



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL AIR STATION
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NOV 09 1990

NAS LEMOORE INSTRUCTION 5090.4B

From: Commanding Officer, Naval Air Station, Lemoore

Subj: HAZARDOUS WASTE MANAGEMENT PLAN

- Ref:
- (a) OPNAVINST 5090.1B (NOTAL)
 - (b) Resource Conservation and Recovery Act of 1976 (NOTAL)
 - (c) Executive Order 12088, Federal Compliance with Pollution Control Standards (NOTAL)
 - (d) Executive Order 12856, Emergency Planning and Community Right-to-Know Act
 - (e) Code of Federal Regulations, Title 40, Protection of the Environment (NOTAL)
 - (f) California Code of Regulations, Title 22, Division 4.5, Chapters 10 through 40 (NOTAL)
 - (g) California Department of Health Services, Health and Safety Code, Division 20, Chapters 6.5 and 6.8 (NOTAL)
 - (h) Code of Federal Regulations, Title 49, Department of Transportation (NOTAL)
 - (i) California Code of Regulations, Title 22, Division 4.5, Chapter 15 (NOTAL)
 - (j) Code of Federal Regulations, Title 29, Department of Safety and Health, Part 1910.120 (NOTAL)
 - (k) Code of Federal Regulations, Title 29, Department of Safety and Health, Part 1910.1200 (NOTAL)
 - (l) NASLEMINST 5090.3
 - (m) OPNAVINST 4110.2 (NOTAL)
 - (n) Naval Air Station Lemoore Pollution Prevention Plan
 - (o) COMSTRKFIGHTWINGPACINST 1306.1C
 - (p) NASLEMINST 1321.3H
 - (q) NASLEMINST 11300.3

Encl: (1) Naval Air Station Lemoore (NASL) Hazardous Waste Management Plan (HWMP)

1. Purpose. To implement a comprehensive Hazardous Waste Management Plan (HWMP) for Naval Air Station Lemoore (NASL), per references (a) through (q). Enclosure (1) provides direct guidance for management, disposal, and transportation of Hazardous Waste (HW).

NOV 09 1999

2. Cancellation. NASLEMINST 5090.4A

3. Scope. This instruction applies to all departments, tenants, visiting activities, and aircraft support contractors on board NASL. Other contractors operating at NASL will manage and dispose of their own HW per applicable federal, state, and local laws and regulations, unless otherwise directed by their contract. All regulations and laws to dispose of HW will be followed.

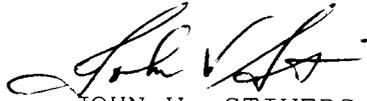
4. Background

a. Improper management or disposal of HW can pose a serious threat to life and health of Navy personnel and the general public. In addition, substantial civil and criminal penalties can be levied by regulatory agencies for violation of environmental laws. In such cases, the Navy pays civil penalties, and criminal penalties are paid by the individual(s) involved. Such violations create a bad public image and loss of Station operating funds resulting in an adverse impact on the Station's mission.

b. References (a) through (d) require Navy facilities to comply with federal, state, and local hazardous and toxic waste management rules and regulations. References (e) through (i) describe procedures for managing and disposing of HW. Per reference (a), when one regulatory agency is more lenient than the other, Navy facilities are required to adopt the more stringent requirements. References (j) and (k) describe training requirements for personnel responsible for HW management. Reference (l) is detailed spill procedures for HW accidents and emergencies. Reference (m) is the Navy's policy regarding HW and hazardous material minimization. Reference (n) is the NASL pollution prevention plan. Reference (o) is COMSTRKFIGHTWINGPAC policy concerning assignment of enlisted personnel from COMSTRKFIGHTWINGPAC activities to the support activities of NASL. Reference (p) is NASL's policy concerning intra-station assignment of enlisted personnel to support activities. Reference (q) is the general water conservation plan for NASL. With cooperation from NASL department and tenant activities, Public Works Environmental Management Division is responsible for safe and proper disposal of HW.

5. Policy. It is NASL's policy that departments and activities on board the station will actively participate in the proper management and disposal of HW.

6. Responsibilities. Environmental protection is an all hands evolution. All levels of command must continuously stress training, involvement, compliance, and awareness of protection and enhancement of the environment. Consistent with this goal, responsibilities identified in enclosure (1) will be carried out by applicable personnel.



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Distribution: (NASLEMINST 5215.2V)
Lists B and E

**NAVAL AIR STATION LEMOORE (NASL)
HAZARDOUS WASTE MANAGEMENT PLAN (HWMP)**

1. **INTRODUCTION.** Per reference (a) Section 12-3.3, a Hazardous Waste (HW) generator is "any person, by site, whose act or process produces HW or whose act first causes a HW to become subject to regulation". Also, anyone who produces a quantity of 1000 kilograms (kg) (2200 pounds) or more, or 1 kg (2.2 pounds) or more acute HW is classified as a fully regulated large quantity generator. NASL exceeds the generating limitation and is responsible for compliance with laws regulating generation and storage of HW. The predominant enforcing regulations are contained in reference (b).

a. This HWMP provides guidance for generation through disposal of HW operations onboard NASL. Appendices A through T cover responsibilities and operating procedures of HW management for collection, containerization, labeling, marking, record keeping, satellite accumulation area generators, storage at the Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC), disposal, and training. Although some procedures may not be required by federal or state regulations, they are required for safety of all involved.

b. Details of the HWMP were tailored specifically for the types and amounts of HW generated by NASL departments and tenant commands. If any of the above factors change, this HWMP must be revised.

2. **AUTHORITY.** Reference (a) Chapter 12-5.3, requires naval facilities that generate HW to have a HWMP. This plan shall identify HW generated and handled at NASL, determine applicable federal, state and local requirements, and describe how to comply with these requirements. This plan shall be kept current to reflect changes in HW generation and applicable federal, state, and local regulations and policies.

3. **DEFINITIONS.** Appendix A provides definitions used in Hazardous Material (HM)/HW management per reference (e), Code of Federal Regulations Title 40, Section 260.

4. **ACRONYMS.** Appendix B provides accepted acronyms used in HW management documentation.

NOV 09 1999

5. **REGULATIONS.** Reference (a) Chapter 12-4, mandates Department of Defense installations comply with federal, state, and local acts, regulations, laws, and policies regarding HW, whichever is the most stringent.

6. **RESPONSIBILITIES.** Appendix C provides responsibilities of NASL personnel assigned for the management of HW control.

7. **STANDARD OPERATING PROCEDURES.** HW management requirements presented in Appendixes D through S apply to NASL departments, tenant commands, support activities and contractors that generate HW, which are hereby known as generators. Additional requirements for processing and disposal presented in Appendix N apply specifically to operations at the Public Works Hazardous Waste less than 90-Day Storage Compound (PWHWSC). The requirements are derived from laws, regulations, policies and department requirements that are specific and detailed. The success of the HWMP is largely dependent upon all generators following the rules to identify, handle, containerize, and properly process HW. HW is NOT ALLOWED in dumpsters.

8. **REQUIREMENTS FOR HW ACCUMULATION AND STORAGE.** There are four types of HW storage at NASL. All must comply with the applicable federal, state, and local regulations described in this plan.

a. Satellite Accumulation Areas. HW is accumulated in designated satellite accumulation areas throughout NASL. The HWMP requires that each generator designate an area for temporary accumulation of HW and conform this area to the requirements of the plan. This plan assumes only one collection point per generator. If more than one site is used, all must conform to the HWMP. The location of this site shall be in agreement with additional requirements established by the NASL Occupational Safety and Health Department and the Fire Prevention Department. These areas are used to accumulate HW for a period of less than one-year or up to a limit of 55 gallons. These satellite accumulation areas do not require a HW storage permit. Satellite accumulation area maps are included in Appendix E.

b. Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC). HW generated at the satellite accumulation area is collected by PWHWSC personnel on a daily basis, delivered to and stored at the PWHWSC. The PWHWSC holds no permits under State requirements; therefore, operating and storing waste under a less than 90-day status. The PWHWSC can store HW no longer than 90-days prior to shipment off-station.

When the first drop or item is placed in a storage container inside the PWHWSC an accumulation start date is established for that container, beginning the less than 90-day storage time period. PWHWSC personnel do not pick-up used oil from the tank at the Fuel Farm or the fuel and used oil bowsers found at various locations on station. Refer to Appendix N for additional PWHWSC requirements.

c. Used Oil Storage Tank. The used oil storage tank at the Supply Fuel Farm holds used oil collected from various satellite accumulation area used oil bowsers and green 5-gallon buckets. Prior to being collected, the used oil is tested for contamination using a Chlor-D-Tect analysis test kit. If the used oil passes the Chlor-D-Tect test, it is collected by vacuum truck and pumped into the used oil tank at the Fuel Farm. Before being pumped and transported off-station for recycling, the content of the used oil tank is tested again for contamination. If the contents are determined contaminated, it must be disposed as contaminated HW. Appendix O provides additional information of current operating procedures for NASL storage tanks.

d. Red Portable JP-5 Storage Bowsers. Used JP-5 fuel is stored in red portable bowsers outside each hangar area. The fuel is tested prior to being pumped, transported and stored in the used oil storage tank at the Fuel Farm.

9. **TREATMENT REQUIREMENTS.** Regulations that govern the storage of HW in tanks also govern the treatment of HW in tanks, as specified in references (e) and (f). Appendix P provides a description of current operating procedures for NASL treatment facilities.

10. **DISPOSAL REQUIREMENTS.** HW produced by generating activities is regulated and must be turned in to PWHWSC for proper disposal, using procedures and documentation as stated in this HWMP. Appendixes I and J provide detailed instructions for NASL generators. Appendix N provides detailed instructions for PWHWSC personnel.

11. **PERSONNEL TRAINING.** Federal and Navy regulations require that personnel involved with HW complete a program of training that teaches them to successfully perform their duties to ensure personnel safety and compliance with the regulations. Refer to Appendix Q for detailed information.

REV 01 1999

12. **RECORD KEEPING.** References (b), and (e) through (h) specify certain types of records that may be audited by federal or state officials; therefore, easy access to these records is vital. Appendix R provides specific record keeping requirements for NASL. This information is specifically designed for HW management, and must be separated from purchasing, inventory and maintenance records for HM. Record entries will be made permanent with indelible ink.

13. **HAZARDOUS WASTE ANALYSIS PLAN.** This Plan is maintained in the Public Works Environmental Management Division (EMD).

14. **CONTINGENCY PLAN.** Reference (l) provides detailed instructions in the event of an emergency or spill involving HW. Copies may be obtained at NASL Central Files, extension 3360.

15. **CLOSURE PLAN.** The NASL Industrial Waste Treatment Plant Closure Plan is maintained in EMD.

16. **HAZARDOUS WASTE PERMITS.** All HW treatment permits are maintained in EMD. This currently includes:

<u>Permit Number</u>	<u>Unit Description</u>	<u>Location</u>
ACPl	Aerosol Can Puncture	PWHWSC
CC1	Can Crusher	PWHWSC
OFC1	Oil Filter Crusher	Auto Hobby Shop
2	Triple Rinse Area	IWTP
1	Industrial Waste Treatment Plant	Operations Side

17. **POLLUTION PREVENTION.** Per references (a) and (d), NASL is required to comply with the Emergency Planning and Community Right-to-Know Act and the Pollution Prevention Act of 1990. As such, the Pollution Prevention (P2) Plan was established and is maintained at EMD. The purpose of the P2 Plan is to:

a. Identify measures and procedures that comply with U.S. Department of Defense, U.S. Department of Navy, federal, and state directives, standards, and regulations pertaining to P2;

b. Identify major processes that generate HW; and

c. Develop technically and economically feasible options for reducing the transfer of HW off-site.

NOV 0 9 1999

Per reference (a), an important part of the Navy's mission is to prevent pollution, protect the environment, and protect natural, historic, and cultural resources. The preferred method of environmental protection is to eliminate or control, to the maximum extent feasible, the source of pollution. NASL has made and will continue to make dedicated efforts to minimize or eliminate the use of hazardous materials and generation of HW through the implementation of P2 programs.

APPENDIX LIST

SUBJECT	APPENDIX
Definitions.....	A
Acronyms.....	B
Responsibilities.....	C
General Requirements for Hazardous Waste Management and Points of Contact.....	D
Establishing Satellite Accumulation Areas and Location Maps.....	E
How to Manage Your Satellite Accumulation Area.....	F
How to Containerize Hazardous Waste.....	G
Labeling and Marking Bags and Containers.....	H
Hazardous Waste Commonly Generated	I
Special Areas, Wastes and Information.....	J
Transportation of Hazardous Waste from Satellite Accumulation Areas.....	K
Hazardous Waste Minimization.....	L
How to Get Ready for Deployment.....	M
Public Works Hazardous Waste Less Than 90-Day Storage Compound.....	N
Storage of Hazardous Waste in Tanks.....	O
Industrial Waste Treatment Plant.....	P
Training Requirements for Hazardous Waste Management.....	Q
Record Keeping.....	R
Forms for Hazardous Waste Management.....	S
Memorandum of Understanding.....	T

APPENDIX A

Definitions as stated in the Code of Federal Regulations, 40 CFR 260.10 or California Code of Regulations, Title 22 section 66261:

Solid Waste (SW): Any garbage, refuse, or sludge from a waste treatment plant, water supply treatment plant, or air pollution control facility and other discarded material, including solid, liquid, semi-solid, or gaseous material resulting from industrial, commercial, mining, agricultural or community activities.

Hazardous Substance (HS): Any HS which poses a threat to the environment when discarded or spilled; a SW which is not excluded from regulation as a HW under 40 CFR 261.4(b); or if it exhibits any of the characteristics identified in 40 CFR 261.20 - 261.24.

Listed Wastes: Listed wastes are identified in reference (e), parts 261.31, 261.32, and 261.33 and in reference (f), section 66680. A waste may also be hazardous simply by characteristics, i.e., flammable/ignitable, corrosive, reactive, toxic, or contains heavy metals and/or pesticides. Reference (f) provides a comprehensive list of both federal and state wastes.

Hazardous Material (HM): Any material designated by the United States Secretary of Transportation as posing a potential threat while being transported. HM is defined in reference (h) part 171.8 and includes HS and HW.

Hazardous Waste (HW): A solid, liquid, or combination of SW which, because of its quantity, concentration, physical, chemical or infectious characteristics, may contribute to an increase in mortality, or incapacitating illness. It may also pose a potential hazard to human health or the environment when improperly treated, stored, transported, or disposed of, or otherwise managed; or has been spent, used, outdated, or no longer needed.

Acutely Hazardous Waste: Any waste which has been found to be either fatal to humans in low doses, or in the absence of data on human toxicity has been shown in studies to have an oral lethal dose (LD) 50 toxicity (rats) of less than 2 milligrams per liter, or a dermal LD50 toxicity (rabbits) of less than 200 milligrams per kilogram or is otherwise capable of causing or significantly contributing to an increase in serious irreversible, or incapacitating reversible illness.

NOV 09 1999

Ignitable: A waste exhibits the characteristic of ignitable if representative samples of the waste have any of the properties as stated under 22 CCR 66261.21.

Corrosive: A waste exhibits the characteristics of corrosive if representative samples of the waste have any of the properties as stated under 22 CCR 66261.22.

Reactive: A waste exhibits the characteristics of reactive if representative samples of the waste have any of the properties as stated under 22 CCR 66261.23.

Toxic: A waste exhibits the characteristics of toxicity if representative samples of the waste have any of the properties as stated under 22 CCR 66261.24.

Satellite Accumulation Area: Per reference (f), an area where HW may be accumulated for a period no longer than one-year or a maximum of 55-gallons.

Generator: Persons who generate HW. This definition includes all departments and tenant activities on board Naval Air Station Lemoore, visiting activities, aircraft support contractors, and contractors operating under the guidance of Resident Officer in Charge of Construction or Public Works. Contractors will manage and dispose of their own HW per applicable federal, state, and local laws and regulations, unless otherwise directed by their contract.

Container: Any portable device in which a material is stored, transported, treated, disposed of, or otherwise handled.
Used Oil: Any 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.

Sorbent: A material that is used to soak up free liquids by adsorption or absorption, or both.

Free Liquids: Liquids that readily separate from the solid portion of a waste under ambient temperature and pressure.

Discharge/Spill: The accidental or intentional spilling, leaking, pumping, pouring, emitting, emptying, or dumping of HW into or on any land or water.

NOV 09 1999

Disposal: The discharge, deposit, injection, dumping, spilling, leaking, or placing of any SW or HW into or on any land or water so that such SW, HW, or any constituent thereof, may enter the environment or be emitted into the air or discharged into any waters or ground waters.

Drip Pan: A unit used to collect/contain a HS spill or release.

Material Recovery Facility (MRF): Kings Waste Recycling Authority's (KWRA) recycling and landfill facility. SW is segregated for recycling at the MRF and non-recyclable material is disposed in the landfill area.

