

US EPA ARCHIVE DOCUMENT



This document includes B-2: Participation Request Letters and Consent Form, of Appendix B: Training Materials from the EPA report Final No-Discharge Zone Evaluation. The reference number is: EPA-842-R-04-001.

Final No Discharge Zone Evaluation

Appendix B: Training Materials
B-2: Participation Request Letters and Consent Form

August 2004

APPENDIX B-2

Participation Request Letters and Consent Form



No-Discharge Zone _____ Date _____

U.S. ENVIRONMENTAL PROTECTION AGENCY
2003 No-Discharge Zone Effectiveness Survey
Boat Owner/Operator - ANNOTATED VERSION

The purpose of this survey is to gather background information to help EPA assess its Vessel Sewage Discharge Program, and to ensure that it is being implemented to be protective of the aquatic environment. The information collected will not be linked to any individual or facility.

- This survey is **anonymous**; respondents will not be identified in the analysis.
- Please only complete this survey if you operate a boat.
- The survey is not intended to take much of your time to complete; we estimate it should take no more than 15 minutes to answer all the questions. Please make estimates if you don't know the precise answer.

Notes above must be read to each respondent.

No Discharge Zone: Any waterbody, or portion thereof, which is designated by EPA pursuant to Sections 312(f)(3), 312(f)(4)(A), in which the discharge of any sewage from a vessel, whether treated or not, is prohibited.

Marine sanitation device: Any equipment installed on a vessel which is designed to receive, retain, treat, or discharge human sewage wastes, as well as any process to treat such wastes. There are three types of marine sanitation devices (MSDs):

- (a) Type I MSDs, which are flow-through devices that produce an effluent having a fecal coliform bacterial count no greater than 1000 fecal coliform organisms per 100 milliliters, and which contain no visible floating solids;
- (b) Type II MSDs, which are flow-through devices that produce an effluent bacterial count no greater than 200 fecal coliform organisms per 100 milliliters, and a level of suspended solids no greater than 150 milligrams per liter; and
- (c) Type III MSDs, which are holding tanks designed to prevent the overboard discharge of any sewage, whether treated or not, or any wastes derived from such sewage. Type III MSDs are intended to hold sewage for subsequent onshore disposal and treatment.

"I don't know the answer to this." Please give us the best estimate you can.

"I'd like more information about NDZs." Please take a brochure and see the website at:
http://www.epa.gov/owow/oceans/regulatory/vessel_sewage/

Please describe the boat you operate:

1. Do you own the boat that you operate? ☐ Yes ☐ No
2. What is the length of the boat you operate? _____ feet

Length of a vessel: The maximum length of a watercraft, from bow to stern; not the waterline length (the length of the vessel contacting the water that supports it).

"I operate several boats which one should I discuss." The largest one you control.

3. What is the draft of the boat you operate? _____ feet

Draft of a vessel: The maximum depth that a vessel draws (penetrates) in the water.

4. Is the boat you operate
- a. commercial? ☐ Yes ☐ No
- b. recreational? ☐ Yes ☐ No
- c. a live-aboard? ☐ Yes ☐ No

Commercial vessel: Any watercraft used primarily as a means of transportation for hire, or in commerce for the purpose of profit.

Recreational vessel: Any description of watercraft used, or capable of being used, as a means of transportation on the waters of the United States, that is operated primarily for pleasure. This includes any watercraft leased, rented, or chartered to a second party for that party's pleasure.

Live-aboard vessel: A vessel, either moored permanently at a marina, or capable of transport on the waters of the United States (such as a houseboat), that is used as a dwelling unit or a residence, for an extended period of time.

5. Is the boat you operate a
- a. powerboat? ☐ Yes ☐ No
- b. sailboat? ☐ Yes ☐ No

6. Does the boat you operate have
- a. a portable toilet (e.g., a Porta-Potty™)? ☐ Yes ☐ No
- b. an installed toilet (head)? ☐ Yes ☐ No

Portable toilet: Toilets that are not permanently installed in vessels; the MSD standards and regulations do not apply to such vessels.

Installed toilet: A toilet that is permanently installed on a vessel. The MSD standards and regulations apply to all vessels with installed toilets.

