

UNITED STATES MARINE CORPS

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE PSC BOX 20005 CAMP LEJEUNE NC 28542-0005

> MCIEAST-MCB CAMLEJO 5090.9A G-F FEB 1 5 2023

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE ORDER 5090.9A

From: Commanding General

To:

Distribution List

Subj: HAZARDOUS WASTE AND HAZARDOUS MATERIAL MANAGEMENT

Ref:

- (a) MCO 5090.2
- (b) MCO 4450.12A
- (c) MCIEAST-MCB CAMLEJO 5090.2A
- (d) NAVMC Dir 5100.8
- (e) MCIEAST-MCB CAMLEJO 5090.4B

Encl:

- (1) ESOP 9.01 Hazardous Material Management Program
- (2) ESOP 9.8 Management and Storage of Batteries
- (3) ESOP 9.02 Hazardous Waste Management Program
- (4) Environmental Personnel Training Record
- (5) MCIEAST-MCB CAMLEJ HM/HW Turn-In Document
- (6) MCIEAST-MCB CAMLEJ Hazardous Waste (HW) <90-Day Site Weekly Inspection
- (7) MCIEAST-MCB CAMLEJ Spill Report
- (8) Authorization to Operate a Hazardous Waste Satellite Accumulation Area (SAA)
- (9) MCIEAST-MCB CAMLEJ Satellite Accumulation Area (SAA) Monthly ECO/ECC Inspection
- 1. Situation. Reference (a), in part, establishes Marine Corps policy and responsibilities for compliance with statutory and regulatory requirements for hazardous material (HM or HAZMAT) and hazardous waste (HW) management and minimization. Reference (b) also establishes procedures for the receipt, storage, and handling of HM and HW. This Order, in part, supplements the references and establishes procedures and assigns responsibilities for Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEST-MCB CAMLEJ) HM and HW management on Marine Corps Base Camp Lejeune (MCB CAMLEJ). Marine Corps Base Camp Lejeune may be referred to as the "Installation" within this Order.
- 2. Cancellation. MCIEAST-MCB CAMLEJO 5090.9.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

3. <u>Mission</u>. To protect human health and the environment; protect, sustain, and enhance mission readiness; and promote compliance with all applicable Federal, state, and local requirements and policy concerning HM and HW management and minimization, establish procedures and assign responsibilities supporting the HM and HW management on the Installation.

4. Execution

a. Commander's Intent and Concept of Operations

- (1) <u>Commander's Intent</u>. To effectively manage, monitor, and maintain the Installation's HM and HW to comply with all applicable requirements governing the management of HM and HW.
- (2) Concept of Operations. Primary tasks and information are provided below and in the enclosures. This Order ensures that MCIEAST-MCB CAMLEJ and its subordinate commands and staff sections, and Installation tenant organizations and contractors on the Installation, place priority on proper management of HM and HW to protect human health and the environment. As a large quantity generator of HW, MCIEAST-MCB CAMLEJ accumulates HW at Satellite Accumulation Areas (SAAs) and at less than 90-day (<90-day) HM Consolidation Sites (HMCS). MCIEAST-MCB CAMLEJ uses an appropriate number and type of accumulation areas and sites on the Installation to protect human health and the environment.

b. Tasks

- (1) MCIEAST-MCB CAMLEJ Assistant Chief of Staff (AC/S), G-F. The AC/S G-F shall serve as the principal staff lead for HM and HW management on the Installation and oversee, coordinate, and direct implementation of this Order
- (2) MCIEAST-MCB CAMLEJ G-4 Director of Safety. The Director of Safety shall support the AC/S G-F in implementing this Order by integrating and implementing the MCIEAST-MCB CAMLEJ Safety Program to support safe and healthy HM and HW management practices for all HM and HW management operators and response personnel on the Installation.
- (3) MCIEAST-MCB CAMLEJ Unit and Area Commanders, Primary and Special Staff, and Supervisors on the Installation. MCIEAST-MCB CAMLEJ unit and area commands, staff, and supervisors on the Installation shall comply with all applicable requirements within this Order and support the AC/S, G-F in overseeing, coordinating, and directing implementation of this Order.

(4) Tenant Organizations and Contractors. Installation tenant organizations and contractors shall comply with all applicable requirements within this Order. Tenant organizations may also develop orders, directives, and/or standard operating procedures as needed to implement this Order. Any inconsistency, ambiguity, or discrepancy between any part of this Order and any Government contract supporting the Installation shall be resolved by Government officials (e.g., a Contracting Officer) giving precedence to the contract. Any inconsistency, ambiguity, or discrepancy between this Order and any Installation order, policy, plan, or contractor's guide shall be resolved by Government officials giving precedence to this Order.

5. Administration and Logistics

a. All Environmental Standard Operating Procedures (ESOPs) enclosed within this Order are found within the Environmental Management System (EMS) for the Installation. The EMS also contains ESOPs identifying the roles and responsibilities for the Environmental Compliance Officer, Environmental Compliance Coordinator, Hazardous Material Site Manager, Hazardous Material Handler, Hazardous Waste Site Manager, and Hazardous Waste Handler.

6. Command and Signal

- a. <u>Command</u>. This Order is applicable to MCIEAST-MCB CAMLEJ and its subordinate commands and staff sections on the Installation. It is also applicable to Installation tenant organizations and contractors (in the absence of a specific contractual requirement to the contrary) pursuant to section 0405 of reference (a), MCIEAST-MCB CAMLEJ installation commanders shall independently develop installation policy and procedures to establish and implement an Authorized Use List Program, an HM Reutilization Program, and an HW Management Program.
 - b. Signal. This Order is effective the date signed.

E. J. ADAMS Chief of Staff

DISTRIBUTION: A/C (plus MCAS NR, H&S Bn, and WTBn)

Environmental Standard Operating Procedures (ESOP)

Title: ESOP 9.01-HAZARDOUS MATERIALS MANAGEMENT PROGRAM

<u>Purpose</u>: This ESOP establishes the procedures for the proper management and disposal of Hazardous Materials (HM). These requirements are established by Marine Corps Order 5090.2 to reduce environmental liability of and comply with environmental permits held by and regulations required of Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ). This ESOP must be placed into the unit's/department's environmental binder.

<u>Applicability</u>: This title applies to all organizations on Marine Corps Base Camp Lejeune (MCB CAMLEJ), including: any command, active or reserve component; staff organization, or supporting agency which is affiliated with the United States Marine Corps, Department of the Navy, or Department of Defense.

Responsibility: MCIEAST-MCB CAMLEJ subordinate commands and staff sections on MCB CAMLEJ and tenant organizations and contractors on MCB CAMLEJ.

