

# Criteria for Marinas



**BLUE FLAG  
NEW ZEALAND**

[blueflag.org.nz](http://blueflag.org.nz)



New Zealand operator of Blue Flag



**The Blue Flag is an internationally recognised and respected eco-label that is awarded annually to beaches, marinas and sustainable tourism boating operators which have met strict criteria in four categories: Water Quality, Environmental Management, Environmental Education, and Safety & Services. The Blue Flag programme was founded in 1987 and is run internationally by the Foundation for Environmental Education (FEE), a non-profit organization based in Denmark. There are currently over 4,000 Blue Flags flying in 48 countries.**

**New Zealand's National Operator of the Blue Flag programme is Keep New Zealand Beautiful (KNZB). In 2017, Blue Flags were awarded to 3 marinas and 1 Sustainable Boating Tourism Operator across the country.**

What makes the Blue Flag programme so unique and successful is its holistic nature. The standards were developed to ensure that Blue Flag sites are not only clean and environmentally sustainable, but provide the facilities and services that tourists around the world look for. It is for this reason that the Blue Flag programme is embraced by the World Health Organization, the



World Tourism Organization, and the United Nations Environmental Programme.

The Blue Flag criteria for marinas are organized into four main categories: Environmental Education, Water Quality, Environmental Management, and Safety & Services. The criteria are further categorised as either imperative or guideline. Imperative criteria must be complied with in order for a marina to be awarded a Blue Flag. Guideline criteria are strongly encouraged, but are not mandatory.

Blue Flag performs random and announced control visits to Blue Flag marinas during the boating season in order to ensure that all criteria are being met. This is critical to ensure that all awarded marinas uphold the integrity of the programme.

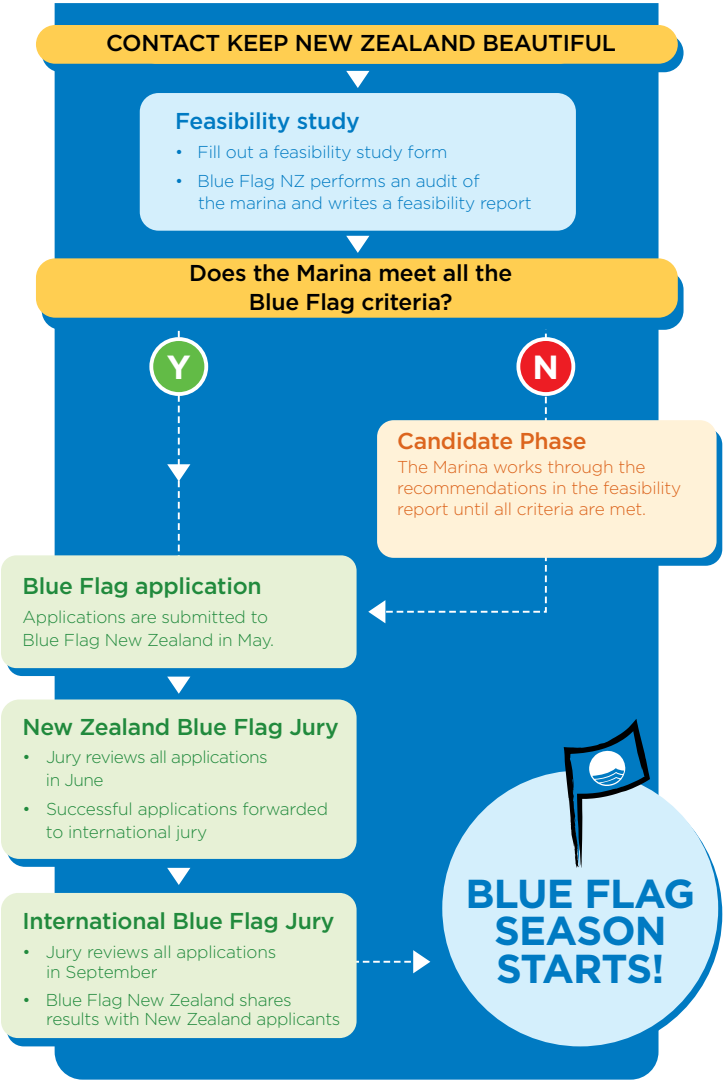
#### **DEFINITION OF A BLUE FLAG MARINA**

A Blue Flag marina must provide pontoons or piers for pleasure boats. If part of a larger harbour with other activities, the marina must be clearly separated from other harbour activities. The marina can be located in marine or inland waters. The applicant for Blue Flag accreditation is the authority charged with responsibility for the marina. This may be council or private marina operator.

KNZB and FEE reserve the right to refuse or withdraw Blue Flag accreditation from any marina where the local authority/marina operator is responsible for violations of national environmental regulations or otherwise acts in discord with the objectives and spirit of the Blue Flag programme.

# Steps to the Blue Flag Award

- 1 CONTACT US** - If you're thinking about getting your marina certified, contact us first - we have experience helping communities achieve the Blue Flag. As part of a national and international network of marina operators, we can draw from the knowledge and experience of marina operators around the world.
- 2 FEASIBILITY STUDY (OPTIONAL)** - Before you apply for the Blue Flag award, we can conduct a feasibility study of your marina. In addition to reviewing the marina's environmental management plan and other documentation, we will meet with you to assess the facilities. Following the site visit, we will prepare a feasibility study report outlining the steps required to meet all Blue Flag criteria. This report will provide a helpful framework to guide your initiatives.
- 3 CANDIDATE PHASE** - If your organisation agrees to adopt the recommendations of the feasibility study and proceed with Blue Flag certification, your marina will enter the pilot phase and become a Blue Flag "candidate." As a candidate, you may promote your efforts to achieve the Blue Flag.
- 4 BLUE FLAG APPLICATION** - Once the marina is in compliance with the Blue Flag criteria, you will be invited to submit an application. Applications are accepted each May and include other supporting documentation.
- 5 NATIONAL BLUE FLAG JURY** - The jury is made up of independent experts in environmental education, water quality, environmental management, safety, and tourism. The jury reviews all applications in June and forwards successful applications to an International Jury for final approval.
- 6 INTERNATIONAL BLUE FLAG JURY** - The International Jury reviews all applications in September. Once the jury announces its decision, KNZB shares the results with New Zealand applicants. This information



is embargoed from the media until the official announcement in October when we issue a national press release to promote New Zealand's awardees and candidates.

- 7 BLUE FLAG SEASON BEGINS!** - Once the marina is open for the season, the Blue Flag can be raised! Many awardees have flag-raising celebrations, and we help promote these events. Marinas are monitored by KNZB throughout the season to ensure that they continue to meet all of the criteria. All of New Zealand's Blue Flag beaches, marinas and sustainable boating tourism operators are promoted on **BlueFlag.org.nz**.

# Blue Flag Criteria for Marinas



## ENVIRONMENTAL EDUCATION AND INFORMATION

- 1 Information relating to local eco-systems and environmental elements must be available to marina users. (p6)
- 2 A code of conduct that reflects appropriate laws governing the use of the marina and surrounding areas must be displayed at the marina. (p7)
- 3 Information about the Blue Flag marina Programme and/or the Blue Flag marina criteria and other FEE eco-label must be displayed in the marina. (p7)
- 4 The marina is responsible for offering at least three environmental education activities to the users and staff of the marina. (p8)
- 5 The Individual Blue Flag for boat owners must be offered through the marina. (p10)
- 6 Twice a year there is a meeting with the staff about Blue Flag measurements/environment/sustainability. (Guideline) (p10)
- 7 Every employee knows about Blue Flag and can communicate about Blue Flag with the guests. (Guideline) (p10)
- 10 Sensitive areas must be managed accordingly. (p12)
- 11 Adequate and properly identified containers must be in place for the storage of hazardous. (p13)
- 12 Adequate and well-managed litterbins and/or rubbish containers must be place. The wastes are handled by a licensed contractor and disposed of at a licensed facility. (p13)
- 13 Recycling bins must be available at the marina. (p14)
- 14 Bilge water pumping facilities should be available at the marina (Guideline) (p14)
- 15 Toilet tank waste reception facilities must be present at the marina. (p15)
- 16 All buildings and equipment must be properly maintained and be in compliance with national legislation. (p15)
- 17 Adequate, clean and well signposted restroom facilities, including washing facilities must be in place and provide drinking water. Sewage disposal is controlled and directed to a licensed sewage treatment plant. (p16)
- 18 If the marina has boat repairing and washing areas, no pollution must enter the sewage system, land or water. (p16)
- 19 Sustainable transportation should be promoted (Guideline) (p17)



## ENVIRONMENTAL MANAGEMENT

- 8 A marina management committee should be established to be in charge of instituting environmental management systems and conducting regular environmental audits of the marina facility. (p11)
- 9 The marina must have an environmental policy and plan in place. The plan must include references to water management, waste and energy consumption, health and safety issues, and the use of environmentally-friendly products wherever possible. (p12)
- 20 Parking and driving is not permitted in the marina, except for designated areas. (p17)
- 21 The water consumption in the sanitary facilities and showers must be controlled (Guideline) (p17)
- 22 There must be an environmental policy and an environmental plan for the marina. The plan should include a data collection of water management, waste and energy consumption, health and safety issues as well as the use of environmentally friendly products wherever possible. All employees must be informed and educated about these issues. (p18)
- 23 Only environmentally friendly cleaning products must be used for the cleaning of the facilities in the marina (Guideline) (p18)
- 24 Only environmentally friendly toiletries, paper towels and toilet papers must be provided in the sanitary facilities of the marina. Soap and other personal care products must be provided in dispensers with a dosing system (Guideline) (p18)



