JOINT BASE ELMENDORF – RICHARDSON (JBER)

HAZARDOUS WASTE MANAGEMENT PLAN

673D AIR BASE WING

JBER AK 99506

7 May 2020

OPR: 673 CES/CEIEC

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DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 673D AIR BASE WING
JOINT BASE ELMENDORF-RICHARDSON, ALASKA

MEMORANDUM FOR ALL JBER PERSONNEL

FROM: 673 ABW/CC
10471 20th Street, Suite 139
JBER AK 99506-2200

SUBJECT: JBER Hazardous Waste Management Plan, Final, May 2020

1. The JBER Hazardous Waste Management Plan is approved for immediate implementation to protect JBER personnel, comply with applicable regulations and instructions, support the JBER mission, and reduce risk and cost when practicable.

2. All military organizations, civilian organizations, tenant organizations, and contractors working on JBER, regardless of whether they are permanently assigned to JBER or operating on JBER temporarily, are required to comply with the plan, which will remain in effect until rescinded in writing.

3. The point of contact is the Hazardous Waste Program Manager, Mr. Scott Tarbox, 673 CES/CEIEC, who may be reached by calling 907-384-3322 or emailing scott.tarbox@us.af.mil.

PATRICIA A. CSANK
Colonel, USAF
Commander

7 May 20

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, JOINT BASE ELMENDORF-RICHARDSON
JOINT BASE ELMENDORF-RICHARDSON, ALASKA

22 April 2020

MEMORANDUM FOR 673 ABW/XP

FROM: 673 CES/CD

SUBJECT: Request to waive JBERI 10-409 formatting for JBER Hazardous Waste Management Plan (HWMP)

1. The Joint Base Elmendorf-Richardson Hazardous Waste Management Plan (JBER HWMP) cannot be formatted IAW JBERI 10-409. The Air Force Civil Engineer Center (AFCEC) provides a standardized template (updated October 2018) in accordance with AFCEC Environmental Directorate Business Rule 08, *EMP Review, Update, and Maintenance* that installation HWMPs are required to follow. To comply with guidelines this plan conflicts with local plans formatting guidance.

2. For any questions or concerns regarding this memorandum, please contact Mr. Scott Tarbox at DSN 317-384-3322.

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Date: 2020.04.23 08:44:30 -08'00'

MARK A. PRIEKSAT, PhD, USAF
Deputy Commander

ABOUT THIS PLAN

This installation-specific Environmental Management Plan (EMP) is based on the U.S. Air Force's (AF) standardized Hazardous Waste Management Plan (HWMP) template. This plan is not an inventory of all hazardous waste (HW) requirements and practices. Where applicable, external resources, including Air Force Instructions (AFIs); AF Playbooks; and federal, state, local, and permit requirements, are referenced.

Each section of this plan begins with standard language that addresses AF and Department of Defense (DoD) policy and federal requirements. The standard language is restricted from editing to ensure consistent application across the AF enterprise. Standard language is maintained by the Air Force Civil Engineer Center (AFCEC) designated Subject Matter Expert (SME) for this plan.

Immediately following the standard text are installation-specific sections that address state, local, and installation-specific requirements and processes. Installation sections are maintained and updated by the installation HW Program Manager.

This document is optimized to be accessed and viewed electronically on the installation and AF eDASH website, the primary communication tool for AF EMPs.

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DOCUMENT CONTROL

STANDARDIZED HWMP TEMPLATE

In accordance with (IAW) the AFCEC Environmental (CZ) Business Rule (BR) 08, *EMP Review, Update, and Maintenance*, the standard content in this HWMP template is reviewed periodically, updated as appropriate, and approved by the HW SME.

This version of the template is current as of 10/03/2018 and supersedes the 2015 version.

NOTE: Installations are not required to update their HWMPs every time this template is updated. When it is time for installations to update their HWMPs, they should refer to the eDASH EMP Repository to ensure they have the most current version.

INSTALLATION HWMP

The initial HWMP must be approved and signed by the Installation Commander (at the time of publication) as the legal HW Generator for the Environmental Protection Agency (EPA) ID assigned to this installation. Thereafter, the plan must be reviewed and approved annually by the Environmental Management System (EMS) Cross Functional Team (CFT) and updates/changes noted below. NOTE: This is not a Wing Contingency Plan and is not governed by installation or Wing plans or readiness format or coordination requirements of AFI 10-401, *Air Force Operations Planning and Execution*. It is governed by AFI 32-7042, *Waste Management*, Section 3.2. *Hazardous Waste Management Plan*.

Record of Updates – The HWMP is updated as changes to waste generation and management practices occur, including those driven by changes in applicable regulations and approved by the installation HW Program Manager as the plan Office of Primary Responsibility (OPR).

Record of Updates

Change No.	Nature of Change	Date of Change	Approved By:

Record of Annual Review – IAW AFI 32-7042, this plan is reviewed annually by the EMS CFT. Formatting and administrative changes should be noted in the above record of updates as approved by the EMS CFT Chair and do not require Installation Commander or Environmental, Safety, and Occupational Health Council (ESOHC) approval. Substantive revisions require coordination and approval by the Installation Commander as determined by the EMS CFT Chair and/or IAW host installation procedures.

Record of EMS CFT Annual Review

Review Date	EMS CFT Chair	Notes/Remarks

1.0 OVERVIEW AND SCOPE

This HWMP contains procedures for management of HW. In lieu of federal, or state requirements, AFI 32-7042, acts as the main driver for the HWMP. The HW Playbook serves as supplemental guidance to this plan.

Installation Supplement – Overview and Scope

Joint Base Elmendorf-Richardson (JBER) is a large quantity generator (LQG) of hazardous waste as defined by Title 40 Code of Federal Regulations (CFR) 260.10. There are approximately 220 hazardous waste satellite accumulation areas (SAAs) regulated in accordance with 40 CFR 262.15, and one central accumulation area (CAA) regulated in accordance with 40 CFR 262.17. In addition, there are hundreds of accumulation areas for universal waste, used oil, and recyclable material. The number of accumulation areas changes as the amount of waste and material changes to support the mission. Current information about accumulation areas may be viewed in the Enterprise Environment, Safety and Occupational Health – Management Information System (EESOH-MIS). JBER has received permit authorization, from the U.S. Environmental Protection Agency (EPA), to operate a hazardous waste container storage unit in one location, building 11735 Vandenberg Avenue. JBER is responsible for all hazardous waste management activities that occur on JBER. The hazardous waste container storage unit is operated by the Defense Logistics Agency Disposition Services (DLA-DS) for JBER, and is not covered in this HWMP. The Base map, Appendix A, depicts the location of the CAA, and building 11735.

Waste generation processes include, but are not limited to, maintenance of vehicles, aircraft, facilities, and equipment; corrosion control/painting; construction; and training activities. Organizations and personnel generating waste off JBER are prohibited from transporting waste to JBER.

Regardless of the quantity of hazardous waste generated by a specific person, contractor, or organization, all hazardous waste generated on JBER must be managed in accordance with regulations applicable to LQGs of hazardous waste.

Regardless of the quantity of universal waste handled by a specific person, contractor, or organization, all universal waste must be managed in accordance with the standards applicable to large quantity handlers of universal waste.

The Installation Commander is responsible to ensure compliance with all Resource Conservation and Recovery Act (RCRA) requirements on JBER. Implementation of a comprehensive HWMP requires

maximum cooperation of all activities on JBER. Therefore, commanders, and leaders, of all organizations (military, civilian, tenant, and contractor) are responsible for proper management of waste their organizations generate. Commanders and leaders are responsible to implement actions necessary to comply with waste regulations and this plan. If a regulatory agency takes enforcement action due to a violation of hazardous waste regulation, the organization causing the violation may, as determined by JBER leadership personnel, potentially be responsible for associated financial penalties (fines) and corrective actions imposed by a regulatory agency.

All organizations are required to have a primary, and at least one alternate waste manager, regardless of whether the organization knowingly generates waste or believes it will not generate hazardous or universal waste. Commanders/leaders must appoint waste managers in accordance with Appendix E of this plan.

The HW Program Manager, within the 673d Civil Engineer Squadron Environmental Compliance Section (673 CES/CEIEC), is responsible for oversight and support of all hazardous waste management activities and has authority for interpreting requirements of this HWMP and applicable regulation. The office of the HW Program Manager is located in building 724 Quartermaster Road, as depicted in the map in Appendix A. Contact information for the HW Program Manager and others is Appendix J of this plan.

The goals of JBER's HW program are to:

- Protect all personnel on JBER
- Comply with applicable instructions, statutes and regulations
- Support the JBER mission
- Reduce cost and risk when practicable

2.0 INSTALLATION PROFILE

Table 2.0-1: Installation Profile

Scope of Plan	This plan applies to all military organizations, civilian organizations, tenants, and contractors, working on JBER, regardless of whether they are permanently assigned to JBER or operating on JBER temporarily. All organizations, tenants, and contractors, are required to comply with this plan.
OPR	673 CES/CEIEC has overall responsibility for implementing the HWMP and is the lead organization for monitoring compliance with applicable federal, state, and local regulations.
HW Program Manager	Scott Tarbox, 673 CES/CEIEC, (907) 384-3322
Alternate HW Program Manager	Lucas Oligschlaeger, 673 CES/CEIEC, (907) 384-2445
Emergency contacts	In the event of a spill, fire, or explosion involving hazardous waste, dial 911 and indicate the incident is on JBER. The first person to observe a spill will complete the checklist shown in Appendix L. For additional contact information, please see Appendix J.
Waste registration numbers	EPA identification number AK8570028649
HW generator status	Large quantity generator
Universal waste handler status	Large quantity handler
Permitted HW operations	Hazardous waste container storage, no longer than 365 days at building 11735, EPA ID No. AK8570028649
Federal regulatory references	Title 40 CFR Parts 260 – 279 (40 CFR Parts 260 – 279)
State and local regulatory agencies	State of Alaska is not authorized by EPA to regulate hazardous waste.

Table 2.0-1: Installation Profile

State and local regulatory references	None applicable
Approved HW disposal contractors	DLA-DS contractors
HW accumulation sites	JBER's central accumulation area is located at building 4314 Kenney Avenue. Approximately 220 satellite accumulation areas and hundreds of areas for accumulation of other waste throughout JBER. Current information is maintained in EESOH-MIS.
HW accumulation time limits	- Unlimited in satellite accumulation areas (when the volume does not exceed limits shown in 40 CFR 262.15) - 90 days in a central accumulation area
HW generator reporting frequency	2 years, during Biennial hazardous waste reporting (no later than 1 March of each even-numbered year)

3.0 ENVIRONMENTAL MANAGEMENT SYSTEM

The AF environmental program adheres to the EMS framework and its Plan, Do, Check, Act cycle for ensuring mission success. Executive Order (EO) 13693, *Planning for Federal Sustainability in the Next Decade*, U.S. Department of Defense Instruction (DoDI) 4715.17, *Environmental Management Systems*, AFI 32-7001, *Environmental Management*, and International Organization for Standardization (ISO) 14001, *Environmental management systems - Requirements with guidance for use*, provide guidance on how environmental programs should be established, implemented, and maintained to operate under the EMS framework.

The HW management program employs EMS-based processes to achieve compliance with all legal obligations and current policy drivers, effectively manage associated risks, and instill a culture of continuous improvement. The HWMP serves as an administrative operational control that defines compliance-related activities and processes.

4.0 ROLES AND RESPONSIBILITIES

The major roles/organizations involved in supporting the HW program include:

- Wing/Installation Commander
- ESOHC
- HW Program Manager/Alternate
- Shop/HW Generator Personnel
- Satellite Accumulation Area (SAA) and Central Accumulation Area (CAA) Supervisors/Managers
- Unit Commanders
- Unit Environmental Coordinators (UECs), see AFI 32-7001 for role description
- Contracting Officer
- Defense Logistics Agency (DLA) Disposition Services
- Tenant Organizations
- AFCEC

Detailed information about typical responsibilities for these and other roles is available in AFI 32-7042, applicable installation supplements, and the HW Playbook. Additional HW management-related roles and responsibilities are described throughout this plan and in referenced documents.

4.1 INSTALLATION SUPPLEMENT – GENERAL ROLES AND RESPONSIBILITIES

Waste Managers, Unit Environmental Coordinators, and the central accumulation area operator have JBER-specific responsibilities identified below and throughout this plan.

4.1.1 Commanders/Leaders of Generating Activities

- Organization commanders/leaders will appoint Unit Environmental Coordinators (UEC) per AFI 32- 7001 *Environmental Management*
- Ensures that a primary and at least one (1) alternate Waste Managers are formally appointed (refer to Appendix E). Allows facilities, shops, and equipment to be inspected for hazardous waste management regulatory compliance by installation fire, safety and health personnel, HW Program manager, and authorized inspectors.
- Submits written requests to the HW Program Manager to establish an initial SAA
- Provides safe equipment and locations for Accumulation Areas.
- Identifies funding requirements for HW equipment and allocates funds based upon regulatory requirements.
- Requires management of HW accumulation areas to comply with federal HW management regulations and with this plan.
- Ensures all personnel (including contractors) under your command who handle HW or who supervise the handling of HW have received required training, as outlined in the Section 5.0 and Appendix E.

4.1.2 Waste Managers

Waste managers are responsible for supporting the obligation of their organization commander/leader to comply with this plan and all HW regulations. These requirements include the general responsibilities outlined below and the specific compliance responsibilities specified in this plan.

