

**BY ORDER OF THE COMMANDER
JOINT BASE LANGLEY-EUSTIS**

**JOINT BASE LANGLEY-EUSTIS
INSTRUCTION 32-101**



28 JANUARY 2014

Civil Engineering

**ENVIRONMENT MANAGEMENT
(FORT EUSTIS ONLY)**

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This instruction implements Federal, state, and local environmental laws; DOD and Air Force policies, goals, and requirements; for preserving, protecting, conserving, and restoring the quality of the Fort Eustis environment. It defines the framework for the Environmental Management System (EMS) and ensures conformance with the International Organization for Standardization, standard 14001 (ISO 14001), as mandated by Executive Order (EO) 13423, Strengthening Federal Environmental, Energy, and Transportation Management. Paragraphs are aligned with the appropriate paragraph in ISO 14001.

This instruction applies to all activities and personnel performing functions and conducting operations on Fort Eustis and any geographically separated unit under the operational control of the 733d Mission Support Group (MSG). An activity is defined as: “An Active Army or Air Force, National Guard or Reserve command or subcommand; 733 MSG Divisions/Squadrons; tenants (Department of Defense (DOD) or Non-DOD); contractors and subcontractors; Government-Owned -Contractor-Operated facilities (GOCO); Corps of Engineers (COE) Office, Defense Logistics Agency; lessees (Army and Air Force Exchange Service [AAFES]; Defense Commissary Agency [DECA]; etc.); or any other organization.”

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chain of command.

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Attachment 1 - GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

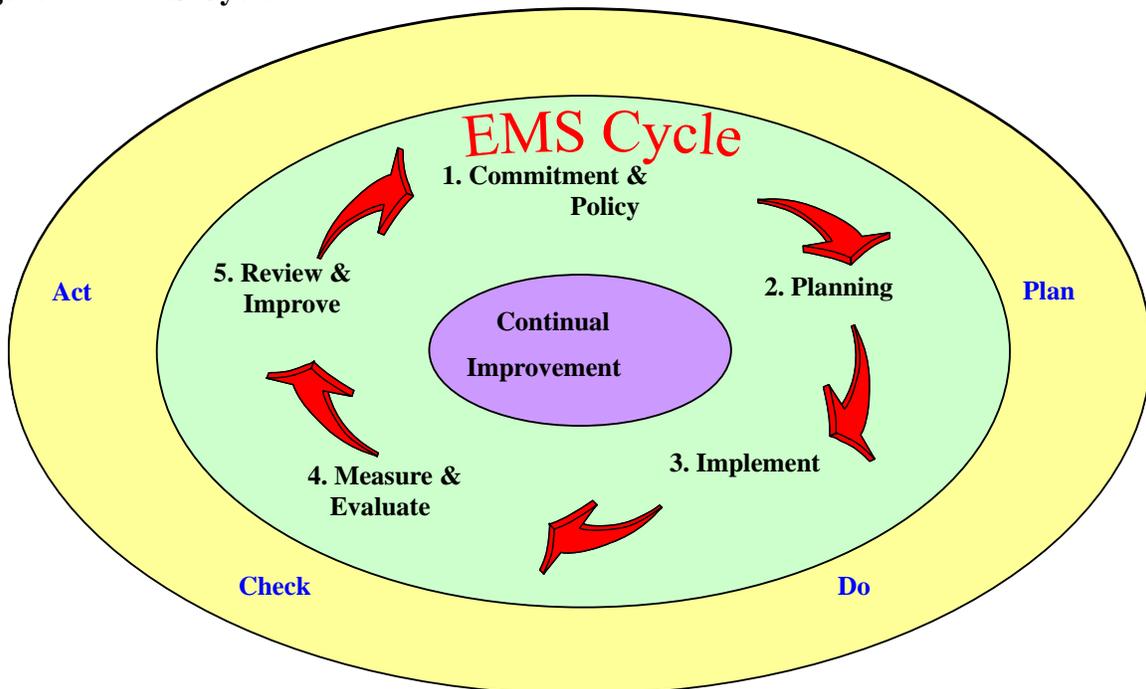
Chapter 1

INTRODUCTION AND SCOPE

1.1. Introduction. Federal agencies to include the Department of Defense and all services (including Army and Air Force) are directed to implement an Environmental Management System (EMS) at all appropriate agency facilities based on facility size, complexity, and the environmental aspects of facility operations. Fort Eustis is a designated appropriate facility. The facility EMS shall include annually reviewed and updated measurable environmental goals, objectives, and targets. EMS performance measures shall be incorporated in agency facility audit protocols.

1.1.1. The Deputy Assistant Secretary of the Army (Environment, Safety and Occupational Health) Action Memorandum on EMS; and Assistant Secretary of the Air Force (Installations, Environment and Logistics) direct installations to use the International Organization for Standardization (ISO) EMS, known as ISO 14001, to manage the environmental program. This international standard, ISO 14001: 2004 provides elements of an effective EMS that can be integrated with other management requirements to assist Fort Eustis in achieving its environmental goals, mission requirements, and economic efficiencies. The ISO 14001:2004 standard, as other international standards, ISO 9001, Quality Management, and ISO 18001, Safety and Health Management, uses the Plan-Do-Check-Act management methodology as follows:

Figure 1.1. EMS Cycle.



1.2. Approach. The installation will use an ISO 14001:2004-based, mission-focused EMS to manage all aspects of the environmental program: compliance, prevention, conservation, and restoration. The EMS sets the general management requirements and PLANNING guidelines, establishes environmental roles and responsibilities for all personnel, identifies legal, training, and documentation requirements, and establishes procedures to control, DO, monitor, and CHECK all environmental media programs. The EMS also establishes requirements and procedures for senior leadership and managers to review the EMS performance and ACT to continually improve environmental stewardship and sustainability of the facility. A robust EMS is the key tool to achieve a sustainable installation. Sustainability is the ability to achieve continuing economic prosperity while protecting the natural systems of the planet and providing a high quality of life for its people. For the Air Force, sustainability is critical if it is to continue its mission to train and deploy its forces.

1.3. Scope.

1.3.1. This instruction applies to all activities and personnel performing functions and conducting operations on Fort Eustis and any geographically separated unit under the operational control of the 733 MSG. An Activity is defined as: “An Active Army or Air Force, National Guard or Reserve command or subcommand; 733d Mission Support Group Divisions/Squadrons; tenants (Department of Defense (DOD) or Non-DOD); contractors and subcontractors; Government-Owned -Contractor-Operated facilities (GOCO); Corps of Engineers (COE) Office, Defense Logistics Agency; lessees (Army and Air Force Exchange Service [AAFES]; Defense Commissary Agency [DECA]; etc.); or any other organization.”

1.3.2. This instruction establishes the policy and requirements for all elements of environmental management for Fort Eustis. Designated the Wing’s web-based EMS site “eDASH” as the JBLE-Eustis Master Environmental Management Procedures (EMP) Library, which provides the “who, what, when, where, and how” to execute environmental policies, requirements, and responsibilities through EMPs.

1.3.3. Environmental Management Procedures (EMPs): References to EMPs throughout this instruction, e.g., IAW EMP 4.2., are located on the Wing’s eDASH.

1.3.4. The "installation" as used in this instruction applies to the entire Fort Eustis installation, fence line to fence line and includes all activities and personnel under the operational control of the 633 ABW.

1.3.5. The EMS focuses on supporting and sustaining the installation’s mission. As such, mission priorities are incorporated into the EMS. The intent is to use the management system to help identify, manage, and mitigate the environmental impacts associated with mission-related activities.

Chapter 2

REFERENCES

2.1. Environmental Management. The following primary references provide the requirements set by Headquarters, Department of Air Force and the installation for environmental management:

2.1.1. Executive Order (EO) 13423, Strengthening Federal Environmental, Energy, and Transportation Management, 26 January 2007.

2.1.2. E.O. 13514, Leadership in Environmental, Energy, and Economic Performance, 8 October 2009.

2.1.3. AFI 32-7001, Environmental Management, 4 November 2011.

2.1.4. DoDI 4715.17, Environmental Management Systems, 15 April 2009.

2.1.5. ISO 14001, Second Edition, 2004, Environmental Management Systems - Requirements with Guidance for Use.

2.2. References. Documents that provide legal and other requirements to which the installation must prescribe are listed in Attachment 1, Glossary of References and Supporting Information

Chapter 3

DEFINITIONS

3.1. Abbreviations and Acronyms. A complete listing of all abbreviations and acronyms used in this document and related EMPs are listed in the EMP Dictionary, EMP 3.0, EMP Dictionary.

3.2. Special Terms and Definitions. A complete listing of all Special Terms and Definitions used in this document and related EMPs are listed in EMP 3.0, EMP Dictionary.

Chapter 4

ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) REQUIREMENTS

4.1. General Requirements.

4.1.1. **Mission Statement.** The installation's mission is to provide DOD and non-DOD government activities and Army/Air Force units the capabilities and services to support training of personnel, unit readiness, and expeditionary operations in a time of persistent conflict, and to provide world class quality of life for soldiers/airmen and families. The installation is dedicated to the conservation, protection, and enhancement of the environment. This is accomplished by planning and implementing installation environmental programs, and providing coordination between the installation and regulatory agencies, facility or process owners, and tenants.

4.1.2. This instruction establishes requirements for the installation EMS which enables the installation to develop and implement a program to attain and maintain environmental compliance, to prevent pollution, to continually improve environmental stewardship, and to achieve a sustainable facility.

4.1.3. This instruction directs the use of the ISO 14001: 2004 standard for the EMS.

4.2. Environmental Policy.

4.2.1. **Policy.** The Joint Base Langley-Eustis 633d Air Base Wing (ABW) Commander shall define the environmental policy that provides a common vision for the conservation, protection, and enhancement of the environment at the installation and supported facilities to meet Federal requirements and support the Army and Air Force mission.

4.2.2. **Requirements.** The policy will address the environmental impacts of the installation, commit to compliance with legal and other requirements, commit to pollution prevention, commit to continual improvement, be communicated to all persons working on the installation, and be available to the public.

4.2.3. The 733d Civil Engineer Division Environmental Element (CED/EE) will develop, update, communicate, and document the environmental policy statement in accordance with (IAW) EMP 4.2.

4.3. Planning – Environmental Aspects, Objectives and Targets, and Environmental Management Programs.

4.3.1. Environmental Aspects.

4.3.1.1. **Policy.** In accordance with ISO 14001, the installation will identify the environmental aspects and impacts associated with its activities, products, and services and develop procedures and programs to control and lessen them. The installation will identify certain aspects and impacts as having a significant impact on the environment and will intensively manage the associated procedures and programs. The installation will annually review environmental aspects and impacts using EMP 4.3.1.

4.3.1.2. **Requirements.** The 733d Mission Support Group (MSG) Commander will designate an EMS CFT of personnel representing all tenant activities and MSG divisions to identify and review environmental aspects and impacts associated with installation operations, products, and services. The installation EMS Management Representative (EMSMR) will coordinate and document the activities of this team in accordance with EMP 4.3.1.

4.3.2. Legal and Other Requirements.

4.3.2.1. **Policy.** The installation will identify all legal and other requirements associated with federal, state, and local laws, will have appropriate personnel aware and competent of these legal requirements, and continuously monitor for changes and new requirements that would affect operations and mission activities.

4.3.2.2. **Requirements.** The CED/EE Environmental Program Managers (EPMs), assisted by the Environmental Law Attorney, are responsible to identify, have access, and review all legal and other requirements related to their specific program areas and informing affected parties, including contractors in accordance with EMP 4.3.2.

4.3.3. Objectives, Targets, and Programs.

4.3.3.1. **Policy.** The installation will develop objectives, targets, programs, and action plans for all environmental media areas and for all environmental aspects and impacts identified by the Functional Area Team as “significant.” These objectives and targets will ensure continuous improvement to the installation environmental program consistent with the environmental policy statement.

4.3.3.2. Requirements.

4.3.3.2.1. The installation CFTs and associated subcommittees will develop and propose for the ABW/CC through the Environment, Safety, and Occupational Health Council (ESOHC) approval objectives, targets, programs and action plans for identified significant environmental aspects and impacts in accordance with EMP 4.3.3.

4.3.3.2.2. The 733 CED/EE EPMs will develop objectives, targets, programs, and action plans for other important environmental aspects and impacts in accordance with EMP 4.3.3.

4.3.3.2.3. The EMSMR, in coordination with the Cross Function Team and 733 CED/EE EPMs will track and document established objectives, targets, programs, and action plans in accordance with EMP 4.3.3 Tab 1.

4.4. Implementation and Operation.

4.4.1. Resources, Roles, and Responsibilities.

4.4.1.1. Resources.

4.4.1.1.1. **Policy.** All activities will develop resource requirements and budget accordingly to support the environmental program consistent with the Fort Eustis Environmental Policy Statement.

4.4.1.1.2. Requirements.

4.4.1.1.2.1. The CED/EE will annually develop recurring and non-recurring environmental resource requirements to support environmental staffing, environment funded activities, projects to attain or maintain compliance, and pollution prevention projects. Environmental resource requirements will be identified in accordance with Department of the Air Force procedures and guidance.

4.4.1.1.2.2. The Chief, Training Division, Army Support Activity (ASA), will identify Installation Training Area Maintenance (ITAM) requirements and other environmental requirements stemming from range activities and security functions.

4.4.1.1.2.3. The beginning of each fiscal year, Functional Area Teams (at the August meeting) will identify personnel and monetary resource requirements to support the Environmental Management Action Plans for approved objectives and targets.

4.4.1.1.2.4. All activities will annually identify internal environmental resource requirements (personnel and funding) required to support activity functions and operations. These may include, but are not limited to NEPA actions, waste management and disposal costs; Hazardous Material purchase and storage; recycling and recyclable storage; environmental fees; and requirements pertaining to maintenance activities, spill prevention, cleanup activities, and environmental training.

4.4.1.2. Roles and Responsibilities.

4.4.1.2.1. **Policy.** The 633 ABW and 733 MSG chain-of-commands will manage the environmental program by assigning specific responsibilities to Commanders, directors, leaders of activities, and key activity personnel.

4.4.1.2.2. **Requirements.** All activities and personnel, regardless of their organizational level or chain of command, have EMS responsibilities as part of their functions and duties; these responsibilities must be incorporated into the planning, budgeting, and execution of their respective functions, duties, operations, and missions. Specific requirements for activities and key personnel are listed in the below paragraphs.

4.4.1.2.3. 633d Air Base Wing (ABW).

4.4.1.2.3.1. **633 ABW Commander.** The 633 ABW Commander is the JBLE commander. The 633 ABW/CC has overall responsibility for management of the environmental and natural resources. The ABW/CC will provide the policy and overall guidance to synchronize and integrate Army environmental priorities and initiatives into the mission and operations.

4.4.1.2.3.2. **633d Air Base Wing Vice Commander.** The 633 ABW/CV commands in the absence of the 633 ABW/CC and specifically chairs the Environmental, Safety, and Occupation Health (ESOH) Council.

4.4.1.2.3.3. **Staff Judge Advocate (SJA).** The SJA will provide legal support to the installation in the interpretation of environmental laws and regulations.

4.4.1.2.3.4. **Public Affairs (PA) Office.** The PA Office will provide technical public affairs program support for the installation environmental program. The PA will address and track public inquiries regarding installation environmental issues, communicate environmental information to the installation community and the outside public, as appropriate in accordance with EMP 4.4.3.

