



NAVFAC Southeast

Building 903 Yorktown Avenue

Jacksonville, Florida 32212

FINAL

Hazardous Waste Management Plan

Naval Construction Battalion Center Gulfport

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Document Revision Tracking Form

Naval Construction Battalion Center Gulfport, Mississippi

Hazardous Waste Management Plan, October 2015

This Hazardous Waste Management Plan will be revised as necessary to reflect changes in hazardous waste generation and operations at Naval Construction Battalion Center Gulfport and to remain current with applicable federal, state, and local regulations. This sheet is to be updated with each revision of this document.

Revision Number	Date	Name of Person	Initials	Reason for Amendment	Pages Affected

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Acronyms and Abbreviations

ASD.....	Accumulation Start Date
AUL	Authorized User List
BMP	Best Management Practice
BUMED	Navy Bureau of Medicine and Surgery
CE	Conditionally Exempt
CFR	Code of Federal Regulations
CHRIMP	Consolidated Hazards Reuse Inventory and Management Program
CO	Commanding Officer
DD.....	Department of Defense (forms only)
DDA	Designated Disposition Authority
DDESB	Department of Defense Explosives Safety Board
DEA	Drug Enforcement Administration
DLA	Defense Logistics Agency
DoD.....	Department of Defense
DOT	Department of Transportation
EC	Emergency Coordinator
EHM.....	Excess Hazardous Material
EHW	Explosive Hazardous Waste
EMS	Environmental Management System
EOD	Explosive Ordnance Disposal
EPA.....	United States Environmental Protection Agency
EPCRA.....	Emergency Planning and Community Right-to-Know Act
ESO	Explosive Safety Officer
FEAD	Facilities Engineering, Acquisition, and Design

HM	<i>Hazardous Material</i>
HPW	<i>Hazardous Pharmaceutical Waste</i>
HSIRM	<i>Hazardous Substances Incident Response Management</i>
HW	<i>Hazardous Waste</i>
HWC	<i>Hazardous Waste Coordinator</i>
HWH	<i>Hazardous Waste Handler</i>
HWMP	<i>Hazardous Waste Management Plan</i>
HWPM	<i>Hazardous Waste Program Manager</i>
IC	<i>Incident Commander</i>
IEPD	<i>Installation Environmental Program Director</i>
ISSA	<i>Interservice Support Agreement</i>
LQHUW	<i>Large Quantity Handler of Universal Waste</i>
MDAS	<i>Material Documented as Safe</i>
MDEQ	<i>Mississippi Department of Environmental Quality</i>
MM	<i>Military Munitions</i>
MMR	<i>Military Munitions Rule</i>
MRIP	<i>Munitions Rule Implementation Policy</i>
MPPEH	<i>Material Potentially Presenting an Explosive Hazard</i>
MWR	<i>Morale, Welfare, and Recreation Department</i>
NAVFAC SE	<i>Naval Facilities Engineering Command Southeast</i>
NAVHOSP	<i>Naval Hospital</i>
NCBC	<i>Naval Construction Battalion Center</i>
NCF	<i>Naval Construction Force</i>
NCG	<i>Naval Construction Group</i>
OPNAVINST	<i>Chief of Naval Operations Instruction</i>

OSHA.....	<i>Occupation Health and Safety Administration</i>
PMRP	<i>Precious Metals Recovery Program</i>
POP	<i>Performance Oriented Packaging</i>
PPE.....	<i>Personal Protective Equipment</i>
PWD	<i>Public Works Department</i>
QRP.....	<i>Qualified Recycling Program</i>
RCRA.....	<i>Resource Conservation and Recovery Act</i>
SAA.....	<i>Satellite Accumulation Area</i>
SDS	<i>Safety Data Sheet</i>
SOP	<i>Standard Operation Procedure</i>
SW	<i>Solid Waste</i>
TCLP.....	<i>Toxicity Characteristic Leaching Procedure</i>
TSDF.....	<i>Transfer, Storage, and Disposal Facility</i>
UW	<i>Universal Waste</i>
WMM.....	<i>Waste Military Munitions</i>
WSD	<i>Waste Stream Determination</i>

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1.0 INTRODUCTION

Naval Construction Battalion Center (NCBC) Gulfport, Mississippi is a large quantity generator of hazardous waste (HW) and operates the Less-Than-90-day Storage Facility for the storage of HW. The management of wastes at NCBC Gulfport is the responsibility of the Public Works Department (PWD) Environmental Division who are aligned as part of Naval Facilities Engineering Command Southeast (NAVFAC SE). The Installation Environmental Program Director (IEPD) assigns the Hazardous Waste Program Manager (HWPM), who is responsible for HW management at NCBC Gulfport.

1.1 Background

NCBC Gulfport is located approximately 65 miles east of New Orleans, Louisiana and 1 mile inland from the Mississippi Sound in the Gulf of Mexico. NCBC Gulfport is located northwest of downtown Gulfport, Mississippi, bound on the north by West 28th Street and west of Highway 49. Klondyke Road and Railroad Street are located to the south. NCBC Gulfport covers approximately 1,100 acres of land.

The mission of NCBC Gulfport is to provide services and material to the Naval Construction Force (NCF) Units and to maintain and operate the facilities. These services and facilities are in support the Amphibious Construction Fleet Units, the Maritime Prepositioning Force (Enhanced), and other fleets assigned or home-ported organizations or deployed units. Personnel at NCBC Gulfport also perform other functions and tasks as assigned by higher authority.

The tenant commands onboard NCBC Gulfport are as follows:

- a. Naval Construction Training Center
- b. Naval Construction Battalion 1
- c. Naval Construction Battalion 11
- d. Naval Construction Battalion 133
- e. Naval and Marine Corps Reserve Center
- f. Marine Corps Reserve
- g. Naval Meteorology and Oceanography Professional Development Center
- h. Naval Construction Force Support Unit 3
- i. Construction Equipment Division
- j. Defense Logistics Agency

k. Fleet Logistic Center Detachment Gulfport

l. Naval Construction Group 2

The 25th Naval Construction Regiment's mission is to operate and maintain units of the NCF; to command Echelon VI NCF units; and to develop, coordinate, and implement policy and requirements to man, control, equip, and outfit the Seabees. The Twenty-Fifth Naval Construction Regiment exercises and Construction Battalion Maintenance Unit 202 and provides operational and logistics support to deployed NCF units on the United States European Command, African Conference, and Central Command areas of operation.

NCBC Gulfport provides storage, preservation, and shipping facilities for advance base mobilization; supports fleet units and assigned organizational elements deployed or home-ported at the centers; and performs engineering and technical services as assigned. The mission is to prepare for and support all facets of the mobilization of construction forces including reserve units. NCBC Gulfport is also responsible for preservation and storage of war reserves including construction equipment and materials.

The NCBC Gulfport Environmental Office maintains the Hazardous Waste Management Plan (HWMP). This document is available to regulators and personnel who manage HW.

1.2 Authority

The Resource Conservation and Recovery Act (RCRA) authorized the United States Environmental Protection Agency (EPA) to implement regulations for the management of HW from the point of generation through final disposal. The United States Congress waived sovereign immunity for Department of Defense (DoD) facilities subjecting them to full regulation including assessment of fines and penalties. The EPA granted the State of Mississippi the authority to implement and enforce HW regulations including the identification, packaging, labeling, storing, transporting, and the treatment standards for proper disposal of regulated waste.

The Chief of Naval Operations Instruction (OPNAVINST) 5090.1 series requires shore installations to develop a HWMP in accordance with applicable federal, state, and local regulations.

1.3 Applicability

The HWMP provides instruction and guidance for the proper management of regulated waste by commands and contractors operating aboard NCBC Gulfport. This HWMP meets the requirements of the EPA and the State of Mississippi; therefore, compliance with this plan ensures compliance with the regulations.

1.4 Purpose

This HWMP provides instruction and guidance for the management of regulated waste generated by commands and contractors operating aboard NCBC Gulfport.

1.5 Applicable Regulations

The procedures and requirements set forth in this HWMP are mandatory; therefore, they are not discretionary. There is a potential for fines and criminal liability for persons violating HW regulations.

- a. 40 Code of Federal Regulations (CFR) 260-268, 270, 273. The federal (EPA) regulations that establish a “cradle-to-grave” approach for managing, storing, and disposing of HW including waste characterization, the manifest system, the generator standards, the treatment standards, and the disposal requirements. These regulations also include the requirements for recycling materials, including burning material for its energy value as well as precious metal recovery.
- b. 40 CFR 279. The EPA regulation for the management of used oil and used oil filters including reporting, storage, disposal, recycling for energy value and other related requirements.
- c. 40 CFR 266.200. The EPA regulation, Waste Military Munitions (WMM) Rule, which exempts WMM from the RCRA regulations, including the storage and manifest requirements when the WMM are managed per the conditions specified in this regulation.
- d. 49 CFR 171-180. The Department of Transportation (DOT) regulations for the shipment of hazardous material (HM) and HW across public highways. The regulations include the requirements for packaging, labeling, marking, and the placarding of vehicles. The DOT regulations include design specifications for containers used to hold HM/HW during transportation and specific closure requirements for those containers.
- e. 49 CFR 390-397. The DOT regulations that govern the qualifications of the drivers, the equipment in the vehicle, and in some cases, routing of HM or HW shipments must take during transport.
- f. 40 CFR 112. The EPA regulation governing spill containment for petroleum storage tanks and spill reporting.
- g. 40 CFR 116-117. The EPA regulations governing when and how a release or spill of a chemical in quantities exceeding the reportable quantity must be reported to the National Response Center.

- h. 11 Mississippi Administrative Code Part 3, Chapters 1, 2, and 3. The State of Mississippi's regulations governing HW.

1.6 General Hazardous Waste Management

The NAVFAC SE PWD Environmental Division has the responsibility and authority to manage wastes at NCBC Gulfport. The NCBC Gulfport HWPM provides direction and support to personnel including contractors.

The NCBC Gulfport Commanding Officer (CO) is recognized by state, federal, and local authority as the overall Generator for this facility. Any person who generates a waste or first causes the waste to be regulated is referred to as an Originator at NCBC Gulfport. Originators shall identify the materials and processes that create wastes and coordinate with the NCBC Gulfport HWPM for disposal guidance. The NCBC Gulfport HWPM is responsible for waste management activities. Acting on behalf of the CO, the NCBC Gulfport HWPM is authorized to interact with all waste personnel and have access to work areas which do or potentially could be generating waste.

Because the requirements of this HWMP are derived from policies and regulations that are specific and detailed, they shall be followed accurately and completely. The success of NCBC Gulfport in complying with applicable environmental requirements is substantially dependent upon Originators following the procedures outlined in this HWMP.

The NCBC Gulfport HWPM performs waste stream determinations (WSDs) at NCBC Gulfport. After reviewing analytical data, the work process, and the Safety Data Sheets (SDSs), the NCBC Gulfport HWPM determines the waste disposal criteria. The information for each waste stream is documented on the Waste Stream Determinations (WSD) Form and is maintained by the NCBC Gulfport HWPM. Data from an SDS alone is only adequate for worker safety.

Some waste management operations are categorically excluded/exempted from full RCRA requirements, and are further discussed in Section 5.0 of this HWMP. Special attention to the basis by which these operations qualify as exclusions/exemptions is essential in maintaining compliance while legally adhering to RCRA requirements. The Originator shall notify the NCBC Gulfport HWPM regarding any change in process or material to prevent any potential compliance violation.

2.0 DEFINITIONS

Accumulation Start Date:

a. Accumulation Start Date at Less-Than-90-Day Storage Facility:

1. The accumulation start date is the date the first drop or item is placed into a HW container at the Less-Than-90-Day Storage Facility, or
2. The date that a satellite accumulation area (SAA) transfers a container to a Less-Than-90-Day Storage Facility or a permitted HW storage facility.

b. Accumulation Start Date at a SAA:

1. The date that the total amount of HW exceeds the 55-gallon limit, or
2. The date that a HW container is transferred from the SAA.

c. Accumulation Start Date for Universal Waste:

1. The date the container first receives waste.

Authorized Representative: The person responsible for the overall operation of a facility or part of a facility. An authorized representative is normally the Commanding Officer or persons of equivalent responsibility. The Commanding Officer may designate an “authorized representative” to act on their behalf.

Best Management Practices (BMPs): Describes practical work techniques that limit the introduction of pollutants into the environment. BMPs achieve a compromise between the environmental ideal (no pollution whatsoever) and what is realistic and practical from an economic and operational standpoint. Emphasis, however, is on the best environmental solution.

Characterization: The process of identifying waste constituents, their concentrations, and the work process generating the waste. Characterization ensures waste is properly handled, treated, and disposed. Characterization is required to identify the EPA waste codes, the underlying hazardous constituents, and the DOT proper shipping name.

Commercial HW Management Facility: Any HW management facility that accepts HW or polychlorinated biphenyls for a charge.

Container: Any portable device in which a material is stored, transported, treated, or disposed.

Contaminant: Means any chemical that when present causes the waste to be regulated.

Contaminated Medium/Media: Soil, sediment, surface water, groundwater, or air that contains a contaminant subject to regulations.

Contingency Plan: A document that contains an organized, planned, and coordinated course of action to be taken in case of a fire, explosion, or release of a HM or waste.

Debris: Any solid material, with a diameter of 2.4 inches or larger intended for disposal including manufactured objects, plants or animal matter, or natural geologic material; this includes brushes, rags, rollers, personnel protection equipment (PPE), large and small equipment, etc.

DLA: Defense Logistics Agency provides disposal services to Department of Defense activities.

Dilution: The deliberate mixing of HW with another material for the purpose of changing either the characteristic(s) or the concentration of a constituent in the waste. Dilution of a HW is prohibited.

Disposal: The process of treating a HW to render it non-hazardous or the placing of a HW into a landfill that is a permitted HW Transfer, Storage, and Disposal Facility (TSDF).

Empty Container: Any HM or HW container, except a compressed gas cylinder, aerosol can, or an acute HW container, that has had wastes removed by using commonly employed techniques for the type of container, (e.g., pouring, pumping, and aspirating) or with the approval of the regulatory agency and the Installation:

- a. No more than 2.5 centimeters (1 inch) of residue remain in the bottom of the container; or
- b. No more than 3 percent by weight of the total capacity of the container remains in the container if the container is less than or equal to 119 gallons in size.
- c. A compressed gas cylinder is empty when the pressure inside the container approaches atmospheric.
- d. A container with an inner liner shall have the liner removed.

EPA HW Codes: The specific alphanumeric sequence assigned by the EPA to specify type and characteristic of a HW.

Excess Hazardous Material (EHM): Full or partially full containers of HM, exceeding the activity's requirements or are no longer needed, that may be used by another activity or by a commercial industry.

Free Liquids: The liquid component of a waste.

Generator: Any person by site whose act first causes a waste to be subject to regulations.

Hazardous Debris: Debris that contains a listed HW or that exhibits a characteristic of HW.

HM: Any material that because of its quality, concentration, physical, chemical, or infectious characteristics, may pose a substantial hazard to human health or the environment when incorrectly used, purposefully released, or accidentally spilled.

HW: Before a waste can be a HW, it must first meet the definition of a solid waste (SW). A SW is a HW if it is a chemical listed in 40 CFR 261, if a chemical listed in 40 CFR 261 is the sole active ingredient of a commercial product, or if a SW exhibits one or more of the HW characteristics listed below:

a. **Ignitable:**

1. a liquid, other than an aqueous solution containing less than 24 percent alcohol by volume, that has a flash point less than 140 degrees F;
2. a non-liquid capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes, **and** when ignited burns so vigorously and persistently that it creates a hazard;
3. an ignitable compressed gas; or
4. an oxidizer.

b. **Corrosive:**

1. an aqueous (water) solution that has a pH equal to or less than 2.0 or equal to or greater than 12.5; or
2. a non-aqueous liquid capable of corroding steel at a rate greater than 0.25 inch per year.

b. **Reactive:**

1. is normally unstable and readily undergoes violent change without detonating;
2. reacts violently with water;
3. forms potentially explosive mixtures with water;
4. when mixed with water, it generates toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment;
5. is a cyanide or sulfide-bearing material that, when exposed to pH conditions between 2.0 and 12.5, it can generate toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment;
6. is capable of detonation or explosive reaction if it is subjected to a strong ignition source or is heated under confinement;

7. is readily capable of explosive detonation or reaction at standard temperature and pressure; or
 8. Is a forbidden explosive or a Class A or Class B explosive as defined in 49 CFR 173.51, 173.53, or 173.88, respectively.
- b. Toxic : that a representative sample, using the toxicity characteristic leaching procedure (TCLP), leaches one or more hazardous constituents at a concentration equal to or greater than the concentration listed in 40 CFR 261.24.

HW Constituent: The chemical that causes the waste to be regulated.

Incompatible Waste: Wastes that when in contact with one another have the potential to produce heat or pressure, fire, explosion, violent reaction, toxic or flammable dusts, mists, fumes, or gases.

Inner Liner: A continuous layer of material placed inside a container that separates the container from the material stored in it.

Lamps (Light Bulbs): The bulb or tube portion of electric lighting devices. Common universal waste (UW) lamps include fluorescent, high intensity discharge, neon, mercury vapor, high-pressure sodium, and metal halide.

Leachate: The liquid, including any suspended components in the liquid, which has percolated through or drained from a waste.

Manifest: The shipping document EPA Form 8700-22 (including, if necessary, EPA Form 8700-22A), originated and signed by the generator, that accompanies and is used for tracking the transportation of HW.

Manifest Tracking Number: The alphanumeric identification number pre-printed in Item 4 of the manifest by a registered source.

Mercury-Containing Equipment: Any device or part of a device (excluding batteries and lamps) that contains elemental mercury.

Military Munitions (MM): Ammunition and their components produced or used by or for the DoD or the United States Armed Services for national defense and security including military munitions controlled by the DoD, the United States Coast Guard, the United States Department of Energy, and the National Guard.

Paint and Paint-Related Waste: Liquid paints, thinners, and debris such as rags, brushes, rollers, tape, etc. or a mixture of pigment and suitable liquids that form an adherent coating when spread on a surface or any material.

Pesticide: Any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest, or intended for use as a plant regulator, defoliant, or desiccant.

Point of Generation: The date and location that a material first becomes subject to the HW regulations.

Profile Number: The unique, optional, alphanumeric identification number used to designate a specific waste stream.

Profile Form: The Defense Logistics Agency (DLA) Form Department of Defense (DD)-1930 or other forms that are used to document specific disposal information for each waste stream sent to the TSDF.

Representative Sample: A sample taken in a manner that when analyzed can be expected to exhibit the average properties of material in the container.

Sludge: Any solid, semisolid, or liquid waste generated by a wastewater treatment plant, water supply plant, or air pollution control facility. This does not include the treated effluent from a wastewater treatment plant.

Soil: Unconsolidated earth material composing the superficial geologic strata, consisting of clay, silt, sand, or gravel size particles, or a mixture of such materials with liquids, solids, and sludges.

Solid Waste: Any garbage, refuse, sludge from a waste treatment plant, water supply treatment plant or air pollution control facility, and other discarded material; including solid, liquid, semisolid, or contained gaseous material resulting from industrial, municipal, commercial, mining, and agricultural operations, and from community and institutional activities.

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

Spill: The accidental or intentional leaking, pumping, emitting, emptying, or dumping of a HM, solid, or HW into or on any land or surface waters.

Thermostat: A temperature control device that contains metallic mercury.

TCLP: The analytical procedure used to determine if a solid waste leaches contaminants into the environment

Transportation: The movement of HM/HW by air, rail, highway, or water.

Transporter: A person engaged in the offsite transportation of HM/HW.

Treatment: Any method, technique, or process designed to change the physical, chemical, or biological character or composition of any HW so as to neutralize such waste, or so as to recover energy or material resources from the waste, or so as to render such waste non-hazardous, or less hazardous; safer to transport, store, or dispose of; or amenable for recovery, amenable for

storage, or reduced in volume. Treatments include but are not limited to either physical or chemical extractions, chemical or thermal destruction. The residues from these treatments shall be managed in accordance with regulations.

Underlying Hazardous Constituent: Any constituent listed in §268.48 that can reasonably be expected to be present at the point of generation of a characteristic HW at a concentration exceeding the constituent-specific Universal Treatment Standards.

Universal Waste (UW): Batteries, fluorescent lamps, some pesticides, and mercury-containing equipment formally classified as a HW, but that are now subject to less stringent regulations, when recycled if recycling is available.

Used Oil: Any oil, refined from crude oil or synthetic oil that is contaminated with physical or chemical impurities as the result of use. Used oil does not include oil-water mixtures that are mostly water.

Wastewaters: Waste that contain less than 1% by weight total organic carbon and less than 1% by weight total suspended solids.

Waste Stream Determination: A method that identifies and classifies waste streams based on analytical testing and/or user knowledge of the specific process.

3.0 RESPONSIBILITIES

3.1 NCBC Gulfport Commanding Officer

The responsibilities of the NCBC Gulfport Commanding Officer (CO) include the following:

- a. Ultimate responsibility for the environmental compliance and readiness of the installation including implementation of this HWMP;
- b. Incident response as Incident Commander (IC) for major spills;
- c. Designates, in writing, the person(s) authorized to sign HW manifests; and
- d. Ensures the HW program receives the appropriate level of attention to guarantee that NCBC Gulfport personnel and Tenant Commands are aware of, and comply with, the provisions of this plan.

3.2 NCBC Gulfport Public Works Officer

The responsibilities of the NCBC Gulfport Public Works Officer include the following:

- a. Ensure environmental compliance and stewardship;
- b. Ensure environmental issues, especially those with the potential for a Notice of Violation, are communicated to the NCBC Gulfport CO;
- c. Support the IEPD who provides direction for environmental management to NCBC Gulfport departments and Tenant Commands; and
- d. Ensure vehicles are available to transport HW within the physical boundaries of the Installation.

3.3 NCBC Gulfport Installation Environmental Program Director

The responsibilities of the NCBC Gulfport IEPD include the following:

- a. Serves as the principal advisor to the CO for environmental compliance matters including HW management;
- b. Represents NCBC Gulfport regarding environmental issues and liaison with regulatory agencies;
- c. Serves as the single point of contact for inquiries, inspections, and other events or interactions with federal, state, and local environmental regulatory agencies;

- d. Obtains required Environmental Training through the Naval Civil Engineers Corps Officers School per OPNAV M-5090.1;
- e. Oversees operations of NCBC Gulfport Departments, Tenant Commands, and service providers to ensure compliance with federal, state, and local environmental regulations;
- f. Coordinates, identifies, and submits environmental program requirements for environmental funding via the Planning, Programming, Budget, and Execution System (EPR Web) interface;
- g. Maintains the hazardous and industrial waste operating budget and reimbursement charging system for services provided;
- h. Maintains an Environmental Management System (EMS) that continually improves environmental quality and is consistent with regional and local objectives and targets;
- i. Monitor performance through metrics (e.g. EMS implementation);
- j. Coordinates with the NCBC Gulfport Fire Department for spill response procedures consistent with the Less-Than-90-Day Storage Facility contingency plan as needed;
- k. Approves the purchase of HW spill response and waste handling equipment as well as reference materials when appropriate; and
- l. Ensures reports and compliance documents are complete and submitted to the appropriate federal, state, and local regulatory agencies and Navy activities in a timely manner.

3.4 NCBC Gulfport Hazardous Waste Program Manager

The responsibilities of the NCBC Gulfport HWPM include the following:

- a. Receives training per Section 4 of this HWMP;
- b. Provides sufficient training for each HW Coordinator and Alternate to enable them to perform their HW management duties in compliance with regulations;
- c. Acts as primary liaison with originators at NCBC Gulfport;
- d. Provides management and technical expertise to facilitate implementation of this HWMP;
- e. Ensures this plan, as well as the standard operating procedures (SOPs) delineating HW management, are kept current;
- f. Administers HW disposal contracts through DLA Disposition Services and track disposal costs;
- g. Performs long-range planning for HW reduction, recycling, and reclamation when practical;
- h. Determines proper waste management standards for NCBC Gulfport and convey these standards to originators through NCBC Gulfport instructions, memorandums, Interservice Support Agreements (ISSAs), Memorandum of Agreements, and contract modifications, if necessary;
- i. Purchases and supplies HW labels, markings, placards and forms;
- j. Interprets applicable laws, rules, and regulations and incorporates them into instructions for NCBC Gulfport personnel to follow;
- k. Responds to spills in support of the Fire Department and acts as the Emergency Coordinator (EC), if needed;
- l. Ensures operations at the NCBC Gulfport Less-Than-90-Day Storage Facility are in full compliance with applicable laws, rules, regulations and instructions;
- m. Schedules and/or supervises the pickup and manifesting of HW off site by a licensed transporter and ensures only personnel authorized by the CO signs HW manifests;
- n. Tracks manifests and contacts the transporter and/or the designated TSDF if a copy of the manifest with a handwritten signature of the owner/operator of the designated TSDF is not received within 35 days of the initial shipment;

- o. Prepares exception reports for submittal to the regulators if a copy of the manifest, signed by the owner/operator of the designated facility, is not received within 45 days of the initial waste shipment;
- p. Maintains organized records of required documentation including logs, inspections, and reports for a minimum of 3 years or as required by the permit;
- q. Prepares and submits the Mississippi Department of Environmental Quality (MDEQ) Biennial HW Report according to requirements;
- r. Prepares and submits the Navy Pollution Prevention Annual Data Summary HW Report;
- s. Coordinates the establishment of contractor temporary accumulation sites per applicable regulations;
- t. Maintains a Master SAA to include Command, Building Number, Shop and Materials Stored (Appendix A);
- u. Ensures SAAs operate in accordance with this plan as found in the SOP for SAAs, Appendix B, using the inspection form in Enclosure 1 of this HWMP;
- v. Ensures 90-day HW accumulation site(s) operate in accordance with this plan and the SOP for Less-Than-90-Day Storage Facility, Appendix C;
- w. Maintains documents such as manifests and land disposal restrictions (preferably electronically) and provides access to regulators, when required; and
- x. Notifies the NCBC Gulfport IEPD whenever a situation has or may occur that could jeopardize the compliance posture of the Command.

3.5 Hazardous Waste Handlers

The responsibilities of the NCBC Gulfport HW Handlers include the following:

- a. Receive training per Section 4 of this HWMP;
- b. Provide liaison with NCBC Gulfport work centers;
- c. Transport HW containers within the NCBC Gulfport complex in a safe, compliant, and timely manner;
- d. Ensure waste containers are sound and properly labeled and manage and handle waste containers in a manner to avoid damage or content spillage;
- e. Notify the EC in the event of an emergency;

- f. Repackage materials as required;
- g. Assist the Fire Department in spill response;
- h. Maintain the Less-Than-90-Day Storage Facility in a safe, efficient, orderly, and compliant manner;
- i. Perform compliance inspections of the Less-Than-90-Day Storage Facility;
- j. Identify any condition that is, or may be, of danger to personnel or the environment and (if properly trained and safe to act upon) take immediate action(s) to protect these resources; and
- k. Immediately bring dangerous or non-compliant situations to the attention of the NCBC Gulfport HWPM.

3.6 NCBC Gulfport Safety Officers

The responsibilities of the NCBC Gulfport Safety Officers include the following:

- a. Coordinate actions with the IEPD during spill responses;
- b. Inform the IEPD of environmental health/safety deficiencies identified while performing safety inspections, such as incompatible storage practices and or damage to a container that is potentially jeopardizing its integrity.

3.7 NCBC Gulfport Fire Department

The responsibilities of the NCBC Gulfport Fire Department include:

- a. Serve as IC as delegated by the CO until properly relieved;
- b. Instruct appropriate personnel for emergency response. The instruction should include, but are not limited to, the following:
 - 1. Emergency communications and alarm systems
 - 2. Procedures for response to liquid spills
 - 3. Power failure response procedures
 - 4. Evacuation routes and procedures
 - 5. Response to fires and explosions
 - 6. Decontamination procedures
 - 7. Procedures for removal and containerization of released material, contaminated soil or surface water, or any other material that results from a release, fire or explosion;
- c. Provide initial emergency response to HM/HW incidents and technical support;

- d. Coordinate with the PWD's IEPD to obtain emergency equipment and supplies; and
- e. Maintain spill response equipment necessary for initial response.

3.8 All Installation Consolidated Hazards Reuse Inventory and Management Program (CHRIMP) Centers and Supply Departments

The responsibilities of the Installation CHRIMP and Supply Departments include the following:

- a. Maintain records of the HM issued to each activity and provide reports as requested by the IEPD/HW Manager; and
- b. Ensure that SDSs are available to the shop personnel who use the HM.

3.9 Defense Logistics Agency

The DLA Disposal Office is the DoD's preferred choice for disposal services. The responsibilities of the DLA Disposal Office include the following:

- a. Processes the DD Form 1348's for Hazardous and Non-Hazardous waste disposal that is submitted by the installation HWPM;
- b. Coordinate with the NCBC Gulfport HWPM regarding HW classification and HW pick-ups, transport, and disposal;
- c. Provide delivery orders to the NCBC Gulfport HWPM;
- d. Provide the contractor for transportation and disposal of HW; and
- e. Provide the regulatory knowledge and logistics for disposal of electronics (computers, printers, computer peripherals, stereos, TVs, etc.) that are Government property.

3.10 The COs, Officers-In-Charge, Department Heads and/or Senior Civilians of Tenant Commands

The responsibilities of the COs, Officers-In-Charge, Department Heads and/or senior civilians of tenant commands include the following:

- a. Retain liability for the misidentification and/or mismanagement of waste generated by their command;
- b. Ensure personnel are trained in, aware of, and comply with the provisions of this HWMP;
- c. Designate in writing a Unit Hazardous Waste Coordinator (HWC) and Alternate to include their names, phone numbers, and email addresses;

- d. Ensure the Unit HWC and Alternate are trained and have the working knowledge to properly manage hazardous, universal, non-RCRA regulated wastes, and used oil; and
- e. Ensure personnel and their supervisors who generate or oversee the generation, segregation, collection, and containerization of HW, UW, or used oil complete at least initial training within 6 months of assignment and annual refresher training thereafter.

