

MATA

SUSTAINABILITY STANDARD



NATA Sustainability Standard for Aviation Businesses

1. Purpose

It is the goal of the NATA Environment Committee to promote environmental sustainability for FBOs and other aviation businesses. The NATA Sustainability Standard for Aviation Businesses (the “Standard”) allows NATA member organizations to achieve a self-certification by taking steps that are designed to reduce Greenhouse Gas (GHG) emissions (including CO₂), increase use of more environmentally friendly energy sources, reduce waste, and encourage sustainability. The Standard also offers those organizations that complete a self-certification process to highlight their conformance to this standard by displaying the corresponding logo.

2. Environmental Issues and Best Practices

The Standard aims to provide organizations with flexible, cost-effective options to pursue practices in their operations that are sustainable and can serve as a foundation for future enhancements. The FAA defines¹ airport sustainable actions as those that achieve these three goals:

- 1) Reduce environmental impacts
- 2) Help maintain high, stable levels of economic growth
- 3) Help achieve “social progress,” a broad set of actions that ensure organizational goals are achieved in a way that’s consistent with the needs and values of the local community

The Standard provides a targeted list of actions that aviation businesses can make *today* to reduce their carbon footprint and support overall sustainability in their operations and community, while also providing options for future enhancements and/or adoption of other third-party certifications, if desired. Appendix C of this document provides links to some examples of these options for those organizations interested in pursuing them.

3. Self-Certification Process:

Organizations interested in participating in this program can achieve certification through these steps:

1. Complete either the self-certification checklist found in Appendix A (for individual locations) or Appendix B (for network organizations).
 - o Mandatory requirements must be met to achieve self-certification.
 - o Optional actions are voluntary but implementing them will result in being identified as reaching higher-tier status. All applicable items in a Tier level must be completed to achieve self-certification of that level.
2. Submit the completed and signed checklist to sustainability@nata.aero.
3. Renew annually to maintain self-certification.
 - o Self-certifications expire at the end of each calendar year.
 - o New checklists will be released each year in the fourth quarter for each subsequent calendar year.

If the Network Checklist is used, the level achieved will apply to all individual locations within that network. It does not preclude any individual locations within that network from using Appendix A to achieve a higher tier, and if done, it will apply to that location only.

¹ www.faa.gov/airports/environmental/sustainability



4. Self-Certification Levels

Aviation Businesses that return Appendix A will achieve the following levels by completing:

- | | |
|--|----------------------------------|
| ☒ All Required items | Green Aviation Business |
| ☒ All Required items + Tier 1 items | Green Aviation Business – Tier 1 |
| ☒ All Required items + Tiers 1 and 2 items | Green Aviation Business – Tier 2 |
| ☒ All Required Items + Tiers 1, 2, and 3 items | Green Aviation Business – Tier 3 |

5. Implementation Notes

- ☒ The basic hierarchy of sustainability is to measure one's carbon foot print, then consider ways to:
 1. Reduce: Can we be more efficient and use less energy and natural resources?
 2. Replace: Can we replace use of fossil fuels?
 3. Offset: Can offsets be a bridge to carbon neutrality?
- ☒ Participation is limited to NATA member organizations only.
- ☒ The self-certification checklist must be signed by the Accountable Executive (e.g., owner, general manager, president, or other equivalent title).
- ☒ Any previously achieved items in the checklist can be applied toward self-certification. For example, if an aviation business has already replaced some lights with LEDs, that action "counts" for the corresponding requirement.
- ☒ The first requirement for self-certification is to calculate a carbon footprint as a baseline for future comparison. Since this baseline is not normalized for operations, facility size, or other measure of business activity, a business has the option of re-calculating its baseline in future years if it encounters significant growth or reduction in operations or facility size. It may be beneficial to consider using the same carbon footprint calculator for the baseline as well for subsequent reporting periods as the carbon footprint scoring methodology can vary.
- ☒ Although the checklist requires that the applicant calculate its carbon footprint, the actual score does not need to be disclosed to NATA for the purposes for obtaining this self-certification.
- ☒ Organizations are not required to submit or disclose any confidential materials.
- ☒ Upon receipt of the required documents, NATA will evaluate the submission prior to providing confirmation that the organization is permitted to utilize the Standard's logo.
- ☒ NATA reserves the right to request verification of any items and serves as sole adjudicator of completed checklists and applicability to receive the NATA Sustainability Standard for Aviation Businesses certification.