4.4.1.2.3.5. **Safety Office.** Safety Office will serve as the installation point of contact and provide guidance and expertise regarding safety requirements related to environmental programs and activities. Safety Office will coordinate with CED/EE on environmental issues discovered during safety inspections and disposal of radioactive waste.

4.4.1.2.3.6. **Internal Review and Audit Compliance (IRAC).** IRAC will assist 733 MSG and/or the 633 ABW/IG in maintaining trained EMS auditors to conduct the annual internal EMS audit (see 4.5.2.) for Fort Eustis, conduct audits of environmental programs as requested, and provide cost benefit analysis for environmental related projects as requested.

4.4.1.2.4. 733d Mission Support Group (MSG).

4.4.1.2.4.1. **733 MSG Commander.** The 733 MSG Commander is the senior environmental steward for Fort Eustis. The MSG Commander will provide environmental guidance to ensure installation MSG functional areas support mission and operations in a manner conducive to environmental stewardship, cultural and natural resources management, integrate environmental sustainable practices into planning, ensure installation activities actively consider environmental impacts of all actions; appoint an Environment Management System Management Representative (EMSMR); approve Environmental Assessments (EA) and Environmental Impact Statements (EIS) before they are forwarded (if needed) to higher headquarters; and designate in writing a qualified On-Scene Commander (OSC) responsible for executing spill response.

4.4.1.2.4.2. **Civil Engineer Division (CED).** The Director, CED, is responsible for managing environmental compliance, conservation, protection, restoration, and other environmental programs. The Director, CED, will resource and execute CED operations, e.g., waste disposal, energy and water conservation, and construction, in an environmentally sustainable manner and ensure compliance with paragraph 4.4.1.2.5.of this instruction.

4.4.1.2.4.3. **Logistics Readiness Division (LRD).** The Director, LRD, is responsible for managing the installation Hazardous Material Program, to serve as the installation point of contact for the Defense Logistics Agency Disposal Service (DLADS), and provide logistics expertise and guidance regarding environmental programs and issues. The Director, LRD, will resource and execute LRD operations in an environmentally sustainable manner and ensure compliance with paragraph 4.4.1.2.5.of this instruction.

4.4.1.2.4.4. **Force Support Division (FSD).** The Director, FSD, is responsible to execute the installation recreational hunting program under the direction and oversight of the natural resource manager, as per AFI 32-7064, chapter 6, section 6.2. The Director, FSD, will resource and execute FSD operations in an environmentally sustainable manner and ensure compliance with paragraph 4.4.1.2.5.of this instruction.

4.4.1.2.4.5. **Security Forces Squadron (SFS).** The Commander, SFS, is responsible to provide law enforcement expertise and guidance regarding environmental programs and issues, to provide resources to support spill response incidents, spill training exercises, and the Hunting Program and to provide enforcement of the Resource Conservation and Recovery Act (RCRA), Archeological Resource Protection Act, and Federal and State of Virginia Wildlife Protection regulations. The Commander, SFS, will resource and execute SFS operations in an environmentally sustainable manner and ensure compliance with

paragraph 4.4.1.2.5. of this instruction.

4.4.1.2.4.6. Environment Management System Management Representative (EMSMR). The EMSMR will ensure the EMS is established, implemented, and maintained and report to the senior commander on the performance of the EMS and recommendations for improvement.

4.4.1.2.5. Commanders, Directors, and Leaders of Activities. Leadership at all levels is responsible for supporting the EMS to include full environmental compliance, actions to prevent pollution, and fostering continuous environmental improvements within the organization. Commanders, Directors, and Leaders will:

4.4.1.2.5.1. Attend ESOH Councils chaired by the ABW/CV

4.4.1.2.5.2. Fund corrective actions for compliance agreements, consent orders and environmental incidents (e.g., spills, penalties, or fines) that are the result of their mission or operations.

4.4.1.2.5.3. Instill environmental stewardship to all activity personnel through the personnel evaluation system.

4.4.1.2.5.4. Ensure their activities consider environmental impacts of all actions through the NEPA process. Fund NEPA actions as required.

4.4.1.2.5.5. Appoint and ensure training of primary and alternate key Activity additional duty environmental Technical Advisor positions (Activity Environmental Coordinators, Unit Environmental Coordinators, and Hazardous Waste Coordinators) as required. Appointment, duty descriptions, and training requirements for these positions are found at EMP 4.4.2. AECs must have a business email address.

4.4.1.2.5.6. Ensure environmentally sound principles in all planning, procurement actions, and contracts being initiated by Contracting Offices for services or products to be provided to the installation will follow environmental policies and procedures IAW 4.4.1.2.7.

4.4.1.2.5.7. Ensure all spills are immediately reported to Fire and Emergency Services Flight.

4.4.1.2.5.8. Ensure that all Hazardous Materials are approved for acquisition through the HazMart before purchase or being brought onto the Installation. It is the responsibility of contractors and GPC holders to report HazMat purchases and use to the HazMart.

4.4.1.2.5.9. Ensure the timely submission of environmental data to CED/EE IAW the following EMPs: Air emissions (EMP 4.4.6.1); EPCRA (EMP 4.4.6.6.1); Water

(EMP 4.4.6.2.); and Pest Management (EMP 4.4.6.12).

4.4.1.2.5.10. Periodically review the status of corrective actions planned in the Activity Corrective Action Plan and ensure Functional Area Continuity Books (FACB) are being effectively implemented.

4.4.1.2.5.11. Ensure all personnel comply with Federal EMS Awareness and Competency training and leadership completes the required senior leaders training. All training must be completed within 30-days of arrival to Fort Eustis (see 4.4.2.).

4.4.1.2.6. **Army Support Activity (ASA).**

4.4.1.2.6.1. **Training Division.** The Chief, Training Division, executes the ITAM program and ensures division and contract support personnel have required competency training to execute environmental aspects of division operations. The Chief, Training Division, will resource and execute operations in an environmentally sustainable manner in accordance with JBLE Instruction 32-101 and associated EMPs.

4.4.1.2.7. **McDonald Army Health Center (MCAHC).** The Commander, MCAHC, will provide Industrial Hygiene (IH) and related technical support to the environmental program, ensure proper management of Regulated Medical Wastes (RMW), perform required medical exams for personnel engaged in hazardous environmental work, e.g., asbestos, pesticides, etc., and ensure MCAHC personnel have required competency training to execute environmental aspects of MCAHC operations. The Commander, MCAHC, will resource and execute operations in an environmentally sustainable manner and ensure compliance with paragraph 4.4.1.2.5.of this instruction.

4.4.1.2.8. **Contracting Offices.**

4.4.1.2.8.1. **Contracting Offices.** Contracting Offices will ensure contracts contain appropriate FAR clauses relating to environmental compliance, JBLE-Eustis Assessment Management Special Conditions and affirmative procurement, require Contracting Officer's Representatives (COR) at Fort Eustis to complete Leadership Environmental Management Awareness and Competency (LEMAC) training via the appointment letter, ensure Government Credit Card holders complete LEMAC training, and identify a contracting officer to provide emergency contract support for spill response. The Contracting Office will resource and execute operations in an environmentally sustainable manner and ensure compliance with paragraph 4.4.1.2.5.of this instruction.

4.4.1.2.8.2. **Contracting Officer's Representatives (CORs).** The CORs will ensure contract Performance Work Statements (PWS) include requirements for contractors, subcontractors, and contract personnel to follow installation environmental policies, instructions, and procedures in accordance with JBLE 32-101 and associated EMPs and related Federal Acquisition Regular (FAR) clauses requiring EMS conformance.

4.4.2. **Training: Awareness and Competency.**

4.4.2.1. **EMS Awareness Training.**

4.4.2.1.1. **Policy.** Activity commanders and supervisors will ensure all personnel are aware of their environmental stewardship responsibilities and key components of the EMS, such as the policy and potential consequences if procedures are not followed.

4.4.2.1.2. **Requirements.** All Fort Eustis personnel are required to complete the Basic (BEMA) or Leadership Environmental Management Awareness and Competency (LEMAC) Training annually IAW EMP 4.4.2. All military, civilian, and contractors working on Fort Eustis shall complete BEMA or LEMAC training within 30 days of arrival to the installation.

4.4.2.2. **Competency Training.**

4.4.2.2.1. **Policy.** All personnel that have positions or duties with potential to affect the environment are required to have specific competency training to meet the requirements of their primary job functions and any additional duties they are assigned.

4.4.2.2.2. **Requirements.**

4.4.2.2.2.1. Activity personnel that handle hazardous materials, hazardous wastes or universal wastes and their supervisors must have Hazardous Communications (HazCom) training.

4.4.2.2.2.2. Personnel appointed to key activity environmental positions (see EMP 4.4.2) must complete Advanced Environmental Management training.

4.4.2.2.2.3. Other positions and duties that require specific training include, but are not limited to, those listed in EMP 4.4.2 and must ensure training is completed and applicable certifications are maintained.

4.4.2.2.2.4. Whenever possible and unless specified otherwise, training will be conducted using the Wing's ESOH Training Network (ESOHTN). Users shall include on-base and off-base contractors conducting work/operations on Fort

Eustis. See EMP 4.4.2 for more details.

4.4.3. **Communication.**

4.4.3.1. **Policy.** The installation will actively communicate regarding environmental activities with both the installation community (internal) and with appropriate organizations, activities, and the community external to the installation.

4.4.3.2. **Requirements.**

4.4.3.2.1. **Installation Public Affairs (PA) Office.** The PA Office has overall responsibility for communicating the installation environmental policy and other information about the environmental program both internally to the installation community and externally to the surrounding community and appropriate external activities in accordance with EMP 4.4.3. PA will maintain records of external environmental related communications.

4.4.3.2.2. **Civil Engineer Division Environmental Element (CED/EE).** The CED/EE will develop and initiate the environmental program communication, provide technical support regarding environmental topics and information being communicated, and to coordinate all environmental communication with the PA in accordance with EMP 4.4.3.

4.4.3.2.3. **633d Communications Squadron (Webmaster).** Wing webmaster shall ensure direct access to the EMS' eDASH and ESOHTN web resources. Links will be located on the main Wing webpage(s) and clearly identify the Wing Commander's EMS policy and access to EMS resources.

4.4.4. **Documentation.**

4.4.4.1. **Policy.** The installation will maintain all environmental program documents and records required by legal and other requirements (Paragraph 4.3.2), required by the ISO 14001 standard, and those that support sound management of the environmental program.

4.4.4.2. **Requirements.** The CED/EE has overall responsibility for identification of required environmental documents and records to be maintained. Documentation will be accomplished in accordance with EMP 4.4.4.

4.4.5. **Control of Documents.**

4.4.5.1. **Policy.** A key element of the ISO 14001 EMS standard is to establish adequate controls for environmental documents to ensure compliance with legal and other requirements ensure protection of the environment and to ensure proper stewardship of environmental resources. The installation will identify all environmental documents associated with management of the environmental program and establish controls for the issue, revision, storage, retention, and location of these documents.

4.4.5.2. **Requirements.** The CED/EE is responsible for control of documents in

accordance with EMP 4.4.

4.4.6. Operational Control.

4.4.6.1. Air Quality Pollution Management.

4.4.6.1.1. **Policy:** The installation will comply with applicable federal, state, and local air quality regulations through execution of its air permit. The installation will continuously examine methods to improve air quality on the installation and in partnership with neighboring communities and to eliminate use of ozone depleting substances (ODS).

4.4.6.1.2. Requirements.

4.4.6.1.2.1. The CED/EE will maintain existing air permits in accordance with EMP 4.4.6.1.1, collect and track all required air emission data and information, perform air emissions inventories, implement and maintain plans to eliminate dependency on commercial acquisition of Class I ODS as required in EMP 4.4.6.1, and enforce the outdoor burning ban in accordance with EMP 4.4.6.1.3.

4.4.6.1.2.2. Activities will notify CED/EE prior to modification, movement, or removal of any stationary air pollution source in accordance with EMP 4.4.6.1.1, will prepare operations and maintenance plans for all air pollution control equipment in accordance with EMP 4.4.6.1.2, and will manage and ensure proper disposal of ozone depleting compounds in accordance with EMP 4.4.6.1.4.

4.4.6.1.2.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain air quality plan required by any other policies.

4.4.6.2. Wastewater/Stormwater Management.

4.4.6.2.1. **Policy.** The installation will comply with applicable federal, state and local wastewater and stormwater regulations through execution of required wastewater and storm water permits.

4.4.6.2.2. Requirements.

4.4.6.2.2.1. The CED/EE will obtain, maintain, and renew required permits for connection to wastewater collection and treatment systems that are owned and operated by public or private entities, obtain, maintain, and renew required permits for stormwater discharges and outfalls, employ pollution prevention and Best Management Practices (BMPs) to control pollutants and contaminants from surface and ground water, develop and implement a Storm Water Pollution Prevention Plan (SWPPP), develop a storm water management plan as required under Municipal Separate Storm Water Sewer System (MS4) program, and

develop a Spill Prevention, Control, and Countermeasures Plan (SPCCP) in accordance with EMP 4.4.6.2.

4.4.6.2.2.2. Activities will ensure all operations and actions are planned and executed in a manner to protect surface, ground, and waste water in accordance with EMP 4.4.6.2.

4.4.6.3. **Operational Noise.**

4.4.6.3.1. **Policy.** The installation will comply with applicable federal, state, and local noise regulations through execution of an Army Compatible Use Survey and installation Operational Noise program. The installation will continuously examine methods to improve noise monitoring and noise control of operations and training.

4.4.6.3.2. **Requirements.** The CED/EE will maintain an Installation Compatible Use Survey and implement an installation program to track and respond to public inquiries regarding operational noise in accordance with EMP 4.4.6.3.

4.4.6.3.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain operational noise plan required by any other policies.

4.4.6.4. **Drinking Water.**

4.4.6.4.1. **Policy.** The installation will comply with applicable federal, state, and local drinking water regulations to provide safe and adequate pressures and quantities of water to all personnel living and working on the installation.

4.4.6.4.2. **Requirements.** The CED/EE will in conjunction with Old Dominion Utilities Services (ODUS) provide drinking water to fixed facilities that is safe, aesthetically pleasing, and at adequate pressures and quantities to protect the health and quality of life of people living and working on the installation, develop drinking water conservation programs, maintain an accurate water system vulnerability assessment and emergency water response program, collect and track all required drinking water data and information, e.g., the Consumer Confidence Report, in accordance with EMP 4.4.6.4.

4.4.6.4.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain drinking water plan required by any other policies.

4.4.6.5. **Pollution Prevention and Recycling.**

4.4.6.5.1. **Policy.** The installation will actively pursue pollution prevention opportunities across the installation. Pollution prevention efforts will target methods to reduce compliance costs and impacts, promote programs to reduce use of scarce resources (e.g. water, energy, and fuel), increase recycling and reuse, promote green building construction and renovation, integrate low impact development (LID)

techniques and natural resource conservation into installation planning, and develop procedures to increase purchase of green products from local sources.

4.4.6.5.2. **Requirements.** The CED/EE will in conjunction with the 633 CES/CEAN maintain a Fort Eustis Pollution Prevention Plan (PPP) and establish adequate EMPs under Operational Instruction 32-101 to execute the PPP.