3.11 The HWCs and Alternates

- a. Ensure waste is properly managed in accordance with the HWMP;
- b. Ensure SAAs are approved by NCBC Gulfport Installation Environmental Program Director before waste is generated;
- c. Maintain approved HW SAAs storage areas in accordance with the HWMP;
- d. Inform NCBC Gulfport HWPM of any changes in materials, work processes, or procedures that may affect HW generation before generating waste;
- e. Schedule pickups and be present during the waste pick-up process unless directed otherwise;
- f. Ensure containers are stored so that the labels are visible when approaching and that there is direct access to each container;
- g. Ensure segregation of incompatible wastes;
- h. Conduct inspections and correct deficiencies;
- i. Liaison with NCBC Gulfport HWPM regarding waste issues;
- j. The Work Center Supervisor will assume waste management duties during the absence of the assigned HWCs;
- k. Ensure that the information placed on any label is accurate and legible; and
- l. The Monthly Generator Logs and weekly SAA inspection reports shall be maintained by the tenant command or NCBC Gulfport Department HWCs and/or Alternates for 3 years.

3.12 Generators/Originators

A “Generator” is simply defined as anyone who creates a waste or causes a waste to first become regulated. The NCBC Gulfport CO is considered the overall HW Generator by federal, state, and local regulatory agencies. Therefore, in order to avoid confusion, any person or work center that creates a waste or first causes a waste to be regulated at NCBC Gulfport will be termed an “Originator”.

The responsibilities of the Originators include the following:

- a. Assign, in writing, a HWC and an Alternate for each work shift that generates waste, providing the Appointment Letter when requested;
- b. The Work Center Supervisor will assume waste management duties during the absence of the assigned HWCs;
- c. Ensure HWCs receive training within six months of assignment, and provide supervision until such training is completed satisfactorily;
- d. Maintain training documentation for at least 3 years after departure of assigned HWC and Alternate to be provided to the NCBC Gulfport HWPM or IEPD upon request;
- e. Identify new materials and/or processes in their area, and notify the NCBC Gulfport HWPM for proper WSD;
- f. Provide the financial resources to maintain compliance in their respective area(s);
- g. Inform the NCBC Gulfport HWPM of any changes in materials, work processes, or procedures that may affect HW generation before generating waste;
- h. Submit Authorized User List (AUL) requests as necessary;
- i. Make arrangements for transfer of HW to the Less-Than-90-Day Storage Facility;
- j. Operate and maintain SAA in compliance with applicable laws, rules, regulations, and instructions;
- k. Ensure proper PPE is available, in good working condition, and is properly used by personnel as necessary;
- l. Ensure waste is properly managed in accordance with this plan;
- m. Ensure only approved containers are used to store waste;
- n. Ensure SAAs are approved by NCBC Gulfport HWPM or IEPD before waste is generated;
- o. Ensure containers are stored so that the labels are visible when approaching and that there is direct access to each container;
- p. Ensure segregation of incompatible wastes;
- q. Conduct inspections and correct deficiencies; and
- r. Liaison with the NCBC Gulfport HWPM or HW Handler regarding waste issues.

3.13 Emergency Responders

The responsibilities of the Emergency Responders include the following:

- a. Obtain training upon appointment of duties;
- b. Provide response to HW incidents; and
- c. Coordinate with the NCBC Gulfport HWPM.

ENCLOSURE 1
HAZARDOUS WASTE PROGRAM MANAGER
SATELLITE ACCUMULATION AREA INSPECTION
FORM

Hazardous Waste Program Manager Satellite Accumulation Area (SAA) Inspection Form			
Date:		Time:	
Command:		Bldg. Location:	
POC:		Telephone #:	
Inspector's Name:		Signature:	
Questions For Program Manager:	YES	NO	COMMENTS
1. How many Satellite Accumulation Areas does this Work Center have?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are there any containers in the storage area that are beyond the 3-day storage limit from their accumulation date?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Are the Hazardous Waste Coordinator's conducting weekly inspections?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Are containers storing liquid waste in secondary containment?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Are Hazardous Waste Minimization efforts being made in this Accumulation Area and Work Center?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Are there any new waste streams in the Work Center?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Are all container marked with the appropriate words or label?	<input type="checkbox"/>	<input type="checkbox"/>	
8. If present, are Universal Waste containers marked with the proper label and Accumulation Start Date? (i.e. Batteries and Lamp bulbs)	<input type="checkbox"/>	<input type="checkbox"/>	

ADDITIONAL COMMENTS:

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4.0 TRAINING

Personnel handling HW at NCBC Gulfport must successfully complete a training program that ensures compliance with this HWMP. At a minimum, personnel who may be assigned to handle HW must have completed the Occupation Safety and Health Administration (OSHA) 24-hour Hazardous Substance Incident Response Management (HSIRM) course and the 8-hour refresher training on an annual basis in accordance 29 CFR 1910.120. Also personnel must complete the 24-hour Introduction to Hazardous Waste Generation and Handling Course and the 8-hour RCRA Hazardous Waste Review annually.

4.1 Personnel

All personnel must be receive the General Environmental Awareness Training and Command Orientation required by OPNAV M-5090.1 upon reporting to NCBC Gulfport or tenant command. Other training shall be received based upon job requirements as follows.

4.1.1 NCBC Gulfport HWPM and Hazardous Waste Handler

The training requirements of the NCBC Gulfport HWPM and HW Handler include the following:

- a. The OSHA 24-hour HSIRM course and the 8-hour refresher training on an annual basis in accordance 29 CFR 1910.120;
- b. The RCRA HW generator training required by 40 CFR 262.34(a)(4) and 40 CFR 295.16 for large quantity generators; and
- c. The DOT training required to sign manifests and shipping papers stated in 49 CFR 172 every 3 years.

4.1.2 The HWCs and Alternates

In addition to the General Environmental Training and Command Orientation described above, the HWCs and Alternates assigned to HW duties at tenant commands and NCBC Gulfport Departments shall successfully complete the Annual HW Coordinator training conducted by the NCBC Gulfport HWPM.

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5.0 HAZARDOUS MATERIAL MANAGEMENT PROCEDURES

An extensive effort shall be made to determine if a HM is usable before it is declared and subsequently disposed of as a waste. To minimize waste generation, HM centers shall utilize good inventory practices (e.g., use older material first, check expiration dates, order only what is required, and purchase less toxic or non-HM when possible).

Contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) for assistance with large amounts of EHM that are not acceptable for turn-in.

5.1 General Hazardous Waste Management

The NAVFAC SE PWD Environmental Division has the responsibility and authority to manage wastes at NCBC Gulfport. The NCBC Gulfport HWPM provides direction and support to personnel including contractors. Specific requirements for contractors are identified in Appendix D.

Some waste management operations are categorically excluded/exempted from full RCRA requirements. Special attention to the basis by which these operations qualify as exclusions/exemptions is essential in maintaining compliance while legally adhering to RCRA requirements.

5.2 Major Exclusions/Exemptions at NCBC Gulfport

5.2.1 Metal Recycling

Solid scrap metals, even if considered hazardous, are exempt from RCRA regulation if recycled instead of disposed. Metals are routinely recycled by NCBC Gulfport Morale, Welfare, and Recreation Department and, as such, do not require manifesting when shipped.

5.2.2 Precious Metals Recovery

Silver from photographic and X-ray operations should be recycled through the Department of Defense Precious Metals Recovery Program (PMRP). However, if DLA determines the quantity in the recovery does not justify their economic investment, the facility will submit a request for waiver permitting the facility to seek alternative vendor options. If not recycled, then silver-laden wastes may be HW.

5.2.3 Used Oil Recycling

Natural and synthetic petroleum products may be exempt from RCRA regulation if recycled instead of disposed. The oil can be used for lubrication and cooling, a working fluid, or for

material transport (but not as a solvent) in order to qualify for the 40 CFR 279 standards for used oil. Oil used as a solvent, such as PD-680, is not eligible for management as used oil. Oils are aggregated at NCBC Gulfport and should not be mixed with HW. A mixture of HW, or oil used as a solvent, with used oil may render the entire quantity as a HW and subject to 40 CFR 260-265. Refer to Appendix E for Used Oil Management Procedures.

5.2.4 Laboratory Samples

Waste samples shipped off-site to laboratories for analysis or treatability testing are exempt from RCRA regulations and do not require manifests.

5.2.5 Treatment in a Container or Tank

Per EPA guidance, Generators are allowed to treat wastes in containers or tanks without the need for a RCRA permit. The containers/tanks must be managed in conformance with 40 CFR 262.34 and Subpart J or I of Part 265. Although this guidance is long-standing, it has not been formatted into regulation. The Generator is responsible for ensuring that treatment is performed safely.

5.3 Source Reduction Measures

As indicated by OPNAV M-5090.1, personnel shall apply source reduction measures in achieving life cycle HM Control in those areas (work centers) where waste is generated. Selected hazardous constituents that contribute to program costs, reporting requirements, and long-term liabilities are targeted for tracking. If HM becomes non-useable, it shall be disposed of as waste. The NCBC Gulfport Pollution Prevention Plan is to be used to implement appropriate HM reduction procedures and to evaluate work center practices in determining alternative methods for reducing or eliminating HM at NCBC Gulfport whenever practicable.

6.0 TRANSPORTATION AND SHIPPING

Transportation of HWs are mandated by the DOT and EPA for transportation safety and “cradle-to-grave” tracking of HW.

6.1 On-Base Transportation

The transport of waste from the Originator to the Less-Than-90-Day Storage Facility is the responsibility of the NCBC Gulfport HWPM.

Transportation of waste from a visiting contractor’s SAA or Less-Than-90-Day area to an approved off-site TSDF is the responsibility of the visiting contractor and is outlined in Appendix D.

6.2 Off-Base Shipment

Shipment of HW off-base requires use of personnel trained in the DOT HM transportation regulations. Implementation of those regulations requires selection of the proper DOT shipping description, use of a container (or transport vehicle in the case of bulk shipments) meeting DOT specifications, use of specific container markings and labels, proper vehicle loading procedures, selection of vehicle placards, and hazardous waste manifests. The information needed to satisfy the DOT requirements will be recorded on the applicable WSD Form (see Appendix A).

The most commonly used HW container in the Navy is the 55-gallon metal drum. The NCBC Gulfport HWPM determines the appropriate container meeting DOT specifications to be used for each waste generated at NCBC Gulfport. Prior to offering waste for transportation, the NCBC Gulfport HWPM will inspect each container to assure that the waste is properly classified, described, packaged, labeled and that it is in good condition for shipment. NCBC Gulfport is not an off-site transporter of waste; therefore, proper selection of the transport vehicle is the responsibility of the waste transporter.

The NCBC Gulfport HWPM shall ensure shipments are loaded in such a manner to prevent movement and be sufficiently blocked or braced to prevent damage of containers.

At the time that HW is loaded onto a transport vehicle for off-site transportation, the NCBC Gulfport HWPM ensures proper placards are on all four sides of the transport vehicle prior to departing NCBC Gulfport. Placards are required for shipments of 1,000 pounds or more of HW that carry any DOT hazard class other than Other Regulated Material. Placards must be displayed on each end and side of the transport vehicle.

6.3 Manifests

Off-site shipments of HW are tracked using the Uniform Hazardous Waste Manifest system outlined in 40 CFR Part 262 Subpart B. Regulations specify minimum information to be included on HW manifests. Figure 6-1 shows a sample copy of a manifest. Extra care should be exercised to ensure manifests are legible and contain accurate information. Manifests can be completed using typewriter or manual method. One copy of the manifest must be retained pending the return of the signed copy receipt to the facility from the TSDF. The returned copy must be maintained for not less than 3 years from the date the TSDF signed it.

6.3.1 Routing and Out-of-State Manifests

Individual states may require the use of a state-specific manifest, which can result in two or more manifests being prepared for each shipment. Careful attention to these requirements and proper communications with DLA point of contact will ensure proper paperwork is used for waste shipments from NCBC Gulfport.

6.3.2 Manifest Follow-Up Requirements

If the signed return copy from the TSDF is not received by the NCBC Gulfport HWPM within 30 days of a shipment, the transporter/TSDF should be contacted for inquiry into the status of the paperwork. Efforts of inquiry and any results should be properly recorded and kept for future reference.

Figure 6-1: Sample HW Manifest

Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number	2. Page 1 of	3. Emergency Response Phone	4. Manifest Tracking Number	
		5. Generator's Name and Mailing Address				Generator's Site Address (if different than mailing address)
Generator's Phone:						
6. Transporter 1 Company Name				U.S. EPA ID Number		
7. Transporter 2 Company Name				U.S. EPA ID Number		
8. Designated Facility Name and Site Address				U.S. EPA ID Number		
Facility's Phone:						
GENERATOR	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))		10. Containers		11. Total Quantity
				No.	Type	12. Unit Wt./Vol.
						13. Waste Codes
14. Special Handling Instructions and Additional Information						
15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.						
Generator's Offeror's Printed/Typed Name				Signature		Month Day Year
16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Port of entry/exit: _____						
Transporter signature (for exports only): _____				Date leaving U.S.: _____		
TRANSPORTER INT'L	17. Transporter Acknowledgment of Receipt of Materials					
	Transporter 1 Printed/Typed Name			Signature		Month Day Year
	Transporter 2 Printed/Typed Name			Signature		Month Day Year
DESIGNATED FACILITY	18. Discrepancy					
	18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection					
	Manifest Reference Number: _____ U.S. EPA ID Number					
	18b. Alternate Facility (or Generator)					
	Facility's Phone: _____					
18c. Signature of Alternate Facility (or Generator) _____ Month Day Year						
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)						
1.		2.		3.		4.
20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a						
Printed/Typed Name			Signature		Month Day Year	

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete. DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)

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7.0 RECORD KEEPING

The MDEQ, EPA, and Navy require recordkeeping of waste management practices. These records must be made available to the EPA and MDEQ upon request.

7.1 Inspection Reports

7.2 Manifests

All waste manifests (returned signed copies from the TSDF) must be kept for at least 3 years. NCBC Gulfport HWPM will maintain these records. The NCBC Gulfport HWPM shall also maintain those records that pertain to waste handled through the Less-Than-90-Day Storage Facility.

NOTE: The NCBC Gulfport CO can authorize a person to sign HW manifests on his/her behalf. The assignment must be in writing and contain the words “on behalf of” when describing the individual’s responsibility to the Command. A sample of the designation letter is located in Appendix C, Enclosure C-3.

Minimum requirements for such authority shall include that the designee perform the following:

- a. Be directly responsible for NCBC Gulfport’s Hazardous Waste Program or be someone who also works within the NCBC Gulfport HWPM office that acts as the NCBC Gulfport HWPM’s backup when absent;
- b. Has completed OSHA’s 24-hour Hazardous Substance Incident Response Management Course and the 8 hour refresher course annually per 29 CFR 1910.120 requirements; and
- c. Has completed the DOT Hazardous Materials Training Course that satisfies the requirements of 49 CFR 172.
- d. Has completed the RCRA HW generator training required by 40CFR 262.34(a)(4) and 40 CFR 295.16 for large quantity generators.

Regardless of the assignment(s), the NCBC Gulfport CO retains the responsibility for waste management at the facility.

7.3 Written Exception Reports

In the event that a signed return copy of a manifest from the TSDF has not been received by the NCBC Gulfport HWPM in 45 days from the date of shipment, a written Exception Report must be completed and submitted to MDEQ. If the signed return manifest copy is not received within 30 days, the NCBC Gulfport HWPM will contact DLA Disposition Services, the TSDF, and/or the Transporter to determine the status of the return form. The Exception Report must include a cover letter explaining the efforts to locate the shipment of waste and the results of those efforts. A legible copy of the manifest which does not have the signature of the TSDF will be included.

The mailing address for the environmental regulatory agency of for the State of Mississippi is as follows:

State of Mississippi
Mississippi Department of Environmental Quality
515 E. Amite Street
Jackson, Mississippi 39201

Copies of the Exception Report shall be maintained with the manifest for 3 years.

7.4 Waste Analysis

Records of any WSD including tests and their results must be kept for at least 3 years from the date that the waste was shipped off site.

7.5 Waste Stream Determinations

Records supporting each WSD shall be kept for at least 3 years after the discontinuation of the waste generation or if the WSD has changed, whichever comes first.

Records shall include the SDS or other pertinent material(s), data associated with the process, a process waste generating description, the location(s) where the processes take place, and any available data on the waste characteristics.

7.6 Land Disposal Restriction Notices

A "Notice to File" will be provided for each waste stream determined to be HW at the point of generation on NCBC Gulfport. Copies of any Land Disposal Restriction Reports to MDEQ and any notices to the receiving TSDF for off-site shipments of NCBC Gulfport HW will be kept on file indefinitely.

7.7 Biennial Report

The Mississippi Biennial Hazardous Waste Report must be submitted to the MDEQ no later than March 1 of each even numbered year. The report must cover facility activities during the previous odd calendar year and will include the following:

- a. The EPA Identification Number, name and address of the facility;
- b. The calendar year covered by the report;
- c. A description and quantity of each HW received by the facility during the reporting year;
- d. The method of treatment, storage or disposal for each HW;

- e. The certification signed by the owner or operator of the facility or his authorized representative; and
- f. Submit fee associated with the Biennial Report.

7.8 Inspection Records

Inspections are conducted by the HWPM, the HW Handler, the HWCs and Alternates.

Inspection reports shall be maintained as follows:

- a. The Monthly Generator Logs and weekly SAA inspection reports shall be maintained by the tenant command or NCBC Gulfport Department HWCs and/or Alternates for 3 years.
- b. The annual SAA inspection reports conducted by the HWPM shall be maintained for 3 years.
- c. The Less-Than-90-Day Storage Facility weekly inspection reports shall be maintained until the facility completes RCRA closure.

7.9 Training Records

HW training records will be maintained at each of the NCBC Gulfport departments or Tenant Commands for HW activities at the generating work centers. Training records shall be available for inspection. Current employee records must be kept during their employment while former employee records must be kept for 5 years from the date of separation. Personnel training records may accompany those transferred within the Navy. Record copies for former employees who managed and or handled HW shall be kept for at least 3 years.

Training records must include the following information:

- a. The job title, description, and name of the person filling the position associated with HW management;
- b. A description of the types and requirements for both the initial and any continuing training for each person; and
- c. Documentation that the training or job experience required for any HW position was satisfactorily completed.

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8.0 HAZARDOUS WASTE PROCEDURES

8.1 WSD Procedures

The WSD procedure for NCBC Gulfport is described in Appendix A. Questions regarding a WSD will be brought to NCBC Gulfport HWPM for review and final judgment. The WSD must be conducted prior to initiating storage, treatment, or disposal of waste. The results of the WSD are maintained by the NCBC Gulfport HWPM.

8.2 Satellite Accumulation Areas

Appendix B is the SOP that shall be used to ensure proper management of hazardous and other non-RCRA regulated waste in SAAs.

8.3 Less-Than-90-Day Storage Facility

Appendix C is the SOP that shall be used at the Less-Than-90-Day Storage Facility to ensure proper management of hazardous and other regulated waste.

8.4 Temporary Accumulation Sites

In specific circumstances and with the approval of NCBC Gulfport Environmental, temporary accumulation sites may be established. While in operation, these Sites must comply with this HWMP and follow Appendix C, the Less-Than-90-Day Storage Facility SOP.

8.5 Visiting Contractor HW Management

Requirements in Appendix D are mainly for those contractors who are brought onto NCBC Gulfport by the NAVFAC SE PWD Facilities Engineering, Acquisition, and Design (FEAD) Division for projects that focus on construction or maintenance of facilities expected to last less than 1 year. These requirements, however, will also pertain to those contractors who are brought onto NCBC Gulfport by any other Tenant Command to conduct similar work. Contractors working for a Tenant Command on mission-related activities (known as “permanent contractors”) shall conform to requirements of this HWMP.

8.6 Used Oil Management

Appendix E of this HWMP shall be used to ensure the proper management of used oil on NCBC Gulfport.

8.7 Universal Waste

Appendix F provides the requirements for proper management of UW including, but not limited to, batteries, fluorescent light bulbs, pesticides, and mercury-containing equipment.

8.8 Pharmaceutical HW Management

Pharmaceutical waste will be managed as described in Appendix G of this HWMP.

8.9 Medical and Dental Wastes

Medical and dental wastes are not regulated by RCRA unless they also meet the definition of a hazardous waste. They are, however, required to be managed per the general provisions of the Mississippi Solid Waste Law and the Mississippi Nonhazardous Solid Waste Management Regulations (11 Mississippi Administrative Code Part 4). HWs generated at medical facilities, such as dental amalgam, must be managed as such and follow the procedures in this plan.

The Naval Hospital Pensacola is responsible for the pickup and disposal of Bio-medical and dental waste on NCBC Gulfport.

8.10 Electronic Waste Management

Electronic waste, or eWaste as it is commonly referred, will be managed as described in Appendix H of this HWMP.

8.11 Used Cooking Oil Management

Used cooking oil will be managed as described in Appendix I of this HWMP.

8.12 Waste Military Munitions

Per Navy and DoD policy, MM and Ordnance are not considered to be HW regulated by RCRA until the material is intended for disposal or treatment. Whether subject to the Munitions Rule or not, MM must be managed and stored in a manner that minimizes the potential of harm to personnel or the environment.

Munitions are managed by NCBC Gulfport at Woolmarket Small Arms Range. One bunker has an area designated to store Conditionally Exempt WMM. The SOP for WMM is in Appendix J.

8.13 Contingency Plan

The Contingency Plan identifies emergency contacts, equipment, and procedures for the Less-Than-90-Day Storage Facility and is located in Appendix K.

8.14 Household Hazardous Waste

This Section applies to HW that comes from the NCBC Gulfport Family Housing area only. Residential HW, including that which comes from military housing located on installations, is exempt from RCRA permitting regulations (49 CFR 261.4(b)(1)). Examples of potential household HWs include paints, cleaners, oils, batteries, and pesticides.

Household HWs cannot be disposed of utilizing the Less-Than-90-Day Storage Facility. The wastes can be disposed of as regular trash; however, residents are encouraged to dispose of household HW through local community programs.

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APPENDIX A WASTE STREAM DETERMINATION PROCESS SOP

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A.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish procedures that ensure the Waste Stream Determine (WSD) procedures are consistent and compliant with applicable regulations at Naval Construction Battalion Center (NCBC) Gulfport.

A.2 Definitions

A list of definitions is found in Section 2 of the NCBC Gulfport Hazardous Waste Management Plan (HWMP) and in the regulations, respectively.

A.3 Responsibilities

A.3.1 Originator

- a. Notify the NCBC Gulfport Hazardous Waste Program Manager (HWPM) of new or revised processes in each work center;
- b. Submit an Authorized User List (AUL) request to the NCBC Gulfport HWPM for new materials used in processes; and
- c. Assist the HWPM during Waste Stream Determinations (WSDs) per this HWMP.

A.3.2 NCBC Gulfport HWPM

- a. Determine if an existing or archived WSD exists for the waste in question or if analytical testing is necessary;
- b. Request and review Safety Data Sheet (SDS) information and laboratory analysis of waste streams as necessary;
- c. Complete the Hazardous Waste Profile forms for Defense Logistics Agency (DLA) approval; and
- d. Approve WSDs prior to field implementation.

A.4 WSD Procedures

The WSD procedure is shown in Figure A-1. NCBC Gulfport personnel shall follow this SOP, including executing the responsibilities listed in Section 3 of the HWMP. Questions or challenges regarding a WSD will be brought to the NCBC Gulfport HWPM for review and final judgment.

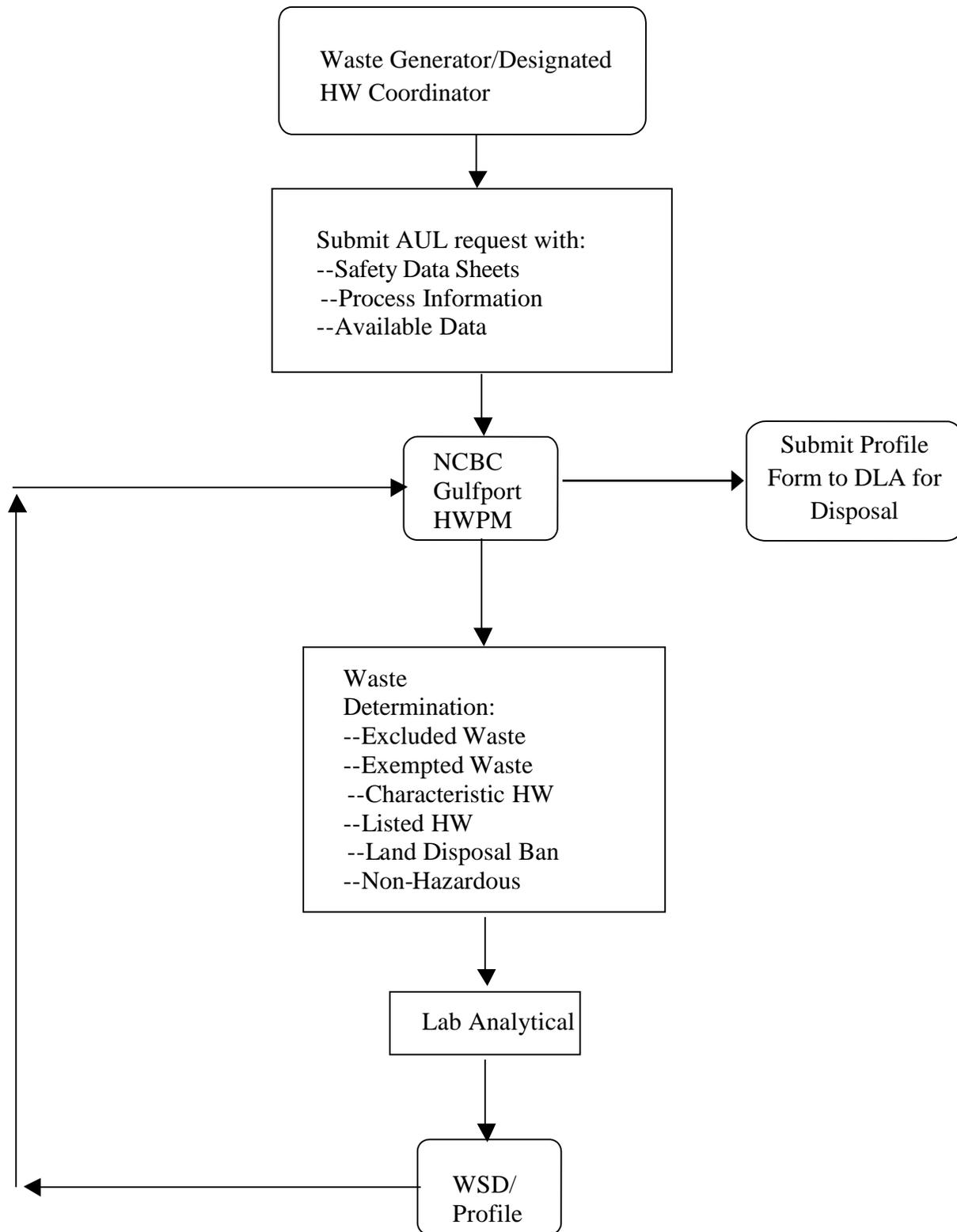


Figure A-1: Waste Stream Determination Process

APPENDIX B SATELLITE ACCUMULATION AREAS SOP

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B.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish procedures that ensure the proper management of waste in Satellite Accumulation Areas (SAAs) operated at Naval Construction Battalion Center (NCBC) Gulfport.

B.2 Responsibilities

B.2.1 NCBC Gulfport HW Program Manager (HWPM)

- a. Determine proper waste management standards for NCBC Gulfport and convey these standards to originators through training and by incorporating requirements and standards into NCBC Gulfport instruction, memorandum, Interservice Support Agreement, Memorandum of Agreement, and contract modification if necessary.
- b. Purchase and supply waste containers to originators ensuring the container is properly marked and labeled;
- c. Conduct and or assist in conducting training for waste management personnel provided by Tenant Commands and the applicable NCBC Gulfport Departments, and review/approve any HW training materials used by Tenant Commands;
- d. Provide interpretation of applicable laws, rules and regulations, and incorporate them into NCBC Gulfport instructions;
- e. Maintain organized records of required documentation including logs, SAA inspections, and reports for a minimum of 3 years;
- f. Maintains a Master SAA to include Command, Building Number, Shop and Materials Stored;
- g. Ensure SAAs operate in accordance with this plan;
- h. Conduct and document inspections of SAAs using the Satellite Accumulation Area (SAA) Inspection Form HWPM in Enclosure B-1; and
- i. When potential safety violations are identified, ensure action is taken to either resolve the deficiency or notify the appropriate Department/Tenant Command.

B.2.2 *The Commanding Officers, Officers-In-Charge and Department Heads or Senior Civilian of Tenant Commands*

- a. Retain liability for the misidentification and/or mismanagement of waste generated by their command;
- b. Ensure personnel are trained in, aware of, and comply with the provisions of this SOP and the HWMP;
- c. Designate in writing a Unit Hazardous Waste Coordinator (HWC) and Alternate, including names, phone numbers, and email addresses. A sample letter is provided in Enclosure B-2. The Appointment Letter will be provided to the NCBC Gulfport HWPM upon request;
- d. Ensure the Unit HWC and Alternate are trained and have the working knowledge to properly manage hazardous, universal, non-Resource Conservation and Recovery Act (RCRA) regulated waste, and used oil; and
- e. Maintain personnel training records to be provided to the NCBC Gulfport HWPM upon request.

B.2.3 *The HWCs and Alternates*

- a. Ensure waste is properly managed in accordance with the HWMP;
- b. Ensure SAAs are approved by NCBC Gulfport Installation Environmental Program Director before waste is generated;
- c. Maintain approved HW SAAs storage areas in accordance with the HWMP;
- d. Inform NCBC Gulfport HWPM of any changes in materials, work processes, or procedures that may affect HW generation before generating waste;
- e. Schedule pickups and be present during the waste pick-up process unless directed otherwise;
- f. Ensure containers are stored so that the labels are visible when approaching and that there is direct access to each container;
- g. Ensure segregation of incompatible wastes;
- h. Conduct inspections and correct deficiencies using SAA Inspection Form in Enclosure B-1;
- i. Liaison with NCBC Gulfport HWPM regarding waste issues;
- j. The Work Center Supervisor will assume waste management duties during the absence of the assigned HWCs; and
- k. Ensure that the information placed on any label is accurate and legible.

B.2.4 *Work Center Personnel*

- a. Use HM carefully and sparingly;
- b. Be aware of procedures for handling leaking or damaged containers;
- c. Collect and immediately containerize HW;
- d. Keep HW containers closed except when adding waste;
- e. Properly segregate HW;
- f. Use only approved containers;
- g. Properly manage used oil and oil filters; and
- h. Ensure good housekeeping of SAAs.

B.3 **Training**

In addition to the General Environmental Training and Command Orientation described above, the HWCs and Alternates assigned to HW duties at tenant commands and NCBC Gulfport Departments shall successfully complete the Annual HW Coordinator training conducted by the NCBC Gulfport HWPM.

