UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
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StaO P6280.3H
ENVL
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STATION ORDER P6280.3H

From: Commanding Officer
To: Distribution List

Subj: ENVIRONMENTAL COMPLIANCE AND PROTECTION STANDARD OPERATING PROCEDURES (SOP)

Ref: (a) MCO P5090.2A
(b) Federal Water Pollution Control Act, 33 USC 1251
(c) Safe Drinking Water Act, 42 USC 300
(d) Resource Conservation and Recovery Act, 42 USC 6901
(e) CFR, Title 40, Protection of Environment
(f) AAC Title 18, Environmental Quality
(g) CFR, Title 49, Department of Transportation
(h) CFR, Title 29, Department of Labor
(i) Clean Air Act of 1990
(j) StaO 6280.6A

Encl: (1) Environmental Compliance and Protection SOP

1. Situation. This Station Order establishes procedures to fully implement reference (a), and ensures continuity of effort and coherency between various environmental media programs at all areas under the purview of the Commanding Officer, Marine Corps Air Station (MCAS) Yuma, Arizona.

2. Cancellation. Station Order 6280.3G

3. Mission

a. References (a) through (j) are applicable Federal and State environmental regulations on environmental operations, and prescribe procedures for the protection of human health and the environment, including Marine Corps Orders related to environmental compliance. The environment is defined as any surface water, ground water, drinking water supply, land surface, subsurface strata, or ambient air within the United States.

b. Federal and State laws prohibit the discharge, deposit, injecting, dumping, spilling, leaking, or placing of any solid waste or hazardous waste into the land, water or air so that such substance may enter the environment. There are heavy penalties associated with non-compliance. Per references (b) through (d), violators may be fined up to $32,500 per day, imprisoned for up to one year, or both. Commanders and their personnel may be held personally liable for violating or failing to act under the requirements of environmental regulations. Notices of Violations, Notices of Non-compliance and civil penalties or fines received by MCAS Yuma will be assessed to the responsible Command via the Chain of Command. Violations of this SOP may also be punishable under the Uniform Code of Military Justice.

4. Execution. It is the Commanding Officer's policy to protect the environment by putting into effect the SOPs contained in this Order.

5. Administration and Logistics. All personnel temporarily or permanently assigned under the operational or administrative control of the Commanding Officer, MCAS Yuma or at the Bob Stump Training Range Complex shall comply with this Order.

6. Command and Signal. The Director of the Environmental Department is charged with the overall responsibility for implementation of, and updates to this Order.

M. A. WERTH

DISTRIBUTION: B plus ENVL (25)

RECORD OF CHANGES

Log completed change action as indicated.

CHANGE NUMBER	DATE OF CHANGE	DATE RECEIVED	DATE ENTERED	SIGNATURE OF PERSON ENTERING CHANGE

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Chapter 1

Definitions

1000. Best Management Practices (BMP). Minimum measures which must be implemented under Arizona Pollutant Discharge Elimination System (AZPDES) regulations, including public education and outreach on storm water impacts, public involvement and participation, illicit discharge detection and elimination, construction site storm water runoff control, post-construction storm water management in new development and redevelopment, and pollution prevention and good housekeeping for municipal operations. [See also 40 Code of Federal Regulations (CFR) Parts 9, 122-4; Arizona Administrative Code (AAC) Title 18, Chapter 9, Article 9].

1001. Generator. Any person or unit generating the waste or the unit first causing a material to become subject to regulations as a hazardous waste.

1002. 90/180 Day Hazardous Waste Accumulation Area (HWAA). Areas constructed and managed to ensure the safe, environmentally-compliant, temporary holding of Hazardous Waste at a central point from which they can be shipped to a licensed disposal facility within 90/180 days of their accumulation start date. Only three are currently authorized for MCAS Yuma and associated training ranges, and operated by the Environmental Department.

1003. Hazardous Material (HM). A substance or material, including hazardous substances and wastes, which has been determined by the Secretary of Transportation to be capable of causing an unreasonable risk to health, safety, and property when transported in commerce, and thus, has been so designated.

1004. Hazardous Substance (HS). A material identified in Title 40 Code of Federal Regulations (CFR) 116-117, or listed in either 40 CFR 302, Table 302.4, or in Appendix A to the Hazardous Materials Tables in 49 CFR 172.101.

1005. Hazardous Waste (HW). A solid waste that is not excluded by 40 CFR 261.4(b) and that:

a. Exhibits a characteristic listed in 40 CFR 261 Subpart C.

b. Is listed in 40 CFR 261 Subpart D.

c. Is a mixture of a solid waste and a HW.

d. Is derived from a listed HW.

e. Is not exempt as a HW.

1006. Migration Pathway. A pathway that has the potential to introduce contaminants to the sewer system that could result in exceeding MCAS Yuma's Industrial User Permit or could introduce contaminants to groundwater, including dry wells, drains, sinks, monitoring wells, excavations, and septic systems.

1007. Notice of Non-Compliance (NON). Formal, written internal notification of a potential or alleged violation of federal, state, or local regulations or Marine Corps or station orders. A NON is issued at the discretion of the Environmental Department. All NONs require a final written corrective action. Failure to address a NON may result in the issuance of Notice of Violation.

1008. Notice of Violation (NOV). Formal, written internal notification that a violation of federal, state, or local regulations has occurred. Notices of Violation will require written Plan of Action and Milestones (POA&M) and final written corrective action. All documents will become a part of the corrective measures plan. A NOV may lead to additional enforcement actions if corrections are not made.

1009. Person. Individual, unit, contractor, company, department, individual shop, tenant.

1010. Satellite Accumulation Area (SAA). A secure area (building, shade structure, container, etc.) used to accumulate hazardous waste at or near the point of generation, under the direct control of the operator generating the waste, or operated in conjunction with an issue point. SAA's cannot exceed 55 gallons of non-acute HW at any one time. Excess HW must be transferred to a 90/180 Day HWAA within 72 hours.

1011. Solid Waste. Any discarded material that is not excluded by 40 CFR 261.4(a) nor granted variance under 40 CFR 260.30 and 260.31.

1012. Used Oil. Oil that has been refined from crude oil, or any synthetic oil, that has been used and as a result of such use is contaminated by physical or chemical impurities is not a hazardous waste that has been refined from crude oil, or any synthetic oil, that has been used and is contaminated with physical or chemical impurities per 40 CFR 279. Oils contaminated with halogens greater than 1000 parts per million (PPM) are considered HW.

1013. Universal Waste. Pesticides, mercury containing equipment, lamps, and batteries as defined in 40 CFR 273.

1014. Waste Determination. A written document explaining why a solid waste is or is not a hazardous waste. This includes reasons for not designating solid wastes as hazardous.

1015. Hazardous Material Management System (HMMS). Incorporates users and employees.

1016. Tank. A stationary device designed to accumulate regulated substances and is constructed of non-earth materials (i.e. concrete, steel, plastic).

1017. Ancillary Equipment. Any device including, but not limited to, piping, fittings, flanges, valves, and pumps used to distribute, meter or control the flow of regulated substances.

1018. Underground Storage Tank (UST). A tank and any underground piping connected to the tank that has at least ten percent of its combined volume underground and used to accumulate regulated substances without risks of contamination to groundwater.

1019. UST System. Is a UST connected to underground piping, ancillary equipment, and containment system.

1020. Aboveground Storage Tank. A device meeting the definition of a tank and is situated in such a way that the entire surface area of the tank is completely above the plane of the surface and the entire surface area of the tank is able to be visually inspected.

1021. Inground Tank. A device that meets the definition of a tank where a portion of the tank wall is situated to any degree

within the ground, preventing visual inspection of that external grounded surface area.

1022. Onground Tank. A device that meets the definition of a tank and is situated in such a way that the bottom of the tank is on the same level as the adjacent surrounding surface so that the external tank bottom cannot be visually inspected.

1023. Sump. Any pit or reservoir that meets the definition of a tank and those troughs/trenches connected to it serve to collect hazardous substances/waste.

1024. Break Horsepower (bhp). Maximum power output of the engine in a piece of portable or stationary equipment.

1025. Conformity. A conformity determination is a certification by the installation that it will comply with all requirements of the SIP. A determination is required only if emission levels exceed that found in 40 CFR 51.853(b)(1) or (2) and if the installation is located in a nonattainment or maintenance area.

1026. Criteria Pollutant. A pollutant which the EPA Administrator has determined will cause or contribute to air pollution, which may reasonably be anticipated to endanger public health and welfare and for which air quality criteria has been established. Criteria pollutants include: sulfur dioxide (SOx), nitrogen dioxide (NOx), ozone (O3), carbon monoxide (CO), lead (Pb), particulate matter with a diameter less than 10 microns in size (PM-10) or less than 2.5 microns in diameter (PM 2.5).

1027. De Minimis. Insignificant, unintentional releases occurring during normal maintenance while using EPA-approved refrigerant recycling equipment and which occur when following practices set forth in references (d) and (e).

1028. Maintenance Area. Any geographic region of the United States previously designated nonattainment pursuant to the CAA Amendments of 1990 and subsequently re-designated to attainment subject to the requirement to develop a maintenance plan under section 175A of the CAA.

1029. Major Source. Any source capable of emitting more than a threshold amount of a particular pollutant per year. The threshold amounts vary according to the attainment classification of the area in which the source is located and the pollutant (or pollutants).

1030. National Ambient Air Quality Standards (NAAQS). Air quality standards which the EPA has established for six criteria pollutants in order to provide an adequate margin of safety in protecting the general health and welfare of the public.

1031. North American Industrial Classification System (NAICS). Codes developed jointly by the United States, Canada, and Mexico to assist in comparing business statistics. Formerly known as Standard Industrial Code (SIC).

1032. Nonattainment Area. An area that fails to meet the NAAQS for one or more of the criteria pollutants.

1033. Particulate Matter 10 Microns or Smaller (PM-10). That portion of the total suspended particulate matter with an aerodynamic diameter of 10 microns or less. It is medically accepted that 10 microns is the threshold at which a particle becomes respirable and is capable of impacting the lung directly.

1034. Radon. A heavy, colorless, odorless, radioactive gas formed by the decay of radium. Radon can be found in soils, rocks, and some groundwater supplies, and can seep into buildings.

1035. Stationary Source. Any source of an air pollutant except those emissions resulting directly from an internal combustion engine for transportation purposes or from a non-road engine or non-road vehicle.

1036. Visible Dust Emissions (VDE). Also referred to as opacity, the amount of particulate matter that obscures a percentage of the view of objects behind the plume.

1037. Vehicle. A self-propelled vehicle designed to transport people or property on a street or highway, including passenger cars and light/heavy duty vehicles. Can be rated as on-road

(intended and licensed for highway use) or off-road (not licensed or intended for use on public roads).

1038. Volatile Organic Compound (VOC). A photochemically reactive organic compound which evaporates readily under normal temperature and pressure conditions, primary contributors to the formation of ground level ozone.

1039. Appliance. Any household or commercial device using a refrigerant, including air conditioners, refrigerators, chillers, or freezers; excludes devices designed and used exclusively for military purposes.

1040. Certified Refrigerant Recovery or Recycling Equipment. Equipment certified by the EPA or approved testing organization that extracts and recycles refrigerants for recycling on-site or reclamation off-site; equipment meeting the requirements of 40 CFR 82.36.

1041. Class I Ozone Depleting Substances (ODS). A chemical identified in 40 CFR 82(A)(a), including Halon, carbon tetrachloride, methyl chloroform, and any other substance so designated by the EPA at a later date; see enclosure (1).

1042. Class II ODS. A chemical identified in 40 CFR 82(A) and any other substance so designated by the EPA at a later date; see enclosure (1).

1043. Commercial Refrigeration. Refrigeration appliances used in the retail food and cold storage warehouse sectors.

1044. Disposal. A process leading to and including the discharge, deposit, dumping or placing of any discarded appliance into or on any land or water; disassembly of any appliance for discharge, deposit, dumping or placing of its discarded component parts into or on any land or water; or disassembly of any appliance for reuse of its component parts.

1045. Follow-Up Verification Test. Tests that involve checking the repairs within 30 days of the appliance’s returning to normal operating characteristics and conditions.

1046. Full Charge. The amount of refrigerant required for normal operating characteristics and conditions of the appliance as determined by using one of the following methods:

a. The equipment manufacturers determination of the correct full charge for the equipment;

b. By appropriate calculations based on component sizes, density of refrigerant, volume of piping, and other relevant considerations;

c. Use of actual measurements of the amount of refrigerant added or evacuated from the appliance; or

d. Use of an established range based on the best available data, regarding the normal operating characteristics and conditions for the appliance, where the mid-point of the range will serve as the full-charge, and where records are maintained in accordance with 82.166(q).

1047. High-Pressure Appliance. An appliance using a refrigerant with a liquid saturation pressure between 170psia and 355psia at 104^{o}F. This definition includes but is not limited to appliances using R-22, R-401A, R-401B, R-402A R-402B, R-408A, R-409A, R-411A, R-411B, and R-502. See also *Very-High-Pressure Appliance*.

1048. Industrial Process Refrigeration. Complex customized appliances used in the chemical, pharmaceutical, petrochemical, and manufacturing industries. These appliances are directly linked to the industrial process.

1049. Initial Verification Test. Leak tests that are conducted as soon as practicable after the repair is completed.

1050. Low-Pressure Appliance. An appliance using a refrigerant with a liquid phase saturation pressure below 45psia at 104^{o}F, including R-11, R-113, and R-123.

1051. Major Maintenance, Service, or Repair. Maintenance, service, or repair that involves removal of any or all of the appliance components: compressor, condenser, evaporator, or auxiliary heat exchanger coil, or any maintenance, service, or

repair that involves uncovering an opening of more than four (4) square inches of “flow area” for more than fifteen (15) minutes.

1052. Motor Vehicle Air Conditioners (MVAC). Mechanical vapor compression refrigeration equipment used to cool the driver or passenger compartment of a motor vehicle.

1053. MVAC-Like Appliance. Mechanical vapor compression, open-drive compressor appliances with a normal charge of 20 pounds or less of refrigerant used to cool the driver or passenger compartment of a non-road vehicle, including agricultural and construction vehicles; this definition does not include appliances using R-22.

1054. Reclaim. Reprocess refrigerant to all the specifications in 40 CFR part 82 subpart F, based on American Refrigeration Institute Standard 700-1995, “Specifications for Fluorocarbons and Other Refrigerants,” that are applicable to that refrigerant and to verify that that refrigerant meets these specifications using the analytical methodology prescribed in section 5 of appendix A of 40 CFR part 82, subpart F.

1055. Recover. Extract ODS in any condition from an appliance and store it in an external container without testing or processing it.

1056. Recycle. Refrigerant extracted from an appliance and cleaned for reuse without meeting all the requirements for reclamation. In general, using oil separation and filter-driers to reduce moisture, acidity, and particulate matter. Usually implemented at the field job site.

1057. Refrigerant. Any substance consisting in part or whole of a class I or class II ozone-depleting substance that is used for heat transfer purposes and provides a cooling effect.

1058. Significant New Alternative Policy Program (SNAP). A U.S. Environmental Protection Agency program promoting the use of refrigerants that have an ozone depleting potential (ODP) of 0.05 or less for heating, ventilation, and air conditioning and refrigeration equipment and 0.2 or less for building fire suppression equipment.

1059. Small Appliance. Appliances that are fully manufactured, charged, and hermetically sealed with five (5) pounds or less of a class I or class II ODS, including household refrigerators and freezers, window air conditioners and packaged terminal air conditioners, packaged terminal heat pumps, dehumidifiers, icemakers, vending machines, and drinking water coolers.

1060. Suitable Replacement Refrigerant. A refrigerant that is acceptable under Section 612(c) of the Clean Air Act Amendments of 1990 and all regulations promulgated under that section, compatible with other materials with which it may come into contact, and able to achieve the temperatures required for the affected industrial process in a technically feasible manner.

1061. Technician. Any person (installer, contractor, service personnel, or owner) who performs maintenance, service, or repair that could reasonably be expected to release refrigerants to the atmosphere.

1062. Very-High-Pressure Appliance. An appliance using a refrigerant with a critical temperature below 104^{o}F or with a liquid phase saturation pressure above 355psia at 104^{o}F, including R-13 and R-503.

Chapter 2

Responsibilities

2000. Personnel Assignment

1. Appointment of Unit Level Personnel. In accordance with MCO P5090.2A, Environmental Officers, Environmental Coordinators (Group Level Only), Environmental Coordinators and their alternates shall be designated in writing by the unit's Commanding Officer/Officer in Charge, with copies of designation documentation forwarded to the Environmental Department within 30 days from the date of this SOP and as personnel changes require. Updates of these assignments will be made to the Environmental Department as changes occur. Squadrons, Departments, Detachments, long term contractors, Tennant Commands, and deployed units are examples of those requiring Hazardous Waste (HW) Officers/Coordinators.

2. Environmental Officers. Environmental Officers are responsible for the overall management of their Command's HW program, and shall attend a 24 hour Environmental Awareness course conducted by a qualified instructor within 90 days of appointment, and are required to attend all Environmental Coordinator meetings, as published. Environmental Officers shall notify the Environmental Department, in writing, 45 days prior to any unit deploying from their command. This will allow for the closing of their HW SAAs.

3. Environmental Managers. Group level commands shall appoint Environmental Managers. They are responsible for day-to-day management and coordination of Environmental Programs within their unit or subordinate units, as applicable. Environmental Managers shall comply with the following regulations:

a. Ensure all generators within their organization are following HW regulations.

b. Conduct quarterly inspections using the checklist provided in Appendix D (or equivalent).

c. Conduct a monthly review of all units' HW SAA inspection records to ensure that the inspections are accurate.

d. Attend a 24 hour Environmental Awareness Training Course within 90 Days of Appointment.

e. Attend all Environmental Coordinator meetings as published.

f. Ensure that all inspection records are readily available for review.

g. Report all spills of HW and HM immediately to the Environmental Department, and follow up with a written report (Appendix B or equivalent) within five (5) days.

4. Environmental Coordinators/Safety Monitor. Each unit and department, including aircraft or facility maintenance contractors, deployed units, and other contractors as deemed appropriate by the Environmental Department shall appoint Environmental Coordinator/safety monitor and a sufficient number of alternates to effectively manage the unit's environmental program. At a minimum, a primary and alternate Environmental Coordinators/Safety Monitor shall be assigned. Environmental Coordinators (or Safety Monitors, if assigned as such in addition to assignment as Environmental Coordinator) and their alternates ensure day-to-day operations comply with this Station Order. They are directly responsible to the Environmental Officer and Environmental Manager in carrying out these duties at the command level. These personnel shall:

a. Ensure compliance with all regulations at the generating level, particularly as described in Chapters 3 and 4 of this Station Order (StaO).

b. Attend a 24 hour Environmental Awareness Training Course within 90 days of appointment and other applicable training as described in Chapter 12 of this StaO and the Comprehensive Environmental Training and Education Program (CETEP) StaO.

c. Attend Environmental Coordinator meetings as published.

d. Inspect accumulation areas weekly and after adverse weather such as high winds and post storm for spills, damage, standing water, and potential hazards using the checklist provided in Appendix A.

e. Ensure proper completion of the HW turn-in document (DD Form 1348-1A), HW profile sheet, and all supporting documents for turn-in. All turn-in documents will be reviewed by the Station Environmental Department prior to turn-in.

f. Maintain training records to include a written job description of each employee, by name, and include a summary of the type of initial training and any annual training that must be completed by the employee. These training records must be maintained for at least five (5) years after the employee has either been transferred or terminated.

g. Complete hazardous materials usage logs and forward them as required to meet permit requirements.

h. Primary and Alternate Coordinators shall be assigned as the Hazardous Material Management System (HMMS) Users for Hazardous Materials and Hazardous Waste functions within the system and will follow the requirements detailed in Chapter 4 of this order. Personnel not assigned as a Primary or Alternate Coordinator will not be authorized as HMMS Users.

i. Report all spills of HW and HM immediately to the Environmental Department, and follow up with a written report (Appendix B or equivalent) within fifteen (15) days.

2001. Environmental Department

1. Environmental Director. The Environmental Department Director is the Installation Commander’s Resident expert for environmental compliance and program performance. The Director or his/her assigned staff shall:

a. Ensure compliance with all applicable regulations and directives, including coordination with regulatory authorities.

b. Coordinate all actions regarding Environmental Department personnel and fiscal resources.

c. Ensure duties assigned to environmental department personnel, unit level environmental coordinators, and contractors are fully and properly executed.

d. Provide current, uniform environmental policy, guidance and direction to all MCAS Yuma organizations.

e. Provide a continuous program of comprehensive education and training to educate all personnel responsible for handling hazardous materials and wastes or otherwise impacting the environment.

f. Implement pro-active pollution prevention programs to ensure compliance by raising the level of environmental awareness of military and civilian personnel.

g. Protect MCAS Yuma's natural and cultural resources by implementing the National Environmental Policy Act (NEPA) planning process during preliminary development stages, maintaining the viability of the Integrated Natural Resource Management Plan (INRMP), and maintaining an active Range Environmental Compliance Program.

h. Immediately address incidents of non-compliance with corrective and long-term preventative actions, ensuring this recurring effort is incorporated into daily operations.

i. Coordinate the MCAS Yuma Environmental Management System (EMS) to meet the six Department of Defense Initial EMS Implementation Criteria issued 30 January 2003 (environmental policy statement, self-assessment, written implementation plan, prioritized aspects list, awareness-level EMS training and internal management review), and put into action the following key EMS elements:

(1) Environmental Policy

(2) Planning

(a) Environmental aspects

(b) Legal and other requirements

(c) Objectives and targets

(d) Environmental management program(s)

(3) Implementation and Operation

(a) Structure and responsibility

(b) Training, awareness, and competence

(c) Communication

(d) EMS documentation

(e) Document control

(f) Operational control

(g) Emergency preparedness and response

(4) Checking and Corrective Action

(a) Monitoring and measurement

(b) Non-conformance and corrective and preventive action

(c) Records

(d) EMS audit

(5) Management Review

j. Conduct quarterly Environmental Coordinator meetings to provide information on environmental compliance as outlined in Appendix C. Research and discuss all pertinent HW issues.

2. Environmental Range Compliance and Inspections Division. The Environmental Department Environmental Compliance Division is tasked with management of hazardous materials (HM) and HW, proper disposal of HW, emergency response, and environmental audits in work centers and shops, and overall coordination of environmental compliance operations at all MCAS Yuma areas, including the Bob Stump Training Range Complex (BSTRC). The Environmental Compliance Division Director or his/her assigned staff shall:

a. Be notified of any emergency or spill situation involving HW/HM in any amount, and report all HS spills of

reportable quantities to that appropriate Federal and State regulators.

b. Approve/disapprove all satellite accumulation areas and ensure they are properly documented, as required. Inspect satellite accumulation areas per Appendix D.

c. Develop and coordinate initial and annual training for personnel involved in HW operations who are providing technical assistance to any unit involved in HW operation as input to the CETEP Program.

d. Provide technical assistance as required for all commands, including tenant commands and visiting squadrons.

e. Coordinate the handling and disposition of all unidentified containers of HW.

f. Implement a program to ensure testing of each waste stream, at least annually, and maintaining the waste stream inventory.

g. Maintain copies and monitor tracking of HW manifests.

h. Provide information to the Hazardous Material Consolidation Point (HCP), to include the Hazardous Materials Management System (HMMS), regarding those materials that should be handled under the procedures set forth in this SOP.

i. Direct the day-to-day operations and actions of personnel assigned to range environmental compliance, hazardous waste disposal, underground storage tank management, and other compliance requirements.

j. Coordinate clean up operations in response to HM/HW spills from aircraft and vehicle mishaps and other incidents resulting in an unauthorized release of hazardous waste or hazardous substance.

k. Provide environmental support and technical assistance to Explosive Ordnance Disposal (EOD) personnel, including treatment and disposal permits for all munitions.

l. Provide Range oversight for environmental compliance on the BSTRC.

m. Conduct audits and inspection in accordance with Chapter 3 of this SOP.

n. Provide contactor oversight with regards to environmental issues addressed in this SOP.

3. Environmental Multi-Programs Management Division Director. The Environmental Support Division Director, assigned under the Environmental Director, is tasked with ensuring MCAS Yuma complies with all state and federal permit requirements. The Support Division Director or his/her assigned staff shall:

a. Manage the air quality, drinking, waste, and storm water, as well as aquifer protection compliance programs in accordance with local, state and federal environmental regulations.

b. Notify affected personnel of specific tasks required under each permit condition, collect and collate data for reports, and submit data, reports and/or completed forms to the appropriate agencies.

c. Manage the installation Lead-based Paint and Asbestos Management Program.

d. Manage the installation Pollution Prevention Program and Affirmative Procurement Program.

e. Provide quality assurance evaluation (QAE) support to the Environmental Engineer to review Base Services Delivery and other contracted air, drinking water, wastewater, storm water, lead-based paint, and asbestos related maintenance and construction activities.

4. Environmental Engineering Division. The Environmental Engineer, under the Environmental Director, shall:

a. Provide environmental planning for all proposed actions on MCAS Yuma and Yuma Training Range Complexes.

b. Review proposed facilities and operations to identify and develop plans to address environmental impacts before they occur.

c. Coordinate with facilities maintenance and contracted facilities support to provide environmental quality assurance.

d. Develop environmental impact statements, assessments, reviews, and categorical exclusions as appropriate.

e. Function as representative for Commanding Officer, MCAS Yuma, for all environmental engineering matters.

f. Provide technical and engineering assistance as required for all assigned commands, including tenant commands.

g. Shall ensure that the Installation Restoration Program (IRP) of the installation is in compliance with all state and federal requirements for the cleanup and management of contaminated sites on MCAS Yuma and all range areas related to Federal Facilities Agreement related activities.

h. Shall ensure that all Government actions comply with NEPA.

5. Other. The Environmental Director may establish other functions under the Environmental Department to support or enhance the environmental compliance mission at MCAS Yuma.

2002. Environmental-Related Entities

1. Environmental Impact Review Boards and Committees.

a. Environmental Impact Review Board (EIRB). This committee shall be convened to consider proposed actions, including training, operations, construction and facilities renovations, and to determine if these actions have the potential to impact the environment or will be regulated by state or federal environmental authorities. In the review process it may develop proposed actions and alternatives to ensure mission accomplishment with minimal environmental and regulatory impacts.

b. EMS Management Review Team. The EMS Management Review Team takes actions that ensure the EMS is suitable to the current mission and is effective in achieving the installation's environmental policy, objectives, and targets. The EMS Management Review Team implements improvements to the EMS including but not limited to revising the installation's EMS policy; changing procedures, projects or actions to ensure current objectives and targets are met; establishing new objectives and/or targets, or clarifying/assigning roles and responsibilities.

c. Environmental Coordinator Meetings. These meetings shall be convened to provide all Environmental Coordinators on the installation a regular opportunity to be updated on current or emerging requirements, and to provide feedback to the Environmental Department on program performance.

d. Convening and Organization. EIRBs and EMS Management Review Team meetings shall be organized and convened by the Environmental Director under coordination with the Station Executive Officer, who is the designated Committee and team Chairman. They shall be convened as needed to consider relevant environmental policy issues. Unit commanders, Tenant Activities, MCAS Yuma Department Heads, and Environmental Department personnel will assist by providing board members and technical expertise when requested, with due consideration for operational impacts. Environmental Coordinator's Meetings are convened regularly by the Environmental Department Staff, and may be organized in conjunction with quarterly Coordinator's Training.

2. Department of Safety and Standardization (DOSS)

a. Receive Material Safety Data Sheets (MSDS) from the HCP.

b. Provide training under the Hazard Communication Program.

c. Evaluate employee exposure and monitor the status of personal protective equipment.

d. Provide data to the Hazardous Consolidation Program functional personnel to update the installation master Authorized Use List.

e. Maintain the Personal Protective Equipment (PPE) program in support of HM users.

3. Activity Safety Section

a. The organization's safety section will support the Environmental Program through implementation of safe work practices and the selection and issue of personal protective equipment used for handling HW and HM.

b. Responsibility for safe management begins when the material is accepted for use at the job site and ends when the material is properly packaged and ready for transfer from the HW satellite accumulation areas.

c. Specific questions may be directed to the Environmental Department, 269-3201, or the Station Industrial Hygienist, 269-3610.

4. HCP

a. Ensure all HM received includes proper labeling and documentation, and is in proper condition. Containers that appear to be leaking at the receiving docks will not be accepted. Immediately notify the Environmental Department when a leaking container arrives. If the integrity of the container is suspect, it shall not be accepted from the vendor.

b. Forward all instructions and MSDSs on all HM/HW to the end user (copy to DOSS).

c. Ensure that personnel who handle HM attend a 24 hour HW Management Course within 90 days of job assignment.

d. Support the MCAS Yuma Hazardous Materials Consolidation Program (HCP), including Hazardous Material Management System (HMMS) data entry and updates, as directed by supplemental guidance.

c. Notify Radiation Safety Officer upon receipt or shipment of all radioactive material.

5. Defense Reutilization and Marketing Office (DRMO)

a. Take appropriate actions to dispose of HW or off-specification HM with the assistance of the Environmental Department.

b. Will not accept any HM from offsite facilities.

c. Comply with all Federal, State, and local regulations and this SOP.

d. Schedule HW pick-up via contractor (prior to actual removal with the Environmental Department). The Environmental Director must approve pick-ups after normal working hours, at least 24 hours before pick-up.

e. Provide recycling services for resalable or recyclable hazardous materials (used oil, antifreeze) when requested and/or economically feasible.

f. Establish and maintain a precious metals recovery program.

6. Installation and Logistics (I & L) Officer/Resident Officer in Charge of Construction (ROICC)

a. Ensure planning documents and design specifications for contracts consider all applicable local, state and federal environmental regulations, and forward designs and engineering proposals to the Environmental Engineering Division for review.

b. Ensure deliverables and other tasks required to meet environmental requirements are properly completed and/or implemented by contractors, engineers, architects, and maintenance project supervisors. Deliverables may include completion of environmental management plans, permit applications and notices of intent, and environmental baseline impact studies. Tasks may include submission of HM data to account for chemical emissions, and implementation of best management practices.

c. Include a representative from the Environmental Department at pre-contracting conferences to ensure environmental questions related to the project are properly staffed.

Chapter 3

Environmental Audits

3000. General. An effective audit and inspection program is a key part of the MCAS Yuma EMS. This system ensures all local, state and federal regulations are being complied with in the most cost efficient and effective manner. Within the Marine Corps, there are essentially three levels of oversight: External (baseline) assessments conducted every three years by Headquarters Marine Corps (LFL), internal self-audits conducted annually during the two intervening years, and routine (daily, weekly, etc.) inspections conducted at the unit or work center level. MCAS Yuma is also subject to periodic and unannounced inspections by federal, state and local environmental regulators.

3001. Environmental Manager. The Group level Environmental Manager, as defined in Chapter 2, is responsible for the following:

1. Conduct quarterly inspections of all accumulation areas using the checklist provided in Appendix D or its equivalent.

2. Provide a copy of the inspection report to the responsible section and the Squadron Commanding Officer.

3. Work with the responsible unit to correct any deficiencies within ten working days of the date of inspection.

4. Conduct monthly, unannounced spot inspections of all units' HM/HW inspection records.

5. Ensure the inspection results are accurate.

6. Ensure monthly reconciliation of all HMMS accounts.

7. Ensure compliance with this SOP.

8. Document spot inspection results and corrective actions implemented within ten (10) working days of the date of inspection.

9. All inspection records must be kept on file for five years. Inspection records must be readily available for review.

3002. Group Level Environmental Officer. When there is no designated HW Manager, the Environmental Officer will be responsible for ensuring that the above criteria are met.

3003. Unit Level Environmental Officer. The unit level Environmental Officer, as defined in Chapter 2, is responsible for the following:

a. Conduct quarterly inspections of all accumulation areas using the checklist provided in Appendix D or its equivalent.

b. Provide a copy of the inspection report to the responsible section and the Squadron Commanding Officer.

c. Work with the responsible unit to correct any deficiencies within ten (10) working days of the date of inspection.

d. Conduct monthly, unannounced spot inspections of all units' HM/HW inspection records.

e. Ensure the inspection results are accurate.

f. Ensure monthly reconciliation of all HMMS accounts.

g. Ensure compliance with this SOP.

h. Document spot inspection results and corrective actions implemented within ten (10) working days of the date of inspection.

i. All inspection records must be kept on file for five (5) years. Inspection records must be readily available for review.

3004. Environmental Coordinator. The Environmental Coordinator(s) and Alternates will be the initial responders in their unit's HW Site Specific Spill Contingency Plan and are responsible to the Environmental Officer or Manager. They ensure compliance with all generator responsibilities during their respective work shifts. Coordinators or Safety Monitors will conduct daily, weekly, and high wind/adverse weather

inspections of their unit's HW/HM storage will be performed using Appendix E. Units subject to enforcement action, higher operation tempo, or that have a history of poor environmental stewardship will be subject to a daily inspection, at the discretion of the Environmental Compliance Division.

3005. Environmental Department

1. Conduct random, unannounced inspections of each activity's inspection records and operating logs and facilities. Results of these inspections will be documented, and a formal report will be forwarded within fifteen working days to the unit's Commanding Officer, via the chain of command. A copy of the inspection report may be given to the unit's Environmental Coordinator immediately upon completion of the inspection. All inspection reports require that the unit submit a written response within 30 working days from the date of receipt of the inspection report, describing the corrective action taken on any discrepancies noted. These reports will be submitted to the Commanding Officer, MCAS Yuma, via the Environmental Director.

2. Discrepancies that may result in NOVs from Federal, State, or local regulatory agencies require immediate corrective action. Use Appendix F to document and report these discrepancies to the appropriate unit commander, contractor's representative, or department head.

3. Coordinate, escort, and generate a summary of the results of all inspections by local, state and federal environmental agencies.

4. Conduct or coordinate periodic Environmental Compliance Evaluations (ECE) in accordance with Chapter 4 of reference (a) and supplemental guidance issued by higher headquarters. All installation personnel shall assist inspectors and auditors in the conduct of these evaluations. ECE data shall be used to support the MCAS Yuma Environmental Management System (EMS) as described elsewhere in this Station Order.

5. Notices of Noncompliance are a regulatory tool used by the Environmental Department to initiate investigations into alleged or potential violations of federal, state, or local regulations. Although Notices of Noncompliance are investigative in nature, they are still considered a formal document requiring response

from units so designated in the Notices of Noncompliance and are subject to record keeping and reporting requirements as outlined in reference (a). All documents subject to the Notices of Noncompliance must be retained until completion of corrective measures.

6. Notices of Violation (NOV) are official notification of a violation of federal, state, or local regulations and are subject to reporting requirements to federal and state regulators and higher headquarters. NOVs must be addressed and corrective measures taken as soon as possible, but no later than 30 calendar days from the date of the violation. Units issued a NOV are subject to enforcement by federal, state, or local regulatory agencies. Having knowledge of a violation ad allowing the violation to exist while having the means to correct the violation may constitute personal criminal liability under the federal and state statutes.

Chapter 4

HW Identification, Accumulation and Disposal

4000. General Information

1. Background

a. The generator is responsible for coordinating directly with the Environmental Department for guidance on HW management, which includes:

(1) Identification. Determining the type of waste and identifying any health or environmental hazards. All waste determinations will be in writing and must be reviewed by the Environmental Department.

(2) Accumulation. Determining how the waste should be collected in the satellite accumulation area.

(3) Disposal. Preparing the waste for shipment and disposal via the Environmental Department.

b. Any questions related to HW identification, accumulation and disposal, and whether methods comply with the Environmental Protection Agency (EPA) or the Arizona Department of Environmental Quality (ADEQ) will be directed to the Environmental Department at 269-3201 or 269-5580.