ONLY ORGANIZATIONS THAT COMPLETE ALL COMPONENTS OF THIS OPTIONAL SELF-CERTIFICATION PROCESS AND RECEIVE WRITTEN CONFIRMATION FROM NATA HAVE PERMISSION TO USE AND DISPLAY THE NATA SUSTAINABILITY STANDARD LOGO DURING APPROVED TIMEFRAMES.

Enclosures

Appendix A: Self-Certification Checklist and Application – Individual Location

Appendix B: Self-Certification Checklist and Application – Network

Appendix C: Resources and Tools

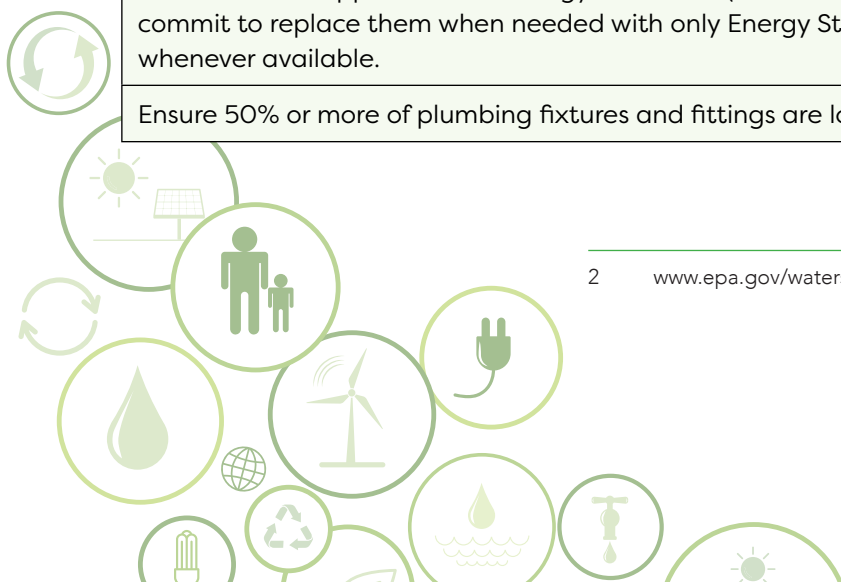
Revision History

Appendix A: NATA Sustainability Standard for Aviation Businesses Self-Certification Checklist and Application – Individual Location

| | |
|------------------------------|--|
| Organization Name | |
| Location or Address | |
| Phone | |
| Email | |
| Accountable Executive (Name) | |
| Title | |

| Sustainability Standard Requirement <i>Note: For facilities-related items, any new construction must meet or exceed the facility's current tier in order maintain tier level.</i> | Required / Tier | Y / N / NA |
|---|-----------------|------------|
| Establish a baseline carbon footprint. Example tools are provided in Appendix C of this Standard. | Required | |
| Develop an Environmental Policy Statement, have Accountable Executive sign it, and place it in public-facing area. Example templates are provided in Appendix C of this Standard. | Required | |
| Make recycling receptacles available in employee and customer areas (applicable only if recycling is available in the aviation facility's geographical area); receptacles must be clearly labelled (trash, recycling, compost, etc.). | Required | |
| Implement paperless systems where feasible (e.g., fuel slips, receipts, survey, etc.). | Required | |
| Begin replacing lights with LEDs. | Required | |
| Offer filtered water fill station or fountain to reduce plastic water bottle usage. | Required | |
| Phase out single use plastic items such as straws, coffee stirrs, etc. If water containers are provided, offer non-plastic or other sustainable options (in addition to plastic option, if desired). | Tier 1 | |
| Create GSE policy to eliminate or reduce unnecessary idling. | Tier 1 | |
| Install motion-sensor lighting in storage areas, restrooms, and offices. | Tier 1 | |
| Ensure kitchen appliances are Energy Star rated (www.energystar.gov). If not, commit to replace them when needed with only Energy Star rated appliances whenever available. | Tier 1 | |
| Ensure 50% or more of plumbing fixtures and fittings are low flow/WaterSense ² . | Tier 1 | |