B.4 **SAA HW Management**

The SAAs are HW accumulation areas at or near the point of generation, controlled by the operator generating the waste, and where less than 55 gallons of HW (commonly referred to as the “55 Gallon Rule”) or less than 1 quart of acute HW is accumulated at any one time. The 55-gallon limit includes all types of HW, but does not include universal and non-RCRA regulated waste or used oil.

No waste will be disposed into any wastewater treatment system, storm drain, surface waters, or upon the land without proper authorization from NCBC Gulfport Environmental.

An extensive effort shall be made to determine if a HM is usable before it may be disposed of as a waste. To minimize waste generation, utilize good inventory management (e.g., use older material first, check expiration dates, order only what is required, and purchase less toxic or non-HM when possible).

Generators may have more than one SAA; however, each individual SAA shall be approved by NCBC Gulfport Environmental and have signage posted that clearly delineates each SAA. The current list of approved HW SAAs is found in Table B-1.

B.4.1 *Container Management Requirements*

Containers shall be in good condition (minor surface rust or dents may be allowed) and compatible with the waste stored in them. A container can be defined as any portable device in which a material is stored, transported, treated, disposed, or otherwise managed. Containers used at NCBC Gulfport include Performance Oriented Packaging (POP), steel drums, polyethylene drums, and portable tanks. Types and sizes of containers used are dependent upon factors such as the type of waste, the rate of generation and the treatment/disposal method used. The NCBC Gulfport HWPM or the HW Handler determines the container to be used for each waste at NCBC Gulfport and supplies the information on the label.

Containers shall be properly closed and sealed at all times except when adding waste. The rings on drums shall be positioned with the bolt down and tightened. Proper closure means the following:

- a. All containers are closed per manufacturer's instructions;
- b. Bungs are securely tightened;
- c. Locking rings and bolts are properly secured with the nut tightened enough to prevent any person from loosening the nut using thumb and forefinger;
- d. Lever locks are properly secured with the handle arm properly secured under the safety tab;

NOTE: Lever locks are authorized in an SAA for containers holding solid hazardous and non-HWs. They are not to be used for transfer of waste. Locking rings provide better container integrity in the event of turnover.

- e. Funnel covers and latches are to be secured when waste is not being added;
- f. Gaskets are to be in good working order so to provide the protection intended in the event the container is tipped over or if applicable to the situation to prevent vapor emissions;
- g. Covers on containers will be in good condition with gasket in place and fully functional for the purpose intended;

NOTE: Any rust, dents or crimps affecting a cover in a manner which jeopardizes the integrity of the container is unacceptable; the cover is to be replaced. The NCBC Gulfport HWPM has final authority in determining the proper closure and or condition of a container holding waste at NCBC Gulfport.

- h. There shall be no evidence of spills (e.g., no dry or wet waste on the outside of containers); and
- i. Containers that cannot be properly sealed shall:

1. Have the contents transferred to a proportionally sized container, or

2. Be placed in an over-pack container.

B.4.2 Waste Segregation

Waste segregation is mandatory. Proper segregation prevents incompatible chemicals from mixing that have the potential to produce heat, pressure, fires, explosions, violent reactions, toxic dusts, mists and irritating or toxic fumes or gases. While safety is the main concern, improper mixing may render the subsequent mixture difficult to identify and expensive to dispose.

General guidance is as follows:

- a. Do **not** mix incompatible wastes (for example, flammable and nonflammable adhesives and corrosives).
- b. Do **not** place containers of unmixed two-part epoxy paint or sealant in the same container.
- c. Do **not** store or mix organic material with corrosives
- d. Do **not** store or mix acids with bases.
- e. Do **not** store two different types of acids in the same container.
- f. Do **not** mix paints with strippers.
- g. Do **not** mix solids and liquids in the same container.
- h. Do **not** mix paint debris (e.g., brushes, rollers, etc.) with liquid paint.
- i. Do **not** mix materials where uncertainty exists. Contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) for assistance.
- j. Do **combine** like wastes where possible. Like waste means HM with the same National Stock Number, Safety Data Sheet number, or generated by the same process such as solid paint debris.
- k. Do **combine** small containers of the same material in a larger container. The NCBC Gulfport HWPM will assist in identifying what may be combined.
- l. Do call the NCBC Gulfport HWPM for assistance before combining materials if in doubt.

B.4.3 Unknown Waste

When an Unknown Waste is generated:

- a. Notify the NCBC Gulfport HWPM;
- b. Label the container with the words “Analytical Pending”; and

- c. Annotate the date the waste was found.

Once a waste stream determination is completed, the container may be relabeled as required. Unknown waste shall be stored as HW and away from potentially incompatible waste.

B.4.4 Container Labeling

Each waste container shall be clearly marked with the contents of the container, using permanent ink pen or marker, prior to any waste being added to the container. Enclosure B-3 includes the Figures for the labels to be placed on containers. The label shown in Figure B-1 is for HW and the label shown in Figure B-2 is for waste not regulated as HW. These labels are placed upon the containers when received at the Less-than-90-Day Storage Facility. The label shown in Figure B-3 is for Universal Waste. General requirements for waste containers include the following:

- a. Containers will be positioned with the words identifying the contents of the container facing outward in such manner to allow a clear view of the words without having to move the containers;

When labels need replacement, the old label(s) must be completely removed prior to affixing a new one; labels are not to be placed over other labels. The NCBC Gulfport HWPM has final authority on proper labeling requirements including label condition.

B.4.5 Waste Turn- In to the NCBC Gulfport Less-Than-90-Day Storage Facility

Waste must be transferred to the Less-Than-90-Day Storage Facility within 3 days of exceeding 55 gallons of HW in an SAA. When waste needs to be turned into the Less-Than-90-Day Storage Facility, the HWC will perform the following:

- a. Call the HW Handler to schedule a waste pick up;
- b. Ensure containers are closed and ready for transport to the Less-Than-90-Day Storage Facility in accordance with Manufacturers and DOT closure requirements;
- c. Ensure the containers are staged for pickup; and
- d. Ensure containers are properly marked.

The HW Coordinator or Alternate shall be present for each pick-up or delivery of waste and discrepancies shall be immediately corrected.

B.5 Spills and Releases

In the event of a spill, personnel should call the NCBC Gulfport Fire Department (911), and state that the spill is at NCBC Gulfport. **All** hazardous substance spills greater than 1 gallon are to be

reported. Only trained personnel shall attempt to stop and contain the spill, but only if it can be done without endangering their own safety.

Table B-1: List of Approved SAAs

COMMAND	BUILDING	SHOP	STORED MATERIAL
CED	400	D	Waste Paint Wet-Jet Water, Filters, Garnet Water Filters Aerosol Cans Blast Media and Filters
	400	A	Used Antifreeze Used Aerosol Cans Used Oil Used Oil Filters Used Absorbent Materials Lead Acid Batteries Blast Media Blast Media Filters Parts Washer Liquid Parts Washer Filter
	400	B	Used Antifreeze Used Oil Used Oil Filters Aerosol Cans Used Absorbent Materials Blast Media Blast Media Filter Parts Washer Liquid Parts Washer Filter Lead Acid Batteries
	400	C	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials Blast Media Blast Media Filter Parts Washer Liquid Parts Washer Filter Lead-Acid Batteries
	403		Used Oil Used Oil Filters Used Diesel Fuel Used Fuel Filters
Consolidated Hazards Reuse Inventory and Management Program (CHRIMP)	228	CHRIMP	Expired Materials
Morale, Welfare, and Recreation	397	Auto Hobby Shop	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials Lead Acid Batteries
Supply	217	Containerization	Aerosol Cans Expired Materials

COMMAND	BUILDING	SHOP	STORED MATERIAL
NCG-2 Vehicle Maintenance	241	5000 Shop (Support)	Used Oil Filters Gasoline Contaminated Water JP-8 Contaminated Water Parts Washer Fluid Used Absorbent Materials Used Antifreeze Used Aerosol Cans Diesel Fuel Contaminated Water
NCG-2	291	Armory	Used Absorbent Material Parts Washer Water
NCG-2	260	CCCT	Used Oil Used Oil Filters Used Antifreeze Used Aerosol Cans Used Absorbent Materials
NCG-2	361		Used Aerosol Cans
NCG-2	432	Communications	Nickel Cadmium Batteries Lithium Ion Batteries Alkaline Batteries
NCG-2	465 North	Building Maintenance Facility	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials Lead Acid Batteries Used Fuel Filters Gasoline Contaminated Water JP-8 Contaminated Water
NCG-2	465 South	Building Maintenance Facility	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials Lead Acid Batteries Used Fuel Filters Gasoline Contaminated Water JP-8 Contaminated Water
NCG-2		Wool Market Range	Used Lead Used Absorbent Materials Used Aerosol Cans Used Gasoline Used Diesel Fuel
NCTC Civil Engineering Support Equipment	70	Diesel Shop	Used Antifreeze Used Oil Used Oil Filters Used Transmission Fluid Used Absorbent Materials Lead Acid Batteries Parts Washer Filters

COMMAND	BUILDING	SHOP	STORED MATERIAL
NCTC Civil Engineering Support Equipment	70	Heavy Shop	Used Absorbent Materials Used Blast Media Parts Washer Filters Used Diesel Fuel
NCTC Civil Engineering Support Equipment	70	Light Chassis Shop	Used Oil Used Oil Filters Used Absorbent Materials Nickel Cadmium Batteries Parts Washer Filters Used Blast Media
NCTC	345	Transmission Shop	Used Absorbent Materials Used Hydraulic Fluid
NCTC	346	Electrical Shop Small Engine Shop	Used Aerosol Cans Used Absorbent Materials Used Gasoline
NCTC	372	Crane Yard	Used Absorbent Materials Used Oil Used Oil Filters Used Aerosol Cans
NCTC	241	Vehicle Maintenance Shop	Used Aerosol Cans Used Absorbent Materials Used Oil Used Oil Filters Used Antifreeze
NCTC	385	Soil Shop	Parts Washer Liquid Parts Washer Filter
Environmental Division	276	Less-Than-90-Day Storage Facility	All hazardous and non-hazardous waste
Naval Reserves	429	Naval Reserves Maintenance Shop	Used Aerosol Cans Used Absorbent Materials Used Oil Used Oil Filters Used Antifreeze
Marine Corps	243	Vehicle Maintenance	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials Lead-Acid Batteries
Army Warehouse	215	Army Reserves	Used Oil Used Oil Filters Used Absorbent Materials Lead Acid Batteries Used Aerosol Cans
Homeland Security	298	Maintenance Shop	Used Antifreeze Used Oil Used Oil Filters Used Aerosol Cans Used Absorbent Materials
Morale, Welfare, and Recreation	445	Gym	Aerosol Cans

COMMAND	BUILDING	SHOP	STORED MATERIAL
NEX	448	Barber Shop	Aerosol Cans
Dental	295	Dental	Used Amalgam Used Filters
Expeditionary Combat Services	122	Training	Used Alkaline Batteries Used Lithium Batteries
Medical	295	Clinic	Pharmaceuticals

ENCLOSURE B-1
SATELLITE ACCUMULATION AREA INSPECTION FORM

Satellite Accumulation Area (SAA) Inspection Form				
Date:		Time:		
Command:		Bldg. Location:		
POC:		Telephone #:		
Inspector's Name:		Signature:		
INSPECTION ITEMS		YES	NO	COMMENTS
1. Are containers in good condition with no or minimal dents or corrosion?				
2. Are containers labeled Hazardous Waste or with other words identifying contents?				
3. When quantity of waste reaches 55 gallons, is waste transferred to the Less-than-90-day Storage Facility within 72 hours?				
4. Are containers properly closed?				
5. Is the Satellite Accumulation Area located at or near the point of generation?				
6. Is the hazardous accumulation limited to less than 55-gallon (or 1 quart Acute) of total accumulated hazardous waste?				
7. Is the 2-inch expansion rule in liquid containers complied with?				
8. Are accumulation/fill dates marked once 55-gallon limit is reached?				
9. Is waste compatible with the container?				
10. Are incompatible wastes kept separate?				
11. Is proper isle space maintained?				
12. Is the SAA clean (no signs of spillage) and are containers non-leaking?				
13. Are liquid waste containers placed in a berm area, or an area which will contain all leaks?				
14. Is a fire extinguisher available within 50 ft.?				
15. Is housekeeping neat and clean in all areas?				
16. Is there a spill kit in the accumulation area?				
17. Are containers inspected weekly?				
18. Does the assigned Hazardous Waste Coordinator and Alternate have proper training?				
19. Are training records maintained for three years?				
Comments:				

ENCLOSURE B-2
SAMPLE LETTER:
APPOINTMENT OF UNIT HAZARDOUS WASTE COORDINATOR OR ALTERNATE

Memorandum

Date

From: [insert Commanding Officer/Officer-In-Charge name, unit]

To: [insert employee's name]

Subj: APPOINTMENT OF UNIT HAZARDOUS WASTE COORDINATOR or ALTERNATE

Ref: (a) NCBC Gulfport Instruction 5090.1A, Hazardous Waste Management Plan

Per reference (a), you are hereby designated as the Command Hazardous Waste Coordinator [or alternate], effective [insert date]. This assignment will remain in effect until revoked in writing. You will be required to complete hazardous waste training within six months of your assignment to this position. Your training will be provided and funded by [insert funding organization]. Additional information regarding training will be provided to you at a later date.

The following information will provided to the Environmental Department for their records:

Command Hazardous Waste Coordinator Name

Phone Number

Email Address

Command Hazardous Waste Coordinator Alternate

Phone Number

Email Address

Location (building number)

Signature Block

**ENCLOSURE B-3
WASTE LABEL SAMPLES**

The image shows a yellow rectangular label with a red border featuring a diamond-shaped pattern. The text on the label is as follows:

HAZARDOUS WASTE

FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL

**IF FOUND, CONTACT THE NEAREST POLICE OR
PUBLIC SAFETY AUTHORITY OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY**

GENERATOR INFORMATION:

NAME: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST TRACKING NO. _____

[_____]
[_____]
[_____]

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!

Figure B-1: Sample Hazardous Waste Label (Yellow)

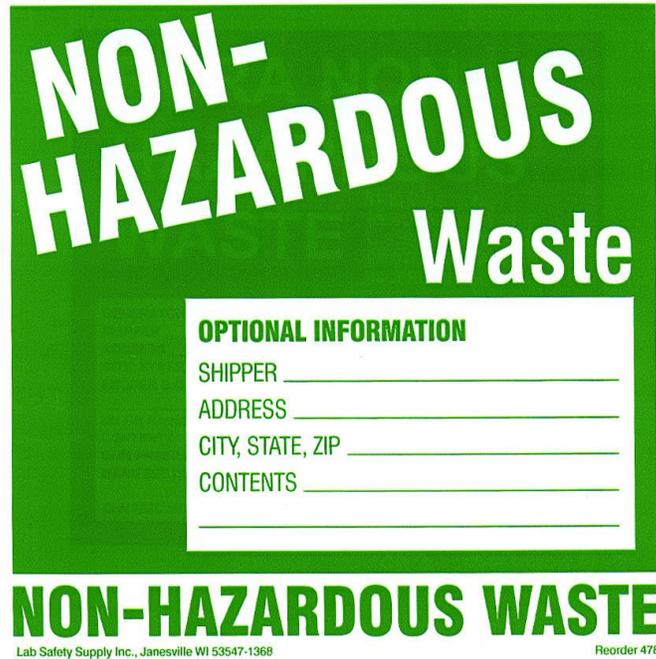


Figure B-2: Sample Non-Hazardous Waste Label (Green)

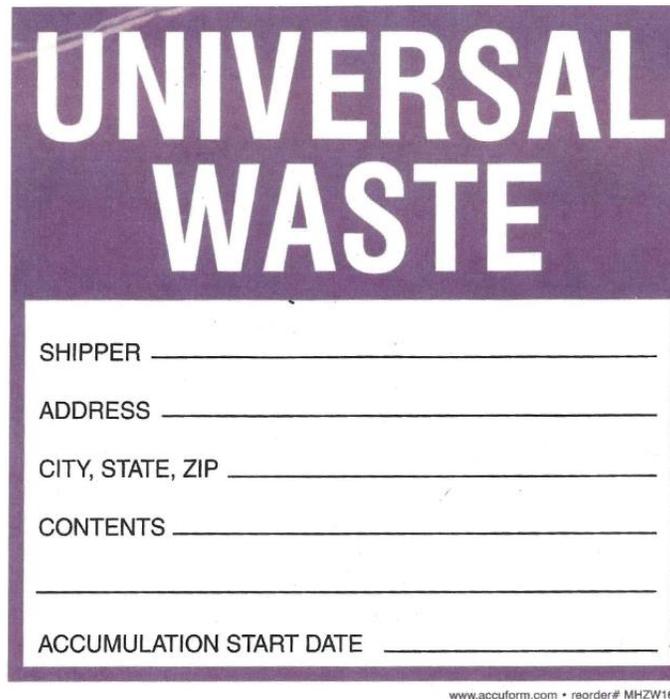


Figure B-3: Sample Universal Waste Label (Purple)

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APPENDIX C
LESS-THAN-90-DAY STORAGE FACILITY SOP

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C.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish procedures for the proper management of waste in Less-Than-90-Day Storage Facility.

C.2 Responsibilities

C.2.1 Naval Construction Battalion Center (NCBC) Gulfport Hazardous Waste Program Manager (HWPM)

The NCBC Gulfport HWPM shall perform the following:

- a. Receive training per Section C.4 of this Appendix;
- b. Determine proper waste management standards for NCBC Gulfport and convey these standards to originators through training and by incorporating requirements and standards into NCBC Gulfport instruction, memorandum, Interservice Support Agreement, Memorandum of Agreement, and contract modification if necessary.
- c. Purchase and supply waste containers to originators, ensuring the container is properly marked and labeled;
- d. Provide interpretation of applicable laws, rules and regulations, and incorporate them into NCBC Gulfport instructions.
- e. Maintain organized records of required documentation including logs, Less-Than-90-Day Storage Facility inspections, and reports for a minimum of 3 years; and
- f. When potential safety violations are identified, ensure action is taken to either resolve the deficiency or notify the appropriate department/Tenant Command.

C.2.2 Hazardous Waste Handlers

The responsibilities of the NCBC Gulfport HW Handlers include the following:

- a. Receive training per Section C.4 of this Appendix;
- b. Provide liaison with NCBC Gulfport work centers;
- c. Transport HW containers within the NCBC Gulfport complex in a safe, compliant, and timely manner;
- d. Ensure waste containers are sound and properly labeled and manage and handle waste containers in a manner to avoid damage or content spillage;
- e. Notify the EC in the event of an emergency;

- f. Repackage materials as required;
- g. Assist the Fire Department in spill response;
- h. Maintain the Less-Than-90-Day Storage Facility in a safe, efficient, orderly, and compliant manner;
- i. Perform compliance inspections of the Less-Than-90-Day Storage Facility;
- j. Identify any condition that is, or may be, of danger to personnel or the environment and (if properly trained and safe to act upon) take immediate action(s) to protect these resources; and
- k. Immediately bring dangerous or non-compliant situations to the attention of the NCBC Gulfport HWPM.

C.3 Training

The training requirements of the NCBC Gulfport HWPM and HW Handler include the following:

- d. The Occupation Safety and Health Administration (OSHA) 24-hour Hazardous Substance Incident Response Management Course and the 8-hour refresher training on an annual basis in accordance 29 CFR 1910.120;
- e. The RCRA HW generator training required by 40 CFR 262.34(a)(4) and 40 CFR 295.16 for large quantity generators;
- f. The DOT training required to sign manifests and shipping papers stated in 49 CFR 172 every 3 years;

Respiratory training must be performed before any worker is required to wear a respirator.

C.4 Less-Than-90-Day HW Management

Containers of HW may remain in the Less-Than-90-Day Storage Facility for less than 90 days, and must be transferred or shipped to a permitted HW Transfer, Storage, or Disposal Facility. Failure to remove HW within the required timeframe results in a violation of State and Federal regulations.

Waste containers are transferred to the Less-Than-90-Day Storage Facility, and the contents of the container shall be clearly marked with permanent ink pen or marker. In certain circumstances, personnel other than the HW Handler may transport waste containers in a government/contractor vehicle. Containers of HW shall **not** be placed in a private vehicle.

C.4.1 Waste Management in the Less-Than-90-Day Storage Facility

Waste transferred to a Less-Than-90-Day Storage Facility shall be labeled as identified and described in Section C.4.6 of this SOP; sample labels are found in Enclosure C-1.

The Less-Than-90-Day Storage Facility shall have the following:

- a. Have access controlled at all times (e.g., keep area locked except when the staff is present);
Have weather resistant signs posted and clearly visible from a distance of 50 feet on all exterior sides of the area with the words: "NO SMOKING WITHIN 50 FEET";
- b. Have weather resistant signs posted and clearly visible from a distance of 25 feet with the words: "DANGER - UNAUTHORIZED PERSONNEL KEEP OUT" and "HAZARDOUS WASTE STORAGE AREA";
- c. Have sufficient aisle space between rows of pallets of containers to allow for the unobstructed movement of personnel for fire protection, spill control and access to decontamination equipment;
- d. Position each container so that the label is clearly visible when approaching the containers for inspection;
- e. Have containers stored so they may be accessed directly (i.e., nothing stored in front of the containers);
- f. Separate incompatible waste using berms, dikes, spill pallets, or other means to prevent incompatible materials from coming into contact with each other in the event of a spill;
- g. Have a fire extinguisher and an eyewash station positioned so that it is immediately accessible in an area that would not be affected by a spill;
- h. Ensure proper inspection of the fire extinguisher and the eyewash station and maintain documentation;
- i. Maintain the internal communication device (telephone or two-way radio) capable of summoning emergency assistance;
- j. Maintain the spill kit; and
- k. Update the Contingency Plan as necessary.

C.4.1.1 Spill Kit

A spill kit and emergency response equipment will be available and maintained. The spill kit will be clearly marked and located in an accessible area. Contents of the spill kit will include the following:

- a. Material and equipment necessary to contain and clean up spills, (i.e., non-sparking shovel and dust pan);
- b. Absorbent material that is compatible with the waste stored in the Less-Than-90-Day Storage Facility;
- c. Personal protective equipment including gloves, face shields, rubber boots, etc.; and
- d. Sufficient container(s) and label(s) to properly clean up a spill and the debris thereof.

C.4.1.2 Contingency Plan

The Contingency Plan for the NCBC Gulfport Less-Than-90-Day Storage Facility is a "stand-alone" document and is included in the NCBC Gulfport HWMP as Appendix K. The Contingency Plan must be immediately reviewed and amended whenever the following happens:

- a. There is a revision of applicable regulations;
- b. The plan fails in an emergency;
- c. The facility changes (i.e., its design, its emergency equipment or any other changes that increase the potential for fires, explosions or releases of HW; or
- d. The Emergency Coordinator changes.

All spills or incidents shall be immediately reported to the NCBC Gulfport Fire Department.

C.4.2 Container Management Requirements

Containers shall be in good condition (minor surface rust or dents may be allowed) and compatible with the waste stored in them. A container can be defined as any portable device, in which a material is stored, transported, treated, disposed, or otherwise managed. Containers used at NCBC Gulfport include Performance Oriented Packaging (POP), steel drums, polyethylene drums, and portable tanks. Types and sizes of containers used are dependent upon factors such as the type of waste, the rate of generation and the treatment/disposal method used. The NCBC Gulfport HWPM determines the container to be used for each waste at NCBC Gulfport; the information is provided with WSD documentation.

Containers shall be properly closed and sealed at all times except when adding waste. The rings on drums shall be positioned with the bolt down and tightened. All containers will be kept closed except for when adding and waste. Proper closure means the following:

- a. All containers are closed per manufacturer's instructions;
- b. Bungs are securely tightened;
- c. Locking rings and bolts are properly secured with the nut tightened enough to prevent any person from loosening the nut using thumb and forefinger;
- d. Lever locks are properly secured with the handle arm properly secured under the safety tab;

NOTE: Lever locks are authorized in an SAA for containers holding solid hazardous and non-hazardous wastes. They are not to be used for transfer of waste. Locking rings provide better container integrity in the event of turnover.

- e. Funnel covers and latches are to be secured when waste is not being added;
- f. Gaskets are to be in good working order so to provide the protection intended in the event the container is tipped over or if applicable to the situation to prevent vapor emissions;
- g. Covers on containers will be in good condition with gasket in place and fully functional for the purpose intended;

NOTE: Any rust, dents or crimps affecting a cover in a manner that jeopardizes the integrity of the container is unacceptable; the cover is to be replaced. The NCBC Gulfport HWPM has final authority in determining the proper closure and or condition of the container holding waste at NCBC Gulfport.

- h. There shall be no evidence of spills (e.g., no dry or wet waste on the outside of containers);
- i. Containers that cannot be properly sealed shall have the contents transferred to a proportionally-sized container or be placed in an over-pack container.

C.4.3 Waste Segregation

Waste Segregation is mandatory. Proper segregation prevents incompatible chemicals from mixing that have the potential to produce heat, pressure, fires, explosions, violent reactions, toxic dusts, mists and irritating or toxic fumes or gases. While safety is the main concern, improper mixing may render the subsequent mixture difficult to identify and expensive to dispose.

General guidance is as follows:

- a. Do **not** mix incompatible wastes (for example, flammable and nonflammable adhesives and corrosives);
- b. Do **not** place containers of unmixed two-part epoxy paint or sealant in the same container;
- c. Do **not** store or mix organic material with corrosives;
- d. Do **not** store or mix acids with bases;
- e. Do **not** store two different types of acids in the same container;
- f. Do **not** mix paints with strippers;
- g. Do **not** mix solids and liquids in the same container;
- h. Do **not** mix paint debris (e.g., brushes, rollers, etc.) with liquid paint;

- i. Do **not** mix materials where uncertainty exists. Contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) for assistance;
- j. Do **combine** like wastes where possible, such as HM with the same National Stock Number, Safety Data Sheet number, or generated by the same process such as solid paint debris; and
- k. Do **combine** small containers of the same material in a larger container with guidance from the NCBC Gulfport HWPM.

C.4.4 *Unknown Waste*

When an Unknown Waste is generated, the following needs to occur:

- a. Notify the NCBC Gulfport HWPM;
- b. Label the container with the words “Analytical Pending”; and
- c. Annotate the date the waste was found.

Once a WSD is completed, the container may be relabeled as required. Unknown waste shall be stored as HW and away from potentially incompatible waste.

C.4.5 *Container Labeling*

Proper labels must be affixed to the container prior to any waste being added to the container. Enclosure C-1 includes the Figures for the labels to be placed on containers. The label shown in Figure C-1 is for HW and is provided by the NCBC Gulfport HWPM. The label shown in Figure C-2 is provided for waste not regulated as HW. The label shown in Figure C-3 is for Universal Waste. General requirements for waste containers include the following:

- a. Containers will be positioned (labels facing outward) in such manner to allow a clear view of the labeling without having to move the containers;
- b. All labels will be on the same side and approximately affixed in the middle-third of the container;
- c. Labeling information will be neat, legible and marked using black indelible ink as containers with labeling information that is inaccurate, marred and or illegible are not acceptable; and
- d. The accumulation start date is to be marked on the label on any HW container transferred from an SAA to the Less-Than-90-Day Storage Facility.

When labels need replacement, the old label(s) must be completely removed prior to affixing a new one; labels are not to be placed over other labels. The NCBC Gulfport HWPM has final authority on proper labeling requirements including label condition.

Emission control requirements applicable to HW are identified in 40 CFR 264 Subparts AA, BB, and CC and are complied with by using the DOT POP and keeping containers closed except when adding waste.

C.4.6 Empty Drums

The number of empty drums in the facility should be limited to spill clean-up and minimum supply needed to continue operations. **All** empty drums shall be stored upside down or on their side to indicate they are empty.

C.4.7 Inspections

The Less-Than-90-Day Storage Facility shall be inspected, at a minimum, once a week using the inspection form shown in Enclosure C-2. The inspection form shall be retained for a minimum of 3 years. Refer to Section C.3 for responsibilities regarding inspections.

C.5 Transfer of Waste to the Transfer, Storage, and Disposal Facility (TSDF) from the NCBC Gulfport Less-Than-90-Day Storage Facility

HW that is transferred from a SAA to the Installation's less than Less-Than-90-Day Storage Facility is not required to follow Department of Transportation requirements for labeling, packaging, marking and manifesting while being transferred from one location to another at NCBC Gulfport.

HW is typically shipped to the TSDF from the Less-Than-90-Day Storage Facility at Building 276 through DLA. The NCBC Gulfport HWPM provides the waste information to DLA, and DLA shall provide a delivery order listing the waste to be picked up, the Contract Line Item Number and the cost for each container. DLA will, when authorized by the contracting officer or their representative, contact the disposal contractor and make arrangement for the transportation of the waste offsite.

C.6 Spills and Releases

In the event of a spill, personnel should call NCBC Gulfport Fire Department (911), and state that the spill is at NCBC Gulfport. **All** hazardous substance spills greater than 1 gallon are to be reported. Only trained personnel shall attempt to stop and contain the spill but only if it can be done without endangering their own safety.

ENCLOSURE C-1
SAMPLE CONTAINER LABELS

HAZARDOUS WASTE

FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL

**IF FOUND, CONTACT THE NEAREST POLICE OR
PUBLIC SAFETY AUTHORITY OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY**

GENERATOR INFORMATION:

NAME: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST TRACKING NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!

