



MINISTRY OF TRANSPORT AND COMMUNICATIONS  
BULGARIAN MARITIME ADMINISTRATION

**ENVIRONMENTAL INFORMATION NOTICE**  
**PROVISIONS FOR PREVENTION OF POLLUTION**  
**BY SHIPS VISITING BULGARIAN MARITIME PORTS**

- ☞ *This notice is an extract only of the basic NATIONAL legal provisions for environmental protection from ship-sourced pollution. For more details, please refer to the relevant legal act. In case of any disputes the Bulgarian text of the provisions written below shall prevail.*
- ☞ *Ships visiting Bulgarian maritime ports shall be compliant with the national environmental legal provisions, as well as with all other applicable IMO conventions, EU Regulations and Directives (as transposed).*
- ☞ *In case of a non-compliance with the environmental legal provisions sanctions will be imposed according to the Bulgarian law.*

**DELIVERY OF WASTE FROM SHIPS TO A PORT RECEPTION FACILITY**

**ADVANCED WASTE NOTIFICATION:**

The Master of a ship of 300 GT and above, bound for a Bulgarian port, shall complete truly and accurately an **Advanced Waste Notification Form (Annex 1, incl. guidelines how to fill-in this document)**. It shall be sent electronically (by ships' Agent via the National Maritime Single Window) to the relevant Bulgarian Maritime Administration regional directorate. The Waste Notification shall be sent in due time as follows:

- (a) at least 24 hours prior to arrival, if the port of call is known; or
- (b) as soon as the port of call is known, if this information is available less than 24 hours prior to arrival;
- (c) at the latest upon departure from the previous port, if the duration of the voyage is less than 24 hours.

Border Control Ordinance<sup>1</sup>,  
Art. 32 - Annex 6

**MANDATORY DELIVERY OF WASTE FROM SHIPS:**

The Master of a ship calling at a Bulgarian port shall, before leaving that port, **deliver of ALL its WASTE (incl. cargo residues) carried on board to a port reception facility**. Following the MARPOL Convention waste type categorization, waste from ship shall be collected and delivered separately. Waste from ships means all waste, including cargo residues, which is generated during the service of a ship or during loading, unloading and cleaning operations and which falls within the scope of Annexes I, II, IV, V and VI to MARPOL Convention, as well as passively fished waste.

Ordinance No.15<sup>2</sup>,  
Art. 4

Ordinance No.15,  
Art. 6 and  
Implementing  
Regulation  
(EC) 2022/89<sup>3</sup>

Without prejudice to the above paragraph, **the Bulgarian Maritime Administration Inspectors might permit** a ship to proceed to the next port of call without delivering the waste, if:

- upon **their consideration** there is **sufficient dedicated storage capacity** for all waste available on board and for those that will be accumulated during the intended voyage to the next port of call; **such a permission could not be granted if the next port is unknown, or port reception facilities are not available there;**
- the ship only calls **at anchorage for less than 24 hours or under adverse weather conditions.**

Ordinance No.15,  
Art. 7 and  
BPI Co. Tariff  
of port fees for  
waste<sup>4</sup>, Art. 7

**EXEMPTION (with a validity up to 2 years)** from the mandatory waste delivery and/or from the advanced waste notification obligation could only be granted for ships, engaged in scheduled traffic with frequent and regular port calls, for which sufficient evidence had been provided to the Bulgarian Maritime Administration for an arrangement to ensure the delivery of waste and payment of waste-fees in a port along the ship's route where adequate port reception facilities are on disposition.

**DECLARATION FOR WASTE DISPOSAL:**

**Declaration providing information from the Waste Delivery Receipt regarding the types and quantities of ship's waste and cargo residues delivered** to a port reception facility before departure shall be submitted by the Master of a ship, departing from a Bulgarian port (**Annex 3**). It shall be sent electronically (by ships' Agent via the National Maritime Single Window) to the relevant Bulgarian Maritime Administration regional directorate.

Ordinance No.15,  
Art. 5 - Annex 1  
and  
Border Control  
Ordinance, Art.36  
- Annex 8

<sup>1</sup> Ordinance on the organization and implementation of border customs, health, veterinary and phyto-sanitary control as well as control of vehicles in ports of the Republic of Bulgaria servicing ships engaged in international voyages (*Наредба за организацията за осъществяване на граничен паспортен, митнически, здравен, ветеринарномедицински и фитосанитарен контрол, както и контрол на транспортните средства в пристанищата на Република България, обслужващи кораби от международно плаване, приета с ПМС №186/23.08.2012 г., обн. ДВ 67/31.08.2012г., посл. изм. и доп. с ПМС №173 от 28.04.2021 г., обн. ДВ. бр. 37 от 7 май 2021 г.; <https://www.marad.bg/bg/node/911>)*

<sup>2</sup> Ordinance No.15/ 17.01.2024 on delivery and collection of waste from ships (*Наредба № 15/ 17.01.2024 г. за предаване и приемане на отпадъци от кораби, издадена от министъра на транспорта и съобщенията, обн. ДВ. бр.8 от 26 Януари 2024 г.; <https://www.marad.bg/bg/node/3332>*)

<sup>3</sup> Commission Implementing Regulation (EU) 2022/89 of 21 January 2022 laying down rules for the application of Directive (EU) 2019/883 of the European Parliament and of the Council as regards the method to be used for the calculation of sufficient dedicated storage capacity (*Регламент за изпълнение (ЕС) 2022/89 на Комисията от 21.01.2022 г. за определяне на правила за прилагането на Директива (ЕС) 2019/883 по отношение на метода, който да се използва за изчисляването на достатъчния капацитет за съхранение на борда; <https://op.europa.eu/bg/publication-detail/-/publication/85e38619-7cb8-11ec-8c40-01aa75ed71a1/language-bg>*)