4.4.6.6. **Hazardous Materials Management (HMM).**

4.4.6.6.1. **Policy.** Comply with legally applicable federal, state, and local requirements, both substantive and procedural, for managing HMs, by reducing the acquisition and use of HMs through purchase restrictions, centralized inventory control, substitution and elimination actions, and reuse, recycling, and enhanced shelf-life management.

4.4.6.6.2. **Requirements.** The LRD in coordination with CED/EE will establish and maintain a centralized HMM program in accordance with EMP 4.4.6.6.

4.4.6.6.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain a HMM plan required by any other policies.

4.4.6.7. **Solid Waste Management (SWM).**

4.4.6.7.1. **Policy.** Comply with legally applicable Federal, State, and local requirements, both substantive and procedural, for managing solid waste, including generation, collection, storage, and disposal of Solid Wastes by efficiently and effectively managing the generation, collection, storage, and disposal of non-hazardous solid wastes to meet or exceed established metrics through continuously examining new methodologies.

4.4.6.7.2. **Requirements.**

4.4.6.7.2.1. CED/EE will:

4.4.6.7.2.1.1. Establish an Integrated Solid Waste Management Plan (ISWMP) in conjunction with Langley AFB, 633 CES/CEAN.

4.4.6.7.2.1.2. Establish EMPs to execute the ISWMP.

4.4.6.7.2.2. Activities will actively manage generated solid waste to maximize diversion of solid wastes, prevent incorrect disposal of hazardous wastes, universal wastes, and proper collection of solid waste accumulation, storage and transfer facilities and equipment in accordance with EMP 4.4.6.7.

4.4.6.8. **Hazardous Waste Management (HWM).**

4.4.6.8.1. **Policy.** Comply with all legally applicable Federal, State, and local regulations, both substantive and procedural, for managing Hazardous Waste (HW), Universal Waste (UW), and Non-Hazardous Waste (NHW) to minimize the toxicity and quantity through the efficient and effective management of the generation, collection, storage, and disposal.

4.4.6.8.2. **Requirements.**

4.4.6.8.2.1. The CED/EE will develop and implement procedures for HW, UW, and NHW management, to ensure the identification and characterization, accumulation and storage, transportation and disposal, training of personnel, tracking manifests, and maintaining required records to support the installation large quantity generator status and operation of a Hazardous Waste Accumulation Facility (HWAF) and to minimize both the toxicity and quantity of HW generated.

4.4.6.8.2.2. Activities will take actions to minimize generation of HW, UW, and NHW, ensure sufficient resources for the management and disposal of HW, UW, and NHW IAW EMP 4.4.6.8.

4.4.6.8.2.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain HWM plan required by any other policies.

4.4.6.9. **National Environmental Policy Act and Coastal Zone Management Act.**

4.4.6.9.1. **Policy.** The installation will evaluate the environmental consequences of actions taken by installation activities using the National Environmental Policy Act (NEPA) process in order to avoid or minimize adverse environmental impacts. Potential impacts to coastal resources must also be evaluated to determine whether a federal action is consistent with the Virginia Coastal Resources Management Program. The evaluations will occur in the planning process and prior to decisions to proceed with the action.

4.4.6.9.2. **Requirements.**

4.4.6.9.2.1. The Director of the Civil Engineer Division (CED) is the approving authority for all Environmental Impact Analyses (EIAs) and Records of Environmental Consideration (RECs).

4.4.6.9.2.2. The CED/EE will manage the NEPA and Coastal Zone Management process in accordance with EMP 4.4.6.9, provide assistance to proponents in completing all required environmental analysis, documentation, and permits and maintain a file of all past NEPA and Coastal Zone Management Act environment documentation.

4.4.6.9.2.3. Activities are the lead proponent for any action, i.e. project, training event, or operational activity, and will initiate the NEPA and Coastal Zone

Management process in accordance with EMP 4.4.6.9 and provide for any funding necessary to complete the NEPA process.

4.4.6.10. **Natural Resources.**

4.4.6.10.1. **Policy.** To conserve, protect and enhance natural resources and manage biological diversity (game and non-game wildlife and habitats) through conservation, protection, and enhancement of natural ecosystems, in a sustainable manner, to meet present and future DOD mission goals and objectives.

4.4.6.10.2. **Requirements.**

4.4.6.10.2.1. The CED/EE will consistent with mission requirements, prepare and implement an Integrated Natural Resources Management Plan (INRMP), manage game, non-game, endangered and threatened wildlife and plants, manage commercial forestry/timber resources, urban forests, identify and protect wetlands and other habitat types (grassland/meadows), and provide oversight to the hunting and fishing programs in accordance with EMP 4.4.6.10.

4.4.6.10.2.2. Activities will ensure natural resources are fully considered in training and operations planning, prevent intentional and unintentional injury to wildlife, forests, and environmental resources, coordinate with EE when injury or potential injury to natural resources have or may occur.

4.4.6.11. **Cultural Resources.**

4.4.6.11.1. **Policy.** The installation policy is to protect and preserve historical and cultural resources and sites located within the boundary of the installation. The installation will manage these resources to maximize mission accomplishment and training activities while complying with all Federal and State laws and DOD directives.

4.4.6.11.2. **Requirements.**

4.4.6.11.2.1. The CED/EE will prepare, coordinate and execute a Programmatic Agreement with the State Historic Preservation Officer, develop and manage the installation's cultural resources through the implementation of an Integrated Cultural Resources Management Plan (ICRMP) in accordance with EMP 4.4.6.11, and conduct cultural resources awareness actions to ensure installation activities and individuals understand their roles and responsibilities to protect cultural resources.

4.4.6.11.2.2. Activities will ensure historical and cultural resources are fully considered in training and operations planning.

4.4.6.12. **Pest Management.**

4.4.6.12.1. **Policy.** Comply with legally applicable Federal, State, and local regulations and DOD policies, both substantive and procedural, for pest management by establishing and maintaining a safe, effective, and environmentally sound Integrated Pest Management (IPM) program manage invasive plants, forest pests, horticultural pests, industrial/urban pests and disease vectors that may adversely impact readiness or military operations by affecting the health of personnel or damage structures, material, property, and natural resources.

4.4.6.12.2. **Requirements.**

4.4.6.12.2.1. The CED/EE will develop and maintain an Installation Pest Management Plan (IPMP), ensure that personnel who perform installation pest management operations meet DOD standards for accreditation, training and certification, record and report pesticide usage, ensure only approved pesticides and pest management materials are procured and/or utilized, and approve all pest control contracts in accordance with EMP 4.4.6.12 and related Tabs.

4.4.6.12.2.2. Activities will use CED Service Contractor pest control services to the maximum extent possible, notify CED/EE of all separate contracts for pest control services, i.e., via Government Purchase Card, and report all pesticide usage in accordance with EMP 4.4.6.12.

4.4.6.13. **Toxic Substances.**

4.4.6.13.1. **Policy.** Prevent human exposure to asbestos, lead-based paint and polychlorinated biphenyls (PCBs) hazards on Fort Eustis property and maintain compliance with pertinent regulations.

4.4.6.13.2. **Requirements.**

4.4.6.13.2.1. The CED/EE will maintain trained asbestos, lead, and PCB inspectors and maintain records on asbestos, lead, and PCB surveys, sampling, and abatement actions in accordance with EMPs 4.4.6.13.1, 4.4.6.13.2, and 4.4.6.13.3.

4.4.6.13.2.2. Activities will ensure no actions are taken that may disturb or damage asbestos, lead-based paint, or PCB containing materials and contact CED/EE prior to any renovation or self-help actions in accordance with EMPs 4.4.6.13.1, 4.4.6.13.2, 4.4.6.13.3.

4.4.6.13.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain PCB, Asbestos, or Lead Based Paint plans required by any other policies. Site specific Asbestos and Lead Based Paint abatement plans will be developed on a project by project basis as required.

4.4.6.14. **Tank Management.**

4.4.6.14.1. **Policy.** Comply with legally applicable federal, state, and local regulations, both substantive and procedural for underground and aboveground storage tank management by ensuring all regulated and unregulated storage tanks are properly constructed, maintained, and monitored.

4.4.6.14.2. **Requirements.**

4.4.6.14.2.1. The CED/EE will manage regulated Above Ground Tanks (AST) in accordance with EMP 4.4.6.14.1, manage regulated Underground Tanks (UST) in accordance with EMP 4.4.6.14.2, ensure all new USTs have double wall construction and interstitial monitoring systems, monitor unregulated tanks for compliance, and maintain a list of all ASTs and USTs.

4.4.6.14.2.2. Activities operating USTs or ASTs will develop Standing Operating Procedures (SOP) to ensure tank use is in compliance with regulations, ensure personnel are trained in tank operations, and conduct tank inspections in accordance with EMP 4.4.6.14.1.

4.4.6.14.3. This instruction along with the appropriate EMPs meets the requirements to develop and maintain a Tank Management plan required by any other policies.

4.4.6.15. **Environmental Cleanup.**

4.4.6.15.1. **Policy.** Comply with the Federal Facilities Agreement, applicable Federal, State, local, and DOD requirements for the cleanup of contamination on Defense Environmental Restoration Program (DERP) (includes Environmental Restoration Program (ERP) and Military Munitions Response Program (MMRP) sites) and Compliance-related Cleanup (CR) sites.

4.4.6.15.2. **Requirements.** Identify cleanup requirements at the site level, develop a reasonable schedule and annual cost to complete cleanup for each site, record liabilities in a database of record, and pursue cleanup until regulatory agreement with site closure.

4.4.6.15.2.1. Support public involvement in cleanup programs where there is potential impact on the health, environment, and economic well being of the local community through the Community Relations Plan and Technical Review Committee.

4.4.6.15.2.2. Maintain an inventory and maps of land use controls resulting from response decisions and integrate them into the installation master plan in accordance with EMP 4.4.6.15.

4.4.6.16. **Contracted Services and Products.**

4.4.6.16.1. **Policy.** Contracting Officers will ensure all contractors providing services or products to the installation with a potential to impact the environment will comply with all legally applicable federal, state, and local regulations, both substantively and procedurally.

4.4.6.16.2. **Requirements.**

4.4.6.16.2.1. Installation Contracting Officers will utilize Performance Work Statements (PWS) to ensure the PWS contains tasks directing the contractor to perform actions to maintain compliance, prevent pollution, and conserve resources, ensure the PWS of contracts that provide products contain requirements to consider green products and products with required recycled content, and ensure COR receive training IAW EMP 4.4.2.

4.4.6.16.2.2. The CED/EE will maintain a list of environmentally sensitive contracts or contracts with potential to have significant impacts on the installation environment and ensure contractors comply with environmental law through periodic assessments in accordance with EMP 4.4.6.16.

4.4.7. **Emergency Preparedness and Response.**

4.4.7.1. **Policy.** The installation will develop required procedures to identify, respond, and mitigate environmental impacts of accidents, weather events, and emergency situations. The installation will periodically conduct drills and tests to evaluate the effectiveness of emergency preparedness plans and continually review for opportunities to improve the program.

4.4.7.2. **Requirements.**

4.4.7.2.1. The CED/EE will develop an Integrated Contingency Plan (ICP) that includes the Spill Prevention, Control, and Countermeasures Plan (SPCCP) and the Facility Response Plan in accordance with EMP 4.4.X, "Emergency Preparedness and Response."

4.4.7.2.2. Activities will develop and implement an Activity Site Specific Contingency Plan (SSCP) for each oil and hazardous material/waste storage location IAW EMP 4.5.7.

4.5. Checking and Corrective Action.

4.5.1. **Monitoring and Measurement.**

4.5.1.1. **Policy.** The installation will actively monitor and measure key characteristics of the installation operations to ensure environmental compliance and conservation of natural resources, to ensure prevention of pollution is considered for all actions, to ensure progress toward meeting continuous improvement objectives and targets, and to ensure equipment vital to protecting the environment is properly calibrated.

4.5.1.2. **Requirements.**

4.5.1.2.1. The CED/EE will collect and maintain quantity and quality information regarding installation environmental activities to comply with reporting requirements from DOD, Air Force, (e.g., EASI, EQ, etc) and state and local regulatory authorities (e.g., permit requirements) in accordance with EMP 4.5.1.1.

4.5.1.2.2. Activities will collect, maintain, and submit quantity and quality information regarding their environmental activities to comply with installation reporting requirement in accordance with EMP 4.5.1.

4.5.1.2.3. The CED/EE and activities will ensure equipment vital to environmental compliance and protection functions effectively and accurately in accordance with EMP 4.5.1.2.

4.5.2. **Evaluation of Compliance.**

4.5.2.1. **External Assessments.**

4.5.2.1.1. **Policy.** The installation will use periodic regulatory inspections and external Environment, Safety, and Occupational Health (ESOH/CAMP) assessments as a means of attaining, sustaining, and monitoring compliance with applicable environmental legal requirements, Air Force regulations, and installation standards.

4.5.2.1.2. **Requirements.**

4.5.2.1.2.1. Federal, state, and local regulatory agency's inspectors may inspect the installation at any time. While inspectors usually coordinate with CED/EE prior to their arrival, they will be afforded full and prompt access for their inspection, even without prior notice. Such inspections are conducted on a schedule determined by the regulatory agency.

4.5.2.1.2.2. Findings from regulatory inspections will be recorded, tracked to correction, and maintained as records. The tracking process will include automated and written records as deemed appropriate.

4.5.2.1.2.3. Findings from regulatory inspections that result in a Notice of

Violation (NOV) will also be reported IAW established Air Force procedures. A record of all NOV's and corrective actions will be maintained.

4.5.2.1.2.4. Air Force mandated external environmental program assessments are conducted every 3 years under the ESOHCAMP by the Air Combat Command (ACC). The scope of the External ESOHCAMP assessments includes all operations and activities within the installation boundary and assesses the overall environmental program. A 2nd party EMS audit is conducted in conjunction with the External ESOHCAMP (see paragraph 4.5.5, below). The CED/EE will track findings to correction, report progress to the EOSH Council, and maintain appropriate records in accordance with EMP 4.5.2.2.

4.5.2.2. **Internal Assessments.**

4.5.2.2.1. **Policy.** The installation uses internal assessments and inspections in combination with regulatory inspections and external EPAS assessments as a means of attaining, sustaining, and monitoring compliance with applicable environmental legal requirements, Air Force regulations, and installation standards.

4.5.2.2.2. **Requirements.** The installation Internal Assessment (IA) Program consists of four separate assessments: Installation Activity Assessments (EMP 4.5.2.1), Regulatory and Permit Inspections (EMP 4.5.2.2), Activity Inspections (EMP 4.5.2.3), Environmental Media Assessments (EMP 4.5.2.4). The goal of the installation IA is to assess the entire environmental program annually. The CED/EE will track findings and corrective actions in accordance with appropriate EMPs and report status quarterly to the ESOH Council.

4.5.2.3. **Activity Level Assessments.**

4.5.2.3.1. **Policy.** The installation activities will conduct periodic compliance assessments as a means of attaining, sustaining, and monitoring compliance with applicable environmental legal requirements, Air Force regulations, and installation standards

4.5.2.3.2. **Requirements.**

4.5.2.3.2.1. Activities will conduct quarterly assessments of their facilities and operations; will conduct monthly inspections of their hazardous material storage areas and weekly inspections of their hazardous waste sites; and monthly inspections of their universal waste storage areas.

4.5.2.3.2.2. Activities will use the assessment checklists developed by CED/EE for use during IAs (EMP 4.5.2.3, Tab 1). The CED/EE will review activity assessment records during the annual IA.

