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Seventeenth Intergovernmental Meeting on the Action Plan  
for the Caribbean Environment Programme and Fourteenth  
Meeting of the Contracting Parties to the Convention for the  
Protection and Development of the Marine Environment of  
the Wider Caribbean Region

Cayenne, French Guiana, 15-17 March 2017

## RECOMMENDATIONS FROM RAC/REMPEITC WORKSHOPS HELD IN 2016

*For reasons of economy and the environment, Delegates are kindly requested to bring their copies of the Working and Information documents to the Meeting, and not to request additional copies.*

20 Feb 2016

**Recommendations from the**  
**Participants of Recent RAC/REMPEITC-Caribe Workshops**

**Attachments:**

- (1) Recommendations from the Regional Workshop of Port Reception Facilities and Waste Management, 4-6 Oct 2016;
- (2) Recommendations from the IMO Regional Workshop on Oil Spill Contingency Planning, 13-16 Dec 2016;
- (3) Recommendations from the Sub-Regional Level 2 Training Course on Oil Pollution Preparedness, Response and Co-operation, 14-18 Nov 2016;
- (4) Recommendations from the Globallast Workshop on Risk Assessment and Port Biological Baseline Survey, 21-22 Sep 2016;

**Recommendations from the:**

**Regional Workshop on Port Reception Facilities  
and  
Waste Management**

**04 - 06 October, 2016**

**Port of Spain, Trinidad and Tobago**

|                                 |                                                                                                                                                                                                                                                                                                               |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>No. of participants:</b>     | 48 participants                                                                                                                                                                                                                                                                                               |
| <b>Participating countries:</b> | Antigua, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent, Suriname, Trinidad and Tobago.                                                                                                                                                                    |
| <b>Point of contact:</b>        | Commander Keith M. Donohue<br>Seconded as a Consultant to IMO<br>RAC/REMPEITC-Caribe<br>Seru Mahuma z/n Aviation and Meteorology Building<br>Willemstad, Curacao<br>Phone: (00599-9) 868-4612 / 839-3719<br>Fax: (00599-9)868-4996<br>Email: <a href="mailto:kdonohue@cep.unep.org">kdonohue@cep.unep.org</a> |

**Summary:** This regional workshop was organized in accordance with RAC/REMPEITC-Caribe's proposal to IMO's Technical Co-operation Committee for the Center's activities of the 2015-2017 biennium, and as recommended in RAC/REMPEITC-Caribe's 4 Aug 2013 *Report of the Regional Workshop on MARPOL and Port Reception Facilities*, and 27 May 2015 *Report of the Dutch Caribbean Port Reception Facilities Workshop in Aruba*. The objective of the three-day workshop was to further discussions and to continue the process of possibly creating a Regional Reception Facility Plan (RRFP) for the Small Island Developing States (SIDS) of the Wider Caribbean Region (WCR). Significant information was gathered during this workshop regarding the current state of port reception facilities in the Region. Workshop recommendations were generated with the consensus of all participants, and include follow-on steps to be undertaken in order to assist the SIDS of the WCR in developing a detailed proposal for appropriate and effective regional arrangements pertaining to waste management and port reception facilities that may be submitted to the Marine Environmental Protection Committee (MEPC) for consultation, if agreed upon by all participating Member States.

**Recommendations:**

- 1.1 The following recommendations were initially drafted during a round-table discussion in the final session of the workshop, with all participants providing input. Following the workshop, the recommendations were further refined and developed by RAC/REMPEITC-Caribe and once again sent out to all participants for final review, approval and comment:
  - 1.1.1 Development of national legislation and guidelines pertaining to Ship Generated Waste (SGW) within each of the Wider Caribbean Region (WCR) Small Island Developing States (SIDS) should be a priority. On a national level, there is a need to develop waste management plans, guidelines and regulations for the reception, management and disposal of ship generated waste and cargo residues. With the exception of a representative of one country, all other SIDS participants expressed that national legislation pertaining to the regulation and enforcement of SGW management, reception and disposal is either grossly inadequate or nonexistent.
  - 1.1.2 Governments of WCR SIDS should consider harmonization of requirements throughout the WCR when developing national legislation for SGW reception, management and disposal under MARPOL, including common structures for: reception facilities requirements, fees, notification/reporting requirements and penalties.
  - 1.1.3 Where not yet in place, countries are strongly recommended to develop legislation for the full implementation of the MARPOL Convention and its Annexes in accordance with a Regional Model Marine Pollution Prevention Act, as was developed for the Pacific Islands under the joint project by SPREP, SPC and IMO the Pacific Ocean Pollution Prevention Programme (PACPOL Project CL 1. IMO ITCP Project HO3 RAS/97/310).
  - 1.1.4 SIDS should explore partnerships with other public and private entities in order to provide and/or facilitate adequate ship waste reception, management and disposal under the oversight of the appropriate port authority or waste management agency. Guidelines developed by Jamaica, and the collaborative process undergone to development them, may be looked to as an example.