- Serve as the focal points for the organization’s waste management activities.
- Coordinate with the HW Program Manager to ensure that existing and new waste streams are properly determined to be either hazardous or nonhazardous at the point of generation of the waste.
- Must be familiar with this plan.
- Attend JBER HW training as required by Appendix E.
- Inspect each waste accumulation area at least once every 7 calendar days, and document inspections.
- Train other organization personnel, as described in this plan.
- Maintain documentation of all inspections and training, and provide documentation of inspections and training upon a request made by JBER Environmental staff or regulatory agency personnel.
- Place signs, as described within Appendix C of this plan, at all waste accumulation areas.
- Ensure that waste placed in containers only when waste is exactly as described on container labels.
- Remain aware that placement of waste not accurately described by container labels may be a violation of federal regulation.

- Ensure that waste generation, accumulation, pickup, and recordkeeping, comply with all applicable policies, regulations, laws, and this plan.
- Coordinate with the HW Program Manager, Fire Prevention, Bioenvironmental Engineering, and applicable Safety office during the placement (or relocation) of a waste accumulation area.
- Notifies the HW Program Manager of all changes in activities including, but not limited to, the location of a new waste accumulation area, relocation of an existing waste accumulation area, any change in chemicals used in an existing waste generation process, generation of a new waste stream, and any change in waste managers.
- Ensures the organization commander/leader is aware of a change that will require appointment of another waste manager in accordance with Appendix E of this plan.
- Corrects deficiencies to ensure compliance with HW regulations and this plan.
- Provide completed and signed waste container certification forms and user knowledge statements as required by this plan.
- Contact the JBER HW Program Manager when he/she has a question about waste management or desires compliance assistance.

4.1.3 Unit Environmental Coordinator (UEC)

UEC responsibilities are defined in AFI 32-7001. JBER-specific UEC responsibilities are to:

- Ensure the organization commander/leader has appointed a primary and at least one alternate waste manager in accordance with Appendix E of this HWMP;
- Ensure the waste managers attend initial and annual review of initial training as required by Appendix E of this plan.
- Notify the organization commander/leader and the JBER HW Program Manager when a waste manager has not had training within the previous 365 days.
- Ensure waste managers inspect each waste accumulation area at least once every 7 calendar days.
- Certify descriptions of waste generating processes.
- Fulfill obligations identified through the JBER Environmental Management System

4.1.4 Central Accumulation Area Operator

The operator of the central accumulation area supports the JBER HW Program Manager and:

- Ensures accumulation of waste in the central accumulation area in accordance with 40 CFR 262.17;
- Provides waste containers and container labels
- Obtains waste samples and waste analysis;
- Inspects the central accumulation area as required by 40 CFR 262.17;
- Tracks all waste containers and waste disposition in EESOH-MIS;
- Assists the HW Program Manager with data needs and data calls;
- Maintains an inventory of waste accumulated in the central accumulation area;
- Delivers empty waste containers to organizations, and picks up waste containers from locations throughout JBER;
- Establishes and maintains waste profiles;

- Develops and submits waste turn-in documentation to ensure transportation of waste to permitted facilities, prior to exceeding the 90-day limit applicable to accumulation of waste in a central accumulation area;
- Packages and labels waste for transportation in accordance with applicable regulation;
- Submits documentation to DLA-DS to ensure timely preparation of the biennial HW report;
- Inspects waste accumulation throughout JBER and communicates findings to the HW Program Manager;
- Provides advice to waste generators on JBER;
- Assists the HW Program Manager with exception reporting and required documentation when applicable;
- Provides initial HW training, universal waste training, and annual review of initial HW training, applicable to proper waste management on JBER; and
- Maintains required documentation which may include, but is not limited to, waste analysis, waste profiles, inspection documentation, uniform HW manifests, nonhazardous waste manifests, bills of lading, shipping documentation, waste exception reporting, training records, and appointments of primary and alternate waste managers.

5.0 TRAINING

HW awareness training is provided to satisfy regulatory requirements and needs. All personnel whose work involves HW, and their immediate supervisors, must successfully complete HW training appropriate to their job responsibilities. Until the employee has received the appropriate HW training, the employee may only handle HW under the supervision of a trained individual. HW training is provided by authorized personnel. Training records are maintained IAW the Recordkeeping and Reporting section of this plan. HW Program Managers require specific training to include HW Management Compliance Training and Department of Transportation training to sign HW manifests. Consistent with the eDASH training matrix, Installation HW Program Managers should complete the following in-residence courses (or equivalent): Air Force Institute of Technology (AFIT) 521, Hazardous Waste Management; and DLA - DCPSO00510, Transportation of Hazardous Material/Hazardous Waste (Interservice Environmental Education Review Board [ISEERB] approved). Installations will enter procedures regarding site-specific training requirements below based upon Federal, State, and local regulations, consistent with the eDASH training matrix.

5.1 INSTALLATION SUPPLEMENT – TRAINING

See Section 11.1 for JBER-specific training requirements.

6.0 RECORDKEEPING AND REPORTING

6.1 RECORDKEEPING

The installation complies with the following U.S. Federal HW recordkeeping requirements as applicable based on generator status.

Table 6.1-1: Installation Profile

Record*	Citation	Retention Time**	Citation
HW determination documentation	40 CFR 262.11(f)	3 years from the date that the waste was last sent to a TSDF	40 CFR 262.11(f)
HW Biennial/Annual Report	40 CFR 262.41	3 years from the due date of the report	40 CFR 262.40(b)
HW manifest (electronic or paper)	40 CFR 262.20	3 years from the day the waste was accepted by the initial transporter	40 CFR 262.40(a)
Small Quantity Generator CAA inspection logs	40 CFR 262.16(b)(2)(iv)	Although records are not formally required, the best management practice is to record and retain for 3 years to demonstrate compliance	N/A
LQG CAA inspection logs	40 CFR 262.17(a)(1)(v) 40 CFR 264.15(d) 40 CFR 265.15(d)	For interim and permitted operations, 3 years from the date the inspection was conducted. For all other LQGs, the best management practice is to retain for 3 years to demonstrate compliance	40 CFR 265.14(d) 40 CFR 265.15(d)
Preparedness and prevention arrangements with local authorities	40 CFR 262.16(b)(8)(vi)(B)	The federal regulations do not offer a minimum retention time, but the best management practice is to retain the plan while active and for 3 years thereafter to demonstrate compliance	N/A
Consolidation of HW received from very small quantity generators.	40 CFR 262.17(f)	3 years from the date the HW was received from the very small quantity generator	40 CFR 262.17(f)
Exception reports	40 CFR 262.42	3 years from the due date of the report	40 CFR 262.40(b)
Land restricted waste determination	40 CFR 268.7(a)(1)	3 years from date the determination was required to be conducted. If not required, 3 years from the date the waste was last sent to a TSDF	40 CFR 268.7(a)(8)
Land restriction notice and certification	40 CFR 268.7(a)(2)	3 years from the date the waste was last sent to a TSDF	40 CFR 268.7(a)(8)
Notification of intent to export waste	40 CFR 262.83(b)	3 years from the date the HW was accepted by the initial transporter	40 CFR 262.83(i)(1)(i)
Waste export confirmation of receipt and exception reports	40 CFR 262.83(h)	3 years from the date the HW was accepted by the initial transporter	40 CFR 262.83(i)(1)(iii)
Annual report (required of primary exporters of HW)	40 CFR 262.83(g)	3 years from the date the HW was accepted by the initial transporter	40 CFR 262.83(i)(1)(ii)
Employee training records (including appointment letters for key HW personnel)	40 CFR 262.16(b)(9)(iii) 40 CFR 262.17(a)(7)(iv) 40 CFR 264.16(d)	For interim and permitted operations-current personnel: until closure of the site; Former personnel: 3 years from date the individual last worked there. For all other LQGs and SQGs, the best	40 CFR 262.17(a)(7)(iv) 40 CFR 264.16(e) 40 CFR 265.16(e)

Table 6.1-1: Installation Profile

Record*	Citation	Retention Time**	Citation
	40 CFR 265.16(d)	management practice is to retain for 3 years to demonstrate compliance	

*Permitted Treatment, Storage, and Disposal Facilities (TSDF) comply with recordkeeping requirements established in their HW permit.

**Retention Time may be extended during the course of any unresolved enforcement action or as requested by the EPA. The AF, through the Air Force Records Information Management System (AFRIMS), requires that HW-related reports, documents, studies, HW manifests, and disposal records (including contracts) are destroyed 50 years from the date of the record.

6.2 REPORTING

The HW Program Manager, and other designated personnel, generate needed reports from the Enterprise Environmental, Safety, and Occupational Health - Management Information System (EESOH-MIS).

Enforcement actions, spills, and inspections are reported via the Enforcement Actions, Spills, and Inspections Environmental Reporting (EASIER) database.

6.2.1 Installation Supplement – Recordkeeping and Reporting

See Sections 11.3 through 11.5.

7.0 PROCEDURES

This section contains procedures for managing HW from identification, accumulation, offsite transportation, and disposal. The HW Program Manager ensures that appropriate procedures are properly communicated and followed by all necessary personnel.

7.1 WASTE INVENTORY

A current waste inventory can be generated within EESOH-MIS using the Ad-Hoc Reporting Tool or by completing the following steps:

- Log into EESOH-MIS, select the “Reporting” option, and select “Hazardous Waste” to generate the Waste Site Waste Stream Summary Report.

7.2 INSTALLATION SUPPLEMENT – WASTE INVENTORY

See Section 11.6 for information about validation of waste stream inventories and Appendix B for an example of the type of information stored in EESOH-MIS. Contact the CAA or the HW Program Manager for instructions about how to manage a new waste site or waste stream. See the instructions above for how to obtain a copy of a Waste Site Waste Stream Summary Report.

7.3 WASTE IDENTIFICATION

The HW Program Manager determines the nature of waste based on a detailed qualitative analysis of the regulated waste generating process, associated Safety Data Sheet (SDS) information, and coordination with generating activity personnel involved in the use of hazardous materials. If uncertainties about a waste stream exist, the HW Program Manager pursues waste stream sampling and analysis IAW the Waste Analysis Plan (WAP) found in Section 11.7. The WAP details the wastes that have been evaluated and analyzed, a description of the testing and analytical methods used, the HW sampling methods used, the location of samples taken for analysis and frequency, sample documentation, sample quality assurance and quality control procedures, and sample request procedures.

Generator knowledge and the results of the WAP are used to minimize waste re-characterizations to those instances where a process change has occurred or the waste stream is highly variable.

7.3.1 Installation Supplement – Waste Identification

See Section 11.7.

7.4 CONTAINER MANAGEMENT

Container management procedures are as follows:

- Containers storing HW must be in good condition and meet transportation and other applicable requirements. “Good condition” means there should be no severe rusting, no sharp-edged creases or dents, no bulging heads, and no severe structural defects.
- Ensure that the waste material will not react with the container itself.
- Use plastic or plastic-lined steel drums to safely store corrosive wastes.
- Immediately transfer the contents of a leaking container to another container or over pack into a salvage drum.
- Containers with free liquid or drum contents on top must be cleaned or over packed in the case of a leak.
- Containers must remain closed at all times except when adding or removing waste. Adequate headspace must be maintained at all times when filling a container to account for content expansion.
- Containers holding HW must not be opened, handled, or stored in a manner which may rupture the container or cause it to leak.
- Containers of flammable liquids must be grounded when transferring flammable liquids from one container to the other.

7.4.1 Installation Supplement – Container Management

See Sections 11.8 through 11.16.

7.5 LABELING AND MARKING

Containers used for the accumulation and transportation of HW are properly labeled IAW applicable laws and regulations.

Each container is properly marked and labeled at a SAA prior to transportation to a CAA. The waste-generating activity ensures that the label on each waste container is clearly visible for inspection. During accumulation at a SAA, HW containers are marked with the following:

- The words “Hazardous Waste”
- A description of the contents of the container
- An indication of the hazards of the contents

7.5.1 Once a HW satellite accumulation area accumulates more than 55 gallons of HW (or more than 1 quart of liquid acute HW, or more than 1 kilogram of solid acute HW), the waste manager marks the container with the date on which 55 gallons (or 1 quart of liquid acute HW, or 1 kilogram of solid acute HW) is exceeded. The amount of HW that exceeds 55 gallons (or 1 quart of liquid acute HW, or 1 kilogram of solid acute HW) must be transported to a CAA or a TSDF within three consecutive calendar days. Refer to section 11.8.2 “**What must an organization do when accumulating hazardous waste in a satellite accumulation area?”**

HW containers 110 gallons or less that are shipped offsite are marked with the following:

- "Hazardous Waste – Federal Law prohibits Improper Disposal. If found, contact the nearest police or public safety authority or the U.S. Environmental Protection Agency"
- Generator's name and address
- Generator's EPA ID Number
- Manifest tracking

These markings are:

- Durable
- In English
- Printed on or affixed to the surface of a package or on a label, tag, or sign displayed on a background of sharply contrasting color
- Unobscured by labels or other attachments
- Located away from any other markings that might substantially reduce visibility or effectiveness

Universal waste (UW), or a container in which a UW is contained, is labeled and marked clearly with the date the material became a waste and the name of the waste, as described below:

- UW batteries must be labeled with any one of the following phrases: "Universal Waste—Battery(ies)," or "Waste Battery(ies)," or "Used Battery(ies)"
- UW thermostats must be labeled with any of the following phrases: "Universal Waste-Mercury Thermostat(s)," "Waste Mercury Thermostat(s)," or "Used Mercury Thermostat(s)"
- UW pesticides must be labeled with one of the following phrases: "Universal Waste—Pesticide(s)" or "Waste-Pesticide(s)"
- UW lamps must be labeled with one of the following phrases: "Universal Waste—Lamp(s)," or "Waste Lamp(s)," or "Used Lamp(s)"

7.5.2 Installation Supplement – Labeling and Marking

See Sections 11.8 through 11.11.