2 www.epa.gov/watersense



| | | |
|---|--------|--|
| Develop and implement a sustainable sourcing/procurement policy. Example policies are provided in Appendix C of this Standard. | Tier 2 | |
| Achieve a reduction in baseline carbon footprint (applicable only after 1st year of participation and beyond). | Tier 2 | |
| Create baseline of GSE emissions by inventorying equipment and create written plan to reduce GSE emissions by replacing GSE or reducing with lower-emission energy sources. | Tier 2 | |
| Provide at least two of the following: <ol style="list-style-type: none"> 1. For break area snack offerings, include at least one seasonal, locally sourced product. 2. Provide one of the following: ride-share parking space(s); parking space(s) for electric vehicle(s); or, subsidy for public transportation for employees. 3. 100% of toilets are low flow/WaterSense labelled². 4. One or more GSE or base vehicles are electric-only (e.g., ramp vehicles or crew cars; golf carts do not count toward this requirement). | Tier 2 | |
| Install electric car charging station(s) on land-side company parking area (if allowed by airport). | Tier 3 | |
| Demonstrate reduction in emissions from GSE baseline established in Tier 2 per written plan. | Tier 3 | |
| Complete at least one of the following: <ol style="list-style-type: none"> 1. Conduct annual training for all personnel on sustainability. 2. Sponsor or participate in a community-based sustainability event. | Tier 3 | |
| Integrate renewable energy source (e.g., solar, wind, geothermal, etc.) or purchase green power tariff/carbon offsets (where available). | Tier 3 | |
| Install interlocks on hangar doors or provide standard operating procedures to minimize open hangar doors for pre-conditioned (heated/cooled) hangar areas. | Tier 3 | |
| Replace *all* company interior and exterior lighting with energy efficient lights such as LEDs or make commit to this lighting as they are replaced. | Tier 3 | |
| Use renewable diesel in place of conventional diesel fuel for GSE, where available. | Tier 3 | |

Notes and Comments: _____

Signature of Accountable Executive: _____ Date: _____

Scan and email this form to sustainability@nata.aero.



Appendix B: NATA Sustainability Standard for Aviation Businesses Self-Certification Checklist and Application – Multi-Location Network

| | |
|-------------------------------------|--|
| Organization Name | |
| Locations | |
| Phone | |
| Email | |
| Accountable Executive (Name) | |
| Title | |

| Sustainability Standard Requirement | Required / Tier | Y / N / NA |
|---|------------------------|-------------------|
| <i>Note: For facilities-related items, any new construction must meet or exceed the facility's current tier in order maintain tier level.</i> | | |
| Establish a baseline carbon footprint for the locations. Example tools are provided in Appendix C of this Standard. | Required | |
| Develop an Environmental Policy Statement, have Accountable Executive sign it, and place it in public-facing areas at all locations. Example templates are provided in Appendix C of this Standard. | Required | |
| Make recycling receptacles available in employee and customer areas (applicable only if recycling is available in the aviation facility's geographical area); receptacles must be clearly labelled (trash, recycling, compost, etc.). | Required | |
| Implement paperless systems where feasible (e.g., fuel slips, receipts, survey, etc.). | Required | |
| Begin replacing lights with LEDs at 50% or more of locations. | Required | |
| Offer filtered water fill station or fountain to reduce plastic water bottle usage (all locations). | Required | |
| Phase out single use plastic items such as straws, coffee stirrs, etc. If water containers are provided, offer non-plastic or other sustainable options (in addition to plastic option, if desired) at all locations. | Tier 1 | |
| Create GSE policy to eliminate or reduce unnecessary idling. | Tier 1 | |
| Install motion-sensor lighting in storage areas, restrooms, and offices. | Tier 1 | |
| Ensure kitchen appliances are Energy Star rated (www.energystar.gov). If not, commit to replace them when needed with only Energy Star rated appliances whenever available. | Tier 1 | |
| Ensure 50% or more of plumbing fixtures and fittings are low flow/WaterSense ³ . | Tier 1 | |

