

Environmental Standard Operating Procedures (ESOP)	
Vehicle Equipment/Parts Replacement (VEO)	
Environmental Affairs (EA): RCRA D/I Manager (760) 830-8361	Revised: 1 October 2023

Subj: VEHICLE EQUIPMENT / PARTS REPLACEMENT

Ref: (a) CCO 5090.8C, Environmental Management System

1. Purpose. This document provides environmental protection guidelines for vehicle equipment/parts replacement.
2. Application. This guidance applies to those individuals whose duties involve vehicle equipment/parts replacement, aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms. For further references to MAGTFTC, MCAGCC in this document, the term installation will be used.
3. Procedures. Tactical and non-tactical vehicle equipment/parts may be contaminated with hazardous waste. State and federal regulations and Marine Corps Orders require that vehicle equipment/parts must be cleaned and/or disposed of in the proper manner including equipment/parts that may be classified as hazardous materials or hazardous waste.
4. Operational Controls. The following controls apply:
 - a. Ensure Safety Data Sheets (SDS)'s are readily available and current for all hazardous materials that may be present.
 - b. Wear proper personal protective equipment when there is potential to come in contact with any hazardous waste while removing vehicle equipment/parts.
 - c. Clean all greases, petroleum oil and lubricants, and contaminants from metal equipment/parts before placing in the scrap bin.
 - d. Dispose of any brake pads or shoes containing asbestos at the nearest satellite accumulation area (SAA) site or transport to Hazardous Waste Management Branch (HWMB) for proper disposal. Refer to Asbestos ESOP for further information.
 - e. Clean all rings and seals that contain metal and/or rubber parts and ensure they are free of all hazardous waste before disposal.
 - f. Ensure used fluids are properly drained and collected in accordance with installation orders and unit SOPs when replacing bulk equipment/parts such as fuel cells or oil pans.
 - g. Collect and properly dispose of tires according to the installation Waste Tire ESOP.
 - h. Collect and properly dispose of all batteries according to the installation Battery Replacement ESOP.

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i. Collect and dispose of any electrical components, such as circuit boards, at the nearest SAA site or transport to HWMB for proper disposal.

j. Collect and dispose of any item containing polychlorinated biphenyls (PCB) according to its hazardous waste characteristics. Refer to PCB Item Disposal ESOP.

k. Collect and dispose of all vehicle fluids collected during vehicle equipment/parts change according to the installation Vehicle Equipment Fluid Change ESOP.

l. Separate and place all other waste streams into their appropriate marked containers.

m. Keep a spill kit near potential spill hazard areas.

n. Keep fire extinguisher near potentially flammable materials.

o. Keep PPE near potential health hazard areas.

p. Post appropriate signage (e.g., "No Smoking", etc.).

q. If there are specific situations or other concerns not addressed by this procedure, contact EA RCRA D/I Manager Office (760) 830-8361.

5. Documentation and Record Keeping. The following records must be maintained:

a. Safety Data Sheets for all applicable hazardous material.

b. Inspection and training records.

6. Training. All affected personnel must be trained in this document and the following:

a. General Environmental Awareness training.

b. Globally Harmonized System training.

7. Emergency Preparedness and Response Procedures. Refer to the spill response procedures listed in the Abatement ESOP and reference (a).

8. 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/ Equipment Parts Replacement - ECC/Unit Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
1. Are SDSs readily available for any and all applicable hazardous material that may be present?			
2. Are personnel performing vehicle equipment/parts replacement trained and/or certified as required?			
3. Is appropriate PPE being worn by individuals when performing vehicle equipment/parts replacement?			
4. Are all greases, POLs, and contaminants cleaned off of any metal equipment/parts before being placed in the scrap bin?			
5. Are brake pads and or shoes containing asbestos disposed of in the properly via SAA site or HWMB?			
6. Are rings and seals that contain metal and/or rubber parts cleaned of all hazardous waste before being properly disposed of?			
7. Are bulk vehicle equipment/parts such as fuel cells, differentials, etc., being properly drained of fluids and are fluids being collected per installation orders and unit SOPs?			
8. Are all vehicle fluids collected and disposed of properly?			
9. Are all electrical components such as circuit boards being collected and disposed of properly via SAA site or HWMB?			
10. Are items containing PCBs (polychlorinated biphenyls) being collected and disposed of according to their hazardous waste characteristics?			
11. Are all other waste streams being separated and placed into their appropriately marked containers?			
12. Are spill kits being kept near potential spill hazard areas?			
13. Are training and inspection records maintained and available for inspection?			

Additional Comments:

Corrective Action Taken:

Unit Inspector:

Name: _____

Signature: _____