

# STATE OF ALASKA

**DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF WATER  
COMMERCIAL PASSENGER VESSEL ENVIRONMENTAL  
COMPLIANCE PROGRAM**

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January 3, 2012

Subject: Alaska's Commercial Passenger Vessel Annual Registration and Reporting Requirements  
Small Vessels<sup>1</sup>

Dear Sir or Madam:

Thank you for choosing Alaska as a destination for your vessel.

The Commercial Passenger Vessel Environmental Compliance (CPVEC) Program was established by Alaska Statute (AS) 46.03.460 – 46.03.490 and 18 AAC 69. The Alaska Department of Environmental Conservation (ADEC) Division of Water administers this program, which addresses wastewater discharges, hazardous wastes and solid wastes, and directly monitors air opacity of vessels operating in Alaska waters.

Alaska law requires annual commercial passenger vessel registration (AS 46.03.461 and 18 AAC 69.010). The registration will be conducted via an on-line registration system that allows vessel owners or operators to attach supporting documentation.

Under the CPVEC program, vessel owners or operators who intend to operate in Alaska marine waters in 2012 are required to submit the documents and pay the fee listed in Table 1.

Alaska law requires that the owner or operator of a registered small commercial passenger vessel (50 to 249 overnight passengers) not discharge treated sewage, graywater and other wastewater in Alaska waters unless the vessel meets standard terms and conditions or applies for alternative terms and conditions (Best management Practices Plan). More information can be found on the discharge options webpage [http://www.dec.state.ak.us/water/cruise\\_ships/small\\_vessel\\_dischargeoptions.htm](http://www.dec.state.ak.us/water/cruise_ships/small_vessel_dischargeoptions.htm).

The ADEC website at [http://www.dec.state.ak.us/water/cruise\\_ships/reg/CPVEC\\_reg\\_step\\_by\\_step.pdf](http://www.dec.state.ak.us/water/cruise_ships/reg/CPVEC_reg_step_by_step.pdf) includes a complete set of instructions "2012 Registration Step by Step."

The 2012 on-line registration includes calculations of the per voyage<sup>2</sup> Environmental Compliance Fee for commercial passenger vessels pursuant to AS 46.03.480

The only document the vessel owner or operator must send through the mail is the original notarized vessel owner or operator's signature page. This document is generated at the end of the registration process.

Registration documents are available both in PDF and Word versions, and are available at the ADEC website [http://www.dec.state.ak.us/water/cruise\\_ships/regletter.htm](http://www.dec.state.ak.us/water/cruise_ships/regletter.htm) or on request.

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<sup>1</sup> "small commercial passenger vessel" means a commercial passenger vessel that provides overnight accommodations for 50 to 249 passengers for hire, determined with reference to the number of lower berths.

<sup>2</sup> A voyage is defined as "vessel trip to or from one or more ports of call in the state with the majority of passengers for hire completing the entire vessel trip; a vessel trip involving stops at more than one port of call is considered a single voyage so long as the majority of passengers for hire complete the entire trip." (AS 46.03.490(17))