Responsibilities: Environmental Compliance Officers and their assistants, Environmental Compliance Coordinators (ECCs) and their assistants, HM Site Managers, and HM Handlers assigned duties within MCIEAST-MCB CAMLEJ subordinate commands on MCB CAMLEJ and tenant organizations and contractors on MCB CAMLEJ shall comply with the following procedures:

- Authorized Use List (AUL). An AUL is an approved list of HM needed to meet the operational requirements of a command, facility, or work center. An effective AUL process supports the reduction of on-hand HM inventory levels, efficient tracking and visibility of HM inventory, "cradle-to-grave" management, reduces the amount of HM that becomes a Hazardous Waste (HW), and promotes the use of Environmentally Sustainable Products (ESP). Each work center within a unit/department that utilizes HM is required to maintain an AUL. All work center AULs will be submitted to Environmental Management Division (EMD) via the functional mailbox at Lejeune AUL@usmc.mil to be reviewed for sustainable product substitution and input into Enterprise Application Software (EAS). Only HM approved on the individual work center's AUL may be purchased, stored, or used by that work center. The work center will review the AUL periodically to ensure accuracy based on current and reasonably foreseeable (i.e., 90-day) mission essential processes and procedures. EMD/Resource Conservation and Recovery Section (RCRS) will continuously monitor and review the AUL for ESP substitutions. As ESP are identified, HM replaced by ESP will no longer be authorized for use unless units/departments provide the Environmental Management Division/Resource Conservation and Recovery Section (EMD/RCRS) documentation requiring non-ESPs.
- (1) The following list of exempt ${\tt HM}$ are excluded from ${\tt AUL}$ requirements:
 - (a) Alkaline batteries;
 - (b) Rechargeable communication batteries;
 - (c) Consumer grade lithium batteries;
- (d) Maintenance-free, sealed lead acid batteries, weighing less than 99 pounds, and intended for motor vehicle use;

- (e) Janitorial supplies non-concentrated, one gallon or Less;
- (f) Pesticides and insecticides non-concentrated, for personal
 use (e.g., OFF bug spray);
- (g) Article or solid manufactured items (e.g. rechargeable battery in a metal detector);
 - (h) Nuclear, radioactive or biological HM;
- $\hbox{(i)} \quad {\tt HM} \ {\tt associated} \ {\tt with} \ {\tt in-theater} \ {\tt wartime} \\ {\tt Operations};$
 - (j) Ammunition and explosives;
 - (k) Pharmaceuticals;
 - (1) HM used for lab testing within a medical facility;
- (m) Compressed gas cylinders that are associated with or intended for medical processes; and
 - (n) Fire extinguishers.
- b. Installation-Wide Consolidated Authorized Use List (AUL). The consolidated AUL is a list of HM approved for use on MCB CAMLEJ. The installation-wide consolidated AUL is derived from work center-level AULs. HM on the consolidated AUL may be immediately available to add to unit/department AULs.
- c. Receipt of HM by End-Users. Full manufacturer shelf-life will be granted when initial EAS labels are created for HM at EAS issue points. Upon receipt, the work center or end-user assumes responsibility for "cradle-to-grave" management of the HM. The work center or end-user will ensure that HM management meets the following requirements:
- (1) The HM packaging is clearly labeled by the manufacturer and is free of any defects, including leaks, dents, and rust;
- (2) The HM is identified with an EAS label, (see paragraph d. below if the material is received without an EAS label) with the following information:
 - (a) Material/Trade Name;
 - (b) Manufacturer;
 - (c) National Stock Number (NSN)/Local Stock Number (LSN);
 - (d) Safety Data Sheet (SDS) Number;
 - (e) Expiration (Exp.) Date;
 - (f) Lot/Batch Number;
 - (g) Serial Number; and

- (h) The HM has a minimum of 85 percent of shelf-life remaining unless the HM will be used immediately.
- d. HM without EAS Labels. If HM is received by the work center or enduser without an EAS label, it is the work center's or end-user's responsibility to complete the "MCIEAST-MCB Camp Lejeune Hazardous Material Label Request," Form MCIEAST-MCBCAMLEJ/G-F/EMD/13, available at https://www.lejeune.marines.mil/Offices-Staff/Environmental-Mgmt/emd-approved-Forms/. End-users may email the completed request form to Lejeune hazmat@usmc.mil. It is the end-user's responsibility to ensure that the EAS labels are correctly adhered to each HM container regardless of the unit of issue. If end-users have any questions regarding EAS labeling processes, procedures, or requirements, they may contact EMD/RCRS at Lejeune hazmat@usmc.mil.
- (1) Each HM container will have an EAS label with required information unless it meets the conditions presented in paragraph d.(2) immediately below.
- (2) An EAS label is not required to be adhered to the HM if it is not feasible to apply (e.g., to small containers) without covering any of the directions, product identification (e.g., NSN, Part Number, Manufacturer, Material Name, Unit of Measure, manufacture (MFG.) Date, Expiration Date, and Re-inspect/Test Date) or warning labels.
- e. $\underline{\text{Storage}}$. Proper management of HM while in storage will increase safety and material quality while decreasing disposal of unopened or unused HM due to shelf-life expiration.
- (1) Wholesale (e.g., ServMart) and retail HM suppliers will ensure adequate shelf-life remains on HM that will be sold or issued to work centers or end-users. Any HM that does not have adequate shelf-life may be evaluated by suppliers, and the supplier may extend the HM shelf-life before issue. Proper stock rotation is required to ensure materials with the shortest shelf-life are issued first. This practice is commonly known as "First In, First Out" (FIFO).

(2) End-users will ensure:

- (a) All manufacturer recommendations for HM storage are followed, including temperature, environment, and packaging. The HM must be stored in controlled locations with access limited to authorized personnel only;
- (b) The HM are properly segregated to ensure proper hazard compatibility for storage; and
- (c) Proper stock rotation is required to ensure materials with the shortest service-life are utilized first, practicing FIFO.
- (3) Shelf/Service-Life Inspections. ECCs shall conduct monthly inspections to ensure HM stored aboard MCB CAMLEJ have adequate shelf/service-life and containers are in good condition. During the monthly ECC inspections, HM shelf/service-life will be inspected to ensure each HM has an adequate shelf/service-life remaining. Materials reaching their specified shelf/service-life shall be prepared for turn-in and available for pick-up during their next regularly-scheduled HM Curbside Service.