“The toilet is built into the boat but it is just a bucket with some chemicals that I need to pull out and dump occasionally.” Then it is a portable toilet. Installed toilets have pumps and valves to handle sewage.

If you answered “No” to *both* parts of question 6, please skip to question 21. If you answered “No” to question 6.b. please skip to question 10.

7. If the boat you operate has an installed toilet, is it a
- a. flow-through device? ☐ Yes ☐ No
- b. holding tank? ☐ Yes ☐ No

Flow-through toilet: A Type I or II MSD; intended to treat human waste and discharge it, after specified treatment requirements, to the aquatic environment.

Holding tank: A Type III MSD, intended to hold human sewage aboard a vessel for later discharge and treatment at an onshore treatment facility.

“I don’t know whether it is a flow-through device or holding tank.” If you need to pump it out occasionally, it has a holding tank. Flow through devices macerate wastes and dump them overboard.

8. If the boat you operate has an installed toilet, do you
- | | |
|--|--|
| a. regularly service it? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b. know if you need to add chemicals? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c. regularly add chemicals? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d. believe that it is performing adequately? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

b. "Does 'Know if you need to add chemicals' mean it needs chemicals today or that it sometimes needs chemicals?" The latter, does it ever need chemicals added.

d. Is the installed toilet performing adequately? To perform adequately, an installed toilet with a Type I MSD must have a discharge that contains no visible floating solids, and has no more than 1000 fecal coliform organisms per 100 milliliters of effluent. An installed toilet with a Type II MSD must have a discharge that contains no more than 200 fecal coliform organisms per 100 milliliters of effluent, and no more than 150 milligrams per liter of suspended solids in the effluent. If the MSD has a control circuit that indicates the device needs to be serviced, or chemicals need to be added, those indicators must be complied with for a device to perform adequately.

9. If the boat you operate has an installed toilet, what type of training did you receive regarding the proper operation of it?
- ☐ I was trained by the boat dealer
 - ☐ I was trained by the MSD manufacturer
 - ☐ I was trained by a marina operator
 - ☐ I learned to operate the device using the instruction manual
 - ☐ I have not received any training or instruction
10. If you received training by a vendor, MSD manufacturer, or marina operator regarding proper use of your MSD, how long was the training?
- ☐ less than 30 minutes
 - ☐ 30 minute - 1 hour
 - ☐ 2 hours
 - ☐ half day
 - ☐ full day

11. If the boat you operate has an installed toilet, how do you operate it in the area designated on the attached map?
- ☐ I close the Y valve
 - ☐ The waste is sent to a holding tank
 - ☐ I don't use it.
 - ☐ I operate it normally
 - ☐ Don't know/other

Y-valve: Commonly called a holding tank bypass, a Y-valve can be installed on a Type III MSD (a holding tank) to provide for the direct discharge of raw sewage from the tank when a vessel is greater than three miles from shore. The valve must be secured in a closed position when the vessel is operating within the three-mile limit. Use of a padlock, a non-releasable wire-tie, or removal of the valve handle would constitute adequate securing of the valve.

"Does 'I don't use it' refer to the boat or the toilet? Do you mean 'do I not flush in the zone?'" The area designated on the map is a No Discharge Zone. We want to know how you avoid discharging sewage while in this zone.

Please describe your boating activity so far this season (2003):

12. How many days have you boated this season? _____ days
13. How many days have you boated in the area designated on the attached map this season?
_____ days

"Does this mean days I just stayed in the area or passed through it too?" Operated there for any length of time.

14. *This season* have you used a
- | | |
|--|--|
| a. stationary pumpout facility (e.g., on piers or bulkhead)? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b. mobile pumpout facility onboard a boat? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c. shore-based, portable pumpout facility? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d. portable toilet dump station? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Stationary pumpout facility: The most common type of pumpout facility; normally situated at a stationary location (such as at the distal end of a pier, a dock, or a bulkhead), in a port facility or a marina. Normally the equipment has one or more hoses available for pumping out vessel holding tanks. The facility services the entire marina from one location, so that each vessel must come to the facility to use the pumpout.