- 25** Only energy efficient lighting must be used. Sensors which regulate the use of the light should be installed wherever considered as being useful (Guideline) (p19)
- 26** The energy supply of the marina should be based on renewable energies (Guideline) (p19)
- 27** The marina should aim to be carbon neutral (Guideline) (p19)
- 28** Artificially-made green areas and gardens in the marina must be maintained sustainably (Guideline) (p20)
- 29** The facilities in the marina should be made of environmentally friendly materials. Local suppliers should be preferably used when equipping the marina with new buildings, infrastructure or furniture (Guideline) (p20)



### SAFETY AND SERVICES

- 30** Adequate and well signposted lifesaving, first aid, and firefighting equipment must be present. (p21)
- 31** Marinas must have emergency plans in case of pollution, fire or other accidents. (p22)
- 32** Safety precautions and information must be posted at the marina. (p23)
- 33** Electricity and water must be available at the berths. (p23)
- 34** Wheelchair access and accessibility features should be in place (Guideline) (p24)
- 35** A Map indicating the location of the different facilities must be posted at the marina. (p24)



### WATER QUALITY

- 36** The water in the marina must be visually clean without any evidence of pollution, e.g. oil, litter, sewage or other evidence of pollution. (p25)



### CORPORATE SOCIAL RESPONSIBILITY

- 37** The marina management should have a CSR policy, covering the areas of Human Rights, Labour Equity Environmental Education and Anti-corruption (Guideline) (p25)



### SOCIAL/COMMUNITY INVOLVEMENT

- 38** The marina management should take at least two measures to encourage sustainable relationships in the immediate environment and to fulfill its commitment to perform better on social field. (Guideline) (p26)

**Appendix A** (p27)

**Appendix B** (p31)

**Resources** (p33)



## ENVIRONMENTAL EDUCATION AND INFORMATION

### 1 Information relating to local eco-systems and environmental elements must be available to marina users

#### *Imperative*

#### **Blue Flag Information Board**

The aim of this criterion is to ensure that the marina users and boaters are well informed and educated about the eco-systems and sensitivity of the surrounding environment, and that they are motivated to learn about and experience this environment in a responsible way.

The information about the coastal zone eco-system and nearby sensitive, natural areas and marine areas (including Coastal or Marine Protected Areas) must be publicly displayed on the information board at the marina. Nearby sensitive areas are defined as areas within walking distance from the marina (a few kilometres) and nearby sensitive, natural marine areas are defined as coastal or inland areas easily reached by boat (within the distance frequently sailed by the users of the marina). The information must include both the information about the sensitive area and, in cases where it is possible to visit the sensitive area, a code of conduct for activities within the area. Details must also be provided about sensitive marine areas to avoid when sailing or mooring.

It is particularly important for applicants with marinas located in natural settings to pay

close attention to this criterion. If there are no particularly sensitive areas nearby, information about the general surrounding eco-systems must be posted. Other general environmental information about the surrounding environment could also be appropriate and could demonstrate the environmental commitment of the marina.

Some sites at/near the Blue Flag marina may be very sensitive and require special management. In these cases, the marina operator is strongly encouraged to consult an appropriate conservation organisation for advice on how to manage these sites. Where areas require special management, at the time of application, the applicant must provide confirmation that this consultation has taken place and that a management plan will be implemented.

In exceptional cases, the sensitivity of certain natural areas may preclude them from being included in the information posted at the marina, due to the fact that such information could increase the number of visitors to the area and possibly endanger wildlife or impact on habitats.

## 2 **A code of conduct that reflects appropriate laws governing the use of the marina and surrounding areas must be displayed at the marina**

### *Imperative*

A code of environmental conduct must cover the following issues:

- Use of the reception facilities for hazardous waste / oil waste, etc.
- Use of the garbage containers / litter bins / waste recycling facilities
- Respect for sensitive protected natural areas
- Avoidance of sensitive protected areas where sailing is prohibited
- Use of the boat-repairing and washing

areas according to the prescriptions

- Prohibition of emptying litterbins, toilet tank waste, etc. into the marina, sea or along the coast
- Use of the toilet tank waste facilities

The code of conduct must be posted on the information board. In addition, the code of conduct can be distributed to boat owners (leaflet form) when possible, and could also be available on the marina website.

## 3 **Information about the Blue Flag marina Programme and/or the Blue Flag marina criteria and other FEE eco-label must be displayed in the marina**

### *Imperative*

Information about the Blue Flag Programme must be displayed on the information board. The correct Blue Flag logo must be used, in accordance with the FEE branding guidelines. The essence of each of the four categories of Blue Flag criteria must be explained. It is strongly recommended that the entire list of criteria is available at the marina for interested visitors. Furthermore, contact details of the Blue Flag International Head Office, the national Blue Flag operator and the local person responsible for the marina must be displayed. Visitors must be encouraged to contact the relevant authority if they come across any non-compliance with the Blue Flag marina criteria.

Blue Flag beaches and marinas must promote the Green Key Programme as another eco-label FEE Programme with a message such as: "Along with the Blue Flag, the Foundation for Environmental Education also develops another eco-label for touristic enterprises: Green Key. Find more information at: [www.green-key.org](http://www.green-key.org)."

The information posted on the information board must also include the duration of the Blue Flag season and on what basis a marina can

receive Blue Flag accreditation. The following information about the Blue Flag Programme could be useful when preparing the information to be posted at the information board:

### **The Blue Flag Programme:**

This marina has been awarded a Blue Flag. The Blue Flag is an environmental award given to marinas making a special effort to implement sound management with respect to the local environment and nature, and providing users with information on environmental issues. To attain the Blue Flag, the marina has to comply with a number of criteria concerning environmental information and education, environmental management, safety and service facilities, and water quality.

The Blue Flag is awarded by the Foundation for Environmental Education (FEE), a non-governmental environmental organisation and is represented by national organisations in each of the participating countries in Europe, the Caribbean, New Zealand and South Africa. Along with the Blue Flag, FEE also develops another eco-label for accommodations: Green Key. Find more information at: [www.green-key.org](http://www.green-key.org).

- The Blue Flag is an environmental award for beaches sustainable boating tourism operators and marinas
  - The Blue Flag is concerned with four main areas:
    - 1) Environmental education and information
    - 2) Environmental management
    - 3) Safety and service facilities
    - 4) Water quality
  - The Blue Flag is only awarded for one season at a time and the award is only valid as long as the criteria are fulfilled. When this is not the case, the persons responsible at local level must remove the Blue Flag
  - The national FEE organisation conducts control visits to the Blue Flag sites during the season.
- You can help the Programme by also taking action to protect the environment:**
- Follow instructions of the code of conduct at the marina
  - Use environmentally-friendly products for paints, detergents, chemicals etc.
  - Report any pollution or other violations of environmental regulations to the authorities
  - Save water, electricity and fuel
  - Encourage other sailors to take care of the environment

## 4 The marina is responsible for offering at least three environmental education activities to the users and staff of the marina

### *Imperative*

Environmental education activities promote the aims of the Blue Flag Programme by:

- Increasing the awareness of, and care for, the aquatic environment by recreational users and inhabitants of the adjacent areas.
- Providing training in environmental matters and best practice methods to marina personnel, suppliers to the marina and other tourist services operating in the area of the marina
- Encouraging the participation of local stakeholders in local ecosystem management
- Promoting sustainable recreation and tourism in the area
- Promoting sharing of ideas and efforts between the Blue Flag Programme and other FEE Programmes (YRE, LEAF, Eco-Schools and Green Key).

The planned activities for the coming season must be included in the application form, as well as information about the environmental education activities carried out during the previous Blue Flag season (if applicable).

There must be at least three different activities offered by the marina and carried out within the Blue Flag season. The activities must focus on the environment, environmental issues, Blue Flag environmental issues or sustainability issues.

The education activities should be effective and relevant. It is recommended that the marina management should re-evaluate the activities implemented in previous seasons and work towards constantly improving them.

Furthermore, these environmental education activities must be offered for free. A small participatory fee is accepted if need be to cover costs such as lunches, water etc. But no business benefits can be made of these environmental education activities.

If specific environmental areas (including Marine Protected Areas) exist near a Blue Flag marina (e.g. mangroves, sea grass beds), it is strongly recommended that 1 or 2 environmental activities deal with these sensitive, natural areas.



## Types of Activities

There must be a mix of different types of educational activities carried out by the marina. The different types of activities can be divided into five categories:

Activities for Passive Participation: This could include exhibitions, demonstrations, films, presentations, slide shows, conferences, debates, presentations by international experts, etc.

Activities for Active Participation: This includes guided tours, educational games, theatre/plays, cleaning days, photography or drawing competitions, nature reconstruction projects, recycling projects, green technology projects, community coastal monitoring programmes, etc.

Training Activities: This could be training for boaters or marina staff, people in charge of children groups, contractors, specific national training programmes, etc.

Publishing and Media: The production of leaflets, stickers, interpretive signs, postcards, school and municipal newsletters, books, T-shirts, bags, posters, radio broadcasts, etc.

