



February 1, 2022

Subject: Alaska Registration and Reporting for **Small Commercial Passenger Vessels**¹

Dear Commercial Passenger Vessel Owner and/or Operator:

Thank you for choosing Alaska as your cruise destination. The Alaska Department of Environmental Conservation (ADEC) hopes you have a full, safe, and successful cruising season in 2022.

To assist you in complying with our state laws and regulations² we have combined several legal requirements into a single process, described below:

1. Vessel Registration (AS 46.03.461 and 18 AAC 69.010)
2. Environmental Fees (AS 46.03.480)
3. Wastewater Discharge and Required Plans (AS 46.03.462, AS 46.03.465, 18 AAC 69.015, 18 AAC 69.025-040, and 18 AAC 69.065)

Vessel Registration

The ADEC requires that owners/operators register the commercial passenger vessels (CPVs) expected to operate in Alaska marine waters³ in the upcoming season. Owners/operators must register the CPVs online by March 1, 2022. That registration link can be found at <http://dec.alaska.gov/water/cruise-ships/cruise-registration/>.

The documents required for CPV registration are listed in Table 1 of this letter. Required documents may be uploaded during online registration or sent to the address provided below. The online registration application generates a vessel owner/operator signature page document at the end of the process, and that is the only registration document that you must physically mail to us.

If any registration changes need to be made after March 1, please contact the Commercial Passenger Vessel Environmental Compliance (CPVEC) Program. The CPVEC Program will assist you with changes on a case-by-case basis.

¹ Small commercial passenger vessels provide overnight accommodations for 50 to 249 passengers, determined by the number of lower berths; see Alaska Statute AS 46.03.490(13).

² Alaska Statute (AS) are laws and Alaska Administrative Code (AAC) are state regulations.

³ 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 AS 46.03.490 (18).

Environmental Fees

On or before June 1, 2022 owners/operators of CPVs must pay an Environmental Compliance (EC) Fee. The EC Fee is based on passenger capacity (lower berths) and the number of voyages. The online registration process will tell you what your fee charges are. Invoices will be sent to the billing address listed in the vessel registration.

Wastewater Discharge and Required Plans

Small commercial passenger vessels intending to discharge to Alaska waters can either:

(1) secure coverage under the 2014 Large Commercial Passenger Vessel Wastewater Discharge General Permit (GP). Information on the GP may be found at: <http://dec.alaska.gov/water/cruise-ships/cruise-general-permit/> ; or

(2) submit a Best Management Practices (BMP) Plan and obtain Department approval to operate under these alternative terms and conditions described in AS 46.03.462 (k). More information on discharge options for small cruise ships can be found at <http://dec.alaska.gov/water/cruise-ships/cruise-smallship/>

BMPs:

BMPs are approved by the Wastewater Discharge Authorization Program (within the ADEC-Division of Water). *If you intend to submit a new BMP application, submit updates to a current plan, or have questions regarding BMPs, please contact Willow Weimer (willow.weimer@alaska.gov).*

Discharging vessels must have a Discharge Authorization, Quality Assurance Project Plan (QAPP), and Vessel Specific Sampling Plan (VSSP) in place prior to discharge.

All vessels, regardless of discharge intent, are required to submit solid waste and hazardous waste disposal plans. These plans can be uploaded during registration or sent separately.

Other Requirements

In addition to the CPVEC Program, separate divisions within ADEC and Federal Agencies also have jurisdiction on commercial passenger vessels operating in Alaska waters. Links are provided at the end of this letter. Correspondence on the following should go directly to the specific agency listed as follows:

- Division of Air Quality
All items relating to monitoring and reporting of air emissions/opacity items moved to ADEC, Division of Air Quality.
- Division of Spill Prevention and Response (SPAR)
Requirements for obtaining a Certificate of Financial Responsibility (COFR) and/or a Contingency Plan (C-Plan) are handled by the Prevention Preparedness and Response (PPR) Program. Cruise Ships are categorized as Nontank Vessels⁴ (NTVs).
- Federal Agencies
EPA Vessel General Permit Information can be found at: <https://www.epa.gov/npdes/vessels-vgp>
U.S. Coast Guard Sector Juneau can be contacted at 907-463-2980.