4.5.3. **Nonconformity and Corrective Actions.**

4.5.3.1. **Policy.** The installation will correct identified non-conformances, determine the root cause and take action to prevent recurrence, track corrective actions taken, and periodically review the effectiveness of the corrective action program. A “non-conformance” is any situation that does not meet the legal and other environmental requirements prescribed for the installation.

4.5.3.2. **Requirements.**

4.5.3.2.1. Non-conformances are identified from regulatory inspections and Air Force external Environmental Performance Assessments (paragraph 4.5.2.1, above), from the installation internal assessments (Installation Activity Assessments, Regulatory and Permit Inspections, and Environmental Media Assessments), and from external and internal EMS Audits.

4.5.3.2.2. The CED/EE will maintain a comprehensive Installation Corrective Action Plan (ICAP) to track findings of non-conformance from external compliance assessments and EMS audits and from the installation internal compliance assessments and internal audits in accordance with EMP 4.5.3.1

4.5.3.2.3. Activities will maintain an Activity Corrective Action Plan (ACAP) to track findings of non-conformance from Installation Activity Assessments and Activity Level Assessments in accordance with EMP 4.5.2.3.

4.5.3.2.4. The status of the corrective actions planned in the ICAP will be reviewed quarterly by the ESOH Council.

4.5.3.2.5. The CED/EE will conduct an analysis of findings of non-conformance to include common findings, root causes, and repeat findings annually and report results to the Environment, Safety, and Occupational Health Council (ESOHC).

4.5.4. **Records.**

4.5.4.1. **Policy.** The installation will maintain environmental records required by legal and other requirements and records that are the result of environmental management actions.

4.5.4.2. **Requirements.** The CED/EE and activities will identify all environmental records, classed as Level 3 documents in EMP 4.4.4, resulting from management of the environmental program, maintain a list of records required at CED/EE and at activity level in accordance with EMP 4.4.5.

4.5.5. **Environmental Management System Audits.**

4.5.5.1. **Policy.** The installation will use EMS audits to verify the established the installation EMS conforms to the ISO 14001 standard, applicable federal executive orders, and Army EMS guidance; provide verification of conformance to senior management; and to continuously improve the established EMS.

4.5.5.2. **Requirements.**

4.5.5.2.1. The installation will receive an external EMS audit conducted by Air Force at least every 3 years.

4.5.5.2.2. The installation will conduct an internal EMS audit annually when no external audit is conducted in accordance with EMP 4.5.5.

4.5.5.2.3. Results of external and internal EMS audits will be maintained as records by CED/EE.

4.5.5.2.4. The CED/EE will develop corrective action plans for all audits, track corrective actions, and report results to the ESOH Council.

4.6. **Management Review.**

4.6.1. **Policy.** The installation will use a management review process to periodically review the status of the environmental program and the EMS to ensure the programs stability, adequacy, and effectiveness.

4.6.2. **Requirements.** Management reviews shall include assessing opportunities for improvement and requirements to change the EMS objectives and targets and be conducted in accordance with EMP 4.6.

Korvin D. Auch, Colonel, USAF
Commander

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9 VAC 20-60, Virginia Hazardous Waste Regulations, 17 February 1999

9 VAC 25-91-10, Facility and Aboveground Storage Tank (AST) Regulation, 24 June 1998

9 VAC 25-580-40, Underground Storage Tanks: Technical Standards and Corrective Action Requirements, 25 October 1989

12 VAC 5-590, Virginia Waterworks Regulations, 21 June 2012

16 VAC 25-20, *Licensed Asbestos Contractor Notification, Asbestos Project Permits, and Permit Fee*, 1 February 2009

16 VAC 25-30, *Asbestos Emissions Standards for Demolition and Renovation*, 5 November 1992

18 VAC 15-20, *Asbestos Licensing Regulations*, 2 January 2002

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Title 62.1, Code of Virginia, *Waters of the State, Ports and Harbors*, 16 June 1968

MIL-STD-882D, *Department of Defense Standard Practice for System Safety*, 10 February 2000

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Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

A1—Headquarters, United States Air Force, Deputy Chief of Staff for Manpower and Personnel

A4-EM—United States Air Force, MAJCOM Logistics Environmental Management

A4L—Headquarters, United States Air Force, Deputy Chief of Staff for Logistics

A7—Headquarters, United States Air Force, Deputy Chief of Staff for Logistics,

A7C—Headquarters, United States Air Force, Deputy Chief of Staff for Logistics,

A7CA—Asset Management & Operations Division

A7CAN—Asset Management & Operations Division, Environmental Branch

A8—Headquarters, United States Air Force, Deputy Chief of Staff for Strategic Plans and Programs

AAFES—Army and Air Force Exchange Services

ACAP—Activity Corrective Action Plan

ACC—Air Combat Command

ACM—Asbestos-Containing Materials

ACSIM—Assistant Chief of Staff for Installation Management

AEC—Activity Environmental Coordinator or Alternate

AEDB-R—Army Environmental Database Restoration

AEM—Advanced Environmental Management Training

AETC—Air Education and Training Command

AF—Air Force

AFCEE—Air Force Center for Engineering and the Environment

AFCESA—Air Force Civil Engineer Support Agency

AFH—Air Force Handbook

AFI—Air Force Instruction

AFIT—Air Force Institute of Technology

AFLOA/JACE—Air Force Legal Operations Agency, Environmental Law and Litigation Division

AFLOA/JACE-FSC—Air Force Legal Operations Agency, Environmental Law and Litigation Division, Field Support Center

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFOSH—Air Force Office of Safety and Health

AFPAM—Air Force Pamphlet

AFPD—Air Force Policy Directive

AFRPA—Air Force Real Property Agency

AFSO21—Air Force Smart Operations for the 21st Century

AICUZ—Air Installation Compatible Use Zone

AM—Asset Management

AMP—Activity Management Plans

ANG—Air National Guard

AP—Affirmative Procurement

ARPA—Archeological Resources Protection Act

ASD—Accumulation Start Date

AST—Aboveground Storage Tank

BCAMP—Base Comprehensive Asset Management Plan

BEE—Bioenvironmental Engineering

BEMA—Basic Environmental Management Awareness Training

BI—Built Infrastructure

BMP—Best Management Practices

BREM—Building Recycling and Energy Monitor

BRAC—Base Realignment and Closure

C&D—Construction and Demolition

CC—Compliance-related Cleanup

CE—Civil Engineer

CEAN—Civil Engineer Asset Management, Environmental

CED—Civil Engineer Division

CEQ—Council on Environmental Quality

CERCLA—Comprehensive Environmental Response, Compensation, and Liability Act

CFR—Code of Federal Regulations

CFT—Cross-Functional Team

COE—Corps of Engineers

CONUS—Continental United States

COR—Contracting Officer’s Representative

CP—Contingency Plan

CR—Compliance Related Clean-up

CRP—Community Relations Plan

CTC—Cost-to-Complete

CZMA—Coastal Zone Management Act

DASA (ESOH)—Deputy Assistant Secretary of the Army for Environment, Safety and Occupational—Health

DD—Decision Document

DECA—Defense Commissary Agency

DERP—Defense Environmental Restoration Program

DoD—Department of Defense

DoDD—Department of Defense Directive

DoDI—Department of Defense Instruction

DOT—Department of Transportation

DRU—Direct Reporting Unit

EA—Enforcement Action

EA—Environmental Assessment

EBS—Environmental Baseline Survey

ECs—Engineering Controls

EE—Environmental Element

EET—Environmental Education and Training Panel

EIA—Environmental Impact Analysis

EIAP—Environmental Impact Analysis Process

EIS—Environmental Impact Statement

ELO—Environmental Liaison Officer

EM—Environmental Management

EMP—Environmental Management Procedure

EMPL—Environmental Management Procedures Library

EMS—Environmental Management System

EMSMR—EMS Management Representative

EO—Executive Order

EPA—Environmental Protection Agency

EPCRA—Emergency Planning and Community Right to Know Act

EPM—Environmental Program Manager

EQ—Environmental Quality

ERA—Environmental Restoration Account

ERP—Environmental Restoration Program

ESOH—Environment, Safety, & Occupational Health

ESOHC—Environmental, Safety, & Occupational Health Council

ESOHCAMP—Environmental, Safety, & Occupational Health Compliance Assessment and Management Program

ETCA—Education and Training Course Announcement

FAR—Federal Acquisition Regulation

FCD—Federal Coastal Consistency Determination

FE—Fort Eustis

FFA—Federal Facilities Agreement

FFCA—Federal Facilities Compliance Act

FGS—Final Governing Standards

FM—Financial Management

FOA—Field Operating Agency

FSC—Field Support Center

FUDS—Formerly Used Defense Site

FY—Fiscal Year

FYDP—Future Years Defense Program

GOCO—Government-Owned-Contractor-Operated Activity

GPP—Green Procurement Program

HazCom—Hazard Communication Standard

HazMart—Centralized Facility for Requisitioning Hazardous Materials

HazMat—Hazardous Materials

HazWOPER—Hazardous Waste Operations and Emergency Response

HHQ—Higher Headquarters

HM—Hazardous Materials

HMH—Hazardous Material Handler or user

HMM—Hazardous Materials Management

HMMP—Hazardous Materials Management Process

HQ USAF—Headquarters, United States Air Force

HQDA—Headquarters, Department of the Army

HS—Hazardous Substance

HW—Hazardous Waste

HWAF—Hazardous Waste Accumulation Facility

HWC—Hazardous Waste Coordinator or Alternate

HWH—Hazardous Waste Handler

HWM—Hazardous Waste Management

HWS—Hazardous Waste Supervisor

IA—Internal Assessment

IAP—Installation Action Plan

IAW—In Accordance With

ICP—Integrated Contingency Plan

ICRMP—Integrated Cultural Resources Management Plan

IH—Industrial Hygiene

IHMP—Installation HAZMAT Management Program

IMCOM—Installation Management Command

INRMP—Integrated Natural Resources Management Plan

IPL—Integrated Priority List

IPM—Integrated Pest Management

IRAC—Internal Review and Audit Compliance

IRP—Installation Restoration Program

ISO—International Organization for Standardization

IT—Information Technology

ITAM—Integrated Training Area Management

JA—Judge Advocate

JBLE—Joint Base Langley-Eustis

JBLE-E—Joint Base Langley-Eustis (Eustis)

JBLE-L—Joint Base Langley-Eustis (Langley)

JEP—Joint Execution Plan

LBP—Lead-Based Paint

LEMAC—Leadership Environmental Management Awareness & Competency Training

LEPC—Local Emergency Planning Committee

LID—Low Impact Development

LQG—Large Quantity Generator

LUC—Land Use Control

LVE—Liquid Vapor Extraction

MAJCOM—Major Command

MAP—Management Action Plan

MCA—Military Construction Account

MCAHC—McDonald Army Health Center

MFR—Memorandum for Record

MILCON—Military Construction

MMRP—Military Munitions Response Program

MSW—Municipal Solid Waste

NCO—Noncommissioned Officers

NEC—US Army Signal Network Enterprise Center

NEPA—National Environmental Policy Act

NHW—Non Hazardous Waste

NI—Natural Infrastructure

NIA—Natural Infrastructure Assessment

NOV—Notice of Violation

NPL—National Priorities List

OCONUS—outside the Continental United States

ODC—Ozone Depleting Compound

ODS—Ozone Depleting Substance

OEBGD—Overseas Environmental Baseline Guidance Document

OEHSA—Occupational and Environmental Health Site Assessment

OFEE—Office of the Federal Environmental Executive

OMB—Office of Management and Budget

OPR—Office of Primary Responsibility

OSC—On-Scene Coordinator

OSD—Office of the Secretary of Defense

OSHA—Occupational Safety and Health Administration

O & T—Objectives and Targets

P2—Pollution Prevention

P2OA—Pollution Prevention Opportunity Assessment

PA—Public Affairs

PAO—Public Affairs Office

Para—Paragraph

PCB—Polychlorinated Biphenyls

PE—Program Element

PM—Provost Marshal

PME—Professional Military Education

POC—Point of Contact

POI—Program of Instruction

POL—Petroleum, Oil, and Lubricants

POM—Program Objective Memorandum

PPBE—Planning, Programming, Budgeting, and Execution

PPM—Pollution Prevention Manager

PWS—Performance Work Statement

RAB—Restoration Advisory Board

RACER—Remedial Action Cost Engineering Requirements

RC—Recycling Coordinator

RCO—Regional Council Office

RCRA—Resource Conservation and Recovery Act

RDS—Records Disposition Schedule

REC—Record of Environmental Consideration

REO—Regional Environmental Office (AFCEE)

RMW—Regulated Medical Waste

ROD—Record of Decision

ROI—Return on Investment

RPM—Restoration Program Manager

SAF—Secretary of the Air Force

SAF/AQ—Assistant Secretary of the Air Force (Acquisition)

SAF/FM—Assistant Secretary of the Air Force for Financial Management and Comptroller

SAF/IE—Assistant Secretary of the Air Force (Installations, Environment, & Logistics)

SAF/IEE—Deputy Assistant Secretary of the Air Force (Energy, Environment, Safety, & Occupational Health)

SAF/PA—Secretary of the Air Force, Office of Public Affairs

SAM—Sampling Analysis and Monitoring

SAS—Satellite Accumulation Site

SG—Surgeon General

SJA—Staff Judge Advocate

SME—Subject Matter Expert

SOP—Standing Operating Procedures

SPCCP—Spill Prevention, Control & Countermeasures Plan

SRM—Sustainment, Restoration, and Modernization

SSCP—Site Specific Contingency Plan

SW—Solid Waste

SWPPP—Solid Waste Pollution Prevention Plan

TEAM—The Environmental Assessment Manual

TO—Technical Order

TRC—Technical Review Committee

TSCA—Toxic Substances Control Act

TSDF—Treatment, Storage, and Disposal Facility

TSS—Temporary Storage Site

USC—United States Code

UEC—Unit Environmental Coordinator

US—United States

USAEC—US Army Environmental Command

USAFSAM—U.S. Air Force School of Aerospace Medicine

USDOL—US Department of Labor

UST—Underground Storage Tank

UW—Universal Waste

UWH—Universal Waste Handler

VAC—Virginia Commonwealth

VDACS—Virginia Department of Agriculture and Consumer Services

VOC—Volatile Organic Compound

WMM—Waste Military Munitions

WS—Weapon System

WSHP—Weapon System Hazardous Materials Program

WSP2—Weapon System Pollution Prevention

WWSTWM—Waste Water and Storm Water Management

Terms and Definitions

A4-EM—The generic term describing the MAJCOM A4 weapon systems environmental management office or POC. Each MAJCOM has such a person or office established to work weapon system environmental issues and interact with the AFMC or joint service weapon system

program offices/system groups or the EMS responsible for each Air Force or DoD weapon system. The installation weapon system ESOH indicators and candidate process information are gathered by the organization UECs or the installation weapon system UEC and forwarded through their ESOHC to the MAJCOM A4-EM offices/POC for weapon system acquisition issues and then on to the ESOH POC for each weapon system and their single manager.