Blue Flag Environmental Information Centre: This is a place where specific information about Blue Flag and environmental education issues can be provided. Such a centre or place should offer both activities and exhibitions and provide environmental and nature information in order to qualify as an environmental interpretation or education centre. Information about its location and activities is provided at the marina or in nearby tourist information offices.

## Target groups

The activities must be addressed to a wide range of different target groups. These target

groups include visitors, boaters, workers, locals, other tourism employees, fishermen, local industries, etc.

The types, amounts and target groups of activities must match the situation. For example, in a major tourist destination, more than one activity per season should be available to the general public.

## Connection with existing programmes

It is recommended that the marina work with other groups, NGO's, with local Blue Flag beaches or with participants of other FEE programmes, with experts and universities to help set up and implement the activities.

## Information about activities

Information about the publicly accessible activities must be made available at the marina and preferably also in tourism newspapers or magazines or posted in tourism offices. The published information should include: what kind of activities, when and where are they going to take place, who they are for, etc.

## Not Acceptable

Activities that are not acceptable for meeting this criterion are activities:

- carried out to meet other Blue Flag criteria such as the general cleaning of the marina, waste management, recycling, etc.
- focusing only on tourism without a specific focus on sustainable tourism
- otherwise carried out by the marina as part of the standard management of health, safety, or tourism.

## Examples

Examples of good educational activities can be obtained by contacting Keep New Zealand Beautiful.



## **5 The Individual Blue Flag for boat owners must be offered through the marina**

### *Imperative*

A marina must offer the Individual Blue Flag for Boat Owners at its office. The Individual Blue Flag is a small flag offered to boat owners who commit to an environmental code of conduct. Both national and foreign boat owners are eligible for the Individual Blue Flag.

Blue Flag New Zealand will provide certified marinas with a Blue Flag for Boat Owners pledge form that contains all of the recommended commitments, and includes space for boaters to provide their signature, name, and address.

If the boat owner hands in the signed pledge form to marina staff, the marina should provide the boater with a flag and send the signed Code of Conduct to KNZB. Alternatively, the boat owner may choose to send the signed Code of Conduct directly to KNZB. Regardless, all boat owners flying the Blue Flag must have their name and addresses registered with KNZB.

Information about the Individual Blue Flag for Boat Owners must be displayed on the information board.

## **6 Twice a year there is a meeting with the staff about Blue Flag measurements/environment/sustainability**

### *Guideline*

This is preferably done before and after the Blue Flag season, but for those marinas with yearlong seasons, the meetings can be done

every six months. This can be checked by reports of minutes of management meetings.

## **7 Every employee knows about Blue Flag and can communicate about Blue Flag with the guests**

### *Guideline*

There is an internal system in the marina management that new staff are informed about the Blue Flag programme and that, especially for new employees, there is a training of what

Blue flag criteria means in his/her job. Part-time staff in high-season should also be informed about Blue Flag.



## ENVIRONMENTAL MANAGEMENT

### **8 A marina management committee should be established to be in charge of instituting environmental management systems and conducting regular environmental audits of the marina facility**

#### *Imperative*

Blue Flag is a multi-disciplinary programme, often requiring cooperation between various agencies and stakeholders. Establishing a marina management committee ensures that these personnel work together throughout the years to maintain Blue Flag standards.

The marina management committee should consist of all the relevant stakeholders at the local level. Relevant stakeholders could include representatives from: the local authority, local

tourism, sailing organisations, Marine Protected Area representative, educational representative, local environmental NGO, etc.

The marina management committee should cooperate with the marina manager to institute the environmental management system and to conduct regular environmental audits of the marina. The committee is furthermore jointly charged with ensuring compliance with other environmental management criteria.

## 9 The marina must have an environmental policy and an environmental plan. The plan must include references to water management, waste and energy consumption, health and safety issues, and the use of environmentally-friendly products wherever possible

### *Imperative*

As a standard of excellence, Blue Flag requires that applicants manage the marina and facilities in compliance with local and national legislation. This includes building codes, land use planning, environmental assessments, wastewater treatment, environmental management, and accessibility. As well, operators are expected to have an environmental plan in place that references water management, waste and energy consumption, health and safety issues and the use of environmentally friendly products.

This criterion encourages the marina to investigate the environmental loads entering the marina, to plan and perform improvements of the environmental conditions at the marina, and finally to document these improvements. The criterion therefore not only aims to encourage marinas to get an overview of the environmental situation, but also to focus on the action that needs to be taken. Planning and improving the environmental conditions at the marina can, at the same time, have a positive effect on the economy of the marina.



The marinas participating in the Blue Flag Programme are very different in size and capacity. See Appendix A for two suggestions on how to comply with this criterion.

## 10 Sensitive areas must be managed accordingly

### *Imperative*

Some sites at or near the Blue Flag marina may be environmentally sensitive and require special management. In these cases, the marina operator must consult an appropriate conservation organisation or expert for advice on how to manage these areas. Where areas require special management, at the time of application, the applicant must provide confirmation that

this consultation has taken place and that a management plan will be implemented.

In or near a Coastal and/or Marine Protected Area, it is necessary to consult with the coastal or Marine Protected Area Management in order to ensure compatible ecosystem conservation and biodiversity goals.

## **11 Adequate and properly identified, containers must be in place for the storage of hazardous waste**

### *Imperative*

The collection facilities for hazardous waste must provide segregated, properly identified containers for all relevant hazardous waste (e.g. paints, solvents, boat scraping, antifouling agents, batteries, waste oil, flares, etc.). It is mandatory to have separate containers for at least three different types of hazardous waste and it is preferable that one be motor oil. The collection facilities must be clean and environmentally safe, and the waste containers must be suitable for the type of hazardous waste they are holding. Containers must be placed on concrete flooring, a metal tray or another solid material to prevent leaching into the soil. Proper precautions must be taken to prevent leaks, combustion, explosions, etc. Hazardous waste should be stored away from other marina facilities and must not pose a danger to visitors

**To ensure the correct collection, sorting, storage and disposal of the waste, the marina must comply with national waste management standards.**

or the general public. The facilities should not be located close to the water and when possible, should be aesthetically pleasing. In the event of an accidental spill, the area around the containers must be cleaned up immediately.

Hazardous waste must be handled by a licensed contractor and disposed of at a licensed facility. Facilities must be approved by authorities on the basis of environmental requirements. To ensure the correct collection, sorting, storage and disposal of the waste, the marina must comply with national waste management standards. The duty of the marina receiving the Blue Flag is to ensure that the waste is properly disposed of.

In the case of a small and/or remote marina (less than 150 berths), a marina may negotiate with another marina in the area that has the facilities to recover and dispose of hazardous waste. In this case, this information must be very clear on the information board as well as to all clients of the marina. A written agreement needs to be signed between the two marinas; however, it remains the responsibility of the Blue Flag marina to ensure that the waste is properly managed.

## **12 Adequate and well-managed litterbins and/or rubbish containers must be placed. The wastes are handled by a licensed contractor and disposed of at a licensed facility**

### *Imperative*

All the land areas of the marina itself must appear clean with regularly emptied litter bins /rubbish containers. Also restaurants, shops, green areas, etc. in the marina must be kept clean.

Litterbins and/or rubbish containers must be functional and attractive. Consideration should be given to aesthetics as well as functionality. If possible, it is also recommended that litterbins should be made of environmentally-friendly products.

An adequate number of litterbins/rubbish containers must be present, depending on the number of users of the marina, the capacity of the litterbins/rubbish containers and how

frequently they are emptied.

Licensed disposal facilities means facilities approved by authorities on the basis of environmental requirements. The duty of the marina receiving Blue Flag accreditation is to make sure that its waste is properly disposed of. Licensed carriers must transport the waste to the licensed facility.

To ensure the correct collection, sorting, storage and disposal of the hazardous waste, the marina must comply with national/international waste management plans/standards

The marina must ensure cleaning of the area

as often as needed (could be every day). In the case of severe pollution coming from outside, such pollution must immediately be removed according to the procedures in the emergency plan. In very severe cases, it may be necessary to withdraw the Blue Flag temporarily

explaining the reasons for the withdrawal on the information board.

At the same time, it is important in the code of environmental conduct (criterion no. 2) to educate the marina users not to throw rubbish, empty toilet tanks etc. into the marina or the sea.

### 13 Recycling bins must be available at the marina

#### *Imperative*

In order to encourage people to recycle, it has to be convenient - so it is important that there are enough recycling bins to service the number of visitors at the marina, and that they are easy to find. Provide separate containers for the types of waste that are recycled in your region, such as glass, cans, paper, plastic, organic material, etc. The marina must have facilities for receiving at least three different kinds of recyclable waste materials.

To facilitate use, the containers must be well labelled, and if appropriate, in different languages. Information about how to separate the recyclable waste must be provided at the location of the recycling facility or at the information board.

The marina receiving Blue Flag accreditation has the duty to ensure that its recyclable waste is properly recycled. Licensed carriers must transport the waste to the recycling facility.

### 14 Bilge water pumping facilities should be available at the marina

#### *Guideline*

The bilge water pumping facilities should be able to separate the oily bilge water or extract water from oily residues.

The bilge water pumping facilities can be provided within the marina or in very close proximity to the marina. These facilities must be easily accessible for all potential users.

