UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION MIRAMAR
P.O. BOX 452001
SAN DIEGO, CALIFORNIA 92145-2001

StaO 5090.4A
S-7
JAN 22 2018

STATION ORDER 5090.4A

From: Commanding Officer
To: Distribution List

Subj: ENVIRONMENTAL COMPLIANCE PROGRAM STANDARD OPERATING PROCEDURES

Ref: (a) MCO P5090.2A
(b) SECNAVISNT 5090.6A
(c) MCAS MIRAMAR StaO 5090.1
(d) MCAS MIRAMAR StaO 5090.2

Encl: (1) Environmental Compliance Program Standard Operating Procedures

1. Situation. In accordance with the references, Marine Corps Air Station (MCAS) Miramar activities and subordinate commands/units are required to be aware of and comply with a myriad of environmental regulations. Personnel would benefit from a guide on the method of response and management plans pertinent to the performance of their missions at MCAS Miramar.

2. Mission. To provide a clear and concise document, enclosure (1), hereby known as the environmental compliance and protection standard operating procedures (ECPSOP), to assist station activities and tenant commands/units in complying with pertinent environmental programs. This supports performance of their missions in an environmentally sound manner and in accordance with installation unique requirements.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Department Heads and tenant commands shall actively support, implement, and manage environmental programs and plans per the policies, procedures, and guidance established in enclosure (1).

(2) Concept of Operations

(a) The Commanding Officer, MCAS Miramar, through the Environmental Management Officer, S-7, is responsible for developing and implementing a comprehensive environmental program.

(b) Department Heads and tenant commands stationed and/or operating aboard MCAS Miramar are responsible for implementation and management of the programs and plans in enclosure (1).

b. Subordinate Element Missions

(1) Department Heads and tenant commanders shall act as the unit point of contact for environmental matters, designate unit Environmental Compliance Coordinators (ECCs), and aggressively promote environmental program compliance within their units.

(2) ECCs shall familiarize themselves with enclosure (1) and ensure unit compliance with its programs and plans.

c. Coordinating Instructions. Submit recommended changes to this Order to the MCAS Miramar Environmental Management Department via the appropriate chain of command.

5. Administration and Logistics. This Order is issued under Distribution Statement A and is published electronically. It can be accessed online via the MCAS Miramar SharePoint at: https://eis.usmc.mil/sites/miramar/orders/Forms/AllItems.aspx

6. Command and Signal

a. Command. This Order is applicable to personnel assigned to MCAS Miramar and all tenant commands.

b. Signal. This Order is effective the date signed.

J. G. WOODWORTH

DISTRIBUTION: A

LOCATOR SHEET

Location: _____

(Indicate the location(s) of the copy(ies) of this order.)

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

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List of Acronyms

ACPM	Air Compliance Program Manager
Activity	The area comprising a Navy or Marine Corps base or facility
AEMO	Assistant Environmental Management Officer
ALPM	Asbestos and Lead Program Manager
APCD	Air Pollution Control District
AQPM	Air Quality Program Manager
ARPA	Archaeological Resource Protection Act
ASD	Accumulation Start Date
AST	Aboveground Storage Tank
BMPs	Best Management Practices
CAA	Clean Air Act
CAF	Contract Advertising Forecast
CATEX	Categorical Exclusion
CCR	California Code of Regulation
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CEQA	California Environmental Quality Act
CETEP	Comprehensive Environmental Training and Education Program
CFR	Code of Federal Regulations
CGIP	Commanding General Inspection Program
CMC	Commandant Marine Corps
CMC (LF)	Commandant Marine Corps Deputy Commandant for Installations and Logistics (Facilities)

CMEP	Centrally Managed Environmental Program
CREF	Client Request and Evaluation Form
CRP	Community Relationship Plan
CSE	Command Support Equipment
CWA	Clean Water Act
DEH	Department of Environmental Health
DoD	Department of Defense
DoN	Department of the Navy
DRMO	Defense Reutilization and Marketing Office
DTSC	California Department of Toxic Substances Control
EA	Environmental Assessment
ECC	Environmental Compliance Coordinator
ECE	Environmental Compliance Evaluation
ECPSOP	Environmental Compliance and Protection Standard Operating Procedures
EPCRA	Emergency Planning and Community Right-to-Know Act
EIR	Environmental Impact Review
EIRB	Environmental Impact Review Board
EIS	Environmental Impact Statement
EMD	Environmental Management Department
EMO	Environmental Management Officer
EMS	Environmental Management System
ER,N	Environmental Restoration, Navy
ERP	Environmental Restoration Program
EPA	United States Environmental Protection Agency

ERC	Emissions Reduction Credits
ESA	Endangered Species Act
ESA	Environmental Systems Allocation
FEWD	Food Establishment Wastewater Discharge
FONSI	Finding of No Significant Impact
FRP	Facility Response Plan
FY	Fiscal Year
GME	Garrison Mobile Equipment
HAZMINCTR	Hazardous Material Minimization Center
HAP	Hazardous Air Pollutants
HAZMIN	Hazardous Material Minimization Center
HQMC	Headquarters Marine Corps
HS	Hazardous Substance
HSWA	Hazardous Substance and Solid Waste Amendments
HW	Hazardous Waste
HWC	Hazardous Waste Coordinator
HWMP	Hazardous Waste Management Plan
HWPM	Hazardous Waste Program Manager
IC	Incident Commander
ICRMP	Integrated Cultural Resources Management Plan
IGMC	Inspector General Marine Corps
INRMP	Integrated Natural Resources Management Plan
IPR	In Progress Review
IRP	Installation Restoration Program

ISWMP	Integrated Solid Waste Management Plan
LAN	Local Area Network
LDR	Land Disposal Restriction
MAO	Managerial Account Office
MCAS	Marine Corps Air Station
MCCS	Marine Corps Community Service
MCI	Marine Corps Installation
MCO	Marine Corps Order
MFD	Miramar Fire Department
MILCON	Military Construction
NAVAIR	Navy Air
NAVFACENGSW	Naval Facilities Engineering Command Southwest
NEPA	National Environmental Policy Act
NFESC	Naval Facilities Engineering Support Command
NHPA	National Historic Preservation Act
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
NPS	National Park Service
NRD	Natural Resources Division
NSR	New Resource Review
NRPM	Natural Resource Program Manager
O&MMC	Operations & Maintenance Marine Corps
ODS	Ozone-Depleting Substance
OSHA	Occupational Safety and Health Act

P2	Pollution Prevention
P2ADS	Pollution Prevention Annual Data Summary
PCB	Polychlorinated Biphenyl
POA&M	Plan of Action and Milestones
POC	Point-of-Contact
POL	Petroleum, Oil, and Lubricants
POM	Program Objective Memorandum
PPA	Pollution Prevention Act
PRP	Potentially Responsible Party
PTO	Permit to Operate
QRP	Qualified Recycling Program
RCRA	Resource Conservation and Recovery Act
ROD	Record of Decision
RPM	Remedial Project Manager
RWQCB	Regional Water Quality Control Board
SABRS	Standard Accounting Budgeting and Reporting System
SARA	Superfund Amendments and Reauthorization Act
SD CFD	San Diego County Fire Department
SDCDEHS	San Diego County Department of Environmental Health Services
SCP	Spill Release Contingency Plan
SDAPCD	San Diego County Air Pollution Control District
SDDEH	San Diego Department of Environmental Health
SDWA	Safe Drinking Water Act

SIC	Standard Industrial Classification
SOP	Standard Operating Procedures
SPCC	Spill Prevention, Control and Countermeasures
STEP 2	Status Tool for the Environmental Program
SWDA	Solid Waste Disposal Act
SWDIV	Southwest Division Naval Facilities Engineering Command
SWDMP	Storm Water Discharge Management Plan
SWPPP	Storm Water Pollution Prevention Plan
SWRCB	State Water Resources Control Board
SWRFT	Southwest Region Fleet Transportation
TAD	Temporary Assigned Duty
TRI	Toxic Release Inventory (EPCRA Section 313)
TSCA	Toxic Substances Control Act
TSE	Tactical Support Equipment
USFWS	U.S. Fish and Wildlife Service
UST	Underground Storage Tank
VOCs	Volatile Organic Compounds
WEBCASS	WEB Compliance Assessment & Sustainment System
WQA	Water Quality Act

List of Tables

CHAPTER 1: ENVIRONMENTAL MANAGEMENT PROGRAM

1. Introduction. The United States Congress and the California Legislature pass specific laws to protect human health and the environment. Federal, state, and local agencies then develop programs to address the requirements of the law and write and implement regulations and policies to protect human health and the environment. In addition to these federal, state and local regulations, requirements are promulgated in Executive Orders and in Department of Defense (DoD), Department of the Navy (DON), and Commandant of the Marine Corps (CMC) directives and policy. This guidance is to be used to assist in performing the mission in an environmentally sensitive manner. Reference (a), which is the Marine Corps policy guidance concerning environmental procedures, forms the technical policy instruction for this ECPSOP and can be accessed at the following website link:

https://marines.usmc.afpims.mil/Portals/59/MCO%20P5090.2A%20W%20CH%201-3.pdf

2. General Requirements. The Environmental Management Department (EMD) has the responsibility of planning and implementing programs to keep MCAS Miramar in compliance with federal, state, and local environmental laws, regulations and policies and higher headquarters policies and guidance. Appendix A-1 has the EMD POCs for various environmental medias and program areas. All tenant commands under MCAS Miramar command are subject to this ECPSOP and all ESOPs, management plans, guidance documents etc. referenced in this document. EMD also publishes the MCAS Miramar ECPSOP promulgating guidance in the following areas:

a. Environmental Program Management.

b. Funding Environmental Compliance.

c. Environmental Compliance Evaluations.

d. Tenant Compliance Evaluations.

e. Environmental Training and Education.

f. Air Quality Management.

g. Emergency Planning and Response.

h. Hazardous Waste Management.

i. Installation Restoration Program (IRP).

j. Historic and Archaeological Resources Protection.

k. Natural Resources Management.

l. National Environmental Policy Act (NEPA)/California Environmental Quality Act (CEQA).

m. Pollution Prevention (P2).

n. Solid Waste Management and Resource Recovery.

o. Storage Tanks (USTs/ASTs).

p. Polychlorinated Biphenyl (PCB) Management.

q. Water Quality Management.

3. Regulated Materials, Equipment and Operations. The following activities are subject to environmental compliance:

a. Storage, use, and disposal of regulated materials.

b. Hazardous substance spills, accidents, and contingency planning.

c. Industrial processes, vehicle and equipment operations.

d. Environmental hazards, natural and man-made.

e. Construction, renovation, and demolition.

f. Drinking water, wastewater, storm water, groundwater, and receiving waters.

g. Natural, archaeological, and historical resources.

h. Waters of the U.S., including associated wetlands.

i. Airfield Operations to include but not limited to refueling, defueling, maintenance, logistics, and ground training operations as well as recreational activities.

4. MCAS Miramar Point of Contact. The Environmental Program Manager is the Assistant Environmental Management Officer (AEMO). The AEMO is located in Building 6022 and can be contacted at (858) 577-1134.

5. Program Management Responsibilities. The Commanding Officer MCAS Miramar has the ultimate responsibility for environmental compliance at MCAS Miramar. The focal point for the environmental compliance program is the Environmental Management Officer (EMO) who has been delegated responsibility under the Commanding Officer for environmental issues, compliance with environmental requirements, and interaction with outside agencies and the public. Specific responsibilities are:

a. Serve as MCAS Miramar's main POC for environmental issues, compliance with environmental requirements, and interaction with outside agencies and the public.

b. Lead the development, implementation, and maintenance of the Environmental Management System (EMS) along with organizing and chairing the Management Review Team. The EMS can be found online at http://www.miramar-ems.marines.mil/.

c. Plan and direct the MCAS Miramar Environmental Compliance and Protection Program.

d. Select and appoint program managers for applicable environmental compliance and protection areas.

e. Develop and promulgate the ECPSOP.

f. Plan, program, and budget for the resources and staff needed to implement environmental compliance and protection including payment of waste disposal and permit fees and corrective action, pollution prevention, natural and cultural resource conservation, and environmental improvement project funding.

g. Implement a monitoring and inspection program to maximize compliance with environmental requirements including permit conditions. Include Environmental Compliance Evaluation requirements and accomplishment of Plan of Action and Milestones for corrective action.

h. Organize and establish the installation Environmental Impact Review Board.

i. Implement the Comprehensive Environmental Training and Education Program (CETEP) and oversee completion of personnel certification and training.

j. Implement an Environmental Compliance and Protection Awards and Recognition Program and submit nominations for the

Environmental Quality and Natural Resources Conservation Awards as appropriate.

k. Keep the Commanding Officer informed and coordinate applicable environmental matters with CMC (LF), counsel, and other appropriate federal, state, and local agencies. These matters include but are not limited to:

(1) Negotiation of permit limits.

(2) Payment of fees and fines.

(3) Notices of Violation.

(4) Compliance agreements and administrative orders.

(5) Positions and concerns relative to new or proposed regulations and requirements.

(6) Certification and acceptance of environmental permits.

(7) Any proposal or requirement with potential to affect the installation's mission.

(8) Host-tenant agreement roles and responsibilities.

(9) Regulatory issues or regulatory agency actions that may affect other military installations.

l. Oversee the submission of the Recurring Environmental Compliance and Protection Requirements contained in Appendix A-2 of this document.

6. Turnover Folder/Desktop Procedures. All staff billets of EMD shall maintain turnover folders. Reference (a) states that environmental staff billets may have a turnover folder or desktop procedure. Some billets may have both if the breadth of responsibilities makes a single document too voluminous. Proper use of desk-top procedures and turnover folders improves the overall efficiency of an organization. It also provides a backup for the civilian work force in the case of unforeseen events which suddenly and temporarily remove a long-term employee. Items necessary for including in both turnover folders and or desk top procedures can be found in reference (a). One item that should be included as well is budget spreadsheets for projects for each program manager within EMD.

CHAPTER 2: FUNDING ENVIRONMENTAL COMPLIANCE

1. Introduction. The Marine Corps uses STEP 2 to track environmental management and compliance funding needs and spending in accordance with reference (a). STEP 2 software provides the necessary link between project-specific information and the budget to effect planning, budgeting, and execution of environmental compliance projects.

2. General Requirements. Marine Corps installations and units submit STEP 2 documents to identify requirements and provide cost estimates for construction and implementation of equipment and programs to meet environmental compliance requirements. This SOP includes general procedures and specific desktop procedures for program management and unit personnel related to funding environmental compliance projects and programs.

3. Environmental Funding Sources and Restrictions. The following funding sources are available for meeting environmental management and compliance requirements:

a. Command Support Equipment (CSE) funds. CSE funds are HQMC controlled and are issued to procure specific items valued from $5,000 to $100,000. Examples include an oil filter crusher or a cardboard baler. CSE funds expire on 30 September each year.

b. Centrally Managed Environmental Program (CMEP) funds. CMEP funds are controlled by Code LFL at HQMC and are available for large, non-recurring environmental programs and projects. These funds are authorized for specific programs/projects. Changing the use requires LFL authorization. CMEP funds expire on 30 September each year and must be obligated by that date.

c. Operations and Maintenance, Marine Corps (O&MMC) funds. This annual appropriation provides the funds to finance the cost of Marine Corps operations and maintenance. It pays for all routine, recurring expenses such as labor, Temporary Assigned Duty (TAD), permits, hazardous waste disposal, routine testing, monitoring, supplies, etc. O&MMC funds expire on 30 September each year and must be obligated by that date.

d. Environmental Restoration, Navy (ER,N) funds. ER,N funds are used for response actions taken to address releases of hazardous substances and pollutants or contaminates pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). MCAS Miramar, EMD receives limited ER,N funding annually from Naval Facilities Engineering Command Southwest for

project oversight, travel, and training related to supporting the Environmental Restoration Program (ERP) at the station.

e. Military Construction (MILCON) funds. MILCON appropriations fund the costs of major construction projects. They are programmed well in advance of the actual year of issue and receive considerable attention from Congress. These funds may be used to construct an environmental facility, but the Environmental Management Department does not manage or program for MILCON projects.

f. Headquarters Authority Maintenance of Real Property (M2/R2).

(1) M2 Environmental Repair funds. These funds are issued for specific repair projects costing between $300,000 and $7,500,000. The funds are managed by HQMC and could be used for tasks such as the repair of underground storage tanks (USTs). These are annual funds that must be obligated by 30 September each year.

(2) R2 Environmental Construction funds. These funds are issued for specific construction projects costing between $100,000 and $750,000. They are controlled by HQMC and could be used for such projects as installing Storm Water Treatment Systems in MCAS Miramar. They are annual funds that must be obligated by 30 September each year.

g. Local Authority Maintenance of Real Property (M1/R1).

(1) M1 Environmental Repair funds. These funds are issued for specific repair projects costing less than $300,000. They are annual funds that must be obligated by 30 September each year.

(2) R1 Environmental Construction funds. These funds are issued for specific construction projects costing less than $100,000. Most are locally controlled by the Public Works Division and can be used for projects such as the construction of a vehicle spill containment slab. They are annual funds that must be obligated by 30 September each year.

4. Marine Corps Status Tool Environmental Program (STEP 2). The STEP 2 program is a web-based application managed by HQMC that is used to track both environmental compliance programs and the associated environmental funding. It supports all efforts to prevent, eliminate, or minimize air, water, and soil pollution; clean up of past contamination; comply with the National Environmental Policy Act; properly manage and dispose of hazardous

waste; and conserve natural and cultural resources. Environmental programs are divided into three pillars:

a. Compliance identifies all costs to comply with applicable federal, state, and local environmental laws, regulations, criteria, and standards.

b. Pollution Prevention tracks environmental projects that reduce the amount of hazardous material entering the environment prior to recycling, treatment, and disposal.

c. Conservation identifies activities required to comply with environmental stewardship conservation laws, regulations, criteria, and standards, and includes efforts to protect and preserve natural and cultural resources.

d. A project will not be funded until it is loaded into STEP 2. It is the only funding mechanism available within the environmental program. CMEP projects are typically funded after the first quarter of the fiscal year. Locally-managed projects should be identified as early as possible. Projects are prioritized for funding based on compliance requirements and risk for non-compliance if not funded.

5. MCAS Miramar Point of Contact. The STEP 2 POC is the EMD Financial Management Analyst. The Financial Management Analyst is located in Building 6022 and can be contacted at (858) 577-4778.

6. Sources of Additional Guidance. See Appendix B-1 of this document.

7. Funding Procedures. The Environmental Department Fund Administrator is responsible for assessing and compiling environmental compliance-related unit and MCAS Miramar program funds requirements, identifying applicable funding mechanisms, tracking funds expenditure, and forecasting future funding requirements. The Funds Administrator has the primary environmental compliance funds management responsibility for MCAS Miramar. The following desktop procedures cover specific responsibilities:

a. Identify and compile requirements. The Division Directors will compile a list of requirements and projects, which are then routed to the EMO for approval.

b. Program Planning. Recurring O&MMC Funds are programmed via the Program Objective Memoranda (POM) submission every even-numbered year by the program managers in EMD. The funding

requirements for projects are POM seven years in advance. Properly used, STEP 2 can be of great assistance in determining future recurring requirements. Each POM is handled differently and must be prepared according to the current instructions. STEP 2 should also be used to plan and load CMEP projects for out-year completion. Each project is loaded to STEP 2 with solid justification. Spending plans are required for annual funds. These detail planned expenditures have to be by month and Fund Administrator.

c. Environmental M2/R2 project procedures. M2/R2 projects are accomplished by the EMD. Those projects being funded as environmental M2/R2 must be loaded to STEP 2 by the program managers before any funding will be approved. This is an extra STEP 2 beyond normal M2/R2 approval procedures. Any changes to an M2/R2 project should be communicated to the HQMC Program Manager.

d. Funds tracking. Environmental funding expenditures are tracked via Standard Accounting Budgeting & Reporting System (SABRs), and they should be reconciled monthly by the Financial Management Analyst. Excess funding must be quickly identified and reprogrammed to other projects to ensure an orderly completion of the yearly environmental program. CMEP funds authorized for one project require Code LFL approval for reprogramming to another project.