<sup>4</sup> Tariff of port fees for waste collection and handling, collected by the Bulgarian Port Infrastructure Company (*Тарифа за пристанищните такси за приемане и обработване на отпадъци – резултат от корабоплавателна дейност, събирани от Държавно предприятие "Пристанищна инфраструктура", както е изм. на заседание на Управителния съвет на ДП „Пристанищна инфраструктура“ с Протокол №188 от 15.11.2023 г. и се прилага от 01.02.2024 г. съгласно Заповед №РД-09-08/31.01.2024 г. на ген. директор на ДП „Пристанищна инфраструктура“; <http://www.bgports.bg/bg/page/40>*)

- 👉 Please, contact ship's Agent to arrange the delivery of ship's waste and cargo residues to a port reception facility in due time!
- 👉 Indirect fee for waste from ship is to be paid for each vessel calling at a Bulgarian maritime port. It gives the right to deliver certain quantities of ship-generated waste to a port reception facility without additional charge. The fee covers the delivery of oily waste, sewage and garbage (i.e. waste under MARPOL Annexes I, IV and V).
- 👉 For the delivery of other waste (i.e. cargo residues, tank washings, dirty ballast waters, etc.) the ship has to pay directly to the Waste Collector in accordance with its own tariff<sup>5</sup>.
- 👉 If a ship departs from a Bulgarian port WITHOUT DELIVERING her waste and/or cargo residues before departure (when no grounds for exemption or exception are in place), it will be reported as non-compliant ship – an alert to the attention of all the EU Maritime Control Authorities will be recorded into the Common European Information and Communication System namely THETIS-EU. This will target that ship as a risky and further detailed on-board inspection shall be conducted at next EU-port(s).

### PREVENTION FROM ILLEGAL DISCHARGES

The Master of a ship, bound for a Bulgarian port, must ensure that **all valves for overboard discharge of OILY WATERS and SEWAGE had been duly closed and sealed before ships' entry into the Bulgarian Territorial Sea. Single-use numbered seals** shall be used for that purpose. Record for the sealing operation shall be done into a ship's Log Book and it shall be provided for inspection upon request of the Bulgarian Maritime Administration Inspectors.

Maritime Ports Regulations<sup>6</sup>, Art. 49

Sewage overboard valve(s) might not be sealed, if the ship has in operation an approved Sewage Treatment Plant.

### BALLAST WATER MANAGEMENT

The discharge of ship's ballast water within the Bulgarian ports (at berth and in roadsteads) is only permitted if the following requirements are met:

Maritime Ports Regulations Art. 48 and Border Control Ordinance Art.33 - Annex 7

1. a duly filled-in **Ballast Water Reporting Form (Annex 2, incl. guidelines how to fill-in this document)** had been submitted on the clearing inwards prior to the ships' entry into the Bulgarian Territorial Sea. It shall be sent to the relevant Bulgarian Maritime Administration regional directorate electronically – by ships' Agent via the National Maritime Single Window;
2. ballast water management had been conducted according to the provisions of the BWM Convention '2004;
3. the **deballasting does not cause marine pollution, including any discoloration** of the surrounding water.

- 👉 Please note, that the Republic of Bulgaria is a Party to the IMO's **BWM Convention '2004<sup>7</sup>** and it is part of the Bulgarian legislation. With this regard **the discharge of ships' ballast water shall ONLY be conducted through BALLAST WATER MANAGEMENT in accordance with the above IMO Convention (i.e. ballast water exchange at the required depth and distance from the nearest land, or ballast water treatment)**.
- 👉 It shall be highlighted, that there are **no reception facilities for ships' ballast water into the Bulgarian maritime ports and there are no designated ballast water exchange areas in the Black Sea.**
- 👉 **Exemptions** from the requirements for ballast water management could only be granted for ships, falling under the provisions of reg. A-4 of the BWM Convention '2004.

BWM Convention '2004, Annex, reg. A-2, B-3, B-4, D-1, D-2

BWM Convention '2004, Annex, reg. B-3.6, B-4.2

BWM Convention '2004, Annex, reg. A-4

### LIMITS FOR SULPHUR CONTENT OF MARINE FUELS USED BY SHIPS

Since the 1<sup>st</sup> January 2020 the **0,50% m/m** global Sulphur limit is applicable for ships while in the Bulgarian Black Sea waters. However, ships at berth in a Bulgarian port (incl. at anchor) shall **only use marine fuels with a Sulphur content not exceeding 0,10% m/m**. The necessary fuel change-over operations shall be conducted as soon as possible on arrival, respectively as soon as possible before departure, and relevant times of such operations shall be recorded in ships' Log Books. The "0,10% m/m" requirement does not apply to:

Fuels' Control Regulation<sup>8</sup>, where the Directive (EU) 2016/802 (so called Sulphur directive) is transposed

- ships engaged in scheduled traffic that will stay at berth for less than 2 hours;
- ships which switch off all engines and use shore-side electricity;
- ships that, instead of a compliant fuel, are using alternative fuels, or duly approved Emissions Abatement Methods operated in a closed mode, or are trialing new Emission Abatement Methods.

As the Black Sea is still not an ECA-SOx, the maximum permitted sulphur content of marine fuels used and/or carried for combustion purposes on board, while a ship is within the Bulgarian Territorial Sea and the EEZ, is **0.50% m/m**. Alternative fuels (biofuels, LNG, BOG mixed with marine fuel, etc.) or an Emissions Abatement Methods could be used instead.

