

**BY ORDER OF THE COMMANDER
WRIGHT-PATTERSON AIR FORCE BASE**

**WRIGHT-PATTERSON AIR FORCE BASE
INSTRUCTION 32-7001**



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HAZARDOUS WASTE MANAGEMENT

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(Mr. Mark L. Mays)

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This Wright-Patterson Air Force Base (WPAFB) Instruction implements Air Force Policy Directive 32-70, *Environmental Quality*. This instruction does not apply to the Air National Guard or US Air Force Reserve units and members. The instruction is in addition to Air Force Instruction (AFI) 32-7042, *Waste Management*, and establishes hazardous waste (HW) management requirements for all WPAFB activities including host, tenants, and contractors. It implements the requirements set forth by the United States Environmental Protection Agency (USEPA) as authorized by the Resource Conservation and Recovery Act (RCRA) Title 40 Code of Federal Regulations (CFR) Parts 260-271, the U.S. Department of Transportation (DOT) Title 49 CFR Parts 171-179, the Occupational Safety and Health Administration (OSHA) regulations Title 29 CFR 1910 and Headquarters Air Force Materiel Command (HQ AFMC) AFI 32-7042, *Waste Management*. WPAFB operates a RCRA Part B Permitted facility (Building 479, Area B) where very specific permit conditions govern the management of HW which may be stored for a period of up to one year. WPAFB also operates a 90-day waste storage area within Building 247, Area C that receives waste from Area C only. Activities that generate, manage and store HW must obtain an internal 88 ABW Environmental Management Division permit. These laws, regulations and policies place stringent requirements on the generation, management and disposal of HW and must be adhered to at all times. Send comments and suggestions about this publication for improvements on AF Form 847, *Recommendation for Change of Publication*, to the Office of Primary Responsibility (OPR). Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/rims.cfm>.

SUMMARY OF CHANGES

This instruction is revised to indicate the updated document name for AFI32-7042 and the new 88 ABW Asset Management Division (88 ABW/CEA).

1. Definitions: Selected definitions are provided here. Additional applicable definitions are provided in the RCRA regulations (40 CFR Parts 260-271), DOT Hazardous Material Transportation regulations (49 CFR Parts 171-179) and OSHA regulations (29 CFR Part 1910).

1.1. **Accumulation Site (ACCS):** An area where hazardous waste from Initial Accumulation Points (IAPs) is consolidated. Waste may be stored at this location in unlimited quantities for a period of up to 90-days. Management of ACCSs must be done in accordance with the procedures outlined in the WPAFB HW Management Plan.

1.2. **Characteristic Hazardous Waste:** A waste exhibiting one or more of the following properties: ignitability, corrosivity, reactivity, or toxicity as defined in 40 CFR Part 261.20-24.

1.3. **Compatible Wastes:** Wastes that can be safely stored together and under normal conditions will not adversely react with one another.

1.4. **Empty Container:** Containers which are emptied by normal means and contain less than 2.5cm of residue or no more than 3 percent product by volume in a container of 110 gallons or less. Containers used to store acutely hazardous waste must be triple rinsed before being considered empty. Empty containers must be managed in accordance with the Installation Container Management and Storage Policy which is included as part of the WPAFB HW Management Plan.

1.5. **Field Compliance Liaison:** A member of the Environmental Management Division, Support Branch (88ABW/CEVS) that is responsible for hazardous waste compliance at all IAPs and ACCS of the base.

1.6. **Generator:** Any person, contractor, or organization on base whose actions result in the generation of a regulated hazardous waste.

1.7. **Hazardous Waste (HW):** Wastes that are listed by chemical name in 40 CFR 261 Subpart D, and/or exhibit one or more of the characteristics described in 40 CFR 261 Subpart C.

1.8. **Hazardous Waste Site Inspection Team (HWSIT):** Rescinded per AFMC policy directive dated November 2004.