CHAPTER 3: TENANT COMPLIANCE INSPECTIONS

1. Introduction. The Environmental Compliance Program is an internal inspection program used to assess MCAS Miramar's environmental posture and provide a tool to properly maintain regulatory compliance. The environmental office accomplishes this through identifying actions necessary to correct compliance deficiencies, track implementation of corrective actions and improve environmental programs with regulations and requirements.

2. General Requirements. All installation personnel including contractors and tenants have the responsibility to maintain a general awareness of all applicable environmental policies and goals. Permitted units/offices have the responsibility to comprehend and comply with all conditions of the designated permit(s) under which they operate. An environmental compliance inspection may include a regulatory agency inspection, an Inspector General Inspection, or a Station inspection. Some of the major program areas include:

a. Air Program Management.

b. Environmental Program Management.

c. Hazardous Waste Program Management.

d. Infectious Waste Program Management.

e. Storage Tank Program Management.

f. Recycling and Reutilization.

g. Water Quality Program Management (wastewater, storm water).

3. Pre-Inspection.

a. Organization In-brief. EMD will contact the organization Environmental Compliance Coordinator (ECC) and ask if the organization CO/Director desire in-briefs for each inspection. It is the responsibility of the ECC to ensure that these in-briefs are coordinated and conducted in a timely manner.

b. Checklist Distribution. No later than 31 December, the environmental office shall publish the inspection checklist to all permitted units/offices to be utilized in scheduled inspections. Organization ECCs may request for additional copies of environmental checklists prior to the inspection.

c. Inspection Coordination. Exact dates and revisions to the inspection schedule will be established between the organization ECC and the environmental compliance inspector.

4. Inspection Requirements.

a. During compliance inspections environmental personnel will be reviewing compliance with, but not limited to:

(1) Permit Conditions.

(2) MCAS Miramar, Environmental Policy Statement.

(3) Environmental Compliance and Protection Manual.

(4) MCAS Miramar, Hazardous Waste Management Plan.

(5) MCAS Miramar, Comprehensive Environmental Training and Education Plan.

(6) MCAS Miramar, Storm Water Pollution Prevention Plan.

(7) MCAS Miramar, Spill Prevention, Control and Countermeasure Plan.

(8) MCAS Miramar, Facility Response Plan.

(9) MCAS Miramar, UST/AST Management Plan.

(10) MCAS Miramar, Air Quality Management Plan.

Environmental checklists can be found online at the link below.

http://www.miramar-ems.marines.mil/About/Environmental-Management-System-EMS/Checking-and-Corrective-Action-EMS-Element-12-16/

b. During audits, environmental inspectors shall follow the conditions set forth in Enclosure (1) of MCO 5100.29B to ensure safety is maintained during the inspection.

5. Reporting Requirements.

a. After Action Report. After action reports are to be generated by the environmental office following each inspection. The after action will include unit/office name and POC for the inspection and list all findings/discrepancies noted during the inspection. After action reports shall be issued to the organization NLT 14 days after the date of the inspection.

b. Corrective Action Report. Corrective action reports shall state the actions taken to remedy all findings/discrepancies in question and include all supporting documentation (i.e. training certificates, photos, training documents, etc.). Corrective actions shall be returned to the environmental office NLT 30 days after the release of the after action report; drafted in accordance with the template provided in the unit's/office's after action report.

c. Signature Approval. In order to ensure the affirmation and acceptance of the compliance inspections, the Commanding Officer/Director of the unit/office is required to sign the inspection report. "By Direction" is acceptable, granted that authority be delegated to appropriate personnel.

d. Record Keeping. Records of the audit shall be maintained by the unit/office in the environmental binders for three years. Commands should review these records during the EMS review or as part of the Commanding General Inspection Program (CGIP).

6. MCAS Miramar Point of Contact. The primary MCAS Miramar Environmental Compliance Program POC is the Environmental Operations Officer and can be reached at (858) 577-1137.

7. Sources of Additional Guidance.

a. MCAS Miramar, Environmental Policy Statement.

b. MCO P5090.2, Environmental Compliance and Protection Manual.

8. Unit and Organizational Requirements at MCAS Miramar. Billet descriptions for the ECC and the Hazardous Waste Coordinator (HWC) can be found online at the link below.

http://www.miramar-ems.marines.mil/MCAS-Miramar-EMS-Home/Frequently-Asked-Questions-FAQs/

9. Program Management.

a. EMD has the responsibility under the Commanding Officer MCAS Miramar for implementing the compliance Program for MCAS Miramar. Specific responsibilities:

(1) Implement a monitoring and inspection program to maximize compliance with environmental requirements including permit conditions.

(2) Conduct periodic self-audits. Self-audits should address every permitted site and source, every process which generates a waste or can be considered a potential source, every Marine Corps command/unit and tenant, and every other activity potentially subject to an environmental requirement on an annual basis.

(3) Prepare and publish no later than 30 September of each year a self-assessment Environmental Compliance Evaluation (ECE) except on years HQMC provides an ECE.

(4) Document any noncompliance, conduct corrective training, and report deficiencies and corrective actions to the installation Commanding Officer.

(5) Prepare the agenda and potential corrective actions for compliance deficiencies to the installation Commanding Officer.

(6) Submit a record of completion of each year's environmental Audit Program in accordance with MCO 5040.6 requirements.

b. It is the responsibility of Unit/Office ECC to proactively maintain unit environmental program. Specific responsibilities:

(1) Implement a monitoring and inspection program to maximize compliance with environmental requirements including permit conditions.

(2) Conduct periodic self-audits. Self-audits should address every permitted site and source, every process which generates a waste or can be considered a potential source, every Marine Corps command/unit and tenant, and every other activity potentially subject to an environmental requirement on an annual basis.

(3) Document any noncompliance, conduct corrective training, and report deficiencies and corrective actions to organization Commanding Officer/Director.

(4) Prepare the agenda and potential corrective actions for compliance deficiencies to unit/office Commanding Officer/Director.

10. Inspection Schedule. No later than 31 December, the environmental office shall publish a preliminary inspections schedule to all permitted units/offices in order to alert units to

self-audits. The preliminary schedules will notify each organization of their intended inspection month. Inspection Schedules can be found online at the link below.

http://www.miramar-ems.marines.mil/About/Environmental-Management-System-EMS/Checking-and-Corrective-Action-EMS-Element-12-16/

CHAPTER 4 ENVIRONMENTAL COMPLIANCE EVALUATIONS

1. Introduction. The Environmental Oversight Program Environmental Compliance Evaluation (ECE) element is an external audit and a self-audit program used to assess MCAS Miramar's compliance with environmental regulations and requirements, identify actions necessary to correct compliance deficiencies, and track implementation of corrective actions and environmental program improvements.

2. General Requirements. The ECE is centered on Headquarters Marine Corps-sponsored benchmark ECEs conducted every three years. Installations and units implement a Plan of Action and Milestones (POA&M) to address ECE findings and complete an annual validation of the POA&M of the most recent benchmark ECE. The annual validation includes self-audits of each of the ECE subject areas. Other non-ECE evaluations include regulatory agency inspections, MCI West Commanding General Inspection Program and Inspector General Marine Corps (IGMC) evaluations. This SOP describes the ECE process and provides general procedures and specific desktop procedures for program management and for unit personnel to follow.

3. HQMC Benchmark ECE. The ECE is a HQMC-directed program to evaluate adherence of Marine Corps installations to environmental compliance and protection requirements and to provide information on those areas that require further attention to comply with applicable laws, regulations, permits, directives, and other requirements. ECE Program Areas include:

a. Air Programs.

b. Environmental Program Management.

c. Emergency Planning and Response.

d. Cultural Resources Management.

e. Hazardous Waste Management.

f. Infectious Waste Management.

g. Installation Restoration Program.

h. Natural Resources Program.

i. NEPA.

j. Noise Pollution Abatement.

k. Pesticide Management.

l. P2.

m. Safe Drinking Water.

n. Solid Waste Management.

o. Storage Tank Management.

p. Recycling and Reutilization.

q. Toxic Substance Control Act (TSCA) (lead, asbestos, PCB, etc.) Management.

r. Water Quality Management (wastewater, storm water).

s. Requests for release of ECE reports must be immediately reported to the installation commander's counsel and CMC (LF). Draft ECE reports are working documents and are not normally subject to release until finalized. Normally, final ECE reports will be completed within a 120-day period from the date of the out-brief.

4. Plan of Action and Milestones (POAM). The triennial Benchmark ECE is conducted using Web Compliance Assessment & Sustainment System (WEBCASS) software. WEBCASS is a Windows-based automated database that contains known federal requirements applicable to Marine Corps installations, specific state and local requirements unique to each installation, and requirements specified in reference (a). Corrective actions for the HQMC Benchmark ECE are documented in a POA&M. An annual validation of the Benchmark ECE POA&M is reported to CMC (LFL) to document progress on correction of compliance deficiencies. The EMD Financial Management Analyst will take the lead on completion of STEP 2 programming documentation to secure funding for corrective actions. EMD will track progress on corrective actions for the Benchmark ECE and prepare the annual validation.

5. Self-Audits.

a. Self-audits of each of the ECE subject areas are accomplished annually. The self-audit program incorporates all environmental reporting, permitting, and internal controls. Command inspectors utilize the Marine Corps Supplement checklist,

Federal - The Environmental Assessment and Management (TEAM) guides

checklist, the California Supplement checklist, and/or California Department of Toxic Substances Control (DTSC) checklist for evaluating compliance with environmental protection requirements. EMD will publish a schedule for the annual self-audits. Environmental compliance inspections by regulatory agencies or higher commands will take precedence over the EMD's self-audit schedule to avoid duplication. EMD will notify the ECC, HWC, or the appropriate leader as determined by the Environmental Operations Officer of the inspected organization prior to the scheduled inspection. In addition to annual ECE subject area inspections and technical assistance visits, the self-audit program includes the following periodic sampling events, inspections, and reporting:

(1) Emission Inventory Report (ECPSOP CH-05).

(2) Waste site daily, weekly, and quarterly inspections, 90 day facility weekly and quarterly inspections, and biennial hazardous waste generator report (ECPSOP CH-07).

(3) Annual Pollution Prevention Plan update and accomplishments to CMC (LFL) (ECPSOP CH-11).

(4) Solid Waste and Recycling P2ADS data annually to CMC (LF) (ECPSOP CH-12).

(5) UST/AST periodic inspections (ECPSOP CH-13).

(6) Drinking Water monthly sampling/inspections and annual backflow prevention inspections (ECPSOP CH-16).

(7) Storm water dry season observations, wet season sampling and observations, and Annual Report (ECPSOP CH-16)

b. The self-audit program verifies that permit and other types of requirements are identified, validated, tracked, and completed in a timely manner. The self-audit program supports the funding process and identifies opportunities for pollution prevention opportunities.

c. All inspection reports will be reviewed and approved by the Environmental Operations Officer or Assistant Environmental Management Officer prior to the release of the report and any out-brief conducted with the inspected organization.

(1) Only clear noncompliance with federal, state, or local environmental laws and regulations, and failure to maintain good management practices will be addressed in the self-audit report.

Possible or potential violations and opinions will not be addressed in self-audit reports, but will be addressed separately with appropriate recommendations to management.

(2) Management is responsible for corrective action. EMD staff will often take the lead in immediate corrective action for compliance requirements; however, the inspected organization will ensure corrective action is initiated and compliance maintained. The inspected organization will submit to EMD their written responses to reported noncompliance.

d. Self-audits are not normally released to outside agencies or individuals. Follow directions in reference (a) if release of self-audit is requested.

e. Environmental noncompliance noted in the draft report will be addressed by the inspected organization within 30 working days after receipt of the draft report. Evidence of corrective action will be forwarded to EMD through the organization's chain of command. EMD staff will then conduct a follow-up visit to verify implementation/completion of corrective actions between 30 days and 60 days after the draft report date.

f. Units may also request technical assistance visits as an informal means to achieve compliance. Technical assistance will not be formally reported. However, instances of gross or negligent regulatory noncompliance will be appropriately documented and corrective action will be monitored.

6. MCAS Miramar Point of Contact. The ECE POC is the EMS Coordinator located in Building 6022 and can be contacted at (858) 577-1306.

7. Sources of Additional Guidance.

a. Commanding Officer’s Environmental Policy Statement.

b. Chapter 4 of reference (a), Environmental Compliance Evaluations.

c. WEBCASS User's Manual.

8. Unit and Organizational Requirements at MCAS Miramar. To optimize compliance with environmental requirements and avoid negative ECE findings, MCAS Miramar personnel at the unit or office level must follow all applicable unit and organization procedures outlined in this ECPSOP, implement POA&M to address deficiencies, and complete annual self audits for each applicable environmental

compliance area. The following is a synopsis of the applicable requirements:

a. Prepare for ECE by following all ECPSOP Unit and Organization requirements that are applicable to your unit.

b. Implement POA&M applicable to your unit, and keep EMD apprised of progress.

c. Complete self-audits using applicable inspection checklists, the WEBCASS software, and attention to previous findings POA&M.

9. Program Management. EMD has the responsibility under the Commanding Officer MCAS Miramar for implementing the ECE Program for MCAS Miramar. EMD's responsibilities include developing and managing the environmental compliance monitoring and inspection program, tracking POA&M accomplishments, and each item listed in Section 4304 of reference (a). The following desktop procedures cover specific responsibilities:

a. Implement a monitoring and inspection program to maximize compliance with environmental requirements including permit conditions. Include ECE requirements and accomplishment of POA&M for corrective action.

b. Train MCAS Miramar personnel in environmental auditing procedures and conduct periodic self-audits. Self-audits should address every permitted site and source, every process which generates a waste or can be considered a potential source, every Marine Corps command/unit and tenant, and every other activity potentially subject to an environmental requirement on an annual basis.

c. Prepare and publish no later than 30 September of each year the Annual Environmental Self Audit Plan which is further explained in paragraph 10 below.

d. Document any noncompliance, conduct corrective training, and report deficiencies and corrective actions to the installation Commanding Officer.

e. Prepare the agenda and potential corrective actions for compliance deficiencies to the installation Commanding Officer.

f. Submit a record of completion of each year's environmental Self-Audit Program in accordance with MCO 5040.6 requirements.

g. Serve as installation POC for the HQMC ECE team, inform MCAS Miramar personnel of ECE schedules, oversee installation preparations for the ECE, and provide office space and communication facilities for the ECE team and any additional assistance requested.

h. Prepare Plan of Action and Milestones for corrective action for ECE findings and forward to HQMC (LF) upon Commanding Officer's approval. These should be documented in WEBCASS.

i. Complete Annual Validation of the Benchmark POA&M and submit copy to HQMC (LF) with Self-Audit completion report.

j. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for proposed corrective action implementation.

k. Develop and maintain turnover folder that includes information about policy, personnel, ECE status and schedule, and latest POA&M for most recent ECE.

10. ECE Self Audit Plan. The goal is to assess compliance by annually visiting every permitted site and source, every process which generates a waste or may be considered a potential source, every Marine Corps command/unit and tenant, and every other activity potentially subject to an environmental requirement. EMD staff/personnel will conduct the visits and aims to cover specific ECE media. These internal visits are planned every calendar year, starting in January and ending in September. The schedule is listed in Table 4-1.

Table 4-1: ECE Self Audit Plan Schedule

Dates	**Events**	**Participants**
January	Internal Planning	S-7 (EMD) Staff
February	Conduct Coordination Meeting and site visit. Media: AIR-ASB/HZW-HWG	S-7 Staff, Public Works Dept., 3rd MAW
March	Site visit. Media: NOI-GEN	S-7 Staff, CP&L
April	Site visit. Media: PES-GEN	S-7 Staff, Public Works Dept.
May	Site visit. Media: POT-GEN	S-7 Staff, Public Works Dept.
June	Site visit. Media: HZW-GEN, HZW-HWG	S-7 Staff, MCCS (MCX, AVI Museum, Gas Sta., Hobby Shop, Golf Course), VET, 3rd MAW
July	Site visit. Media: HZW-GEN, SOL-GEN	S-7 Staff, Medical, Dental
August	Site visit. Media: HZW-GEN, HZW-HWG	S-7 Staff, CLC-11, Recycle Center, H&HS Fuels, HAZMIN Center, 3rd MAW, VAL Line, H&HS ARD
September	Site visit. Media: HZW-GEN. HZW-HWG	S-7 Staff, , Fleet Readiness Center, NMCRC

CHAPTER 5: ENVIRONMENTAL TRAINING AND EDUCATION

1. Introduction. Effective training and education are necessary to ensure MCAS Miramar personnel are qualified to conduct their operations in an environmentally sensitive manner and that they meet specific training requirements promulgated in various laws and associated implementing regulations, policies, and directives. The Comprehensive Environmental Training and Education Program (CETEP), administered by the Environmental Management Department, mandate is to identify specific training and education requirements, assess the training needs of MCAS Miramar personnel, and schedule and track accomplishment of training requirements. The MCAS Miramar CETEP Plan (StaO 5090.3A) outlines the station's training and education plan as promulgated by MCO P5090.2 (series).

Chapter 6: Air Quality Management

1. Introduction. The Clean Air Act (CAA) and other laws written to protect the health and general welfare of the public establish air quality standards and implement programs that are applicable to personnel and activities at MCAS Miramar. MCAS Miramar military and civilian personnel, including visitors and contractors will comply with all procedures and requirements of this SOP. This SOP provides the following information that will help tenant organizations and individuals what is necessary to comply with air quality laws, regulations, and policies.

2. General Requirements. All tenant organizations shall notify EMD of any new equipment, any equipment modifications or changes to operation of equipment (e.g. increased usage), and any removal replacement of existing equipment.

All operators shall comply with permit conditions as specified in Section 6 of this chapter.

Vehicles are subject to mobile source requirements and government owned vehicles (GOV) are managed under the program directed by the Southwest Region Fleet Transportation (SWRFT). Stationary sources are subject to compliance with San Diego County Air Pollution Control District (SDAPCD) and other regulatory entity rules and regulations. Toxic Release Inventory reporting is completed by the EPCRA Manager.

3. Regulated Materials, Equipment and Operations.

a. Equipment or operations at MCAS Miramar that are subject to regulation under the CAA can be found in the MCAS Miramar Air Quality Management Plan.

a. The following eight emissions listed in 40 CFR 61.1 are regulated as Hazardous Air Pollutants (HAP) under Section 112 of the CAA:

Asbestos	Coke Oven Emissions	Radionuclides
Benzene	Inorganic Arsenic	Vinyl Chloride
Beryllium	Mercury	

b. The following emissions are also regulated and listed in 40 CFR 61.1:

Acrylonitrile	Hexachlorocyclopentadiene

1,3-Butadiene	Manganese
Cadmium	Methyl Chloroform
Carbon Tetrachloride	Methylene Chloride
Chlorinated Benzenes	Nickel
Chlorofluorocarbon-113	Perchloroethylene
Chloroform	Phenol
Chloroprene	Polycyclic Organic Matter
Chromium	Toluene
Copper	Trichloroethylene
Epichlorohydrin	Vinylidene Chloride
Ethylene Dichloride	Zinc and Zinc Oxide
Ethylene Oxide	

c. Criteria pollutants are also subject to emissions restrictions. As internal combustion engines produce some of the criteria pollutants, any equipment powered by an engine equal to or greater than 50 brake horsepower is subject to permit requirements. The following are criteria pollutants:

Sulfur Dioxide (SO_2)	Fine Particulate Matter ($PM_{2.5}$)
Nitrogen Dioxide (NO_2)	Carbon Monoxide (CO
Ozone (O_3)	Lead
Respirable Particulate (PM_{10})	

d. Generally, any operation involving motors, Volatile Organic Compounds (VOCs), or use of potential emissions of any of the above listed substances, if not specifically exempted by SDAPCD, is subject to permit requirements. Though some equipment is specifically exempted, it is still regulated by SDAPCD and SDAPCD rules and procedures must be followed. Table 6-1 shows the types of permitted equipment that are used at MCAS Miramar.

