

PORT ST. MAARTEN SERVICES HAND BOOK 2019

Date Adjusted: 10th January 2019



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Garbage Policy

1. Any vessels calling on Port Sint Maarten are to submit their waste declaration form for garbage offload 48 hours prior to arrival to Port Sint Maarten to the local Agent, who will communicate such service need to the Port. The waste declaration must indicate, quantity of garbage and composition of garbage to be discharged. All service requests must be send to our email. Our email address is as follows: services@portstmaarten.sx
2. Waste types to be discharged must confirm to the waste types listed on the sheet annexed for Sint Maarten. The Environmental Officer shall provide the Ports Reception officers with a certificate of discharge for the waste being discharged.
3. Port Sint Maarten has a longstanding policy can only permit one 16m³ load per vessel call in view of the limited processing capability on the island.
4. Confirmation for collection will be issued by the Port prior to vessel arrival to Port Sint Maarten with the pickup time at the vessel.
5. The Collection Service allows a 15-minute limit from arrival time to discharge start time from the vessel. Discharge time allocated for 16m³ of garbage/ refuse shall be **one (1) hour maximum**.
6. The 16m³ garbage truck holds 16m³ of loose garbage or 8 pallets of garbage.
7. The vessel must indicate if a forklift is needed to offload palletized garbage.
8. Garbage services ordered which require cancellation by the vessel must be received by the Port before 16:00 the day prior to arrival. Should cancellations of services confirmed be received after 16:00 the day prior to arrival, a cancellation fee of US\$ 100.00 will be implemented & invoiced to the vessel.
9. The Port shall require the discharge invoice for services to be signed and stamped by duly authorized officers of the Cruise or Cargo vessel.

Requests for Extra Garbage Offloads

The following is hereby approved for offload and also noted for consideration:

- Vessel experiencing issues with functioning of incinerator.
- Vessel must provide overview of previous offloads in previous ports prior to St. Maarten
- No Pallets are allowed to be offloaded (60 pieces) other than that which is accompanied with the regular garbage waste.
- Port Maritime Administration to request for total 2 offloads of garbage consisting of 1 truck of 16m³ and one bin of 20m³.
- No over filling of bins or truck is allowed. All garbage must be disposed inside of the bins or trucks.
- Truck service must be completed within one hour after arrival time.
- Bin service must be collected after maximum 3 hours, after arrival time. This will eliminate the inconvenience on the dock.
- Only Vessels homeporting at Port St. Maarten will be allowed more than 16 m³ of garbage.
- Vessels requesting a bin for the operation, must be checked if the placement would not disrupt other cruise vessel operations.
- Bin placement would not be approved on 4 or more ship days.
- In the event that a garbage bin is not possible, additional garbage truck can be requested. Max 32 m³ garbage offload.
- All other vessels (not reporting a technical malfunction) will NOT be allowed to offload more than 16m³ per call.

Water Policy

- 1.** Any cruise or other vessels calling on Port Sint Maarten are to submit request for potable water supply 48 hours prior to arrival to Port Sint Maarten to the local Agent, who will communicate such service need to the Port. Such request must indicate the quantity in cubic meters of potable water required. All service requests must be send to our email. Our email address is as follows: services@portstmaarten.sx
- 2.** Port Sint Maarten relies of the Municipal Water supply services for supply of water. Upon approval by the Water Supplier, the Port will confirm to the agent the supply of water requested.
- 3.** Cancellation of services must be received by the Port at least by 17:00 the day prior to arrival.
- 4.** Berth location will be assigned based on location of water supply

Bilge Water / Sludge Policy

1. Any vessels calling on Port Sint Maarten are to submit request for Bilge/ Sludge discharge 48 hours prior to arrival to Port Sint Maarten to the local Agent, who will communicate such service need to the Port. Such request must indicate preferred time and quantity of grey water/oil sludge to be discharged. All service requests must be send to our email. Our email address is as follows: services@portstmaarten.sx
2. The Port shall require the discharge invoice for services to be signed and stamped by duly authorized officers of the Cruise or Cargo vessel.
3. All mentioned services are to be arranged and invoiced by Port Service department. The Port Service department ensures that all said services are executed according to the Local and regional laws and standards. This to ensure that the port is at all times aware and in control of the services provided to our vessels. The cost provided for the various services will also be arrange through the Port Services department.
4. If a confirmed Bilge or Sludge removal service requires a cancellation, the request must be sent to the Port before 16:00 the day prior to arrival. Should cancellations of services confirmed be received after 16:00 the day prior to arrival, a cancellation fee of US\$ 150.00 will be implemented & invoiced to the vessel.
5. For any service planned on Sunday's and/or National Holiday's, an additional \$0.15 per gallon will be added to the service invoice.