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- f. HM Curbside Service. EMD/RCRS provides all units/departments on MCB CAMLEJ a Curbside Service for HM pick-up. ECCs and HM Site Managers are responsible for coordinating proper HM identification, handling, and storage of HM before pick-up. Curbside Service is normally available Monday through Friday from 0730-1430, and there is no HM quantity or pick-up limits for HM pick-up service. Units/departments shall not pre-mark excess or spent HM as "Waste," "Hazardous Waste," "Bad/Used," or other similar language.
- (1) Materials will be properly identified and containerized to ensure their compatibility for transportation. Incompatible HMs will not be on the same pallet.
- (2) Trained personnel will ensure all HM pick-up requests are submitted using the current "Hazardous Material/Waste-Turn-In Document," Form MCIEAST-MCB CAMLEJ/G-F/EMD/16, which can be found at https://www.lejeune.marines.mil/Offices-Staff/Environmental-Mgmt/emd-approved-Forms/. Submit completed forms to Lejeune hazmat@usmc.mil and wait to be contacted by EMD/RCRS personnel for an appointment.
- (3) Upon arrival at the HM pick-up site, EMD/RCRS and properly trained personnel (i.e., the ECC, the HM Site Manager, or the HM Handler) will inspect the HM and identify any discrepancies. It is the unit's/department's responsibility to correct discrepancies before loading the HM on the truck. EMD/RCRS will provide the unit with a signed copy of the HM/HW Turn-In Document, Form MCIEAST-MCB CAMLEJ/G-F/EMD/16 to the unit ECC or authorized representative.
- (4) It is a unit/department responsibility to ensure that sufficient manpower and material handling equipment are available at the time of pick-up to assist with HM loading. EMD/RCRS personnel picking up the HM are not responsible for physically loading the HM on the HM pick-up truck. However, they will ensure proper HM loading and segregation on the truck.
- (a) EMD/RCRS staff will evaluate all HM and make all HW determinations once the HM has reached the less than 90-day HM Consolidation Site.
- (b) Units/departments requesting appointments for pick-up must ensure strict compliance with the appointment schedule. Any missed appointment will be immediately reported to the Major Subordinate Command (MSC) ECO.
- (c) The following is a list of HM normally received at the HM Consolidation Site or picked up during the HM Curbside Service, and specific handling requirements for each:

1. Batteries (See also ESOP 9.8 for more information)

- <u>a</u>. Types of batteries received include: (1) primary-non-rechargeable (i.e., one-time use batteries to include alkaline and Lithium-Sulfur Dioxide) and (2) secondary-rechargeable (i.e., multiple use batteries, including Nickel-Cadmium, Nickel-Metal Hydride, Rechargeable Lead-Acid, and Lithium-Ion)
- \underline{b} . The terminals on all communication batteries that are not in original packaging will be covered with electrical tape or duct tape by unit/department personnel to preclude an electrical discharge. The tape cannot cover any of the identifying markings on the battery.

- c. Complete Discharge Device switches on Lithium-Sulfur Dioxide batteries will not be activated.
- \underline{d} . Batteries will be listed on the Hazardous Material/Waste Turn-In Document, Form MCIEAST-MCB CAMLEJ/G-F/EMD/16, by battery type and quantity of each.
- e. Single-use alkaline batteries, such as AAA, AA, C, D and 9-volt batteries, produced by manufacturers like Energizer and Duracell, as well as less common and/or generic manufacturers, now fall below federal and state hazardous waste disposal standards. Regardless of these standards, units/departments requiring disposal of alkaline batteries will turn them in during their Curbside Service appointment.
- $\underline{\underline{f}}$. Units/departments will turn-in all vehicle batteries to the Marine Depot Maintenance Command Battery Shop located at Building 901, Sneads Ferry Rd.
- 2. <u>Nuclear, Biological, Chemical (NBC) Equipment</u> Examples include filters from gas masks and vehicles, M256A1/A2 and M258A1 Decontamination Kits, and Water test kits, which will all be turned in to the HM Curbside Service.

3. Aerosol Spray Cans

- a. Units/departments will not remove metal or plastic covers or spray nozzles.
- b. Aerosol cans can be turned in as a single item on the Hazardous Material/Waste Turn-In Document.
- 4. Adhesives and Sealing Compounds Adhesives and sealing compounds, regardless of type, can be turned in as a single line item on the Hazardous Material/Waste Turn-In Document. Special notice should be given to separate those adhesives and sealing compounds that are noted as "CORROSIVE."

5. Paint Containers (Full, Partially Full, or Empty)

- a. Paints, regardless of type, can be turned in as a single line item on the Hazardous Material/Waste Turn-In Document.
- \underline{b} . Paints will not be poured or mixed with other paints for consolidation before turn-in.
- 6. Petroleum, Oils and Lubricants (POLs) Rags and Matting Place these items in containers (EMD/RCRS-approved) marked with the appropriate noun name, "POL Used Rags and Matting."

7. Solvent Wipes (e.g., Rags)

- <u>a</u>. Solvent-contaminated disposable wipes must be accumulated in non-leaking, closed containers (EMD/RCRS-approved) that are labeled "Excluded Solvent-Contaminated Wipes."
- b. Each container will include the start date of accumulation (i.e., the date the first solvent-contaminated wipe is placed in

the container) to provide documentation of the 180-day accumulation time limit.

8. Soil or Dry Sweep

 \underline{a} . Soil or dry sweep contaminated with POLs will be accumulated in EMD/RCRS-approved containers and staged for HM Curbside Service.

 \underline{b} . Soil or dry sweep contaminated with solvents or other hazardous non-petroleum-based materials will be accumulated in separate containers than soil or dry sweep contaminated with POLs.

9. Lamps and Light Bulbs

 $\underline{\mathtt{a}}$. Spent lamps and light bulbs will be picked up by the HM Curbside Service.

 $\underline{\underline{b}}$. Every effort should be made to reuse lamp and light bulb containers.

<u>c</u>. Broken lamps and light bulbs will be properly containerized (i.e., boxed and labeled "broken bulbs") and turned in to the HM Curbside Service.

10. Mercury and Mercury-Containing Equipment Due to the risk of mercury exposure, no attempt should be made to separate the mercury or mercury-containing devices from any equipment or housing. Mercury-containing equipment (e.g., thermostats, levels, medical equipment) will be turned in as complete units (i.e., "as is") to the HM Curbside Service.

11. Fire Extinguishers Contact EMD/RCRS at 451-5475/1482 to schedule an appointment to properly DEMIL non-halon/dry chemical extinguishers at the HM Consolidation Site.

12. Oil and Fuel Filters

a. All oil and fuel filters will have a dome or antidrain back valve punctured and will be hot-drained for a minimum of 24-hours. Used oil/off-specification fuel will be collected in containers and accumulated in the unit's/department's Used Oil/Off-Specification Fuel (gasoline or diesel) aboveground storage tanks, as applicable.

 \underline{b} . Units/departments must use compatible containers with secured lids to accumulate oil and fuel filters for HM Curbside Service. Containers will be marked with the words, "Used Oil Filters," or "Off-Spec Fuel Filters," as applicable.

13. Lead, Silver, or Tin Solder and Scrap

a. All residues or pieces of lead, silver, or tin solder will be accumulated for HM Curbside Service.

