

Environmental Standard Operating Procedure			
Originating Office: MCAS Miramar Environmental Management Department	Revision: Original	Prepared By: Environmental Management Department	Approved By: William Moog
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Title: Small Arms Range Operations

1.0 PURPOSE

The purpose of this Environmental Standard Operating Procedure (ESOP) is to provide environmental guidelines for conducting small arms range operations.

2.0 APPLICATION

This guidance applies to those individuals who perform small arms range operations aboard Marine Corps Air Station (MCAS) Miramar.

3.0 REFERENCES

- 40 CFR 262 (Code of Federal Regulations)
- 29 CFR 1910
- 22 CCR 66273.10-21 (California Code of Regulations)
- MCO P5090.2A (USMC Environmental Compliance and Protection Manual)
- MCO 3574.2k
- MCO P4790.2C
- Station Bulletin 3574.2A
- NPDES General Permit CAS000001 Section A (10)(a) (National Pollutant Discharge Elimination System)

4.0 PROCEDURE

4.1 Discussion:

The success of the Marine Corps mission necessitates the use of hazardous and recycled materials such as lead, brass casings, spray paint and treated wood in the course of conducting small arms range operations. These hazardous and recyclable materials must be managed properly in order to minimize impacts to human health and the environment. Wastes such as spray paint cans and recyclable materials such as brass casings must be collected and stored in separate, approved containers. Units should contact the Environmental Management Department (EMD) for replacement, or if additional containers are needed.

4.2 Operational Controls:

The following procedures apply:

1. Ensure that Material Safety Data Sheets (MSDSs) for all materials associated with this practice are available and current.
2. Ensure all training records and certifications are current and available for inspection.
3. Ensure turnover folder information for this practice is maintained and available for inspection.
4. Wear personal protective equipment (PPE), such as hearing and eye protection, when appropriate.
5. Keep fire extinguishers readily accessible and near potential hazardous areas.
6. Ensure the Range (base permit) certification is signed by the Base Commander and on hand for inspection.
7. Store all usable hazardous materials (HAZMAT) such as paint in a properly labeled HAZMAT locker.
8. Inspect hazardous materials storage area locker weekly.
9. Collect wastes such as spray paint cans and recyclable wastes such as brass casings and store in separate, approved containers.
10. Maintain a daily log containing dates and times of training operation, total ammunition expended during training operations, etc.
11. Use only collection containers equipped with covers for the collection and transfer of wastes such as spray paint cans, and recyclable materials such as casings.
12. Properly mark collection containers using proper labels with the material they are intended to collect.
13. Keep collection containers closed except when material is being added to the container.
14. Contact EMD if a new collection container is required.
15. Ensure that all inspection records are maintained and available for inspection for three years.
16. Ensure that the following warning signs are posted in clearly visible areas and legible from a distance of 25 feet in any direction:
 - a. "Live Fire in Progress" – post along range fencing at access points,
 - b. "Hearing Protection Required" – post in firing pits.
17. If there are any specific situations or other concerns not addressed by this procedure, contact the EMD.

4.3 Documentation and Record Keeping:

The following records must be maintained:

1. MSDSs for all materials associated with this practice.
2. Training records and certifications.
3. Environmental Impacts/Compliance Checklist.
4. Hazardous materials inventory.
5. Scheduled maintenance logs, (for pop up target mechanisms).
6. Daily logs.
7. Inspection records.

4.4 Training:

All applicable personnel must be trained in this ESOP, to include the following, as applicable:

1. Hazard Communication training.
2. 24-hour Hazardous Materials training.
3. Coaches Course (orientation training).
4. Operational Risk Management training.
5. Range Safety Officer (RSO).
6. On the Job Training (OJT).

4.5 Emergency Preparedness and Response Procedures:

Refer to Marine Corps Order (MCO) P5090.2A, Subject: "Integrated Contingency and Operations Plans" (ICOP) for MCAS Miramar.

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall perform or 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.

Small Arms Range Operations – Inspection Checklist

Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
1. Are MSDSs for all materials associated with this practice available and current? <i>(29 CFR 1910)</i>			
2. Are all training records and certifications current and available for inspection? <i>(MCO P5090.2A)</i>			
3. Is turnover folder information maintained and available for inspection? <i>(MCO P4790.2C)</i>			
4. Is proper PPE worn when appropriate? <i>(29 CFR 1910, MCO P5090.2A)</i>			
5. Are fire extinguishers maintained nearby in known locations? <i>(29 CFR 1910, MCO P5090.2A)</i>			
6. Is the Range (base permit) certification is signed by the Base Commander and on hand for inspection? <i>(MCO 3574.2k, Station Bulletin 3574.2A)</i>			
7. Are all usable hazardous materials (paint, fuel, oil, etc.) stored in a properly labeled HAZMAT locker? <i>(40 CFR 262, MCO P5090.2A)</i>			
8. Is the hazardous materials storage area locker inspected weekly? <i>(40 CFR, MCO P5090.2A)</i>			
9. Are generated wastes such as spray paint cans and recyclable materials such as brass casings collected and stored in separate containers? <i>(40 CFR 262, MCO P5090.2A)</i>			
10. Is a daily log containing dates and times of operations, infractions, and total ammunition expended during training operations maintained and available for inspection? <i>(MCO P5090.2A, MCO 3574.2k, Station Bulletin 3574)</i>			
11. Are collection containers equipped with covers used for the collection and transfer of wastes such as spray paint cans, and recyclable materials such as casings? <i>(22 CCR 66273, MCO P5090.2A, NPDES Permit)</i>			
12. Are collection containers for waste or recyclable material properly marked?			

<i>(40 CFR 262, MCO P5090.2A)</i>			
13. Are collection containers closed except when material is being added to the container? <i>(40 CFR 262, MCO P5090.2A)</i>			
14. Is the EMD contacted if new collection containers are required? <i>(MCO P5090.2A)</i>			
15. Are inspection records maintained for a period of 3 years? <i>(MCO P5090.2A)</i>			
16. Are legible warning signs posted and clearly visible and legible from a distance of 25 ft. in any direction? <i>(29 CFR 1910, MCO P5090.2A)</i>			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____