2. Responsibilities

a. All HW shall be accumulated in non-leaking containers that conform to Department of Transportation (DOT) Performance Oriented Packaging (POP) requirements. Leaking or damaged containers will be repackaged with DOT approved container that are made of, or lined with materials that are compatible non reactive) with the HW being stored.

b. For shipment to the appropriate 90-day Accumulation Area, salvage or over-pack drums must be authorized by the Environmental Department prior to shipment.

c. Proper DOT approved containers are obtained through the unit’s HM ordering system. Any other items required for the

management of HW, such as absorbent (Speedy Dry) used for spill clean up, are also the generator's responsibility.

d. All necessary documents (chemical analysis, waste profile sheets, MSDS, and additional information) must accompany the HW as requested. For units utilizing the Hazardous Material Management System (HMMS), transportation for HW turn in will be provided. Units not utilizing HMMS are responsible for transportation of HW to the 90-day Accumulation Area. The generator shall comply with all federal, state and local regulations, and this SOP. Deviation regarding turn in is at the discretion of the Environmental Department.

e. The maximum quantity allowed to be accumulated in a satellite accumulation area is 55 gallons of non-acute HW or 1 quart of acute HW. When these quantities are exceeded, the unit has 72 hours to turn HW in to the MCAS Yuma 90-day Accumulation Site at Building 321.

f. A written procedures to prevent unauthorized entry to the HW accumulation area shall be maintained. This may be included as part of the spill contingency or waste management plan.

g. HW containers shall be closed and secured at all times except during operations where HW is added or removed.

h. The generator is responsible for any HW violations as noted by federal, state and local regulations, Marine Corps orders, and this SOP. No direct contact with federal, state, or local regulators is authorized without a representative from the Environmental Department.

i. The intentional, unintentional, or negligent discharge of any hazardous substance, including petroleum products, onto any surface, or into the air or water is a violation of this SOP.

j. Using unapproved containers or the failure to follow generating, labeling, transfer, or disposal procedures specified herein is a violation of this SOP. This action may also be construed as a violation of environmental laws, rules and regulations and subject to fines and penalties.

k. Costs incurred in the correction of any violation of regulations and this SOP, including spill containment and cleanup operations, may be charged to the violating unit. Additionally, costs incurred in the disposal of off-specification HW may be charged to the unit.

l. Individuals responsible for a violation of regulations or this SOP that incur public fines or other legal actions are subject to being pursued via the appropriate Command, legal, and administrative channels as well as subject to prosecution by the Uniform Code of Military Justice.

3. Hazardous waste shall not to be transferred from either the Barry M. Goldwater Range (BMGR), to include the Cannon Air Defense Complex, or the Chocolate Mountain Aerial Gunnery Range (CMAGR) to MCAS Yuma proper. Contact the Environmental Department for assistance.

a. Containers of HW and unknowns collected at or on the BMGR will be accumulated by the MCAS Yuma Environmental Department at the 90-day Accumulation Site, at the Cannon Air Defense Complex.

b. Containers of HW and unknowns collected at the CMAGR will be accumulated by the MCAS Yuma Environmental Department at the Camp David site, on the CMAGR.

c. Unknowns collected aboard MCAS Yuma will be accumulated at the Rogue Drum accumulation area, Building 483.

4001. HW Identification

1. Waste Analysis Plan

a. As required by references (c) and (d), all Environmental Coordinators must accurately identify their HW. HW are identified and characterized by the generating unit, with assistance from the Environmental Department, as needed. The Environmental Department shall maintain a waste analysis for all waste streams, and profiles for all HW. A schedule for re-sampling will be generated as needed.

2. Waste Analysis Strategy

a. A written waste determination will be developed for all materials listed on a unit's Authorized Use List. Where the characteristics of the waste are sufficiently known because they are unopened, properly identified and labeled, (i.e., shelf-life expired HM) HW will be based on user's knowledge and the Material Safety Data Sheet (MSDS).

b. A discarded material that cannot be sufficiently characterized using the above criteria will be subject to a qualitative screening to determine if it has any hazardous properties. The screening must begin with a review of the source of the material to determine if it is a HW identified in 40 CFR 261 Subparts C and D.

c. Representative sampling shall be conducted of all waste streams according to the criteria described in the Environmental Protection Agency (EPA) sampling protocol. The following applies:

(1) A sampling plan will be developed before sampling is conducted.

(2) Sampling will be conducted by qualified Station Environmental Department personnel only. All wastes will be sampled and analyzed in such a manner to achieve a statistical confidence level of at least 80%.

(3) Once properly characterized, the waste will be managed in accordance with this SOP.

d. For regulatory purposes, the guidance provided in this section constitutes the installation Waste Analysis Plan.

4002. HW Accumulation

1. 90/180-day HW Accumulation Areas. MCAS Yuma HW accumulation areas are under the direct control of the Environmental Department. The only authorized HW accumulation areas are Building 321, Building 485, the Camp David area of the CMAGR, and Building 3251 on the Cannon Air Defense Complex. Other areas may be designated by the Environmental Director or his/her designated representative.

a. Drum Labels and Identification. Per reference (e), part 262, containers will be labeled with all required information. Labeling will be complete and legible at all times. All containers shall be labeled and marked in the following manner:

(1) Hazardous waste markings and labels will have legible entries made in English and shall be durable and on a sharply contrasting background.

(2) The "DATE OF ACCUMULATION" block must reflect the calendar date that HW begins accumulating in the generator's accumulation area.

(3) The appropriate hazardous material warning labels must be affixed to the drum, (i.e., POISON, OXIDIZER, etc.), to include subsidiary hazard warning labels.

(4) Drums of unknown origin will be marked as Hazardous Waste with the "ACCUMULATION START DATE" as the date on which the drum was discovered.

(5) Daily inspections must be conducted and documented.

2. Satellite Accumulation Areas (SAA)

a. Satellite Accumulation Areas (SAA) are under the control of the unit generating the hazardous waste. SAAs shall be authorized by the Environmental and Fire Department. Authorization forms are located in Appendix G.

b. SAA Requirements. The following are requirements for SAAs:

(1) The SAA will remain locked and under the control of the Unit Primary/Alternate HW Coordinators. Coordinators will maintain log books for each container in the SAA. At a minimum, the log book shall record the date, quantity, type of HW, and who placed the HW in the container.

(2) SAAs will be identified with signs stating “HW Satellite Accumulation Area” and “No Smoking within 50 feet” on all approachable sides. Signs will be in English and Spanish.

(3) SAAs will have adequate secondary containment to contain 110% of the largest container or 10% of the total amount of containers, whichever is larger. Containment must be compatible with the waste and in good condition.

(4) Hazardous waste shall be accumulated in Department of Transportation (DOT) approved containers. Containers must be compatible with the waste and in good condition. Containers must remain closed except during the transfer of HW.

(5) Containers in the SAA must be marked with either the words “Hazardous Waste” or with other words that identify the contents of the containers.

(6) SAA may only contain up to 55 gallons of non-acute HW or 1 quart of acute HW. Once the quantity limit is exceeded, the accumulation start date must be placed on the container (the date the excess started accumulating) and the excess must be turned in to the 90/180-day HW accumulation areas within 72 hours.

(7) Inspect SAAs weekly and after adverse weather for spills, damage, standing water, and potential hazards using the checklist provided in Appendix A.

(8) All SAAs will have required emergency, personal protection, and spill control equipment.

3. Spill Planning

a. Environmental Coordinators are required to have Spill Contingency cards posted for sites with significant spill potential such as loading and unloading areas, hazardous waste and POL accumulation areas, hazardous material storage areas, and actual use areas.

b. The Environmental Coordinator shall report all spills within 24 hours, regardless of type and quantity, to the Environmental Department, at extensions 3201 or 5580; or Station OOD during off duty hours at extension 2252. Crash/Fire Rescue will also be notified of spills on the Flight Line, at extension 2385. A written report (sample report located in Appendix B) shall be forwarded to the Environmental Department within five (5) working days of the incident.

c. All HW SAAs and HW accumulation areas shall have the spill response cleanup items identified in Appendix H, if applicable, readily available and in good condition.

d. Environmental Coordinators are responsible for the safety and the reasonable spill response (generally less than five gallons) if any defensive measures to protect human life and the environment to include storm water basins, drywells, manholes, drains and unpaved areas.

4. Rogue Drums. The Environmental Department will be immediately notified upon discovery of any unidentified containers. The words, "HAZARDOUS WASTE", will be placed on the container with an accumulation start date of the date that the container was discovered. Appendix I provides a worksheet and additional information for handling rogue drums.

4003. HW Disposal

1. Uniform Hazardous Waste Manifest (UHWM). The UHWM shall be utilized when HW is to be transported over a public highway. The UHWM will be prepared in accordance with 40 CFR 262. Only those personnel authorized in writing by the Commanding Officer, MCAS Yuma, and trained in accordance with applicable USEPA, ADEQ and DOT regulations, shall sign the UHWM in Block 16, certifying the shipment.

2. Prohibited Shipments. Shipments of HW from the Barry M. Goldwater Range (BMGR), which includes the Cannon Air Defense Complex, and the Chocolate Mountain Aerial Gunnery Range (CMAGR) to the Air Station are not authorized. In addition, all cleanup material from fuel spills on the CMAGR must be sent to the HW Accumulation Area located on the CMAGR (and managed by the Environmental Department). Disposal of cleanup material from all other fuel spills shall be coordinated through the Environmental Department.

3. Further Assistance. Questions and requests for assistance regarding HW disposal should be directed to the Environmental Department, at (928) 269-3201/5580.

4. Accumulation Time Frame. Once units have exceeded their quantity limits in their satellite accumulation areas, the following procedure shall be followed:

a. Complete a HW profile sheet and collect Material Safety Data Sheets (MSDS) and/or laboratory analysis use to verify the contents of the container.

b. Call the Environmental Department at (928) 269-3201 during working hours when the waste is ready for delivery to the 90-day or 180-day HW Accumulation Area. If units are on the HMMS program, units will coordinate deliveries via the program.

c. Provide paperwork required in paragraph (a) with HW.

d. The HW will then be delivered to the 90-day/180-day HW accumulation area either by the generator or the HMMS waste handler.

e. The DD-1348 will then be completed according to the generator's paperwork.

5. Hazardous Material Management System (HMMS). All units that generate hazardous waste and used POLs will utilize the HMMS waste module in the HMMS application when directed to do so by the HMMS Program Manager.

4004. Used Drums, Containers and Rags

1. Background. The Commanding Officer's used drum policy letter is attached as Appendix K.

2. Action

a. Drums that once contained petroleum, oil, or lubricants (POL) may NOT be used to recover ethylene glycol (anti-freeze). Only drums that once contained ethylene glycol or new drums can be used for this purpose.

b. Drums, once emptied, shall not be rinsed. Drums once containing POLs can only be re-used to contain POLs. Rinsing drums will either contaminate the area where the rinsing is being done or it will overwhelm the oil/water separators and thus cause an unlawful release to the sanitary sewer system. It may also create a reportable spill situation or generate a new hazardous waste stream, both of which are regulated by federal statute.

c. Disposing or recycling of empty paint/petroleum containers and used oil filters is allowed in Arizona only (IMPORTANT: Use of these procedures in California violates the California EPA laws and regulations). Paint containers not meeting this criterion as defined in this paragraph is subject to a Waste Determination.

(1) Empty paint containers five gallon size or smaller will be crushed and disposed of in regular dumpsters provided that only a thin layer of completely dried paint remains and no other extraneous hazardous wastes (solvents, etc) are present.

(2) Aerosol paint cans shall be punctured in an approved SAA utilizing an approved puncturing machine, and empties will be turned into the Recycling Division, Building 324.

(3) Empty oil and hydraulic fluid containers (including plastic) can be recycled once they are drained for 24 hours and crushed. Containers not drained in this fashion must be managed as HW.

(4) Empty containers of solvents smaller than five gallons can be recycled provided that the containers are drained into a HW drum and no residue remains in the container. Containers not meeting these criteria shall be managed as HW.

(5) All containers that once contained acutely hazardous waste must be treated as HW.

(6) Used oil filters may be disposed of in regular dumpsters provided the filters are drained into an authorized container for at least 24 hours.

d. The Environmental Department Director must approve any deviation from this policy.

3. Used Rags. Used rags and shop towels generated in work centers shall be handled in accordance with the procedures in Appendix L.

Chapter 5

Petroleum Recycling and Universal Wastes

5000. Petroleum Contaminated Soils and Absorbents (PCS)

1. Background

a. Generators shall segregate all soils, Speedy Dry, and Insta-Zorb from other absorbent materials, such as rags and diapers. Hereafter, soils, Speedy Dry, and Insta-Zorb will be referred to as “PCS.”

b. The only constituents authorized at the Petroleum Contaminated Soil Management Area, commonly referred to as the “Biocell” are:

(1) JP-5 and JP-8

(2) Diesel

(3) Gasoline

(4) Hydraulic Fluid

(5) Other petroleum, oils, and lubricants

c. Containers shall remain locked unless the generator or Environmental Coordinator is placing contaminated material in the container.

2. Responsibilities

a. The Environmental Coordinator shall contact the Environmental Department to schedule an appointment for disposal at the Biocell.

b. Environmental Coordinator shall determine what the PCS is contaminated with (i.e. oil, fuel, hydraulic fluid, etc.).

c. The Environmental Coordinator shall ensure that the PCS is free of all debris, i.e., rocks, trash, etc. Containers found to have any of the above material(s) will be rejected. It

will be the Coordinator's responsibility to keep possession of the rejected containers.

d. Range Compliance and Inspection Division personnel will inspect the PCS upon receipt. If the PCS is clean and free of debris, he or she will witness the signed certification by the generator.

e. All personnel who receive, handle and transport PCS must receive awareness training commensurate with the job function.

f. The Environmental Coordinator shall deposit the material as directed by an Environmental Compliance Officer.

g. The Environmental Department shall retain a copy of the Certification of Deposit (CD) no less than five (5) years.

3. Interstate Transfer Restrictions between Arizona and California. The transfer of PCS from California to Arizona violates Arizona Administrative Code. California laws regulate this waste as a hazardous waste, and therefore any transportation of such waste requires a UHWM. Contact Station Environmental for disposition of PCS.

5001. Recovered Fuel and Used Oil

1. Recovered fuel and used petroleum, oil, and lubricants (POL) shall be recycled via the Station Supply Fuels Division. For present and future pickup of recovered fuel, or used oil and lubricants, the following procedures have been established:

a. For MCAS Yuma, collection of recovered fuel as well as other used oil (i.e., hydraulic fluid and motor oil) are under the cognizance of the Station Supply contracted fuel managers, extension 2234. All other sites, call the Defense Reutilization and Marketing Office (DRMO) at extension 2748. All recovered fuel, and used motor oil, hydraulic fluid, etc. may be collected in the same container and will be marked USED OIL. A field test must be conducted (using the Dexsil Clor-D-Tect 1000/4000 Chlorine Halogen Screening Kit) to determine that halogens are below 1000 ppm. The test shall be conducted at the time of pick-up in the presence of the driver. If fuels, motor oils, hydraulic fluid, etc., fail the field test (Clor-D-Tect), contact Station Environmental.

(1) If the POL fails the field test (halogens over 1000 ppm), the POL is considered a hazardous waste and will be managed as HW per this SOP.

(2) Any containers that are unidentified or rejected for recycling will be sampled and tested by the Environmental Department.

(3) Waste containers that are currently being recycled, but become contaminated in a manner which do not allow them to be recycled, will be disposed of as HW.

5002. Universal Wastes

1. Background. Universal Wastes are hazardous wastes granted a limited exemption when handled properly and when meeting the criteria of 40 CFR 273.6. This section of the SOP addresses the management of Universal Waste, i.e., batteries, pesticides, mercury thermostats and fluorescent light bulbs. Most Universal Waste at MCAS Yuma will either be batteries (excluding lead acid) or fluorescent light bulbs. For more in depth information, please refer to 40 CFR, Part 273.

2. Universal Waste Batteries. Lithium batteries are used significantly for military purpose, particularly in communication and electronic devices. These batteries contain highly reactive materials and require proper personal protection and emergency equipment, handling, storage, transportation, packaging, and disposal. Under no circumstances should any lithium battery be opened, crushed, disassembled, heated, wetted, or burned. There are two types of lithium batteries commonly used: non-rechargeable and rechargeable. All unused Lithium batteries will be managed in accordance with the most recent MCO 5108.

WARNING

Do not charge any non-rechargeable lithium batteries as it could lead to venting, rupturing, and possible fire.

a. Generators must store and dispose of all universal waste lithium batteries in a manner which will minimize the danger of fires, explosions, or toxic exposure to personnel, as well as

prevent the release of hazardous materials into the environment. The generators will obtain and review the battery manufacturer's MSDS, Technical Manual(s), and all available documentation prior to using and establishing a central control point for storage, issue, and collection of lithium batteries. All contractors and commands will fully comply with all applicable Federal, State, local laws and regulations, Marine Corps Orders and instructions.

b. Management

(1) Universal waste lithium batteries should not be wetted, heated, crushed, or burned as overheating will produce internal pressure and could result in the battery or cell exploding.

(2) Only properly trained emergency response personnel should respond to a lithium battery emergency. Water or any liquid that contacts a lithium battery will generate highly flammable hydrogen gas. Refer to the Lithium MSDS for proper Fire Extinguisher.

WARNING

These gases are highly corrosive and will cause severe irritation to the respiratory tract, eye, and skin.

(3) If required, lithium batteries shall be discharged or vented for a period of five days in an approved discharge facility. Facilities are approved by the Safety, Fire, and Environmental Departments.

(4) Lithium batteries may be considered hazardous waste if the container or body is cracked or damaged.

a. Accumulation Procedures: All Lithium batteries shall be stored in a well ventilated, dry approved storage facility. All Lithium batteries will be isolated from combustible materials, other batteries, and hazardous materials. Lithium battery storage will be approved by the MCAS Yuma Fire Department, Safety Department and Environmental Department. The minimum criteria for construction selection shall include:

(1) Easy access for emergency response personnel and equipment.

(2) Distance from other structures.

(3) Under control of Environmental Coordinator.

(4) Distance from bodies of water, canals or ditches.

b. Lithium batteries will not be exposed to direct sunlight or water during storage.

c. Lithium batteries are sensitive control items, and become unstable at temperatures greater than 130 degrees Fahrenheit. Air Conditioning, vent, and indoor thermometers will be required inside the lithium battery storage facility to ensure temperature control. If lithium battery storage temperatures exceed 130 degrees Fahrenheit, the unit's safety manager will be notified.

WARNING

Only Lithium batteries will be stored in these facilities. Other flammable, combustible, or hazardous wastes will not be stored with lithium batteries.

d. New lithium batteries will be stored independently from "used" batteries.

e. Smoking, eating, and drinking, is prohibited in or around the Lithium battery storage area due to risk of contaminating food or drink.

f. Labeling/Marking. All Universal Waste Battery containers must be compatible with the universal waste, closed, and in good condition. The container will be labeled or marked clearly with one of the following. The date the first battery was accumulated must also be marked on the container.

(1) Universal Waste Battery(ies)

(2) Waste Battery(ies)

(3) Used Battery(ies)

h. Packaging. All Universal Waste Batteries will be individually wrapped in plastic wrap or bags and then taped so as not to come undone.

i. Turn-in Procedures. Accumulate Universal Waste Batteries no longer than a week. Universal Waste will be accepted at building 321 every Tuesday between 1000 and 1030. Manufacturer's specific Material Safety Data Sheets (MSDS) must accompany all Universal Waste. Any Universal Waste that is not properly marked, packaged, discharged/vented, or is without the specific MSDS will be rejected.

j. If the UW lithium batteries have a Discharge Device it shall be pushed in a well ventilated area out of sunlight and away from water source or moisture. The date shall be written on the battery and logged appropriately in a log book once the battery has exceeded five (5) days it may be discarded as a solid waste.

3. Universal Waste Lamps. Specific light bulbs and lamps may contain toxic metals such as mercury which require special disposal. These light bulbs and lamps are regulated by the Environmental Protection Agency as Universal Waste Lamps. Examples of Universal Waste Lamps include, but are not limited to, fluorescent, high intensity discharge (HID), neon, ultraviolet (UV), mercury vapor, high and low pressure sodium, and metal halide lamps. These lamps will require proper personal protection and emergency equipment, handling, storage, transportation, packaging, and disposal. Under no circumstances should any Universal Waste Lamps be opened, crushed, disassembled, heated, wetted, illegally disposed, or burned.

a. Environmental Coordinator(s) must store, use and dispose of all lamps in a manner which will minimize the danger of toxic exposure to personnel, as well as prevent the release of hazardous materials into the environment. The Environmental Coordinator(s) will obtain and review the lamp manufacturer MSDS and all available documentation prior to using and establishing a central control point for storage, issue, and collection of lamps. All contractors and commands will fully comply with all applicable Federal, State, Local Laws and Regulations.

(1) Hazardous Waste. Broken mercury containing lamps are no longer considered universal wastes and must be managed as

hazardous waste. Environmental Coordinator(s) must follow the unit's Spill Contingency Plan. Broken mercury containing lamps will be accumulated in accordance with 40 CFR 262.34.

(2) Storage Procedures. Store Universal Waste Lamps in the original cartons with secondary containment. The original carton must be closed, compatible with the contents of the lamp, and in good condition. If original containers are not available, each lamp will be individually bubble-wrapped. All Universal Waste Lamps will be stored in a well ventilated, dry approved storage area. Refer to material MSDS for storage compatibility with other materials. All Universal Waste Lamps will be isolated from combustible materials, and other hazardous materials.

(3) Labeling/Marking. All like size Universal Waste lamp containers (e.g. 4 foot, 8 foot, or u-shaped lamps) will be labeled or marked clearly with the date the first lamp was accumulated and one of the following:

(a) Universal Waste Lamp(s)

(b) Waste Lamp(s)

(c) Used Lamp(s)

(4) Packaging. All like size Universal Waste Lamp containers must be closed, compatible with the contents of the lamp, and in good condition. All like size Universal Waste Lamps will be (e.g. 4 foot, 8 foot, or u-shaped lamps) placed in the proper container and secured with a strong duct or strapping tape. If containers are not available, lamps will be individually bubble-wrapped.

(5) Accumulation and Turn-in Procedures. Accumulate Universal Waste Lamps no longer than one (1) week. All Universal Waste will be accepted at Building 321 every Tuesday between 1000 and 1030. Manufacturer's specific Material Safety Data Sheets (MSDS) must accompany all Universal Waste. Any Universal Waste that is not properly marked and packaged or without the specific MSDS will be rejected.

4. Other Types of Universal Waste. Other types of batteries, mercury containing equipment, and pesticides that are used

aboard MCAS Yuma may be managed as Universal Waste. Examples are nickel cadmium, magnesium dioxide, and nickel hydride batteries, and mercury thermostats. Units should contact their Environmental Compliance Officer to determine if items used may be managed as Universal Waste.

a. Environmental Coordinator(s) must store, use and dispose of all universal waste in a manner which will minimize the danger of toxic exposure to personnel, as well as prevent the release of hazardous materials into the environment. The generators will obtain and review the battery manufacturer MSDS and all available documentation prior to using and establishing a central control point for storage, issue, and collection of lamps. All contractors and commands will fully comply with all applicable Federal, State, Local Laws and Regulations.

b. Storage Procedures. Store Universal Waste in the original cartons with secondary containment. The original carton must be closed, compatible with the contents, and in good condition. If original containers are not available, each battery or mercury equipment will be individually bagged. All Universal Waste will be stored in a well ventilated, dry approved storage area. Refer to material MSDS for storage compatibility with other materials. All Universal Waste will be isolated from combustible materials, and other hazardous materials.

c. Labeling/Marking. All like Universal Waste containers will be labeled or marked clearly with the date the first item (battery, mercury equipment) was accumulated and one of the following. The specific item will be placed after the following word(s):

(1) Universal Waste _____(s)

(2) Waste _____(s)

(3) Used _____(s)

d. Packaging. All Universal Waste containers must be closed, compatible with the contents, and in good condition. All Universal Waste will be placed in the proper containers and secured with a strong duct or strapping tape.

e. Accumulation and Turn-in Procedures. Accumulate Universal Waste no longer than one (1) week. All Universal Waste will be accepted at Building 321 every Tuesday between 1000 and 1030. Manufacturer’s specific Material Safety Data Sheets (MSDS) must accompany all Universal Waste. Any Universal Waste that is not properly marked and packaged or without the specific MSDS will be rejected.

Chapter 6

Air Quality Management

Section 1: Introduction

6100. Purpose. This chapter establishes MCAS Yuma policy and responsibilities for compliance with air quality and emissions requirements from stationary, mobile, and area sources consistent with the Clean Air Act (CAA), DoD policy, Marine Corps guidance, state and local regulations.

6101. Applicability. This chapter covers all personnel temporarily or permanently assigned under the operational or administrative control of the Commanding Officer, MCAS Yuma will comply with this Station Order and the applicable provisions of the Air Quality Control Permits for MCAS Yuma and Camp Billy Machen.

6102. Background

1. The Clean Air Act and the 1990 Clean Air Act Amendments regulate air emissions from area, stationary, and mobile sources. They authorize the EPA to set and achieve NAAQS to protect public health and the environment. The setting of maximum hazardous air pollutant (HAP) standards was coupled with directing Arizona, California and other states to develop state implementation plans (SIP's) applicable to appropriate industrial sources in the state. In August 1996, EPA issued guidance addressing how major sources may be determined at military installations. Compared to most industrial sources, military installations include a wider variety of functions and activities including residential housing, schools, churches, recreational parks, shopping centers, and gas stations. In order to avoid being regulated as a Title V Facility under a single Standard Industrial Classification (SIC) system, MCAS Yuma used applicable EPA guidance to divide industrial and administrative processes into 21 separate SICs. The North American Industrial Classification System (NAICS) has since replaced the SIC system. The NAICS were developed jointly by the United States, Canada, and Mexico to assist in comparing business statistics. Thus, all maintenance and operations activities at MCAS Yuma and the Yuma Training Range Complex (YTRC) are regulated under 19 NAICS.

2. July 1, 1992 it became illegal to vent Class I and II ozone depleting substances (ODS) into the atmosphere. This prohibition was later expanded to include other refrigerants. Class I ODS are no longer manufactured in the United States. It is essential that ODS be recycled, conserved and properly managed to ensure availability until adequate substitutes are available. It is important that MCAS Yuma continues to reduce the use of ODSs and to eliminate emissions of ODS and other refrigerants for compliance with the requirements of the CAA.

6103. Air Quality Policy

1. It is MCAS Yuma's policy to comply with all Federal, state, and local emission control standards and all other provisions of the CAA and with specific air emission permit conditions for all stationary sources on all facilities controlled by MCAS Yuma.

2. When required, MCAS Yuma will enforce the requirements of the MCAS Yuma air quality control permits and Clean Air Act requirements through the use of Notices of Non-Compliance and Notices of Violation (see Appendices GG and HH). Each notice will indicate that having knowledge of a violation and permitting the violation to continue may result in personal and criminal liability under Federal and State laws and/or actions under the Uniform Code of Military Justice. Each notice will require a written report of corrective action to be submitted to the Environmental Department within ten working days. A copy of each notice will be provided to the Commanding Officer, Marine Corps Air Station Yuma, and to the Commanding Officer/Department Head of the party receiving the notice. Actions resulting from non-compliance will be addressed as follows:

a. Individual(s) will receive non-formal education; or

b. A Notice of Non-Compliance may be issued when it is determined that an activity could cause adverse affects to air quality; or

c. A Notice of Violation may be issued when it is determined that an activity is in violation of a permit requirement or condition. A Notice of Violation will also be issued when a Notice of Non-Compliance has been issued and corrective action was not satisfactorily implemented to correct the Notice of Non-Compliance.

6104. Permitting. Permit thresholds are closely monitored. If a threshold is triggered, MCAS Yuma will document that trigger and the applications for the permit will be filled out completely and submitted to the appropriate agency in a timely manner.

6105. Reporting. Usage and emission data collected is used for the annual Emission Inventory Report (EIR) and Emergency Planning and Community Right-to-Know Act (EPCRA) reporting. Even if your building is not covered by a permit, usage reporting may still be required.

6106. Conformity. A conformity determination is a certification by the installation that it will comply with all requirements of the State Implementation Plan (SIP). A determination is required only if emissions levels exceed that found in 40 CFR 51.853(b)(1) or (2) and if the installation is located in a nonattainment or maintenance area.

6107. Air Pollution Emergency Episodes

1. Arizona. The ADEQ Director will declare an air pollution emergency episode and implement procedures to keep air pollution concentrations below levels to cause significant harm. There are three stages depending on air concentrations. Each stage has control measures to be implemented. The ADEQ Director will declare an end to an emergency episode.

2. California. Episodes are declared when concentrations of air pollutants are reached or exceeded. There are three stages, dependant on air pollution levels.

a. Stage I. A Health Advisory Alert. ICAPCD will notify persons with special health problems. Abatement action is voluntary.

b. Stage 2. A Health Advisory Warning. ICAPCD will implement voluntary and mandatory abatement plans.

c. Stage 3. A Health Advisory Emergency. ICAPCD will implement actions to abate the emergency. The Governor may be requested to take action.

d. Episode Termination. A stage is terminated by ICAPCD when the concentration of a pollutant has fallen below the criteria level and meteorological conditions indicate that concentrations are expected to drop.

6108. Airborne Radionuclide Emissions. MCAS Yuma will comply with MCO 5140.1 regarding airborne radionuclide emissions into the environment.

6109. Regulations

1. CAA of 1970, as Amended (42 U.S.C. 7401 et seq.):

a. The CAA established National Ambient Air Quality Standards (NAAQS) to protect the health and general welfare of the public. Each state must achieve these standards and develop State Implementation Plans (SIP) that outline plans to achieve and maintain the NAAQS for the Environmental Protection Agency (EPA). Air emission sources are required to comply with the standards and other measures set forth in the individual SIP's. To improve air quality nationwide, the CAA Amendments of 1990 mandated stringent pollution control and prevention measures.

(1) Hazardous Air Pollutants (HAPs). Section 112 of the CAA lists certain pollutants as being hazardous and subject to regulation; it details Federal requirements for controlling HAP's. The EPA will revise the list as necessary.

(2) Title VI required EPA to develop regulations to reduce emissions of Class I and Class II refrigerants and their substitutes by maximizing the recapture and recycling of such refrigerants during the service, maintenance, repair, and disposal of appliances and restricting the sale of refrigerants consisting in whole or in part of a Class I and Class II ODS.

2. EPCRA of 1986 (42 U.S.C. 11001 et seq.), also known as Title III of the Superfund Amendments and Reauthorization Act (SARA), also addresses the release of hazardous substances into the environment and requires the reporting of certain extremely hazardous substance releases to the environment. Certain chemicals subject to the Hazardous Air Pollutants (HAP's) and risk management provisions of CAA section 112 are also Subject to Title III. See Chapter 7 of this Order for detailed requirements.

2. Toxic Substances Control Act (TSCA) of 1976 (15 U.S.C. 2601 et seq.). In TSCA, the section on Indoor Radon Abatement requires Federal departments to conduct a study of radon levels in Federal buildings and to provide results of the study to the EPA.

3. OPNAVINST 5090.1B, Chapter 6, Management of Ozone Depleting Substances.

4. Marine Corps Bulletin 5090, November 1993, Policy Pertaining to Ozone Depleting Substances.

3. Arizona Administrative Code Title 18, Chapter 2 Air Pollution Control. This regulation provides guidance for permitting, stationary and area air emission sources.

4. Arizona Administrative Code Title 20, Chapter 2, Article 9 Gasoline Vapor Control. This regulation provides the requirements to comply with Arizona vapor control for gasoline storage and dispensing.

5. California Code of Regulations Title 13 Motor Vehicles. This regulation deals with mobile emissions sources.

6. California Code of regulations Title 17 Public Health. This regulation deals with stationary and area emissions sources.

7. Imperial County Air Pollution Control District Rules.

Chapter 6

Air Quality Management

Section 2: Arizona Requirements

6200. MCAS Yuma Permit Compliance

1. All maintenance and operations activities at MCAS Yuma are regulated under 19 NAICS codes. Regulated equipment and processes include but are not limited to generators, boilers, abrasive blasting, welders, internal combustion engines, parts washers, jet engine test cells, spray painting operations, and hazardous materials. Of the 19 NAICS the following are operating under Class II permits:

a. NAICS 238 (formerly SIC 17). Air emissions related to specialty trade contractors, facilities maintenance services and operations.

b. NAICS 481 (formerly SIC 45). Air emissions related to air transportation, including maintenance and air traffic control.

c. NAICS 517 (formerly SIC 48). Air emissions related to base telecommunications system and maintenance.

d. NAICS 221 (formerly SIC 49). Utilities emissions from the water treatment plant.

e. NAICS 447 and 811(Formerly SIC 55 and 75, 76). Emissions related to gasoline service stations, automotive repair and maintenance facilities.

f. NAICS 922 (formerly SIC 92). Air emissions related to justice, public order, and safety.

2. Voluntary Controls and Limits. In order to give MCAS Yuma greater operational flexibility than would be allowed under the highly restrictive Class I (Title V) status, MCAS Yuma has adopted rigorous internal emission controls to maintain a Class II status. These conditions and operating limitations are legally enforceable by both the USEPA and ADEQ. Class II permit tasks include detailed record keeping on spray paint operations,

hazardous materials use, engine test cell fuel use, and internal combustion engine run time. Each source must be closely monitored monthly, weekly, and in some cases daily to ensure that no permitted source exceeds permit limitations. These requirements also involve regular collection of verification data for submission to air pollution regulators.

a. Paint Booth Operations. No person shall conduct any spray paint operations without minimizing organic solvent emissions. Such operations, other than architectural coating and spot painting, shall be conducted in an enclosed area equipped with controls that capture at least 96 percent of the over-spray. The paint booth must be operated in accordance with the manufactures specifications. Maximum opacity of effluent from the exhaust will not exceed 20%. The paint booth at building 230 is limited to 319 gallons in any given 12-month period.

b. Non-Booth Paint Operations. If it is necessary to conduct spray paint operations outside of a spray booth, the following is required:

(1) Spot painting is the only authorized method of painting onboard MCAS Yuma (outside of a paint booth). Spot painting is defined as no more than ten (10) percent of the total surface. Incremental spray painting of 10% intervals in order to achieve complete repainting of total surface area of the vehicle or aircraft is not authorized and is in direct violation of this Order. Unless authorization is granted, complete repainting of an aircraft or motor vehicle is in direct violation of this order and MCAS Yuma's Air Operating Permit.

(a) Unless otherwise approved or directed, the only locations on MCAS Yuma authorized for non-booth spray painting operations are:

(1) Hangars 95, 97, 101, 109, 146, 227, 240, and building 1229 have a 50 gallon limit in any given twelve (12) month period;

(2) Building 603 has a 365 gallons limit in any twelve (12) month period; and

(3) Building 2361 has a 2,000 gallon limit in any given twelve (12) month period.

(4) Non-booth spray paint operations will not occur if the winds are gusting at ten (10) knots (12 mph) or more.

(5) Proper protective equipment is used at all times.

(6) Only high volume low pressure (HVLP) or electrostatic atomized sprayers will be used.

c. Use only those paints that are low in volatile organic compounds (VOC's). Minimize the use of lacquer and epoxy paints by using enamels or urethane paints wherever possible.

d. Use water based primers to the maximum extent practicable. These form thicker coating, require fewer coats, and emit about one third the amount of VOCs compared to organic solvent-based primers.

e. No person shall thin or dilute any architectural (i.e. "building") coating with a photo chemically reactive solvent, which is any solvent that has more than 20% of its total volume or which exceeds any of the following percentages of these solvents:

(1) A combination of compounds having olefinic or cyclo-olefinic type of unsaturated hydrocarbons, alcohols, aldehydes, esters, ethers, or ketones: (five percent).

(2) A combination of aromatic compounds with eight or more carbon atoms to the molecule except ethyl benzene: (eight percent).

(3) A combination of ethyl benzene, ketones having branched hydrocarbon structures, trichloroethylene or toluene: (20%).

f. Record Keeping. Paint booth and non-booth spray paint operators must maintain daily records of paint usage in a paper log or unchangeable electronic format. Logbooks will be maintained a minimum of five years. Usage data must be

submitted to Environmental, Air Quality using the form provided (Appendix T) and submitted no later than the 10th of every month for usage in the month prior.

g. Storage. Painting materials, solvents and other volatile compounds (acids, alkalis, pesticides, fertilizers, etc.), shall be stored, used and transported so that they will not evaporate, leak, or escape into the air. All containers will be tightly covered when not in use. At no time will containers be intentionally left open to dry.

h. Contractors performing painting operations will submit a list of paints and materials to be used, the Material Safety Data Sheet, as requested, along with a usage report to Environmental, Air Quality.

2. Welding and Parts Cleaners

a. Exhaust or effluent opacity emitted from welding or asphalt saw operations are limited to no more than 20%.

b. Solvents and other volatile compounds (solvents, acids, alkalis, pesticides, fertilizers, paints, etc.), shall be stored, used and transported so that they will not evaporate, leak, or escape into the air as to contribute to air pollution. All parts washers and solvent tanks will be tightly covered when not in use. At no time will containers be intentionally left open when not in use.

