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**Tourism and related services — Yacht  
harbours —**

**Part 2:  
Minimum requirements for  
intermediate service level harbours**

**iTeh STANDARD PREVIEW**  
*Tourisme et services connexes — Ports de plaisance —  
Partie 2: Exigences minimales pour les port de niveau de service moyen*  
(standards.iteh.ai)

ISO 13687-2:2017

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ISO copyright office  
Ch. de Blandonnet 8 • CP 401  
CH-1214 Vernier, Geneva, Switzerland  
Tel. +41 22 749 01 11  
Fax +41 22 749 09 47  
[copyright@iso.org](mailto:copyright@iso.org)  
[www.iso.org](http://www.iso.org)

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## Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see [www.iso.org/directives](http://www.iso.org/directives)).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see [www.iso.org/patents](http://www.iso.org/patents)).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: [www.iso.org/iso/foreword.html](http://www.iso.org/iso/foreword.html).

This document was prepared by Technical Committee ISO/TC 228, *Tourism and related services*.

This first edition of ISO 13687-2, together with ISO 13687-1 and ISO 13687-3, cancels and replaces ISO 13687:2014, which has been technically revised.

A list of all parts in the ISO 13687 series can be found on the ISO website.

## Introduction

Yacht harbours have a measurable and increasing social, commercial, and environmental influence. All this has been taken into account of and motivates the development of this document due to the itinerant nature of craft and the boating and yachting tourism community.

Recognizing that every yacht harbour is unique, the purpose of the ISO 13687 series is to set out minimum requirements which are suitable for all yacht harbours. Special attention has been given to user's safety and environment protection.

ISO 13687 consists of the following three parts:

- ISO 13687-1 provides minimum requirements for basic service level harbours;
- ISO 13687-2 provides minimum requirements for intermediate service level harbours;
- ISO 13687-3 provides minimum requirements for high service level harbours.

The aim of the ISO 13687 series is to provide yacht harbour operators with a practical tool to:

- promote health, safety, and respect to the environment;
- help the development of yacht harbours, surrounding spaces, and communities by sharing global practices;
- provide nautical tourists with harmonized information and services across yacht harbours and to give them a broad choice of offers regardless of their location.

An intermediate service level harbour is a harbour that fulfils the requirements specified in ISO 13687-1 as well as the requirements specified in this document.

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# Tourism and related services — Yacht harbours —

## Part 2:

## Minimum requirements for intermediate service level harbours

### 1 Scope

This document establishes minimum requirements for commercial and non-commercial harbours for leisure craft in order to define the intermediate level to deliver services to the boating community for all types of recreational boating activities, excluding the standardization of sports activities.

The scope does not cover specifics of boat yards, dry stacks, dry-docking areas, dry storages, fuel stations and nearby beaches.

This document does not cover risks in case of abnormal weather conditions above windforce 9 on the Beaufort scale and extreme sea conditions or rogue waves.

### 2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 13687-1:2017, *Tourism and related services — Yacht harbours — Part 1: Minimum requirements for basic service level harbours*

### 3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 13687-1:2017 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- ISO Online browsing platform: available at <http://www.iso.org/obp>
- IEC Electropedia: available at <http://www.electropedia.org/>

#### 3.1

##### high season

period of the year defined by the yacht harbour operator in which activities of the yacht harbour users are at a maximum

#### 3.2

##### low season

period of the year defined by the yacht harbour operator in which activities of the yacht harbour users are down to 50 % or less of the *high season* (3.1)

#### 3.3

##### toilet facility

enclosed space containing at least a toilet, a wash basin and its equipment

**3.4**

**shower facility**

enclosed space containing one or more showers

**3.5**

**yacht harbour manager**

person reporting to the yacht harbour operator who is responsible for directing and coordinating the activities at the yacht harbour and related facilities and for the management of all staff and contracted personnel

## **4 General requirements**

### **4.1 Legal and other requirements**

The requirements of ISO 13687-1:2017, 4.1, shall apply.

### **4.2 Office**

The requirements of ISO 13687-1:2017, 4.2, and the following shall apply:

- a) the office shall be housed in purpose built accommodation;
- b) the office staff shall be available every day during the high season and four days per week during the low season;
- c) office staff shall be available at least eight hours per day.

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### **4.3 Staff**

ISO 13687-2:2017

#### **4.3.1 General requirements**

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The requirements of ISO 13687-1:2017, 4.3, and the following shall apply.

- a) Staff shall be competent to assist mooring activities of craft.
- b) At least 25 % of staff at each shift shall be trained on first aid.
- c) A member of the yacht harbour staff shall be able to communicate in English or another foreign language applicable to the yacht harbour users.

**NOTE** If a yacht harbour is not visited by foreign boaters due to its isolated location, this requirement is not applicable.

- d) The yacht harbour manager shall have relevant training to be able to fulfil his tasks according to the size of the harbour.

#### **4.3.2 Structure of staff duties and responsibilities**

The yacht harbour shall have at least the minimum structure to fulfil the following functions:

- a) safety;
- b) finances;
- c) strategic planning;
- d) operational planning;
- e) marketing;



- f) human resources;
- g) maintenance;
- h) administration;
- i) berthing operations.

There shall be a role description for all staff members. There shall be an organization chart and a description of responsibilities of direction, management and staff.

NOTE Functions can be contracted out and/or combined.

#### 4.3.3 Corporate identity

Customer facing staff shall be identified as yacht harbour employees by means of special attire.

#### 4.4 Administration

The requirements of ISO 13687-1:2017, 4.4, and the following shall apply.

The yacht harbour shall have:

- a) a website or other electronic/online presence;
- b) the identification of craft mooring by type and size;
- c) the registration of berth holders;
- d) a form for the registration of craft arrival and departure which contains the following:
  - craft name; [ISO 13687-2:2017](https://standards.iteh.ai/catalog/standards/sist/a155830c-a10d-402f-b70b-3d6ff4f505b8/iso-13687-2-2017)
  - craft type; <https://standards.iteh.ai/catalog/standards/sist/a155830c-a10d-402f-b70b-3d6ff4f505b8/iso-13687-2-2017>
  - craft main dimensions;
  - flag, home port, and registration number;
  - skipper/captain name, address, telephone number and email address;
  - proof of current craft insurance including third party liability;
  - arrival and departure dates.
- e) a complaint procedure;
- f) a customer survey.

The yacht harbour shall follow the principles of a management system.

#### 4.5 Insurance

The requirements of ISO 13687-1:2017, 4.5, shall apply.