In the case of a small and/or remote marina (less than 150 berths), a marina may share this facility with a neighbouring marina. In this case, this information must be very clear on the information board as well as to all clients of the marina. A written agreement needs to be signed between the two marinas; however, it remains the responsibility of the Blue Flag marina to ensure that the bilge pumping facilities are properly managed.



## 15 Toilet tank waste reception facilities must be present in the marina

### *Imperative*

Sewage discharges in bodies of water can negatively affect water quality, and impact marine life and recreational water use. Sewage pump-out facilities encourage boaters to follow environmental best practices by discharging at an appropriate facility where sewage will be sent for treatment.

The toilet tank waste reception facilities may consist of a permanent toilet pump-out station located on a pontoon or at quayside, a mobile toilet pumping facility or a black water pumping van.

The facilities must be easily accessible to boat owners, at any time during marina operations, and preferably located within the marina or in a very close proximity to the marina.

It is recommended that the toilet tank waste

reception facilities should be suited to the local practice patterns and boat characteristics.

The toilet tank waste reception facilities must comply with the national legislation.

In the case of a small and/or remote marina (less than 150 berths), the possibility of sharing this facility with a neighbouring marina is permitted. Additionally, a small and/or remote marina can also offer the services of a contractor to take care of this. In both cases, the information must be very clear on the information board as well as to all clients of the marina. A written agreement needs to be signed between the two marinas, or the Blue Flag marina and the contractor, however it remains the responsibility of the Blue Flag marina to ensure that the toilet tank reception facilities are properly managed.

## 16 All buildings and equipment must be properly maintained and be in compliance with national legislation

### *Imperative*

The marina (including all the buildings and equipment) must be well maintained and must comply with national and international legislation. The marina must have all the necessary permits to function as a marina. If a new marina with more than 500 berths is to be constructed or an existing marina is to be extended by more than 250 berths, an Environmental Impact Assessment must be conducted.

Other buildings/facilities at the marina (including shops, restaurants, cranes, playgrounds etc) must be clean, safe, properly maintained and in compliance with relevant legislation. No unauthorised pollution from buildings/facilities must enter the marina land, water or surroundings.

It is strongly recommended that the marina uses environmentally friendly equipment and products in the buildings whenever possible.

Green areas like lawns, gardens, and naturalised areas at the marina should also be properly maintained in an environmentally responsible way (without the use of pesticides, etc.).

**It is strongly recommended that the marina uses environmentally friendly equipment and products in the buildings whenever possible.**

Consideration must be given to the general appearance of the marina. It must be well integrated within surrounding natural and built environments, should give consideration to design standards, and meet environmental and aesthetic requirements. The Blue Flag must not fly during substantial renovations at the marina.

**17 Adequate, clean and well signposted restroom facilities including washing facilities must be in place and provide drinking water. Sewage disposal is controlled and directed to a licensed sewage treatment plant.**

*Imperative*

The sanitary facilities must be in good condition, clean and well kept. The sanitary facility buildings must also be well maintained and in general accordance with national building legislation.

The sanitary facilities must include toilets, washbasins and showers. There must also be drinking water available. Other facilities could include washing machines.

The number of sanitary facilities available in the marina must be adequate for the number of marina visitors in the peak season (generally at least one toilet, one urinal, one shower, one hand washing basin per 25 berths). The marina management must discourage boat owners from using boat toilet facilities during their stay in the marina.

The sanitary facilities must be easily accessible and located not too far away from any point in the marina (in general less than 200 metres from any boat at any berth). The location of the sanitary facilities must be easy to locate (using signs or indications on the map of the marina).

The sanitary facilities must be linked to a licensed sewage treatment system, and the system must be in compliance with the national legislation. If the marina is very small and/or very remote, the National Jury can, in special cases, approve another safe way of disposing of the wastewater generated by the marina.



**18 If the marina has boat repairing and washing areas, no pollution may enter the sewage system, marina land and water, or natural surroundings**

*Imperative*

A marina with boat repairing and washing areas must comply with all standards and regulations in national and international legislation. Boat repairs and washing must take place in a designated area at the marina. There must be collection filters (or equivalent systems) to prevent hazardous substances from entering the sewage system and the marina land/water. The collection filters must

be regularly emptied and the waste in the filters should be treated as hazardous waste.

Larger repairing activities (such as grinding, polishing, or sandblasting) which cause dust pollution must take place under cover or indoors under controlled conditions. Collected waste must be handled as hazardous waste. Serious noise pollution from boat repairing and washing must be avoided.



## 19 Sustainable transportation should be promoted

### Guideline

Transportation has a big impact on the environment, from affecting local air quality to increasing greenhouse gas emissions. A truly sustainable marina should be accessible by cycling, walking or public transit.

There are several ways that you can encourage sustainable transportation:

- Provide and encourage public transportation like trains, buses and streetcars.
- Offer shuttle buses to and from the marina.
- Provide cycling and pedestrian trails to and from the marina.
- Provide cycling infrastructure like trails, bike racks, and bike rentals or loans.
- Ensure that there are adequate sidewalks to encourage walking.



## 20 Parking and driving is not permitted in the marina, except for designated areas

### Imperative

In general, parking and driving cars inside the marina should be avoided. The use of cars should, wherever possible, be replaced with sustainable transportation (public transportation, bicycles, etc.).

If parking and driving within the marina cannot be avoided, driving and parking must only take place in areas designated for this purpose. It is very important in the planning of these areas to consider the safety and free passage of people walking in the marina.

## 21 The water consumption in the sanitary facilities and showers must be controlled

### Guideline

It is recommended that the marina uses water-saving measures in taps, showers and toilets such that:

- 1 There is a maximum flow of 9 litre/minute out of showers.
- 2 There is a maximum flow of 6 litre/minute out of the taps.
- 3 There is a maximum flow of 6 litre per toilet flush.

### Exceptions:

When toilets have a grey water system or have a stop button, a maximum of 9 litres per flush is allowed.

In addition to the reduction of water consumption, the marina could take additional measures including the use of pressure or sensor faucets, a system to stop the water flow easily, payment system (coins, Sep key), use of greywater, a water recycling system, etc.

## **22 There must be an environmental policy and an environmental plan for the marina. The plan should include a data collection of water management, waste and energy consumption, health and safety issues as well as the use of environmentally friendly products wherever possible. All employees must be informed and educated about these issues**

### *Guideline*

The marina registers its annual consumption data of gas, water, electricity, waste, and (optionally) cleaning products. These data are converted into indices. For this purpose, use is made of an Excel sheet.

The records must show the following information:

- Quantities of gas, electricity, water.

- All charges for gas, electricity, water.
- Cost per unit consumption of gas, electricity, water

### **There is an energy audit every 5 years**

The marina management has commissioned a further study of the energy performance of the recommended measures. The measures are included in the sustainability programme.

## **23 Only environmentally friendly cleaning products must be used for the cleaning of the facilities in the marina**

### *Guideline*

Sanitary and interior cleaning products must have an accredited environmental label, or are products which are not on the blacklist (see APPENDIX B: Green Key blacklist).

When outsourcing the cleaning operations, the current contract should be reviewed with the above terms to be included in the next contract review and definitely within one year after the initial assessment for the Blue Flag.

### **Exceptions:**

Specific cleaners that are regulated by laws for health and safety, hygiene and / or food safety (HACCP) either periodically or in case of emergency are not covered by this criterion.

For daily cleaning activities only fibre cloth products are used.

## **24 Only environmentally friendly toiletries, paper towels and toilet papers must be provided in the sanitary facilities of the marina. Soap and other personal care products must be provided in dispensers with a dosing system**

### *Guideline*

Paper towels and toilet paper must be made of non-chlorine bleached paper or must have an eco-label.

## 25 Only energy efficient lighting must be used. Sensors which regulate the use of the light should be installed wherever considered as being useful

### Guideline

All lighting should be energy efficient (PSL, TL, SL, LED etc). Not later than one year after the inspection of the marina, energy efficient lighting should be used in and around (i.e. outdoor) the buildings. For bulbs not meeting the criterion the marina should provide a substitution plan.

Energy-efficient lighting has a minimum light output of 40lumen / watt and PL, TL, SL and LED lighting satisfy this condition. Halogen lighting and traditional lightbulbs should not be used in the marina anymore.

If there is no suitable alternative the marina

may get a dispensation for this point. The marina must demonstrate that energy efficient lighting can not be technically realized or that the required investment has a payback period of > 5 years.

In and around the buildings of the marina there should be a substantial use of lighting sensors to prevent unnecessary illumination.

Lighting Sensors can turn lights on / off based on for example the presence of people (motion sensor) or too little light (light sensor). In this manner unnecessary use of lamps is prevented.

## 26 The energy supply of the marina should be based on renewable energies

### Guideline

The marina should aim to use renewable energy sources. This includes renewable energy sources such as wind, solar and water; through solar, windmills, photovoltaic solar cells (electricity generation) or similar renewable energy, tyleno hose for heating (tap) water etc. 100% of the total amount of electricity should be generated sustainably. Sustainably generated electricity is the name for electricity generated from renewable energy sources such as solar, wind and water. There are various names used: green energy,

green electricity or natural electricity.

**Green gas:** The total amount of purchased gas should be generated sustainably from biomass. Green gas is gas produced from biomass. This "biogas" is brought into the natural gas and thus reduces the use of the existing fossil natural gas resources. If you purchase green gas then this must be accompanied by a certificate of origin.

