

Environmental Standard Operating Procedure

Originating Office: Natural Resources and Environmental Affairs Office	Revision: Draft 18 May 16	Prepared By: Jimmie Risper, Hazardous Waste Specialist	Approved By: Patrick Mills <i>Patrick Mills</i>
File Name: SOP-ESOP	Effective Date: 1 January 2016	Document Owner: NREA	

Title: Soldering Operations

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide environmental guidelines for soldering operations.

2.0 APPLICATION

This guidance applies to those individuals who are involved in soldering operations aboard Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms.

3.0 REFERENCES

- Code of Federal Regulations – Title 29, (29 CFR)
- OPNAVINST 5100.23 Chapter 21 (Navy Safety and Occupational Health Program Manual , Lead)
- Hazardous Waste Operations Manual, MCAGCC
- Combat Center Order (CCO) 5090.5C, Integrated Contingency and Operations Plans (ICOP) for MCAGCC

4.0 PROCEDURE

4.1 Discussion:

Soldering operations release harmful vapors and fumes that can pose serious risks to human health and the environment. It is critical to conduct soldering operations according to established procedures.

4.2 Operational Controls:

The following procedures apply:

1. Ensure Safety data Sheets (SDSs) are made readily available and current.
2. Perform soldering operations only in a well-ventilated area when possible.
3. If soldering operations must be performed in a confined space, ensure respiratory equipment training is received and that respiratory equipment is worn.
4. Ensure that overhead ventilation systems above work areas where soldering operations are performed are operational.

5. Ensure unused soldering materials are stored in approved containers.
6. Ensure all used or unusable soldering material is disposed of according to hazardous waste disposal regulations. See MCAGCC SAA ESOP.
7. Ensure no eating or smoking is permitted in the immediate area of soldering operations and ensure proper signage is posted (e.g., “No Smoking, No Eating, No Drinking,” etc.).
8. Keep all liquids away from soldering operations areas.
9. Ensure that a spill kit is available should a spill occur.
10. Ensure that a serviceable fire extinguisher is available.
11. Ensure adequate Personal Protective Equipment (PPE) is available and personnel are adequately trained in the use of them.
12. Ensure turnover folder information is maintained for this Standard Operating Procedure.
13. If there are any specific situations or other concerns not addressed by this procedure, contact MCAGCC Natural Resources and Environmental Affairs (NREA) office.

4.3 Documentation and Record Keeping:

The following records must be maintained:

1. SDSs for Hazardous Material being stored.
2. Inspection and training records.

4.4 Training:

All affected personnel must be trained in this Standard Operating Procedure (SOP) and the following:

1. Hazard Communication training/Globally Harmonized System.
2. General Environmental Awareness training.

4.5 Emergency Preparedness and Response Procedures:

Refer to Combat Center Order (CCO) 5090.5C, Subject: Integrated Contingency and Operations Plans (ICOP) for Marine Corps Air Ground Combat Center.

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall designate personnel to perform inspections. The ECC shall ensure deficiencies noted during the inspections are corrected immediately. Actions taken to correct each deficiency shall be recorded on the inspection sheet.

Soldering Operations – Inspection Checklist

Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
1. Are all SDSs readily available and current? <i>(29 CFR 1910; CCO 5090.5_)</i>			
2. Are approved hazardous material storage containers being utilized for unused soldering metals? <i>(40 CFR; CCO 5090.5_)</i>			
3. Are all other procedures being followed as pertains to hazardous material handling? <i>(40 CFR; CCO 5090.5_)</i>			
4. Is respiratory equipment being used while performing soldering operations to prevent toxic fume inhalation? <i>(29 CFR 1910; OPNAVINST 5100.23D; CCO 5090.5_)</i>			
5. Is a spill kit available should a spill occur. <i>(MCO P5090.2A)</i>			
6. Is a serviceable fire extinguisher available. <i>(MCO P5090.2A)</i>			
7. Is adequate Personal Protective Equipment (PPE) available and are personnel adequately trained in their use. <i>(29 CFR 1910; CCO 5090.5_)</i>			
8. Is proper signage posted (e.g., “No Smoking”, etc.)? <i>(29 CFR 1910; CCO 5090.5_)1910/1025 OPNAVINST 5100.23E Chapter 21-6</i>			
9. Are training and inspection records maintained and available for inspection? <i>(MCO P5090.2A 9104.1(k)(5)- inspection only) CCO 5090.5A Annex 10 Sect 7</i>			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____