California Administrative Code, Title 22, Article 3, Characteristics of Hazardous Waste; and Article 4, Lists of Resource Conservation and Recovery Act Hazardous Wastes: Copies of Articles 3 and 4 will be provided to each hazardous waste coordinator. Copies can be obtained from the Public Works Environmental Management Division upon request.

NOV 09 1999

APPENDIX B**ACRONYMS**

APM	Asbestos Program Manager
C/W	Contaminated With
CAC	California Administrative Code
CFR	Code of Federal Regulations
DOHS	Department of Health Services
DRMO	Defense Reutilization and Marketing Office
DTID	Disposal Turn-in Document
EMD	Public Works Environmental Management Division
EPA	Environmental Protection Agency
GHWDF	Generator Hazardous Waste Disposal Form
HM	Hazardous Material
HAZMAT	Supply Hazardous Material Center
HS	Hazardous Substance
HW	Hazardous Waste
HWC	Hazardous Waste Coordinator
HWMP	Hazardous Waste Management Plan
HWPO	Hazardous Waste Petty Officer
HWTIL	Hazardous Waste Turn-in Inventory List
IH	Industrial Hygiene
IWTP	Industrial Wastewater Treatment Plant
KWRA	Kings Waste and Recycling Authority
MRF	Material Recovery Facility
MSDS	Material Safety Data Sheets
NASL	Naval Air Station Lemoore
NOTAL	Not All
N.O.S.	Not Otherwise Specified
OSHA	Occupational Safety and Health Administration
PCB	Polychlorinated Biphenyls
POL	Petroleum, Oils, and Lubricants
PWHWSC	Public Works Hazardous Waste Less Than 90-Day Storage Compound
PWM&U	Public Works Maintenance and Utilities Division
RCRA	Resource Conservation and Recovery Act
RQ	Reportable Quantity
UHWM	Uniform Hazardous Waste Manifest
WPQ	Waste Profile Questionnaire

APPENDIX C

NAVAL AIR STATION LEMOORE (NASL) PERSONNEL RESPONSIBILITIES

Commanding Officer (CO) and Executive Officer (XO) shall:

- Be responsible for Resource Conservation and Recovery Act compliance.
- Ensure the Hazardous Waste Management Plan (HWMP) receives appropriate command attention and policy implementation.
- Assume responsibility as On-Scene Commander for all HW spills at NASL per COMNAVBASESANDIEGOINST 5090.1B.

Public Works Environmental Management Division (EMD) shall:

- Be the station HW Coordinator.
- Provide support, technical expertise, and other appropriate duties relative to implementation and management of the NASL HWMP.
- Coordinate and prepare required Environmental Protection Agency (EPA), State and Department of Defense (DoD) HW reports and compliance documentation.
- Conduct inspections of HW operations and initiate corrective measures. Conduct deployment inspections prior to long-term deployment.
- Maintain routine liaison with federal, state and DoD agencies with regard to HW inspections, rule interpretation and problem resolution.
- Perform long-range planning for HW reduction, recycling, and reclamation strategies.
- Coordinate training programs involving HW management personnel.
- Maintain a technical library of references detailing HW safety, handling, storage, transportation, treatment, disposal, and characteristics for both stock and non-stock items including hazardous material characterization references.

NOV 09 1999

Occupational Safety and Health (OSH) Department shall:

- Coordinate with EMD in establishing joint training programs. Maintain information about auxiliary HW/Hazardous Material (HM) training from external sources.
- Coordinate with EMD on action to be taken during spill response.
- Routinely note and inform EMD of environmental health and safety deficiencies in satellite accumulation areas while performing safety inspections.

Supply Department shall:

- Maintain records (e.g., DD Forms 1348-1A) and inventories of all HM throughout the station.
- Ensure a Material Safety Data Sheet (MSDS) is obtained for material not previously procured by NASL. Provide a copy of the MSDS to Industrial Hygiene (IH) for review and authorization. Require manufacturers or vendors to properly label all HM prior to shipment and provide a MSDS. These requirements shall be included as part of each HM purchase contract.
- Maintain a stock of HW labels for appropriate personnel.
- Operate a comprehensive hazardous material minimization program to reduce the amount of HM on station and avoid costs associated with procurement of HM.
- Operate a Hazardous Material Center (HAZMAT). Personnel assigned to the HAZMAT Center will be provided by NASL and COMSTRKFIGHTWINGPAC per references (o) and (p). The NASL CO will enter into a formal agreement with the CO of each activity participating in the HAZMAT program by executing a Memorandum of Understanding (MOU) (Appendix T).

Generating Department/Tenant Activity Command Officer shall:

- Designate in writing on the Hazardous Waste Coordinators Designation Form, Appendix S (Form 5090/1), two personnel as HWCs, a primary and secondary, available during normal daytime working hours. The designated personnel will be working coordinators with physical responsibilities in addition to paperwork. Due to the level of responsibility and possible liability to themselves and their command, it is mandatory that

NOV 09 1999

personnel chosen to fill these positions are conscientious self-starters and give great attention to detail and accuracy. It is highly recommended that the designated HWCs are squadron and civilian personnel who are truly commendable and scheduled to remain in the squadron for a period of at least one-year from the time they are chosen.

- Send the original copy of this duty assignment and the phone number(s) at which they may be reached to EMD (Code 50810). A copy of this form shall remain in squadron files. A formal yearly update is required. It is also necessary to update when either of the coordinators is replaced by sending original forms to EMD.

- Choose a primary and an alternate Hazardous Waste Petty Officer (HWPO) in each work center and for each shift. Their purpose is to assist the primary HWCs in HW management, which enables the HWCs to perform their normally assigned duties as well as their collateral duty. This shall be an internal written assignment, which must be placed in the HWPO's personnel file, therefore holding the HWPO responsible for managing the HW program. A copy of the assignment will be sent to EMD (Code 50810).

Note: Rotation of helpers under the designated HWCs active supervision appears to be a workable practice, but the main responsibilities must remain with the HWCs.

- Ensure either the primary or secondary HWC attends all HW meetings held at 1300 on the second Wednesday of each month at the COMSTRKFIGHTWINGPAC'S conference room in building 001. Information from this meeting shall be passed to each work center HWC, work center personnel, supervisors, upper management, and applicable personnel.

- Ensure funds are available for procuring supplies mandated by this instruction.

- Ensure upper levels of management of the command/activity are cognizant of the importance of the HW management program. Station departments and tenant commands will participate in the HAZMAT program to reduce HM/HW and avoid costs associated with procurement of HM. NASL departments or temporarily assigned duty assignment of tenant command personnel may be required and will be coordinated by NASL and COMSTRKFIGHTWINGPAC using references (o) and (p). Tenant commands not participating in the HAZMAT program are responsible and liable for any violation of environmental laws. Tenant command COs will sign a MOU with the HAZMAT manager to be accepted into the HAZMAT program.

- Ensure that HWCs have attended their required HW management training. Per reference (a), Chapter 12-5.7 (b), every person involved in HW management shall receive general environmental overview training, and shall receive specific comprehensive training on federal, state and local HW regulations related to their job assignment.

- Ensure EMD is notified no less than three weeks prior to long-term deployment to arrange for the squadron HM/HW deployment inspection. This inspection will take place on the squadron deployment date. The purpose of this inspection is to point out areas where HM/HW may have been overlooked. All areas belonging to the activity must be completely cleared of all HM/HW before the areas are abandoned. (Refer to Appendix M).

- Ensure EMD is notified upon return of a long-term deployment to establish the satellite accumulation area and provide a point of contact.

Hazardous Waste Coordinators (HWCs) shall:

- Ensure HW placed in the satellite accumulation area is logged in the Daily Satellite Accumulation Area Input Record, Appendix S, (Form 5090/3).

- Ensure only one department/activity inhabits the designated satellite accumulation area; thereby not assuming responsibility and liability for HW from another department/activity. The exception to this rule will be at the area designated for the accumulation of empty aircraft cleaning compound containers, which shall be located at the wash-rack and shall receive containers from anyone using the area.

- Ensure daily inspections of the department/activity assigned are conducted using the Daily Hazardous Waste Satellite Accumulation Area Inspection Sheet, Appendix S, (Form 5090/4).

- Be responsible for coordinating HW/HM pick-up with Public Works Hazardous Waste Storage Compound (PWHWSC), and HM with HAZMAT. Ensure all required documentation is complete and accurate. In the event the HWC is unable to be present for the pick-up, designate a responsible person from the activity with operations knowledge be on site.

- Be responsible for applicable record keeping requirements per Appendix R.

- Have the responsibility of training squadron personnel in the procedures of collecting, containerizing, labeling and

NOV 10 1999

marking containers of HW. EMD may be called upon to assist with this type of training. Ensure all personnel handling HW are trained in proper safety procedures. Safety training may be conducted by the activity Safety Office, Occupational Safety and Health, or IH Department. All training records are maintained in the activity personnel files.

- Ensure HM is turned in to HAZMAT and HW is turned in to PWHWSC, prior to deployment. The site may stay intact for short detachments, but must have a point of contact with knowledge of operations.

- No less than three weeks prior to long term deployment, contact EMD to establish appointments for the activity pre-deployment review and final inspection. Refer to Appendix M for further information.

- Ensure any movement of HM lockers has prior approval. EMD must be notified in a memo format, Appendix S, (example memorandum S-11).

- Ensure all double-bagged waste has a HW label or tape with proper information secured; and five-gallon cans have a HW storage label prior to PWHWSC pick-up.

- Ensure all empty containers contaminated with petroleum and aircraft cleaning compound have all markings painted out; the word EMPTY; date emptied; and User are marked on each container.

-Ensure liquid waste is placed on secondary containment pallets.

- Ensure all empty containers are in fact empty and wiped out.

- Ensure water conservation is stressed to the maximum. Per reference (q), water will be conserved. Ensure all water hoses are equipped with a spray nozzle capable of being turned on and off at the nozzle.

Air Operations shall:

- Ensure visiting activities assigned to air field spaces are aware of the requirements for HW management prior to authorization of airfield use.

NOV 09 1999

- Ensure EMD (extension 4104/2027/4090) is notified in sufficient time to perform a final inspection prior to vacating spaces occupied by visiting activities and assist in the final inspection.

Resident Officer in Charge of Construction (ROICC) shall:

- Ensure contractors are aware of the HW requirements prior to operations at NASL.

- Be responsible for advising, inspecting and monitoring performance of HW management of ROICC contractors and shall ensure strict compliance with this instruction

- EMD may be called upon for assistance when required.

- Ensure all HW/HM is removed from spaces occupied by ROICC contractors upon completion of contract, ensuring applicable disposal per federal, state and local regulations.

- Ensure all contractor HW or non-HW are manifested and processed through EMD.

NOTE: No Hazardous Waste or Non-Hazardous Waste will be transported from NASL without EMD notification. The contractor will complete the manifest and appropriate landban forms, and will submit them to EMD for signature and load compliance prior to any movement of Hazardous Waste or Non-Hazardous Waste leaving the station. Appropriate extensions are x4104 or x2027.

Public Works Facilities Management and Engineering (FM&E) Division shall:

- Ensure the subject of HW management and disposal has been fully addressed in all contracts which could generate HW.

- Ensure all HW/HM is removed from spaces occupied by PW contractors upon completion of contract, ensuring applicable disposal per federal, state and local regulations.

NOV 09 1999

APPENDIX D**GENERAL REQUIREMENTS FOR HAZARDOUS WASTE MANAGEMENT
AND POINTS OF CONTACT****General:**

- Hazardous Waste (HW) is generated by aircraft and building maintenance operations at Naval Air Station Lemoore (NASL) and must be properly handled, stored and disposed. Many HW items commonly generated at NASL are listed in Appendix I. If you do not find your waste listed and are unsure whether the waste qualifies as HW, contact the Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC) at extension 4090. They will make a determination for you.

Requirements for all HW/HM generators are:

- Designate a Hazardous Waste Coordinator (HWC) using the HWC Designation Form in Appendix S, Form 5090/1. The HWC will have the responsibilities as specified in Appendix C, page C-5. HWC's and other points of contact are provided on Page D-3.

- Ensure HW collected is containerized and labeled within the work center immediately after it is generated. It may be accumulated within the work center for one shift period, but must be taken to the satellite accumulation area at the end of the shift.

- Establish a satellite accumulation area per Appendix E.

- Adhere to the labeling and identification of HW requirements per Appendix H.

- Adhere to the record keeping requirements and procedures for HW per Appendix R.

- Make a conscious effort to minimize HM usage and HW generation. Refer to references (m) and (n), and Appendix L for further guidance.

Before Using Any Chemical:

- KNOW your hazards. Read the Material Safety Data Sheet (MSDS) and container label. In the event of a spill, the User must know what precautions must be taken and whether the substance is extremely hazardous. If you are not sure of the hazards, ask your supervisor.

NOV 09 1999

If a Spill Happens:

- If the spill is an extremely hazardous substance, evacuate the premises and call 9-911 regardless of the size of the spill. Do not attempt to cleanup the spill. Have a MSDS ready for the Fire Department Entry Team. Reference (1) will be activated.

- If the spill is not an extremely hazardous substance, the first action is to contain the spill to prevent the substance from entering a waterway, mixing with another chemical, and/or causing a fire hazard. If an electrical source is operating in the nearby area, turn it off, if it is safe to do so.

- If the spill is five gallons or less, clean it up. Use the appropriate measures. Place the contaminated material/waste in an open-top 55-gallon drum. Be sure to annotate the contaminants on the label. Notify PWHWSC personnel at extension 4104/4090 for pick-up and disposal.

- If the spill is over five-gallons, call 9-911 to activate the Fire Department Entry Team while someone else is containing the spill. The Entry Team will determine the extent of the hazard and notify the appropriate personnel as mandated per reference (1). The Entry Team Leader may request assistance of activity personnel.

- If a spill or overflow occurs at or from the IWTP contact EMD personnel at extension 4104/2027/4090/4070 immediately. A work request will be initiated for further cleanup and notifications will be made as required per reference (1).

NOV 09 1988

POINTS OF CONTACT

SQUAD/DEPART	EXT
AERO CLUB	3526
AIMD	1662
AIR OPS/CRASH FIRE	1703/1705
AIR OPS/FIELD SUPPORT	1710/1711
AIR OPS/FIRE PREVENTION	3828/3829
AIR OPS/GROUND SUPP EQUIP	1086
AUTO HOBBY	4906/4908
BOEING	998-8313/8306
CBU-406	3252/4175
CSFWP	1646
EMD	4104/4090/2027
FASO	2435/3939
FIFP (PHOTO LAB)	1125
GROUND SAFETY	3931/3932
INDUSTRIAL HYGIENIST	4377/4304
MDA-E (MCAIR)	998-8313/8306
MWR RECYCLING	4900
NADEP (MOD TEAM)	3762/3129
NAMTRA	3940
NARCEN	3775
NAVCALAB	1319
NAVHOSP	4229/4227
NEX SRV STATION	4681
OMD	1558/1519
PRINT SHOP	3927
PW SHOPS	4152
PWT	4189
RECYCLING	4900
SECURITY	4740/4751
SFWSPAC	1166
SUPPLY/FUELS	1328
SUPPLY HAZMAT	1341/3564
WEAPONS	3135
VFA-22 (HGR 2)	1963
VFA-25 (HGR 2)	1899
VFA-94 (HGR 2)	3007
VFA-97 (HGR 3)	3029
VFA-113 (HGR 2)	1860
VFA-115 (HGR 2)	3155
VFA-122 (HGR 5)	3667
VFA-125 (HGR 1)	1786
VFA-137 (HGR 3)	3799
VFA-146 (HGR 3)	3146
VFA-147 (HGR 3)	3185
VFA-151 (HGR 3)	3433

APPENDIX E

HOW TO ESTABLISH YOUR HAZARDOUS WASTE (HW) SATELLITE ACCUMULATION AREA AND CURRENT LOCATION MAPS

General: Activities generating HW are authorized to maintain a designated satellite accumulation area for the purpose of collecting HW at or near points of generation. Before the satellite area is established, its location must be approved by the Naval Air Station Lemoore (NASL) Fire Prevention Department; Occupational Safety and Health Department; and Public Works Environmental Management Division. Upon approval, these satellite accumulation areas must comply with reference (f), which is summarized in this appendix. Appendix I discusses HW commonly generated in the satellite accumulation area. Area location and maps of current NASL satellite accumulation areas are provided on pages E-5 through E-7.

Marking: The entire satellite accumulation area must be physically marked by painting a red or yellow line around the area on the ground, fence or rope off the area, storage cage or building.

Signs: "Hazardous Waste" and "No Smoking" signs must be posted at each satellite accumulation area. These signs must have white lettering with a red background and the following requirements:

- HW signs must be posted at the entrances to the satellite accumulation areas in a size legible from a distance of 25 feet. Because NASL is located within a boarder state to a neighboring country whose native language is not English, the HW warning is required in both English and Spanish. See page E-3 for an example.

- No Smoking signs must be placed on all approachable sides of the area so that each is visible from a distance of 50 feet. See page E-4 for an example.