Figure C-1: Sample Hazardous Waste Label (Yellow)

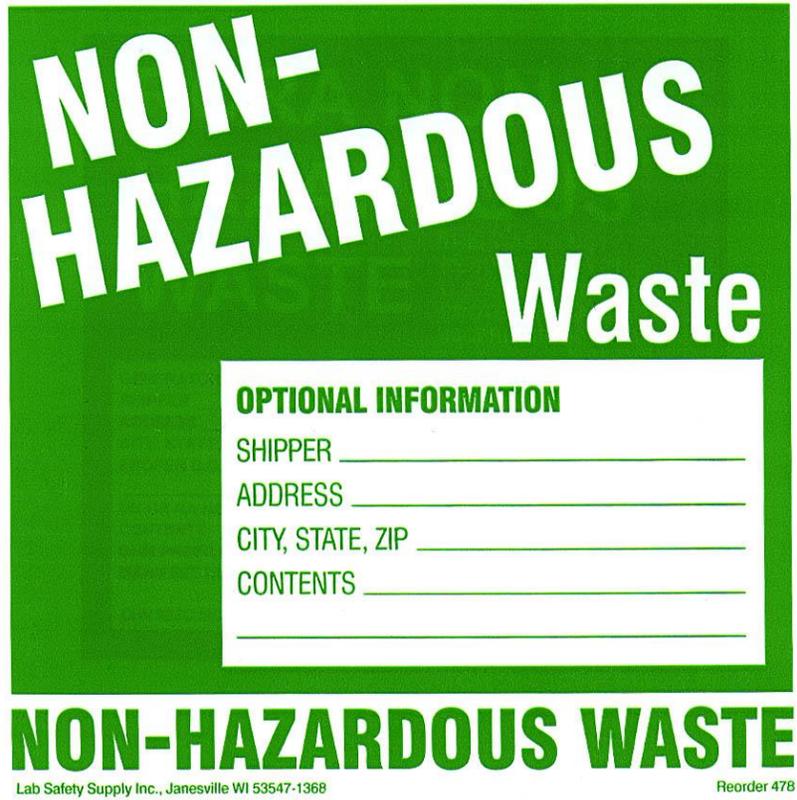


Figure C-2: Sample Non-Hazardous Waste Label (Green)

A purple rectangular label with the words "UNIVERSAL WASTE" in large, bold, white capital letters at the top. Below this, there are five horizontal lines for text entry, each preceded by a label: "SHIPPER", "ADDRESS", "CITY, STATE, ZIP", "CONTENTS", and "ACCUMULATION START DATE".

www.accuform.com • reorder# MHZW16

Figure C-3: Sample Universal Waste Label (Purple)

ENCLOSURE C-2
LESS-THAN-90-DAY STORAGE FACILITY INSPECTION FORM

Hazardous Waste Less-Than-90-Day Storage Facility Inspection Form				
Date:		Time:		
Bldg. Location:		POC:		
Inspector's Name:		Signature:		
INSPECTION ITEMS		YES	NO	COMMENTS
1. Has all accumulation of hazardous waste been limited to a time less than 90 days?				
2. Is the accumulation start date clearly marked and visible for inspection on each container?				
3. Is each container or tote/tank clearly marked with the words "Hazardous Waste?"				
4. Are hazardous wastes compatible with the containers in which they are stored?				
5. Are all containers in the accumulation area maintained in good condition?				
6. Are all containers free of leaks, bulging, and corrosion?				
7. Are all containers kept closed in accordance with DOT regulations and mfg. specifications?				
8. Is aisle space maintained at a minimum of 24 inches?				
9. Is the containment system free of cracks or gaps?				
10. Is the sump or collection area free of spilled or leaked waste?				
11. Are incompatible wastes separated by means of a dike, berm, wall or other device?				
12. Are the containers protected from sources of ignition or reaction?				
13. Are smoking and open flame confined to specifically designated locations?				
14. Are "No Smoking" signs placed wherever there is a hazard from ignitable or reactive waste?				
15. Does the area have a "Hazardous Waste" sign posted?				
16. Is the area secured with a lock or other positive means to prevent access by unauthorized personnel?				
17. Is lighting in the area sufficient to identify leaks and spills?				
18. Are appropriate spill clean-up materials readily available?				
19. Is a copy of the RCRA Contingency Plan available?				
20. Do wastes requiring sampling have "Pending Analysis" labels filled out correctly?				
21. Are used oil storage tanks maintained in working order and inspected weekly along with the Less-Than-90-Day Storage Facility?				
22. What is the latest HW container Accumulation Start Date?				
23. Conduct weekly test of the eyewash and shower?				
ADDITIONAL COMMENTS:				

ENCLOSURE C-3
SAMPLE MANIFEST DESIGNATION LETTER



DEPARTMENT OF THE NAVY
NAVAL CONSTRUCTION BATTALION CENTER
4902 MARVIN SHIELDS BLVD
GULFPORT, MS 39501-5001

IN REPLY REFER TO:
5090
Ser 410/

From: Commanding Officer, Naval Construction Battalion Center,
Gulfport
To: Director, Environmental Division, Naval Construction
Battalion Center, Gulfport

Subj: AUTHORITY TO SIGN HAZARDOUS WASTE AND ASBESTOS MANIFESTS

Ref: (a) OPNAVINST M-5090.1

1. Per reference (a) paragraph 27-3.5 (1) the following personnel are authorized to sign as Generator on behalf of the Commanding Officer on Hazardous and Non-Hazardous Waste Manifests.

<u>NAME</u>	<u>RANK</u>
Mr. Stanley Smith	GS-12
Mr. Jerry Laster	GS-09

2. Personnel will become thoroughly familiar with all of their duties and responsibilities as specified in reference (a), and other pertinent directives in the performance of their duties.

3. This designation remains in effect until transfer from this Command, or changes in Commanding Officers.

C. M. Hansen

Copy to:
Environmental Division

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**APPENDIX D
VISITING CONTRACTOR HW MANAGEMENT SOP**

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Acronyms and Abbreviations

ASD.....	<i>Accumulation Start Date</i>
AUL	<i>Authorized User List</i>
BMP	<i>Best Management Practice</i>
CE	<i>Conditionally Exempt</i>
CFR	<i>Code of Federal Regulations</i>
CO.....	<i>Commanding Officer</i>
DDA	<i>Designated Disposition Authority</i>
DDESB	<i>Department of Defense Explosives Safety Board</i>
DEA	<i>Drug Enforcement Administration</i>
DLA	<i>Defense Logistics Agency</i>
DoD.....	<i>Department of Defense</i>
DOT	<i>Department of Transportation</i>
EC	<i>Emergency Coordinator</i>
EHM.....	<i>Excess Hazardous Material</i>
EHW	<i>Explosive Hazardous Waste</i>
EMS	<i>Environmental Management System</i>
EOD	<i>Explosive Ordnance Disposal</i>
EPA.....	<i>United States Environmental Protection Agency</i>
EPCRA.....	<i>Emergency Planning and Community Right-to-Know Act</i>
ESO	<i>Explosive Safety Officer</i>
FEAD	<i>Facilities Engineering, Acquisition, and Design</i>
HM	<i>Hazardous Material</i>
HPW	<i>Hazardous Pharmaceutical Waste</i>
HW	<i>Hazardous Waste</i>

HWC	<i>Hazardous Waste Coordinator</i>
HWMP	<i>Hazardous Waste Management Plan</i>
HWPM	<i>Hazardous Waste Program Manager</i>
IC	<i>Incident Commander</i>
IEPD	<i>Installation Environmental Program Director</i>
ISSA	<i>Interservice Support Agreement</i>
MDAS	<i>Material Documented as Safe</i>
MDEQ	<i>Mississippi Department of Environmental Quality</i>
MM	<i>Military Munitions</i>
MMR	<i>Military Munitions Rule</i>
MRIP	<i>Munitions Rule Implementation Policy</i>
MPPEH	<i>Material Potentially Presenting an Explosive Hazard</i>
NAVFAC SE	<i>Naval Facilities Engineering Command Southeast</i>
NAVHOSP	<i>Naval Hospital</i>
NCBC	<i>Naval Construction Battalion Center</i>
NCF	<i>Naval Construction Force</i>
NCG	<i>Naval Construction Group</i>
OPNAVINST	<i>Chief of Naval Operations Instruction</i>
OSHA	<i>Occupation Health and Safety Administration</i>
PMRP	<i>Precious Metals Recovery Program</i>
POP	<i>Performance Oriented Packaging</i>
PPE	<i>Personal Protective Equipment</i>
PWD	<i>Public Works Department</i>
RCRA	<i>Resource Conservation and Recovery Act</i>
SAA	<i>Satellite Accumulation Area</i>

SDS *Safety Data Sheet*

SOP *Standard Operation Procedure*

SW *Solid Waste*

TCLP *Toxicity Characteristic Leaching Procedure*

TSDF *Transfer, Storage, and Disposal Facility*

UW *Universal Waste*

WMM *Waste Military Munitions*

WSD *Waste Stream Determination*

INTRODUCTION

Naval Construction Battalion Center (NCBC) Gulfport, Mississippi is a large quantity generator of hazardous waste (HW) and operates a Less-Than-90-Day Storage Facility for the storage of HW. The management of wastes at NCBC Gulfport is the responsibility of the Public Works Department (PWD) Environmental Division who are aligned as part of Naval Facilities Engineering Command Southeast (NAVFAC SE). The Installation Environmental Program Director assigns the HW Manager, who is responsible for HW management at NCBC Gulfport.

D.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish authorities, policies, and responsibilities of visiting contractors who may generate hazardous waste (HW) and/or non-HW when performing construction activities on board Naval Construction Battalion Center (NCBC) Gulfport. For purposes of this SOP, contractors are considered either permanent or visiting. Permanent contractors are those who are Department of Defense (DoD) contractors, working for one of NCBC Gulfport's Tenant Command and who are conducting work that is considered "mission-related". Visiting contractors are those who are brought onto NCBC Gulfport through the Naval Facilities Engineering Command Southeast (NAVFAC SE) Public Works Department (PWD) Facilities Engineering, Acquisition, and Design (FEAD) Division to conduct facility-type work that is considered to be construction, repair, or maintenance. This SOP applies specifically to those FEAD contractors but also applies to any visiting contractor on NCBC Gulfport to conduct similar work by other Tenants.

D.1.1 Overview

The NAVFAC SE PWD Contracting Officer is responsible for the administration of contracts awarded through the FEAD. Communications between government and contractor personnel shall be arranged and coordinated through the Contracting Officer.

NCBC Gulfport is considered as a Large Quantity Generator (LQG) of HW and, as such, is subject to **all** of the requirements contained within 40 Code of Federal Regulations (CFR) Part 264. The NCBC Gulfport Commanding Officer (CO), as the facility owner and operator, is considered as the "Generator" of hazardous and non-HW produced within NCBC Gulfport's fence line and has sole responsibility for maintaining regulatory compliance at NCBC Gulfport.

On behalf of the CO, the NCBC Gulfport Hazardous Waste Program Manager (HWPM) acts as the oversight authority for environmental compliance, responsible for ensuring that personnel are made aware of, and comply with, **all** of the associated environmental laws, rules, regulations, DoD Directives, and Navy policies. The NCBC Gulfport HWPM interprets these requirements and is responsible for providing personnel with the guidance regarding procedures and instructions necessary to maintain environmental compliance.

The NCBC Gulfport HWPM manages the HW Program for NCBC Gulfport. This individual represents the CO on hazardous and non-HW issues and is responsible for ensuring that compliance with hazardous waste regulations are maintained throughout the facility.

D.2 Definitions

A list of definitions is provided for convenience, but refer to the definitions found in the hazardous waste regulations found in 40 CFR 260-268.

Accumulation Start Date:

a. Accumulation Start Date at Less-Than-90-Day Storage Facility:

1. The accumulation start date is the date the first drop or item is placed into a HW container at the Less-Than-90-Day Storage Facility, or
2. The date that a satellite accumulation area (SAA) transfers a container to a Less-Than-90-Day Storage Facility or a permitted HW storage facility.

b. Accumulation Start Date at a SAA:

1. The date that the total amount of HW exceeds the 55-gallon limit, or
2. The date that a HW container is transferred from the SAA.

c. Accumulation Start Date for Universal Waste:

1. The date the container first receives waste.

Authorized Representative: The person responsible for the overall operation of a facility or part of a facility. An authorized representative is normally the Commanding Officer or persons of equivalent responsibility. The Commanding Officer may designate an “authorized representative” to act on their behalf.

Best Management Practices (BMPs): Describes practical work techniques that limit the introduction of pollutants into the environment. BMPs achieve a compromise between the environmental ideal (no pollution whatsoever) and what is realistic and practical from an economic and operational standpoint. Emphasis, however, is on the best environmental solution.

Characterization: The process of identifying waste constituents, their concentrations, and the work process generating the waste. Characterization ensures waste is properly handled, treated, and disposed. Characterization is required to identify the EPA waste codes, the underlying hazardous constituents, and the DOT proper shipping name.

Commercial HW Management Facility: Any HW management facility that accepts HW or polychlorinated biphenyls for a charge.

Container: Any portable device in which a material is stored, transported, treated, or disposed.

Contaminant: Means any chemical that when present causes the waste to be regulated.

Contaminated Medium/Media: Soil, sediment, surface water, groundwater, or air that contains a contaminant subject to regulations.

Contingency Plan: A document that contains an organized, planned, and coordinated course of action to be taken in case of a fire, explosion, or release of a HM or waste.

Excess Hazardous Material (EHM): Full or partially full containers of HM, exceeding the activity's requirements or are no longer needed, that may be used by another activity or by a commercial industry.

Debris: Any solid material, with a diameter of 2.4 inches or larger intended for disposal including manufactured objects, plants or animal matter, or natural geologic material; this includes brushes, rags, rollers, personnel protection equipment (PPE), large and small equipment, etc.

Dilution: The deliberate mixing of HW with another material for the purpose of changing either the characteristic(s) or the concentration of a constituent in the waste. Dilution of a HW is prohibited.

Disposal: The process of treating a HW to render it non-hazardous or the placing of a HW into a landfill that is a permitted HW Transfer, Storage, and Disposal Facility (TSDF).

Empty Container: Any HM or HW container, except a compressed gas cylinder, aerosol can, or an acute HW container, that has had wastes removed by using commonly employed techniques for the type of container, (e.g., pouring, pumping, and aspirating) or with the approval of the regulatory agency and the Installation:

- a. No more than 2.5 centimeters (1 inch) of residue remain in the bottom of the container; or
- b. No more than 3 percent by weight of the total capacity of the container remains in the container if the container is less than or equal to 119 gallons in size.
- c. A compressed gas cylinder is empty when the pressure inside the container approaches atmospheric.
- d. A container with an inner liner shall have the liner removed.

EPA HW Codes: The specific alphanumeric sequence assigned by the EPA to specify type and characteristic of a HW.

Free Liquids: The liquid component of a waste.

Generator: Any person by site whose act first causes a waste to be subject to regulations.

Hazardous Debris: Debris that contains a listed HW or that exhibits a characteristic of HW.

HM: Any material that because of its quality, concentration, physical, chemical, or infectious characteristics, may pose a substantial hazard to human health or the environment when incorrectly used, purposefully released, or accidentally spilled.

HW: Before a waste can be a HW, it must first meet the definition of a solid waste (SW). A SW is a HW if it is a chemical listed in 40 CFR 261, if a chemical listed in 40 CFR 261 is the sole active ingredient of a commercial product, or if a SW exhibits one or more of the HW characteristics listed below:

a. Ignitable:

1. a liquid, other than an aqueous solution containing less than 24 percent alcohol by volume, that has a flash point less than 140 degrees F;
2. a non-liquid capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes, **and** when ignited burns so vigorously and persistently that it creates a hazard;
3. an ignitable compressed gas; or
4. an oxidizer.

b. Corrosive:

1. an aqueous (water) solution that has a pH equal to or less than 2.0 or equal to or greater than 12.5; or
2. a non-aqueous liquid capable of corroding steel at a rate greater than 0.25 inch per year.

d. Reactive:

1. is normally unstable and readily undergoes violent change without detonating;
2. reacts violently with water;
3. forms potentially explosive mixtures with water;
4. when mixed with water, it generates toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment;
5. is a cyanide or sulfide-bearing material that, when exposed to pH conditions between 2.0 and 12.5, it can generate toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment;
6. is capable of detonation or explosive reaction if it is subjected to a strong ignition source or is heated under confinement;

7. is readily capable of explosive detonation or reaction at standard temperature and pressure;
or
 8. Is a forbidden explosive or a Class A or Class B explosive as defined in 49 CFR 173.51, 173.53, or 173.88, respectively.
- e. **Toxic** : that a representative sample, using the toxicity characteristic leaching procedure (TCLP), leaches one or more hazardous constituents at a concentration equal to or greater than the concentration listed in 40 CFR 261.24.

HW Constituent: The chemical that causes the waste to be regulated.

Incompatible Waste: Wastes that when in contact with one another have the potential to produce heat or pressure, fire, explosion, violent reaction, toxic or flammable dusts, mists, fumes, or gases.

Inner Liner: A continuous layer of material placed inside a container that separates the container from the material stored in it.

Lamps (Light Bulbs): The bulb or tube portion of electric lighting devices. Common universal waste (UW) lamps include fluorescent, high intensity discharge, neon, mercury vapor, high-pressure sodium, and metal halide.

Leachate: The liquid, including any suspended components in the liquid, which has percolated through or drained from a waste.

Manifest: The shipping document EPA Form 8700-22 (including, if necessary, EPA Form 8700-22A), originated and signed by the generator, that accompanies and is used for tracking the transportation of HW.

Manifest Tracking Number: The alphanumeric identification number pre-printed in Item 4 of the manifest by a registered source.

Mercury-Containing Equipment: Any device or part of a device (excluding batteries and lamps) that contains elemental mercury.

Military Munitions (MM): Ammunition and their components produced or used by or for the DoD or the United States Armed Services for national defense and security including military munitions controlled by the DoD, the United States Coast Guard, the United States Department of Energy, and the National Guard.

Paint and Paint-Related Waste: Liquid paints, thinners, and debris such as rags, brushes, rollers, tape, etc. or a mixture of pigment and suitable liquids that form an adherent coating when spread on a surface or any material.

Pesticide: Any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest, or intended for use as a plant regulator, defoliant, or desiccant.

Point of Generation: The date and location that a material first becomes subject to the HW regulations.

Profile Number: The unique, optional, alphanumeric identification number used to designate a specific waste stream.

Profile Form: The Defense Reutilization and Marketing Service Form DD-1930 or other forms that are used to document specific disposal information for each waste stream sent to the TSDF.

Representative Sample: A sample taken in a manner that when analyzed can be expected to exhibit the average properties of material in the container.

Sludge: Any solid, semisolid, or liquid waste generated by a wastewater treatment plant, water supply plant, or air pollution control facility. This does not include the treated effluent from a wastewater treatment plant.

Soil: Unconsolidated earth material composing the superficial geologic strata, consisting of clay, silt, sand, or gravel size particles, or a mixture of such materials with liquids, solids, and sludges.

Solid Waste: Any garbage, refuse, sludge from a waste treatment plant, water supply treatment plant or air pollution control facility, and other discarded material; including solid, liquid, semisolid, or contained gaseous material resulting from industrial, municipal, commercial, mining, and agricultural operations, and from community and institutional activities.

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

Spill: The accidental or intentional leaking, pumping, emitting, emptying, or dumping of a HM, solid, or HW into or on any land or surface waters.

Thermostat: A temperature control device that contains metallic mercury.

TCLP: The analytical procedure used to determine if a solid waste leaches contaminants into the environment

Transportation: The movement of HM/HW by air, rail, highway, or water.

Transporter: A person engaged in the offsite transportation of HM/HW.

Treatment: Any method, technique, or process designed to change the physical, chemical, or biological character or composition of any HW so as to neutralize such waste, or so as to recover energy or material resources from the waste, or so as to render such waste non-hazardous, or less hazardous; safer to transport, store, or dispose of; or amenable for recovery, amenable for storage, or reduced in volume. Treatments include but are not limited to either physical or chemical extractions, chemical or thermal destruction. The residues from these treatments shall be managed in accordance with regulations.

Underlying Hazardous Constituent): Any constituent listed in §268.48 that can reasonably be expected to be present at the point of generation of a characteristic HW at a concentration exceeding the constituent-specific Universal Treatment Standards.

UW: Batteries, fluorescent lamps, some pesticides, and mercury-containing equipment formally classified as a HW, but that are now subject to less stringent regulations, when recycled if recycling is available.

Used Oil: Any oil, refined from crude oil or synthetic oil that is contaminated with physical or chemical impurities as the result of use. Used oil does not include oil-water mixtures that are mostly water.

Wastewaters: Waste that contain less than 1% by weight total organic carbon and less than 1% by weight total suspended solids.

Waste Stream Determination: A method that identifies and classifies waste streams based on analytical testing and/or user knowledge of the specific process.

D.3 Applicable Regulations

The procedures and requirements set forth in this HWMP are mandatory; therefore, they are not discretionary. There is a potential for fines and criminal liability for persons violating HW regulations.

- i. 40 Code of Federal Regulations (CFR) 260-268, 270, 273. The federal (EPA) regulations that establish a “cradle-to-grave” approach for managing, storing, and disposing of HW including waste characterization, the manifest system, the generator standards, the treatment standards, and the disposal requirements. These regulations also include the requirements for recycling materials, including burning material for its energy value as well as precious metal recovery.
- j. 40 CFR 279. The EPA regulation for the management of used oil and used oil filters including reporting, storage, disposal, recycling for energy value and other related requirements.
- k. 40 CFR 266.200. The EPA regulation, Waste Military Munitions (WMM) Rule, which exempts WMM from the RCRA regulations, including the storage and manifest requirements when the WMM are managed per the conditions specified in this regulation.
- l. 49 CFR 171-180. The Department of Transportation (DOT) regulations for the shipment of hazardous material (HM) and HW across public highways. The regulations include the requirements for packaging, labeling, marking, and the placarding of vehicles. The DOT regulations include design specifications for containers used to hold HM/HW during transportation and specific closure requirements for those containers.

- m. 49 CFR 390-397. The DOT regulations that govern the qualifications of the drivers, the equipment in the vehicle, and in some cases, routing of HM or HW shipments must take during transport.
- n. 40 CFR 112. The EPA regulation governing spill containment for petroleum storage tanks and spill reporting.
- o. 40 CFR 116-117. The EPA regulations governing when and how a release or spill of a chemical in quantities exceeding the reportable quantity must be reported to the National Response Center.
- p. 11 Mississippi Administrative Code Part 3, Chapters 1, 2, and 3. The State of Mississippi's regulations governing HW.

D.4 Authorities

The Resource Conservation and Recovery Act (RCRA) authorized the United States Environmental Protection Agency (EPA) to implement regulations for the management of HW from the point of generation through final disposal. The United States Congress waived sovereign immunity for DoD facilities subjecting them to full regulation including assessment of fines and penalties. The EPA granted the State of Mississippi the authority to implement and enforce HW regulations including the identification, packaging, labeling, storing, transporting, and the treatment standards for proper disposal of regulated waste.

The Chief of OPNAVINST 5090.1 series requires shore installations to develop a HWMP in accordance with applicable federal, state, and local regulations.

This SOP is not a replacement for the regulations. Rather, it is a reference that provides the assigned waste management coordinator or project environmental manager/supervisor with a basic instruction and overview of the expectations and responsibilities when generating hazardous and non-hazardous waste which may result from the implementation of construction projects conducted on NCBC Gulfport.

This SOP is not intended to be used as a substitute for the training requirements outlined in 40 CFR 264.16. However, the information contained within this SOP can be referenced and used in developing such a program. To ensure that wastes generated as part of a construction project are being managed in a safe and compliant manner, it is strongly encouraged that contractor employees assigned to a project become familiar with **all** of the Authorities listed above as well as this SOP. If have any questions regarding this SOP, contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877).

D.5 Responsibilities

D.5.1 NCBC Gulfport Commanding Officer (CO)

The NCBC Gulfport CO, through the NAVFAC SE PWD FEAD, grants access to contractors working at NCBC Gulfport. Any contractor who improperly manages HW or fails to comply with this instruction may be denied access to the installation. Any inspector from NCBC Gulfport shall have immediate access to inspect contractor's work areas and shall report discrepancies to the NAVFAC SE PWD FEAD.

D.5.2 NAVFAC SE PWD FEAD

The NAVFAC SE PWD FEAD contracts for projects that focus on construction or maintenance of facilities at NCBC Gulfport. Each contract shall contain specifications requiring compliance with the NCBC Gulfport Environmental requirements.

In addition, each Project Manager shall perform the following:

- a. Ensure contractors comply with federal, state, and local regulations, in addition to Navy and NCBC Gulfport instructions;
- b. Provide the contractor's Environmental Protection Plan to the NCBC Gulfport NAVFAC SE PWD Environmental Division for review and concurrence;
- c. Provide this HWMP and SOP to all contractors;
- d. Notify NCBC Gulfport, **before HW is generated**, if a contractor expects to generate waste;
- e. Coordinate approval for contractor's HW storage location(s) with NCBC Gulfport HWPM;
- f. Notify the NCBC Gulfport Environmental Division if a contractor unexpectedly generates hazardous waste, is found to have violated Federal, State, or local environmental regulations, or causes a spill / release to the environment;
- g. Provide NCBC Gulfport HWPM access to HW records;
- h. Ensure that the contractor includes costs for the handling, management, and disposal of hazardous and non-HW as part of the overall cost of the project.

Certain contracts will require an Environmental Protection Plan to include the proper management of HW and Non-RCRA regulated wastes. The Environmental Protection Plan will perform the following:

- a. Identify an estimate of the type and amount of waste to be generated during the performance of the contract;
- b. Identify and ensure required documents are accurate and timely;
- c. Require that an EPA-approved and certified laboratory completes chemical analysis if necessary;
- d. Require EPA waste codes be properly identified;
- e. Require proper disposal of regulated waste such as petroleum products and/or wastewater;
- f. Require best management practices to minimize the amount of HW and other waste generated; and
- g. Require that disposal costs be included in the contract cost. **The Government shall not pay for the disposal of any waste that is generated by a visiting contractor.**

D.5.3 NCBC Gulfport HWPM

The NCBC Gulfport HWPM shall perform the following:

- a. Review scopes of work, contract specifications, requests for proposals, etc. to ensure that a project includes all aspects of HW management in accordance with this SOP;
- b. Review the contractor's Environmental Protection Plan to ensure that it follows the guidance provided in this SOP;
- c. Recommends the use of a SAA or 90-day accumulation area based on the size of the project and the estimated amount of HW that will be generated;
- d. Assist the contractor in the establishment of a SAA or 90-day accumulation area that will support the project
- e. Maintain organized records of required documentation including logs, inspections, and reports for a minimum of 3 years; and
- f. Ensure action is taken to either resolve a deficiency or notifies the appropriate department when potential safety violations are identified.

D.5.4 Contractor Hazardous Waste Coordinator (HWC)

Contractors shall designate, in writing, a primary and alternate HWC for all working shifts where it is anticipated that hazardous and non-hazardous waste will be generated. The Contractor HWC will perform the following:

- a. Provide liaison to the Contracting Officer and the NCBC Gulfport HWPM for all waste management issues;
- b. Be trained per Section D.6 of this Appendix; and
- c. Be the person(s) with the overall responsibility for maintaining compliance with HW regulations within the project area, including any SAAs or 90-day accumulation areas that may have been established to support the project. The Contractor's Project Manager/Site Supervisor/Site Superintendent assigned to this project is ultimately responsible for all work areas and should also be encouraged to participate in proper waste management training.

D.6 Training Requirements

At a minimum, personnel who may be assigned to handle HW must have completed the Occupation Safety and Health Administration (OSHA) 24-hour Hazardous Substance Incident Response Management Course and the 8-hour refresher training on an annual basis in accordance 29 CFR 1910.120. Also personnel must complete the 24-hour Introduction to Hazardous Waste Generation and Handling Course and the 8-hour RCRA Hazardous Waste Review annually. If such training has not been completed, the waste coordinator cannot perform those duties unless directly supervised by a person who has received such training. Training record(s) shall be kept in an accessible location and/or at the project office/trailer, and be made available during any state or EPA inspection.

In addition, Contractor HWCs should also be provided with, and satisfactorily complete, a NCBC Gulfport-approved waste management training program prior to handling and or managing waste at the worksite(s). Contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) to arrange for training.

D.7 HW Management

HW shall be managed in accordance with federal, state and local regulations in addition to Navy and NCBC Gulfport policies and instructions. Contact the NCBC Gulfport Environmental Office, with the FEAD Project Manager, regarding proper handling, storage and disposal procedures.

It is strictly prohibited to dispose of any waste into any wastewater treatment system, oily waste treatment system, storm drain, surface waters, or upon the land without written authorization from NCBC Gulfport.

D.7.1 Waste Stream Determination (WSD)

The Contractor will make arrangements with the NCBC Gulfport HWPM to review the WSD for waste. The NCBC Gulfport HWPM shall review Safety Data Sheets (SDS) and work processes that will be associated with the project to determine if any industrial wastes will be generated during the project. If it is determined that wastes will likely be generated during the

project, the contractor will provide documentation to NCBC Gulfport Environmental, who may also assist the contractor in completing the WSD properly. **All WSDs at NCBC Gulfport will be approved by NCBC Gulfport Environmental.**

The WSD(s) will provide the documentation required for waste disposal from NCBC Gulfport. The HW is being disposed using the NCBC Gulfport EPA Identification Number, and NCBC is ultimately responsible for the waste disposal.

Should a change occur that results in the use of different chemicals and/or processes than was originally described and reviewed, the Contractor will be required to inform the NCBC Gulfport HWPM of the change(s). These notifications are vital in assuring that wastes are being identified and managed properly.

D.7.2 Accumulation Area(s)

All HW accumulation areas at NCBC Gulfport must be requested, approved, assigned, and designated by NCBC Gulfport HWPM. The Contractor may set up SAAs or 90-day accumulation sites to temporarily accumulate waste that is generated as a result of a project. **Hazardous or non-HW generated from a construction project shall not be transported to, or managed by, the NCBC Gulfport Less-Than-90-Day Storage Facility (Building 276).**

Before establishing either type of accumulation area, the Contractor should first consult with NCBC Gulfport HWPM for guidance, assistance, and approval of the type of accumulation area and their location(s).

Signs shall be posted at the accumulation site. These signs are intended to designate the accumulation area and provide the reader with important information that includes, but is not limited to, the name and phone number of the HWC, the accumulation site number, and emergency response procedures in case of a spill. Sign information is to be current and legible.

D.7.3 Satellite Accumulation Areas (SAA)

The Contractor may initiate an SAA, which is an accumulation area at or near the point of generation, controlled by the operator generating the waste and where less than 55 gallons of HW or 1 quart of acute HW is accumulated at any one time. The 55-gallons limit (also known as the “55 Gallon Rule”) includes all types of HW but does not include universal waste, non-RCRA regulated waste or Used Oil.

It is strictly prohibited to dispose of any waste into any wastewater treatment system, storm drain, surface waters, or upon the land without proper authorization from NCBC Gulfport Environmental.

An extensive effort shall be made to determine if a HM is usable before it may be disposed of as a waste. To minimize waste generation, utilize good inventory management e.g., use older material

first, check expiration dates, order only what is required, and purchase less toxic or non-HM when possible.