Accumulation Start Date (ASD)—The ASD is a key compliance date for Hazardous Waste Management (HWM) and Universal Waste Management (UWM). The ASD sets in motion when other actions must occur. The ASD must be assigned to a container of Hazardous Waste when HWs are first added to the container at a TSS or when the quantity limitation is reached at a SAS. The ASD must be assigned to a container of Universal Waste when UWs are first added to the container or the container is issued by the HWAF. Once the ASD is placed on a container, it cannot be changed. The “shell game” of moving a container from one accumulation area to another or re-containerizing the hazardous or universal waste does not restart the ASD. **Do not falsify the ASD.**

Action Plan—A comprehensive plan to achieve specified objectives and targets, previously known as an EMP.

Activity Environmental Coordinator (AEC)—The AEC is the single point of contact for all Activity environmental matters. AEC is the Commander’s, Director’s or Leader’s environmental technical advisor and representative to the installation.

Activity Management Plans (AMP)—Plans that define the CE business processes, requirements, and risk management for providing facilities, utilities, transportation, waste management, and natural infrastructure. AMPs follow a structure that includes standardized level of services, key performance indicators, environmental compliance, programming and training requirements.

Activity—“An Active Army or Air Force, National Guard or Reserve command or subcommand; 733 Mission Support Group Divisions/Squadrons; tenants (Department of Defense (DOD) or Non DOD); contractors and subcontractors; Government-Owned -Contractor-Operated facilities (GOCO); Corps of Engineers (COE) Office, Defense Logistics Agency; lessees (Army and Air Force Exchange Service [AAFES]; Defense Commissary Agency [DECA]; etc.); or any other organization.”

Appropriate Facility—Any facility subject to compliance with environmental regulation or conducts activities that can have an impact on the environment, either directly or indirectly, individually or cumulatively, due to the operations of the facility’s or organization’s mission, processes or functions.

Arthropod—Any invertebrate animal containing an exoskeleton, a segmented body and jointed legs. Examples include (but not necessarily limited to) spiders, insects, ticks, and centipedes.

Asset Management (AM)—Use of systematic and integrated processes to manage natural and built assets and their associated performance, risk, and expenditures over their life cycles to support missions and organizational goals.

Bald Eagle Management Plan—A management plan for Bald Eagles residing and/or nesting on JBLE outlining management guidelines for the eagles and their habitat and guidelines for encroachment of activities upon nest sites; signed by GC on 5 February 2009.

Bird/Wildlife Air Strike Hazard (BASH)—Hazards to aircraft created by wildlife presence within the vicinity of operating aircraft.

Building Recycling and Energy Monitor (BREM)—The BREM is the building's or facility's point of contact for recycling, energy, and natural resources conservation. The BREM will maintain and ensure that the Activity's recycling, energy, and natural resources conservation program is implemented at their buildings or facility's.

Business Email Address—A business email address (1) for military and government civilians, it is their CAC email address; (2) for contractor personnel with CAC access, must use this address; or (3) for contractor personnel without CAC access, a corporate or company email address must be used. No personal or home email addresses are allowed.

Capability—The attributes required to achieve operational effectiveness through a combination of regulatory compliance, management system conformance, and asset capacity.

CFT Chair (Management Representative)—No lower than a deputy group commander. The CFT Chair is the specific management representative who, irrespective of other responsibilities, shall have the responsibilities and authority for ensuring that EMS requirements are developed, implemented, and maintained; and will provide reporting to the ESOHC on the performance of the EMS, including recommendations for improvement.

Conformance—The measure of EMS's correspondence with PE of the ISO 14001 standard and those requirements established by HQ USAF and supplemented by MAJCOMs and/or the implementing organization.

Capacity—The ability of natural infrastructure and workforce assets to meet operational requirements. Assets that lack sufficient capacity are thought to be resource deficiencies and subject to denial of use, while assets with excess capacity are considered to provide resource opportunities.

Certified Contractor—A contractor, inspector, or supervisor who has completed a training program certified by the appropriate Federal agency and has met any other requirements for certification or licensure established by such agency or who has been certified by any State through a program which has been found by such Federal agency to be at least as rigorous as the Federal certification program. Workers or designers who have fully met training requirements established by the appropriate Federal agency.

Characteristic Waste—A waste classified as hazardous because it is ignitable, corrosive, reactive, or toxic as determined by the toxicity characteristic leaching procedure. It has an EPA Hazardous Waste Code in the range D001 to D043.

Chemical Munitions and Agents—Munitions that through its chemical properties, produces lethal or other damaging effects on human beings, except that such term does not include riot control agents, chemical herbicides, smoke and other obscuration materials.

Chesapeake Bay Preservation Act (CBPA)—A Virginia State act mandating specific communities to institute water quality measures to protect the Chesapeake Bay and its tributaries.

Civil Authorities—Civilian law enforcement units at the local, State, or Federal level.

Civilian Munitions Personnel—Civilian employees of the DoD, a DoD Component, or a private entity under contract to DoD or a DoD Component, who have received formal training in the identification, handling, removal, and treatment of pyrotechnics, explosives, and propellant PEP materials.

Clean wood—Uncontaminated natural or untreated wood. It does not include wood that has been treated, adulterated, or chemically changed in some way; treated with glues, binders, resins, or painted, stained, or coated.

Closed Range—A military range that has either taken out of service as a range or put to new uses that are incompatible with range activities or the military no longer considers the range to be a potential range area. A closed range is still under the control of a DOD component.

Coastal Zone Management Act (CZMA)—An area designated by governments which are protected by specific regulations and policies to protect coastal resources.

Code of Federal Regulations (CFR)—The detailed regulations, written by Federal agencies, to implement the provisions of laws passed by Congress. Regulations in the CFR have the force of Federal law.

Commercial Forestry—The art and science (and practice) of managing the physical, chemical and biological components of forested lands to achieve installation natural resource management goals.

Commercial Waste—All solid waste generated by establishments engaged in business operations other than manufacturing or construction.

Compost—A stabilized organic product by a controlled aerobic decomposition process in such a manner that the product can be handled, stored, and or applied to the land without adversely affecting public health or the environment.

Compound—A substance composed of atoms or ions of two or more elements in chemical combination.

Conditional Exemption—An exemption from the regulatory definition of hazardous waste; therefore, from compliance with specific environmental requirements pertaining to the storage and transport of hazardous waste. This exemption is conditional in that compliance with certain criteria and requirements.

Construction Waste—A solid waste, which is produced or generated from construction, remodeling, or repair of pavements, houses, commercial building, and other structures.

Container—Any portable device, in which a material is stored, transported, treated, disposed of, or otherwise handled and includes transport vehicles that are containers themselves (e.g., tank-trucks, tanker-trailers, and rail cars), and containers placed on or in a transport vehicle.

Contaminant—Any unwanted physical, chemical, biological, or radiological substance or matter that has an adverse effect on air, water, or soil.

Contingency Plan—A document setting out an organized planned and coordinated course of action to be followed in the event of a fire, explosion, or release of hazardous waste or hazardous waste constituents, which could threaten human health or the environment.

Corrosivity—A solid waste that exhibits either of the following properties: It is aqueous and has a pH less than or equal to 2 or greater than or equal to 12.4, as determined by a pH meter using either the test method specified in the "Test Methods for the Evaluation of Solid Waste Physical/Chemical Methods." It is a liquid and corrodes steel (SAE 1020) at a rate greater than 6.35 mm (0.250 inch) per year at a test temperature of 55 C (130 F as determined by the test method specified in NACE (National Association of Corrosion Engineers) Standard TM-01-69 as standardized in Test Methods for the Evaluation of Solid Waste, Physical/Chemical Methods".

Cross-Functional Team (CFT)—Group of SMEs representing key organizations to include operations, maintenance, safety, environment, occupational health, transportation, ranges, and any others deemed critical for development and execution of ESOH initiatives. Typically, it also includes military, civilian, and contractor personnel from all levels of the organizations. A deputy group commander or higher will chair the team. He or she may wish to contact facility tenants, non-AF entities, and other units to serve on the CFT. The team is given broad objectives, but not specific directives. Decision-making within the team is usually based on consensus.

Cultural Resources—Any real or personal property considered to be a historic site, historic district, archeological site, historic property, buildings, structures and objects that are potentially eligible, eligible and listed on the National Register; artifacts and materials related to historic properties, significant events and people; archives, documents, transcripts, photographs and other historical records; and the life ways, traditions and ceremonies of communities.

Discharge—The accidental or intentional spilling, leaking, pumping, pouring, emitting, emptying, or dumping of any quantity of hazardous materials, hazardous wastes, or non-hazardous wastes, petroleum product or non-petroleum oil into or on any drains, land, or waters.

Discharge is synonymous with the terms “spill” and “release.” Discharges may involve materials or wastes in liquid, solid or gaseous form.

Deflagration—As relating to open burn, deflagration is a rapid chemical reaction in which the output of heat is enough to enable the reaction to proceed and be accelerated without input of heat from another source. Deflagration is a surface phenomenon with the reaction products flowing away the un-reacted material along the surface at subsonic velocity. The effect of a true deflagration under confinement is an explosion. Confinement of the reaction increases pressure, rate of reaction and temperature, and may cause transition into a detonation.

Demilitarization—The act of: Disassembling chemical or conventional military munitions for the purpose of recycling, reclamation, or reuse of components; or Rendering chemical or conventional military munitions innocuous or ineffectual for military use, i.e., removing the military offensive or defensive characteristics), which may include the disposal of unusable components of the munitions. The term encompasses various approved demilitarization methods such as mutilation, alteration, or destruction to prevent further use for its originally intended military purpose.

Department of Defense Explosives Safety Board (DDESB)—A Joint Service board composed of a chair, voting representatives from the Services, and a permanent military and civilian Secretariat, to perform Board operational and administrative functions. The DDESB provides impartial and objective advice to the Secretary of Defense and DoD Components on explosive safety matters.

Designated Disposition Authority (DDA)—The only personnel in the DOD authorized to declare unused military munitions as WMM except in the case of explosives or munitions emergency, abandoned munitions, or a declaration by the Authorized Military Official (AMO). Each Service has at least one DDA and may elect to have more, e.g., a DDA for a particular program or command. The single manager for conventional ammunition (SMCA) is the single DDA at the DOD level. DDAs are responsible for evaluating munitions that are excess to current requirements or otherwise no longer part of the active inventory for safety, other uses, R3 possibilities, and treatment.

Destruction—The act of detonating non-waste used or unused munitions by means other than the originally designed weapon delivery system. Destruction includes those activities by EOD technicians when conducting range clearance operations, training, responding to EOD emergencies or destruction of off-range UXO. However, it does not include demilitarization methods of open burning or open detonation (OBOD), which are considered a means of treatment for WMM.

Detonation—As relating to open detonation, detonation is a violent chemical reaction within a chemical compound or mechanical mixture evolving heating and pressure. A detonation which proceeds through the reacted material toward the un-reacted at a supersonic velocity. The result of the chemical reaction is exertion of extremely high pressure in the surrounding medium forming a propagating shock wave that originally is of supersonic velocity.

Dike—An embankment or ridge of either natural or man-made materials used to contain liquids, sludges, solids, or other materials.

Discarded Material—A material, which is abandoned by being: Disposed, burned or incinerated; accumulated, stored or treated (but not recycled) before or in lieu of being abandoned by being disposed of, burned or incinerated; recycled; or considered inherently waste-like.

Discharge—The accidental or intentional spilling, leaking, pumping, pouring, emitting, emptying, or dumping of any quantity of hazardous materials, hazardous wastes, or non-hazardous wastes, petroleum product or non-petroleum oil into or on any drains, land, or waters. Discharge is synonymous with the terms “spill” and “release”. Discharges may involve materials or wastes in liquid, solid or gaseous form.

Disposal Facility—A facility or part of a facility at which hazardous waste is intentionally placed into or on any land or water, and at which the waste will remain after closure.

Disposal—The discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste or hazardous waste into or on any land or water so that such solid waste or hazardous waste or any constituent thereof may enter the environment or be emitted into the air or discharged into any waters, including ground waters.

DoD Component—A Military Department, Service, Agency or other organization entity within the Department of Defense.

Drip Pad—An engineered structure consisting of a curbed, free-draining base, constructed of non-earthen materials and designed to convey preservative kickback or drippage from treated wood, precipitation, and surface water run-on to an associated collection system at wood preserving plants.

Electrical and Electronic Equipment (EEE) or Electronic Product (E-Product)—A product containing an integrated circuit (IC), a small electronic device made out of a semiconductor material. Appliances that are intensively electronic in nature. All parts and components that form part of the electronics are also considered as electronic products. Electronic Products: Components and devices (semiconductors); Electronic data processing;; Office equipment; Consumer electronics; Computers including ancillary devices (key boards, mice, monitors, etc); Telecommunication; Communication and radar; Control and instrumentation; Medical /industrial instrumentation; Automotive electronics.

EMS—An EMS is a systemic approach to handling environmental issues within an organization. The AF EMS is based on the ISO 14001 standard. It provides a continual cycle of planning, implementing, reviewing, and improving the process and actions that an organization undertakes to identify and correct deficiencies and improve environmental (and overall) performance.

EMS Coordinator—Provides day-to-day support to the CFT and the CFT Chair. The EMS Coordinator functions as the recorder for the CFT and works with the CFT to ensure EMS

requirements are developed, implemented, and maintained; and reported to the ESOHC on the performance of the EMS, including recommendations for improvement.

E – Materials—General term which includes devices, electronic media, and other related products associated with Electrical and Electronic Equipment (EEE). These include, but are not limited to: magnetic devices (disks, tapes, etc.); optical devices (CDs, DVDs); cartridges (printer, toner, and ink jet, etc).

Emergency and Hazardous Chemical Inventory—An annual report submitted to the SERC, respective LEPC, and local fire departments. It provides information about those hazardous materials and extremely hazardous substances stored at the installation above threshold planning quantities. Also referred to as the Tier 2 or Tier II report.

Empty Containers (DOT or OSHA Empty)—Containers are not empty until they are sufficiently cleaned of residues and purged of vapors to remove any potential hazards. Labels have to remain on containers until empty. Labels must be removed, defaced, or painted over once the container is empty. Containers may be reused for other purposes when empty.

Empty Containers (RCRA Empty)—A container or an inner liner removed from a container that has held any hazardous waste, except a waste that is a compressed gas or that is identified as an acutely hazardous waste is empty if: All wastes have been removed that can be removed using the practices commonly employed to remove materials from that type of container, e.g., pouring, pumping, aspirating, scraping, and; no more than 2.5 centimeters (one inch) of residue remain on the bottom of the containers or inner liner. No more than 3% by weight of the total capacity of the container remains in the container or the inner liner if the container is less than or equal to 110 gallons in size. No more than 0.3% by weight of the total capacity of the container remains in the container or inner liner if the container is greater than 110 gallons in size. Wastes removed IAW above are usually from closed-top, closed-head, or non-removable top containers. Wastes removed from open top or removable tops should have less than the quantities listed above, e.g., paint residue bonded to the container, which cannot be removed by normal scraping. A container, which has held a compressed gas, is empty when the pressure in the container is at atmospheric pressure and valve stem has been removed or holes have been made in the container to prevent reuse. This includes aerosol cans. A container or an inner liner removed from a container that once held an acutely hazardous waste is empty if: The container or inner liner has been triple rinsed using a solvent capable of removing the commercial chemical product or manufacturing chemical intermediate; or the container or inner liner has been cleaned by another method that has been shown in the scientific literature, or by tests conducted by the generator, to achieve equivalent removal; or in the case of a container, the inner liner that prevented contact of the commercial chemical product or manufacturing chemical intermediate with the container has been removed. Labels have to remain on containers until they are sufficiently cleaned of residues and purged of vapors to remove any potential hazards.

