

SCHEDULE 4 – BALLAST WATER MANAGEMENT INSPECTION REPORT



Schedule 4

TRANSPORT CANADA
BALLAST WATER MANAGEMENT INSPECTION REPORT
(To be filled out by the attending inspectors.)

1. Vessel name: _____ 2. Flag: _____
3. IMO no. _____ 4. Last port of call: _____
5. Owner: _____ 6. Manager (technical): _____
7. Are copies of the following publications on board:
- a) IMO Resolution A 868 (20) ☐ YES ☐ NO
 - b) Canada's **Ballast Water Control and Management Regulations** ☐ YES ☐ NO
 - c) TP 13617E, A Guide to Canada's Ballast Water Control and Management Regulations ☐ YES ☐ NO
 - d) The Shipping Federation Code of Best Practices For Ballast Water Management ☐ YES ☐ NO
8. Is there a Ballast Water Management Plan (BWMP) on board? If not, proceed to question 13. ☐ YES ☐ NO
9. The BWMP was provided by: ☐ Owner ☐ Manager ☐ Other: _____
10. The BWMP was reviewed by: ☐ Flag state ☐ Class
11. Is the BWMP specific to this vessel? ☐ YES ☐ NO
12. Do the senior officers demonstrate a working knowledge of the BWMP? ☐ YES ☐ NO
13. Does the BWMP contain detailed instructions for submitting ballast water reports? ☐ YES ☐ NO
14. Does the BWMP acknowledge special requirements for Great Lakes entry? ☐ N/A ☐ YES ☐ NO
15. Does the BWMP prescribe to best management practices? ☐ N/A ☐ YES ☐ NO
16. Does the BWMP contain procedures for full exchange? ☐ YES ☐ NO
17. Does the BWMP contain procedures for mid-ocean flushing of empty tanks? ☐ YES ☐ NO
18. Does the BWMP address safety issues for ballast uptake, exchange and flushing? ☐ YES ☐ NO
19. Does the vessel have requirements for a regular ballast tank inspection program by sea staff? ☐ YES ☐ NO
- Indicate the time interval between same tank inspections: _____
20. Are records of tank inspections available? ☐ YES ☐ NO
21. Does the BWMP have provisions for tank cleaning? ☐ YES ☐ NO
22. Does the BWMP have provisions for sediment disposal? ☐ YES ☐ NO
23. Are records of cleaning and/or sediment disposal available? ☐ YES ☐ NO
24. Is a dedicated log of all ballast operations maintained? ☐ YES ☐ NO
25. Is a salinity testing form attached to this report? ☐ YES ☐ NO ☐ NO BOB ☐ BOB
26. Is regulatory control action required? Explain in block 27.

27. Comments

28. Has a ballast water reporting form been submitted? (Obtain copy.)

☐ YES ☐ NO

Date of inspection (dd-mm-yyyy):	Time:	Location:
Master's name (please print):	Master's signature:	Marine Safety inspector's signature:

Guidance for Inspectors

Part 1

1. All questions on this form should be answered in accordance with the instructions listed in Part 2 of this form.
2. The attending inspector(s) should print his or her name and sign the inspection report in the box. Only one signature is required, but if a joint inspection is conducted, all attending agencies or stakeholders should sign.
3. A copy of the inspection report shall be left with the master.
4. A copy of the inspection report and all attachments shall be sent via facsimile or e-mail to each jurisdiction within 24 hours of the inspection for non-compliant vessels.

Attachments may include but are not limited to salinity testing report, a letter of retention or deficiency follow-up letter.

Transport Canada Atlantic Region: facsimile: 902-426-6657, e-mail atlanticballastwater@tc.gc.ca

Transport Canada Quebec Region : facsimile: 418-648-3790, e-mail jeanl@tc.gc.ca

Transport Canada Ontario Region: facsimile: 519-464-5119 e-mail wileyc@tc.gc.ca

Transport Canada Prairie and Northern Region: facsimile: 204-984-8417, e-mail mathurn@tc.gc.ca

Transport Canada Pacific Region : facsimile: 604-666-8453, e-mail offshore@rmic.gc.ca

To partners as agreed: A separate form, very similar, is used for planned Joint Agencies Ballast Water Inspections.

Part 2

The following questions are directly related to regulations currently in force:

Canada:

Ballast Water Control and Management Regulations (2006):

#s 8, 10, (for Canadian Vessels) 13, 14,* 15,* 16, 17, 18, 19,* 20,* 21,* 22,* 23,* 24,* and 27.

Seaway Practices and Procedures

#s 13, 14, 15,* 16,* 18,* 19,* 20,* 21,* 22,* 23,* and 24,*

*By reference to the Shipping Federation of Canada Code of Best Practices for Ballast Water Management.