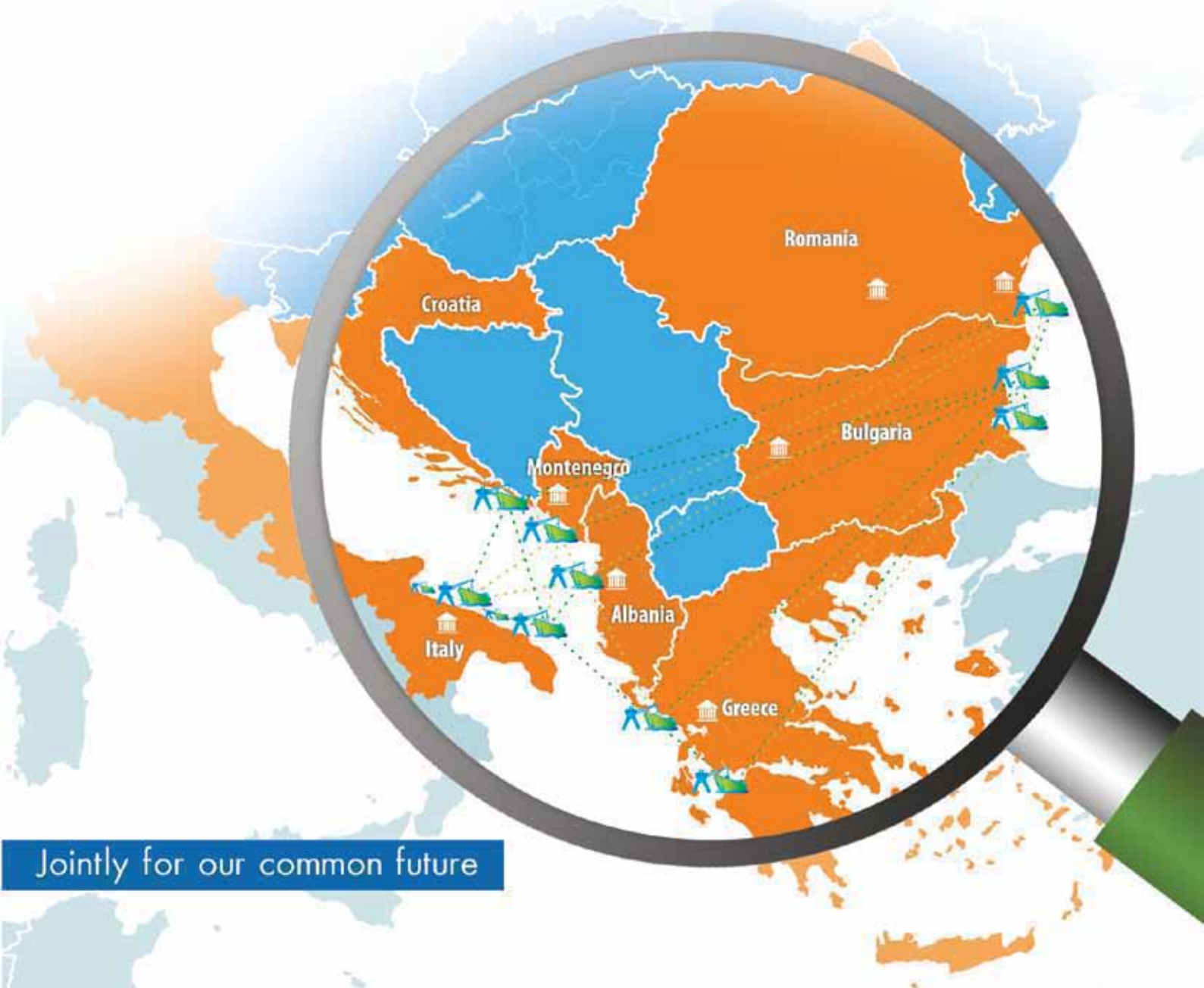


Transnational ENhancement of ECOPORT8 network

TEN ECOPORT - Code SEE/D/0189/2.2/X



Jointly for our common future

WP4 - Act 4.3

Implementation of Managing Action Plan (MAP) in 2 pilot sites

WASTE MANAGEMENT Software

Waste form on GAIA System

User Manual

Jointly on eco-routes

website: www.tenecoport.eu
e-mail: info@tenecoport.eu

Edited by: Levante Port Authority



South East Europe Transnational Cooperation Programme

PRIORITY AXIS 2: Protection and Improvement of the Environment

AREA OF INTERVENTION 2.2: Improve prevention of environmental risks

Project "Transnational Enhancement of ECOPORT8 network"

TEN ECOPORT project – Code SEE/D/0189/2.2/X

Waste form

The module allows Waste Management Waste statements in electronic format and supports the Maritime Authority, which verifies the data sent by Ship Data Providers for ships arriving in the Port of Bari.

