

Environmental Standard Operating Procedure

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Title: Weapons Cleaning

1.0 PURPOSE

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

2.0 APPLICATION

This guidance applies to those individuals who are cleaning weapons aboard Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms.

3.0 REFERENCES

- Code of Federal Regulations – Title 40, (40 CFR)
- California Code of Regulations – Title 22, (22 CCR)
- MCO P5090.2A change 3
- Mojave Desert Air Quality Management District (MDAQMD) Rules
- 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:

Cleaning and maintenance of weapons requires the use of hazardous materials and produces hazardous waste that could potentially impact human health as well as the environment. Although procedures for cleaning weapons have changed and improved throughout the years, it should be noted that some of the cleaning products still in use may pose serious risks to human health and the environment; therefore weapons cleaning materials must be used, stored and disposed of properly.

It is critical that each hazardous material used for weapons cleaning be used in the manner instructed by the manufacturer. For additional information, refer to your unit's Environmental Compliance Coordinator (ECC) instruction.

4.2 Operational Controls:

The following procedures apply:

1. SDS for all hazardous materials must be available and current.
2. Store hazardous material in approved, labeled containers authorized for use aboard MCAGCC.
3. Identify and appropriately mark each hazardous material storage container to include all CLP (cleaning, lubricating and preserving compounds) bottles.
4. Contain and clean up all spills as soon as they are identified.
5. Dispose of all cleaning materials contaminated with hazardous material cleaning agents as hazardous waste.
6. Follow all Permit to Operate (PTOs) and MCAGCC ESOP conditions for solvent operations as they pertain to weapons cleaning.
7. Keep a spill kit near potential spill hazardous areas.
8. Keep a fire extinguisher near potentially flammable materials.
9. Keep PPE (Personal Protective Equipment) near areas with potential health hazard areas.
10. Post proper signage such as “No Smoking”.
11. Turnover folder information must be maintained for this Standard Operating Procedure (SOP).
12. If any specific situations or other concerns are not addressed by this procedure, contact MCAGCC Natural Resources and Environmental Affairs (NREA) Munitions Manager at 760-830-7722.

4.3 Documentation and Record Keeping:

The following records must be maintained:

1. SDS for Hazardous Material being stored.
2. 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/Globally Harmonized System.
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.

Weapons Cleaning – ECC/Inspection Checklist

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

Inspection Items	Yes	No	Comments
1. Are all SDS readily available and current?			
2. Are all applicable Permits to Operate (PTOs) posted?			
3. Are Approved HM (hazardous material) storage containers being utilized and marked properly?			
4. Is each HW (hazardous waste) storage container marked properly?			
5. Are storage containers being separated by the hazardous material they are intended to store?			
6. Are all solvent operations being followed as directed by MCAGCC ESOPs?			
7. Is a spill kit kept near potential spill hazard areas?			
8. Are fire extinguishers kept near potential flammable material?			
9. Is PPE kept near areas where potential health hazard exist?			
10. Is proper signage posted (e.g., "No Smoking", etc.)?			
11. Are training and inspection records maintained and available for inspection?			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____
 Signature: _____
 Date: _____