7.6 ACCUMULATION AREA MANAGEMENT

Accumulation area management procedures are as follows:

- SAAs are used to accumulate up to 55 gallons of HW or 1 quart of liquid acute HW, or kilogram of solid acute HW
- If HW or acute HW are accumulated in excess of these amounts, the generator marks the container with the date the amount was exceeded and transfers the container to a CAA or TSDF within 3 consecutive calendar days
- HW is accumulated in a CAA for up to 90 days for a LQG (LQG), or 180 days (270 days if waste has to be shipped over 200 miles) for a small quantity generator (SQG)
- CAAs comply with all applicable federal, state, and local accumulation requirements, including proper waste segregation

7.6.1 Installation Supplement – Accumulation Area Management

See Sections 11.8 through 11.13.

7.7 TRANSPORTATION

The HW Program Manager has overall responsibility for the transportation of HW from a SAA to a CAA, and from a CAA to the disposal facility. The HW Program Manager ensures:

- All transportation over public highways is conducted IAW applicable Department of Transportation (DOT) requirements
- Containers are DOT approved
- Transporters have the appropriate training
- Uniform HW manifests are prepared for offsite transportation (electronically or paper)
- All necessary documentation has been completed and records are maintained IAW all applicable federal, state, and local requirements and the AF Records Disposition Schedule

7.7.1 Installation Supplement – Transportation

See Section 11.13 through 11.15.

7.8 TURN IN/DISPOSAL

The turn in procedures contained in DoD 4160.12-M. DLA Disposition Services are followed. In the event an alternate route for disposal is needed, a waiver will be obtained with proper justification and approval.

Containers are inspected prior to turn-in to ensure that container management procedures have been followed and that containers are properly labeled and in good condition. If the container is not in good condition, contents are transferred to a container that is in good condition.

7.8.1 Installation Supplement – Turn In/Disposal

See Sections 11.13 through 11.14.

7.9 INSPECTION

Inspection processes fulfill the “Check” function of the EMS “Plan, Do, Check, Act” cycle. CAAs are inspected at least weekly to ensure proper accumulation and container management. Resource Conservation and Recovery Act (RCRA) Part B permitted storage facilities are inspected according to the inspection schedule established in the permit. All other inspections occur IAW AFI 90-201, *The Air Force Inspection System,* and the Commander’s Self Inspection Program. Inspection records are maintained IAW the Recordkeeping and Reporting section of this plan.

7.9.1 Installation Supplement – Inspection

See Section 11.16.

7.10 WASTE MINIMIZATION

HW manifests include certification that a waste minimization program is in place. Below are key activities and processes that are performed as part of waste minimization and pollution prevention efforts:

- Hazardous material process authorization and hazardous materials management processes – Each process involving use of hazardous materials and generation of waste streams is evaluated and authorized. Process authorization is performed through EESOH-MIS. The HW Program Manager, Hazardous Materials Management Program (HMMP) Team, and the generating activity make a final determination whether or not the results of the process authorization effort are sufficient to reduce waste toxicity and volume

- Procurement and use of minimal quantities – When a material with environmental risk must be used, minimal quantities are procured to minimize surplus quantities and shelf life exceedances
- Recycling – When the use of hazardous materials is unavoidable, excess or waste material is evaluated for reuse or recycling
- Environmental action planning – Environmental action plans (EAPs) are developed and maintained as part of the overall EMS. EAPs are management plans that translate environmental objectives and targets into actionable plans. Waste minimization efforts are considered during development of EAPs

7.10.1 Installation Supplement – Waste Minimization

To meet the regulatory requirement to have a waste minimization program, JBER implements a Hazardous Materials Management Process (HMMP). All organizations are required to obtain approval through the HMMP to possess and use hazardous materials on JBER. For additional information, contact the Hazardous Materials Program Manager in 673 CES/CEIEC. Contact information is in Appendix J.

7.11 PREPAREDNESS AND PREVENTION

Preparedness and prevention practices are described in emergency prevention and response plans available through the references section of this plan and are maintained IAW the EMS on eDASH: Emergency Preparedness and Response, and shall include the Installation Spill Prevention, Control, and Countermeasure (SPCC) Plan (or equivalent) or a specific HW Contingency Plan.

7.11.1 Installation Supplement – Preparedness and Prevention

Each organization is required to provide spill response equipment as appropriate to respond to a spill of the type of waste generated, accumulated, or handled by the organization. Funding for the purchase of spill response supplies and equipment is the responsibility of each applicable organization. Many organizations may be able to purchase spill response supplies and equipment at the JBER GSA SERVMART. Contact information is in Appendix J. In addition, numerous industry vendors sell spill response supplies and equipment.

To meet preparedness, prevention and emergency procedures requirements, JBER implements an Installation Emergency Management Plan/Continuity of Operations Plan (IEMP/COOP) 10-2, a Base Civil Engineer Contingency Response Plan /Continuity of Operations Plan (BCE CRP/COOP), and a Spill Prevention, Control and Countermeasures Plan/Oil Discharge Prevention and Contingency Plan. Those three plans are available through the JBER Plans and Programs SharePoint site https://jber.eis.pacaf.af.mil/673ABW/XP/673%20ABW%20XPX%20Wing%20Plans/673%20ABW%20Plans/Forms/AllItems.aspx.

In the event of a HW spill (regardless of size), a person discovering a spill will immediately notify JBER Fire and Emergency Services, Fire Alarm Communication Center, by dialing 911 and indicating the spill is on JBER. This will ensure appropriate cleanup and notification measures. The first person observing a spill should report information and take action as shown in the checklist in Appendix L of this plan.

Organizations and/or Squadron Commanders/Directors/Leaders will reimburse Civil Engineering for initial and intermediate clean-up response and waste disposal expenses if environmental quality funds are used.

7.12 WASTE SPECIFIC PROCEDURES

Waste-specific procedures are included in the installation supplement below or maintained as separate operational controls outside of this plan.

7.12.1 Installation Supplement – Waste Specific Procedures

See Sections 11.17 through 11.18.

8.0 REFERENCES

8.1 STANDARD REFERENCES (APPLICABLE TO ALL AF INSTALLATIONS)

- Advanced Distributed Learning Service (ADLS)
- AFI 32-7001, Environmental Management
- AFI 32-7042, Waste Management
- AFI 32-7086, Hazardous Materials Management
- AFI 90-201, The Air Force Inspection System
- AFLOA HW Legal and Other Requirements – The Air Force Legal Operations Agency (AFLOA) legal registry lists and provides access to federal (e.g., CFR, U.S. Code), DoD, AF, and other legal requirements
- ARCNet – Training resource for Air Force Reserve Command
- DoD 4160.21 (all volumes), Defense Materiel Disposition
- EASI Database (includes SIRIS)
- eDASH HW Environmental Action Plans (EAPs)
- eDASH HW Home Page
- eDASH HW Training Matrix
- EESOH-MIS Application Login
- EESOH-MIS Support Portal
- The Environmental Awareness Course Hub (TEACH)
- HW Playbook

8.2 INSTALLATION REFERENCES

- AF Form 55, Environmental Health and Safety Record
- DD Form 1348-1A
- DRMS Form 1851
- DRMS Form 1930, Hazardous Waste Profile Sheet
- EPA Form 8200-22, Uniform Hazardous Waste Manifest
- EPA Form 8700-13 A/B
- JBER Installation Emergency Management Plan/Continuity of Operations Plan (IEMP/COOP) 10-2
- 673 CEG Base Civil Engineer Contingency Response Plan /Continuity of Operations Plan (BCE CRP/COOP)
- JBER Spill Prevention, Control and Countermeasures Plan/Oil Discharge Prevention and Contingency Plan
- RCRA HW Permit
- Enterprise Environmental, Safety, and Occupational Health Management Information System (EESOH-MIS)

9.0 ACRONYMS

9.1 STANDARD ACRONYMS (APPLICABLE TO ALL AF INSTALLATIONS)

- eDASH Acronym Library
- HW Playbook – Acronym Section
- U.S. EPA Terms & Acronyms

9.2 INSTALLATION ACRONYMS

- ABW – Air Base Wing
- CAA – Central accumulation area
- CEIEC - Environmental Compliance Section
- CEG – Civil Engineer Group
- CES – Civil Engineer Squadron
- CFR – Code of Federal Regulations
- DLA-DS - Defense Logistics Agency - Disposition Services
- DOT – Department of Transportation
- EESOH-MIS – Enterprise Environmental, Safety, and Occupational Health, Management Information System
- EPA – Environmental Protection Agency
- HAZMART – Hazardous Materials Pharmacy
- HW – Hazardous Waste
- HWPS – Hazardous Waste Profile Sheet
- HMMP - Hazardous Materials Management Process
- JBER – Joint Base Elmendorf-Richardson
- LDR – Land disposal restriction
- LQG – Large quantity generator
- OWS – Oil water separator
- PCB – Polychlorinated biphenyl
- POC – Point of Contact
- POL - Petroleum, oil, and lubricant
- RCRA - Resource Conservation and Recovery Act
- SAA – Satellite Accumulation Area
- SDS – Safety Data Sheet
- UW – Universal waste

10.0 DEFINITIONS

Standard Definitions *(Applicable to all AF Installations)*

- HW Playbook – Definitions Section

Installation Definitions

None applicable.

11.0 INSTALLATION-SPECIFIC CONTENT

All commanders/leaders must appoint waste managers and ensure waste managers attend training in accordance with Appendix E of this plan.

11.1 JBER HW TRAINING REQUIREMENTS

All personnel whose work involves hazardous or other regulated wastes, and their immediate supervisors, must successfully complete waste training appropriate to their job duties. Until a person has been trained, the person may only handle HW under the supervision of a trained individual. Training requirements, for personnel that sign HW manifests, are identified in AFI 32-7042. Training requirements for central accumulation area personnel are found in 40 CFR 262.17(a)(7). Personnel preparing HW for shipment must receive Department of Transportation (DOT) training applicable to the level of the work as prescribed by the DOT regulations IAW 49 CFR subpart H, Training, and the Defense Transportation Regulation (DTR) DoD Regulation 4500.9-R, Part II, Chapter 204, Hazardous Materials, and additional details are found in AFI 32-7042. If a RCRA HW permit is in effect, training requirements, applicable to personnel working in a permitted HW unit, are identified in the permit or applicable regulation.

11.1.1 JBER Waste Manager Training

Training will include information about:

- Making proper waste determinations and identification of hazardous characteristics;
- Waste and container management applicable to HW satellite accumulation areas;
- Waste and container management applicable to universal waste accumulation;
- Regulatory requirements;
- Container marking/labeling;
- Waste minimization;
- Container deliver and waste pickup; and
- Spill response/reporting.
- Hazardous Materials Management Process (HMMP)

Waste managers will train other organization personnel to properly manage waste generated and handled by the organization, as appropriate to the responsibilities of the other personnel.

11.1.2 JBER Universal Waste Training Requirements

All personnel handling universal waste must be trained to be thoroughly familiar with proper waste handling and emergency procedures, relative to their responsibilities during normal facility operations and emergencies, as required by 40 CFR 273.36. Universal waste includes certain types of waste batteries (not alkaline), waste lamps, waste mercury-containing equipment, and waste pesticides. The most common types of universal waste on JBER are fluorescent lamps (also known as bulbs or light tubes) and rechargeable batteries. As required by the CFR, personnel must attend, and be able to document, training prior to handling universal waste. In other words, no person will handle universal waste until after receiving training relative to his/her job responsibilities. Primary and alternate waste managers are required to attend training, and are afterward required to train organization personnel that handle universal waste (including, but not limited to, fluorescent bulbs/tubes, and batteries). Each organization is required to (1) maintain documentation of all universal waste training in a HW notebook at each location in which waste is

accumulated; and (2) provide documentation of universal waste training upon a request made by JBER Environmental staff or regulatory agency personnel.

11.2 UNIVERSAL WASTE TYPES

There are four types of universal waste: batteries, pesticides, mercury-containing equipment, and lamps.

Universal waste batteries are very common on JBER, and include, but are not limited to:

- lithium batteries;
- nickel-metal hydride batteries;
- nickel-cadmium batteries; and
- all rechargeable batteries.

Alkaline batteries are not universal waste. See Section 11.17.9 for additional information about batteries.

Universal waste pesticides may include recalled and unused pesticides. Universal waste pesticides are not common on JBER.

Universal waste, mercury-containing equipment means a device or part of a device (including thermostats, but excluding batteries and lamps) that contains elemental mercury integral to its function. Universal waste mercury-containing equipment is not common on JBER.

Universal waste lamps are very common on JBER and are informally known as bulbs. The term “lamp” is used in applicable regulation. “Bulb” is a word intended to have the same meaning as lamp. Examples of common universal waste lamps include, but are not limited to:

- fluorescent (also called “tubes”) lamps;
- high intensity discharge lamps;
- neon lamps;
- mercury vapor lamps;
- high pressure sodium lamps; and
- metal halide lamps.

11.3 RECORDKEEPING AND REPORTING

Waste records such as manifests, LDR documents, biennial HW reports, training and inspection documentation, will be maintained by the operators of the central accumulation area and the permitted HW container storage unit as required by regulations and permit conditions when applicable. After that, records will be maintained or disposed in accordance with applicable Air Force records disposition requirements.

11.4 HAZARDOUS WASTE RECORDS

Records of exception reporting, applicable to waste transported from any permitted unit, will be maintained by the personnel operating the permitted unit. Records of exception reporting, applicable to waste transported from a central accumulation area, will be maintained by the personnel operating the central accumulation area. Records of biennial HW reporting will be kept by the operator of the permitted HW container storage unit, as required by permit, by the central accumulation area operator, or by the HW Program Manager.

