chemical tanker <input type="checkbox"/> Bulk carrier <input type="checkbox"/> Container ship <input type="checkbox"/> Other cargo ship <input type="checkbox"/> Passenger ship <input type="checkbox"/> Ro-ro <input type="checkbox"/> Other (specify)		

2. Port and voyage particular

2.1 Location/Terminal name and POC:	2.6 Last Port where wastes/residues were delivered:
2.2 Arrival Date and Time:	2.7 Date of Last Delivery:
2.3 Departure Date and Time:	2.8 Next Port of Delivery (if known):
2.4 Last Port and Country:	2.9 Person submitting this form is (if other than the master):
2.5 Next Port and Country (if known):	

3. Type and amount of waste/residues for discharge to facility

MARPOL Annex I – Oil	Quantity (m3)	MARPOL Annex V – Garbage	Quantity (m3)
Oily bilge water		A. Plastics	
Oily residues (sludge)		B. Food wastes	
Oily tank washings		C. Domestic wastes	
Dirty ballast water		D. Cooking oil	
Scale and sludge from tank cleaning		E. Incinerator ashes	
Other (please specify)		F. Operational wastes	

MARPOL Annex II – NLS	Quantity (m3) 1)	G. Animal carcasses	
Category X substance		H. Fishing gear	
Category Y substance		I. E-waste	
Category Z substance		J. Cargo residues (non-HME)2	
OS – other substances		K. Cargo residues (HME)2	
MARPOL Annex IV – Sewage	Quantity (m3)	MARPOL Annex VI – Air pollution	Quantity (m3)
		Ozone-depleting substances and equipment containing such substances	
		Exhaust gas-cleaning residues	

1) Indicate the proper shipping name of the NLS involved.