

CERTIFICATION CHECKLIST

| |
|---------------|
| DATE: |
| FACILITY: |
| KEY CONTACTS: |
| ADDRESS: |
| CITY: |



CERTIFICATION PANEL

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| |
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| |

Boatyard to be certified every 5 years.
 Certification fee: \$1200
 Recertification fee: \$800

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|----------------------|---|-----------------|-------------------|-----------------|-------------------|---------------|-----|
| A EMERGENCIES | | | | | | | |
| 1 | Emergency Action Plan or "Panic File" on site | 20 | | | | | |
| 2 | Emergency Preparedness Training for Staff | 20 | | | | | |
| 3 | Spill Prevention and Control Training for Staff | 10 | | | | | |
| 4 | Earthquake Preparedness Training for Staff | | | 10 | | | |
| TOTAL | | 50 | 0 | 10 | 0 | | |
| B FIRE SAFETY | | | | | | | |
| 1 | Facility layout map with clearly marked: | 20 | | | | | |
| a | Hazardous waste storage location | | | | | | |
| b | Fire extinguishers | | | | | | |
| 2 | All ingress and egress areas are clear of obstacles | 20 | | | | | |
| 3 | Fire safety procedures are included in 'Panic File' (Section A.1) | 10 | | | | | |
| TOTAL | | 50 | 0 | 0 | 0 | | |
| C SOLID WASTE | | | | | | | |
| 1 | Solid Waste Management Plan: To collect and dispose of all solid wastes | 20 | | | | | |
| 2 | Staff training for proper solid waste management | 20 | | | | | |
| 3 | Schedule pick up litter daily | 20 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|---|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 4 | Provide convenient trash disposal to staff and patrons | 10 | | | | | |
| 5 | Provide recycling facilities to staff and patrons | 10 | | | | | |
| 6 | Provide signage identifying waste disposal practices as follows: | | | | | | |
| a | Instruct patrons NOT to place oil, lead batteries, gasoline, diesel in dumpster and directing them to the boatyard's or municipal hazardous materials collection site | | | 10 | | | |
| b | Post sign near dumpsters instructing patrons NOT to place hazardous waste in dumpster and directing them to nearest hazardous waste collection site | | | 10 | | | |
| 7 | Organize or participate in shoreline cleanup along the surface body water at boatyard | | | 10 | | | |
| TOTAL | | 80 | 0 | 30 | 0 | | |

D LIQUID WASTE

| | | | | | | | |
|---|--|----|--|--|--|--|--|
| 1 | Facility is designed to manage industrial waste water to avoid co-mingling with storm water | 20 | | | | | |
| 2 | STORAGE AREA: Designated area, that is covered to protect containers and tanks from rainwater and the elements | 20 | | | | | |
| 3 | Drain valves within secondary containment area to be kept closed | 10 | | | | | |
| 4 | Storage area kept locked; except when a facility employee is available to monitor waste segregation | 10 | | | | | |
| 5 | Storage containers and tanks are kept closed (use lids with a funnel) and have adequate secondary containment. | 10 | | | | | |
| 6 | All containers are clearly marked and labeled as to their contents | 10 | | | | | |
| 7 | Provide adequate space for container inspections | 10 | | | | | |
| 8 | Spill control materials and empty containers available for clean up | 10 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|---|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 9 | Staff is trained in Spill Prevention and proper response actions in event of a spill. Also, how to manage and dispose of all liquid waste | 10 | | | | | |
| 10 | Inform all subcontractors as to your boatyard's management & disposal policies for all liquid wastes | 10 | | | | | |
| 11 | Signs posted that indicate wastes only be put in storage under the supervision of facility personnel | | | 10 | | | |
| TOTAL | | 120 | 0 | 10 | 0 | | |

