

<h1>Environmental Standard Operating Procedure</h1>			
Originating Office: Natural Resources Environmental Affairs Office	Revision: 1 March 2013 Supersedes: 1 January 2010	Prepared By: NREA, Subject Matter Expert (SME)	Approved By: Water Resources Manager 
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Title: Vehicle Wash Rack

1.0 PURPOSE

The purpose of this Environmental Standard Operating Procedure (ESOP) is to provide environmental guidelines for the proper management and operation of vehicle wash racks.

2.0 APPLICATION

This guidance applies to those individuals working with and around wash racks aboard Marine Corps Air Ground Combat Center (MCAGCC), Marine Air Ground Task Force Training Command (MAGTFTC) Twentynine Palms.

3.0 REFERENCES

- Clean Water Act
- **Storm Water Discharge Management Plan (SDMP)**
- **Regional Water Quality Control Board (RWQCB) Waste Discharge Requirements (WDR) and Monitoring and Reporting Forms for USMC Mainside Wastewater Treatment Plant**
- **Combat Center Order 5090.5B, Subject: Integrated Contingency and Operations Plans (ICOP) for Marine Corps Air Ground Combat Center**
- **Environmental Standard Operating Procedures (ESOP) for Oil/Water Separators**

Documents that are controlled by MCAGCC, MAGTFTC in accordance with *EMP-12, Document Control*, are shown in **bold**.

4.0 PROCEDURE

4.1 Discussion:

Washing and cleaning is an essential element of vehicle and equipment maintenance, and is critical to the mission of the MCAGCC, MAGTFTC. However, wastewater from vehicle and equipment washing is typically contaminated with sediment (sand, dirt, grit, mud, and similar materials) and oil/fuel. Sediment and oil/fuel can interfere with the performance of MCAGCC, MAGTFTC wastewater collection and treatment systems subjecting MCAGCC, MAGTFTC to violations. To prevent this, each wash rack aboard MCAGCC, MAGTFTC discharges to an oil/water separator (OWS) for removal of oil and sediment.

4.2 Operational Controls:

The following procedures apply:

1. Soaps, detergents, cleansers, degreasers, or solvents are prohibited from use on wash racks unless specifically authorized in writing by Natural Resource Environmental Affairs, Water Resources Office.

2. Disposal or dumping of any materials or wastes such as oils, fuels, antifreeze, solvents, and paints are prohibited.
3. Maintenance of any type is prohibited on wash racks, except those that have permanent crane(s) at the wash rack.
4. All hoses must utilize an automatic shut off nozzle to prevent the constant free flow of water.
5. Ensure high-pressure washers are used and maintained according to manufacturer's recommendations if applicable.
6. Wash rack drains and catch basins shall be kept clean of trash and debris.
7. Notify Public Works Department (PWD) immediately of any leaks, drain blockage or other malfunctions. Maintain a copy of the PWD work request/number for follow up and records.
8. Contact NREA Abetment Chief (760-401-9841) in the event of a spill.
9. Weekly inspections shall be conducted and maintained on file for no less than three years. The enclosed check list may be used to satisfy this requirement.
10. A turnover folder containing this ESOP and other pertinent environmental information shall be maintained and passed down from ECC to ECC replacement.
11. If there are specific situations or other concerns not addressed by this procedure, contact MCAGCC Natural Resource Environmental Affairs, Water Resources Office (760-830-7883).

4.3 Documentation and Record Keeping:

The following records shall be maintained:

1. Service or maintenance records and work request tracking information for wash rack(s).
2. Inspection and training records maintained on file for no less than three years.

4.4 Training:

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

1. General Environmental Awareness Training
2. Abetment ESOP
3. Oil/Water Separator (OWS) ESOP

4.5 Emergency Preparedness and Response Procedures:

Refer to Combat Center Order 5090.5B, Subject: Integrated Contingency and Operations Plans (ICOP) for MCAGCC, MAGTFTC and MCAGCC, MAGTFTC Environmental Compliance and Protection Standard Operating Procedure.

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall ensure the designation of personnel to perform inspections. The ECC shall ensure immediate corrective action for deficiencies noted during weekly inspections. Actions taken to correct each deficiency shall be recorded on the weekly inspection sheet (including Work Request number(s)). Designated personnel shall conduct weekly inspections using this ESOP as guidance.

Vehicle Wash Rack – ECC/Unit Inspection Checklist

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

Inspection Items	Yes	No	Comments/Action
1. Is general housekeeping satisfactory (i.e., no ground discoloration or odors/chemical smell)?			
2. Is there evidence of unauthorized substance (i.e., detergents, solvents, antifreeze, etc.) present in the drains or catch basins?			
3. Are catch basins and drains free of sand, trash, and debris?			
4. Is there evidence of maintenance activities, aircraft and helicopter parking, and equipment storage on the wash rack?			
5. Are all hoses equipped with a nozzle to prevent the constant free flow of water into the wash rack?			
6. Are service calls, and maintenance work requests tracked and logged in a logbook?			
7. Are training and inspection records maintained and available for inspection?			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION(S) TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____