The purpose of the application is to be made available to each user a unique interface that allows the final user to be up to date on the status of the practices of competence as well as to intervene when required by the process. There is, finally, functionality for reporting on operations processes.

Each user can view only the practices of its authority, while the Maritime Authority will manage the entire archive of the statements.

The module is part of the Port Community System GAIA, developed and managed by the Port Authority of Bari, and does not include costs of use by users.

The use of the application will be automatically accepted at the base of the application process itself. In case of outage of the application or the PCS GAIA operators and institutions involved in the process should use the normal procedure provided by the Maritime Authority.

The Port Authority of Bari, who conceived and developed the feature in question, will handle routine maintenance and evolution and to this end, by the staff of the Technological Innovation, reserves the right to access to the system and related databases.

The actors involved in the process authorize the Port Authority to use the information gathered as part of this feature both for statistical purposes to provide services free of charge, for the purposes of the PCS GAIA and for the support of port logistics and logistics system part of the Port of Bari.

The actors involved in the procedure are:

- Ship Data Provider - the one who has the operation of the ship, regardless of being or not the owner of the ship. For operation of the ship means the entirety of functions, tasks and responsibilities which are assumed by those who have the management of the ship. This is supposed to the inclusion of statements waste.
- Harbour - The skills of the Harbour mainly maritime security and all the problems of the ships "sea side" from the management to the handling / mooring of vessels.
- Port Authority, Maritime Health, Office Uvac - Entities authorized to view the declaration waste produced by the Ship Data Provider.
- Port Operator - Dealer of the Port of Bari deputy to the disposal of waste generated on board ships.
- Maritime Authority Durres - The body of the port of Durres responsible for inspection to properly dispose of their waste in the port of Durres.

In order to be entitled to the use of the module within the Port Community System Gaia, you must submit a formal request for registration to the Port Authority of the Levant, using the appropriate application form available at:

<http://gaia.aplevante.org/Registrazione%20Gaia.pdf>

The form for the waste management is accessible to all authorized users to functionality, via the link MODULE WASTE present on the main page of GAIA.

By clicking the link, you access the following sub-modules:

Depending on the user profile connected to the system, you can:

- **Ship Date Provider** (hereinafter referred to as *SDP*)
 - Insert a statement or waste
 - or Change a statement waste not validated by the Maritime Authority.
- **Harbour**
 - Request or rectification of the declaration waste.
 - Validate the statement or waste.
 - Rejecting a statement or waste.
- **Operator Port**
 - View statement or waste of the port of competence validated.
 - or Fill in the section on waste actually delivered.
- **Port Authority of Bari, Maritime Health, Office Uvac**
 - View statement or waste validated presented in the port of competence (Bari).
- **Maritime Authority Durres**
 - View statement or waste of the port of Bari, for which it was requested to provide the port of destination next (Durres).

1. Insert statement

Through the link INSERT STATEMENT, the SDP can insert a statement waste. It can be inserted in draft mode and sent directly to the Maritime Authority for validation.

To correctly insert the declaration waste, you must fill out all fields correctly proposed a video:

- Name of Ship: Official name of the ship;
- IMO: Enter the IMO to the identification of the vessel;
- Owner or Operator: Enter the name of the Owner or Agency Raccomandataria;
- Flag State: Enter the flag of the ship;
- Gross Tonnage: Enter the gross tonnage of the ship;
- Type of Ship: Select the type of ship;
- Arrival Date and Time: The date and arrival time, editable after being draft declaration waste;
- Departure Date and Time: The date and time of departure provided, editable after being draft declaration waste;
- Last Port where waste was delivered: The last port where generated waste;
- Last Date of Delivery: Last date on which they were conferred waste;
- Next Port of delivery: Porto next, if known, where waste will be delivered;
- Last Port and Country: Last port of call of the ship;
- Next Port and Country: Porto next call of the ship, if known;
- Type and Amount of waste for discharge to facility: type and quantity of waste that you intend to give in the port of call (Detail as a model MEPC.1 / Circ.644).
- Approximate Amount of waste and residues remaining on board and the percentage of maximum storage capacity: Approximate amount of waste that you want to retain on board, and its maximum capacity of waste storage on board (detail how to model MEPC.1 / Circ. 644)

