

Joint HELCOM/OSPAR Task Group on Ballast Water Management Convention Exemptions

Ninth Meeting

Gothenburg, Sweden, 13-14 December 2018

Document title	Checklist of elements for a recommended model for an exemption according to the Joint Harmonised Procedure (JHP)
Code	3-3
Category	CMNT
Agenda Item	3 - Updates to the Joint HELCOM/OSPAR Harmonized Procedure (JHP) on the Granting of BWM Convention Exemptions
Submission date	27.11.2018
Submitted by	Co-Chairs
Reference	

Background

As described in the present chapter 7. Administrative Procedures, paragraph 7.11 of the [JHP](#), a recommended model for an exemption should be developed in order to ensure the uniformity throughout the HELCOM and OSPAR regions.

One approach may be to develop a standardized template for the administrative decision. However, each national administration may have their own formats and specifications so that it is advisable to only clearly define the essential elements that should be included in such a “model exemption”.

Therefore, as a basis for discussions and further development, this document contains elements proposed for inclusion in the recommended model for an exemption according to the JHP.

Action required

The Meeting is invited to take note of the information and make use of it as a basis for discussions and further development.

Checklist of elements for a recommended model for an exemption according to the Joint Harmonised Procedure (JHP)

As described in the present chapter 7. Administrative Procedures, paragraph 7.11 of the [JHP](#), a recommended model for an exemption should be developed in order to ensure the uniformity throughout the HELCOM and OSPAR regions.

One approach may be to develop a standardized template for the administrative decision. However, each national administration may have their own formats and specifications so that it is advisable to only clearly define the essential elements that should be included in such a “model exemption”.

Therefore, as a basis for discussions and further development, the following elements are proposed for inclusion:

- 1) **Details of the granting/issuing administration(s)**
 - Country
 - Name of administrative entity (contact person)
 - Address
- 2) **Details of the applicant**
 - Country
 - Name of business entity (contact person)
 - Address
- 3) **Details of vessel**
 - Name of vessel
 - Distinctive number or letters
 - Port of registry
 - Gross Tonnage
 - IMO number
 - Date of Construction
- 4) **Ballast information**
 - Ballast Water Capacity (in cubic metres)
 - Details of Ballast Water Management Method(s) used
 - Method of Ballast Water Management System used, including date installed and manufacturer (if applicable)
 - The principal Ballast Water Management method(s) employed on this ship is/are:
 - In accordance with regulation D-1
 - In accordance with regulation D-2
 - The ship is subject to regulation D-4
 - Validity of the International Ballast Water Management Certificate
- 5) **Details on the exempted route between specific ports**
 - List of relevant ports/locations
 - Result of Ballast Water Exemptions Decision Support Tool
 - Result of Final Risk Assessment made by the administration(s)
 - Information on any specific required additional measures (e.g. in case of emergency, if applicable)
- 6) **Statement that the vessel will not mix ballast water or sediments other than between the ports or locations specified under number 5**
- 7) **Validity of exemption**
 - Max. 5 years
 - Dates for intermediate review
 - Also depending on validity of port surveys
- 8) **Information on and conditions for withdrawal**

9) Information on further related requirements

- e.g. that exemptions have to be recorded in the Ballast Water Record Book and the Ballast Water Management Plan has to be considered for re-approval by the flag state after an exemption has been granted.
- publication of the exemption decision on the OSPAR and HELCOM websites, as well as communications with IMO
- information on ownership of the provided data.