	HEALTH, SAFETY, ENVIRONMENT AND QUALITY MANAGEMENT SYSTEM	OJT : 045 Page : 1 of 2 Date : 07-Nov-25 Rev : 10.1 Appr : DPA
	45.0 GARBAGE RECORD BOOK ON THE JOB TRAINING	

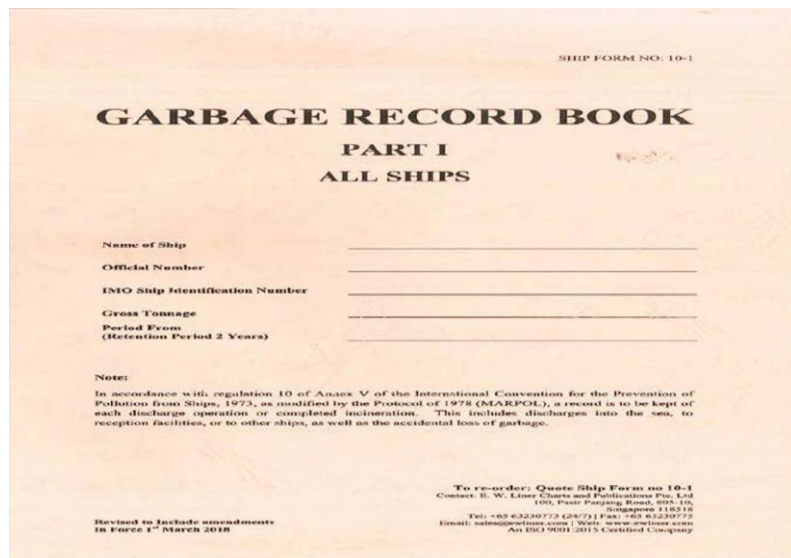
VESSEL: _____

DATE: _____

Details of Training: Garbage Record Book (Effective from 01 March 2018)

The revised garbage record book consists of two parts:

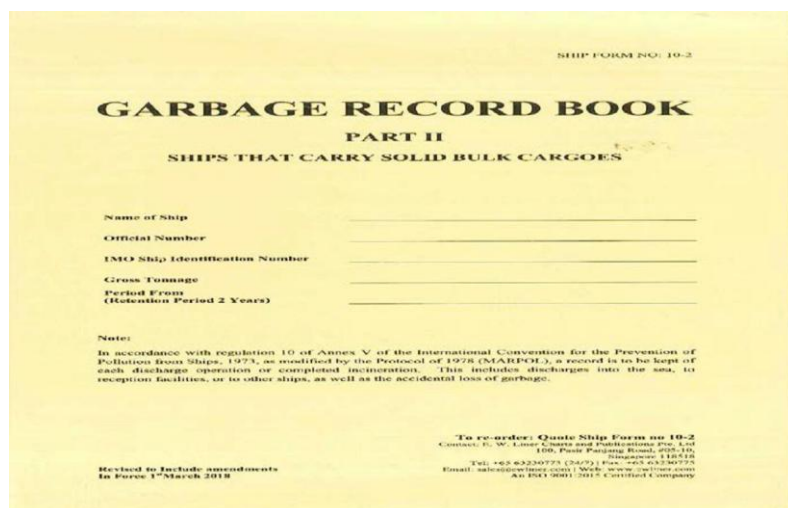
Part 1 - For all garbage other than cargo residues



Garbage categories


A-Plastics	B-Food waste	C-Domestic wastes	D-Cooking oil
E-Incinerator ashes	F-Operational wastes	G-Animal carcasses	H-Fishing gear
			I-E-waste

Part 2 - For all cargo residues



Garbage categories

J- Cargo residues (non-HME)	K- Cargo residues (HME)
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	<p>HEALTH, SAFETY, ENVIRONMENT AND QUALITY MANAGEMENT SYSTEM</p> <p>45.0 GARBAGE RECORD BOOK</p> <p>ON THE JOB TRAINING</p>	<p>OJT : 045 Page : 2 of 2 Date : 07-Nov-25 Rev : 10.1 Appr : DPA</p>
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- Contents and record keeping as per Instructions provided in Garbage record book part 1 and part 2
- Designated officer for Garbage record book (Chief officer)
- Categories permitted to be discharged into the sea
- Entries regarding disposal of used cooking oil
- Entries regarding disposal of cargo residues (HME and NON HME)
- The amount of garbage on board is to be estimated in m³
- Each discharge into the sea, to a reception facility or a completed incineration, shall be promptly recorded in the Garbage Record Book and signed for on the date of the discharge or incineration by the officer in charge. Each completed page of the Garbage Record Book shall be signed by the master of the ship.
- Separate entry shall be made for each category of Garbage.
- Each incineration shall be signed by Engineer in charge of operation and Chief officer.
- Entries shall be crosschecked by Master to avoid one man error.
- In the event of any discharge or accidental loss of garbage , an entry shall be made in the Garbage Record Book under Exceptional discharge or loss of garbage under regulation 7 (Exceptions).
- When garbage is landed ashore including barges, trucks etc it is essential that a receipt is obtained which clearly shows the amount and type of garbage landed. These receipts are to be retained on board for at least 2 years for inspection.
- Garbage record book shall be preserved on board for a period of two years from the date of the last entry made in it.
- If an incorrect entry is made, strike out the error with a single line and make the correct entry immediately below, initialling the change and date when correction is carried out. Do not make any erasures or overwriting.
- If any missed entry is observed, then that missing entry needs to be written in the next available blank row with appropriate comments in the Remarks / Comments column of the Garbage Record Book.
- **Violation / Non-compliance can result in fines and imprisonment in some countries.**

Reference: Garbage record book PART 1 and PART 2

Training conducted to all senior officers on board:

Verified by: Master _____

Feedback: