



## The Clean Marina Checklist

The following checklist is a preliminary screening tool that serves to provide a general assessment of a marina's environmental performance. The checklist will be accompanied by a compliance assurance review with RI CRMC and RI DEM.

By completing this checklist and taking the first step towards Clean Marina designation, a participating facility is demonstrating their commitment to exceed regulatory requirements with best management practices and adopt measures to reduce pollution.

[The Rhode Island Environmental Compliance Incentive Act](#) from 2002 "was created to encourage regulated entities to perform voluntary self-evaluations of their compliance programs and management systems, and to thereby improve compliance with such statutes and/or regulations without fear of retaliation." If you have any questions regarding the ECI Act, please reach out to Ann Battersby ( [ann.battersby@dem.ri.gov](mailto:ann.battersby@dem.ri.gov)).

### Scoring

The following checklist includes 7 sections with Mandatory Requirements and Best Management Practices (BMP's). Scoring is based on applicable sections only. All mandatory items that are applicable to your facility are required to be met. For every "Yes" response selected under a BMP, you will be awarded points. You are also encouraged to create your own facility specific BMPs for additional points. The 7 sections are:

1. Site Management
2. Training and Education
3. Waste Management: Recycling and Trash
4. Hazardous Waste
5. Water Resources: Stormwater, Greywater and Wastewater
6. Air Quality/Pollution
7. Fuel Management

In order to become a certified Clean Marina:

- **100% of applicable Mandatory Requirements** in each section must be satisfied.
- **75% of each applicable Best Management Practices section** must be satisfied.



## Site Information

<b>Today's Date:</b>	
<b>Name of Facility:</b>	
<b>Facility:</b> <ul style="list-style-type: none"><li>• Marina</li><li>• Boatyard</li><li>• Marina + Boatyard</li><li>• Yacht Club</li></ul>	
<b>Address:</b>	
<b>Person Completing Form:</b>	
<b>Job Title:</b>	
<b>Phone Number:</b>	
<b>Email:</b>	



## Section 1: Site Management

Clear communication and engagement are important factors for shared expectations between management and customer base, as well as business growth as a clean marina facility. The mandatory requirements under this section are CRMC assent for in water and upland facilities. Demonstration of best practices that pertain to specialty trash/waste, heat and electricity, and Clean Marina Delegates all constitute “Clean Marina” Site Management.

<b>1. Site Management</b>			
<b>Mandatory Requirements</b>			
	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You have a CRMC Assent for all relevant development at your facility and are in compliance with all Assent Stipulations.			
Are you in compliance with all Assent stipulations?			
<b>Best Management Practices</b>			
<b><i>Specialty Trash/Waste</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Collection options are provided for patrons for pet waste.			
Collection options are provided for patrons for cigarettes.			
Disposal of fish waste is prohibited in the marina basin.			
<b><i>Clean Marina Delegate</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your facility has a designated Clean Marina delegate.			
<b><i>Heat &amp; Electricity</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>



Your site has completed an energy efficiency audit with National Grid/RISE Engineering.			
<b>Maintenance</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Language is included in work agreements informing outside contractors that Clean Marina best management practices be used at the facility.			
<b>Do you have additional BMPs for Site Management that would help you earn a Clean Marina Certification?</b>			

**Resources for Site Management**

- 1) [Energy audits](#)
- 2) [CRMC Permit Database](#)



## Section 2: Training and Education

There are varying degrees of concern for and knowledge of environmental topics among marina staff, customers, and contractors. There are no applicable legal requirements for training and education practices. Therefore, to ensure efficient and clean operations, RI Clean Marina managers should define expected behaviors through contracts, signs, and other mechanisms.

2. Training and Education			
<b>Mandatory Requirements</b>			
<i>Note: See specific mandatory training requirements for Training and Education under Hazardous Waste, Fuel, Air Quality, and Water Resources.</i>			
<b>Best Management Practices</b>			
<b>Contracts</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
User friendly language has been incorporated into environmental specific best practice slip agreements for customers, employees and contractors at this facility.			
<b>Employee Training and Boater Education</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Employee training documents for environmental and boating related best practices are maintained.			
Your designated Clean Marina delegate has attended an annual Clean Marina education event/webinar/training.			
You educate staff on general emergency responses, fire prevention, and oil spill response.			
<b>Customer Education</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You promote the use of reusable materials at your location to encourage customers to be more environmentally conscious (i.e. canvas covers instead of plastic).			



You have education materials about best environmentally friendly boating practices readily accessible to boaters/visitors in the form of brochures, factsheets, pamphlets and/or other publications at this location.			
<b><i>Incentives</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your facility requires an environmental commitment pledge be signed by individuals (contractors and/or customer) to ensure best practices are followed as appropriate.			
Your management offers assistance (in the form of financial aid, time off and/or transportation support) for staff to attend professional development trainings/certificate programs in relation to environmental issues.			
<b>Do you have additional BMPs for Training and Education that would help you earn a Clean Marina Certification?</b>			

<p><b>Resources for Training and Education</b></p> <p>No items under Training and Education Appendix</p>
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## Section 3. Waste Management: Recycling and Trash

Proper disposal of recyclables and trash waste requires due diligence from management and staff, to contractors and customers. RI Clean Marinas have efficient, well maintained recycling and trash operations through staff protocols and signage configuration. Mandatory requirements under this section include compliance with RIDEM regulations on waste dumping, limits on storage of solid waste on site, and State recycling program standards.

<b>3. Waste Management: Recycling and Trash</b>			
<b>Mandatory Requirements</b>			
	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You comply with the RIDEM regulation prohibiting the dumping of plastic, paper, rags, glass metal, crockery, dunnage and food into water.			
Your facility has a recycling program in place.			
Your facility does not store solid waste greater than 3 cubic yards on site at any time, as required in RIDEM Solid Waste Regulations.			
<b>Best Management Practices</b>			
<b><i>Reduction, Reuse, and Recycling</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You practice plastic waste prevention efforts as defined by the RIDEM-RIMTA Zero Plastic Checklist.			
Recycling and disposal options are provided for patrons for shrink wrap.			
Recycling and disposal options are provided for patrons for fishing line.			
Recycling program in place is consistent with the Rhode Island Resource Recovery Recycling Guidelines. See link for details <a href="https://www.rirrc.org/recycling-composting-disposal/what-to-recycle-in-your-bin-cart">https://www.rirrc.org/recycling-composting-disposal/what-to-recycle-in-your-bin-cart</a> .			
<b><i>Clean Marina Delegate</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your Clean Marina Delegate oversees recycling and trash operations to ensure appropriate practice.			



<b><i>Trash/Waste/Signage</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Waste bins for patrons and staff are strategically placed in locations away from the waterfront and are emptied on a timely basis.			
You have clearly marked signage for trash bin location.			
You have clearly marked signage for recycling bin location.			
<b><i>Office Best Practices</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your main office uses recyclable paper products.			
<b>Do you have additional BMPs for Trash and Recycling that would help you earn a Clean Marina Certification?</b>			

- Resources for Waste Management: Recycling and Trash**
- 1) [RIDEM regulation prohibiting dumping of trash into water](#)
  - 2) [Regulations for the Reduction and Recycling of Commercial and Non-Municipal Residential Solid Waste](#)
  - 3) [Solid Waste Regulation No. 1 – No Storage > 3 cubic yards](#)
  - 4) [RIDEM-RIMTA Zero Plastic Checklist](#)
  - 5) [Rhode Island Resource Recovery Corporations Recycling Guidelines](#)





## Section 4: Hazardous Waste

Mismanagement of hazardous waste generated by a marina/boatyard and its patrons can cause harm to the environment if proper disposal mechanisms are not in place. The marina operator may be liable for damages and injuries that might occur should a fire or explosion result from hazardous waste placed in the dumpster. The marina/boatyard operator also may be liable for clean-up costs should environmental contamination occur. Therefore, RI Clean Marinas handle hazardous waste according to all applicable state and federal laws. Mandatory requirements include the RIDEM Rules and Regulations for Hazardous Waste Management, Emergency Planning and Right to Know Act (EPCRA) Tier II reporting, and the RIDEM Universal Waste Rule.

<b>4. Hazardous Waste</b>			
<b>Mandatory Requirements</b>			
	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You are a registered hazardous waste generator with a permanent EPA Identification number.			
You adhere to all legal reporting and record keeping requirements as it relates to generated waste.			
You have and use Safety Data Sheets (SDS)			
You have and use the most recent Emergency Planning Right-to-Know (EPCRA) Tier II Form.			
All waste containers are clearly marked and labeled as to their contents and placed in designated area.			
<b><i>Hazardous Waste Disposal Checklist</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your facility follows the appropriate procedures for disposal of:			
Batteries.			
Chemical Strippers.			
Contact Cement.			
Diesel.			
Drain Cleaners.			



Gasoline.			
Kerosene.			
Paints Still in Liquid Form.			
Refrigerants.			
Solvents.			
Used Oils.			
Maintenance Debris (Rags, Filters, etc.)			
Other			
<b>Universal Waste Disposal Checklist</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your facility follows the appropriate procedures for disposal of:			
Aerosol Cans.			
Barometers			
Electronics (E-Waste).			
Lightbulbs with Mercury (i.e. Fluorescents).			
Mercury-Containing Equipment.			
Oils-Based Finishes.			
Other.			



<b>Best Management Practices</b>			
<b><i>Pollution Prevention</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your employees are trained in hazardous materials management practices.			
Your mechanics/staff reduce the amount of shop towels they use, and towels are not used for the purposes of waste disposal. Shop towels saturated with liquids that are considered hazardous wastes must be handled as hazardous waste.			
You have designated staff in charge of Hazardous Waste related operations. (E.g., They are in charge of conducting periodic reviews of our chemical usage to identify trends and any potential problems – This helps us minimize our waste generation.)			
You minimize the use of hazardous substances at your facility. For example, you encourage customers and contractors to use bottom paints with least negative environmental consequence, such as antifouling products like Teflon, silicone, polyurethane, and wax (Avoid soft ablative paint products).			
You provide shared access to a waste oil storage/disposal site that customers are able to utilize. Ultimate disposal of any waste oil or other fluids is handled by our staff.			
Environmentally-responsible cleaning products and techniques are used to avoid toxic chemicals such as ammonia, petroleum distillates, sodium hypochlorite or chlorinated solvents.			
<b><i>Education</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
You facility promotes the use of bottom paints with the least negative environmental/water quality impacts (e.g., antifouling products like Teflon, silicone, polyurethane and wax). Avoid soft ablative paint products.			
<b><i>Preparation</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Spill kits are provided and made accessible when washing parts in order to help minimize the impacts on environmental surroundings.			
<b>Do you have additional BMPs for Hazardous Waste that would help you earn a Clean Marina Certification?</b>			



### Resources for Hazardous Waste

- 1) [RIDEM Rules and Regulations for Hazardous Waste Management](#)
- 2) [RIDEM Emergency Planning and Right to Know Act \(EPCRA\)](#)
- 3) [RIDEM Universal Waste Rule](#)



## Section 5. Water Resources: Stormwater, Greywater, Wastewater

Stormwater runoff is rain and melted snow that has not been absorbed by the ground. As stormwater washes over the surface of the ground, it collects petroleum products, fertilizers, other harmful substances. These are called non- point sources of pollution. All these pollutants are carried into surface waters where they adversely impact water quality, making coastal waters less desirable for human recreation and less capable of supporting wildlife. RI Clean Marinas are encouraged to take strides in reducing the non-point sources of pollution from their properties. Good practices should aim to increase infiltration of stormwater and increase uptake of stormwater by vegetation on site.

Illness and excessive nutrient loads are the primary concerns associated with sewage discharges from recreational boats. When boaters discharge raw sewage overboard, they are potentially exposing people to the bacteria and viruses contained in the effluent. Therefore, RI Clean Marina encourage proper use of pump-out facilities (if applicable) and waste dump receptacles by boaters, particularly liveaboards and overnighters. Along with pump-outs, they ensure that their restroom facilities are maintained properly for operation and are in good sanitary condition to encourage their use.