## 27 The marina should aim to be carbon neutral

### Guideline

The marina management could carry out a CO<sub>2</sub>-study for its activities (eg. To set a fixed CO<sub>2</sub> footprint) to investigate if it can be carbon neutral.

**Explanation:** Working with CO<sub>2</sub> emission certificates is always the culmination of activities. Save first, then see whether the marina itself can generate renewable energy. The third step is to neutralise CO<sub>2</sub> emissions by purchasing CO<sub>2</sub> certificates for the remaining CO<sub>2</sub> emissions.

## 28 Artificially-made green areas and gardens in the marina must be maintained sustainably

### Guideline

Chemical pesticides and fertilizers should not be used more than once a year, unless there is no organic or natural equivalent. An alternative could be to use gas flames or mechanical herbicides. By using gas flames the best effect is achieved if the plants are not burned down to the ground but rather just scorched.

Flowers and gardens should be watered in the early morning or after sunset. This is to reduce the water consumption, especially when tap water is used for watering. It is the best way to avoid evaporation and have the best impact on the roots of plants.

Rainwater should be collected and used for watering flowers and gardens. This is also to reduce tap water consumption. An alternative water system to store and use rainwater limits the use of fresh water for watering.

When planting new green areas endemic or

native species are used. Endemics use less water than non-endemic and it preserves the biodiversity of the surroundings.

When making a plan for new green areas think of the following components:

- a. introduction (including business data.)
- b. a global inventory of paved surfaces, plants and trees species on and around the marina and a description of present landscape elements;
- c. a description of how current and future natural areas on and around the marina are handled (e.g., in terms of pruning, lawn mowing, weed control etc.);
- d. make a management plan for natural areas within on and around the marina. This plan looks at the desired future development.
- e. summary measures and costs of the plan
- f. + appendices outline

## 29 The facilities in the marina should be made of environmentally friendly materials. Local suppliers should be preferably used when equipping the marina with new buildings, infrastructure or furniture

### Guideline

This encompasses buildings, furniture, infrastructure etc. For painting works, less environmentally harmful paints should be used that have an eco-label.

During new construction, reconstruction or renovation of the marina, the business should take into account the environment and sustainability of materials used. Examples are:

- The purchased wood that is processed in the building is durable, making use of certified wood that has been approved by national authorities. For example TPAC (Timber Procurement Assessment Committee) approved.
- The Energy Performance Coefficient (EPC) is at least 5% lower than required in

national legislation.

- Other measures could be: buffering rainwater, water conservation, biodiversity, the promotion of environmentally friendly mobility or reduction of emissions and pollution equipment in the building or by innovations in the use of the building.

Based on the sustainable procurement policy that was formulated in guideline 38, the marina management could ask suppliers for a signed declaration of delivery of sustainable products and services.

A sustainability declaration is a document with the requirements of the marina management on suppliers and in which the supplier declares to be committed to this effect.



## SAFETY AND SERVICES



### 30 Adequate and well signposted lifesaving, first-aid equipment and fire-fighting equipment must be present. Equipment must be approved by national authorities

#### *Imperative*

When addressing good safety practices in marinas, it is valuable to distinguish between the different role-players and the different types of action to be taken:

- The Users (sailors) versus the Marina Management and Staff
- Prevention measures versus Rescue/Emergency measures

Accident prevention is paramount for safety. To help prevent accidents, the marina management and staff must ensure that the marina facilities are properly maintained, that national legislation is followed, and that staff and users are well informed and/or trained about safety issues. It is strongly recommended that an assessment of the marina be undertaken to study safety issues, e.g. the placement of boats in relation to the possible spread of fires, etc.

If an accident does occur, the marina should have the necessary technical means or equipment to deal with it.

#### **Lifesaving equipment**

The following general guidelines must be followed when considering water safety in a marina:

- A person that falls in the water must be

able to get out of the water

- A person must be able to help or rescue a distressed person in the water without risking his or her own life.

The required lifesaving equipment in the marina must (at the minimum) include the presence of lifebuoys and ladders. Other types of lifesaving equipment could include boat-hooks, rescue boats, rescue stations, etc. at/near the marina. The lifesaving equipment must be approved by the national lifesaving body or comply with national or international standards. The equipment must be available in adequate numbers, easy to identify (well signposted) and easily accessible from all over the marina (not more than 200 meters from any point). The placement of equipment must be in compliance with national legislation. It must be available 24 hours a day throughout the Blue Flag season and the location of lifesaving equipment must be indicated on the marina map.

If no risk assessment has been conducted, a recommendation is for a ladder and public lifesaving equipment to be placed at least every 25-50 meters from any water-front point in the marina. Equipment should be available on each pier.

The equipment must furthermore be painted for visibility (red, orange and with reflectors).

## Fire-fighting equipment

The fire-fighting equipment in the marina must at least include the presence of fire extinguishers, but could also include water hoses, fire carpets, etc. The fire-fighting equipment must be approved by the national fire-fighting association/organisation/authority or comply with national or international standards.

The equipment must be available in adequate numbers, easy to identify (well signposted) and easily accessible from all over the marina (not more than 200 meters from any point). The placement of equipment must also be in compliance with national legislation. It must be available 24 hours a day throughout the Blue Flag season. The location of fire-fighting equipment must be indicated on the marina map.

Fire extinguishers must also be present at fuelling stations, near hazardous waste storage facilities and at locations where high temperature work is being done.

A guideline recommendation is to have handheld fire extinguishers placed every 25-50 meters or 1 fire extinguisher for every 15 berths. It would be also recommended to have a fixed water supply (fire hydrant) easily accessible from the top of the piers. When deciding on the size and type of extinguishers and their placement, consideration should be given to the size of the boats, the type of fuel primarily used, and the distance of the marina from an emergency fire department or fire brigade.

## First Aid

First-aid equipment must be present at the marina and can be located in the marina office or at other facilities (shops, restaurants, etc.). The first-aid equipment does not necessarily need to be available 24 hours a day, but must be available at reasonable times (e.g. the opening hours of the marina office). The content of a first-aid equipment box must comply with national legislation or meet the standards set by a national or international lifesaving association. In exceptional cases, the first-aid equipment can be located in a place very near to the marina (less than 200 metres away). The contents of the first-aid box must be regularly checked and items must be replaced if necessary. The availability and location of the first-aid equipment must be very clearly signposted on the information board and on the marina map.

## Other

It is recommended that the entrance/exit to the marina be clearly marked with signs for sailors.

It is recommended that the marina be well lit at night.

For dry docks and storage areas, it is recommended that the boats be placed so that emergency vehicles can move between the rows, and fire fighting equipment should be placed throughout the area. Local fire experts must be contacted for advice.

## 31 Marinas must have emergency plans in case of pollution, fire or other accidents

### *Imperative*

If an accident or emergency does occur, the marina must have the necessary emergency plan in place to deal with it. The emergency plan must state what to do in case of pollution, fire or other possible accidents affecting the safety of the marina. The staff at the marina must be informed about the emergency plan.

The emergency plan for the marina can be specific to the marina, but can also be part of a larger harbour, municipal or regional emergency plan. Relevant authorities must approve the emergency plan.

The emergency plan must include, at minimum, the following:

- Identification of the people to contact in case of an accident
- Involvement of administration services and people necessary to intervene
- Procedures for the protection or evacuation of people at or near the marina
- Procedure for warning the public

## 32 Safety precautions and information must be posted at the marina

### *Imperative*

Accident prevention is paramount for safety. In most cases, accidents that occur could have been prevented by the people involved. Thus, safety information and education for the marina users is very important.

General information about safety precautions must be posted at an easily accessible site at the marina, and on the information board. The safety precautions must include (at minimum) the following:

- Information about the correct storage of hazardous and flammable waste
- Directions for filling gas tanks at the fuelling station
- Signs for safety hazards (eg. unprotected piers)
- Prohibition of open fire or fireworks at the marina (unless there is a designated area or permission from the marina)
- Directions for the safe use of electrical outlets at the marina
- No swimming in the marina

- Information about the location of available public telephone, lifesaving, firefighting and first aid equipment
- Information about how to use the above-mentioned equipment
- Details on how to warn other people about an unsafe situation
- Information about who to contact for further information about safety at the marina
- Information about relevant emergency telephone numbers (police, fire department, ambulance, marina manager)

Other information could include:

- Guidance that children should wear lifejackets in the marina
- Information about first aid and lifesaving courses
- Guidance about the consumption of alcohol at the marina
- Information about how to prevent fire on individual boats

## 33 Electricity and water must be available at the berths

### *Imperative*

Electricity and water must be no more than 25 metres from the berths (except for boats not using electricity). There must be clear information about the conditions for using electricity and water, and there should also be information about energy and water conservation.

All installations must be safe and approved according to national and/or international legislation.

Public spaces at the marina must be lit for safety.



## 34 Wheelchair access and accessibility features should be in place

### Guideline



The marina must comply with local and national regulations regarding access and facilities for people with disabilities. The facilities for people with disabilities at a marina should include:

- Access to and around the marina (including the piers)
- Accessible parking
- Accessible restroom facilities

Other accessible facilities in a marina could include:

- Boating facilities
- Marina offices, shops, and restaurants
- Access to marina activities.

All access and facilities for disabled people must comply with all national and international regulations and standards. Toilets must be designed for wheelchair and other disabled users.