- 1.1.5 Management of SGW in SIDs must be considered together with the management of domestic waste.
- 1.1.6 Regional solutions should consider not only the reception of SGW, but also the management (treatment, storage..etc) and final disposal of SGW.
- 1.1.7 A study should be conducted to look into the actual viability for storage and treatment of waste onboard different ships operating in the WCR.
- 1.1.8 SIDS should encourage and look for ways to disseminate best practices on shipboard management and disposal of waste.
- 1.1.9 The participants agreed that the next steps (see Figure 7.1.1) should be taken in the WCR to develop a Regional Reception Facility Plan in accordance with the *Guidelines for the Development of a Regional Reception Facilities Plan (Resolution MEPC.221(63))*, in order to allow for the future development and consideration of *Regional Arrangement* proposals.
- 1.1.10 The participants recommended the establishment of a correspondence group, consisting of persons designated by their respective Senior Maritime Authorities, to carry the effort of developing a WCR Regional Reception Facility Plan forward.
- 1.1.11 These recommendations should be presented by RAC/REMPEITC at the next Regional Senior Maritime Administrators' Workshop and the High-level Symposium to be held February 2017 in Jamaica.

**Figure 7.1.1: RAC/REMPEITC-Caribe's proposed next steps to be conducted.**

The following should be undertaken to assist the Small Island Developing States (SIDS) of the Wider Caribbean Region (WCR) in developing a detailed proposal for appropriate and effective regional arrangements pertaining to waste management and port reception facilities that will be submitted to the Marine Environmental Protection Committee (MEPC) for consultation, if agreed upon by all participating Member States.

A. RAC/REMPEITC-Caribe and respective stakeholders should complete a feasibility study on the development of a Regional Reception Facilities Plan (RRFP) for the 16 U.N. Member SIDS of the WCR, to include the following:

1. Utilize relevant IMO documents and publications that provide detailed information on: what constitutes adequate facilities; how adequacy can be assessed; how to ensure the adequacy of PRFs; and the good practices for PRFs providers and users to:
  - a. develop survey questions and a database that will facilitate collection and analysis of all necessary data required to meet the *Guidelines for the Development of a Regional Reception Facilities Plan* (Resolution MEPC.221(63));
2. Utilize the stakeholder lists and data received from this workshop; updated Lloyd's vessel moment data available at RAC/REMPEITC-Caribe; and survey questions developed to:
  - a. Coordinate with the appropriate IMO Focal Points and assessment team members;
  - b. Conduct visits to all ports in each of the 16 U.N. Member SIDS of the Caribbean (Antigua and Barbuda, Bahamas, Barbados, Belize, Cuba, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and Grenadines, and Trinidad and Tobago, Suriname),
  - c. Thoroughly assess the PRFs in each SIDS,
  - d. Based on the assessments conducted:
    - i. Identify and quantify the types of ships operating in each of these SIDS;
    - ii. Describe the overall voyage patterns of ships calling at ports in each of the SIDS;
    - iii. Describe all aspects of routing and voyage planning that might affect the amount of ship generated wastes and cargo residues on board ships arriving in each of the SIDS;
    - iv. Describe other relevant *additional considerations* that may influence the demand for port reception facilities in each of the SIDS;
    - v. Identify which ports, if any, may be good candidates for *Regional Ships Waste Reception Centres (RSWRC)* in each of the SIDS;
    - vi. Identify *ports with limited facilities (PLF)*, if any, in each of the SIDS;
    - vii. Identify any potential options suited to the vessels calling at ports in these SIDS that will not encourage any illegal discharge into the sea; and
  - e. Develop and refine a list of all stakeholder roles and responsibilities for implementing or operating PRFs in each of the SIDS.