<u>b</u>. All non-munitions lead scrap (e.g., lead wheel weights, marine sacrificial anodes, damaged battery cable ends) must be accumulated for HM Curbside Service. Lead is recyclable government property and cannot be removed from the installation. The HM Curbside Service will provide units/departments proper Department of Transportation-

approved lead accumulation containers upon request. Mark each container, "Lead for Recycling."

14. Compressed Gas Cylinders

- a. Contact EMD/RCRS for proper turn-in procedures for all Government-owned compressed gas cylinders. EMD/RCRS can be reached at 451-1482/5475/3496/5306.
- b. Empty compressed gas cylinders held by units/departments are unavailable for HM Curbside Service. Units/departments must take them to the Installation qualified Recycling Program, Base Landfill 451-4214/2037.
- <u>c</u>. All owned, leased, or contract-serviced closedloop compressed gas cylinders will be returned to the services contractor providing them to the unit/department, and they will not be sent to the Defense Logistics Agency as excess.

15. Household Hazardous Materials

- \underline{a} . Installation housing residents may deliver their own home or garage products to the HM Consolidation Site.
- b. Acceptable items include household cleaners, solvents, furniture strippers, wood preservatives, automotive fluids, paints, paint thinners, polishes, and lighter fluids.
- c. Except for used oil, off specification fuel, and used antifreeze, the household products must be in their original containers and display all labels and warnings. Used oil, off specification fuel, and used antifreeze must be containerized (with a sealed lid or cap) and properly described/identified. Some products may be made available for reuse/redistribution to installation housing residents and employees.

16. Disposable Weapons Cleaning Wipes

- <u>a</u>. These wipes can only be used within armory compounds to clean weapons. An armory requiring the wipes must receive an initial purchase authorizations from the armory Officer in Charge, who must limit the initial purchase quantity to the unit's Authorized Use List Maximum On-Hand Quantity.
- \underline{b} . Once used, the wipes are a hazardous waste and their accumulation, transportation, treatment, and disposal are strictly regulated. Armory personnel must oversee, coordinate, and direct proper used wipe accumulation to ensure used wipes are not improperly disposed as solid waste (i.e., trash).
- g. Hazardous Material Reissue Facility (HMRF). An HM at the HM Consolidation Site with remaining service life may be diverted to the HMRF at Bldg. 1606. Reissue HM are provided on a first-come basis. The HM are Government property for official use only and are available at no cost.
- h. <u>Identification of any Unknown Material</u>. If HM cannot be identified, call 911.

i. Spill Reporting and Response Requirements

- (1) All units/departments are required to have a Unit-Level Contingency Plan (ULCP). ECCs must ensure the unit/department ULCP contains information necessary to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden releases of HM or HW constituents into air, soil, or surface water. The ULCP must be prominently posted throughout the unit/department on or near environmental-related sites.
- (2) All leaks, releases, or spills into the environment shall be reported to 911. In addition, Form MCIEAST-MCB CAMLEJ/G-F/EMD/5090.91/18, must be completed and forwarded to the command Environmental Compliance Officer (ECO) via the unit ECC or Alternate Environmental Compliance Coordinator (AECC). A copy of the completed Spill Report must also be maintained in the unit's/department's environmental Binder. Forms can be obtained by the unit ECC or command ECO and may also be downloaded at https://www.lejeune.marines.mil/Offices-Staff/Environmental-Mgmt/emd-approved-Forms/. The Unit-Level Contingency Plan shall be activated.
- (3) Units/departments must stock appropriate amounts of spill cleanup equipment onsite for use in the event of HM/HW leaks, releases, or spills.
- (4) Signs are to be posted in the vicinity of the used oil, off specification fuel, used antifreeze, hazardous material, or pollution abatement facilities that will indicate the following information:

IN CASE OF AN OIL OR HAZARDOUS MATERIALS SPILL CALL FIRE and EMERGENCY SERVICES DIVISION AT 911 NOTIFY YOUR COMMANDER/SUPERVISOR IMMEDIATELY

The signs must have yellow background and black lettering. Information to purchase the signs can be acquired from the cognizant ECO.

References:

- (a) MCO 5090.2
- (b) MCIEAST-MCB CAMLEJO 5090.9A
- (c) MCIEAST-MCB CAMLEJO 5090.4B
- (d) ESOP 4.1 ECC Responsibilities
- (e) ESOP 4.2 ECO Responsibilities
- (f) ESOP 4.3 HM Site Manager Responsibilities
- (q) ESOP 4.4 HM Handler Responsibilities
- (h) ESOP 4.9 Deploying Units

Training:

1. As required, attend EMD-sponsored training that encompasses the requirements of environmental media within the unit/department; refer to the EMD training schedule to determine when these classes are offered.

- 2. As required, attend MCIEAST-MCB CAMLEJ EMD-sponsored meetings, seminars, evaluations and functions.
- 3. All environmental compliance training must be documented in each individual's Environmental Personnel Training Record and available for review.

Record of Revision

Revision	Date	Summary of Change	Signature
Number			
Update	12/13/2022	Removed ESOP responsibilities	
-		and referenced under	
		References, restructured ESOP	[

Environmental Standard Operating Procedures (ESOP)

Title: ESOP 9.8-MANAGEMENT AND STORAGE OF BATTERIES

<u>Purpose</u>: This ESOP establishes management and storage requirements for batteries on Marine Corps Base Camp Lejeune (MCB CAMLEJ). This ESOP must be placed into the unit's/department's environmental binder.

<u>Applicability</u>: This title applies to all organizations on MCB CAMLEJ to include: any command, active or reserve component; staff organization, or supporting agency which is affiliated with the United States Marine Corps, Department of the Navy, or Department of Defense.

Responsibility: All units/departments storing, using, and accumulating batteries.

Responsibilities: In addition to unit/department personnel handling batteries, Environmental Compliance Officers and their assistants, Environmental Compliance Coordinators and their assistants, Hazardous Material (HM) Site Managers, and HM Handlers assigned duties within MCIEAST-MCB CAMLEJ subordinate commands on MCB CAMLEJ and tenant organizations and contractors on MCB CAMLEJ shall comply with the following procedures:

a. General Storage Requirements for Serviceable Batteries

- (1) Batteries should be stored in cool, well-ventilated, and dry storage areas. If temperatures exceed 130 degrees Fahrenheit, flammable or reactive gas and other dangerous vapors can be generated.
- (2) Batteries should be protected against being damaged or creating an unintended electrical discharge. If communication batteries are damaged, they shall be turned in to the less than 90-day HM Consolidation Site, or prepared for pick-up at the unit's next scheduled Curbside Service appointment by Environmental Management Division (EMD)/Resource Conservation and Recovery Section (RCRS).
- (3) Do not eat, drink, or smoke in battery storage areas. Smoking can ignite dangerous vapors which may be present in the storage areas.
- (4) Batteries shall be stored separately from all other HM. HM can interact with a venting battery and cause an adverse reaction, such as a fire or explosion.
- (5) The following types of batteries are not required to be tracked in the Enterprise Application Software (EAS):
 - (a) Rechargeable communication batteries;
 - (b) Alkaline batteries; and
 - (c) Vehicle batteries weighing under 99 pounds.