Table 6-1: Types of Regulated Equipment

Abrasive Blast Equipment
Air Pollution Control Systems
Boilers
Degreasers
Gasoline Dispensing Facilities
Emergency Generators
Paint Spray Booths, Areas and Equipment

4. Permitting Requirements.

a. Military installations are intrinsically different from traditional industrial facilities which are the focus of most environmental regulations. For example, an industrial facility does not house employees at the facility and, therefore, does not have to account for emissions generated by on-base housing and associated amenities. Military installations also encompass a large number of quasi-separate industrial entities. In light of the complexities involved with aggregating and categorizing emissions for major source determinations at military installations, the EPA released a guidance memorandum on 2 August 1996, entitled
"Major Source Determinations for Military Installations under the Air Toxics, New Source Review, and Title V Operating Permit Programs of the Clean Air Act." The EPA allows for the military installations to be divided into multiple stationary sources, based on their Standard Industrial Classification (SIC) code or “function” to avoid being considered as a single source subject to Title V permitting requirements. It also allows for division of the installation according to “common control” by different military services within the DoD. Examples of facilities in the western United States that have been divided into separate stationary sources include:

(1) MCAS Yuma.

(2) Marine Corps Base Camp Pendleton.

(3) Naval Air Station North Island.

(4) Naval Station San Diego.

(5) Elmendorf Air Force Base.

(6) Naval Air Weapons Station China Lake.

(7) Vandenberg Air Force Base.

b. MCAS Miramar and SDAPCD have agreed to follow the guidelines in the EPA memorandum for the purpose of New Source Review (NSR) and Title V permitting. As such, MCAS Miramar is divided into eight stationary sources (i.e., functional groups) based on function of the group. The functional groups are as follows (including SDCAPCD facility identification number):

(1) MCAS Miramar (4824A) and (4824G).

(2) USN NAVCONBRIG Miramar (4824B).

(3) MCAS Miramar – PWC San Diego (4824C).

(4) MCAS Miramar-3rd Marine Air Wing (3rd MAW) (4824D).

(5) MCAS Miramar Marine Corps Community Services (MCCS) (4824E).

(6) Federal Aviation Administration (FAA) Miramar (4824F).

(7) Commander Navy Region Southwest (4824H).

5. Specific Permit Conditions for Equipment Operation. Operating permits, in addition to authorizing use of specific equipment or operations involving a specific material or process, may specify operation within certain parameters. Operating logs, tests or inspections are required to certify operation within permitted emissions limits. Permit conditions are provided in each permit to operate (PTO) or registration.

6. Unit and Organizational Requirements at MCAS Miramar. MCAS Miramar personnel at the unit or office level must operate equipment and conduct all operations in accordance with policy and procedures contained in reference (a), this ECPSOP, specific permit conditions, and rules and procedures promulgated by the SDAPCD. The following is a synopsis of the applicable requirements. Specific air emissions permits pertaining to unit equipment and information sources presented in reference (a) and this Air Quality Management SOP provide the information necessary for compliance with air quality regulations. The MCAS Miramar AQPM at (858) 577-6050 will provide clarification of requirements upon request.

a. Operate equipment in accordance with permit conditions.

b. Complete operating logs, tests, or inspections as required by permit.

c. Complete daily usage log for all regulated equipment, even if not specifically required by permit, and provide to EPCRA Program Manager for the annual TRI Report and to ACPM for annual Criteria Emissions Inventory Report.

d. Prepare and submit use reports, or emissions calculations as required by the AQPM.

d. Immediately shut down or repair equipment that is

malfunctioning, exceeding permit emissions, or not operating within permit restrictions. Document problem and duration and submit report to AQPM.

f. Immediately shut down or repair exempt equipment that is malfunctioning, such as emitting abnormal smoke or fumes. Document problem and duration and submit report to AQPM.

g. Submit plans for any modification to permitted equipment or any potentially regulated equipment or process as described in this SOP to the AQPM for evaluation of regulatory requirements and preparation of STEP 2, CREF documentation, and air permit applications prior to purchase or modification.

h. Return vehicles to SWRFT when required for completion of state and local motor vehicle inspection/maintenance requirements.

i. Do not make any modifications to vehicles that may affect smog controls.

j. Avoid excessive idling, turn off motors when expedient.

k. Return vehicles to SWRFT whenever fuel leaks or excessive exhaust emissions are noted.

l. Do not operate vehicles off paved surfaces without prior approval unless required for emergency response or part of specific duty assignment, such as grounds maintenance or utility access for facility maintenance personnel.

7. Program Management. The AQPM has the responsibility under the Commanding Officer MCAS Miramar for implementing the Air Quality Management Program for MCAS Miramar. The AQPM has primary responsibility for stationary source compliance and oversight responsibility for mobile source compliance including each item listed in Section 6302 of reference (a). The following procedures cover specific responsibilities:

a. Maintain air permit database identifying permit status, equipment exemptions, and permit conditions.

b. Submit permit renewals and application fees in accordance with renewal schedule and track renewal application status to preclude unnecessary equipment shutdown.

c. Train MCAS Miramar personnel on air compliance responsibilities and specific equipment permit conditions as applicable.

d. Implement monitoring and inspection program to maximize compliance with permit conditions. Document any noncompliance, conduct corrective training, and report deficiencies and corrective actions to the SDAPCD, if required.

e. Collect and maintain copies of all equipment logs and test results required by specific permits and forward copies to SDAPCD if required.

f. Provide initial review of air permit applicability for proposed equipment or process changes.

g. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for proposed equipment or process changes.

h. Prepare and submit Client Request and Evaluation Form (CREF) to SWDIV to initiate procurement of funded equipment or process changes.

i. Conduct annual emissions survey, complete California Air Toxics Hot Spots Assessment and Information Act facility updates as required, and report results and potential reductions as required.

j. Document emissions reductions and apply for Emissions Reduction Credits (ERC) if applicable.

k. Assist MCAS Miramar unit personnel in preparing permit applications or exemption requests and submit applications or exemption requests to SDAPCD. Keep units apprised of permit application status.

l. Maintain building radon testing results database and schedule additional test as required.

m. Monitor compliance with ozone-depleting substances (ODS) procurement and emission reduction policies and procedures including ODS system leak check testing and reporting.

n. Assist the EPCRA Program Manager in completion of annual TRI Form R Report.

o. Develop and maintain turnover folder that includes information about policy, personnel, status of permits, and latest POA&M for all air compliance-related deficiency corrective actions.

p. Review project specification and scope of work to ensure compliance with air quality rules and regulations.

8. Tactical Support Equipment (TSE). The use of tactical support equipment onboard MCAS Miramar shall be consistent with the California Code of Regulations (CCR) 17 Section 93116.2 definition of "Tactical Support Equipment" which means equipment using portable engine, including turbines, that meets military specifications, owned by the U.S. Department of Defense and/or the U.S. military services or its allies, and used in combat, combat support, combat service support, tactical or relief operations, or training for such operations. Examples include, but are not limited to, engines associated with portable generators, aircrafts start carts, heaters and lighting carts.

9. Anti-idling Policy. Operators of garrison mobile equipment (GME), to include cargo and passenger vehicles, material handling equipment, and earthmoving or construction equipment, operating onboard MCAS Miramar shall not idle internal combustion engines, regardless of fuel type, for longer than five consecutive minutes. Idling means operating the engine in a piece of GME while stationary.

a. This anti-idling policy does not apply to:

(1) Tactical vehicles and tactical support equipment (TSE).

(2) Emergency vehicles performing their intended purpose.

(3) Buses, which may idle up to 10 minutes prior to boarding passengers and while passengers are onboard.

(4) Vehicles stopped in traffic, at a traffic control device, or at the direction of a peace officer.

(5) Idling performed during testing, servicing, repairing, or diagnostic evaluations.

(6) Idling performed to ensure vehicles and equipment are in a safe operating condition.

(7) Idling performed to ensure the safety of the operator.

(8) Idling performed to accomplish secondary functions, such as concrete agitation, load hoisting, power take-off, fuel pump operation, or other necessary equipment functions.

10. MCAS Miramar Point of Contact. The MCAS Miramar Air Quality POC is the EMD Air Quality Program Manager (AQPM). The program manager is located in Building 6022 aboard MCAS Miramar and can be contacted at (858) 577-6050. The program manager is the Commanding

Officer's representative for the air compliance program and is the primary official for implementing the stationary source requirements discussed in Section 6302 of reference (a). SWRFT implements the program to meet mobile source compliance program requirements of reference (a) (Section 6302 items 11 and 13).

11. Source of Additional Guidance. Marine Corps policy and responsibilities for compliance with air quality and emissions requirements are provided in Chapter 6 of reference (a). The guidance includes a synopsis of federal laws and an explanation of responsibilities and requirements for compliance. The primary implementation of air quality specifications onboard MCAS Miramar as mandated by Chapter 6 of reference (a) are contained in the latest version of the Air Quality Management Plan (AQMP) maintained by the AQPM.

a. Marine Corps policy on air emissions/releases reporting requirements under the Toxic Release Inventory provisions of the Emergency Planning and Community Right-to-Know Act (EPCRA) is provided in Chapter 7 of reference (a).

b. For the San Diego County air basin, the air quality implementing agency is the San Diego County Air Pollution Control District (SDAPCD) located at 10124 Old Grove Road, San Diego, CA 92131. The SDAPCD may be contacted at (858) 586-2600. Contact the Air Quality Program Manager or the Assistant Environmental Management Officer at (858) 577-1134 prior to contacting the SDAPCD.

c. Implementing regulations for provisions of the air quality laws are found in Title 40 Code of Federal Regulations (CFR) Sections 50-99 and Title 17 California Code of Regulations (CCR) Sections 90000-95000. Primary air quality requirements for compliance with federal and state laws and regulations are promulgated by the SDAPCD.

CHAPTER 7: EMERGENCY PLANNING AND RESPONSE

1. Introduction. Laws promulgated to protect human health and the environment include specific requirements for installations using oil and hazardous substances to develop procedures to prevent releases and to prepare written emergency procedures to minimize and mitigate the environmental impact from uncontrolled releases of hazardous substances. EPCRA adds the additional requirement to provide comprehensive information to the public about the presence of hazardous materials and potential hazards associated with hazardous chemical releases.

2. General Requirements. Emergency planning and response information and procedures are contained in the Spill Contingency Plan which is Section Two Emergency Response Action Plan, of MCAS Miramar Facility Response Plan (FRP).

a. Section 2 of the FRP provides general procedures and specific desktop procedures for program management and unit personnel including:

3. Emergency Planning. Because of the extremely hazardous nature of many substances used at MCAS Miramar, only Fire and Emergency Services Division Chief (Incident Commander) and EMD shall have the authority to implement the full resources spill response actions in the FRP, if so needed.

a. Shop personnel shall be instructed in their responsibilities and in the immediate actions to take in case of spills. They shall also be trained in the use of the protective gear and the equipment required to clean operational-type spills of substances with which they work continuously. Unsupervised personnel shall never undertake the investigation of any oil and/or hazardous substance spill or suspected spill.

b. Each shop will develop shop-specific spill response plans and site-specific facility diagrams and materials inventories.

4. Emergency Response. The following is a brief summary of key emergency response activities that are required in case of a spill, release of oil, or a hazardous substance. Detailed information is included in the FRP and Spill Prevention Control & Countermeasures (SPCC) Plan. Consult Appendices C-1 and C-2 at the end of this Chapter for the Spill Discoverer’s Flowchart and Spill Notification Form.

a. General emergency response procedures for personnel include:

(1) Keep calm.

(2) Notify the supervisor or Officer of the Day.

(3) Clear area and sound alarm.

(4) Notify fire department or other emergency response officials (911).

(5) Stop the source (preferably performed by appropriately trained personnel)

(6) Report the incident.

b. More specific emergency actions to be conducted by the emergency coordinator and designated personnel include:

(1) First Response.

(2) Activate alarm, as appropriate.

(3) Identify the source and extent.

(4) Assess the hazards.

(5) Notification.

c. If the release could threaten public health or the environment, personnel from the Environmental Management Department shall report the incident to the appropriate agencies, as required. See Section 5 of this chapter for notification details. The following information should be collected for each release:

(1) Names, address, and telephone numbers of the person(s) making the report.

(2) Location, time and type of incident.

(3) Name and quantity of material.

(4) Injuries.

(5) Potential hazards to public health and environment.

d. Mitigation:

(1) During the emergency, stop facility operation, as appropriate.

(2) Stop the source, if not already stopped.

(3) Monitor the area to make sure other hazards, such as fire, do not occur.

e. Post-Emergency Actions:

(1) Manage the released material and materials used during the response and remediation activities.

(2) Isolate the area until clean-up/remediation is complete.

(3) Notify the appropriate authorities and submit necessary reports.

(4) Waste disposal.

5. Notification and Reports. In the event of an oil or HS release MCAS Miramar personnel will notify the Public Safety Department Emergency Dispatch at 911, Miramar Fire Department at 911 and the Head, Environmental Division EMO at (858) 577-1108. Additional emergency contact information can be found in the Facility Response Plan. The Environmental Division (EMD) will then complete any required higher headquarters and external agency notifications, per the installation FRP. The following agencies must be notified of releases of HS that have potential human health, safety, or environmental impact:

Agency	Phone Number
National Response Center (NRC)	1-800-424-8802
California Office of Emergency Services Hazardous Materials Section 3650 Schriever Ave. Mather, CA 95655	1-800-852-7550

(Fuel, oil, or HS release that has potential to impact surface water or groundwater)

San Diego County Department of Environmental Health (DEH) Hazardous Incident Response Team (HIRT)	(858)505-6657

City of San Diego Fire-Rescue Department HAZMAT Response Team
Station 44
Attn: Hazardous Materials Captain (858)636-4885

San Diego Air Pollution Control District (858)586-2600
10124 Old Grove Dr.
San Diego, CA 92123
(Criteria pollutant or HS release to air)

Cal-EPA, Department of Toxic Substances Control (714)484-5456
245 W. Broadway, Suite 425
Long Beach, CA 90802-4444
(Fuel, oil, or HS release that has potential to impact human health or the environment)

HQMC (duty hours) (703)696-2138/0865 DSN 94-225-2138/0865
(After duty hours)(703) 696-7366 DSN 94-225-7366
(Fuel, oil, or HS release reported to any federal, state, or local agency)

MCI WEST Office of Inspection and Compliance DSN 365-9771
MCI WEST Duty Officer (after hours) 760-725-5617/18

MCAS Miramar Command Duty Officer 577-1222/1141

6. MCAS Miramar Point of Contact. The emergency planning and response POC is the MCAS Miramar Fire Department. The spill evaluation and reporting POC is the EMD and they can be contacted at (858) 577-1108.

7. Sources of Additional Guidance. Chapter 7 of reference (a) Emergency Planning and Response.

a. Hazardous material business plan.

b. Title 29 CFR Sections 38, 119, and 120 - emergency action plans and training.

c. Title 40 CFR Section 68.9 - response to release of chemicals under the CAA Title 40 Code of Federal Regulations (CFR) Sections 150-190 - preparation of risk management plans.

d. Title 40 CFR Section 112.7 - SPCC Plan guidance.

e. Title 40 CFR Section 112.20 - Facility Response Plan guidance.

8. Unit and Organizational Requirements at MCAS Miramar. To preclude or minimize personal injury and environmental damage, and implement effective response to oil and hazardous substance incidents, MCAS Miramar personnel at the unit or office level must follow procedures in the emergency response portion of Chapter 2 of the FRP. The MCAS Miramar Fire Dept. (911) and EMD (858) 577-1108 will provide clarification of requirements upon request. In addition to the response requirements listed above, the following is a synopsis of the applicable requirements for all units that store, use, or otherwise manage POLs or other hazardous substances:

a. Handle and store hazardous materials and hazardous wastes in accordance with the Hazardous Waste Management Plan and SPCC Plan.

b. Provide appropriate training to personnel at all levels of exposure:

(1) Chemical awareness training to all personnel.

(2) Identify individuals with duties involving hazardous material and hazardous wastes and secure applicable initial and recurring training.

(3) Designate individuals for spill response and secure applicable initial and recurring training.

c. Prepare and update as required site-specific spill contingency plans and current hazardous substance inventories.

d. Provide appropriate storage for hazardous materials and wastes and limit access to the materials for trained and qualified personnel.

e. Procure and place spill response equipment, supplies, and personal protective equipment in vicinity of potential material spills in appropriate protective storage.

f. Upon discovery of a hazardous substance release, immediately notify personnel that may be exposed to hazardous chemicals, complete evacuation if necessary, and follow procedures in applicable checklist in Section II and IV of the unit’s Hazardous Material Business Plan.

g. Do not expose yourself to hazardous chemicals in an attempt stop further release of materials or begin recovery and cleanup unless properly trained and wearing appropriate personal protective equipment.

9. Program Management.

a. The Fire Department has the responsibility under the Commanding Officer MCAS Miramar for implementing emergency response at MCAS Miramar. The Fire Department responsibilities include planning, and the equipping and training of the MCAS emergency response organization and response forces. EMD assists the Commanding Officer to comply with requirements of Section 7301 of reference (a). The following procedures cover specific responsibilities:

(1) Prepare, update as necessary, and promulgate MCAS Miramar emergency response plan(s).

(2) Provide guidance for preparation of site-specific contingency plans, assist units/offices in preparation of site-specific plans, and check site-specific plans for currency and completeness.

(3) Secure and monitor completion of required training for emergency response personnel.

(4) Train MCAS Miramar personnel on installation-specific emergency response procedures and responsibilities.

(5) Plan and conduct emergency response drills and implement corrective action or additional training as necessary.

(6) Serve as emergency coordinator or assist emergency coordinator and incident commander as required during emergency response actions/drills.

(7) Prepare mutual aid agreements with local agencies as required and coordinate response and communications between internal and external agencies.

(8) Develop and maintain turnover folder that includes information about policy, personnel, status of plans, and latest POA&M for all emergency planning and emergency response-related deficiency corrective actions.

b. Environmental Management Department (EMD). EMD has primary responsibility for spill evaluation and reporting and assists the Fire Department in planning MCAS Miramar emergency response procedures. EMD has responsibility for compliance with spill evaluation and reporting requirements of Section 7301 of reference (a). The following procedures cover specific responsibilities:

(1) For oil and/or hazardous substance releases complete all notifications and reports required by federal, state, and local agencies and Marine Corps chain-of-command.

(2) Prepare and submit STEP documentation and update STEP as applicable for proposed response equipment or facility upgrades.

(3) Develop and maintain turnover folder that includes information about policy, personnel, status of plans, and latest POA&M for all emergency spill reporting and site restoration-related deficiency corrective actions.

CHAPTER 8: HAZARDOUS WASTE MANAGEMENT

1. Introduction. The Resource Conservation and Recovery Act (RCRA) and other laws written to protect human health and the environment establish procedures for the handling, storage, and disposal of hazardous wastes. The hazardous waste laws include detailed tracking and documentation requirements to minimize human exposure to hazardous waste constituents, illegal disposal, and potential environmental damage. MCAS Miramar personnel will comply with all procedures and requirements of this SOP. This SOP provides the following information that will help you understand what you must do to comply with hazardous waste laws, regulations, and policies.