<sup>5</sup> Registered Waste Collectors are listed here: <https://msw.vtmis.bg/PublicNews/ViewPublicNewsItem/117>, <https://www.marad.bg/bg/node/997> and <https://www.marad.bg/bg/node/998>.

<sup>6</sup> Mandatory Regulations for the Maritime Ports of the Republic of Bulgaria (Задължителни правила за морските пристанища на Република България, изд. от ИАМА, обн. ДВ бр.50/03.07.2009г., посл. изм. и доп. ДВ бр.8/29.01.2021 г.; <https://www.marad.bg/bg/node/2844>)

<sup>7</sup> International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004 (Международна конвенция за контрол и управление на корабните баластни води и седименти, ратифицирана със закон, приет от 44-то Народно събрание на 16.03.2018 г. – ДВ, бр. 28 от 29.12.2018 г., в сила за Република България от 30.07.2018 г., издадена от МТИТС – обн. ДВ, бр. 101/07.12.2018 г.; <https://www.marad.bg/bg/node/2433>)

<sup>8</sup> Regulation on the quality of liquid fuels, terms and means of their control, (Наредба за изискванията за качеството на течните горива, условията, реда и начина за техния контрол, изд. с ПМС №156/15.07.2003 г., обн. ДВ бр.66/25.07.2003г., посл. изм. и доп. ДВ бр.75/25.08.2020 г.; [https://www.damtn.government.bg/wp-content/uploads/2019/02/naredba\\_za\\_iziskvaniqta\\_za\\_kacestvoto\\_na\\_tecnite\\_goriva\\_usloviqta\\_reda\\_i\\_nacina\\_za\\_tehniq\\_kontrol-1.pdf](https://www.damtn.government.bg/wp-content/uploads/2019/02/naredba_za_iziskvaniqta_za_kacestvoto_na_tecnite_goriva_usloviqta_reda_i_nacina_za_tehniq_kontrol-1.pdf))

**BUNKER OPERATIONS**

With regard to operations of marine fuels and/or lubricants bunkering the following conditions shall be fulfilled:

- a **preliminary written notification** shall be sent to the Director of the relevant Maritime Administration Directorate providing information on the type & quantity of the marine fuel/ lub oil to be bunkered, time and place of the operation and Bunker Supplier;
- prior to the bunker operation **all necessary precautionary measures** shall be taken to avoid spillage;
- a **Bunker Check-list** shall be filled-in and signed by the ship's Master and a Bunker Supplier representative;
- ship's Master shall **inform the duty operator of the Vessel Traffic Management and Information Services system** about the: exact time of the beginning of the operation, name of the bunker supplier, as well as the exact time of completion of the operation.

Maritime Ports  
Regulations,  
Chapter nine,  
Art. 63-67

**SPECIFIC OPERATIONS THAT REQUIRE ENCLOSURE WITH BOOMS**

Enclosure of tankers with booms is **mandatory for operations of loading/discharging oil products with a flashpoint >61°C**. Booms shall be deployed immediately after berthing of the relevant tanker. Its crew shall perform **visual monitoring to avoid possible oil spill**. The Master of the tanker is obliged to ensure adequate **preparedness for response to oil pollution**, acc. to the SOPEP/ SMPEP.

Maritime Ports  
Regulations,  
Art. 52

**OTHER RESTRICTIONS**

During ships' stay at a Bulgarian port (at berth or at anchorage) **the following operations are strictly PROHIBITED:**

- removal of rust from the ship's external parts (boards and superstructure);
- painting, thinners and cleaning agents washing of the ships' external parts (boards and superstructure);
- soot cleaning of ship's boilers;
- incinerators use;
- at sea discharge and/or dropping on the pier of any liquid or solid waste and cargo residues;
- use of marine fuels or of alternative emissions abatement methods, that do not comply with the provisions of the Regulation on the quality of liquid fuels, terms and means of their control.
- use of dispersants and/or any other chemical substances for combating oil spills or any other pollution.

Maritime Ports  
Regulations,  
Art. 47 and  
Art. 51a

**Permission for painting and/or washing might be granted** (i.e. for only refreshing the IMO number and/or the Draft Marks, etc.) by the Director of the relevant Maritime Administration Directorate, following an explicit written request sent by the ship's Agent on behalf of the ship's Master.

**POLLUTION REPORTING**

**Each case of a marine pollution** (incl. oil/chemical spill, sinking or discharge of waste, cargo residues or other harmful substances) within Bulgarian waters, **which was noticed** by the ship's crew and/or **caused by the ship**, shall be **recorded into a ships' Log Book** and **immediately reported** by the ship's Master to the **Director of the relevant Maritime Administration Directorate** through the duty operator of the Vessel Traffic Management and Information Services system.

