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SAFETY CIRCULAR

05th Feb 2019

To: Fleet

SUBJECT: Garbage Stowage / Segregation & colour coding of garbage drums

Dear Captain,

This circular is a guideline for waste minimisation / Storage & Segregation & Colour coding of garbage drums.

WASTE MINIMIZATION:

- 1) Waste minimization is the process and the policy of reducing the amount of waste produced by a person or a society. Ship staff should, where ever possible, minimize taking onboard material that could become garbage.
- 2) When making supply and provisioning arrangements, ship staff should liaise with the Purchasing Officer and / or the local suppliers to consider the products being procured in terms of the garbage they will generate.
- 3) Options that should be considered to decrease the amount of such garbage include the following:
 - using supplies that come in bulk packaging, taking into account factors such as adequate shelf-life (once a container is open) to avoid increasing garbage associated with such products;
 - using supplies that come in reusable or recyclable packaging and containers; avoiding the use of disposable cups, utensils, dishes, towels and rags and other convenience items whenever possible; and
 - avoiding supplies that are packaged in plastic, unless a reusable or recyclable plastic is used.

COLLECTION OF GARBAGE:

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Receptacles:

- 1) To reduce or avoid the need for sorting after collection and to facilitate recycling, distinctively marked garbage receptacles must be provided onboard the ship to receive garbage as it is generated.
- 2) Receptacles onboard can be in the form of drums, metal bins, cans or other **non-combustible** materials.
- 3) All garbage receptacles should be secured to prevent spillage, or loss of any garbage that is deposited in the receptacles.
- 4) Receptacles should be clearly marked and distinguishable by graphics shape, colour, size, or location. These containers shall be clearly marked and additionally by stencil.
- 5) Receptacles should be placed in appropriate spaces throughout the ship (e.g. the engine-room, mess rooms, galley, and other living or working spaces) and all crew members and passengers should be advised of what garbage should and should not be placed in them.
- 6) Any receptacles on deck areas, poop decks or areas exposed to the weather should be secured to the ship and have lids that are tight and securely fixed.

The recommended garbage types that should be separated are:

- Non-recyclable plastics and plastics mixed with non-plastic garbage;
- Oily Rags
- Recyclable material:
 - Cooking oil;
 - Glass, Metals, Cans, Bottles, Crockery, Wood
 - E-waste generated on board (e.g. electronic cards, gadgets, instruments, equipment, computers, printer cartridges, expired batteries, bulbs etc.)
 - paper, cardboard, corrugated board;
 - plastics; (including Tetra pack or other similar plastic material)

Food waste - shall only be collected at mess rooms, galleys and food preparation areas, and a container marked "food waste" shall be provided in these areas.

STORAGE OF GARBAGE:

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- 1) Garbage collected from various areas throughout the ship should be delivered to designated processing or storage locations. Garbage that must be returned to port for discharge at port reception facilities may require storage until arrangements can be made to discharge it ashore for appropriate processing depending on the length of the voyage or availability of port reception facilities. Garbage should be stored in a manner which avoids health and safety hazards.
- 2) Sufficient storage space and equipment (e.g. cans, drums, paper bags or other containers) should be provided.
- 3) All processed and unprocessed garbage stored for any length of time should be in tight, securely covered containers in order to prevent the unintentional discharge of stored garbage.
- 4) Food wastes and other garbage which are returned to port and which may carry disease or pests should be stored in tightly covered containers and be kept separate from garbage which does not contain such food wastes. Both types of garbage should be in separate, clearly marked containers to avoid incorrect discharge and facilitate proper handling and treatment on land.
- 5) Sufficient storage space shall be provided and checked by the designated Garbage Management Personnel.
- 6) The storage area shall be divided up into the different categories of wastes according to the containers clearly colour coded and marked accordingly. The storage areas for plastics shall be separated by at least 3 metres from other storage areas, where practicable.
- 7) When garbage is collected from the collection receptacles or processing area and arrives at the storage receptacles, the storage receptacle shall only be loaded under the supervision of the Garbage Management Personnel, in all cases other than galley generated food waste.
- 8) A special check shall be made at this stage that plastics are properly separated from all other garbage including even small pieces such as plastic cigarette packet wrappers or internal packaging.
- 9) It is not permitted for individual crew members to empty their individual collection receptacles into the storage receptacles in an unsupervised way.
- 10) The designated Garbage Management Personnel must ensure that there is no build up of gas or spillage of garbage from the waste in the storage area.
- 11) The Master must include garbage storage areas in his weekly inspection of the vessel.

SEGREGATION OF GARBAGE:

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Segregation to be carried out properly in the respective containers which should be colour coded as below:

	RED	Plastic/ PLASTIC MIX WITH NON PLASTIC GARBAGE LIKE TETRAPAK.	200 LTR DRUMS : POOP DECK AFT. ENGINE ROOM	20 LTRS DRUMS : MESS ROOMS, GALLEY, BRIDGE, ECR, E/R WORKSHOP, CREW CABINS.
	BLACK	OILLY RAGS, NOT CONTAMINATED WITH CARGO RESIDUE.	200 LTRS DRUMS : ENGINE ROOM,	20 LTRS DRUMS : INCINERATOR ROOMS, PURIFIER ROOMS / PLATFORM, BOSUN STORE, DECK WORKSHOP.
	GREEN	FOOD WASTE Spoiled or unspoiled food substances.	200 LTRS DRUM: POOP DECK AFT.	20 LTRS DRUMS: BRIDGE, GALLEY, MESS ROOM, ECR.
	YELLOW	GLASS, METALS, CAN, BOTTLES, CROCKERY, WOOD, ETC.	200 LTRS DRUM: POOP DECK AFT	20 LTRS DRUMS: CREW CABIN, BRIDGE, GALLEY, MESS ROOM, SMOKE ROOM, HOSPITAL, SHIP'S OFFICE, CCR, ECR, E/R WORKSHOP.
	WHITE E-waste	EXPIRED BATTERIES, SENSORS, CATRIDGE, BULBS, ELECTRICAL WASTE.	_____	20 LTRS DRUMS : SHIP'S OFFICE, CCR, ECR, BRIDGE
	BROWN	Garbage generated mainly in the accommodation spaces on board the ship (papers, cardboard, CORRUGATED BOARD etc).	200 LTRS DRUMS: POOP DECK AFT. ENGINE ROOM	20 LTRS DRUMS: CREW CABIN, BRIDGE, ECR, GALLEY, MESS ROOM, SHIP'S OFFICE, E/R WORKSHOP, INCINERATOR ROOM.
	GREY	INCINERATOR ASH.	100LTRS DRUMS: INCINERATOR ROOM.	_____

POOP DECK: 200 LTRS DRUM

RED, GREEN, YELLOW, BROWN

ENGINE ROOM: 200 LTRS DRUM

RED, BLACK, BROWN

INCINERATOR ROOM: 100 LTRS

GREY

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