Greywater is the relatively clean wastewater from baths, sinks, washing machines, and other kitchen appliances. RI Clean Marinas encourage the implementation of water conservation techniques and avoidance of greywater discharge whenever possible.

Mandatory requirements for this section include RI-DEM RIPDES Permitting, the State No Discharge Compliance Program, and CRMC On-Site Wastewater Treatment System Permitting.

5. Water Resources: Stormwater, Greywater, and Wastewater			
Mandatory Requirements			
	Yes	No	N/A
Your location is in possession of a current Rhode Island Pollutant Discharge Elimination System (RIPDES) permit. RIPDES permits can be specific to on site construction and industrial wastewater. Industrial wastewater can result from boat maintenance activities.			
The sanitary facilities on-site are compliant with CRMC's Marina Permit.			



The on-site wastewater treatment system (OWTS)(a.k.a. septic system) is appropriately maintained.			
Sites with an on-site wastewater treatment system (OWTS) have grease traps (oil water separator).			
The pump out station(s) on-site is permitted, functions and is maintained regularly.			

(If yes, provide last known date of inspection or servicing) \_\_\_\_\_

### Best Management Practices

<b>Landscaping</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your landscapers use native plants and landscaping to act as buffers for runoff.			
Downspouts and storm drains are pointed to flow to an area of vegetation in order to help promote infiltration.			
Your low impact landscaping team prioritizes the use of aquatic safe herbicides/pesticides over more hazardous products and used sparingly.			
Your facility has a designated Stormwater program manager to overlook all low impact landscaping and water-wise practices on-site.			
<b>Stormwater/Greywater/Water Conservation</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Storm drains are labeled/stenciled in an effort to notify patrons of outfall points.			
Water conservation is practiced by using low flow fixtures			
Water conservation is practiced by using water-wise landscaping techniques.			



<b>Wastewater</b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Your facility is participating in the No-Discharge Compliance Program and has a designated agent to inspect and certify boats are following Rhode Island's No-Discharge Law.			
Your facility provides services (i.e. dump station(s) or wand attachments) for boats that are unable to be pumped out.			
Annual clean vessel checks are offered to customers			
<b>Do you have additional BMPs for Water Resources that would help you earn a Clean Marina Certification?</b>			

- Resources for Water Resources: Stormwater, Greywater, and Wastewater**
- 1) [RI-DEM – RIPDES – Stormwater Permitting Webpage](#)
  - 2) [RI-DEM – RIPDES – Multi Sector General Permit \(MSGP\)](#)
  - 3) [No Discharge Compliance Program](#)
  - 4) [RIDEM-On-site Wastewater Treatment System Permitting \(OWTS\)](#)



## Section 6. Air Quality/Pollution

Boats require a great deal of maintenance over the course of a year. Maintenance activities include engine tune-ups, hull washing, sanding and painting, and winterizing of boats. These activities may result in the concentrated release of harmful vapors, liquids, and dust. Mismanagement of hazardous waste can cause pollution of the environment and lead to costly penalties and cleanup costs if discharges occur. RIDEM’s Air Pollution Control Regulations are intended to prevent the harmful release of chemical vapors into the atmosphere. The regulations govern, among other things, petroleum fuel storage and dispensing facilities, spray painting operations, and sand blasting operations. RI Clean Marinas adopt pollution prevention measures that prevent the release of contaminants into the air during fueling of boats, sandblasting and other hull maintenance activities.

<b>6. Air Quality/Pollution</b>			
<b>Mandatory Requirements</b>			
<i>Mandatory Requirements</i>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
The dispensing fuel system used on your site follows general requirements for gasoline dispensing facilities to minimize vapor releases to the atmosphere.			
Air Permits for your facility are up-to-date and in compliance with the associated terms, conditions and record keeping requirements.			
Spray painting at your facility takes place on land, in a spray booth and/or under a tarp.			
The following regulations related to <i>spray painting</i> and <i>sand blasting</i> are understood and being complied with:			
Air Pollution Control Regulation # 11. Petroleum Liquids, Marketing and Storage. <a href="http://www.dem.ri.gov/documents/regulations/index.php#air">http://www.dem.ri.gov/documents/regulations/index.php#air</a>			
Air Pollution Control Regulation #5 : Fugitive Dust Containment.			
Air Pollution Control Regulation #19 : Surface Coating Operations			
Air Pollution Control Regulation # 7: Emission of Air Contaminants.			