³ www.epa.gov/watersense



| | | |
|--|--------|--|
| Develop and implement a sustainable sourcing/procurement policy. Example policies are provided in Appendix C of this Standard. | Tier 2 | |
| Achieve a reduction in baseline carbon footprint (applicable only after 1st year of participation and beyond). This can be network-wide summary of footprint. | Tier 2 | |
| Create baseline of GSE emissions by inventorying equipment and create written plan to reduce GSE emissions by replacing GSE or reducing with lower-emission energy sources. This can be network-wide summary of footprint. | Tier 2 | |
| Provide at least two of the following at each location: <ol style="list-style-type: none"> For break area snack offerings, include at least one seasonal, locally sourced product. Provide one of the following: ride-share parking space(s); parking space(s) for electric vehicle(s); or, subsidy for public transportation for employees. 100% of toilets are low flow/WaterSense labelled². One or more GSE or base vehicles are electric-only (e.g., ramp vehicles or crew cars; golf carts do not count toward this requirement). | Tier 2 | |
| Install electric car charging station(s) on land-side company parking area (if allowed by airport). | Tier 3 | |
| Complete at least one of the following at each location: <ol style="list-style-type: none"> Conduct annual training for all personnel on sustainability. Sponsor or participate in a community-based sustainability event. | Tier 3 | |
| Demonstrate reduction in emissions from GSE baseline established in Tier 2 per written plan. This can be network-wide summary of footprint. | Tier 3 | |
| Integrate renewable energy source (e.g., solar, wind, geothermal, etc.) or purchase green power tariff/carbon offsets (where available) at 80% or more of locations. | Tier 3 | |
| Install interlocks on hangar doors or provide standard operating procedures to minimize open hangar doors for pre-conditioned (heated/cooled) hangar areas. | Tier 3 | |
| Replace *all* company interior and exterior lighting with energy efficient lights such as LEDs or make commit to this lighting as they are replaced. | Tier 3 | |
| Use renewable diesel in place of conventional diesel fuel for GSE, where available. | Tier 3 | |

Have you accomplished any other sustainable initiatives you would like NATA to know about and highlight at future events?

Notes and Comments

Signature of Accountable Executive: _____ **Date:** _____



Scan and email this form to sustainability@nata.aero.



Appendix C: Resources and Tools

Policy Links

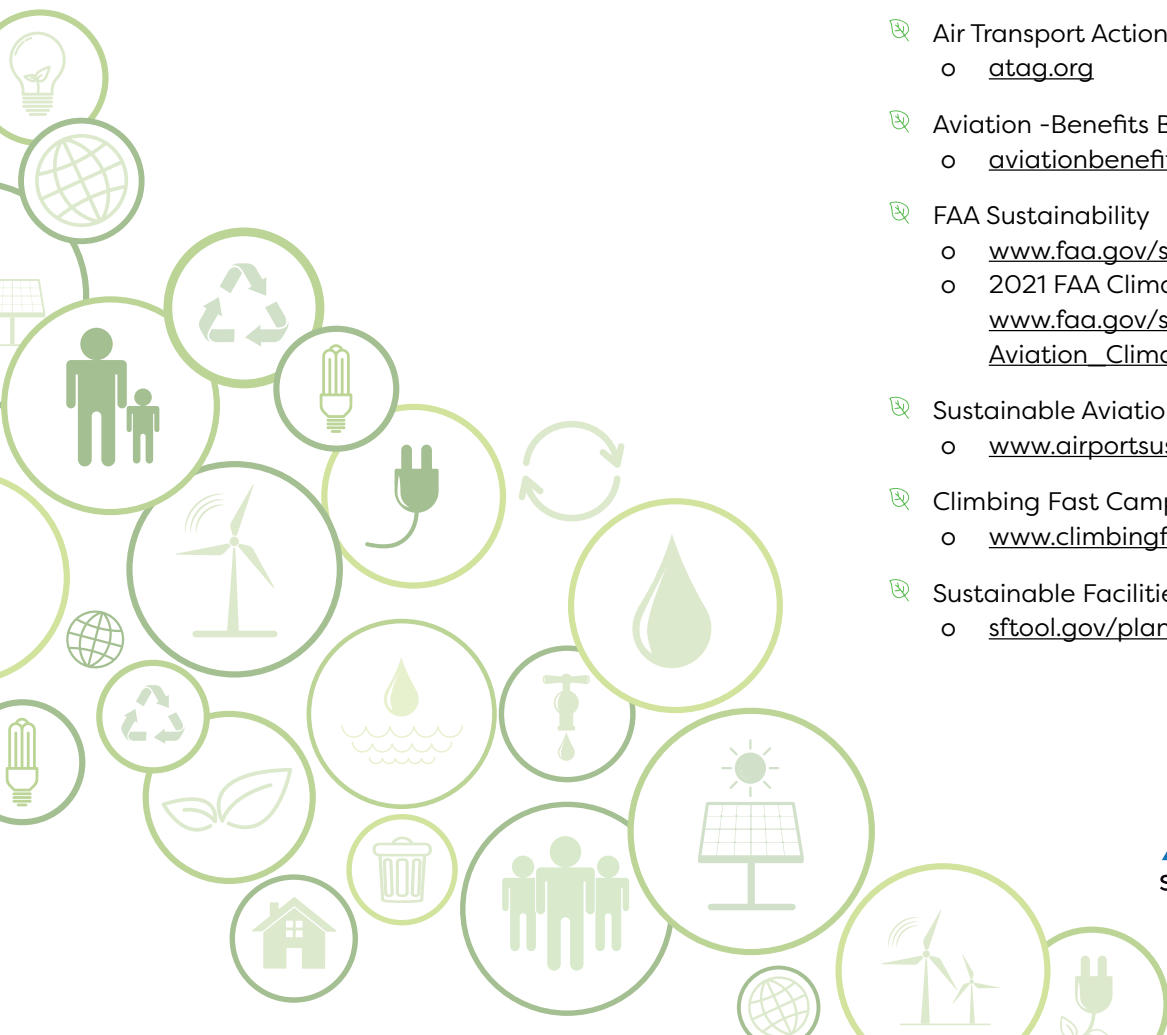
- 🔗 [Link](#) to sample Environmental Policy Statement
- 🔗 [Link](#) to sample sourcing/procurement policy
- 🔗 [Link](#) for additional ideas for sustainability strategies

