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**ECM GUIDANCE FOR NONTANK VESSELS - ENTERING THE USA, CANADA & THE PANAMA CANAL**

Commercial vessels entering the USA, Canada and the Panama Canal must have certain regulatory compliances in place before they will be allowed to enter port and conduct any operations. The following list is to provide simple guidance regarding these compliances.

**USA FEDERAL REQUIREMENTS**

1	Confirm that the owner/operator has met the <b>Automated Manifest System/Customs Border Patrol (AMS/CBP)</b> requirements. <u>This application can take 15 business days to complete.</u> Apply early.	<input type="checkbox"/>
2	The Master should be aware of the <b>STANDARD CARRIER ALPHA CODE (SCAC)</b> , <b>CBP IMPORTER IDENTIFICATION NUMBER</b> and <b>INTERNATIONAL CARRIER BOND (ICB)</b> .	<input type="checkbox"/>
3	Vessels entering the USA must provide a <b>96 Hour Advanced Notice of Arrival</b> to the USCG's National Vessel Movement Center (NVMC). Information and forms can be downloaded at: <a href="http://www.nvmc.uscg.gov/nvmc/Default.aspx">http://www.nvmc.uscg.gov/nvmc/Default.aspx</a> . Provide a copy to ECM ( <a href="mailto:qi@ecmmaritime.com">qi@ecmmaritime.com</a> ) on all eNOA/Ds.	<input type="checkbox"/>
4	All vessels of 400 gross tons or more must have an approved <b>Shipboard Oil Pollution Emergency Plan (SOPEP)</b> . Ensure that the most recent <b>IMO List of National Operational Contact Points</b> is included in the plan.	<input type="checkbox"/>
5	Confirm that the vessel's <b>OPA 90 Nontank Vessel Response Plan (NTVRP)</b> is on board and accessible and that the plan has been submitted to the USCG. The vessel should have a copy of the USCG issued <b>Interim Operation Authorization</b> letter.	<input type="checkbox"/>
6	The vessel must have specific <b>NTVRP authorization to operate in certain remote areas: Guam, American Samoa or Western Alaska</b> , including when transiting through <b>Unimak Pass</b> enroute to or departing from a US port.	<input type="checkbox"/>
7	The vessel should post the <b>ECM 24 Hour Emergency Placard</b> in a conspicuous place on the bridge when operating in US waters.	<input type="checkbox"/>
8	All vessels of 300 gross tons or more must have an approved <b>OPA 90 Certificate of Responsibility (COFR)</b> .	<input type="checkbox"/>
9	Liquefied Natural Gas (LNG) carriers are considered "nontank" vessels under OPA 90 as these vessels do not carry oil as cargo. If this is the first USA voyage, or if a previous <b>Certificate of Compliance (COC)</b> has expired, the USCG will conduct an inspection to issue a COC with Subchapter O Endorsement.	<input type="checkbox"/>
10	Commercial vessels must have an approved <b>Security Plan</b> . The USCG may board to conduct a security inspection. Vessel is aware of current MARSEC status in each port called.	<input type="checkbox"/>
11	Vessels must have a <b>Ballast Water Management Plan</b> onboard and conduct ballast water management <b>reporting</b> to the USCG. Instructions regarding submission online or via fax can be found at the National Ballast Information Clearinghouse website: <a href="http://invasions.si.edu/nbic/submitinstructions.html">http://invasions.si.edu/nbic/submitinstructions.html</a> .  Additional reporting is required by certain states, including, <i>California, Great Lakes or certain sections of the Hudson River, Michigan, Oregon, Washington, and Virginia</i> . <i>California and Michigan have fees for ballast water discharges</i> . <b>Please contact your local agent for assistance.</b>	<input type="checkbox"/>
12	Nontank vessels are required to conduct quarterly <b>Qualified Individual notification exercises</b> when operating in US waters. This exercise may be conducted by telephone, fax or email and must be logged in the ship's log. At least one of the quarterly exercises should be conducted by telephone to test the vessel's communications ability. <b>REPORTING AN ACTUAL POLLUTION EVENT TO THE QI MUST BE DONE BY TELEPHONE.</b>	<input type="checkbox"/>
13	Conduct the tests required 12 hours prior to entering or departing US waters in accordance to <b>33 CFR 164</b> and properly record / log the results in the ship's log.	<input type="checkbox"/>
14	Annual <b>pressure testing</b> of all bunkering lines and access to the records for this testing.	<input type="checkbox"/>
15	Check markings on all hoses used for transfers for the maximum allowable working pressure ( <b>MAWP</b> ) and note the date of last test.	<input type="checkbox"/>
16	Review the <b>Oil Transfer Procedures</b> in accordance with <b>33 CFR 155 Subpart C</b> .	<input type="checkbox"/>
17	Ensure that the <b>Garbage Management Plan</b> practices are in order and that all garbage drums are always closed.	<input type="checkbox"/>
18	Ensure that the vessel has all of the required documentation on board when in the USA. (See ECM Form 12)	<input type="checkbox"/>
19	Operate <b>oily water separator</b> in accordance with the MARPOL 73/78 Annex I (Revised Text MEPC 51/22/Add.2 and MEPC 52/24/Add.2), 33 CFR 151, 33 CFR 155 and the manufacturers' instructions for specific details on the use of this oil-filtering equipment when processing bilge water overboard.  This equipment <b>shall not be</b> by-passed.	<input type="checkbox"/>