11.5 HAZARDOUS WASTE NOTEBOOKS

All military organizations, civilian organizations, tenants, and contractors, are required to create and maintain, at each waste accumulation area, a HW Notebook containing the following information applicable to the specific waste accumulation area:

- The most recent form, and all forms/letters for the previous 3 years, appointing waste managers;
- Training records for all waste managers and organization personnel trained during the current and previous 3 years;
- Completed inspection checklists for the current and previous 3 years;
- Summary Sheet of Waste Streams and Profile Numbers and waste stream validations;
- Certified waste stream descriptions
- Electronic copies of documentation are acceptable only if the organization keeps the storage media in the HW notebook and ensures a working computer is available to view the documentation upon a request of the JBER HW Program Manager or regulatory agency personnel.

11.6 WASTE STREAM INVENTORY

The current and complete waste stream inventory is stored in EESOH-MIS and is not a part of this plan because it changes frequently. See Appendix B for an example of some of the waste stream inventory information stored in EESOH-MIS. The HW Program Manager may ask waste managers to validate the waste stream inventories, to determine if the organization is generating the waste streams shown as active in EESOH-MIS. If asked by the HW Program Manager, waste managers are required to cooperate and validate the waste stream inventory. Waste managers will indicate whether the organization is generating each waste stream. The HW Program Manager will document the waste stream validation and provide a copy of the documentation to the waste managers. Waste managers will keep a copy of the waste stream validation in the appropriate HW notebook. The purpose of the validation is to ensure JBER maintains current information about waste streams.

11.7 WASTE IDENTIFICATION AND WASTE ANALYSIS PLAN (WAP)

If a RCRA HW permit is in effect, the WAP in the permit takes precedence and is incorporated by reference. In the absence of a WAP prescribed in a RCRA HW permit, the activities described below will serve as the WAP for JBER.

All waste determinations will be made at the point of generation of waste, prior to any mixing, dilution, or alteration of the waste, and at any time that waste properties have changed, or may have changed, such that the RCRA classification may change. Waste determinations will be made in accordance with 40 CFR 262.11. If laboratory analysis of a representative sample of waste will be used to determine if waste exhibits hazardous characteristics, analysis will be by the methods required by 40 CFR 262.21 – 262.24.

Waste is HW if it meets any of the listing descriptions under subpart D of 40 CFR part 261. Waste is HW if it exhibits one or more of the hazardous characteristics as identified in subpart C of 40 CFR part 261.

JBER will evaluate nonhazardous waste profiles every four years, to determine if the wastes streams will be managed as hazardous or nonhazardous. If a waste determination uses laboratory analysis, of a representative sample of a waste stream, to establish that a waste may be managed as nonhazardous, JBER will document the waste determination and profile, and may manage the waste stream as nonhazardous for four years, as long as nothing changes. The JBER HW Program Manager may choose to manage nonhazardous waste as HW if it will be cost-effective, or if laboratory analysis detects a contaminant close to the regulatory level. JBER will analyze a representative sample of nonhazardous waste streams and establish another waste determination/profile no later than 4 years (1,460 days) from the date of the last waste determination.

JBER will evaluate HW profiles every five years. If a waste determination uses laboratory analysis, of a representative sample of a waste stream, to establish that a waste stream must be managed as hazardous, JBER will document the waste determination and profile, and will manage the waste stream as hazardous

for 5 years, as long as nothing changes. JBER will analyze a representative sample of HW streams and establish another waste determination/profile no later than 5 years (1,825 days) from the date of the last waste determination. JBER will never manage HW as nonhazardous waste.

If there are any changes in a waste generation process, the characteristics of the waste may change. After a change in a waste generation process, and prior to a new waste determination, it may be inappropriate to assume the waste can be managed as it had been managed prior to a change. If anything changes in the waste generation process, a waste manager with the organization generating the waste is required to immediately notify the JBER HW Program Manager and provide all information about all changes in the waste generation process and chemicals used. After a change in a waste generation process, waste management requirements, may change. After changes in a waste generation process, new waste determination must immediately be made to determine applicable container marking/labeling and disposal requirements.

Waste determinations may be made based upon user knowledge of the chemicals used in the waste generation process. To make a waste determination based on user knowledge, the waste managers are required to provide a written and detailed description of the waste generation process, and electronic copies of valid and most current Safety Data Sheets (SDSs) applicable to all chemicals used in the waste generation process. After developing a written description of the waste generation process and all chemicals used, one of the waste managers and the organization UEC must provide certification that the written description is accurate. If the organization does not have a UEC, the waste manager is required to obtain certification of the organization commander/leader, that the description of the waste generation process is accurate.

The JBER HW Program Manager has discretion to require waste generators to provide a written description of any waste generation process and a list of all chemicals used in the process, and Safety Data Sheets (SDSs) as necessary to make a proper waste determination. If the JBER HW Program Manager requests a written description of a waste generation process, one of the waste managers and the organization UEC must provide certification that the written description is accurate. If the organization does not have a UEC, the waste manager is required to obtain certification of the organization commander/leader, that the description of the waste generation process is accurate.

Materials that were used, but that can no longer be used for their intended purpose, must be characterized to determine whether the waste must be managed a HW or nonhazardous waste. The process can change the waste characteristics even when the products used in the process are not hazardous materials (examples are aqueous parts washer wastes, or antifreeze). In this situation, laboratory analysis of a representative sample of the waste may be required to make a proper waste determination.

Waste management personnel may review waste determinations to determine whether a new waste determination is required.

DRMS Form 1930, Hazardous Waste Profile Sheet (HWPS), documents the results of the evaluation of individual waste streams and HW codes, as applicable. EESOH-MIS may store HWPSs, and interfaces with the DLA-DS database for initiating and tracking waste shipments. EESOH-MIS may also store information used to make waste determination based upon user knowledge.

Waste stream information is stored in EESOH-MIS.

11.8 JBER REQUIREMENTS FOR WASTE ACCUMULATION

JBER does not allow accumulation or storage of HW in containment buildings, on drip pads, or in tanks. Organizations will place waste in containers. Definitions of containment buildings, drip pads, containers, and tanks are in 40 CFR 260.10.

JBER personnel must comply with 40 CFR 262.15 for accumulation of HW in satellite accumulation areas, 40 CFR 262.17 for waste accumulated in a central accumulation area, and 40 CFR 273 for universal waste.

With the exception of the central accumulation area managed by 673 CES/CEIEC, all HW will be accumulated in accordance with regulations applicable to HW satellite accumulation areas. No organization or person is allowed to deliver waste to the HW central accumulation area. The HW central accumulation area will not accept delivery of waste from organization personnel. Waste managers must contact the HW central accumulation area or the JBER HW Program Manager, to request and coordinate delivery of properly marked containers (that are tracked in EESOH-MIS) and removal of waste. The JBER HW central accumulation area will deliver properly marked containers that are in good condition, structurally sound, and compatible with the waste to be contained. Only properly appointed and trained waste managers are allowed to request containers for waste accumulation. Labels will be printed from EESOH-MIS and will contain information required to manage the container but not required by regulation. This may include a container number, organization name, waste manager name, waste description, and additional data used to track the container. Organizations will not erase, obscure, or overwrite information on a HW container label unless approved by central accumulation area personnel or the JBER HW Program Manager.

To establish or relocate a waste accumulation area, an organization commander/leader will request establishment/relocation by submitting a memo to the HW Program Manager. The memo will identify the proposed location and provide a description of the waste stream(s) the organization expects to generate. If the organization commander/leader has not appointed a primary and an alternate waste manager, the commander/leader will simultaneously submit a waste manager appointment consistent with Appendix E of this plan. The HW Program Manager will coordinate with the appropriate/appointed waste managers to obtain all information necessary to make a waste determination for each waste stream, and arrange training of the appointed waste managers. In addition, the HW Program Manager may also coordinate with other organizations to address safety, fire prevention, and protection of human health associated with waste accumulation.

11.8.1 What must an organization waste manager do when the organization receives a container for hazardous waste?

- Verify the container has a label marked with the words “Hazardous Waste”.
- Verify the container label properly indicates the hazards of the contents with one or more of the following words applicable to the specific waste: “ignitable”, “toxic”, “corrosive” or “reactive”. If the waste manager has any question, call the HW central accumulation area or the HW Program Manager.
- Verify the container can be completely closed.
- Verify the container label has an accurate description of the specific waste the organization will place in the container.
- Verify the container is in good condition.

11.8.2 What must an organization do when accumulating hazardous waste in a satellite accumulation area?

- Place waste in a properly marked container.
- Ensure the container is completely closed except when adding or removing waste.
- Limit waste accumulation to a maximum of 55 gallons of each nonacute hazardous waste stream, 1 quart of each liquid acute hazardous waste stream, or 1 kilogram of each solid acute hazardous waste stream.
- Call the JBER central accumulation area to arrange waste removal (before exceeding the limits) and delivery of a new container.
- Ensure containers are ready for pickup and suitable for transport to prevent a release of waste.

- Complete and sign a copy of a waste container certification form (Appendix K), and affix a signed copy (with appropriate information) to each container that will be picked up.
- Mark the date any amount exceeds an applicable limit (55 gallons of non-acute HW, 1 quart of liquid acute HW, or 1 kilogram (2.2 pounds) of solid acute HW) and immediately coordinate with the CAA operator to ensure transportation of the HW to the central accumulation area within three consecutive calendar days.
- Inspect accumulation areas/document inspections, at least every 7 calendar days.
- Control the waste accumulation area and ensure that the organization places waste in a container only when the waste is exactly as described on the container label.
- Ensure waste management is always in compliance with regulatory requirements.
- Train organization personnel how to manage waste properly.

11.8.3 What should an organization waste manager do when the organization receives a container for universal waste?

- Verify the container label is marked with the phrase "UNIVERSAL WASTE", and is indicates the container is for the specific type of universal waste that the organization will place in the container.
- Verify the container can be completely closed.
- Verify the container is structurally sound and in good condition.

11.8.4 What must an organization waste manager do when the organization handles universal waste?

- Mark the accumulation start date (ASD) on the container label. (The ASD is the date the first universal waste item is placed in the container.)
- Ensure the container is completely closed, except when adding or removing waste.
- If a container is not full, but contains one or more universal waste item, call the JBER hazardous waste central accumulation area no later than 9 months after the first universal waste item is placed in the container. This will allow time to schedule removal from JBER within 365 days from the date the first universal waste was placed in the container.
- If a container is full, call the JBER central accumulation area for waste removal and issuance of a new container and label, even if it has not been 9 months since the first universal waste item was placed in the container.
- Inspect accumulation areas/document inspections, at least every 7 calendar days.
- Control the waste accumulation area and ensure that the organization places waste in a container only when the waste is exactly as described on the container label.
- Complete and sign a copy of a waste container certification form (Appendix K), and affix a signed copy (with appropriate information) to each container that will be picked up.
- Ensure waste is always in compliance with regulatory requirements.
- Train organization personnel how to manage waste properly.

11.9 CENTRAL ACCUMULATION AREA CONTAINER REQUIREMENTS

Regulatory requirements for central accumulation areas are in 40 CFR 262.17 and are summarized below.

What must the operator of the central accumulation area do when accumulating hazardous waste in a central accumulation area?

- Ensure all hazardous waste is in a container marked with the words “hazardous waste” and an indication of the hazards of the contents.
- Ensure every container is completely closed except when adding or removing waste.
- Ensure every hazardous waste container is marked with an accumulation start date (the date the waste was placed in the central accumulation area).
- Arrange containers so that labels are readily visible.
- If waste arrives in the central accumulation area on different dates and is later consolidated into a container with waste that arrived on a different date, the accumulation start date placed on the container (into which waste is consolidated) will be the earliest date that any of the waste arrived in the central accumulation area. The earliest date will be tracked in EESOH-MIS.
- Ensure every central accumulation area person, and any person delivering waste to the central accumulation area, has taken part in initial RCRA hazardous waste training, or annual review of initial training, within the previous 365 days.
- Inspect the central accumulation area, and document inspections, at least every 7 calendar days in accordance with 40 CFR 262.17.
- Ensure that waste is exactly as described on container labels.
- Ensure waste management is always in compliance with regulatory requirements of 40 CFR 262.17.
- Ensure turn-in documentation is submitted to DLA-DS with sufficient time to arrange pickup of the waste by the initial transporter, for off-site transportation of the hazardous waste from the central accumulation area, within 90 days of the accumulation start date. To accomplish this, the central accumulation area operator must submit turn-in documentation to DLA-DS no later than the 55th day of accumulation.

11.10 UNIVERSAL WASTE ACCUMULATION REQUIREMENTS

Universal waste containers will be marked/labeled according to the type of universal waste placed in the container. EESOH-MIS generates the appropriate labels to comply with the applicable regulations. On JBER, universal waste lamp containers will be labeled “Universal Waste – Lamps”. Universal waste battery containers will be labeled “Universal Waste ─ Batteries”. Universal waste mercury-containing equipment containers will be labeled with the phrase “Universal Waste –mercury-containing equipment”. Universal waste pesticide containers will be labeled with the phrase “Universal Waste – pesticides.” The accumulation time limit for all universal waste on JBER is 1 year. Anyone handling universal waste on JBER is required to demonstrate the length of time universal waste has been accumulated. An item becomes a universal waste on the date the handler discards the item or decides to discard it. All personnel handling universal waste on JBER must demonstrate the amount of time all universal waste has been accumulated by placing the accumulation start date on container labels. The accumulation start date is the date that the first universal waste is placed in a container. Any person placing universal waste in an empty universal waste container is required to mark the container label with the accumulation start date immediately after placing universal waste in an empty universal waste container. The organization waste manager is required to call the central accumulation area to coordinate pickup of universal waste either 270 days (9 months) after the accumulation start date, or as soon as the universal waste container is full, whichever is first. This must be done to ensure universal waste picked up from the organization, consolidated with other universal waste, and transported off JBER prior to the one-year time limit for accumulation of universal waste. JBER personnel will place individual batteries in sealed plastic bags, or cover all exposed terminals with tape, to prevent short-circuits and comply with transportation regulations. Organizations are responsible for buying supplies and equipment for responding to spills.