b. Communication Battery Management

- (1) All communication batteries must remain in storage in their original packaging ("bagged and boxed") until used.
- (2) All Lithium batteries must be segregated from any other batteries. Due to the reactivity of lithium batteries, they shall be kept dry and stored away from water.
- (3) Battery charging shall be conducted on a non-flammable surface and only in an area the unit/department designates for charging.
- (4) Communication batteries come from the manufacturers marked with either expiration dates or a manufacturer's test date on the original containers. An EAS shelf/service-life inspection label must also be placed on each container before storage. If a battery remains in its original container (case, box), only one EAS label is required for the container. When batteries are removed from their original containers for individual storage, a new EAS shelf/service-life label must be requested for each battery. To request a new EAS shelf/service-life label for each battery, the original EAS shelf/service-life label must be turned in to the issue point and used as justification for each new label.
- (5) Environmental Compliance Coordinators and/or HM Site Managers or HM Handlers shall conduct monthly inspections of unit/department HM storage areas, including battery storage areas, in part, to determine adequate battery shelf/service-life. Units/departments with batteries that will reach their manufacturers' test dates or expiration dates before the next quarterly inspection shall turn them in to the Environmental Management Division/Resource Conservation and Recovery Section (EMD/RCRS).
- (6) When managing spent, unserviceable or expired communication batteries not in their original containers, unit/department personnel must immediately cover the battery terminals with electrical or duct tape to preclude an electrical discharge. The tape cannot cover any of the identifying markings on the battery.

c. Vehicle Wet Cell, Gel Cell, and Sealed Lead-Acid Battery Management

- (1) Upon receipt by the end user, wet cell batteries shall be filled with the electrolyte that accompanies the kit. Any excess electrolyte shall be maintained in the original packaging and turned in via the curbside pickup service.
- (2) Refilling or "topping off" batteries with electrolyte is not authorized.
- (3) Batteries shall not be stacked more than two tiers high during storage due to the potential for physical damage to the batteries.
- (4) Battery charging shall be conducted on a non-flammable surface and only in an area the Marine Depot Maintenance Command (MDMC) Battery Shop designates for vehicle battery charging.
- (5) Cracks, voids/missing filler caps, or other damaged areas of a battery that may result in a release of acid or other hazardous substances will be sealed with silicone and placed into a rubber or plastic container

for transport. The battery shall not be comingled with other batteries and will be transported by the unit/department to the MDMC Battery Shop located at building 901, Sneads Ferry Road, 451-7724.

d. Battery Turn-In Procedures

- (1) Spent vehicle (wet cell, gel cell, and sealed lead-acid batteries) will be transported to the MDMC Battery Shop. All wing nuts, bolts, and terminal ends or connectors will be removed from the spent battery posts by unit/department personnel before loading. The batteries shall not be stacked more than two high on a pallet. Each tier of batteries shall be separated by a layer of plywood or thick/heavy cardboard. The pallet shall be secured to avoid the battery load from shifting during transport.
- (2) Spent taped communication batteries shall be placed in compatible containers for transport to EMD/RCRS. All battery types shall be segregated for curbside pickup.
 - (3) Spent batteries shall not be placed into plastic bags.
- (4) The Complete Discharge Device switch on spent lithium sulfur dioxide batteries will not be activated.
- (5) Damaged communication batteries will be segregated from other batteries and will be identified to the EMD/RCRS staff as damaged during the unit's Curbside Service appointment.
 - (6) Spent single-use alkaline batteries such as AAA, AA, C, D, and 9-volt batteries produced by manufacturers like Energizer and Duracell, as well as less common and/or generic manufacturers, now fall below Federal and state hazardous waste disposal standards. Regardless of these standards, units/departments requiring disposal of alkaline batteries will turn them in during their Curbside Service appointment.

e. Spill Reporting and Response Requirements

- (1) All units/departments are required to have a Unit-Level Contingency Plan (ULCP). ECCs must ensure the unit/department ULCP contains information necessary to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden releases of HM or HW constituents into air, soil, or surface water. The ULCP must be prominently posted throughout the unit/department on or near environmental-related sites.
- (2) All leaks, releases, or spills into the environment shall be reported to 911. In addition, Form MCIEAST-MCB CAMLEJ/G-F/EMD/5090.91/18, must be completed and forwarded to the command Environmental Compliance Officer (ECO) via the unit ECC or Alternate Environmental Compliance Coordinator (AECC). A copy of the completed Spill Report must also be maintained in the unit's/department's environmental Binder. Forms can be obtained by the unit ECC or command ECO and may also be downloaded at https://www.lejeune.marines.mil/Offices-Staff/Environmental-Mgmt/emd-approved-Forms/. The Unit-Level Contingency Plan shall be activated.
- (3) Units/departments must stock appropriate amounts of spill cleanup equipment onsite for use in the event of HM/HW leaks, releases, or spills. However, units/departments may not be authorized to respond to hazardous substance releases from batteries. In such cases, the unit/department must dial 911.

(4) Signs are to be posted in the vicinity of the used oil, off specification fuel, used antifreeze, hazardous material, or pollution abatement facilities that will indicate the following information:

IN CASE OF AN OIL OR HAZARDOUS MATERIALS SPILL CALL FIRE and EMERGENCY SERVICES DIVISION AT 911 NOTIFY YOUR COMMANDER/SUPERVISOR IMMEDIATELY

The signs must have yellow background and black lettering. Information to purchase the signs can be acquired from the cognizant ECO.

References:

- (a) MCO 5090.2
- (b) MCIEAST-MCB CAMLEJO 5090.9A
- (c) MCIEAST-MCB CAMLEJO 5090.4B

Training:

- 1. All personnel assigned battery storage and management duties should attend EM101 training and the associated annual EM102 refresher training. Documentation of this training must be available for review. As required, they shall also attend other EMD-sponsored training that encompasses the requirements of environmental media within the unit/department; refer to the EMD training schedule to determine when these classes are offered.
- 2. As requires, attend MCIEAST-MCB CAMLEJ EMD-sponsored meetings, seminars, evaluations and functions.
- 3. All environmental compliance training must be documented in each individual's environmental training record and available for review.