Maritime Ports  
Regulations,  
Art. 51

**👉 STRICT CONTROL for compliance of ships with all applicable pollution prevention legal provisions is performed within the Bulgarian maritime spaces.**

***All ships PRE-ARRIVAL documents for WASTE and BALLAST (see Annexes 1 and 3) and those for WASTE DELIVERED prior the departure (see Annex 2), are precisely inspected through the National Maritime Single Window.***

***If the Advanced Waste Notification and/or the Ballast Water Reporting Form of an arriving ship was not sent in due time, and/or the information provided is incomplete and/or false, sanctions will be applied for non-compliance with the reporting obligations.***

***Sanctions will also be applied if for a departing ship incomplete and/or false information is declared regarding the waste delivered to a port reception facility.***

***On-board State Environmental Inspections and Sulphur Inspections (incl. marine fuels sampling) are carried out by duly authorized Bulgarian Maritime Administration Inspectors (ask for their "MARPOL Inspector" ID Cards). Visual and satellite monitoring are part of this control.***

***Each case of an alleged violation is thoroughly investigated and severe sanctions are to be applied to ships that do not comply with the national and/or international environmental legal provisions.***

**Annex 1 – Advanced Waste Notification**

**(an UPDATED form, as per the one provided in Annex 2 to Directive (EC) 2019/883 on PRF for waste from ships, transposed into the Bulgarian legislation as Annex 6 to Art. 32, para. 1 of the Border Control Ordinance)**

**NOTE: FILL-IN THIS FORM INTO THE EXCEL SHEET, SENT TO YOU BY SHIP'S AGENT!!!**

**STANDARD FORMAT OF THE ADVANCE NOTIFICATION FORM FOR WASTE DELIVERY TO PORT RECEPTION FACILITIES**

Стандартен формат на формуляра за предварително уведомяване за предаване на отпадъци в пристанищни приемни съоръжения

Notification of the delivery of waste to:

(enter name of the relevant Bulgarian port of call)

This form should be retained on board the ship along with the appropriate Oil Record Book, Cargo Record Book, Garbage Record Book or Garbage Management Plan as required by the MARPOL Convention.

Уведомяване за предаване на отпадъци на:

(впишете името на съответното българско пристанище на местоназначението)

Настоящият формуляр трябва да се съхранява на борда на кораба заедно със съответния Дневник за нефтените операции, Дневник за товарните операции, Дневник за операциите с отпадъци или План за управление на отпадъците, както се изисква съгласно Конвенцията MARPOL.

**1. SHIP PARTICULARS**

Данни за кораба

1.1. Name of ship: Име на кораба.	1.5. Owner or operator: Собственик или оператор:
1.2. IMO number: Номер в регистъра на IMO:	1.6. Distinctive number or letters: Отличително цифрено или буквено обозначение:  MMSI (Maritime Mobile Service Identity) number: Номер MMSI:
1.3. Gross tonnage: Брутен тонаж:	1.7. Flag State: Държава на знамето:
1.4 Type of ship: <input type="checkbox"/> Oil tanker <input type="checkbox"/> Chemical tanker <input type="checkbox"/> Bulk carrier <input type="checkbox"/> Container Вид на кораба: Нефтен танкер Танкер химикали Кораб за масови товари Контейнеровоз <input type="checkbox"/> Other cargo ship <input type="checkbox"/> Passenger ship <input type="checkbox"/> Ro-ro <input type="checkbox"/> Other (specify) Друг товарен кораб Пътнически кораб Ре-ро Друг (уточнете)	

**2. PORT AND VOYAGE PARTICULARS**

Данни за пристанището и пътуването

2.1 Location/terminal name: Наименование на местоположението/терминала:	2.6 Last port where waste was delivered: Последно пристанище, в което са били предадени отпадъци:
2.2 Arrival date and time: Дата и час на пристигане:	2.7 Date of last delivery: Дата на последното предаване:
2.3 Departure date and time: Дата и час на напускане на пристанището:	2.8 Next port of delivery: Следващо пристанище за предаване на отпадъци:
2.4 Last port and country: Последно пристанище и държава:	2.9 Person submitting this form (if other than the master): Лице, предоставило формуляра (ако това не е капитанът):
2.5 Next port and country (if known): Следващо пристанище и страна (ако са известни):	

**3. TYPE AND AMOUNT OF WASTE AND STORAGE CAPACITY**

Вид и количество на отпадъците и капацитет за съхранение

Type Вид	Waste to be delivered (m <sup>3</sup> ) Отпадък за предаване (m <sup>3</sup> )	Maximum dedicate storage capacity (m <sup>3</sup> ) Максимален капацитет за съхранение (m <sup>3</sup> )	Amount of waste retained on board (m <sup>3</sup> ) Количество на отпадъците, оставени на борда (m <sup>3</sup> )	Port at which remaining waste will be delivered Пристанище, в което ще бъде предадено останалото количество отпадък	Estimated amount of waste to be generated between notification and next port of call (m <sup>3</sup> ) Приблизително количество на отпадъците, които ще бъдат генерирани между уведомяването и следващото пристанище (m <sup>3</sup> )
<b>MARPOL Annex – Oil</b> Анекс I към MARPOL – Нефтепродукти/масла					
Oily bilge water Омаслени сепарирани води					
Oily residues (sludge) Нефтови остатъци, утайки					
Oily tank washings Омаслени води от миене на танкове					
Dirty ballast water Замърсена баластна вода					
Scale and sludge from tank cleaning Утайки и утайки от почистването на танкове					
Other (please specify) Друго (уточнете)					

<b>MARPOL Annex II – NOXIOUS LIQUID SUBSTANCES (NLS)</b> Анекс II към MARPOL – Вредни течни вещества (ВТВ)					
Category X substance Вещество от клас X					
Category Y substance Вещество от клас Y					
Category Z substance Вещество от клас Z					
OS – other substance ДВ - Друго вещество					