Pallets: Required to hold containers to prevent contact with soil and/or water.

Placement and Inspection of Containers in Use:

- HW generators must ensure that each container of HW located in the satellite accumulation area is, at all times, positioned so the HW label with accumulation start date is

NOV 09 1999

clearly visible for inspection (refer to Appendix H). All containers that are empty or holding solids must be placed on pallets to prevent prolonged contact with pools of water, rainwater or hose-water which may cause the containers to rust. In an emergency only, pallets holding containers that do not hold free liquids may be placed on a dirt surface.

- Containers holding free liquids must be stored on a secondary containment pallet. They may not be directly or indirectly placed on dirt at any time. While in the shop areas or flight lines, place containers holding free liquids in a drip pan until transported to the satellite area. Detailed information regarding containers can be found in Appendix G.

Fire Extinguishers: A class B/C fire extinguisher shall be available within close proximity of the satellite accumulation area. It must be readily available in case of fire. If it is placed inside the site, you will not be able to reach the extinguisher in an emergency. Contact the Fire Prevention Department at extension 3829, if you do not have a class B/C fire extinguisher.

Housekeeping: The satellite accumulation area must be kept clean, organized, and free of trash.

Emergency Spill Kit: Spill clean-up materials must be located near all satellite areas.

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**DANGER
HAZARDOUS WASTE AREA**

**UNAUTHORIZED PERSONNEL
KEEP OUT**

**PELIGRO
ZONA DE MATERIALES
PELIGROSOS**

**PROHIBIDA
LA ENTRADA A PERSONAS
NO AUTORIZADAS**

(STANDARD SIGN - WHITE LETTERING ON RED BACKGROUND)

NASLEMINST 5090.4B
NOV 09 1999

NO SMOKING WITHIN 50 FEET

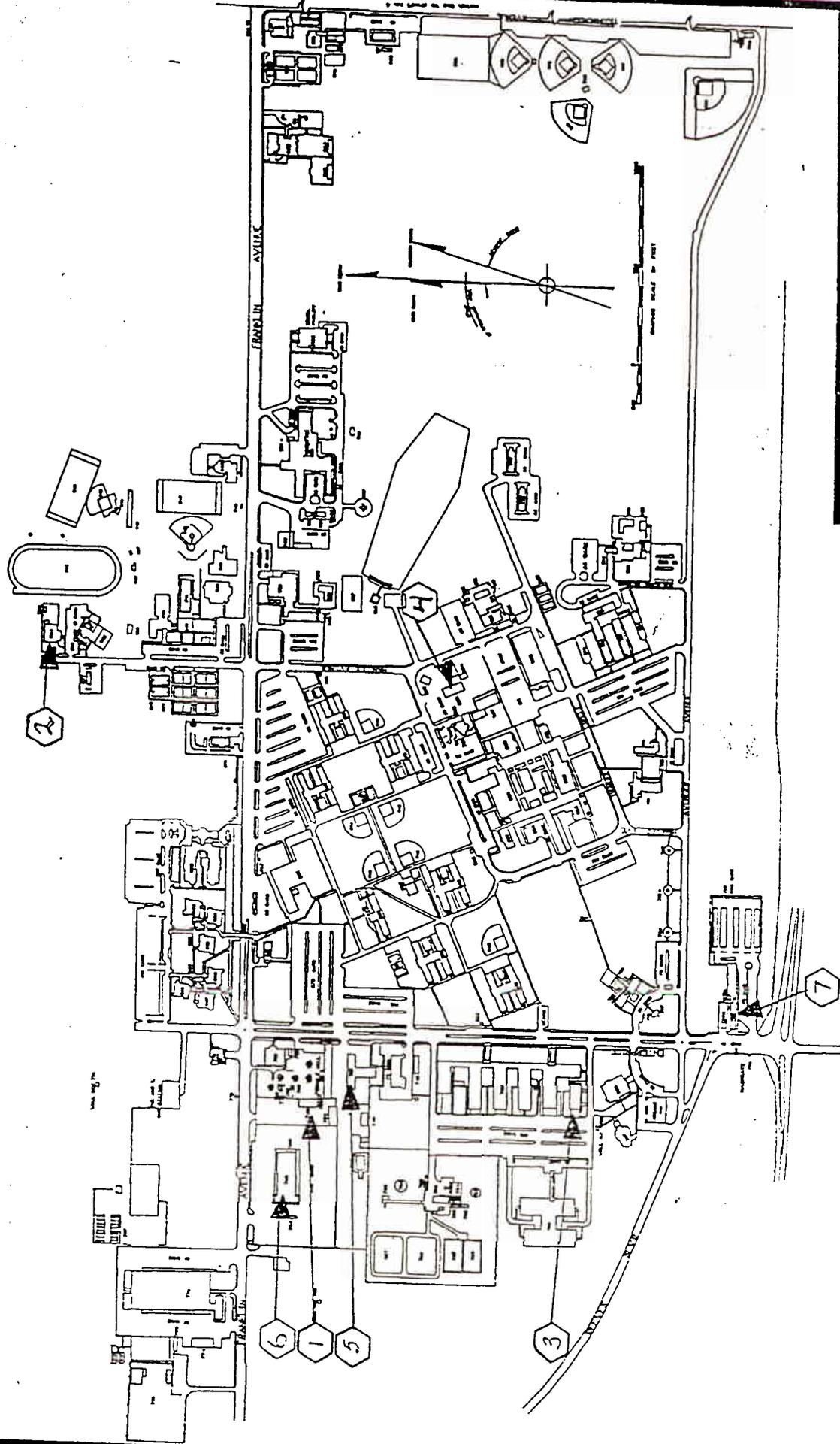
(STANDARD SIGN - WHITE LETTERING ON RED BACKGROUND)

ESTABLISHMENT OF FIRE PREVENTION REGULATIONS
NASLEMINST 11320.1F, XI-2 (c) and XII-13 (b)

NOV 89 1213

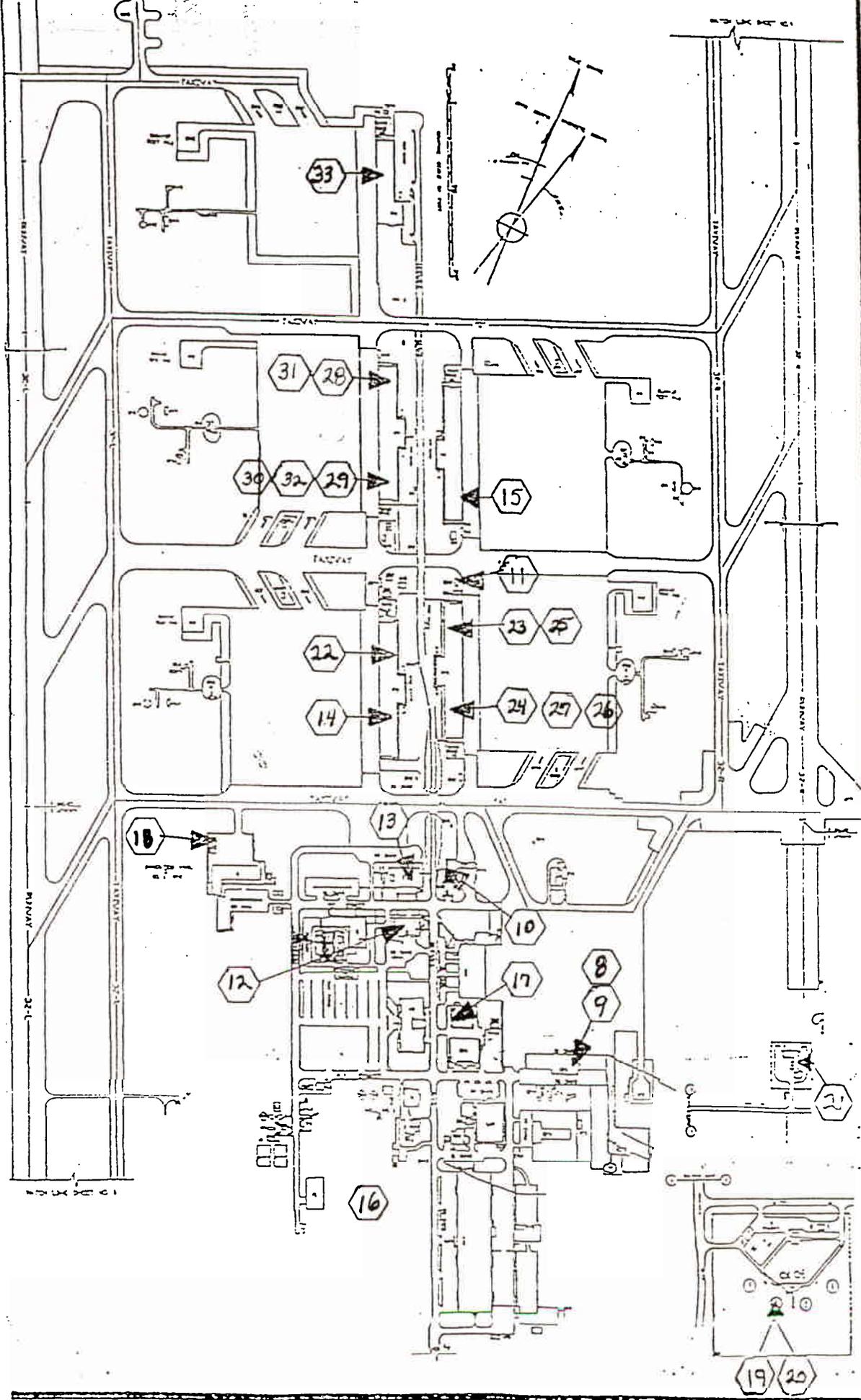
KEY TO SATELLITE ACCUMULATION AREA MAPS

<u>KEY #</u>	<u>ADMINISTRATION AREA</u>	<u>PAGE</u>
1	Construction Battalion Unit (CBU) 406, Bldg #745	E-6
2	Quality of Life (QOL), Auto Hobby, Bldg #954	E-6
3	Naval Air Maintenance Training Group, Bldg. #730	E-6
4	Navy Exchange Service Station, Bldg. #829	E-6
5	Public Works Shops, Bldg. #750 E-6	
6	Public Works Transportation, Bldg. #765	E-6
7	Security, Bldg. #705 E-6	
 <u>OPERATIONS AREA</u> 		
8	Aircraft Intermediate Maintenance Depart, Bldg. #170	E-7
9	Aircraft Intermediate Maintenance Depart, Bldg. #179	E-7
10	Air Operations/Crash Fire, Bldg. #190	E-7
11	Air Operations/Field Support, Bldg. #315 E-7	
12	Fleet Aviation Specialized Operations (FASO) Bldg. #16	E-7
13	Fleet Imaging Facility, Pacific (Photo Lab), Bldg. #1	E-7
14	Boeing HGR #1	E-7
15	Navy Aviation Depot (Mod Team), HGR #4	E-7
16	Navy Calibration Laboratory (NAVICALAB), Bldg. #85	E-7
17	Operations Maintenance Department, Bldg. #180 E-7	
18	Strike Fighter Weapons School, Pacific, Bldg. #4	E-7
19	Supply Fuels, Bldg. #90	E-7
20	Supply Fuels, Bldg. #90	E-7
21	Weapons, Bldg. #440	E-7
22	VFA-125, HGR #1	E-7
23	VFA-22, HGR #2	E-7
24	VFA-25, HGR #2	E-7
25	VFA-94, HGR #2	E-7
26	VFA-113, HGR #2	E-7
27	VFA-115, HGR #2	E-7
28	VFA-97, HGR #3	E-7
29	VFA-146, HGR #3	E-7
30	VFA-147, HGR #3	E-7
31	VFA-137, HGR #3	E-7
32	VFA-151, HGR #3	E-7
33	VFA-122, HGR #5	E-7



NAVAL AIR STATION LEMOORE, CA.
 ADMINISTRATION AREA
 HAZARDOUS WASTE SATELLITE ACCUMULATION
 AREA MAP
 DWG _____ DATE _____ SHEET _____ OF _____

ADMINISTRATION AREA



NAVAL AIR STATION LEMOORE, CA
 OPERATIONS AREA
 HAZARDOUS WASTE SATELLITE ACCUMULATION
 AREA MAP

OPERATIONS AREA

DWG. _____ DATE _____ SHEET _____ OF _____

APPENDIX F

HOW TO MANAGE YOUR HAZARDOUS WASTE (HW) SATELLITE ACCUMULATION AREA

General: Your HW satellite accumulation area and its contents must be managed daily. HW must be collected and placed in appropriate containers. The accumulation start date must be on all containers currently holding HW (see Appendix H). Labels must be checked daily for faded or illegible conditions. Inspections must be performed. Waste oil containers and fuel bowsers must be maintained and checked to ensure cleanliness and waste- oil/fuel levels do not exceed 6" from the top. Housekeeping must be maintained.

Collect HW and place in the Satellite Accumulation Area:

- Work center personnel will place their HW accumulated within the work center into marked/colored local HW containers, which identifies container contents, until their shift is completed. At the end of the shift, all waste will be collected and placed in the appropriate bulk accumulation container, or picked up by the Public Works Hazardous Waste Storage Compound (PWHWSC) at the activity satellite accumulation area.

- When taking items to the satellite accumulation area, pay close attention to the labels. Place HW in the proper pail designated for your waste. Trash will not be placed in any HW pail. If a bulk accumulation pail is empty, an accumulation start date must not be on the label. If you are placing the first item in the pail, write the calendar date on the label. If there is no bulk accumulation container available for your type of waste, check with your Hazardous Waste Coordinator (HWC). Any freestanding item shall have a HW label on it prior to placing it in the HW satellite accumulation area. Items sized one-gallon or less must be containerized.

- HW will be recorded on the Daily HW Satellite Accumulation Area Input Record using Appendix S, Form 5090/3 or a green logbook. Record entries must include date the waste was added to container, name of waste, type and quantity of waste, and name of individual placing waste in container. (Please write name legibly, and do not use initials).

NOV 90 1033

Compatibility: Before placing items in the satellite accumulation area, determine if the waste is compatible with existing wastes. Refer to the compatibility chart on Page F-3 and your Material Safety Data Sheet (MSDS) for assistance. Helpful information regarding the use of the MSDS begins on Page F-4. To use the compatibility chart:

- Identify the chemical groups which existing waste and new waste belong to. Note the number to the left of each group. Using the numbers on the left, look for the numbers on the descending scale at the top of the boxes.

- If there are letters in the block where they meet, a reaction will definitely occur. By using the key, you can determine what sort of reaction there will be.

- Remember this chart is generic and does not contain all chemicals you may come in contact with. If you have questions, call the environmental office at extension 4104/4090/2151/2027.

Inspections: There are two types of regular inspections. The records must be maintained in activity files for three years.

(1) Generating activities must inspect their satellite accumulation area daily using the Daily HW Satellite Accumulation Area Inspection Sheet, Appendix S, Form 5090/4. The procedure shall be to inspect each item listed and place a (YES/NO/or N/A) in the column for that day.

- If there is a discrepancy, write the item number, discrepancy, and date in the spaces below the checklist. Be sure to sign the checklist (do not initial) after each inspection is completed. If an unsatisfactory condition is found that is not listed on the inspection sheet use the number for other.

- Take immediate action to correct discrepancies. Oversee the corrections or do it yourself. When corrections are made, annotate them on the sheet along with the date.

- This inspection sheet not only keeps the activity in compliance with the regulations, but also is used as a tool for the HWC. With documentation, the HWC can take the recurring problems to higher authority and ask for assistance.

- Inspections must be maintained on file by the generator HWC and must be available for inspection by the Environmental Protection Agency, state, federal, or local inspectors.

NOV 09 1999

(2) In addition, there will be periodic inspections performed by Public Works Environmental Management Division. The HWC will normally be present when these inspections take place. A copy of the results will be mailed to the Maintenance Officer of each squadron or supervisor of the department. Any required corrective action must be implemented, documented, dated, and returned to code 50812 immediately. A copy of the corrected inspection sheet shall remain in activity files.

Every MSDS must contain the following general information.

- Name, address, and telephone number of the party responsible for preparing or distributing the MSDS, who can provide additional information on the hazardous chemical and appropriate emergency procedures.

- Name of the chemical material as it appears on the warning label and Hazardous Chemical Inventory in your workplace.

- Health hazards of the chemical, including signs and symptoms of exposure, precautions for safe handling and use, and any applicable control measures.

Many chemical materials are mixtures. Mixtures contain more than one ingredient. The MSDS must identify ALL hazardous ingredients in a mixture.

The following table summarizes information you will find in the MSDS **Physical Data Section**.