3. Emergency Generators and Internal Combustion Engines

a. Emergency generators are operated for the purpose of producing electric or mechanical power. Internal Combustion Engines (ICE) are small, portable, fuel-burning engines that power such things as portable generators, asphalt saws, air compressors, etc.

b. Only authorized fuels will be used in emergency generators and internal combustion engines (ICE). Request proposed fuel changes from Environmental, Air Quality, at least 30 days prior to change.

c. Opacity limits from emergency generator exhaust is limited to 40% for a period of less than ten (10) seconds. Cold

starting of the engine is exempt from this limit for the first 10 minutes.

d. A logbook will be maintained on all emergency generators and other ICE with operating limits documenting the date and hours operated. The logbook will be maintained with the equipment unless other arrangements are authorized by Environmental, Air Quality. Logbooks will be maintained a minimum of five years.

e. Inform Environmental, Air Quality, of all proposed new emergency generators and ICEs before purchase to ensure compliance with permit requirements and air quality regulations.

f. Only low-sulfur content fuel (less than 0.9% sulfur) will be burned in emergency generators and non-tactical ICEs.

g. Monthly operating hours will be submitted to Environmental, Air Quality, using the form (Appendix S) provided no later than the 10th of every month for usage in the month prior.

h. Emergency generators on MCAS Yuma have an operational limit of 500 hours in any given twelve (12) month period. Emergency generators on the flight line: buildings 150, 151, 153, 400, 1215, 1420, 1421, 1521, 2324 have an operating limit of 1,000 hours in any given 12-month period.

i. Portable emergency generators on the Fire Department trucks have an operating limit of 200 hours in any given twelve (12) month period.

j. The Power Flush and Trav-L-Vac units at building 880 equipment yard have an operating limit of 200 hours in any given twelve (12) month period.

k. The eight gear arrester engines on the flight line runway have a combined fuel usage limit of 5,160 gallons of unleaded gasoline in any given twelve (12) month period.

l. Contractors that wish to use internal combustion engines must submit a list of all ICEs ten (10) horsepower or greater to Environmental, Air Quality, with make, model, horsepower or KW rating of the engine, and fuel type prior to use. A report with

run hours or fuel usage must be submitted using the form provided in the appendix listed above.

4. Jet Engine Test Cells

a. Unless otherwise approved or directed, the only locations on MCAS Yuma authorized for jet engine test cell operations are buildings 310, 1409, and 1410.

b. All jet engine test cells have fuel use limitations in any given twelve (12) month period. A daily logbook must be maintained of operations and fuel burned and kept on site with the test cell for a minimum of five (5) years.

c. Monthly fuel usage will be submitted to Environmental, Air Quality, on the form (Appendix V) provided no later than the 10th of every month for usage in the month prior.

d. The Marine Aviation Logistics Squadron 13 (MALS-13) indoor jet engine test cell at building 310 is limited to 272,000 gallons of Jet Propellant 8 (JP-8) in any given twelve (12) month period.

e. The MALS-13 outdoor jet engine test cell at building 1409 is limited to 109,000 gallons of JP-8 in any given twelve (12) month period.

f. The Marine Fighter Training Squadron 401 outdoor jet engine test cell at building 1410 is limited to 74,000 gallons of JP-8 in any given twelve (12) month period.

5. Abrasive Blasting

a. Dust emissions will be kept to a minimum through using good modern practices such as filters and enclosures.

b. Opacity limits from abrasive blasting operations are limited to 20%.

c. A logbook is required to be maintained for all abrasive blasting operations listing the date, duration of operation, and control measures used. Logbooks will be maintained a minimum of five (5) years.

d. Unless otherwise approved or directed, the only locations on MCAS Yuma authorized for abrasive blasting operations are buildings 204, 215, 230, and 234.

6. Boilers and Water Heaters

a. Only natural gas will be used in boilers and water heaters unless prior authorization is obtained. Notify Environmental, Air Quality, prior to changing fuel type used.

b. Opacity for boiler and water heater emissions are limited to 15%.

c. Notify Environmental, Air Quality prior to changing, adding, or removing a boiler or water heater. Information required is make, model, serial number, British Thermal Unit/Hour rating, and location.

7. Fuel Storage and Dispensing

a. Gasoline Storage and Dispensing

(1) Gasoline storage tanks will be installed, maintained, and operated in accordance with manufacturer's specifications.

(2) All gasoline storage tanks shall be equipped with a submerged filling devise, or acceptable equivalent, to control emissions.

(3) All pumps and compressors shall be equipped with seals or other equipment to prevent the release of contaminates into the atmosphere.

(4) The MCCS gasoline station has a dispensing limit of 4,400,000 gallons of gasoline in any given twelve (12) month period.

(5) Monthly fuel dispensing will be submitted to Environmental, Air Quality, no later than the 15th of every new month for usage in the month prior using the form provided (Appendix W).

(6) A Stage I Vapor Recovery System will be used when transferring gasoline from truck to storage tank. The Stage I Vapor Recovery System will be CARB-certified pursuant to California Health and Safety Code 41950 through 41962. The manufacturer or re-builder of the system shall be clearly identified in a permanent manner. A log of all repairs, modifications, and replacements of components or design elements will be maintained by the gasoline station on the form provided (Appendix X).

(7) A CARB-certified Stage II Vapor Recovery System will be installed, operated, and maintained on all gasoline nozzles in accordance with the manufacturers' specifications and CARB requirements. A daily inspection log will be maintained on the form provided (Appendix Y).

(8) All personnel will be properly trained in the operation and daily inspection requirements for the Stage I and Stage II Vapor Recovery Systems. Training will be documented and rosters kept on file for five (5) years.

b. Diesel and JP-8 Storage Tanks

(1) Records shall be maintained and be readily available showing the dimensions of all diesel and JP-8 storage tanks and analysis showing the capacity of each tank. These records will be maintained for the life of the tank.

c. Notify Environmental, Air Quality, of plans to build, replace or modify any fuel storage tank.

d. Monthly reports on JP-8 and diesel, received, transferred and issued for both ground and aviation use will be provided to Environmental Department, Air Quality.

6201. Miscellaneous Materials

1. MCAS Yuma must gather material usage for EPCRA and air quality permit reporting. This information is gathered on a monthly basis. For units using the Hazardous Material Management System (HMMS) this is done through the HMMS program. For units and departments not on HMMS, a monthly usage report

for miscellaneous materials is required using the form provided (Appendix Z).

2. Hazardous air pollutants (HAP), also known as air toxics, is a list of 187 chemicals and compounds that may cause cancer or other serious health effects, or adverse environmental and ecological effects.

a. MCAS Yuma is required to monitor the usage of HAPs-containing miscellaneous materials throughout the base, regardless of NAICS code, on a monthly basis. MCAS Yuma is also required to monitor the HAPs used at other facilities to determine if permit triggers are reached.

(1) Triggers to become a major source Title V facility for HAPs are ten (10) tons per year (tpy) of any one (1) HAP or 25 tpy of any combination of HAPs.

6202. Equipment

1. MCAS Yuma is required to monitor emissions from various sources of emissions and follow air quality laws even if there are no air permits.

2. To accurately determine emissions for permitting thresholds and EPCRA requirements, units and departments need to inform Environmental, Air Quality when equipment is being added or replaced.

3. Equipment to be reported includes but is not limited to generators, boilers, water heaters, asphalt saws, internal combustion engines (ICE), welders, abrasive blasters, light sets, solvent tanks and parts cleaners, portable air compressors, and pumps.

a. Internal combustion engines (ICE) are small, portable, fuel-burning engines that power such things as portable generators, asphalt saws, air compressors, etc.

b. Information needed includes but is not limited to make, model, serial number, size, and fuel type.

c. Notify Environmental Air Quality if the solvent, abrasive materials, paint types, or fuels will be changed.

4. Opacity limits for various emission sources are as follows:

a. Emergency generators. No more than 40% for ten (10) consecutive seconds. Exceptions are given to starting cold engines for the first ten (10) minutes.

b. IC engines. No more than 40% for ten (10) consecutive seconds. Exceptions are given to starting cold engines for the first ten (10) minutes.

c. Asphalt Saws. No more than 20% opacity.

d. Boilers. No more than 20% opacity.

e. Welding. No more than 40% opacity.

f. Abrasive blasting. No more than 20% opacity.

g. Vapor extraction equipment. No more than 20% opacity.

h. Paint booth exhaust. No more than 20% opacity.

6203. Ground Support and Tactical Equipment (GSE and TSE). Arizona does not require GSE and TSE to be permitted; however, the emissions must still be captured for EPCRA reporting. Environmental Air Quality will do an inventory once each year to determine what GSE and TSE is present at the facility. This will be the basis for emissions reporting.

6204. Painting. Aerosol paint operations are covered under miscellaneous materials. Spray gun paint operations may require a permit. Notify Environmental, Air Quality prior to starting paint operations for permitting issues.

6205. Open Burning

1. General Burning Requirements. A burn permit is required for all open burns. This permit may be obtained from the Fire Department, (928) 269-2285. Authorization for the burn must be obtained from Environmental Department, Air Quality, (928) 269-6669/3201. Prior to the burn, the requester will take in to account and use best judgment to burn based on local weather conditions (i.e. if overcast, it is not a good burn day because it will prevent smoke from rising, or high winds may create a

smoke hazard). Burning shall only be done when local weather conditions are favorable to:

a. Prevent the dispersion of smoke into populated areas (such as housing).

b. Prevent visibility impairment on traveled roads or at airports that result in a safety hazard.

c. Do not create a public nuisance or adversely affect public safety.

d. Do not cause uncontrollable spreading of the fire.

e. The fire shall not be started with items that cause the production of black smoke.

f. The fire shall be attended at all times until it is completely extinguished.

g. Fire extinguishing equipment must be on-site for the duration of the burn.

h. A copy of the burn permit must be on-site during open burning.

i. Fires must be attended at all times until the fire is completely extinguished. Fires without a worker present will be reported to the Fire Department.

j. Fires will be ignited no earlier than one hour after sunrise and will be fully extinguished no later than two (2) hours before sunset.

2. Firefighter Training Operations

a. Fire Fighter Training Operations are exempt from burn permit requirements per A.A.C R18-2-602. All other burn operations require a permit from the Fire Department and authorization from Environmental Department.

b. The Station Fire Department and/or Crash Fire Rescue will verify it is a good burn day by checking atmospheric

ventilation. ADEQ provides a recording with this information for the Yuma area at (602) 771-4825.

c. The Station Fire Department will control access and authorization to burn in the fire training tower.

d. Wood is the only product that will be burned in the fire tower. The wood must not be laminated or painted. All plastic and metal parts must be removed prior to burning.

e. Propane fueled fire fighter training devices may be used at the designated areas.

f. At the conclusion of each burn, the Fire Department or CFR will document the following and submit a report to the Environmental Department Air Quality on the form provided (Appendix AA) within two working days after the burn:

(1) Date of burn

(2) Type and amount of fuel used

(3) Fire type (pit, pile, MAFTD)

(4) Location of the burn

(5) Number of personnel trained

(6) Agency trained (MCAS personnel, Yuma Fire Dept, etc)

3. Range Activities and Training

a. A.A.C. R18-2-602(C)(1) exempts fires used for cooking, human warmth, or recreational purposes from a permit; however, any fires on the ranges require permission from Range Management at (928) 269-2405.

b. All personnel entering into the range will receive a brief to include fire precautions and limitations.

c. In accordance with Range Management Department guidance on the Barry M. Goldwater Range (BMGR) no open fires, wood cutting or collection of firewood shall be allowed. Charcoal fires are allowed.

d. No trash, including food wrappers, cans, bottles, plastic items, or batteries will be burned.

e. The fire will be extinguished using water. The fire will not be left unattended until it is determined the fire is completely extinguished. The fire will not be abandoned until the embers are cool.

f. The fire shall not be started with items that cause the production of black smoke.

g. The fire shall be contained to prevent uncontrollable spreading. Do not have a fire if the weather conditions could cause loss of control of the fire.

h. Fires on Yuma Proving Ground (YPG) sites require permission from YPG Environmental Department at (928) 328-2754.

i. Permission for burning on public land other than what is controlled by MCAS Yuma is dependent on Bureau of Land Management (BLM) fire restrictions. These restrictions may be obtained at the Range Management Office, building 151, (928) 269-2405 or from the BLM office at 2555 E Gila Ridge Road, (928) 317-8656.

j. Construction fires for target debris. Fires on the Barry M. Goldwater Range require an open burning permit from the MCAS Yuma Fire Department, (928) 269-2285.

(1) MCAS Yuma Environmental Department Air Quality, (928) 269-6669/3201, will be notified at least 24 hours before a scheduled burn for clearance to burn. Phone calls to ADEQ will only be made by Environmental Department personnel.

(2) Rules for construction burning must be followed.

(3) Required burn reports will be submitted to Environmental Department Air Quality on the form provided (Appendix AA) through the Range Management Department.

4. Construction burning

a. Construction burning means the burning of wood or vegetative material from land clearing, site preparation, or

fabrication, erection, installation, demolition, or modification of any buildings or other land improvements, but does not include burning household waste or prohibited material.

b. Prohibited material includes non-paper garbage from the processing, storage, service, or consumption of food; chemically treated wood, lead-painted wood; linoleum flooring, or composite counter tops; tires; explosives or ammunition; asphalt shingles; tar paper; plastic and rubber products, including bottles for household chemicals; plastic grocery and retail bags; waste petroleum products, such as waste crankcase oil, transmission oil, and oil filters; transformer oils; asbestos; batteries; anti-freeze; aerosol spray cans; electrical wire insulation; thermal insulation; polyester products; hazardous waste products such as paints, pesticides, cleaners, and solvents, stains, and varnishes, and other flammable liquids; plastic pesticide bags and containers; and hazardous material containers including those that contained lead, cadmium, mercury, or arsenic compounds.

c. Contractors are required to obtain a burn permit in accordance with A.R.S. R18-2-602(D)(1) from MCAS Yuma Fire Department, 928-269-2285, prior to burning.

d. Contractors must call Environmental Department Air Quality at (928) 269-6669/3201 at least 24 hours prior to the scheduled burn to obtain clearance. Only Environmental Department personnel will make phone calls to ADEQ.

e. Contractors must notify the Air Station Fire Department at (928) 269-2285 prior to burning.

f. At the conclusion of each burn, the contractor will submit the required information to the Resident Officer in Charge of Construction (ROICC) on the form provided (Appendix AA). The ROICC will provide the following information in a report to Environmental Department Air Quality within two (2) working days after the burn:

(1) Date of burn

(2) Type and amount of fuel burned

(3) Fire type (pile, pit)

(4) Location of the burn (latitude and longitude, or legal description to nearest section)

5. Agricultural burning

a. Agricultural burning means the burning of vegetative materials related to producing and harvesting crops and raising animals for the purpose of marketing for profit, or providing a livelihood, but does not include the burning of household waste or prohibited materials. Agricultural burns may be conducted in fields, piles, ditch banks, fence rows, or canal laterals for purposes such as weed control, waste disposal, disease and pest prevention, or site preparation.

b. Prohibited material includes non-paper garbage from the processing, storage, service, or consumption of food; chemically treated wood, lead-painted wood; linoleum flooring, or composite counter tops; tires; explosives or ammunition; asphalt shingles; tar paper; plastic and rubber products, including bottles for household chemicals; plastic grocery and retail bags; waste petroleum products, such as waste crankcase oil, transmission oil, and oil filters; transformer oils; asbestos; batteries; anti-freeze; aerosol spray cans; electrical wire insulation; thermal insulation; polyester products; hazardous waste products such as paints, pesticides, cleaners, and solvents, stains, and varnishes, and other flammable liquids; plastic pesticide bags and containers; and hazardous material containers including those that contained lead, cadmium, mercury, or arsenic compounds.

c. Open burning on out-leased land requires a burn permit in accordance with A.R.S. R18-2-602(D)(1). Permits may be obtained from MCAS Yuma Fire Department, (928) 269-2285. Farmers must notify MCAS Yuma Fire Department at (928) 269-2285 prior to burning.

d. Prior to burning, farmers must notify the Range Management Department, (928) 269-2405, for authorization to burn.

e. Range Management will inform MCAS Yuma Fire Department, 928-269-2285 and the Environmental Department Air Quality, (928) 269-6669/3201 of the proposed burn.

f. Farmers will call ADEQ at (602) 771-4825 the morning of the fire to determine if it is a good burn day. Burning shall only be done when atmospheric conditions are favorable.

6206. Dust Control

1. Particulate matter smaller than 10 microns (PM-10) is suspected to cause adverse effects on the respiratory system. MCAS Yuma as well as both the City and County of Yuma are located in a designated Moderate Non-Attainment Area for PM-10. As a result, MCAS Yuma is closely monitored by USEPA, ADEQ, and County to ensure the amount of PM-10 emitted by the installation and portions of the BMGR is controlled.

2. The below listed minimum control measures apply to open areas, dry washes, riverbeds, roadways, streets, material handling operations, storage piles and construction activities.

a. Cover or adequately wet excavated soil piles.

b. Operate street sweepers only when the water system is working correctly. Dry sweeping will not be authorized.

c. Speed limits on unpaved base roads are limited to 15 miles per hour. Speeds on the unpaved range roads are limited to 25 mph.

d. High power blowers are only used when other means are not available or practical.

e. All designated parking areas will be paved or covered with a dust suppressant or soil stabilizer, and vehicles will not be parked on unpaved, unapproved locations.

f. Haul loads will be covered or adequately wetted and kept six inches below the top edge of the container to prevent particulates from becoming airborne.

g. Soil shall be adequately wetted before excavating, grading, or otherwise disturbing.

h. Wet methods will be used for grinding, cutting, or crushing operations, when feasible.

i. Abrasive or sand blasting will be accomplished by using good modern methods to control emissions such as dust collection equipment.

j. Track-out/carry-out soil from a construction route will be cleaned from all paved surfaces at the end of each workday.

k. Dust producing material will be stacked, piled or stored in such a manner as to prevent excessive amounts of particulate matter from becoming airborne.

3. Opacity limits for sources of fugitive dust are limited to 40%.

6207. Mobile Sources

1. Mobile Sources are equipment that move while emitting or are moved frequently during operation. This does not include motor vehicles (driven), agricultural equipment, or portable equipment. Mobile sources would include street cleaning machinery.

2. Opacity from smoke or dust from operation of this equipment is limited to 40%. For a cold start engine, this limitation is exempted for the first ten (10) minutes of operation.

3. For each engine with more than 100 horsepower that is designated as a non-road engine, a logbook will be maintained documenting each engine location and move date. This would include the cranes.

4. Take reasonable precautions to control dust. No dry sweeping of roadways or parking areas is permitted.

6208. Fuel Requirements

1. High sulfur fuel (greater than 0.9 percent sulfur in fuel) shall not be used in emergency generators or other fuel burning equipment.

2. MCAS will report to ADEQ any day the sulfur content of the fuel being used in emergency generators or other fuel burning equipment exceeds 0.8%.

Chapter 6

Air Quality Management

Section 3: California Facilities

6300. Imperial County Permit Compliance

1. Camp Billy Machen (CBM). Two permits are issued to CBM by Imperial County Air Pollution Control District (ICAPCD).

a. A combustion permit has been issued for the emergency generator.

(1) A logbook must be maintained showing the usage hours for both maintenance and emergency operation.

(2) The emergency generator currently in use is limited to no more than 20 hours per calendar year for testing and maintenance.

(3) Opacity from the exhaust from operation of this emergency generator is limited to 20%.

(4) An annual usage report must be submitted to Environmental Department Air Quality by January 15. MCAS Yuma will report to ICAPCD at the end of each year listing the operating hours per month.

(5) Permit will be posted within 25 feet of the equipment.

b. A non-retail service station permit has been issued for the gasoline dispensing station.

(1) CARB-certified Phase II vapor recovery must be used on the dispenser.

(2) Annual inspections must be performed on the gasoline tank and the dispenser.

(3) An annual usage report must be submitted to Environmental Department Air Quality by 15 January of each year.

MCAS Yuma will report to ICAPCD at the end of each year listing the gasoline throughput.

(4) Permit will be posted within 25 feet of the equipment.

2. Black Mountain. A permit has been issued to MCAS by ICAPCD for the emergency generator at the repeater station.

a. The emergency generator currently in use is limited to no more than 100 hours per calendar year for testing and maintenance.

b. Opacity from the exhaust from operation of this emergency generator is limited to 20%.

c. An annual usage report must be submitted to Environmental Department Air Quality by January 15. MCAS Yuma will report to ICAPCD at the end of each year listing the fuel usage and operating hours per month.

d. Permit will be posted within 25 feet of the equipment.

6301. Miscellaneous Materials

1. MCAS Yuma must gather material usage for EPCRA and air emissions reporting, this information is gathered on a monthly basis. For units using the Hazardous Material Management System (HMMS) this is done through the HMMS program, while units and departments not on HMMS, a monthly usage report for miscellaneous materials is required using the form provided (Appendix Z).

6302. Painting

1. Architectural Coatings. California restricts the amount of Reactive Organic Compounds (ROC) in paint. ROCs are VOC that contain carbon except acetone, ethane, methane, carbon monoxide, carbonic acids. Metallic carbides, and carbonates and ammonium carbonates, chlorinated carbons, CFCs, HCFCs.

2. Automotive Refinishing. This applies to primers, touch-up and spot painting, surface preparations and clean-up solvents. California restricts the amount of VOCs. This does not apply to

facilities using less than one gallon per day or emitting less than three (3) pounds of VOCs per day or more than 200 pounds of VOCs per year.

3. Aerospace Coating Operations. California restricts the amount of Reactive Organic Compounds (ROC) in paint, surface preparation and clean up. This does not apply to facilities using three (3) gallons or less per day; 20 gallons of a specific formulation per year providing no more than 50 gallons of a combination of formulations are used at the facility annually; touch-ups or stencil coatings; or non-refillable aerosol containers.

4. Before using a new coating or solvent, or adding a new paint process, check with Environmental Department, Air Quality to ensure it meets the limitations.

5. Records shall be maintained documenting the amount of paints and solvents used on a monthly basis.

6303. Open Burning

1. Imperial County Air Pollution Control District (ICAPCD) Rule 421 does not allow fires to dispose of construction debris. Construction fires are not permitted.

2. Imperial County Air Pollution Control District (ICAPCD) Rule 421 exempts small fires used for cooking, human warmth, or recreational purposes from a permit. No trash may be burned in recreational fires; however, any fires on the ranges require permission from Range Management at (928) 269-2405.

3. Range Activities

a. All personnel entering into the range will receive a brief to include fire precautions and limitations.

b. In accordance with Range Management Department guidance on the Chocolate Mountain Aerial Gunnery Range (CMAGR) no open fires, wood cutting or collection of firewood shall be allowed. Charcoal fires are allowed.

c. No trash, including food wrappers, cans, bottles, plastic items, or batteries will be burned.

d. The fire will be extinguished using water. The fire will not be left unattended until it is determined the fire is completely extinguished. The fire will not be abandoned until the embers are cool.

e. The fire shall not be started with items that cause the production of black smoke. ICAPCD Rule 421 allows fire to be started only with approved ignition devises.

f. The fire shall be contained to prevent uncontrollable spreading. Do not have a fire if the weather conditions could cause loss of control of the fire.

g. Permission for burning on public land other than what is controlled by MCAS Yuma is dependent on Bureau of Land Management (BLM) fire restrictions. These restrictions may be obtained at the Range Management Office, building 151, (928) 269-2405 or from the BLM office at 2555 E Gila Ridge Road, (928) 317-8656.

6304. Dust Control

1. Particulate matter smaller than 10 microns (PM-10) is suspected to cause adverse effects on the respiratory system. CMAGR and CBM are located in a designated Serious Non-Attainment Area for PM-10. As a result, MCAS Yuma is closely monitored by the United States EPA, California Air Resources Board (CARB), and Imperial County APCD to ensure the amount of PM-10 emitted by the activities on the range controlled.

2. The following activities are exempt from dust control measures on the CMAGR:

a. Military tactical training;

b. Maintenance, repair, and removal of targets and munitions associated with military tactical training; and

c. Open areas on active military ranges, including but not limited to designated impact areas, landing zones, and bivouac areas.

3. The following controls are in place on the CMAGR:

a. Speed limits on unpaved range roads are limited to 25 mph. Speed limits within CBM are limited to 15 mph.

b. CMAGR is closed to the public. "No Trespassing" signs are posted.

4. The below listed minimum control measures apply to all other activities not directly associated with military tactical training, range clearance or target maintenance.

a. Construction and Earthmoving Activities. This includes but is not limited to land clearing, excavation related to construction, land leveling, grading, erection or demolition of any structure, cutting and filling, trenching, loading an unloading bulk materials, demolishing, drilling, storage piles, travel on-site and travel on access roads to and from the site.

(1) Create and follow a dust control plan. The plan must be maintained on site.

(2) Pre-water the site to limit visible dust emissions (VDE) to 20% opacity. Maintain water or soil stabilization during the work to maintain VDE to no more than 20% opacity.

(3) Phase work to keep disturbed surface area to a minimum.

(4) Construct and maintain wind barriers to limit VDE to 20% opacity.

(5) Restrict vehicle access by fencing or signage.

(6) Follow bulk material handling, track-out/carry-out and unpaved road rules.

(7) When wind reaches 25 mph, cease dust generating activities and apply water or dust suppressant once per hour. Apply water to a 12% moisture content, or construct wind barrier fences 305 feet high with a 50% or less porosity in addition to one of the above measures.

(8) Maintain records that prove compliance with control measures.

b. Bulk Materials. This applies to the outdoor handling, storage and transportation of bulk materials such as rock, earth, sand, silt, sediment, gravel, soil, fill, aggregate materials, mud, and debris.

(1) VDE is limited to 20% opacity for storage, handling or transportation of bulk materials.

(2) Stabilize bulk material piles with water or stabilizers.

(3) Cover storage piles with a tarp, plastic or other material and anchor to prevent cover form being removed by wind.

(4) Construct and maintain barriers with less than 50% porosity. If using a fence, also apply water or a stabilizer.

(5) Completely cover or enclose haul truck loads of bulk material. Haul truck with aggregate materials do not have to be covered if the load stays six inches below the upper area of the container.

(6) Haul trucks are to be constructed and maintained to prevent loss of bulk materials from floor, sides or tailgates.

(7) Haul trucks are to be washed at cleaned and/or washed at the site after the removal of bulk materials.

(8) Maintain records that prove compliance with control measures.

c. Track-out/Carry-out. This applies to sites where track-out/carry-out has occurred or may be expected to occur on paved public roads or the paved shoulder of a public road.

(1) Clean up bulk materials tracked out or carried out onto a paved road or paved shoulder at the end of the workday. If track-out/carry-out extends more than 50 linear feet, perform an immediate clean up.

(2) Maintain records that prove compliance with control measures.

d. Open areas. This applies to any open area having 0.5 acres or more within urban areas, or 3.0 acres in a rural area; and contains at least 1000 square feet of disturbed surface area.

(1) The surface will be stabilized at all times to limit VDE to 20% opacity.

(a) Apply dust suppressants to un-vegetated areas;

(b) Establish vegetation on all disturbed areas; or

(c) Pave, or gravel and maintain, or apply and maintain a soil stabilizer.

(2) Post "No Trespassing" signs or install physical barriers to prevent access by vehicles within 30 days after discovering evidence of trespass.

e. Paved and Unpaved Roads. This applies to any new or existing public or private paved and unpaved road, road construction, or road modification project.

(1) Fugitive dust from unpaved roads and haul/access roads will be controlled to 20% opacity using soil stabilization, wetting, limiting access, paving, or graveling.

6305. Portable Diesel Equipment Over 50hp

1. This section applies to any portable equipment whose engine is rated at 50hp or greater and uses diesel fuel.

2. Portable equipment is designed and capable of being moved from one location to another. Wheels, skids, carry handles, dolly, trailer, or platform is an indication the equipment may be portable; however, if the equipment is attached to a foundation, or will remain at the same location for more than twelve (12) consecutive months, it is not portable.

3. Only CARB ultra-low sulfur diesel shall be used in portable equipment.

4. Portable engines must meet specific emissions limits. Permitting is required. Contact Environmental Department, Air

Quality prior to obtaining and using portable diesel equipment to verify that it meets California requirements.

5. Portable equipment subject to this section shall have a non-resettable hour meter.

6. As an alternate to permitting, the equipment may qualify for the Portable Engine and Equipment Registration Program (PERP).

a. Contact Environmental Department, Air Quality to verify eligibility. California-based units are responsible for registering their equipment. Environmental Department, Air Quality will register equipment based out of MCAS Yuma.

b. CARB will issue a placard that must be affixed and maintained on the equipment once it is registered.

c. The registration certificate must be posted in the vicinity of the equipment at all times.

d. Logbooks will be maintained with the equipment, recording the hours of operation and the location of the engine. These logbooks will be made available to regulatory personnel upon request.

7. Record Keeping Requirements

a. A logbook will be maintained for all portable equipment subject to this section. Hours of operation will be documented.

b. If the equipment is used outside California, then the time it operates in California will be documented in the logbook.

8. Exemptions

a. This section does not apply to tactical support equipment (TSE). TSE is equipment that meets military specifications; is owned by DoD, the military services, or its allies; used in combat, combat support, tactical or relief operations or training for such operations. Includes but is not limited to engines associated with portable generators, aircraft start carts, heaters, and lighting carts.

b. This section does not apply to low-use equipment. These are diesel engines that operate less than 80 hours per calendar year. A logbook must be maintained on the equipment to verify it meets low-use requirements.

c. This section does not apply to emergency equipment. This equipment is only used to supply emergency power or mechanical work during power service failures or natural gas supply to the facility; the facilities internal power distribution system failure; pumping of water or sewage to prevent or mitigate a flood or sewage overflow; pumping of water for fire suppression or protection; training of personnel in the use of portable equipment for emergency purposes.

6306. Stationary Equipment Over 50hp

1. Stationary equipment has a compression ignition engine 50hp or greater that is designed to stay in one place or remain in one location. The engine is attached to a foundation, or resides at the same location for more than twelve (12) consecutive months. Engines cannot be moved from one location to another to circumvent the twelve (12) month residence time requirement.

2. Stationary equipment must meet specific emissions limits. Permitting is required. Contact Environmental Department, Air Quality prior to obtaining and using portable diesel equipment to verify that it meets California requirements.

3. All stationary equipment must use CARB ultra-low sulfur diesel.

4. At-School and Near-School Provisions. Non-emergency stationary equipment may not operate on school grounds when there is a school-sponsored activity, or between the hours of 0730 and 1530 on school days if the engine is located within 500 feet of a school.

5. Exemptions

a. TSE is exempt. TSE are stationary engines used solely for the training and testing of DoD students or personnel of any U.S. military branch in the operation, maintenance, repair and rebuilding of engines when such training engines are required to

be configured and designed similarly to counterpart engines used by DoD, military services, or NATO forces in combat, combat support, combat service support, tactical or relief operations used on land or sea.

b. Engines used in on-road or off-road vehicles.

6307. Tactical Support Equipment

1. TSE is equipment that meets military specifications; is owned by DoD, the military services, or its allies; used in combat, combat support, tactical or relief operations or training for such operations. Includes but is not limited to engines associated with portable generators, aircraft start carts, heaters, and lighting carts.

2. Visible emissions are limited to no more than 40% opacity for a period of three minutes per any hour.

3. TSE is exempt for permitting requirements; however, if the engines on portable tactical equipment such as generators are 50hp or greater, they must be registered under the Portable Engine & Equipment Registration Program (PERP). NSWG in Coronado will register your TSE.

a. No placards will be issued and no logbooks will be maintained.

b. Inform Environmental Department, Air Quality of any TSE 50hp or more operating in California.

6308. Small Gasoline and Diesel Engines less than 25hp

1. Small gasoline and diesel engines from portable and off-road equipment must meet specific emissions limits. Contact Environmental Department, Air Quality prior to obtaining and using small gasoline and diesel equipment to verify that it meets California requirements.

6309. Idling Policy

1. Idling Policy. Diesel vehicles are not authorized to idle for more than five (5) consecutive minutes. This policy applies to the following diesel vehicles operating in California:

a. Commercial vehicles over 10,000 pounds gross vehicle weight and off-road vehicles 25 horsepower or greater.

2. Exemptions to the idling policy include:

a. tactical vehicles during periods of training;

b. idling while queuing or in traffic;

c. idling to verify the vehicle is in safe operating condition;

d. idling for testing, servicing, repairing or diagnostic operations;

e. idling to accomplish the work for which the vehicle was designed, such as a crane;

f. idling required to bring the machine systems to operating temperatures;

g. idling necessary to ensure the safe operation of the vehicle;

h. buses can idle for up to ten (10) minutes prior to passenger boarding and idle while the passengers are on board.

6310. In-Use Off-Road Vehicles

1. These are non-tactical vehicles that are not licensed nor intended for on road use. To include, but not limited to cranes, forklifts, graders, etc.

a. Low-use vehicles are operated in California less than 100 hours during the preceding twelve (12) month period from March 1 to the end of February.

b. Information on in-use off-road vehicles to be operated in California will be provided to the Environmental Department, Air Quality. This information will be updated and reported to Environmental within 30 days of any change. This information will include:

(1) Vehicle type, manufacturer, model, model year, serial number, and if the vehicle is a low-use.

(2) Engine manufacturer, model, engine family, serial number, model year, maximum horsepower, engine displacement, and if it has been repowered.

(3) Each vehicle must have a working, non-resettable hour meter.

c. Log books must be maintained for each in-use off-road vehicle operating in California. The logbooks must contain the following information:

(1) Date vehicle entered California and the hour meter reading upon entry; and

(2) Date the vehicle left California and the hour meter reading upon exit.

(3) Logbooks must be available during normal working hours.

d. Vehicle labeling. The California Air Resources Board (CARB) will issue an Equipment Identification Number (EIN) to each in-use off-road vehicle registered in California. This EIN will be affixed to the vehicle within 30 days of receipt.

(1) White on a red background;

(2) Located on the right side of the outside of the vehicle approximately five (5) feet above the ground, or lower if necessary due to vehicle height;

(3) Each character will be at least three (3) inches high and 1.5 inches wide; and

(4) Will be maintained to be legible for the life of the vehicle.

e. Reporting is required annually no later than June 1 of each year to CARB.

(1) Units will provide logbook information with meter readings to Environmental, Air Quality by April 1 of each year covering the period of March 1 through the end of February.

6311. Heavy-Duty On-Road Diesel Vehicles

1. These are diesel vehicles that are licensed or intended for on road use with a manufacturer's gross vehicle weight rating (GVWR) greater than 14,000 pounds. Military tactical vehicles are exempt.

a. Low-use vehicles are vehicles whose propulsion engine is operated in California less than 1,000 miles and less than 100 hours during the preceding twelve (12) month period from January 1 to the end of December.

b. Information on heavy-duty on-road diesel vehicles to be operated in California will be provided to the Environmental Department, Air Quality. This information will be updated and reported to Environmental within 30 days of any change. This information will include:

(1) Vehicle type, vehicle identification number (VIN), manufacturer, model, model year, loaded vehicle weight rating, license plate number, and if the vehicle is a low-use.

(2) Engine manufacturer, model, engine family, serial number, model year.

c. If the vehicle is low-use, the following information is required:

(1) Odometer mileage readings taken on January 1 and December 31 of the same year;

(2) Hour meter readings taken on or before January 1 and one on or after December 31 of the same year;

(3) Dates of the above odometer and hour meter readings

(4) If the vehicle operates both in and outside California, the vehicle must have a tracking device that acquires date, time, location, and engine-on data at a minimum of fifteen (15) minute intervals with data gaps of no more than

30 minutes. The data must be gathered from an independent third party with no business relationship with the owners other than to track data.

d. Vehicle labeling. All 1974 and newer heavy-duty diesel commercial vehicles must have a manufacturers emission control label (ECL) attached to the engine stating compliance with federal EPA emission requirements.

6312. Fuel Requirements

1. JP-8 will not be used in place of CARB diesel in non-tactical equipment in California.

2. CARB diesel contains no more than 15-ppm sulfur.

Chapter 6

Air Quality Management

Section 4: Ozone Depleting Substances and Refrigerant

6400. Introduction

1. The stratospheric ozone layer protects the earth from harmful ultraviolet radiation. ODS chemicals react with and may potentially damage this layer. The United States Environmental Protection Agency (EPA) and Department of Defense (DoD) have issued regulations to phase out production and reduce emissions of ODS. ODS emissions are tightly regulated and controlled. Except for de minimis releases associated with good faith attempts to recycle or recover refrigerants, no one maintaining, servicing, or disposing of refrigerant-containing appliances may knowingly release refrigerants into the environment. Intentional venting or negligent release of refrigerants is a violation of this Order. Military, civilian and DoD contract personnel are similarly subject to this regulation.

2. The Defense Logistics Agency (DLA) is responsible for managing the Defense Reserve of Ozone Depleting Substances to ensure that supplies for mission critical uses are available. DLA provides the central management for the receipt, storage and issue through the Defense Supply Center Richmond (DSCR) Virginia which is the activity that manages these substances.

3. Commander, Naval Supply System Command (COMNAVSUPSYSCOM) manages the Department of the Navy portion of the DoD Class I ODS Reserve. The Chief of Naval Operations (CNO N-45) or the Commandant of the Marine Corps (CMC-LFL) determines whether Class I ODS will be used to support a particular mission or piece of equipment. Only those units with mission critical Class I ODS needs authorization to obtain and use them. Units that believe they need to use a Class I ODS shall contact the MCAS Yuma ODS Coordinator at (928) 269-3201/6669 for assistance prior to obtaining or using them.

6401. General Requirements

1. It is unlawful to knowingly release any refrigerants or halons into the atmosphere during service, repair, or disposal of

equipment, appliances, industrial process refrigeration or air conditioning.