Based on the size of the project, it may necessary to establish more than one SAA within the project area. To avoid any situation that may jeopardize the NCBC Gulfport's compliance posture, the Contractor should first discuss this with the NCBC Gulfport HWPM for guidance and assistance.

D.7.4 90-Day Accumulation Site

A contractor may operate a 90-day accumulation site; however, the site may not be established without prior approval from NCBC Gulfport Environmental. Each approval is evaluated on a case-by-case basis. Approval must be gained before waste may be stored in it.

For a 90-day accumulation site, the "55 Gallon Rule" does not apply. More than 55-gallons of HW can be accumulated in this type of area. However, there is a time restriction associated with this type of area. That restriction being that the HW must be removed from this type of area within 90 days of when HW was first placed into the container. For projects where it is anticipated that there will be large quantities of HW generated, this type of accumulation area should be considered in order to reduce the number of times HW gets transported to the Transfer, Storage, and Disposal Facility (TSDF).

There is no requirement for this accumulation area to be located at or near the point of hazardous waste generation. More than one 90-day accumulation site may be set up based upon the size of the project.

Other requirements for the establishment of a 90-day accumulation site include the following:

- a. Weather-resistant signs stating "**NO SMOKING WITHIN 50 FEET**" on all exterior sides of the fenced area. Each sign shall be clearly visible from 50 feet;
- b. Weather resistant signs reading "**DANGER - UNAUTHORIZED PERSONNEL KEEP OUT**" and "**HAZARDOUS WASTE STORAGE AREA**" on each entrance. Each sign shall be clearly visible from 25 feet;
- c. Access control at all times by fencing the area and keeping it locked or locating the area within a secured building or trailer;
- d. Provide secondary containment for containers holding liquid waste (e.g., concrete curbs, spill pallets, etc.);
- e. Provide **fire extinguisher(s)**, **eyewash station(s)** and **internal communication** devices (telephone, two-way radio, etc.) or other communication system capable of summoning emergency assistance;

- f. Maintain sufficient aisle space around containers for unobstructed movement of personnel for fire protection, spill control and access to decontamination equipment;
- g. Maintain and make available a spill kit and emergency response equipment. The spill kit will be clearly marked and located in an accessible area. Contents of the spill kit will include:
 1. Material and equipment necessary to contain and clean up spills, (i.e., non-sparking shovel and dust pan);
 2. Absorbent material that is compatible with the waste stored in the 90-day accumulation site;
 3. Personal protective equipment including gloves, face shields, rubber boots, etc.; and
 4. Sufficient container(s) and label(s) to properly clean up a spill and the debris thereof.

D.7.5 Container Management Requirements

Containers shall be in good condition (minor surface rust or dents may be allowed) and compatible with the waste stored in them. A container can be defined as any portable device, in which a material is stored, transported, treated, disposed, or otherwise managed. Containers used at NCBC Gulfport include performance oriented packaging, steel drums, polyethylene drums, and portable tanks. Types and sizes of containers used are dependent upon factors such as the type of waste, the rate of generation, and the treatment/disposal method used. The NCBC Gulfport HWPM provides the container to be used for each waste at NCBC Gulfport.

Containers shall be properly closed and sealed at all times except when adding waste. The rings on drums shall be positioned with the bolt down and tightened. All containers will be kept closed except for when adding and waste. Proper closure means the following:

- a. All containers are closed per manufacturer's instructions;
- b. Bungs are securely tightened;
- c. Locking rings and bolts are properly secured with the nut tightened enough to prevent any person from loosening the nut using thumb and forefinger;
- d. Lever locks are properly secured with the handle arm properly secured under the safety tab;

NOTE: Lever locks are authorized in an SAA for containers holding solid hazardous and non-HWs. Locking rings provide better container integrity in the event of turnover.

- e. Funnel covers and latches are to be secured when waste is not being added. Gaskets are to be in good working order so to provide the protection intended in the event the container is tipped over or if applicable to the situation to prevent vapor emissions;

- f. Manual shut-off valves, including those used in conjunction with funnels, are in the closed position when not adding waste;
- g. Covers on containers will be in good condition with gasket in place and fully functional for the purpose intended;

NOTE: Any rust, dents or crimps affecting a cover in a manner which jeopardizes the integrity of the container is unacceptable and the cover is to be replaced.

NCBC Gulfport HWPM has final authority in determining the proper closure and or condition of a container holding waste at NCBC Gulfport.

Containers that cannot be properly sealed shall have the contents transferred to a proportionally sized container, or shall be placed in an over-pack container. There shall be no evidence of spills (e.g., no dry or wet waste on the outside of containers).

D.7.6 Labeling

Only NCBC Gulfport-approved labels shall be used on waste containers. Waste containers must be labeled according to the respective WSD and before adding a waste. The following is required for proper labeling of containers:

- a. Labeling will be evenly spaced (if applicable) and affixed to the upper or middle section of the container;
- b. Labels will be in print form, fully legible to the reader and completed using indelible marker;
- c. Labels that are faded marred and or illegible are unacceptable; and
- d. Labels are to be clearly visible at **all** times.

Labeling over an existing label is a violation of State law and NCBC Gulfport policy. If a new label is needed for any reason, always remove the existing label first before affixing the new one.

Containers will be positioned in such a manner as to allow an inspector clear and accessible viewing without having to move them. If Fiber Drums are used, make sure that the labels for that drum are placed in such a way so that they are not inadvertently covered by the lid of that drum. DO NOT place the label on the lid of a Fiber Drum since removing the lid will remove the label from the drum and that drum would be considered out of compliance. Also, if work is to be conducted off-hours and/or on weekends, the Contractor is responsible for making sure that there are enough labels to affix to containers during these times.

Used Oil shall be labeled with the words "USED OIL". Used Petroleum-based products such as hydraulic fluids, lubricating oils, and diesel fuel marine, and other fuels with a flash point above 100 degrees Fahrenheit that do not contain solvents of any type, chlorinated or non-chlorinated, are

managed as Used Oil.

Universal Waste shall have the Universal Waste label on the container, as well as the date the first waste is added to the container.

Non-hazardous waste shall have the Non-Hazardous Waste label on the container, with the name of the Contractor and the description of the waste in the container.

Sample labels are provided in Enclosure D-2.

D.8 Disposal

If the Contractor is managing an SAA, and the HWC determines that the cumulative total of HW is at 55-gallons, the HWC must carefully manage the disposal of the waste within regulatory constraints.

When the total quantity of hazardous waste reaches 55-gallons (or 1-quart of acute hazardous waste), the HWC must enter the current date on the Hazardous Waste Label in the "Accumulation Date" section and transfer the waste to a 90-day accumulation site or a TSDF within 3 days. If a HW container in an SAA has an accumulation date exceeding three days, it is deemed to be out of compliance. It is the responsibility of the Contractor to ensure the HW is transferred within the 3-day limit.

D.9 Spill Response Actions

The Fire Department and NCBC Gulfport Environmental waste management personnel respond to spills occurring at NCBC Gulfport. The following steps are part of NCBC Gulfport's contingency plan and shall be implemented whenever a spill occurs.

Immediately dial 911 from any NCBC Gulfport telephone and report the following:

- a. The location is NCBC Gulfport, and state the building number or street/intersection,
- b. The type of material (if known),
- c. The quantity of material (if known),
- d. Provide your name

In addition to notifying the Fire Department, also notify the NCBC Gulfport Command Duty Officer and the NCBC Gulfport HWPM.

Personnel that are familiar with the chemical spilled and have been properly trained can assist by containing or diverting the spill away from any soil, water and/or storm drains. At a minimum when a spill has occurred, the area shall be secured until the appropriate response

personnel arrive. The Fire Department is NCBC Gulfport's first responder. NO ONE shall enter into a situation that could potentially jeopardize personnel or the environment.

D.10 Inspections

Compliance oversight inspections will be performed weekly by the Contractor using the appropriate sample inspection forms located in Enclosure D-1 of this Appendix. The NCBC Gulfport HWPM may make periodic inspections. The Contractor is expected to correct deficiencies at the time of notification or within a timeframe that has been agreed upon by the Contractor and the NCBC Gulfport HWPM. Violations, on the other hand, must be addressed immediately. Any violation of hazardous waste regulations are the responsibility of the NCBC Gulfport Commanding Officer and it is the job of NCBC Gulfport HWPM to protect the CO from liability that may be the direct result of a Contractor's performance.

D.11 Monetary Penalties

If a Contractor's work site is visited by a State or EPA inspector and violation and/or deficiencies are identified which result in a Notice of Violation, then any monetary penalty that is associated with that Notice of Violation shall be the financial responsibility of the Contractor.

D.12 Recycling of Materials

Recycling intentions should be reviewed by the FEAD and NCBC Gulfport HWPM before implementing. The FEAD Project Manager will assist the Contractor with Government points of contact for recycling.

D.12.1 Recycling of Solvents

Solvents will not be recycled at this facility until the intended process is fully reviewed and approved in writing by NCBC Gulfport HWPM.

ENCLOSURE D-1
SAA AND 90-DAY INSPECTION FORMS

SAMPLE SAA INSPECTION FORM

Satellite Accumulation Area (SAA) Inspection Form				
Date:		Time:		
Command:		Bldg. Location:		
POC:		Telephone #:		
Inspector's Name:		Signature:		
INSPECTION ITEMS		YES	NO	COMMENTS
1. Are containers in good condition with no or minimal dents or corrosion?				
2. Are containers labeled Hazardous Waste or with other words identifying contents?				
3. When quantity of waste reaches 55 gallons, is waste transferred to the Less-than-90-day Storage Facility within 72 hours?				
4. Are containers properly closed?				
5. Is the Satellite Accumulation Area located at or near the point of generation?				
6. Is the hazardous accumulation limited to less than 55-gallon (or 1 quart Acute) of total accumulated hazardous waste?				
7. Is the 2-inch expansion rule in liquid containers complied with?				
8. Are accumulation/fill dates marked once 55-gallon limit is reached?				
9. Is waste compatible with the container?				
10. Are incompatible wastes kept separate?				
11. Is proper aisle space maintained?				
12. Is the SAA clean (no signs of spillage) and are containers non-leaking?				
13. Are liquid waste containers placed in a berm area, or an area which will contain all leaks?				
14. Is a fire extinguisher available within 50 ft.?				
15. Is housekeeping neat and clean in all areas?				
16. Is there a spill kit in the accumulation area?				
17. Are containers inspected weekly?				
18. Does the assigned Hazardous Waste Coordinator and Alternate have proper training?				
19. Are training records maintained for three years?				
Comments:				

SAMPLE 90-DAY ACCUMULATION SITE INSPECTION FORM

Contractor Hazardous Waste 90-Day Accumulation Site Inspection Form			
Date:	Time:		
Bldg. Location:	POC:		
Inspector's Name:	Signature:		
INSPECTION ITEMS	YES	NO	COMMENTS
1. Has all accumulation of hazardous waste been limited to a time less than 90 days?			
2. Is the accumulation start date clearly marked and visible for inspection on each container?			
3. Is each container or tote/tank clearly marked with the words "Hazardous Waste?"			
4. Are hazardous wastes compatible with the containers in which they are stored?			
5. Are all containers in the accumulation area maintained in good condition?			
6. Are all containers free of leaks, bulging, and corrosion?			
7. Are all containers kept closed in accordance with DOT regulations and mfg. specifications?			
8. Is aisle space maintained at a minimum of 24 inches?			
9. Is the containment system free of cracks or gaps?			
10. Is the sump or collection area free of spilled or leaked waste and accumulated precipitation?			
11. Are containers holding ignitable or reactive waste at least 15 meters (50 feet) from the installation property line?			
12. Are incompatible wastes separated by means of a dike, berm, wall or other device?			
13. Are the containers protected from sources of ignition or reaction?			
14. Are smoking and open flame confined to specifically designated locations?			
15. Are "No Smoking" signs placed wherever there is a hazard from ignitable or reactive waste?			
16. Does the area have a "Hazardous Waste" sign posted?			
17. Is the area secured with a lock or other positive means to prevent access by unauthorized personnel?			
18. Is lighting in the area sufficient to identify leaks and spills?			
19. Is emergency contact information located near the communications equipment (telephone)?			
20. Are appropriate spill clean-up materials readily available?			
21. Is a copy of the RCRA Contingency Plan available?			
22. Do wastes requiring sampling have "Pending Analysis" labels filled out correctly?			
23. Are used oil storage tanks maintained in working order and inspected weekly along with the 90-Day Accumulation Site(s)?			
24. What is the latest HW container Accumulation Start Date?			
ADDITIONAL COMMENTS:			

ENCLOSURE D-2

SAMPLE WASTE LABELS

HAZARDOUS WASTE

FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL

**IF FOUND, CONTACT THE NEAREST POLICE OR
PUBLIC SAFETY AUTHORITY OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY**

GENERATOR INFORMATION:

NAME: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST TRACKING NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!

Figure D-1: Sample Hazardous Waste Label (Yellow)

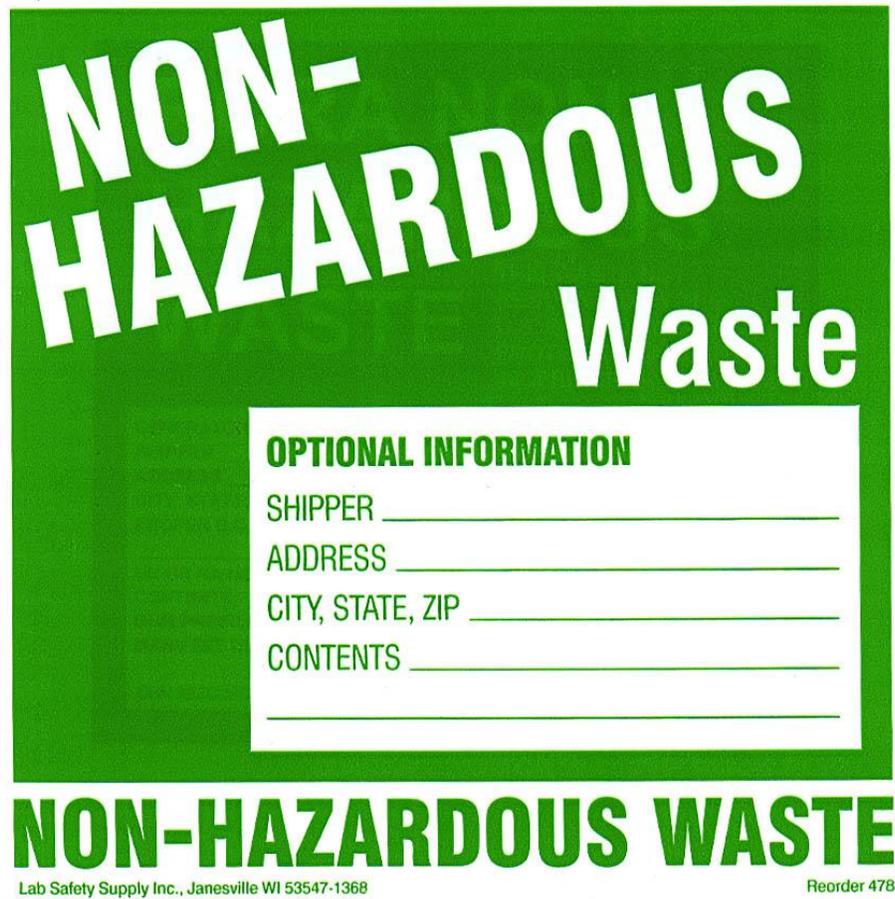


Figure D-2: Sample Non-Hazardous Waste Label (Green)

**UNIVERSAL
WASTE**

SHIPPER _____

ADDRESS _____

CITY, STATE, ZIP _____

CONTENTS _____

ACCUMULATION START DATE _____

www.accuform.com • reorder# MHZW16

**Figure D-3:
Universal Waste**



**Sample
Label (Purple)**

Figure D-4: Sample Used Oil Label (Yellow)

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**APPENDIX E
USED OIL MANAGEMENT SOP**

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E.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish processes for the proper management of used oil at Naval Construction Battalion Center (NCBC) Gulfport.

E.2 Definitions

The federal Used Oil regulations are set forth in 40 CFR Part 279. A short list of definitions is provided for a quick reference. A short list of definitions is provided for a quick reference.

Aboveground Used Oil Storage Tank means a tank used to store or process used oil that is not an underground storage tank or a container.

Container means any portable device in which a material is stored, transported, treated, disposed of, or otherwise handled.

Spill/Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment any hazardous materials where such a release has the potential to threaten human health or the environment.

Used Oil means any oil refined from crude oil, or any synthetic oil, that was used and because of such use is contaminated with physical or chemical impurities.

E.3 Responsibilities

E.3.1 NCBC Gulfport HW Program Manager (HWPM)

The NCBC Gulfport HWPM shall provide guidance for compliance with this HWMP for Used Oil Management.

E.3.2 Originators

Originators shall manage used oil in accordance with the HWMP and SOP, and shall report any spills immediately. Contact NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) if a situation arises that requires immediate attention.

E.4 Training

Personnel handling petroleum products and used oil shall receive training to be the initial responders to spills.

E.5 General Used Oil Management

The used oil shall be stored and managed separately from HW. Proper segregation prevents incompatible chemicals with the potential to produce heat, pressure, fire, explosions, violent reactions, toxic dust, mists, and irritating or toxic fumes or gases from mixing.

- a. Do **not** mix used oil with any HW, including chlorinated or non-chlorinated solvents, as the resulting mixture may be a HW;
- b. Do **not** mix solid wastes with used oil as it may prevent used oil from being recycled;
- c. Do **not** mix used oil with off-specification or contaminated gasoline or low flashpoint aviation fuels; and
- d. Do **not** mixed used oil with petroleum products that were used as solvents.

Used oil may be mixed with off-specification fuels including Diesel and other fuels with a Flashpoint greater than 100 degrees F.

E.5.1 Used Oil Storage

Used oil shall be stored in non-leaking structurally sound, aboveground storage tanks or approved containers in good condition (minor corrosion or dents) and compatible with the used oil stored in them. NCBC Gulfport HWPM will provide approved containers. Used oil containers and aboveground storage tanks shall be closed except when adding or removing the used oil.

E.5.2 Labeling

Containers and aboveground storage tanks shall be labeled with the words "Used Oil" or with a Used Oil label (see Figure E-1). Buckets and drip pans used to collect and store used oil shall be labeled with the words "Used Oil" or with a Used Oil label (see Figure E-1).

E.5.3 Secondary Containment

Secondary containment must be provided for all used oil containers and above ground tanks. The containment shall:

- a. Have the capability to be drained to the storm water system that is kept closed at all times except when removing rainwater;
- b. Be capable of containing 100% of the contents of the single largest container and 11 inches of freeboard for a 24-hour rainfall event;
- c. Be kept free of debris;

- d. Shall be inspected immediately after a rain event or the first thing on the day after a rain event if the event occurred after normal working hours;
- e. Be free of liquids.

E.5.4 Pick Ups

Work Centers shall contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) to arrange for the removal of Used Oil.

E.6 Spills and Releases

In the event of a release/spill of Used Oil to the environment, dial “911” immediately from any phone, and state that the spill is at NCBC Gulfport. Afterwards, report the spill to the NCBC Gulfport HWPM.



Figure E-1: Sample Used Oil Label (Yellow)

APPENDIX F UNIVERSAL WASTE MANAGEMENT SOP

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F.1 Purpose

This Standard Operating Procedure establishes procedures for the management of universal waste (UW) by all activities and contractors operating at Naval Construction Battalion Center (NCBC) Gulfport. If activities choose not to manage these wastes as UW, the wastes shall be managed as hazardous waste per the NCBC Gulfport Hazardous Waste Management Plan (HWMP).

F.2 Definitions

The federal UW regulations are set forth in 40 Code of Federal Regulations (CFR) Part 273 and include batteries, pesticides, mercury-containing equipment, and bulbs (lamps). A short list of definitions is provided for a quick reference. A list of definitions is found in Section 2.0 of the HWMP and in the regulations.

Accumulation Start Date for UW is the date that the first piece of waste is placed in the container. Failure to date a UW container is a violation that could result in fines and/or penalties.

Mercury-Containing Equipment is any device or part thereof (excluding batteries and lamps) that contains elemental mercury.

Pesticide is any substance or mixture intended for preventing, destroying, repelling, or mitigating any pest or intended for use as a plant regulator, defoliant, or desiccant.

Common UW lamps include fluorescent, high intensity discharge, neon, mercury vapor, high-pressure sodium, and metal halide.

F.3 Responsibilities

F.3.1 NCBC Gulfport Hazardous Waste Program Manager (HWPM)

The NCBC Gulfport HWPM shall provide guidance for compliance with this HWMP for UW.

F.3.2 Originators

Originators shall manage UW.

F.4 Large Quantity Handler of Universal Waste

A Large Quantity Handler of Universal Waste (LQHUW) is defined as a UW handler that accumulates 5,000 kg or more of UW (batteries, pesticides, thermostats or lamps, calculated collectively) at any time. Based upon current operations, NCBC Gulfport qualifies as a LQHUW. 40 CFR 273, Subpart C outlines the standards for LQHUWs. The term handler includes a generator of UW.

F.4.1 Notification

LQHUWs are required to send written notification of UW management to the United States Environmental Protection Agency (EPA) Regional Administrator (or State, if the State has adopted the Federal HW regulations in 40 CFR by reference and received EPA authorization to manage its own HW management program) before meeting or exceeding the 5,000-kilogram storage limit. Because NCBC Gulfport has already notified the USEPA of its HW management activities and has received an EPA Identification number, there is no need to notify the Mississippi Department of Environmental Quality (MDEQ) of UW activities.

F.4.2 LQHUW Management

A LQHUW must manage UW in a manner that prevents releases of any UW, or component of a UW, to the environment.

F.5 UW Management

Immediately containerize all UW as soon as it is generated. UW may be stored up to 1 year from the date the first waste is placed in the container. To avoid storing UW for more than 1 year, contact NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) when a container is 10 months old to arrange for disposal.

The UW containers shall be labeled as shown in Figure F-1, and shall include the date the first waste was placed in the container.

F.5.1 UW Segregation

The types of UW that may be accumulated include: batteries, lamps, mercury-containing equipment, and pesticides. The UW shall be segregated by type of waste. When containerizing batteries, separate containers shall be used for each type of battery.

F.5.2 Battery Management

F.5.2.1 Lead Acid Batteries

Lead acid (car type) batteries shall be stored to prevent spills. Broken batteries (i.e., breached casing) must be managed as hazardous waste (HW) including any spilled acid. Non-leaking batteries are exempted from most HW regulations if recycled.

Caution: Lead acid batteries that are leaking are HW and must be managed as such. Contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) for assistance.

F.5.2.2 Non-Lead Acid Batteries

Non-lead acid batteries (i.e., Nickel Cadmium, Nickel Halide, Magnesium, Lithium, Mercury, Alkaline, etc.) shall be segregated by battery type into proportionately sized structurally sound containers meeting Department of Transportation (DOT) specifications. The UW containers shall be labeled as shown in Figure F-1 and shall include the date the first battery was placed in the container.

Both terminal ends of Nickel Cadmium, Nickel Halide, Magnesium and 9 Volt Alkaline batteries shall be taped. Lithium batteries shall be placed in a plastic bag prior to containerizing.

F.5.2.3 Fluorescent Lamp Management

Unbroken lamps shall be stored in structurally sound containers per DOT regulations. The containers shall be kept closed except when adding lamps. The original box or a two- or three-ply cardboard box are appropriate containers for unbroken lamps. The UW containers shall be labeled as shown in Figure F-1 and shall include the date the first lamp was placed in the container.

Broken lamps shall NOT be placed in containers labeled as UW. Broken lamps are HW and must be managed as such. Follow labeling procedures for HW based upon the type of accumulation area that is used (satellite storage area or less-than-90-day area). Follow all applicable sections of the NCBC Gulfport HWMP when handling broken lamps as HW.

F.5.2.4 Mercury-Containing Devices

Place mercury-containing devices into a structurally sound container compliant with DOT regulations. The containers shall be kept closed except when adding waste.

Mercury-containing devices that are not in a sealed ampule must be placed inside a sealed air-tight casing. The UW containers shall be labeled as shown in Figure F-1, and shall include the date the first mercury-containing device was placed in the container.

Mercury spills must be properly cleaned up and the recovered mercury managed as HW. Immediately contact NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) and the NCBC Gulfport Safety Officer if a mercury spill occurs.

F.5.2.5 Pesticides

Pesticides shall be stored in a closed structurally sound container compliant with DOT regulations. The container shall be kept closed except when adding waste. The UW containers shall be labeled as shown in Figure F-1, and shall include the date the first pesticide was placed in the container.

F.5.2.6 UW Turn-In

Contact NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) to schedule a turn-in when a container is full or when the UW has been stored for 10 months.

F.6 Recordkeeping

Although UW does not have the same requirements as HW, shipments of UW must have the proper shipping papers for transportation. All shipping papers, manifests, contracts, etc. shall be maintained by the NCBC Gulfport HWPM for a minimum of 3 years.

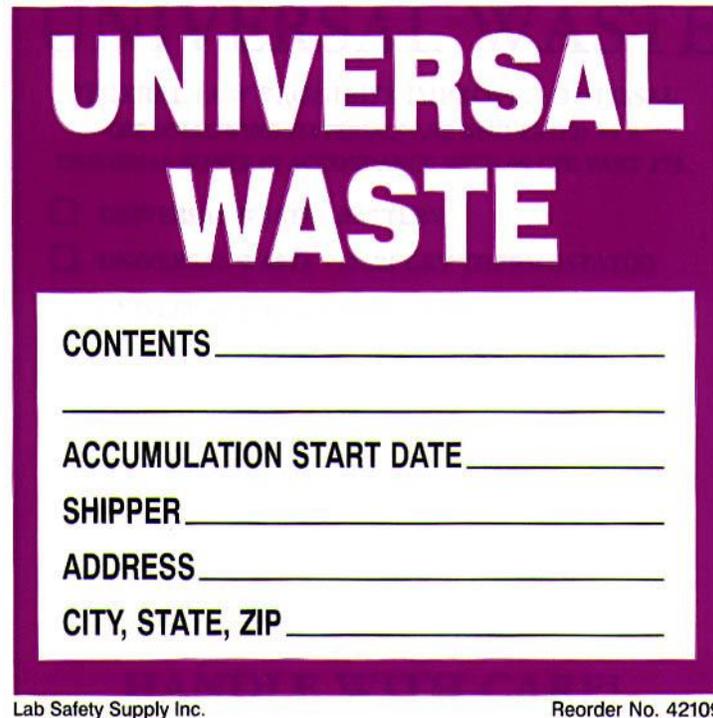


Figure F-1: Sample Universal Waste Label (Purple)

APPENDIX G PHARMACEUTICAL HW MANAGEMENT SOP

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G.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish processes for the proper management of Hazardous Pharmaceutical Waste (HPW) at Naval Construction Battalion Center (NCBC) Gulfport.

G.2 Reference

The Navy Bureau of Medicine and Surgery (BUMED) Pharmaceutical Waste Management Guidelines provide policy and guidelines for military treatment facilities generating HPW to ensure the implementation of 40 Code of Federal Regulations 260-279, United States Environmental Protection Agency Hazardous Waste Management Regulations. The guidelines also provide best management practices (BMPs) for non-HPW.

G.3 Definitions

Resource Conservation and Recovery Act (RCRA) Hazardous Waste (HW): Waste pharmaceuticals that meet the definition of a HW and must be segregated and managed as HW. These include nine antineoplastic agents.

Non-RCRA Antineoplastic HW: The BUMED Environmental Programs Directorate directs medical facilities to manage all antineoplastic agents as HW regardless of whether or not they are technically listed as RCRA antineoplastic HW due to their inherent toxicity. Non-RCRA antineoplastic HW includes all antineoplastic agents used for the treatment of cancer that are not regulated by RCRA.

BMP HW: Pharmaceuticals that meet the criteria in these guidelines should be evaluated for possible management as RCRA HW as a best management practice. NCBC Gulfport Clinic will make that decision with guidance from Naval Hospital (NAVHOSP) Pensacola.

BMP Non-HPW: All other pharmaceutical waste not included in one of the above three definitions. As a BMP, consider managing all pharmaceuticals not managed as HW through incineration at a regulated medical waste or municipal incinerator permitted to accept non-HPW. NCBC Gulfport Clinic will make that decision with guidance from NAVHOSP Pensacola.

Definition of Pharmaceutical Reverse Distribution. Pharmaceutical reverse distribution is the process of returning outdated, expired pharmaceuticals in the original manufacturer's packaging to a third-party company (reverse distributor) for the purpose of obtaining credit for the expired pharmaceuticals from the manufacturer.

G.4 Responsibilities

G.4.1 NCBC Gulfport HW Program Manager (HWPM)

The NCBC Gulfport HWPM shall provide guidance for compliance with this HWMP for HPW Management.

G.4.2 NCBC Gulfport Pharmacist

The NCBC Gulfport Medical Clinic Pharmacist shall manage HPW in accordance with this SOP and the guidance from NAVHOSP Pensacola. Other responsibilities include the following:

- a. Be appointed in writing as the Pharmaceutical Waste Officer;
- b. Receive training for HPW;
- c. Identify and label all received drugs that are potentially HPW including antineoplastic pharmaceuticals;
- d. Provide training to pharmacy personnel regarding HPW.

G.5 Training

Personnel handling Pharmaceutical Waste shall receive HPW-specific training per the BUMED Pharmaceutical Waste Management Guidelines. Training subjects shall include profiling, labeling, transporting, and disposing HPW.

G.6 General Pharmaceutical Waste Management

The Pharmaceutical Waste Management Guidelines contain specific requirements for managing HPW. The NAVHOSP Pensacola Commanding Officer is responsible for compliance at NCBC Gulfport Medical Clinic. The HPW typically handled at NCBC Gulfport Medical Clinic is listed in Table G-1. Additional guidance for HPW may be available from NAVHOSP Pensacola Environmental Office.

Table G-1: NCBC Gulfport Hazardous Pharmaceutical Waste

Waste Code	Pharmaceutical
P042	Epinephrine
P075	Nicotine, & salts
P081	Nitroglycerine (R)
P001	Warfarine & salts (>0.3%)
U205	Selenium sulfide

G.6.1 Pharmaceutical Reverse Distributor

The NCBC Gulfport Medical Clinic Pharmacy uses the pharmaceutical reverse distributor to return outdated product to the manufacturer or its designated agent. Credit for the return is issued to the pharmacy.