## Guidance for Nontank Vessels Entering the USA, CANADA, PANAMA CANAL

**USA INDIVIDUAL STATES REQUIREMENTS**  
in addition to meeting the federal requirements

**CALIFORNIA continued**

<b>CA7</b>	California conducts <b>unannounced onboard drills</b> . Should your vessel be boarded by a State Inspector to conduct such a drill, contact ECM for assistance. California is testing the Master's knowledge of the State's reporting requirements. The notifications must be made within 30 minutes.	<input type="checkbox"/>
<b>CA8</b>	Ships that are able to carry ballast water must submit a " <b>Hull Husbandry Reporting Form</b> " <u>annually</u> to the CA State Lands Commission within 60 days of the ship's first arrival in CA. Fax: 1.562.499.6444 or Email: <a href="mailto:bwform@slc.ca.gov">bwform@slc.ca.gov</a>	<input type="checkbox"/>
<b>CA9</b>	Vessels must comply with the <b>California low sulfur fuel requirements</b> . All vessels within California State waters and within 24 nm from the baseline must use Marine Gas Oil (MGO) at or below 1.5% sulfur content or Marine Diesel Oil (MDO) at or below 0.5% sulfur content in all main engines and auxiliary diesel engines and auxiliary boilers.	<input type="checkbox"/>
<b>CA10</b>	Ensure that you have <b>documented the switch-over to low sulfur fuel</b> , including the position at the time of the switch-over and the type of fuel being used in the main engine, auxiliary engine and boiler. Records must be available within 24 hours of the request to review them.	<input type="checkbox"/>

