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| Environmental Standard Operating Procedure | | | |
| Originating Office: Environmental Management Department | Revision: Original | Prepared By: Engineering Division | Approved By: William Moog |
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Title: Soldering Operations

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide environmental guidelines for soldering operations.

2.0 APPLICATION

This guidance applies to those individuals who are involved in soldering operations aboard Marine Corps Air Station (MCAS) Miramar.

3.0 REFERENCES

- 29 CFR 1910.1025 (Code of Federal Regulations)
- OPNAVINST 5100.23D; Chapter 21 (Office of the Chief of Naval Operations)
- MCO P5090.2A (USMC Environmental Compliance and Protection Manual)
- Fire Safety Regulations (FSR)
- MCAS Miramar Waste Management Plan (HWMP)
- MCAS Miramar Storm Water Discharge Management Plan (SWDMP)
- MCAS Miramar Spill Prevention Control and Counter Measure (SPCC)
- MCAS Miramar Spill Contingency Plan (SCP)

4.0 PROCEDURE

4.1 Discussion:

Soldering operations release harmful vapors and fumes that can pose serious risks to human health and the environment. It is critical to conduct soldering operations according to established procedures.

4.2 Operational Controls:

The following procedures apply:

1. Ensure MSDSs are made readily available and current.

2. Perform soldering operations in ventilated areas when possible.
3. If soldering operations must be performed in a confined space, ensure respiratory equipment training is received and that respiratory equipment is worn.
4. Ensure that overhead ventilation systems above work areas where soldering operations are performed are operational.
5. Ensure unused soldering materials are stored in approved containers.
6. Ensure all used or unusable soldering material is disposed of according to hazardous waste disposal regulations.
7. Ensure no eating or smoking is permitted in the immediate area of soldering operations and ensure proper signage is posted (e.g., "No Smoking, No Eating, No Drinking," etc.).
8. Keep all liquids away from soldering operations areas.
9. Ensure that a spill kit is available should a spill occur.
10. Ensure that a serviceable fire extinguisher is available.
11. Ensure adequate Personal Protective Equipment (PPE) is available and personnel are adequately trained in the use of them.
12. Ensure turnover folder information is maintained for this Standard Operating Procedure.
13. Contact EMD office if there are any specific situations or other concerns not addressed by this procedure.

4.2 Documentation and Record Keeping:

The following records must be maintained:

1. MSDSs for Hazardous Material being stored.
2. Inspection and training records.

4.4 Training:

All affected personnel must be trained in this Standard Operating Procedure (SOP) and the following:

1. Hazard Communication training.
2. General Environmental Awareness training.

4.5 Emergency Response Procedures:

CALL 9-1-1

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall designate personnel to perform inspections. The ECC shall ensure deficiencies noted during the inspections are corrected immediately. Actions taken to correct each deficiency shall be recorded on the inspection sheet.

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| Soldering Operations – Inspection Checklist | |
| Date: | Time: |
| Installation: | Work Center: |
| Inspector’s Name: | Signature: |

| Inspection Items | Yes | No | Comments |
|--|-----|----|----------|
| 1. Are all MSDSs readily available and current? <i>(29 CFR 1910)</i> | | | |
| 2. Are approved hazardous material storage containers being utilized for unused soldering metals? <i>(HWMP)</i> | | | |
| 3. Are all other procedures being followed as pertains to hazardous material handling? <i>(HWMP)</i> | | | |
| 4. Is respiratory equipment being used while performing soldering operations to prevent toxic fume inhalation? <i>(29 CFR 1910; OPNAVINST 5100.23D)</i> | | | |
| 5. Is a spill kit available should a spill occur. <i>(HWMP)</i> | | | |
| 6. Is a serviceable fire extinguisher available? <i>(FSR)</i> | | | |
| 7. Is adequate Personal Protective Equipment (PPE) available and are personnel adequately trained in their use? <i>(29 CFR 1910; HWMP)</i> | | | |
| 8. Is proper signage posted (e.g., “No Smoking”, etc.)? <i>(29 CFR 1910, FSR)</i> | | | |
| 9. Are training and inspection records maintained and available for inspection? <i>(MCO P5090.2A 9104.1(k)(5)- inspection only)</i> | | | |

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____