E HAZARDOUS WASTE

| | | | | | | | |
|----|---|----|--|--|--|--|--|
| 1 | Boatyard has EPA ID number | 20 | | | | | |
| 2 | Facility has appropriate signs posted to educate patrons and subcontractors | 10 | | | | | |
| 3 | Use environmentally friendly products | 10 | | | | | |
| 4 | Hazardous Waste Management Plan: Procedures in place for the proper management and disposal of hazardous wastes generated | 10 | | | | | |
| 5 | Determine quantity of hazardous waste generated | 10 | | | | | |
| 6 | Protocol for sampling to determine which waste streams are hazardous, if required | 10 | | | | | |
| 7 | Appropriate staff is trained on proper hazardous waste management, Spill Prevention and Control measures, and personal safety | 10 | | | | | |
| 8 | Use snap top funnels that close properly | 10 | | | | | |
| 9 | Segregate incompatible wastes | 10 | | | | | |
| 10 | All containers clearly marked and labeled as to their contents | 10 | | | | | |
| 11 | Container marked with the appropriate accumulations start date if Small Quantity Generator | 10 | | | | | |
| 12 | Provide adequate aisle space for container inspections | 10 | | | | | |
| 13 | Provide spill control material and empty container for clean up after a spill | 10 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|---|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 14 | Maintain records of hazardous waste recycling and disposal at the facility for a minimum of three (3) years | 10 | | | | | |
| 15 | Recycle solvents or contract with approved vendor for proper disposal | 10 | | | | | |
| 16 | Contract with an approved hazardous waste disposal transporter and site | 10 | | | | | |
| 17 | Facility has designated Emergency Coordinator | 10 | | | | | |
| 18 | Emergency phone numbers posted in all appropriate areas | 10 | | | | | |
| 19 | Fire Department and Police are familiar with potential emergencies that may occur | 10 | | | | | |
| 20 | Boatyard operates to minimize the possibility of fire, explosions or non-sudden release of hazardous waste | 10 | | | | | |
| 21 | Provide for convenient disposal of hazardous waste by patrons | | | 10 | | | |
| TOTAL | | 210 | 0 | 10 | 0 | | |

F ENGINE MAINTENANCE/REPAIR

| | | | | | | | |
|---|---|----|--|--|--|--|--|
| 1 | Engine repairs done inside (on the boat) or over an impervious surface. When doing so, absorbent pads are to be used and the automatic bilge pump should be turned off. | 10 | | | | | |
| 2 | Solvent soaked and oily rags recycled by an industrial laundry service or disposed as hazardous waste | 10 | | | | | |
| 3 | Prevent engine maintenance/repair materials/waste from being poured down floor drains, sinks, outdoor storm drains | 10 | | | | | |
| 4 | Mechanics are trained to respond to accidental spills and other emergency situations | 10 | | | | | |
| 5 | Spill response equipment and absorbent materials are available | 10 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|--|-----------------|-------------------|-----------------|-------------------|---------------|-----|
| 6 | Metal parts and scraps from engine maintenance are recycled | | | 10 | | | |
| 7 | Parts cleaning units containing solvents are kept closed except during use | 10 | | | | | |
| 8 | Flammable parts cleaning solvent recycled or disposed of with an approved contractor | 10 | | | | | |
| 9 | "NO SMOKING" signs posted near flammable products | 10 | | | | | |
| 10 | Records of hazardous waste recycling and disposal of waste antifreeze, spent parts, solvent soaked rags maintained for three (3) years | 10 | | | | | |
| 11 | Corrosive carburetor cleaner properly managed/disposed of as hazardous waste. If N/A give 10 points | 10 | | | | | |
| 12 | Encourage the use of aqueous cleaners | | | 10 | | | |
| TOTAL | | 100 | 0 | 20 | 0 | | |