Mobile pumpout facility: A system similar to a stationary pumpout facility; however, the pumpout equipment is situated on a vessel instead of onshore. The facility is more adaptable than a stationary facility, because the equipment can be moved to where the vessel is moored, docked, or anchored.

Shore-based, portable pumpout facility: A pumpout device capable of being wheeled along a pier or a dock to remove sewage from vessels where they are moored or docked.

'Portable Toilet' dump station: A designated stall in onshore public restrooms that can be used as a dump station for portable toilets used on vessels.

[Note to trainers: The intent here is to determine how boaters with Porta-Potties containing sewage dispose of those wastes. For example: If there is no toilet dump station in the onshore public restroom to dispose of sewage in the Porta-Potty, does the boater dump the waste down a normal toilet, take it home for disposal there, or simply dump the waste into the nearest waterbody to dispose of it?]

15. Do you have an arrangement to notify marina staff (by flag, for example) to pump out the holding tank during your absence? ☐ Yes ☐ No

"I have had trouble and used pumpouts at other no discharge zones. Should I count those?"
No, we only want your experience in this NDZ

16. Have you used a pumpout facility or toilet dump *this season* in the area designated on the attached map? ☐ Yes ☐ No
- a. How many times? _____ times (If none, enter "0")
17. Have you had trouble using a pumpout facility or toilet dump *this season* in the area designated on the attached map? ☐ Yes ☐ No ☐ I have not attempted to pump out in this area
- a. How many times? _____ times (If none, enter "0")

18. Did you have trouble using a pumpout or toilet dump on your *last trip* in the area designated on the attached map? ☐ Yes ☐ No ☐ I have not attempted to pump out in this area
19. Have you had occasions *this season* where you looked for but could not find a working pumpout or toilet dump facilities in the area designated on the attached map? ☐ Yes ☐ No
20. Have you discharged sewage outside the area designated on the attached map *this season*? ☐ Yes ☐ No
- a. How many times? _____ times (If none, enter "0")

"If I answer yes, will the Coast Guard come after me?" No, the survey is anonymous. There are areas where it is legal to discharge sewage overboard.

21. Have you found any of the following conditions at any pumpout or toilet dump facilities in the area designated on the attached map *this season*?
- | | |
|--|--|
| a. Marina closed | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b. No pumpout or toilet dump facilities at marina | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c. Marina open, pumpout or toilet dump facilities not functional | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d. Marina open, no staff available at pumpout or toilet dump facilities | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| e. Marina open, I didn't know how to use pumpout or toilet dump facilities | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| f. Pumpout inaccessible (e.g., water not deep enough or hose too short) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| g. Mobile pumpout boat not available | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| h. Waiting time too long | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| i. Pumpout cost too high | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| j. Pumpout facility too far away | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| l. I have not had any problems | <input type="checkbox"/> Yes <input type="checkbox"/> No |
22. Have any of the above conditions or problems deterred you from using pumpout facilities? ☐ Yes ☐ No
- a. How many times _____ times (If none, enter "0")

Facts About No-Discharge Zones

23. Do you know that the area designated on the attached map is a no-discharge zone? ☐ Yes ☐ No
24. Do you know that the discharge of treated and untreated vessel sewage is prohibited in no-discharge zones? ☐ Yes ☐ No

"Is this true?" Yes, this area is a No Discharge Zone and yes, that means discharging sewage is prohibited. Please take a brochure.

25. Have you seen or heard information about no-discharge zones from any of the following sources?
- | | | |
|---|------------------------------|-----------------------------|
| a. Television | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b. Radio | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c. Boat Show | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| d. Signs at this marina | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| e. Brochures or handouts at this marina | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| f. Verbal instruction by staff at this marina | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| g. Signs somewhere else | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| h. Brochures or handouts somewhere else | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| i. Verbal instruction somewhere else | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| j. Told by someone who stopped me while I was boating | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| k. Heard it first in this survey | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| l. Nautical maps | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| m. Other, please describe | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
-
26. To your knowledge, who enforces no-discharge zone requirements in the area designated on the attached map?
- | | | | |
|---|------------------------------|-----------------------------|-------------------------------------|
| a. U.S. Coast Guard | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
| b. State | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
| c. Local government | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
| d. Harbormaster | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
| e. Marina(s) within the no-discharge zone | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
| g. EPA | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't Know |
27. Are you aware of anyone receiving a citation for discharging sewage in the area designated on the attached map? ☐ Yes ☐ No
28. The area designated on the attached map was designated as a no-discharge zone on the date indicated on the attached map. Have you noticed a change in water quality since the designation?
- ☐ Yes, the water seems cleaner
- ☐ Yes, the water seems dirtier
- ☐ No, the water seems the same
- ☐ Don't know