**GREAT LAKES BWM Reporting Requirements**

<b>GL1</b>	All ships with ballast tanks, bound for the Great Lakes and / or the Hudson River above the George Washington Bridge and entering from outside the US and Canadian Exclusive Economic Zones (EEZ), or which took on new ballast in a North American port after entering the EEZ, <b>must</b> complete a ballast water exchange and file a ballast water report.	<input type="checkbox"/>
<b>GL2</b>	If the vessel is <b>bound for the Great Lakes</b> a copy of the USCG BWM report is to be faxed to the COTP Buffalo at least 24 hours prior to arrival. <b>COTP Buffalo Fax: 001 315 769 5032</b>	<input type="checkbox"/>
<b>GL3</b>	If the vessel is <b>bound for the Hudson River above the George Washington Bridge</b> , a copy of the USCG BWM report is to be faxed to the COTP New York at least 24 hours prior to arrival. <b>COTP New York Fax: 001 718 354 4249</b>	<input type="checkbox"/>
<b>GL5</b>	The vessel must submit the online or faxed version of the <b>Michigan BWM report form</b> prior to operating in Michigan State waters. ( <b>Note</b> : this form is different than the USCG BWM Report Form.) <ul style="list-style-type: none"> <li>• Online reporting: <a href="http://www.deq.state.mi.us/eforms/ballastwaterreporting.html">http://www.deq.state.mi.us/eforms/ballastwaterreporting.html</a></li> <li>• Fax: 011 517 335 4053</li> </ul>	<input type="checkbox"/>
<b>GL6</b>	As of April 1, 2011, <b>Wisconsin</b> requires each vessel which will discharge ballast into state waters to apply for a general permit to do so. Permit guidelines may be downloaded from: <a href="http://www.dnr.state.wi.us/org/water/wm/ww/qpindex/63835_permit.pdf">www.dnr.state.wi.us/org/water/wm/ww/qpindex/63835_permit.pdf</a> .	<input type="checkbox"/>

**GUAM**

<b>GU1</b>	The vessel must have a contract with <b>Guam Response Services, Ltd.</b> prior to calling Guam.	<input type="checkbox"/>
<b>GU2</b>	The NTVRP must be revised to include the Guam COTP zone as an approved area of operation.	<input type="checkbox"/>
<b>GU3</b>	See " <b>Saipan</b> " below regarding the COTP Order that will be issued by the Guam COTP.	<input type="checkbox"/>

**USA INDIVIDUAL STATES REQUIREMENTS**  
in addition to meeting the federal requirements

<b>OREGON</b>		
<b>OR1</b>	All commercial vessels over 300 gross tons which call in the Columbia River must have an Oregon Oil Spill Contingency Plan. This contingency plan coverage may be obtained by enrolling in the <b>Maritime Fire &amp; Safety Association (MFSA)</b> which will also provide oil spill removal organization coverage. Coverage by MFSA is arranged on a <u>per-voyage basis</u> , normally by the vessel's local agent upon appointment. There is a fee attached to the coverage by MFSA.	<input type="checkbox"/>
<b>OR2</b>	Upon enrollment with MFSA, the vessel will be provided with the <b>MFSA Field Guide</b> . This Field Guide provides guidance and contact information regarding notification of an emergency on board the vessel. By enrolling with MFSA, the Master, crew, and owner/operator are legally bound to follow the procedures of the Field Guide.	<input type="checkbox"/>
<b>OR3</b>	Additionally, the Master should be made aware that State Inspectors have the right to board the vessel to conduct an <b>unannounced "notification drill"</b> . The Inspectors are testing the Master's knowledge of the Field Guide. Should such a drill occur, the Master should also be advised that he can contact <b>ECM</b> for assistance.	<input type="checkbox"/>
<b>OR4</b>	<b>Oregon State Ballast Water Management Requirements:</b> In addition to complying with the federal BWM requirements, vessels are required to file a ballast water management report 24 hours prior to discharging ballast in state waters. You may use the Coast Guard form or the IMO form. <b>Forms may be filed by fax or sent electronically through the Merchants Exchange of Portland at:</b> FAX: +1.503.295.3660 <b>OR</b> Email: <a href="mailto:marine.room@pdxmex.com">marine.room@pdxmex.com</a> Your local agent should be aware of these requirements and will provide assistance.	<input type="checkbox"/>

<b>SAIPAN (COTP Guam)</b>		
<b>SA1</b>	Saipan is included in the Guam COTP Zone. However, Guam Response Services, Ltd. has no response capability in Saipan and there are currently no other OSRO resources available. Therefore, nontank vessels calling Saipan will be issued a <b>COTP Order</b> by the <b>Guam COTP</b> advising that the vessel must transit within 12 NM of the CNMI shoreline during daylight hours only. This action will continue until such time as response resources are available in Saipan to respond to a worst case discharge.	<input type="checkbox"/>