G PAINTING

| | | | | | | | |
|---|--|----|--|--|--|--|--|
| 1 | Boatyard has active Air Quality Management District (or equivalent) permit and coating logs are current. Boatyard employs the application of low VOC products. | 20 | | | | | |
| 2 | Employees trained on proper painting and spraying techniques | 10 | | | | | |
| 3 | Prohibit spray painting during windy conditions which render containment ineffective | 10 | | | | | |
| 4 | Prohibit mixing of paints and solvents in areas where spill containment is not feasible | 10 | | | | | |
| 5 | Allow empty paint cans to dry before disposal | 10 | | | | | |
| 6 | Have absorbents and other cleanup items readily available for immediate cleanup | 10 | | | | | |
| 7 | Provide a labeled closed container for ignitable paint waste | 10 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|--|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 8 | Provide a fire proof container for rags contaminated with solvents | 10 | | | | | |
| 9 | Solvent soaked rags are recycled by an industrial laundry service or disposed of as hazardous waste | 10 | | | | | |
| 10 | Properly manage solvent paint waste as hazardous waste | 10 | | | | | |
| 11 | Maintain records of hazardous waste disposal for a minimum of three (3) years | 10 | | | | | |
| 12 | Recycle paint, paint thinner and solvents or dispose of through an approved vendor | 10 | | | | | |
| 13 | Solvents used for spray gun cleaning are directed into a container for disposal rather than directed into the air. The container is immediately closed and labeled, or the waste is immediately poured into a labeled paint waste container that will be closed. | 10 | | | | | |
| TOTAL | | 140 | 0 | 0 | 0 | | |

H STORM WATER MANAGEMENT

| | | | | | | | |
|--------------|--|-----------|----------|----------|----------|--|--|
| 1 | Boatyard has active National Pollution Discharge Elimination System (NPDES) storm water permit and SWPPP on file with State Water Board. If N/A 20 pts (must be accompanied by a letter of exemption by the appropriate agency). | 20 | | | | | |
| 2 | Boatyard employs Best Management Practices to reduce pollutants entering surface waters or exiting the property. | 10 | | | | | |
| 3 | Required storm water sampling for toxic materials commonly found in boatyards, such as copper, lead and zinc. Record keeping and regulatory reporting (e.g., SMARTS) is on schedule. If N/A 10 pts. | 10 | | | | | |
| TOTAL | | 40 | 0 | 0 | 0 | | |

Required Required Optional Optional
Points Achieved Points Achieved

Documentation

N/A

I LANDSCAPING FOR STORM WATER

| | | | | | | | |
|--------------|---|----------|----------|-----------|----------|--|--|
| 1 | Use landscaping techniques that reduce pollutants in stormwater run-off. If N/A 10 pts. | | | 10 | | | |
| 2 | Practice xeriscaping or comply with city or county landscaping requirements. If N/A 10 pts. | | | 10 | | | |
| 3 | Follow manufacturer's instructions for fertilizers and pesticides. If N/A 10 pts. | | | 10 | | | |
| TOTAL | | 0 | 0 | 30 | 0 | | |

J USED PETROLEUM PRODUCTS

| | | | | | | | |
|--------------|---|-----------|----------|----------|----------|--|--|
| 1 | Used oil placed in closed containers, drums or tanks (in good condition) labeled 'USED OIL' | 10 | | | | | |
| 2 | Used oil containers are double-walled or stored on an oil-impermeable surface with secondary containment capable of holding 110% of the largest container | 10 | | | | | |
| 3 | If no roof over secondary containment, any drain valves are kept closed and facility has written protocol for removal of the industrial wastewater | 10 | | | | | |
| 4 | Used oil filters thoroughly drained and placed in properly labeled containers | 10 | | | | | |
| 5 | Used oil and used oil filters sent to a permitted facility for recycling and records maintained at facility | 10 | | | | | |
| 6 | Facility uses California-registered used oil transporter | 10 | | | | | |
| TOTAL | | 60 | 0 | 0 | 0 | | |

K USED ANTIFREEZE WASTE

| | | | | | | | |
|--------------|--|-----------|----------|-----------|----------|--|--|
| 1 | Antifreeze in labeled containers | 10 | | | | | |
| 2 | Used antifreeze recycled on-site or sent to a permitted facility for recycling | 10 | | | | | |
| 3 | Provide convenient collection for recycling and disposal of used antifreeze | | | 10 | | | |
| TOTAL | | 20 | 0 | 10 | 0 | | |