Encroachment—Degradation and/or denial of access to a resource caused by competition for that resource.

Endangered Species Act—A federal law that allows the federal government to protect **species** and their habitats from the risk of extinction.

Environmental Aspect—An element of a facility’s activities, products, or services that can interact with the environment (create an environmental impact). An aspect can be thought of as the “cause” of an environmental impact. Aspects can be positive or negative.

Environmental Assessment—A concise analytical document prepared when it is uncertain as to whether a federal action will have significant impact on the environment.

Environmental Executive Agent (EEA)—The OSD-designated EEA is the head of a DoD Military Department, Unified Combatant Commander, or subordinate commanders specifically designated by USD(AT&L) to execute the environmental responsibilities prescribed by DoDI 4715.5 for DoD installations within a specified foreign nation.

Environmental Health—The discipline concerned with identifying and preventing illness and injury due to exposure to hazardous chemical, physical, and biological agents that may be encountered in the ambient environment – air, water, or soil at in-garrison and deployed locations.

Environmental Impact—Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization’s activities, products, or services. An impact can be thought of as an “effect” or “outcome” of an environmental aspect.

Environmental Impact Assessment—A signed statement submitted with project documentation that briefly documents that an Air Force action has received environmental review and that a CATEX applies.

Environmental Impact Statement—A detailed, comprehensive analytical document prepared when a federal action will significantly affect the environment.

Environmental Liaison Officer (ELO)—An environmental law action officer assigned to AFLOA/JACE-FSC. The ELO is embedded with MAJCOM legal offices and assists the MAJCOM/SJA by communicating priorities and objectives to the FSC.

Environmental Media—Components of the natural environment, namely, air, water, land, soil, and biota (plants and animals), or any other parts of the environment that can contain contaminants.

Environment, Safety, and Occupational Health (ESOH)—ESOH includes environmental programs (P2, conservation, clean up, etc.), environmental health, fire protection, safety, and occupational health disciplines.

Environmental, Safety and Occupational Health Compliance Assessment and Management Program (ESOHCAMP)—In response to EO 12088, Federal Compliance and Pollution Control Standards (October 13, 1978), and the Air Force designed the ESOHCAMP to assist Air Force

installations and organizations in complying with all applicable regulatory standards. ESOHCAMPs include all major and minor installations (including tenant organizations on and off the installation), support sites with one or more permits from environmental regulatory agencies (federal, state, local, DoD, or Air Force), and GOCO facilities. ESOHCAMP is one of the processes to help commanders assess the status of their EMSs, and to identify and track solutions to environmental problems.

Environment, Safety, and Occupational Health Council (ESOHC)—The ESOH steering group that conducts an annual review including policies and programs, establishes goals, monitors progress, and advises leadership.

EPA Identification Number (EPA ID)—The number assigned by EPA to each hazardous waste generator, hazardous waste transporter, or hazardous waste facility.

EPA Hazardous Waste Number or Code—The number assigned by the EPA to each hazardous waste.

EPCRA Reports—This is an informal general term that refers Hazardous Materials Inventory and Munitions Expenditure Reports.

Electronic Product (E-Product)—See Electrical and Electronic Equipment (EEE).

Explosive Ordnance Disposal—The detection, identification, field evaluation, rendering safe, recovery, and final destruction of UXO or unused munitions as a hazardous material. It may also include the rendering safe or treatment of used or unused munitions.

Explosives or Munitions Emergency—A situation involving the suspected or detected presence of UXO, damaged or deteriorated explosives or munitions, an improvised explosive device (IED), other potentially explosive material or device, or other potentially harmful military chemical munitions or device, that creates an actual or potential imminent threat to human health, including safety, or the environment, including property, as determined by an explosives or munitions emergency response specialist.

Explosives or Munitions Emergency Response—An immediate response by explosives and munitions emergency response personnel to control, mitigate, or eliminate the actual or potential threat encountered during an explosives or munitions emergency. An explosives or munitions emergency response may include in-place render-safe procedures, treatment or destruction of the explosives or munitions or their transport to another location to be rendered safe, treated, or destroyed. Reasonable delay in the completion of an explosives or munitions emergency response, which a necessary, unforeseen or uncontrollable circumstances cause; do not terminate the explosives or munitions emergency. Explosives and munitions emergency responses can occur on either public or private lands and are not limited to responses at RCRA facilities.

Explosives or Munitions Emergency Responders—Individuals trained in conventional or chemical munitions or explosives handling, transportation, render-safe procedures, or destruction techniques. Explosives or munitions emergency response specialists include DoD emergency

explosive ordnance disposal (EOD) technicians, technical escort unit (TEU) personnel, DoD-certified civilian or contractor personnel; and other Federal, State, or local government, or civilian personnel similarly trained in explosives or munitions emergency responses.

Extremely Hazardous Substances (EHS)—An EHS is any substance listed in 40 CFR Part 355 Appendix A and Appendix B (also referred to as Section 302 of EPCRA). These appendices encompass a special list of hazardous chemicals. This list was established by the EPA to identify hazardous materials that could inflict serious, irreversible harm from accidental releases. Special reporting procedures must be executed in the event of a release.

E-Wastes—See Waste Electrical and Electronic Equipment (WEEE).

Facility—A site, which manages hazardous waste at the site location (usually fence line to fence line). Facilities are also called generators, “TSDFs” or “TSDRs”

Federal Consistency Determination—Procedural process to be followed in order to assure that federal agency activities are consistent with the enforceable policies of the State’s Coastal Management Program.

Flash Point—The minimum temperature at which a liquid or solid gives off sufficient vapor to form an ignitable vapor-air mixture near the surface of the liquid or solid. An ignitable mixture is one that, when ignited, is capable of the initiation and propagation of flame away from the source of ignition. Propagation of flame means the spread of the flame from layer to layer independent of the source of ignition.

Forestry Products—All plant materials in wooded areas that have commercial value. Includes but not limited to firewood and mulch.

Form R Report—The Form R report (also referred to as the Toxic Chemical Release Inventory) is an annual report submitted to the EPA. It provides information concerning types and quantities of certain chemicals that are released into the environment, transferred off site as hazardous waste, and that, which is recycled. The requirements for this report are outlined in Section 313 of EPCRA. The Form R is prepared by CED/EE based on hazardous material inventory information provided by installation activities.

Free Liquids—Liquids, which readily separate from the solid portion of a waste under ambient temperature and pressure.

Friable Asbestos—Friable asbestos containing material refers to materials which when dry may be crumbled, pulverized, or reduced to powder by hand pressure. Friable asbestos containing materials are usually found on overhead surfaces, steel beams, ceilings, and occasionally on walls, pipes, and boiler lagging which were applied by spraying and troweling.

Fugitive Emission—Any emission not controlled by a pollution control device.

Garbage—Readily putrescible discarded materials composed of animal, vegetable or other organic matter.

Generating Activity—Each Activity that manages hazardous chemicals, hazardous materials, hazardous substances, solid wastes, universal wastes, non-hazardous wastes, and hazardous wastes.

Generator—Any facility, by site location, which manages hazardous chemicals, hazardous materials, hazardous substances, solid wastes, non-hazardous wastes, and hazardous wastes.

Government-owned, contractor operated (GOCO)—A facility that is owned by the Government and operated under contract by a non-government, private firm.

Halogen—One of the following elements; fluorine (F), chlorine (Cl), bromine (Br), iodine (I), and astatine (At).

Halogenated—A compound that contains one or more of the following elements; fluorine (F), chlorine (Cl), bromine (Br), iodine (I), and astatine (At). Usually refers to a carbon compound.

Hazard—Any real or potential condition that can cause injury, illness, or death to personnel; damage to or loss of a system, equipment, or property; or damage to the environment.

Hazard Communication Standard—Safety standard defined by OSHA, 29 CFR 1910.1200.

Hazard Tree—A tree by virtue of its physical condition and location poses a risk to the health and safety of people and/or damage to property.

Hazardous Chemicals (HC)—U. S. Occupational Safety and Health Administration (OSHA) term for any element, chemical compound, or mixture of elements and compounds that is a physical or health hazard. MSDSs (Material Safety Data Sheets) are required for these materials.

Hazardous Waste Constituent—A constituent, which caused the EPA to list the hazardous waste.

Hazardous Materials (HM) or HazMat—U. S. Department of Transportation (DOT) term for a substance or material which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated. For DOT transportation purposes, this term includes hazardous substances and hazardous wastes in addition to serviceable materials. **On the installation unless otherwise stated, the terms “Hazardous Materials” or “HazMat” will be used to mean serviceable Hazardous Materials (HM) or Hazardous Chemicals (HC) only.**

Hazardous Substances (HS)—The U. S. Environmental Protection Agency (EPA) term for substances identified by the Comprehensive Environmental Response, Compensation, and Liability (CERCLA) Act, Superfund Amendments and Reauthorization Act (SARA), Clean Water Act, Clean Air Act, Toxic Substances Control Act, and hazardous wastes which pose a potential hazard to human health or the environment.

Hazardous Waste (HW)—EPA term for a Solid Waste that poses a potential hazard to human health or the environment when not properly managed due to its ignitable, corrosive, reactive, or toxic properties. Examples: oil based paints, highly flammable solvents, strong acids or bases, etc.

Hazardous Waste Coordinator (HWC)—HWC manages the waste accumulation sites for the Activity or Unit. Assumes accountability for proper identification, classification, packaging, labeling, marking, storage, record keeping, transportation, and reporting requirements. The HWC is the point of contact for Unit level environmental matters when the Unit does not have an UEC.

Hazardous Waste Handler (HWH)—An individual having duties that involve the handling or otherwise management of hazardous wastes.

Hazardous Waste Management (HWM)—The systematic control of the generation, collection, source separation, storage, transportation, processing, treatment, recovery, and disposal of hazardous wastes.

Hazardous Waste Supervisor (HWS)—A first line supervisor of Hazardous Waste Handlers (HWHs).

Herbicide—Pesticides that are marketed specifically for the purpose of killing or inhibiting the growth of weeds.

High Efficiency Particulate Air (HEPA) Filter—A filter capable of filtering out particles of 0.3 microns or greater from a body of air at 99.97 percent efficiency or greater.

Historic American Building Survey (HABS)—Procedures to record and document architectural properties and establishes standards for recording these properties adversely affected by a federal undertaking.

Historic American Engineering Record (HAER)—Procedures to record significant engineering structures and sets standards on the recording of these properties adversely affected by federal undertakings.

Household Hazardous Waste—Any household waste, which meets the definition of a hazardous waste.

Household Waste—Any waste material, including garbage, trash, refuse, derived from households including, single and multifamily residences, hotels and motels, bunkhouses, ranger stations, crew quarters, campgrounds, picnic grounds, and day use recreational areas, excluding sanitary waste in septic tanks.

Ignitability—A solid waste exhibits the characteristic of ignitability if a representative sample of the waste has any of the following properties: It is a liquid, other than an aqueous solution containing less than 24% alcohol by volume, and has a flashpoint of less than 60 C (140 F), as determined by a Pensky-Martens Closed Cup Tester, or a Setaflash Closed Cup Tester. It is not a

liquid and is capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes and, when ignited, burns so vigorously and persistently that it creates a hazard. It is a flammable compressed gas as defined by DOT and as determined by the test methods approved by the EPA Administrator. It is an oxidizer as defined by DOT. A solid waste that exhibits the characteristics of ignitability has the EPA Hazardous Waste Number of D001.

Improvised Explosive Devices (IEDs)—Devices fabricated in an improvised manner that are designed to destroy, disfigure, distract, or harass and that consist of explosive, destructive, lethal, noxious, pyrotechnic, or incendiary chemicals. These non-standard devices may be made from military or non-military materials.

Inactive Range—A military range that is not currently being used, but that is still under military control, and which the military both considers to be a potential range area and has not put to a new use that is incompatible with range activities. A potential range area is defined as meeting one of three criteria: These are: (1) (Mobilization and Force Projection) Ranges that are held by a DoD component for the purpose of preparing individuals and units for worldwide deployment, redeployments, or demobilization in response to war, stability, and support operations or projected training requirements that would exceed current active range capabilities; (2) (Force Structure) Ranges held as inactive during realignment, reorganization, stationing, or re-equipping of units projected to use these ranges under new training requirements; or (3) (Future) Ranges that are held by DoD Components for future use in support of the National Security Policy or DOD Component doctrine that ensures the capability to produce, establish, and maintain conditions needed for operational success.

Incompatible Waste—A waste, which is unsuitable for: Placement in a particular device or facility because it may cause corrosion or decay of containment materials. Commingling with another waste or material under uncontrolled conditions and because the commingling might produce heat or pressure, fire, or explosion, violent reaction, toxic dusts, mists, fumes, or flammable fumes or gases.

Industrial Waste—Any solid waste generated by manufacturing or industrial processes that is not regulated as hazardous wastes.

Inorganic—All substances except hydrocarbons and their derivatives, or all substances not considered to be compounds of carbon.

Institutional Waste—Any solid waste emanating from institutions such as but not limited to hospitals, nursing homes, orphanages, or schools.

Integrated Circuit (IC)—a small electronic device made out of a semiconductor material.

Integrated Contingency Plan—The Plan describing hazardous substance and petroleum discharge prevention and response actions. It includes regulatory requirements associated with the Hazardous Waste Contingency Plan, Facility Response Plan, and Spill Prevention Control & Countermeasures Plans.

Integrated Natural Resources Management Plan—A five-year plan that articulates the installation's policy and management of natural resources based on the Sikes Act

Integrated Training Area Management—Comprises the underpinnings of the Sustainable Range Program (SRP) that is responsible for maintaining Army training areas to meet training requirements.

Invasive Species—A species that is not native to an area, but when it is introduced it negatively impacts the surrounding area.

Joint Permit Application—A permit package that covers permit requirements pursuant to state and federal rules and regulations for construction activities where the land meets the water and including wetlands, often referred to as the land/water interface.

Land Disposal Restrictions (LDR)—Restrictions that require treatment of wastes or wastes meeting certain specifications before land disposal.

Land Disposal—Placement in or on the land and includes, but is not limited to, placement in a landfill, surface impoundment, waste pile, injection well, land treatment facility, salt dome formation, salt bed formation, underground mine or cave, or concrete vault or bunker intended for disposal purposes.

Large Quantity Generator (LQG)—A site is a LQG if it meets any of the following criteria:
a. The site generated in one or more months during the year 1,000 kg (2,200 lbs) or more of RCRA hazardous waste. b. The site generated in one or more months during the year, or accumulated at any time, 1 kg (2.2 lbs) of RCRA acutely hazardous waste. c. The site generated or accumulated at any time more than 100 kg (220 lbs) of spill cleanup material contaminated with RCRA acute hazardous waste.

Lead Based Paint Abatement—Any set of measures designed to correct and eliminate lead-based paint hazards. Abatement includes the **removal** of lead-based paint and lead-contaminated dust, the permanent containment or **encapsulation** of lead-based paint, the **replacement** of lead-painted surfaces or fixtures, and the removal or covering of lead-contaminated soil. Abatement also includes all preparation, cleanup, worker protection, disposal, and post-abatement clearance testing activities associated with such measures.