Bilge Water/ Sludge treatment process

Oil Mop Environmental Services Limited (OMES) is an environmental and waste management service company incorporated in 1993 in Port of Spain, Trinidad. The company has been built on the ever growing need to ensure that to ensure that environmental and waste management practices and standards are upheld both nationally and regionally.

Oil Mop Environmental Services Limited provide practical cost-effective solutions to environmental and waste management problems, through careful consideration of local conditions with the use of innovative technologies.

Port St. Maarten

A.C. Wathey Cruise & Cargo Facilities
Suite 13A, Point Blanche
St. Maarten

1(721) 542 8503 ext. 527/549
1(721) 542 8504 ext. 540
services@portstmaarten.sx

Oil Mop's Process Plant Converts the Spent Oil into a Useable Blend.

The system design involves the following:

1. Before any feed of oil enters the system, the large particle solids are removed. This is done by either static settlement, de-sludging or filtration.
2. A stable homogenous feed is essential. This is achieved by mixing in holding tanks and blending feed streams.
3. Heat is applied to the holding tanks
4. Pretreatment of the feed of oil is used to chemically physically break the emulsion mixtures present and release the fine solids, which are bound up in the emulsion.
5. The released solids settle through the oil and water phases in the system and are discharged separately from the liquids.
6. The correct assessment and monitoring of the pretreatment program is the key to success.
7. The final product obtained is that of a useable blend.

This process takes place at the head office in Trinidad and Tobago. You can visit their website at www.oilmop.tt.com, where you can explore the full range of their services.



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Cooking Oil Policy

1. Any vessels calling on Port Sint Maarten are to submit request for cooking oil discharge 48 hours prior to arrival to Port Sint Maarten to the local Agent, who will communicate such service need to the Port. Such request must indicate preferred time and quantity of cooking oil to be discharged. All service requests must be sent to our email. Our email address is as follows: services@portstmaarten.sx
2. The Port shall require the discharge invoice for services to be signed and stamped by duly authorized officers of the Cruise or Cargo vessel.
3. All mentioned services are to be arranged and invoiced by Port Service department. The Port Service department ensures that all said services are executed according to the Local and regional laws and standards. This to ensure that Port St. Maarten is at all times aware and in control of the services provided to our vessels. The cost provided for the various services will also be arrange through the Port Services department.
4. If a confirmed cooking oil removal service requires a cancellation the request must be sent to the Port before 16:00 the day prior to arrival. Should cancellation of the confirmed service be received after 16:00 the day prior to arrival, a cancellation fee of US\$ 150.00 will be implemented & invoiced to the vessel.
5. For any service planned on National Holiday's, an additional \$0.10 per gallon will be added to the service invoice.

Grey/Black Water Policy

1. Any vessels calling on Port Sint Maarten are to submit request for Grey or Black water discharge 48 hours prior to arrival to Port Sint Maarten to the local Agent, who will communicate such service need to the Port. Such request must indicate preferred time, composition of bilge water and the quantity of bilge water in cubic meters to be discharged. All service requests must be send to our email. Our email address is as follows: services@portstmaarten.sx
2. Grey water is clean waste water from baths, sinks, washing machines, and other kitchen appliances and Black water is considered waste water from toilets.
3. Vessel must indicate if the grey water is mixed with oil, because a different treatment would be performed. If the vessel fails to indicate oil being mixed with grey water, The Port has the right to void the service invoice and provide a new service invoice with adjusted cost.
4. The Port shall require the discharge invoice for services to be signed and stamped by duly authorized officers of the vessel.
5. Grey or Black water services ordered which require confirmation & cancellation by the vessel must be received by the Port before 16:00 the day prior to arrival. Should cancellations of services confirmed be received after 16:00 the day prior to arrival, a cancellation fee of US\$ 100.00 will be implemented & invoiced to the vessel
6. All mentioned services are to be arranged and invoiced by Port Service department. The Port Service Department ensures that all said services are executed according to the Local and regional laws and standards. This to ensure that the port is at all times aware and in control of the services provided to our vessels. The cost provided for the various services will also be arrange through the Port Services department.