## 35 A Map indicating the location of the different facilities must be posted at the marina

### Imperative

A map of the marina area indicating all the required and other facilities must be posted on the information board. The following facilities must be indicated on the map:

- Reception facilities for hazardous waste and oil waste
- Rubbish containers
- Facilities for recyclable waste
- Toilet tank pumping/reception facilities (if present)
- Bilge water pumping/reception facilities (if present)
- Lifesaving equipment
- Fire-fighting equipment
- First-aid equipment
- Public telephone (if applicable)
- Sanitary facilities (toilets, showers, washing facilities, drinking facilities, etc.)
- Fuelling station (if present)
- Boat repairing and washing areas (if present)
- Marina office / club house

- Facilities for disabled people (if present)
- Designated parking areas (if present)
- Boat places reserved for guest boats (if present)
- Nearby public transportation (if very close to the marina)
- You are Here indicators
- Direction signs, e.g. North

Other facilities (like shops, restaurants, etc.) can also be indicated on the map.

The different facilities should preferably be indicated on the map as easily understood pictograms.

The cartographic co-ordinates of the marina should be presented in a clearly visible place.





## WATER QUALITY

### **36 The water in the marina must be visually clean without any evidence of pollution, e.g. oil, litter, sewage or other evidence of pollution**

*Imperative*

In order for the marina to comply with high environmental standards, it is very important that the marina and marina water are visually clean. The marina water should not contain oil spots, litter (bottles, cans, plastic, etc.), sewage or other noticeable signs of pollution.

There must be no un-natural odours or smells

coming from the water.

Natural occurrences like decaying of algae, spawning of mussels, etc. might give the appearance of pollution in the water without this actually being the case. In such cases, information about the natural occurrences must be provided at the information board.



## CORPORATE SOCIAL RESPONSIBILITY

### **37 The marina management should have a CSR policy, covering the areas of Human Rights, Labour Equity Environmental Education and Anti-corruption**

*Guideline*

The marina management should have a CSR policy statement in which it defines its objectives on sustainability and corporate social responsibility. The statement must be

prominently displayed.

A CSR policy is a statement of the senior management of the marina, indicating that sustainability and CSR are an integral part

of business. The statement pays at least attention to:

- general CSR objectives / sustainability outline policy concern for people / planet / profit and structural part of business objectives,
- that implementation activities are in accordance with company policies and procedures established,
- general rules regarding the implementation of the sustainability policy of the company with regard to the fulfillment of legal requirements, staff training and recording / monitoring of the environmental performance of the company.

**The marina should develop a CSR program for the next three years**

The sustainability program shows for three years which environmental sustainability actions will take place to reduce the consumption of gas, water, electricity and waste (prevention) in that period. The policy includes also activities and measures in the area of procurement, transport management, community involvement, etc. Take the international Blue Flag criteria as a guide.

**Every employee should provide input to CSR**

The marina management should have a policy that all staff members can provide input to CSR/Sustainability. For example there could be a “suggestion-box” where the staff can deliver their ideas about increasing the sustainability of the marina.



## Social/Community Involvement

### **38 The marina management should take at least two measures to encourage sustainable relationships in the immediate environment and to fulfill its commitment to perform better on social fields**

#### *Guideline*

To fulfil this criterion, the marina management could:

- promote good relations of residents / stakeholders and work on a long-term relationship with them (free facilities, organizing free events, providing an annual gift to compensate for any inconvenience)
- stimulate the local economy
- work with other local organisations such as local associations, nature organisations
- be actively involved in a charity or conservation organisation
- provide free communication platforms for charity
- distribute sustainable gifts and / or sale items
- sponsor a social / community organisation; directly or indirectly, materially or immaterially, or have a commitment to a social purpose
- participate actively in charity work

# Appendix A

## Tools for establishing environmental plans [Criterion 9]

The marinas that participate in the Blue Flag program vary in size and capacity. The compliance with Criterion 9 can therefore take place in two ways: either a) through planning and performance/implementation as requested in an environmental logbook system, or b) through implementing a proper environmental management system.

### a) Environmental logbook system

In the environmental logbook system, the Blue Flag marina lists environmental goals. The marina management can choose the most relevant and important goals for the marina, but does not need to restrict itself to these. It is recommended that these goals are discussed with the national operator. What is essential is continual improvement. The marina is therefore required to set new and higher goals each year.

In the application form for the coming season, the marina must provide information about the goals that the marina intends to fulfill. In the same application form, the marina should also report on goals achieved in the previous season by sending a status copy of the environmental logbook. The marina can change a goal during the season, but there should be a good reason for this noted in the environmental logbook. The marina is strongly advised to contact the National Operator before changing a goal. In exceptional cases, if the marina has not fulfilled a goal and they can give a reasonable explanation for it, the National Jury might choose to give a dispensation. There is no stipulation that the marina has to fulfill the goals during the Blue Flag season; often it is preferable to carry out improvements ahead of the season.

Here are some suggestions from FEE for relevant goals:

Goal	Description	Further Information
<b>1</b>	<b>Electricity</b>	
1a	Replace energy consuming light bulbs	Install energy-saving bulbs
1b	Manage light at the marina	Install automatic light switches
1c	Replace old equipment and installations	Refrigerator, freezer, washing machine, etc.
1d	Sunlight collector. Collection of Solar Energy	Used to heat water
1e	Limit electricity on the jetty to 4 ampere	Visitors cannot use electrical heaters
1f	General investigation of electrical insulation at the marina	
<b>2</b>	<b>Water</b>	
2a	Install water saving equipment	Low-flow shower heads, and faucets
2b	Replace toilets, shower, taps, etc	Toilets with less flush water and/or toilets with dual flush (3 /6 litres)
2c	Infrastructure inspection	Waste pipes, water pipes, etc.
2d	Push buttons on taps and showers	
2e	Information about water saving	
2f	Install an environmental facility for receiving toilet waste	Compostable toilet, grey-water system

Goal	Description	Further Information
<b>3</b>	<b>Buy and use environmentally friendly products</b>	
3a	Buy environmentally friendly paints etc.	
3b	Buy environmentally friendly soap for cleaning and washing	
<b>4</b>	<b>Waste</b>	
4a	Distribute recycling bags	For boat owners taking short trips and returning to the marina, the marina can offer garbage bags to collect their waste while boating.
4b	Litter management and disposal	Separate organic waste (for compost) and inorganic/toxic waste. Establish additional containers for sorting household waste.
4c	Establish compost bins	

The environmental logbook looks like this:

#### ENVIRONMENTAL LOGBOOK OF A BLUE FLAG MARINA

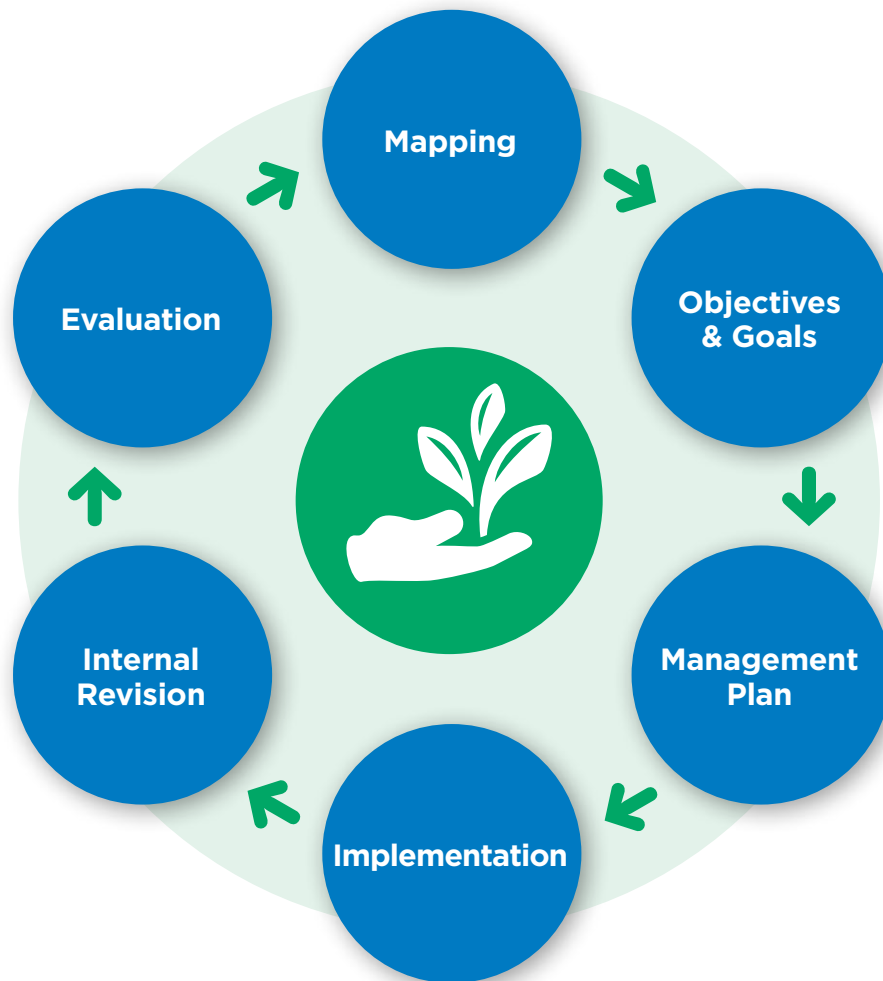
<b>Name of Marina:</b>	Park Marina
<b>Name of responsible person:</b>	Brian Jones
<b>Year:</b>	2015

Activity	Date	Goal	Description	Persons involved	Documentation
Goal	15-01-15	1a	Replace all bulbs in the marina with energy efficient bulbs	Brian Jones Peter Smith	
Goal	15-01-15	2a	Change to water conserving showers	Brian Jones Peter Smith	
Action	15-05-15	1a	The bulbs in the office, toilet and in the club were changed. The bulbs outside will be changed during the season.	Brian Jones	Copy of bills and photos.
Action	30-05-15	2a	Low flow shower heads were installed and at the same time we installed water saving taps (2b).	Brian Jones	Copy of bills and photos.
Action	25-06-15	1a	The bulbs outside were changed.	Brian Jones	Copy of bills and photos.
<b>Goals Obtained</b>	01-12-15	1a	Obtained		
		2a	Obtained		
<b>Further Remarks</b>					
We expect to see savings on water consumption in 2017.					