2. General Requirements. The Hazardous Waste Management Plan (HWMP) provides the hazardous waste management requirements and procedures applicable to all personnel at MCAS Miramar who generate, handle, or store hazardous materials or hazardous wastes.

3. Regulated Materials. RCRA governs any discarded material that is not specifically excluded from regulation as a hazardous waste if it is listed in Subpart D of Title 40 of CFR or is ignitable, corrosive, reactive, or toxic. California Code of Regulations (CCR) Title 22 expands the definition of wastes that are subject to California hazardous waste laws. Some of the major categories of waste generated at MCAS Miramar subject to RCRA include:

a. Petroleum, Oil, Lubricants.

(1) Diesel fuel.

(2) Lubricating oils.

(3) Hydraulic oils.

(4) Other petroleum products.

(5) Non-halogenated solvents.

b. Paint Wastes.

c. Batteries.

d. Adhesives.

e. Corrosives, both Acids and Bases.

f. Reactive Wastes.

g. Hazardous waste, for the purposes of this SOP, shall include any regulated waste product that cannot be legally disposed of in the trash or down the drain. Unused or partially used hazardous materials are not hazardous wastes until the HazMin Ctr and/or the Defense Reutilization and Marketing Office (DRMO) cannot accept the material for reissue or resale.

4. Waste Accumulation. MCAS Miramar activities with processes and practices that regularly generate hazardous wastes shall have designated waste accumulation site(s) after Waste Management Division approval. Activities that generate hazardous wastes irregularly or in quantities not warranting a waste accumulation site shall make arrangements with the Waste Management Division to establish a Satellite Accumulation Area to ensure wastes are properly managed and disposed of.

5. Waste Protocol Sheets. The HWMP contains Waste Protocol Sheets that provide waste management guidance for the waste streams most commonly generated aboard MCAS Miramar. Guidance includes the definition and parameters of the waste stream, container and label requirements, accumulation time limits, and disposal instructions. Activities generating waste(s) that do not have a Waste Protocol Sheet shall contact the Waste Management Division for management guidance and disposal instructions.

6. MCAS Miramar Point of Contact. The Waste Management POC is the EMD Waste Management Division located in Building 6022 and can be contacted at (858) 577-1087.

7. Sources of Additional Guidance.

a. Hazardous Waste Management Plan, StaO 5090.5.

b. Chapter 9 of reference (a), Hazardous Waste Management.

c. Title 40 CFR Sections 260-265, Hazardous Waste Management.

d. Title 22 CCR Sections 66260-66273, Hazardous Waste Management.

e. California Health and Safety Code.

8. Unit and Organizational Requirements at MCAS Miramar. To optimize compliance with hazardous waste storage and handling requirements and avoid regulatory violations, MCAS Miramar personnel at the unit or office level must follow procedures in the HWMP. The MCAS Miramar Waste Management Division at (858) 577-1087

will provide clarification of requirements upon request. The following is a synopsis of the applicable requirements.

a. Identify individuals with duties involving hazardous material and hazardous wastes and secure applicable initial and recurring training.

b. Review and update as required the unit Hazardous Materials Business Plan and submit updates to the Waste Management Division.

c. Provide appropriate storage for hazardous materials and wastes and limit access to the materials to trained and qualified personnel.

d. Handle and store hazardous wastes in accordance with the HWMP.

e. Select appropriate containers for wastes, keep containers secured except when necessary to add or remove waste. Place wastes in secondary containment apart from incompatible wastes.

f. Properly label and mark all hazardous waste containers with appropriate waste description and accumulation start date. Annotate the first line on the accumulation start date (ASD) with the date (day, 3-letter month identifier, year) the container first accumulated waste.

g. Designate individuals for spill response and ensure applicable initial and recurring training is held.

h. Procure and place spill response equipment, supplies, and personal protective equipment in vicinity of potential spills in appropriate protective storage.

i. Do not keep wastes beyond the allowed accumulation time per the waste stream’s Waste Protocol Sheet.

j. Dispose of wastes per the Waste Protocol Sheet when each waste container becomes full, or approaches the accumulation time limit.

k. Completely empty containers previously containing hazardous materials or hazardous wastes, reuse containers for compatible materials or wastes and re-label as necessary, or dispose of containers/liners through proper recycling or disposal procedures. Containers previously containing hazardous material held for reuse must be marked with the date it was emptied and must be processed

for disposal or scrap reclamation within one year if not reused. (22 CCR 66261.7)

9. Program Management. The Waste Management Division has the responsibility for implementing the Hazardous Waste Program for MCAS Miramar. The Waste Management Division has primary responsibility for compliance with hazardous waste regulations and oversight of hazardous waste funding, training, and tracking requirements, including responsibilities listed in Section 9301 of reference (a). The following procedures cover specific responsibilities:

a. Program and budget for personnel, equipment, materials, training, and monitoring to comply with hazardous waste management requirements.

b. Prepare, update as necessary, and promulgate MCAS Miramar HWMP. (reference (a) Section 9104b).

c. Ensure and monitor completion of required training for Environmental Protection Specialists.

d. Work with CETEP Coordinator to develop training programs and train Hazardous Waste Coordinators and alternates.

e. Prepare, update as necessary, and promulgate Waste Protocol Sheets.

f. Provide hazardous waste technical assistance to assigned units and offices.

g. Develop hazardous waste compliance inspection program, monitor accomplishment of required inspections, and audit each waste accumulation site semi-annually.

h. Maintain and update as necessary the Commander's designation of personnel authorized to sign hazardous waste manifests.

i. Maintain and update as necessary hazardous waste profiles and provide guidance for their use to accurately characterize wastes for disposal.

j. Prepare and submit the annual P2ADS HW report to NFESC prior to 16 March.

k. Track hazardous waste disposal, maintain operating record including copies of manifests, HW profiles, Land Disposal

Restrictions (LDRs), and analytical results. Prepare and submit the biennial report prior to March 1 of each even-numbered year. (22 CCR 2262.71-75)

l. Establish requirements for designation of waste accumulation sites and Consolidated Emergency Response/Contingency Plans as required.

m. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for hazardous waste handling equipment and facility upgrades.

CHAPTER 9: INSTALLATION RESTORATION PROGRAM

1. Introduction. The Comprehensive Environmental Response Compensation and Liability Act (CERCLA), the Superfund Amendments and Reauthorization Act (SARA), and other laws written to protect human health and the environment establish procedures for investigating and remediating past waste disposal sites. The Installation Restoration Program (IRP) addresses the investigation and remediation of past waste disposal sites on military bases and ancillary areas. MCAS Miramar personnel will comply with all procedures and requirements of this SOP. This SOP provides the following information that will help you understand what you must do to comply with laws, regulations, and policies covered by the IRP.

2. General Requirements. The Department of Navy is the lead agency and has the responsibility of investigating all Installation Restoration Sites on MCAS Miramar, characterizing the type and extent of contamination, and designing and implementing mitigation and site restoration. Primary direction of the IRP is the responsibility of the Remedial Project Manager (RPM) at the Naval Facilities Engineering Command Southwest (NAVFACSW), Central Integrated Product Team (IPT.) The NAVFACSW RPM is responsible for the management of the IRP in coordination with the IRP Manager from MCAS Miramar's Environmental Management Department, Engineering Division. The NAVFACSW RPM provides management of the IRP at MCAS Miramar to include overall project programing, budgeting, scheduling, and contract execution. The IRP Manager ensures the executed activities do not adversely affect the mission of MCAS Miramar; that the health and welfare of the people who work and live on or near the installation is not adversely impacted; and the IRP Manager also ensures that the public in neighboring communities are informed of planned restoration activities and have an opportunity to review and comment on planned work. The IRP Manager keeps the Commanding Officer of MCAS Miramar fully informed on planned restoration activities that may have the potential to result in adverse effects on the station.

a. Personnel at MCAS Miramar must avoid activities that would impact IRP site investigations or interfere with installation and operation of remedial action systems.

b. MCAS Miramar personnel also must report any observed discharges of oil, hazardous substances, or new discoveries of evidence of past disposal to the IRP Manager.

c. IR Site conditions must be considered prior to land use planning, development, or operations, especially in reference to MILCON.

3. Installation Restoration Program Sites. This section presents a brief description of the IRP sites at MCAS Miramar. Nineteen IRP sites were identified and a brief summary was composed from information provided by various reports. Table 9-1 list all site numbers, location, brief summary and status.

4. MCAS Miramar Point of Contact. The IRP POC is the EMD, Engineering Division Installation Restoration Engineer Manager. The program manager is located in Building 6022 and can be contacted at (858) 577-6702.

5. Sources of Additional Guidance.

a. Chapter 10 of reference (a), Installation Restoration Program.

b. EPA Catalog of Superfund Program Publications.

c. EPA CERCLA Compliance with Other Laws Manual.

d. EPA Community Relations in Superfund: A Handbook.

e. EPA Guidance for Conducting Remedial Investigations/ Feasibility Studies under CERCLA.

f. EPA Guidance on Administrative Records for selection of CERCLA Response Actions.

g. EPA The RPM Primer. An Introductory Guide to the Role and Responsibilities of the Superfund Remedial Project Manager.

h. EPA Superfund Removal Procedures.

i. Department of the Navy Environmental Restoration Program Manual.

j. Community Relation Plan for MCAS Miramar Installation Restoration Program.

k. Site Management Plan for MCAS Miramar Installation Restoration Program.

6. Unit and Organizational Requirements at MCAS Miramar. MCAS Miramar personnel at the unit or office level have no direct

responsibilities related to the IRP. However, anyone noticing unusual activity at a known IRP site should take the following actions:

a. Control access to IRP sites in vicinity of unit/office.

b. Report any unauthorized activity in vicinity of IRP sites to the IRP Manager.

c. Report any stoppage, leakage, or other malfunction of IRP remediation equipment or devices to EMD at (858) 577-6702 or to the Base Duty Officer after duty hours at (858) 577-1141.

7. Program Management. The Environmental Engineering Division IRP Manager has the responsibility under the Commanding Officer MCAS Miramar for the IRP for MCAS Miramar. The IRP Manager responsibilities include oversight/coordination of environmental restoration investigations and implementation of remedial actions. Additional responsibilities are listed in Chapter 10 of reference (a). The IRP Manager should also serve as the base POC to assist NAVFACSW Engineers in accomplishing items listed in Chapter 10 of reference (a). The following procedures cover specific responsibilities of IRP manager:

a. Provide necessary review and comment on IR actions plans and reports to the RPM.

b. Provide IR coordination and logistical support for IR projects at the installation.

c. Provide information as required to the CMC (LF) for IRP salaries, support, travel, and training costs.

d. Prepare and implement a public involvement program, including a Community Relationship Plan (CRP), for Environmental Restoration (ER) Program sites.

e. Notify appropriate commands of any EPA or state notice of potentially responsible party PRP action and support PRP response.

f. Assist Public Affairs Officer to facilitate public participation to meet requirements of CERCLA including preparation of Community Involvement Plan and IRP program factsheets.

g. In conjunction with the RPM, review the proposed remedy and ensure the Station CO is sufficiently briefed in order to obtain his concurrence and signature on required decision documents for response actions on station IRP sites.

h. Ensure the appropriate information is placed in the information repository.

i. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for environmental projects or programs.

j. Review project specification and scope of work to ensure compliance with IR requirements.

k. Develop and maintain turnover folder that includes information about policy, personnel, status of plans, and latest POA&M for all IRP-related deficiency corrective actions.

Table 9-1: MCAS Miramar IRP SITES

Site	Location	Site Summary	Status
1	Fuel Farm Operation Area	The Fuel Farm Operation area includes seven sites which were used for waste disposal between 1940 to 1975. Possible waste disposed include: petroleum, oils, lubricants (POL), tank bottom sludge, chlorinated solvents, non chlorinated solvents, paint thinners, and possibly small amounts of PCBs.	Open
2	Rose Canyon	Between the early 1940 and the mid-1960s, most industrial waste materials that reached the main station storm sewer system were discharged to Rose Canyon. Possible waste includes: oils, grease, hydraulic fluids, aircraft and motor transport fuels, and solvents.	Open
3	Fish Pond	The Fish Pond received untreated runoff between 1952 and 1976 from air station runways, aircraft parking aprons, and aircraft fueling stations. The untreated runoff contained: jet fuels, leaded aviation gasoline, and waste water from aircraft washing operations.	Closed
4	Fire Fighter Drill Fields	The Drill Fields were used for training fire fighters in the suppression of fuel and oil fires. Between 1958 to 1981 waste material, primarily pure AvGas or MoGas was poured directly onto the ground then ignited.	Closed
5	San Clemente Canyon Disposal Area	A portion of San Clemente Canyon was used as the main refuse disposal area between 1940 and 1974. Possible hazardous waste disposed at the site include: waste paint, pesticides, oil/water separator pumping, solvents, spent lead acid batteries, and aircraft remnants.	Open
6	North Miramar Landfill	North Miramar Landfill received drummed liquid waste from NAS Miramar Corrosion Control Center between 1972 and 1983. Possible waste disposed at the site included: paint, paint thinner, paint stripper, non-chlorinated solvents, and corrosive waste.	Closed Long Term Monitoring
7	South Miramar Landfill	South Miramar Landfill may have received industrial waste from several San Diego locations between 1959 and 1972. Waste could have included: paints, oils, and strong acids.	Closed Long Term Monitoring
8	Old Camp Elliott Impact Areas Plant	Old Camp Elliott Heating Plant was built in the 1940's and operated until 1960. Asbestos insulation that coated the plant's eight boiler tanks and ancillary piping had deteriorated and fallen to the floor creating an asbestos dust hazard.	Closed
9	Old Camp Elliott Impact Area (UXO)	During World War II the Marine Corps conducted regular live ammunition tank, anti-tank, and artillery exercises at Camp Elliott. The sites are now being cleaned up under the Munitions Response Program.	Transferred

10	Sycamore Canyon Atlas Missile Facility	Atlas Missile Facility was established in 1955 as a high security missile testing area. The facility became inactive in the late 1960's. Around 1980 vandals drained the transformer coolant containing PCB's onto the concrete pads and the surrounding grounds.	Open
11	Red Barn Drainage Ditch	A natural drainage ditch at the intersection of Miramar Way and Nomad Road received contamination when an oil/ water separator malfunctioned. The oil/water separator was associated with the Auto Maintenance Facility, the Truck Maintenance Facility, and Pesticide Mixing and Storage Facility.	Closed
12	NEX/Gas/Service Station Drainage Ditch	A natural drainage ditch southwest of the Navy Exchange Main Gas Station received contamination from the runoff of an oil/water separator. The oil/water separator was located at the Auto Hobby Shop.	Closed
13	AIMD Jet Engine Test Cells Ditch /	A natural drainage ditch at building received contamination from runoff of an oil/water separator associated with the test cells.	Closed
14	Hangar No. 6 Ditch	A natural drainage ditch south of Hangar 6 was contaminated from the runoff of an oil/water separator. The oil/water separator was associated with fuel spills that occurred at and around Hangar 6.	Closed
15	Supply Drum Storage Area	The site is located adjacent to the Navy Exchange warehouse. Prior to 1992, this site was used as the hazardous waste storage area. Soil contamination resulted from spills associated with storage of waste fuels.	Closed
16	Boiler Plant Mercury Spill	The site is located at building 7212 near the intersection of Mitscher Way and Silva Road. Soil contamination resulted from broken mercury manometers during UST and piping removal.	Open
17	Photo Imaging Lab	Building 8380 was constructed in 1959 and has been used for photo imaging laboratory. Leaking sumps beneath the building contaminated soil with photo processing chemicals.	Closed
18	NEX Underground Storage Tank (UST)	During the removal of USTs at NEX Main Gas Station a release was discovered during the removal of four USTs in 1996. The USTs leaked gasoline and contaminated soil and groundwater.	Open
19	Former Gun Club	The site is located south of the runway in San Clemente Canyon and on the mesa where a San Diego Shotgun Sports Association leased land for a shot gun range. Lead shot has been observed in both portions of the site along with undocumented fill in western portion of the site.	Open

TABLE 9-1

CHAPTER 10: HISTORIC AND ARCHEOLOGICAL RESOURCES PROTECTION

1. Introduction. Various laws mandate specific protective actions and prohibit other activities that may affect historic and archaeological resources (also collectively referred to as "Cultural Resources"). The National Historic Preservation Act, the Archaeological Resources Protection Act, and other laws protect historic, cultural, and American Indian and other archaeological sites. MCAS Miramar personnel, tenants, and contractors will comply with all procedures and requirements of this SOP as further explained and referenced on the Cultural Resources Program Page of the MCAS Miramar EMS website www.miramarems.com.

Note: Management and operation of the Flying Leatherneck Museum is managed by MCAS Miramar S-3 as an official U.S. Marine Corps Aircraft Museum with significant support provided by the Flying Leatherneck Historical Foundation.

2. General Requirements.

a. Responsibilities.

(1) Each individual has a general responsibility to protect historic and archaeological resources so that they remain available for all to enjoy. All personnel at MCAS Miramar must avoid activities that would impact historic or archeological sites and resources. Any discovery of additional evidence of Indian or early settler occupation must be immediately protected and reported to the Director, Natural Resources Division (NRD). Any proposed modification/alteration of existing structures should be reviewed by the Director, NRD during NEPA reviews from the Public Works Department.

(2) The Department of Defense (DoD) has the responsibility of protecting historic and archaeological resources on military installations.

(3) EMD has the responsibility under the Commanding Officer for protecting MCAS Miramar's historic and archaeological resources also known as cultural resources. EMD oversees compliance with associated laws, regulations, and policies regarding these resources.

(4) The Director of the NRD responsibilities include advising the command regarding compliance, maintaining and implementing the ICRMP for the historic and archaeological

resources protection, submitting required reports, and informing the chain of command regarding responsibilities listed in Section 8301 of reference (a).

b. Integrated Cultural Resources Management Plan (ICRMP). The EMD Natural Resources Division (NRD) has conducted studies of MCAS Miramar to identify cultural resources on Station that require protection. From these studies, an Integrated Cultural Resources Management Plan (ICRMP) has been prepared for MCAS Miramar.

(1) The ICRPM describes applicable cultural resource protection and agency consultation requirements, the historic and archaeological resources on Station, the history of MCAS Miramar, and management actions planned to support preservation responsibilities and the military readiness mission of the Station.

(2) The ICRMP and a map of areas surveyed for archaeological resources can be viewed from the Cultural Resources Program page of the Miramar EMS website.

(3) The Miramar EMD will review the ICRMP annually and update as mission or environmental changes warrant. In addition, the ICRMP will be revised and approved by appropriate command levels at least every 5 years, as funding permits.

3. Historic and Archeological Resources Protection. Federal and state laws protect historic and archaeological resources. Although no structures at MCAS Miramar have been identified as having historical significance at this time, any proposal for building alterations must still be submitted to EMD for review in accordance with the NEPA process described in Chapter 12.

Archaeological resources identified to date at MCAS Miramar are archaeological evidence from pre-historic and historic times and a small historic cemetery. These sites are protected. Access to archaeological sites is restricted and must be approved by the Director, NRD, EMD. Any discovery of additional evidence of Indian or early settler occupation must be immediately protected and reported to the Director, NRD.

a. Section 106 of the National Historic Preservation Act requires consultation with the State Historic Preservation Office, Indian Tribes, and other potentially interested parties prior to a federal agency undertaking a proposed action that could adversely affect cultural resources. The purpose of this process is to identify and preserve archaeological and historical resources that are of such a local, regional, or national significance that they are eligible for the National Register of Historic Places.