G.6.1.1 Limitation of Pharmaceutical Reverse Distribution

The pharmaceutical reverse distributor may not be used for waste disposal of pharmaceuticals that have been deemed to be waste or waste-like. Opened vials, unused IVs solutions, repackaged tablets and capsules, and other obviously “waste-like” items must be managed as waste and not sent through reverse distribution. HPW must be managed by the originator/generator, and the regulatory requirements must be maintained.

G.6.1.2 Exception for Controlled Substances

Controlled substances are regulated by the Drug Enforcement Agency (DEA). Schedule II through V controlled substances may be disposed through the reverse distributors. Some HW transporters and Transfer, Storage, and disposal Facilities have also obtained DEA registration as reverse distributors and provide appropriate disposal options for hazardous controlled substances.

Expired products in the original manufacturer’s packaging that are controlled substances should routinely be returned for possible credit through traditional reverse distributors, again as a transfer between registrants.

G.6.2 HPW Storage

The NCBC Gulfport Medical Clinic Pharmacy shall store HPW in a structurally sound containers in good condition and compatible with the HPW (generally a 1-gallon plastic container). Containers shall be closed except when adding or removing the HPW.

G.6.3 Labeling

The HPW container shall be labeled with the words “Hazardous Waste” or with a HW label (see Figure G-1). Shelves containing pharmaceuticals that would become HPW if dropped or spilled shall also be labeled per the BUMED guidance.

G.6.4 Pick Ups

The NCBC Gulfport Medical Clinic Pharmacist shall contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) to arrange for the removal of HPW.

G.7 Spills and Releases

In the event of a release/spill of HPW to the environment, dial “911” immediately from any phone, and state that the spill is at NCBC Gulfport. Afterwards, report the release to the NCBC Gulfport HWPM (228-323-1654).

A yellow rectangular label with a red diamond-patterned border. The text is in red and black. At the top, it says "HAZARDOUS WASTE" in large red letters. Below that, it says "FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL" and "IF FOUND, CONTACT THE NEAREST POLICE OR PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY". There are several lines for "GENERATOR INFORMATION": NAME, ADDRESS, CITY, STATE, ZIP, EPA ID NO., EPA WASTE NO., ACCUMULATION START DATE, and MANIFEST TRACKING NO. At the bottom, there is a box for "D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX" and the phrase "HANDLE WITH CARE!" in large red letters.

HAZARDOUS WASTE

FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL

**IF FOUND, CONTACT THE NEAREST POLICE OR
PUBLIC SAFETY AUTHORITY OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY**

GENERATOR INFORMATION:

NAME: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST TRACKING NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!

Figure G-1: Sample Hazardous Waste Label (Yellow)

APPENDIX H ELECTRONIC WASTE SOP

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H.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish processes for the proper management of electronic waste at Naval Construction Battalion Center (NCBC) Gulfport.

H.2 Definitions

Electronic Waste:

- a. All computers and accessories including monitors, keyboards, mouse/mice, printers, external devices, etc.;
- b. Cell phones, smart phones, and home phones;
- c. Answering machines, tapes and accessories;
- d. Office equipment (faxes, copiers);
- e. Digital cameras and associated storage devices;
- f. Televisions, digital video recorders, cable boxes, and video equipment;
- g. Audio equipment and accessories;
- h. Navigation devices;
- i. Any electronic devices and storage media;
- j. Plotters (toner cartridges must be removed); and
- k. Any other electronic device that is not classified or hazardous waste (HW).

Defense Logistics Agency (DLA): DLA is the lead agent for end-of-life management of Department of Defense (DoD) electronics. DoD agencies are mandated to fully utilize the capability of DLA Disposition Services.

Clearing: Clearing is the process of eradicating the data on media before reusing the media in an environment that provides an acceptable level of protection for the data that was on the media before clearing. All internal memory, buffer, or other reusable memory shall be cleared to effectively deny access to previously stored information.

Sanitization: Sanitization is the process of removing the data from media before reusing the media in an environment that does not provide an acceptable level of protection for the data that was in the media before sanitizing. Resources shall be sanitized before they are released from classified information controls or released for use at a lower classification level. Classified material shall be handled per National Security Agency requirements.

H.3 Responsibilities

H.3.1 NCBC Gulfport HW Program Manager (HWPM)

The NCBC Gulfport HWPM shall provide guidance for compliance with this HWMP for electronic waste management.

H.3.2 Morale, Welfare, and Recreation Department (MWR) Qualified Recycling Program (QRP) Personnel

The MWR QRP personnel shall avoid accepting electronic waste.

H.3.3 Originators

Originators shall manage electronic waste in accordance with this HWMP and SOP. Electronic waste shall not be disposed in dumpsters or other solid waste receptacles.

H.4 Electronic Waste Management – Personal Property

DLA Disposition cannot accept property that is not owned by the government. Recycling or disposal of personal electronic equipment should be done by utilizing outside community programs.

H.5 Electronic Waste Management – DoD Property

DLA Guidance

The disposal of electronics (computers, printers, computer peripherals, stereos, televisions, etc.) that are government property is to be performed by DLA Disposition Services. DLA Disposition may offer the electronics for reuse or recycling. **Electronics are not materials/wastes to be sent through the Qualified Recycling Program or other installation recycling/disposal contracts.** Usable properties are coordinated for the Reutilization, Transfer, Donation, and Sales program, and scrap properties are transported to the registered recycling facility.

DLA Disposition Services is the DoD's preferred choice for disposal services. The DLA Disposition Services Office is equipped with disposal regulation knowledge and logistics to accommodate the large quantities of collected items from the events.

Disposal Service Representatives from DLA Disposition Services verify all items received, advise personnel in the proper receipt requirements, transport sorted items to the proper facility, and arrange the final disposal.

The shop or office that declares the electronics as excess is responsible for all required DLA turn-in documentation (i.e. DD Form 1348) and coordination. If an installation or activity

anticipates a large surge in electronic items to DLA Disposition Services, it should make prior arrangements for DLA Disposition Services to take custody of the items.

Computer media and cards shall be removed from all turn-in computer equipment: Compact Disc Media, Zip Media, Smart Card Media, Compact Flash Cards, Memory Sticks, Floppy Diskettes, Personal Computer Memory Card International Association Cards, Multi-media Cards, Secure Data Cards, Micro-drives, and Back-up Tapes. The material shall be properly sanitized, to assure the destruction of classified/personally identifiable information (on hard drives, etc.) before the equipment leaves DoD control per the Department of the navy Chief Information Officer rules and guidelines.

Receipt, storage, and transportation procedures are referenced in the **Defense Materiel Disposition Manual, DoD 4160.21M**. Items requiring special handling in the manual are excluded for receipt in the events.

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**APPENDIX I
USED COOKING OIL MANAGEMENT SOP**

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I.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish procedures for the proper management of used cooking oil.

I.2 Definitions

The following short list of definitions is provided for a quick reference:

Used Cooking Oil means any of numerous vegetable oils used in cooking. Typically, vegetable oil is a group of liquid edible fats obtained from plants.

Used Cooking Oil Storage Tank means a tank used to store used cooking oil that is not an underground storage tank or a container.

Container means any portable device in which a material is stored, transported, treated, disposed of, or otherwise handled.

Spill/Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, escaping, dumping, leaching or disposing into the environment any used cooking oil where such a release has the potential to threaten the environment.

I.3 Responsibilities

I.3.1 Naval Construction Battalion Center (NCBC) Gulfport Hazardous Waste Program Manager (HWPM)

The NCBC Gulfport HWPM shall provide guidance for compliance with this HWMP for used cooking oil management.

I.3.2 Originators

Originators shall manage used cooking oil in accordance with this HWMP and SOP. Originators shall minimize risk of spills wherever possible through the use of proper containers and container inspections. The containers should be marked with "Used Cooking Oil" using indelible marker.

I.4 General Used Cooking Oil Management

Used cooking oil shall not be disposed into any wastewater treatment system, storm drain, surface water body, dumpster, solid waste receptacle, or onto the land.

Management of Used cooking oil is mandatory for all restaurants and galleys on NCBC Gulfport. Specifically, originators shall **not** mix used cooking oil with any HW, solid wastes, or petroleum products.

I.4.1 Storage

Used cooking oil shall be stored in non-leaking structurally sound aboveground storage tanks or approved containers in good condition (minor corrosion or dents) and compatible with the used cooking oil stored in them. Used cooking oil containers and aboveground storage tanks shall be closed except when adding or removing the used cooking oil.

I.4.2 Secondary Containment

All used cooking oil containers and above ground tanks that are not stored inside an enclosed building must be in secondary containment. The containment shall include the following:

- a. Be capable of containing 100% of the contents of the single largest compartment or container and 11 inches of freeboard for a 24-hour rainfall event.
- b. Be kept clean; no liquids in the containment.
- c. Be closed and locked at all times except when removing rainwater. If rainwater is collected in the containment, it shall be properly managed.

I.4.3 Labeling

Label containers and aboveground storage tanks with the words “**Used Cooking Oil**”. Pre-printed labels may be attached, but if not available, the words are to be handwritten, stenciled, or otherwise applied to the container or tank.

I.4.4 Recycling

Used Cooking Oil is recycled through the recycling contractor coordinated by the Naval Facilities Engineering Command Southeast (NAVFAC SE). Containers are emptied on a routine basis, but if the used cooking oil container is close to capacity, the originator shall contact the NCBC Gulfport HWPM (228-323-1654) or the HW Handler (228-323-9877) to initiate an additional removal.

I.5 Spills and Releases

In the event of a release/spill of used cooking oil to the environment, trained personnel shall make every effort to stop and contain the spill, without endangering their safety.

Report all spills of used cooking oil to the NCBC Gulfport Fire Department. The Fire Department shall make are required notifications.

**APPENDIX J
WASTE MILITARY MUNITIONS MANAGEMENT SOP**

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J.1 Purpose

The purpose of this Standard Operating Procedure (SOP) is to establish responsibilities and implement procedures for managing waste military munitions (WMM), Explosive Hazardous Waste (EHW), and Material Potentially Presenting an Explosive Hazard (MPPEH) at Naval Construction Battalion Center (NCBC) Gulfport in accordance with the requirements of references (a) through (j).

J.2 References

- (a) Navy Military Munitions Rule (MMR) Implementation Policy, SER N457F/452-98, 27 July 1998
- (b) NAVSEA OP 5 Volume 1 (Ammunition and Explosives Safety Standards)
- (c) NCBC Gulfport INST 5090.5B, Facility Response Plan
- (d) Emergency Planning and Community Right-to-Know Act (EPCRA) 42 USC 11001
- (e) 40 Code of Federal Regulations (CFR) 260-279
- (f) OPNAV M-5090.1 10 Jan 2014
- (g) Department of Defense (DoD) Instruction 4160.28 Series
- (h) DoD Ammunition and Explosives Safety Standards, DoD 6055.9-STD
- (i) Defense Material Disposition Manual, DoD 4160.21 Series
- (j) DoD Instruction Number 4160.28 Series

J.3 Applicability

The Resource Conservation and Recovery Act (RCRA) of 1976 established a framework for national programs to achieve environmentally sound management for hazardous and non-HW. Subtitle C of RCRA is specific to HW and is the basis for United States Environmental Protection Agency (EPA) regulations that define HW and how it must be managed. In 1992, the Federal Facility Compliance Act was signed into law and required the EPA, in consultation with DoD and individual States, to publish regulations identifying when conventional and chemical military munitions become HW subject to Subtitle C of RCRA. The MMR defines when military munitions become WMM and directs how these WMM will be managed. Non-military munitions are not subject to the MMR, and must be treated as HW, as applicable.

Figures J-1 through J-6 depict the applicability of the MMR using flow charts.

NCBC Gulfport operates the small arms range at Woolmarket Range, in Biloxi, MS. This SOP is applicable to all personnel at NCBC Gulfport and Woolmarket Range.

J.4 Definitions

- a. Chemical Munitions: Munitions containing chemicals with the potential to have dangerous or lethal effects on human health. This does not include riot control agents,

- chemical herbicides, smoke, and other obscuration materials that are further defined in reference (a).
- b. Conditionally Exempt (CE): This term identifies munitions stored that are exempt from certain RCRA requirements HW storage regulations.
 - c. Disposition: An evaluation process used to determine whether munitions are excess, unusable, reusable, recyclable, or should be treated and disposed.
 - d. Designated Disposition Authority (DDA): The only personnel in the DoD authorized to declare unused military munitions a WMM except in the case of an explosive or munitions emergency, abandoned munitions, or a declaration by the Authorized Military Official. Currently, the Navy has four DDAs; one for large Navy missile systems, one for small Navy missile systems, one for cartridge/propellant-actuated devices, and one for ammunition.
 - e. Explosive-Contaminated Waste: An explosive-contaminated waste is an inert material such as rags, paper, wood, plastic, or metal contaminated with an explosive material as defined by NAVSEA OP 5. Explosive-contaminated waste that meets the reactivity characteristic, as defined in 40 CFR 261.23, is managed and disposed of as WMM.
 - f. EHW: An EHW may be a military munition or a non-military munition. While both military and non-military munitions may contain energetic fillers and/or components that are reactive as defined in 40 CFR 261.23, only military munitions are regulated by the MMR. Non-military munitions that become EHW must be managed as HW in accordance with Subtitle C of 40 CFR.
 - g. Explosives or Munitions Emergency Response: An immediate/Level 1 response by explosives and munitions emergency response personnel to control, mitigate, or eliminate the actual or potential threat encountered during an explosives or munitions emergency. An explosives or munitions emergency response may include in-place render-safe procedures, treatment or destruction of the explosives or munitions or their transport to another location to be rendered safe, treated, or destroyed. A reasonable delay (caused by a necessary, unforeseen or uncontrollable circumstance) to complete the explosives or munitions emergency response, does not terminate the explosives or munitions emergency. Explosives and munitions emergency responses can occur on either public or private lands and do not need to be performed at a RCRA facility.
 - h. HW: A waste is an HW if it meets any one of the definitions found in 40 CFR 261.

- i. HW Storage Area: A site where properly packaged and labeled HW may be accumulated without a permit until shipped off-site for treatment or disposal. The two types of HW accumulation areas include Satellite Accumulation Areas (SAAs) and less than (<) 90-day waste storage areas.

NOTE: HW and explosives safety regulations apply to both types of waste accumulation sites. When there is a conflict between these regulations, the more restrictive requirement applies.

- j. Material Documented As Safe (MDAS): MPPEH that has been assessed and documented as not presenting an explosive hazard and for which the chain of custody has been established and maintained. MDAS is material that is no longer considered to be MPPEH.
- k. MPPEH: MPPEH is material that is owned or controlled by the DoD that, prior to determination of its explosives safety status, potentially contains explosives or munitions (e.g., munitions containers and packaging material; munitions debris remaining after munitions use, demilitarization, or disposal; and range-related debris) or potentially contains a high enough concentration of explosives that the material presents an explosive hazard (e.g., equipment, drainage systems, holding tanks, piping, or ventilation ducts that were associated with munitions production, demilitarization, or disposal operations). Excluded from MPPEH are munitions within the DoD-established munitions management system and other items that may present explosion hazards (e.g., gasoline cans and compressed gas cylinders) that are not munitions and are not intended for use as munitions.
- l. Military Munitions (MM): All ammunition products and components produced for, or used by, the DoD or the United States Armed Services for national defense and security. This includes MM under the control of the DoD, the United States Coast Guard, and/or the United States Department of Energy and National Guard personnel. MM includes confined gaseous, liquid and solid propellants, explosives, pyrotechnics, chemical and riot control agents, smokes and incendiaries used by DoD components including bulk explosives, chemical warfare agents, chemical munitions, rockets, guided and ballistic missiles, bombs, warheads, mortar rounds, artillery ammunition, small arms ammunition, grenades, mines, torpedoes, depth charges, cluster munitions and dispensers, demolition charges, and devices and components thereof. It does not include wholly inert items, improvised explosive devices, nuclear weapons, and devices and components thereof. See reference (a) for additional information.

- m. Minutely Explosive-Contaminated Waste: Minutely explosive-contaminated waste is any inert material such as rags, paper, wood, plastic, or metal that has come in direct contact with explosives and has only trace amounts of explosives contamination. Such items do not meet the RCRA definition of reactivity and are not WMM. These items still require decontamination if not being recycled. Additionally, if any items were contaminated with chemicals making a waste a HW (acetone, methylene chloride), the waste must be managed as HW.
- n. MMR: A rule that identifies when conventional and chemical military munitions become a hazardous waste under the RCRA. The MMR also amends existing regulations regarding emergency response involving both military and non-military munitions and explosives. The MMR exempts all generators and transporters of HW from the RCRA manifest for the transportation of HW on public and/or private right-of-ways on or along the border of contiguous properties, under the control of the same person, regardless of whether the contiguous properties are divided by right-of-ways provided DoD shipping controls applicable to WMM are met.

NOTE #1: To use the transportation exemption, all states that the waste passes/transits through during transport must have adopted the MMR.

NOTE #2: WMM stored as HW may be transported under the conditional exemption.

- o. Permitted Explosive Hazardous Waste Storage Facility: A facility permitted under RCRA to store WMM for longer time periods than allowed at accumulation sites. The specific conditions of the permit determine the types, quantities, and procedures for storing waste at the facility. Neither NCBC Gulfport nor Woolmarket Range are Permitted Explosive WMM storage facilities.
- p. Reclaim: Materials processed or disassembled to recover a usable component from an MM.
- q. Recycle: Material used, reused, or reclaimed.
- r. WMM: A military munition is a “waste” military munition if it has been identified as (1) A solid waste per 40 CFR Section 266.202; or (2) An HW per 40 CFR 261. In general, WMM are HW when they exhibit the characteristic of ignitability, corrosivity, reactivity or toxicity or are listed HW.

J.5 Responsibilities

J.5.1 Naval Construction Group (NCG) 2 Weapons Department

The NCG 2 Weapons Department shall perform the following:

- a. Manage and store WMM/EHW that are being disposed of as HW in accordance references (a), (b), (c) and this instruction.
- b. Maintain records required for CE and non-CE WMM/EHW per Section A.9 of this SOP.
- c. Assist the Environmental Division in determining the explosive characteristics to ensure its explosive classification and charge are properly identified.
- d. Conduct and document compliance inspections with the NCBC Gulfport Explosive Safety Officer (ESO), maintain the records and provide a copy of the inspections to the ESO and NCBC Gulfport's Environmental Division.
- e. Ensure only trained and authorized personnel enter the WMM/EHW storage magazine.
- f. Support the ESO in preparing an explosive safety briefing that is presented to all personnel entering the WMM/EHW storage magazines.
- g. Provide all needed information to complete a HW determination and profile for the disposal of WMM/EHW via the DLA waste contract.
- h. Ensure appropriate personnel receive WMM/EHW Rule training as required by reference (a) of this Appendix and maintain records of that training.
- i. Immediately notify NCBC Gulfport Commanding Officer and the Environmental Division of any loss or theft of WMM/EHW.
- j. Notify NCBC Gulfport Environmental if magazine(s) used to store WMM/EHW is permanently taken out of service for storage of WMM/EHW. Proper closure per reference (b) is required.
- k. Maintain the SOP for MPPEH per reference (b).
- l. Manage MPPEH demilitarization for recycling as required.

J.5.2 Fort Polk Army Explosive Ordnance Disposal (EOD) Detachment

The Fort Polk Army EOD Detachment shall perform the following:

- a. Complete emergency response involving military munitions of any type, both foreign and domestic.
- b. Complete emergency disposition as required to protect human life.
- c. If necessary transport WMM/EHW from the HW storage magazines to a staging area for pick up by the DLA contractor.

J.5.3 NCBC Gulfport ESO

The NCBC Gulfport ESO shall perform the following:

- a. Prepare and submit through appropriate channels documentation of any conflict that occurs between this SOP and references (a), (b) and (c).
- b. Support NCG 2 Weapons Department in identifying a magazine(s) for storage of WMM/EHW.
- c. Prepare an explosive safety brief for authorized visitors to WMM/EHW storage magazine(s).
- d. Ensure appropriate personnel receive WMM/EHW Rule training as required by reference (a) of this Appendix, and maintain records of this training.

J.5.4 NCBC Gulfport Environmental Division:

NCBC Gulfport Environmental Division shall perform the following:

- a. Serve as liaison to the Mississippi Department of Environmental Quality (MDEQ) regulators for all WMM matters.
- b. Support NCBC Gulfport ESO's if a conflict occurs between this SOP and reference (a), (b) and (c).
- c. Verbally notify MDEQ within 24 hours and the follow up written notification to MDEQ within 5 days of any unpermitted or uncontrolled detonation, release, discharge or migration of WMM/EHW from any storage unit that may endanger human health or the environment, or any loss, theft or violation of the storage standards, Department of Transportation (DOT) or DoD standards or policies that may pose a threat to human health or the environment.
- d. Accompany personnel from the MDEQ during inspections of WMM/EHW storage magazines.
- e. Ensure compliance with EPCRA emergency response requirements and complete required notifications to responsible agencies, e.g. MDEQ and EPA.
- f. Support NCG 2 Weapons, EOD, and DLA personnel with the proper storage, labeling, inspection, packaging, transportation, and manifest requirements to ensure the safe shipment off site or the thermal treatment of WMM/EHW.
- g. Coordinate the closure of magazines that stored WMM/EHW disposed of as HW.
- h. Ensure DLA maintains a contract for the proper disposal of WMM/EHW in accordance with EPA and DOT regulations if NCG 2 Weapons Department is not able to transport CE WMM, or if the WMM/EHW is to be disposed as HW

J.5.5 Defense Logistic Agency (DLA) EHW Disposal Office

If necessary, the DLA EHW Disposal Office shall:

- a. Ensure all DOT requirements are met by their contractor when transporting WMM/EHW.
- b. Ensure regulatory notifications are made and approvals received, if required, including transportation route approval before scheduling a pickup of the WMM/EHW.
- c. Ensure physical security, if required, is provided during the transportation of EHW.
- d. Ensure the transporter is licensed, permitted, and knowledgeable of the requirement to transport EHW.
- e. Ensure that the transporter has an adequate Security Plan.
- f. Ensure proper labeling, markings and placarding of containers and trucks.
- g. Ensure the manifest accurate and reflects the EWH being transported.
- h. Ensure the Treatment, Storage, and Disposal Facility receiving the EHW is permitted to receive and treat the EHW.

J.6 General Requirements

If this SOP conflicts with explosive safety requirements, utilize the guidance set forth in reference (b) until a resolution is found. The NCBC Gulfport Weapons Officer, Public Works Officer, Installation Environmental Program Director, and the ESO shall immediately identify and resolve a conflict using the process in reference (a).

WMM/EHW and their components that cannot be managed under the CE regulation, 40 CFR 266.200, shall be managed in accordance with this SOP. Failure to properly manage WMM/EHW or their components subjects NCBC Gulfport to fines and penalties.

Federal and Mississippi HW regulations require NCBC Gulfport to determine if WMM are hazardous waste then track the WMM/EHW from the point of generation through final disposal.

Figures J-1 through J-6 are flow charts to assist in determining applicability and proper disposition of WMM.

J.7 Waste Determination (Disposition Process)

Item or Program Managers may issue a Notice of Ammunition Reclassification, Ammunition Information Notice, or Technical Order (or similar document) that identifies a safety hazard for an item. Once received, the NCG 2 Weapons Department shall contact the Navy DDA for disposition instructions per reference (a). The DDA determines whether a MM is to be used, recycled, repaired, treated or disposed of, etc.

The NCG 2 Weapons Department shall also request disposition from the Naval Ammunition Material Management Atlantic in the event they determine MM in their custody is excess or of questionable usability.

If the MM is a waste, the DDA will provide NCG 2 Weapons Department specific instructions for either local treatment or for the timely shipment to a permitted treatment facility.

If transport to a permitted treatment facility cannot be conducted within the timeframe directed, the NCG 2 Weapons Department will request a RCRA emergency permit as directed in reference (a).

J.7.1 Military Munitions Waste Exemption

Unused MM are **NOT** WMM when the follow occurs:

- a. Used in training; or
- b. Used in Research Development Test and Evaluation; or
- c. Recovered, collected and destroyed on-range during range clearance operations at active or inactive ranges; or
- d. Unused munitions (including subcomponents) when repaired, reused, or recycled, reclaimed, disassembled, reconfigures or otherwise subjected to materials recovery activities.
- e. When removed from a range for the purpose of:
 1. Evaluation and testing. However, when the required evaluation or test is completed any remaining munitions or components become WMM and subject to HW requirements.
 2. Repair or reuse. Used MM removed from a range for repair, reuse or an evaluation that includes a determination of whether or not the munitions is repairable or reusable are not WMM. MM that cannot be repaired or reused is WMM/EHW

J.7.2 Military Munitions Waste

Unused MM are waste when the following occurs:

- a. Abandoned by being disposed, burned, detonated, incinerated or treated prior to disposal; or
- b. Removed from storage for the purpose of disposal, burning, incinerating or treatment prior to disposal; or
- c. Deteriorated or damaged to the point that it cannot be put into a serviceable condition and cannot reasonably be recycled or used for other purposes; or
- d. Declared a waste by an authorized military official.

J.7.3 Used Military Munitions

Used MM are a Waste (used or fired MM) when the following occurs:

- a. Fired, dropped, launched, projected, placed, or otherwise used; or

- b. Transported off-range for storage, reclamation, treatment or disposal; or
- c. The MM is fired off-range and not promptly rendered safe and/or retrieved (see reference (a)).

Note that firing-range scrap metal including expended brass and mixed metals gleaned through firing-range clearance are excluded from the definition of solid waste therefore, are excluded from regulation if recycled as scrap metal.

Also note that chemical munitions (smokes, obscurants, and riot control agents are NOT included in the definition of chemical weapons or agents).

In the event the MM is not rendered safe, retrieved, or destroyed, it becomes WMM. The NCG 2 Weapons Department shall maintain a record of the event, which will include:

- a. The date the munition was fired off-range or the date the installation or responsible activity commander became aware that a munition was fired off-range.
- b. The type and quantity of munitions fired off-range.
- c. The location of the munition (if the exact location is unknown, the area where the munitions are believed to be located).
- d. The date and nature of the response actions taken.
- e. The nature of any remaining threat, including an estimate of how long that threat will remain.

J.8 WMM/EHW Storage

Items determined via the disposition process or MM that by definition are WMM/EHW shall be stored in a magazine that meets requirements as specified in references (a), (b), and (c).

WMM/EHW must be stored in approved magazines that meet the HW regulations and well as all safety requirements and are subject to the following conditions:

- a. The WMM/EHW is stored under the jurisdiction and in accordance with the DoD Explosives Safety Board (DDESB) standards;
- b. The magazines are approved as DDESB explosives safety sites and the documentation available;
- c. The MDEQ shall be provided required notices including immediate notification of any loss or theft of WMM/EHW, or violations of DDESB standards that endanger human health or the environment; and
- d. Access is limited to trained authorized personnel.

Note that only MDEQ personnel briefed on explosives safety are authorized access to EHW and then only when escorted by qualified and certified NCG 2 Weapons personnel.

The same magazine may store other munitions if it is compliant with the explosive safety requirements. The WMM/EHW shall be stored on separate pallets and must be clearly marked as WMM/EHW to ensure proper identification.

J.8.1 WMM/EHW Storage Requirements

When WMM/EHW cannot be stored as CE, storage of hazardous WMM must comply with applicable RCRA requirements. The following storage requirements identify the requirements of storage if the WMM/EHW is not CE.

J.8.1.1 SAAs

SAAs are initial accumulation areas at or near the point of generation, under the control of the operator generating the waste and where less than 55 gallons of HW or 1 quart of acute HW may be accumulated at any one time. If these requirements are met, then a SAA in a magazine may be established to store WMM/EHW.

J.8.1.2 SAA Requirements.

The SAA storing WMM/EHW has the following minimum requirements:

- a. Signs required by Safety shall be posted on the outside of the magazine.
- b. The SAA shall be approved by NCBC Gulfport HWPM:
 1. Prior to WMM/EHW being stored in the magazines, and
 2. Each SAA must have a unique identification number assigned by the NCBC Gulfport HWPM.
- c. The SAA shall be clearly delineated inside the magazine.

J.8.1.3 Less-Than-90-Day Storage Facility.

In the event that the amount of WMM/EHW exceeds the 55-gallon (or 1-quart for acute HW) limit for the SAA, a Less-Than-90-Day accumulation site can be established. Any amount of WMM/EHW may be stored; however, the WMM/EHW may not be stored more than 90-days.

J.8.1.4 Less-Than-90-Day Accumulation Site Requirements

The requirements for less than Less-Than-90-Day storage include the following:

- a. Access shall be controlled at all times (e.g., keep area locked except when the staff is present);
- b. Post Emergency Contact information on the exterior of the area;
- c. Weather resistant signs shall be posted and clearly visible from a distance of 50 feet on all exterior sides of the area stating:

"NO SMOKING WITHIN 50 FEET"

- d. Have weather resistant signs posted and clearly visible from a distance of 25 feet reading:

"DANGER - UNAUTHORIZED PERSONNEL KEEP OUT"

and

"HAZARDOUS WASTE STORAGE AREA"

- e. Sufficient aisle space around containers or per pallet shall be maintained to allow for the unobstructed movement of personnel;
- f. Position each container so that the label is clearly visible when approaching for an inspection;
- g. Have containers stored so there is unobstructed access (i.e., nothing stored in front of the containers);
- h. An internal communication device capable of summoning emergency assistance is required;
- i. Conduct weekly inspections using the sample inspection form for the Less-Than-90-Day accumulation site found in Enclosure D-1 of Appendix D.

J.8.2 Container Management

The WMM/EHW may need to be containerized for disposal. Container requirements for HW include the following:

- a. NCBC Gulfport will provide approved containers if necessary,
- b. Containers shall be in good condition (only minor surface rust or dents) and compatible with the WMM/EHW stored in them,
- c. Containers shall be properly closed except when adding waste. Drum with rings shall have the ring positioned with the bolt down and tightened.
- d. Containers that cannot be properly sealed shall:
 - 1. Have the contents transferred to a proportionally sized container, or
 - 2. With guidance from NCBC Gulfport HWPM, over-packed into an appropriate size container.
- e. The container must be closed to the manufacturer's specification and a log with those specifications maintained,
- f. When the WMM/EHW is offered for transport to a permitted disposal facility a copy of the container closure specification should accompany the container and a copy retained by NCBC Gulfport HWPM.