1.9. **Initial Accumulation Point (IAP):** A specified storage area at or near the site where HW is initially generated. The site must be under the control of the first line supervisor of the operator of the process generating the waste. This site must be formally established with a WPAFB Form 1433, Installation Hazardous Waste Storage Permit, issued by the Environmental Management Division. A volume limitation of 55 gallons of HW or 1 quart of acutely HW is applicable at the IAP. When the volume limitation is exceeded, the site manager has 72 hours to remove waste and reduce the amount of waste stored at the IAP to less than 55 gallons. IAPs must be managed in accordance with the WPAFB HW Management Plan.

1.10. **Listed HW:** A waste that is specifically listed by name in 40 CFR Part 261.30-34 or is a spill residue thereof.

1.11. **Site Manager:** An individual who is appointed by the organizational commander to manage a HW storage location (i.e., Initial Accumulation Point (IAP) or Accumulation Site (ACCS)).

1.12. **Spill:** A "Spill" means the spilling, leaking, pumping, pouring, emitting, or dumping of hazardous wastes or materials which, when spilled, become hazardous wastes, into or on any land or water.

1.13. **Unit Environmental Coordinator (UEC):** An individual appointed by the organizational commander to be the focal point for all HW issues within their respective organization. At a minimum one UEC and an alternate shall be appointed for each organization that handles HM and subsequently generates HW.

1.14. **Used Oil/Waste Liquid Petroleum Products (WLPP):** Used oil is any oil that has been refined from crude oil or any synthetic oil that has been used and as a result of such use is contaminated by physical or chemical impurities. WLPP are waste fuels and spent non-halogenated petroleum products with a flash point >140 degrees Fahrenheit. To initiate the turn-in of used oil/WLPP, WPAFB Form 1434, *Used Oil and Waste Liquid Petroleum Products*, must be completed and forwarded to the Environmental Management Division in accordance with the Used Oil and WLPP Management Policy.

1.15. **Waste Minimization:** Procedures implemented to reduce the amount of HW in volume, quantity and toxicity and to ensure that proposed methods of treatment, storage and disposal of HW are those best methods currently available that minimize present and future threat to human health and the environment. These procedures are required of all HW generators by the Hazardous and Solid Waste Amendments of 1984.

2. Responsibilities: All individuals, organizations, and contractors on base must manage their HW according to the most current installation HW Management Plan developed and maintained by 88 ABW/CEV as required by AFI 32-7042. Also specific organizations and individuals have additional responsibilities for the proper management of HW as follows:

2.1. **Installation Commander (88 ABW/CC):** In accordance with AFI 38-101_AFMCSUP, *Air Force Organization*, paragraph 2.3.1.3.1, at WPAFB the Wing Commander (88 ABW/CC) is designated as the Installation Commander and is the responsible corporate officer for the proper management of HW.

2.2. **Environmental Management Division (88 ABW/CEV):** Responsible for developing and implementing the HW management program on the installation. This responsibility includes ensuring that all installation activities maintain compliance with all applicable regulations and administering the installation HW storage permit system and the installation HW training program. CEV also manages the EPA permitted storage facility (479) and serves as the base liaison to the regulatory community.

2.3. **Defense Reutilization and Marketing Office (DRMO/VBD):** Responsible for the procurement and administration of the HW disposal contract.

2.4. **Bioenvironmental Engineering (88 AMDS/SGPB):** Provides technical assistance as required and appropriate, and surveys installation work sites to monitor personnel exposure to HW.

2.5. **Fire Protection Branch (88 ABW/CEF):** Provides assistance and advises HW Site Managers concerning fire protection procedures and equipment, conducts inspections of all HW storage areas and coordinates on approval of ACCS and IAP storage areas. CEF also responds to fires and spills involving HM/HW.

2.6. **Safety Office (88 ABW/SE):** Conducts required inspections according to safety directives, coordinates on the siting of HW storage areas, provides technical assistance as appropriate, and provides spill response assistance as required.

2.7. **Security Forces Squadron (88 SFS):** Conducts security inspections of Building 479, provides assistance in locating/identifying individuals and/or organizations depositing HW in unauthorized locations, responds to fires and spills involving toxic chemicals and HW.

2.8. **Air Force Office of Special Investigations (AFOSI):** Conducts criminal investigations of individuals, organizations and contractors who violate environmental regulations and/or laws.

2.9. **Legal Office (ASC/JAE):** Interprets laws and regulations that govern the management of HW. Provides legal support for the prosecution of individuals who violate environmental regulations.