11.11 UNKNOWN WASTE AND LABELING

If a waste generation process cannot be determined, such as when a person discovers an unmarked container containing an unknown substance, the substance is an unknown waste. Unknown waste must be managed as hazardous waste until JBER determines the waste is nonhazardous. Anyone discovering unknown waste is required to mark the container with the words “hazardous waste pending analysis” and immediately notify the organization waste manager and the JBER HW Program Manager. The JBER Program Manager will identify additional marking requirements such as an indication of the hazards of the contents, and will coordinate delivery of the waste to the central accumulation area. Laboratory analysis of a representative sample of unknown waste will be necessary to properly determine the waste characteristics and disposal requirements.

NOTE: Never add waste to a container from which a sample has been obtained; doing so will render the analysis unusable.

11.12 REQUIREMENTS APPLICABLE TO ALL ACCUMULATION AREAS

- No person will place waste in a container when the waste is not generated by the organization to which the container is issued.
- No JBER employee, tenant employee, or contractor employee, will place personal/household waste in a container issued by the central accumulation area. For example, a JBER employee is not allowed to change his/her car’s engine oil and place the used oil in an organization’s used oil container issued by the central accumulation area.
- Waste generators are prohibited from placing waste in containers when waste is not exactly as described on the container labels. Placement of waste into a container, when the waste is not exactly as described on a container label, may cause risk to personnel when incompatible waste is mixed, or damage to waste handling equipment. Placement of HW into a container intended for nonhazardous waste or recyclable material may contaminate the contents of the container and render all contents HW, imposing additional risk and cost to JBER. It may also result in a violation of federal regulation applicable to waste determinations, container marking/labeling, and may result in improper disposal. Prohibited actions include, but are not limited to, placement of vehicle and aircraft parts in waste containers; placement of solvents in containers for other waste such as fuel, oil and antifreeze; and placement of aerosol cans in containers not intended for aerosol cans. If an organization generates waste and does not have a container marked/labeled for the waste, a waste manager will call the central accumulation area to request a container and proper waste determination. If an organization places waste in a container that is not marked/labeled for the waste, the organization may be required to remove the waste if possible. If placement of waste in a container causes a violation of regulation, the JBER HW Program Manager will notify the waste managers, UEC, and/or organization commander/leader.
- Waste areas should be clearly differentiated from other shop activities and other accumulation areas. This may be accomplished by using signage, fencing, storage locker, separate room, paint striping the area, roping the area off, etc.
- Waste accumulation areas should be located to prevent the accumulation of ice, snow, or water on the containers, and ensure easy access for organization personnel to place waste in the containers, and for central accumulation area personnel to deliver empty containers and remove waste containers.
- All organizations are required to place signs at all locations in which the organization accumulates waste, using the template in Appendix C of this plan. The signs must be posted

at all times. Information on the signs must be updated by the organization within 7 calendar days of any change in information.

11.13 CONTAINER ISSUANCE AND PICKUP PROCEDURES

Waste managers must contact the hazardous waste central accumulation area to request and coordinate delivery of properly marked containers, and removal of waste. The JBER hazardous waste central accumulation area will deliver properly marked containers that are in good condition, structurally sound, and compatible with the waste to be contained. Only properly appointed and trained waste managers are allowed to request containers for waste accumulation. If asked by the JBER Environmental Office, organizations will be required to provide an electronic copy of the most recent version of a valid Safety Data Sheet (SDS) for each specific type of material being disposed. Prior to waste removal, one of the waste managers is required to sign a waste container form certifying that waste in each specific container is exactly as described in the container label and no other waste has been placed in the container. Organization waste managers will affix a separate waste container certification form to each container. The waste container certification form is in Appendix K, and must include information applicable to the specific container. Containers must be ready for pickup and suitable for transport to prevent a release of waste. Containers must be closed completely. Funnels must be removed. Drum bungs must be tightened. Organizations will provide personnel and equipment (such as a forklift or crane) as required to load waste containers on the vehicle used to pick up waste containers. Waste will not be removed from an organization if a waste container certification form is not signed by an appointed waste manager and affixed to each individual container, or if a container contains waste that is not exactly as described on the container label. If a container contains waste that is not described on the container label, the primary or alternate waste manager is required to call the hazardous waste central accumulation area to request a container and label for waste that is not described on the container label in the possession of the organization. Upon delivery of an additional container, the organization is required to place waste in proper containers. Organizations must remain aware that placement of waste in a container, when the waste is not exactly as described on a container label, may cause an unsafe condition, and may be a violation of the CFR, including, but not limited to, 40 CFR 262.11, 40 CFR 262.15, and/or 40 CFR 273. In addition, placement of waste in a container, when the waste is not exactly as described on a container label, will cause a delay in waste removal, and may cause the organization to exceed an applicable accumulation volume limit or time limit.

JBER has received EPA enforcement action because an organization generated waste and the amount of waste exceeded the capacity of the container at the organization accumulation area. In one situation, the organization simply placed aerosol cans on top of other aerosol cans, and the waste container could not be closed as required. In another situation, an organization placed waste in an unmarked container that was open and not structurally sound. To avoid violations of waste accumulation requirements, waste managers should remain aware that it may take 3 business days to remove waste and deliver a new container; therefore, if an organization continues to generate waste, the waste managers should call for waste removal sufficiently in advance so that the organization does not generate waste in an amount that exceeds the capacity of the containers in its possession.

11.14 WASTE TRANSPORTATION AND DISPOSAL

The central accumulation area operator picks up from generating organizations located throughout JBER and transports waste to the central accumulation area. The central accumulation area operator will package all waste in accordance with regulations applicable to transportation of waste off JBER, and may consolidate waste, from various organizations. Afterward, waste on JBER is transported from the central accumulation area, by a DLA - DS disposal contractor, to a treatment, storage, or disposal, facility permitted to accept waste from JBER, after completion of waste manifests and other documentation. Transporters will meet federal standards applicable to transporters of HW and universal waste. Defense Transportation Regulation prohibits transportation of hazardous materials or HW in privately owned vehicles.

11.15 HW MANIFESTS

All hazardous waste generated on JBER must be transported off JBER, with a uniform hazardous waste manifest, by a transporter meeting the standards applicable to transporters of hazardous waste, to a facility permitted to accept waste from a LQG. Only a person having authority delegated in writing by the JBER Commander will sign manifests. Manifests will be returned to the HW Program Manager with the handwritten signature of the owner or operator of the designated facility. All records of transportation of universal waste off JBER will be returned to the HW Program Manager.

11.16 INSPECTIONS

Waste managers are required to inspect all accumulation areas at least once every 7 calendar days, document inspections using the checklists in Appendix F, and keep inspection documentation in their HW notebook. Electronic copies of documentation are acceptable only if the organization keeps the storage media in the HW notebook and ensures a working computer is available to view the documentation upon a request of the JBER HW Program Manager or regulatory agency personnel.

Per 40 CFR 262.17(a)(1)(v), at least weekly, the central accumulation area operator must inspect the central accumulation area. The central accumulation area operator must look for leaking containers and for deterioration of containers caused by corrosion or other factors. See paragraph (a)(1)(ii) of 40 CFR 262.17 for remedial action required if deterioration or leaks are detected. Documentation of central accumulation area inspections will be maintained at the central accumulation area for 3 years, in a HW notebook, or in a file accessible to the JBER HW Program Manager and regulatory agency personnel.

11.17 SPECIFIC WASTE STREAM REQUIREMENTS

The following subsections provide specific requirements for the management of certain common waste streams at JBER.

11.17.1 Contaminated Rags and Absorbents

JBER may be required to manage contaminated rags, and absorbents, as HW, depending upon the substance that contaminated the rag or absorbent. A description of the process and chemicals used to generate the waste rags or absorbents will be necessary to make a proper waste determination. After a proper waste determination is made, the central accumulation area operator will issue containers and labels to properly manage contaminated rags and absorbents. Organizations will not place rags, or absorbents in containers that are not marked for the specific rags or absorbents.

Organizations will not place rags, or absorbents, contaminated with one chemical, in a container for other HW, or nonhazardous waste. Doing so may cause a violation of federal regulation, unsafe condition, or may make an entire container HW. Organizations will request containers for specific waste rags and absorbents and will not mix waste streams. Contact the central accumulation area or the HW Program Manager for information. See Appendix J for contact information.

11.17.2 Oil and Fuel Filters

Depending upon material of construction, filters may or may not be managed as HW. Terne-plated filters contain a tin/lead alloy and must be managed as HW. Other filters, such as fuel filters, transmission oil filters may exhibit hazardous characteristics. Contact the central accumulation area or the HW Program Manager for information.

11.17.3 Paint Booth Filters

Paint booth filters may be hazardous and laboratory analysis may be required to make a proper waste determination. JBER has received enforcement action for not properly managing paint booth filters. Contact

the central accumulation area or the HW Program Manager for information about how to make a proper waste determination for paint booth filters.

11.17.4 Munitions

JBER explosive ordnance disposal personnel may destroy munitions on JBER without an EPA permit only during a documented training exercise or emergency response. An EPA permit is required to destroy munitions when the destruction is not part of a training exercise or emergency response. Contact the JBER HW Program Manager for information.

11.17.5 Mixed Waste

Mixed waste consists of waste containing HW and radioactive material. It is not common to generate mixed waste on JBER. However, if an organization generates or discovers mixed waste, immediately contact the Bioenvironmental Engineering Office Radiation Safety Officer and the JBER HW Program Manager, who will ensure disposal in accordance with HW regulations and the Atomic Energy Act. Contact information is in Appendix J.

11.17.6 Aerosol Cans

Aerosol cans must be managed in accordance with this plan when the cans are disposed of or, once no longer useable, are stored before or in lieu of being abandoned. An aerosol can meets the definition of solid waste when the user decides to discard the aerosol can, or determines the contents are not useable. More often than not, the contents of aerosol cans are HW because they are ignitable, reactive or both, as defined in 40 CFR 261. Accumulation of aerosol cans in HW satellite accumulation areas is regulated by 40 CFR 262.15. Organizations will not discard waste aerosol cans in places including, but not limited to, supply closets, garbage cans, dumpsters, material storage cabinets/lockers, or other works areas. An aerosol can that is unusable, because the nozzle is broken and will not be used, or because contents have been used to the maximum extent practicable, will be managed as HW in a properly marked container.

11.17.7 Fluorescent Bulbs

All waste fluorescent bulbs will be managed as universal waste lamps and must be placed in containers meeting specific regulatory requirements applicable to universal waste lamps as described in this plan. A fluorescent bulb, which will not be used (even if it is useable), must be managed as a universal waste lamp, in the same manner as a fluorescent bulb that is unusable.

11.17.8 Used Oil

Anything that contains used oil, must be marked with the words “Used Oil”. This applies, but is not limited to, tanks, drums, buckets, fill pipes, transfer pipes and drain pans. Failure to do so is a violation of 40 CFR 279. See Appendix G for additional used oil requirements.

11.17.9 Batteries

All waste battery types described below, will be managed as universal waste batteries and will be placed in containers meeting specific regulatory requirements applicable to universal waste batteries as described in this plan. A battery that will not be used must be managed as a universal waste battery, in the same manner as a battery that is unusable.

- lithium batteries;
- nickel-metal hydride batteries;
- nickel-cadmium batteries; and
- all rechargeable batteries.

Alkaline batteries are not hazardous and may be disposed with nonhazardous waste. Be very careful when disposing alkaline batteries, because many non-alkaline batteries look very similar to alkaline batteries. Prior to disposing an alkaline battery, ensure the battery is clearly marked with a manufacture's label indicating it is an alkaline battery. If there is any doubt, contact the central accumulation area or the JBER HW Program Manager.

JBER recycles lead-acid batteries through its recycling program and does not manage waste lead-acid batteries as universal waste batteries. Lead acid batteries will be marked as "recyclable material".

11.17.10 Toner Cartridges

Personnel will recycle printer toner cartridges using the instructions provided by the manufacturers of the cartridges, and in the boxes in which the cartridges are sold. The HW central accumulation area will not issue containers for, or accept delivery of, toner cartridges.

