Australian Government
Department of Agriculture, Fisheries and Forestry

Conveyance Waste Recycling Report – Commercial and Cruise Vessels

This report must be completed by the vessel master or delegated officer. Before completing the report, ensure you understand the Conveyance Waste Recycling Requirements – Commercial and Cruise Vessels.

Vessel name	
Voyage number	
IMO number	
Waste provider(s)	
Date (dd/mm/yyyy)	
Discharge port	
Is this the first port of arrival for this voyage?	

Type of recyclable material	**No. of pallets**	**Cleaned [a] (yes/no)**	**Segregated [a] (yes/no)**	**Biosecurity officer use only**			
				No. of pallets released	**No. of pallets for biosecurity waste**	**Initials**	**Comments (e.g. full or partial release details)**
Glass							
Aluminium cans							
Plastic beverage containers (incl. cups)							
Clean cardboard, paper							
Hard plastic containers							
Tin, metal kitchen cans and containers							

a As per the Conveyance Waste Recycling Guide - Commercial and Cruise Vessels.

Vessel master declaration

To be completed by the vessel master, environment officer or delegated officer.

I [print name] _____ declare that:

- the waste presented for recycling is free from
  - contamination
  - materials that were exposed to fruit, vegetables or meat products (e.g. cardboard)
  - containers that have held dairy or honey products
- waste presented for recycling has been cleaned and segregated as per the *Conveyance Waste Recycling Guide - Commercial and Cruise Vessels*.

Certified true and correct

Declarant's full name (printed)

_____

Declarant's signature

_____

Declarant's position

_____

Date (dd/mm/yyyy)

_____

Biosecurity officer inspection

I authorise the release from biosecurity control of ___ pallets labelled for recycling as detailed in **Error! Reference source not found.**.

Biosecurity officer's full name (printed)

_____

Biosecurity officer's signature

_____

Date inspected (dd/mm/yyyy)

_____

Inspection time (dd/mm/yyyy)

_____

Biosecurity officer to send a copy of the completed document to conveyance.maritime@aff.gov.au.

The Department of Agriculture, Fisheries and Forestry (department) collects your personal information required under the Biosecurity Act 2015 (Cth), for the purposes of pre-arrival reporting, conveyance controls, and monitoring powers of biosecurity officers, supported by reporting obligations in the Biosecurity Regulations 2026 (Cth). If you fail to provide some or all of the personal information requested in this report, the department will be unable to inspect vessel generated waste.

The department may disclose your personal information to other Australian government agencies, persons or organisations where necessary for the above purposes, provided the disclosure is consistent with relevant laws, in particular the Privacy Act 1988 (Cth). Your personal information will be handled in accordance with the Australian Privacy Principles.

The department may use or publish de-identified aggregated data for the purpose of monitoring or promoting the recycling program.

See the department's Privacy Policy to learn more about accessing or correcting personal information or making a complaint. Alternatively, email the department at privacy@aff.gov.au.