**Table 1. Schedule and Description of CPVEC Requirements**

<b>Document</b>	<b>Authority</b>	<b>Due Date</b>	<b>How Accomplished</b>
<b>PRE-SEASON Requirements:</b>			
Registration	AS 46.03.461, 18 AAC 69.010	March 1, 2012	Online at <a href="http://www.dec.state.ak.us/water/cruise_ships/regletter.htm">http://www.dec.state.ak.us/water/cruise_ships/regletter.htm</a>
Owner/operator original notarized signature page generated during the registration process	AS 46.03.461(b), 18 AAC 69.010(b)	March 1, 2012	Mail to the address below
Quality Assurance Project Plan (QA/QC or QAPP) (if vessel will discharge to the marine waters of the state) <sup>3</sup>	AS 46.03.465(b), 18 AAC 69.025	March 1, 2012 if not already operating under a valid approved and current QAPP	Use an existing QAPP “as is”, modify an existing QAPP or submit a new QAPP <sup>4</sup>
Best Management Practices Plan (BMP) <sup>5</sup> (if vessel will discharge under alternative terms and conditions)	AS 46.03.462(c)	March 1, 2012 if a current approved plan is not already in place and remains active until the end of the season	Send to <a href="mailto:DEC.WQ.Cruise@alaska.gov">DEC.WQ.Cruise@alaska.gov</a> or mail to address below.
Non-hazardous Solid Waste Offloading and Disposal Plan	AS 46.03.475(e)(1), 18 AAC 69.035	March 1, 2012	Send to <a href="mailto:DEC.WQ.Cruise@alaska.gov">DEC.WQ.Cruise@alaska.gov</a> Requirements found at <a href="http://www.dec.state.ak.us/water/cruise_ships/reg/Description_of_Required_Plans.pdf">http://www.dec.state.ak.us/water/cruise_ships/reg/Description_of_Required_Plans.pdf</a> and are also attached.
Hazardous Waste and Substance Offloading Plan	AS 46.03.475(e)(2), 18 AAC 69.040	March 1, 2012	Send to <a href="mailto:DEC.WQ.Cruise@alaska.gov">DEC.WQ.Cruise@alaska.gov</a> Requirements found at <a href="http://www.dec.state.ak.us/water/cruise_ships/reg/Description_of_Required_Plans.pdf">http://www.dec.state.ak.us/water/cruise_ships/reg/Description_of_Required_Plans.pdf</a> and are also attached.
Environmental Compliance Fee	AS 46.03.480, 18 AAC 69.015	June 1, 2012	DEC will invoice the registered billing contact.
Vessel Specific Sampling Plan (VSSP) (if wastewater will be discharged in Alaska)	18 AAC 69.030 AS 46.03.465 (b)	A 2012 VSSP is required 21 days before sampling.	Mail to address below. Blank form found at <a href="http://www.dec.state.ak.us/water/cruise_ships/regletter.htm">http://www.dec.state.ak.us/water/cruise_ships/regletter.htm</a>
<b>Requirements while IN ALASKAN WATERS:</b>			
Sample report	18 AAC 69.055	21 days after analytical testing is completed.	Send to <a href="mailto:DEC.WQ.Cruise@alaska.gov">DEC.WQ.Cruise@alaska.gov</a>
<b>POST-SEASON Requirements:</b>			
Voyage Report and Deviation Report to document any changes to the number of voyages or deviations from waste plans	18 AAC 69.015 , 18 AAC 69.065	November 15, 2012	Send to <a href="mailto:DEC.WQ.Cruise@alaska.gov">DEC.WQ.Cruise@alaska.gov</a> or mail to address below

<sup>3</sup> Marine waters of the state are generally defined as three nautical miles from coast and all waters of the Alexander Archipelago (Inside Passage). For specific latitude and longitudes, see Alaska statute 46.03.490.

<sup>4</sup> Please contact the Cruise Ship Program for a list of alternatives.

<sup>5</sup> For vessels with a keel laid before January 1, 2004, an operator may submit a plan for alternative terms and conditions (a BMP). If this plan is not submitted or if the keel was laid after January 1, 2004, the terms and conditions of Alaska statute 46.03.462(b) must be met.

ADEC is authorized to take additional wastewater samples, but these samples do not count toward the two required samples. It is imperative that the samples are taken while the vessel is discharging. A copy of the discharge log will be required for the day that the sample was taken.

Please submit all CPVEC registration correspondence, support documents, and reports to:

Mr. Edward White  
Commercial Passenger Vessel Environmental Compliance Program  
Alaska Department of Environmental Conservation  
410 Willoughby Avenue, Suite 303  
P.O. Box 111800  
Juneau, AK 99811-1800  
[edward.white@alaska.gov](mailto:edward.white@alaska.gov)

The Spill Prevention and Response (SPAR) Program is separate from the Cruise Ship Program at ADEC and has separate requirements from the Cruise Ship Program. An information sheet generated by the SPAR program is attached. This information sheet contains details about the required Certificate of Financial Responsibility (COFR) and the Oil Discharge Prevention and Contingency Plan (C-Plan). Points of contact are given on the information sheet if there are questions or further information is required. Several links to this information are also given on the attached "Useful Websites" page.