Required Required Optional Optional
Points Achieved Points Achieved

Documentation

N/A

L SOILED RAGS

| | | | | | | | |
|--------------|---|-----------|----------|-----------|----------|--|--|
| 1 | Soiled rags stored in fireproof, labeled containers until laundered or disposed | 10 | | | | | |
| 2 | Recycle soiled cloth rags with a permitted industrial laundry service | | | 10 | | | |
| TOTAL | | 10 | 0 | 10 | 0 | | |

M BATTERY MANAGEMENT

| | | | | | | | |
|--------------|---|-----------|----------|----------|----------|--|--|
| 1 | Used batteries stored with caps closed, on an impervious surface and protected from the weather | 10 | | | | | |
| 2 | Used batteries sent off-site for recycling | 10 | | | | | |
| TOTAL | | 20 | 0 | 0 | 0 | | |

N REFRIGERANTS

| | | | | | | | |
|--------------|---|----------|----------|-----------|----------|--|--|
| 1 | Provide convenient collection for recycling and disposal of used refrigerants. If N/A 10 pts. | | | 10 | | | |
| 2 | Used refrigerant in labeled containers. If N/A 10 pts | | | 10 | | | |
| 3 | Used refrigerants sent to a permitted facility for recycling. If N/A 10 pts. | | | 10 | | | |
| TOTAL | | 0 | 0 | 30 | 0 | | |

O MERCURY LAMPS, BILGE SWITCHES

| | | | | | | | |
|--------------|--|-----------|----------|-----------|----------|--|--|
| 1 | Recycle discarded fluorescent and HID lamps used in the boatyard | 10 | | | | | |
| 2 | Educate workers, contractors and/or end users about the proper disposal of fluorescent, HID lamps and bilge switches | | | 10 | | | |
| TOTAL | | 10 | 0 | 10 | 0 | | |

Required Required Optional Optional
Points Achieved Points Achieved

Documentation

N/A

P BOAT CLEANING

| | | | | | | | |
|--------------|---|-----------|----------|-----------|----------|--|--|
| 1 | Use cleaning methods that prevent the release of pollutants to surface waters | 10 | | | | | |
| 2 | Bilges are checked and contents disposed of properly before drain plug is pulled. For vessels with thru-hull discharge, bilges are checked to ensure that no oily water or industrial wastewater will be discharged to surface waters | 10 | | | | | |
| 3 | Prohibit cleaning and scraping of hull bottoms in the water that do not follow the California Professional Divers Association BMPs. If N/A 10 pts. | 10 | | | | | |
| 4 | Use filtration when cleaning vessels to remove visible solids and pollutants | 10 | | | | | |
| 5 | Refrain from using cleansers that contain ammonia, petroleum distillates, sodium hypochlorite or chlorinated solvents | | | 10 | | | |
| 6 | Post signs or otherwise promote proper boat cleaning methods | | | 10 | | | |
| TOTAL | | 40 | 0 | 20 | 0 | | |

Q PRESSURE WASHING

| | | | | | | | |
|---|--|----|--|--|--|--|--|
| 1 | If facility has a closed loop pressure-washing system, facility has contacted their Regional Water Quality Control Board to determine if a 'Permit to Operate a Non-Discharging/Closed Loop Recycle System' is required. If none required, activity shows compliance with proper good maintenance habits by maintaining records of proper filter/sludge disposal from pressure-washing activities by a licensed, industrial waste hauler. If N/A 20 pts. | 20 | | | | | |
|---|--|----|--|--|--|--|--|

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|---|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 2 | If facility has filtration/treatment system that discharges to sewer system, the facility has obtained permission and shows compliance with pretreatment standards, if any, of the public/private owned treatment works. If N/A 20 pts. | 20 | | | | | |
| 3 | If facility has surface water discharges, facility shows compliance with regulations, and has obtained Industrial Wastewater Facility Permit, or has a letter of exemption. If N/A 20 points. | 20 | | | | | |
| 4 | Facility has designated pressure-washing area | 20 | | | | | |
| 5 | Facility's pressure-washing area implements berms and/or sloped pads to contain foulants and visible industrial water | 10 | | | | | |
| 6 | Facility's pressure washing is located a minimum of 75 feet from the receiving waters | | | 10 | | | |
| 7 | Facility prohibits pressure washing when wind carries particulates into the receiving waters | | | 10 | | | |
| TOTAL | | 90 | 0 | 20 | 0 | | |