<b>MARPOL Annex IV – Sewage</b> Анекс IV към MARPOL – Отпадъци води					

<b>MARPOL Annex V – Garbage</b> Анекс V към MARPOL – Твърди отпадъци					
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A. Plastics Пластмаси					
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B. Food wastes Хранителни отпадъци					
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C. Domestic wastes (e.g. paper, products, rags, glass, metal, bottles, crockery, etc) Витрови отпадъци (напр. продукти от хартия, парцали, стъкло, метал, бутилки, порцелан и т.н.)					
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D. Cooking oil Мазнини за готвене					
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E. Incinerator ashes Пепел от инсинератор					
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F. Operational wastes Експлоатационни отпадъци					
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G. Animal carcass(es) Животински трупи(ове)					
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H. Fishing gear Риболовни уреди					
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I. E-waste Отпадъци от електрическо и електронно оборудване					
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J. Cargo residues (non-HME) <sup>(1)</sup> Остатък от товари (безопасни за морската среда) (1)					
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K. Cargo residues (HME) <sup>(2)</sup> Остатък от товари (опасни за морската среда) (2)					
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<b>MARPOL Annex VI – Air pollution related</b> Анекс VI към MARPOL – Загрязняване на въздуха					
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Ozone-depleting substances and equipment containing such substances <sup>(3)</sup> Озоноразрушаващи вещества и оборудване, съдържащо такива вещества (3)					
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Exhaust gas-cleaning residues Остатък от пречистването на отработните газове					
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<b>Other waste, not covered by MARPOL</b> Други отпадъци, които не са в обхвата на MARPOL					
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Passively fished waste Пасивно уловени отпадъци					
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<b>Notes</b> Забелжки					
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1. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

2. This form is to be completed unless the ship is covered by an exemption in accordance with Article 9 of Directive (EU) 2019/883.  
Настоящият формуляр се попълва изключително, освен в случаите, когато корабът е предмет на освобождаване по член 9 от Директива (ЕС) 2019/883.

3. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

4. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

5. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

6. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

7. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

8. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

9. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

10. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

11. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

12. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

13. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

14. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.

15. This information may be used for port State control and other inspection purposes.  
Тази информация се използва за държавен пристанищен контрол и за други инспекционни цели.



## Guidelines for proper filling-in of the Advanced Waste Notification Form (cont.)

Ship-sourced pollution of the marine environment could only be reduced if waste from ships and their cargo residues are safely stored on board and delivered to shore facilities, not discharged overboard. Therefore a general legal provision stipulates that:

**ALL SHIP-GENERATED WASTE and CARGO RESIDUES MUST BE DELIVERED to a port reception facility before departure**

Keep this in mind when filling-in the Advanced Waste Notification (AWN)!

Please read carefully this pre-arrival document (form provided in Annex 1) and complete correctly all fields with data related to all waste types, applicable to the ship (e.g. all ships shall report data for bilge, sludge, sewage, garbage of all different categories, MARPOL Annex VI waste; if a ship is a tanker – SLOP capacities & quantities must also be declared; if the ship is a bulk carrier or other cargo vessel that might carry solid bulk cargoes – capacities and quantities of cat. J & cat. K under MARPOL Annex V shall not be forgotten to be declared)!

**Some waste and/or cargo residues could remain on board for further delivery at next port(s), but only with the permission of the Bulgarian Maritime Administration Environmental Inspectors, upon their consideration on the availability of sufficient dedicated on-board storage capacity (based on the verification of the data provided in the AWN, duration of ship's stay in port, ship's destination and availability of reception facilities there; Commission Implementing Regulation (EC) 2022/89 on the calculation of the sufficient dedicated onboard storage capacity is also taken into account).**

AWN shall be sent electronically via the National Maritime Single Window. To facilitate the data transfer to this system, the AWN will be sent to you by ship's Agent as a **simplified Excel Sheet** with different tabs ("Ship", "Port", "Cargo", "DPG", "Ship Store", "Waste", "Ballast Water", "Security", "Crew", "Passengers", "Health"), where data shall be chosen from drop-down menus, values entered with digits or text, "Yes/No" options marked with ticks, etc.

**The information required as an AWN (the form is shown in Annex 1) shall be provided as follows:**

→ "1. SHIP PARTICULARS": fill-in the tab **"Ship"** with data required under items 1.1÷1.7.

→ "2. PORT AND VOYAGE PARTICULARS": fill-in the tab **"Port"** data required under items 2.1÷2.4.

Information required under items 2.6 ÷ 2.9 shall be filled into the tab **"Waste"** – fields **"Last port of waste delivery"** and **"Date of last delivery"**, the column **"Waste that had been delivered at the last port of delivery (m<sup>3</sup>)"**, fields **"Next port of delivery"**, **"Person submitting this form (if other than the Master)"**;

→ "3. TYPE AND AMOUNT OF WASTE AND STORAGE CAPACITY": tab **"Waste"** – fill it carefully, providing complete and true information for ALL waste on board your ship (not just for those you consider for delivery to shore facility); follow the sequence of the below steps from 1 to 8 (step 8 is optional):