Services Costs

Description	Unit	Cost
Water connection (per ton)	Cruise Vessels	\$ 7.90
	Cargo & Tug Vessels	\$ 10.15
	Yachting Vessels	\$ 10.15
Garbage offload Service (per truck load)	16 cubic m3	\$ 192.80
Garbage offload Service (per bin, per trip)	10m3 Garbage bin	\$ 192.80
	15 m3 Garbage bin	\$ 385.60
	20 m3 Garbage bin	\$ 385.60
Forklift Rental (per hour)		\$ 90.00
Grey/ Black Water Removal Service (per truck)	Average 10 m3 per truck	\$230
Sludge/ Bilge removal Service (per gallon)	Per Gallon	\$1.73
Cooking Oil Removal	Per Gallon	\$1.15

Ships Regular Maintenance Permissions Requests and Policy

Hot works:

1. Any vessels calling on Port St. Maarten are to submit request for hot works 72-48 hours prior to arrival to Port St. Maarten to the local Agent, who will communicate such service need to the Maritime Department.
2. The vessel must indicate the date and time they are requesting the hot work for and the location on board.
3. Hot works requests will be signed/stamped by the Maritime Department and returned with a confirmation or cancellation
4. Hot works is not permitted when the vessel is taking fuel
5. Hot works is not permitted outside on the pier side
6. The vessel must adhere to the vessel's Fire Safety Plan and vessel's Shore connection as required by SOLAS.
7. All precautions must be taken in accordance with SOLAS, industry and company's policy

Lifeboat in water:

1. On the day of arrival, the vessel must contact Port St. Maarten's Dockmaster on Mariner VHF CH 12 and request permission for "lowering lifeboats and conducting maneuvering exercises".
2. The vessel must indicate the expected launch and retrieval time.
3. The lifeboats must maintain VHF radio watch on VHF CH 12 while in the water.

Painting:

1. Painting of the vessel is only allowed if the following conditions are adhered to:
 - a. If a drop cloth is being used to protect against paint spills or droppings. This applies to hard surface of the pier and in the water. Please attach rollers, extensions and buckets, to avoid falling in the water or pier side.
 - b. No paint or chippings are allowed to fall into the water
 - c. Touch up are only allowed 1m² at a time.
 - d. Must not hinder any guests on the pier side.
 - e. No markings on the pier without prior permission from the Maritime Department at Port St. Maarten.

Washing:

1. Washing of the vessel is only allowed if the following conditions are adhered to:
 - a. No usage of chemicals that impact the environment
 - b. Must not hinder any guests on the pier side or on other vessels
 - c. Please attach hoses and tools to avoid them from falling into the water or on pier side

Environmental Questionnaire

<u>Environmental Restrictions</u>	
1) Please advise if there are any environmental restrictions (exceeding the requirements of MARPOL) within your territorial waters or port that we should be aware of.	No hull cleaning in Port Area
2) Please indicate the extent of your territorial waters or those in which other environmental restrictions apply. <i>(please consider that under Article 211 of the United Nations Convention of the Law of the Sea [UNCLOS] it is not possible for a coastal state to make environmental legislation beyond its territorial waters without prior agreement with the IMO)</i>	Territorial waters are 12 miles off the coast of St. Maarten with some considerations for northern part of the island being French and nearby islands.
3) If there are other regulations, we need to comply with identified by question 1) you must send us a copy of the legislation in order for us to comply.	
4) Are there any restrictions on activities that we may undertake within port? <i>(such as washing, painting, chipping, lowering lifeboats etc.)</i>	Permission needed from Port
5) If there are other rules or regulations, we need to comply with identified by question 4) you must send us a copy of the harbour master regulation or legislation in order for us to comply.	
6) Are there any restrictions with regards to Ballast Water in Port? <i>Please note we require a copy of the harbour master decree or official regulation / legislation reference in order for us to comply with it.</i>	

