



Ballast Water Report

Required fields denoted by *

1. Vessel Particulars

2. Arrival Details

3. Ballast Water Questions

4. Tank Information

5. Submit

Vessel Particulars

Vessel Name *

IMO *

☐ Tick this if the vessel does **NOT** have an IMO

The IMO must be provided if the vessel has one. Otherwise the Call Sign OR the Registration/Official # must be provided.

Call Sign

Registration/Official #

Country of Registry *

Vessel Type *

Responsible Officer *

Vessel E-mail

*The e-mail provided will be used to send communications to the vessel.
Please leave this field blank if the vessel is unable to receive e-mails with attachments.*

Tank Details *(All ballast tanks must be listed, including empty tanks)*

BALLAST WATER TANK CODES:

Forepeak = FPT, Aftpeak = APT, Double bottom = DB, Bottom tank = BT, Bottom side tank = BST, Deep tank = DT, Wing tank = WT, Top side tank = TST, Cargo hold = CH, Heeling tank = HT, Water ballast tank = WBT, Port = P, Starboard = S, Centre = C, Bilge = BGT, Other = O (specify)

Tank Name	Tank Capacity(m ³)	Add
<input type="text"/>	<input type="text"/>	Delete

Continue below to fill in Pump Details

Pump Details *(All Pumps must be listed)*

Pump Name	Current Delivery Capacity(m ³ /hr)	Date Last Verified	Add
<input type="text"/>	<input type="text"/>	<input type="text"/>	Delete

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Arrival Details

Voyage # *

Agency to which approvals/rejections will be sent *

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Ballast Water Questions

- 1) Does the vessel have an approved Ballast Water Management Certificate on board? * ☐ Yes ☐ No ☐ Not applicable
- 2) Does the vessel have an approved Ballast Water Management Plan on board? * ☐ Yes ☐ No
- 3) Does the vessel have either a ballast water record system or accurate ballast water records on board? * ☐ Yes ☐ No
- 4) Does the vessel intend to dispose ballast tank sediment in Australia? * ☐ Yes ☐ No
- 5) Is the vessel using an IMO Type Approved Ballast Water Management System to manage ballast water? * ☐ Yes ☐ No
- 6) Is the vessel claiming an Exception for this voyage? * ☐ Yes ☐ No

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Ballast Water Management Summary

(You must click on a pump name to select it. To select multiple pumps - when using Flow Through/Dilution or Empty Refill - press the 'Control' key on the keyboard and select the pumps using the mouse. Also, you can change the total pump capacity to be less than the sum of the individual capacities if the pumps are not used at full capacity.)

Tank Name	Management Method	Uptake Location (Comments)	Uptake Date	Start Latitude (deg,min)	End Latitude (deg,min)	Start Date/Time	Pumps Used	Residual volume after emptying cycle (m ³)	Final Volume on Arrival (m ³)	Intent to Discharge		
		Latitude (deg,min)	Volume(m3)									
		Longitude										
	Comments	Discharge Location	Discharge Date	Start Longitude (deg,min)	End Longitude (deg, min)	End Date/Time	Total Pump Capacity (m3)					
TANK DETAIL	MANAGEMENT DETAILS	UPTAKE LOCATION DETAILS		EXCHANGE LOCATION DETAILS						PUMP DETAILS	RESIDUE DETAILS	FINAL VOLUME DETAILS
Tank Name	Management Method	Uptake Location (Comments)	Uptake Date	Start Latitude (deg,min)	End Latitude (deg,min)	Start Date/Time	Pumps Used	Residual volume after emptying cycle (m ³)	Final Volume on Arrival (m ³)	Intent to Discharge		
		Latitude (deg,min)	Volume(m3)									
	Comments	Discharge Location	Discharge Date	Start Longitude (deg,min)	End Longitude (deg, min)	End Date/Time	Total Pump Capacity (m3)					

Depth at which exchange occurred (in metres)

Min

Max

Additional Comments

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Submitting the Ballast Water Report

Ballast Water Report includes information for the department to assess biosecurity risks. It is mandatory for vessels intending to discharge ballast while in Australian seas to submit the Ballast Water Report.

A Biosecurity Status Document (BSD) will follow after this report is assessed and provide guidance on which tanks have been managed in accordance with the department's requirements. Giving false or misleading information is a serious offence and may lead to a civil penalty.

Step 1: Enter information into the report and ensure all mandatory fields are complete.

Step 2: Click on the button 'Send to Agency' to commence the process of lodging your report data to your nominated shipping agent. Shipping agents are responsible for submitting ballast water summary reports and communicating required biosecurity conditions to manage your arrival at port.

Step 3: Add the shipping agency email address.

Step 4: Attach any additional documents that your shipping agency may require.

Step 5: Send the email to your agent and ensure it is received.

Send to Agency

Note: If you experience problems sending this form, verify that all mandatory fields have been filled. Contact your agent if problems continue. If you are an agent, refer to the User Guide or contact the Maritime National Coordination Centre.

In submitting this information, I warrant that the above information is true and correct. If acting as an agent for the vessel, I warrant that the above information is a true and correct representation of information provided by the operator of the vessel and any changes to the information provided have been confirmed with the vessel operator. I acknowledge that providing false or misleading information to a Commonwealth entity is a serious offence under the *Criminal Code Act 1995*.

Note: Where a Ballast Water Report is being submitted, I confirm that ballast water has not and will not be exchanged in the Australian Great Barrier Reef Marine Park.

What happens next?

- You or your nominated shipping agent must upload the Ballast Water Report into MARS and review each tab for accuracy. A Ballast Water Report has not been submitted to the department until the MARS application is complete.
- Upon submission, MARS will generate a BSD, containing the directions and expectations for the vessel.
- The BSD will be transmitted electronically by return email to the shipping agent and master (where a vessel email address was provided).

MARS Admin only:

Exp

Imp

Legal Advice

The operator of a vessel must report if the vessel intends to discharge ballast water in Australian seas, in accordance with the Biosecurity Act 2015, Chapter 5. Giving false or misleading information is a serious offence and may lead to a civil penalty.

Where the operator of a vessel finds the ballast water report was incomplete or incorrect, the operator must give additional or corrected information in accordance with the Biosecurity Act 2015, Section 268.

For more information on how to comply with biosecurity requirements for ballast water, refer to the department's [Australian Ballast Water Reporting Requirements webpages](#).

For more information:

Email: Maritime National Coordination Centre (MNCC): maritimencc@awe.gov.au

Phone: 1300 004 605 or +61 8 8201 6185 (outside of Australia)

Fax: 1300 005 882 or +61 8 8201 6176 (outside of Australia)

Privacy Notice

Personal information means information or an opinion about an identified individual, or an individual who is reasonably identifiable.

Personal information that is collected under or in accordance with the *Biosecurity Act 2015* is also 'protected information' under the Biosecurity Act.

The Department of Agriculture, Water and the Environment (the department) collects your 'protected information' including personal and sensitive information in relation to this form under the Biosecurity Act 2015 for the purposes of assessing and managing the potential biosecurity risks on vessels coming to Australia and related purposes. If you fail to provide some or all of the relevant personal information requested in this form the department may be unable to assess the biosecurity risk associated with your vessel. Information collected by the department will only be used or disclosed as authorised under the Biosecurity Act.

The department may disclose your personal information to relevant State and Australian Government agencies responsible for administering biosecurity; immigration and border protection; maritime safety; and human health laws. It will not usually be disclosed overseas. In every case it will only be disclosed if authorised by the Biosecurity Act.

See our Privacy Policy (<http://www.awe.gov.au/about/privacy>) to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.

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