B. Assessments should also be conducted on the additional 7 non-U.N. Member SIDS of the Region, with a view of identifying all possible measures for tackling the inadequacy of port reception facilities in the WCR.





REGIONAL ACTIVITY CENTRE / REGIONAL MARINE POLLUTION  
EMERGENCY, INFORMATION AND TRAINING CENTRE - WIDER CARIBBEAN REGION

## Recommendations from the:

### IMO Regional Workshop on Oil Spill Contingency Planning

13-16 December 2016

#### Nassau, Bahamas

|                          |                                                                                                                                                                                                                                                                                                                |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| No. of participants:     | 14 participants                                                                                                                                                                                                                                                                                                |
| Project Number:          | TC/1662-04-2000 (TC Fund)                                                                                                                                                                                                                                                                                      |
| Participating countries: | Antigua and Barbuda, Bahamas, Barbados, Belize, Costa Rica, Grenada, Guatemala, Jamaica, Saint Lucia, Trinidad and Tobago, Panama                                                                                                                                                                              |
| Point of contact:        | Commander Keith M. Donohue<br>Seconded as a Consultant to IMO<br>RAC/REMPEITC-Caribe<br>Seru Mahuma z/n Aviation and Meteorology Building<br>Willemstad, Curacao<br>Phone: (00599-9) 868-4612 / 839-3719<br>Fax: (00599-9) 868-4996<br>Email: <a href="mailto:kdonohue@cep.unep.org">kdonohue@cep.unep.org</a> |

**Summary:** This regional workshop was organized in accordance with RAC/REMPEITC-Caribe's proposal to IMO's Technical Co-operation Committee for the Center's activities of the 2015-2017 biennium. The objective of the four-day workshop was to provide training on oil spill preparedness and contingency planning, as well as developing hands-on working knowledge of the use, and advantages of the ARPEL Manual and Readiness Evaluation Tool for Oil Spills (RETOS™) in analyzing and identifying gaps in national oil spill preparedness and response programs throughout the Wider Caribbean Region (WCR). Significant information was gathered during this workshop regarding the status of the oil spill preparedness and response programs of the following participant countries: Antigua and Barbuda, Bahamas, Barbados, Belize, Costa Rica, Grenada, Guatemala, Jamaica, Saint Lucia, Trinidad and Tobago, and Panama. During the workshop, senior maritime representatives of each participant country were able to conduct assessments of their respective national oil spill preparedness and response programs, national response systems, and national contingency plans by using simple table top exercises and RETOS™. Each participant also departed the workshop with the outline components of a strategic plan framework that can be directly used for implementing improvement plans for building capacity and making needed changes. Significant regional and national-level Findings and Recommendations from this workshop are included in Sections 6 and 7 respectively.

**REGIONAL ACTIVITY CENTRE / REGIONAL MARINE POLLUTION  
EMERGENCY, INFORMATION AND TRAINING CENTRE - WIDER CARIBBEAN REGION**

**Recommendations:**

- 1.1 The following recommendations were generated by the workshop participants during facilitated discussions on the final day of the workshop:
- 1.1.1 Integration of regional plans – Central American OPRC & Caribbean Islands OPRC
    - Look at regional platforms that exist and evaluate how can the plans be linked/merged under one framework and include the legal provisions and obligations of one plan carrying to the next by all signatories.
    - Explore how CARICOM and CDEMA can be used to facilitate the legal framework.
  - 1.1.2 Have all regional and national oil spill contingency plans translated and available in all working languages within the WCR.
    - Establish connections and ensure availability of information between COCATRAM and RAC/REMPEITC-Caribe (Plans, ESI maps, etc.)
  - 1.1.3 Support more regional exercises (i.e. notification and regional communication exercises)
  - 1.1.4 Recommend that a WCR Tier 3 Table Top Exercise (TTX) be conducted every two years
  - 1.1.5 Explore the use of the National Integrated System for Real-Time Monitoring, Prediction and Prevention of Natural Risks (DEWETRA) that is coordinated regionally in the Caribbean and shared among different countries by the Caribbean Institute for Meteorology and Hydrology (CIMH).
  - 1.1.6 Create a web-based Caribbean Pollution Reporting System ( based on the current CARIBPOLREP) to be accessed through the RAC/REMPEITC-Caribe website.
  - 1.1.7 RAC/REMPEITC should brief the recommendations/workshop results at the Senior Maritime Officials meeting in February 2017 and:
    - Provide an overview of RETOSTM
    - Recommend that RETOSTM be presented as a potential standard for assessment in the region (industry, maritime terminals, area, national plans) - hierarchy of plans
    - Recommend that RETOSTM assessment be conducted for other countries in the Caribbean region (not present at workshop)
  - 1.1.8 Integrate offshore oil and gas into the WCR plans and/or enhance offshore oil and gas in plans where already existing.