1. Declare intention for waste delivery to a reception facility at the approached Bulgarian port, choosing "All, or Some, or None" in the field **"Waste delivery type"**; **"Expected delivery date"** field shall be provided with a date (on/after arrival into the approached Bulgarian port), when waste are expected to be collected from your ship; specific issues related to the waste delivery (e.g. need to deliver oily rags, expired pyrotechnics, and/or a big quantity of cargo hold washwaters, etc.) could be addressed in free text in the field **"Requirements for waste residue facility"** (it is optional); declare the next port of delivery in the relevant field and mark with a tick (as "Yes") the boxes requiring confirmation on the accuracy of the information provided in this document, and on the sufficiency of the on-board storage capacity, as well.
2. **"Waste type" column:** choose from the drop-down menus all types of waste and cargo residues under Annexes I, II, IV, V and VI that are generated (or might be generated) on the ship;
3. **"Max. dedicated storage (m<sup>3</sup>)" column:** fill-in the exact on-board capacity (in cubic meters) for each waste type; refer to ship's IOPP, ISPP, IAPP Certificates and Garbage Management Plan, if necessary; often ship's are provided with more than 1 tank for sludge, identified with different names – their total capacity shall be declared, as given into the item 3.1. of the Supplement to the IOPP Certificate;
4. **"Waste amount for delivery (m<sup>3</sup>)" column:** declare the content of waste collection tanks and other receptacles for delivery (Remember the general legal requirement: all waste shall be delivered to a port reception facility before departure!);
5. **"Waste amount retained (m<sup>3</sup>)" column:** here the quantities that will (eventually) remain after a delivery to a shore facility shall be declared (e.g. total on-board capacity for sludge is 40 m<sup>3</sup> and the quantity inside the tank(s) is 21 m<sup>3</sup>, from which 20 m<sup>3</sup> declared as "Waste amount for delivery" => 1 m<sup>3</sup> will be the "Waste amount retained" – a free text comment could be provided into the "Textual reference" column, clarifying that this is an unpumpable quantity);
6. **"Port of delivery of the remaining waste" column:** enter the LOCODE or name in English of the port, where those retained/ remained waste described into the column "Waste amount retained" are to be delivered, together with the quantities generated during the voyage to that port;
7. **"Estimated waste to be generated (m<sup>3</sup>)" column:** here approximate calculation shall be made on the waste quantity that will be generated during the voyage between the port notified and the next port of delivery (could be the first next port, or a port after that; availability of port reception facilities could be easily checked from the IMO's Global Integrated Shipping Information System, GISIS, "Port Reception Facilities Module" – to access it, just register to the system as a "Public User": <https://www.imo.org/en/OurWork/Environment/Pages/Port-reception-facilities-database.aspx>); for easy estimation of the quantities to be generated a reference to the Annex II "Waste generation rates for Annexes I, IV, V and VI to the MARPOL Convention" of the Implementing Regulation (EC) 2022/89 could be done: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32022R0089>);
8. **"Textual reference" column (optional):** Here clarifications could be given, if necessary, for example: if cargo residues (cat. J or K) are declared for delivery, then proper shipping name of the dry cargo shall be indicated; or if the declared sewage storage capacity is 0 m<sup>3</sup> (ship not constructed with a holding tank for untreated sewage), a textual reference could be provided "Sewage Treatment Plant on board only").

Annex 2 – Ballast Water Reporting Form

(an UPDATED form, provided by IMO – ref. Appendix to the Resolution MEPC.288(71), introduced into the Bulgarian legislation as Annex 7 to Art. 33, para. 1 of the Border Control Ordinance)

NOTE: FILL-IN THIS FORM INTO THE EXCEL SHEET, SENT TO YOU BY SHIP'S AGENT!!!

BALLAST WATER REPORTING FORM
ИНФОРМАЦИЯ ЗА УПРАВЛЕНИЕ НА БАЛАСТНИТЕ ВОДИ

Date of Submission (DD/MM/YYYY): Time of Submission (24:00 GST): AMENDED FORM: Yes No

Table with 3 main columns: 1. SHIP INFORMATION, 2. VOYAGE INFORMATION, 3. BALLAST WATER USAGE AND CAPACITY. Includes fields for Ship Name, Arrival Port, IMO Number, Arrival Date, Owner, Agent, Volume, Units, No. of Tanks and Holds in Ballast, etc.

4. BALLAST WATER MANAGEMENT

Form for Ballast Water Management including: Total No. Ballast Water Tanks to be discharged, How many of tanks to be discharged: were treated using a Ballast Water Management System, Please specify Ballast Water Management System used, Approved Ballast Water Management plan on board?, Ballast water record book on board?, Does ship carry an International Ballast Water Management Certificate?

5. BALLAST WATER HISTORY: RECORD ALL TANKS/HOLDS containing water taken on board to control trim, list, draught, stability or stresses of the ship, regardless of ballast water discharge intentions, in table on page 2. Note: BW Sources are the last BW uptakes prior to any Ballast Water Management practices.

ИСТОРИЯ НА БАЛАСТНИТЕ ВОДИ: ЗАПИШЕТЕ ВСИЧКИ ТАНКОВЕ/ХАМБАРИ, съдържащи води, взети на борда, за да се контролира диферентът, кренът, газенето, стабилитетът или напреженията на върху кораба, независимо от намеренията за деballastирание, в таблицата на страница 2. Забележка: източниците на БВ са последните БВ, приети преди прилагането на всякакви методи за управление на БВ.

6. RESPONSIBLE OFFICER'S NAME AND TITLE

Ship Name IMO Number Arrival Date: Имя на кораба IMO Номер Дата на пристигане:

Main data table with columns: Tanks/Holds sources, TANK CAPACITY, BW SOURCES, CURRENT VOLUME, BW MANAGEMENT PRACTICES, PROPOSED BW DISCHARGE IN PORT. Includes detailed sub-columns for dates, coordinates, volume, salinity, and methods.

Ballast Water Tank Codes: Forepeak = FP, Aftpeak = AP, Double Bottom = DB, Wing = WT, Topside = TS, Cargo Hold = CH, Other = O.

Попълнете колонии със (\*) само ако е извършен обмен.
Methods: DM=Dilution, SM=Sequential, FM=Flow Through, T=Treatment.
Complete columns: with (\*) only if exchange was conducted.