<b>ST. LAWRENCE SEAWAY BWM Requirements</b>		
<b>SLS1</b>	All vessels entering the SLS System and declaring NOBOB (No Ballast on Board), must conduct <b>salt water flushing</b> of their ballast water tanks in accordance with the provisions of 33 CFR 401.30 (f) (1). Salt water flushing must be conducted at least 200 miles from shore before entering the Seaway.	<input type="checkbox"/>

<b>TEXAS</b>		
<b>TX1</b>	Any vessel required to have a USCG Nontank Vessel Response Plan (NTRVP) and expects to operate or transit through Texas State waters must enroll in the <b>Texas General Land Office Database</b> . Failure to enroll prior to entering Texas State waters could result in a \$10,000 fine.	<input type="checkbox"/>
<b>TX2</b>	Vessels must have an approved <b>SOPEP</b> or <b>SMPEP</b> on board.	<input type="checkbox"/>
<b>TX3</b>	Vessels must appoint an <b>Authorized Person or Qualified Individual</b> who is available 24 hours per day to initiate response resources and liaise with the State and federal agencies on the vessel's behalf.	<input type="checkbox"/>

<b>VIRGINIA BWM Reporting Requirements</b>		
<b>VA1</b>	In addition to submitting a BWM Report to the USCG, commercial vessels entering into Virginia's territorial waters must file a <b>Ballast Water Control Report form</b> with the Virginia Marine Resources Commission (VMRC). ( <b>NOTE:</b> The USCG BWM Form may be used.) <b>Virginia Marine Resources Commission (VMRC)</b> Fax: 1.757.247.8062      Email: <a href="mailto:ballast@mrc.state.va.us">ballast@mrc.state.va.us</a>	<input type="checkbox"/>

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<b>WASHINGTON</b>		
<b>WA1</b>	Vessels over 300 gross tons operating in Washington state waters carrying oil as fuel <u>or</u> cargo must have an approved Washington State Oil Spill Contingency Plan. This contingency plan coverage may be obtained by enrolling in the <b>Washington State Maritime Cooperative (WSMC)</b> . This enrollment must be done by the owner/operator or an appointed "authorized agent". See WSMC's website: <a href="http://www.wsmcoop.org/">http://www.wsmcoop.org/</a> for the latest information.	<input type="checkbox"/>
<b>WA2</b>	Upon enrollment with <b>WSMC</b> , the vessel will be provided with the <b>WSMC Field Document</b> . This Field Document provides guidance and contact information regarding notification of an emergency on board the vessel. By enrolling with <b>WSMC</b> , the Master, crew, and owner/operator are legally bound to follow the procedures of the Field Guide.	<input type="checkbox"/>
<b>WA3</b>	Additionally, the Master should be made aware that State Inspectors have the right to board the vessel to conduct an <b>unannounced "notification drill"</b> . The Inspectors are testing the Master's knowledge of the Field Guide. Should such a drill occur, the Master should also be advised that he can contact <b>ECM</b> for assistance.	<input type="checkbox"/>
<b>WA4</b>	<b>Washington State Ballast Water Management Requirements:</b> In addition to complying with the federal BWM requirements, vessels are required to file a ballast water management report 24 hours prior to discharging ballast in state waters. You may use the Coast Guard form or the IMO form. <b>Forms may be filed by fax or sent electronically through the Seattle Marine Exchange at:</b> FAX: +1.206.443.8205 <u>OR</u> Email: <a href="mailto:waballast@aol.com">waballast@aol.com</a> OR <a href="mailto:ballastwater@dfw.wa.gov">ballastwater@dfw.wa.gov</a> Your local agent should be aware of these requirements and will provide assistance.	<input type="checkbox"/>
<b>WA5</b>	Vessels conducting oil transfers in all Washington ports including Grays Harbor, Puget Sound, Straits of Juan de Fuca and the Columbia River are required to make an <b>Advance Notice of Transfer</b> to the State of Washington. This responsibility to make the advance notice of transfer falls to the <u>delivering</u> vessel. The delivering vessel may request notification assistance from the deliverer's agent. The vessel owner/operator or master should communicate with the agent well in advance of arrival to determine who will be responsible for making the Advance Notice of Transfer for transfers conducted in these ports.	<input type="checkbox"/>
<b>WA6</b>	Vessels must complete and submit the <b>Emergency Response Towing Vessel (ERTV) Enrollment Agreement</b> and pay the fee prior to operating the Strait of Juan de Fuca. Contact your local agent for assistance.	<input type="checkbox"/>