Record of Revision

Revision	Date	Summary of Change	Signature
Number			
Update	1213/2022	Restructured ESOP	

Environmental Standard Operating Procedures (ESOP)

Title: ESOP 9.02 - HAZARDOUS WASTE (HW) MANAGEMENT PROGRAM

Purpose: This ESOP establishes the procedures for the management and accumulation of HW. These requirements are established by Marine Corps Order 5090.2 to reduce environmental liability of and comply with environmental permits held by and regulations required of Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ). This ESOP should be attached to the individual's appointment letter and also be placed into the unit's/department's environmental binder.

<u>Applicability</u>: This title is applicable to all organizations aboard Marine Corps Base, Camp Lejeune (MCB CAMLEJ) to include: any command, active or reserve component; staff organization, or supporting agency which is affiliated with the United States Marine Corps, Department of the Navy, or Department of Defense.

Responsibility: MCIEAST-MCB CAMLEJ subordinate commands and staff sections on MCB CAMLEJ and tenant organizations and contractors on MCB CAMLEJ.

Responsibilities: Environmental Compliance Officers and their assistants, Environmental Compliance Coordinators (ECCs) and their assistants, HM Site Managers, and HM Handlers assigned duties within MCIEAST-MCB CAMLEJ subordinate commands on MCB CAMLEJ and tenant organizations and contractors on MCB CAMLEJ shall comply with the following procedures:

a. HW Satellite Accumulation Area (SAA) Locations. The Environmental Management Division/Resource Conservation and Recovery Section (EMD/RCRS) must approve each HW SAA. Each HW SAA authorization letter and profile will be displayed on/above the HW SAA container location (e.g., flammable locker) as to be visible to personnel placing HW into the container and program auditors.

b. HW SAA Container Management

- (1) As indicated below, HW SAA containers will be clearly marked.
 - (a) Write the words: "HAZARDOUS WASTE."
- (b) Content: Write the noun name found on the specific Hazardous Waste Profile Sheet provided by the EMD/RCRS.
- (c) Write the Hazard Indicator as "Ignitable," "Corrosive," "Reactive," or "Toxic."
- (d) Accumulation Start Date (ASD): The ASD shall be marked on the container once it is filled or on the one-year anniversary of the first waste being placed into the container, whichever comes first. Accumulation of HW in the SAA will not exceed 365 days.
- (2) Ensure HW SAA containers are in good condition, free of defects, and they are not damaged, dented, bulged, or have deep pitted (i.e., severe) rust. If a HW container is not in good condition or if it begins to leak, the contents must be transferred to serviceable DOT-approved containers or overpacked, as appropriate.

- (a) The Marine Depot Maintenance Command (MDMC) Corrosion Repair Facility and Naval Medical Center Camp Lejeune (NMC CL) will transfer the contents from their unserviceable HW SAA containers to serviceable, DOT-approved containers.
- (b) Armories will contact EMD/RCRS when any HW SAA containers become unserviceable.
- (3) HW SAA container closure devices, such as bungs, caps, rings, gaskets, and associated hardware, must also be in serviceable condition.
- (4) HW SAA containers must remain closed except when it is necessary to add or remove waste. A HW SAA container must not be opened, handled, or stored in a manner that may rupture the container or cause it to leak.
- (5) HW SAA containers filled with aqueous solutions, liquids, or sludge will have a proper ullage (i.e., empty space) to allow for expansion.
- (6) Only HW authorized on the HW SAA authorization letter is permitted inside an HW SAA container.
- (7) Properly trained personnel are responsible for coordinating efforts to ensure proper identification, handling, accumulation, and turn-in of HW prior to pick-up. EMD/RCRS provides a Curbside Service normally available Monday through Friday from 0730-1430, to all units/departments accumulating HW. HW appointments are scheduled by completing MCIEAST-MCB CAMLEJ/G-F/EMD/16 Hazardous Material/Waste Turn-In form and emailing it to Lejeune hazmat@usmc.mil. Upon receipt of completed form, EMD/RCRS will schedule curbside appointment for HW pending turn-in.
- (8) No unit/department or any other tenant organization shall transport HW SAA containers.

c. Armory "Day Can" Management

- (1) As indicated below, armory day cans will be clearly marked with the words, "HAZARDOUS WASTE" and "Toxic."
- (2) Day cans will remain in good condition, free of defects, and they are not damaged, dented, bulged, or have deep pitted (i.e., severe) rust. If a HW container is not in good condition or if it begins to leak, the contents must be transferred to serviceable DOT-approved containers or over-packed, as appropriate.
- (3) Day cans must remain closed except when it is necessary to add or remove waste. Day cans must not be opened, handled, or stored in a manner that may rupture the container or cause it to leak.
- (4) Day can(s) will not be located in areas subjecting them to damage by rainwater, flooding, or excessive heat.
- (5) Properly trained armory personnel will ensure armory debris collected in day cans is removed every day at the close of business and placed into the armory's HW SAA container.

- d. <u>Unit Level Contingency Plan</u>. All units/departments are required to have a Unit-Level Contingency Plan (ULCP) containing information necessary to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden releases of HM or HW constituents into air, soil, or surface water. At a minimum, the ULCP for a HW SAA will contain the following:
- (1) A list of points of contact, including but not limited to, phone numbers of the Environmental Compliance Coordinator (ECC) and ECO;
- (2) Information to contact the Fire and Emergency Services Division (dialing 911 satisfies this requirement at the unit/department level);
- (3) Immediate actions that personnel are authorized to take upon discovering any HW spill. This will include actions to give the alarm by either voice command or mechanical device;
- (4) A list of equipment and quantities of material sufficient for conducting spill response actions (units/departments must stock appropriate amounts of spill cleanup equipment onsite for use); and
- (5) A description of evacuation routes and staging areas. Evacuation routes may be the same used in the fire escape plan. The ULCP must state a primary and alternate staging area in the event of an emergency. A staging area is defined as a pre-designated area out of the potential area of danger where personnel will assemble in the event of an emergency.

e. Spill Reporting and Response Requirements

- (1) Any releases or spills that occur in and around the area of responsibility must be reported immediately to the Base Fire and Emergency Services Division by dialing 911. The Unit-Level Contingency Plan shall be activated, and a Spill Report, Form MCIEAST-MCB CAMLEJ/G-F/EMD/5090.91/18, must be completed and forwarded to the command Environmental Compliance Officer (ECO) via the unit ECC or Alternate Environmental Compliance Coordinator (AECC). A copy of the completed Spill Report must also be maintained in the unit's/department's environmental binder. Forms can be obtained by the unit ECC or command ECO and may also be downloaded at https://www.lejeune.marines.mil/Offices-Staff/Environmental-Mgmt/emd-approved-Forms/.
- (2) Signs are to be posted in the vicinity of the HW SAA that will indicate the following information:

IN CASE OF AN OIL OR HAZARDOUS MATERIALS SPILL CALL FIRE and EMERGENCY SERVICES DIVISION AT 911 NOTIFY YOUR COMMANDER/SUPERVISOR IMMEDIATELY

The signs must have yellow background and black lettering. Information to purchase the signs can be acquired from the cognizant ECO.