2.10. **Generators:** Organizations that generate HW have the following responsibilities:

2.10.1. Appoint a Unit Environmental Coordinator (UEC) and alternate by the organization/unit commander. The UEC will serve as an environmental coordinator to manage HW activities within their organization. Both the primary and the alternate UEC must, within 90 days of such appointment, attend the installation HW Management Training Course conducted by 88 ABW/CEV. UECs must also attend the monthly Hazardous Substances Steering Group meetings.

2.10.2. Ensure that all contractors working under contract for their organization and generating HW are in compliance with this instruction.

2.10.3. Establish any necessary IAPs for the collection and temporary storage of HW. Each storage area must have a posted WPAFB Form 1433 issued by 88 ABW/CEV, *WPAFBVA 32-1, Initial Accumulation Point (IAP) Daily Checklist/Guidance* and a Site-Specific Spill Plan approved by 88 ABW/CEV. Each site must also have a Continuity Binder at the site containing a WPAFB Form 1436, *IAP Container Tracking Log*, WPAFB Form 1437, *IAP Weekly Inspection Log*, and current training records. A primary and alternate site manager must be appointed by the organizational commander for each storage area in accordance with the WPAFB HW Management Plan.

2.10.4. Maintain regulations, technical orders and chemical data (e.g., Material Safety Data Sheets (MSDS), and chemical analyses) needed for HW management.

2.10.5. Identify employees who need HW training and ensure training is received at a minimum annually. All IAP managers and alternates must receive training provided by 88 ABW/CEV. All supervisors of activities that routinely generate HW in the normal

conduct of their work must attend, at a minimum, the RCRA/HAZMAT training as described in the Hazardous Waste Management Plan.

2.10.6. Ensure that waste minimization is pursued aggressively in the conduct of existing operations and in the planning of new process activities. This includes, but is not limited to, conservation/reduction in material usage, waste recycling or reclamation (e.g., Used Oil Collection Program), conversion to non-hazardous materials and/or process substitution. All organizations must redistribute HM to the maximum extent through the HAZMAT Cell (88 ABW/CEV) prior to turn-in for disposal.

2.10.7. Prohibit inadvertent or intentional dumping of HW into sanitary or storm sewers, creeks or on the ground.

2.10.8. Ensure all HW generated is properly identified and segregated, analyzed (if necessary for identification), packaged, labeled, stored and turned in through 88 ABW/CEV in compliance with the AFMC Standard Operating Procedures.

2.10.9. Turn-in HW to the DRMO contractor by utilizing the Hazardous Material Management System (HMMS) or by submitting a WPAFB Form 1438, *Hazardous Waste Pickup*, to 88 ABW/CEV.

2.10.10. Program and budget for necessary HW sampling, analysis, disposal and spill cleanups.

2.10.11. Maintain spill plan documentation, equipment and materials.

2.10.12. Small spills that are not released to the environment can be cleaned up by the individual (i.e. 1 gallon paint can spilled in a warehouse). Small volume spills that are handled by the organization must be reported to 88 ABW/CEV by dialing SPILL (77455) or 77152. If any material enters a drain (sanitary or storm), is released out of doors, or threatens human health or the environment, immediately call the Fire Department by dialing 911. If there is any question, call 911.

3. Prescribed Forms:

WPAFB Form 1433, *Installation Hazardous Waste Storage Permit*

WPAFB Form 1434, *Used Oil and Waste Liquid Petroleum Products*

WPAFB Form 1436, *IAP Container Tracking Log*

WPAFB Form 1437, *IAP Weekly Inspection Log*

WPAFB Form 1438, *Hazardous Waste Pickup*

DAVID A. PERKINS, P.E.
Director, Civil Engineer Directorate

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 32-7042, *Waste Management*, 21 April 2009

AFI 38-101_AFMCSUP, *Air Force Organization*, 9 July 2009

AFMAN 33-363, *Management of Records*, 1 March 2008

AFPD 32-70, *Environmental Quality*, 20 July 1994

WPAFBVA 32-1, *Initial Accumulation Point (IAP) Daily Checklist/Guidance*