5. Are we required to submit a Ballast Water Report before arrival?	
6. Are there any pre-arrival notifications for bio-fouling management? <i>Please note we require a copy of the harbour master decree or official regulation / legislation reference in order for us to comply with it.</i>	
<u>Waste Disposal</u>	
6) Are there any compulsory discharges of waste? If so, please provide details	NO
7) Are there any compulsory port charges? If so is any discount given for off-loading garbage/oil sludge?	NO – (No discharge, no charges)
8) Is there a discount for ISO 14001 accreditation? (certificate can be provided upon request)	NO
9) Are there any residue declaration forms that are required to be filled in prior to our arrival? if so please attach them and we will return them a.s.a.p.	NO
10) Is there any other information that might affect waste disposal (tidal range, distance from berth etc.)	NO
11) Please confirm that any waste contractors are licensed/approved in accordance with local regulations if required and attach a copy of the applicable license/certification.	Third Party (See Service Handbook, Page 8)
12) Please indicate who the waste operators are and their contact details.	Third Party, service@portstmaarten.sx
13) Is there an additional cost for the use of a forklift? If so how much is this?	YES, (See Service Handbook)

14) Are there any other additional costs associated with the offload of waste? (transport, labour, taxes, admin costs, weekend or holiday premiums etc.)	Only for Bilge/sludge/septic removal
15) Please state which currency is being used (GBP, USD, Euro etc.).	USD

Please note, with regards to the washing down and touching up of vessels, protective materials must be placed on the dock, especially when touchups are executed. This can be in the form of a cloth or sheet of some kind.

PORT: Port St Maarten				
Type of waste	Taken: Yes/No	Recycle/landfill (R/L)	Removal method B/RT/T/S*	Company Name
MARPOL Annex I				
Oil Sludge	Y	R	RT	Oil Mop Environmental Service N.V.
Bilge oil/water	Y	R	RT	Oil Mop Environmental Service N.V.
Cooking Oil	Y	R	RT or pales	Save SXM
MARPOL Annex IV				
Sewage/black water	Y			Remy's Septic Service
Grey water	Y			Remy's Septic Service
MARPOL Annex V				
Medical waste	N			
Medical Sharps	N			

Expired Medicines	N			
Paint, Varnish & Thinners	Y*			*Only on confirmation
Oil Filters	N			
Not punctured aerosol cans	N			
Wet batteries	N			
Dry batteries	N			
Incinerator ash	N			
Fluorescent tubes & bulbs	N			
General Waste	Y	L	T	Soualiga Group of Companies
Crushed glass	Y	R	T	Sint Maarten Recycling
Crockery	Y	L	T	Soualiga Group of Companies
Scrap metal	Y	R	T	Sint Maarten Recycling
Compacted steel cans	Y	R	T	Sint Maarten Recycling
Compacted aluminum cans	Y	R	T	Sint Maarten Recycling
Paper & cardboard	Y	R	T	Sint Maarten Recycling
Plastic (HDPE)	Y	L	T	Soualiga Group of Companies
Plastic (PET)	Y	L	T	Soualiga Group of Companies
Mixed plastic shredded or not	Y	L	T	Soualiga Group of Companies

Food waste	N**			** See remarks below
TV or monitor	N			
Refrigerator	N			
Electrical waste/ computers/videos	N			
Mattress	Y	L	T	Soualiga Group of Companies
Ballast Water	N			
Other				
Economizer and Boiler wash down water	N			
Pyrotechnics	N			



*** Please note: As of 23 November 2015, The Port will no longer be accepting any Food Waste. Due to the contamination risk & processing at Local Landfill. Government has stipulated by law;*

No contaminated food waste to be offloaded on St. Maarten.

Sewage

Dear All,

Applicable to new ships engaged in international voyages of 400 gross tonnage and above or which are certified to carry more than 15 persons.

The discharge of sewage into the sea is prohibited, except when the ship has in operation an approved sewage treatment plant or when the ship is discharging comminuted and disinfected sewage using an approved system at a distance of more than three nautical miles from the nearest land. Sewage which is not comminuted or disinfected has to be discharged at a distance of more than 12 nautical miles from the nearest land.

The MEPC also adopted a standard for the maximum rate of discharge of untreated sewage from holding tanks when at a distance equal or greater than 12 nautical miles from the nearest land (see resolution [MEPC.157\(55\)](#)).

As for the government sewage plant, prior to accepting grey water a sample will have to be taken and several test done before a final decision can be made if they can or not accept the grey water, for more information regarding this plant miss Olivia Lake at VROMI should be contacted.

I would suggest discharging at sea as per the IMO guidelines mentioned above.

Best regards,

Mr. C. Carty
St. Maarten Maritime Inspectorate Department