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<b>CANADA &amp; PANAMA CANAL REQUIREMENTS</b>
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<b>CANADA</b>		
<b>CD1</b>	All ships of 400 gross tons or more that carry oil as <u>cargo or fuel</u> , as well as oil tankers of 150 gross tons or more operating in Canadian waters south of 60°N latitude are required to:	
<b>CD2</b>	▪ have an arrangement with a certified <b>response organization (RO)</b> for the regions the vessel is calling – <b>Eastern Canada Response Organization (ECRC)</b> or <b>Western Canada Marine Response Corporation (WCMRC)</b> .	<input type="checkbox"/>
<b>CD3</b>	▪ have an approved SOPEP or SMPEP on board.	<input type="checkbox"/>
<b>CD4</b>	▪ have a <b>Declaration Letter</b> provided by the owner that provides the name of the P&I Club, the person responsible for implementing both the arrangement and the plan who has 24- hour accessibility ( <b>Authorized Individual</b> ); and attests to an arrangement with a certified RO in respect of all waters where the ship navigates or engages in marine activity.	<input type="checkbox"/>
<b>CD5</b>	Vessels must have a "Class reviewed" Ballast Water Management Plan on board and submit a <b>Canada Ballast Water Form</b> to the appropriate Marine Communication and Traffic Services Center (MCTS). Contact your local agent for details.	<input type="checkbox"/>
<b>CD6</b>	As of January 2, 2010, vessels over 1000 GRT entering Canadian waters must have a BUNKER CONVENTION CERTIFICATE. Contact your P&I Club for assistance.	<input type="checkbox"/>

PANAMA CANAL REQUIREMENTS		
PC1	By <b>January 1, 2005</b> , vessels that operate in the Panama Canal that carry 400 metric tons or more of oil as cargo and / or fuel must have a Panama Canal Shipboard Oil Pollution Emergency Plan (PCSOPEP) validated by the <b>Autoridad Del Canal De Panama (ACP)</b> .	<input type="checkbox"/>
PC2	A <b>Letter of Acknowledgement</b> will be provided directly to the vessel by the ACP after the PCSOPEP is submitted. This letter is valid for four (4) years and should be kept with the PCSOPEP onboard.	<input type="checkbox"/>
PC3	The <b>PC Emergency Call Out Sheet</b> should be posted on the bridge in a conspicuous place when operating in Canal waters.	<input type="checkbox"/>
PC4	Vessels must perform PCSOPEP <b>notification exercises</b> to the Authorized Person (AP) <b>twice a year</b> . The notification exercise must be logged and the information must be available to the ACP for verification upon request. Vessels may conduct these exercises outside of the Panama Canal.	<input type="checkbox"/>
PC5	The <b>ACP</b> will act as sole oil spill removal organization (OSRO) to provide emergency response to oil spills in Canal waters. A fee will be assessed to transiting vessels and will be based on the vessel's tier classification and hull construction	<input type="checkbox"/>

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	<p><b>NOTE:</b> This checklist is designed to assist Masters as a quick reference prior to entering the USA, Canada and the Panama Canal but is in no way an exhaustive representation of all maritime laws and regulations affecting these areas. Vessels must satisfy all applicable laws and regulations that may impact a vessel operating in the USA, Canada and the Panama Canal. This list will be updated as needed. It is recommended that you go to the ECM website for verification of the most current issues. <a href="http://www.ecmmaritime.com">www.ecmmaritime.com</a>.</p>
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