References:

- (a) MCO 5090.2
- (b) MCIEAST-MCB CAMLEJO 5090.9A
- (c) MCIEAST-MCB CAMLEJO 5090.4B

- (d) ESOP 4.1 ECC Responsibilities
- (e) ESOP 4.2 ECO Responsibilities
- (f) ESOP 4.5 HW Site Manager Responsibilities
- (g) ESOP 4.6 HW Handler Responsibilities
- (h) ESOP 4.9 Deploying Units

Training:

- 1. All HW Site Manager, HW Handlers, and Armory Custodians must complete EMD on-the-job training or receive initial training (EM-101) within 90 days after written assignment followed by an annual review of the initial training (EM-102) within 12 months after completion of initial training. Other personnel that place HW into the HW SAA containers will attend annual On-the-Job Training (OJT). Contact EMD/RCRS via email at lejeune_hazmat@usmc.mil to schedule OJT. OJT only applies to those that do not have any other environmental compliance responsibilities (e.g., underground storage tanks, air quality). If you have been appointed other environmental responsibilities, refer to MCIEAST-MCB CAMLEJ 5090.4B for required training. The OJT training roster signed by EMD/RCRS personnel will be posted with the HW SAA Authorization letter and HW profile.
- 2. Additional EMD-sponsored training that encompasses the requirements of other environmental media within the unit/department as required; refer to the EMD training schedule to determine when these classes are offered.
- 3. All environmental compliance training must be documented in each individual's Environmental Personnel Training Record and available for review.

Record of Revision

Revision	Date	Summary of Change	Signature
Number			
Update		Removed ESOP responsibilities and referenced under References, restructured ESOP	

ENVIRONMENTAL PERSONNEL TRAINING RECORD							
EMPLOYEE NAM	E:						
EMPLOYEE UNIT	:						
JOB TITLE/DESC	RIPTION:						
DATE ASSIGNED	к						
DATE RECORD CLOSED/ARCHIVED:							
DATE	DESCRIPTION OF TRAINING	NAME OF COMPANY OF TRAINER	TRAINING HOURS				
-							
			_				
Signature:		Date:					
	(Assigned Individual)						
Signature:		Date:					
	(ECC or Supervisor)						
		Reset Form	Print Form				

MCIEAST-MCB CAMLEJ/G-F/EMD/5090.9/27

(06/2020)

PREVIOUS EDITIONS ARE OBSOLETE

ADOBE 9.0

MCIEAST-MCB CAMP LEJEUNE HAZARDOUS MATERIAL/WASTE - TURN-IN DOCUMENT

Section below is to be completed by EMD/RCRS Personnel	Only	ACE NO 12 (100 1 LOS ON 1 ANT THE RESIDENCE OF	Christian A. Salaria	MCD V SHICKEN CHI WAS LES		
Curbside Appointment time:	Receiv	ed by:				
HMMS Data Entry Date:	Initials	Initials:				
MSC Summary Entry Date:	Initials	: :	8			
Comments						
Unit Information			400			
Major Command:	Buildi	ng:				
Unit Name:	Phone	: #:				
Unit Point of Contact:	E-mail	:				
Product Information						
Completed by Unit Representative			Completed by EMI	D/RCRS		
Product Name	QTY	Profile #	Container #	Initials		
	7	1				
]				
				7		
				7		
·						
Market Transport		JL				
]				
]						
	7					
	J.L					
(Continue on ne	ext page if ne	cessary)				
Unit Representative Certification	25.35.10	24				
Trained personnel: I certify that I have physically inspected the is in compliance with the disposal directives.	e above descr	ibed material/\	waste and that the i	material/waste		
Print Name/Rank:	Name/Rank: Signature:					
Date:						

Product Information (Continued)

Completed by Unit Representative	Completed by EMD/RCRS			
Product Name	QTY	Profile #	Container #	Initials
	<u> </u>			
][
]		

MCIEAST-MCB CAMP LEJEUNE Hazardous Waste (HW) <90 Day Site Weekly Inspection

Bldg Number/Location of HW Site:					
Unit Inspected:	Inspection Date:				
Inspected By : Inspection Time:					
REQUIREMENT	Regulation Citation			Location of Discrepancy <u>and</u> ProposedCorrective Action	
<90 DAY CONTAIN	ER STORAGE AREA				
Is housekeeping maintained in acceptable manner?	§262.251			• * * * * * * * * * * * * * * * * * * *	
Each container is marked with the words Hazardous Waste and other words that identify the contents.	§262.17(a)(5)(i)(A-B)				
Each container is in serviceable condition, non-leaking, free of rust and deterioration?	§262.17(a)(1)(ii)				
Waste is compatible with container that it is stored in.	§262.17(a)(1)(iii)				
 Each container is closed except when adding or removing waste and bungs, caps, openings properly secured and not stored in a way that would cause it to spill or leak. 	§262.17(a)(1)(vi)(A)				
6. Weekly inspections are conducted?	§262.17(a)(1)(v)				
Ignitable and reactive wastes are stored at least 15 meters (50 feet) from facility's property line.	§262.17(a)(1)(vi)(A)				
Is the unit spill plan/activation prominently posted?	§262.262				
Are "Dangerous-Unauthorized Personnel Keep Out" signs posted so that they may be seen from any approach?	§265.14(c)				
10. Are "No Smoking" signs posted?	§262.17(a)(1)(vi)(B)				
11. Does the site have emergency communication system or two man rule in effect? If the two man rule is implemented is there a sign with the lejend "Two Man Rule in Effect" posted?	§262.252				
12. Are properly Charged fire extinguishers, eye wash stations present and are they inspected monthly? Is 911 spill response sign posted and is the post indicator valve ingoo operating condition and secured in the closed position? Are there any structural defects such as cracked concrete?	§262.253				
13. Is the proper spill response equipment readily available?	§262 261				
SATELLITE ACCU	MULATION AREA				
Is waste accumulated at or near the point of generation and "under the control of the operator?"	§262.15(a)				
Each container is marked with the words "Hazardous Waste" and other words that identify the contents.	§262.15(a)(5)				
3. Each container has less than 55 gallons of HW or less than 1 quart of acute HW.	§262.15(a)				
Each container in serviceable condition, non-leaking, free of rust and deterioration?	§262.15(a)(1)				
Waste is compatible with container that it is stored in.	§262.15(a)(2)				
Each container is closed except when adding or removing waste.	§262.15(a)(4)(i)				