2. Use EPA-approved recovery and recycling equipment.

3. Repair, service, maintenance, or disposal of appliances, industrial process refrigeration and air conditioning equipment will be performed by properly certified air conditioning technicians.

4. Monitor leaks and repair appliances normally containing 50 pounds or more of refrigerant in accordance with leak rate standards.

a. Commercial 35%

b. Industrial process 35%

c. Comfort Cooling 15%

5. Class I refrigerants, Halons and other ODS will be turned into the Department of Defense ODS Reserve in Richmond, VA (DDRV). Air Quality will assist with scheduling the turn-in and shipment of all ODS to the Reserve.

6. Use only recovery or recycling equipment appropriate for the particular type of appliance being serviced, and ensure it meets EPA performance standards (for equipment manufactured before 15 November 1993) or is EPA certified (for equipment manufactured on or after 15 November 1993).

7. Incorporate the EPA Significant New Alternatives Policy (SNAP) to utilize SNAP-approved refrigerants that have an ozone depleting potential (ODP) of 0.05 or less for heating, ventilation, and air conditioning and refrigeration equipment and 0.2 or less for building fire suppression equipment. Replacement refrigerants must have a lower ODP than what they are replacing.

8. Only commands on the Authorized Use List (Appendix BB) are authorized to order and use Class I ODS.

9. Base Services Department will submit monthly refrigerant usage reports to Environmental Department, Air Quality on the form provided in (Appendix EE).

6402. Releases

1. Deliberate venting of a refrigerant into the ambient air is not authorized.

2. Immediately report releases (except for de minimis releases) by calling the MCAS Yuma ODS Coordinator at 928-269-6669/3201 during work hours, and submit an Accidental or Unintentional Venting Report (Appendix CC) to the Environmental Office (fax 928-269-5216) by the end of the next business day.

3. Report the use and/or release of all Halons on the form provided (Appendix DD) to the ODS Coordinator at 928-269-6669/3201.

6403. Inventory

1. A refrigerant/Halon inventory must be maintained at each work site that maintains refrigerants or Halon. Records shall include:

a. Pounds of refrigerants/Halon procured/purchased (by type);

b. Pounds of refrigerants/Halon processed for disposal (by type);

c. Pounds of refrigerants/Halon in storage (by type); and

d. Pounds of refrigerants/Halon in use in equipment (by type).

2. The inventory records shall be immediately available for review by federal, state, and local agencies.

3. Notify the MCAS Yuma ODS Coordinator within five (5) working days of receiving any new refrigerant recovery or recycling equipment to ensure an Equipment Certification Form is completed and submitted to EPA

6404. Record Keeping. Unless otherwise indicated, all records pertaining to refrigerant inventory and accountability, reports, correspondence, and inspections shall be maintained for a period covering at least the previous five (5) years. Training and

certification records shall be retained indefinitely. Units are urged to forward copies of refrigerant records and technician certification records to the MCAS Yuma ODS Coordinator for central record keeping purposes.

6405. Technician Certification

1. All personnel opening or working on an appliance, when that work could likely result in a release of refrigerant, must be certified through an EPA-approved certification program.

2. MCAS Yuma Environmental Department is able to certify personnel through the CERTEST Program. Study materials and a written test can be administered by the Department. Call 928-269-3201 for more information.

3. A copy of the technician certifications will be provided to Air Quality and the HCP. Only units with certified technicians will be allowed to order and receive refrigerants.

6406. Disposal

1. The refrigerant must be recovered from all small appliances, appliances, Motor Vehicle Air Conditioners (MVAC), or MVAC-like appliances before disposal or turn-in to DRMO.

2. Technicians shall recover the refrigerant and fill out and attach an Appliance Disposal Report (Appendix FF) to the evacuated appliance.

3. The following refrigerants, chemicals and containers must be turned in to Environmental Department, Air Quality for shipment to the DoD ODS Reserve:

a. Chlorofluorocarbons (CFC) 11, 12, 114, 500 and 502 (R-11, R-12, etc). New and used.

b. Hydrochlorofluorocarbon-22 (R-22). New and used.

c. Halons 1202, 1211, and 1301. New and used.

d. CFC/Solvent-113 (Type I and II) in sealed, unopened containers.

e. 1,1,1-Trichloroethane in sealed, unopened containers.

f. ODS containers for the above chemicals to include cylinders (recovery and spec gas), fire extinguishers, drums, spheres, and canisters.

6407. Halon

1. Halon 1211 is a Class I ODS and was phased out of production in 1994. The Marine Corps continues to depend on Halon 1211 as a fire suppression agent in mission-critical applications such as flight line fire suppression.

2. Refill and repair to any equipment containing Halon 1211 will be done by qualified personnel.

3. Halon 1211 can only be obtained from the DoD ODS Reserve Richmond (DDRV).

6408. Other ODS Chemicals. Solvents containing Class I ODS are not authorized for any unit unless they have been granted authorization by Chief of Naval Operations or Commandant of the Marine Corps LFL.

Chapter 6

Air Quality Management

Section 5: Radon Assessment and Mitigation Policy

6500. Background

1. Radon is a naturally occurring, odorless, colorless, radioactive gas caused by the breakdown of uranium. Radon enters a housing unit by migrating from the surrounding soil through cracks in the foundation and through air spaces around pipes. Once radon enters the living space, the building shell acts as a trap that collects radon, and under certain conditions radon may build up to unacceptable levels.

2. In 1998, Congress passed the ***Indoor Radon Abatement Act of 1988*** (IRAA). IRAA, part of Title III of the Toxic Substances Control Act (TSCA), declares the national goal to be "that the air within buildings in the United States should be as free of radon as the ambient air outside the buildings."

3. In response to IRAA, the U.S. Department of the Navy (DON), with concurrence from the Commandant of the Marine Corps (CMC), tasked the Naval Facilities Engineering Command (NAVFACENGCOM) to identify activities worldwide with elevated radon potential and take corrective action. As a result, the Navy Radon Assessment and Mitigation Program (NAVRAMP) was created. The goal was to identify, mitigate, and prevent radon levels in excess of four (4) picocuries per liter (pCi/L) in Navy-occupied structures. Marine Corps policy is covered under Section 6206 of MCO P5090.2A.

4. In 1988, NAVFACENGCOM developed a screening method (which was accepted by EPA) to test housing units located within neighborhoods. This screening was concluded in 1991. Now that most activities have completed the original testing, the NAVRAMP has evolved from a single "snapshot" type program to that of an on-going operation and maintenance program.

5. MCAS Yuma is located in EPA's radon zone 2. EPA and Arizona have done screening and Yuma County has a predicted indoor average radon level between two (2) and 4pCi/L. In 1991, the initial screening of structures and housing units aboard MCAS Yuma were completed. MCAS Yuma had no radon levels above the

action level of 4pCi/L. CMC issued a letter dated 17 May 1991 stating the MCAS Yuma was not required to do any further radon testing.

6501. MCAS Yuma's Radon Policy

1. Personnel doing the radon assessment and mitigation work must be qualified. The NAVRAMP Guidance Document lists NAVFACENGCOM minimum qualifications for radon testers, mitigators and inspectors. State and local requirements may be more stringent. In cases of conflict, the more stringent of the two requirements must be followed.

2. All currently active neighborhoods are required to have had the initial screening. Additional measurements may be needed if elevated radon (e.g., ≥4 pCi/L)is detected during the initial screening.

3. If elevated radon was detected during that initial screening, then all ground-contact units in that neighborhood or activity will need to be tested for radon.

4. After the testing has been completed, corrective action will be taken on all units identified as having elevated radon.

5. Homes located in low radon potential areas are not considered to be at any excessive risk.

6. Under the Navy's Radon Assessment and Mitigation Program guidelines, only renovations that can decrease the ventilation rate at an activity or site with known radon potential are recommended for retesting.

7. Neighborhoods that are currently planned to be demolished, divested, or placed into Base Realignment and Closure (BRAC) do not need to be tested, nor do they require any corrective action.

8. Housing units that are built on previously undeveloped land will have radon testing performed, MCAS Yuma will contact NAVFACENGCOM at Port Hueneme to conduct radon screening. If radon levels hit or exceed the 4pCi/L action level, mitigation measures in accordance with the NAVRAMP will be followed.

9. Compared with radon entering the home through soil, radon entering the home through water will, in most cases, be a small source of risk. Although radon in water is not a problem in homes served by most public water supplies, it has been found in well water. All wells aboard MCAS Yuma are monitored for uranium. If elevated levels of uranium are found, limits are placed on the usage of the water to reduce exposure.

Chapter 6

Air Quality Management

Section 6: Munitions and Range Activities

6600. Background

1. Range and munitions activities are not part of the Clean Air Act; however, data is collected by Air Quality for EPCRA reporting.

2. In March 2002, DoD published guidance for EPCRA compliance on ranges. Activities conducted on DOD ranges are unique, making application of EPCRA difficult. Most DOD ranges are large areas with few or no structures. As a matter of policy, DOD installations shall apply existing EPCRA definitions, exemptions, and thresholds to determine which ranges will be subject to TRI reporting.

6601. Activities. The following are examples of activities on a range that are subject to chemical threshold determinations and release reporting:

1. Munitions used in training (e.g., target practice, live fire exercises, aerial bombing, obscurant and smoke training, burning of unused propellant, etc.).

2. Destruction of munitions on a range (e.g., range clearance or sweep operations, explosive ordnance disposal emergency or training operations, etc.).

6602. Requirements

1. Munitions used on the ranges are required to be reported to Air Quality for EPCRA reporting.

a. Explosive Ordnance Disposal is required to submit quarterly reports for munitions used and destroyed on the Munitions Treatment Range (MTR), 2301W and 2507 N/S.

b. Station Weapons is required to submit annual munitions report.

c. Operations Section is required to submit a report on munitions that non-MCAS units have requested to drop on the ranges.

2. The Environmental Department will compile the usage information, enter the data into the TRI-DDS database, and prepare the EPCRA TRI reports for the ranges using the data obtained from TRI-DDS.

Chapter 6

Air Quality Management

Section 7: Green House Gas

6700. Background

1. Gases that trap heat in the atmosphere are often called greenhouse gases. Some greenhouse gases such as carbon dioxide occur naturally and are emitted to the atmosphere through natural processes and human activities. Other greenhouse gases are created and emitted solely through human activities. The principal greenhouse gases that enter the atmosphere because of human activities are:

a. Carbon dioxide (CO2). Emitted through the burning of fossil fuels (oil, natural gas, and coal), solid waste, trees and wood products, and also as a result of other chemical reactions.

b. Methane (CH4). Emitted during the production and transport of coal, natural gas, and oil. Methane emissions also result from livestock and other agricultural practices and by the decay of organic waste in municipal solid waste landfills.

c. Nitrous Oxide (N2O). Emitted during agricultural and industrial activities, as well as during combustion of fossil fuels and solid waste.

d. Fluorinated gases. Hydrofluorocarbons, perfluorocarbons, hydrofluoroethers (HFEs), and sulfur hexafluoride.

2. A greenhouse gas inventory is an accounting of the amount of greenhouse gases emitted to or removed from the atmosphere over a specific period of time. A greenhouse gas inventory also provides information on the activities that cause emissions and removals, as well as background on the methods used to make the calculations. Policy makers use greenhouse gas inventories to track emission trends, develop strategies and policies and assess progress.

3. Green house gas regulations are emerging. When these regulations are finalized and DoD and Marine Corps guidance is received, instructions will be added in this section.

Chapter 6

Air Quality Management

Section 8: Responsibilities

6800. Environmental Department

1. The Environmental Multi Programs Management Division Director or his/her designated representative shall:

a. Review all current and upcoming federal and state air quality laws and regulations; DoD, and Marine Corps guidance that could affect the mission of MCAS Yuma and other facilities operated by MCAS Yuma.

b. Provide regulatory updates to units and departments that may be affected by changes.

c. Conduct audits and inspections to ensure compliance with this order.

d. Act as a liaison, as directed, between the air station personnel and regulatory agencies in air quality matters. Only Environmental Department personnel will call EPA, ADEQ, ICAPCD or other regulatory agencies as required.

e. Submit all required reports to the appropriate agencies in a timely manner.

f. Maintain and update listings of all emissions equipment and processes.

g. Maintain and update listings of all refrigeration equipment.

h. Gather required usage information from units and departments on the air station to fulfill permit compliance requirements and reports.

i. Provide training on air quality issues to the personnel on the air station.

j. Input and maintain data in the Air Module bolt-on for HMMS.

k. Submit permit changes and applications to the appropriate agencies compete and in a timely manner.

l. Update this chapter as needed to remain current with laws, regulations DoD and HQMC guidance.

m. Permit Compliance

(1) Calculate emissions on equipment and processes on MCAS Yuma and other facilities controlled by MCAS.

(2) Monitor permit limits monthly for exceedances. Notify the Director if an exceedance appears eminent.

(3) Monitor hazardous air pollutant (HAP) usage in miscellaneous materials monthly for threshold exceedance. Notify the Director if an exceedance appears eminent.

n. Open Burning

(1) Notify the Fire Department of any burn requests received.

(2) Maintain the open burn permit for the Munitions Treatment Range (MTR). Submit all required reporting for the permit to the appropriate agency.

o. Emergency Planning and Community Right-To-Know Act (EPCRA) Reporting.

(1) Compile and review storage and usage data for reporting thresholds.

(2) Complete and submit the appropriate forms for EPCRA 311, 312, and 313 reporting. Send to the appropriate agencies for any facility controlled by MCAS Yuma that exceeds thresholds.

p. ODS Requirements

(1) Designate a qualified employee as MCAS Yuma ODS Coordinator, and ensure the employee receives training commensurate with the designation.

(2) Provide a liaison between units and the DoD ODS Reserve Center to obtain approval or guidance for mission critical ODS applications.

(3) Coordinate and administer the DoD ODS recovery and recycling Certification and Testing (CERTEST) program per reference (c), and maintain a list of EPA-approved ODS training and certification programs.

(4) Maintain a listing of certified technicians in the units and department. Obtain a copy of technician certifications from contractors repairing, removing or installing air conditioning systems.

(5) Provide the Hazardous Material Consolidation Point (HCP) with a list of certified technicians able to order and receive refrigerants.

(6) Monitor air conditioning repairs and notify Base Services Department when leak rates are exceeded. Submit a work request for a follow-up inspection.

q. Radon. Coordinate with facilities engineering personnel on new home construction to ensure NAVRAMP policies are followed.

6801. All Activities

1. All activities operating on MCAS Yuma and other facilities controlled by MCAS Yuma will comply with this order.

a. Maintain logbooks required by permits on designated equipment and processes.

b. Submit usage data required for air permit compliance reporting by the 10th of each month for usage in the previous month.

c. If using HMMS, ensure materials are being received and issued through the system in a timely manner.

d. If not using HMMS, submit miscellaneous material usage to Air Quality by the 10th of each month for usage in the previous month.

e. Notify Air Quality of any new non-tactical equipment being procured before it is received or installed.

f. Notify Air Quality of any planned changes to chemicals being used.

g. Notify Air Quality of a need to exceed permit limits. The Environmental Department will negotiate with the regulatory agency or submit a permit change.

h. If applicable, maintain refrigerant inventory records and a copy of technician certifications on site.

i. If applicable, turn in excess new or used refrigerants listed in Section 3 to the MCAS Yuma ODS Coordinator for turn-in to the DoD ODS Reserve.

j. Prior to purchasing, acquiring, disposing or reutilizing any diesel powered equipment please consult and obtain approval, in writing, from the Air Quality Manager.

6802. Supply

1. Maintain all hazardous materials requested, stored and issued in HMMS.

2. Promote a proactive transition away from Class I and Class II ozone-depleting materials at MCAS Yuma.

3. Refrigerants will not be ordered through the Hazardous Material Consolidation Point (HCP) unless notified by Air Quality that the unit or department has certified technicians.

4. Incorporate the EPA Significant New Alternatives Policy (SNAP) to utilize SNAP-approved refrigerants that have an ozone depleting potential (ODP) of 0.05 or less for heating, ventilation, and air conditioning and refrigeration equipment and 0.2 or less for building fire suppression equipment. Replacement refrigerants must have a lower ODP than what they are replacing.

5. Assist with COMNAVSUPSYSCOM coordination when requested.

6. Turn in excess new or used refrigerants listed in Section 3 to the MCAS Yuma ODS Coordinator for turn-in to the DoD ODS Reserve.

6803. Defense Reutilization and Marketing Office

1. Develop and maintain a refrigerant appliance turn-in procedure incorporating applicable disposal regulations and Defense Logistics Agency (DLA) directives.

6804. Resident Office In Charge of Construction and Installation and Logistics

1. Dust Control. Ensure personnel and contractors are following best management practices for controlling dust on construction and work sites.

2. Provide Air Quality with a list of new emission equipment, such as generators and boilers, being installed and/or replaced. Consult with Environmental before purchase to ensure new equipment meets emission limitation requirements.

3. Ozone Depleting Substances and Refrigerants

a. Provide Air Quality with a list of new refrigeration equipment being installed and replaced.

b. Ensure all contractors removing CFCs 11, 12, 114, 500 and 502 and HCFC-22 submit recovered refrigerants to the MCAS Yuma ODS Coordinator for turn-in to the DoD ODS Reserve.

c. Incorporate the EPA Significant New Alternatives Policy (SNAP) to utilize SNAP-approved refrigerants that have an ozone depleting potential (ODP) of 0.05 or less for heating, ventilation, and air conditioning and refrigeration equipment and 0.2 or less for building fire suppression equipment. Replacement refrigerants must have a lower ODP than what they are replacing.

d. Ensure only qualified technicians work on air conditioning or refrigeration equipment. Submit a copy of

technician certifications to Environmental Department, Air Quality.

e. In coordination with appropriate MCAS Yuma contracting authorities, incorporate the following refrigerant compliance tasks under this Order into the current Most Efficient Organization Performance Work Statement and Quality Assurance Program:

(1) Develop and maintain a refrigerant purchase policy and a designated certified technician or contractor responsible for all refrigerant purchases

(2) Develop and maintain a refrigerant inventory and storage policy.

(3) Develop and maintain a repair policy for all low-pressure, high-pressure and very-high-pressure appliances (other than small appliances).

(4) Per reference (e), commercial and industrial refrigeration systems, and refrigerated warehouses with over 50 pounds of refrigerant shall be repaired if they have "substantial" leak rates (i.e. losing refrigerant at a rate of 35 percent or more of its refrigerant over the course of a year). Comfort cooling with 50 pounds or more of refrigerant shall be repaired if the system is losing its charge at a leak rate of fifteen (15) percent or more of its charge over the course of a year. Upon determination that the refrigeration unit is subject to these requirements, the leak shall be repaired or a plan developed to retire or retrofit the system within 30 days.

(5) Perform and document a follow-up verification test of all repaired leaks within 30 days of the initial repair. Report failed tests immediately to Air Quality.

4. Hazardous Materials

a. Provide Air Quality with a list of hazardous materials stored and used by contractors working aboard the air station.

b. Ensure contractors have Material Safety Data Sheets (MSDS) on site and available for review.

6805. Fire Department and Crash Fire Rescue

1. Ozone Depleting Substances and Refrigerants

a. Adopt the Significant New Alternatives Policy (SNAP) to use SNAP-approved fire suppression compounds for fire fighting equipment which have an ozone depleting potential (ODP) of 0.2 or less.

b. Comply with technician training and record keeping requirements set forth in this Order.

c. Prevent the venting of ODS during testing, maintaining, repairing, training with, or disposing of Halon-containing equipment.

d. Coordinate with the MCAS Yuma ODS Coordinator to turn in excess or contaminated Halon to the DoD ODS Reserve.

e. Maintain liaison with the Navy CFC and Halon Information Clearinghouse.

2. Open Burning

a. Contact Air Quality when an open burn permit is issued.

b. Notify Air Quality 24 hours before a fire fighter training event with open burning.

c. Submit a burn report to Air Quality within three (3) days after a fire fighter training event with open burning.

6806. Range Management Department

1. Explosive Ordnance Disposal (EOD). Submit quarterly reports to Air Quality on munitions disposed of or exploded on the Munitions Treatment Range (MTR), 2301W, and 2507 N/2507S.

2. Ensure that farmers conducting agricultural burns receive a copy of open burning regulations in Arizona, R18-2-602.

6807. Deployed Units

1. Hazardous Materials

a. Order all hazardous materials through the HMMS system to the maximum extent possible.

b. If not using HMMS for hazardous materials, submit a Miscellaneous Material Usage Report to Air Quality listing materials stored and used during each month.

c. For the Weapons and Tactics Instructor Course, submit a list of materials brought and used to Marine Aviation Weapons and Tactics Squadron One (MAWTS-1) Hazardous Waste Coordinator.

2. Submit a list of all portable internal combustion engines over ten (10) horsepower to MAWTS-1 Hazardous Waste Coordinator or Air Quality. State where the engines will be used along with the hours ran.

3. Follow all permit limits and restrictions listed in this order.

6808. Camp Billy Machen (CBM)

1. CBM will comply with this order.

2. Maintain logbooks required by permits on designated equipment and processes.

3. Submit quarterly usage data for all gasoline, diesel and JP-8 fueled equipment.

4. Submit miscellaneous material and welding material usage to Air Quality each quarter.

5. Submit quarterly munitions usage reports to Air Quality.

6. Notify Air Quality of any new non-tactical equipment being procured before it is received or installed. This includes but is not limited to generators, welders, parts cleaners, etc.

7. Notify Air Quality of any new tactical diesel equipment being used on the camp or ranges.

8. Notify Air Quality of any planned changes to chemicals being used.

9. Register all tactical and non-tactical equipment with engines that are 50hp or greater on the Portable Engine Registration Program (PERP). Retain all required records on-site. Submit annual reports as required.

10. Register all in-use heavy-duty vehicles with California Air Resources Board. Apply markings as directed. Retain required records on-site. Submit annual reports as required.

11. Register all in-use off-road vehicles with California Air Resources Board. Apply markings as directed. Retain all required records on-site. Submit annual reports as required.

12. Comply with idling limits for non-tactical diesel vehicles.

13. Dust Control. Ensure personnel and contractors are following best management practices for controlling dust on construction and work sites.

14. ODS and Refrigerants

a. Ensure only certified technicians work on air conditioning systems.

b. Maintain required records on site for a minimum of five (5) years.

c. Ensure recovery equipment is properly certified.

d. Turn in excess new or used refrigerants listed in Section 3 to the ODS Coordinator for DoD ODS Reserve.

Chapter 7

Drinking Water Quality

7000. Background.

1. Safe Drinking Water Program. Arizona Administrative Code (A.A.C.) Title 18, Chapter 4, implements the Safe Drinking Water Act within Arizona. This regulation requires that owners or operators of a drinking water system ensure that the water it provides meets the highest possible safety and quality standards. This assurance is also required under federal law per references (b) and (c).

2. Water Resources. The water at MCAS Yuma is supplied by the Colorado River. After treatment at the MCAS Yuma Water Treatment Plant, it is stored in various covered reservoirs and elevated storage tanks throughout the base. It is distributed to users through mains and laterals. Protecting and conserving this strategic water supply is vital to the success of the MCAS Yuma mission.

7001. Requirements.

1. The Environmental Support Division Director or his/her designated representative shall:

a. Provide regulatory guidance to ensure the proper implementation of drinking water quality programs at MCAS Yuma.

b. Draft public notices on water quality as required, and submit them to the chain of command for review and publishing.

c. Review Emergency Operations Plan to ensure water protection measures are in place as necessary to defend potable water resources from disaster or attack, including:

(1) Conducting a water system vulnerability assessment to determine the nature, impacts, and remedy for any portion of the water system exposed to intentional contamination or system interruption.

d. Review laboratory analyses to ensure all water constituents are properly and routinely tested.

2. The Base Services Department Director is the primary operator of the water supply system. He/she or their designated representative shall:

a. Ensure the MCAS Yuma water supply system are maintained in proper operating condition, including all facilities used in the production, treatment, and distribution of the water supply.

b. Frequently examine and replace deteriorating water supply system equipment that may adversely affect water quality.

c. Test or provide water supply samples for periodic analyses as required by Title 18 of the A.A.C. and forward requested analyses to the Environmental Support Division for review, as follows:

(1) Daily - Test water samples for chlorine residuals from approved points in the water supply distribution system.

(2) Monthly - Collect water samples for microbiological analyses from the water supply distribution system; and provide to an approved Arizona certified laboratory.

(3) Quarterly (or as required by the Arizona Department of Environmental Quality, or ADEQ) - Collect water samples from the appropriate source for required analyses and provide to an approved Arizona certified laboratory.

(4) Semiannually - Collect water samples from the appropriate source for required analyses and provide to an approved Arizona certified laboratory.

(5) Annually - Collect water samples from the appropriate source for required analyses and provide to an approved Arizona certified laboratory.

(6) Develop and publish an annual Consumer Confidence Report.

3. MCAS Yuma’s ADEQ-Certified Distribution System Operator shall:

a. Ensure the MCAS Yuma water supply system complies with all applicable requirements.

b. Ensure that proper disinfection and testing of the distribution system is performed after repairs or new installations.

c. Ensure cross-connections and/or backflow protection program is properly maintained.

d. Ensure water supply storage reservoirs are protected from outside contamination.

e. Maintain a periodic water supply flushing schedule and flush as needed to remove organic deposits, and maintain proper chlorine residuals.

f. Maintain free available chlorine residual in the water supply distribution systems and properly operate other water disinfection systems.

4. Water Plant personnel shall:

a. Ensure the MCAS Yuma water supply system complies with all applicable requirements.

b. Sample water supply distribution points monthly and test for microbiological acceptability.

c. Coordinate with MCAS Yuma's Director, Maintenance and Repair/Utilities Division to maintain potable water quality standards.

5. MCAS Yuma's Prevention Medicine Officer shall assist secondary potable water distribution by monitoring chlorine levels in vehicles and observing equipment-handling techniques.

6. All personnel residing, working, and training on Marine Corps Air Station, including the Yuma Range Training Complex, shall:

a. Consider the water supply a perishable natural resource and conserve it.

b. Ensure that hoses are not connected in such a manner as to allow possible siphoning from a contaminated source into the potable water distribution system.

c. Carefully handle hoses at water vehicle filling locations, and do not permit the hoses to be contaminated by the ground, vehicles or tools/equipment.

d. Ensure that water drawn from the base water supply to containers, for further transport and use as potable water, is carefully protected and not contaminated.

e. Keep hoses/valves marked "POTABLE" scrupulously clean at all times.

Chapter 8

Aquifer Protection and Storm Water Pollution Management

8000. Background.

1. Aquifer Protection. The State of Arizona has classified all underground water sources (aquifers) as drinkable water. This ruling requires MCAS Yuma to protect this water from pollution that could occur if chemicals spilled into one of MCAS Yuma's 38 industrial area drywells or onto the ground during a spill, and ultimately were to percolate down through the soil and into the underground reservoir. According to Arizona Revised Statues (ARS) 49-201, any discharge of a contaminant causing a violation of an Aquifer Water Quality Standard is prohibited under state law. Federal water quality standards in reference (b) also apply.

2. Storm Water Management. MCAS Yuma's storm water program is regulated by the Arizona Department of Environmental Quality's (ADEQ) Pollutant Discharge Elimination System (AZPDES), Chapter 9 of reference (f). The purpose of AZPDES is to control the amount of pollutants, including chemicals and dirt particles, which are rinsed from municipal and industrial sites into waters of the United States. The installation must comply with two permit programs controlled by the ADEQ:

a. Municipal Separate Storm Sewer Systems (MS4) General Permit – The MS4 General Permit allows MCAS Yuma to discharge municipal (urban community) storm water from MCAS Yuma and portions of the Yuma Training Range Complex. There is a single MS4 permit for each section of MCAS Yuma property, including MCAS Yuma proper and Camp Billy Machen (CBM).

b. Multi-Sector Construction General Permit – This permit allows MCAS Yuma to discharge industrial storm water (primarily contaminated by soil sediments from erosion) from construction sites. This permit covers projects disturbing an area equal to or more than one acre, or smaller than one acre if they are part of a project that disturbs more than one acre as a whole.

c. Other - MCAS Yuma may be required to request coverage under other AZPDES storm water permits due to regulatory requirements issued by ADEQ.

3. Best Management Practices (BMP). There are a number of standard BMPs available to eliminate the discharge of hazardous chemicals into aquifers and in storm water. These include but are not limited to the following:

a. All hazardous materials, substances, chemicals and wastes stored outside must be in secondary containment and have a roof.

b. Hazardous materials, substances, chemicals and wastes shall not be stored up-hill/up-gradient from a nearby drywell.

c. Personnel shall immediately notify MCAS Yuma Environmental using Appendix B in the event of any spill or emergency situation involving hazardous materials or waste in any amount, and use appropriate techniques to contain spills so they do not drain to drywells or unpaved areas.

d. Pavement sweeping shall be done regularly, and using large amounts of water to wash down parking areas shall be avoided, as these areas often contain greases or fuel residues.

e. Ensure lids are closed on outdoor trash receptacles and dumpsters when not in use.

f. Maintain vehicles and equipment in good condition to prevent oils and greases from leaking from vehicles, and use drip pans until repairs can be accomplished.

g. Use of drip pans under stationary vehicles and equipment on unimproved areas of the Yuma Training Range Complex is also mandatory.

h. Drain all fluids from stored or salvaged vehicles or equipment when not in service.

i. Conduct maintenance within a building or sheltered area whenever possible, and outdoors on a paved or covered surface, particularly when using cleaning compounds or solvents.

j. Do not top off vehicles and equipment when refueling to reduce the chance of spills.

k. Closely adhere to hazardous waste handling techniques outlined in Chapter 4.

l. Use the minimum amount of pesticides/herbicides necessary to control pests around buildings and homes.

m. Use biodegradable detergents and minimal amounts of water during vehicle washes whenever possible.

n. Use engineering controls (storm fences, hay bales, temporary berming, temporary ground cover, etc.) to control storm water runoff at construction sites.

8001. Requirements

1. The Environmental Director shall endorse AZPDES Permit Notices of Intent (NOI) and Notices of Termination (NOT) on behalf of the Commanding Officer.

2. The Environmental Engineer shall ensure that project design specifications meeting the criteria for coverage under the Construction General Permit contain the required deliverables (NOIs/NOTs, plans, etc), and ensure they are completed by the contractor and delivered to the Government within the time lines specified by AZPDES.

3. The Environmental Multi Programs Management Division Director or his/her designated representative shall:

a. Coordinate storm water permit requirements for the MS4 General Permit and the Construction General permit with ADEQ, including:

(1) Reviewing contractor-developed site specific Storm Water Pollution Plans (SWPP) prior to their submission to ADEQ and no later than 48 hours prior to the construction start date.

(2) Reviewing contractor-developed Notices of Intent (NOI) to obtain coverage under the Arizona General Construction Permit prior to submission to the ADEQ, and similarly reviewing Notices of Termination prior to construction cessation.

b. Implement an audit and control program for construction sites to ensure compliance with AZPDES requirements and implementation of BMPs.

c. Include storm water compliance and aquifer protection awareness training in accordance with applicable permits, and

provide BMP training for all personnel who handle hazardous materials and/or wastes.

d. Update installation management and pollution prevention plans as required to comply with AZPDES and Aquifer Protection Program regulations.

e. Ensure that current site-specific storm water pollution prevention plans and spill contingency plans are developed and implemented for applicable industrial facilities at MCAS Yuma and the Yuma Training Range Complex.

4. Environmental Quality Division Director shall ensure hazardous material and waste handling and storage practices by HM/HW personnel comply with this chapter.

5. Facilities Management Officer/Base Services Delivery/Resident Officer in charge of Construction (ROICC) (as appropriate) shall:

a. Ensure contractors of construction projects under their purview complete and submit all deliverables under this program, and implement Best Management Practices at project sites.

b. Ensure routine maintenance is performed for dry wells and ensure retention basins are maintained to minimize erosion.

c. Maintain septic systems, pump and clean oil/water separators, and perform routine maintenance of the sewer system to minimize infiltration and leaks and discharges from the system to the surrounding soil.

6. All personnel shall:

a. Implement best management practices stated in the introduction to this Chapter.

b. Abide by any site-specific storm water pollution prevention plan requirements developed for their building.

c. Use only approved cleaning agents, and use chemicals and petroleum products only in approved areas.

d. Not wash spills or place HM/HW into deep sinks, and not rinse mops or cleaning equipment in sinks if contaminated with HM/HW.

Chapter 9

Wastewater Management

9000. Background. This guidance is provided to ensure full compliance with City of Yuma (COY) wastewater (sewer) quality requirements for MCAS Yuma and the Yuma Training Range Complex. Following the procedures in this Chapter ensures compliance with wastewater discharge permits issued by the COY, and eliminates the unlawful release of pollutants into our wastewater.

9001. Permits and Standards

1. MCAS Yuma is classified as a Categorical Industrial User by the U.S. Environmental Protection Agency, primarily due to the use of alodine in aircraft maintenance. The specific applicable policies are found in Part 433 of reference (d), Metal Finishing.

2. USEPA controls the amount of pollution discharged into the Colorado River from the COY wastewater treatment plant. It does this by issuing the COY a National Pollutant Discharge Elimination System Permit. In turn, the COY requires MCAS Yuma to control wastewater pollutants flowing from the installation into the COY wastewater treatment plant. It does this by issuing MCAS Yuma a wastewater discharge permit (Permit No. 0001). The authority to issue this permit is Section 31-167 of the Yuma City Code. These permits have the following permit conditions:

a. Sample twice a year for organic and inorganic chemicals, acidity/alkalinity, temperature and various other parameters.

b. Total the amount of volatile organic compounds such as benzene, toluene, and trichloroethane when they appear in amounts over 10 parts per billion, and make sure the total amount does not exceed 2.13 parts per million, an extremely small quantity.

9002. Requirements

1. The Environmental Multi Programs Management Division Director or his/her designated representative shall be the

single point of contact for wastewater permit requirements, and accomplish the following:

a. Coordinate all wastewater permit requirements with COY Pretreatment authorities, and submit periodic permit applications and analytical data as required.

b. Implement an audit and control program to ensure compliance with wastewater permits, including conducting wastewater-sampling evolutions at required sampling points.

2. MCAS Yuma Personnel shall:

a. Not dump any solid or HM, including petroleum products, water loaded with petroleum or other HM, rags, trash, paints, cleaners, or other such items into wash racks, deep sinks, manholes, recreational vehicle (RV) dump stations, or oil/water separators.

b. Follow all best management practices issued by the Environmental Department to comply with Yuma County permit requirements.

c. Immediately report any intentional, unintentional, or negligent discharges of HM/HW into the base wastewater system to the Environmental Department at 269-3201 (M-F, 0700-1600) or the MCAS Yuma Duty Office at 269-2252 using Appendix B.

3. It is imperative that only those detergents or liquids approved by the Environmental Department be put into the wastewater system (including wash racks and deep sinks).

Chapter 10

Storage Tanks

10000. General

1. All Commands, Units, Departments, and Contractors located at MCAS Yuma or the Yuma Training Range Complex are prohibited from bringing into existence any Underground Storage Tank (UST), Sump, Tank, and Above Storage Tank (AST) without written permission from the Commanding Officer, MCAS Yuma. Such requests will be routed via the Environmental Department Director.

2. The EPA, DoD, and State of Arizona have developed extensive requirements regulating the design, installation, operation, and closure of USTs, Sumps, Tanks, and ASTs, as well as requirements for release/leak reporting, spill cleanup, and financial responsibility for tanks permitting, operation, and unauthorized releases.

3. Operators of a UST, Tank, Sump, or AST system and associated piping that contain petroleum, hazardous materials/waste, and hazardous substances (HS) will comply with the requirements of this SOP and all Federal, State, and DoD regulations to ensure proper management and prevent releases.

10001. Upgrading and Closure of Existing UST, Tank, Sump, and AST Systems

1. Except for the 3 USTs at Marine Corps Community Services Exchange Gas Station, no upgrades to existing USTs are allowed.

2. Commands must contact the Environmental Department UST Manger at (928) 269-2605/3201 prior to installation, closure or removal of any UST, AST, Tank, or Sump System. The Environmental Department UST Manager will supervise tank closures and removals in conjunction with appropriate regulatory agencies.

10002. Action

1. The Range Compliance and Inspection Division Director is the lead office for the MCAS Yuma UST, AST, Sump, and Tank Program.

2. The UST Program Manager shall ensure the following UST annual tank certifications are accomplished in coordination with the MCCS Exchange Gas Station Manager:

a. Service tank and line integrity test data.

b. Monitoring system certification.

c. Pressure decay test during flow.

d. Liquid blocking test.