THANK YOU FOR COMPLETING THIS SURVEY!
ENJOY BOATING ON CLEAN WATERS!

**U.S. ENVIRONMENTAL PROTECTION AGENCY
2003 No-Discharge Zone Effectiveness Survey
Marina Owner/Operator - NOTES**

Clean Vessel Act funding: Monies provided by authority of the Clean Vessel Act (CVA) (P.L. 102-587) for installation, improvement, or repair of pumpout facilities at marinas in the United States. If CVA funding is accepted by a marina owner or operator, there are limits placed on the amount that the marina owner or operator can charge to pumpout a vessel.

**EPA Marina Survey Introductory Script for Telephone Screening
August, 2003**

Marina Name: _____	Marina Phone: () ____ - _____
Address: _____	Contact Name: _____
City/State/Zip: _____	Contact Title: _____

Hello. My name is _____ and I am calling from Battelle, a research firm in Baltimore, on behalf of the Environmental Protection Agency regarding marina owners and boaters perceptions on the effectiveness of pump-out facilities and no-discharge zones. May I please speak with the marina owner or manager?

MARINA OWNER/MANAGER ON PHONE	COLLECT NAME/TITLE ABOVE & GO TO 1
MARINA OWNER/MANAGER NOT AVAILABLE	GO TO 12

1. Your marina has been selected for an important study for the Environmental Protection Agency. Only those marinas located in no-discharge zones or NDZs are eligible for this important study about the implementation and effectiveness of NDZs.

2. First, I need to confirm that you do have a pump-out facility?

MARINA HAS PUMP-OUT FACILITY	GO TO 3
MARINA DOES NOT HAVE PUMP-OUT FACILITY	GO TO THANK

THANK. Thank you for your assistance. We are only interested in talking with marinas that have portable or stationary pump-out facilities.

3. What type of pump-out facility do you have?

STATIONARY &/OR PORTABLE	GO TO 4
STATIONARY &/OR PORTABLE & MOBILE	GO TO 4
MOBILE	GO TO 5

4. I also need to get a sense of the size of the boats that typically use your marina. Would you say that the majority of the boats that use your marina are less than 22 feet?

MAJORITY OF BOATS ARE LESS THAN 22 FEET	GO TO 5
MAJORITY OF BOATS ARE LARGER THAN 22 FEET	GO TO 6

5. Thank you for your time and assistance. We may be contacting you to collect additional information in the near future.

CODE MARINA AS 'ON-HOLD'

**EPA Marina Survey Introductory Script for Telephone Screening
August, 2003**

6. I would like to schedule a day when an interviewer can come out to your marina and administer a brief 10 to 15 minute survey to you. I would also like to ask your permission to allow the interviewer to conduct intercept surveys, which are also brief, with boaters who may be coming in or out of your marina on the day we meet. Interviewers will either be from Battelle or Eastern Research Group, an independent consulting firm. The surveys are completely anonymous and collect data about the physical characteristics of the boats that use your marina's services as well as information about boater's knowledge of no-discharge zone regulations and use of pump-out facilities. If you prefer, we can do the brief marina interview now over the telephone. Then, when our interviewer arrives for their visit to your marina, they will only need to conduct interviews with boaters. Would you like to do the marina interview over the phone now or can we do this with you when we visit your marina to survey boaters?