Physical Data	Question	Explanation
APPEARANCE AND ODOR	Solid, liquid, or gas? What does it look like? Can I see/smell it?	MSDS describes physical form/appearance, color, and odor (if any).
BOILING POINT	Is it a gas?	YES if boiling point is BELOW room temperature
EVAPORATION RATE (STANDARD = 1)	How FAST does it evaporate?	FASTER than standard if rate GREATER than 1. SLOWER than standard if rate LESS than 1.
VAPOR PRESSURE (mm Hg)	How much FORCE does the vapor exert inside a closed container?	Higher is more hazardous. Over 100 mm Hg may cause container to burst open upon exposure to heat.
VAPOR DENSITY (Air = 1)	Is it heavier than air or lighter than air?	HEAVIER if GREATER than 1. LIGHTER if LESS than 1.
SPECIFIC GRAVITY (Water = 1)	Is it heavier than water or lighter than water?	HEAVIER if GREATER than 1. LIGHTER if LESS than 1.
SOLUBILITY IN WATER	Is it soluble in water?	NO if solubility is none or a number near zero.

NOV 9 1999

Liquids that are not soluble in water either float (specific gravity less than 1) or sink (specific gravity greater than 1). Liquids that float on water present a special fire hazard. Water does not stop such liquids from burning. Instead, water spreads the fire. Physical hazard information appears in the following sections of the MSDS.

- Fire and Explosion Hazard Data Section
- Reactivity Data Section
- Precautions for Safe Handling and Use Section

The following table summarizes the information you will find in the **Fire and Explosion Hazard Data Section** of the MSDS.

Data	Question	Explanation
FLASH POINT	Is it a fire hazard? Is it flammable? Is it combustible?	YES if below 200F. YES if below 100F. YES if 100-200F. Lower is more hazardous.
LOWER EXPLOSIVE LIMITS (LEL) and UPPER EXPLOSIVE LIMITS (UEL)	Can it explode in air?	YES, if limits are stated. Low LEL or wide explosive range most hazardous.
EXTINGUISHING MEDIA	What material should be used to put out a fire?	Use protective equipment and special procedures given.
SPECIAL FIRE FIGHTING PROCEDURES	How should firefighters put out a fire?	Use protective equipment and special procedures given.
UNUSUAL FIRE AND EXPLOSION HAZARDS	Is it a fire hazard? Can it explode?	YES if any information is given in either category.

Do **NOT** attempt to put out a chemical fire unless you have been specifically trained to do so. Instead, sound the alarm and leave the area.

The following table summarizes the information you will find in the **Reactivity Data Section** of the MSDS.

Data	Question	Explanation
STABILITY	Is it unstable? What conditions should be avoided?	YES if <u>Unstable</u> checked. Conditions to avoid are listed.
INCOMPATIBILITY	Is it reactive? What materials should be avoided?	YES if information is stated. Materials to avoid are listed.
HAZARDOUS DECOMPOSITION PRODUCTS	Does it produce or release a hazard when it decomposes?	YES if any products are listed.
HAZARDOUS POLYMERIZATION	Can it occur? What conditions should be avoided?	YES if <u>May Occur</u> checked. Conditions to avoid are listed.

The following table summarizes the information you will find in the **Precautions for Safe Handling and Use Section** on the MSDS.

Data	Question	Explanation
STEPS TO BE TAKEN IF MATERIAL IS SPILLED OR RELEASED	How do I clean up a spill or leak?	Follow specific steps and procedures given.
WASTE DISPOSAL METHOD	What is the proper waste disposal method?	Follow specific methods given and refer to any government regulations.

APPENDIX G

HOW TO CONTAINERIZE HAZARDOUS WASTE (HW)

General Container Readiness and Preparation: Generating departments and activities at Naval Air Station Lemoore (NASL) are required to comply with reference (f) with regard to proper use and management of containers. This includes:

- Waste containers must be in good condition (i.e., have no dents or corrosion) and closure rings and/or bungs must be tightly fitted and gaskets must be in good condition. Wastes located in poor or leaking containers must be transferred to containers in good condition.
- All containers must be closed including containers that are empty. If lids are missing from empty containers, duct tape or ordinance tape may be used to cover the opening.
- Containers may not be used for holding liquids if bungs (screw-tops) are not in good condition or missing from 55-gallon closed top drums or 5-gallon pails. Drum locks are desired.
- Containers and their liners must be compatible with the wastes contained and containers in the same area.
- Incompatible wastes and/or materials must not be placed in the same container.
- To segregate means to separate. Do not mix wastes together, (i.e., no trash with rags, no paint rollers and brushes inside paint cans, etc.). The more complex a waste stream is, the more it costs to test and/or dispose of.
- Containers holding corrosive HM/HW may not be placed next to flammable or combustible HM/HW.
- Reactive HM or HW, i.e. Alodine contaminated rags or bottles must be stored separately and be fully contained.
- Containers holding liquid HW must be kept tightly closed during storage, except when necessary to add/remove liquid. Leaving a funnel or any other object to drip in a drum while the drum is unattended is not allowed. Tops and sides of containers must be free of liquid/dried HW to ensure complete closure of the container. A non-sparking wire brush may be used to remove build-up. Screw-in funnels may be used, but may not be left in

NOV 09 1999

the drum unattended unless the drum is secured to a pole or other object that will not allow the drum to tip over in any situation. Containers must not be opened, handled, or stored in a way that may cause a rupture or leak.

- Oxidizers must be kept away from air and water.
- Drums containing liquid HW must not be completely full (this means at least 5% capacity or approximately six inches of empty space left in a 55-gallon drum).
- Drums containing semisolid material (such as speedy-dry contaminated with oil) must be filled no greater than 2/3 capacity to allow for the solidification process.
- Drums containing sandblast grit may not be filled more than one-half capacity due to the weight of the contents.
- Empty containers contaminated with HW must be handled as HW. Fifty-five-gallon containers in good condition may be reutilized for compatible HW accumulation.
- Containers holding Polychlorinated Biphenyls (PCB) or devices containing PCB must be managed and stored per reference (e), part 761. Contact the Public Works Hazardous Waste Less Than 90-Day Storage Compound at extension 4090 as soon as a substance containing PCB is suspected. See Appendix I, page I-5 for specific instructions regarding PCB ballasts.

Reuse of 5-Gallon Plastic Containers: Containers may be reused for HW collection providing the product is the same as what the container originally held.

Placing Solid HW in Bags: Before placing HW in bags, you must place two plastic bags together, one inside the other (called double bagging), to give the bags greater strength. Remember these bags will be handled at least three more times after leaving the satellite accumulation area. Bags must not be torn, extremely heavy, or contain free liquid in the bottom.

Note: Contaminated speedy-dry may not be turned in for disposal in bags except in small amounts, i.e. 15-20 pounds. Too much weight will cause the bags to tear.

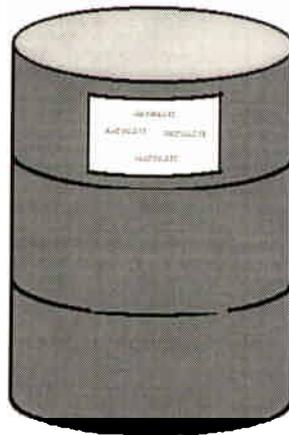
APPENDIX H

LABELING AND MARKING BAGS AND CONTAINERS

General: Labels must be affixed to each container when the first drop of hazardous waste (HW) or item is placed in the container in the satellite accumulation area. Labeling requirements can be broken down into two types:

- Bags: Labeling bags may be accomplished by using preprinted labels, duct tape, or masking tape with a strong adhesive backing, and a black, wide felt tip (or china) marking pen. Due to the end disposal procedure of bags and empty containers and the high cost of preprinted labels, masking or duct tape on bags is preferred. Preprinted labels are available from Supply Hazardous Material Center (HAZMAT). If HAZMAT is out of stock, use duct or masking tape.

- Drums: Label drums placing the label in the center of the top ring as shown below. When the Public Works Hazardous Waste Less Than 90-Day Storage compound (PWHWSC) personnel use the fork-lift to pick-up 55-gallon drums, the labels could be removed by the fork-lift arms. Placing the label in the designated area will help eliminate this problem.



Use preprinted labels on 55-gallon drums and smaller containers not placed in bags unless HAZMAT is out of stock. Markers should be the types that resist fading and chemicals. During daily inspections, check to ensure the identifying markings on the label are legible and have not faded. If the marking cannot be

easily read, remark the labels carrying forward the previously written information. When marking the label, also include the state of contents; i.e., solid or liquid, and whether it is flammable, corrosive, etc. The category toxic is not a catch all word for hazardous. It is a specific category that must not be checked unless it meets defined criteria (refer to Appendix A). In addition, labels may fade due to sun exposure. Replace them as needed, carrying over the information from the previous label.

Accumulation Start Date: The accumulation start date is the calendar date, **not** the Julian date, the first drop of HW/item is placed in the appropriate container in the satellite accumulation area. Generator areas are limited to less than 90-day storage so it is imperative this date is on the label. Do not use the start day if the drum is empty or is established for bulk accumulation.

Required Information: Regardless of the type of labeling procedure used, the following information must be added to the label by the generating activity:

- The words HAZARDOUS WASTE (not necessary if using preprinted labels).
- Activity who generated the waste.
- The accumulation start date or the words EMPTY DAILY
- Storage container contents or, if empty, what it last contained. Be specific, use percentages. Check the appropriate box describing the physical state, i.e. solid or liquid.
- Check the appropriate box describing the hazardous characteristics, i.e. flammable, corrosive, etc. Note: Very few items at NASL are toxic. Toxic is a specific category of waste as explained in Appendix A.
- Replace the label on the bulk storage container each time it is emptied. If you are turning in bags prior to pick-up by PWHWSC personnel, transfer the original accumulation start date located on the drum to the bag label.
- All containers 5-gallons or less that are emptied daily by HAZMAT will have EMPTIED DAILY stenciled on them. A log or record of transaction must be kept to verify it is emptied daily.

NOV 09 1990

Note: Before HW (including PCB items) can be transported across the highway system off station, a Department of Transportation shipping label must be correctly completed and affixed to the side of the shipping container. The California EPA ID # CA3170024381 must be present on the label, and a Uniform HW Manifest must accompany the shipment. No one is authorized to sign HW manifest other than Public Works Environmental Management Division (EMD). No one is authorized to remove HW from the station without EMD notification.

NOV 09

**APPENDIX I
HAZARDOUS WASTE COMMONLY GENERATED** **PAGE**

Adhesives and Sealant.....	I-3
Aerosol Cans.....	I-3
Aircraft Cleaning Compound Containers (empty).....	I-3
Alodine.....	I-3
Antifreeze.....	I-4
Asbestos.....	I-4
Batteries.....	I-4
Blasting Residue (sand grit, glass bead).....	I-4
Canopy Polish Containers (empty).....	I-4
Ceiling Tile.....	I-4
Composite Waste.....	I-4
Contaminated Soil.....	I-4
Coolanol or RLCS Oil.....	I-5
Corrosive Wastes.....	I-5
Cutting Fluid & PC-444.....	I-5
Floor Tile.....	I-5
Fluorescent Ballast.....	I-5
Fluorescent Light Tubes.....	I-5
Fuel Filters from the Fuel Farm.....	I-5
Handling of Empty Containers.....	I-5
Janitorial Supplies (water-based) (empty).....	I-6
Office Supplies (including photo-copier dry ink cartridges).....	I-6
Oil Filters.....	I-6
Oily Rags.....	I-6
Paint Booth Filters.....	I-6
Paint Buckets.....	I-6
Paint Cans (empty) (including latex cans).....	I-6
Paint Cans Containing Solidified Paint.....	I-7
Paint Chips.....	I-7
Paint Debris (i.e., brushes, pans, etc.).....	I-7
Paint Enamel.....	I-7
Paint Latex.....	I-7
Paint Stripper.....	I-7
Paint Waste.....	I-7
Petroleum/Oil/Lubricant (POL) Cans (empty).....	I-8
Photographic Waste.....	I-8
Refrigerant (items containing).....	I-8
Respirator Cartridges.....	I-9
Solvent Rags.....	I-9
Spill Residue.....	I-9
Spill Residue Disposal	I-10

SUMMARY

Items which may be picked up in double-bags:

Adhesives/sealing compounds
Aerosol cans
Alodine items, empty containers and rags
Asbestos, items containing (**Notify NASL OSH if asbestos is suspected or prior to any removal**)
Batteries
Cellular fuel baffles from aircraft wings
Composite waste
Empty canopy polish containers
Empty paint cans (including latex cans)
Empty petroleum/oil/lubricants (POL) cans
Fluorescent ballast
Oily rags
Paint booth filters
Paint debris (i.e., brushes, pans, etc.)
Solvent rags
Spill residue

Items which must be placed in 55-gallon open-top drums:

Blasting residue (sand grit, glass bead)
Contaminated soil
Fuel filters from the Fuel Farm (in excess of 2-bags)

Items which must be placed in separate closed-top 55-gallon drums:

Antifreeze
Coolanol or RLCS oil
Corrosive wastes (plastic drum only)
Cutting fluid & PC-444
Hydraulic fluid contaminated with freon
Paint stripper/paint waste

Items which may stand alone:

Batteries
Empty aircraft cleaning compound containers
Unbroken fluorescent light tubes

Items which may be mixed together permanently:

- Oil, fuel, PD-680, and hydraulic fluid (no freon or antifreeze)
- Waste paints and paint solvents (do not add latex paint)

**HAZARDOUS WASTE (HW) COMMONLY GENERATED AT NAVAL AIR STATION
LEMOORE (NASL)**

General: HW is generated by aircraft and building maintenance operations at NASL and must be properly handled, stored and disposed. Many (but not all) specific HW items commonly generated at NASL are listed in this appendix. If you do not find your waste stream listed and are unsure whether your waste qualifies as HW, contact Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC) at extension 4090. The Handlers will make a determination for you. Use a Generator Hazardous Waste Disposal Form (GHWDF) located in Appendix S, Form 5090/6, to turn in any container with a substance remaining in it. Use a Hazardous Waste Turn-in Inventory List (HWTIL) located in Appendix S, Form 5090/7 to turn in empty containers.

Adhesives and Sealants: Will not be placed in dumpsters! Prior to pick-up by Supply Hazardous Material Center (HAZMAT) these items must be segregated by type of material and whether tubes are empty or contain material. Count each segregated group and record the count on the HWTIL, Appendix S, Form 5090/7.

Aerosol Cans: Will not be placed in dumpsters. Prior to pick-up by HAZMAT, these items must be segregated by type of material, nozzles removed, and whether cans are empty or still contain any material. Double-bag and label each segregated group and record the count on the HWTIL, Appendix S, Form 5090/7.

Aircraft Cleaning Compound Containers (empty): These containers that will **not** be triple rinsed by the USER activity; turn in to HAZMAT. Ensure container is empty. Turn container over into a bucket (not the drain) to ensure it is empty. Label must be painted out, EMPTY label affixed, and date container was emptied.

Alodine: Alodine is an explosion waiting to happen. **Do not store Alodine with other hazardous materials or the residue with other hazardous wastes.** Collect and segregate Alodine rags and empty bottles. Call HAZMAT for empty 5-gallon open top containers. Prior to pick-up, segregate, count, double-bag, and label. Be sure to keep these wastes away from other waste streams. Items contaminated with Alodine must be turned in on a GHWDF located in Appendix S, Form 5090/6.

Special Note: Alodine contains ferric cyanide. It is extremely important that you contain the water used to flush the substance from the surface you have used and dispose as HW. **Do not allow it to go down any drain.**

Antifreeze: Waste antifreeze will not be disposed down the drain. It will be placed in a closed-top 55-gallon drum for recovery utilizing an approved recycling system. If no recycling system is available, accumulate and turn in on a GHWDF located in Appendix S, Form 5090/6.

Asbestos (containing items): Check with the NASL Occupational Safety and Health Office (OSH) Asbestos Program Manager (APM) at extension x3931/3932 prior to any Asbestos removal. Asbestos must be double-bagged, sealed and taken to the PWHWSC for disposal. Ensure the bags are labeled properly, including accumulation start date. Turn in a GHWDF located in Appendix S, Form 5090/6.

Batteries: Double-bag and label for PWHWSC pick-up.

Blasting Residue (sand grit, glass bead): Blasting Residue will be segregated in 55-gallon drums and labeled appropriately. Do not fill past the one-half mark. Complete a GHWDF located in Appendix S, Form 5090/6 and call PWHWSC, extension 4090 for pickup.

Canopy Polish Containers (empty): Empty canopy polish containers shall be collected, counted, and annotated on a HWTIL located in Appendix S, Form 5090/7. Double-bag and label for PWHWSC pickup.

Ceiling Tile: Prior to removal/replacement, call the APM for any required sampling. After verification from the APM and if the ceiling tile is not asbestos, it can be thrown into the dumpster.

Composite Waste: Composite waste will be collected, double-bagged, and properly labeled. Prior to PWHWSC pick-up, the bags will be counted, and the total annotated on a HWTIL located in Appendix S, Form 5090/7.

Contaminated Soil: Containerize contaminated soil in 55-gallon drums. Place appropriate information on a GHWDF located in Appendix S, Form 5090/6. Call PWHWSC at extension 4090 for pick-up. When creating your GHWDF use the first four numbers of the stock number that the soil was contaminated with and double zero.