R PAINT REMOVAL

| | | | | | | | |
|---|--|----|--|--|--|--|--|
| 1 | Outdoor hull maintenance area has hard, impervious surface or uses tarps or other methods to collect paint | 20 | | | | | |
| 2 | Use dustless vacuum sanding or alternative dust containment equipment | 20 | | | | | |
| 3 | Prevent discharge of sanding debris to receiving waters via drains, trenches and drainage channels | 10 | | | | | |
| 4 | Designate areas where hull scraping and sanding are prohibited | 10 | | | | | |
| 5 | Designate receptacles to receive sanding dust and paint chips | 10 | | | | | |
| 6 | Promptly contain spent abrasives for proper disposal | 10 | | | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|---|--------------------|----------------------|--------------------|----------------------|---------------|-----|
| 7 | Staff, subcontractors and do-it-yourselfers are required to clean up their work areas after they perform hull maintenance | 10 | | | | | |
| 8 | Sweep impervious surfaces on a routine, scheduled basis | | | 10 | | | |
| 9 | Perform paint removal indoors or use other methods of containment | | | 10 | | | |
| 10 | Unknown and toxic paint chips, dust or sludge are disposed in accordance with local and state regulations | 10 | | | | | |
| TOTAL | | 100 | 0 | 20 | 0 | | |

S SANDBLASTING

| | | | | | | | |
|--------------|---|-----------|----------|----------|----------|--|--|
| 1 | All waste from blasting is captured and contained for proper disposal | 10 | | | | | |
| 2 | Cover drains, trenches and drainage channels to prevent entry of blasting debris to the stormwater system | 10 | | | | | |
| 3 | Designate sandblasting area(s) | 10 | | | | | |
| 4 | Clearly designate receptacles to receive sandblasting waste | 10 | | | | | |
| 5 | Staff and subcontractors are required to clean up their work areas after they perform hull maintenance | 10 | | | | | |
| 6 | Sweep impervious surfaces on a routine, scheduled basis | 10 | | | | | |
| TOTAL | | 60 | 0 | 0 | 0 | | |

T FACILITY & HOUSEKEEPING

| | | | | | | | |
|---|--|----|--|----|--|--|--|
| 1 | Segregate industrial activity areas from areas where the general public might become exposed to airborne particulates, toxic materials or other hazardous conditions | 10 | | | | | |
| 2 | Do not permit the general public to access the facility with their vehicles | | | 10 | | | |

| | | Required Points | Required Achieved | Optional Points | Optional Achieved | Documentation | N/A |
|--------------|--|-----------------|-------------------|-----------------|-------------------|---------------|-----|
| 3 | When customers' vehicles are allowed to enter the facility, only permit vehicles to park in designated areas. | | | 10 | | | |
| 4 | Configure the facility so that emergency vehicles may enter 24/7 and have access to the entire facility so that emergency equipment may be deployed and stationed within all areas of the facility | | | 10 | | | |
| 5 | Provide Identification Badges for all employees and visitors | | | 10 | | | |
| TOTAL | | 10 | 0 | 40 | 0 | | |

| | | |
|--|------------|-----------|
| Total Required Points Available | 360 | |
| Total Required Points Achieved | | 0 |
| Total Required Percentage (95% for certification) | | 0% |

| | | |
|--|------------|-----------|
| Total Optional Points Available | 850 | |
| Total Optional Points Achieved | | 0 |
| Total Optional Percentage (85% for certification) | | 0% |

| | | | | |
|--|--|--|------------|-----------|
| Total Optional Points Available | | | 270 | |
| Total Optional Points Achieved | | | | 0 |
| Total Optional Percentage (65% for certification) | | | | 0% |