R DOES MARINA INTERVIEW VIA PHONE

(& WILL ALLOW US TO DO THE BOATER SURVEYS)..... GO TO 7

R WILL DO MARINA INTERVIEW IN PERSON

(& ALLOW US TO DO THE BOATER SURVEYS)..... GO TO 8

R REFUSES MARINA SURVEY GO TO 9

R REFUSES BOTH MARINA & BOATER or JUST BOATER SURVEY GO TO 11

7. Before I ask you the brief marina questions, I would like to select a Saturday or Sunday in the next couple of weekends when our interviewer can come out and conduct the boater interviews at your marina. We will arrive early in the morning on the day of our visit and start conducting the boater interviews by 7 a.m. We would plan to stay at your marina until 6 p.m. that day. We would also like to set up a location where we can offer refreshments to boaters as they are completing the survey. CHECK DATE BELOW. THANK R AND REMIND HIM/HER OF THEIR APPOINTMENT AND CONTINUE WITH MARINA INTERVIEW ON PAPER.

	Saturday, August 30
	Sunday, August 31
	Monday, September 1
	Saturday, September 6
	Sunday, September 7
	Saturday, September 13
	Sunday, September 14

	Saturday, September 20
	Sunday, September 21
	Saturday, September 27
	Sunday, September 28
	Saturday, October 4
	Sunday, October 5

8. I would like to select a Saturday or Sunday in the next couple of weekends when our interviewer can come out and conduct the brief marina interview with you and then also survey boaters using your marina. We would plan to arrive early in the morning on the day of our visit and start conducting the boater interviews by 7 a.m. We would also like to set up a location where we can offer refreshments to boaters as they are completing the survey. We could conduct the marina interview with you at any time that day between the hours of 7 a.m. and 6 p.m. Which of the next couple of weekends would work best for you? CHECK DATE ABOVE. THANK R AND REMIND HIM/HER OF THEIR APPOINTMENT.

**EPA Marina Survey Introductory Script for Telephone Screening
August, 2003**

9. Would you allow us to come to your marina and conduct interviews with the boaters?

R REFUSES BOATER INTERVIEWS CODE MARINA REFUSAL
R WILL ALLOW BOATER INTERVIEWS GO TO 10

10. I would like to select a Saturday or Sunday in the next couple of weekends when our interviewer can come out and conduct the boater interviews at your marina. We will arrive early in the morning on the day of our visit and start conducting the boater interviews by 7 a.m. We would plan to stay at your marina until 6 p.m. that day. We would also like to set up a location where we can offer refreshments to boaters as they are completing the survey. CHECK DATE ABOVE. THANK R AND REMIND HIM/HER OF THEIR APPOINTMENT.

11. We know that your time is valuable and we understand that weekends are a very busy time for you. I would like to remind you that your responses and the responses of the boaters we interview will be kept confidential. Since it is not possible for us to interview every marina, your marina was statistically chosen to represent many marinas in your no-discharge zone. We can not replace your marina in our statistical sample. Therefore, without your data, we will be missing critical information about marinas and boaters in your no-discharge zone. So, while your participation is voluntary, we would like to encourage your participation in this survey. Again, we can do the brief marina survey now over the telephone and then conduct the boater interviews when we visit your marina.

R REFUSES MARINA AND BOATER SURVEY CODE REFUSAL
R DOES MARINA INTERVIEW VIA PHONE
(& WILL ALLOW US TO DO THE BOATER SURVEYS) GO TO 7
R WILL DO MARINA INTERVIEW IN PERSON
(& ALLOW US TO DO THE BOATER SURVEYS) GO TO 8
R WILL ALLOW BOATER INTERVIEWS GO TO 10

12. When would be a good time to call back to speak with the marina owner/manager?

DATE FOR CALLBACK: _____ TIME: _____ a.m./p.m.

August [date], 2003

Mr./Ms. [Contact Name]
[Marina Name]
[Address]

RE: 2003 No-Discharge Zone Effectiveness Surveys

Dear Mr./Ms. [Contact Name]

Thank you for agreeing to participate in the Environmental Protection Agency's (EPA) survey to determine the effectiveness of no-discharge zones. Two private research firms, Battelle Memorial Institute and Eastern Research Group (ERG), will be conducting the surveys under an EPA contract.