<b>Best Management Practices</b>			
<b><i>Equipment and Signage and Staffing</i></b>	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Spray equipment with “high transfer” efficiency such as high-volume, low-pressure (HVLP) or high-efficiency, low-pressure (HELP) spray guns are used.			
Environmentally responsible tools/maintenance equipment is made available to “do it yourselfers” at your location (e.g. Dustless vacuum sanding machines, which are highly efficient in reducing airborne dust concentrations).			
Signage informs boaters, contractors and staff of environmental policies with respect to power washing and painting vessels.			
You have designated staff in charge of managing Air Quality/Pollution related activities.			
<b>Do you have additional BMPs for Air Quality that would help you earn a Clean Marina Certification?</b>			
<b>Resources for Air Quality/Pollution</b>			
<ol style="list-style-type: none"> <li>1) <a href="#">General Requirements for Gasoline Dispensing Facilities (Section 11.9)</a></li> <li>2) <a href="#">Spray Painting Regulation – Visible Emissions</a></li> <li>3) <a href="#">Air Pollution Control Regulation No. 5 -- Sand Blasting Regulation –Fugitive Dust</a></li> <li>4) <a href="#">Air Pollution Control Regulation No. 7-- Air Contaminants Detrimental to Person or Property</a></li> <li>5) <a href="#">Air Pollution Control Regulation No. 11 - Petroleum Liquids Marketing and Storage</a></li> <li>6) <a href="#">Air Pollution control Regulation No. 19 – Surface Coating Operations</a></li> </ol>			



## Section 7. Fuel Management

Petroleum in the water is a concern because of its physical properties and because it is toxic. Smaller, chronic spills are equally serious but far less visible. Exposure to the heavy metals and other toxins found in petroleum can diminish the ability of organisms to successfully reproduce. Therefore, prolonged exposure to petroleum is potentially harmful to the animals and plants that live in any of these environments. The state’s oil pollution control regulations are intended to prevent the discharge, escape or release of oil into the waters of the state and to preserve and protect the quality of these waters. The regulations govern, among other things, above ground storage facilities (i.e., tanks), spill response, storage and removal of oil spill cleanup debris, and spill prevention and emergency plans. RI Clean Marinas eliminate or reduce the amount of fuel and oil entering their boatyard and surface waters from boat bilges, fuel tank air vents and spills.

7. Fuel Management			
Mandatory Requirements			
	Yes	No	N/A
An approved Spill Prevention Plan has been created.			
Your site has an Above Ground Storage Tank that is permitted, meets all fuel containment needs as well as fire code requirements for spill prevention, and reporting requirements.			
Your site has an Underground Storage Tank that is registered and permitted with the state and meets all self-reporting requirements.			
Best Management Practices			
<i>Operations</i>	Yes	No	N/A
Bilges are inspected and cleaned prior to extended storage.			
Machinery and vehicles are stored and properly maintained to prevent oil spills and leaks.			



Your employees received oil spill identification and response training upon hiring and annually thereafter.			
Your site has a trained fueling attendant when the station is open.			
A procedure is in place to identify/report/visually inspect for fuel and oil leaks of boats and vehicles on-site.			
Regular inspections are required on all equipment in order to prevent machine seepage/oil spillage.			
Fuel hoses, pipes and tanks are routinely inspected and replaced as needed in order to prevent leaks (both large and small).			
<b>Do you have additional BMPs for Fuel Management that would help you earn a Clean Marina Certification?</b>			
<p><b>Resources for Fuel Management</b></p> <ol style="list-style-type: none"> <li>1) <a href="#">Regulations for Grease Traps (Oil Water Separators)</a></li> <li>2) <a href="#">General Requirements for Gasoline Dispensing Facilities (Section 11.9)</a></li> <li>3) <a href="#">Rules and Regulations for Underground Storage Tanks</a></li> <li>4) <a href="#">Rules and Regulations for Above Ground Storage Tanks</a></li> </ol>			