**REGIONAL ACTIVITY CENTRE / REGIONAL MARINE POLLUTION  
EMERGENCY, INFORMATION AND TRAINING CENTRE - WIDER CARIBBEAN REGION**

1.2 The following recommended recommendations were generated by the ARPEL and RETOS™ subject matter experts following the workshop:

1.2.1 On the National level for participating countries:

- Finalize verification of RETOS™ results & reports;
- Complete Global Improvement Plans (GIP) with assignments, timelines and required resources for top priorities;
- Seek/receive endorsement by top officials on GIP

1.2.2 On the Regional Level for the remaining WCR national programs:

- Encourage all to conduct RETOS™ analysis/assessments;
- Develop the results and reports for remaining countries;
- Complete GIP with assignments, timelines and required resources for top priorities; and
- Seek/receive endorsement by top officials on each country's GIP

1.2.3 Future RETOS™ use in the WCR:

- Complete benchmark assessment of all countries in the region, led by RAC/REMPEITC-Caribe, and use the results for prioritizing capacity building funding and differentiating regional and specific action plans aimed at cost/effectiveness.
- Facilitate regional cooperation and exchange of information on best practices identified through the assessments and completed GIP through the establishment of a regional database whereby all WCR leaders can assist those nations in need and learn from each other

1.2.4 Regional/Multilateral/Bilateral Initiatives

- Use results of the WCR assessment for: prioritizing RAC/REMPEITC-Caribe funding and plans;
- Identification of areas of common and challenging concerns will likely benefit WCR States
- Conduct regional initiative to address technically challenging aspects of spill preparedness

**Recommendations from the:**

**Sub-Regional Level 2 IMO Training Course on**

**Oil Pollution Preparedness, Response and Co-operation**

**14-18 November 2016**

**Pointe-à-Pitre, Guadeloupe**

|                                 |                                                                                                                                                                                                                                                                                                                            |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>No. of participants:</b>     | 14 Students                                                                                                                                                                                                                                                                                                                |
| <b>Participating countries:</b> | Antigua and Barbuda, Bahamas, Grenada, Guyana,<br>Haiti, Saint Lucia, Trinidad and Tobago, Saint<br>Vincent, and Guadeloupe                                                                                                                                                                                                |
| <b>Point of contact:</b>        | CDR Keith M. Donohue<br>U.S. Coast Guard, Seconded as a Consultant to IMO<br>RAC/REMPEITC-Caribe<br>Seru Mahuma z/n Aviation and Meteorology Building<br>Willemstad, Curacao<br>Phone: (00599-9) 868-4612 / 839-3719<br>Fax: (00599-9) 868-4996<br>Email: <a href="mailto:kdonohue@cep.unep.org">kdonohue@cep.unep.org</a> |

### **Recommendations**

The following recommendations were generated with input from the course participants on the final day of the workshop following the functional exercise:

1. Functional exercises should be conducted at the regional and national levels throughout the WCR.
2. Participants stressed the importance of establishing contingency planning committees.
3. Consideration should be given to adding lists of all pollution response equipment stockpiles available in the Caribbean to The Caribbean Island OPRC Plan, to include all response equipment stockpile locations and contact information. Actual spill response resources and stockpile locations are not properly identified in the Regional Caribbean Island OPRC Plan. Efforts should be made to assess these resources and consolidate lists of these resources, either directly or by links, at a central location such as the RAC/REMPEITC-website or within the Caribbean Island OPRC Plan.
4. It is very important for responders to know their national plans, be familiar with the regional plans and know where their plans are located
5. Consideration should be given to making translated versions of national and regional plans available to all at the RAC/REMPEITC-Caribe website.
6. It is very important that everyone participating in an incident management system knows their respective responsibility clearly.
7. Training involving interaction with actual media should be incorporated into future spill response courses.