10003. UST Requirements

1. Title 40 Code of Federal Regulations 280 (40 CFR 280), MCO P5090.2A Chapter 18, and this SOP provide guidance on primary requirements for UST and tank management, operation, and product release reporting and cleanup. UST requirements include:

a. 40 CFR 280 Subpart A – Program Scope and Interim

b. 40 CFR 280 Subpart B - Design, Construction, Installation and Notification

c. 40 CFR 280 Subpart C – General Operating Requirements

d. 40 CFR 280 Subpart D – Release Detection

e. 40 CFR 280 Subpart E – Release Reporting, Investigation, and Confirmation

f. 40 CFR 280 Subpart F – Release Response and Corrective Action for UST Systems Containing Petroleum or Hazardous Substances

g. 40 CFR 280 Subpart G – Out-of-Service UST Systems and Closure

h. 40 CFR 280 Subpart H – Financial Responsibility

i. 40 CFR 280 Subpart I – Lender Liability

j. Appendix I – Notification for UST (Forms)

k. Appendix II – List of Agencies Designated to Receive Notification

l. Appendix III – Statement of Shipping Tickets and Invoices

10004. Corrosion Protection

1. Tank systems, AST and ancillary equipment must meet EPA requirements for corrosion protection. All ancillary equipment of the tank systems that is underground and contains product shall be maintained and operated to continuously provide corrosion protection to the tanks and piping that are in contact with the soil.

2. Methods of AST corrosion protection include elevating the tank, securing the tank to a concrete slabs, double-walled tanks, cathodic protection, and scheduled tank maintenance.

3. Tanks and pipes that are fabricated from fiberglass reinforced plastic (FRP) or non-corrodible material do not require additional corrosion protection.

4. Tank systems using sacrificial anodes must be inspected by a certified or licensed contractor within six (6) months of installation and annually thereafter.

5. Tank systems that are corrosion protected by impressed current must be inspected for proper operation by a certified or licensed contractor within six months of installation and annually thereafter. Impress current systems must be inspected monthly to ensure the equipment is running properly.

10005. Release Detection and Records

1. Release detection or monthly monitoring will be provided on all underground storage tank systems. Release detection shall be capable of detecting a release from any portion of a tank and piping that contains hazardous substances. If required, the system must be routinely calibrated, operated, and maintained in accordance with the manufacturer’s instructions. Calibration and routine maintenance is the responsibility of the owner and shall be conducted by a certified or licensed contractor. Records of all inspections, calibrations and maintenance shall

be kept readily available for inspection by the Environmental Department UST Program Manager or State representative.

2. Tanks and Line Leak Testing will be conducted annually by a certified or licensed contractor. The owner will ensure monthly inventory control, manual tank gauging, automatic tank gauging, and daily inspections. All inspections and documentation of the monitoring shall be maintained by the operator for five years. Monthly Monitoring can consist of the following methods of detection.

a. Automatic Tank Monitoring. Automatic Tank Gauging (ATG) is managed by using the Veeder-Root with the Leak Manager Detection System. The owner/operator will be knowledgeable about the ATG. The operator/owner will check the ATG printout daily for leak results (pass or fail). If the ATG printout fails or the alarm is activated, call 911 and contact the Environmental Department. Check the ATG manual to ensure maintenance is conducted as required. If the manual is missing, contact the manufacturer to get a copy.

b. Vapor Monitoring. This method samples fuel vapors in the soil. A monthly inspection of the vapor monitoring system must be made by the tank operator. A log will be maintained showing the date of inspection, results, corrective actions, printed name, and signature of the operator conducting the inspection. Check the manufacturer manual to ensure required maintenance is conducted as required. If the manual is missing contact the manufacturer to get a copy.

c. Groundwater Monitoring Wells. This method monitors the groundwater table for presence of released free product. Manual or electronic monitoring may be used. The MCAS Yuma UST Manger will conduct monthly inspections.

d. Interstitial Monitoring. This method detects leaks between the UST and a second barrier (double wall tanks). The sensor must be placed low in the sump to detect a release. The operator will monitor and maintain weekly print outs of these records. The operator will check the equipment manual to ensure manufacturer’s operations and maintenance checks are conducted as required.

e. Statistical Inventory. The owner/operator will conduct and maintain a statistical analysis of inventory delivery and dispensing data.

f. Pressurized Pipeline Monitoring. Pressurized product pipeline will be continuously monitored using one of the following methods: line leak detectors or device that automatically turn-offs product flow; alarm that indicates a leak; vapor monitoring; groundwater monitoring; interstitial monitoring; statistical inventory reconciliation. As required, the owner will conduct wrong word an Annual Leak Test of the piping system by a certified or licensed contractor.

g. Daily UST Inspection. Tank operator will conduct a daily visual inspection of the UST area. The designated UST operator will report all discrepancies to the Supervisor and MCAS UST Manager.

h. Monthly UST Inspection. A monthly inspection will be conducted by the Supervisor. The designated UST unit Supervisor will report all discrepancies to the MCAS UST Manager.

i. Quarterly UST Inspection. A quarterly inspection will be conducted by the MCAS Yuma UST Manager.

10006. Spill and Overfill Protection

1. UST owner must ensure that all USTs have catchment basins/spill buckets that are clean (no liquid or dirt) and in good condition.

2. New UST’s must have an overfill protection system. The type of overfill installed must be used in accordance with the UST manufacturer’s recommendation. The following are the three most common types:

a. Overfill alarm must activate at or before 90% of tank capacity.

b. Delivery flow shut off is a drop tube device installed in an UST’s fill pipe and must stop the flow of product at 90% of tank capacity.

c. Vent restriction, a ball float valve placed at the bottom of the vent line, must stop the flow of product before 90% of tank capacity or 30 minutes before an overfill occurs.

10007. Release Notification and Investigation

1. The Environmental Department must be notified of any tank pipe releases. They will immediately investigate and confirm all suspected releases of regulated substances requiring reporting. The Environmental Department UST Manager office is located in building 228 and can be contacted at (928)269-2605/2807/3201.

10008. Aboveground Storage Tanks

1. The Aboveground Storage Tank (AST) program regulates the design, construction, installation and operation of AST's storing petroleum product, flammable and combustible liquids, and hazardous waste.

2. AST's and ancillary equipment out of service are required to be emptied of liquid, sludge, vapor free condition, and secured. If approved by the Environmental Department, the owning unit has the option of requesting tank removal from their property.

10009. Aboveground Storage Tanks Inspections

1. The tank operator will conduct a daily inspection to determine if there has been a change from the previous inspections. See Daily UST/AST Checklist (Appendix JJ).

2. A quarterly AST inspection will be conducted by the MCAS Yuma UST Manager.

10010. Training Requirements

1. Per Arizona state regulations, all UST owners must be designated as Class A, B, and C operators for all of their active tanks.

a. Class A Operator: This class of operator must be knowledgeable in all administrative and technical requirements of the UST release and detection prevention, including notification, release detection, reporting, financial responsibility, closure, delivery prohibition, other UST

performance standards, and the training requirements for Class B and Class C operators. The UST Program Manager is the only Class A Operator for MCAS Yuma.

b. Class B Operator: This class of operator must be knowledgeable about specific requirements, including release detection, reporting, delivery prohibition, other UST performance standards, and the training requirements for Class C operators. UST Supervisors are Class B Operators.

c. Class C Operator: This class of operator must be knowledgeable about initial response procedures associated with an emergency caused by a UST release or suspected release, including procedures for contacting Class A or Class B operators and any emergency responder. UST operators are Class C Operators.

Chapter 11

Lead-Based Paint and Asbestos

11000. General Requirements

1. The originator of any project that has the potential to disturb surfaces and/or materials by drilling, sanding, grinding, burning, sawing, welding, etc. shall generate a work order to request an asbestos or lead-based paint survey. The work order shall include a description of the work being done, any drawings or floor plans, and a point of contact. The work order is forwarded to the Base Services Department (BSD) Customer Service Desk at building 888 (269-2222).

2. All building materials other than steel, glass and wood are presumed asbestos containing materials (PACM), particularly in buildings constructed prior to 1980, unless an accredited Asbestos Hazard Emergency Response Act (AHERA) inspector has sampled the materials and submitted them to an accredited lab for analysis.

3. All painted surfaces in buildings constructed prior to 1978 are assumed to contain lead-based paint unless a certified lead-based paint inspection has been performed.

11001. Specific Requirements

1. Lead-Based Paint Management

a. Refer to MCAS Yuma StaO 6280.10 for specific tasks and information related to this program.

b. The Lead-Based Paint Program Manager shall manage this program, including providing technical support for identifying potential lead-based paint areas, and updating the installation Lead-Based Paint Management Plan.

c. The Facilities Management Department (FMD) shall:

(1) Provide contracted lead identification and abatement/removal support as required to meet mission requirements.

(2) Appoint or contract for qualified lead abatement, testing, inspection, and disposal personnel.

(3) Ensure all facilities maintenance; repair, construction and demolition contracts include provisions for control and abatement of lead when required.

(4) Maintain a current database of lead-containing facilities and structures.

2. Asbestos Management.

a. Refer to MCAS Yuma StaO 5103.1A for specific tasks and information related to this program.

b. The Asbestos Program Manager shall:

(1) Manage this program, including providing technical support for identifying potential asbestos containing material, and updating the installation Asbestos Management Plan.

(2) Provide awareness training for Class IV workers and personnel who may be required to conduct maintenance or custodial activities.

c. The Facilities Management Department (FMD) shall:

(1) Provide contracted asbestos identification and abatement/removal support as required to meet mission requirements.

(2) Appoint or contract for qualified asbestos abatement, testing, inspection, and disposal personnel.

(3) Ensure all facilities maintenance, repair, construction and demolition contracts include provisions for control and abatement of asbestos when required.

(4) Maintain a current database of asbestos-containing facilities and structures.

d. All personnel shall report any evidence of disturbance or damage of Asbestos Containing Material (ACM), dust or debris that might come from the ACM or suspected ACM, any change in the

condition of the ACM, or any improper action relative to ACM of building personnel to the Environmental Department (928) 269-3201.

e. Awareness Information.

(1) Asbestos Description. Asbestos is a general term describing a family of heat-resistant minerals that can form minute fibers when they are crushed. Asbestos was extensively used as fireproofing, and because it is fibrous it has excellent sound and heat insulating properties.

(2) Potential Locations. Facilities constructed before 1980 are generally presumed to contain asbestos materials, unless sampling and analysis has demonstrated that facilities (or portions thereof) are asbestos-free. Due to the age of buildings on MCAS Yuma, asbestos can be found in many places including thermal system insulation on furnaces, ducts, boilers and hot water pipes; sprayed or troweled-on surfaces on ceilings and walls; resilient asphalt and vinyl flooring and mastic; suspended ceiling tiles; fireproof drywall, drapes, curtains, roofing felts and shingles; exterior siding shingles and sprayed-on fireproofing on metal beams and columns; and high-temperature gaskets and valve insulation.

(3) Risks. Occupational Safety and Health Administration has established permissible exposure levels for airborne asbestos fibers. The risk also depends on the location, and its degree of friability or how easily it can be crumbled with hand pressure and therefore emit fibers when disturbed. Inhalation of friable asbestos fibers is the major exposure route of concern.

(4) Potential Health Effects. Asbestos can cause disabling respiratory disease and various types of cancers if the fibers are inhaled. Asbestosis is pulmonary fibrosis associated with exposure to high concentrations of airborne asbestos fibers over a period of time such as used to occur with unprotected asbestos workers. Exposure to asbestos can also cause an increased risk of lung cancer, especially in smokers. Asbestos can also cause mesothelioma, a cancer of the thin membrane lining of the chest and abdomen.

(5) Protections. Asbestos only presents a health hazard when fibers become airborne and inhaled. The mere presence of ACM does not necessarily represent a health hazard if managed properly. Any building design, renovation, carpet removal, floor tile, sheet vinyl removal/replacement or demolition of MCAS Yuma facilities must be surveyed, prior to work start, to ensure that workers and occupants are protected.

Chapter 12

Training Plans and Coordination

12000. Background. A number of regulations, orders and policies require training to protect personnel and the environment. This Chapter provides a general guide to training required under this instruction. Contact the Environmental Comprehensive Environmental Training and Education Program (CETEP) Manager or Environmental Director at 269-3201 for further information on environmental training.

12001. Action

1. The CETEP Manager for MCAS Yuma is directly responsible for the Environmental Director to shall carry out all such duties assigned in reference (a).

2. Record Keeping Requirements

a. Records (training certificates, training rosters, and licenses) shall be maintained by personnel and/or their supervisor to document that training is current, and shall indicate the expiration date of this training, where applicable.

b. The CETEP Manager shall retain copies of hazardous waste training records as long as the individual that was trained is assigned to the unit and for five years following the trainee’s departure from MCAS Yuma. Additional HW training requirements are found in 40 CFR 265.16.

c. Retain all other required training records (air, water, etc) for five years following the trainee’s departure from MCAS Yuma, in accordance with reference (a).

3. Course Listing. This list is not comprehensive, as law or policy may require additional training for key personnel.

COURSE NAME/DESCRIPTION	TARGET AUDIENCE	SOURCE(S) OF TRAINING
40-Hour Hazardous Waste Training (Initial)	Personnel assigned by their unit or department as HW Officers, Managers, Coordinators, and their alternate(s).	MCAS Yuma Environmental Department DSN 269-3201
Hazardous Waste Training (Refresher)	Annual refresher required for HW Officers, Managers, Coordinators, and their alternate(s).	MCAS Yuma Environmental Department, DSN 269-3201
USEPA Ozone Depleting Substance (ODS) Handler's Training	All military and civilian personnel that maintain, test, repair, service, or dispose of equipment containing ODS.	CECOS Port Hueneme, CA 805-982-2895 DSN 551-2895
OSHA Level IV Asbestos Awareness Training	All installation personnel working in or performing custodial work in asbestos-containing buildings at MCAS Yuma.	MCAS Yuma Environmental Department DSN 269-3201
Hazard Communication	All personnel who have hazmat in their work centers.	MCAS Yuma Department of Safety and Standardization (DOSS)
XRF Operator's Course	Personnel designated in writing to use the XRF Portable Lead Analyzer.	MCAS Yuma Radiation Safety Officer
Air Pollution Stack Monitoring	Personnel conducting stack emission opacity measurements.	MCAS Yuma Air Quality Manager, 269-3201
Water Quality and Aquifer Protection	All hazmat users.	MCAS Yuma Water Quality Manager, 269-3201
Asbestos and Lead-Based Paint Inspectors, Managers, and Supervisors	Personnel assigned to conduct asbestos inspections of buildings/facilities, or those who plan and supervise asbestos work.	NAVOSHENVTRACEN 757-445-8778 DSN 565-8778

Hazmat Control and Management Technician	E-5 to E-7 personnel assigned to HM manager duties within their organization.	NAVOSHENVTRACEN 757-445-8778 DSN 565-8778
Best Management Practices	Personnel working in facilities covered by a site-specific storm water pollution prevention plan.	MCAS Yuma Water Quality Manager, 269-3201.

Chapter 13

Environmental Procedures for Recovering Military Munitions

13000. Policy. MCAS Yuma personnel are to be available to advise and assist civil authorities when they are not capable of responding. This guidance must be closely followed. Deviating from this procedure could place MCAS Yuma and personnel in a situation where the liabilities could be unacceptable. Note that there are two different sets of procedures for the states of Arizona and California, since laws between these two states differ significantly. Authority to deviate from this procedure must be obtained from the Environmental Quality Division Director or the Environmental Department Director.

13001. Munitions Originating within the State of California

1. Permits. If the munitions response is the result of a request for assistance from civil authorities or non-DoD entities on non-DoD property:

a. The requesting agency is to obtain an emergency permit from the California Department of Toxic Substances Control (DTSC) [Karen Baker at (714) 484-5423 or Watson Gin, Waste Programs Director at (916) 324-7193].

b. The responsibility for obtaining this emergency permit is the City, County or other agency requesting our assistance. At no time will personnel from the Environmental Department be authorized to obtain a permit on behalf of another agency without approval from the Director of the Environmental Range Compliance and Inspections or the Environmental Department Director.

c. If the munitions emergency is the result of a direct military incident, such as a vehicle turnover, ordnance dropped or fired off a range, or aircraft mishap off range, the Environmental Department representative will, in consultation with the EOD technician on the scene, obtain the proper permit using the listed criteria found in Paragraphs 2 and 3, below.

2. Emergency Response

a. An explosive or munitions emergency response is defined by DTSC as all immediate response activities by EOD to control,

mitigate, or eliminate the actual or potential threat encountered during an explosive or munitions emergency. This response may include in-place render safe procedures, treatment or destruction and/or transporting those items to another location for treatment or destruction. Any necessary unforeseen or uncontrollable circumstance will not terminate the emergency.

b. As the Explosive or Munitions Emergency Response Specialist (ERS), the EOD technician is the authority that can declare an emergency in the case of munitions or explosives. If the EOD Tech determines that such a condition exists and that acting immediately to remove the munitions or explosive threat will better protect that public safety and the environment, he will then determine if all three of the following conditions exist:

(1) There is a known or expected presence of military munitions, other explosive material, or an explosive device.

(2) There is a likelihood of human exposure.

(3) There is a likelihood of detonation.

c. In order for a situation to be an “immediate threat,” all three parameters must be present. This criterion is the official DoD policy as set forth in the DoD implementation policy (the Military Munitions Rule). If all of the three conditions listed above exist, the incident is classified as an immediate threat to human health and/or property and the environment (Level 1) and no permit (emergency or otherwise) is required [22 CCR, Division 4.5, 66264.1(g) (8) (A) (4)].

d. Another criteria that may preclude the necessity for a permit is if the eminent danger or threat would be increased by a delay while a permit is pursued, this situation may qualify as an “immediate threat” and, therefore, not require a permit. Contact the Environmental Range Compliance and Inspections Division Director to determine if this is a viable option.

3. Non-Emergency Response

a. When the in-place render safe option or the eminent threat increase is not a consideration and, in the opinion of the ERS, an emergency exists, a different set of rules may apply. In

a situation where no threat to public health, public safety, property or the environment is evident, a permit may or may not be required according to some defining criteria.

b. When this threat is not evident, notification must be given to DTSC prior to any actions being taken that may require a permit. All situations meeting this requirement will be considered on a case-by-case basis. The stated purpose of this notification is to:

(1) Maximize opportunities for public notification and participation.

(2) Facilitate cooperative decision-making between DTSC and the ERS in determining the most appropriate course of action.

(3) Assure that, whenever possible, based on human health, public safety, property and the environment, the procedural requirements for permitting are observed.

c. This information will be used to allow DTSC to decide (with extensive input from the explosive specialist) whether actions should be taken without an emergency permit, with an oral emergency permit to be followed by a written emergency permit, or with a full permit.

d. DTSC will require additional information concerning the name and phone number of the appropriate contact person. When assisting the civil authorities, the name and number of the contact person from the city, county, state or other federal agency will be used. The contact person will not be personnel from MCAS Yuma.

e. The Environmental Reporting System must then provide to DTSC:

(1) A description of the waste (including how the waste was generated).

(2) An explanation of what makes each item in the inventory unstable such that an emergency permit for onsite treatment would be necessary.

(3) An explanation for why the emergency cannot be dealt with through the normal permitting process.

(4) A description of the feasible alternatives to the onsite treatment option.

(5) A description of the potential effects of each treatment option discussed (to include the effects if the action is taken and the effects if the action is not taken), a description of the projected geographic area that might be impacted by this action, a description of the mitigation measures that might alleviate the effects of the situation for health and safety, property and environmental effects, provide a list of all governmental permits that would be necessary to address the situation, and provide a mailing list of all residents, businesses, appropriate local agencies and other interested parties within the affected area. This, too, is a requirement best left to the city, county, state or federal agency requesting the assistance, per Title 22, CCR 66265.1.

f. Once all of this information is received, DTSC will determine which permit (either emergency or regular) is necessary and select the appropriate and approved waste management technology, (Title 22, CCR 66265.1).

g. Once the Level 1 threat portion of the response is completed, the response action will revert to a Level 2 and require a permit action. That means that once the “immediate threat to human life, health and safety, property or the environment” is eliminated, the response becomes an “imminent and substantial endangerment” [(Level 2) response for the rest of the response action, (Title 22 CCR 66265.1 (c)].

h. If the remaining response cannot be considered a Level 2 imminent and substantial endangerment to human health or the environment, the remaining response action is subject to the requirements of hazardous waste management under Resource Conservation & Recovery Act of 1976 (RCRA), (Title 22, CCR 66265.1).

13002. Munitions Originating in the State of Arizona

1. If the munitions response is the result of a request for assistance from Civil Authorities or Non-DoD entities on non-DoD

property the regulations contained in Federal environmental law (40 CFR 265.1(c)(11) and 40 CFR 266 Subpart M) apply as follows:

a. Generators and transporters involved in an immediate response are exempt from permitting. There are two significant details that need to be remembered:

(1) Any person who continues or initiates hazardous waste treatment or containment activities after the immediate response is over is subject to the full weight of regulations [(40 CFR 265.1 (c) (11)].

(2) The ERS, Federal, State, Tribal, or local official, acting within the scope of his/her official responsibilities, determines that immediate removal of the material is necessary to protect human health and safety and/or the environment, that official may authorize the removal of the material by a transporter who does not have an EPA identification number and without the preparation of the Uniform Hazardous Waste Manifest (40 CFR 266.204).

b. In the case of military munitions, the responding ERS's organizational unit must maintain/retain records for three years identifying the dates of the response, the responsible person responding, the type and description of the material, and its disposition [(40 CFR 265.1 (c) (11)].

c. After the emergency is determined to be over by the ERS, any additional waste management activities may be subject to the Resource Conservation and Recovery Act (RCRA) hazardous waste management rules contained in 40 CFR 261 thru 268, 270, 124 and Section 3010 of RCRA (62FR6622, Wednesday, February 12, 1997).

d. If the additional wastes are deemed to be an "imminent and substantial endangerment to human health or the environment," (in other words, can the response action be delayed, without compromising safety or increasing the risk long enough to obtain an emergency permit) a temporary emergency permit may be issued to a facility to treat, store, or dispose of a hazardous waste. This permit may also be issued orally if followed by a written permit within 5 days and does not exceed 90 days in duration (40 CFR 270.61 and A.A.C. R18-8-270).

e. The federal statutes prohibit the storage, treatment, or disposal of toxic or hazardous materials (including explosives) that are not owned by DoD with some exceptions. The one exemption that applies to this situation is, “the temporary storage or disposal of explosives in order to provide emergency lifesaving assistance to civil authorities” and must be considered when improvised explosive devices that are not DoD munitions are to be disposed of at the MCAS Yuma Munitions Treatment Range (MTR) (10 USC Section 2692).

2. If the munitions emergency is the result of a direct military incident, such as a vehicle turnover, ordnance dropped or fired off a range, or aircraft mishap off range, the Environmental Department representative will, in consultation with the EOD technician on the scene, obtain the proper permit using the listed criteria found in paragraphs above.

Chapter 14

Hazardous Material Consolidation Program

14000. Background

1. CNO ltr 5090 of 25 Apr 95 sets forth policy guidelines concerning the implementation of the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1990. The Executive Order (EO) 13143 and EO 13423 calls for DoD Activities to comply with all environmental regulations to include EPCRA. It also calls for DoD Activities to reduce the quantity of hazardous waste generated through the minimization of hazardous material stocks and the identification of non-hazardous materials as alternatives.

2. Reference (a) mandates the implementation of HCP on all Marine Corps Installations. The HCP objective is to reduce the amount of HM used and HW generated by up-front HM Control in procurement, supply, and use by employing the Marine Corps HCP. The HCP strives to reduce the amount of HM used and HW generated through HM life-cycle control and the management of HM. The HCP employs sound HM management practices such as:

a. Establish and implement procedures to control and manage HM using methods to track and minimize the types, variety, and quantities of HM procured, stored, used, and ultimately disposed, via an HCP.

b. HCP management procedures must include centralized HM information management and material reutilization, development, and enforcement of an HM AUL to prevent unauthorized HM procurement and use and centralized HM storage and issuance to an extent which does not inhibit or conflict with installation or activity mission requirements.

c. Comply with EPCRA, sections 311, 312, 313 and Arizona emissions reporting requirements.

3. MCAS Yuma has formed a HCP Committee to accomplish the policy guidelines set forth in the CNO letter and MCO.

14001. Requirements

1. Each unit, department, and tenant including but not limited to deployed units and aircraft or facility maintenance contractors shall follow guidelines set forth in this order and other requirements as directed by federal or state laws, MCO or policy, or the HCP Committee.

2. The Environmental Director or their designated representative(s) shall:

a. Ensure HCP goals and practices are adhered to in accordance with Marine Corps and DoD policies.

b. Provide program oversight to the Base Services Department, HCP Cell during implementation and maintenance of the HCP and the chosen data management tool, HMMS.

c. Establish a HCP Committee composed of station stakeholder and Tenant activities. Committee personnel will monitor HCP goals and practices and facilitate the implementation and maintenance of the HMMS material, waste, air, and other applicable modules; examine possible means of reducing hazardous material stock levels and make alternative recommendations for non-hazardous material.

d. Act as the main HMMS site point of contact to the DOD HMMS Program Management Office, the Marine Corps HMMS Program Manager, and the HMMS Contractor. The site point of contact will act as the liaison between these authorities and installation personnel.

3. The Base Services Department Director or their designated representative(s) shall:

a. Establish the HCP Cell and adhere to established HCP goals, practices, and mandates to initiate a Hazardous material Consolidation Program using HMMS.

b. Ensure the HCP Cell serves as the coordinating activity to ensure the installation of HAZMAT services required by operating forces are adequately planned and provided, and to support the successful accomplishment of the installation commanders' missions. They will be the point of entry for all

hazardous material requisitions and requests by tenant and station units aboard MCAS Yuma. Customers may check with BSD/HCP personnel to determine the availability of material through HMMS by contacting the HCP Cell. The BSD Department, HCP Cell will accommodate hazmat requests using, but not limited to, the following types of procurement methods:

(1) Revolving funds used to purchase and replenish material. Station and tenant activities that participate in the revolving fund contribute to replenish "A" condition material. Station and tenant activities will contribute to the fund on a quarterly basis. HCP Cell personnel will manage "A" condition material to ensure that replenishments meet the HCP goal. Cost Avoidance (C/A) Materials are items available to authorized customers "Free" of charge through HMMS. If the activity deploys, the materials will be turned in to the HCP cell for redistribution. In the event that excess material is obtained it must be returned in accordance with HCP mandates for reissued.

(2) Reimbursable accounts used to purchase material are used to fill activity requirements, but stock will not be maintained at the HCP Cell. In the event that excess material is obtained and must be returned in accordance with HCP mandates, activities cannot be assured that excess material can be reissued on a "no-cost" basis. If the activity deploys, the materials will be turned in to the HCP Cell for redistribution.

(3) Direct Cite. Material requests submitted via HMMS by Units using Direct Cite are considered approved and funded. The BSD does not possess funding for these units. BSD is responsible for the tracking on these documents and reports to the comptroller on a monthly basis once expensed.

(4) Purchase Card. Material requests submitted via HMMS by Units using the Purchase Card Module are considered approved and funded once notified in the HMMS. The BSD does not have any financial responsibilities for these units. Material purchased in this manner comes from the activity's line of accounting.

c. During normal working hours and within four hours of receiving an order; deliveries will be made from on hand stock. If requested material is not available from stock, Base Services

Department, HCP Cell will research availability and obtain material via fastest traceable means.

d. Authorized Use List (AUL). The Base Services Department, HCP Cell will maintain and review the AUL, as established and approved by the Environmental Department, using HMMS, no less than annually.

e. Participate in HCP Committee meetings as published by the Environmental Director or their appointed representative.

f. All items issued from Base Services Department, HCP Cell will be bar-coded for waste stream tracking of empty containers.

g. The HCP Cell is responsible for compliance with all environmental regulations contained in reference (b) through (d) and this station order, pertaining to the handling, storage, and spill control/reporting of hazardous material within their control. All instructions concerning compatibility of storage and safety readiness will be complied with.

h. Inform the Environmental Department of all requests from units intending to deploy to MCAS Yuma desiring to bring hazardous materials aboard the installation and not obtain them from the HCP Cell.

4. HCP Applicability. Each unit, department, and tenant including but not limited to deployed units and aircraft or facility maintenance contractors shall participate in the installation HCP and the chosen data management tool.

a. HMMS Issue Point Operator(s). Unit Primary/Alternate Emergency Coordinators appointed in accordance with Chapter 2, paragraph 2000(4) of this Station Order will serve as their respective unit’s HMMS Issue Point Operator(s) and as a System User.

b. Each Issue Point must have a Primary and a sufficient number of alternate Issue Point Operator(s) to effectively manage any/all of the unit’s hazardous material on hand (i.e. main side issue points/cannon complex). It is acceptable to designate Alternate Emergency Coordinators as primary and alternate Issue Point Operators if needed to accomplish the

unit's staffing requirements so long as they are appointed in accordance with Chapter 2, paragraph 2004 of this Station Order.

c. Primary/Alternate (P/A) Issue Point Operators and/or HMMS System Users must present an endorsed copy of their Primary/Alternate Emergency Coordinator assignment letter (Appendix R) to HCP Cell personnel prior to obtaining system access or user training. Personnel without appointment letters may be loaded with view only access.

d. No person is authorized to share HMMS log-on credentials with anyone at any time.

14002. Action

1. Implementation Procedures. Implementation of additional units, contractors, and others into the HCP/HMMS will require an implementation packet requesting information needed to establish the unit and create the Issue Point within HMMS.

a. Implementation packet is due back to the HCP Cell within ten working days after receipt.

b. Standard implementation for transitioning an organization's Hazardous material into the HMMS will be by attrition where non-bar coded material will be replaced with bar coded material by utilization and reordering through the HMMS over an approximate 30 day period. Alternate methods for transitioning an organization's Hazardous material into HMMS are available to meet mission requirements but must be agreed upon beforehand with the HCP Cell.

c. Non-bar coded material is not authorized to be used, stored or otherwise possessed by the unit after 30 days of the organization's initial implementation. All such material shall be returned to the HCP Cell for proper disposition.

2. Employee Maintenance. Issue Point Operators are responsible for all Employee Information maintenance.

a. All available fields should be completed to the best of the Issue Point Operators knowledge.

b. Each entered employee should be loaded to any/all appropriate zones with correct supervisor information loaded for each zone. Employees can be loaded to multiple zones' within the Issue Point.

c. If an employee does not have any zones' loaded in his/her record, they will not be able to check out Hazardous materials.

d. When loading military personnel load the RANK as the first name. If loading civilian personnel load their first name.

e. When loading personnel that have come from another unit using HMMS on MCAS Yuma make sure to "Search" for a previous Employee I.D. before creating a new Employee I.D.

f. Employee I.D. Bar-Code labels are available to each Issue Point by request. Please contact the HAZMAT Office (928-269-3323).

g. Those requiring use of hazardous materials must be listed in HMMS as an Employee and be attached to a Zone within the Issue Point to request any/all hazardous materials from the Point of Issue. This must be met to ensure compliance with all policies and regulations.

3. Job Positions. It is the Issue Point Operator(s) responsibility to create any/all job positions that have not been created previously when loading new/updating Employee Records.

4. Material Authorizations Requests. The Base Services Department, HCP Cell and HMMS will maintain the Authorized Use Lists (AUL) by Zone, electronically. Authorization Requests are required in the event an Issue Point wants to purchase a material that has not previously been located on any of the Issue Points' Zones' AUL or they would like to authorize a product for use in more than one Zone; in which it is currently authorized in only one Zone.

a. All available fields should be completed to the best of the P/A Issue Point Operator's knowledge.

b. P/A Issue Point Operator(s) must fill out an Authorization Request completely and to the best of their knowledge.

c. Once Authorization Requests have been submitted; they will follow a workflow that has been established in HMMS.

d. Authorized Use Lists will be updated and reviewed by the Issue Points as personnel or the Issue Point's hazmat requirements change, but no less than annually.

e. HCP Cell, Environmental Department, and Department of Safety and Standards (DOSS) reserve the right to deny Authorization Requests at their discretion and must provide a reason for the denial.

5. Order Request

a. As defined in this order, all material to be ordered must have prior approval by an Authorization Request and/or be located on the Issue Points' Zones' Authorized Use List (AUL).

b. Orders shall only be placed by P/A Issue Point Operators.

c. All available fields should be completed to the best of the P/A Issue Point Operator(s) knowledge.

d. During normal working hours and within four hours of notification that the material is needed, deliveries will be made from on hand stock. If requested material is not available from stock, Base Services Department, HCP Cell will research availability and obtain material via fastest traceable means.

e. After normal working hours the Base Services Department duty personnel will handle any emergency request. To contact BSD Duty personnel call 269-2222 and listen for options.

f. When placing an order for a non-supply source item that is not in stock; it is required that a vendor for procurement be listed in the "Comments Box" in the Order Screen (e.g. Home Depot, www.batteryweb.com) etc. If a supply source is unknown, contact the Hazmat Office for further instruction. If no source

of supply is listed, the Hazmat Office reserves the right to deny the order.

g. All organization's HW Coordinators/Issue Point Operator(s) are responsible to ensure that their activities limit on hand hazardous material quantities to avoid excess material in accordance with HCP mandates.

h. Primary or Alternate (P/A) Issue Point Operator(s) may check status of orders by calling the Hazmat Office (928) 269-5301 or (928) 269-5364.

6. Purchase Cards

a. Hazardous material will not be purchased by unit credit card holders unless it is authorized by the HCP Cell and the activity is set up to use the HMMS Purchase Card Module.

b. All credit card purchases of hazardous material must be authorized for purchase using a Purchase Card Request in HMMS. The Purchase Card Request cannot be placed unless the item that has been requested is on the unit's Authorized Use List. If the material that is to be ordered is not on the requesting unit's AUL; the Base Services Department, HCP Cell personnel must have the contractor, or requesting unit place an Authorization Request in HMMS. All material must be approved and entered into HMMS prior to ordering any HAZMAT. Once the request is approved, the credit card holder must inform the vendor that he may not change or substitute the material ordered and that the shipping container must meet the criteria for hazardous material packaging. All received material must be routed through the HCP Cell for bar coding and tracking.

c. Purchase Card Requests can only be placed by P/A Issue Point Operators. P/A Issue Point Operator(s) must wait for approval from the HCP Cell before any/all purchases of any/all hazardous materials are made.

d. All available fields should be filled out completely.

e. During normal working hours and within four hours of Purchase Card Request Material Arrival at Station Receiving; deliveries will be made from the HCP Cell.

7. Transfers

a. It is at the P/A Issue Point Operator(s) discretion whether or not they wish to transfer material to another Issue Point.

b. The requesting P/A Issue Point Operator(s) must ensure that the material that is being requested is on their Authorized User List (AUL). If the material requested is not on the AUL it cannot be issued.

c. When transferring material to another Issue Point, verify the serial numbers you are transferring.

d. P/A Issue Point Operator(s) should be aware that the serial numbers that have been transferred will remain on their inventory until the P/A Issue Point Operators at the requesting Issue Point receives the material in; therefore the transferring P/A Issue Point Operator(s) and the requesting P/A Issue Point Operator(s) are responsible for ensuring the material transferred is received into the requesting Issue Point by close of business/end of work shift on day of transfer.

8. Receiving Material

a. All material is to be received in by the P/A Issue Point Operator(s) by the Close of Business, end of work shift each day.

b. Serial numbers must be physically verified before receiving material in via HMMS.

c. At the P/A Issue Point Operator(s) discretion shelf-bins can be established in HMMS as a way of “organizing” your inventory. To have shelf-bins created, contact the HCP Cell (928-269-3323).

d. Use existing shelf-bins when receiving in your serial number(s) by selecting the List of Values near the shelf-bin field.

e. If an Issue Point Operator(s) decides that serial number(s) transferred by the HCP Cell need to be rejected, please call the HCP Cell for notification purposes (928-269-

3323). If no notification is given within 24 hours of rejection, serial numbers will be re-transferred to the rejecting Issue Point.

9. Issues

a. All material (exclusions may apply as authorized by the Environmental Department) must be issued as requested each day.

b. Items must be issued out using HMMS as they are being used. Paper logs are not an acceptable form of reporting once implemented on HMMS; however, paper logs may be used for issuing purposes in the event the HMMS server is temporarily down.

c. If paper logs are used as a backup in the event HMMS is down; they must accurately reflect the Issue Point's inventory and entered in the system once HMMS connectivity is restored.

d. P/A Issue Point Operator(s) cannot issue material to workers if they are not loaded as employees in HMMS. It is the P/A Issue Point Operator(s) responsibility to maintain any/all employee record information within HMMS.

e. The Environmental Department and HCP Cell will evaluate and determine the disposition of all hazardous material items found in any MCAS Yuma workspace without a bar code.