Please feel free to contact me at (907) 465-5312 or by e-mail ([robert.edwardson@alaska.gov](mailto:robert.edwardson@alaska.gov)) to discuss CPVEC program requirements.

We appreciate your cooperation and willingness to work with us in the past and look forward to working with you during 2012.

Sincerely,



Robert Edwardson  
Program Manager

Attachments: [2012 Registration Step by Step](#)  
Useful websites  
BMP Regulation Outline  
Description of Required Plans  
2012 Vessel Specific Sampling Plan Form  
Alaska Opacity and Excess Emissions Regulations  
Marine Vessel Excess Emission Notification Form  
COFR and C-Plan Requirements

## **Useful websites**

### **Wastewater**

The CPVEC program:

[http://www.state.ak.us/dec/water/cruise\\_ships/index.htm](http://www.state.ak.us/dec/water/cruise_ships/index.htm)

Pay special attention to the owner and operator page:

[http://www.state.ak.us/dec/water/cruise\\_ships/industrylinks.htm](http://www.state.ak.us/dec/water/cruise_ships/industrylinks.htm)

Small Cruise Ship and Ferry Discharge Options

[http://www.dec.state.ak.us/water/cruise\\_ships/small\\_vessel\\_dischargeoptions.htm](http://www.dec.state.ak.us/water/cruise_ships/small_vessel_dischargeoptions.htm)

CPVEC program regulations (18 AAC 69) and Alaska Statute (46.03.460- 46.03.490) :

[http://www.dec.state.ak.us/water/cruise\\_ships/Law\\_and\\_Regs/index.htm](http://www.dec.state.ak.us/water/cruise_ships/Law_and_Regs/index.htm)

EPA's Vessel Discharge General Permit

[http://cfpub.epa.gov/npdes/home.cfm?program\\_id=350](http://cfpub.epa.gov/npdes/home.cfm?program_id=350)

### **Visible Emissions (Opacity Requirements)**

Air Quality regulations 18 AAC 50

[http://www.dec.state.ak.us/water/cruise\\_ships/Law\\_and\\_Regs/index.htm](http://www.dec.state.ak.us/water/cruise_ships/Law_and_Regs/index.htm)

Cruise Ship Excess Emission Form under Cruise Ship Excess Emissions Self Report

[http://www.state.ak.us/dec/water/cruise\\_ships/industrylinks.htm](http://www.state.ak.us/dec/water/cruise_ships/industrylinks.htm)

### **Oil Spill Prevention Requirements (COFR and C-Plan)**

Non-tank Vessel Certificate of Financial Responsibility (COFR) program and Contingency Plan (C-Plan) information can be found at the following websites:

COFR INFO:

[http://www.dec.state.ak.us/spar/ipp/fr\\_nontank.htm](http://www.dec.state.ak.us/spar/ipp/fr_nontank.htm)

A blank Alaska COFR application form is available on-line at:

<http://www.dec.state.ak.us/spar/ipp/docs/ntapplic.pdf>

See: Non-tank Vessel Financial Responsibility Application (PDF 103K)

C-Plan INFO:

<http://www.dec.state.ak.us/spar/ipp/marine-vessels/>

A blank Alaska C-Plan application form is available on-line at:

<http://www.dec.state.ak.us/spar/ipp/marine-vessels/apply-contingency-plan.htm>

Instruction Sheet

<http://www.dec.state.ak.us/spar/ipp/docs/revdocs/ntvslinst.pdf>

Statutes and Regulations regarding Oil Spill Prevention requirements can be found at:

[http://www.dec.state.ak.us/spar/statutes\\_regs.htm](http://www.dec.state.ak.us/spar/statutes_regs.htm)