Cultural resources surveys are often required to support this consultation process. This process must be completed for all activities on MCAS Miramar that are of a type or nature that could adversely affect a cultural resource. This process is usually completed concurrently with other environmental review processes outlined in this ECPSOP.

b. The Archaeological Resources Protection Act (ARPA) prohibits an individual from removing or damaging archaeological sites on federal property without a federal permit. All tenants and project proponents will need to contact EMD to obtain federal permits prior to any work being done around an archaeological resource. Workers who are conducting work in a certain area must stop work if they come upon an archaeological resource and EMD must be notified before work proceeds. This prohibition applies to all activities except official government actions being conducted to identify, evaluate, or study archaeological sites. Contractors doing such surveys for the government do not need ARPA permits as well.

4. MCAS Miramar Point of Contact. The Historic and Archaeological Resources POC is the Director, NRD, EMD. This billet is designated as the Station Cultural Resource Manager. This POC is located in Building 6022 and can be contacted at (858) 577-1125.

5. Sources of Additional Guidance. Relevant information cited, referenced, and discussed for this program, including those listed below, can be found on the Cultural Resources Program page of the MCAS Miramar EMS website at www.miramarems.com.

a. Chapter 8 of reference (a), Historic and Archaeological Resources Protection.

b. MCAS Miramar ICRMP.

c. National Historic Preservation Act implementing regulations.

6. Unit and Organizational Requirements at MCAS Miramar. Personnel operating aboard MCAS Miramar at the unit or office level have a responsibility to protect historic and archaeological resources by observing the following restrictions and reporting violations to the Director, NRD, EMD or higher level in the chain of command:

a. Units conducting military training shall comply with the MCAS Miramar Training Regulations.

b. Submit plans for any facility or grounds alterations to the EMD for review and approval.

c. Use historic buildings, whenever practical, instead of new acquisition, construction or leasing to satisfy mission requirements.

d. Ensure that timelines allow for National Historic Preservation Act, Section 106 Consultation requirements to be completed prior to enacting an undertaking that may affect a historic property or site.

e. Ensure that any commitments made by the Section 106, National Historic Preservation Act consultations are included and funded as a part of the undertaking (project, real estate agreement, etc.).

f. Report vandalism or apparent looting of archaeological sites and thefts of artifacts to the Director, NRD and the Military Police.

g. Report and protect discovery of evidence of Indian or early settler occupation to the Director, NRD.

CHAPTER 11: NATURAL RESOURCES MANAGEMENT

1. Introduction. Various laws mandate specific protective actions and prohibit other activities that may affect natural resources.

a. The Endangered Species Act (ESA) prohibits activities that impact threatened and endangered species and requires federal agencies to consult with the U.S. Fish and Wildlife Service (USFWS) on proposed actions that "may affect" such species. There are ten threatened or endangered species which inhabit MCAS Miramar.

b. The Conservation Programs on Military Installations (Sikes Act) and the Sikes Act Improvement Amendments of 1998 require each military installation to manage natural resources for multipurpose uses, with a goal of no net loss to military readiness, and to facilitate appropriate public access to those resources, subject to installation safety and security requirements.

c. Other laws and policies require specific actions to evaluate the environmental impact of proposed actions, conserve soil and water resources, control invasive species, compliance with state fish and game regulations, and protect wetlands and other natural resources. One law that must be looked at in particular when dealing with natural resources management is the Clean Water Act to especially include Sections 401, 402, and 404.

d. MCAS Miramar personnel, tenants, and contractors will comply with all procedures and requirements of this SOP as further explained and referenced on the Natural Resource Program page of the MCAS Miramar EMS website. The following information will help you understand what you must do to comply with laws, regulations, and policies regarding Natural Resources Conservation on MCAS Miramar.

2. General Requirements. Each individual has a general responsibility to protect and conserve natural resources so that they remain available for all to enjoy. The DoD has the responsibility of conserving natural resources on military installations. The EMD, NRD conducts surveys and studies of MCAS Miramar to identify important natural resources on Station that require conservation and management attention.

a. An Integrated Natural Resources Management Plan (INRMP) has been prepared in coordination with the USFWS and California Department of Fish and Wildlife that provides information on the natural resources of MCAS Miramar and management programs to protect and conserve these resources. The INRMP contains important

information for persons involved with land use and project planning, and its implementation is critical to supporting military readiness from further restriction, such as formal designation of Critical Habitat under the ESA. EMD has the responsibility under the Commanding Officer for protecting MCAS Miramar's natural resources and for overseeing compliance with associated laws, regulations, and policies.

b. The Director, NRD, EMD responsibilities include advising the command regarding compliance, maintaining and implementing the INRMP, submitting required reports, and informing the chain of command regarding responsibilities listed in Section 11302 of reference (a). All personnel at MCAS Miramar must avoid activities that would damage or degrade natural resources.

3. Natural Resources Conservation and Protection. All requests for environmental approval submitted to EMD in accordance with the NEPA process described in Chapter 11 are reviewed for impacts to natural resources. During this process, a determination is made regarding the applicability of ESA, Clean Water Act (CWA), and other natural resource conservation and protection requirements. The NRD encourages early staff-to-staff coordination and provides advance planning information regarding potential impacts to natural resources and related requirements.

a. The ESA and CWA permitting processes can take about five months or more from formal initiation and often involve seasonal restrictions on activities. Principle focus areas of the natural resource management program at MCAS Miramar are:

(1) Endangered and Threatened Species Protection and Associated Habitat.

(2) Soil and Vegetation Conservation.

(3) Wetland and Riparian (stream/floodplain) Protection.

b. There are ten threatened and endangered species living on MCAS Miramar. Six of these species (4 plants; 2 fairy shrimp) occur in vernal pool habitat. Two typically occur in riparian or stream/floodplain areas (1 plant; 1 bird), and two in upland shrublands (1 plant; 1 bird). The Natural Resources Program page of the MCAS Miramar EMS website provides information about each of the threatened and endangered species on MCAS Miramar, a Sensitive Resources Map showing the locations and distribution of these species, and information about the requirements of the ESA. The MCAS Miramar INRMP also provides information about these species,

the conservation approach used, and planned management actions on Station. The link for this information can be found below. http://www.miramarems.marines.mil/Divisions/NaturalResourcesDivision/NaturalResources.aspx

c. Soil and vegetation conservation is critical to maintaining the capacity of Station lands to support the military mission and conservation of natural resources. The soils on MCAS Miramar are extremely erodible. Removal of vegetative cover and off-road vehicle operation, particularly when the soil is wet or moist, contribute most significantly to erosion damage. Re-establishment of native vegetative cover following disturbance and control of invasive plants is imperative to long-term soil stability and ecosystem health.

d. Protection of wetlands and riparian (stream/floodplain) areas requires special attention in that these areas provide important resources and movement corridors for wildlife, unique plant assemblages, and are largely regulated by the permitting requirements of CWA. Many unlined drainage ditches on Station are also subject to CWA permitting requirements. These areas are also the most subject to flooding during rainfall periods and federal policy strongly discourages facility development or maintenance in floodplain areas. Vernal pools are unique seasonal wetlands on flatter topography that can support multiple endangered species. The Natural Resources Program page of the MCAS Miramar EMS website provides information about the distribution of these areas on Station (Sensitive Resources Map), CWA permitting, and other applicable policy.

e. Other rare or protected species, such as migratory birds and species of regional special concern occur on MCAS Miramar. Other animals, such as mice or rattlesnakes may transmit diseases or pose direct physical threats. While observing natural wildlife on Station is common, precautions need to be used for personal safety and so that wildlife is not harmed.

f. The Natural Resources Program page of the MCAS Miramar EMS website provides a natural resources awareness slide show/brief, a vernal pool seasonal change slide show, plant and animal species lists, and other information related to natural resource conservation and protection.

4. MCAS Miramar Point of Contact. The Natural Resources POC is the Director, NRD, EMD. This billet is designated as the Station Natural Resource Manager. This POC is located in Building 6022 and can be contacted at (858) 577-1125. Additional POC’s for the

Station: Botanist at (858) 577-6426, and Wildlife Biologist at (858) 577-6498.

5. Source of Additional Guidance. Relevant information cited, referenced, and discussed for this program, including those listed below can be found on the Natural Resources Program page of the MCAS Miramar EMS website as follows:

http://www.miramarems.marines.mil/Divisions/NaturalResourcesDivision/NaturalResources.aspx

a. Chapter 11 of MCO P5090.2, Natural Resources Management.

b. MCAS Miramar INRMP.

(1) Endangered Species Act (ESA)and implementing regulations.

(2) Clean Water Act and implementing regulations.

6. Unit and Organizational Requirements at MCAS Miramar. Persons operating aboard MCAS Miramar have a responsibility to protect and conserve natural resources by observing the following restrictions and reporting violations to the Director, NRD, EMD or higher level in the Station chain of command:

a. Reference the EMD Sensitive Resources Map prior to conducting activities outside of developed areas of the Station. A copy of the Sensitive Resources Map is posted on the Natural Resources Program page of the MCAS Miramar EMS website.

b. Units conducting military training shall comply with the MCAS Miramar Training Regulations.

c. Do not dig, alter, fill or contaminate wetlands or stream channels without EMD approval and applicable CWA permits.

d. Restrict vehicular traffic to maintained roadways (dirt or paved) and fuel breaks in East Miramar. Avoid driving off of improved road surfaces, particularly during periods when the ground is wet or saturated.

e. Submit plans for any facility or grounds alterations to EMD for review and approval.

f. Ensure proper planning so that all necessary ESA consultations and CWA permits are completed prior to undertaking an action that may affect threatened and/or endangered species,

wetlands, or other waterways (including ephemeral and intermittent stream channels). These processes can take five months or longer from formal initiation to completion.

g. Ensure that any commitments made by the Section 7, ESA consultations and/or CWA permits are included and funded as a part of any applicable proposed actions (projects, maintenance, real estate agreement, etc).

h. Incorporate the use of regionally native plants into landscaping plans to reduce maintenance and watering requirements and prohibit use of invasive plant species. Incorporate removal of invasive species with project plans, where feasible.

i. Do not harm or damage native species of plants or wildlife. Harassment of threatened, endangered, or harm to other wildlife is prohibited except when presenting an imminent danger to the safety of personnel.

j. Contact the Public Works Trouble Desk at (858) 577-1609 for assistance with removal of rattlesnakes, pests, and injured wildlife.

k. Coordinate with the Station Wildlife Biologist regarding bird nesting problems and methods to discourage or exclude nesting in problematic areas. Focused harassment and or relocation of birds in problem areas may be authorized by the Station Wildlife Biologist.

l. A SOP for Dead and Injured Large Wildlife is posted on the Natural Resources Program page of the MCAS Miramar EMS website.

m. Do not dispose of green waste or surplus soil in undeveloped lands of the station.

n. Report vandalism or habitat destruction to the Director, NRD.

Chapter 12: National Environmental Policy Act (NEPA) Compliance

1. Introduction. This SOP provides specific installation guidance related to NEPA and responsibilities for the consideration of environmental consequences of actions, activities, exercises, and projects conducted aboard MCAS Miramar. Any action meeting the NEPA threshold must be documented in accordance with the procedures established within the MCAS Miramar NEPA Procedures and NEPA Planning Process, unless the action is exempt from NEPA documentation per MCO P5090.2A Chapter 12 current version.

2. General Requirements. The National Environmental Policy Act (NEPA) is the basic national charter for the protection of the environment and requires federal decision-makers, at all levels, to consider the environmental consequences of a proposed action in the decision-making process before deciding to take an action. Furthermore, NEPA requires decision-makers to involve the public in the decision making process. Chapter 12 of MCO P5090.2A, Station Orders 5090.1 and 5090.2 establish specific policies, procedures and requirements to be followed in order to comply with NEPA.

3. NEPA Responsibilities. Chapter 12, of MCO P5090.2A current version identifies responsibilities under NEPA for: action sponsors; staff sections; commanders stationed or operating aboard MCAS Miramar; Environmental Impact Review Board (EIRB); resident and non-resident federal agencies, and non-federal agencies, organizations and individuals operating aboard MCAS Miramar for complying with the NEPA planning and documentation process.

4. Timeframes and Milestones. Typically, the time required for completion of the NEPA process and documentation (including supporting resource surveys and studies) ranges from several weeks for Categorical Exclusions to several years for Environmental Impact Statements. Environmental Assessments can take from several months to two years, depending on their complexity. The early initiation of the NEPA process will allow action sponsors to adequately plan for the effort required or identify alternatives which may require a lesser level of review and documentation.

5. NEPA Documentation. There are three levels of NEPA documentation. For actions that have minimal environmental impacts, a Categorical Exclusion found in Reference (d) can be used and is documented in a Decision Memorandum. For actions that meet the NEPA threshold and are not categorically excluded, or uncertainty exists as to the significance of the action’s impact,

an Environmental Assessment (EA) can be used. An EA is documented by a Finding of No Significant Impact (FONSI). Major federal actions significantly affecting the quality of the human environment require an Environmental Impact Statement (EIS) which is documented by a Record of Decision (ROD). The command/staff section that is proposing to conduct an action (referred to as action sponsor) has primary responsibility for ensuring proper timely development and staffing of environmental documentation. The Environmental Management Department (EMD) provides the action sponsor with assistance in complying with NEPA.

a. Process Initiation. The requirements of Chapter 12 of MCO P5090.2A apply to all actions which may have an impact on the human environment (i.e., those which may result in a change to the physical environment; social and economic impacts alone are not sufficient to trigger NEPA). Any action meeting the NEPA threshold must be documented in accordance with the procedures established in Station Order 5090.2, unless the action is exempt from NEPA documentation. Informal consultation with EMD is highly encouraged in the beginning of project conception to best identify the NEPA requirements that must be addressed in the proposed project.

b. Any command/staff section planning to conduct an action, activity or project shall complete MCAS Miramar NEPA Review Request Form. The form can be found in Appendix C-1, to assist in determining the level and detail of NEPA required. The Station staff with cognizance over the proposed action (lead department) will review the proposed project for compliance with other station regulations and policies (e.g. construction projects are reviewed by S-4, I & L Department, training activities are reviewed by the S-3, Operations Department). The NEPA request form, Appendix C-1 is available in an electronic format from the EMD Environmental Planner and shall be completed with an emphasis on providing:

(1) A clear, concise, and detailed description of the proposed action, the need and purposes (objectives) for the action, and its expected results.

(2) A brief description of alternatives considered, including the reasons for eliminating them from further consideration.

(3) A description of the likely results of canceling the proposal (e.g., “no action” alternative) and not meeting the need for action.

(4) A brief description of potential adverse impacts that might result from engaging in the proposed action or any of the alternative actions considered.

(5) Identification of any controversial aspects of the project, including a list of the supporters and likely opponents of the proposed action and alternatives.

(6) A list of the names of persons and organizations familiar with the proposal.

(7) A description of any associated support or facility requirements that would be necessary to accomplish the proposed action and any other connected actions, similar actions, or cumulative impact.

(8) A description of federal or non-federal entities with specific expertise that should be considered for designation as cooperating agencies.

c. After obtaining the lead department approval, a preliminary review will be conducted by MCAS Miramar EMD staff to assist the action sponsor in determining the level of NEPA required.

d. The command that is proposing to conduct an action (referred to as action sponsor) has primary responsibility for the development, funding and staffing of environmental documentation for proposed actions to be conducted aboard MCAS Miramar, coordinating preparation and action with EMD and the appropriate lead department.

e. The action sponsor funds and coordinates all proposed mitigation with the EMD staff, prior to finalizing any commitment of resources.

f. Project/Action Review.

(1) The proposed project and completed MCAS Miramar NEPA Review Request Form are routed first to the station staff section with staff cognizance over the action (lead department) for staff review and concurrence (i.e., construction projects should be reviewed by Public Works, training activities should be reviewed by S-3, etc.). The lead department reviews the proposed action described in the form for compliance with other station regulations and policies. This review should also ensure that the proposed action does not conflict with other actions or activities planned or ongoing.

(2) After obtaining the lead department's approval on the MCAS Miramar NEPA Review Request Form, the formal request memo is forwarded to EMD via submittal to the NEPA PAMS enterprise program. EMD will conduct a preliminary review to facilitate early resolution of potential environmental issues related to the proposed action including:

(a) Check for completeness, discuss details and alternatives of the action, and identify avoidance measures which may allow the action to be categorically excluded. Categorically excluded actions are actions determined to not have a significant effect individually or cumulatively on the human environment under normal circumstances and for which neither an EA nor EIS is required. Chapter 12 of reference (a) provides a list of categorically excluded actions.

(b) Identify agency consultation or permit requirements.

(c) Identify potential cooperating agencies.

(d) Determine appropriate level of documentation. There are some actions that HQMC has identified as requiring a specific level of NEPA documentation (EA or EIS). These are normally large construction projects, actions which significantly impact the quality of the human environment, actions that may adversely affect a federal threatened or endangered species, actions that would affect historic or cultural sites eligible for listing in the National Register of Historic Places, or actions that may have controversial environmental effects. Actions requiring an EA or EIS are identified in reference (a) Chapter 12.

(e) Determine if unusual public concern/interest is anticipated and determine if more than normal/additional public participation may be warranted.

(f) Identify additional information and/or studies required.

(g) Assist action sponsor to identify a contracting method for preparation of EA or EIS, if required.

(3) The action sponsor contracts/arranges for the development of EAs and EISs. EMD will assist with the development of the scope of work and review of draft documents. EMD will manage the development and serve as the point of contact for EAs and EISs contracted out or prepared by an external organization for the action sponsor.

6. MCAS Miramar Point of Contact. The NEPA support POC is the Director of Environmental Planning, located in Building 6022, (858) 577-6115.

7. Unit Requirements at MCAS Miramar. Personnel operating aboard MCAS Miramar at the unit or office level have a responsibility to follow NEPA procedures and responsibilities for the consideration of environmental consequences of actions, activities, exercises, and projects conducted aboard MCAS Miramar.

Chapter 13: Pollution Prevention (P2)

1. Introduction. The Pollution Prevention Act (PPA), EPCRA, the California Hazardous Waste Source Reduction and Management Review Act (Senate Bill 14), and reference (a) mandate that facilities that use hazardous materials implement programs to reduce the use, release to the environment, and disposal of hazardous material constituents. MCAS Miramar personnel will endeavor to minimize the purchase of materials to actual quantity needed with adequate reserve and will comply with all procedures and requirements of this SOP. This SOP provides the following information that will help you understand what you must do to comply with pollution prevention laws, regulations, and policies.

2. General Requirement. All units and offices at MCAS Miramar have the responsibility to help the installation reach federal and state pollution prevention goals by minimizing the use and disposal of hazardous materials wherever possible. MCAS Miramar must prepare annual updates to its Pollution Prevention Plan and report pollution prevention accomplishments annually to CMC (LFL). The installation must also comply with California pollution prevention planning and reporting requirements. Plans and reports for each four-year period must be submitted to the California Department of Toxic Substances Control (DTSC). Units/offices must minimize the purchase and use of hazardous materials to the minimum amount necessary to accomplish the mission; use care in storing, handling, and using materials to minimize spills and product contamination, properly dispose of materials, and conscientiously implement pollution prevention projects.

3. Pollution Prevention Opportunities.

a. The PPA establishes the following environmental management hierarchy:

(1) Source Reduction.

(2) Recycling.

(3) Treatment.

(4) Disposal.

b. Units/offices should review their purchase and uses of hazardous materials to look for ways to reduce the quantity used and seek alternative processes that reduce the volume or toxicity of component materials or use materials that are recyclable. Units

shall contact the Waste Management Department for treatment options to reduce volume or toxicity and properly manage and dispose of wastes.

c. Table 13-2 lists the current pollution prevention projects now in place at MCAS Miramar and provides types of pollution prevention opportunities that may be applicable to other units/offices. Units/offices should report all pollution prevention ideas to the Environmental Management Department for potential inclusion in the installation Pollution Prevention Program. Table 13-3 also lists waste streams source reduction efforts reported to DTSC.