J.8.3 Container Labeling

In the event that WMM/EHW is not CE and must be labeled as HW, the containers shall be labeled as follows:

- a. Properly complete each HW label using indelible ink.
- b. The minimum information that must be on the container include:
 1. The words “Hazardous Waste”,
 2. The contents of the container, and
 3. The accumulation start date.
- c. Additional information on each container includes:
 1. Name and address of the Installation.
 2. Name of the Generating Unit.
 3. EPA Generator Identification Number.
 4. DOT Warning Labels and Marking.

J.8.4 Inspections

The WMM/EHW accumulation/storage areas shall be inspected, at a minimum, once a week using the inspection form for SAAs in Appendix B.

- b. The original shall be retained by NCBC Gulfport Weapons Department for a minimum of three years.

J.9 Recordkeeping

Records must be maintained and available for review by Navy personnel, MDEQ, and EPA upon request.

J.9.1 WMM Stored as CE

The NCG 2 Weapons Department shall keep written records of all WMM stored as CE. The records will be maintained for 3 years after the last date of WMM storage. The records shall contain the following information:

- a. The type of WMM stored by standard nomenclature, Lot Number, Federal Supply Class, National Stock Number, DoD Ammunition Code, and condition code;
- b. The quantity of each type WMM stored;
- c. The date that each military munitions, by type, was identified as waste;
- d. The last storage date for each, by type, WMM;
- e. The storage location used;
- f. The disposition (that is, destroyed, demilitarized, shipped) and date of action, by type, of the waste munitions;
- g. When applicable, the sending and receiving sites for those WMM received from, or shipped to, off-site sources.

J.9.2 Inspection Records

The NCG 2 Weapons Department shall inventory WMM at least annually, and inspect the WMM at least quarterly. Records shall be kept of the inventory and inspection, and shall be maintained for at least 3 years. If the WMM storage meets the requirements for Less-Than-90-Day accumulation site, the inspection must be conducted weekly, and the HW Less-Than-90-Day accumulation. The site inspection form in Appendix C of the HWMP may be used for documentation. Any modification to the form must be approved by the NCBC Gulfport HWPM.

J.10 Compliance with the Facility Response Plan

The NCG 2 Weapons Department will ensure compliance with the NCBC Gulfport Facility Response Plan identified in reference (c). At a minimum, NCG 2 Weapons Department shall perform the following:

- a. Maintain specific emergency preparedness, contingency planning, and security.
- b. Minimize unpermitted or uncontrolled detonation, releases and discharges of WMM/EHW that may endanger human health or the environment.
- c. Immediately notify NCBC Gulfport Command Duty Officer and the Environmental Division in the event of an actual or potential detonation or uncontrolled release, discharge or migration of WMM/EHW that may endanger human health or the environment.

J.11 Shipment of WMM/EHW

The shipment of WMM/EHW must comply with all DOT regulations and requirements. Reference (a) outlines when WMM/EHW are CE from the RCRA HW transportation requirements, which is:

- a. The WMM are not chemical agents or chemical munitions;
- b. The WMM must be transported from a military owned or operated installation or activity to a military owned or operated treatment, storage, or disposal facility;
- c. The WMM are transported per DoD and DOT shipping controls applicable to the transport of military munitions with the applicable shipping controls, to include:
 1. Government Bill of Lading (GSA Standard Form 1109),
 2. Requisition tracking form DD Form 1348,
 3. Signature and Talley Record (DD Form 1907),
 4. Special Instructions for Motor Vehicle Drivers (DD Form 836), and
 5. Motor Vehicle Inspection Report (DD Form 626); and
- d. The transporter provides verbal and written notice to MDEQ should there be any loss or theft of the WMM, or any condition that may endanger health or the environment.

In the event that any of the above conditions are not met, the CE no longer applies to the WMM and the WMM is subject to all RCRA HW transportation regulations. Upon remedy of the

violation, NCG 2 Weapons Department may apply to MDEQ for CE reinstatement per reference (a).

J.12 Disposal of WMM as HW

All WMM/EHW, including waste chemical munitions/agents, shall be disposed as HW per RCRA requirements. The DLA disposal contract shall be utilized for disposal whenever possible, but DLA does not have a disposal contract for ammunition or explosives. In the event the WMM/EHW does not qualify for CE, the DDA shall provide guidance for the proper disposal.

If WMM/EHW meets the requirements for being able to use the DLA contract for disposal, the NCBC Gulfport HWPM shall complete the turn-in documentation, notifying DLA of the disposal requirement.

The NCG 2 Weapon Department shall work with the NCBC Gulfport HWPM to accomplish the following:

- a. Provide the information needed by DLA to ensure the WMM/EHW are properly identified and classified as required by DOT.
- b. On the day of the pickup, staged the WMM/EHW for pickup by the DLA contractor.
- c. Ensure WMM/EHW properly labeled and marked.
- d. Ensure WMM/EHW are properly loaded and braced by the contractor.
- e. Ensure all DOT and RCRA paper work is in place before WMM/EHW are transported off the Installation.

J.13 Emergency Response

Emergency response of WMM/EHW aboard NCBC Gulfport shall be conducted by the NCG 2 Weapon Department and/or EOD personnel in accordance with reference (a).

Emergency responses during the transportation offsite is the responsibility of DLA and their contractor.

J.14 Flow Charts from the Military Munitions Rule Implementation Policy (MRIP)

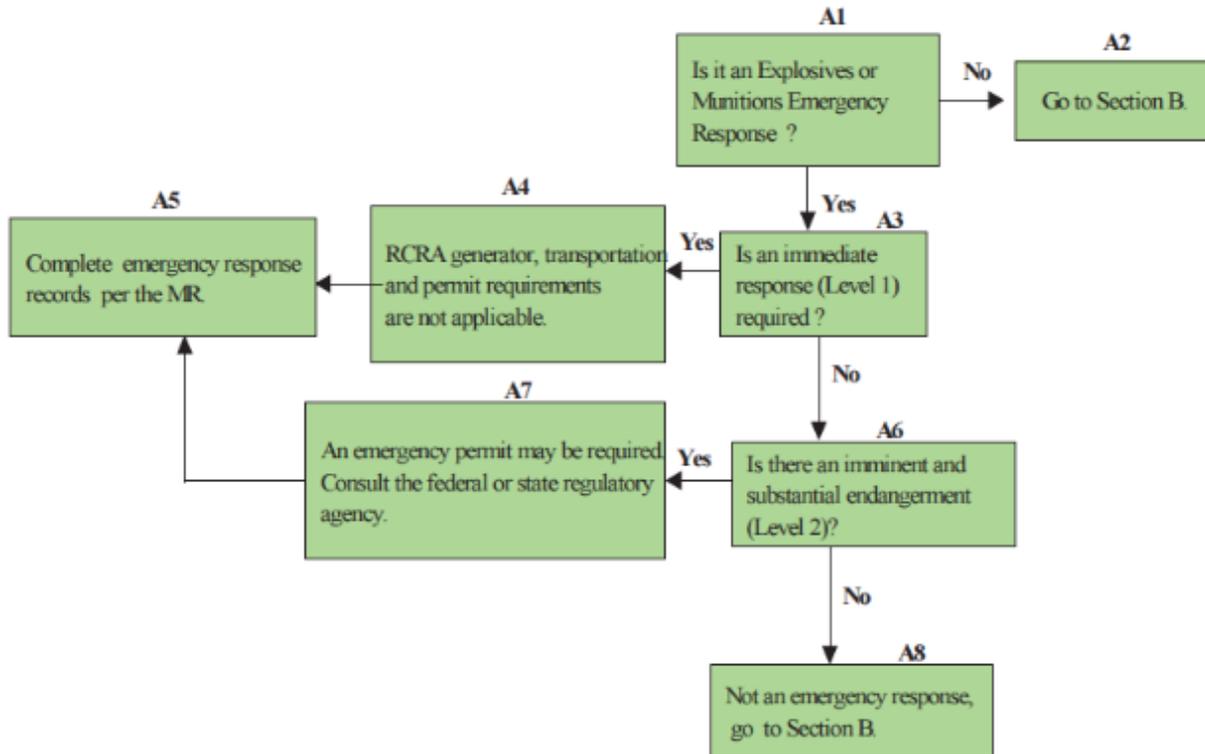


Figure J-1: Section A – Emergency Response (MRIP Chapter 9)

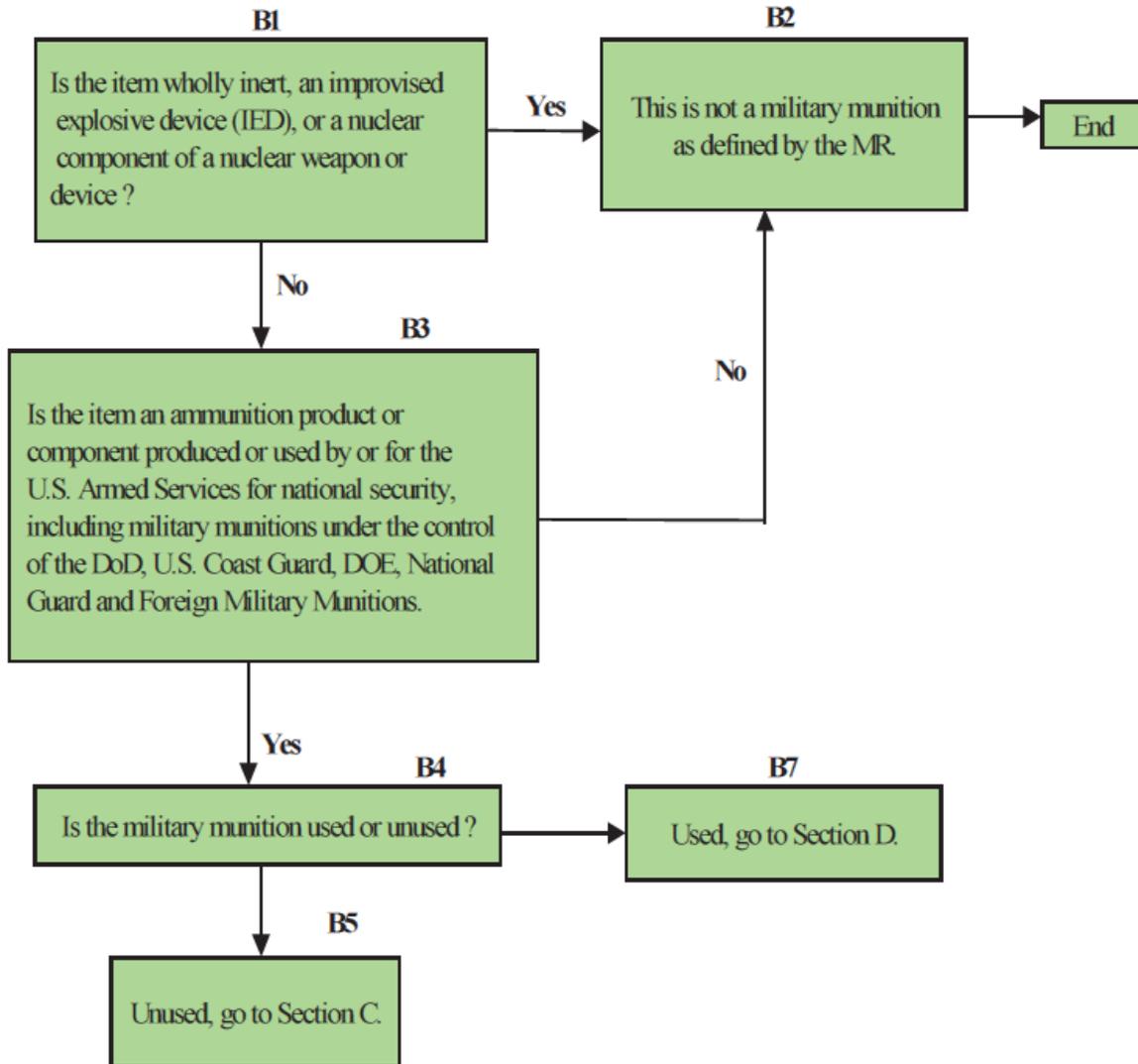


Figure J-2: Section B – Is It A Military Munition? (MRIP Chapter 2)

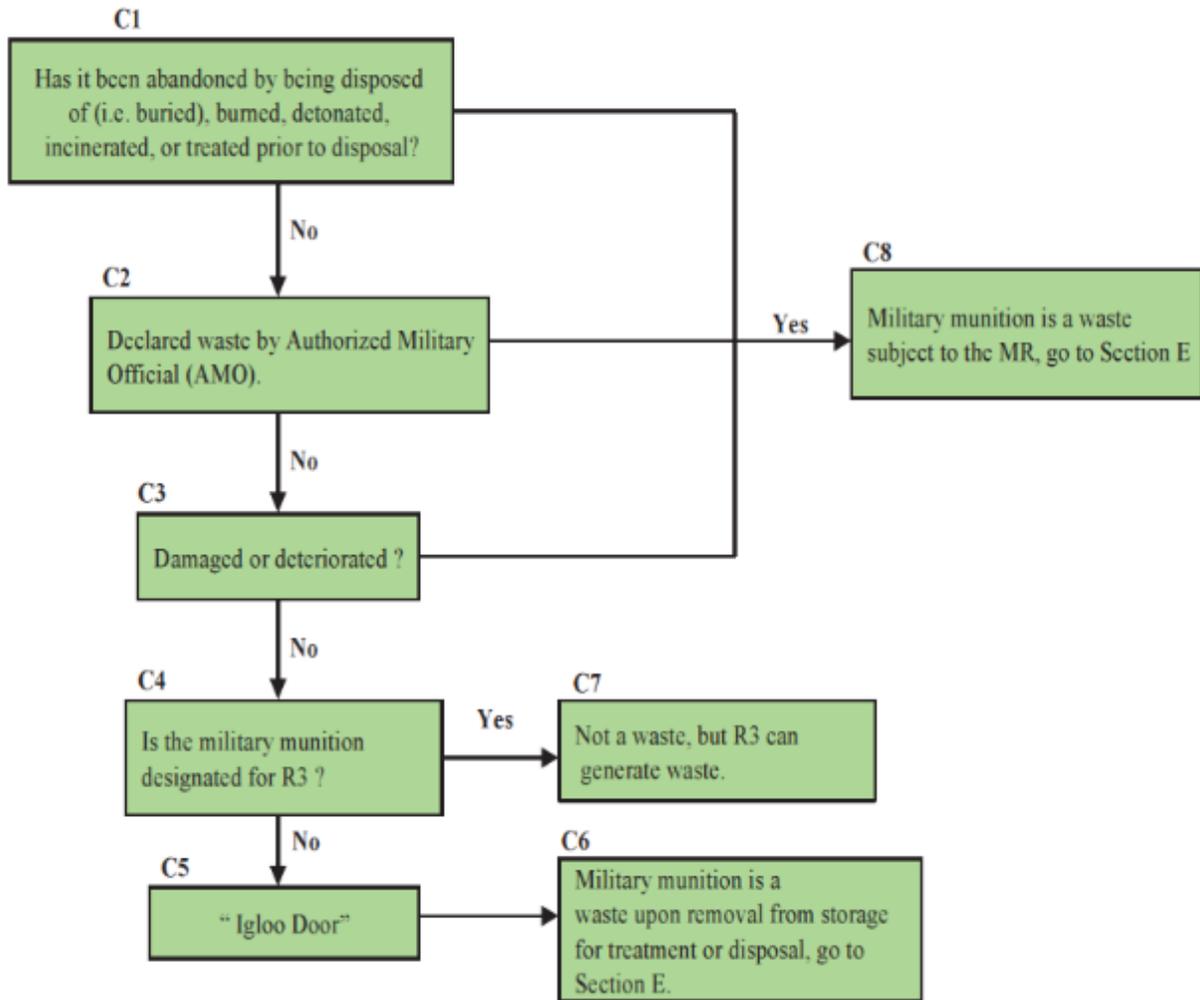


Figure J-3: Section C – Is the Unused Munition a Waste? (MRIP Chapter 4)

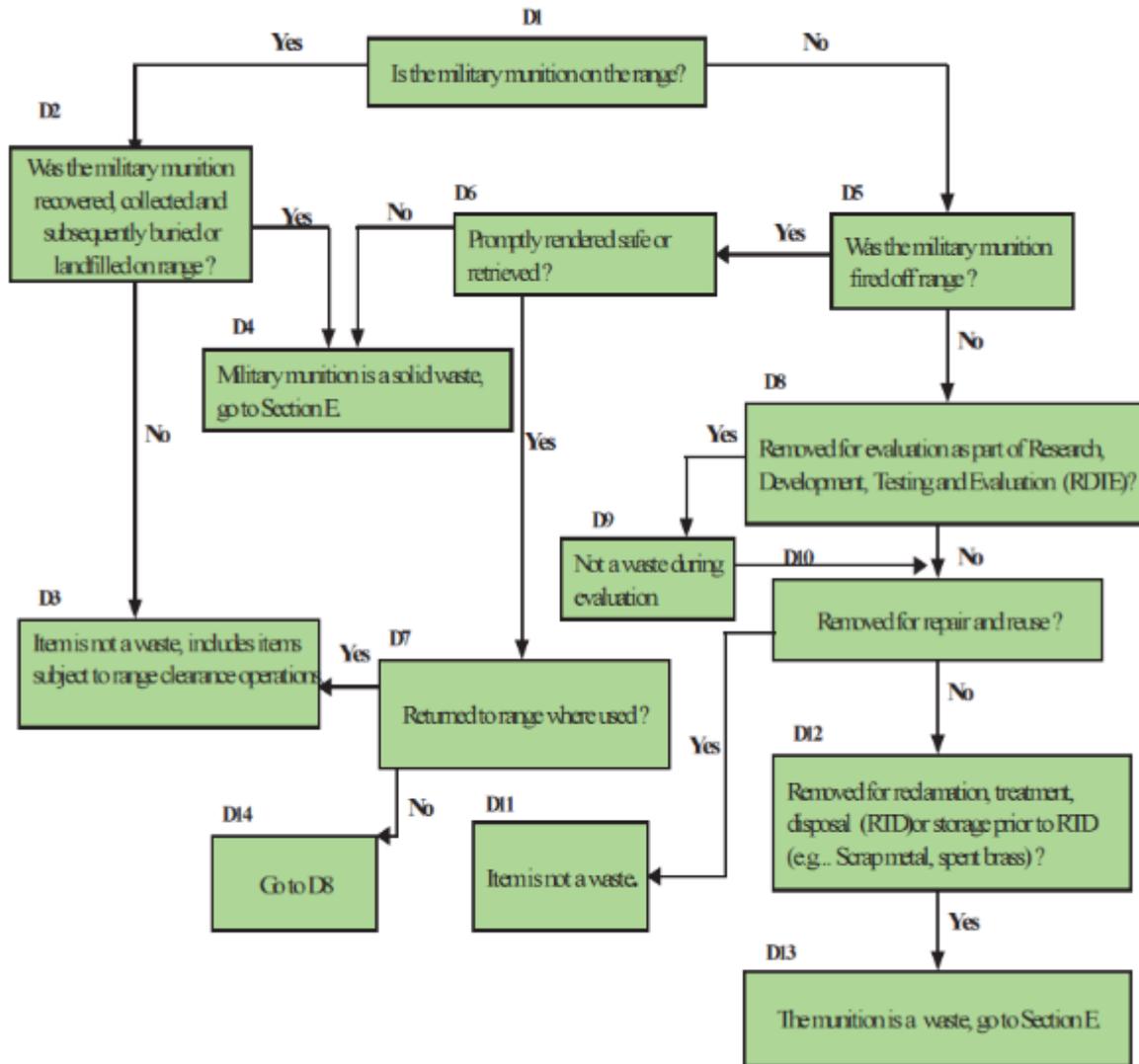


Figure J-4: Section D – Is the Used Munition a Waste? (MRIP Chapter 5)

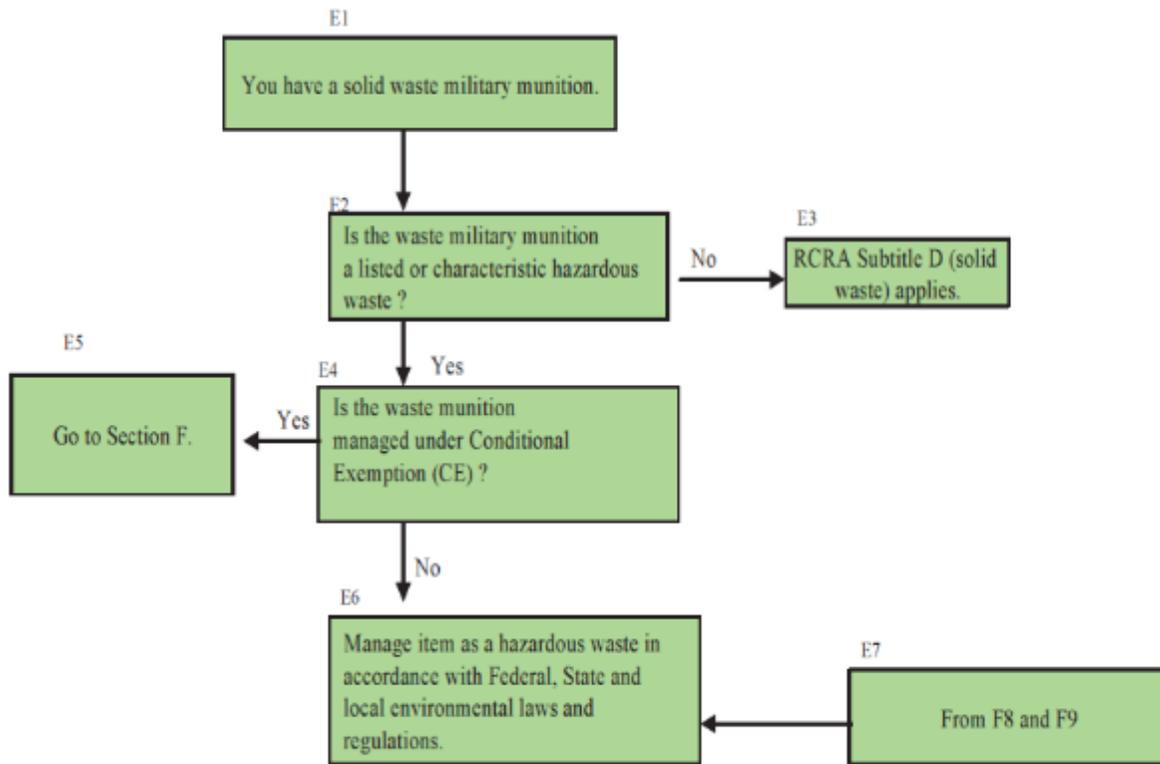


Figure J-5: Section E – Waste Determination (MRIP Chapter 7)

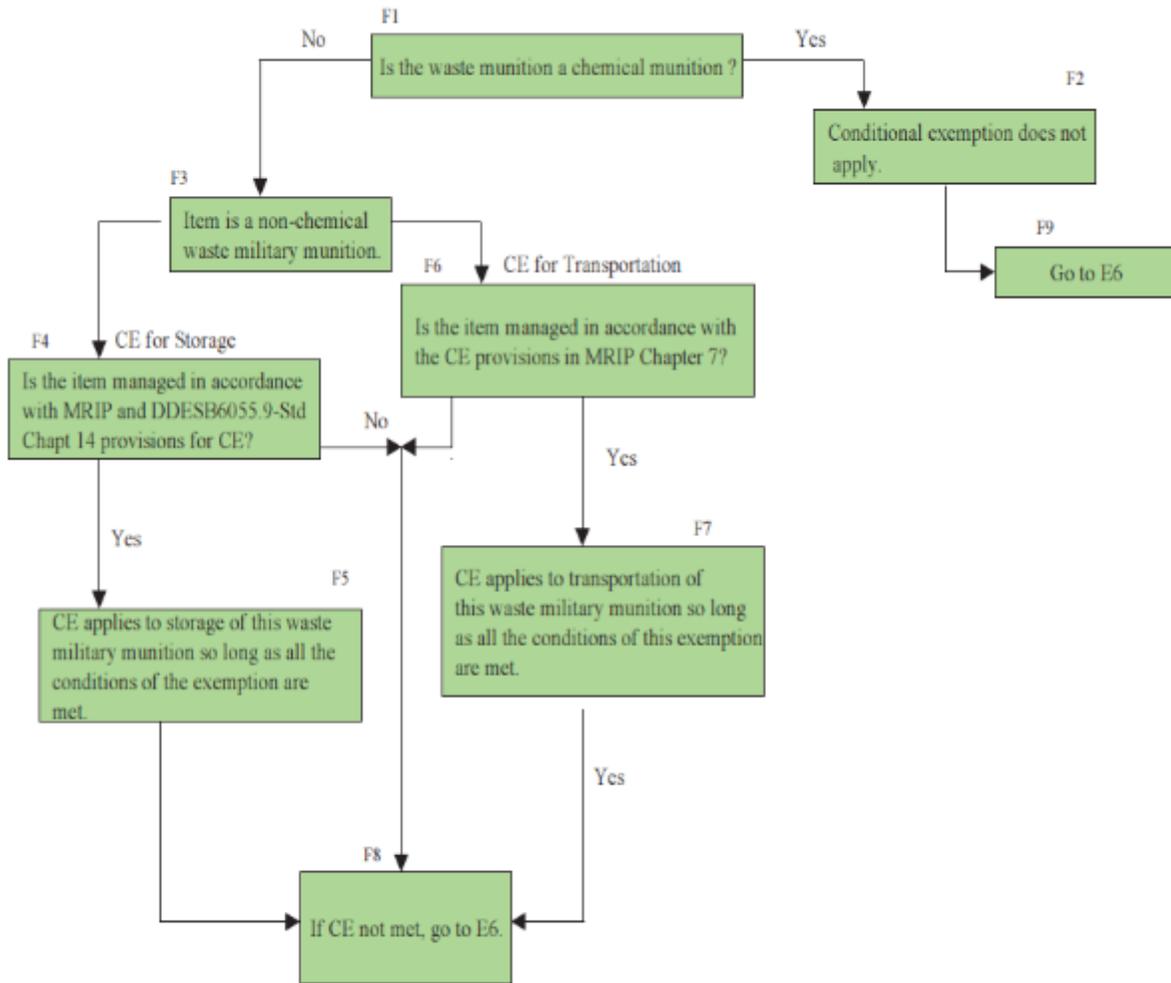


Figure J-6: Section F – Conditional Exemption (MRIP Chapter 7)

**APPENDIX K
LESS-THAN-90-DAY STORAGE FACILITY CONTINGENCY
PLAN**

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Acronyms and Abbreviations

CFR.....	<i>Code of Federal Regulations</i>
EC	<i>Emergency Coordinator</i>
EPA.....	<i>United States Environmental Protection Agency</i>
HW	<i>Hazardous Waste</i>
NCBC.....	<i>Naval Construction Battalion Center</i>
PPE.....	<i>Personal Protective Equipment</i>

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INTRODUCTION

Naval Construction Battalion Center (NCBC), Gulfport, is a large quantity generator of hazardous waste (HW) and operates a Less-Than-90-Day Storage Facility for the storage of HW. HW is generated by military or civilian personnel attached to the Departments or Tenant Commands at NCBC Gulfport.

NCBC Gulfport provides services and material to the Naval Construction Force Units and maintains and operates the facilities. These services and facilities support the Amphibious Construction Fleet Units, the Maritime Prepositioning Force (Enhanced), and other fleet assigned or home-ported organizations or deployed units. Tenant commands include Naval Construction Group 2, Naval Construction Training Center, Naval Construction Battalion 1, Naval Construction Battalion 11, Naval Construction Battalion 133, Naval and Marine Corps Reserve Center, Marine Corps Reserve, Naval Meteorology and Oceanography Professional Development Center, Naval Construction Force Support Unit 3, 25th Naval Construction Regiment, Construction Equipment Division, Defense Logistics Agency, and Fleet Logistics Center Detachment Gulfport.

Operations and maintenance activities of the Departments and Tenant Commands result in the production of several different types of HW that are typically collected in containers at satellite storage areas and are subsequently placed in the Less-Than-90-Day Storage Facility. Some wastes are also containerized at the point of generation and transferred directly to the Less-Than-90-Day Storage Facility. These wastes may be hazardous due to ignitability, corrosivity, or toxicity due to their United States Environmental Protection Agency (EPA) listing. Certain universal wastes, used oil, and other regulated and unregulated wastes are also stored in specific areas within the Less-Than-90-Day Storage Facility. All hazardous and regulated wastes generated by NCBC Gulfport are managed by the NCBC Gulfport Environment Division.

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K.1 PURPOSE

This Hazardous Waste Management Plan (HWMP) includes the Contingency Plan for the NCBC Gulfport Less-Than-90-Day Storage Facility, and will be used in conjunction with the NCBC Gulfport Facility Response Plan, which documents the emergency response agreements with other agencies.

The purpose of this Contingency Plan is to protect the safety and welfare of the employees and community in the event of an emergency incident, and to comply with federal and state regulations pertaining to HW generators with respect to preparedness and prevention for emergency events. This Contingency Plan complies with requirements of the Code of Federal Regulations (CFR) in 40 CFR 265 Subpart D -Contingency Plan and Emergency Procedures, which is applicable to the NCBC Gulfport Less-Than-90-Day Storage Facility.

This Contingency Plan pertains specifically to the NCBC Gulfport Less-Than-90-Day Storage Facility located at Building 276, Holtman Avenue, Gulfport, Mississippi 39501.

The site contact information for the Less-Than-90-Day Storage Facility is as follows:

NCBC Gulfport Hazardous Waste Manager
2401 Upper Nixon Ave
Gulfport, Mississippi 39501
228-871-3228

K.2 IMPLEMENTATION

This Contingency Plan shall be implemented immediately in the event of fire, explosion, spill, or release of HW, which could threaten human health or the environment. Additionally, the Contingency Plan shall be implemented if the Emergency Coordinator (EC) determines that a threat to human health or the environment exists. Implementation of this Contingency Plan is intended to mitigate or protect the facility and neighboring community from injury, contamination of storm sewers with hazardous materials, damage to equipment, damage to the environment, or a combination of these. This document is also intended as a reference source to familiarize local emergency response agencies, fire and police departments, and area hospitals on operations relating to hazardous materials/wastes and emergency response at the NCBC Gulfport Less-Than-90-Day Storage Facility.

In addition to describing the actions facility personnel must take in response to fires, explosions, or any unplanned sudden or non-sudden release of HW or HW constituents to the air, soil, or surface water at the facility, this Contingency Plan also provides the following references and documentation:

- Emergency Telephone List
- Emergency Response Coordinators Contact Information
- Emergency and Spill Response Equipment Available Onsite
- Emergency Reporting Forms

K.3 FACILITY DESCRIPTION

The general location of NCBC Gulfport is depicted on Figure K-1. The site location, including the NCBC Gulfport Less-Than-90-Day Storage Facility, is depicted in more detail in Figure K-2, and the site layout is depicted in Figure K-3.