As was discussed on the telephone, an interviewer will administer boater surveys at your facility on [Saturday/Sunday], [August/September] [Date], 2003. He or she will arrive at approximately 7:00AM and set up a folding table with a map of the No-Discharge Zone, brochures, refreshments, and survey materials. It would be helpful if you would suggest an effective location where the interviewer can be seen by boaters while they are on marina property. The interviewer will politely approach boaters to ask if they would care to complete a brief survey. The questionnaire takes about 10 minutes.

During our visit to your marina we would also like to ask you, if you have not yet had the opportunity to do so via telephone, to spend 10 to 15 minutes answering survey questions regarding your marina facilities. This brief but important survey will collect information that is crucial to developing an accurate picture of No Discharge Zone effectiveness.

On behalf of the EPA, we would like to thank you again for assisting us in completing this very important survey. Please be assured that responses to this survey are totally anonymous and no identifying information about you, your marina, or the boaters using your marina will be provided to the EPA.

Enclosed is a poster announcing the survey. This is being provided to you for posting so boaters will know we will be visiting your marina. The interviewer assigned to your marina will contact you to introduce himself or herself and verify the interview date. If you have any questions, please call Jeanine Christian, Survey Manager at (410) 372-2751. Again, we appreciate your participation in this survey.

Sincerely,

OMB Approval Number: 2040-0254
Expiration Date: 07/31/2004

Marina Owner/Operator Name Here
Marina Name
Marina Street Address
Marina City, State and Zip Code

RE: 2003 No-Discharge Zone Effectiveness Surveys

Dear [Marina owner name here]:

Thank you for agreeing to participate in the Environmental Protection Agency's (EPA) survey to determine the effectiveness of no-discharge zones. Two private research firms, Battelle Memorial Institute and Eastern Research Group (ERG), are coordinating this survey under an EPA contract.

Per your telephone conversation with a Battelle representative, I am enclosing 30 boater surveys with self-addressed postage-paid envelopes for you to distribute to boaters at your marina. We would like to ask that you distribute these surveys as soon as possible and ask boaters to complete them and return them in the next couple of weeks. It is crucial to the success of this survey as a whole that we receive boater questionnaires back in a timely manner. Therefore, it would be very much appreciated if the surveys could be returned by September 26, 2003.

Also, if you did not complete the marina survey over the telephone with the Battelle representative, I have enclosed a copy for you. A self-addressed, postage-paid envelope is included for you to return this survey. This questionnaire, which asks questions about your marina facilities, should take no more than 10 to 15 minutes to complete. This brief but important survey will collect information that is crucial to developing an accurate picture of No Discharge Zone effectiveness.

On behalf of the EPA, we would like to thank you again for assisting us in completing this very important survey. Please be assured that responses to this survey are totally anonymous and no identifying information about you, your marina, or the boaters using your marina will be provided to the EPA. If you have any questions, please call Jeanine Christian, Survey Manager at (410) 372-2751. Again, we appreciate your participation in this survey.

Sincerely,

OMB Approval Number: 2040-0254
Expiration Date: 07/31/2004

Date

Commercial Boating Trade Organization
X Street
Nowhere, US

Dear

During the months of September and October, 2003, the Environmental Protection Agency (EPA) will be gathering information to determine the effectiveness of no-discharge zones (NDZs) for vessel sewage and the performance of marine sanitation devices (MSDs). Two private research firms, Battelle Memorial Institute and Eastern Research Group, will be conducting the surveys under contract to EPA. Information collected through this effort may be used in future decisions associated with the implementation of the National Vessel Sewage Discharge Program. One of the surveys will involve EPA contractors visiting marinas within NDZs to ask boaters about their experience operating in those areas. The survey developed for this effort is enclosed for your information.

EPA is also interested in the perspectives of commercial boaters who may not be adequately represented among those surveyed at the marinas. Therefore, EPA is requesting your assistance to help characterize your members experiences with NDZs. Please forward the attached survey to members of your organization who operate in any of the NDZs designated on the attached maps. EPA would like to have the completed surveys back by Oct. 10, 2003. Since the surveys were designed to be administered in person at a marina, some of the questions may not be appropriate. The respondent only needs to answer those questions that are appropriate. The respondent should designate which NDZs they have the most experience operating in, and fill out the attached survey and return it to:

Debra A. Walker, REM
Battelle Memorial Institute
410 Severn Avenue, Suite 305
Annapolis, Maryland 21401

EPA would like to thank you in advance for considering the issues associated with this effort. If you have any questions or concerns about this effort feel free to contact Debra Walker at 410-990-9233 or Drew Laughland, Eastern Research Group at 781-674-7359.