4. Toxic Release Inventory. Section 313 of EPCRA sets requirements for reporting the release of hazardous substances to the environment. The installation must report in a Toxic Release Inventory (TRI) Form R the quantity of each listed toxic chemical (TC) released each year by July 1. Currently the only chemicals used at MCAS Miramar in a volume above minimum reporting quantities are lead, ethyl benzene, and naphthalene. Table 13-1 lists sources of material quantity information used to determine TRI reporting requirements at MCAS Miramar.

TOXIC RELEASE INVENTORY SOURCE INFORMATION

Organization	**Data Provided**
MAG	Helicopter Lube Oil
MAG	Aircraft Cleaner
MALS	Paint Remover
MALS	Refrigerant Freon
MWSS	Latex Paint
MAG	Solvent Usage
MALS	Paint Usage
MALS	Sealing Compound
MAG	Paint Usage
MWSS	Grease Usage
MAG	Antifreeze Usage
EMD	Waste Manifests and Profiles

Table 13-1

5. MCAS Miramar Point of Contact. The P2 POC is the EMD Waste Management Division (WMD). The office is located in Building 6022 and can be contacted at (858) 577-1087.

6. Sources of Additional Guidance

a. Chapter 15 of MCO P5090.2A. P2.

b. MCAS Miramar, HWMP.

c. MCAS Miramar, P2 Plan.

d. MCAS Miramar , Storm Water Pollution Prevention Plan (SWPPP).

e. California Department of Toxic Substances Control Guidance Manual for Complying with the Hazardous Waste Source Reduction and Management Review Act of 1989.

7. Unit and Organizational Requirements at MCAS Miramar. MCAS Miramar personnel at the unit or office level should identify pollution prevention opportunities to EMD for consideration for implementation to conserve resources and minimize disposal costs and potential environmental impact from hazardous material use. EMD will provide assistance on pollution prevention opportunity evaluation and clarification of requirements upon request. The following is a synopsis of applicable requirements:

a. Implement approved pollution prevention projects and report accomplishments to EMD.

b. Complete general awareness pollution prevention training.

c. Minimize purchase of hazardous materials and closely control and track materials and wastes.

d. Seek out pollution prevention opportunities and submit ideas to EMD for evaluation and implementation.

e. Keep operating records and submit TC updates to WMD.

8. Program Management. EMD has the responsibility under the Commanding Officer MCAS Miramar for implementing the Pollution Prevention Program for MCAS Miramar. The Environmental Management Department has primary responsibility for identification and evaluation of pollution prevention opportunities and meeting Marine Corps and State of California planning and reporting requirements, including each item listed in Section 15305 of reference (a).

Table 13-2 depicts the various Pollution Prevention programs aboard the installation. Table 13-3 depicts the various waste streams on the installation. The following procedures cover specific responsibilities:

a. Monitor implementation of approved pollution prevention projects.

b. Develop and implement general awareness Pollution Prevention Training Program.

c. Monitor hazardous materials purchases and track materials usage and waste disposal.

d. Evaluate pollution prevention opportunities and assist units in obtaining funding and implementing feasible projects.

e. Submit annual TRI Form R reports.

f. Prepare Pollution Prevention Plan updates and report pollution prevention accomplishments annually to CMC (LFL).

g. Incorporate waste minimization into the Hazardous Waste Management Plan.

h. Provide copy of Pollution Prevention Plan updates and reports to California DTSC in accordance with Senate Bill 14 (Source Reduction) quadrennial submittal deadlines.

i. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for pollution prevention projects.

j. Develop and maintain turnover folder that includes information about policy, personnel, status of pollution prevention projects and documents, for all pollution prevention program related deficiency corrective actions.

Pollution Prevention Projects

Project	Status
Implementation of the HazMinCtr	Active
POL Recycling	Active
Shop Towel Program (HazMinCtr)	Active
Shelf-life Training	Active
Antifreeze Recycling	Active
Paint Can Recycling	Active
Cleaning and Degreasing	Active
Qualified Recycling Program	Active
Office Paper Reduction	Active
Reuse Office Items	Active
Rechargeable Battery Recycling	Active
Pneumatic Tire Retread Program	Active
Install Low-flow Toilets and Showerheads	Active
HVLP Paint Guns	Active
Train Personnel in Storm Water Pollution Prevention	Active
Lead-acid Battery Recycling	Active
Clean Out Oil/Water Separators on a Regular Basis	Active

Table 13-2

California Source Reduction Waste Streams

Waste Stream	Source Reduction Measure	Waste Stream	Source Reduction Measure
Anti-freeze	Recycling	Safety Kleen	Aqueous Solution
Dry Sweep	Employee Education	Industrial Wastewater	Process Modification
Contaminated Oil	Employee Education	Blast Media	Recycling
Rags	Recycling	Batteries	Recycling
Empty Paint Containers	Recycling	Paint	Process Change

Table 13-3

Chapter 14: Solid Waste Management and Resource Recovery

1. Introduction. The Solid Waste Disposal Act (SWDA), as amended by RCRA, establishes requirements concerning the disposal and management of solid wastes. Recycling and resource recovery program requirements are prominent parts of these laws and are also found in other laws and executive orders to promote conservation of resources and to minimize the quantity of materials disposed in municipal landfills. MCAS Miramar personnel will endeavor to minimize the purchase of materials to actual quantity needed with adequate reserve, recycle materials wherever economically feasible, and will comply with all procedures and requirements of this SOP. This SOP provides the following information that will help you understand what you must do to comply with solid waste management and resource recovery laws, regulations, and policies:

2. General Requirements. All units and offices at MCAS Miramar have the responsibility to help the station minimize generation of solid waste, handle and dispose of wastes responsibly, minimize disposal of solid materials, and increase resource recovery wherever possible. Reduction in excess material purchase and partial use reduces purchase costs and minimizes the cost and quantity of waste disposal. Maximum use of recycling and resource recovery programs also reduces the cost and quantity of waste disposal and provides funding for pollution prevention, environmental compliance, energy and safety projects, and/or non-appropriated morale and welfare purposes.

3. Solid Waste Disposal. See Integrated Solid Waste Management Plan.

4. Recycling and Resource Recovery. The Qualified Recycling Program (QRP) at MCAS Miramar currently covers the following materials:

a. Materials to be placed in recycle containers.

(1) Metals.

(2) Cardboard.

(3) Glass.

(4) Plastics (with recycle diamond).

(5) Paper (office paper, magazines, newspaper, phone books, books and manuals with covers removed, shredded paper in closed

bags), coated paper, carbon paper, binders, and cross cut paper are excluded.

b. Materials that can be recycled/diverted after coordination with the Recycling Program Manager.

(1) Pallets.

(2) Scrap metal.

(3) Textiles via Thrift Store.

(4) Wood.

(5) Miscellaneous items with recycling potential.

5. MCAS Miramar Point of Contact. The solid waste management and resource recovery POC is the Qualified Recycling Program Manager. The program manager is located at building 6310 and can be contacted at (858) 577-8872.

6. Sources of Additional Guidance.

a. Chapter 17 of reference (a), Solid Waste Management and Resource Recovery.

b. Integrated Solid Waste Management Plan (ISWMP).

c. Public Law 97-214 Section 2577, Military Construction Codification Act of October 1982.

d. 40 CFR 243, Guidelines for the Storage and Collection of Residential, Commercial, and Institutional Solid Waste.

e. 40 CFR 244, Solid Waste Management Guidelines for Beverage Containers.

f. 40 CFR 246, Source Separation for Materials Recovery Guidelines.

7. Unit and Organizational Requirements at MCAS Miramar. MCAS Miramar personnel at the unit or office level should process recyclable materials to the maximum extent possible and properly manage and dispose of non-recyclable wastes. The Recycling Program Manager will provide information and clarification of solid waste management and recycling requirements upon request. The following is a synopsis of applicable requirements:

a. Place all non-hazardous solid wastes in appropriate recycle bin or trash container, or coordinate larger recyclable items with Recycling Program Manager.

b. Keep trash bins closed and keep trash picked up.

c. Size purchase of materials to actual needs plus necessary reserve required for mission to reduce excess quantities.

d. Seek out recycling opportunities and submit ideas to the Recycling Program Manager for evaluation and implementation.

8. Program Management. The Solid Waste Program Manager has the primary responsibility for solid waste management and material recycling at MCAS Miramar and meeting Marine Corps reporting requirements, including each item listed in Section 17301 of reference (a). The following procedures cover specific responsibilities:

a. Update Integrated Solid Waste Management Plan as necessary.

b. Ensure that all required federal, state, and local solid waste facility permits are applied for and maintained.

c. Ensure that off-base landfills receiving Marine Corps solid wastes are licensed and operating under applicable permits and regulations.

d. Develop ISWMP (e.g., listing, dumpster markings) to notify all base and unit personnel of types of wastes that may be placed in waste collection containers, and ensure that only those acceptable wastes are placed in the containers.

e. Monitor unit/office waste disposal practices for compliance with the Solid Waste Management Plan, permit requirements, recycling potential, and sanitation.

f. Evaluate recycling and resource recovery opportunities and assist units in obtaining funding and implementing feasible projects.

g. Ensure fiscal accountability for all funds received through recycling and resource recovery sales and disburse as per MCO 7301.116.

h. Submit Pollution Prevention Annual Data Summary (P2ADS) data annually to Naval Facilities Engineering Support Command

(NFESC) and the Commandant Marine Corps Facilities Directorate CMC (LF).

i. Prepare and submit STEP 2 documentation and update STEP 2 as applicable for pollution prevention projects.

j. Develop and maintain turnover folder that includes information about policy, personnel, status of pollution prevention projects and documents, and latest Plan of Action and Milestones (POA&M) for all pollution prevention program-related deficiency corrective actions.

Chapter 15: Underground Storage Tanks (USTs)/ Aboveground Storage Tanks (ASTs)

1. Introduction. RCRA and the Hazardous and Solid Waste Amendments (HSWA) regulate USTs and associated piping that contain petroleum and hazardous substances (HS). The HSWA mandated federal installations to comply with all federal, state, and local regulations regarding storage tanks, including payment of registration/permit fees. Other federal and state laws and regulations add additional requirements pertaining to specific aspects of petroleum and HS storage such as spill reporting and emergency response and mitigation. The State of California, the County of San Diego, and the San Diego Regional Water Quality Control Board, Region 9, in addition to Federal EPA and DOD agencies, administer regulatory jurisdiction over UST/ASTs at MCAS Miramar. MCAS Miramar personnel shall comply with all procedures and requirements of this SOP and specific storage tank permit requirements. This SOP provides the following information that will help you understand what you must do to comply with UST/AST laws, regulations, and policies.

2. General Requirements. MCAS Miramar stores and uses a variety of petrochemicals from solvents to fuels in its operations. Bulk fuels are stored for use in military and assigned DoD vehicles. Limited quantities of fuels and supplies are maintained and used for civilian consumption. Fuel storage and container systems range from small containers to USTs and ASTs with capacities up to 1.2 million gallons. Some East Miramar sites have ASTs. The EPA and State of California have developed extensive technical requirements regulating the design, installation, operation, and closure of USTs, as well as requirements for spill/leak reporting, spill clean up, and financial responsibility for UST permitting, operation, and unauthorized releases.

3. MCAS Miramar Tank Inventory. There are 19 active USTs at MCAS Miramar. Two USTs at building 7684 Naval Consolidated Brig are under the operational oversight of Naval Facilities Engineering Command (NAVFAC) Southwest. There are 108 active ASTs and 4 inactive ASTs at MCAS Miramar. A complete list of all the USTs and ASTs can be found in the following Tables 15-1, 15-2, 15-3 as well as the MCAS Miramar UST/AST Management Plan as well as the Spill Prevention, Control and Countermeasures (SPCC) Plan.

Underground Storage Tanks at MCAS Miramar

Bldg No.	Tank ID No.	Capacity (gallons)	Contents	Tank Material	Tank Function
2662	388070	15,000	Diesel	FRP	Vehicle Fueling
	388073	30,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
	388076	30,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
	388077	30,000	91 Premium Gasoline	FRP	Vehicle Fueling
6021	31063	40,000	JP-5 Jet Fuel	FRP	Vehicle Fueling
6021	31064	40,000	Bio Diesel (B20)	FRP	Vehicle Fueling
6214	30606	15,000	91 Premium Gasoline	FRP	Vehicle Fueling
6214	30607	15,000	89 Unleaded Gasoline	FRP	Vehicle Fueling
6214	30608	20,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
7498	30595	15,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
7498	30596	15,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
7498	30597	15,000	91 Premium Gasoline	FRP	Vehicle Fueling
7684	30598	15,000	Diesel	FRP	Boiler
7684	30599	2,000	Diesel	FRP	Emergency Generator
8483	31047	10,000	Diesel	FRP	Vehicle Fueling
8483	31046	15,000	87 Unleaded Gasoline	FRP	Vehicle Fueling
8545	29612	20,000	JP-5 Jet Fuel	FRP	Jet Engine Test Cell
9211	29613	5,000	Diesel	FRP	Emergency Generator
9441	29611	600	Diesel	FRP	Emergency Generator

Table 15-1

Aboveground Storage Tanks at MCAS Miramar

Bldg No. and Tank No.	Capacity (Gallons)	Contents	Function	Material
3426-1	480	Diesel	Greens Equipment	Steel
3426-2	500	Gasoline	Greens Equipment	Steel
6001-1	65	Diesel	Fire Pumps	Steel
6010-1	528	Used Oil	Waste Disposal	Steel
6017-1	115	Diesel	Fire Pumps	Steel
6017-2	115	Diesel	Fire Pumps	Steel
6214-1	1,000	Used Oil	Waste Disposal	Steel
6214-2	120	Lube Oil	Vehicle Service	Steel
6218-1	150	Diesel	Fire Pumps	Steel
6218-2	150	Diesel	Fire Pumps	Steel
6317-1	528	Used Oil	Waste Disposal	Steel
6319-1	10,000	E-85 Ethanol	Vehicle Fueling	Steel
6673-1	396	Used Oil	Waste Disposal	Steel
6686-1	1,000	Empty, Not in Service	Spill Containment	Steel
7122-1	115	Diesel	Fire Pumps	Steel
7131-1	396	Used Oil	Waste Disposal	Steel
7229-1	6,000	Empty, Not in Service	Salvaged Jet Fuel Reuse	Steel
7459-1	6,000	Empty, Not in Service	None	Steel
7683-1	200	Waste Cooking Oil	Waste Disposal	Steel
7684-1	200	Waste Cooking Oil	Waste Disposal	Steel
7684-2	175	Diesel	Boiler Day Tank	Steel
7906-1	25,000	Diesel	Bulk Fuel Storage	Steel
7907-1	25,000	Gasoline	Bulk Fuel Storage	Steel
7908-1	25,000	Jet Fuel JP-5	Bulk Fuel Storage	Steel
7909-1	25,000	Jet Fuel JP-5	Bulk Fuel Storage	Steel
7932-1	1.2 Million	Jet Fuel JP-5	Bulk Fuel Storage	Steel
7933-1	1.2 Million	Jet Fuel JP-5	Bulk Fuel Storage	Steel
7934-1	1.2 Million	Jet Fuel JP-5	Bulk Fuel Storage	Steel
7939-1	4,000	Jet Fuel JP-5	Product Recovery	Steel
7956-1	5,000	Salvaged Jet Fuel JP-5	Salvaged Jet Fuel Reuse	Steel
7957-1	5,000	Salvaged Jet Fuel JP-5	Salvaged Jet Fuel Reuse	Steel
7958-1	5,000	Salvaged Jet Fuel JP-5	Salvaged Jet Fuel Reuse	Steel

Bldg No. and Tank No.	Capacity (Gallons)	Contents	Function	Material
7959-1	5,000	Salvaged Jet Fuel JP-5	Salvaged Jet Fuel Reuse	Steel
7960-1	5,000	Salvaged Jet Fuel JP-5	Salvaged Jet Fuel Reuse	Steel
8117-1	1,000	Jet Fuel JP-5	Engine Test Cell	Steel
8119-1	396	Used Oil	Waste Disposal	Steel
8125-1	100	Jet Fuel JP-5	Engine Test Cell	Steel
8128-1	1,000	Jet Fuel JP-5	Engine Test Cell	Steel
8200-1	528	Used Oil	Waste Disposal	Steel
8402-1	800	Hydraulic Oil	Flight Simulator	Steel
8461-1	602	Virgin Lube Oil	Aircraft Tank Testing	Steel
8461-2	396	Used Oil	Waste Disposal	Steel
8461-3	150	Hydraulic Oil	Engine Test Stands	Steel
8461-4	150	Hydraulic Oil	Engine Test Stands	Steel
8461-5	150	Hydraulic Oil	Engine Test Stands	Steel
8461-6	150	Hydraulic Oil	Engine Test Stands	Steel
8545-1	850	Virgin Lube Oil	Engine Test Cell	Steel
8656-1	150	Hydraulic Oil	Flight Simulator	Steel
8679-1	850	Virgin Lube Oil	Engine Test Cell	Steel
8679-2	20,000	Jet Fuel JP-5	Engine Test Cell	Steel
9170-1	528	Used Oil	Waste Disposal	Steel
9215-1	260	Used Oil	Waste Disposal	Steel
9223	2,000	Empty, Not in Service	Flightline Equipment Refueling	Steel
Flightline	(7) 600	Jet Fuel JP-5	Mobile Defuelers	Steel
9277-1	260	Used Oil	Waste Disposal	Steel
9470-1	124	Hydraulic Oil	Elevator	Steel
9470-2	260	Used Oil	Waste Disposal	Steel
9470-3	260	Used Oil	Waste Disposal	Steel
9492-1	260	Used Oil	Waste Disposal	Steel
Area K	(14) 5,000 – 6,000	JP-5 Jet Fuel	Mobile Tanker Trucks	Steel
9500-1	528	Used Oil	Waste Disposal	Steel
9500-2	528	Used Oil	Waste Disposal	Steel
9743-1	5,000	Salvaged Jet Fuel JP-5	Burn Pit	Steel
9743-2	67	Waste Jet Fuel JP-5	Waste Disposal	Steel
9770-1	118	Hydraulic Oil	Elevator	Steel
20301-1	2,000	Jet Fuel JP-5	Bulk Fuel Storage	Steel

Table 15-2

Emergency Generators at MCAS Miramar

Bldg No. and Tank No.	Capacity (Gallons)	Contents	Function with Generator
1686-1	147	Diesel	Belly Tank
2130-1	89	Diesel	Belly Tank
2273-1	628	Diesel	Belly Tank
2496-1	150	Diesel	Belly Tank
2661-1	235	Diesel	Belly Tank
2682-1	89	Diesel	Belly Tank
6655-1	60	Diesel	Belly Tank
7117-1	214	Diesel	Belly Tank
7207-1	82	Diesel	Belly Tank
7210-1	214	Diesel	Belly Tank
7224-1	78	Diesel	Belly Tank
7494-1	500	Diesel	Belly Tank
7683-1	1,464	Diesel	Belly Tank
7931-1	400	Diesel	Belly Tank
8671-1	150	Diesel	Belly Tank
9123-1	65	Diesel	Belly Tank
9211-1	100	Diesel	Separate Supply Tank
9213-1	200	Diesel	Belly Tank
9213-2	200	Diesel	Belly Tank
9226-1	500	Diesel	Separate Supply Tank
9227-1	112	Diesel	Belly Tank
9266-1	1,000	Diesel	Separate Supply Tank
9268-1	1,000	Diesel	Separate Supply Tank
9276-1	350	Diesel	Belly Tank
9369-1	113	Diesel	Belly Tank
9441-1	150	Diesel	Belly Tank
9452-1	440	Diesel	Separate Supply Tank
9452-2	150	Diesel	Belly Tank
9470-1	119	Diesel	Belly Tank
9470-2	1,272	Diesel	Belly Tank
9470-3	209	Diesel	Belly Tank
9500-1	100	Diesel	Belly Tank
9570-1	89	Diesel	Belly Tank
9611-1	395	Diesel	Belly Tank
9651-1	162	Diesel	Belly Tank
9653-1	77	Diesel	Belly Tank
9680-1	89	Diesel	Belly Tank
9681-1	89	Diesel	Belly Tank
9770-1	1,959	Diesel	Belly Tank

Bldg No. and Tank No.	Capacity (Gallons)	Contents	Function with Generator
21134A-1	209	Diesel	Belly Tank
22111-1	89	Diesel	Belly Tank

Table 15-3

4. Underground Storage Tanks Requirements. Complete explanation of UST requirements can be found in the MCAS Miramar UST/AST Management Plan. Title 40 Code of Federal Regulations 280 (40 CFR 280) and Title 23 California Code of Regulations (23 CCR), Chapter 16 provide guidance on primary requirements for UST management, operation, and product release reporting and clean up. UST requirements include, but are not limited to:

a. Construction, repair, and upgrade specifications.

b. Storage tank permits.

c. Release detection and monitoring systems.

d. Daily and monthly UST inspections.

e. Annual leak monitoring system testing and certifications.

f. Leaks, spills, and overfills reporting.

g. Tank closure requirements.

h. Assessment and remediation of UST releases.

i. Tank Monitoring.