DICHIARAZIONE RIFIUTI

| | |
|--|---|
| Notification of the Delivery of Waste to: <input style="width: 150px;" type="text"/> | |
| Name of ship: <input style="width: 150px;" type="text"/> | Owner or operator: <input style="width: 150px;" type="text"/> |
| IMO number: <input style="width: 100px;" type="text"/> | Distinct number (CALL SIGN): <input style="width: 100px;" type="text"/> |
| Gross tonnage: <input style="width: 100px;" type="text"/> | Flag State: <input style="width: 150px;" type="text"/> |
| Type of ship: | |
| <input type="checkbox"/> Oil tanker | <input type="checkbox"/> Chemical tanker |
| <input type="checkbox"/> Other cargo ship | <input type="checkbox"/> Passenger ship |
| <input type="checkbox"/> Bulk carrier | <input type="checkbox"/> Ro-ro |
| <input type="checkbox"/> Container | <input type="checkbox"/> Other |
| Location/Terminal name and POC: <input style="width: 150px;" type="text"/> | Last Port where waste was delivered: <input style="width: 150px;" type="text"/> |
| Arrival Date and Time: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> Hour: <input style="width: 30px;" type="text"/> Min.: <input style="width: 30px;" type="text"/> | Date of Last Delivery: <input style="width: 80px;" type="text"/> |
| Departure Date and Time: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> Hour: <input style="width: 30px;" type="text"/> Min.: <input style="width: 30px;" type="text"/> | Next Port of Delivery(if know): <input style="width: 80px;" type="text"/> |
| Last Port and Country: <input style="width: 150px;" type="text"/> | Person submitting this form is (if other then the master): <input style="width: 150px;" type="text"/> |

ANNULLA
SALVA IN BOZZA
INOLTRA
ELIMINA

| TYPE AND AMOUNT OF WASTE FOR DISCHARGE TO FACILITY | | WAST HELD ON BOARD THIS VESSEL | |
|--|---|--------------------------------|---|
| MARPOL Annex I - Oil | Quantity (m ³) | MARPOL Annex V - Garbage | Quantity (m ³) |
| Oil bilge water | <input style="width: 80px;" type="text"/> | A. Plastics | <input style="width: 80px;" type="text"/> |
| Oil residues | <input style="width: 80px;" type="text"/> | B. Food wastes | <input style="width: 80px;" type="text"/> |
| Oil tank washings | <input style="width: 80px;" type="text"/> | C. Domestic wastes | <input style="width: 80px;" type="text"/> |

The statement just typed is immediately available in the page ARCHIVE STATEMENTS WASTE users of the Harbour, who will provide validation of the declaration, making it available to the actors of the process.



Archivio dichiarazioni rifiuti

Visualizza l'archivio delle dichiarazioni rifiuti presentate nel porto di Bari




Cerca per stato: Seleziona nave: IMO: data arrivo prev. da: a:

Nr. 1 dichiarazioni nel sistema Dati aggiornati alle ore 11:32

| Nr. | Porto Arrivo | Arrivo Prev. | Partenza Prev. | Nave | Referente dichiarazione | Stato |
|----------------|--------------|---------------------|---------------------|----------------------------|-------------------------|--|
| Dichiarazione | | | | | | |
| 1 | BARI | 02/12/2014 08:00 | 02/12/2014 23:00 | AF MICHELA IMO 90145236 | TAL DEI TALI | INSERITA 🔍 📄 ✖ |
| del 02/12/2014 | | | | | | |

Through the filters present, you can filter the statements in the archive using the following parameters:

- Status: Draft, Inserted, Validated, Rejected
- Ship: free text
- IMO: free text
- Date: enter a date range from / to

By clicking on the icon  to access the page print detail of the declaration, while through the icon  to access the management page and summary. The statements not validated in the draft are erasable through the icon ; when the statement is validated by the Maritime waste is no longer possible to delete it.