## b) Environmental management system

If a marina chooses to ensure compliance through an environmental management system, it can either be certified through the official systems or the marina can choose a parallel environmental management system as described here. It is always advisable to contact KNZB for more information about environmental management systems.

The environmental management system is an ongoing process. The cycle is as follows:



The environmental management plan outlines how a marina can reduce its environmental impact and should inspire users and other stakeholders to make an active effort to protect the environment. The marina must prioritise its work and goals; however, there are some recommended areas (waste, water and energy consumption, health and safety issues, and the use of environmentally friendly products) which should be addressed.

### MAPPING

Mapping out the baseline is an important starting point for planning and evaluating environmental work. It can be helpful to distinguish between the direct environmental impacts of the marina and those of the boats themselves.

To be able to easily recognise the achievements from previous years, marina operators must be systematic and transparent when evaluating environmental impacts. Most users can point out

the most important ones. The following steps can be used in the overview mapping process:

- Develop an overview of the marina and its immediate surroundings.
- Try to determine the environmental impacts (in the form of energy, water, materials, waste, etc.) within a designated area of the marina.
- Examine the designated area: What impacts can be seen? Why are impacts occurring?

With a well-documented baseline of environmental conditions at the marina, individual issues can be dealt with. Identify the most important environmental impacts with a reasonable level of detail. Use pre-defined schemes when considering an impact to ensure that all relevant issues are considered. It can be useful to have two different evaluations, one for the marina (basic running of the marina) and one for the users (boaters).

When the management plan is produced for the first time, the most important environmental improvements made over the past years should be included (energy saving or water saving upgrades, for example). Information about these improvements can suggest new areas of improvement.

## OBJECTIVES AND GOALS

Once the baseline map has been created, it is time to consider how the marina can be managed to reduce its overall impact on the environment. The marina operator should lay out specific objectives and goals related to acceptable discharge, waste handling, energy consumption, etc. When deciding on objectives and goals, it is important to take into account the overall environmental policy of the marina.

## MANAGEMENT PLAN

An environmental policy and the objectives stemming from the baseline map, inform priority areas for the coming year. During this process, the importance as well as significance of environmental impacts must be taken into account. When prioritising, the following issues must be considered:

- **Effect** (What effects can be expected from the effort?)
- **Economy** (What does it cost? What savings can be expected? Are there external ways of financing the implementation?)
- **Environmental awareness** (What effect will your efforts have on the environment?)
- **Occupational health** (Are there benefits to occupational health?)

## IMPLEMENTATION

Having decided what to do, timelines for implementation must be established. It can be helpful to draw up a formal workplan.

The implementation of the management plan may require changes to the behaviour of users and marina staff, a change in the code of conduct, and updated instructions. It is important to inform everyone about the management plan and what is required from each party.

## INTERNAL REVISION

The revision process is a way of checking in to determine whether the objectives and goals outlined in the management plan have been met. Therefore, the revision process should include:

- Checking that objectives are met
- Checking whether the expected results are achieved
- Investigating the reason for and extent of any variances from the management plan

- Noting any unforeseen impacts
- Recording observations

## EVALUATION

The evaluation should be published once a year as a tool in the environmental management process, but also to promote the improvements externally. The evaluation could contain the following:

- A description of the marina's main impacts on the environment
- An outline of any environmental improvements (first year: previously taken initiatives, second year: since the management plan)
- The environmental policy and objectives stemming from the mapping process
- A copy of the environmental management plan

## CONTINUING THE PROCESS

After having been through the process the first year, the impacts of implementing the environmental management process can be evaluated and the process can begin again (at a deeper level than the previous year). Each year, the most significant environmental impacts must be determined, the management plan must be reviewed, and the observed impacts must be compared with the expected impacts.

The environmental policy should be evaluated annually to determine whether changes or updates are required.

# Appendix B

## Black list Green Key cleaning products

### FEE / Green Key

Blacklist for cleaning products in the Green Key Programme.

The Blacklist is prepared by the consultant organisation, Ecoconso.

This list covers multi-purpose and sanitation products (typical cleaning products). For cleaning in any other specific area that needs special products, one needs to check for compliance with national legislation.

**Surfactants:** Surfactants that are not readily biodegradable under aerobic conditions

Surfactants that are not biodegradable under anaerobic conditions and that are classified with H400/R50 (Very toxic to aquatic life), Alkylphenoethoxylates (APEOs), onylphenoethoxylates (NPEOs) and derivatives Quaternary ammonium compounds that are not readily biodegradable.

**Sequestering or anti-scaling agents:** EDTA (ethylenediamine tetraacetate) and its salts, phosphates

**Acids:** Phosphoric acid, hydrochloric acid, sulfuric acid

**Bases:** Ammonium hydroxide

**Solvents:** Detergents containing more than 6% by weight of VOCs with a boiling point lower than 150°C

**Chlorine:** Reactive chloro-compounds (such as sodium hypochloride)

**Conservators:** Formaldehyde

Antimicrobial or disinfecting ingredients added for other purposes than preservation.

Bioaccumulable preservatives classified as H410, H411, R50/53 or R51/53. Preservatives are not regarded as bioaccumulable if BCF<100 (bioconcentration factor) or logKow < 3 (log octanol water partition coefficient)

When the Blue Flag is raised at a beach or marina, it is a celebration of a community's commitment to meet the strict Blue Flag standards, protecting our coastal ecosystems and helping foster a culture of environmental stewardship. When tourists and residents see a Blue Flag, they know a beach or marina is meeting the same high standards as any other Blue Flag beach or marina around the world.



**For more information about the Blue Flag programme and how to apply for the award:**

**Website:** [BlueFlag.org.nz](http://BlueFlag.org.nz)  
**Email:** [education@knzb.org.nz](mailto:education@knzb.org.nz)  
**Phone:** 09.264.1434



# RESOURCES

## Ministry for the Environment

Regional Office	Website	Phone Number	Email
Wellington - Head Office	<a href="http://www.mfe.govt.nz">www.mfe.govt.nz</a>	0800 499 700	<a href="mailto:info@mfe.govt.nz">info@mfe.govt.nz</a>
Auckland	<a href="http://www.mfe.govt.nz">www.mfe.govt.nz</a>	09 985 4800	<a href="mailto:info@mfe.govt.nz">info@mfe.govt.nz</a>

## Department of Conservation regions

Head Office (Conservation House Wellington)	<a href="http://www.doc.govt.nz">www.doc.govt.nz</a>	04 471 0726	<a href="mailto:enquiries@doc.govt.nz">enquiries@doc.govt.nz</a>
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## North Island