5. Above Ground Storage Tanks Requirements. Complete explanation of AST requirements can be found in the MCAS Miramar UST/AST Management Plan and MCAS Miramar SPCC Plan. Title 21, Division 20, Chapter 6.67 of the California Health and Safety Code (Section 25270) provides guidance on primary requirements for AST management, operation, and product release reporting and clean up. AST requirements include, but are not limited to:

a. Storage tank permits.

b. Daily inspections for used oil ASTs and monthly inspections for POL (product) ASTs.

c. Release detection and monitoring systems.

d. Leaks, spills, and overfills reporting.

e. Assessment and remediation of AST releases.

f. AST Inspections (Inspection forms found in Appendix E-1).

6. Spill/Leak Response. Spill/leak response has three aspects emergency response, site assessment, and site remediation. Emergency response to, and initial abatement of, a hydrocarbon release is intended to minimize potential risks to life, property, and the environment and to limit long-term costs and liabilities. If a release is confirmed, the following actions shall be taken concurrently:

a. Mitigate fire, explosion, and other immediate safety

b. Notify appropriate state and local regulatory agencies.

c. Identify the release source.

d. Stop the release from the AST or UST system. Refer to Chapter 7 of this SOP for spill response information.

e. Refer to Appendix D-1 and D-2 respectively for Spill Response Flowchart and Spill Response Notification Form.

7. MCAS Miramar Point of Contact. The UST/AST management POC is EMDs (S-7) UST/AST Program Manager. The program manager is located in Building 6022 and can be contacted at (858) 577-1623.

8. Sources of Additional Guidance.

a. Chapter 18 of reference (a), 40 CFR 280, 23 CCR Chapter 16.

b. San Diego County Code of Regulatory Ordinances Title 6.

c. MCAS Miramar UST/AST Management Plan.

d. MCAS Miramar SPCC Plan.

9. Unit and Organizational Requirements at MCAS Miramar. Tank operators with ASTs or USTs should manage the storage tanks in accordance with procedures in the MCAS Miramar UST/AST Management Plan, SPCC Plan and this SOP, including completion of daily and/or monthly inspections. The UST/AST Program Manager will provide information and clarification of UST/AST management requirements upon request.

Chapter 16: Polychlorinated Biphenyl (PCB) Management

1. Introduction. The Occupational Safety and Health Act (OSHA), Toxic Substances Control Act (TSCA), and other federal and state laws implement programs to protect workers and other personnel from exposure to specific environmental health hazards. Polychlorinated biphenyls (PCBs) are significant health hazards present in dielectric fluids contained in electrical equipment, hydraulic systems, and heat transfer equipment manufactured before legislation was passed banning their use. State health agencies have implemented programs that have required testing to determine the presence of PCBs in transformers and other suspect equipment and systems. RCRA and the Hazardous and Solid Waste Amendments (HSWA) regulate disposal of PCBs to reduce the potential environmental exposure of these materials. MCAS Miramar personnel will comply with all procedures and requirements of this SOP and specific PCB disposal requirements. This SOP provides the following information that will help you understand what you must do to comply with PCB control laws, regulations, and policies.

2. General Requirements. Except as authorized in 40 CFR 761.30, the EPA regulations ban the use of PCBs in any manner not totally enclosed. The Marine Corps policy is to eliminate PCBs from all electrical distribution systems, equipment hydraulic fluids, and cooling and lubricating oils. PCB items taken out of service must be labeled and must be disposed as a special category of hazardous waste.

3. PCB Identification Requirements. MCAS Miramar has completed a survey of all transformers and other large electrical equipment found to contain PCBs. Fluorescent light ballasts and other smaller pieces of equipment may contain PCBs. Any transformer or other large electrical devices coming in from an outside location could also contain PCBs. Fluorescent light ballasts, small electrical devices, equipment cooling and lubricating oils and associated equipment and transformers manufactured before July 2, 1979 shall be handled and stored as items that may contain PCBs.

4. PCB Disposal Requirements. Any electrical equipment not displaying the "PCB Free" label will be tested for PCBs and treated as PCB-containing until the equipment fluid is sampled and analyzed as not containing PCBs. Items found to contain PCB fluids will be properly labeled, stored in conforming storage with secondary containment capacity sufficient to contain the volume of the fluid in the device, and disposed through a certified PCB disposal contractor. Spills from PCB items and affected media will also be handled, stored and disposed of as PCB-containing wastes.

5. MCAS Miramar Point of Contact. The PCB Management POC is the EMD, Hazardous Waste Management Division, PCB Program Manager. The program manager is located in Building 6022 and can be contacted at (858) 577-1108.

6. Sources of Additional Guidance.

a. Reference (a) Chapter 19, Polychlorinated Biphenyl Management.

b. 40 CFR 761, Polychlorinated Biphenyls.

c. 40 CFR 761 Subpart D, PCB Storage and Disposal.

d. 40 CFR 761. Subpart G, PCB Spill Cleanup Policy.

7. Unit and Organizational Requirements at MCAS Miramar. MCAS Miramar personnel should turn in all out of service items, including fluorescent light ballasts that potentially contain PCBs, with applicable documentation to the Hazardous Waste Management Division. The following is a synopsis of applicable PCB control requirements.

a. Store and handle fluorescent light ballasts, small electrical devices, equipment cooling and lubricating oils and associated equipment and transformers manufactured before July 2, 1979, or not labeled as “PCB Free”, as items that may contain PCBs.

b. Identify in-service potentially PCB-contaminated items to the PCB Program Manager for PCB testing and classification.

c. Identify out-of-service items potentially containing PCBs and notify the Hazardous Waste Management Division for tracking and disposal.

8. Program Management. The PCB Program Manager has the responsibility under the Commanding Officer MCAS Miramar for identification, control, and proper disposal of PCB items in compliance with all applicable federal, state, and local laws and regulations. The PCB Program Manager must complete Marine Corps and the State of California planning and reporting requirements including each item listed in Section 19301 of reference (a). The following procedures cover specific responsibilities:

a. Set up program for testing, classifying, and proper labeling for potentially PCB-contaminated items.

b. Provide conforming storage for out-of-service PCB items and PCB-contaminated wastes.

c. Ensure proper disposal of PCB-contaminated items.

d. Maintain PCB disposal records and submit disposal activity reports to California Department of Toxic Substances Control.

e. Develop and maintain turnover folder that includes information about policy, personnel, status of PCB surveys, abatement projects and documents, and latest POA&M for all PCB-related deficiency corrective actions.

Chapter 17: Water Quality Management

1. Introduction. The Water Quality Act (WQA), Water Quality Improvement Act, Clean Water Act (CWA), and other federal laws implement programs to protect the quality of surface and underground water resources. The Porter-Cologne Water Quality Control Act is the primary California legislation that implements the program to protect the waters of the State of California. The State Water Resources Control Board (SWRCB) and Regional Water Quality Control Boards (RWQCBs) administer the state program. Drinking water supply and distribution systems need to meet standards promulgated in the federal Safe Drinking Water Act (SDWA) and the California Safe Drinking Water Act. The California Department of Health Services administers the drinking water protection program. MCAS Miramar personnel will comply with all procedures and requirements of this SOP and specific water quality protection requirements. This SOP provides the following information that will help you understand what you must do to comply with water quality control laws, regulations, and policies.

2. General Requirements. Water quality protection includes protection of water resources through control of wastewater, disposal activities, and storm water runoff and drinking water production and distribution systems. Unit personnel shall not dispose of oil or hazardous substances or discharge unauthorized wastes to the soils, waters, or sanitary or storm sewers of MCAS Miramar. Hazardous substances include items exhibiting the characteristics of ignitability, corrosive reactions, reactivity, or toxicity as defined or specifically listed in 40 CFR 261 or 22 CCR 66261. Personnel shall also immediately report any unintentional or inadvertent releases of oil or hazardous substance to appropriate facility personnel in accordance with Chapter 7, Emergency Planning & Response.

3. Water Quality Protection Requirements. Water quality protection requirements at MCAS Miramar include:

a. Restrictions against disposal of wastes through underground injection wells, surface discharge/disposal, or disposal to surface water or storm water drainage features.

b. Construction and maintenance of secondary containment for oil and hazardous substance storage facilities. [40 CFR 112.7(c) and 40 CFR 265.177(c)].

c. Adherence to oil and hazardous substance handling and storage procedures in the hazardous waste management Chapter 8, Hazardous Waste Management and Chapter 15, UST/AST.

d. Immediate control and mitigation of oil and hazardous substance releases (Chapter 7).

e. Operation of drinking water supply system in accordance with federal and state regulations and completion of drinking water monitoring and reporting requirements.

f. Compliance with the National Pollutant Discharge Elimination System (NPDES) Permits.

g. It is the responsibility of the Environmental Management Department (EMD) S-7 to compile and submit monitoring reports to the applicable regulatory agency by the required due dates listed on the Storm Water Discharge Management Plan (SWMDP).

4. Drinking Water System Requirements. MCAS Miramar drinking water is supplied by the City of San Diego Public Utilities Department (PUD). Only distribution system maintenance and monitoring requirements are the responsibility of Naval Facilities Engineering Command (NAVFAC) Southwest, Utilities Division;who manages and maintains the drinking water distribution system. The following requirements apply:

a. Drinking water supply and distribution systems need to meet standards promulgated in the federal SDWA (42 U.S.C. 300(f) et seq.) and the California SDWA (22 CCR 64401-644757). Regulations implementing the federal SDWA are contained in 40 CFR Parts 15, 25, 100-140, and 400-460. Drinking water certification, testing, and compliance regulations for drinking water plant operators are published in 17 CCR 7100-7629.

b. Specific education and training requirements are specified in Section 7114. Certification follows successful completion of state examination and must be renewed every two years.

c. Water supply systems are required to have a cross-connection control program that includes completion of cross-connection surveys and installation and periodic testing of backflow prevention devices where required. Cross connection control program requirements are specified in 17 CCR Sections 7584 and 7585. Back flow prevention requirements are specified in 17 CCR Sections 7601 through 7606. The Installation and Logistics Department S-4, Facilities Maintenance Branch via NAVFAC utilities will maintain records of backflow prevention device locations, tests, and repairs for a minimum of three years.

d. Water supply systems are also required to meet water quality testing and monitoring requirements published in 40 CFR 141 and 22 CCR Division 4 Chapter 15 (64400-64470) Domestic Water Quality and Monitoring Regulations. The water quality monitoring program and sampling requirements are described in NAVFAC utilities Water Quality Monitoring Plan. NAVFAC Utilities will maintain water supply, use, and water quality analysis records and complete all required regulatory agency reporting and public notification requirements.

e. Water supply systems are required to meet design and construction standards of California Water Works Standards published in 22 CCR Division 4 Chapter 16 (64551-64644).

f. The Installation and Logistics Department S-4, Facilities Engineering Branch, Energy and Conservation Program Manager also implement a multifaceted Marine Corps water conservation program per reference (a) (32 CFR 650.64).

5. Wastewater System Requirements. The Industrial and Domestic wastewater from MCAS Miramar is conveyed to the City of San Diego Public Utilities Department (PUD), Point Loma Treatment Facility. PUD is governed by requirements and standards promulgated in regulations implementing the Federal Clean Water Act (CWA) and the State of California Porter-Cologne Water Quality Control Act. NAVFAC Utilities manages and operates the sewer conveyance system on MCAS Miramar and completes all required regulatory agency reporting and public notification requirements. EMD submits the Bi-monthly Industrial Self-Monitoring report to the PUD as required by the Industrial User Discharge Permit, Industrial Number 05-1019. EMD also manages the Food Establishment Wastewater Discharge (FEWD) permit program which is mandate by San Diego Municipal Code 64.0701.

6. Storm Water Requirements. In order to be compliant with Storm Water requirements, the following National Pollutant Discharge Elimination System (NPDES) Permits have been applied and implemented for MCAS Miramar:

a. NPDES CAS000001, Storm Water Discharge for Industrial Activities, State Water Resources Control Board, CWA 402.

b. NPDES CAS000004, For Small Municipal Separate Storm Sewer Systems (MS4), Non-Industrial Activities , State Water Resources Control Board, CWA 402.

c. NPDES CAG 990004, Biological and Residual Pesticide Discharges to Water of the United States from Vector Control Applications.

Compliance with NPDES Permit conditions includes submitting an annual report to the State Water Resource Control Board of the storm water outfall sampling, monitoring and analysis. Conducting and outreach and educational program and implementation of all applicable storm water pollution prevention best management practices (BMPs) to protect the waters of the state of California.

7. MCAS Miramar Point of Contact. The Water Quality POC is the EMD, Engineering Division, Water Quality Program Manager. The program manager is located at Building 6022 and can be contacted at (858) 577-6311.

8. Sources of Additional Guidance.

a. MCO P5090.2A Chapter 16, Drinking Water Systems and Water Conservation.

b. MCO P5090.2A Chapter 20, Water Quality Management.

c. MCAS Miramar Storm Water Discharge Management Plan.

d. MCAS Miramar Industrial User Discharge Permit 05-1019.

e. MCAS Miramar Establishment Wastewater Discharge (FEWD) Permit Program.

f. 40 CFR 25.4, Public Information, Public Notification, and Public Consultation.

g. 40 CFR 100-149, Clean Water Act.

h. 40 CFR 112, Oil Pollution Prevention

i. 40 CFR 122, National Pollutant Discharge Elimination System (NPDES).

j. 40 CFR 131, Water Quality Standards.

k. 40 CFR 141, National Primary Drinking Water Regulations.

l. 40 CFR 403, Sewage Discharge Pretreatment Standards.

m. 17 CCR 7100-7629, Drinking Water Certification, Testing and Compliance Regulations.

n. 22 CCR 64400-644757, Domestic Water Quality and Monitoring Regulations.

9. Unit and Organizational Requirements at MCAS Miramar. To optimize compliance with water quality protection requirements and avoid regulatory violations, MCAS Miramar personnel at the unit or office level must comply with provisions of the MCAS Storm Water Discharge Management Plan (SWDMP), and the Industrial User Discharge Permit and the Food Establishment Wastewater Discharge (FEWD) permit program and follow procedures in chapters 7, 8, 13, and 15 for the handling or response to incidents involving oil and hazardous substances. The EMD, Wastewater, and Storm Water Program Manager at (858) 577-6311 will provide clarification of requirements upon request. The following is a synopsis of the applicable requirements.

a. Store and handle oil and hazardous substance in accordance with procedures in the Hazardous Waste Management Plan (chapter 8) and UST/AST (Chapter 15).

b. Construct and maintenance of secondary containment for oil and hazardous substance storage facilities.

c. Do not dispose of oil or hazardous substances or discharge unauthorized wastes to the soils, waters, or sanitary or storm sewers of MCAS Miramar.

d. Immediately report any unintentional or inadvertent releases of oil or hazardous substance to appropriate facility personnel in accordance with Chapter 7.

e. Report sewer blockages or overflow or any other water distribution or wastewater disposal system malfunctions to the Installation and Logistics Department Facilities Maintenance Branch trouble desk at (858) 577-1619/1609.

10. Program Management. The EMD, Wastewater, and Storm Water Program Manager has the responsibility under the Commanding Officer of MCAS Miramar for implementing the Water Quality Program for MCAS Miramar. The position responsibilities include developing and managing the SWDMP, the Industrial User Discharge Permit program and the Food Establishment Wastewater Discharge (FEWD) permit program. The following procedures cover specific responsibilities:

a. Set up water quality protection program that includes wastewater, and storm water requirements.

b. Program and budget for personnel, equipment, materials, training, and monitoring to comply with water quality management requirements.

c. Provide water quality compliance technical assistance to assigned units and offices.

d. Implement and update as necessary the wastewater monitoring program as required by the City of San Diego Industrial User Discharge Permit program and the Food Establishment Wastewater Discharge (FEWD) permit program.

e. Develop and implement Storm Water Pollution Prevention Program.

f. Complete storm water sampling, monitoring & observations and validate adherence to selected best management practices (BMPs).

i. Prepare Storm Water Annual Monitoring Report and submit it to the RWQCB by July 1st each year.

j. Prepare and submit STEP documentation and update STEP as applicable for environmental projects or programs.

