

Environmental Standard Operating Procedure (ESOP)	
Roadwork, Soil Grading, and Excavation (REG)	
Environmental Affairs (EA): Conservation (760) 830-5369, 5719, 7641, 7896, 5720	Revised: 1 October 2024

Subject: ROADWORK, SOIL GRADING, AND EXCAVATION

References: (a) ESOP for National Environmental Policy Act (NEPA) Documentation
 (b) Combat Center Order (CCO) 3500.4, Range, Training Area, and Airspace Program
 (c) ESOP for Wildlife Handling
 (d) CCO 5090.1, Environmental Protection

1. Purpose. This document provides environmental protection procedures for roadwork (road construction and maintenance) and all other soil grading and excavation.
2. Application. These procedures apply to any individual proposing roadwork (project proponent or action sponsor), actively engaged in roadwork (crew member), and engaged in soil grading or excavation for other purposes, including military units conducting field training aboard the Marine Corps Air Ground Combat Center (MCAGCC). These procedures apply to roadwork and soil grading and excavation activities located on all range training areas (RTAs), including Mainside, Camp Wilson, and fixed ranges (Range TA) aboard MCAGCC.
3. Procedures. Project proponents, road crews, and personnel engaged in roadwork and soil grading and excavation, including military units conducting field training, will confirm that their actions do not negatively impact natural or cultural resources without prior review and authorization.
4. Operational Controls
 - a. For road construction throughout the MCAGCC, conduct the following:
 - (1) Before starting work, confirm compliance with reference (a), the ESOP for National Environmental Policy Act (NEPA) NEPA documentation.
 - (2) Confirm compliance with the comments, requirements, and constraints indicated in the NEPA documentation.

Subject: ROADWORK, SOIL GRADING, AND EXCAVATION

- (3) Contact the Public Works Division (PWD) to obtain a dig permit, if required, and confirm that permit requirements are met.
 - (4) Confirm that any applicable permits to operate are properly posted for any equipment being used and that the permit conditions are met.
 - (5) Cover any holes or trenches overnight or when left unattended to optimize human safety and avoid animal entrapment.
 - (6) Abate fugitive dust by applying water, tarps, or other measures.
- b. For road maintenance throughout the MCAGCC on improved (paved) and unimproved (unpaved) roads in the Mainside, range, and Camp Wilson RTAs, conduct the following:
- (1) Confirm compliance with reference (a), the ESOP for National Environmental Policy Act (NEPA) Documentation and reference (b), Combat Center Order 3500.4 and its associated standard operating procedures (SOPs).
 - (2) Contact the PWD to obtain a dig permit, if required, and ensure all permit requirements are met.
 - (3) Confirm any applicable permits to operate are properly posted for any equipment being used and that the permit conditions are met.
 - (4) Cover any holes or trenches overnight or when left unattended to optimize human safety and avoid animal entrapment.
 - (5) Abate fugitive dust by applying water, tarps, or other measures.
- c. For road maintenance for roads in the other Range Training Areas (RTAs), conduct the following:
- (1) Confirm compliance with reference (a), the ESOP for National Environmental Policy Act (NEPA) Documentation and reference (b), Combat Center Order 3500.4 and its associated SOPs.
 - (2) Plan operations using the current range and training area map available in the MCAGCC's Range and Facility Management Support System (RFMSS).

Subject: ROADWORK, SOIL GRADING, AND EXCAVATION

- (3) Confirm compliance with reference (c), the ESOP for Wildlife Handling, regarding any wildlife present near the proposed maintenance route.
- d. For other Soil Grading and Excavation not associated with road construction and maintenance throughout the MCAGCC, military units conducting field training will do the following:
 - (1) Military units conducting field training shall:
 - (A) Confirm compliance with reference (b), Combat Center Order 3500.4 and its associated SOPs.
 - (B) Plan operations using the current range and training area map available in the MCAGCC's Range Facility Management Support System (RFMSS).
 - (C) Confirm compliance with reference (c), the ESOP for Wildlife Handling regarding any wildlife present at the training site.
 - (D) Return the site to grade (for example, knock down berms and fill excavations) after training has completed.
 - (2) Personnel other than military units will conduct the following:
 - (A) Before starting work, confirm compliance with reference (a), the ESOP for National Environmental Policy Act (NEPA) Documentation and reference (b), Combat Center Order 3500.4 and its associated SOPs.
 - (B) Contact the PWD to obtain a dig permit, if required, and confirm permit requirements are met.
 - (C) Confirm any applicable Permit(s) to Operate is properly posted for any equipment being used, and that all permit conditions are met.
 - (D) Cover any holes or trenches overnight or when left unattended to optimize human safety and avoid animal entrapment.
 - (E) Abate fugitive dust by applying water, tarps, or other approved measures.
- e. Contact EA Conservation via phone at (760) 830-5720, 5719, 5369, or 7641 regarding specific situations or other concerns not addressed by

Subject: ROADWORK, SOIL GRADING, AND EXCAVATION

this procedure, in case of discovery of cultural resources, or in case of unexpected discovery of natural resources.

5. Documentation and Record Keeping.

- a. Project proponents, action sponsors, and crews engaged in roadwork, soil grading, or excavation will maintain copies of the following documents at the work site or administration building:
 - (1) NEPA documents (such as the Decision Memorandum)
 - (2) Dig permits, if applicable
 - (3) A copy of the current range and training area map, if applicable
- b. Military units conducting field training will maintain a copy of the current range and training area map at the training site.
- c. Other personnel working in RTAs will maintain a copy of any applicable permits at the work site or at the administration building.
- d. NEPA documents will be maintained as required in reference (a), the ESOP for National Environmental Policy Act (NEPA) Documentation.

6. Training.

- a. Affected personnel will be trained in this document.
- b. Before conducting work in the RTAs, personnel will first receive environmental awareness, desert survival, and unexploded ordnances awareness training. Contact Range Safety via phone at (760) 830-6945 to schedule this training.

7. Emergency Preparedness and Response Procedures.

- a. Refer to reference (a) for emergency procedures to confirm emergency response complies with NEPA legal requirements.
- b. Refer to reference (b) and its associated SOPs for emergency procedures in the RTAs.
- c. Refer to reference (d), CCO 5090.1 Environmental Protection, for spill response requirements.

Subject: ROADWORK, SOIL GRADING, AND EXCAVATION

8. Inspection and Corrective Action. The Environmental Compliance Coordinator (ECC) will confirm unit adherence to this ESOP. The ECC will confirm that unit personnel are trained in this ESOP and maintain appropriate documentation in accordance with this ESOP.