Regional Office	Phone Number	Email
Auckland Office	09 307 9279	<a href="mailto:auckland@doc.govt.nz">auckland@doc.govt.nz</a>
Bay of Islands Office	09 407 0300	<a href="mailto:bayofislandsbooking@doc.govt.nz">bayofislandsbooking@doc.govt.nz</a>
Chatham Island Office	03 305 0098	<a href="mailto:chathamislands@doc.govt.nz">chathamislands@doc.govt.nz</a>
Dawson Falls Visitors Centre	027 443 0248	<a href="mailto:egmontvc@doc.govt.nz">egmontvc@doc.govt.nz</a>
Egmont National Park Visitors Centre	06 756 0990	<a href="mailto:egmontvc@doc.govt.nz">egmontvc@doc.govt.nz</a>
Gisborne Office	06 869 0460	<a href="mailto:gisborne@doc.govt.nz">gisborne@doc.govt.nz</a>
Hamilton Office	07 858 1000	<a href="mailto:waikato@doc.govt.nz">waikato@doc.govt.nz</a>
Hauraki Office	07 867 9180	<a href="mailto:thames@doc.govt.nz">thames@doc.govt.nz</a>
Kaitia Office	09 408 6014	<a href="mailto:kaitia@doc.govt.nz">kaitia@doc.govt.nz</a>
Kauaeranga Visitor Centre	07 867 9080	<a href="mailto:kauaerangavc@doc.govt.nz">kauaerangavc@doc.govt.nz</a>
Kauri Coast Office	09 439 3450	<a href="mailto:dargaville@doc.govt.nz">dargaville@doc.govt.nz</a>
Masterton Office	06 377 0700	<a href="mailto:masterton@doc.govt.nz">masterton@doc.govt.nz</a>
Murupara Office	07 366 1080	<a href="mailto:opotiki@doc.govt.nz">opotiki@doc.govt.nz</a>
Napier Office	06 834 3111	<a href="mailto:napier@doc.govt.nz">napier@doc.govt.nz</a>
New Plymouth Office	06 759 0350	<a href="mailto:newplymouth@doc.govt.nz">newplymouth@doc.govt.nz</a>
North Head Office	09 445 9142	<a href="mailto:aucklandnorthhead@doc.govt.nz">aucklandnorthhead@doc.govt.nz</a>
Ohakune Visitors Centre	06 385 8427	<a href="mailto:ohakune@i-SITE.org">ohakune@i-SITE.org</a>
Opotiki Office	07 315 1001	<a href="mailto:opotiki@doc.govt.nz">opotiki@doc.govt.nz</a>
Palmerston North Office	06 350 9700	<a href="mailto:manawatu@doc.govt.nz">manawatu@doc.govt.nz</a>
Rotorua Office	07 349 7400	<a href="mailto:rotorua@doc.govt.nz">rotorua@doc.govt.nz</a>
Russell Office	09 403 9006	<a href="mailto:bayofislandsbooking@doc.govt.nz">bayofislandsbooking@doc.govt.nz</a>
Taupo Office	07 376 0072	<a href="mailto:taupo@doc.govt.nz">taupo@doc.govt.nz</a>
Tauranga Office	07 578 7677	<a href="mailto:taurangainfo@doc.govt.nz">taurangainfo@doc.govt.nz</a>
Te Kuiti Office	07 878 1050	<a href="mailto:tekuiti@doc.govt.nz">tekuiti@doc.govt.nz</a>
Te Urewera Visitor Centre	06 837 3803	<a href="mailto:teureweravc@doc.govt.nz">teureweravc@doc.govt.nz</a>
Tongariro National Park Visitors Centre	07 892 3729	<a href="mailto:tongarirovc@doc.govt.nz">tongarirovc@doc.govt.nz</a>
Turangi Office	07 384 7106	<a href="mailto:turangi@doc.govt.nz">turangi@doc.govt.nz</a>

Warkworth Office	09 425 7812	warkworth@doc.govt.nz
Wellington Office	04 470 8412	wellington@doc.govt.nz
Whakatane Office	07 307 2770	opotiki@doc.govt.nz
Whanganui Office	06 349 2100	whanganui@doc.govt.nz
Whangarei Office	09 470 3300	whangarei@doc.govt.nz

## South Island

Regional Office	Phone Number	Email
Alexandra Office	03 440 2040	alexandra@doc.govt.nz
Arthur Pass National Park Visitor Centre	03 318 9211	arthurspassvc@doc.govt.nz
Christchurch Office	03 371 3700	christchurch@doc.govt.nz
Dunedin Office	03 477 0677	dunedinoffice@doc.govt.nz
Fiordland National Park Visitor Centre	03 249 7924	fiordlandvc@doc.govt.nz
Geraldine Office	03 693 1010	geraldine@doc.govt.nz
Greymouth Office	03 768 0427	greymouth@doc.govt.nz
Haast Visitor Centre	03 750 0809	haastvc@doc.govt.nz
Hokitika Office	03 756 9100	hokitika@doc.govt.nz
Invercargill Office	03 211 2400	invercargill@doc.govt.nz
Kaikoura Visitor Centre	03 319 5641	info@kaikoura.co.nz
Motueka Office	03 528 1810	motueka@doc.govt.nz
Mt Cook Office	03 435 1819	aorakimtcook@doc.govt.nz
Nelson Office	03 546 9335	nelson@doc.govt.nz
Nelson Lakes Visitor Centre	03 521 1806	nelsonlakesvc@doc.govt.nz
Paparoa National Park Visitor Centre	03 731 1895	paparoavc@doc.govt.nz
Picton Office	03 520 3002	picton@doc.govt.nz
Queenstown Office	03 442 7933	queenstown@doc.govt.nz
Rakiura National Park Visitor Centre	03 219 0009	stewartisland@doc.govt.nz
Rangiora Office	03 313 0820	waimakariri@doc.govt.nz
Renwick Office	03 572 9100	renwick@doc.govt.nz
Sockburn Office	03 341 9100	mahaanui@doc.govt.nz
Takaka Office	03 525 8026	takaka@doc.govt.nz
Twizel Office	03 435 0802	twizel@doc.govt.nz
Wanaka - Mount Aspiring National Park Visitor Centre	03 443 7660	mtaspiringvc@doc.govt.nz
Westland Tai Poutini National Park Visitor Centre	03 752 0360	westlandnpvc@doc.govt.nz
Westport Office	03 788 8008	paparoavc@doc.govt.nz

## Local Government Councils

For contact details of council profiles by region please visit [www.localcouncils.govt.nz](http://www.localcouncils.govt.nz)

## Work Safe New Zealand

### Website

[www.business.govt.nz/worksafe/](http://www.business.govt.nz/worksafe/)

## Ministry for Primary Industries

Regional Office	Website	Phone Number	Email
Wellington	<a href="http://www.mpi.govt.nz">www.mpi.govt.nz</a>	0800 00 83 33	<a href="mailto:info@mfe.govt.nz">info@mfe.govt.nz</a>

## Surf Life Saving New Zealand

Regional Office	Website	Phone Number	Email
Wellington National Office	<a href="http://www.surflifesaving.org.nz">www.surflifesaving.org.nz</a>	04 560 0383	<a href="mailto:communications@surflifesaving.org.nz">communications@surflifesaving.org.nz</a>
Auckland	<a href="http://www.lifesaving.org.nz">www.lifesaving.org.nz</a>	09 303 0663	<a href="mailto:northern@surflifesaving.org.nz">northern@surflifesaving.org.nz</a>
Mt Maunganui	<a href="http://www.lifesaving.org.nz">www.lifesaving.org.nz</a>	07 574 2061	
Canterbury	<a href="http://www.lifesaving.org.nz">www.lifesaving.org.nz</a>	03 388 4999	

## Coastguard New Zealand

Regional Office	Website	Phone Number	Email
National	<a href="http://www.coastguard.nz">www.coastguard.nz</a>	09 489 1510	<a href="mailto:info@coastguard.co.nz">info@coastguard.co.nz</a>
Auckland	<a href="http://www.coastguard.nz">www.coastguard.nz</a>	09 303 4303 or 0508 RESCUE (737 283)	<a href="mailto:admin@coastguard.org.nz">admin@coastguard.org.nz</a>
Northern Region	<a href="http://www.coastguard.nz">www.coastguard.nz</a>		<a href="mailto:admin@coastguard.org.nz">admin@coastguard.org.nz</a>
Eastern Region	<a href="http://www.coastguard.nz">www.coastguard.nz</a>	07 579 4631	<a href="mailto:cersupport@coastguard.co.nz">cersupport@coastguard.co.nz</a>
Central Region	<a href="http://www.coastguard.nz">www.coastguard.nz</a>	06 348 7200	<a href="mailto:rebecca.watson@coastguard.co.nz">rebecca.watson@coastguard.co.nz</a>
Southern Region	<a href="http://www.coastguard.nz">www.coastguard.nz</a>	03 348 7003	<a href="mailto:cheryl.moffat@nzcoastguard.org.nz">cheryl.moffat@nzcoastguard.org.nz</a>

## Public Health Units

Regional Office	District Covers	Website	Phone Number
Northland District Health Board	Northland	<a href="http://www.northlanddhdhb.org.nz">www.northlanddhdhb.org.nz</a>	09 430 4100
Auckland Regional Public Health	Auckland	<a href="http://www.arphs.govt.nz">www.arphs.govt.nz</a>	09 623 4600
Waikato District Health	Waikato, Ruapehu (Northern part)		07 838 2569
Toi Te Ora - Public Health	Whakatane, Tauranga, Rotorua, Taupo, Kawerau, Western Bay, and Opotiki districts	<a href="http://www.ttophs.govt.nz">www.ttophs.govt.nz</a>	0800 221 555
Tairāwhiti District Health	Gisborne, Tairāwhiti	<a href="http://www.tdh.org.nz">www.tdh.org.nz</a>	06 869 1311
Hawke's Bay District Health	Hawke's Bay	<a href="http://www.hawkesbay.health.nz">www.hawkesbay.health.nz</a>	06 834 1815
Taranaki District Health	Taranaki	<a href="http://www.tdhdhb.org.nz">www.tdhdhb.org.nz</a>	06 753 7798
Mid Central District Health	Manawatu, Whanganui, Ruapehu(Southern part)	<a href="http://www.midcentraldhdhb.govt.nz">www.midcentraldhdhb.govt.nz</a>	Manawatu 06 350 9110 Whanganui 06 348 1775
Regional Public Health	Wellington, Hutt Valley, Wairarapa	<a href="http://www.rph.org.nz">www.rph.org.nz</a>	04 570 9002
Nelson Marlborough Public Health	Nelson-Marlborough		Nelson 03 546 1537 Blenheim 03 520 9914
Community & Public Health	Canterbury, Chatham Islands, Mid Canterbury, South Canterbury, West Coast	<a href="http://www.cph.co.nz">www.cph.co.nz</a>	Canterbury, Chatham Islands 03 364 1777 Mid Canterbury 03 307 6902 South Canterbury 03 687 2600 West Coast 03 768 1160
Public Health South	Otago, Southland	<a href="http://www.southerndhdhb.govt.nz">www.southerndhdhb.govt.nz</a>	03 476 9800



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