In the status column, is available in the state which is the declaration waste:

1. The SDP has added to draft a declaration waste;
2. a statement waste was presented, and the statement is in production
3. The declaration waste has been positively validated.
4. The declaration was rejected waste

2. Validation statement waste

The declaration waste is validated by the Maritime Authority, which allows the display to the authorities who have the power, through the button "VALIDATE", by giving notice to the parties concerned in the view of the declaration.

In the event that the declaration requires to be modified by the SDP, it may require modification of the statement using the "ASK FOR GRINDING". Alternatively the Maritime Authority may reject definitively the declaration waste by the "Reject", which in this case will receive notification via email.

| | | | |
|---------------------------------|---|--|---|
| Location/Terminal name and POC: | <input type="text" value="BARI"/> | Last Port where waste was delivered: | <input type="text" value="DURRES"/> |
| Arrival Date and Time: | <input type="text" value="02/12/2014"/> Hour: <input type="text" value="08"/> Min.: <input type="text" value="00"/> | Date of Last Delivery: | <input type="text" value="01/12/2014"/> |
| Departure Date and Time: | <input type="text" value="02/12/2014"/> Hour: <input type="text" value="23"/> Min.: <input type="text" value="00"/> | Next Port of Delivery(if know): | <input type="text" value="DURRES"/> |
| Last Port and Country: | <input type="text" value="DURRES"/> | Person submitting this form is (if other then the master): | <input type="text" value="TAL DEI TALI"/> |

| | |
|---|---------------------------------------|
| TYPE AND AMOUNT OF WASTE FOR DISCHARGE TO FACILITY | WAST HELD ON BOARD THIS VESSEL |
|---|---------------------------------------|

3. Data Entry waste delivered

The operator, dealer management of the waste from the ship in the port of arrival, may include in the statement the data of the waste actually delivered in port, notifying automatically the Maritime Authority, which can make the necessary checks.

4. Display declaration waste

Each institution authorized to display the declaration waste, can access the declarations, to be aware of them, and if necessary, print them. The maritime authority of the next port (Durres) can display the statements, so it is expected the delivery of waste in the next port (Durres), to carry out controls.


| | | | |
|---|---|--|---|
| Notification of the Delivery of Waste to: | BARI | | |
| Name of ship: | AF MICHELA | Owner or operator: | ADRIA FERRIES |
| IMO number: | 1234567 | Distinct number (CALL SIGN): | IG23Y |
| Gross tonnage: | 12345 | Flag State: | ITALY |
| Type of ship: | <input type="checkbox"/> Oil tanker <input type="checkbox"/> Chemical tanker <input type="checkbox"/> Bulk carrier <input type="checkbox"/> Container <input type="checkbox"/> Other cargo ship <input checked="" type="checkbox"/> Passenger ship <input type="checkbox"/> Ro-ro <input type="checkbox"/> Other | | |
| Location/Terminal name and POC: | BARI | Last Port where waste was delivered: | DURRES |
| Arrival Date and Time: | 02/12/2014 Hour: 08 Min.: 00 | Date of Last Delivery: | 01/12/2014 |
| Departure Date and Time: | 02/12/2014 Hour: 23 Min.: 00 | Next Port of Delivery(if know): | DURRES |
| Last Port and Country: | DURRES | Person submitting this form is (if other then the master): | <input type="text" value="TAL DEI TALI"/> |

| | |
|---|---------------------------------------|
| TYPE AND AMOUNT OF WASTE FOR DISCHARGE TO FACILITY | WAST HELD ON BOARD THIS VESSEL |
|---|---------------------------------------|

| MARPOL Annex I - Oil | Quantity (m³) | MARPOL Annex V - Garbage | Quantity (m³) |
|-------------------------------------|---------------------------------|--------------------------|---------------------------------|
| Oil bilge water | <input type="text" value="10"/> | A. Plastics | <input type="text"/> |
| Oil residues | <input type="text"/> | B. Food wastes | <input type="text" value="2"/> |
| Oil tank washings | <input type="text" value="15"/> | C. Domestic wastes | <input type="text" value="5"/> |
| Dirty ballast water | <input type="text" value="10"/> | D. Cooking oil | <input type="text" value="1"/> |
| Scale and sludge from tank cleaning | <input type="text"/> | E. Incenerator ashes | <input type="text"/> |
| Other (please specify) | <input type="text"/> | F. Operational wates | <input type="text"/> |
| MARPOL Annex II - NLS | Quantity (m³) / Name | G. Cargo residues | <input type="text" value="10"/> |

The mode of insertion and management of waste by the statements of SDP in the port of Durres is the mirror image of the port of Bari and was developed in the platform CRIO, in Albanian / Italian.