The Less-Than-90-Day Storage Facility is located within a fenced and secure area comprising approximately 1 acre. Waste is accumulated in Building 276, a metal pre-fabricated building constructed on a concrete slab. The building is partially divided into three bays, containing waste. The floor of the three individual bays is sloped, and the bays are separated by concrete block walls. The Recycling Center (Building 275) is located in the same fenced compound, north of Building 276.

Containers with HW, non-regulated waste, and universal waste are also stored as needed in the fenced compound south of Building 276. Portable storage units are used to store equipment and waste, and a used oil tank is located adjacent to the building.

Containers of waste are separated by compatibility. The largest container stored is 55 gallons, although an 85-gallon container may be used to over-pack other containers. Due to the accumulation of ignitable HW, the Less-Than-90-Day Storage Facility is located more than 50 feet from the property line.

The waste being stored may be hazardous due to ignitability, corrosivity, reactivity, or toxicity and/or because it is a listed HW. Inside Building 276, containers of compatible waste types are placed in one of three bays. Bay 1 generally contains flammable liquids, Bay 2 contains corrosive materials, and Bay 3 contains non-regulated and universal waste. A minimum of 30 inches is maintained as aisle space between rows of drums, and each drum can be easily reached. Drums are positioned in the manner to make HW labels visible.

The HWMP provides a detailed list of the HW anticipated to be stored at the NCBC Gulfport Less-Than-90-Day Storage Facility.

The location of the storage area, as well as the communication device and fire extinguishers, are shown in Figure K-4.

K.3.1 Spill Cleanup Equipment

Emergency spill cleanup equipment is located in the Less-Than-90-Day Storage Facility and in the compound surrounding Building 276. Equipment includes the following:

- Wet/dry shop vacuum
- Nylon broom
- Non-sparking shovel
- Non-sparking dust pan
- String mop and wringer/bucket
- Absorbent pads petroleum only
- Absorbent pads any liquid
- Absorbent clay
- Mercury spill kit
- Acid spill kit

K.3.2 Personal Protective Equipment

Personal Protective Equipment (PPE) is located in the Less-Than-90-Day Storage Facility and in the compound surrounding Building 276. Available PPE includes the following:

- Face shields
- Chemical resistant non-vented goggles
- Chemical resistant aprons
- Vinyl gloves
- Latex gloves
- Rubber gloves
- Nitrile gloves
- PVC coated gloves
- Butyl gloves
- Leather gloves
- Tyvek Suits
- Chemical resistant boots

K.3.3 Decontamination Equipment

An eye wash and drench shower station is located in Building 276 and shown on Figure K-4. The eye wash and drench shower station is connected to the water supply system and provides unlimited water for decontamination. Other equipment available includes the following:

- Portable containment pool

- Sprayer
- Scrub brush
- Wipes
- Plastic bags
- Water hose

K.3.4 Material Handling Equipment

Material handling equipment is located in the Less-Than-90-Day Storage Facility and in the compound surrounding Building 276. Available equipment includes the following:

- EE-certified forklift
- Drum dollies
- Drum grab (2)
- Drum lifting device
- Drum pump
- Pallet dolly

K.4 EMERGENCY RESPONSE

K.4.1 Emergency Coordinators

The ECs are familiar with the Contingency Plan, location of records, facility layout, waste types, operations, and activities at the NCBC Gulfport Less-Than-90-Day Storage Facility. ECs have been supplied a two way radio and/or portable cellular phone for notification purposes. Contact information for the Primary and Alternate ECs is provided in Table K-1.

ECs have authority to commit any and all necessary resources of NCBC Gulfport to carry out the Contingency Plan in the event of an emergency. Table K-2 provides telephone numbers for organizations that may be contacted by the EC in the event of an emergency.

K.4.2 Other Emergency Planning Information

Emergency and hazardous chemical inventory forms required under the Emergency Planning and Community Right-to-Know Act (EPCRA) have been submitted to the local, county, and state agencies for NCBC Gulfport facilities.

K.4.3 Emergency Procedures

K.4.3.1 Internal Emergency Notification Process

A fire alarm system is installed in Building 276, and pull alarms are located adjacent to exit doors. In the event of an imminent or actual emergency situation such as an explosion, fire, or release involving an HW or hazardous constituents at the NCBC Gulfport Less-Than-90-Day Storage Facility, the employee first identifying the incident will immediately initiate the alarm and contact 911. State that the emergency is at NCBC Gulfport. The NCBC Gulfport EC will

then be notified. If the EC is not available, the alternate EC should be called. The employee first identifying the incident will report the nature of the emergency to the responders and the EC; include any indications of spilled materials; describe the source, type, amount, and areal extent of the released material; and provide safety data sheets, if available.

The EC will assess possible direct and indirect hazards to human health or the environment that may result from the explosion, fire, or release. If the EC confirms that there are potential hazards to human health, internal communication systems will be activated to notify all facility personnel within the fenced perimeter of the NCBC Gulfport Less-Than-90-Day Storage Facility including personnel in Building 275.

K.4.3.2 Evacuation

If the EC determines that an area or site evacuation is required, all facility personnel will be notified to evacuate. The preferred route is through the unlocked gate north of the perimeter fence, but locked gates are available at the south end and eastern side of the perimeter fence. The signals to be used to begin the evacuation will be verbal. All personnel will follow the evacuation routes or alternate evacuation routes shown in Figure K-5 and meet at the muster point located outside the gate at the northern end of the perimeter fence. Personnel located in the Recycling Center (Building 275) will also be verbally notified to evacuate if determined to be necessary.

K.4.3.3 Control Measures and Additional Notification Procedures

The EC will take all reasonable measures necessary to ensure that fires, explosions, and releases do not occur, recur, or spread to other hazardous material/waste at the facility. These measures may include, where applicable, stopping processes and operations, collecting and containing released waste, and removing and isolating affected containers.

The EC will evaluate whether the incident could threaten human health or the environment outside the installation or require evacuation of impacted areas outside of the installation. If these threats exist, the EC will notify the National Response Center and the Harrison County Emergency Management Agency at the numbers provided in Table K-2.

The EC will evaluate the facility's emergency response employees, training, and equipment to determine if NCBC Gulfport personnel can handle the corrective action and clean-up. On-site employees who have had appropriate training may use nearby firefighting equipment to provide early containment of fires to significantly reduce the total damage. **HOWEVER, FIRE FIGHTING ACTIVITIES THAT MAY CAUSE INJURY TO THE PERSONS INVOLVED SHOULD NOT BE PERFORMED.** If NCBC Gulfport personnel can safely and effectively perform corrective action and clean-up, the following steps are to be taken under the authorization of the EC:

- Don appropriate PPE and restrict unauthorized entry;

- Eliminate all possible sources of ignition and leakage;
- Stop, contain, and cleanup spills; place absorbents on the spill and down gradient areas to prevent spreading;
- Use shovels, pumps, and other equipment to manage contaminated materials and place them into open-top drums or other suitable containment methods.

If NCBC personnel cannot safely and effectively perform corrective action in the event of a fire, explosion, or release, the EC or the on-site employee first identifying the incident will call the NCBC Gulfport fire department (911), and state that the incident is at NCBC Gulfport. The EC or the on-site employee first identifying the incident will be prepared to relay information relevant to possible hazards including the status of injured persons and seriousness of injury; the location of any spill or leak, material involved, and source; the type of material that is involved in the fire/explosion or that has spilled and the approximate amount of material spilled; and an estimate of the liquid discharge rate and the direction of the liquid flow. Any injured persons will be removed, and medical treatment will be administered by trained personnel. The EC or the NCBC Gulfport Fire Department will contact other emergency response organizations listed in Table K-2 as necessary.

If the EC determines that the facility has had a release, fire, or explosion that could threaten human health or the environment outside the facility, the NCBC Gulfport Facility Response Plan shall be implemented, and outside agencies shall be notified.

K.4.4 Post-Emergency Procedures

K.4.4.1 Record Keeping and Notification Requirements

The NCBC Gulfport EC will submit a written report on the incident to the EPA Regional Administrator and the Mississippi Department of Environmental Quality Executive Director within 15 days of any incident that requires implementing the Contingency Plan.

The report must include the following:

- Name, address, and telephone number of the owner or operator;
- Name, address, and telephone number of the facility;
- Date, time, and type of incident (e.g., fire, explosion);
- Name and quantity of material(s) involved;
- The extent of injuries, if any;
- An assessment of actual or potential hazards to human health or the environment, where this is applicable; and
- Estimated quantity and disposition of recovered material that resulted from the incident.

The NCBC Gulfport EC will include a copy of the completed report form in the operating record. Additional relevant information may be included in the operating record at the discretion of the NCBC Gulfport EC.

K.4.4.2 Equipment Decontamination and Maintenance

The NCBC Gulfport EC will ensure that all emergency equipment utilized is decontaminated as necessary and inspected for proper function, completeness, and condition immediately after an emergency event requiring the implementation of the Contingency Plan. The NCBC Gulfport EC will ensure that all disposable equipment used during the incident is replaced with new equipment in the appropriate areas.

Additional accumulation of HW will not be resumed until the equipment has been properly decontaminated and has been checked for proper operation.

K.4.4.3 Waste Management

The NCBC Gulfport EC will properly decontaminate or manage and dispose of spilled materials, wastes, used spill absorbents, PPE, and contaminated equipment. The NCBC Gulfport Less-Than-90-Day Storage Facility will not accept any waste that may be incompatible with spilled materials or wastes until cleanup procedures are completed.

K.4.5 Administrative Procedures

K.4.5.1 Agreements with Other First Responders

The NCBC Gulfport Facility Response Plan outlines the agreements in place with outside emergency response teams. The existing Facility Response Plan will be used in the event outside agency support is required.

K.4.5.1.1 NCBC Gulfport Fire Department

The NCBC Gulfport Fire Department is the primary emergency authority in the event of any fire, explosion, or unplanned release of HW constituents to the air, soil, or surface water at the NCBC Gulfport Less-Than-90-Day Storage Facility that is beyond the response capabilities of NCBC Gulfport personnel. The fire department makes periodic inspections of the NCBC Gulfport Less-Than-90-Day Storage Facility and is familiar with facility arrangements. The fire department has full authority as soon as it arrives at the site.

K.4.5.1.2 Law Enforcement

The NCBC Gulfport Security Department is the responding authority should their services be needed at the NCBC Gulfport Less-Than-90-Day Storage Facility. In addition, the Harrison County Sheriff's Office is aware of the associated activities at the NCBC Gulfport Less-Than-90-Day Storage Facility.

K.4.5.1.3 First Aid and Medical Care

Depending upon the urgency and severity of a potential injury related to an incident at the NCBC Gulfport Less-Than-90-Day Storage Facility, either the NCBC Gulfport Medical Clinic (during normal business hours) or a local area hospital will be utilized whenever medical emergencies occur. The selected treatment facility will be determined on a case-by-case basis by the NCBC Gulfport Fire Department.

K.4.5.2 Contingency Plan Revisions/Amendments

This Contingency Plan will be reviewed and immediately amended, if necessary whenever the following occurs:

- Applicable rules are changed;
- The Contingency Plan fails in an emergency;
- The facility changes in design, construction, operation, maintenance practices, or other circumstances in a way that increases the potential for fires, explosions, or releases of HWs or hazardous constituents or changes the response necessary in an emergency;
- The EC list changes; or
- The Emergency Equipment List changes.

All changes and amendments will be provided to all area police, fire departments, hospitals, and state and local emergency response teams that may be called upon to provide emergency services.

TABLES

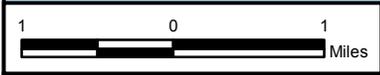
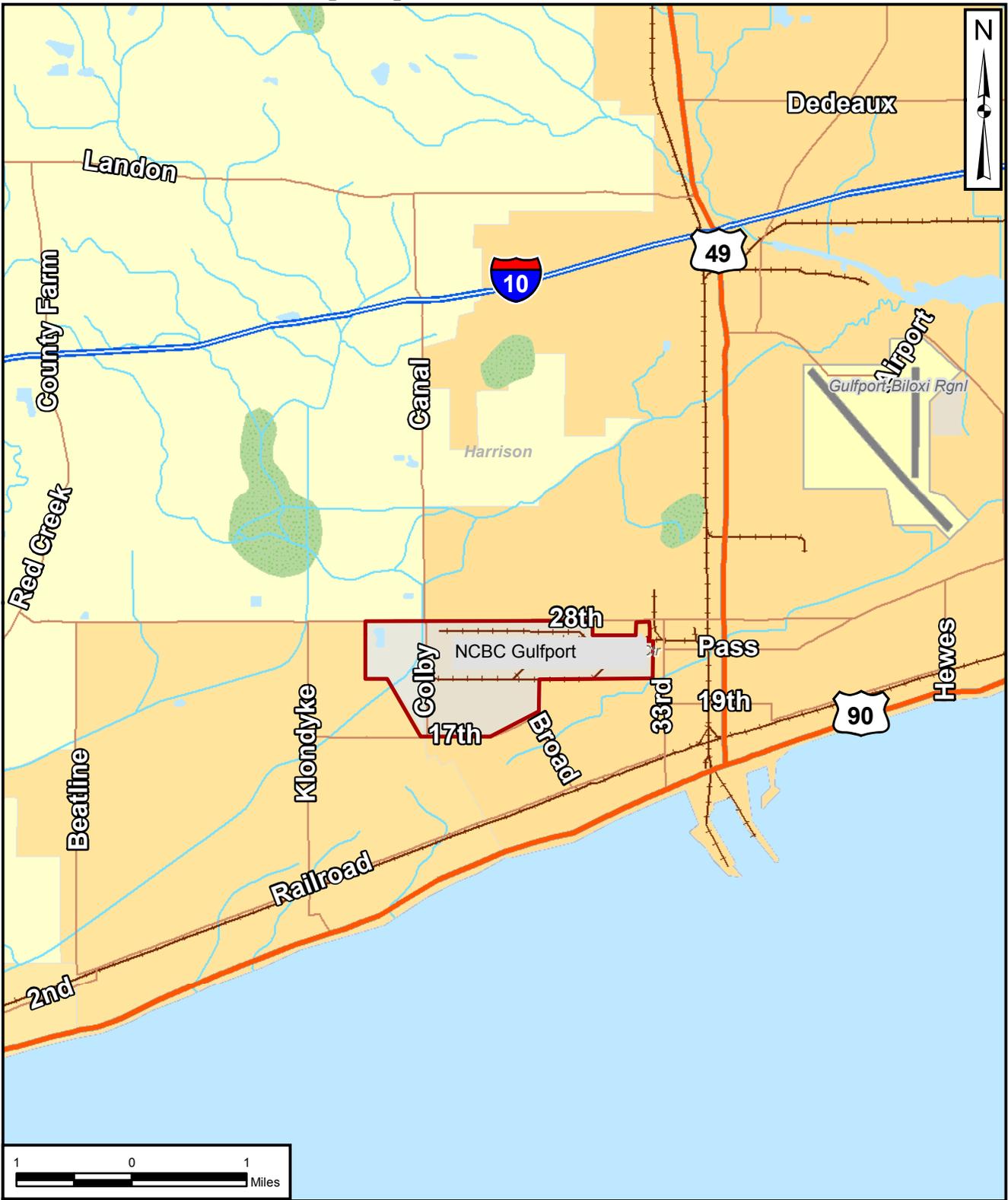
Table K-1: NCBC Gulfport Emergency Coordinators

Emergency Coordinator Contact Information
Stanley Smith Deputy Director, Environmental Division Phone: 228-871-3228 Cell: 228-323-1654 Stanley.T.Smith@navy.mil
Lisa Noble Installation Environmental Program Director Phone: 228-871-2026 Cell: 228-348-1058 Lisa.Noble@navy.mil

Table K-2: Emergency Contact Numbers

Fire Department	
NCBC Gulfport Fire Department	911, and state that the emergency is at NCBC Gulfport
Police Department	
NCBC Gulfport Security	911, and state that the emergency is at NCBC Gulfport
Harrison County Sheriff's Office (Non-Emergency Dispatch)	228-897-1364
Hospitals	
Memorial Hospital at Gulfport	228-867-4000
Other Emergency Services	
Ambulance Service	911, and state that the emergency is at NCBC Gulfport
United States Coast Guard (National Response Center)	800-424-8802
Mississippi Emergency Management Agency 24-Hour State Warning Point	601-352-9100 or 800-222-6362
Harrison County Emergency Management Agency	228-865-4002
Harrison County Health Department	228-436-6770

FIGURES

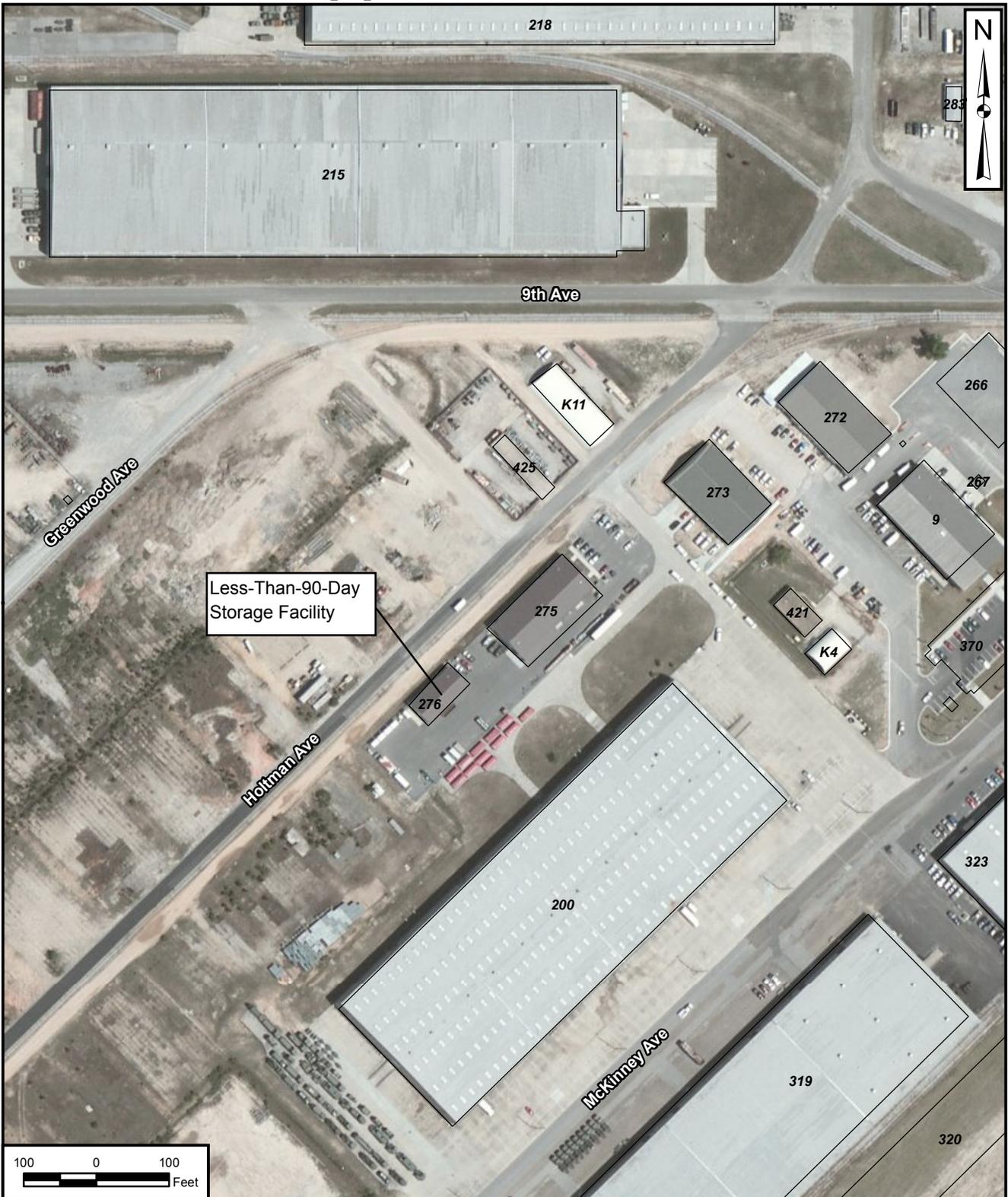


DRAWN BY	DATE
J.MADDEN	09/28/15
CHECKED BY	DATE
D.FEARS	09/28/15
REVISED BY	DATE
SCALE AS NOTED	



GENERAL LOCATION MAP
HAZARDOUS WASTE CONTINGENCY PLAN
NAVAL CONSTRUCTION BATTALION CENTER
GULFPORT, MISSISSIPPI

CONTRACT NUMBER	CTO NUMBER
APPROVED BY	DATE
APPROVED BY	DATE
FIGURE NO.	REV
1	0



DRAWN BY	DATE
J.MADDEN	06/09/15
CHECKED BY	DATE
D.FEARS	06/09/15
REVISED BY	DATE
SCALE AS NOTED	



SITE LOCATION MAP
 HAZARDOUS WASTE CONTINGENCY PLAN
 NAVAL CONSTRUCTION BATTALION CENTER
 GULFPORT, MISSISSIPPI

CONTRACT NUMBER	CTO NUMBER
APPROVED BY	DATE
APPROVED BY	DATE
FIGURE NO. K - 2	REV 0

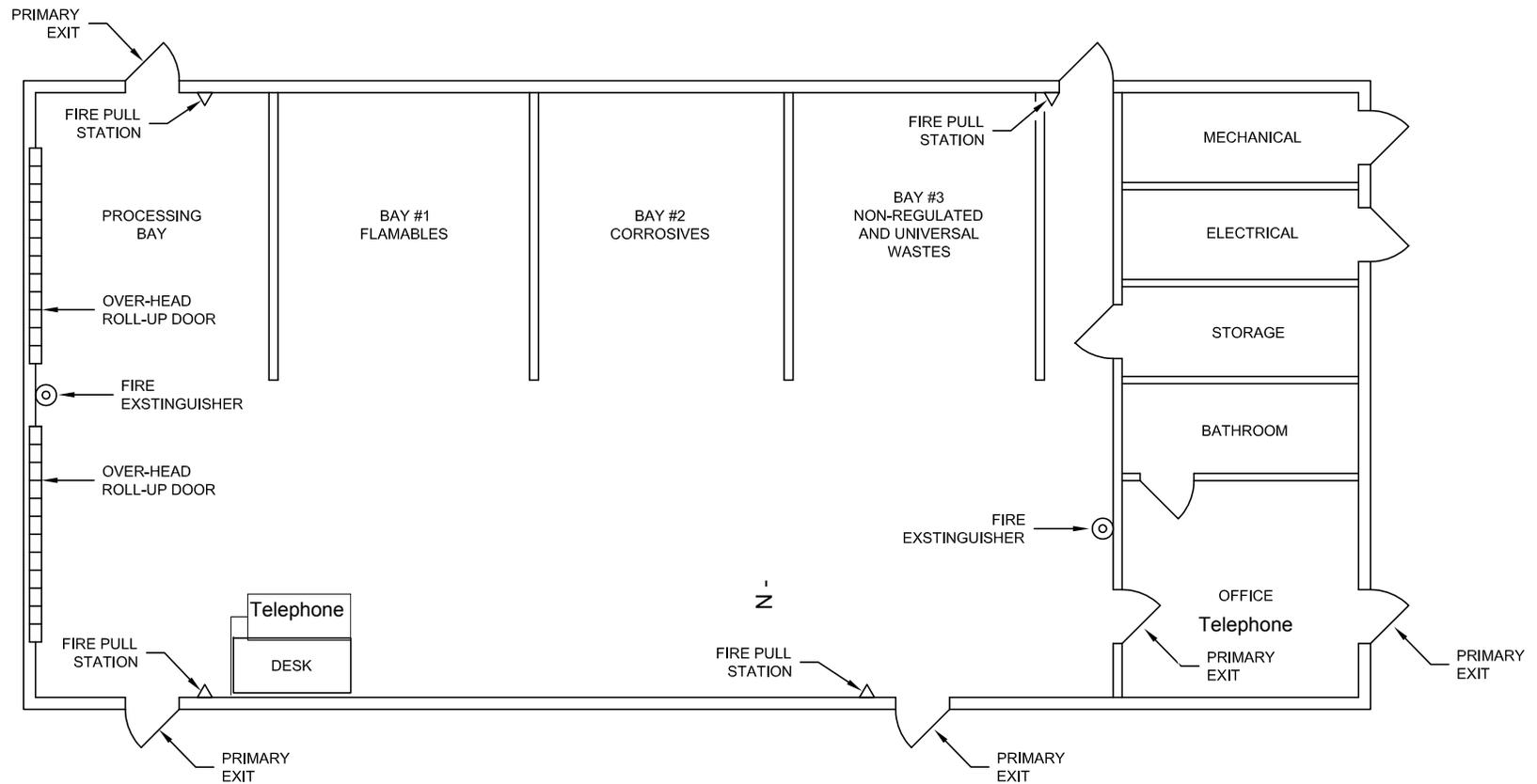


DRAWN BY	DATE
J.MADDEN	06/09/15
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D.FEARS	06/09/15
REVISED BY	DATE
SCALE AS NOTED	



SITE LAYOUT AND EMERGENCY
 EQUIPMENT LOCATION MAP
 HAZARDOUS WASTE CONTINGENCY PLAN
 NAVAL CONSTRUCTION BATTALION CENTER
 GULFPORT, MISSISSIPPI

CONTRACT NUMBER	CTO NUMBER
APPROVED BY	DATE
APPROVED BY	DATE
FIGURE NO. K - 3	REV 0



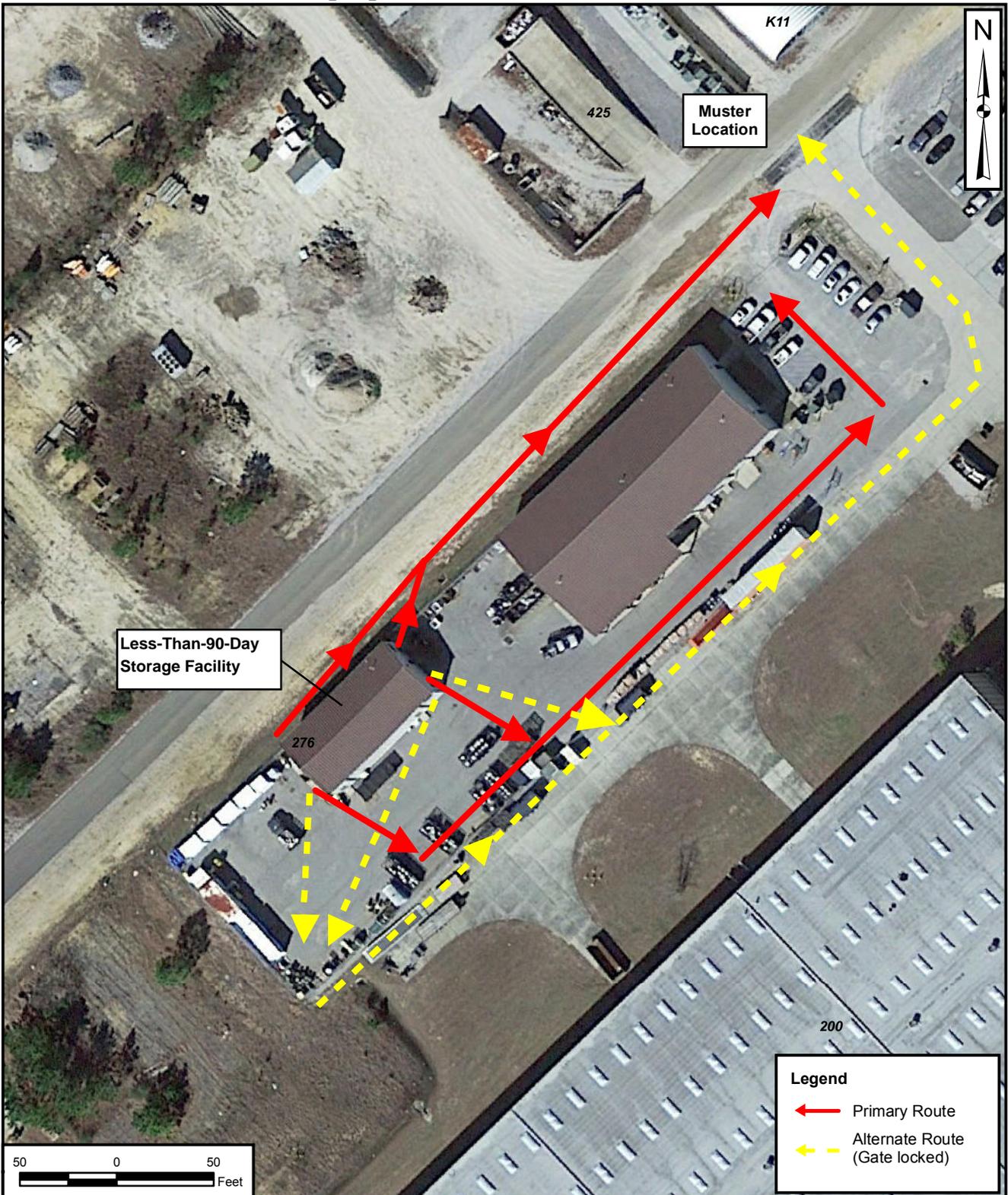
**BUILDING 276 - LESS-THAN-90-DAY STORAGE FACILITY
 INTERIOR LAYOUT**

DRAWN BY MWZ	DATE 06/09/15
CHECKED BY GSR	DATE 06/10/15
REVISED BY	DATE
SCALE 1" = 10'	



NAVAL CONSTRUCTION BATTALION CENTER
 GULFPORT, MISSISSIPPI
 HAZARDOUS WASTES CONTINGENCY PLAN
 LESS-THAN-90-DAY STORAGE FACILITY LAYOUT
 AND EMERGENCY EQUIPMENT LOCATION PLAN

PROJECT NUMBER: 112IG07591		
CONTRACT NUMBER: CTO 0022		
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DRAWN BY	DATE
J.MADDEN	09/28/15
CHECKED BY	DATE
D.FEARS	09/28/15
REVISED BY	DATE
SCALE AS NOTED	



**EVACUATION ROUTES AND
 MUSTER POINT MAP**
 HAZARDOUS WASTE CONTINGENCY PLAN
 NAVAL CONSTRUCTION BATTALION CENTER
 GULFPORT, MISSISSIPPI

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