Sincerely,

Contact Name
Laboratory Company Name
Address

Re: EPA 2003 Performance of Marine Sanitation Devices (MSD) - Laboratory Survey

Dear Mr./Ms. (Contact Name)

The Environmental Protection Agency (EPA) is gathering information regarding the effectiveness of no-discharge zones (NDZs) for vessel sewage (OMB #2040-0254) and the performance of marine sanitation devices (MSDs). Two private research firms, Battelle Memorial and Eastern Research Group, are assisting EPA in obtaining this information which may be used in future decisions associated with the implementation of the National Vessel Sewage Discharge Program.

Your laboratory has been chosen to participate in this important study, and your participation is voluntary. The information we are asking you to provide is essential to operating the program effectively. We understand that much of the information we are requesting is gathered during the Coast Guard certification process, but, it would be very helpful if you would complete the enclosed survey. For more information on the program see: http://www.epa.gov/owow/oceans/regulatory/vessel_sewage/.

Enclosed are 10 copies of the survey questionnaire. Please complete one questionnaire for each MSD model tested. It would be very much appreciated if you could return it by Oct. 10, 2003.

Responses to some questions may be considered "confidential business information" (CBI). Please mark any response you consider CBI on the questionnaire. CBI responses will be handled under EPA procedures that assure that such information cannot be revealed to other firms or the public. Information covered by a claim of confidentiality will be made available to EPA contractors to enable the contractors to perform the work required by their contracts with EPA. All EPA contracts provide that contractor employees will use the information only for the purpose of performing the work required by their contracts and will not disclose any CBI to anyone other than EPA without prior written approval from each affected business or from EPA's legal office.

On behalf of EPA, we would like to thank you, in advance for your participation in this study. If you have any questions, please call Drew Laughland, Eastern Research Group at 781-674-7359.

Thank you, in advance for your participation in this study.

Sincerely,

Enclosure

OMB Approval Number: 2040-0254
Expiration Date: 07/31/04

Contact Name
Manufacturer Company Name
Address

Re: EPA 2003 Performance of Marine Sanitation Devices (MSD) Manufacturer Survey

Dear Mr./Ms. (Contact Name)

The Environmental Protection Agency (EPA) is gathering information regarding the effectiveness of no-discharge zones (NDZs) for vessel sewage (OMB #2040-0254) and the performance of marine sanitation devices (MSDs). Two private research firms, Battelle Memorial and Eastern Research Group, are assisting EPA in obtaining this information which may be used in future decisions associated with the implementation of the National Vessel Sewage Discharge Program.

Your company has been chosen to participate in this important study, and your participation is voluntary. The information we are asking you to provide is essential to operating the program effectively. We understand that much of the information we are requesting is gathered during the Coast Guard certification process, but, it would be very helpful if you would complete the enclosed survey. For more information on the program see: http://www.epa.gov/owow/oceans/regulatory/vessel_sewage/.

Enclosed are 10 copies of the survey questionnaire. Please complete one questionnaire for each MSD model that you manufacture. It would be very appreciated if you could return it by October 10, 2003.

Responses to some questions may be considered "confidential business information" (CBI). Please mark any response you consider CBI on the questionnaire. CBI responses will be handled under EPA procedures that assure that such information cannot be revealed to other firms or the public. Information covered by a claim of confidentiality will be made available to EPA contractors to enable the contractors to perform the work required by their contracts with EPA. All EPA contracts provide that contractor employees will use the information only for the purpose of performing the work required by their contracts and will not disclose any CBI to anyone other than EPA without prior written approval from each affected business or from EPA's legal office.

On behalf of EPA, we would like to thank you, in advance for your participation in this study. If you have any questions, please call Drew Laughland, Eastern Research Group at 781-674-7359.

Sincerely,

Debra A. Walker, REM
Project Manager

Enclosure

OMB Approval Number: 2040-0254
Expiration Date: 07/31/04