Lead-Based Paint—Lead-based paint is any paint in which the nonvolatile content of the liquid paint contains more than six one-hundredths of one percent (0.06%) lead. When testing existing paint on surfaces, lead-based paint is any paint which tests equal to or greater than 1.0 milligram/cm² lead when using a X-ray Fluorescence analyzer or 0.5% lead by weight when using Atomic Absorption Spectroscopic analysis.

Litter—Any solid waste that is discarded or scattered outside the immediate area.

Local Emergency Planning Committee (LEPC)—LEPCs comprise representatives from local government, emergency planners & responders, private industry, federal facilities, military installations and citizens of a given local area. LEPCs are recipients of the Emergency & Hazardous Chemical Inventory (also known as the Tier 2 or Tier II report), disseminate information from the Emergency & Hazardous Chemical Inventory reports to public requests for such information and develop contingency plans for responding to hazardous substance discharges (reports are also submitted to the SERC and local fire departments).

MAJCOM Equivalent—Organizations that include FOAs, DRUs, ANG, and Air Force Real Property Agency (AFRPA).

Listed Wastes—These wastes are listed as hazardous under RCRA because they have at least one of the following properties; ignitability, Corrosivity, reactivity, toxicity, or acutely hazardous. Container residues or spill residues from listed wastes will also be listed. They bear EPA Hazardous Waste Codes beginning with the letters F, P, U, or K: “P” - Listed (Acutely HW): Discarded commercial chemically pure products or sole active ingredient, off-specification species, container residues, or spill residues listed on the “P” list. Waste codes start with “P” e.g. P001. “U” - Listed (Toxic HW): Discarded commercial chemically pure products or sole active ingredient, off-specification species, container residues, or spill residues listed on the “U” list. Waste codes start with “U” e.g. U001. “F” - Listed: Mostly spent solvents from non-specific sources. Waste codes start with “F” e.g. F001. “K” - Listed: Mostly wastes from specific manufacturing sources. Waste codes start with “K” e.g. K001.

Management Review—A process used to evaluate the suitability, adequacy, and effectiveness of the EMS. Used to identify and assess opportunities to change an organization’s EMS policy and objectives, to address resource needs, and to look for opportunities to improve its products.

Manifest Document Number—The serial number assigned to the manifest or delivery document for record keeping and reporting purposes.

Material Profile—is a serialized document used to identify waste streams having hazardous properties, various EPA codes, and DOT shipping information.

Material Safety Data Sheet (MSDS)—A document prepared by the importer or manufacturer listing a product’s hazardous chemicals, physical properties, chemical properties, health effects, and appropriate safety precautions for utilizing the product.

Migratory Bird Treaty Act—A federal act that implements various treaties and conventions between the U.S. and Canada, Japan, Mexico and the former Soviet Union for the protection of migratory birds.

Military Magazine—See Ammunition and Explosive Storage Facility.

Military Munitions—All ammunition products and components produced or used by or for the US Department of Defense or the US Armed Services for national defense and security, including military munitions under the control of the Department of Defense, the US Coast

Guard, the US Department of Energy, and National Guard personnel. Includes: confined gaseous, liquid, and solid propellants, explosives, pyrotechnics, chemical and riot control agents, smokes, and incendiaries used by DoD Components, including bulk explosives and chemical warfare agents, chemical munitions, rockets, guided and ballistic missiles, bombs, warheads, mortar rounds, artillery ammunition, small arms ammunition, grenades, mines, torpedoes, depth charges, cluster munitions and dispensers, demolition charges, and devices and components thereof. Does not include: wholly inert items, improvised explosive devices, and nuclear weapons, devices, and components thereof. (However, it does include non-nuclear components of nuclear devices, managed under DOE's nuclear weapons program after all required sanitization operations under the Atomic Energy Act of 1954, as amended, have been completed.

Military Range—A designated land or water area set aside, managed, and used to conduct research on, develop, test and evaluate military munitions and explosives, other ordnance, or weapon systems, or to train military personnel in their use and handling. Ranges include firing lines and positions, maneuver areas, test pads, detonation pads, impact areas, and buffer zones with restricted access and exclusionary areas. This definition does not include airspace, or water, or land areas underlying airspace used for training, testing, or research and development where military munitions have not been used.

Manifest—The shipping document originated and signed by the generator, which contains the information specified by the EPA and DOT.

Mishap—An unplanned event or series of events resulting in death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment.

Natural Infrastructure—Assets (air, water, land, and frequency spectrum) evaluated during a Natural Infrastructure Assessment, which are resources necessary to support current and future operational requirements.

Natural Resources—Includes wildlife (both game and non-game animals), individual trees, commercial forestry/forestry products, soils, water, land and habitats such as wetlands, vernal pools, forested areas, lakes, ponds, rivers, streams.

National Pollutant Discharge Elimination System (NPDES)—A provision of the Clean Water Act which prohibits discharge of pollutants into waters of the United States unless a special permit is issued by EPA, a State, or where delegated, a tribal government on an Indian Reservation.

Non-Friable Asbestos—Non-friable asbestos material is material that cannot be easily crushed or broken. Non-friable asbestos containing materials are usually found in the form of roofing, flooring, and siding materials. NOTE: When previously non-friable asbestos becomes damaged to the extent that when dry it may be crumbled, pulverized or reduced to a powder during the removal, renovation, or demolition process, it should now be categorized as "friable" material.

Non-halogenated—A compound that **does not** contain one or more of the following elements; fluorine (F), chlorine (Cl), bromine (Br), iodine (I), and astatine (At). Usually refers to a carbon compound.

Non-Hazardous Waste (NHW)—A term for a special solid waste not meeting the definition of a hazardous waste and originating from hazardous chemicals or hazardous materials. Examples: oily rags, oil and grease contaminated dry sweep, latex paints, etc.

Non-regulated Waste—An often-confusing term that usually means the waste is not regulated as a hazardous waste.

Nuisance—An activity which unreasonably interferes with an individual's or the public's comfort, convenience or enjoyment such that it interferes with the rights of others by causing damage, annoyance, or inconvenience.

Non-Hazardous Waste (NHW)—A term for a special solid waste not meeting the definition of a hazardous waste and originating from hazardous chemicals or hazardous materials. Examples: oily rags, oil and grease contaminated dry sweep, latex paints, etc.

On-site—The same or geographically contiguous property, which may be divided by public or private right-of-way, provided the entrance and exit between the properties is at a cross-roads intersection, and access is by crossing as opposed to going along the right-of-way. Non-contiguous properties owned by the same person, but connected by a right-of-way, which he controls, and to which the public does not have access is also considered on-site property.

Oil—A general term for petroleum and non-petroleum oils. Petroleum oils include fuels, lubricants, hydraulic fluid, motor oil, and lubricating oil. Non-petroleum oils include mineral oil, animal fat, and vegetable oils. All oils are considered hazardous materials.

Open Burn (OB)—Open burning means the combustion of any material without; control of combustion air to maintain adequate temperature for efficient combustion; containment of the combustion-reaction in an enclosed device to provide sufficient residence time and mixing for complete combustion, and control of emission of the gaseous combustion products. Most OB sites are permitted as miscellaneous units as part of the EPA permitting process for Treatment, Storage, and Disposal Facilities. See Deflagration.

Open Detonation (OD)—A chemical process used for the treatment of unserviceable, obsolete, and or waste munitions whereby an explosive donor charge initiates the munitions to be detonated. Although surface detonations can be performed under certain circumstances, most munitions are treated in four to six-foot-deep pits for safety purposes. Most OD sites are permitted as miscellaneous units as part of the EPA permitting process for Treatment, Storage, and Disposal Facilities. See Detonation.

Open Dump—A site on which any solid waste or hazardous waste is placed, discharged, deposited, injected, dumped, or spilled so as to create a nuisance or so as to pose a substantial

present or potential hazard to human health or the environment, including the pollution of air, land, surface water or ground water.

Organic Compounds—All compounds of carbon (C) except binary compounds as the carbon oxides, carbides, carbon disulfide, etc. and tertiary compounds as metallic cyanides, phosgene, carbonyl sulfide, etc.

Operational Risk Management (ORM)—The systematic process of identifying hazards, assessing risk, analyzing risk control options and measures, making control decisions, implementing control decisions, formally accepting residual risks, and supervising/reviewing the activity for effectiveness. Reference MIL-STD-882D, Department of Defense Standard Practice for System Safety, and DoDD 5000.01, The Defense Acquisition System, for appropriate guidance.

Organizational-level EMS—A EMS that contains only those elements that are necessary for the level of the organization to carry out certain necessary functions for setting and transmitting objectives and targets to lower units and for collecting, packaging and reporting on accomplishments and compliance. It will seldom contain all the elements of an ISO 14001-conforming EMS. It is also not necessary that each of the elements conform to the ISO 14001 specifications. In recognition of this, the Office of the Federal Environmental Executive has exempted organizational-level EMSs from the federal requirement for periodic Declaration of Conformance. Only facility-level EMSs (including multi-site EMSs) must continue to comply with that requirement. Reference guidance on ‘higher-tier EMS’ issued by the Office of the Federal Environmental Executive on 31 October, 2008: Guidance on Implementing Environmental Management Systems “At All Appropriate Organizational Levels” of a Federal Agency pursuant to Executive Order 13423.

Package or Outside Package—A packaging plus its contents.

Packaging—The assembly of one or more containers and any other components necessary to assure compliance with minimum packaging requirements under DOT and includes containers (other than freight containers or over packs), portable tanks, cargo tanks, tank cars, and multi-unit tank car units.

Person—An individual, trust, firm, joint stock company, corporation (including a government corporation), partnership, association, state, municipality, commission, political subdivision of a state, any interstate body, or federal government agency.

Pest—Any troublesome person, animal, or thing.

Pesticide—Any poison used to kill harmful insects or weeds.

pH—A scale used to measure the relative strength of an acid or base. A pH of 1 is a strong acid and a pH of 14 is a strong base.

Pile—Any non-containerized accumulation of solid, non-flowing hazardous waste that is used for treatment or storage.

Pollutant—Any substances, which causes or contributes to, or may cause or contribute to environmental degradation when discharged into the environment.

Pollution Prevention—Source reduction and other practices that reduce or eliminate the amount of hazardous substances, pollutants, or contaminants entering the waste stream or otherwise released into the environment prior to recycling, treatment, and disposal; reduces the hazards to public health and the environment associated with the release of such substances, pollutants, or contaminants; and, increases efficiency in the use of raw materials, energy, water, or other resources; or protection of natural resources by conservation.

Pollution Prevention (P2)—Generally, the use of processes, practices, or products that reduce or eliminate the generation of pollutants and wastes, including those processes, practices, and products which protect natural resources through conservation or more efficient utilization.

Putrescible Waste—Any solid waste, which contains organic material capable of being decomposed by microorganisms and cause odors.

Qualifying Recycling Program (QRP)—A managing activity designated by the Installation Commander that has initiated procedures for segregation and collection of specifically named recyclable materials from the waste stream. The managing activity will maintain records of the quantity and type of material sold.

Reactivity—A solid waste exhibits the characteristic of reactivity if a representative sample of the waste has any of the following properties: It is normally unstable and readily undergoes violent changes without detonating. It reacts violently with water. It forms potentially explosive mixtures with water. When mixed with water, it generates toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment. It is a cyanide or sulfide bearing waste, which when exposed to pH conditions between 2 and 12.5 can generate toxic gases, vapors or fumes in a quantity sufficient to present a danger to human health or the environment; it is capable of detonation or explosive reaction if it is subjected to a strong initiating source or if heated under confinement; it is readily capable of detonation or explosive decomposition or reactions at standard temperature and pressure; it is a forbidden explosive as defined by DOT or as a Class A or Class B explosive as defined by DOT. A solid waste that exhibits the characteristic of reactivity and has the EPA Hazardous Waste Number of D003.

Reclaimed Material—A material which is processed or reprocessed to recover a usable product or is regenerated to a usable form.

Reclamation—The processing or regeneration of a material to recover a usable product. Examples are recovery of lead from spent batteries, silver from photo processing, and regeneration of spent solvents.

Record of Environmental Consideration—A signed statement submitted with project documentation that briefly documents that an Air Force action has received environmental review.

Resource Recovery and Recycling (R3)—A DoD initiative to demilitarize military munitions using methods other than open burning/open detonation. This initiative includes reuse, or sale “as is” (e.g., Foreign Military Sales), conversion to a commercial product for sale or industrial use, or disassembly or modification and partial or whole use for a military application.

Recyclable—the series of activities, including collection, separation, and processing, by which products or other materials are recovered from the solid waste stream for use in the form of raw materials in the manufacture of new products other than fuel for producing heat or power.

Recycled Material—A material, which is used, reused or reclaimed.

Recycling—The use or reuse of waste as an effective substitute for a commercial product, or as an ingredient or feedstock in an industrial process. It also refers to the reclamation of useful constituent fractions within a waste material or removal of contaminants from a waste to allow it to be reused. Recycling implies use, reuse, or reclamation of a waste, either on site or off site, after it has been generated.

Recycling Coordinator (RC)—The RC is the generating activity’s point of contact for recycling.

Refuse—All solid waste having a character of solids rather than liquids and which are composed wholly or partially of materials such as garbage, trash, rubbish, litter, and residues from spill cleanups, or other discarded materials.

Regulated Activity or Activity Subject to Regulation—Any activity subject to regulation under the RCRA, SDWA, CAA, or regulations of the Commonwealth of Virginia.

Regulation—The control, direction and governance of solid and hazardous waste activities by means of the adoption and enforcement of laws, ordinances, rules and regulations.

Regional Counsel Office (RCO)—A part of AFLOA/JACE imbedded with the AFCEE/RO and responsible for providing environmental law support to installations, MAJCOMs, and the RO.

Regional Environmental Office (REO)—A part of AFCEE responsible for providing program guidance. The Eastern REO covers Environmental Protection Agency (EPA) Regions 1-4; the Central REO covers EPA Regions 5-8; and the Western REO covers EPA Regions 9-10. The REOs do not interact with host nation environmental regulatory agencies, but can provide technical assistance to overseas MAJCOMs and installations.

Responsible Corporate Officer Doctrine—The doctrine holds a corporate officer vicariously liable for the criminal violation of a subordinate, where the officer occupies a position of responsibility and authority in the corporation, has the power to prevent the violation, and fails to

do so. It imposes liability upon officers for the illegal acts of other corporate agents, without proof that the officers directly participated in or authorized the crime.

Release—Synonymous with the terms “spill” and “discharge”. Releases may involve materials or wastes in liquid, solid or gaseous form.

Representative Sample—A sample of a universe or whole, which can be expected to exhibit the average properties of the universe or whole.

Residual—The hazardous waste remaining after treating, disposing or recycling hazardous waste.

Resource Conservation—Reduction of the amounts of waste generated, reduction of overall resource consumption, or utilization of recovered resources.

Resource Protection Area—The upland area landward of a wetland or streams. This is normally a 100-foot distance and vegetated to reduce runoff, prevent erosion and filter nonpoint pollution sources.

Resource Conservation and Recovery Act (RCRA)—The Federal statute that regulates the generation, treatment, storage, disposal, recycling, or transportation of solid and hazardous waste.

RCRA Permit—A site which has submitted both a RCRA Part A permit application and a RCRA Part B permit application, and has had the Part B permit application approved.

Responsible Individual—An individual authorized to sign official documents for and act on behalf of a company or organization.

Reuse—A material is “used or reused” if it is either: Employed as an ingredient (including use as an intermediate) in an industrial process to make a product. However, a material will not satisfy this condition if distinct components of the material are recovered as separate end products; employed in a particular function or application as an effective substitute for a commercial product.