⁴ Self-propelled vessels over 400 gross registered tons, AS 46.04.900 (12)

Required Address for Submissions

Submit all CPVEC registration correspondence, support documents, and reports to:

DEC.WQ.Cruise@alaska.gov;

or mail to

ADEC-CPVEC, ATTN: Cruise Ship Program
P.O. Box 111800
Juneau, AK 99811-1800

Please feel free to contact Albert Faure at (907) 465-5279 (albert.faure@alaska.gov) or Johnny Zutz at (907) 465-5317 (johnny.zutz@alaska.gov) with questions on CPVEC Program requirements.

We appreciate your cooperation and willingness to work with us in the past and look forward to working with you during 2022.

Sincerely,



Johnny Zutz
Environmental Program Specialist III

Attachments: CPVEC Description of Required Plans

Table 1. CPVEC Requirements and Due Dates: Small Cruise Ships

Document	Due Date (2022)
Registration Requirements:	
Registration with original notarized signature page submitted (AS 46.03.461, 18 AAC 69.010)	March 1
Nonhazardous Solid Waste Offloading and Disposal Plan (AS 46.03.475(e)(1), Plan requirements at 18 AAC 69.035)	March 1
Hazardous Waste and Hazardous Substance Offloading Plan (AS 46.03.475(e)(2), Plan requirements at 18 AAC 69.040)	March 1
Environmental Compliance Fee	June 1
Requirements if discharging IN ALASKAN WATERS:	
Best Management Practices (BMP) Plan (AS 46.03.462(k))	March 1
Wastewater Sampling Quality Assurance Project Plan (QAPP requirements at 18 AAC 69.025)	March 1
Sampler qualifications for approval	Due 21 days prior to the first sample event
Vessel Specific Sampling Plan (VSSP) – Approved by ADEC (Requirements at 18 AAC 69.030)	Approved VSSP required 21 days before sampling
Effluent sample reports and electronic sample data	Due 21 days after analytical testing is completed
OTHER Requirements:	
Discharge or offloading of hazardous waste (copy of report or notice as required by US or Canadian laws, per AS 46.03.475(d))	Due 21 days after providing report/notice to US/Canadian agency
POST-SEASON Requirements:	
Voyage Report: written or electronic vessel voyage report (highlight deviations if different from registration count)	November 15
Deviation Reports	November 15
Additional payment/Refund request (for added/deleted voyages): regulations require a signed refund request.	November 15

CPV Online Resources for AK Operations:

CPVEC

- Cruise Ship Program: <http://dec.alaska.gov/water/cruise-ships/>
- Links for Cruise Ship Operators: <http://dec.alaska.gov/water/cruise-ships/cruise-operator/>
- Cruise Ship Program Laws (AS 46.03.460 – 490) and Regulations 18 AAC 69): <http://dec.alaska.gov/water/cruise-ships/laws-regs/>

Division of Air – Visible Emissions (Opacity Requirements)

- Air Compliance Program: <https://dec.alaska.gov/air/air-compliance/>
- Air Quality Control Regulations 18 AAC 50: <http://dec.alaska.gov/water/cruise-ships/laws-regs/>
- Excess Emission Self Report Form: <http://dec.alaska.gov/water/cruise-ships/cruise-air/>

SPAR Division – Oil Spill Prevention Requirements (COFR and C-Plan)

- <http://dec.alaska.gov/spar/ppr.aspx>

Note: Cruise Ships are categorized as Nontank Vessels (NTVs). see AS 46.04.900 (12).

- NTV requirements for operations in AK waters:
 - Certificate of Financial Responsibility (COFR): <http://dec.alaska.gov/spar/ppr/contingency-plans/financial-responsibility/apply-for-fr>
 - Contingency Plan (C-Plan): <http://dec.alaska.gov/spar/ppr/contingency-plans>
- Regulations and Technical Guidance: <http://dec.alaska.gov/spar/ppr/regulations-guidance>

EPA – Vessel General Permit (VGP)

- <https://www.epa.gov/npdes/vessels-vgp>

USCG – District 17 (Alaska)

- <https://www.pacificarea.uscg.mil/Our-Organization/District-17/>
- <https://www.pacificarea.uscg.mil/d17/contact-us/>