**REGIONAL ACTIVITY CENTRE / REGIONAL MARINE POLLUTION  
EMERGENCY, INFORMATION AND TRAINING CENTRE - WIDER CARIBBEAN REGION**

8. It is necessary to have good liaisons familiar with the laws and local environmental practices as part of an incident management team.
9. Ministry of labor must be a part of the contingency planning process and the structure of the incident command center since many different workers will be employed during a response.
10. If not identified in the regional and national contingency plans, difficulty arises in determining who to contact/notify regarding dispersant use.
11. The French Government has a very robust response structure compared to other States in the WCR. Consideration should be given towards generating bilateral MOU/agreements throughout the region, especially with States that have robust response systems such as Guadeloupe; and States such as Trinidad and Tobago, Puerto Rico, Panama, and Sint Eustatius that may have response contractors and response equipment stockpiles. The establishment of MOUs with the maritime/ oil and gas companies throughout the WCVR should also be discussed.
12. RAC/REMPEITC-Caribe should establish communication and coordination with the Fort-de France MRCC, and other coordination centers throughout the WCR.
13. RAC/REMPEITC-Caribe should be fully established as regional spill reporting and notification centre; and have ALL national response plans added to its regional website.
14. Risk assessments need to be conducted throughout the WCR; and each State in the Region should be assessed on their capability to attain Tier 1 OPRC capability either nationally or with bi-lateral, multi-lateral and/or regional agreements.
15. Attention should be drawn to Haiti as a potential high risk State with no spill response capacities. Haiti is an outlier in the Caribbean as it has not ratified important conventions and does not have: a national oil spill contingency plan, adequately trained spill response personnel, bare minimum spill response capabilities, a functional national oil spill response and preparedness program, nor any national oil spill response system.

## **Recommendations from the:**

### **GloBallast Workshop on Risk Assessment and Port Biological Baseline Survey in Kingston, Jamaica**

**21-22 September 2016**

|                                 |                                                                                                                                                                                                                                                                                                                           |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>No. of participants:</b>     | 22 Participants                                                                                                                                                                                                                                                                                                           |
| <b>Participating countries:</b> | Argentina, Colombia and Chile, and from The Bahamas, Jamaica, Venezuela, Panama and Trinidad and Tobago                                                                                                                                                                                                                   |
| <b>Point of contact:</b>        | CDR Keith M. Donohue<br>U.S. Coast Guard, Seconded as a Consultant to IMO<br>RAC/REMPEITC-Caribe<br>Seru Mahuma z/n Aviation and Meteorology Building<br>Willemstad, Curacao<br>Phone: (00599-9) 868-4612 / 839-3719<br>Fax: (00599-9)868-4996<br>Email: <a href="mailto:kdonohue@cep.unep.org">kdonohue@cep.unep.org</a> |

**Recommendations:**

The Participants stressed the continued importance of collaborating regionally through RAC/REMPEITC –Caribe in building capacity and standardizing methods for the upcoming ratification, implementation and enforcement of the International Convention for the Control and Management of Ships' Ballast Water and Sediments (BWM Convention) due to enter into force in September 2017.

The following recommendations were made to RAC/REMPEITC-Caribe's IMO Consultant at the conclusion of the workshop:

1. Countries of the Wider Caribbean Region need to work collaboratively, since they do not have the means nor funds to effectively implement and enforce this and many other Conventions individually and independently.
2. Regional Task Force on Control & Management of Ships' Ballast Water and Sediments in the WCR and El Salvador should be re-established.
3. RAC/REMPEITC-Caribe is encouraged to pursue possible options for establishing a single ballast water reporting clearinghouse for the WCR where all ships operating in the Region might report to; and where maritime authorities could access the information needed for assessing BWM compliance for port state control inspections. Such a centralized repository of BWM reporting data could also facilitate better understanding of the pathways of movement, and spread of, invasive species in the region when linked to shipping data and port biological assessments.
4. One representative proposed that the centralized ballast water reporting concept may be incorporated into The Caribbean Memorandum of Understanding on Port State Control which currently includes 17 Caribbean States and one associate member