Riparian—Refers to the area comprising the banks or immediate area of a natural water course such as a stream or river.

Rubbish—Any combustible materials or slowly putrescible discarded materials which include but not limited to wood, painted matter, plastic and paper products, rags, and other combustible materials or slowly putrescible materials not include as garbage.

Risk—An expression of the impact and possibility of a mishap in terms of potential mishap severity and probability of occurrence.

Significant Aspect—An environmental aspect that has or can have a significant environmental impact.

Site—Any single parcel of land, regardless of size, used and maintained by a DoD Component.

Satellite Accumulation Site (SAS)—Accumulation site where the volume of hazardous wastes must not exceed 55 gallons of HW or 1 quart of acutely HW at or near point of generation, under the control of the operator generating the waste. HWs must be turned in within 3 days to a TSS or HWAF.

Scrap Metal—Bits and pieces of metal parts (e.g., bars, turnings, rods, sheets, wire) or metal pieces that may be combined together with bolts or soldering (e.g., radiators, scrap automobiles, railroad box cars), which when worn or superfluous can be recycled.

Secondary Container—A storage device into which a container can be placed for the purpose of containing any leakage of hazardous waste from such emplaced container.

Shipment—The movement or quantity conveyed by a transporter of a hazardous waste between a hazardous waste generator and a designated HWM facility of a subsequent transporter.

Sikes Act—Authorizes the Secretary of Defense to develop cooperative plans for natural resource conservation and rehabilitation programs on military reservations and to establish outdoor recreation facilities.

Site—Any holder of an EPA Identification Number. A site may be a “generator”, a “facility” (or “TSDR facility”), or both, or a non-regulated facility which has conservatively requested and received an EPA ID number. The land or water area upon which a facility or activity is physically located or operated, including, but not limited to adjacent land used for utility systems such as repair, storage, shipping, or processing areas, or other areas incident to the controlled facility or activity.

Sludge—Any solid waste, semi-solid or liquid waste generated from municipal, commercial or industrial wastewater treatment plants.

Solid Waste (SW)—Any discarded material including materials that are abandoned, recycled, reclaimed, or accumulated speculatively. The term “Municipal Solid Waste” will be used throughout the document to define solid waste as trash, not including hazardous waste or any other solid waste requiring special handling.

Solvent—A substance (usually liquid) capable of dissolving or dispersing one or more other substances. Solvents include, but are not limited to, the non-spent materials listed in EPA Hazardous Waste Codes F001 through F005.

Source Code—The production or service process associated with generation of waste.

Source Reduction—Any practice which reduces the amount of a hazardous substance, pollutant, or contaminant entering any waste stream or otherwise released into the environment (including fugitive emissions) prior to recycling, treatment, or disposal, and any practice which reduces the hazards to public health and the environment associated with the release of such substances, pollutants, or contaminants.

Source Separation—Separation by the waste generator of materials that are collected for use, reuse, or reclamation.

Speculatively Accumulated Material—A material, which is accumulated before being recycled. A material is not accumulated speculatively; however, if the person accumulating it can demonstrate that the material is potentially recyclable and has a feasible means of being recycled; and that during the calendar year (commencing on January 1) the amount of material that is recycled, or transferred to a different site for recycling, equals at least 75% by weight or volume of the amount of that material accumulated at the beginning of the period. In calculating the percentage of turnover, the 75% requirement is to be applied to each material of the same type, e.g., slags from a single smelting process) that is recycled in the same way (i.e., from which the same material is recovered or that is used in the same way.

Special Solid Waste (SSW)—A term for solid wastes (excluding hazardous wastes) that are difficult to handle and/or require special precautions because of hazardous properties or the nature of the waste creates waste management problems in normal operations. These items cannot be discarded in dumpsters. SSWs include: Universal Wastes (UW), Non-Hazardous Wastes (NHW), asbestos, rubber tires, appliances, steel drums, compressed gas cylinders, aerosol cans, containers of liquids, filters, Used Oil, etc.

Special Solid Waste (SSW)—A solid waste (excluding hazardous waste) that is difficult to handle and/or requires special precautions because of hazardous properties or the nature of the waste creates waste management problems in normal operations. These items cannot be discarded in dumpsters.

Species—Group of related animals or plants that can breed among themselves.

Spent Material—Any material that has been used and as a result of contamination can no longer serve the purpose for which it was produced without processing.

Spill—Any accidental or intentional unpermitted spilling, leaking, pumping, pouring, emitting, emptying or dumping of hazardous materials, hazardous wastes, non-hazardous wastes, petroleum products or non-petroleum oil into or on any land, drains or water. The term “spill” is synonymous with the terms “discharge” and “release.” Spills may involve materials or wastes in liquid, solid or gaseous form.

State Emergency Response Commission (SERC)—SERCs are mandated by federal law. They receive Emergency & Hazardous Chemical Inventory (Tier 2) and Toxic Chemical Release Inventory reports and interface with local emergency planning committees. The Department of Environmental Quality serves as the SERC for the State of Virginia.

Storage—Temporary holding of waste pending treatment or disposal. Storage methods include containers, tanks, waste piles, and surface impoundments.

Storage of Hazardous Waste—Containment, either on a temporary basis or for a period of years, in such a manner as not to constitute disposal of such hazardous waste.

Superfund—The program operated under the legislative authority of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and Superfund Amendment Reauthorization Act (SARA) that funds and carries out the EPA solid waste emergency and long-term removal remedial activities. These activities include establishing the National Priorities List, investigating sites for inclusion on the list, determining their priority level on the list, and conducting and/or supervising the ultimately determined cleanup and other remedial actions.

Surface Impoundment—Treatment, storage, or disposal of liquid hazardous waste in ponds.

Surfacing Material (Asbestos)—Material that is sprayed, troweled-on or otherwise applied to surfaces (such as acoustical plaster on ceilings and fireproofing materials on structural members, or other materials on surfaces for acoustical, fireproofing, and other purposes).

Subject Matter Expert (SME)—An expert in EMS subject matter usually located at AFCEE or AFCEA.

Sustainability—To create and maintain conditions under which humans and nature can exist in productive harmony that permit fulfilling the social, economic, and other requirements of present and future generations.

Sustainment, Restoration, and Modernization (SRM)—Principle used to ensure a calculated level of investment targeted to preserve and improve all infrastructures, including natural (previously applied only to BI).

Treaty—A written international agreement between nation states or between a nation state and an international organization, which was formally signed by authorized national representatives and ratified according to a nation's laws, and which is governed and enforceable by international law. As used here, the term "treaty" includes charters, compacts, conventions, covenants, and protocols.

Target Facilities Lead Based Paint—Government owned or leased facilities constructed prior to 1978 which are used regularly by children six years old or younger or by pregnant women as family housing, child development centers, family child care homes, schools, playgrounds, and similar facilities. Facilities constructed or included in whole-house revitalization or similar major rehabilitation projects since 1978 are considered free of lead-based paint if all paint coatings were removed or replaced.

Temporary Storage Site (TSS)—Accumulation site, which may hold any volume of hazardous wastes from any source. Waste may only be accumulated for 14 days before turning-in to the HWAF.

Thermal system insulation (TSI)—Asbestos Containing Material applied to pipes, fittings, boilers, breeching, tanks, ducts or other structural components to prevent heat loss or gain.

Tier 2 Report—The Tier 2 report (also referred to as Emergency and Hazardous Chemical Inventory or Tier II) is an annual report submitted to the State of Virginia and applicable local emergency planning committees IAW EPCRA. It provides emergency planners and responders with information pertaining to the hazardous materials that exist at JBLE-Eustis. This report is prepared by CED/EE based on hazardous material inventory information provided by installation activities.

Time-Weighted Average (TWA)—In air sampling, this refers to the average air concentration of contaminants during a particular sampling period. Generally, this is based on an 8 hour work day of a 40 hour work week.

Toxicity—The quality, relative degree, or specific degree of being toxic or poisonous.

Toxicity Characteristic Leaching Procedure (TCLP): Required test under RCRA to determine the toxicity and mobility of a waste's hazardous constituents.

Transferred Range—A military range that is no longer under the control of a DOD Component and has been leased, transferred, or returned to another entity, to include federal entities, for use.

Transferring Range—A military range that is proposed to be leased or transferred from DOD to another entity or disposed of by conveying title to a non-federal entity. An active range will not be considered a “transferring range” until the transfer is imminent.

Transporter of Hazardous Wastes—A person engaged in the off-site transportation of hazardous waste by air, rail, road, or water.

Trash—Combustible and noncombustible discarded materials. Term is used interchangeably with the term rubbish.

Treatment—Any method, technique, or process, including neutralization, designed to change the physical, chemical, or biological character or composition of any hazardous waste so as to: Neutralize such wastes; recover energy or material resources from the waste; or render such waste non-hazardous or less hazardous; safer to transport, store, or dispose; or amenable to recovery, storage, or reduction in volume.

Treatment, Storage, and Disposal Facility (TSDF)—Site where a hazardous substance is treated, stored, or disposed. TSD facilities are regulated by EPA and States under RCRA.

Triple Rinsed—Containers, which have been flushed three times, each time using a volume of diluents at least equal to 10% of the container's capacity. The diluents must be capable of dissolving the material being removed.

Unexploded Ordnance (UXO)—Military munitions that have been primed, fused, armed, or otherwise prepared for action, and that has been fired, dropped, launched, projected, or placed in such a manner as to constitute a hazard to operations, installation, personnel, or material and remains unexploded either by malfunction, design, or any other cause.

Uniform Hazardous Waste Manifest—The shipping document (EPA Form 8700-22 or 8700-22a) that pertains to hazardous waste and is duly signed by the generator.

Universal Waste (UWs)—A limited number of wastes that would otherwise have to be managed as Hazardous Wastes (HWs), e.g., batteries, lamps, pesticides, and mercury containing thermostats.

Universal Waste (UW) Batteries—Essentially includes all batteries excluding lead acid batteries already managed as recyclables and alkaline batteries.

Universal Waste Handler (UWH)—An individual having assigned duties that involve handling universal wastes.

Universal Waste (UW) Lamps—Includes but not limited to fluorescent, high intensity discharge, neon, mercury vapor, high pressure sodium, metal halide bulbs and tubes, etc. This applies to used lamps when removed from the fixture and unused lamps when discarded.

Unused Military Munitions—Unused military munitions include those that have not been fired, dropped, launched, placed, or otherwise used (e.g., munitions in the active inventory available for issue and use in training or operations; munitions issued to a using unit, taken into the field by that unit, but which are not used and which the unit returns to the ASP for return to the inventory).

Upland—Elevated area lacking characteristics of wetlands.

Unified Combatant Command—A military command which has a broad, continuing mission under a single commander and which is composed of forces from two or more military departments.

Unit Environmental Coordinator (UEC)—The UEC is the single point of contact for Unit level environmental matters. The UEC is the Commander's or Leader's environmental technical advisor. Ensures the Unit's compliance with all DOD, USAF, and JBLE-Eustis regulations and policies.

United States (US)—All States, territories, and possessions of the United States, and all waters and airspace subject to the territorial jurisdiction of the United States.

Universal Waste (UWs)—A limited number of wastes that would otherwise have to be managed as Hazardous Wastes (HWs), e.g., batteries, lamps, pesticides, and mercury containing thermostats.

Urban Forestry—The art and science of managing trees and forests in an urban ecosystem and includes the cultivation of trees as individuals rather than as components of a commercial forest. Includes implementation of sound landscape designs.

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Used or Fired Military Munitions—Used or fired munitions are those military munitions that: (1) have been primed, fused, armed, or otherwise prepared for action, and have been fired, dropped, launched, projected, placed, or otherwise used; (2) munitions fragments, (e.g., shrapnel, casings, fins, and other components, to include arming wires and pins) that result from the use of military munitions; or (3) malfunctions or misfires (e.g., fail to properly fire or detonate).

Used or Reused Material—A material, which is either: Employed as an ingredient (including use as an intermediate) in an industrial process to make a product, e.g., distillation bottoms from one process used as feedstock in another process. However, a material will not satisfy this condition if distinct components of the material are recovered as separate end products (as when metals are recovered from metal containing secondary materials). Employed in a particular function or application as an effective substitute for a commercial product, e.g., spent pickle liquor used as phosphorus precipitant and sludge conditioner in wastewater treatment.

Used Oil—Any oil that has been refined from crude oil, used, and, as a result of such use, is contaminated by physical or chemical impurities.

Vector—Organism that conveys an aetiological agent from one host to another.

Waste Codes—EPA identifiers for hazardous waste consisting of one letter (D, F, P, U, or K) and three numbers.

Waste Description Logs (WDL)—A written description prepared by the generating Activity of the waste which includes: names, quantities, and National Stock Numbers (NSNs) of HMs used (See the activity's AUL); names and quantities of non hazardous materials used; and a description of the process used to generate the waste. The TCFE Form 646 will be used.

Waste Diversion—Removing materials from the waste stream through reuse or recycling.

Waste Electrical and Electronic Equipment (WEEE) or E-Wastes—A loose description of surplus, obsolete, broken or discarded Electrical and Electronic Equipment (EEE). E-Waste refers to the equipment including all parts and components that form part of the electronics

which is disposed or discarded rather than recycled, including residue from reuse and recycling operations.

Waste Military Munitions (WMM)—A military munition is a “waste” military munition if it has been identified as: A solid waste or hazardous waste. In general, WMM are hazardous waste when they exhibit the hazardous waste characteristic of ignitability, Corrosivity, reactivity, or toxicity; or are listed as a hazardous waste.

Waste Minimization—The reduction, to the extent feasible, of hazardous waste that is generated or subsequently treated, stored, or disposed. It includes any source reduction or recycling activity undertaken by a generator that results in the reduction of total volume or quantity of hazardous waste; the reduction of toxicity of hazardous waste; or both, as long as the reduction is consistent with the goal of minimizing present and future threats to human health and the environment.

Waste piles—Any non-containerized accumulation of non-flowing solid waste that is used for treatment or storage.

Waste Streams (WSs)—A unique set of Solid Waste materials which are based on their chemical properties, physical properties, generating process, packaging, and designated disposal method.

Waste Diversion—Removing materials from the waste stream through reuse or recycling.

Waste Streams (WSs)—A unique set of Solid Waste materials which are based on their chemical properties, physical properties, generating process, packaging, and designated disposal method.

Weapons System (WS)—Items that can be used directly by the Armed Forces to carry out combat missions.

Wetland—An area that is inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of vegetation typically adapted to life in saturated soil conditions.

White Goods—Any stoves, washers, hot water heaters, refrigerators, freezers, or other large appliances.

Wildlife—Includes game animals (those that are hunted in accordance with state hunting laws and regulations) and nongame animals (that are not hunted) occurring on the installation. This includes all mammals, birds, reptiles, amphibians, fish and invertebrates (such as insects, other arthropods, shellfish).

Wholly Inert—Those munitions or munitions components that have never contained reactive materials, e.g., dummy munitions. Note: Once an item is employed as a component of a military munition, it is no longer considered wholly inert.

X-ray Fluorescence Spectrum Analyzer (XRF)—An instrument that determines lead concentration in milligrams per square centimeter (mg/cm^2) using the principle of x-ray fluorescence.

Zoonotic Disease—Disease and infection naturally transmitted from a vertebrate host to humans.