Carbon Footprint Estimation Tools and Guidance

- 🔗 Greenhouse Gas Calculation Tools:
 - o www.ghgprotocol.org/calculation-tools
 - o [GHG Emission Factors from Cross Sector Tools](#) (download)
- 🔗 4 Air Carbon Calculator
 - o [4Air Simplified Emission Calculation Tool](#) (download)
 - o [4AIR Learning Center and Calculators](#)
- 🔗 US EPA
 - o www.epa.gov/climateleadership/ghg-emission-factors-hub
 - o www.epa.gov/climateleadership/simplified-ghg-emissions-calculator

Resources for Further Information

- 🔗 SAF Coalition:
 - o www.futureofsustainablefuel.com
 - o [Sustainable Aviation Fuel Guide](#)
- 🔗 EPA Reduction Goals and Strategies
 - o www.epa.gov/climateleadership/ghg-reduction-programs-strategies#Energy_Efficiency
 - o U.S. EPA's [ENERGY STAR Program](#) and EPA [Green Power Partnership](#)
- 🔗 Leadership in Energy and Environmental Design (LEED):
 - o www.usgbc.org
- 🔗 Institute for Sustainable Infrastructure – ENVISION:
 - o www.sustainableinfrastructure.org
- 🔗 Carbon Offsetting and Reduction Scheme for International Aviation (CORSA)
 - o www.icao.int/environmental-protection/CORSIA
- 🔗 ISO 14001 Environmental Management Systems Standard
 - o www.iso.org
- 🔗 Air Transport Action Group (ATAG)
 - o atag.org
- 🔗 Aviation -Benefits Beyond Borders
 - o aviationbenefits.org
- 🔗 FAA Sustainability
 - o www.faa.gov/sustainability
 - o 2021 FAA Climate Action Plan: www.faa.gov/sites/faa.gov/files/2021-11/Aviation_Climate_Action_Plan.pdf
- 🔗 Sustainable Aviation Guidance Alliance
 - o www.airportsustainability.org
- 🔗 Climbing Fast Campaign
 - o www.climbingfast.com
- 🔗 Sustainable Facilities Tool
 - o sftool.gov/plan/267/building-systems-upgrades





Sustainability Standard Change Summary

Revision History

| Number | Effective Date | Changes |
|---------------|-----------------------|--|
| 2021.1 | October 1, 2021 | Original |
| 2022.1 | October 1, 2022 | Addition of Network Checklist option; updates on checklist items; updated tools and references (Appendix C). |
| 2023.1 | November 14, 2023 | Additional flexibility within certain Tier 2 and 3 requirements for Aviation Businesses to select the most applicable and feasible sustainability actions based on their unique operational environment; caveat for Tier 3 to replace less energy efficient light bulbs as needed and directed by company policy; updated tools and references (Appendix C). |
| 2024.1 | November 25, 2024 | Suggestion for additional sustainability initiatives included. |