

## **1.0 Purpose:**

The purpose of this document is to ensure effective processes are in place when a Cruise Ship requests to take off Garbage at the Nassau Cruise Port facility.

## **2.0 Responsibility:**

The Operations Manager is responsible for ensuring that the following procedure is complied with.

## **3.0 Procedure:**

### ➤ Cruise Ships:

- The Cruise line or cruise agent is required to send a request to take off garbage to Operations.
- Operations must review and approve the request.
- Third-party waste removal company will remove garbage and provide documentation to cruise line.
- Operations will notify third party forklift operators to provide offloading services.

### ➤ Yachts

- Prior to yacht arrival, Operations will ensure an empty garbage bin is accessible to the yacht.
- If an additional garbage receptacle is needed by the yacht, the yacht captain or yacht agent can send a request to Operations.
- Operations must review and approve the request.
- Operations will stamp yacht garbage record book.