

Environmental Standard Operating Procedure

Originating Office: Natural Resources and Environmental Affairs Office	Revision: 18 May 16	Prepared By: NREA Subject Matter Expert (SME)	Approved By: Patrick Mills <i>Patrick Mills</i>
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Title: Range Residue Processing

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide guidelines for management of the Range Residue Processing facility.

2.0 APPLICATION

This guidance applies to those individuals who are working within, around and at the Range Residue Processing facility aboard Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms.

3.0 REFERENCES

- Code of Federal Regulations – Title 40, (40 CFR)
- Code of Federal Regulations – Title 29, (29 CFR)
- MCO P5090.2A change 3
- Mojave Desert Air Quality Management District (MDAQMD) Rules
- Applicable MDAQMD Permits to Operate (PTOs)
- Combat Center Order (CCO) 5090.5C, Integrated Contingency and Operations Plans (ICOP) for MCAGCC

4.0 PROCEDURE

4.1 Discussion:

Collection and storage of hazardous material or waste in the form of range residue must be performed according to standard operating procedures. Collection and storage procedures are intended to prevent fires, safety hazards, pest harborage and other potential dangers to human health and the environment.

Activities in the Range Residue Processing facility must ensure that hazardous materials or wastes and other locally approved wastes or recyclable materials are segregated, stored and disposed in approved containers. Local requirements prohibit the disposal of bulky items, pallets, and construction debris in solid waste containers. MCAGCC utilizes trashcan receptacles, recyclable can receptacles, dumpsters, and roll-off receptacles for non-hazardous solid waste.

4.2 Operational Controls:

The following procedures apply for HW Transportation:

1. Ensure Safety Data Sheets (SDS's) are readily available and current.
2. Ensure personal protective equipment (PPE) is readily available for handling and responding to hazardous material spills and leaks.
3. Ensure spill kits are maintained and readily available.
4. Ensure fire extinguishers are kept nearby.
5. All current Permit to Operate (PTOs) must be posted on site at all times
6. Refer to Integrated Contingency and Operations Plan (ICOP) for Marine Corps Air Ground Combat Center, (Law/Crandall; January, 2007) for operational controls and procedures for proper storage of hazardous materials.
7. Refer to "Total Waste Innovations" in Hazardous Waste Operations Manual, for proper hazardous waste disposal procedures and applicable ESOPs.
8. Refer to Aboveground Storage Tank (AST) Environmental Standard Operating Procedure (ESOP), for proper management.
9. Refer to Aluminum Sweat Furnace Permit to Operate (PTO) for requirements for proper management.
10. Recyclable material must be placed in proper recyclable collection containers.
11. Solid waste containers must be stored a minimum of 50 feet from occupied buildings to reduce fire hazards and pest infestation/disease-carrying vector problems.
12. Disposal of liquids by pouring into solid waste is not permitted.
13. Disposal of hazardous material and hazardous waste in trash is prohibited.
14. Disposal of ammunition is prohibited.
15. Disposal of Material Presenting Potential of an Explosive Hazard (MPPEH) is prohibited.
16. Disposal of pressurized containers, such as aerosol cans, in solid waste is not permitted.
17. Tires are not permitted for disposal; they must be shredded or recycled.

18. Dispose deactivated Meal Ready to Eat (MRE) heaters as non-hazardous solid waste.
19. Collect and dispose of MRE heaters that are not deactivate as hazardous waste, since they will react with water and create a fire
20. Bulky materials and metal items (e.g. ammunition cans) will not be placed in dumpsters, and will be turned in as scrap.
21. No parking of vehicles or placing any other objects in front of solid waste receptacles.
22. Ensure proper eyewash stations are posted.
23. Ensure fugitive dust control is maintained.
24. Turnover folder information must be kept for this Standard Operating Procedure.
25. If there are any specific situations or other concerns not addressed by this procedure, contact the appropriate MCAGCC Natural Resource and Environmental Affairs (NREA) office.

4.3 Documentation and Record Keeping:

The following records must be maintained for and at the Range Residue Facility:

1. Refer to Range Residue Processing Center's Operations Manual, Total Waste Innovations, for documentation and record keeping requirements.
2. Refer to Integrated Contingency and Operations Plan (ICOP) for Marine Corps Air Ground Combat Center, Law/Crandall, January 2007, for documentation and record keeping requirements.
3. Refer to Aboveground Storage Tank (AST) Environmental Standard Operating Procedure (ESOP) requirements for documentation and record keeping requirements.
4. Refer to all required PTO's for documentation and record keeping requirements.
5. Inspection and training records.

4.4 Training:

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

1. SOP for Hazardous waste Operations, Hazardous Waste Operations Manual,
2. Integrated Contingency and Operations Plan (ICOP) for Marine Corps Air Ground Combat Center, Law/Crandall, January 2007.
3. Aboveground Storage Tank (AST) Environmental Standard Operating Procedure (ESOP)
4. SOP's for all PTO's required.
5. General Environmental Awareness training.
6. Hazard Communication training/Globally Harmonized System.
7. 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) Course.
8. General approved First Aid training.

4.5 Emergency Preparedness and Response Procedures:

Refer to Combat Center Order (CCO) 5090.5C, Integrated Contingency and Operations Plans (ICOP) for MCAGCC.

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.

Range Residue Processing – Inspection Checklist

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

Inspection Items	Yes	No	Comments
1. Are SDSs readily available and current?			
2. Are all required Permit to Operate (PTO) posted?			
3. Are all requirements as they pertain to MCAGCC Aluminum Sweat Furnace management being followed?			
4. Are all requirements as they pertain to MCAGCC AST management being followed?			
5. Are the manufacturer, model/serial numbers, and rated horsepower of the generator's ICE the same as that specified on the PTO as it applies to diesel operated equipment?			
6. Is the fuel system free of any leaks as it applies to diesel operated equipment?			
7. Is the generator emissions opacity less than 20% (i.e., one can see through the smoke of the engine exhaust)?			
8. Does the log specify the amount of the fuel used/delivered monthly?			
9. Is the log kept current and maintained on-site for a minimum of 2 years?			
10. Is a spill kit located near potential spill hazardous areas?			
11. Is a fire extinguisher located near potentially flammable materials?			
12. Is PPE located near potential health hazard areas?			
13. Do all trash containers, with the exception of those in office spaces, have closed lids?			

Inspection Items	Yes	No	Comments
14. Are all solid wastes stored so they do not pose a fire, health, or safety hazard?			
15. Are containers in good condition?			
16. Are training and inspection records maintained and available for inspection?			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____