DEBRIS. Example: 9150-00-DEBRIS would show the contaminated debris and hydraulic fluid in it. If there is more than one contaminate in the fluid, use the one that has the highest concentration, but be sure to describe all the contaminates and their approximate concentrations on the GHWDF.

Coolanol or RLCS Oil: Coolanol is actually not an oil. It is a dielectric fluid with a chlorine content and will be accumulated in a separate 5-gallon pail and labeled appropriately. Do not mix other items with these wastes.

Corrosive Wastes: Acids and bases are extremely dangerous if allowed to mix with flammable or ignitable wastes. Take steps to ensure these types of wastes do not come in contact with one another. Place corrosive wastes in plastic sealable containers. Contact PWHWSC for procedures. Do not place corrosive wastes in metal containers unless the containers are specifically designed for that type of chemical.

Cutting Fluid and PC-444: Will be collected in 5-gallon pails. Public Works Environmental Management Division personnel shall perform a field test to determine whether this will be deemed a recyclable waste or turned in for HW disposal.

Floor Tile: Prior to removal/replacement, call the NASL OSH APM at extension x3931/3932 for any asbestos sampling that may be required. After verification from the APM and if the floor tile is not asbestos, it can be thrown into the dumpster.

Fluorescent Ballast: ONLY Public Works Electricians are authorized to remove fluorescent ballast. Ballast in fluorescent light fixtures is replaced from time to time and must also be removed prior to disposal of the light fixtures. If the ballast is marked non-PCB, place it in the scrap metal bin. If it is marked PCB, or is unmarked and you are unsure whether its contents are PCB, fill out a GHWDF located in Appendix S, Form 5090/6. In the description block type PCB Ballast, contains >50 PPM PCB, and turn it in to PWHWSC. Be sure to document how many ballast you have placed in the container.

Fluorescent Light Tubes: Double-bag, label and turn in for PWHWSC pick-up.

Fuel Filters From the Fuel Farm: After air-drying, they must be counted, placed in double-bags, labeled, identified on a HWTIL, Appendix S, Form 5090/7, and picked-up by PWHWSC. If quantity is in excess of two bags, they must be placed in a 55-gallon open-top drum, and notify the PWHWSC at extension 4090 for pick-up. When packing in a drum, place a 1" layer of absorbent in the bottom to absorb any remaining liquid.

Handling of Empty Containers: Each generator must make every reasonable effort to fully use the contents of all containers.

NOV 09 1999

Containers must be void of liquid to be classified as empty. Do not triple-rinse any containers unless they are categorized as empty janitorial cleaning supplies. (ONLY PWHWSC personnel perform triple-rinsing functions.) To the extent practicable, containers that contained a specific HM should be reused to package that material when it becomes a HW. In general, containers 5-gallons or less may not be reused. The exception is photographic waste of the original contents. You must fill out a HWTIL (Appendix S, Form 5090/7) when turning in empty containers (including aerosol containers) to PWHWSC that previously contained HW. Empty aerosols will be segregated by previous contents and size.

Janitorial Supplies (including water-based and pine oil) (empty):

When using water-based janitorial supplies, remove all residue from the container by rinsing three times (in the washrack only) and making it part of your cleaning solution. Render the empty container non-useable by cutting or puncturing. Take them to the Recycling Center.

Office Supplies: Empty, standard office supplies in small quantities may be thrown into the dumpster. Some items may be recycled; check with the Recycling Center at extension 4900.

Oil Filters: Puncture the round-dome end of the container and drain for 24 hours. They must be counted, double-bagged, labeled, identified on a HWTIL (Appendix S Form 5090/7), and picked-up by PWHWSC. Bags must not be too heavy to be lifted easily, nor have liquid in the bottom.

Oily Rags: Rag Rental Program - hold in drum until picked-up by contractor. Drums must be labeled "**Excluded Recyclable Rags**".

Paint Booth Filters: Paint booth filters are considered HW. Air-dry, double-bag, and turn in to PWHWSC on a GHWDF (Appendix S, Form 5090/6) for proper HW disposal.

Paint Buckets: (Water based or latex only) can be rinsed in the wash-racks.

Paint Cans (empty) (including latex cans): Empty latex paint cans may not be placed in dumpsters. If there is remaining liquid that will not be reused, pour it into a compatible Paint Waste pail for disposal. If it is to be reused, combine into one paint can/container(s). Paint cans must be void of dried, solidified paint to be considered empty. Double-bag, label, and turn in for PWHWSC pick-up.

NOV 09 1999

Paint Cans Containing Solidified Paint: Do not allow any paint cans to be left opened or air dried. Do not identify them as empty paint cans. Do not double-bag them. Prior to PWHWSC pick-up segregate, count and record the containers. Record the information on the HWTIL (Appendix S, Form 5090/7).

Paint Chips: Paint chips from scraping/falling off or from any manner of removal, must be collected, contained and disposed as HW. Double-bag and turn them into PWHWSC on the HWTIL (Appendix S, Form 5090/7).

Paint Debris (i.e., brushes, rollers, pans, etc.): Paint debris is considered HW and must be separated by brushes, rollers, stir-sticks, tape, plastic pan liners, filters, etc. Aluminum pans and handles must be bagged separately if being turned-in as HW. Double-bag and turn them in to PWHWSC on the HWTIL (Appendix S, Form 5090/7).

Paint (Enamel): Enamel paint is considered HW. Turn in to PWHWSC on a GHWDF (Appendix S, Form 5090/6).

Paint (Latex): Administration area: Rinse containers into buckets collecting the rinse water. Do not allow any paint or paint bucket rinse water down any storm drain. Call extension 4090 for pick-up. Operations area: rinse containers and paint items in the wash rack only. Do not allow rinse water down any storm drains.

Paint Stripper: Paint stripper has a content of 75% - 85% Methylene Chloride. Usage of this chemical must be monitored closely. Ensure waste is collected and disposed properly as HW.

- It is illegal to wash any article with stripper over the wash racks, or to pour stripper down the drain. **If you see this happening, STOP the operation IMMEDIATELY!!**

- Collect the paint stripper (and any water waste created in the stripping operation and the washing procedure) and place it in a 5-gallon pail. It must be turned over to PWHWSC on a GHWDF (Appendix S, Form 5090/6).

Paint Waste: Paint waste must be placed in 5-gallon containers. The percentage of concentration must be identified on the label. Example: 70% paint, 20% thinner, 10% water. Do not combine latex paint waste with oil based paint waste. (Latex waste is

NOV 09 1999

less expensive to dispose of than oil base paint waste or epoxies). If you have left over usable paint in small containers return to HAZMAT. Do not mix other items with this waste.

Petroleum/Oil/Lubricant (POL) Cans (empty): Empty oilcans, empty hydraulic cans, etc. The USER will ensure the cans are drained by removing both ends of the container allowing container to drain for 45 seconds, and wipe completely clean. The USER can then take the empty cans to the Recycling Center to be placed in the scrap metal bin. Container accountability should be closed out with HAZMAT prior to recycling.

Photographic Waste: Photographic waste will be segregated by waste stream (i.e., developer, fixer, toner, etc.) and collected in separate plastic containers which will be labeled appropriately and stored in the satellite accumulation area. Due to the type of waste streams and quantity produced, container size may be greater than or equal to one gallon. Fill out a GHWDF (Appendix S, Form 5090/6) for each waste stream and turn in with the HW.

- Laser printer cartridges. The USER will maintain the original cartridge container to send the used cartridge back to the manufacturer for recycling. A return-shipping label should have been attached to the container when it was first received.

- Photocopier cartridges are to be turned in to PWHWSC for disposal.

- EMPTY dry toner bottles may be thrown into the dumpster. However, if any residue remains inside the container, the container must be disposed as HW. ENSURE all contents are removed prior to disposal.

Refrigerant (items containing): Prior to working on or removing any part which is connected with a refrigerant system, Freon must be evacuated and reclaimed using an approved reclamation system by a State certified person/technician.

- When removal of a compressor is necessary, coolant lines must be cut. Compressor must be drained of compressor oils prior to being turned in to the Recycling Center. **PW Personnel: Label appropriately and turn-in to the Recycling Center.**

PW Personnel: The following items will be turned in to the Recycling Center:

- Air conditioning and water cooling units (compressor-cooled drinking fountains) must have compressors removed before the units can be turned into the Recycling Center as scrap metal. Follow directions in above paragraph, under Refrigerant, for compressor disposal.

- Bottles and/or drums containing refrigerant **must not be allowed** to vent freely into the air. Prior to turning in for scrap, Freon must be evacuated, reclaimed and valve broken off.

Respirator Cartridges: Double-bag with the appropriate waste stream, i.e., filters or cartridges for paints and fumes may be included in the paint debris/paint related material.

Solvent Rags: Rags contaminated with Freon, Freon-based aerosol cleaner residue, hydraulic fluid with Freon, Coolanol, paint thinners, or any type of chlorinated solvents are considered solvent rags. If the rag has any of these along with oil, it is still considered a solvent rag. These rags must be placed and stored in a labeled, closed metal container. When the first rag is placed in the container, the accumulation start date begins. They must be double-bagged for PWHWSC pick-up. Bags must not be too heavy to be lifted easily, nor have liquid in the bottom. Properly label each bag, transferring the accumulation start date from the closed metal container. Count the number of bags and record on the HWTIL (Appendix S, Form 5090/7).

Spill Residue: Many types of spill clean-up (absorbent) materials are used at NASL. Each activity may use their own discretion as to the type of spill material used, i.e. pads or speedy dry from either stock or open purchase. Ensure your activity uses the appropriate absorbent for the material spilled.

- Speedy-Dry and Safestep are granular particulate. Although they are inexpensive to purchase, they are very bulky and it takes a great amount to clean up a spill; therefore, they are expensive to dispose of. If these types are utilized, the particulate must not be totally saturated because they quickly re-release what they pick-up. These types of spill residue must be placed in 55-gallon drums, only filling to 2/3 capacity.

- Rubberizer comes in particulate and boom form. This is more expensive to use initially, but less expensive to dispose of. It repels water and absorbs POL, being excellent for cleaning up spills in the wash rack, hangar, and aircraft areas. In addition, it absorbs ten times the amount of liquid as those types listed above, and it solidifies itself.

Spill Residue Disposal: Place appropriate information on a GHWDF (Appendix S, Form 5090/6) and turn in to PWHWSC. When creating your GHWDF, use the first four numbers of the stock number that the speedy-dry was contaminated with, zero, zero, debris. Example: 9150-00-DEBRIS would show the contaminated debris had hydraulic fluid in it. If there is more than one contaminant in the fluid, use the one that has the highest concentration. Be sure to describe all the contaminants and their approximate concentrations on the document.

=====

HAZARDOUS WASTE, TURN IN REQUIREMENTS

Ensure hazardous waste turn in is segregated as listed:

GLOVES, contaminated with (c/w) coolanol
PADS, and BOOMS, c/w coolanol
RAGS, c/w coolanol

FILTERS, c/w non-latex paint
GLOVES, c/w non-latex paint
PAPER, c/w non-latex paint
PLASTIC, c/w non-latex paint
RAGS, c/w non-latex paint
SANDPAPER, c/w non-latex paint
WOOD, c/w non-latex paint

FILTER, c/w petroleum
GLOVES, c/w petroleum
MOP HEADS, c/w petroleum
PAPER, c/w petroleum
PLASTIC, c/w petroleum
RAGS, c/w petroleum

PAPER, c/w sealant and adhesive
PLASTIC, c/w sealant and adhesive
RAGS, c/w sealant and adhesive
WOOD, c/w sealant and adhesive

PAPER, c/w solvents and thinners
PLASTIC, c/w solvents and thinners
RAGS, c/w solvents and thinners

CPC Related Waste
Kevlar
Penetrate Related Waste

Graphite
Other Composite Waste
Smart Washer Related Waste

=====

NOV 09 1999

STANDARD OPERATING PROCEDURES

**FLUORESCENT LIGHT TUBES
HAZARDOUS WASTE COORDINATORS (HWC)**

Due to the mercury content of spent fluorescent light tubes, they are regulated by the Department of Toxic Substance Control. Spent fluorescent light tubes are considered hazardous waste (HW), require proper labeling and subject to land disposal restrictions. Spent fluorescent light tubes will be disposed by Public Works Hazardous Waste Less Than 90-Day Storage Compound Handlers ONLY. Personnel will turn-in all fluorescent light tubes to their unit HWC, who will:

I. RETAIN THE ORIGINAL CONTAINER FOR TRANSPORTATION PURPOSES.
(If tubes are broken, they need to be cleaned-up, double bagged and tagged with a HW label.)

II. LABEL THE CONTAINER USING SAMPLE GUIDANCE BELOW:
If original containers are lost/broken, tubes should be stored in a manner to minimize breakage, (i.e., tape tubes together) and STORE FOR PWHWSC PICK-UP.

HAZARDOUS WASTE			
FEDERAL LAW PROHIBITS IMPROPER DISPOSAL IF FOUND CONTACT THE BASE COMMAND DUTY OFFICER			
GENERATOR INFORMATION			
NAME :	<u>UNIT NAME</u>		
ADDRESS:	<u>NAVAL AIR STATION LEMOORE</u>		
CITY:	<u>LEMOORE</u>	STATE:	<u>CA</u> ZIP: <u>93246-5051</u>
CONTENTS/COMPOSITION:	<u>MERCURY AND LEAD (FLUORESCENT LIGHT TUBES)</u>		
PHYSICAL STATE:	<u> X </u> SOLID	<u> </u> LIQUID	<u> </u> GAS
HAZARD CLASS:	<u> </u> IGNITABLE	<u> </u> CORROSIVE	<u> X </u> TOXIC
	<u> </u> REACTIVE	<u> </u> LISTED:	
ACCUMULATION START DATE: <u>CALENDAR DATE</u>			

NOV 09 1999

APPENDIX J

SPECIAL AREAS, WASTES AND INFORMATION FOR
 NAVAL AIR STATION LEMOORE (NASL)

	PAGE
Navy Exchange Service Station (Admin)	J-2
Quality of Life (QOL) Auto Hobby Shop.....	J-2
Industrial Waste Treatment Plant.....	J-3
Hangar Wash rack Areas.....	J-3
Hazardous Waste Inventory.....	J-4
Household Hazardous Waste.....	J-4
Jet Engine Test Cells.....	J-4
Public Works Transportation.....	J-5
Red Rag Contract.....	J-5
Storm Drains.....	J-6
Waste Petroleum, Oil and Lubricant Testing for Halogens...J-6	J-6
Underground Oil/Water Separators.....	J-6
Used Oil Tanks.....	J-7
Waste Fuel.....	J-7
Test Result Form (Sample).....	J-8

NOV 09 1999

**SPECIAL AREAS, WASTES AND GENERAL INFORMATION FOR
NAVAL AIR STATION LEMOORE (NASL)**

Navy Exchange (NEX) Service Station (Admin Area): Hazardous Waste (HW) stored at this facility is generated only by NEX Service Station personnel and must be removed by Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC) personnel.

- Waste oil drums are stored inside the NEX Service Station. The drums must be placed in a contained area to alleviate the possibility of a spill. Waste oil deposited in these drums is generated by personnel working on vehicles at the Service Station. The NEX Service Station is permitted two drums for waste oil. When one drum is full, the Public Works Environmental Management Division (EMD) extension 4090/2027/4104, must be notified immediately to test the contents of the drum. Per reference (f), once a drum is full, it must be tested and transported to the PWHWSC within three days. **Waste oil that is not generated by NEX personnel will not be accepted at the NEX Service Station. It must be taken to the Auto Hobby Shop.**

- Used oil filters, fuel filters, empty oil and transmission containers, empty aerosol cans, etc., must be collected in the appropriate accumulation drums at the NEX Service Station and not thrown in the dumpster. These items shall be segregated by type of waste, counted, double-bagged, properly labeled, and a Hazardous Waste Turn-In Inventory List (HWTIL) (Appendix S, Form 5090/7), must be completed by NEX Service Station personnel prior to pick-up by PWHWSC.

- Waste antifreeze - (Appendix I, page I-4).

- Empty antifreeze container disposal (smaller than 55-gallon size) shall be part of the antifreeze change procedure. When new antifreeze is placed in the radiator, replace the container contents with water, add it to the radiator, and repeat the filling and emptying process. The rinsed antifreeze container must be damaged in a manner that prevents it from being reused and may then be placed in the dumpster.

Quality of Life (QOL) Auto Hobby Shop: The QOL Auto Hobby Shop provides facilities to work on privately owned vehicles (POVs) and has a convenient place to dispose of the HW generated while making repairs.

- A waste oil tank is provided inside the Auto Hobby Shop for uncontaminated waste oil. Waste oil deposited in this bowser is generated by personnel working on vehicles at the shop, residents of NASL Housing, and Barracks personnel who perform oil changes on POV's. Waste oil is tested prior to vacuum truck collection for off-site recycling. QOL Auto Hobby Shop accepts most vehicle wastes. A log stating the waste you dropped-off must be signed.