**Guidelines for proper filling-in of the Ballast Water Reporting Form, provided as an Excel sheet**

<b>B a l l a s t   w a t e r</b>		Ballast water record book on board? Approved Ballast Water Management Plan on board?		✓ (if left empty, the meaning is "No") ✓ (if left empty, the meaning is "No")	
Ballast water date Amended form		Management plan implemented? Does ship carry an International Ballast Water Management Certificate?		✓ (if left empty, the meaning is "No") ✓ (if left empty, the meaning is "No")	
Total ballast water on board, m <sup>3</sup> Number of tanks in Ballast		Certificate date of issue Certificate expiry date Authority that issued certificate		dd/mm/yyyy dd/mm/yyyy Class/ Flag – describe in free text	
Total number of ballast tanks on ship Total number of ballast water tanks to be discharged		Place of issue of certificate		dd/mm/yyyy Specify the date up to which vessel shall be fitted with BWMS to meet the performance standard of Reg. D-2 to the Annex to the BWM Convention '2004. (Consult the Company on this date, if needed). Leave this field empty, if a BWMS is already installed on the ship.	
How many of tanks to be discharged: underwent exchange or were treated using Ballast Water Management System		Date Required to meet Regulation D-2			
Ballast Water Management System used, if any (Manufacturer, Model)		Describe in free text as it is recorded into ship's BWM Certificate (or Statement of Compliance)			
If no Ballast Water Management System conducted, state reason why not		Responsible officer			
		describe in free text			
		describe in free text			
<b>BALLAST WATER HISTORY:</b> Leave empty the below table, if no ballast water on board. Fill-in if there is ballast water on board (even in 1 tank), taken to control trim, list, draught, stability or stress of the ship, regardless of the intention to discharge it. If ballast water IS on board, but will NOT be deballasted, just fill-in the first 5 columns. If ballast water IS on board and WILL BE deballasted, then fill-in all columns of the "Ballast Water History" table!					
Tanks/ Holds	Tank Capacity	Ballast water source		Ballast water discharge	
		Date	Port/ Coords		Date
For each tank with ballast water record: tank's the name, its capacity (in m <sup>3</sup> ), source (date when ballast was taken in the relevant tank – dd/mm/yyyy, and place where it was taken – port name in English or in 5-digits LOCODE; if ballast taken at sea – state the Lat. & Long); state the current quantity (i.e. volume, in m <sup>3</sup> ) of the ballast water in the tank.  (If no deballasting intended at the approached Bulgarian port, do not fill-in the other columns)		If EXCHANGE performed (leave empty if ballast is treated)  EXCHANGE start & end point positions at sea (Lat. & Long.)  Date dd/mm/yyyy		If EXCHANGE performed, state the method applied: SM = sequential method, FT = flow-through method, DM = dilution method If the ballast was TREATED - 1 State the salinity of the water in each tank, in PSU	
		Volume In m <sup>3</sup>		Salinity	
		End Point (leave empty if ballast is treated)		Method	
		Start Point (leave empty if ballast is treated)		If the ship's is going to deballast at the approached Bulgarian port, then the following details shall be provided: date of deballasting (dd/mm/yyyy); name of the port (name in English or in 5-digits LOCODE); if deballasting intended at sea prior the entry in the approached port – then position shall be stated in Lat. & Long; quantity (i.e. volume, in m <sup>3</sup> ) of ballast water to be discharged from each tank the salinity (in PCU) of the water to be discharged	



## **Guidelines for proper filling-in of the Ballast Water Reporting Form (cont.)**

*The Ballast Water Reporting Form (BWRF) shall be sent electronically via the National Maritime Single Window before ship enters the Bulgarian Territorial Sea. To facilitate the data transfer to the mentioned national system, the form will be sent to you by ship's Agent as a simplified **Excel Sheet** with different tabs ("Ship", "Port", "Cargo", "DPG", "Ship Store", "Waste", "Ballast Water", "Security", "Crew", "Passengers", "Health"), where data shall be chosen from drop-down menus, values entered with digits or text, "Yes/No" options marked with ticks, etc.*

*Please note, that the form is UPDATED (the latest recommended by IMO form is in use)!*

*The new data required to be provided into the updated Ballast Water Reporting Form are listed below:*

- all tanks, containing ballast water (regardless of its deballasting intention);
- the ship-specific ballast water management option and concrete method – exchange (SM/ FM/ DM) or treatment (T);
- the ship-specific date of compliance with the D-2 "Performance standard" (for ships not yet supplied with a BWMS);
- details of the ship's BWMS (if such already installed on board);
- details of ship's International Ballast Water Management Certificate (or Statement of Compliance – if the ship is flying a flag of a non-Party to the BWM Convention '2004).