10. Turn-In

a. All material that has been issued must be turned in by the Close of Business, end of work shift each day.

b. It is the P/A Issue Point Operator(s) responsibility to ensure that the material that is checked out is brought back to the Point of Issue each day and turned in.

c. Some National Stock Numbers (NSNs) are listed as Automatic Turn-In items; which means they will automatically turn themselves in within a specific time range. For more detailed information regarding which NSNs this affects contact the Hazmat Office (928) 269-3323.

d. When turning in material it is the P/A Issue Point Operator's responsibility to ensure that the "status in"

reflects the actual status of the material; i.e. empty, used material.

e. Issue Point Operator(s) with assistance from their HW Coordinator as needed will be responsible for making Hazardous Waste determination on empty containers and insuring compliance with all regulations and recycling requirements throughout the disposal process.

f. Empty hazardous material containers will be disposed of in accordance with current instructions relating to the disposal of hazardous material/waste containers.

11. Shelf Life Extension Date (SLED)

a. All materials Shelf Life must be managed and maintained by the P/A Issue Point Operator(s)in accordance with DOD Shelf Life Management Manual, 4140.27-M.

b. P/A Coordinators or Issue Point Operator(s) may have the ability to become qualified to update their Shelf Life through HMMS; to obtain Shelf Life training contact the Hazmat Office (928) 269-2409.

c. If P/A Coordinators or Issue Point Operator(s) determine that they would like to update their Issue Point’s expired material; they will need to come to the Hazmat Office to have their labels reprinted unless equipped with a barcode printer.

d. If P/A Coordinators or Issue Point Operator(s) determine that they would like to have the Hazmat Office update their expired items, they must bring them to the Hazmat Office.

12. Kit/Build Break

a. Certain Issue Points will have the capability of creating “site built” kits to accomplish mission readiness. These kits are assembled at the Issue Point Operator’s discretion and are not mandatory.

b. Kit Definitions are required before a Kit Build can be accomplished. Kit Definitions can be created by the HCP Cell by calling (928) 269-3323.

13. Product/MSDS Search. Systems User's have the ability to search for MSDS'S that have been entered into HMMS. The Product/MSDS search can assist in researching NSNs that may be on your AUL, along with searching for manufacturer information, container size, unit of issue etc.

14. Queries. System User's can use a variety of querying options to evaluate the Issue Point's inventory. It is at the System User's discretion which type of querying option to use.

15. Server Down Procedures. In the event of scheduled or unscheduled maintenance resulting in system outage, it is the responsibility of the Issue Point Operator(s) to ensure serial number integrity is accounted for.

a. Hazardous materials may be issued to employees as they request it; however the serial number, employee I.D., weight out and weight in needs to be captured. This can be done by using a paper log backup. All paper logs must accurately reflect HMMS inventory once outage is restored.

b. Any Issue Point requiring Hazardous material to be ordered due to an emergency or mission requirement while there is a system outage can be ordered by placing a call to the HCP Cell (269-5301/5364).

c. Any Issue Point that orders and receives Hazardous material during a system outage must place an order for the received material in HMMS once the outage is restored with annotation referencing the order to the system outage.

16. Unit Deployments

a. Unit Deployments Outbound. When units that are implemented with HMMS are deployed to off station sites they need to do the following:

(1) Inform the HCP Cell of the deployment at least 30 days in advance so that appropriate information can be loaded into HMMS.

(2) Transfer serial numbers of material that is to be taken on deployment to Issue Point "OFF SITE".

(3) Receive in serial numbers at “OFF SITE” Issue Point and put them in your unit’s assigned shelf/bin location.

(4) When returned from deployment any Hazmat that was returned used/empty must be issued in the “OFF SITE” Issue Point to the unit’s default employee. If your unit does not have a default employee you can contact the HCP Cell (269-3323). When issuing the material use building code “OFF SITE”.

(5) After issuing the material it must be turned-in. Once turning in the items, select your units Issue Point and the correct shelf/bin location of where it is to be stored in your issue point. Then proceed to turn the item in with the correct status.

(6) Serialized waste that has been brought back can be put into a container from the turn-in screen.

a. Unit Deployments In-bound. When units are deploying to MCAS Yuma and their hazardous materials are not furnished by a station or tenant activity, the unit is not authorized to bring hazardous materials aboard the installation without written approval of the HCP Cell. The deployed unit must obtain their hazardous materials used at MCAS Yuma from the HCP Cell. To do this the deployed unit must contact the HCP Cell 45 days prior to the date the materials are required. The unit will provide a list of requirements to contain nomenclature, NSN or part number, manufacturer, unit of measure, unit of issue (as provided by FEDLOG or Manufacturer) and quantity requested. HCP Cell will work up a price estimate and check availability of the products and provide the results to the requesting unit. The requesting unit will then contact the MCAS Yuma Comptroller Department (DSN 269-2903) to arrange to have funding in place. Once funding is in place it is the unit’s responsibility to contact the HCP Cell to place the material on order. All order requests must have a minimum 30 day lead time for processing and ordering of the hazardous material to ensure mission requirements are met.

b. The process described herein to obtain hazardous materials while deployed to MCAS Yuma does not circumvent the requirements for the Logistical Support Request (LSR) that is coverd under a separate Station Order.

17. Peripheral Equipment.

a. Initial issue will consist of one (1) scale with cables, one (1) hub with cables, one (1) barcode scanner with cables. When a printer is issued the initial issue will also include (1) roll of thermal transfer labels and one (1) roll of heat transfer ribbon.

b. Calibration of the peripheral equipment is the responsibility of the individual activity.

c. Replacement due to normal wear, malfunction, malicious vandalism, or carelessness will be the responsibility of the individual activity.

d. Consumables will be the responsibility of the individual activity to maintain and procure. Information regarding where to purchase can be obtained from the HCP Cell.

14003. Training. Training on the HMMS will be required for all new users and provided by the HCP Cell personnel (928-269-3323).

14004. Inspections. Station Environmental Department, Base Services Department, HCP Cell personnel, and Station Safety personnel have the authority to conduct random, unannounced, spot inspections of each activity’s work spaces aboard the Station and inspect for unauthorized and/or non-bar coded hazardous material.

14005. Applicability. This instruction does not pertain to explosives or aviation fuels.

Chapter 15

Ranges

15000. Secondary Containment on Ranges

1. As a best management practice, secondary containment is used around fuel storage, fuel tanks/sources, fuel transport vehicles, and tactical vehicles while operating on any MCAS Yuma ranges or any properties under the purview of the Commanding Officer of MCAS to ensure compliance with State and Federal water quality laws.

2. Secondary containment is required for all vehicles and equipment that are loaded with containers (drums, and tanks) of HW, substances or materials parked in any area under the control of the Commanding Officer of MCAS Yuma.

3. Drip pans are required for tactical vehicles that are leaking fluids from the fuel tank, engine, or transmission transfer case whenever they are parked long enough to accumulate a stain on the soil or a puddle on asphalt.

APPENDIX A

INSPECTION CHECKLIST FOR HAZARDOUS WASTE
SATELLITE ACCUMULATION AREA

LOCATION: _____
WEEK ENDING: _____

CHECKLIST DATE	DATE/TIME	CONDITIONS FOUND	CORRECTIVE ACTION	SIGNATURE
CONDITION OF CONTAINERS				
CONTAINERS CLOSED				
LEAKS				
AISLE SPACE				
LABELS VISIBLE				
LABELS FILLED OUT				
WARNING SIGNS POSTED				
SAFETY EQUIPMENT AT SITE				
SPILL ABSORBENT				
SUMP CLEAN				
GATES LOCKED				
COMPATIBILITY				

PROBLEMS MUST BE CORRECTED PROMPTLY. CONTACT ENVIRONMENTAL (928-269-3201) IF ADDITIONAL ASSISTANCE IS REQUIRED.

APPENDIX B
REPORT OF SPILL

StaO P6280.3H
7 Oct 10

United States Marine Corps
SQUADRON/UNIT NAME
SQUADRON/UNIT ADDRESS
SQUADRON/UNIT PHONE NUMBER

6280
DATE

From: SQUADRON/UNIT COMMANDING OFFICER
To: Range Compliance and Inspection Division, Environmental Department

Subj: SPILL REPORT, SERIAL NUMBER XXX

1. In compliance with existing directives, the following spill report is submitted.

2. **DATE AND TIME OF SPILL**:

3. **COMMANDING OFFICER OF UNIT AND PHONE NUMBER:**

4. **QUANTITY OF SPILL:**

6. **TYPE OF MATERIAL:**

7. **ACTION TAKEN:**

a. RESPONSE/RECOVERY UNIT:

b. CONTAINMENT EFFORTS AND RECOVERY EFFORTS:

c. EXTENT OF INJURIES/ASSESMENT OF HAZARD EFFECTS TO HUMAN HEALTH OR ENVIRONMENT:

d. QUANTITY AND DISPOSITION OF CLEANUP MATERIAL:

9. **NOTIFICATIONS (NAME/ DATE/ TIME)**:

SIGNATURE

Copy to:
Files

APPENDIX C

Environmental Awareness Course Agenda
MCAS Yuma

Day One

Time	Transition	Module Topic	Instructor
0730-0750	Introduction/ Roll Call		CETEP
0750-0910	Module 1	Laws and Regulations	Mr. Tom Sheffield
0910-0920	Break		
0920-1020	Module 2	National Environmental Policy Act (NEPA)	Mr. Joe Britain
1020-1030	Break		
1030-1130	Module 3	Sustaining Water Quality	Mr. Bill Shepherd
1130-1230	Lunch		
1230-1330	Module 4	Air Permits and PM-10	Ms Marie Stewart
1330-1340	Break		
1340-1510	Module 5	Personal Safety	Mr. Pedro Moreno
1510-1550	Day One Review		CETEP
1550-1600	Clean up		CETEP

Day Two

Time	Transition	Module Topic	Instructor
0730-0740	Welcome /Roll Call		CETEP
0740-0850	Module 6	Hazardous Properties and Health and Environmental Effects	Mr. Pedro Moreno
0850-0900	Break		
0900-1000	Module 6 (*Continued)*	Hazardous Properties and Health and Environmental Effects	Mr. Pedro Moreno
1000-1130	Module 7	Compatibility	Mr. Joe Britain
1130-1230	Lunch / Clean up		
1230-1330	Module 8	Hazardous Waste Identification	Mr. Bryon Green
1330-1340	Break		
1340-1440	Module 8	Hazardous Waste Identification	Mr. Bryon Green
1440-1540	Practical Application Exercise	***Practical Application:*** Chlor-D-Tect	Mr. Bryon Green
1540-1550	Day Two Review		CETEP
1550-1600	Clean up		

Day Three

Time	Transition	Module Topic	Instructor
0730-0740	Welcome Roll Call		CETEP
0740-0840	Module 9	Generator Standards	Ms. Heather Hoban
0840-0940	Practical Application Exercise	***Practical Application:*** Satellite Accumulation Area	Ms. Heather Hoban
0940-0950	Break		
0950-1035	Module 10	Contingency Planning	Mr. Christian Kost
1035-1135	Practical Application Exercise	***Practical Application:*** *Spill Response.*	Ms. Heather Hoban
1135-1230	Lunch/ Clean-up		
1230-1330	Module 11	Universal Waste	Mr. Pedro Moreno
1330-1430	Practical Application Exercise	***Practical Application***: Lithium Battery	Mr. Pedro Moreno
1430-1440	Break		
1440-1515	Day Three Comprehensive Review/Questions		CETEP
1515-1600	Final Exam		CETEP
1600	Certificates/Dismiss		CETEP

APPENDIX D

ENVIRONMENTAL DEPARTMENT MULTI-MEDIA INSPECTION REPORT
MARINE CORPS AIR STATION YUMA, ARIZONA

UNIT:_____

INSPECTION DATE:_____

INSPECTOR(S):_____
EXTENSION:_____

C.O./DEPT HD:_____
EXTENSION:_____

UNIT REP:_____
EXTENSION:_____

RE-INSPECTION DATE:_____

Purpose and Explanation: To determine if the unit has implemented and maintained an Environmental Management Program for Hazardous Materials and Hazardous Waste. Identify and communicate potential Environmental Program deficiencies and positive findings. The regulatory references should be consulted for more specific information on individual requirements, as this inspection check list is not intended to encompass all aspects of hazardous waste regulations.

HAZARDOUS WASTE DETERMINATION METHOD REQUIREMENT 40CFR PART 262 SUBPART A		**YES**	**NO**	**REPEAT**
262.11 6280.3G(4001)	HAS THE GENERATOR EXAMINED EACH SOLID WASTE TO DETERMINE IF ANY ARE HAZARDOUS WASTE?			
262.40(c)	HAS THE GENERATOR DOCUMENTED THE WASTE DETERMINATION IN WRITING AND RETAINED RECORDS FOR THREE (3) YEARS?			
TRAINING AND RECORDS REQUIREMENT STAO 6280.3G		**YES**	**NO**	**REPEAT**
6280.3G DISTRIBUTION B	DOES UNIT HAVE A COPY OF StaO 6280.3G?			
CHAPTER 2 PARAGRAPH 2000(4)	HAS THE HAZARDOUS WASTE OFFICER, MANAGER, COORDINATORS AND ALTERNATE(S) BEEN DESIGNATED IN WRITING?			
	NAME BILLET DATE OF LTR			

CHAPTER 2 PARAGRAPH 2000(4)(b)	HAVE FACILITY PERSONNEL SUCCESSFULLY COMPLETED A HAZARDOUS WASTE TRAINING COURSE WITHIN 90 DAYS BEFORE WORKING IN UNSUPERVISED POSITIONS?			
CHAPTER 12 PARAGRAPH 12001	WHEN REQUIRED, HAVE PERSONNEL TAKEN PART IN AN ANNUAL REVIEW OF INITIAL TRAINING PROGRAM?			
MCO 5090.2_	HAS THE UNIT MAINTAINED A TURNOVER FOLDER IN ACCORDANCE WITH THE REFERENCE?			
TRAINING AND RECORDS REQUIREMENT STAO 6280.3G		**YES**	**NO**	**REPEAT**
CHAPTER 2 PARAGRAPH 2000(4)(f) MCO P5090 40 CFR 265.16	HAVE TRAINING RECORDS WITH WRITTEN JOB DESCRIPTION FOR EACH JOB TITLE BEEN MAINTAINED FOR FIVE (5) YEARS?			
CHAPTER 2 PARAGRAPH 2000(4)(d)	DURING DUTY HOURS DOES THE UNIT CONDUCT DAILY AND WEEKLY, HIGH WINDS AND POST STORM HAZARDOUS WASTE INSPECTIONS?			
MCO 5090.2_	ARE ALL DOCUMENTS MAINTAINED FOR A PERIOD OF FIVE (5) YEARS?			
CONTINGENCY PLAN REQUIREMENT STAO 6280.6B		**YES**	**NO**	**REPEAT**
6280.6B	HAS ADEQUATE AISLE SPACE BEEN MAINTAINED TO ALLOW UNOBSTRUCTED MOVEMENT OF EMERGENCY PERSONNEL AND EQUIPMENT?			
6280.6B, PARAGRAPH 4003	HAS THE UNIT DEVELOPED A SITE SPECIFIC CONTINGENCY PLAN IN ACCORDANCE WITH THE REFERENCE(S)? HAS A COPY BEEN PROVIDED TO:			
	1. ENVIRONMENTAL OFFICE			
	2. FIRE DEPARTMENT			
SATELLITE ACCUMULATION REQUIREMENT 40 CFR/6280.3G		**YES**	**NO**	**REPEAT**
262.34.(c) (1)	ARE SATELLITE AREAS UNDER CONTROL OF THE PERSON GENERATING THE WASTE AT OR NEAR THE POINT OF GENERATION?			
262.34.(c) (1)	ARE QUANTITIES LIMITED TO NO MORE THAN 55 GALLONS?			
262.34.(c) (1)	OR ARE ONE QUART ACUTE HAZARDOUS WASTE?			

262.34(c)(2)	ARE EXCESS AMOUNTS OF HAZARDOUS WASTE OR ACUTELY HAZARDOUS WASTE MARKED WITH THE ACCUMULATION START DATE AND MOVED WITHIN THREE (3) DAYS FROM THE DATE EXCESS BEGUN ACCUMULATING?			
265.14(c)	ARE THE SIGNS ON ALL FOUR SIDES WRITTEN IN BOTH ENGLISH AND SPANISH, AND IS IT LEGIBLE FROM A MINIMUM DISTANCE OF AT LEAST 25 FEET?			
265.17(a)	ARE "NO SMOKING" SIGNS POSTED IN HAZARDOUS WASTE AREAS WHERE IGNITABLE/REACTIVE WASTES ARE HANDLED OR STORED?			
6280.3G CHAPTER 4 PARAGRAPH 4002(2)	HAS THE SATELLITE ACCUMULATION AREA BEEN APPROVED PER THE REFERENCE?			
262.34(c)	ARE CONTAINERS BEING MANAGED IN ACCORDANCE WITH THE REFERENCE?			
6280.3G CHAPTER 8 PARAGRAPH 8000(c)(3)	ARE SPILL CONTAINMENTS AVAILABLE, FREE OF CRACKS, DESIGNATED TO DRAIN AND REMOVE LIQUIDS, SUFFICIENT CAPACITY, AND FREE OF STANDING LIQUIDS OR DEBRIS?			
UNIVERSAL WASTE REQUIREMENT 40 CFR PART 273		**YES**	**NO**	**REPEAT**
40 CFR 273	ARE ALL UNIVERSAL WASTES BEING:			
40 CFR 273	1. ACCUMULATED ACCORDING TO THE REFERENCE?			
6280.3G CHAPTER 5 PARAGRAPH 5002(2)(i)	2. ARE ALL UNIVERSAL WASTE(S) BEING TURNED IN TO THE ENVIRONMENTAL DEPARTMENT WITHIN 30 DAYS?			
WATER QUALITY REQUIREMENTS		**YES**	**NO**	**REPEAT**
COY DISCHARGE PERMITS, PART 1 (E)–EFFLUENT LIMITATIONS, AZ GENERAL PERMIT 2002-002	IS THERE ANY EVIDENCE OF ANY DISPOSAL OR RELEASES OF ANY OF THE FOLLOWING NON-PERMITTED MATERIALS INTO ANY DRAIN SYSTEM THAT GOES INTO THE SEWER SYSTEM? SUCH AS FUELS, GASOLINE, GREASE, OR PH LOWER THAN 5 OR HIGHER THAN 11.5			
AAC R18-9-C901 40 CFR 122.26	IS THERE ANY EVIDENCE OF ANY POL PRODUCTS, HAZARDOUS MATERIALS OR			

40 CFR 122.34 NPDES MSGP APP	OTHER MATERIALS (SUCH AS FERTILIZERS OR SOAPS) STORED OUTSIDE OF COVERED CONTAINMENTS SUCH THAT THEY HAVE THE POTENTIAL TO COME INTO CONTACT WITH STORM WATER (RAIN) AND THE RUNOFF WILL NOT BE FULLY CONTAINED TO PREVENT CONTAMINATION OF STORM WATER.			
AAC R18-9-C901 40 CFR 122.26 40 CFR 122.34 NPDES MSGP	IS THERE ANY EVIDENCE OF ANY NON-STORM WATER DISCHARGES FROM ANY SOURCE OTHER THAN THE LIST OF AUTHORIZED NON-STORM WATER DISCHARGES IN THE PERMIT?			
AIR QUALITY REQUIREMENTS		**YES**	**NO**	**REPEAT**
R18-2-730 6280.3G CHAPTER 6	ARE CONTAINERS WITH VOLATILE ORGANIC COMPOUNDS BEING CLOSED IN ACCORDANCE WITH THE MANUFACTURE'S GUIDELINES WHEN NOT IN USE TO PREVENT FUGITIVE EMISSIONS?			
R18-72-730	ARE SOLVENT TANKS AND PARTS CLEANERS OPERATED IN SUCH A MANNER TO REDUCE EMISSIONS?			
6280.3G CHAPTER 6	IS THE UNIT NOTIFYING THE ENVIRONMENTAL DEPARTMENT BEFORE ADDING NEW EQUIPMENT, CHEMICALS OR PROCESSES; OR BEFORE ESTABLISHED EQUIPMENT, CHEMICALS, OR PROCESSES ARE CHANGED?			
R18-2-306	IS THE UNIT MAINTAINING THE REQUIRED RECORDS A MINIMUM OF FIVE (5) YEARS?			
	1. PAINT LOGS (SPRAY GUN OR PAINT BOOTH OPERATIONS)			
	2. FUEL USAGE LOGS(TEST CELLS, ARRESTING GEAR)			
	3. EMERGENCY GENERATORS HOURS OPERATED			
AQUIFER PROTECTION/P-2 REQUIREMENTS		**YES**	**NO**	**REPEAT**
APP P-15568	IS THERE EVIDENCE OF OIL OR OTHER RESIDUAL ON THE GRATE OF THE DRYWELL?			

MCO 5090.2A 17203.c	IS THE UNIT AT A MINIMUM RECYCLING SCRAP METAL, HIGH-GRADE PAPER, CARDBOARD AND ALUMINUM CANS?			
HAZMAT, INCLUDING AND HAZMAT CONTROL PROGRAM REQUIREMENTS FOR NON-HMMS UNITS REGULATORY AUTHORITY STATION ORDER 6280.3G, CHAPTER 14		**YES**	**NO**	**REPEAT**
HCP	FOLLOWING ROUTINE HAZARDOUS MATERIAL INVENTORY, DOES THE INVENTORY LIST INCLUDE THE FOLLOWING MATERIAL?			
	1. PRODUCT NAME?			
	2. NATIONAL STOCK NUMBER?			
	3. MANUFACTURER'S NAME?			
	4. CONTAINER SIZE?			
	5. HAZARD CATEGORY?			
	6. QUANTITY IN POUNDS?			
HCP	DOES THE UNIT MAINTAIN A RECORD OF HAZARDOUS MATERIALS PROCURED AND ISSUED YEAR TO DATE?			
	DOES THE UNIT SUBMIT MONTHLY USAGE REPORTS TO THE ENVIRONMENTAL DEPARTMENT?			
HCP	ARE MATERIAL SAFETY DATA SHEETS (MSDS) AVAILABLE TO ALL EMPLOYEES? AND HAVE THE MSDS'S BEEN REVIEWED FOR PROPER PERSONAL PROTECTIVE EQUIPMENT (PPE) USAGE?			
	HAS THE UNIT CONDUCTED AN AUTHORIZED USE LIST (AUL) REVIEW? DATE LAST REVIEWED: _____			
FOR HMMS UNITS		**YES**	**NO**	**REPEAT**
6280.3G, CHAPTER 14	DOES THE ISSUE POINT HAVE ANY EXPIRED MATERIAL ON HAND?			
6280.3G, CHAPTER 14	DOES THE ISSUE POINT HAVE ANY MATERIAL THAT IS NOT LABELED (BARCODE)?			
6280.3G, CHAPTER 14	DOES THE HMMS LABEL MATCH THE ACTUAL PRODUCT?			
6280.3G, CHAPTER 14	DOES THE ISSUE POINT HAVE ANY MATERIAL IN USE AND NOT CURRENTLY ISSUED THRU HMMS?			
6280.3G, CHAPTER 14.3.c	ARE ISSUE POINT OPERATORS ASSIGNED IN WRITING?			
6280.3G, CHAPTER14	ARE ALL WASTE CONTAINERS CREATED IN THE HMMS SYSTEMS?			

6280.3G, CHAPTER 14	IS THE WASTE BEING APPLIED TO THE APPROPRIATE CONTAINER(S) IN THE SYSTEM?			
6280.3G, CHAPTER 14	ARE MSDS AVAILABLE TO ALL EMPLOYEES? AND HAVE THE MSDS'S BEEN REVIEWED FOR PROPER PPE USAGE?			

APPENDIX E

MONTHLY INSPECTION CHECKLIST HAZARDOUS WASTE ACCUMULATION AREA

MONTHLY INSPECTIONS OF BUILDING 321

MONTH _____ **YEAR** _____

Date	Doors	Drum Cond.	Sumps	>60 Days	Fire Ext.	Phone	Shwr/ Ewash	Spill Eq.	Remarks	Print Name	Signature
01											
02											
03											
04											
05											
06											
07											
08											
09											
10											
11											
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31											

Additional Remarks:

APPENDIX F

NOTICE OF VIOLATION/NOTICE OF NON-COMPLIANCE

6280
3VA
[DATE]

From: Environmental Department Director, MCAS Yuma
To: [UNIT COMMANDER OR DEPARTMENT HEAD]

Subj: NOTICE OF VIOLATION/NOTICE OF NON-COMPLIANCE (NOV/NON)

Ref: (a) StaO 6280.3G
( ) [CITE APPLICABLE REGULATION OR DIRECTIVE]

1. Per references (a) and (...), the following violation(s) were noted during a site visit conducted on (date) _____:

_____
_____

_____
_____

2. This letter is an official notification of a violation of Federal and/or State law, or non-compliance with Marine Corps regulations. Having knowledge of this violation and permitting the violation to continue may result in personal, criminal liability under Federal and State laws and/or actions under the Uniform Code of Military Justice.

3. A written report of corrective action taken on this NOV/NON shall be submitted to the Environmental Department within three working days of your receipt of this letter. A copy of this report will be provided to the Commanding Officer, Marine Corps Air Station Yuma, and to your Commanding Officer/Department Head.

4. Questions regarding this Notice of Violation should be directed to the Environmental Director at 269-3201.

_____
[SIGNATURE]

---

1. I acknowledge receipt of this report.

_____
_____
[PRINTED NAME/SIGNATURE/DATE] [TELEPHONE NUMBER]

Copy to:
CO MCAS Yuma
Unit CO/Dept. Head
MCAS Env. Dept.

APPENDIX G

REQUIREMENTS FOR APPROVAL OF HAZARDOUS WASTE SATELLITE ACCUMULATION AREA

G. General

1. Satellite Accumulation Area (SAA) Criteria

a. Marking on Container

(1) Containers must be marked with the words, "HAZARDOUS WASTE" or by other words that correctly identify its contents.

b. Quantity Limitations

(1) Fifty-five (55) gallons of non-acute hazardous waste.

(2) One (1) quart of acute hazardous waste per 40 CFR 261.33 or a Hazard Code of “H” on 40 CFR 261.31.

c. When Maximum Quantity is Exceeded

(1) An accumulation start date will be marked on the container indicating the beginning of the 90 day accumulation time limit.

(2) The container must be moved within 72 hours to a designated 90-day/180-day generator’s accumulation area.

d. General Requirements

(1) Containers must be compatible (not reactive) with the waste being accumulated.

(2) Containers must remain closed except during transfer operations.

(3) Containers are under the direct control of the operator generating the waste.

(4) SAAs must be located at or near the point of generation.

(5) Containers must be in good condition (i.e., no dirt, corrosion, rust, holes, leaks, etc.) and meet DOT regulations.

(6) SAA must have “No Smoking” signs on all approachable sides.

(7) SAA must have identification signs on all approachable sides. Sign must say ‘No Smoking’ and ‘Satellite Accumulation Area’ (in English and Spanish).

(8) SAA must have adequate secondary containment.

2. Approval. Requests for satellite accumulation areas must be obtained in writing and submitted through the Environmental Department and the Fire Department (see below).

MEMORANDUM [DATE]

From: Hazardous Waste Officer (Activity Name)
To: MCAS Yuma Fire Department
Via: MCAS Yuma Environmental Department (Code 3VA)

Subj: REQUEST FOR SATELLITE ACCUMULATION AREA SITE APPROVAL

Ref: (a) StaO 6280.3_

Encl: (1) Map showing proposed site location
(2) Material Safety Data Sheets

1. Per the reference, request approval to establish a generator's satellite accumulation area at the location shown in enclosure (1). The following is a list of hazardous waste that will be accumulated within the area. Each material safety data sheet is attached as enclosure (2):

_____ _____
_____ _____
_____ _____

2. The satellite accumulation area will be assigned an HMMS Waste Site Collection Code (contact Compliance Officer).

3. Point of contact is _____, extension _____

_____
[SIGNATURE]

- -

FIRST ENDORSEMENT

From: MCAS Yuma Environmental Department
To: MCAS Yuma Fire Department

1. Forwarded, recommending approval/disapproval.

_____
[SIGNATURE]

- -

From: MCAS Yuma Fire Department
To: Hazardous Waste Coordinator [UNIT NAME]

1. Request has been approved/disapproved.

2. Additional comments _____

_____
[SIGNATURE]

Copy to:
Environmental Department

StaO P6280.3H
7 Oct 10

[DATE]

MEMORANDUM

From: Hazardous Waste Officer (Activity Name)
To: MCAS Yuma Fire Department

Subj: REQUEST FOR FIRE EXTINGUISHER(S)

Ref: (a) 40 CFR 265.32

Encl: (1) Map showing Accumulation Area
(2) Material Safety Data Sheets

1. Per reference (a), request you provide the appropriate fire extinguishers for my satellite accumulation site. The following is a list of hazardous waste stored within my area:

_____ _____
_____ _____
_____ _____

2. Enclosure (1) identifies the location of my accumulation pad. Enclosure (2) are the MSDSs for each material.

3. Point of contact is _____, extension _____.

_____
[SIGNATURE]

- -

FIRST ENDORSEMENT

From: MCAS Yuma Fire Department
To: Hazardous Waste Officer, [UNIT NAME]

1. Returned, approved/disapproved as requested.

_____
[SIGNATURE/DATE]

APPENDIX H

LIST OF HAZARDOUS WASTE SPILL, CLEAN-UP, AND DISPOSAL MATERIALS

1. The following items are recommended in spill response kits. To determine which items may be specifically tailored to meet spill response needs based on the types of chemicals stored, consult the material safety data sheet or contact the Environmental Department at 269-3201/5580.

TRASH BAGS	BROOMS
RUBBER COATED LABORATORY APRON	DUST MASKS
FACE SHIELDS	SHOVELS
DISPOSABLE GLOVES (PLASTIC)	SPARK RESISTANT HAND TOOLS AND BUNG WRENCH
PETROLEUM SPILL KIT	FIRST AID KIT AND EYE WASH RINSE FLUID
GLOVE, SHIELD, BOOT, INSULATED RUBBERIZED SUIT	CAUTION TAPE AND TRAFFIC MARKERS
RESPIRATOR W/APPROPRIATE FILTERS (when required by MSDS)	BOOTS
GENERAL PURPOSE FUNNELS	ABSORBENT MATERIAL
RUBBER GLOVES	85 GAL. OVER-PACK STEEL DRUMS WITH LINERS - NSN 8110-01-101-4056
WHITE TYVEK DISPOSABLE SUITS	55 GAL. STEEL DRUMS - NSN 8110-00-292-9783

APPENDIX I
ROGUE DRUM PROCEDURES

I. Rogue Drum Procedures

1. Background. Federal and State laws define discarded or abandoned drums as rogue drums. Rogue drums containing unknown substances from processes of unknown origin may spill, leak, or contaminate ground water. Due to the unknown health and environmental risks that may accompany rogue drums, any drums (or other containers) suspected of containing hazardous waste or hazardous material shall be handled as described in this Appendix.

2. Action

a. All organizations aboard MCAS Yuma will be active in reporting rogue drums in their areas of responsibility. Costs incurred will be initially funded by MCAS Yuma Environmental Department. The reporting unit will not be assessed the cost of handling, sampling, testing, recovering, and disposal, unless that unit is determined to be the source of the abandoned drum.

b. Environmental personnel will provide handling instructions for rogue drums as requested. Rogue drums will be processed through the system as outlined in Chapter 4 of this Station Order.

3. If a rogue drum is discovered, contact Station Environmental at (928) 269-3201/5580.

APPENDIX J

MCAS YUMA COMMANDING OFFICER'S DRUM POLICY LETTER

6280
ENVL
23 Aug 02

COMMANDING OFFICER'S POLICY LETTER 005-02

From: Commanding Officer, Marine Corps Air Station Yuma, Arizona
To: Distribution

Subj: REUSE OF USED DRUMS AND CONTAINERS AT MCAS YUMA

Ref: (a) Title 40 Code of Federal Regulations Part 279
(b) Title 40 Code of Federal Regulations Parts 261 and 262

1. Purpose. To publish station policy on the reuse of used drums and containers.

2. Background

a. Reference (a) requires that all used lubricating oils be returned to recycling centers without unnecessary contamination. Reference (b) requires that a waste determination be conducted on all solid wastes and that generation of wastes be minimized to the greatest extent possible. This is accomplished by reducing, by volume or toxicity, the amount of hazardous waste generated through segregation of waste streams and deterring the mixing of solid wastes with hazardous wastes.

b. Ethylene glycol (antifreeze) and used lubricating oil are not inherently hazardous wastes. They could, when mixed, trigger a trait of a hazardous waste and be subject to regulation. Used lubricating oils, without other impurities, are specifically exempted if they have only a characteristic of a hazardous waste. To introduce another ingredient into the matrix would eliminate this exclusion and subject recyclable material to the stringent laws governing hazardous wastes.

3. Action

a. In order to ensure that MCAS Yuma continues to reduce the amount of hazardous waste generated by organizations aboard the Air Station, the practice of using drums that once contained lubricating oils to recover ethylene glycol must be discontinued. Only drums that once contained ethylene glycol or new drums can be used for this purpose. If the ethylene glycol is not contaminated with oil, to include the iridescent sheen associated with oils, it can be recycled at no cost to the government.

b. Drums once containing oil are not to be rinsed and reused. This practice will either contaminate the soil where the rinsing is being conducted or it will overwhelm the oil/water separators and thus cause a release to the sanitary sewer system resulting in a violation of our wastewater discharge permits. Drums once containing lubricating oils can only be re-used to contain lubricating oils. Rinsing of these drums may create a reportable spill situation or generate a new hazardous waste stream, both of which are regulated by federal regulations.

4. Any deviation from this policy must first be approved by the Environmental Department Director or the Environmental Quality Division Director.

5. If additional information is needed on the re-use of drums and containers, please contact Mr. Fred Daniel, Environmental Quality Division, at 269-3201 or email at danielfe@yuma.usmc.mil.

[SIGNED ORIGINAL ON FILE]
J. J. COONEY

APPENDIX K

SURFACE COATINGS USAGE LOG

Name/Rank: _____
Squadron/Activity: _____ Bldg: _____

Environmental Officer: _____
Month/Year: _____
Phone: _____

DATE	COATING NAME	COATING MFR	PART NO.	NSN	TYPE OF COATING	ITEM PAINTED	AMT MIX RATIO	AMT USED (GAL)	INIT

DO NOT LOG USAGE FOR AEROSOL CAN PAINTING
H\YEAR_____PHONE#_____

APPENDIX L

EXAMPLE GENERATOR'S LOG FOR SATELLITE ACCUMULATION AREAS

At a minimum, the below information shall be maintained for each waste stream, used oil container, etc, by the generator.

DATE	TIME	QUANTITY	TYPE	NAME

APPENDIX M

6280
ENVL
(DATE)

MEMORANDUM

From: Environmental Department, Marine Corps Air Station Yuma, Arizona
To: Record

Subj: WASTE DETERMINATION FOR USED TURBINE ENGINE OIL

Ref: (a) 40 CFR 261 Subparts C and D
(b) 40 CFR 262
(c) 40 CFR 279
(d) MCO P5090.2A
(e) StaO 6280.3F

1. Per the references, the subject material was subject to a waste determination. Used oil is regulated under 40 CFR 279, whether or not the used oil exhibits any characteristics of hazardous waste identified in subpart C of 40 CFR 261.

2. Used oil is regulated in accordance with reference (c), and will be recycled.

3. POC for this matter is Mr. I. M. Marine, Environmental Protection Specialist, phone number 269-xxxx or email at immarine@usmc.mil.

I. M. MARINE

APPENDIX N

UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

IN REPLY REFER TO:

6280
ENVL

Officer in Charge
Explosive Ordnance Disposal Unit
Marine Corps Air Station Yuma
Open Burn/Open Detonation Facility
Munitions Treatment Range

RE: Treatment Required for Land Disposal Restriction; Notification

This is to notify you, pursuant to 40 CFR 268.7 (a)(1), that the wastes referenced below, shipped on manifest number AZ xxxxxxxxx/xxxxx1, are subject to land disposal restrictions specified in 40 CFR 268.40.

Manifest Line #	EPA Waste #	Treatment Group
11a	D003	DEACT/INCIN
11b	D003	DEACT/INCIN
11c	D003	DEACT/INCIN

Wastes meeting the characteristic of reactivity (D003) except for cyanide and sulfide containing materials, must also meet the Universal Treatment Standards contained in 40 CFR 268.48.

I believe this waste, and any residues resulting from the management of this waste, may require treatment to meet applicable standards set forth in 40 CFR 268, Subpart D.

Waste analysis data for these restricted wastes are not required because this notice is based on my knowledge of the waste.

It is your responsibility to assure management of these wastes is in compliance with all applicable conditions and restrictions imposed by law and regulation.

Questions or comments regarding this matter should be directed to the undersigned at (928) 269-3201/5580.