- Vehicle maintenance often includes disposal of used oil filters, fuel filters, empty oil and transmission containers, empty aerosol cans, tires and batteries. **Do not** throw them into the dumpster. Place these items in the appropriate accumulation drums at the Auto Hobby Shop. These items shall be segregated by type of waste, counted, double-bagged, properly labeled, and a HWTIL (Appendix S, Form 5090/7), must be completed by Auto Hobby Shop personnel prior to pick-up by PWHWSC.

- Waste antifreeze shall be placed in a closed-top 55-gallon drum for accumulation or recovery by utilizing an approved recycling system. (Refer to Appendix I, page I-4.)

- Empty antifreeze container disposal (smaller than 55-gallon size) shall be part of the antifreeze change procedure. When new antifreeze is placed in the radiator, replace the container contents with water, add it to the radiator, and repeat the filling and emptying process. The rinsed antifreeze container must be damaged in a manner that prevents it from being reused and then may be placed in the dumpster.

Filter Press Sludge Cake at Industrial Waste Treatment Plant

(IWTP): Containerized in a contractor provided roll-off box, the filter press sludge must be kept as dry as possible. Contact extension 4104 to schedule a pick-up when box is $\frac{3}{4}$ full. PWHWSC will create a GHWDF (Appendix S, Form 5090/6) when required. See Appendix P for further information on the IWTP.

Hangar Wash rack Areas: The drains are tied into the IWTP. The IWTP is designed to process residue from aircraft washing. The pouring of **EXCESS** solvents, oils, strippers, paints or other HW is **NOT** allowed. This means that fuels from auxiliary fuel cells (buddy tanks) do not go down wash rack drains, use red fuel bowsers. Common water-based janitorial cleaning solutions can be placed in wash rack drains.

- **Airfield Operations:** With the exception of common water-based janitorial cleaning solutions, nothing else is allowed down the drain. This means that fuel from auxiliary fuel cells

NOV 09 1999

(buddy tanks) do not go down the wash rack drains; use the red fuel bowsers.

- Aircraft Services Branch: The Aircraft Services Branch will take fuel tankers to Hangar 4 wash rack when water must be removed from the fuel. At the moment fuel is detected, the operation must cease. A fuel hauler tank may not be rinsed until all product has been removed and the tank has been allowed to set for a sufficient amount of time to allow residue to dry. It may then be taken to Hangar 4 and rinsed. Contact Public Works Utilities Branch Supervisor at extension 2578, or IWTP Operators at extension 1312, for approval prior to rinsing operations.

- Public Works (PW): PW will take large items, such as tanks, to Hangar 4 to be rinsed only after all product has been removed. Contact PW Utilities Branch Supervisor, extension 2578, or IWTP operators, extension 1312, for approval prior to rinsing operations. Only PWHWSC personnel shall triple rinse large items, such as tanks.

Hazardous Waste Inventory: NASL HAZMAT shall maintain a complete site inventory of Hazardous Material (HM) that evolves into HW at NASL. An annual update is required.

Household Hazardous Waste (HHW): The Kings Waste and Recycling Authority, Material Recovery Facility (MRF) is open the first Saturday of each month for HHW collection from Kings County residents. The MRF is located at Highway 43 and Hanford-Armona Road in Hanford; telephone number 583-8829. It is advertised in local papers. NASL personnel are encouraged to participate.

- PCS Orders: Household Goods shipments may not include common household chemicals. These chemicals shall not be thrown in trashcans or dumpsters for disposal. Household chemicals should be taken to the Housing Office for possible re-issue or turned in to the MRF.

Jet Engine Test Cells: Although technically they are not HW accumulation points, there are certain requirements to operate the Jet Engine Test Cells. Nitric Oxide (Nox) emissions are monitored by the Kings County Air Pollution Control Board.

In order to renew the annual Permit to Operate, you must record the following information: the type and serial number of each engine tested (by date), amount of fuel used for each test, Nox emissions calculated (using gallons multiplied by gravity factor 6.82 multiplied by the 0.0156 emissions factor for GE 404

engines, and gallons multiplied by gravity factor 6.82 multiplied by the 0.01515 emissions factor for TF-41 engines), and summarize totals by month. This information is taken from the daily report from 1 January through 31 December of each year and must be compiled on the first working day of the new year. It must be submitted to EMD (Code 50820) on the second working day of the new calendar year. In addition, another Kings County Environmental Health Division agency monitors the tanks containing fuel to operate the Jet Engine Test Cells. The fuel levels, fuel deliveries, and meter readings for these tanks must be recorded and sent to EMD (Code 50820) on a monthly basis under the Statistical Inventory Reconciliation Program.

Public Works Transportation (PWT): HW stored at this facility is generated only by PWT personnel and must be removed by PWHWSC.

- Waste oil is stored in a waste oil tank outside PWT, Building 765. Waste oil deposited in the bowser is generated by personnel working on vehicles at PWT. It is tested prior to collection by vacuum trucks for eventual off-site recycling.

- Waste oil that is not generated by PWT personnel will not be accepted at PWT. It must be taken to the Auto Hobby Shop.

- Used oil filters, fuel filters, empty oil and transmission containers, empty aerosol cans, etc., must be collected in the appropriate accumulation drums at PWT and **NOT** thrown in the dumpster. These items shall be segregated by type of waste, counted, double-bagged, properly labeled, and a HWTIL (Appendix S, Form 5090/7) must be completed by PWT personnel prior to PWHWSC pick-up.

- Waste antifreeze - (Appendix I, page I-4).

- Empty antifreeze container disposal (smaller than 55-gallons) shall be part of the antifreeze change procedure. When new antifreeze is placed in the radiator, replace the container contents with water, add it to the radiator, and repeat the filling and emptying process. The rinsed antifreeze container must be damaged in a manner that prevents it from being reused and may then be placed in the dumpster.

- Brakes containing asbestos (Appendix I, page I-4).

Red Rag Contract: Rags contaminated with a hazardous substance are treated as HW for storage purposes. Rags contaminated with flammable substances must be stored separately from rags

NOV 09 1999

contaminated with corrosive substances. Rags contaminated with HW may not be stored in the work center past the end of the work shift. They must be stored in closed metal containers located in the satellite accumulation area until the contractor has arrived for pick-up.

Storm Drains: Storm drains are for WATER ONLY. No cleaning solutions (detergents/soaps), fuels, paints or paint water, or chemical substances of any kind will be dumped or washed into the storm drains. Water going into the storm drains will eventually flow into the Kings River via drainage ditches. This water must not be contaminated.

Testing Waste Petroleum, Oil and Lubricant (POL) Products for Halogens: Testing will be performed by EMD using Chlor-D-Tect kits. Procedures:

- EMD shall be contacted when oil has reached 6" from the top of the red fuel bowser or drum. The user will not continue to use the collection bowser. After tests are completed and Aircraft Services Branch has emptied the bowser, personnel may again use the bowser until it's full.

- After the test has been concluded, EMD will complete the test result form in quadruplicate. Original and one copy must be placed inside a packing list envelope and affixed to the bowser. The remaining two copies must go to EMD and the activity point of contact for their records.

- If test results show POL fluids can be recycled, EMD will notify Aircraft Services Branch at extension 1680/1683, to pump the fluid. When the truck arrives to collect the recyclable substance, Aircraft Services Branch personnel shall complete the form by filling in "PICKED UP BY" and "DATE". The original must be returned to EMD (Code 50812). The carbon copy will be retained by Aircraft Services Branch.

- If test results show a halogen contamination level of over 1000 parts per million, fluids must be disposed as HW.

Underground Oil/Water Separators: Oil/water separators are located at PWT, QOL Auto Hobby Shop, QOL POV car wash and Operations car wash. The separators are periodically inspected, maintained, and cleaned by contract personnel. Floating product in the separators is removed by vacuum truck and transported to the IWTP.

Used Oil Tanks: After testing, if the used oil tank contents is contaminated, documentation will be made by EMD and the contents will be pumped into 55-gallon drums for pick-up and disposal by the PWHWSC. If the contents are not contaminated, the used oil will be recycled.

Waste Fuel may be recycled in two ways:

(1) When defueling aircraft with large amounts of fuel, contact the Aircraft Services Branch at extension 1680/1683. They will determine whether your fuel meets set standards. If it qualifies, the plane will be defueled at the skids and your activity will receive credit for your returned fuel.

(2) Red bowzers were purchased specifically for pencil draining and defueling aircraft and issued to each activity. The activity is responsible for its care. Avoid allowing foreign object damage items such as safety wire, metal shavings, nuts and bolts, coke bottles and cans, etc., in the bowser. It is imperative that the fuel and bowser are not contaminated with oil, hydraulic oil, trash, or any other substance. If you are using the suction portion of this unit, ensure the container you are removing the fuel from has no contamination, it must be clean. Red defueling bowzers shall be tested before they are pumped. Generators must contact EMD at extension 4090/2027/4104 for testing. Prior to deployment, contact the Supply Fuel Farm at extension 1328 to relinquish custody of the defueling bowzers.

NASLEMINST 5090.4B

NOV 09 1993

TEST RESULT FORM SAMPLE

PUBLIC WORKS ENVIRONMENTAL MANAGEMENT DIVISION
NAVAL AIR STATION LEMOORE CALIFORNIA 93246

I CERTIFY THAT THE CONTENT OF THIS CONTAINER HAS
BEEN TESTED FOR HALOGENATED COMPOUNDS AND

A. IS B. IS NOT

ACCEPTABLE FOR RECYCLING.

CONTAINER TYPE: _____ # _____

APPROX. GALLONS: _____ TYPE: _____

LOCATION: _____ POC: _____

DATE TESTED: _____ PPM: _____

TESTED BY: _____ PWMED X _____

PICKED-UP BY: _____ DATE: _____

APPENDIX K

**TRANSPORTATION OF HAZARDOUS WASTE (HW)
FROM SATELLITE ACCUMULATION AREAS**

General: The generating facility is responsible for collecting HW in an approved container, labeling/marketing the HW container, ensuring all containers are properly sealed and segregated prior to pick-up. The generating facility is also responsible for completing all paperwork to include ensuring all items are accurately counted, recorded and present at time of turn in to Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC).

- HW and paperwork will be turned in to PWHWSC personnel per the daily schedule established at the beginning of each day.

- Safety precautions must be used when transporting HW. HW must be packaged properly prior to transport to ensure no leakage will occur. Compatibility must be checked to ensure no adverse reactions occur. HW must be secured to ensure it will not move around in the vehicle. "NO SMOKING" must be observed at all times.

- Equipment contaminated with HW at the PWHWSC must be decontaminated before leaving the PWHWSC area. HW Handlers will decontaminate equipment at the Industrial Waste Treatment Plant Triple-Rinse area adjacent to the PWHWSC.

APPENDIX L

HAZARDOUS WASTE (HW) MINIMIZATION

General: Aircraft and building maintenance operations generate a large amount of HW, but there are simple, inexpensive things we can do to reduce the amount generated. Such as:

Source Reduction and Control: To reduce at the source of a HW process. This process can encompass several things:

- Substitute less hazardous chemicals whenever possible. Although NAVAIR 01-1A-509 Technical Manual determines what chemicals are required for aircraft maintenance, there are substitutions you can make when doing other types of maintenance.

- Pay attention to units of issue so you don't receive more than you intended. If you received more than you asked for, return what you don't need to PWHWSC.

Good Working Habits: Good working habits must be cultivated in order to reduce HW.

- Replace lids and caps immediately after using HM to eliminate drying/evaporation.

- When more than one person is using the same HM item in a common work area, open as few containers as possible. When the job (or the work shift) is complete, combine the leftover into one container if it is safe to do so.

- Ensure the open HM container in use is placed in an area where it cannot be knocked over or spilled.

- Maintain good housekeeping practices on a daily basis.

Volume Reduction: Do not over use a product, use only what is required to do the job. Recycle HW when possible.

- When generating HW, keep waste as separate and pure as possible. Example: Keep waste oil separate from anything containing Freon or solvents. Waste oil can be recycled. Freon and solvents must be disposed as HW.

APPENDIX M

HOW TO GET READY FOR DEPLOYMENT

General: The Hazardous Waste Coordinator (HWC) must perform many tasks prior to deployment. Some matters must be addressed well in advance of the deployment date to ease the transition from land to sea.

Hazardous Waste (HW)/Material (HM): HM must be completely removed from all areas and properly submitted to the Supply Hazardous Material Center (HAZMAT), and HW must be submitted to the Public Works Hazardous Waste Less Than 90-Day Storage compound (PWHWSC), prior to the deployment inspection. Make arrangements for a special pick-up on the day of deployment (Monday through Friday only) to remove all HW/HM from the satellite accumulation area. All paperwork must be completed in advance. If maintenance will still be performed by a remaining beach detachment, establish a point of contact and give detailed instructions on how to turn in HM/HW. In addition, arrangements must be made to pick-up any HM/HW generated after the squadron deploys. Paperwork must be completed prior to pick-up.

What to do with the Satellite Accumulation Area: Release to HAZMAT.

Red Defueling Bowsers: The red defueling bowsers are considered plant account property and must be turned in to Supply Fuels Division. The person who retained custody must also relinquish it. Contact extension 1328 prior to deployment.

Deployment Inspections: Deployment inspections are performed prior to long-term deployment. Coordinate efforts to ensure all activity areas are completely cleared of HM/HW before departure. Under no circumstances shall HM/HW be placed in dumpsters.

- No less than three weeks prior to deployment, contact the Environmental Management Division (EMD) at extension 2027/4104, to establish appointments for the squadron pre-deployment review and final inspection. The purpose of the pre-deployment review, which is performed no less than two days prior to deployment, is to give any further guidance the squadron may require to ensure they are completely prepared for final inspection. This review is verbal and informal.

NOV 09 1993

- The final inspection is a very in-depth procedure. It involves both the Primary and Secondary HWC, who shall accompany EMD and HAZMAT during the inspection. All areas of the hangar (both decks) and line shack (including desks and lockers), flammable storage lockers (inside and outside buildings), quonset hut, and all surrounding areas must be free of HM/HW. HM/HW are not allowed in the dumpster. The Deployment Hazardous Waste/Hazardous Material Inspection Sheet (Appendix S, Form 5090/5) shall be signed by all participating parties. After the squadron deploys, another review of squadron spaces will take place. Any infractions by remaining personnel will be added to the inspection sheet. A copy shall be sent to the ship, attention to the Commanding Officer, approximately two weeks after deployment.

APPENDIX N

HAZARDOUS WASTE (HW) OPERATIONS AT BUILDING 45

Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC) Personnel Responsibilities:

- Use a technically safe approach, along with common sense, in handling HW to prevent damage to the environment, personnel, and personal health.
- Ensure HW meets all storage, inspection, and transportation requirements as stated in this instruction.
- Attend and participate in all monthly HW meetings.
- Reduce the volume of HW whenever possible, i.e. pouring compatible HW, utilizing the can crusher, or other applicable means to accomplish this task.
- Maintain a supply of speedy-dry and 55-gallon drums for cleaning up HW spills. Procurement funding is provided from the Public Works (PW) spill clean-up funds. A minimum of 25 bags and 5 drums must be maintained at the Crash Fire Station and another 25 bags (minimum) and 5 drums must be kept at the PWHWSC. Fire Department personnel shall go to the PWHWSC the day after a spill occurs to replenish their supply.

Container Storage Procedures: PWHWSC is required to comply with reference (e) Subpart I 265.170, in regard to proper use and management of containers. The regulation requirements are discussed in Appendix G. General storage procedures for containers at PWHWSC are:

- Arrange pallet containers to provide 30-36 inches of aisle space to allow for unobstructed movement of personnel, fire protection, spill control, and decontamination equipment.
- Position containers so HW labels are clearly visible.
- Do not stack containers directly on top of each other without a pallet in between. Container pallets should be stacked no higher than safety and proper stability dictate.
- Always close containers during storage, except when it is necessary to add or remove waste.

NOV 09 1999

- Do not open, handle, or store containers in a manner which may rupture the container or cause it to leak.

- Containers not in good condition, or if they begin to leak, must be transferred from this container to a container that is in good condition.

- Containers must be made of or lined with materials which will not react with, and are otherwise compatible with, the HW to be stored, so that the ability of the container to contain the waste is not impaired.

- Containers with incompatible waste must be separated from other HW containers by a berm, or separated in some other manner which will prevent incompatible wastes from contacting one another in the event of a leak or spill.

Container Identification:

- Each HW container stored at the PWHWSC must be labeled per reference (f), ensuring compliance with state and Environmental Protection Agency requirements.

- Entries on the HW label must be made using an indelible marker. The California EPA Identification Number for Naval Air Station Lemoore (NASL) is CA3170024381. The generator name must be entered in the label name column. The address column will be NAS Lemoore, and the city column will be Lemoore, CA 93246-5051. The accumulation start date must be marked. If labels become temporarily unavailable through the Supply Hazardous Material Center (HAZMAT), utilize masking tape and write the words HAZARDOUS WASTE, chemical name, generator, and accumulation start date.

