



Georgia Clean Marina Program Checklist and Questionnaire

Vessel Repair & Maintenance:

Who is allowed to conduct maintenance on vessels onsite? (*staff only, staff and customers, outside contractors, other?*) Please list:

If outside contractors allowed onsite: Is there a dedicated maintenance area for them? If so please mark it on the site map.

Do you have outside contractors sign in and agree to all marina policies?

List the types of maintenance allowed to be conducted by staff and/or customers (*ex: oil changes, painting, sanding, varnish work etc?*).

If sanding is allowed, how do you contain the dust?

Do you allow sandblasting?

If painting is allowed, what procedures are in place to collect drip or residue and dispose of materials properly?

Are there written policies and/or posted signage for the types of maintenance allowed including procedures for waste disposal?

- If yes, please provide a copy or picture of the documentation.

Are there written policies and/or posted signage for the types of maintenance NOT allowed?

- If yes, please provide a copy or picture of the documentation.

Is there a dedicated maintenance area for vessels?

- If yes, please label the location on your site map.

Is any vessel maintenance allowed in or over the water?

- If yes, please briefly describe.

Vessel Washing/Pressure Washing:

Is vessel washing and/or pressure washing allowed onsite?

Who is allowed to wash and/or conduct pressuring washing on vessels?

Is vessel washing and/or pressure washing allowed in or over the water?

Is hull scrubbing allowed in or over the water?

- If yes, are power scrubbers allowed?

Is there a dedicated vessel washing/pressure washing area(or access to hoses)? If yes:

- Indicate location on site map
- What is the ground surface of the wash area? (ex: gravel, grass, concrete, asphalt etc)
- Briefly explain where washdown or pressure washing runoff drains to (into a storm drain, across a parking lot into the water, across a grassy area or other natural buffer then into the water etc). Identify these features on the site map.

Is there any signage or written policies that prohibit the use of cleaners with ammonia, sodium hypochlorite or chlorinated solvents?

- If yes, please provide a copy or picture of the documentation.

Extra Points:

- ☐ Provide signage/education on cleaner alternatives to traditional cleaning ingredients (*example signage can be provided*).
- ☐ Sell or promote biodegradable soap and cleaning agents.
- ☐ Provide a dedicated pressure washing area with additional filters in place to capture potential hazardous materials from bottom paint residue.

Service Vessels, Vehicles & Equipment:

List the types of equipment your marina uses (*ex: hoist, skiff, facility vehicle etc*).

List who services each type of equipment (staff, outside vendor etc).

If a vendor services the equipment, provide the most recent receipt of inspection and/or maintenance record.

If staff services the equipment, provide any maintenance records.

Fueling/Vessel Bilge Petroleum Control:

Who is allowed to fuel vessels at your facility? (*ex: guests, guests and staff, staff only? etc*)

What type of training does staff and/or guests receive for fueling procedures, bilge leak detection and fuel spill response?

Do you provide readily available oil absorbent pads on the fuel dock for staff and customers to use for drips and small spills?

What is the type and size of your fuel tank? Please locate on the site map.

Briefly explain your fuel level testing procedure.

Provide a copy or photo of the following:

- Most recent fuel line and tank inspection receipt.
- Required signage at the fueling location.
- Fuel spill response written procedures.
- Emergency numbers posted.
- Fuel spill cleanup kit large enough for a spill from marina's largest vessel.
- Accessible and conveniently located fire extinguishers with inspection tags.
- Contract language prohibiting discharge of oil in marina waters.

Extra Points:

- ☐ Carry vent line whistles in store and promote use.
- ☐ Provide education on proper fueling techniques.
- ☐ Provide education on proper bilge cleaning techniques including how to recognize fuel leaks.

Hazardous Waste Management:

Do you collect any hazardous waste for offsite disposal (ie oil)?

- If yes, describe what is collected and how.
- Who is allowed to dispose of hazardous wastes in this area? (*if customers, are they supervised?*)
- Provide photos of the collection area (*showing ground surface, type of cover, access, signage etc*)
- Provide any receipts from recent hazardous waste disposal contracts.

Provide a general description of the types of hazardous materials used/ stored onsite, location of storage, access to storage area, and photo of storage area.

Provide a photo of your Material Safety Data Sheet binder/folder or other catalogue system.

Provide a copy of documentation for proper procedures for disposing of hazardous waste onsite (ex: *signage or dockage contracts with language prohibiting improper disposal of hazardous wastes*).

Non-Hazardous Waste:

Are trash cans with secure lids readily available onsite?

Are they secure, and in good condition?

How often are trash cans emptied?

Provide a photo of signage on dumpsters prohibiting dumping of oils and other hazardous wastes.

Extra Points:

- ☐ Identify any recycling offered (*paper, cardboard, aluminum, glass, batteries etc*).
- ☐ Provide products for sale that are sourced from recycled or repurposed materials.
- ☐ Provide educational signage/information on the importance of reducing marine debris from docks and boats while underway.
- ☐ Provide fishing line recycling collection stations.

Fish Cleaning:

Do you have a fish cleaning station at your marina?

If yes, is it located in a well flushed area with no issues related to fish carcass impacts to surrounding marshes and waterbodies?

Do you have signage displayed listing the preferred methods of carcass disposal?

- If yes, provide a photo of the fish cleaning station and signage.

Extra points:

- ☐ Participate in the DNR carcass recovery program.

Sanitary Waste Management:

If you have a pumpout, is it well maintained with required state signage in place?

Who is allowed to use the pumpout?

If no pumpout is present, do you have accessible restrooms available?

Are restrooms regularly maintained and clean?

Provide contract language prohibiting discharge of treated or untreated sewage while at facility.

Extra Points:

- ☐ Prohibit discharge of greywater in contract language.

Stormwater:

Is your facility required to have a stormwater permit?

- If yes, provide a copy of your Stormwater Pollution Prevention Plan.

Does your facility have a stormwater plan even if not permitted?

- If yes, provide a copy of the plan.

Provide a description AND aerial image or general sketch of the facility identifying how rainwater flows off site into stormwater drains or directly into the waterbody. Identify the following in your description and on the site plan map:

- Boat washdown and/or pressure washing designated areas

- Designated maintenance areas
- Dumpster locations (note if any discharge from dumpsters drains into storm drains or waterbody)
- Storm drains (please note if any storm drains have filtration systems installed such as sediment traps, oil/grit separators etc)
- Downspouts from buildings (note if they empty into parking lot or vegetated area)
- Any vegetated or engineered buffer areas intercepting water runoff from property before entering the waterbody

Extra Points:

- ☐ Add stencils to stormwater drains.
- ☐ Add native vegetation to buffer landscaping.
- ☐ Adopt policy restricting use of herbicides, pesticides, and fertilizers in landscape maintenance.
- ☐ Provide signage and bags for pet waste pickup.

Emergency Preparedness & Response:

Provide copies of plans addressing the following:

- Spill prevention and control
- Fire prevention and response
- Hurricane preparedness and procedures
- Boat sinking

How often are these plans reviewed and updated?

Training:

Please list all mandatory training required of employees and how it is conducted (*online, in person, during new hire training etc.*).

Provide copies of most recent employee training certificates for any required training.

****Education** to customers for any of the above categories can be conducted through signage, information posted on social media, customer newsletters and/or posted on a bulletin board. Provide photos of any educational material provided (through handouts, newsletters, bulletin boards etc) to customers on surrounding natural habitats and animals as well as best environmental practices recommended to protect these resources.