### **The information required as a BWRF shall be provided as follows:**

- "1. SHIP INFORMATION": record ship's name, IMO number, owner, type, construction date, flag in the tab "Ship"
- "2. VOYAGE INFORMATION": provide the required data into the tab "Port", i.e. arrival port, arrival date, last port, next port
- All other ship-specific information regarding ballast water management on board and submission of the reporting form (items 3, 4, 5, 6 of the updated BWRF, shown in Annex 3 to this environmental notice) shall be filled-in into the tab "BALLAST WATER", as follows:
  - "Ballast water date": fill-in the date of submission of this form, DD/MM/YYYY
  - "Amended form": "Yes" - if you send an amended/ corrected information, after the initial submission of the BWRF
  - "Total ballast water on board, m<sup>3</sup>": record the quantity of ballast water that is on board in cubic meters
  - "Number of tanks in ballast": state how many tanks are with ballast; please note, that for these tanks the "Ballast water history" table shall be filled-in (all columns – for tanks to be deballasted into the approached Bulgarian port; or the first 5 columns only if no deballasting to be conducted – just to indicate ballast water source)
  - "Total ballast water capacity, m<sup>3</sup>": declare the ship's ballast water tanks total capacity in cubic meters
  - "Total number of ballast tanks on ship": declare the number of ship's ballast water tanks
  - "Total number of ballast water tanks to be discharged": here just state the number of these tanks (detailed information for them shall be filled-in into all columns of the "Ballast water history" table)
  - "How many tanks to be discharged: underwent exchange; or were treated using a Ballast Water Management System (BWMS)": just declare the number of these tanks (remember, that all tanks to be deballasted, shall be either exchanged, or treated);
  - "BWMS used, if any (manufacturer, model)": describe ship's BWMS – its manufacturer and model are indicated into the ship's International Ballast Water Management Certificate (or Statement of Compliance) and into the Type Approval Certificate of the BWMS itself
  - "If no Ballast Water Management conducted, state the reason why not": the BWM Convention, Reg. A-2 of the Annex, stipulates, that a discharge is only permitted of ballast water that was either exchanged or treated; if such a management was not undertaken, then the reason shall be stated - free text (e.g. BWMS out of order; or safety risks due to a bad weather or other extraordinary situation; note: the reason shall be recorded into ship's Ballast Water Record Book and relevant evidence shall be on disposition)
  - "Responsible officer": duty and name of the ship's crew member, that filled-in this form shall be recorded
  - "Ballast Water Record Book on board": place a tick, to mark as "Yes" (if left empty – the meaning is "No" and this could be considered as a non-compliance with Reg. B-2 of the Annex to the BWM Convention)
  - "Approved Ballast Water Management Plan on board": place a tick, to mark as "Yes" (if left empty – the meaning is "No" and this could be considered as a non-compliance with Reg. B-1 of the BWM Convention)
  - "Management Plan implemented": place a tick, to mark as "Yes" (if left empty – the meaning is "No")
  - "Does the ship carry an International Ballast Water Management Certificate": as mentioned above, the document could be named "Statement of Compliance" (not a Certificate) if the ship is flying a flag of a non-Party to the BWM Convention; ships of 400 GT and above are in general required to have such a document (ref. to regulations in section E of the Annex to the BWM Convention); place a tick, to mark as "Yes"; then provide in the next fields of the BWRF this document dates of issue and validity (format DD/MM/YYYY), issuing authority and place of issue;
  - "Date required to meet Reg. D-2": this is a ship-specific date up to which your vessel shall be fitted with a BWMS to comply with the treatment performance standard of the Reg. D-2 of the Annex to the BWM Convention; consult the Company on this date, if needed, and declare it in a format DD/MM/YYYY; if a BWMS is already installed on board – leave this field empty.

### **"BALLAST WATER HISTORY" table:**

- Leave empty if no ballast water on board
- Fill-in if there is ballast water on board (even in 1 tank), regardless of the intention to discharge it:
  - If ballast water IS on board, but will NOT be deballasted, just fill-in the first 5 columns: identify each tank/ holds with a ballast, state its capacity (in cubic meters), declare the source of the ballast water inside – date when taken (DD/MM/YYYY) + place where taken (Port name, or Lat. & Long. If at sea) and the current quantity inside the tank/ hold (in cubic meters);
  - If ballast water IS on board and WILL BE deballasted, then fill-in all columns of the "Ballast Water History" table!  
For each tank, that will be deballasted, record the name, capacity, source and current quantity into the first 5 columns as described above. Then into the further columns provide details on the ballast water management performed:
    - if it is EXCHANGE: date of exchange (DD/MM/YYYY), start & end point positions at sea (Lat. & Long.), quantity/ volume exchanged (in cubic meters), % of the tank exchanged, method of exchange (SM=sequential method, FT=flow-through method, DM=dilution method) and salinity of the water in PSU;
    - if it is TREATMENT: declare only the date of treatment (DD/MM/YYYY), mark the management method as "T"=treatment and write the salinity of the water in PSU;
    - finally fill-in the columns for deballasting at the approached Bulgarian port: date (DD/MM/YYYY), name of port/ or Lat. & Long. if the ballast water will be discharged at sea prior entering the approached port; quantity/ volume (in cubic meters) of ballast water to be discharged from each tank/ hold and the salinity (in PCU) of this water.

**Annex 3 – Declaration of waste disposed  
before departure from a Bulgarian Maritime Port  
(Annex 8 to Art. 36, para. 1 of the Border Control Ordinance)**

DECLARATION  
Декларация  
FOR WASTE DISPOSAL AT THE PORT OF .....  
за отпадъците, предадени в пристанище .....

Name of the ship: .....

Име на кораба:

IMO number: .....

ИМО номер:

Flag State: .....

Държава на знамето:

Port of registry .....

Пристанището на регистрация:

DATE Дата	TYPE OF WASTE Вид на отпадъците	QUANTITY m <sup>3</sup> /bags/kg Количество м <sup>3</sup> /вместимости/кг	NAME OF THE WASTE OPERATOR Име на оператора, на когото са предадени отпадъците

I, the undersigned Master / Agent of

.....

Аз, долуподписаният, капитан / агент на .....

herewith declare, that above mentioned information is identical with the original receipts for waste disposal at the port of .....

с настоящото декларирам, че информацията по-горе е еднаква с оригиналните фактури за отпадъците, предадени в пристанище .....

/ \_\_\_\_\_ /

Name  
Име

signature & ship's / agent's stamp  
подпис и печат на кораба / агента

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Дата