11.18 WASTE GENERATED BY CONTRACTORS ON JBER

JBER will issue containers for, and manage, hazardous waste and universal waste generated by contractors when all of the following apply:

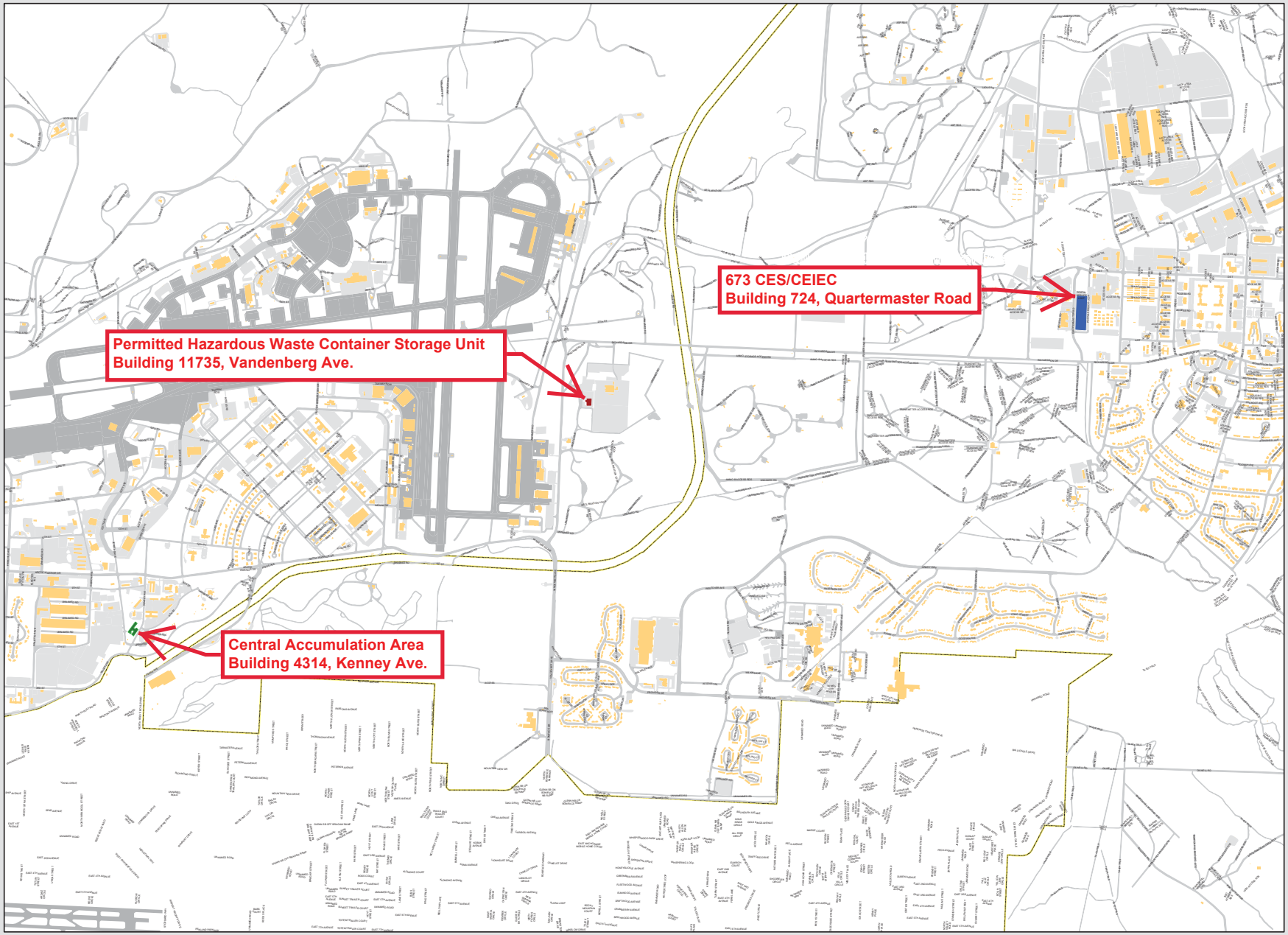
- There are no fiscal limitations (such as when a project is funded by the MILCON program);
- There is no conflict with an applicable contract;
- The contractor complies with the HMMP and obtains approval for all hazardous material transported to JBER, prior to bringing hazardous material to JBER; and
- The contractor complies with all applicable requirements of this HWMP.

If a contractor does not fully comply with the HMMP, and all applicable requirements of this plan and regulation, the contractor will be solely responsible for paying for, and providing, containers, labels, and waste transportation, treatment/storage/disposal. If JBER issues containers for, or manages waste generated or handled by a contractor, and a contractor does not fully comply with the HMMP or this plan, the HW Program Manager will notify the applicable contracting officer and the contractor's representative that signed the contract, and will stop providing containers and labels for waste, generated or handled by the specific contractor. However, regulatory requirements will always apply to management of waste generated and handled by contractors.

Contractors are responsible for all spill cleanup costs (and associated waste disposal), and all enforcement actions and penalties, which arise from, or relate to contractor conduct. Responsibility may result in an equitable adjustment to an applicable contract, establishment of contractor debt, or resolution through any remedy available.

APPENDICES

Appendix A – Base Map



Appendix A
Base Map

JBER Hazardous Waste Management Plan

May 2020

Buildings

- 11735
- 4314
- 724

N

0 0.125 0.25 0.5 Miles

Main Map Scale 1:25,000

Data Projection:
Universal Transverse Mercator
Zone 6N, Datum: WGS 1984
Magnetic Declination 15°46' E (Oct 2019)
+/- 0°26' changing by 0°18'W per year

Requests and Inquiries: **geobase3@us.af.mil** or **384-MAPS**
Cartographer: Baquera

Appendix B – EESOH-MIS Waste Stream Inventory Example

JBER maintains waste site and organization information in EESOH-MIS. The information changes frequently. Waste stream information in EESOH-MIS includes, but is not limited to, information shown in the table below.

Shop Code	Waste Site Number	Waste Site Active Indicator	Waste Site Location	Waste Stream Number	Waste Stream Description
FR0013	98TH MAINTENANCE	Y	00798-A	BA0007	UNIVERSAL WASTE BATTERIES, LITHIUM
FR0013	98TH MAINTENANCE	Y	00798-A	BA0010	UNIVERSAL WASTE BATTERIES, NICAD WET
FR0013	98TH MAINTENANCE	Y	00798-A	FC0004	ABSORBENTS CONTAMINATED WITH LIQUID
FR0013	98TH MAINTENANCE	Y	00798-A	FC0005	ABSORBENTS CONTAMINATED SOLID
FR0013	98TH MAINTENANCE	Y	00798-A	FC0057	USED ANTIFREEZE-D008
FR0013	98TH MAINTENANCE	Y	00798-A	FC0063	USED OIL WITH ANTIFREEZE - D008
E0061	3 MXS/MXMFSL2	Y	9696 Hangar 22	ES0012	AMINES LIQUID CORROSIVE
E0061	3 MXS/MXMFSL2	Y	9696 Hangar 22	ES0038	CORROSIVE LIQUID ACIDIC INORGANIC
E0061	3 MXS/MXMFSL2	Y	9696 Hangar 22	ES176	RTV88 aka Tin Catalyst (DBT)
E0061	3 MXS/MXMFSL2	Y	9696 Hangar 22	ES183	CAAPCOAT ACETONE ACCELERATOR
E0061	3 MXS/MXMFSL2	Y	9696 Hangar 22	PO0038	DEBRIS AND RAGS CONTAMINATED WITH SOLV

Appendix C – Waste Accumulation Area Sign

<table>
<tr><td colspan="3">Organization:</td></tr>
<tr><td colspan="2">Commander/Senior leader:</td><td>Email address:</td></tr>
<tr><td>Building #</td><td>Room #</td><td>Common name</td></tr>
<tr><td colspan="3">EESOH-MIS waste site number and type</td></tr>
<tr><td colspan="2">Primary waste manager</td><td>Telephone number</td></tr>
<tr><td colspan="3">Primary waste manager email address

Primary waste manager last training date

Primary waste manager training due date</td></tr>
<tr><td colspan="2">Alternate waste manager</td><td>Telephone number</td></tr>
<tr><td colspan="3">Alternate waste manager email address

Alternate waste manager last training date

Alternate waste manager training due date</td></tr>
<tr><td colspan="3">JBER HW Program Manager: Scott Tarbox, 384-3322, scott.tarbox@us.af.mil</td></tr>
<tr><td colspan="3">JBER HW Central Accumulation Area, 552-3435</td></tr>
</table>

Appendix D – HW Compatibility

HW Compatibility Information

Many HWs, when mixed with other waste or materials at a HW facility, can produce effects that are harmful to human health and the environment, such as (1) heat or pressure, (2) fire or explosion, (3) violent reaction, (4) toxic dusts, mists, fumes, or gases, or (5) flammable fumes or gases. The following two pages show examples of potentially incompatible wastes, waste components, and materials, along with the harmful consequences that result from mixing materials in one group with materials in another group. The list is a guide to indicate the need for special precautions when managing these potentially incompatible waste materials or components. This list is not exhaustive. Waste generators, and owners and operators of facilities, must adequately manage wastes to avoid creating uncontrolled substances or reactions of the type listed below, whether they are listed below or not. In the lists shown in the table of incompatible wastes, the mixing of a Group A material with a Group B material may have the potential consequence as noted. A compatibility chart showing examples of incompatible materials, examples, and potential reactions when incompatible materials are mixed, is on the page following the table of incompatible wastes.

Table of Incompatible Wastes

Group 1-A	Group 1-B
-Acetylene sludge -Alkaline caustic liquids -Alkaline cleaner -Alkaline corrosive liquids -Alkaline corrosive battery fluid -Caustic wastewater -Lime sludge and other corrosive alkalies -Lime wastewater -Lime and water -Spent caustic	-Acid sludge -Acid and water -Battery acid -Chemical cleaners -Electrolyte, acid -Etching acid liquid or solvent -Pickling liquor and other corrosive acids -Spent acid -Spent mixed acid -Spent sulfuric acid
Potential consequences: Heat generation; violent reaction	

Group 2-A	Group 2-B
-Aluminum -Beryllium -Calcium -Lithium -Magnesium -Potassium -Sodium -Zinc powder -Other reactive metals and metal hydrides	-Any waste in Group 1–A or 1–B
Potential consequences: Fire or explosion; generation of flammable hydrogen gas.	

Group 3-A	Group 3-B
-Alcohols -Water	-Any concentrated waste in Groups 1–A or 1–B -Calcium -Lithium -Metal hydrides -Potassium SO_2Cl_2, $SOCl_2$, PCl_3, CH_3SiCl_3 -Other water-reactive waste
Potential consequences: Fire, explosion, or heat generation; generation of flammable or toxic gases.	

Group 4-A	Group 4-B
-Alcohols -Aldehydes -Halogenated hydrocarbons -Nitrated hydrocarbons -Unsaturated hydrocarbons -Other reactive organic compounds and solvents	-Concentrated Group 1–A or 1–B Wastes -Group 2–A wastes
Potential consequences: Fire, explosion, or violent reaction.	

Group 5-A	Group 5-B
-Spent cyanide and sulfide solutions	-Group 1-B wastes
Potential consequences: Generation of toxic hydrogen cyanide or hydrogen sulfide gas.	

Group 6-A	Group 6-B
-Chlorates -Chlorine -Chlorites -Chromic acid -Hyphochlorites -Nitrates -Nitric acid, fuming -Perchlorates -Permanganates -Peroxides -Other strong oxidizers	-Acetic acid and other organic acids -Concentrated mineral acids -Group 2-A wastes -Group 4-A wastes -Other flammable and combustible Wastes
Potential consequences: Fire, explosion, or violent reaction.	