PWHWSC Storage Records: PWHWSC personnel must maintain an accumulation record for all HW in storage. Data for completing the accumulation record must be taken from the container. Documentation must include:

- Date Defense Reutilization and Marketing Office (DRMO) Stockton received document

- Nomenclature of HW
- Federal Stock Number
- Disposal Turn-In Document (DTID) number
- Quantity
- Contract Line Item Number (CLIN)
- Price per pound

- Waste Profile Questionnaire (WPQ) number
- Location within PWHWSC
- Amount of each drum
- Delivery order assigned for HW pick-up
- Date removed from NASL

Spills/Leaks: Must be promptly contained and cleaned up immediately upon detection using spill control absorbent and recovery drums. Activate reference (1) when required. Residues from spills must be packaged, marked, properly labeled and disposed as HW.

Repackaging Leaking/Damaged Containers: Must be repackaged in over pack drums or the contents must be placed into another container, whichever is more appropriate. The drum must be marked and labeled appropriately for HW.

HW Transportation for Disposition from PWHWSC:

- NASL does not receive HW from off-site facilities. HW generated by NASL is disposed through a licensed HW disposal contractor administered by DRMO. The contractor is obligated to pick-up and transport the waste to an EPA approved treatment or disposal site.

- Prior to pick-up by the contractor, accountability of all waste to be disposed must be turned over to DRMO via a DTID.

- PWHWSC operators are responsible for completing the following procedures after pick-up from the satellite accumulation areas:

- Consolidate and reduce volume of wastes when possible (i.e., empty oil containers from one area consolidated with same from another, then crushed to reduce volume).

- Confirm waste is in an approved container, properly labeled and sealed.

- Transfer information from the Hazardous Waste Turn-In Inventory List (HWTIL) (Appendix S, Form 5090/7), and the Generator Hazardous Waste Disposal Form (GHWDF) (Appendix S, Form 5090/6) to 1348-1A DTIDs per DRMO requirements.

- Transfer accountability of HW to DRMO is accomplished by turning in the 1348-1A DTIDs for waste to be disposed.

NOV 09 11:00

- Confirm waste being transported for disposal has **been** entered in the PWHWSC storage record, either by hard copy and/or computer documentation.

- Confirm waste being prepared for transportation is on DRMO contract list for pick-up and disposal.

- Forward WPQs to DRMO along with DTID.

- Forward a copy of received documents to Public Works Fiscal Branch.

Inspection: All containers of HW, safety equipment, and spill control material must be inspected weekly by PWHWSC personnel.

- Look for leaking containers, deterioration of containers and the containment system caused by corrosion or other factors. Any deterioration discovered during inspection must immediately be corrected to ensure no health or environmental hazard results, and documented in order to comply with regulatory requirements.

- Ensure all safety, emergency, and waste handling equipment is in proper operating condition. During inspections, any equipment discovered malfunctioning must be immediately corrected ensuring no health or environmental hazard results, and documented to comply with regulatory requirements.

- Inspections must be recorded on PWHWSC Weekly HW Inspection Sheet (Appendix S, Form 5090/9) and must address at a minimum, date of inspection, name of inspector, observations made, and nature of repairs or corrections needed. A copy of the PWHWSC Weekly HW Inspection Sheet must be sent to EMD (Code 50812) and will be maintained at the facility for three years.

PWHWSC Compliance:

- Storage compound gates must be kept locked, except when operators are present.

- Compound containment area must be inspected for cracks to ensure environmental safety.

- A HW sign must be posted at the entrance and approachable sides of the storage facility, in a size that is legible from a distance of 25 feet, and printed in Spanish as well as English (Appendix E, page E-3).

NOV 03

- Container handling and spill control equipment must be maintained in the storage area at all times.

- Ensure the possibility of fire or explosion is minimized. Precautions shall be taken to protect wastes from exposure to sources of ignition or reaction. All small spills or leaks must be contained and cleaned up immediately upon detection. Activate reference (1) when required.

- Equipment designated for handling waste should be equipped with spark arresters. Class B/C fire extinguishers must be available on-site.

NOV 09 1999

APPENDIX O

STORAGE OF HAZARDOUS WASTE (HW) IN TANKS

General: Reference (i) contains regulations addressing storage of HW in tanks.

Supply Fuel Farm 5,000 Gallon Aboveground Storage Tank: The following is a description of operating procedures for waste oils:

- Waste oil is tested for halogenated solvents. Public Works Environmental Management Division (EMD) collects samples for lab testing every 90-days.
- Waste contained in the waste oil tank consists primarily of JP-5, waste oil, PD 680, and non-synthetic hydraulic fluid. Due to recycling, no Polychlorinated Biphenyl contaminated oil, paint, freon, gasoline, or halogenated solvent (containing chlorine, bromine, fluorine, and iodine) are allowed in the waste oil tank.
- The waste oil tank level is checked daily. Tank levels, material receipts, and meter readings are recorded in a log that is retained at the Fuels Operator building for three years.
- Levels are monitored with a dipstick and an automatic float mechanism. The float mechanism is also equipped with an automatic shut-off in case the tank level becomes too high. A shut-off valve is also provided to stop inflow to the tank if required.
- Visual inspections for leaks or deterioration are conducted daily by operating personnel. An annual inspection is also conducted for a more thorough inspection. Tank pumps are serviced annually.
- In addition to being inspected before each use by on-site operating personnel, safety equipment is tested and maintained per Federal Occupational Safety and Health Administration requirements. All vehicles used to transfer or handle HW undergo regularly scheduled maintenance as part of the vehicle maintenance program at Naval Air Station Lemoore (NASL). All areas at the facility that are subject to spills are inspected daily when in use.

NASLEMINST 5090.4B

NOV 09 1999

Procedure for Manifesting Waste Oil: In order to take waste oil off NASL boundaries, a California Uniform Hazardous Waste Manifest must be completed and signed by both the driver and a designated person from EMD. It is the Fuel Farm's responsibility to remove the yellow generator copy and the blue Department of Toxic Substances Control (DTSC) copy from the Uniform Hazardous Waste Manifest after they have been signed. A signature must not be present in the bottom block (#20) at the time of pick-up. It is the Fuel Farm's responsibility to immediately send photocopies of the yellow generator copy and blue DTSC copy to EMD (Code 50810). It is also the Fuel Farm's responsibility to immediately send the original blue copy to DTSC. Within 30 days, the Fuel Farm should receive a yellow signature copy from the Temporary Storage and Disposal Facility (TSDF) containing a signature in Block 20. This constitutes proof of delivery. A photocopy must be sent immediately to EMD (Code 50810). If a TSDF copy has not been received within 30 days, notify the company. If it has not been received within 45 days, notification must be made to DTSC. Contact EMD at extension 4104, for further instructions.

APPENDIX P

INDUSTRIAL WASTE TREATMENT PLANT (IWTP)

General: Personnel operating the IWTP equipment are certified wastewater treatment plant operators by the California Regional Water Quality Control Board (CRWQCB). The facility equipment is monitored daily for leaks or equipment malfunctions that may cause a spill. Should a spill or leak occur, refer to reference (1).

Data Collection: The level of waste in each treatment tank is monitored daily and effluent flow is monitored continuously per CRWQCB permit. Data from the monitoring equipment is inspected daily to ensure the tanks are being operated according to design.

Equipment Inspection: The following equipment is inspected on a regular schedule:

- All discharge and overflowing (inflow and outflow) control equipment is inspected daily to ensure proper working order.

- All monitoring equipment is inspected daily to ensure proper working order.

- Tank construction materials are inspected daily to detect corrosion or leaking of fixtures or seams.

- Annual visual inspections require the IWTP tanks be shut down and the interior washed and inspected for evidence of leaks, corrosion or erosion that may lead to cracks or wall thinning.

Inspection Log: A log of all IWTP equipment inspections is maintained on-site and retained for three years. The log includes the following items as a minimum:

- Date and Time of inspection
- Name of inspector
- Observations made
- Date of any repairs or remedies
- Nature of any repairs or remedies

NASLEMINST 5090.4B

NOV 00 1999

Transfer Bins: Bins used to transfer filter press sludge cake from the press to the storage/shipping drop box must have a HW label. Labels must be completed, except for the accumulation start date. In lieu of accumulation start date, the words Emptied Weekly must appear on each bin. A logbook entry must be made when each bin is in use and when emptied into the storage/shipping drop box.

Closure Plan: The Industrial Waste Treatment Plant closure plan is maintained on file at the Public Works Environmental Management Division.

APPENDIX Q**TRAINING REQUIREMENTS FOR HAZARDOUS WASTE (HW) MANAGEMENT**

General: Training programs encompass HW awareness, generator operations, spill contingency, and Public Works Hazardous Waste Less Than 90-Day Storage Compound (PWHWSC) operations. All training must be documented and placed in the personnel's training folder. The following requirements must be met:

Implementation: Per reference's (j) and (k), at the time of assignment all personnel must be trained to the level of their performance and involvement of HW management. No military member or civilian employee hired at Naval Air Station Lemoore (NASL) who handles HW will work unsupervised prior to completion of the training program.

General Training: NASL Occupational Safety and Health Office (OSH), Industrial Hygiene (IH), Public Works Environmental Management Division (EMD), and various personnel who have attended the Navy sponsored "Train the Trainer" course, or other personnel who have strong knowledge of the required material, shall participate in training Hazardous Waste Coordinators (HWC).

Training for Supply Warehousing, Shipping, and Receiving

Personnel: Per reference (k), employers shall ensure:

- Incoming hazardous material (HM) container labels are not removed or defaced;

- Material Safety Data Sheets (MSDS) for sealed containers of HM are received, maintained, and readily accessible for each employee in their work area, and;

- all personnel receive on-the-job or classroom training at a level necessary to properly perform HM functions.

Monthly Training for HWCs: Mandatory training meetings for HWCs are held on the second Wednesday of each month in the COMSTRKFIGHTWINGPAC conference room, Building 001 at 1300. The meeting is chaired by EMD, with participation from PWHWSC, Supply Hazardous Material Center (HAZMAT), NASL OSH, Fire Prevention and IH Departments. This training is documented and retained in training files maintained at EMD. Minutes are distributed to HWCs. Additional activity training is available upon request for various subjects.

Additional Training for HWCs and Hazardous Waste Petty Officers

(HWPOs): HWCs and HWPOs must receive classroom training regarding the rules and procedures of HW management at NASL given by EMD prior to performance of HWC duties. The class shall be requested by the command. Contact EMD at extension 4104/2027.

Training for Other Generator Personnel: Per reference (j), section (k), training shall include management and disposition of HW at a level necessary for personnel to properly perform HW management functions. Off-site training is not a requirement. All training must be documented and placed in the personnel's training jacket.

- Personnel involved with HW management receive on-the-job training by their HWC or supervisor familiar with the subject. It is highly recommended the entire squadron be trained in the two-hour class given by EMD. This class addresses HM/HW safety ashore and aids everyone in understanding their role in HW management.

PWHWSC Personnel Training: Per reference (j), sections (a)(iv) and (e)(1) and (3), PWHWSC personnel shall receive formal training annually which emphasizes handling, packaging, labeling and marking, compatibility, segregation, and safety precautions. Formal updates are also required annually per reference (j), section (e)(8). In addition, due to their involvement in emergency spill response, per reference (j), sections (a)(v) and (e)(3 and 7), they shall be initially trained at a 40 Hour Hazardous Substance Emergency Response Course. All training must be documented and placed in the employee's training jacket.

Training for EMD Personnel and Supervisors of PWHWSC Personnel: Per reference (j), part (e)(4), personnel shall be initially trained at the HW Facility Operators Course and/or the 40 Hour Hazardous Substance Emergency Response Course and be formally updated annually. All training must be documented and placed in the employee's training jacket.

Classes Available through the Navy:

- The Hazardous Waste Facility Operators Course is given through the Naval Facilities Engineering Service Center (NFESC), Port Hueneme, California.

- In the 40 Hour Hazardous Substance Emergency Response Course, the class members suit-up and respond to an emergency situation. It is an excellent school, covering HW requirements

but concentrating on spill response. First responders (Fire Department) and those involved with Spill Response (i.e. active members of the Spill Response Team including upper management) must attend this course (or its equal) with an annual update.

- Information needed by personnel to operate on an activity accumulation site level is incorporated into this instruction. Training is given by station personnel and scheduled at the activity's request. Points of contact are:

- EMD, extension 4104, for introduction, standard operating procedures and HW requirements.

- IH, extension 4303, for training concerning chemical handling and health.

- NASL OSH, extension 3931, concerning storage, inventory and safety requirements.

- Fire Prevention, extension 3828, for immediate spill response by activity personnel.

Training Records: HWC training records will be maintained by EMD and each generating command/department. Records will be maintained for each individual employee and must include:

- Job title
- Name of employee
- Job description
- Description of training

Training records on personnel currently involved in managing NASL's HW will be maintained until the facility is closed. The records of employees who leave the facility are retained for three years from the date they last worked at NASL.

APPENDIX R**RECORD KEEPING****Daily Hazardous Waste (HW) Satellite Accumulation Area Input**

Record: Per reference (f), required for each generator. Refer to Appendix F for detailed instructions, and Appendix S, Form 5090/3 for the Daily Input Record form. Records must be current and maintained for three years per state law.

HW Coordinators (HWC) Designation Form: Required by reference (f) for each generator. Refer to Appendix C for detailed instructions, and Appendix S, Form 5090/1 for the HWC Designation form. Records must be current and maintained for three years to comply with state law. Annual updates are mandatory and/or when new HWCs are designated.

HW Turn-In Inventory List (HWTIL): Required by reference (f) for each generator. Refer to Appendix I for detailed instructions, and Appendix S, Form 5090/7 for the HWTIL form. Records must be specific and maintained for three years per state law.

Generator HW Disposal Form (GHWDF): Required by reference (f) for each generator. Refer to Appendix I for detailed instructions, and Appendix S, Form 5090/6 for the GHWDF form. Records must be specific and maintained for three years per state law.

HW Storage Records for Public Works Hazardous Waste Less Than 90-Day Storage Compound: Required by reference (f). Records may be in book or computer hard-copy form and must be retained for three years. Refer to Appendix N for detailed instructions.

Inspection Records: Inspections of HW treatment, storage, satellite accumulation areas, and the containers and equipment used in these areas must be retained as part of the permanent operating record. Refer to Appendix F for detailed instructions.

Training Records: Records of training administered by the Public Works Environmental Management Division (EMD), Naval Air Station Lemoore (NASL) Occupational Safety and Health Administration, and Industrial Hygiene Department will be maintained at the trainer's office. A copy shall be sent to the trainee's activity. Records refer to training in HW handling and management procedures as described in Appendix Q. Additional training administered by

NOV 09 1999

activity personnel will be recorded and retained in the trainee's training jacket to follow them throughout their career. Records must be maintained for each individual and must include job title, name of employee, job description, and description of training. Training records on personnel currently involved in managing NASL's HW will be kept until the facility is closed. Records of employees who leave NASL will be retained for three years from the date they last worked at the facility.

Uniform Hazardous Waste Manifest (UHWM): The UHWM system was established to ensure that HW designated for delivery to off-site treatment, storage or disposal facilities actually arrived at it's destination. The UHWM has six copies, each with a specific purpose.

- The central element of the system is the manifest; a control and transport document that accompanies the HW shipment from its point of generation to its destination. The yellow "generator" copy is retained by the generator. The blue copy is sent to Department of Toxic Substances Control (DTSC) by the generator. Within 30 days, a signed yellow Treatment, Storage and Disposal Facility (TSDF) copy is returned to the generator. Yellow copies (or photocopies) are retained for three years. Manifest exception reports must be filed if a TSDF copy is not received within 45 days.

- All shipments of HW over public highways (outside NASL boundaries) must be accompanied by a HW manifest. Only EMD has authority to arrange for transportation of HW off-station. Only EMD has the authority to sign the UHWM.

California Uniform HW Manifest Exception Report: This exception report must be filed with DTSC if EMD has not received a copy of the UHWM after 45 days. Exception reports must include a legible copy of the UHWM for which delivery is unconfirmed and a cover letter describing efforts made to locate the UHWM and results of these efforts.

Pollution Prevention Annual Data Summary (P2ADS) Report: The P2ADS must be submitted to Naval Facility Engineering Service Command, Port Hueneme by 16 March of each year. The report must include HW management information, HW minimization and recycling efforts.

NASLEMINST 5090.4B

NOV 09 1999

Environmental Protection Agency (EPA) Annual HW Report: EMD must file a semi-annual report describing activities in generation, storage, and processing of HW to DTSC. Copies of the report will be retained by EMD for three years. This report must include the EPA identification number, HW transporter, and disposal facility information.