Also planned is the print functionality, which allows the printing of the log statements or the individual statement in the following format:



Dettaglio dichiarazione rifiuti

Stampa delle dichiarazioni rifiuti

STAMPA

Dichiarazione rifiuti nr. 1

| | | | |
|---------------------|-------------------|--------|-----------------|
| Data dichiarazione: | 02/12/2014 | Stato: | INSERITA |
|---------------------|-------------------|--------|-----------------|

1. SHIP PARTICULARS

| | | | |
|--------------------|-------------------|------------------------------------|----------------------|
| 1.1 Nome of ship: | AF MICHELA | 1.5 Owner or operator: | ADRIA FERRIES |
| 1.2 IMO number: | 1234567 | 1.6 Distinctive number or letters: | FG4J |
| 1.3 Gross tonnage: | 1234 | 1.7 Flag State: | ITALY |
| 1.4 Type of ship: | RO-RO | | |

2. PORT AND VOYAGE PARTICULARS

| | | | |
|---------------------------------------|-------------------------|--|---------------------|
| 2.1 Location/Terminal name and POC: | BARI | 2.6 Last Port where waste where delivered: | DURRES |
| 2.2 Arrival Date and Time: | 02/12/2014 08:00 | 2.7 Date of Last Delivery: | 01/12/2014 |
| 2.3 Departure Date and Time: | 02/12/2014 23:00 | 2.8 Next Port of Delivery (if known): | DURRES |
| 2.4 Last Port and Country: | DURRES | 2.9 Person submitting this form is (if other than the master): | TAL DEI TALI |
| 2.5 Next Port and Country (if known): | DURRES | | |

TYPE AND AMOUNT OF WASTE FOR DISCHARGE TO FACILITY

| MARPOL Annex I - Oil | Quantity (m ³) | MARPOL Annex V - Garbage | Quantity (m ³) |
|-------------------------------------|-----------------------------------|-----------------------------|----------------------------|
| Oil bilge water | 15 | A. Plastics | 3 |
| Oil residues | 2 | B. Food wastes | -- |
| Oil tank washings | -- | C. Domestic wastes | 1 |
| Dirty ballast water | -- | D. Cooking oil | -- |
| Scale and sludge from tank cleaning | -- | E. Incenerator ashes | -- |
| Other (please specify) | -- | F. Operational wates | -- |
| MARPOL Annex II - NLS | Quantity (m ³) / Name | G. Cargo residues | -- |
| Category X substance | -- | H. Animal carcass(es) | -- |
| Category Y | | I. Fishing gear | |

Note on Security

All the credentials to access the system GAIA are strictly personal and may be used only by the person to whom they were issued.

For organizational Administration of State involved in the process can be issued at the request of the same, login credentials for a generic user office to use by all operators in the same, provided always refer to an email address institutional.

In case of loss or theft of credentials will be informed immediately by written memorandum also via e-mail at gaia.support@aplevante.org

The GAIA system is accessible through HTTP communication protocol. All information, with particular reference to the information of a sensitive data, are treated according to the principles of fairness, legality, transparency and protection of the current regulations (under Article 13 of Legislative Decree no. 196/2003), as well or protected by a cryptographic system on site. The accesses and operations performed by the system are constantly tracked and historicized, both software and network, through the use of ad-hoc software. The system is equipped with passive protection devices such as Proxy, Firewall, etc. to guarantee the inviolability of the archives.

The servers and network equipment system GAIA are hosted at the data centre offices in Banchina Massi. The CED has been designed to ensure maximum continuity of service possible (365 days a year 24 hours a day); technological systems and security are designed and manufactured in redundant mode and with great power and reliability.

Electrical continuity in the CED in power failure, for example, is guaranteed by UPS (Uninterruptible Power Supply) and buffer batteries that provide autonomous operation at full load and speed not less than 60 minutes to allow the restoration of the ordinary supply or shutdown of the services in safety. There are also principals of emergency technical personnel maintenance of technological systems that ensure constant monitoring. Another significant element is the high level of logical and physical security adopted in CED.