Source: 40 CFR Part 265, Appendix V

NAVOSHENVTRACEN COMPATIBILITY CHART

HMUG GROUP	HCC see note 2	GROUP NAME	EXAMPLES	INCOMPATIBLE MATERIALS	EXAMPLES	REACTION IF MIXED
1	C1, C2, C4, C5	ACIDS	Battery Acid Paint Removers De-Rust Spray	FLAMMABLES/ COMBUSTIBLES ALKALIS/BASES/CAUSTICS OXIDIZERS (HMUG Groups 2, 3, 4, 6, 7, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 22)	Degreasers, Carbon Removers, Anti-Fogging Compounds	HEAT Gas Generation VIOLENT REACTION
2	F1 to F7, P1, T6, V3, V4	ADHESIVES	Epoxies Isocyanates Diethylenetriamine	ACIDS ALKALIS/BASES/CAUSTICS OXIDIZERS (HMUG Groups 1, 3, 18)		HEAT FIRE HAZARD
3	B1, B2	ALKALIES BASES/ CAUSTICS	Ammonia Sodium Hydroxide Cleaners	ACIDS/OXIDIZERS FLAMMABLES/COMBUSTIBLES (HMUG Groups 1, 2, 6, 8, 9, 10, 11, 14, 17, 18, 19, 20, 22)	Battery acid, Paint Removers, De-Rust Sprays, Paints, Solvents	HEAT Gas Generation VIOLENT REACTION
4	C1-C4, B1-B3, F2 to F7, T4, T6, V2-V4	CLEANING COMPOUNDS	Degreasers Carbon Removers Antifogging Compounds	DETERGENTS/SOAPS OXIDIZERS (HMUG Groups 1, 7, 18)	Calcium Hypochlorite, Sodium Nitrite, Hydrogen Peroxide	HEAT FIRE HAZARD
5	G1 to G9	COMPRESSED GASES	Acetylene, Propane, Nitrogen, Argon, Helium, Oxygen	HEAT SOURCES Consult paragraph C23 for specific handling and stowage guidance (HMUG Groups 8, 9, 10, 11, 12, 15, 18, 19)		FIRE HAZARD EXPLOSION HAZARD
6	F2 to F5, T6, V2, V3, V4	CORROSION PREVENTIVE COMPOUNDS	Corrosion Inhibitors Chemical Conversion Compounds	ACIDS/BASES OXIDIZERS IGNITION SOURCES (HMUG Group 1, 3, 18, 20)		FIRE HAZARD
7	B3	DETERGENTS/ SOAPS	Trisodium Phosphate Scouring Powders Disinfectants	ACID-CONTAINING COMPOUNDS (HMUG Groups 1, 4, 18)	Battery Acid, Paint Removers Do-Rust Sprays	VIOLENT REACTION HEAT
8	F8, V6, V7	GREASES	Lithium Grease Silicone Molybdenum	OXIDIZERS ALKALIS/BASES/CAUSTICS (HMUG Groups 3, 5, 18)		FIRE HAZARD HEAT
9	T6, V4, V6, V7	HYDRAULIC FLUIDS	Petroleum-Based Synthetic Fire-Resistant	CORROSIVES, OXIDIZERS (HMUG Groups 1, 3, 5, 18)		VIOLENT REACTION
10	F2 to F4, T4, T6, V2-V6	INSPECTION PENETRANTS	Petroleum-Based Dyes	CORROSIVES, OXIDIZERS (HMUG Groups 1, 3, 5, 18)	Battery Acid Caustic Soda Chlorine laundry bleach Calcium Hypochlorite Hydrogen Peroxide OBA Canisters Paint Removers	EXPLOSION HAZARD
11	F4, T6, V2, V3, V4, V6	LUBRICANTS/ OILS	General Purpose, Gear, Turbine, Weapons			
12	F2 to F6, P1, T3, T4, T6, V1-V4	PAINT MATERIALS	Primers, Enamels, Urethanes, Lacquers, Varnishes, Non-Skid, Thinners	ACIDS, OXIDIZERS (HMUG Groups 1, 5, 18)		HEAT FIRE HAZARD
13	C1-C4, B1-B3, D1	PHOTO CHEMICALS	Developers, Stopbath, Toners, Bleaches, Replenishers	ACIDS HEAVY METALS (HMUG Groups 1, 18, 20)		HEAT FIRE HAZARD
14	F4	POLISH/WAX COMPOUNDS	Buffing Compounds Metal Polishes General Purpose Waxes	CORROSIVES OXIDIZERS (HMUG Groups 1, 3, 18)		HEAT, FIRE HAZARD VIOLENT REACTION
15	F2 to F6, T3, T4, T6, V1-V4	SOLVENTS	Methyl Ethyl Ketone (MEK) Toluene, Xylene Acetone	CORROSIVES OXIDIZERS BATTERIES (HMUG Groups 1, 5, 18, 21, 22)	Battery Acid Calcium Hypochlorite Sodium Nitrite Sodium Hydroxide	HEAT FIRE HAZARD
16	T6, T7, Z1	THERMAL INSULATION	Asbestos Fiberglass Glass Wool	MATERIAL IS NOT REACTIVE KEEP DRY		NO REACTION
17	C1-C4, B1-B3, D1	WATER TEST/ TREATMENT CHEMICALS	Nitric Acid Mercuric Nitrate Caustic Soda	CORROSIVES OXIDIZERS HEAVY METALS (HMUG Groups 1, 3, 18, 20, 21)		HEAT VIOLENT REACTION
18	D1 to D4	OXIDIZERS	Calcium Hypochlorite Laundry Bleach OBA Canisters	PETROLEUM BASED MATERIALS FUELS, SOLVENTS, CORROSIVES, HEAT (HMUG Groups 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17, 19, 20, 21, 22)		FIRE HAZARD VIOLENT REACTION EXPLOSION HAZARD TOXIC GAS GENERATION
19	F1 to F4, V4, V5, V6	FUELS	JP4, JP5 Gasoline Diesel Fuel	CORROSIVES OXIDIZERS (HMUG Groups 1, 3, 5, 18)	Battery Acid Calcium Hypochlorite Sodium Nitrite Sodium Hydroxide	FIRE HAZARD TOXIC GAS GENERATION
20	T6, V7, Z2	HEAVY METALS	Mercury Lead Beryllium	CORROSIVES OXIDIZERS WATER TREATMENT/PHOTO CHEMICALS (HMUG Groups 1, 3, 6, 13, 17, 18, 21)		VIOLENT REACTION GENERATION OF TOXIC AND FLAMMABLE GAS
21	Z4 to Z7	BATTERIES	Lead-Acid Dry-Cell Alkaline	SOLVENTS HEAVY METALS OXIDIZERS (HMUG Groups 15, 17, 18, 20)	Xylene Toluene Alcohol	HEAT VIOLENT REACTION TOXIC GAS GENERATION TOXIC
22	T2 to T6	PESTICIDES	Insecticides, Fungicides Rodenticides Fumigants	CORROSIVES OXIDIZERS (HMUG Groups 1, 3, 15, 18)		TOXIC GAS GENERATION

1. This chart is to be used as a ***GUIDE ONLY!***
2. Compare the desired HMUG Group/HCC in the left column with the Incompatible Material(s) of that Group in the center column on the same row. Mixing of the HMUG Group/HCC with the Incompatible Material(s) may result in the reaction(s) listed in the right column.
3. Not all applicable HCCs are listed; only the most frequently encountered HCCs (except N1) are listed.

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Appendix E – Appointment and Training of Primary and Alternate Waste Managers

All organizations are required to appoint a primary, and at least one alternate, waste manager regardless of whether the organization knowingly generates waste or believes it will not generate hazardous or universal waste. Commanders/leaders must appoint waste managers by using the form for Appointment of Primary and Alternate Waste Managers found in this appendix. Contact the HW Program Manager for a version of the form that can be completed electronically. The organization appointing authority may appoint two alternate waste managers. Organization commanders/leaders, or Unit Environmental Coordinators, are required to ensure the appointed waste managers attend initial training within 60 days of appointment, or refresher training as described below. Initial training is offered by JBER once per month on JBER, and the duration is 4-5 hours. For arranging training, the point of contact is the JBER HW Program Manager identified in the front of this plan.

Waste managers are required to take part in an annual review of initial training (also known as refresher training). Annual review of initial training must be accomplished no more than 365 days from the date of previous training. The annual review of initial training is offered by JBER twice per month on JBER, and the duration is 2-3 hours. For arranging training, contact the JBER HW Program Manager.

Waste managers are required to maintain documentation of training in a HW notebook at the waste accumulation location for three years, and must provide documentation of training upon a request made by JBER Environmental staff or regulatory agency personnel.

Organization commanders/leaders must appoint one primary and at least one alternate waste manager for each location at which waste is accumulated. The appointments must indicate the specific location(s) each primary and alternate waste manager is responsible for managing. Only one appointment letter will be valid for each location in which waste is accumulated. If one of the waste managers is replaced with a new waste manager, the new appointment must also include all managers that will not be replaced.

The appointing authority for all Air Force organizations is a Squadron commander or someone in a position with higher command authority. The appointing authority for Army organizations is a Company commander or someone in a position with higher command authority. The appointing authority for other military branches on JBER, is the organization's first position with command authority over the organization's operations on JBER. The appointing authority for civilian organizations is the first position with authority to control all of the organization's operations on JBER. The authority, for appointing contractor waste managers, is the contractor's representative that signed the contract. Appointing authority may not be delegated. No appointment will be valid unless it is made by someone in a position with authority described above. Government primary and alternate waste managers must be E-5 or above, O-2 or above, or GS-09 (or equivalent) or above. If a position with appointing authority is not filled, the appointments must be made by a person in a position with higher authority. If a person makes valid appointments and leaves the position, the new organization commander/leader is required to appoint primary and alternate waste managers within 15 calendar days, regardless of whether the primary and alternate waste managers will remain the same.

Each organization is required to provide, to the JBER HW Program Manager, electronic copies of documentation of all appointments.

Organizations and contractors are prohibited from generating waste unless the organization or contractor has specifically appointed waste managers and ensured the waste managers have attended training. If an organization has waste containers, and is without an appointed and trained waste manager, the JBER HW Program Manager will remove all waste containers from the organization and will inform the organization commander/leader, and JBER leadership personnel as appropriate. The JBER HW Program Manager will not issue containers to any organization that does not have an appointed, and trained, waste manager.

APPOINTMENT OF PRIMARY AND ALTERNATE WASTE MANAGERS

Organization/Contractor _____ Building # _____ Date _____

Contract # if applicable _____ Contract title _____

Accumulation area room # or common name when applicable _____

Additional information _____

Commanders/leaders, of all organizations (military, civilian, tenant, and contractor) are responsible for:

1) Proper management of waste their organizations generate or handle;

2) Appointing a primary and at least one alternate waste manager, regardless of whether the organization knowingly generates HW or believes it will not generate HW;

3) Ensuring the appointed waste managers attend initial training within 60 days of appointment;

4) Ensuring waste managers take part in an annual review of initial training (also known as refresher training) no more than 365 days from the date of previous training;

5) Appointing one or more new waste managers within 15 calendar days of the date one or more previously appointed waste managers will not serve as a waste manager; and

6) Compliance at all times; and for ensuring waste managers inspect waste accumulation, and document inspections, at least once every seven calendar days.

7) Ensuring funding is available for the purchase of spill response supplies and equipment, and for costs of spill response and associated waste disposal.

Government waste managers must be E-5 or above, O-2 or above, or GS-09 (or equivalent) or above. JBER's HWMP describes waste manager responsibilities.

When a commander/leader changes, the new organization commander/leader is required to appoint waste managers within 15 calendar days, regardless of whether the waste managers will remain the same.

If a regulatory agency takes enforcement action resulting from a violation of HW regulation, the organization causing the violation is responsible for implementing corrective action and potentially for associated financial penalties that may be imposed by the regulatory agency.

Appointing authority (may not be delegated): Air Force - Squadron Commander; Army - Company Commander; other military - first position with command authority over operations on JBER; Civilian – first position with control of all the organization's operations on JBER; Contractor – contractor representative that signed contract.

This appointment supersedes all earlier appointments for the specific accumulation area described above.

Primary waste manager's name _____ Rank/grade _____

Email address _____ Telephone # _____

First alternate waste manager's name _____ Rank/grade _____

Email address _____ Telephone # _____

Second alternate waste manager's name _____Rank/grade _____

Email address _____ Telephone # _____

Commander/leader name _____ Rank/title _____

email address _____ Telephone # _____

_____

Commander/leader Signature

Appendix F

Inspection Checklists

(applicable to accumulation of HW in satellite accumulation areas, universal waste lamp accumulation areas, and universal waste battery accumulation areas)

Electronic copies of inspection documentation are acceptable in accordance with sections 11.5 and 11.16.

CHECKLIST APPLICABLE TO ACCUMULATION OF HAZARDOUS WASTE IN SATELLITE ACCUMULATION AREAS

Inspections required every 7 calendar days. Maintain documentation for 3 years.

EESOH-MIS waste site: _____ Organization: _____

Building #/room #/common name: _____

	Yes	No	Notes
Is all HW in a container? (If there is no HW, answer "Yes", write "no HW" in the "Notes" field, and do not answer the other questions.) 40 CFR 262.15(a)			
Is the amount of each separate HW stream equal to, or less than, 55 gallons? 40 CFR 262.15(a)			
Are containers at or near the point of generation of HW? 40 CFR 262.15(a)			
Is the waste under control of the operator of the process generating the waste? 40 CFR 262.15(a)			
If the amount of HW is greater than 55 gallons, is the accumulation start date marked on the container containing the amount in excess of 55 gallons? 40 CFR 262.15(a)(6)			
Has the amount of HW, which is in excess of 55 gallons, been accumulated for three fewer consecutive calendar days? (If the amount is 55 gallons or less, check "Yes", and write "No excess" in the "Notes" field. 40 CFR 262.15(a)(6)			
Are all containers in good condition and free of leaks? 40 CFR 262.15(a)			
Are all containers closed during storage except when it is necessary to add, remove or consolidate waste, or when temporary venting is necessary (for proper operation of equipment or to prevent dangerous situations such as build-up of extreme pressure)? 40 CFR 262.15(a)(4)			
Are all containers marked or labeled with words "Hazardous Waste"? 40 CFR 262.15(a)(5)			
Are all containers, containing HW, marked or labeled with an indication of the hazards of the contents? 40 CFR 262.15(a)(5)			
Are all container contents exactly as described on the container label? (Placement of dissimilar waste, or waste that is not described on the container label, may cause an unsafe condition and may be a violation of 40 CFR 262.11, 40 CFR 262.15)			
Additional information			

_____ _____ _____

Inspector's printed name Inspector's signature Date

CHECKLIST APPLICABLE TO ACCUMULATION OF UNIVERSAL WASTE LAMPS (BULBS/TUBES)

Inspections required every 7 calendar days. Maintain documentation for 3 years.

EESOH-MIS waste site: _____ Organization: _____

Building #/room #/common name: _____

	Yes	No	Notes
Are all waste lamps contained in containers or packages? (If the organization has not accumulated waste lamps in any location (including closets, bathrooms, offices, supply rooms, warehouses, mechanical rooms, vehicles, basements, attics and any other location) answer "Yes", write "no waste lamps" in the "Notes" field, and do not answer the other questions.) 40 CFR 273.33(d)(1)			
Are all containers or packages structurally sound, adequate to prevent breakage, and compatible with the contents of the lamps? 40 CFR 273.33(d)(1)			
Are all containers or packages closed? 40 CFR 273.33(d)(1)			
Do all containers or packages lack evidence of leakage, spillage or damage that could cause leakage under reasonably foreseeable conditions? 40 CFR 273.33(d)(1),			
Are all broken lamps, or any lamp that shows evidence of breakage, leakage, or damage that could cause a release of mercury or other hazardous constituents to the environment, immediately cleaned up and placed in a container? 40 CFR 273.33(d)(2)			
Are all containers (with broken lamps, or any lamp that shows evidence of breakage, leakage, or damage) closed? 40 CFR 273.33(d)(2)			
Are all containers (with broken lamps, or any lamp that shows evidence of breakage, leakage, or damage) structurally sound and compatible with the contents of the lamps? 40 CFR 273.33(d)(2)			
Do all containers (with broken lamps, or any lamp that shows evidence of breakage, leakage, or damage) lack evidence of leakage, spillage, or damage that could cause a release of mercury or other hazardous constituents? 40 CFR 273.33(d)(2)			
Is each lamp, or each container containing a lamp, labeled or marked clearly with the following phrase: ''Universal Waste—Lamp(s)''? 40 CFR 273.34(e)			
Has the organization demonstrated the length of time the waste lamps have been accumulated, by marking an accumulation start date on each lamp or on each container? 40 CFR 273.35(c)			
Have all universal waste lamps been accumulated for one year or less? 40 CFR 273.35(a)			
Have all employees handling universal waste lamps been trained to be thoroughly familiar with proper waste lamp handling and			

emergency procedures relative to their responsibilities during normal facility operations and emergencies? 40 CFR 273.36			
Are all container contents exactly as described on the container label? (Placement of dissimilar waste, or waste that is not described on the container label, may cause an unsafe condition and may be a violation of 40 CFR 262.11, 40 CFR 262.15, and/or 40 CFR 273.)			
Additional information			

_____	_____	_____
Inspector's printed name	Inspector's signature	Date

CHECKLIST APPLICABLE TO ACCUMULATION OF UNIVERSAL WASTE BATTERIES

Inspections required every 7 calendar days. Maintain documentation for 3 years.