F. E. DANIEL, JR., CET
Director, Range Compliance and Inspections Division

APPENDIX O

6280
ENVL
25 Aug 2005

MEMORANDUM

From: Director, Environmental Department, Marine Corps Air Station Yuma, Arizona
To: Record

Subj: POLICY REGARDING THE USE OF GROUND COVER FOR VEHICLES AND EQUIPMENT ON THE YUMA TRAINING RANGE COMPLEX

Ref: (a) Yuma Training Range Complex Final Environmental Impact Statement dtd Jan 97
(b) Draft Integrated Natural Resource Management Plan dtd Feb 03
(c) Final Biological Assessment for Marine Corps Operations and Training at the BMGR, Arizona dtd 24 Sept 03
(d) DoD Directive 4715.11 Environmental and Explosive Safety Management on OperationalRanges within the United States
(e) Executive Order 12580 Superfund Implementation

1. The references (a) through (c) are documents that apply to the maintenance and management of the Yuma Training Range Complex (YTRC). YTRC includes the Barry M. Goldwater Range (BMGR), Arizona and Chocolate Mountain Aerial Bombing and Gunnery Range (CMGR), California. It covers both ground and air space on both ranges. The CMAGR is the only range available to Marine Corps whose primary mission is to provide full spectrum support for tactical aviation training. The BMGR has been withdrawn for military training being unique in that it has been set aside to the military branch and not the Department of Interior to be managed by the Bureau of Land Management. All Cultural and Natural resources are the responsibility of the Marine Corps and in particular, the Commanding Officer of Marine Corps Air Station Yuma. Reference (d) applies to the sustainable use and management of operational ranges within the United States and to the protection of DoD personnel and the

public from explosive hazards on operational ranges located within the United States. This directive was issued to ensure the long-term viability of operational ranges while protecting human health and the environment. Reference (e) delegates to a number of Federal departments and agencies the authority and responsibility to implement certain provisions of the Comprehensive Environmental Response Compensation and Liability Act (CERCLA). The policies and procedures for implementing these procedures (e.g., carrying out response actions and fulfilling natural resource trusteeship responsibilities) are spelled out in the National Contingency Plan (NCP) portion of this document.

2. In August of 2002 a memorandum was issued by the Director of the Environmental Quality Division establishing a policy that directed Environmental Compliance Officers to require secondary containment for all vehicles loaded with containers of hazardous wastes, hazardous substances and hazardous materials. It further directed that any vehicle that leaked from fuel tank, transfer case, engine or transmission to have a drip pan under the leaking area if the vehicle was parked long enough to accumulate a stain on soil or a puddle on asphalt or concrete. This policy was written prior to the issuance of references (b) and (c). Although it is a good policy that has been adequate and useful on the YTRC, more thought and consideration must be given the new references. It has been stated that these references, (b) and (c), were not intended to address ‘parked’ vehicles on the range. However, both documents discuss parked vehicles and state that temporary ground cover must be provided.

3. Reference (b) points out that “defense agencies must manage land first and foremost so that land use necessary to support military missions can continue while simultaneously ensuring compliance with the suite of laws governing protection of natural and cultural resources. In turn, compliance with environmental and cultural resource laws is necessary to accomplish the military mission.” The mission may also be enhanced by preserving the physical and biological health of the range.

4. Reference (c) is concerned with certain species and not all of natural resources evident on the range. This reference provides an analysis of both interrelated actions (e.g., actions that depend on a greater action for their justification) and

interdependent actions (actions that have no independent utility apart from the action under consideration). The geographical area where Marine Corps activities may potentially affect the Sonoran Pronghorn in the BMGR-West includes the area that lies east of the Gila and Tinajas Mountains. The area between Gila and Tinajas Atlas Mountains and the Baker Peaks and Copper Mountains known as the Lechuguilla Desert is historic Sonoran Pronghorn habitat but has not been inhabited by them for several decades. The only foreseeable effect on this specie is long term effects on the habitat. However, because of legal action by environmental groups, the U. S. District Court for the District of Columbia found that the YTRC FEIS (spell out first) was inadequate in that it did not address the cumulative effect of proposed actions on the pronghorn. The result of this action is that proposed or ongoing activities must be evaluated according to 12 criteria (which includes toxic substances) listed in the BA (spell out first) designed to identify the potential for each activity to have a direct or indirect effect on the pronghorn or its habitat. This analysis also showed that activities west of the Gila and Tinaja Atlas Mountains had no potential effect on the pronghorn or its habitat.

5. Section 2.1.3 of reference (c) contains a table delineating impact from Marine Corps potential to impact the endangered species on BMGR West Ground Actions, BMGR East Ground Actions, and Air Action. Ground support areas are identified as impacting pronghorn current habitat and historical habitat. No other specie, with the exception of the Pierson’s Milk Vetch at the Cactus West Target, were identified as having an impact. Thirty-five ground support areas were established in 1988, mostly in support of WTI. A requirement to support non WTI course exercises exists where these ground support areas would be utilized. Units conducting such exercises would be directed to ground support areas outside of the pronghorn habitat unless specific training requirements mandate the use of support areas within the Mohawk Valley. All units and training exercises will be governed by the same rules of conduct that governs the use of support areas. Ground areas were established to provide approved off-road locations to which Marine Corps ground units could deploy with vehicles, other equipment, and troops to participate in air and ground or ground only training. These areas are considered to be of no significant impact because the management strategy includes preventative precautions such as

containment structures and ground cover for equipment and vehicles.

6. When considering all of the references and the philosophies inherent in developing a mutually acceptable and workable plan to manage the cultural and natural resources and comply with the regulations governing environmental programs, the strategy must be cognitive of the mission and enforceable to be practical. Each of the references addresses the use of designated established roads being used for vehicular traffic. These roads are expected to have vehicles with their inherent problems (i.e., minor leaks from normal usage) and, therefore, vehicles stopped or parked on the designated roads would not require ground cover or containment. If, however, these vehicles have a visible staining from the failure of the equipment or excessive leaking of POL's, then ground cover is necessary. In the off-road areas or on roads not designated as established and authorized for vehicular traffic, if a vehicle is parked more than 4 hours, there is visible staining of the soil, or the sudden or non-sudden release of hazardous substances, then ground cover is required.

7. Comments may be directed to Mr. Fred Daniel, Range Compliance and Inspections Division Director, at 269-3201/5580 or email at frederick.daniel@usmc.mil.

APPENDIX P

PRIMARY AND ALTERNATE COORDINATOR ASSIGNMENT LETTER

UNITED STATES MARINE CORPS
(UNIT NAME)
Marine Corps Air Station
Yuma, Arizona 85369

6280
(DATE)

From: Capt J.E. Doe, Environmental Officer, (UNIT NAME)
To: Sgt I. M. Marine, (UNIT NAME)

Subj: DESIGNATION AS (PRIMARY/ALTERNATE) ENVIRONMENTAL COORDINATOR

Ref: (a) StaO 6280.3_

1. In accordance with reference (a), you are hereby designated as the (PRIMARY/ALTERNATE) environmental coordinator.

2. You are required to review reference (a) to ensure you are thoroughly familiar with the requirements and mandates.

3. If you need assistance with this assignment, contact our unit compliance officer at the Station Environmental Department, 269-3201.

J.E. DOE

From: Sgt I. M. Marine, (UNIT NAME)
To: Capt J.E. DOE, Environmental Officer, (UNIT NAME)

Subj: ASSIGNMENT AS (PRIMARY/ALTERNATE) ENVIRONMENTAL COORDINATOR

1. I acknowledge the assignment as (PRIMARY/ALTERNATE) Environmental Coordinator.

2. I have read and understand reference (a) and will comply with its guidance.

I. M. Marine

APPENDIX Q

CHECKLIST FOR SHOP TOWELS AND RAGS

Q. The following checklist is to be used when determining how to handle used shop towels and rags.

1. Is the shop towel part of a service where the towels are collected, laundered, and reissued? If the answer to this question is “yes,” no further action is required since the towels are not regulated under RCRA.

2. If the answer to question number 1 is “no,” then a waste determination is necessary. The following must be considered:

a. Is the product for which the towel is used a listed HW under 40 CFR 261.31 or 261.32?

(1) If towels are being used for petroleum, oils, and lubricants, the towels shall be treated with Oil-Eater, or a similar product (at the discretion of the Compliance Officer). Follow instructions on the container for treatment. Once treated, contact the Compliance Officer for disposal of water and rags.

(2) Shop towels could retain an F-listing even if they do not exhibit a characteristic or are not a free liquid.

(a) The EPA has determined [FAXBACK 11249] that a shop towel would still be listed (F001 through F005 only) if the towel was used to wipe or absorb a solvent from a surface.

(b) If the solvent is put on the towel first, then applied to a surface, it would not be a listed waste. The EPA SW 846 Method 9050 would then be required to determine if further tests would be necessary (i.e., flashpoint, pH, TCLP, etc.).

b. Is the product for which the towel is used a spill of a commercial chemical product or off specification commercial chemical product or a chemical manufacturing intermediate listed in 40 CFR 261.33 (e) or 261.33 (f)?

(1) 40 CFR 261.33(d) applies here. If the product spilled had met the definition of one of the chemicals listed in either paragraph (e) or (f), then the towels would retain the EPA waste number listed in the appropriate paragraph. Once again, the criteria for which the chemical was originally listed, if it is also a Subpart C characteristic (ignitable, corrosive. Reactive TCLP), would qualify for the mixture rule (40 CFR 261.3(a)(iv)) and SW 846 Method 9050 would be appropriate for the waste determination process (see paragraph 2. c.).

c. Is the product considered a free liquid? A “free liquid” is any material containing enough moisture that, when placed in a paint filter, will have any moisture on the outside of the filter after a 5 minute period of time has elapsed from when the material was first placed in the filter. If the answer to this question is “yes” then a flashpoint determination and a pH determination must be done in accordance with 40 CFR 261.21 (for ignitability) or 261.22 (for corrosivity).

(1) If the flashpoint is less than 140^0 F, the towel will have a hazardous waste number of D001.

(2) If the pH is less than or equal to 2.0 or greater than or equal to 12.5 it will have a hazardous waste number of D002.

d. If the container has any liquid in the bottom of the container, EPA considers this a “free liquid” and the towels in that container will need to be treated as solid waste and potentially hazardous wastes. Even when the container has liquid on the bottom, the liquid must still exhibit one of the Subpart C characteristics.

3. In all cases where this checklist is used, the Compliance Officer must use discretion and extreme caution when declaring a towel non-hazardous. The ultimate responsibility of the Environmental Department is to represent the Commanding Officer and protect the Air Station from liabilities inherent in this type of activity. If in doubt, contact your supervisor.

APPENDIX R

ENVIRONMENTAL DEPARTMENT
MCAS YUMA

AIR QUALITY INSPECTION

UNIT: DATE:

	QUESTION	**REFERENCE**	**RESULTS**
1.	DOES UNIT MAINTAIN A LOGBOOK IN ACCORDANCE WITH THE TERMS OF THE AIR PERMIT?	STAO 6280.3, CHAP 6 R18-2-306	
	PAINTING		
	ABRASIVE BLASTING		
	FUEL USAGE		
	EQUIPMENT OPERATION HOURS		
2.	IS THE UNIT BELOW THE PERMITTED OPERATION LIMIT FOR THE PRECEDING 12-MONTH PERIOD?	STAO 6280.3, CHAP 6 R18-2-306	
	NON-BOOTH PAINTING?		
	TEST CELL?		
	INTERNAL COMBUSTION ENGINES?		
	FUEL USAGE?		
3.	DOES STOCK MATERIAL ISSUED MATCH LOG BOOK USAGE IF NON-HMMS?		
4.	IS MATERIAL BEING RECEIVED AND ISSUED OUT THROUGH HMMS IN ACCORDANCE WITH PROCEDURES?		
	IS THERE MATERIAL WAITING RECEIPT FOR OVER 24 HOURS?		
	ARE THERE UNBAR CODED MATERIALS ON THE SITE?		
	DOES ACTUAL ON-HAND INVENTORY MATCH HMMS INVENTORY?		
5.	ARE CONTAINERS CONTAINING VOLATILE ORGANIC COMPOUNDS BEING KEPT CLOSED WHEN NOT IN USE?	STAO 6280.3, CHAP 6	
6.	ARE PAINTING OPERATIONS BEING CONDUCTED TO REDUCE THE AMOUNT OF OVERSPRAY?	STAO 6280.3, CHAP 6	
7.	ARE OPERATIONS BEING CONDUCTED TO KEEP FUGITIVE DUST BELOW APPLICABLE STANDARDS AS SET FORTH IN THE AIR PERMIT?	STAO 6280.3, CHAP 6	
	OPEN AREAS, ROADS, STORAGE PILES, MATERIAL HANDLING 40%	R18-2-612	

	QUESTION	REFERENCE	RESULTS
8.	ARE EMISSIONS BEING KEPT BELOW APPLICABLE STANDARDS AS SET FORTH IN THE AIR PERMIT?		
	BOILERS 15%	R18-2-724	
	GENERATORS 20%	R18-2-702	
	WELDING/ASPHALT SAW 20%	R18-2-702	
	ABRASIVE BLASTING 20%	R18-2-702	
	PAINT BOOTH 20%	R18-2-702	
	MOBILE SOURCES 40%	R18-2-804	
	INTERNAL COMBUSTION ENGINES 40%	R18-2-719	
9.	ARE SOLVENT TANKS AND PARTS CLEANERS OPERATED IN SUCH A MANNER TO REDUCE EMISSIONS?	R18-72-730	
10.	IS THE UNIT NOTIFYING AIR QUALITY BEFORE ADDING NEW EQUIPMENT, CHEMICALS OR PROCESSES; OR BEFORE ESTABLISHED EQUIPMENT, CHEMICALS, OR PROCESSES ARE CHANGED?	STAO 6280.3 CHAP 6	
11.	IS THE UNIT MAINTAINING THE REQUIRED RECORDS A MINIMUM OF 5 YEARS?	R18-2-306	
ODS REQUIREMENTS		STAO 6280.3G, CHAP 6	
12.	DOES THE UNIT USE OR MAINTAIN ANY OZONE DEPLETING SUBSTANCES OR REFRIGERANTS?		
13.	WHAT TYPES OF ODS ARE ON HAND?		
14.	WHAT EQUIPMENT IS BEING SERVICED?		
15.	IS REFRIGERANT/ODS BEING TRACKED THROUGH HMMS?		
16.	ARE PRACTICES BEING FOLLOWED TO PREVENT THE UNLAWFUL VENTING OF REFRIGERANTS INTO THE ATMOSPHERE?		
17.	ARE COPIES OF ODS TECHNICIAN CERTIFICATIONS ON HAND?	MCO 5090.2A STAO 6280.6A 40 CFR 82	
18.	ARE RECORDS BEING KEPT ON THE ODS INVENTORY?		
	NEW AND USED INVENTORY TO INCLUDE CYLINDERS		
	RECOVERED REFRIGERANT		
	TURN-IN MATERIALS		
	RECOVERY EQUIPMENT		
19.	ARE LEAK RATES BEING CALCULATED?	MCO 5090.2A STAO 6280.6 40 CFR 82 SUBPART F	
20.	ARE FOLLOW-ON INSPECTIONS BEING PREFORMED?	MCO 5090.2A STAO 6280.6 40 CFR 82 SUBPART F	
21.	IS RECOVERY EQUIPMENT CERTIFIED BY A QUALIFIED AGENCY?	MCO 5090.2A STAO 6280.6 40 CFR 82	

	QUESTION	REFERENCE	RESULTS
22.	ARE RECOVERY CYLINDERS PROPERLY LABELED?	MCO 5090.2a STAO 6280.6 40 CFR 82	
23.	IS TESTING/MAINTENANCE/REPAIR OF THE RECOVERY EQUIPMENT BEING CONDUCTED BY A QUALIFIED AGENCY?	MCO 5090.2a StaO 6280.6 40 CFR 82	
24.	ARE ACCIDENTAL RELEASES BEING REPORTED TO THE ENVIRONMENTAL DEPARTMENT?	StaO 6280.6	
25.	Are Class I ODSs that are contaminated or no longer needed being turned in to the Marine Corps ODS Reserve?	MCO 5090.2a StaO 6280.6	
26.	ARE CLASS II ODSS THAT ARE CONTAMINATED BEING TURNED IN TO A CERTIFIED COMPANY FOR RECOVERY/RECYCLING?	MCO 5090.2A STAO 6280.6 40 CFR 82	
27.	ARE APPLIANCES BEING EVACUATED PRIOR TO DISPOSAL OR TURN IN TO DRMO?	MCO 5090.2A STAO 6280.6 40 CFR 82 MVAC SUBPART B	
GAS STATION REQUIREMENTS		**R18-2-306 STAO 6280.3G, CHAP 6**	
28.	DOES SERVICE STATION OWNER/OPERATOR SUBMIT GASOLINE THROUGHPUT IN ACCORDANCE WITH THE TERMS OF THE AIR PERMIT?		
29.	IS THE SERVICE STATION OWNER/OPERATOR BELOW THE PERMITTED OPERATION LIMIT FOR THE PRECEDING 12-MONTH PERIOD?		
30.	IS THE SERVICE STATION OWNER/OPERATOR MAINTAINING THE REQUIRED RECORDS A MINIMUM OF 5 YEARS?		
31.	**TRAINING**	**R20-2-908**	
	DOES EACH SERVICE STATION OWNER/OPERATOR OBTAIN ADEQUATE TRAINING AND WRITTEN INSTRUCTIONS TO ENABLE THE SYSTEM TO BE PROPERLY INSTALLED, OPERATED AND MAINTAINED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS AND CARB EXECUTIVE ORDER, AND IS THE TRAINING DOCUMENTED AND KEPT ON SITE FOR EACH OPERATOR AND PROVIDED TO UPON REQUEST?		
32.	**ALCOHOL-OXYGENATED GASOLINE STORAGE TANK REQUIREMENTS**	**R20-2-711**	
	A. IS THE TANK TESTED FOR THE PRESENCE OF WATER? IS WATER REMOVED IF DETECTED?	R20-2-711(A)	
	B. ARE FUEL FILTERS DESIGNED FOR USE WITH ALCOHOL-OXYGENATED FUELS INSTALLED IN THE FUEL LINES OF ALL DISPENSERS?	R20-2-711(A)	

	QUESTION	REFERENCE	RESULTS
	C. IF WATER OR A MIXTURE OF ALCOHOL AND WATER IS DETECTED IN AN ALCOHOL-OXYGENATED GASOLINE, IS THE STORAGE TANK EMPTIED?	R20-2-711(B)	
	D. DOES WATER IN THE STORAGE TANK, WHEN MEASURED FROM THE BOTTOM THROUGH THE FILL PIPE, NOT EXCEED ONE INCH? IS THE WATER REMOVED PRIOR TO DELIVERY OR SALE OF FUEL?	R20-2-712	
33.	**STAGE II VAPOR RECOVERY SYSTEMS**		
	A. DOES THE INSTALLATION HAVE A STAGE II VAPOR RECOVERY SYSTEM?		
	B. IS ADEQUATE TRAINING AND WRITTEN INSTRUCTIONS PROVIDED TO THE OPERATORS TO:	41-2132(D)	
34.	(1) REPLACE, REPAIR, OR MODIFY ANY WORN OR INEFFECTIVE COMPONENT OR DESIGN ELEMENT TO ENSURE VAPOR-TIGHT INTEGRITY?		
	(2) CONNECT AND ENSURE PROPER OPERATION OF THE VAPOR COLLECTION SYSTEM WHEN GASOLINE IS BEING LOADED, UNLOADED OR DISPENSED?		
	c. DOES THE SERVICE STATION OWNER/OPERATOR REQUIRE THE STAGE II VAPOR RECOVERY SYSTEM TO BE USED When Dispensing Gasoline?	R20-2-907	
	d. DOES THE SERVICE STATION OWNER/OPERATOR OPERATE THE STAGE II VAPOR RECOVERY SYSTEM AND COMPONENTS IN ACCORDANCE WITH CARB CERTIFICATION FOR THE SYSTEM AND R20-2 ARTICLE 9 (GASOLINE VAPOR CONTROL)?	R20-2-907(B)	
	e. DOES THE SERVICE STATION OWNER/OPERATOR INSPECT THE STAGE II VAPOR RECOVERY SYSTEM DAILY? (NOZZLES, HOSES, CONNECTING HARDWARE, STAGE I FITTINGS, SPILL CONTAINMENT).	R20-2-907(C)	
35.	**STAGE II VAPOR RECOVERY SYSTEM DEFECTS**	**R20-2-907(D)**	
	DOES THE SERVICE STATION OWNER/OPERATOR IMMEDIATELY STOP USING THE STAGE II VAPOR RECOVERY SYSTEM OR COMPONENT IF ONE OR MORE OF THE FOLLOWING SYSTEM OR COMPONENT DEFECTS OCCUR?		

	QUESTION	REFERENCE	RESULTS
	A. FACEPLATE/FACECONE OF A BALANCE SYSTEM NOZZLE DOES NOT MAKE GOOD SEAL WITH A VEHICLE FILL TUBE; OR ACCUMULATED DAMAGE IS ¼ OR MORE OF THE CIRCUMFERENCE OF THE FACEPLATE/FACECONE		
	B. WHEN MORE THAN ¼ OF THE CONE IS MISSING		
	C. NOZZLE BELLOW HAS A TRIANGULAR TEAR MEASURING 0.5 INCHES OR MORE TO A SIDE, A HOLE MEASURING 0.5 INCHES OR MORE, OR A SLIT OR TEAR MEASURING ONE INCH OR MORE IN LENGTH		
	D. NOZZLE BELLOWS LOOSELY ATTACHED TO THE NOZZLE BODY, ATTACHED BY MEANS OTHER THAT MANUFACTURERS SPECIFICATIONS, OR A VAPOR CHECK VALVE IS FROZEN IN THE OPEN POSITION		
	E. NOZZLE LIQUID SHUT-OFF MECHANISM MALFUNCTIONS IN ANY MANNER, THE LATCHING KNURL FOR HOLDING THE NOZZLE IN PLACE IS DAMAGED OR MISSING, OR NOZZLE HOLD-OPEN LATCH IS NOT FUNCTIONING		
	F. A DEFECTIVE NOZZLE VAPOR CHECK VALVE, A HOSE HAVING A DISENGAGED BREAKAWAY		
	H. ANY NOZZLE WITH A DISPENSING RATE GREATER THAN 10 GALLONS PER MINUTE, A FLOW-RESTRICTOR IS MALFUNCTIONING, IMPROPERLY INSTALLED OR NON-CARB CERTIFIED		
	I. A NOZZLE WITH A PHYSICALLY DAMAGED BREAKAWAY, BREAKAWAY SHOWING SIGNS OF PRODUCT LEAKAGE, OR UNAPPROVED BREAKAWAY		
	J. ANY VAPOR RECOVERY HOSE OR ACCOMPANYING WHIP HOSE:		
	(1) IS CRIMPED, KINKED, FLATTENED OR DAMAGED IN ANY MANNER THAT CONSTRICTS THE RETURN FLOW OF VAPOR		
	(2) A BALANCE HOSE THAT HAS ANY SLITS OR TEARS GREATER THAN 0.25 INCH IN LENGTH, PERFORATIONS GREATER THAN 0.125 INCH IN DIAMETER, OR ASSIST HOSES THAT ARE CUT, TORN, OR BADLY WORN AS TO CAUSE A POSSIBLE FUEL LEAK		

	QUESTION	REFERENCE	RESULTS
	(3) DOES NOT FULLY RETRACT FOR HOSE RETRACTORS, OR A BALANCE SYSTEM THAT EXCEEDS THE 10-INCH LOOP REQUIRED, OR A HOSE LENGTH THAT ALLOWS A BALANCE HOSE TO TOUCH THE GROUND, OR A VACUUM ASSIST HOSE HAVING MORE THAN 6 INCHES IN CONTACT WITH THE GROUND		
	(4) DOES NOT SWIVEL AT THE HOSE/NOZZLE CONNECTION		
	(5) DOES NOT HAVE REQUIRED INTERNAL LIQUID PICK UP OR IMPROPERLY ASSEMBLED		
	k. TANK VENT PIPES THAT ARE NOT THE PROPER HEIGHT, NOT PROPERLY CAPPED WITH APPROVED PRESSURE AND VACUUM VENT VALVE SETTINGS, OR, WHERE APPLICABLE, DO NOT MEET CARB-SPECIFIED PAINT COLOR CODE.		
	l. STAGE I IS NOT PROPERLY INSTALLED OR MAINTAINED IN THAT:		
	(1) SPILL CONTAINMENT BUCKETS ARE CRACKED, RUSTED, SIDEWALLS NOT ATTACHED, CONTAINMENT BUCKETS ARE NOT CLEAN AND EMPTY, THERE ARE NON-FUNCTIONING DRAIN VALVE THAT DO NOT SEAL.		
	(2) FILL ADAPTOR COLLAR OR VAPOR POPPET IS LOOSE OR DAMAGED, OR A FILL OR VAPOR CAP IS NOT INSTALLED, MISSING, BROKEN OR WITHOUT GASKETS		
	(3) FILL TUBE IS MISSING, NOT SEALED, HAS HOLES, BROKEN OR DAMAGED OVERFILL PREVENTORS, OR IF HIGH POINT OF BOTTOM OPENING IS SIX INCHES ABOVE THE TANK BOTTOM		
	(4) THE TANK RISE CAP WITH INSTRUMENT LEAD WIRE FOR AN ELECTRONIC MONITORING SYSTEM IS NOT TIGHTLY INSTALLED OR ANY OTHER RISK RISER IS NOT SECURELY SEALED AND CAPPED		
	(5) THE UNDER-DISPENSER VAPOR RECOVERY PIPING IS NOT SECURELY INTACT OR IS CRIMPED, DOES NOT SLOPE TO THE UNDERGROUND VAPOR PIPE RISER, HOSES USED FOR CONNECTION ARE DETERIORATED OR		

	QUESTION	REFERENCE	RESULTS
	NOT APPROVED FOR USE WITH GASOLINE, RESETTABLE IMPACT TYPE SHEAR VALVES ARE CLOSED, THERE IS ANY OTHER VALVE OR RESTRICTION TO IMPEDE THE VAPOR PATH		
	(6) ANY OTHER COMPONENT IDENTIFIED IN DIAGRAMS, EXHIBITS, ATTACHMENTS OR OTHER DOCUMENTS THAT ARE CERTIFIED BY CARB OR REQUIRED BY THE AUTHORITY TO CONSTRUCT FOR THAT SYSTEM IS MISSING, DISCONNECTED OR MALFUNCTIONING		
	Signage		
	a. ARE STAGE II VAPOR RECOVERY SYSTEM OPERATING SYSTEM INSTRUCTIONS CONSPICUOUSLY POSTED IN THE DISPENSING AREA?	41-2132(F)	
	(1) DO THE OPERATING INSTRUCTIONS CLEARLY DESCRIBE HOW TO FUEL VEHICLE CORRECTLY? INCLUDING A WARNING THE TOPPING OFF TANKS IS PROHIBITED AND MAY RESULT IN SPILLS OR RECIRCULATION OF GASOLINE?		
	b. IF A STAGE II VAPOR RECOVERY SYSTEM IS IN USE, DOES THE INSTALLATION DISPLAY AN ADEQ TELEPHONE NUMBER THAT THE PUBLIC CAN REPORT NOZZLE OR OTHER EQUIPMENT PROBLEMS?	R20-2-908(B)	
	c. IS FULL PRICING AND FUEL GRADE ON DISPENSERS • LIST FULL PRICE TO INCLUDE FRACTION OF CENT AND ALL TAXES • CLEAN, LEGIBLE, AND VISIBLE AT ALL TIMES • ELECTRONICALLY OR SIGNAGE ON UPPER 60% OF DISPENSER	R20-2-705	
	d. IS FUEL GRADE ON DISPENSERS • UNLEADED OR REGULAR 87 OCTANE MINIMUM • MIDGRADE 88 OCTANE MINIMUM • PREMIUM 90 OCTANE MINIMUM • UPPER 60% OF DISPENSER WITH LETTER AT LEAST ¼ INCH HIGH.	R20-2-705	

	QUESTION	REFERENCE	RESULTS
	D. ON UNATTENDED DISPENSERS, DOES THE SIGN LIST THE OWNER/OPERATOR NAME, ADDRESS AND PHONE NUMBER, INCLUDING AN AFTER-HOURS PHONE NUMBER, ON OR NEXT TO THE DISPENSER?	R20-2-706	
	E. OXYGENATED FUEL LABELING	**R20-2-709**	
	(1) ARE ALL DISPENSERS LABELED WITH THE OXYGENATE VOLUME INFORMATION IF BLEND IS 1.5% BY WEIGHT OR MORE OF OXYGEN? IF ONLY ONE OXYGENATE IS USED, IT MUST BE IDENTIFIED (ETHANOL MORE THAN 4.3% BY VOLUME, METHANOL MORE THAN 0.3% BY VOLUME, MTBE MORE THAN 8.3% BY VOLUME. ALL OTHERS REQUIRE EPA WAIVER).		
	(2) ARE LABEL(S) DISPLAYED IN THE TOP 60% OF EACH DISPENSER FACE?		
	(3) DOES THE LABEL STATE THE MAXIMUM PERCENT BY VOLUME OF EACH OXYGENATE (CONTAINS UP TO _____% ETHANOL)?		
	(4) IS LABEL CLEAN, LEGIBLE, VISIBLE; BLACK OR WHITE LETTERS ON CONTRASTING BACKGROUND; LETTERING AT LEAST 0.25 INCHES?		
	F. IS THE DEPARTMENT OF WEIGHTS AND MEASURES' PHONE NUMBER DISPLAYED ON EACH DISPENSER • MINIMUM OF 3/8 INCH FOR HEADING? • VISIBLE FOR 3 FEET AWAY FOR DECALS, 6 FEET AWAY FOR NON-DECALS? • LOCATED ON UPPER 60% OF DISPENSER?	R20-2-908	
	(1) NO CELL PHONE USE		
	(2) NO SMOKING		
	(3) SHUT OFF ENGINE		
	(4) NO GASOLINE IN UNAPPROVED CONTAINERS		
36.	**FUEL STORAGE TANK LABELING**	R20-2-713	
	A. ARE ALL FUEL STORAGE TANK FILL PIPES AND VAPOR RETURN LINES LABELED TO IDENTIFY THEM ACCURATELY? • UNLEADED GASOLINE, • UNLEADED MIDGRADE GASOLINE, • UNLEADED PREMIUM GASOLINE, • #1 DIESEL FUEL, #2 DIESEL FUEL, • GASOLINE VAPOR RETURN LINE		

	QUESTION	REFERENCE	RESULTS
	B. ARE FILL PIPE AND LINE LABELS • AT LEAST 1.5 X 5 INCHES WITH 0.25 INCH BLACK OR WHITE LETTERING • ON A CONTRASTING BACKGROUND. • CLEAN, VISIBLE AND LEGIBLE AT ALL TIMES.		
	C. FUEL IS NOT ADDED TO A STORAGE TANK WITHOUT THE PROPER LABEL BEING ATTACHED.		
37.	**GASOLINE VAPOR CONTROL INSTALLATION**	**R20-2-900**	
	A. NO VAPOR CONTROL EQUIPMENT IS INSTALLED UNLESS IT IS CARB-CERTIFIED IAW CALIFORNIA HEALTH & SAFETY CODE 41950-41962. ARE COMPONENTS PERMANENTLY MARKED BY A CERTIFIED MANUFACTURER OR REBUILDER?		
	B. IS DEPT OF WEIGHTS AND MEASURES NOTIFIED AT LEAST TWO DAYS PRIOR TO THE END OF CONSTRUCTION? (IF AN INSPECTION HAS BEEN SCHEDULED, BUILDER MAY DISPENSE GASOLINE FOR UP TO 90 DAYS)	R20-20904(D)	
38.	**CONSTRUCTION**		
	PRIOR TO INSTALLATION, REPLACEMENT, MODIFICATION OR INITIAL OPERATION OF A STAGE I OR STAGE II VAPOR RECOVERY SYSTEM, DOES THE SERVICE STATION OWNER/OPERATOR:		
	A. SUBMIT AN APPLICATION FOR AUTHORITY TO CONSTRUCT TO ADEQ IAW R20-2-108?	R20-2-904	
	B. PROVIDE NAME, ADDRESS, PHONE OF OWNER, OPERATOR, CONTRACTOR?		
	C. PROVIDE NAME OF STAGE I OR STAGE II SYSTEM BEING INSTALLED ALONG WITH SPECIFIC CARB CERTIFICATION FOR THAT SYSTEM?		
	D. PROVIDE STREET ADDRESS OF CONSTRUCTION SITE WITH ESTIMATED TIMETABLE?		
	E. PROVIDE A COPY OF THE BLUEPRINT OR SCALED SITE PLAN TO INCLUDE ALL EQUIPMENT AND PIPING DETAIL?		
	F. SUBMIT APPLICABLE FEE FOR NONATTAINMENT STAGE II AREAS?		
	G. UPON COMPLETION OF CONSTRUCTION, GASOLINE MAY BE DISPENSED FOR 90 DAYS BEFORE FINAL APPROVAL IF A FINAL INSPECTION HAS BEEN SCHEDULED IAW R20-2-905.	R20-2-904(E)	

	QUESTION	REFERENCE	RESULTS
39.	**RECORD KEEPING AND REPORTING**	**R20-2-909**	
	A. DOES THE SERVICE STATION OWNER/OPERATOR MAINTAIN RECORDS OF DAILY INSPECTIONS FOR STAGE II VAPOR RECOVERY SYSTEMS?		
	B. DOES THE SERVICE STATION OWNER/OPERATOR MAINTAIN RECORDS OF ALL REGULARLY SCHEDULED MAINTENANCE AND ANY REPAIRS OF STAGE II EQUIPMENT?		
	C. DOES THE SERVICE STATION OWNER/OPERATOR MAINTAIN RECORDS OF MONTHLY THROUGHPUTS?		
	D. ALL RECORDS REQUIRED BY R20-2 KEPT AT THE GASOLINE DISPENSING SITE FOR A MINIMUM OF ONE YEAR? AND MADE AVAILABLE TO THE DEPARTMENT UPON REQUEST?		
	E. FOR ALL UNLEADED GASOLINE SHIPMENTS IN THE PREVIOUS 6 MONTHS, IS THE FOLLOWING INFORMATION AVAILABLE? • NAME AND ADDRESS OF THE VENDOR • QUANTITY OF GASOLINE RECEIVED • DATE OF RECEIPT	40 CFR 80.7(A)(2)	
	DOES THE INSTALLATION PROVIDE DOCUMENTATION OF ANNUAL SALES VOLUME IN GALLONS FOR EACH OUTLET PER CALENDAR YEAR?	40 CFR 80.7(B)	
	DOES THE SERVICE STATION OWNER/OPERATOR MAINTAIN RECORDS OF THE LAST THREE DELIVERIES OF EACH GRADE OF FUEL?	R20-2-707(C)	
	DOES THE SERVICE STATION OWNER/OPERATOR TRANSFER ANY FUEL TO ANOTHER STATION?	R20-2-707 (A)	
40.	GASOLINE REQUIREMENTS OUTSIDE THE CBG COVERED AREA	R20-2-714	
	DOES THE GASOLINE MEET ASTM D4814-97B REQUIREMENTS?		
	DOES THE SERVICE STATION OWNER/OPERATOR ENSURE THAT THE GASOLINE IS FREE OF WATER, SEDIMENT, AND SUSPENDED MATTER; IS CLEAR, BRIGHT AT AMBIENT TEMPERATURE OR 70F, WHICHEVER IS GREATER?	R20-2-714(B)	
	DOES THE SERVICE STATION OWNER/OPERATOR ENSURE THE MINIMUM OCTANE RATING DETERMINED BY ASTM D2699 AND ASTM D2700 (R+M/2 METHOD) IS • 87 FOR UNLEADED • 88 OR HIGHER FOR MIDGRADE • 90 OR HIGHER FOR PREMIUM		

	QUESTION	REFERENCE	RESULTS
41.	**FUEL AND FUEL ADDITIVES**		
	DOES THE INSTALLATION NOT OFFER FOR SALE GASOLINE WHICH IS PRODUCED WITH THE USE OF A LEAD ADDITIVE OR WHICH CONTAINS MORE THAN 0.05 GRAM OF LEAD PER GALLON?	40 CFR 80.22(B)	
	DOES THE INSTALLATION EQUIP EACH UNLEADED GASOLINE PUMP THAT SERVICES MOTOR VEHICLES WITH A NOZZLE SPOUT THAT MEETS THE FOLLOWING SPECIFICATIONS: • AN OUTSIDE DIAMETER NO GREATER THAN 0.84 INCH (2.134 CM) • TERMINAL END STRAIGHT SECTION AT LEAST 2.5 INCHES (6.34 CM) LONG, AND • RETAINING SPRING ENDS 3.0 INCHES (7.6 CM) FROM END OF TERMINAL	40 CFR 80.22(F)(2)	
	IS EACH GASOLINE NOZZLE DISPENSING FUEL TO A MOTOR VEHICLE LIMITED TO A MAXIMUM FLOW RATE OF 10 GALLONS PER MINUTE (37.9L/MIN)?	40 CFR 80.22(J)	
	DOES GASOLINE MEET THE REID VAPOR PRESSURE STANDARDS? • 9.0 PSI IN ATTAINMENT AREAS	40 CFR 80.27(A)(2)	
	DOES EACH INVOICE OR DELIVERY TICKET ACCOMPANYING GASOLINE CONTAINING ETHANOL CONTAIN A LEGIBLE AND CONSPICUOUS STATEMENT THAT THE GASOLINE CONTAINS ETHANOL AND THE PERCENTAGE CONCENTRATION?	40 CFR 80.27(D)(3)	
42.	HAS THE INSTALLATION ARRANGED FOR AND CONDUCTED THE ANNUAL TESTING OF STAGE I AND STAGE II SYSTEMS REQUIRED BY AZL41-2065(A)(15) BY THE ANNUAL TEST DATE?	R20-2-910	

NOTES:

APPENDIX S

MISCELLANEOUS MATERIAL USAGE

Company: _____ **Date:**

_____

POC: _____ **Contract:**

_____

Phone: _____

Item	Part No	Manufacturer	Part of kit?	Size	Qty Used	Max Qty Stored

List all chemical products used on contract. Quantity used should be amount actually consumed. For kits – list each component and size of container of each component. I&L/ROICC: Please forward to Environmental Department, Air Quality.

