



REPUBLIC OF THE MARSHALL ISLANDS

MARITIME ADMINISTRATOR

BALLAST WATER RECORD BOOK (BWRB) INSTRUCTIONS

In accordance with the Annex of the International Convention for the Control and Management of Ships' Ballast Water and Sediments (BWM Convention), Regulation B-2, a record is to be kept of each ballast water operation. This includes discharges at sea and to reception facilities.

"Ballast water" means water with its suspended matter taken on board a ship to control trim, list, draught, stability, or stresses of a ship. Management of ballast water shall be in accordance with an approved Ballast Water Management Plan (BWMP) and taking into account guidelines developed by the Organization.

The BWRB entries should be completed taking into account any guidelines to be developed by the Organization.

The volume of ballast water on board should be estimated in cubic meters (m³). It is recognized that the accuracy of estimating volumes of ballast is left to interpretation.



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ENTRIES IN THE BWRB

Entries in the BWRB shall be made on each of the following occasions:

(A) WHEN BALLAST WATER IS TAKEN ON BOARD FROM THE AQUATIC ENVIRONMENT (BALLASTING OPERATION)

- .1 Start time and location (port of uptake or latitude/longitude)
- .2 Completion time and location (port of uptake or latitude/longitude and minimum depth of water during uptake)
- .3 The identity of the tanks affected
- .4 Estimated volume of uptake and final total quantity retained in m³
- .5 Whether conducted in accordance with the approved BWMP
- .6 Ballast water treatment method

(B) WHEN BALLAST WATER IS DISCHARGED INTO THE AQUATIC ENVIRONMENT (DEBALLASTING OPERATION)

- .1 Start time and location (port of discharge or latitude/longitude)
- .2 Completion time and location (port of discharge or latitude/longitude and minimum depth of water during discharge)
- .3 The identity of the tanks affected
- .4 Estimated volume of discharge and final total quantity retained in m³
- .5 Whether conducted in accordance with the approved BWMP
- .6 Ballast water treatment method



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(C) WHENEVER BALLAST WATER IS EXCHANGED, TREATED THROUGH INTERNAL CIRCULATION, OR TREATED IN TANK

1 Ballast water exchange

- .1 Start time and location (latitude/longitude)
- .2 Completion time and location (latitude/longitude)
- .3 Minimum distance from the nearest land and minimum depth of water during the exchange or, if applicable, identify the designated exchange area in accordance with the Annex of the BWM Convention, Regulation B-4.2
- .4 Whether conducted in accordance with the BWMP and state the ballast water exchange method (Sequential or Flow-through or Dilution) used
- .5 The identity of the tanks affected
- .6 Total quantity exchanged and final total quantity on board in m³
- .7 Treatment method for the incoming ballast water

2 Ballast water internal circulation for treatment or in-tank treatment

- .1 Start time
- .2 Completion time
- .3 The identity of the tanks affected (identifying source and destination tanks if applicable)
- .4 Total quantity treated (through circulation or in tank) in m³
- .5 Ballast water treatment method



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(D) UPTAKE OR DISCHARGE OF BALLAST WATER FROM/TO A PORT-BASED OR RECEPTION FACILITY

- .1 Start time and location of uptake/discharge (state facility name)
- .2 Completion time
- .3 Operation carried out (whether uptake or discharge)
- .4 The identity of the tanks affected
- .5 Total quantity in m³ and final quantity retained on board
- .6 Whether conducted in accordance with the approved BWMP
- .7 Onboard ballast water treatment method

(E) ACCIDENTAL DISCHARGE/INGRESS OR OTHER EXCEPTIONAL UPTAKE OR DISCHARGE OF BALLAST WATER

- .1 Start time and location of ingress/uptake/discharge (port name or latitude/longitude)
- .2 Completion time
- .3 Operation carried out (whether ingress, uptake, or discharge)
- .4 The identity of the tanks affected
- .5 Total quantity of ballast water in m³
- .6 State the circumstances of ingress, uptake, discharge or loss, the reason thereof, any treatment method used, and general remarks



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(F) FAILURES AND INOPERABILITIES¹ OF THE BALLAST WATER MANAGEMENT SYSTEM

- .1 Time and location (port name or latitude/longitude) of failure of the ballast water management system
- .2 Operation carried out (state whether uptake or discharge)
- .3 Description of the issue (e.g., kind of alarm or other description of circumstances)
- .4 Time and location (port name or latitude/longitude) when the ballast water management system has been made operational

(G) BALLAST TANK CLEANING/FLUSHING, REMOVAL AND DISPOSAL OF SEDIMENTS

- .1 Time and ship's location on commencement of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .2 Time and ship's location on completion of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .3 Tank(s) identification (name of the ballast tanks as per the BWMP)
- .4 Discharge or disposal to a reception facility (state quantity in m³ and name of the facility)
- .5 Disposal or discharge to the aquatic environment as per BWMP (state quantity in m³, minimum distance from the nearest land in nm and minimum depth of water in meters)

(H) ADDITIONAL OPERATIONAL PROCEDURES AND GENERAL REMARKS

¹ Failures and inoperabilities include malfunctions, shutdowns, or critical alarms indicating a failure of the ballast water management system which may indicate non-compliance with the D-2 standard (except routine information and warnings).