Reset Form

Print Form

MCIEAST-MCB CAMP LEJEUNE SPILL REPORT

MCIEAST-MCB CAMLEJO 5090.9A FEB 1 5 2023

		SHADED ARE	AS ARE FOR RCRS	USE ONLY		
TITLE/LOCATION						
DATE	***		TIME			
RESPONSE NAME/UNIT:						
SPILL CATEGORY (SELECT ONE)	Пнагмат	HAZWASTI	E POL V	VASTEWATER	OTHER	
PRODUCT SPILLED						
QUANITY SPILLED						
LATITUDE			LONGITUDE			
HOW WAS SPILL DISCOVERED						
SOURCE OF THE SPILL						
CAUSE OF THE SPILL						
MISSION IMPACT						
WERE SAMPLES TAKEN (CHECK C	ONE)	YES NO				
ANALYSES REQUESTED / PERFO	RMED ON SAMPLES					
DID THE SPILL (CHECK ONE)	ENTER A WATERWAY?	-		REACH WITHIN 156	00' OF A WATER SUPPLY WELL?	GO OFF BASE?
	YES NO		YES NO		YES NO	YES NO
HOW WAS THE SPILL CONTAINE	D?				<u> </u>	
WHAT DANGERS DID THE SPILL	PRESENT?					
WHAT WERE THE ENVIRONMENT	TAL IMPACTS?					
WHAT RECOVERY EFFORTS WER	E USED?					
IF OIL SPILLED, WHAT PERCENT	WAS RECOVERED?					
HOW WERE RESIDUALS DISPOSE	ED OF?					
WEATHER CONDITIONS?					5	
REPORTABLE SPILL? (CHECK ON	E) [YES N		LATORY AGENC		YES NO
AGENCY NAME (IF)		NCDEQ	NCDEQ REPORT#	السال	NCDEM NCDEM REPOR	RT#
REGULATORY DRIVER						
NRC NOTIFIED	(YES N	O NRC INCIDENT NU	JMBER:		
WHAT MEASURES WERE PUT IN	PLACE TO PREVENT RE	CURRENCE?				
ADDITIONAL INFORMATION OR COMMENTS						
CD114 PO C					UONE	
SPILL POC		E-MAIL		Pi	HONE	

ENVIRONMENTAL MANAGEMENT DIVISION AUTHORIZATION TO OPERATE A HAZARDOUS WASTE SATELLITE ACCUMULATION AREA (SAA)

Building Number:	Authorization Number:
Location:	Authorized Volume:
Waste Stream:	RCRS Opening Date:
Generating Unit:	Date RCRS Reinspected:
	RCRS Closure Date:

Instructions

- The HW SAA authorization letter and profile will be displayed on/above the HW SAA storage container, location
 as to be visible to personnel placing waste into the container, and Program Auditors.
- 2. All personnel that place HW (q-tips, swabs, rags, bore brushes, anything used to clean a weapon) into the HW SAA container will attend annual On-the-Job Training (OJT). Contact EMD, RCRS via email at lejeune_hazmat@usmc.mil to schedule OJT. OJT only applies to those that do not have any other HM/HW Environmental responsibilities. If you have been appointed other environmental responsibilities refer to MCIEAST-MCB CAMLEJO 5090.4A ch 1 for required training.
- 3. The OJT training roster signed by RCRS personnel will be posted with the HW SAA Authorization letter and profile.
- 4. The SAA storage container must be as follows:
 - a. In good condition and compatible with the hazardous waste to be stored.
 - b. Properly marked with the words Hazardous Waste, content name Armory Debris and hazard indicator Toxic.
 - c. Kept closed, except when adding/removing waste.
 - d. Accumulation Start Date (ASD) note: leave date blank until container meets the authorized volume.
 - e. The ECO/ECC will conduct and properly document the SAA monthly inspection using the MCIEAST-MCB CAMLEJ Satellite Accumulation Area (SAA) Monthly ECO/ECC Inspection Form 5090.9/30.
- 5. If/when the storage container(s) reach(es) the authorized volume.
 - a. Properly trained personnel will submit a completed HM/HW Turn-In Document (Form EMD16) to lejeune_hazmat@usmc.mil for processing.
 - b. Properly trained personnel should call RCRS (910) 451-1482/5475 to verify pick up time.
 - c. HW will be picked up and transferred to the < 90 day Hazardous Waste accumulation area (S-962), within 3 days to meet regulatory storage requirement.
- 6. The unit will establish a Unit-Level Contingency Plan (ULCP) for the SAA.
- Management guidance for the SAA storage site can be found in MCIEAST-MCB CAMLEJO 5090.9A. http://www.mcieast.marines.mil/StaffOffices/Adjutant/Orders/5000.aspx
- 8. This SAA authorization letter will be up-dated at the beginning of each calendar year.
- 9. Hazardous Waste Management Plan (HWMP) can be found on the site below: https://usmc.sharepoint-mil.us/sites/EM_le/emecb/ECBhazwaste/hazwastemgmtplan/SitePages/Home.aspx

RCRS Authorized Representative:

MCIEAST-MCB CAMP LEJEUNE Satellite Accumulation Area (SAA) Monthly ECO/ECC Inspection Bldg Number/Location of HW Site: Unit Inspected: Inspection Date: Inspected By: Inspection Time: Regulation Location of Discrepancy and REQUIREMENT Yes No **ProposedCorrective Action** Citation §262.251 1. Is housekeeping maintained in acceptable manner? 2. Is waste accumulated at or near the point of generation and "under the §262.15(a) control of the operator?" 3. HW container is marked with the words Hazardous Waste, Hazard §262.15(a)(5) Indicator (i.e. toxic, flammable), and contents name. 4. HW container has less than 55 gallons of HW or less than 1 quart or §262.15(a) acute HW. 5. HW container in serviceable condition, non-leaking, free of rust and §262.15(a) deterioration? 6. Waste is compatible with container that it is stored in. §262.15(a)(2) 7. Each container is closed except when adding or removing waste. §262.15(a)(4)(i) 8. Weekly inspections are conducted? §262.17(a)(1)(v) 9. Is ULCP prominently posted? §262.262 10. Are "Dangerous-Unauthorized Personnel Keep Out" signs posted so §265.14(c) that they may be seen from any approach? 11. Are "No Smoking" signs posted? §262.17(a)(1)(vi)(B) 12. Does the site have emergency communication system or two man rule in effect? If the two man rule is implemented is there a sign with the §262.252 legend "Two Man Rule in Effect" posted? 13. Are properly charged fire extinguishers, eye wash stations present §262.253 and are they inspected monthly? 14. Is the proper spill response equipment readily available? §262.261 15. Is 911 spill response sign posted and is the post indicator valve in good operating condition and secured in the closed position? Are there any structural defects such as cracked concrete? Is the site designated, recognizable, and is the EMD SAA Authorization letter posted within the site as to be visible to personnel placing waste into the container? 17. Are all hazardous wastes properly segregated and stored in §262.15(a)(3) the designated site?

Reset Form

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