EESOH-MIS waste site: _____ Organization: _____

Building #/room #/common name: _____

	Yes	No	Notes
Are all damaged or leaking waste batteries contained in containers? 40 CFR 273.33(a)(1)			
Are all containers (with damaged or leaking batteries) closed? 40 CFR 273.33(a)(1)			
Do all containers (with damaged or leaking batteries) lack evidence of leakage, spillage or damage that could cause leakage under reasonably foreseeable conditions? 40 CFR 273.33(a)(1)			
Is each battery, or each container in which a battery is contained, labeled or marked clearly with the following phrase: ‘‘Universal Waste—Battery(ies)?” 40 CFR 273.34(a)			
Is the organization able to demonstrate the length of time the universal waste batteries have been accumulated, by marking an accumulation start date on each container containing a battery? 40 CFR 273.35(c)			
Have all universal waste batteries been accumulated for one year or less? 40 CFR 273.35(a)			
Have all employees handling universal waste batteries been trained to be thoroughly familiar with proper waste battery handling and emergency procedures relative to their responsibilities during normal facility operations and emergencies? 40 CFR 273.36			
Are all container contents exactly as described on the container label? (Placement of dissimilar waste, or waste that is not described on the container label, may cause an unsafe condition and may be a violation of 40 CFR 262.11, 40 CFR 262.15, and/or 40 CFR 273.)			
Additional information			

_____ _____ _____

Inspector’s printed name Inspector’s signature Date

Appendix G – Used Oil Management

Never place any substance, material, or waste, in a container provided for accumulation of used oil. Mixing other chemicals or hazardous waste with used oil may cause a violation of federal regulation and may force JBER to manage the entire mixture as hazardous waste. If an organization generates waste other than used oil, a waste manager will call the central accumulation area to coordinate delivery of a proper container for the waste. The following table summarizes the management requirements for used oil.

Waste Stream Definition	• Used engine/crankcase oil • Used oil from used oil filters • Used transmission fluid • Used brake fluid • Used power steering fluid • Used hydraulic fluid *Oils above should not contain solvents, antifreeze (glycols), water, or fuel* *Oils that are free of other non-oil liquids/contaminants are considered "On-Spec"* "Used oil" does not include oil from transformers or other electrical equipment Check with the JBER HW Program Manager for appropriate management of "off-spec" used oil
Labelling Requirements	• Anything that contains used oil, must be marked with the words "Used Oil". This applies, but is not limited to, tanks, drums, buckets, fill pipes, transfer pipes and drain pans.
Container Requirements	• No severe rusting, or structural defects or deterioration; no leaks • Drums can be equipped with a funnel to simplify use • Drums should have lids/bungs that can be tightly sealed *Lids/covers should be secured/closed when container is not in-use*
Sampling Requirements	Used oil from each unique generation stream/process will be sampled and analyzed in accordance with the applicable waste analysis plan. Samples will be analyzed for RCRA metals, total halogens, and flash point.
Storage Requirements	• Appropriate used oil containers should be stored on/in a well-lit, out of traffic area with secondary containment • Storage area should be clear of obstructions and free of clutter • Area should be properly identified on floor plan for emergency response • An appropriate spill response kit should be located near/adjacent to the area • The storage area should be inspected periodically to ensure containers are closed, free of leaks/spills, and labels are appropriate
Personnel Training Requirements	Appointed and trained waste managers will manage accumulation of used oil. See Appendix E for appointment and training of waste managers.
Transportation Requirements	The central accumulation area operator will remove waste oil from organizations. Organizations will provide personnel and equipment (such as a forklift or crane) as required to load containers on the vehicle used to pick up used oil.
Disposal Requirements	Uncontaminated ("on-spec") used oil can be recycled or combusted through various means

Used Oil Filters

Used oil filters (non-terne plated type) should be drained and accumulated in an appropriately labeled and environmentally-safe container for disposal through the central accumulation area. Used oil filters are generally considered non-hazardous and should be labeled and managed as a non-hazardous waste. Some

oil filters (terne-plated) may be hazardous waste. Contact the central accumulation area or the JBER HW Program Manager for additional details on proper management of used oil filters.

Empty Oil Containers

Once confirmed empty, used oil containers can be recycled or disposed as nonhazardous solid waste. Containers can be re-used for containing used oil pending appropriate labeling and approval through the JBER central accumulation area or the HW Program Manager. Some containers may potentially be returned to the oil supplier.

CAA Used Oil Sampling and Documentation Requirements

JBER will periodically obtained and analyzed samples of used oil to confirm if the oil can be recycled. Additional characterization requirements may apply depending upon the specific recycling method, process, or company.

Once used oil is documented per analysis not to exceed any specifications (see below table), the analysis or documentation used to make this determination must be kept on file for three years (40 CFR 279.72), and a record of the amount of on-spec used oil burned or shipped off-site must be maintained (40 CFR 279.74(b)). JBER maintains these records in EESOH-MIS.

Used Oil Specifications (40 CFR 279.11, Table 1)

Constituent/Property	Allowable Level
Arsenic	5 ppm maximum
Cadmium	2 ppm maximum
Chromium	10 ppm maximum
Lead	100 ppm maximum
Flash Point	100 degrees Fahrenheit (F) minimum
Total Halogens	4,000 ppm maximum (see Note)

Note: Used oil containing more than 1,000 parts per million (ppm) total halogens is presumed to be a HW under the rebuttable presumption provided under 40 CFR Section 266.40(c). This presumption may be rebutted by showing that the used oil does not contain chlorinated HW (40 CFR 279.10(b)(1)(ii)). Otherwise, the used oil must be managed pursuant to the RCRA HW regulations. If the total halogen level in the used oil exceeds 4,000 ppm, it does not meet the specification limit for used oil.

In addition to the requirements of 40 CFR 279, accumulation of used oil is subject to all applicable requirements of the JBER Spill Prevention, Control and Countermeasures Plan/Oil Discharge Prevention and Contingency Plan. See Appendix J for the Spill Prevention and Response program contact information.

Appendix H – Oil/Water Separator User Knowledge Statement

Prior to removal of oil/water separator (OWS) waste from an organization, one of the organization waste managers must complete a copy of this form and affix a signed copy (with appropriate information) to each container containing OWS waste. Only trained waste managers, appointed in accordance with the JBER hazardous waste management plan, are authorized to sign this form.

Container number:_____ Date:_____

Waste description:_____

EESOH-MIS waste stream number:_____

Organization:_____

By signing below, the signatory certifies (1) he/she is a waste manager appointed in accordance with the JBER hazardous waste management plan; (2) the OWS waste does not contain hazardous material or hazardous waste; (3) he/she is aware that containment of waste, not exactly as described on a container label, may be a violation of federal regulation.

☐ <Check the box to the left if you cannot certify that the OWS waste does not contain hazardous material or hazardous waste. Indicate the type and quantity of hazardous material/hazardous waste that may be in the OWS waste.

Type:_____

Quantity:_____

Circle one: primary waste manager alternate waste manager

Date of last hazardous waste training:_____

Date next hazardous waste training is due:_____

_____ _____

Name printed legibly Signature

If a waste manager cannot determine if the OWS waste contains hazardous material or hazardous waste, he/she is required to manage it as unknown waste and contact the JBER HW Program Manager or the central accumulation area immediately.

Appendix I – POL–Contaminated Soil User Knowledge Statement

Prior to disposal of POL - contaminated soil, one of the organization waste managers must complete a copy of this form and affix a signed copy (with appropriate information) to each container containing POL-contaminated soil. Only trained waste managers, appointed in accordance with the JBER hazardous waste management plan, are authorized to sign this form.

Date:_____

Waste description:_____

Container number:_____ Date soil placed in container:_____

Location of spill:_____

EESOH-MIS waste stream number:_____

Complete organization information:_____

Additional POC information:_____

By signing below, the signatory certifies (1) he/she is a waste manager appointed in accordance with the JBER hazardous waste management plan; (2) the POL-contaminated soil does not contain hazardous material or hazardous waste; (3) he/she is aware that containment of waste, not exactly as described on a container label, may be a violation of federal regulation.

□<Check the box to the left if you cannot certify that the POL-contaminated soil does not contain hazardous material or hazardous waste. Indicate the type and quantity of hazardous material/hazardous waste that may be in the OWS waste.

Type:_____

Quantity:_____

Circle one: primary waste manager alternate waste manager

Date of last hazardous waste training:_____

Date next hazardous waste training is due:_____

_____ _____

Name printed legibly Signature

If a waste manager cannot determine if the POL-contaminated soil contains hazardous material or hazardous waste, he/she is required to manage it as unknown waste and contact the JBER HW Program Manager or the central accumulation area immediately.

Appendix J – Contact Information

HW Program Manager	(907) 384-3322
Alternate HW Program Manager	(907) 384-2445
Hazardous waste central accumulation area	(907) 552-3435
Hazardous Materials Program Manager	(907) 384-3269
Fire Prevention	(907) 384-5555
Bioenvironmental Engineering	(907) 384-0456
673 Air Base Wing Safety office	(907) 552-6850
US Army Alaska Safety office	(907) 384-2132
Fire non-emergency	(907) 552-2081
Spill Prevention and Response	(907) 384-2478
Environmental Management System Coordinator	(907) 384-2445
Storm Water Pollution Prevention	(907) 384-0250
Recycling	(907) 384-2444
Environmental Compliance Chief	(907) 384-2440
HAZMART Pharmacy Customer Service	(907) 552-2385
GSA SERVMART	(907) 271-3640
Report spills of any size/quantity	911

Appendix K – Waste Container Certification Form

Prior to removal of waste from an organization, one of the organization waste managers must complete a copy of this form and affix a signed copy (with appropriate information) to each container. Only trained waste managers, appointed in accordance with the JBER hazardous waste management plan, are authorized to sign this form. Organizations will:

- Ensure containers are ready for pickup and suitable for transport to prevent a release of waste from the container.
- Close containers completely.
- Remove all funnels.
- Tighten drum bungs.
- Provide personnel and equipment (such as a forklift or crane) as required to load waste containers on the vehicle used to remove waste containers.

Central accumulation area personnel will not remove waste from an organization if a copy of this waste container certification form is not signed by an appointed waste manager and affixed to each container, if a container is not ready for pickup as described above, or if a container contains waste that is not exactly as described on the container label.

Container number:_____ Date:_____

Waste description:_____

EESOH-MIS waste stream number:_____

Organization:_____

By signing below, the signatory certifies (1) he/she is a waste manager appointed in accordance with the JBER hazardous waste management plan; (2) the container described above contains only waste exactly as described on the container label; (3) nothing in the waste generation process has changed since the waste profile was established; and (4) he/she is aware that containment of waste, not exactly as described on a container label, may be a violation of federal regulation.

Circle one: primary waste manager alternate waste manager

Date of last hazardous waste training:_____

Date next hazardous waste training is due:_____

_____ _____

Name printed legibly Signature

Appendix L – Checklist for the first person observing a spill

Report all spills, regardless of size, to the JBER Fire and Emergency Services (FES), Fire Alarm Communication Center.

Use space in each field below to document action taken or information related to the spill.

Response Actions	Time and Initials
Notify JBER Fire and Emergency Services (673 CES/CEF) *Phone: 911 and clearly indicate spill is on JBER.*	
Report the following:	
Location	
Spill source (aircraft, tank, vehicle, etc.) and possible cause	
Present condition (leak continues, spill contained, etc.), extent of spill (estimated volume) and direction of spill movement (towards drains, sewers, etc., if applicable)	
Extent of personnel injuries	
If evacuation is not necessary and responder can begin or manage spill cleanup:	
Stop all sources of ignition and source of spill (if possible)	
Obtain spill cleanup materials and initiate spill cleanup or response until JBER FES or Environmental/Liquid Fuels Maintenance Spill Team arrives	
If evacuation is necessary:	
Activate signal horns/bells and begin evacuation of personnel to anupgrade or upwind safe location	
Establish initial safe zone	
Stop all sources of ignition and source of spill (if this can be done safely)	
Cease all vehicle traffic to the area and direct the movement of emergency equipment if required. Limit access to the area unless authorized by the Incident Commander.	
Use this space to document information such as, but not limited to, spill location, source, condition, extend/volume, movement, and personnel injuries.	
Printed name, telephone number and organization of person completing this checklist	

Adapted from: JBER Spill Prevention, Control, and Countermeasure Plan/Oil Discharge Prevention and Contingency Plan, Final, October 2016