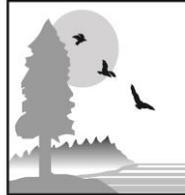


**CALIFORNIA STATE LANDS COMMISSION**

100 Howe Avenue, Suite 100-South  
Sacramento, CA 95825-8202



*Established in 1938*

JENNIFER LUCCHESI, *Executive Officer*  
**(916) 574-1800** Fax **(916) 574-1810**  
California Relay Service TDD Phone 1-800-735-2929  
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**Contact Phone: (916) 574-0742**

**Contact Fax: (916) 574-1950**

September 22, 2017

File Ref: W9777.234

Dear Shipping Agents and Interested Parties:

Please provide notice and information about the following items to vessels arriving at California ports. This letter addresses:

**1) New information**

- Marine Invasive Species Program Annual Vessel Reporting Form
- Repeal of the Ballast Water Treatment Technology Annual Reporting Form, Ballast Water Treatment Supplemental Reporting Form, and the Hull Husbandry Reporting Form

**2) Reminder about existing requirements**

- Ballast Water Management Report

**NEW INFORMATION**

***Marine Invasive Species Program Annual Vessel Reporting Form*** (Attachment A)

Effective October 1, 2017, all vessels that arrive at California ports must submit the *Marine Invasive Species Program Annual Vessel Reporting Form* (hereafter *Annual Vessel Reporting Form*) once annually at least 24 hours in advance of the first arrival of each calendar year.

- Note: In 2017, if a vessel arrived at a California port for the first time prior to October 1, 2017, then the vessel must submit the Hull Husbandry Reporting Form and the Ballast Water Treatment Technology Annual Reporting Form (if applicable). If a vessel arrives at a California port for the first time between October 1, 2017, and December 31, 2017, then the vessel must submit the Annual Vessel Reporting Form.

***Repeal of the Ballast Water Treatment Technology Annual Vessel Reporting Form, Ballast Water Treatment Supplemental Reporting Form, and the Hull Husbandry Reporting Form***

Vessels are no longer required to submit the following forms for arrivals at California ports on or after October 1, 2017:

- *Ballast Water Treatment Technology Annual Vessel Reporting Form*
- *Ballast Water Treatment Supplemental Reporting Form*
- *Hull Husbandry Reporting Form*

**REMINDER ABOUT EXISTING REPORTING REQUIREMENTS**

***Ballast Water Management Report*** (Attachment B)

All vessels that arrive at California ports must submit the *Ballast Water Management Report* 24 hours prior to arrival at each port call in California. If a vessel's voyage is less than 24 hours, then the report shall be submitted upon departure from the last port of call prior to arrival.

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

- Supply vessel masters, owners, operators, or persons in charge with required reporting forms
- Inform vessel masters, owners, operators, or persons in charge of the submission requirements
- Encourage timely submission of all required forms
- Remind clients that failure to comply with form submission requirements may result in an administrative civil penalty applicable to the master, owner, operator, agent, or person in charge of a vessel

***Please send all completed reports to:***

Email: [bwform@slc.ca.gov](mailto:bwform@slc.ca.gov)

FAX: 562-499-6444

Online: <https://misp.io>

For more information about the California State Lands Commission's regulations or for copies of required reporting forms, please visit the Marine Invasive Species Program website: <http://www.slc.ca.gov/Programs/MISP.html>.

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

Sincerely,



Nicole Dobroski  
Assistant Chief  
Marine Environmental Protection Division