APPENDIX T

SPRAY PAINT USAGE FORM

COMMAND:	
BLDG:	
MCAS ID:	

UNIT:	
MONTH/YEAR	
POC:	
PHONE NO:	

DATE	COATING NAME	COATING MANUFACTURER	PART NO. OR NSN	AMT MIX RATIO	AMT USED (OZ)	LEAVE BLANK	INITIAL

SPRAY GUN PAINTING ONLY. DO NOT REPORT AEROSOL PAINTS.
REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX U

GENERATOR/ICE USAGE FORM

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT_NAME	

PHONE_NO	

MCAS ID	BLDG	ITEM	MANUFACTURER	MODEL	SN	ENGINE HP	FUEL	HOURS

REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

TEST CELL FUEL USAGE FORM

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT NAME	

PHONE NO	

COMMAND	BLDG	MCAS ID	NAME	MFG	MODEL	SN	FUEL	GALLONS

REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX W

GASOLINE DISPENSED FORM

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT NAME	

PHONE NO	

MCAS ID			
DATE	**UNLD#1**	**UNLD #2**	**PREM**
TOTAL			

REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR
FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

ARIZONA DEPARTMENT OF WEIGHTS AND MEASURES
Registered Service Representative
Owner Operator Repair / Maintenance Logs
Version 2.0

Date	System or Component Repaired	Pre replacement Test Result if any	Date of repair	Contractor performing repair or replacement	Post repaired Test result	Contractor performing the post repair test.

Owner Operator _____ Date _____
I certify this to be accurate and complete as required under A.A.C. R20-2-907 and R20-2-909 and I acknowledge that not maintaining or falsification of this document is a violation of this chapter and subject to civil penalties under A.R.S. 41-2115.

APPENDIX

V/R Daily Inspection Log

Month **Year** *Must Be Kept Under Penalty of Law R20-2-909*

Arizona Department of Weights and Measures

www.azdwm.gov

Balance Systems

DISPENSERS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	28	29	30	31
1. Nozzle Instruction & Oxygenate Decals posted & readable?																																
2. Weights & Measures number posted / readable? (602) 2555211																																
3. Open Dispensers: Check for any leaks or drips.																																
4. Are all lights lit & all displays readable?																																
NOZZLES																																
1. Are any Bellows torn, cut, ripped?																																
2. Are any Bellows loosened from the nozzle?																																
3. Is the faceplate smooth, not torn, forming a tight seal?																																
4. Is the Nozzle dripping gasoline?																																
5. Have the hoses been drained of residual gasoline **DAILY?**																																
6. Does the Trigger work properly? Moves freely when Boot NOT depressed & no fuel can be dispensed?																																
7. Does the hold open latch work? Properly? 8. Does the auto shut-off work properly?																																
HOSES																																
1. Are any hoses cut- crimped- torn flattened- frayed or dragging on the ground?																																
2. Are the hoses loops 10 inches maximum?																																
3. Is the breakaway on the nozzle side of the reactor connection? Is any fuel leaking from the connections?																																
4. Are all of the retractors working properly?																																
SWIVELS																																
1. Do all swivels move freely? No signs of binding or leaking?																																
UNDERGROUND STORAGE TANKS																																
1. Are spill buckets CLEAN & DRY?																																
2. Are the caps locked on securely? With gaskets in place?																																
3. With the caps on, can you turn the pipes?																																
4. Is the fill tube in good condition?																																
5. Are there any dents/ cracks in the fill tube?																																
6. Are the fills labeled correctly by Grade and Oxygenate Type?																																
7. Are PV valves on the vent pipes? Are they damaged?																																
PERMITS																																
1. Are Permits and licenses posted/ readily available to Regulators?																																
2. **Are Inspection & Maintenance logs CURRENT, COMPLETE & CORRECT?**																																
3. Are originals/copies of the last 4 gas drops available to Regulators?																																

If you are having any problems with the above, immediately tag the equipment 'OUT of ORDER'.
Fill out the Owner Operator Repair/ Maintenance Log and contact Maintenance for repairs. The equipment must be tested by a licensed RSR in order to put the equipment back into service. According to A.A.C. R20-2-602 (B)(1)(c).

Owner Operator _____ Date _____
I certify this to be accurate and complete as required under A.A.C. R20-2-907 and R20-2-909 and I acknowledge that not maintaining or falsification of this document is a violation of this chapter and subject to civil penalties under A.R.S. 41-2115.

MISCELLANEOUS MATERIALS USAGE FORM

UNIT/DEPARTMENT			
MONTH/YEAR			
CONTACT_NAME		**PHONE_NO**	
BLDG			

MATERIAL NAME	**SIZE**	**PART OF A KIT?**	**MANUFACTURER**	**NSN OR PART NO**	**QTY**	**O-, I-, DEPOT LEVEL USE OR BLDG MAINT**

REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX AA

OPEN BURN REPORT

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT_NAME	**PHONE_NO**

DATE	**LOCATION**	**MATERIAL BURNED**	**AMOUNT BURNED**	**REASON**

REPORT DUE 3 BUSINESS DAYS AFTER BURN
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX BB

DEPARTMENT OF THE NAVY (NAVAIR) AUTHORIZED USERS LIST

1. The following is the authorized Users List (AUL) for missions critical applications at Marine Corps Air Station Yuma.

COMMODITY	UNIT	UIC
R-12	MAG-13	09041
R-113	MAG-13	09041
R-113	VMFT-401	55245
Halon 1211	MCAS YUMA	62974
Halon 1211	MAG-13	09041
Halon 1301	MAG-13	09041
Halon 1301	MCAS YUMA	62974

2. If other units require the use of an ODS and are not on the Navy AUL, they should contact NAVAIR for guidance.

APPENDIX CC

Accidental or Unintentional Release Report

Job#/Charge#: _____ Report Number: _____
Technician Name: _____ Service Date: _____
Event Location (Address, Building, Area/Unit Location): _____
_____
_____

Leak Location: _____
Refrigerant Type: _____
Equipment Name/Number: _____
Approximate Lbs of Refrigerant Vented: _____

Description of Event: _____
_____
_____
_____

Why did the event occur?
_____
_____
_____
_____

What future precautions will be used to prevent this kind of event?
_____
_____
_____
_____

Who was aware of the situation (Name, Rank, Employee Number)?
_____
_____

Who has been informed of the situation (Name, Rank, Employee Number)?
_____
_____

Signed: _____ Date: _____

APPENDIX DD

HALON USAGE FORM

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT_NAME	

PHONE_NO	

Material Name	Size of the Container	Pounds Used	Pounds Transferred to Reserve	Average Number of Containers Stored Daily	Maximum Number of Containers Stored in Any Given Day	NSN #/Part #	Manufacturer

REPORT DUE 10TH OF EACH MONTH.

EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX EE

ODS/REFRIGERANT USAGE FORM

UNIT/DEPARTMENT	
MONTH/YEAR	
CONTACT_NAME	

PHONE_NO	

DATE OF SERVICE	BLDG #	SERVICE CALL #	COMPRESSOR SERIAL #	UNIT MODEL #	Maintenance	Leakage	System Failure	Accidental	R-11 Lbs	R-12 Lbs	R-22 Lbs	R-134A Lbs	R-404A Lbs	R-39 Lbs	R-HP81 Lbs	Other Lbs	Action Taken

REPORT DUE 10TH OF EACH MONTH.
EMAIL: _____@USMC.MIL OR FAX 269-5216 OR DELIVER TO BLDG 228 AIR QUALITY

APPENDIX FF

Appliance Disposal Report

Disposal Date: _____
Unit/Company Name: _____
Technician Name: _____
Certification Number: _____

Appliance Name/Designation: _____
Appliance Location: _____
Manufacturer: _____
Model: _____
Serial Number: _____
Capacity (BTUHr/Ton): _____
Refrigerant Type: _____
Volt/Phase/Hz: _____
Lubricant: _____
Duty Type (Comfort, Process, Under 50 lb, Other): _____

Disposal Destination: _____
_____
_____
_____

Recovery/Recycle Equipment Used: _____
System Pressure During Evacuation (inches of Hg Vacuum): _____
Refrigerant Extracted (Lb/Oz): _____
Cylinder Used: _____

Comments: _____
_____
_____
_____

I hereby certify that the recovery equipment was used properly and that the refrigerant was evacuated to EPA's specified levels.

Signed: _____ Date: _____

APPENDIX GG

Date: [DATE]

From: Environmental Department Director, MCAS Yuma
To: [UNIT COMMANDER OR DEPARTMENT HEAD]

Subj: NOTICE OF NON-COMPLIANCE (NONC)

Ref: (a) StaO P6280.3_
(b) Clean Air Act, 40 CFR, Chapter 1, Subchapter C,
(c) All permits (...) [CITE APPLICABLE REGULATION OR DIRECTIVE]

1. Per references (a) and (...), the following instance(s) of Noncompliance was/were noted during a site visit conducted on [DATE]:

_____

_____

2. This Notice of Non-Compliance is official notification that one or more activities at this facility could cause adverse affects to air quality, which is in violation of Marine Corps regulations and possibly a violation of Federal and/or State law. Having knowledge of this violation and permitting the violation to continue may result in personal and/or criminal liability under Federal and State laws and/or actions under the Uniform Code of Military Justice.

3. A written report of corrective action taken on this Notice of Non-Compliance shall be submitted to MCAS Yuma Environmental within three working days of your receipt of this letter. A copy of this report will be provided to the Commanding Officer, Marine Corps Air Station Yuma, and to your Commanding Officer/Department Head.

4. Questions regarding this Notice of Non-Compliance should be directed to the Environmental Director at 269-3201.

_____
[SIGNATURE]

I acknowledge receipt of this report

_____ _____
[PRINTED NAME/SIGNATURE/DATE] [TELEPHONE NUMBER]
Copy to:

1) CO MCAS Yuma
2) Unit CO/Dept. Head
3) MCAS Envl Dept.

APPENDIX HH

Date: [DATE]

From: Environmental Department Director, MCAS Yuma
To: [UNIT COMMANDER OR DEPARTMENT HEAD]

Subj: NOTICE OF VIOLATION (NOV)

Ref: (a) StaO P6280.3_
(b) CAA, 40 CFR, Chapter 1, Subchapter C
(c) All permits (...) [CITE APPLICABLE REGULATION OR DIRECTIVE]

1. Per references (a) and (...), the following instance(s) of violation(s) was/were noted during a site visit conducted on [DATE]:

_____

_____

2. This Notice of Violation is official notification violation of Federal and/or State law or non-compliance with Marine Corps regulations. Having knowledge of this violation and permitting the violation to continue may result in personal and/or criminal liability under Federal and State laws and/or actions under the Uniform Code of Military Justice.

3. A written report of corrective action taken on this Notice of Non-Compliance shall be submitted to MCAS Yuma Environmental within three working days of your receipt of this letter. A copy of this report will be provided to the Commanding Officer, Marine Corps Air Station Yuma, and to your Commanding Officer/Department Head.

4. Questions regarding this Notice of Violation should be directed to the Environmental Director at 269-3201.

_____
[SIGNATURE]

I acknowledge receipt of this report

_____ _____
[PRINTED NAME/SIGNATURE/DATE] [TELEPHONE NUMBER]

Copy to:
CO MCAS Yuma
Unit CO/Dept. Head
MCAS Envl Dept.

APPENDIX II

LEAK RATE

1. Leak Rate. Leak rates can be determined by one of two methods. Whichever method is chosen will be used to calculate leak rates for the lifetime of all appliances with 50 pounds or more of refrigerant at a facility.

a. Annualizing Method takes the quantity of refrigerant lost between charges and scales it up or down to calculate the quantity that would be lost over a year-long period.

(1) Take the amount in pounds of refrigerant added to an appliance to return it to a full charge. Divide this number by the number of pounds of refrigerant the appliance normally contains at full-charge.

(2) Take the number of days that have passed since the last day refrigerant was added and divide by 365 days.

(3) Take the number calculated in step (1) and divide it by the number calculated in step (2).

(4) Multiply the number in step (3) by 100 to calculate the percentage.

b. Rolling Average Method

(1) Take the sum of the quantity of refrigerant added to the appliance over the previous 365-day period (or over the period that has passed since leaks in the appliance were last repaired, if that period is less than one year)

(2) Divide the result in step (1) by the pounds of refrigerant added to the appliance to bring it to full charge; and

(3) Multiply the results in step (2) by 100 to obtain a percentage.

APPENDIX JJ

STORAGE TANK INVENTORY

1. The active Tanks aboard the MCAS Yuma are listed and described in the following Tables.

List of Underground Storage Tanks

LOCATION	CAPACITY (GAL)	TANK MATERIAL	CONTENTS	STATUS
Service Gas Station	12,000	DOUBLE WALLED FIBERGLASS	UNLEADED GASOLINE	ACTIVE
Service Gas Station	12,000	DOUBLE WALLED FIBERGLASS	UNLEADED GASOLINE	ACTIVE
Service Gas Station	12,000	DOUBLE WALLED FIBERGLASS	UNLEADED GASOLINE	ACTIVE

List of Above Storage Tanks

LOCATION	CAPACITY (GAL)	TANK I.D.	TANK MATERIAL	CONTENTS	STATUS
MACS-1	500 gal	MACS-1 001	Steel	Used Oil	Active
MACS-1	500 gal	MACS-1 002	Steel	Used Oil	Inactive
MWSS-371	550 gal	MWSS-371 001	Steel	Used Oil	Active
MWSS-371	550 gal	MWSS-371 002	Steel	Used Oil	Active
MWSS-371	550 gal	MWSS-371 003	Steel	Diesel	Inactive

DAILY AST/UST INSPECTION CHECKLIST

Organization: _____ Date: _____
UST/AST Manager: _____

Answer NA if not applicable

1. What is the status of the AST/UST? __ Active __Out of Service

2. Are fill, vent, pipes, dispenser area, and lids in satisfactory condition?
( ) YES ( ) NO

3. Are all valves and ancillary equipment in satisfactory condition?
( ) YES ( ) NO

4. Is the secondary containment and sump clean? ( ) YES ( ) NO

5. Is all leak detection in satisfactory condition?
( ) YES ( ) NO

6. Is there any evidence of spill or leak? ( ) YES ( ) NO

7. Is the AST labeled clearly with the substance stored, tank capacity, and a unique tank number? ( ) YES ( ) NO

8. Is there any evidence of corrosion? ( ) YES ( ) NO

If **NO** to any previous questions, provide statement of corrective action below:

_____ _____

Signature Date

MCAS YUMA, ENVIRONMENTAL DEPARTMENT ABOVEGROUND CHECKLIST INSPECTION

UNIT:

C.O./DEPT HD:
TELEPHONE NUMBER:

DATE OF INSPECTION:

UNIT REP:
TELEPHONE NUMBER:

INSPECTOR(S):
TELEPHONE NUMBER:

RE-INSPECTION DATE:

Purpose and Explanation: To determine if the unit has implemented and maintained an Aboveground Storage Tank Management Program for Used Oil or Hazardous Materials. Identify and communicate potential Environmental Program deficiencies and positive findings. The regulatory references should be consulted for more specific information on individual requirements, as this inspection check list is not intended to encompass all aspects of Aboveground Storage Tank regulations.

LABELING		**YES**	**NO**	**REPEAT**
40 CFR 279.45(g)(1)	ARE AST USED TO STORE OIL LABELED OR MARKED CLEARLY WITH THE WORDS “USED OIL”, OR WITH THE SUBSTANCE STORED, TANK CAPACITY AND A UNIQUE TANK NUMBER?			
	ARE THE PIPES OR LINES LABELED IN A MANNER THAT CLEARLY INDICATES WHICH LINE IS CONNECTED TO WHICH AST?			
	SECONDARY CONTAINMENT	**YES**	**NO**	**REPEAT**
40 CFR 265.193(b) 265.193(c) 265.193(d) 40 CFR 265.193(e)(3)(iii) 40 CFR 279.45(e)	DOES EACH AST HAVE APPROPRIATE SECONDARY CONTAINMENT, AND IS COMPATIBLE WITH THE SUBSTANCE BEING STORED?			

	IF MORE THAN ONE TYPE OF SUBSTANCE IS STORED IN THE SECONDARY CONTAINMENT AREA, ARE THE SUBSTANCE COMPATIBLE WITH EACH OTHER?			
	ARE ALL PIPING ADEQUATELY SUPPORTED WITH NO EVIDENCE OF SAGS?			
	CORROSION PROTECTION	**YES**	**NO**	**REPEAT**
40 CFR 279.22(b)(1)	ARE AST IN GOOD CONDITION INCLUDING EXTERIOR COATING AND INSULATION, FREE OF CORROSION, CRACKS, BLISTERS, OR OTHER SIGN OF DETERIOATION?			
	IS THE FLOOR OF THE AST PROTECTED FROM EXTERNAL CORROSION USING ONE OF THE METHODS LISTED BELOW? A) THE TANK IS ELEVATED SO THAT THE UNDERSIDE OF THE TANK'S FLOOR IS NOT IN CONTACT WITH ANY SURFACE OTHER THAN THE SUPPORT. B) THE TANK RESTS ON A CONTINUOUS CONCRETE SLAB THAT IS DESIGNED TO PREVENT WATER FROM ACCUMULATING UNDER THE FLOOR C) THE TANK IS DOUBLE WALL, CATHODICALLY PROTECTED AND INSPECTED			
OVERFILL AND MONITORING PROTECTION		**YES**	**NO**	**REPEAT**
40 CFR 265.193(c)(3)	DOES THE TANK HAVE ONE OF THE FOLLOWING OVERFILL/LEAK DETECTION EQUIPMENT AND IS IN SATISFACTORY CONDITION? 1. HIGH-LEVEL-ALARM VISIBLE OR AUDIBLE 2. AUTOMATICALLY SHUT OFF VALVE 3. A VISIBLE PERMANENTLY MOUNTED SIGHT GLASS OR GAUGE 4. DOUBLE-WALL TANK 5. LEVEL STICK			
	IS LEAK DETECTION BEING CONDUCTED ON THE UNDERGROUND LINES AND TANK ANNUALLY BY ONE OF THE FOLLOWING METHODS? 1. TRACER GAS 2. HYDROSTATIC 3. LOCKDOWN PRESSURE 4. DOUBLE WALLED PIPING WITH A SUMP SENSOR CONNECTED TO AN AUDIBLE ARLARM			
	IS ALL EQUIPMENT USED FOR RELEASE DETECTION, MONITORING, WARNING INSPECTED AND/OR CALIBRATED ANNUALLY ACCORDING MANUCATRUTER'S SPECIFICATIONS?			

	RE ALL PUMPS, VALVES, FITTINGS, SEALS, INLET AND OUTLET PIPPING, AND FLANGES INSPECTED FOR SIGNS OF LEAK OR DETERIORATION?			
RECORDS		**YES**	**NO**	**REPEAT**
	ARE MAINTENANCE AND REPAIR RECORDS, CERTIFICATION OF EQUIPMENT, SERVICE CHECK, EQUIPMENT CALIBRATION, SAMPLING AND TESTING METHODS, AND BUILT DRAWING MAINTAINED FOR FIVE YEARS?			
	ARE INSPECTION RECORDS MAINTAINED FOR FIVE YEARS?			
	ARE RECORDS AND WRITTEN SUMMARIES OF CORROSION PROTECTION AND INTERNAL TANK INSPECTIONS MAINTAINED FOR FIVE YEARS?			
WITHDRAWAL FROM SERVICE AST		**YES**	**NO**	**REPEAT**
	IF THE TANK WAS TAKEN OUT OF SERVICE WAS THE FOLLOWING DONE: A) CLEANING AND REMOVING OF ALL SUBSTANCE FROM THE TANK. B) DISPOSE OF TANK BOTTOM SLUDGE. C) RENDER THE TANK FREE OF VAPOR TO AVOID FORMATION OF AN EXPLOSIVE ATMOSPHERE. D) SECURE THE TANK TO PREVENT UNAUTHORIZED ENTRANCE OR USAGE. E) CLEARLY LABEL THE EXTERIOR WITH THE WORDS “**OUT OF SERVICE**”, AND THE DATE THE TANK WAS TAKEN OUT OF SERVICE.			

MONTHLY UST INSPECTION CHECKLIST

DISPENSER AREA		YES	NO	INTL
Dispenser Sumps	Clean and Empty – No water, product, debris. Sump Integrity – No leaks, cracks, damage Leak Detection Sensor – Correct position and height.			
Product Valve and Piping Components	Free of rust, discoloration, obstruction, swelling, no leaks properly secured and anchored.			
Flex Connectors	No leaks, free of corrosion and contact with other components, soil or debris			
	LEAK DETECTION EQUIPMENT	**YES**	**NO**	**INTL**
Automatic Tank Monitoring	Automatic Tank Monitoring equipment inspected per manufacturer recommendation and no alarms			
Interstitial Monitoring	Monitoring equipment operational no alarms.			
Statistical Inventory Control	Inventory reconciled. Product dispensers properly calibrated.			
Soil Vapor Monitoring	Monitoring equipment operational and inspected per manufacturer recommendation. Covers clearly marked and secured			
Groundwater Monitoring	Covers clearly marked and secured. Monitoring equipment operational and inspected per manufacturer recommendation.			
	TANK AREA	**YES**	**NO**	**INTL**
Observation Wells	Cover is tightly sealed, properly identified and secured. Cap is water tight and locked			
Tank Venting Equipment	Pressure/vacuum vent cap present (If required)			
Catchment or Spill Basin Sump Sensors Flex Connectors Vapor Recovery	Cover is in serviceable condition and proper identified. Sump in good condition, clean, empty and dry. Fill adapter and caps tightly sealed and gaskets in good condition. Piping free of rust and in good condition. Sump Sensors, Flex Connectors, and Vapor Recovery in good condition, no leaks, and free of rust.			
	OVERFILL PROTECTION DEVICES	**YES**	**NO**	**INTL**
Ball Float Valves	Verify is in place.			
Automatic Shutoff Devices	Verify is in place.			

If **NO** to any previous questions, provide statement of corrective action below:

_____ _____

Signature Date

MCAS YUMA, ENVIRONMENTAL DEPARTMENT UST CHECKLIST INSPECTION

UNIT:

C.O./DEPT HD:
TELEPHONE NUMBER:

DATE OF INSPECTION:

UNIT REP:
TELEPHONE NUMBER:

INSPECTOR(S):
TELEPHONE NUMBER:

RE-INSPECTION DATE:

Purpose and Explanation: To determine if the unit has implemented and maintained an Underground Storage Tank (UST) Management Program. Identify and communicate potential Environmental Program deficiencies and positive findings. The regulatory references should be consulted for more specific information on individual requirements, as this inspection check list is not intended to encompass all aspects of Underground Storage Tank regulations.

UST NOTIFICATION, FINANCIAL RESPONSIBILITY VIOLATION 40 CFR 280 SUBPART B		**YES**	**NO**	**REPEAT**
280.22(a)	HAVE THE OWNER FILED WITH THE APPROPRIATE AUTHORITY AND MAINTAINED A SIGNED COPY OF NOTIFICATION FOR UNDERGROUND STORAGE TANK?			
280.90	HAVE THE OWNER FILED WITH THE APPROPRIATE AUTHORITY AND MAINTAINED A SIGNED COPY OF CERTIFICATE OF FINANCIAL RESPONSIBILITY SUBMITTED?			
	HAVE THE OWNER PAID THE UST ANNUAL TANK FEES? DATE:			
	FACILITY EMPLOYEE TRAINING VIOLATION	**YES**	**NO**	**REPEAT**
	HAVE FACILITY PERSONNEL ASSIGNED AS UST OPERATOR/SUPERVISOR COMPLETED THE REQUIRED TRAINING? 1. CLASS “B” OPERATOR – SUPERVISOR 2. CLASS “C” OPERATOR – INITIAL RESPONSE PROCEDURES TO A RELEASE			
	ARE ALL EMPLOYEES FAMILIAR WITH PROPER EMERGENCY PROCEDURES?			

	HAVE PERSONNEL TAKEN PART IN AN ANNUAL REVIEW OF INITIAL TRAINING PROGRAM?			
	HAVE TRAINING RECORDS BEEN KEPT FOR CURRENT AND FORMER PERSONNEL UNTIL CLOSURE OF THE UNIT?			
	RECORDS REQUIREMENT VIOLATION 40 CFR 280 SUBPART C	**YES**	**NO**	**REPEAT**
	DOES THE UNIT HAVE A COPY OF THE STATION ORDER?			
	HAVE DAILY AND MONTHLY UST INSPECTION BEEN CONDUCTED BY OPERATOR AND SUPERVISOR?			
280.20 280.34(b) 280.43	DOES THE OWNER AND OPERATOR OF UST MAINTAIN THE FOLLOWING INFORMATION? 1. CORROSION EXPERT'S ANALYSIS 2. DOCUMENTATION OF CORROSION PREVENTION EQUIPMENT, CATHODIC PROTECTION SYSTEM, UST REPAIRS, RELEASE DETECTION REQUIREMENTS. 3. IMPRESS CATHODIC PROTECTION SYSTEM OR SACRIFICIAL ANODES DOCUMENTATION AND INSPECTIONS. 4. SITE INVESTIGATION CONDUCTED AT PERMANENT CLOSURE 5. ATG HISTORY REPORT 6. ANNUAL TANK AND LINE TIGHTNESS TESTING			
RELEASE DETECTION VIOLATION 40 CFR 280 SUBPART D		**YES**	**NO**	**REPEAT**
280.40 280.41 280.42 280.43	DOES THE UST HAVE ONE OF THE FOLLOWING RELEASE DETECTION METHODS AND IS IN SATISFACTORY CONDITION? 1. AUTOMATIC TANK GAUGING SYSTEM 2. HIGH-LEVEL-ALARM VISIBLE OR AUDIBLE 3. UNDERGROUND PIPING MUST BE EQUIPPED WITH SECONDARY CONTAINMENT, CATHODIC OR CORROSION PROTECTION METHOD, AND AUTOMATIC LINE LEAK DETECTOR 4. DISPENSER SUMPS ARE CLEAN. DISPENSER SENSORS IN GOOD CONDITION. 5. PIPING AUTOMATICALLY SHUT OFF/BALL FLOAT VALVE SYSTEM 6. INVENTORY CONTROL 7. MANUAL TANK GAUGING 8. TANK AND LINE TIGHTNESS TESTING 9. VAPOR MONITORING 10. CATCHMENT BASIN IS SERVICEABLE 11. GROUND-WATER MONITORING 12. DOUBLE-WALL TANK WITH INTERSTITIAL MONITORING 13. SECONDARY CONTAINMENT SYSTEM			

	RELEASE REPORTING VIOLATION 40 CFR 280 SUBPART E	**YES**	**NO**	**REPEAT**
280.50	DOES THE OWNER AND OPERATOR OF UST SUBMIT A WRITTEN REPORT AFTER THE RELEASED REGULATED SUBSTANCES TO ENVIRONMENTAL DEPARTMENT?			

PREPAREDNESS AND PREVENTION REQUIREMENT VIOLATION		**YES**	**NO**	**REPEAT**
	HAS THE FACILITY BEEN MAINTAINED AND OPERATED TO MINIMIZE THE POSSIBILITY OF A FIRE, EXPLOSION, OR RELEASE?			
	IS THE FACILITY EQUIPPED WITH THE FOLLOWING: 1. INTERNAL ALARM COMMUNICATION (VOICE) OR ALARM SYSTEM (SIGNAL) 2. TELEPHONE OR HAND-HELD TWO-WAY RADIO 3. PORTABLE FIRE EXTINGUISHERS, SPILL CONTROL EQUIPMENT, PPE, SAFETY SHOWER/EYE WASH EQUIPMENT 4. ADEQUATE WATER VOLUME AND PRESSURE FOR HOSES 5. SPRINKLERS, OR SPRAY SYSTEM			
	HAS THE FACILITY SUBMITTED A CONTINGENCY PLAN TO ALL EMERGENCY ASSISTANCE ORGANIZATIONS MENTIONED BELOW? 1. ENVIRONMENTAL OFFICE 2. FIRE DEPARTMENT			
	DOES THE PLAN INCLUDE A LIST OF ALL REQUIRED EMERGENCY EQUIPMENT AT THE FACILITY?			
	DOES THE PLAN INCLUDE AN EVACUATION PLAN AND SIGNALS TO BE USED TO BEGIN EVACUATION ROUTES AND ALTERNATE ROUTES?			
	HAS THE CONTINGENCY PLAN BEEN AMENDED WHENEVER ANY OF THE FOLLOWING OCCURS? 1. APPLICABLE REGULATIONS ARE REVISED. 2. THE PLAN FAILS IN AN EMERGENCY. 3. THE FACILITY CHANGES IN ANY WAY THAT INCREASES THE POTENTIAL FOR FIRES, EXPLOSIONS, OR RELEASES, OR THE NECESSARY RESPONSE TO EMERGENCIES. 4. THE LIST OF SUPERVISOR OR OPERATOR CHANGES. 5. THE LIST OF EMERGENCY EQUIPMENT CHANGES. 6. IS THERE, AT ALL TIMES, A TRAINED UST OPERATOR ON THE PREMISES OR ON CALL ABLE TO REACH THE FACILITY IN A SHORT PERIOD OF TIME.			

	FOR ANY RELEASE, FIRE OR EXPLOSION, DOES THE PLAN CALL FOR AND HAS THE OPERATOR OR SUPERVISOR OF THE UST TO: 1. IMMEDIATELY IDENTIFY THE EXACT CHARACTER, EXACT SOURCE, AMOUNT AND REAL EXTENT OF ANY RELEASED MATERIALS.			
CONTINGENCY PLAN REQUIREMENT VIOLATION		**YES**	**NO**	**REPEAT**
	2. ASSESS POSSIBLE HAZARDS TO HUMAN HEALTH OR THE ENVIRONMENT, CONSIDERING DIRECT AND INDIRECT EFFECTS E.G., TOXIC IRRITATING AND ASPHYXIATING GAS SURFACE, AND WATER RUN OFF.			
	FOR ANY IMMINENT OR ACTUAL EMERGENCY SITUATION, DOES THE PLAN CALL FOR THE OPERATOR OR MANAGER OF THE UST TO ACTIVATE INTERNAL ALARMS OR COMMUNICATION SYSTEM TO NOTIFY EMERGENCY PERSONNEL, FIRE DEPARTMENT, AND ENVIRONMENTAL DIVISION?			
	HAS THE FACILITY EVER HAD A RELEASE, FIRE OR EXPLOSION AND IMMEDIATELY NOTIFIED MCAS YUMA ENVIRONMENTAL DEPARTMENT? 1. SPECIFY THE LAST INCIDENT DATE AND INCIDENT:			
	DOES THE UNIT NOTE IN THE UNIT'S RECORD, THE TIME, DATE AND DETAILS OF THE INCIDENT WITH THE FOLLOWING INFORMATION? 1. THE NAME, ADDRESS, AND PHONE NUMBER OF THE SUPERVISOR. 2. THE DATE, TIME AND TYPE OF INCIDENT. 3. THE NAME AND QUANTITY OF MATERIALS INVOLVED. 4. THE EXTENT OF INJURIES, IF ANY. 5. THE ESTIMATED QUANTITY AND DISPOSITION OF RECOVERED MATERIAL AS A RESULT FROM THE INCIDENT.			

APPENDIX KK

AEROSOL CAN SOP

KK. Aerosol Can Standard Operating Procedures

1. Currently, there are several different types of aerosol cans utilized on MCAS Yuma. Examples include paints, oils, and adhesives. Under no circumstances may these aerosol cans be disposed of as solid waste. Each type of aerosol cans will be managed according to this SOP.

2. Approved aerosol puncturing devices

a. ALL aerosol cans must be emptied prior to disposal/recycling. To empty an aerosol can, an approved puncturing device must be utilized. Approved devices must have a lid/cap in place which seals to prevent escape of fugitive emissions, or must be removed from the drum after each use and replaced with a bung. An Environmental Compliance Officer must approve the device prior to use and can recommend suppliers. It is recommended that each drum (of paint, oil, etc) have its own puncturing device to minimize the introduction of contaminants that would change the classification of the wastes. However, if this is not feasible, ensure that the device is clean before switching between drums. In addition, all drums containing the contents of punctured aerosols will utilize a granulated activated carbon filter. The filter attaches to the ¾" bung hole and will remain in place until 1) the indicator demonstrating life of the filter deems it necessary to change; or 2) the container is ready for disposal, whichever comes first.

b. Location. All aerosol puncturing activities will be conducted in a unit's Satellite Accumulation Area (SAA). Contact the unit's Environmental Compliance Officer to establish a location if the unit does not have an SAA.

c. Aerosol Paint Cans. Most aerosol paints have a flashpoint $<140^{o}$F, rendering it a hazardous waste with a characteristic of D001. Even if the paint in the aerosol can is not a hazardous waste, it will be accumulated with

other waste paint. Aerosol paints will be accumulated in a drum marked “waste paint.”

d. Aerosols POL. POL (petroleum, oils, lubricants) aerosols, depending on ingredients, will be accumulated in a drum marked “used oil.” If the aerosol POL contains halogens (chlorine, fluorine, iodine, bromine, or astatine), it must be emptied into a container separate from other used oils so as not to contaminate all oils in the container, rendering the container a hazardous waste. This ingredient information can be found on the product’s MSDS.

e. Other Aerosols. Other aerosols, such as adhesives, coil cleaners, etc., must be checked for compatibility with other materials prior to puncturing and to determine if it is a hazardous waste. If able, these aerosols will be accumulated with a current waste stream (paint, oil, etc). Otherwise, they will be accumulated in a drum marked with the contents of the aerosol. Review the MSDS to determine how the aerosol can contents may be accumulated.

f. Empty/punctured cans. Empty aerosol cans - cans that have been punctured and their contents removed - may be recycled as “processed scrap metal” as defined in 40 CFR 261.1(c)(10). Empty aerosol cans awaiting transport to Recycling will be accumulated in a container marked “Recyclables” or “Scrap Metal.”

g. HMMS. Once an aerosol can has been emptied, the issue point operator for the unit’s HMMS program will ensure the bar-code for that can has been sent to the appropriate HW container. Currently, this does not apply to POL aerosol cans. List POL aerosols as empty in the HMMS program, until instructed otherwise.

APPENDIX LL

6280
ENVL
[MAY 13 2010]

MEMORANDUM

From: Environmental Director, Marine Corps Air Station Yuma, Arizona
To: Distribution List

Subj: POLICY LETTER FOR OILY RAGS

Ref: (a) 40 CFR
(b) StaO P6280.3H

Encl: (1) EPA Test Method 9095B: Paint Filter Liquids Test

1. Purpose. To establish policy for the safe handling and disposition of oily rags.

2. Action. All units will:

a. Accumulate oily rags in shop Satellite Accumulation Area (SAA).

b. Wring out oily rags in SAA. No other location is authorized for this step.

(1) Oil collected will be placed in a drum labeled “Used Oil.”

c. Conduct the Environmental Protection Agency’s test method 9095B, Paint Filter Liquids Test, to determine if the oily rags are a liquid (Encl 1).

(1) If rags pass the Paint Filter Test, they are a solid waste. Bag the oily rags and dispose of as solid waste.

(2) If rags fail the Paint Filter Test, they are a liquid. Further information will be required. Check the Material Safety Data Sheet for the material that the rag contains- for the flashpoint and pH. Contact your Compliance Officer for further instruction.

(3) Do not leave rags out to dry as this will violate the Air Permit for the Air Station.

[SIGNED ORIGINAL ON FILE]
D. RODRIGUEZ

Distribution:
MCAS Hazardous Waste Officers
MCAS Hazardous Waste Mangers