- Waste descriptions, EPA HW category number, Department of Transportation hazard classes, and quantity of HW shipped off-site listed by the EPA identification number of each off-site disposal facility where the waste was shipped.

- Signed certification by an authorized representative.

APPENDIX S

FORMS AND MEMORANDUMS FOR HAZARDOUS WASTE (HW) MANAGEMENT

This appendix provides forms and memorandums that are used in the daily operations and management of HW at Naval Air Station Lemoore. Please make copies for your use.

Hazardous Waste Coordinators (HWC) Designation Form.....	5090/1
Hazardous Waste Training Roster.....	5090/2
Daily HW Satellite Accumulation Area Input Record.....	5090/3
Daily HW Satellite Accumulation Area Inspection Sheet.....	5090/4
Deployment HW/Hazardous Material Inspection Sheet.....	5090/5
Generator Hazardous Waste Disposal Form.....	5090/6
Hazardous Waste Turn-In Inventory List.....	5090/7
HW Satellite Accumulation Area Periodic Inspection Sheet..	5090/8
PW HW Less Than 90-Day Storage Compound (PWHWSC) Weekly HW Inspection Sheet	5090/9
HW Satellite Accumulation Area Inspection (memorandum).....	S-10
Movement of Hazardous Material Lockers (HM) (memorandum).....	S-11

NOV 09 1999

PERSONAL DATA

The following contains identifiable personnel data that will be safe-guarded pursuant to the Privacy Act of 1974. This information is to be released only to authorized personnel having a need to know for official use. When not in use, it will be stored in a locked cabinet or secured room.

**HAZARDOUS WASTE COORDINATORS (HWC)
DESIGNATION FORM**

Please either type or print the following information.

Date _____ Generating Activity _____

Signature of Primary HWC _____

Printed full Name of Primary HWC _____

Social Security Number ____ - ____ - ____ Rate/Rank _____

Day time Phone _____

Signature of Secondary HWC _____

Printed Full Name of Secondary HWC _____

Social Security Number ____ - ____ - ____ Rate/Rank _____

Day time Phone _____

I hereby certify the above personnel are designated Hazardous Waste Coordinators and have been made aware of their responsibilities of operation and training.

Signature of Designating Authority _____

Printed Name _____

Title of Designating Authority _____

Original copy must be sent to PW (Code 50810). A copy must be kept in your files. Please update as personnel changes occur.

**DAILY HAZARDOUS WASTE (HW) SATELLITE
ACCUMULATION AREA INSPECTION SHEET**

**DAILY HAZARDOUS WASTE (HW) SATELLITE
ACCUMULATION AREA INSPECTION SHEET**

Site: _____ POC _____
Date: _____ Time _____
 _____ Time _____

Site: _____ POC _____
Date: _____

- 1. HW satellite accumulation area input record complete? _____
- 2. Containers in good condition? _____
- 3. Containers have caps and lids? _____
- 4. Lids sealed on pails with liquids? _____
- 5. Oily rags/solvent rags in separate closed metal containers? _____
- 6. Aerosol cans in closed metal drums? _____
- 7. Alodine in separate container? _____
- 8. Any leaks? _____
- 9. All items labeled properly? _____
- 10. Accumulation start date marked? _____
- 11. Daily inspection sheet completed? _____
- 12. Adequate aisle space? _____
- 13. Fire extinguisher? _____
- 14. Area marked well? _____
- 15. Proper HW sign? _____
- 16. No smoking sign? _____
- 17. Absorbent nearby? _____
- 18. Good housekeeping? _____
- 19. Fuel bowser clean above and below _____
- 20. Items segregated? _____
- 21. Other? _____

- 1. HW satellite accumulation area input record complete? _____
- 2. Containers in good condition? _____
- 3. Containers have caps and lids? _____
- 4. Lids sealed on pails with liquids? _____
- 5. Oily rags/solvent rags in separate closed metal containers? _____
- 6. Aerosol cans in closed metal drums? _____
- 7. Alodine in separate container? _____
- 8. Any leaks? _____
- 9. All items labeled properly? _____
- 10. Accumulation start date marked? _____
- 11. Daily inspection sheet completed? _____
- 12. Adequate aisle space? _____
- 13. Fire extinguisher? _____
- 14. Area marked well? _____
- 15. Proper HW sign? _____
- 16. No smoking sign? _____
- 17. Absorbent nearby? _____
- 18. Good housekeeping? _____
- 19. Fuel bowser clean above and below _____
- 20. Items segregated? _____
- 21. Other? _____

Inspection by: _____ EMD, ext _____

Inspection by: _____ EMD, ext _____

**DAILY HAZARDOUS WASTE (HW) SATELLITE
ACCUMULATION AREA INSPECTION SHEET**

**DAILY HAZARDOUS WASTE (HW) SATELLITE
ACCUMULATION AREA INSPECTION SHEET**

Site: _____ POC _____
Date: _____ Time _____
 _____ Time _____

Site: _____ POC _____
Date: _____

- 1. HW satellite accumulation area input record complete? _____
- 2. Containers in good condition? _____
- 3. Containers have caps and lids? _____
- 4. Lids sealed on pails with liquids? _____
- 5. Oily rags/solvent rags in separate closed metal containers? _____
- 6. Aerosol cans in closed metal drums? _____
- 7. Alodine in separate container? _____
- 8. Any leaks? _____
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- 1. HW satellite accumulation area input record complete? _____
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- 6. Aerosol cans in closed metal drums? _____
- 7. Alodine in separate container? _____
- 8. Any leaks? _____
- 9. All items labeled properly? _____
- 10. Accumulation start date marked? _____
- 11. Daily inspection sheet completed? _____
- 12. Adequate aisle space? _____
- 13. Fire extinguisher? _____
- 14. Area marked well? _____
- 15. Proper HW sign? _____
- 16. No smoking sign? _____
- 17. Absorbent nearby? _____
- 18. Good housekeeping? _____
- 19. Fuel bowser clean above and below _____
- 20. Items segregated? _____
- 21. Other? _____

Inspection by: _____ EMD, ext _____

Inspection by: _____ EMD, ext _____

**DEPLOYMENT HAZARDOUS WASTE (HW)/HAZARDOUS MATERIAL (HM)
INSPECTION SHEET**

Activity: _____ **Date:** _____

1. All HW/HM removed from squadron spaces
(upper deck) _____
(lower deck) _____
(line shack) _____
2. All HW/HM removed from satellite accumulation area?

3. Satellite Accumulation Area, empty drums removed and secured?

4. Conex boxes/flame lockers free of HW/HM?

5. Quonset hut area free of HM/HW?

6. Comments: _____

7. Activity address while deployed:

Inspected by: _____

Accompanied by: _____

Date completed: _____

NOV 09 1999

GENERATOR HAZARDOUS WASTE DISPOSAL FORM

Use this form for all containers containing substances.
(Please write legibly!!)

Date _____ Generator Address _____

Valid NSN _____

Unit of Issue _____ Quantity _____

Condition (circle one phrase):

Hazardous Material, Opened

Hazardous Material, Expired Shelf Life

Hazardous Waste

Hazardous Material, Eliminated from Supply

Process Which Generated the Waste

Building Number _____

Flashpoint _____ pH _____

Chemical Name/Noun Description (including % concentration if applicable)**Size and Type of Container****Number of Containers****Activity Representative Signature****ATTACH MATERIAL SAFETY DATA SHEET!!!!**

COPY TO REMAIN IN YOUR FILES FOR 3 YEARS

NOV 09 1999

HAZARDOUS WASTE TURN-IN INVENTORY LIST

DATE _____

ACTIVITY NAME: _____ PHONE: _____

<u>ITEM NOMENCLATURE</u>	<u>NSN</u>	<u>SIZE & TYPE OF CONTAINER</u>	<u>QTY</u>
Adhesive (empty)	_____	_____	_____
Canopy Polish (empty)	_____	_____	_____
Cleaning Compound (aerosol empty)	_____	_____	_____
Coolant OilCans (empty)	_____	_____	_____
Corrosion Preventive (aerosol empty)	_____	_____	_____
Freon Cans (empty)	_____	_____	_____
Fuel Filters	_____	_____	_____
Grease Cans (empty)	_____	_____	_____
Hydraulic Fluid Cans (empty)	_____	_____	_____
Insecticide (aerosol empty)	_____	_____	_____
Isopropyl Alcohol (empty)	_____	_____	_____
Lubricant OilCans (empty)	_____	_____	_____
MEK (empty)	_____	_____	_____
Naphtha (empty)	_____	_____	_____
Non-aerosol Corrosion Preventive (empty)	_____	_____	_____
Oil Filters	_____	_____	_____
Oily Rags	_____	_____	_____
	_____	_____	_____

Paint (aerosol empty)	_____	_____	_____
Paint (empty)	_____	_____	_____
Paint Cans (empty)	_____	_____	_____
Paint Stripper (empty)	_____	_____	_____
Paint Waste (solid)	_____	_____	_____
Paper, Brushes, etc., w/dry paint	_____	_____	_____
Roofing Emulsion Cans (empty)	_____	_____	_____
Sealant (empty)	_____	_____	_____
Sealant Cans (empty)	_____	_____	_____
Solvent Rags	_____	_____	_____
Spa-tool Kit (aerosol empty)	_____	_____	_____
Stoddard Solvent/PD-680 (empty)	_____	_____	_____
Thinner (empty)	_____	_____	_____
Wax (empty)	_____	_____	_____
_____	_____	_____	_____
WASTE ITEMS NOT LISTED:			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Pick-up date: _____	Signature: _____		
Verified by: _____			

NOV 09 1993

HAZARDOUS WASTE SATELLITE ACCUMULATION AREA
PERIODIC INSPECTION SHEET

Location: _____ POC: _____ Ext _____

Name of Inspector: _____

Date: _____ Time: _____

() No discrepancies were found during this inspection. Your cooperation and ability to keep your site free of discrepancies are very much appreciated. No further action required.

California Code of Regulation Title 22 Discrepancy Yes No

California Code of Regulation Title 22 Discrepancy	Yes	No
1. Hazardous Waste Input Record incomplete (66262.40)		
2. Containers not in good condition (66265.171)		
3. Containers without caps or lids (66265.173)		
4. Hazardous waste improperly contained (66265.172)		
5. Oily or solvent rags improperly contained (66265.177)		
6. Alodine not in separate containers (66265.177)		
7. Leaks found (66265.15)		
8. Items improperly labeled (66262.34)		
9. Accumulation start date not marked (66262.34)		
10. Daily inspections not complete (66265.15)		
11. Adequate aisle space (66265.35)		
12. Improper or missing fire extinguisher (66265.32)		
13. Area improperly marked (66265.14)		
14. Improper hazardous waste sign (66265.14)		
15. No "NO, SMOKING" sign (66265.17)		
16. No absorbent nearby (66265.32)		
17. Items not segregated (66265.177)		
18. Housekeeping inadequate (Best Management Practices (BMP)		
19. Fuel bowser/used oil tank not clean above or below (BMP)		
20. Other discrepancies		

Remarks:

Due Date: _____ Person Assigned: _____

Follow-Up Date: _____ Completed By: _____

Discrepancies must be corrected immediately. Corrections on original inspection sheet must be returned to Environmental Management Division, Code 50800, upon completion.

NOV 09 1999

**PUBLIC WORKS HAZARDOUS WASTE LESS THAN 90-DAY STORAGE COMPOUND
(PWHWSC) WEEKLY HAZARDOUS WASTE (HW) INSPECTION SHEET
(IMMEDIATE ACTION REQUIRED)**

Date: _____ Time: _____

- | | |
|---|------------------------------------|
| 1. PWHWSC input record completed _____ | 16. Drum dolly/wrench _____ |
| 2. Containers in good condition _____ | 17. Drums/bungs on hand _____ |
| 3. Containers have bungs & lids _____ | 18. Spill kit in tact _____ |
| 4. Drums with liquids sealed _____ | 19. Any cracks in spill _____ |
| 5. Any visible leaks _____ | containment or floor _____ |
| 6. Items labeled properly _____ | 20. Good housekeeping _____ |
| 7. Accumulation start date marked _____ | 21. Proper signs posted _____ |
| 8. Items segregated _____ | 22. Eyewash station _____ |
| 9. Items compatible _____ | 23. Communications system _____ |
| 10. Respirator _____ | 24. Forklift _____ |
| 11. Gloves _____ | 25. Can crusher _____ |
| 12. Acid suit _____ | 26. PCB's leaking in locker _____ |
| 13. Adequate aisle space _____ | 27. Proper HW classification _____ |
| 14. Fire extinguisher _____ | 28. Recyclable materials _____ |
| 15. Fence & gate locked _____ | 29. Other _____ |

Inspected by _____

Negative comments:

Item #

NOTE: Corrective actions must be taken, annotated, and dated on this sheet.

Return original to Public Works (Code 50812).

Keep a copy in your files for three years.

NOV 09 1989

5100
50810
(Date)

MEMORANDUM

From:	Environmental Protection Assistant
To:	Hazardous Waste Coordinator, _____
Subj:	HAZARDOUS WASTE SATELLITE ACCUMULATION AREA INSPECTION

**Encl: (1) Hazardous Waste (HW) Satellite Accumulation Area
Inspection Sheet dated _____**

1. Enclosure (1) provides you with your activity's HW satellite accumulation area inspection results. Discrepancies are annotated. If no discrepancies are noted, place in your activity's HW inspection files and retain for three years. No response is required.

2. Regulations require not only the annotation of discrepancies, but also a statement of corrections made from the activity inspected. Take immediate action to correct all discrepancies. Describe and date your corrections on the bottom of your files, and send your original to Public Works (Code 50810) within seven days of receiving the inspection report. The copy shall remain in your activity's HW inspection file for three years.

(Signature)

NASLEMINST 5090.4B

NOV 09 1993

MOVEMENT OF HAZARDOUS MATERIAL (HM) LOCKERS

From:	(Name), Hazardous Waste Coordinator, (Activity)
To:	Public Works Environmental Management Division (Code 50812)
Subj:	MOVEMENT OF HM LOCKERS

1. This memorandum serves as notification that the (activity's) HM Locker will be relocated from Building _____ to Building _____.

Justification: New location is my normal work area.

(HWCs Name)

NOV 09 1993

APPENDIX T**MEMORANDUM OF UNDERSTANDING (MOU)
CONCERNING SERVICES PROVIDED OR RECEIVED FROM
SUPPLY HAZARDOUS MATERIAL CENTER (HAZMAT)**

This MOU is between Naval Air Station Lemoore (NASL) Supply Hazardous Material Division, hereinafter referred to as HAZMAT, and all tenant activities, hereinafter referred to as the CUSTOMER.

The purpose of this MOU is to set forth duties, responsibilities, considerations and other factors relative to requisitioning, control, delivery, and subsequent disposal or recycling of required hazardous materials (HM), surplus items held as "cost avoidance", and those of a "self-help" nature maintained for CUSTOMER use. Revisions will be initiated by HAZMAT.

DESCRIPTION OF DUTIES

HAZMAT agrees to provide services of HM delivery to the CUSTOMER. Hours of availability are Monday through Friday 24 hours, and after 1630 on Friday by pager at 585-9878. Saturday and Sunday 0700 - 1530. Emergency breakout services provided after hours within 90 minutes.

HAZMAT will requisition and maintain a sufficient warehouse stock of all HM required by the CUSTOMER (subject to review through the Authorized Use List (AUL)).

HAZMAT and the CUSTOMER shall agree on the types and amounts of products to be maintained upon implementation of this MOU. The AUL may be updated by mutual consent of HAZMAT and the CUSTOMER.

HAZMAT will deliver only materials with useable shelf life as manufactured (or extended by HAZMAT) in the smallest unit of issue for maximum minimization of waste.

HAZMAT will provide an accurate material safety data sheet with all HM delivered whenever the CUSTOMER requires an updated version.

HAZMAT will provide a satellite accumulation area, to be located inside the hangar, at either the North or South end.

NASLEMINST 5090.4B

NOV 09 1993

HAZMAT will provide an itemized receipt with each delivery to be signed by both deliverer and receiving party.

The CUSTOMER agrees to turn in all HM upon request of HAZMAT and to provide an accurate inventory of all items. This will be known as the CLEAN SWEEP. Upon completion of this inventory, a credit will be applied to the Customer's account on all items approved by HAZMAT.

After the CLEAN SWEEP, the CUSTOMER agrees to maintain no more than a one-day supply of HM. All hazardous waste will be picked-up by Public Works Hazardous Waste Storage Compound daily. All HM will be issued on a one for one basis.

The CUSTOMER agrees to assign a responsible petty officer as the Hazardous Waste Coordinator to manage this program and represent the CUSTOMER at all applicable meetings. Compliance with NASLEMINST 5090.4B is mandatory.

HAZMAT shall inspect the Customers satellite accumulation area and all activity spaces and lockers to ensure compliance with regulations and this MOU.

GENERAL CONDITIONS

All correspondence, memos, claims, etc., shall be addressed to the HAZMAT Center.