

# Environmental Standard Operating Procedure

Originating Office: <b>Natural Resources and Environmental Affairs Office</b>	Revision: 23 September 2014 Supersedes: 30 September 2013	Prepared By: NREA Subject Matter Expert (SME)	Approved By: Patrick Mills  <i>Patrick Mills</i>
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## Title: Solid Waste Recycling Collection Local

### 1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide environmental guidelines of the accumulation of solid waste and recycling materials for collection at MCAGCC facilities.

### 2.0 APPLICATION

This guidance applies to those individuals preparing solid waste and recyclable materials for collection aboard MCAGCC.

### 3.0 REFERENCES

- Code of Federal Regulations – Title 40, (40 CFR)
- Code of Federal Regulations – Title 29, (29 CFR)
- 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:

Collection of non-hazardous waste must be performed in a safe efficient manner. Collection methods must prevent fires, safety hazards, pest harborage and disease carrying vectors. Activities must ensure that only non-hazardous wastes and other locally approved waste materials are disposed of in solid waste containers. Prohibited wastes include but are not limited to; household hazardous waste, hazardous waste, asbestos, medical waste, and recyclable materials. Local requirements may 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:

1. Containers that collect food waste must be emptied at least weekly to reduce pest harborage and disease transmission.
2. Trash containers, with the exception of those in office spaces, must have lids on them to prevent pests from entering containers and to contain trash and debris.

3. Trash containers in areas that may come into contact with precipitation must be kept closed to prevent storm water contamination.
4. Trash containers must be in good condition.
5. All trash collection areas must be policed daily.
6. Recyclable material must be placed in the proper recyclable collection containers.
7. Waste containers must be stored a minimum of 50 feet from occupied buildings to reduce fire hazards and pest infestation/disease-carrying vector problems.
8. Disposal of liquids in solid waste is not permitted.
9. Disposal of hazardous material and hazardous waste in trash is prohibited.
10. Disposal of ammunition is prohibited.
11. Disposal of Material Presenting Potential of an Explosive Hazard (MPPEH), (i.e., ordnance, range residue, trash, anything coming off the range).
12. Disposal of pressurized containers, such as aerosol cans, in solid waste is not permitted.
13. Tires are not permitted for disposal; they must be recycled.
14. MRE heaters must be deactivated before disposal as non-hazardous solid waste, since they may react with water and create a fire.
15. Bulky materials and metal items will not be placed in dumpsters, but should be turned in as scrap.
16. No parking of vehicles or placing any other objects in front of solid waste receptacles.
17. Contact NREA for prohibitions on waste that may be disposed of in trash containers, and or if problems with solid waste collection containers exist.
18. If there are any specific situations or other concerns not addressed by this procedure, contact the appropriate MCAGCC Natural Resource and Environmental Affairs Office.

#### **4.3 Documentation and Record Keeping:**

The following records must be maintained:

1. Inspection and training records.

#### **4.4 Training:**

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

1. Hazard Communication training.
2. General Environmental Awareness 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.

<b>Solid Waste Inspection</b>	
Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

<b>Inspection Items</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
1. Are containers that collect food emptied at least weekly? <i>(40 CFR 243.203-1)</i>			
2. Do all trash containers, with the exception of those in office spaces, have closed lids? <i>(40 CFR 243.200-1(a))</i>			
3. Are the solid waste containers free of the following items: <ul style="list-style-type: none"> <li>a. recyclable materials</li> <li>b. hazardous waste</li> <li>c. ammunition</li> <li>d. MPPEH material</li> <li>e. lead-acid batteries</li> <li>f. liquids</li> <li>g. tires</li> <li>h. bulk items</li> <li>i. metal items</li> <li>j. unused MRE heaters</li> <li>k. pressurized containers</li> </ul>			
4. Are all solid wastes stored so they do not pose a fire, health, or safety hazard? <i>(40 CFR 243.200-1(a))</i>			
5. Are containers in good condition? <i>(40 CFR 243.200-1(a))</i>			

**ADDITIONAL COMMENTS:**

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**CORRECTIVE ACTION TAKEN:**

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**Environmental Compliance Coordinator**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_