January 15, 2015

Dear Shipping Agents and Interested Parties:

This letter serves as an update to a similar letter sent on December 31, 2014. Please disregard the December 31, 2014 letter.

Your assistance in providing notice and information about the following reporting requirements to vessels entering California is appreciated. This letter addresses the following forms:

1) Ballast Water Treatment Technology Annual Reporting Form;
2) Ballast Water Treatment Supplemental Reporting Form; and
3) Hull Husbandry Reporting Form.

To help ensure compliance with reporting requirements under the Marine Invasive Species Act (Public Resources Code section 71200 et seq.), please:

- Supply the Ballast Water Treatment Technology Annual Reporting Form, Ballast Water Treatment Supplemental Reporting Form and the Hull Husbandry Reporting Form (see below) to all vessel masters, owners, operators, and persons in charge of the vessel;
- Inform vessel masters, owners, operators, and persons in charge of the vessel of the submission requirements; and
- Encourage submission of annual forms while a vessel is in California.

Also, please remind clients that:

- Failure to comply with the form submission requirements may result in an administrative civil penalty. Penalties may be applied to the master, owner, operator, agent, or person in charge of the vessel in an amount not to exceed $27,500 per violation, with each day of a continuing violation constituting a separate violation.

**Ballast Water Treatment Technology Annual Reporting Form**

This is an annual reporting requirement based on the calendar year. The form is submitted in 2015 for 2015 operations. Upon or after first arrival of 2015 to a California port or place, vessels will receive a 60-day notice to submit the form. Only vessels that have a ballast water treatment system and have or will discharge treated ballast in California must submit
the Annual Form. This form must be submitted in written or electronic format. Please note: Forms may be submitted before the 60-day notice is received, and agents are encouraged to collect and submit this form while the vessel is in California.

**Ballast Water Treatment Supplemental Reporting Form**
A vessel must submit this form in written or electronic format upon departure from a California port or place after having discharged treated ballast water in California. This form should be sent along with the standard United States Coast Guard Ballast Water Reporting Form (OMB Control Number 1625-0069).

**Hull Husbandry Reporting Form**
This is an annual reporting requirement based on the calendar year. All vessels must submit the form in 2015 for 2015 operations. Upon or after first arrival of 2015 to a California port or place, vessels will receive a 60-day notice to submit the form. This form must be submitted in written or electronic format. Please note: Forms may be submitted before the 60-day notice is received, and agents are encouraged to collect and submit this form while the vessel is in California.

**Please send all completed forms to:**

California State Lands Commission
Marine Facilities Division
200 Oceangate, Suite 900
Long Beach, CA 90802
FAX: 562-499-6444
Email: bwform@slc.ca.gov

For the specific text of these regulations or for copies of the forms, please visit the Marine Invasive Species Program website: [http://www.slc.ca.gov/Spec_Pub/MFD/Ballast_Water/Ballast_Water_Default.html](http://www.slc.ca.gov/Spec_Pub/MFD/Ballast_Water/Ballast_Water_Default.html).

Thank you for your attention to this matter. Please contact me with any questions at nicole.dobroski@slc.ca.gov or (916) 574-0742.

Sincerely,

Nicole Dobroski
Environmental Program Manager
Marine Invasive Species Program