Appendix A-1: MCAS Miramar Environmental Media Points of Contact

MCAS Miramar Points of Contact (POC) telephone numbers for each Standard Operating Procedures (SOP) subject areas are as follows:

SOP Subject Area	POC Telephone Number
Funding Environmental Compliance	(858) 577-4778
Environmental Program Management	(858) 577-1134
Environmental Compliance Evaluations	(858) 577-1137
Environmental Management System (EMS)	(858) 577-1306
Environmental Training and Education	(858) 577-1306
Air Quality Management	(858) 577-6050
Emergency Planning and Response	(858) 577-1087
Hazardous Waste Management	(858) 577-1087
Installation Restoration Program (IRP)	(858) 577-6702
Natural Resources Management	(858) 577-1125
Historic and Archaeological Resources Protection	(858) 577-1125
National Environmental Policy Act (NEPA)/ California Environmental Quality Act	(858) 577-6115
Pesticide Pollution Prevention	(858) 577-6053
Pollution Prevention (P2)	(858) 577-1087
Solid Waste Management and Resource Recovery	(858) 577-1087
Underground Storage Tanks (UST)/ Aboveground Storage Tanks (AST)	(858) 577-1623
Asbestos and Lead Management	(858) 577-6053
Polychlorinated Biphenyl Management	(858) 577-1087
Water Quality Management	(858) 577-6311

Appendix A-2: Recurring Environmental Compliance and Protection Requirements

REPORTS DUE:	REPORTS SENT TO:	DIVISION
JANUARY		
Command Chronology (Annual)	S-3	ALL
Industrial Sewer Self-Monitoring (Semi-annual; 15 Jan and Jul)	City of San Diego	Eng Div-Water
Aquaculture Permit Report (Annual)	CA Fish and Wildlife	Nat Res Div/MCCS
FEBRUARY		
Tactical Support Equipment Inventory (Annual : 28 February)	CA Air Resources Board HQMC, NPS	Eng Div-Air Nat Res Div
Federal Archeological Activities (Annual) Data entry to DON Website		
HW Generator Fee Payment	CA Board of Equalization	Waste Mgt Div
POM Budget Initiative (Every 2 years)	S-8	Financial Mgt/Div input
Mid Year Budget Deficiency validation (Annual)	S-8/Comptroller	Financial Mgt/Div input
MARCH		
Emergency Planning & Community-Right-to Know Act 311 & 312	SDDEH, HQMC, MFD	Waste Mgt Div
HW Biennial Report (1 Mar odd years)	SDDEH	Waste Mgt Div
HW P2ADS	NFESC, HQMC	Waste Mgt Div
Environmental Systems Allocation (ESA) Data Call	NAVAIR	Waste Mgt Div
Contract Advertising Forecast (CAF), CompTRAK	HQMC	Financial Mgt/Div input
Env Mgt Review (formerly IPR Data Call) (Mar & Sep)	HQMC	All
TRIANNUAL Review S-8 Data Call- Reimbursable & Direct Funds	S-8/MAO	Financial Mgt

REPORTS DUE:	REPORTS SENT TO:	DIVISION
YM78 (Report of Accountability) Computer Inventory (Quarterly)	Station Property	Support Services
Emissions Inventory Report (EIR)	APCD	Eng Div -Air
Contract Advertising Forecast (CAF) for Straddle Program	HQMC	Financial Mgt/Div input
APRIL		
Inventory of Federal Facilities Hazardous Waste Activities	USEPA, HQMC HQMC-LFL	Waste Mgt Div
MAY		
Migratory Bird Permit Report (Annual)	USFWS	Nat Res Div
JUNE		
Unified Program Facility Permit Renewal Fee	SDDEH	Waste Mgt Div
EPA ID and Manifest Fee	DTSC	Waste Mgt Div
TRIANNUAL Review S-8 Data Call- Reimbursable & Direct Funds	S-8/MAO	Financial Mgt
Internal Control Evaluation (ICE)	HQMC via S-8	All
Enforcement Actions	HQMC	All
Budget Phasing Plan	S-8	Financial Mgt/Div input
YM78 (Report of Accountability)	Station Property	Support Services
JULY		
Industrial Sewer Self-Monitoring (Bi-annual; 15 Jan & Jul)	City of San Diego	Eng Div-Water
Annual Storm Water Monitoring Report (Annual 1 Jul)	CA Regional Water Quality Control Board (CRWQCB)	Eng Div-Water
EPCRA 313 Toxic Release Inventory (1 Jul)	EPA, HQMC	Waste Mgt Div
Non-DERP Budget (annual)	HQMC	Financial Mgt/Div input

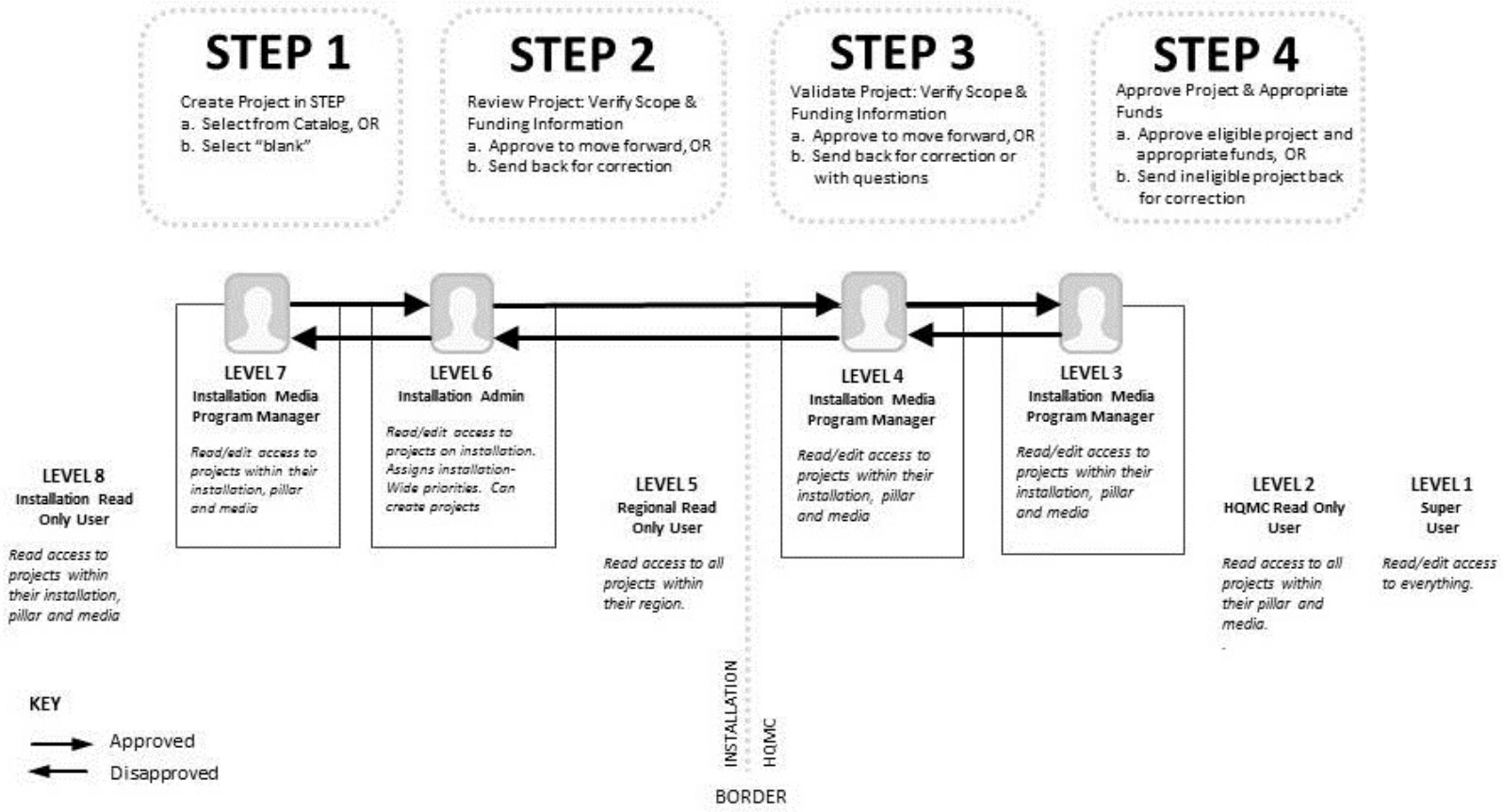
REPORTS DUE:	REPORTS SENT TO:	DIVISION
AUGUST		
Draft Budget/Obligation Plan/Deficiencies	S-8	Financial Mgt/Div input
HW Generator Fee Pre-Payment	CA Board of Equalization	Waste Mgt Div
SEPTEMBER		
Contract Advertising Forecast (CAF), OPS Data Call	HQMC	Financial Mgt/Div input
ICRMP Annual Review	file	Nat Res Div
Env Mgt Review (formerly IPR Data Call) (Bi-annual)	HQMC	All
TRIANNUAL Review S-8 Data Call- Reimbursable & Direct Funds	S-8/MAO	Financial Mgt
Environmental Self-Assessment Plan	HQMC	All
YM78 (Report of Accountability)	Station Property	Support Services
Contract Advertising Forecast (CAF) for Regular Program	HQMC	Financial Mgt/Div input
Annual Self-EMS Conformance Audit	HQMC	EMS
OCTOBER		
OP34 MCCS Support	S-8	Financial Mgt/Div input
FY CompTRAK Execution Review	HQMC	Financial Mgt
Shareholders Report	PAO	ALL
Public Notification of Jump Restaurant (Bi-annual: odd years)	APCD	Eng Div-Air
NOVEMBER		
Used Oil AST PE Waiver (Every 3 yrs	SDHMD	Waste Mgt Div
INRMP Annual Review	USFWS, CDFW	Nat Res Div
DECEMBER		
Program Objectives Memorandum (POM) Bi-annual: Dec	S-8	Financial Mgt/Div input
SW P2ADS (Annual) FY	HQMC, NFESC	Waste Mgt Div

TRIANNUAL Review S-8 Data Call- Reimbursable & Direct Funds	S-8/MAO	Financial Mgt

REPORTS DUE:	REPORTS SENT TO:	DIVISION
Reporting Cooperating Agencies Implementing the Req of NEPA	HQMC	Environmental Planner
YM78 (Report of Accountability)	Station Property	Support Services

Appendix B-1: STEP Project Flow

STEP Project Flow



Appendix C-1: MCAS Miramar NEPA Review Request Form

MCAS MIRAMAR NEPA REVIEW REQUEST FORM

Introduction: *This is a tool used to gather initial information to understand proposed projects. This information is an important basis for the Environmental Management Department to begin the process of planning for the appropriate environmental studies, NEPA documentation and required environmental coordination and permits. Based on information provided and coordination among the project proponents, planners, and project managers, applicable technical inputs will be obtained, an appropriate NEPA process identified, and other coordination and permitting requirements will be identified. Desired milestones, assignment of tasks (in house, contractor, SWDV, other) and funding will be jointly developed in cooperation with the PWD, EMD and others concerned to support effective project development and execution, while complying with environmental laws, policies and regulations. A formal tasking from the Action Proponent/Sponsor will be needed at the point in time that actual study preparation, NEPA document preparation, formal agency coordination or permitting actions are to be initiated. Please contact NEPA POC at (858) 577-6115 for coordination of the completed information or assistance in completing the form.*

Project Title:	**Project Number**:	**Date**:
Action Sponsor:	**Point Of Contact**: **PM:** **Proponent:**	**Phone/Fax**: **PM:** **Proponent**:
Project Requirement: ☐Correct Environmental Deficiency ☐ Correct OSHA Deficiency ☐Accomplish Military Training ☐ Enhance Quality of Life ☐ Conduct Non-Routine/Sp. Project ☐ Other ( ) ☐ Conduct Regular/Recurring Maintenance	**Action Will be Performed By:** ☐ Self Help ☐ Station Work Force ☐ Contractor	
Current Project Stage *(e.g., early project formulation, PCE, CAF, 30% design, etc.)*:	**Estimated CAF/Award Date or Project Award/Start Date**:	**Estimated Duration of Project**:

1. THE PROPOSED ACTION: *(Describe your understanding of changes associated with action.)*	**YES**	**NO**	**UNK**
(a) Will result in a change to vehicle, aircraft traffic patterns, or aircraft flight operations on or off base.	☐	☐	☐
(b) Will cause an increase or decrease in the on or off base population	☐	☐	☐
(c) Will require demolition of existing ☐or construction of new facilities and/or infrastructure ☐.	☐	☐	☐
(d) Will require digging, grading, clearing, mowing, or grubbing vegetation.	☐	☐	☐
(e) Will require work in a drainage ditch, creek, vernal pool or other water body/wetland.	☐	☐	☐
(f) Will be located in or near sensitive environmental areas? (Refer to Sensitive Resources map)	☐	☐	☐
(g) Will be located in or near cultural, archeological, or historical areas? (Refer to Cultural Resources map)	☐	☐	☐
(h) Will result in changes in the direction or amount of water runoff (including storm water) from the site.	☐	☐	☐
(i) Will introduce increased (permanent or temporary [construction emissions]) air emissions from non-tactical equipment greater than 50 Brake Horsepower or other emissions sources (*e.g. new or additional equipment or increase in operational hours of engines or boiler*).	☐	☐	☐

MCAS MIRAMAR NEPA REVIEW REQUEST FORM

(j) Involves hazardous material/hazardous waste or other regulated substances Will introduce new, relocated, or increased hazmat use or generation of a new hazardous waste (e.g. lead, asbestos, ozone depleting substances, PCBs, petroleum, oil, and lubricants (POL), ordnance explosives, UXO).	☐	☐	☐
(k) Will be on or near Installation Restorations (IR) sites, underground storage tanks (USTs)/above ground storage tanks (ASTs).	☐	☐	☐
(l) Will require the use of pesticides, herbicides, fungicides or rodenticides during or to maintain the project.	☐	☐	☐
(m) Will require the use or application of any painting or solvents use for immediate and long-term operations	☐	☐	☐
(n) Will increase noise levels, either permanently or during construction	☐	☐	☐
(o) Will cause a change in land use	☐	☐	☐
(p) Will require upgrade of utilities or infrastructure.	☐	☐	☐
(q) Will be located within Air Installations Compatible Use Zones (AICUZ), Accident Potential Zones (APZ), Surface Danger Zones (SDZ), or Explosive Safety Quantity Distance (ESQD) arcs	☐	☐	☐
(r) Involves a Real Estate Action: Will require right-of-entry for short term, non- intrusive activity. ☐ Will require a lease, easement, out grant or other interest in real property ☐ Will require review and approval or entitlement under existing real estate agreement. ☐	☐	☐	☐

REQUIRED INFORMATION/DOCUMENTATION FOR THE ACTION – (*The following documents will be needed for EMD personnel and others to clearly understand and describe your project or action. The information should be submitted with this checklist or as separate project description package).* Existing information may be used for details, with a brief summary provided in several short paragraphs below to capture the essence of the requirements, proposed project and alternatives:

Purpose and Need :

Proposed Action:

Alternatives that have been or could be considered:

Areas/Environment that could be changed or affected.

3. ATTACHMENTS AND REFERENCED INFORMATION. (*Attach information to form or indicate where it can be obtained.).*

DESCRIPTIVE INFORMATION. **(**DD1391 and any other detailed project description.)
See attachment
See report
See plans and spec, etc.
See attached MS Word or Excel file

MCAS MIRAMAR NEPA REVIEW REQUEST FORM

Location and Access, work areas.

☐ See report

☐ See plans and spec, etc.

☐ See attached MS Word file or Excel file

Impact Avoidance/Enhancement Measures included in Action. Describe any environmental considerations already "built-in" to project. (In many cases projects can be formulated to avoid and offset detrimental effects or may include measures that would enhance some aspect of environment.) Examples:

(1) Water, spoil material, and construction waste, dust, erosion, air emissions. Identify proposed construction Best Management Practices, if any. (e.g., silt fences, dust control, concrete waste management, etc.) Identify sources of borrow material or that it will be from clean off-station sources. Identify disposal sites.

(2) Describe special access routes as needed to avoid sensitive land uses, habitat areas, safety concerns. Is timing of work important to avoid conflicts? Are there measures to address loud noises during construction and operation that could affect sensitive land uses and people?

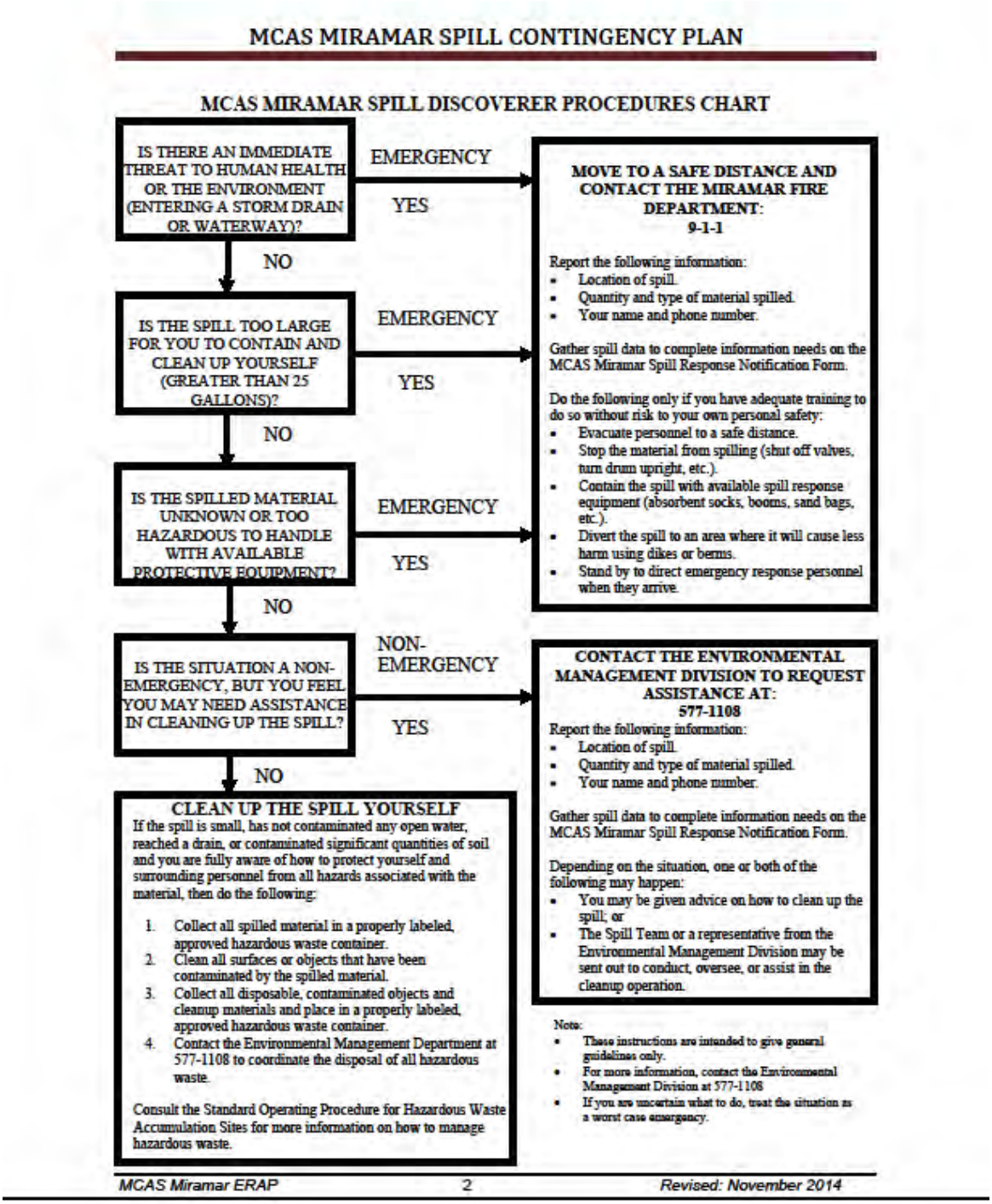
(3) How will work limits be designated and controlled in vicinity of sensitive resources to avoid impacts?

☐ See Attachment:

☐ See attached MS Word file or Excel file: This information not available until contract let and work plan for project submitted.

Rev.17Apr2006

Appendix D-1: MCAS Miramar Spill Contingency Plan



MCAS MIRAMAR SPILL CONTINGENCY PLAN

MCAS MIRAMAR SPILL DISCOVERER PROCEDURES CHART

IS THERE AN IMMEDIATE THREAT TO HUMAN HEALTH OR THE ENVIRONMENT (ENTERING A STORM DRAIN OR WATERWAY)?

EMERGENCY

YES

NO

IS THE SPILL TOO LARGE FOR YOU TO CONTAIN AND CLEAN UP YOURSELF (GREATER THAN 25 GALLONS)?

EMERGENCY

YES

NO

IS THE SPILLED MATERIAL UNKNOWN OR TOO HAZARDOUS TO HANDLE WITH AVAILABLE PROTECTIVE EQUIPMENT?

EMERGENCY

YES

NO

IS THE SITUATION A NON-EMERGENCY, BUT YOU FEEL YOU MAY NEED ASSISTANCE IN CLEANING UP THE SPILL?

NON-EMERGENCY

YES

NO

MOVE TO A SAFE DISTANCE AND CONTACT THE MIRAMAR FIRE DEPARTMENT: 9-1-1

Report the following information:
- Location of spill.
- Quantity and type of material spilled.
- Your name and phone number.

Gather spill data to complete information needs on the MCAS Miramar Spill Response Notification Form.

Do the following only if you have adequate training to do so without risk to your own personal safety:
- Evacuate personnel to a safe distance.
- Stop the material from spilling (shut off valves, turn drum upright, etc.).
- Contain the spill with available spill response equipment (absorbent socks, booms, sand bags, etc.).
- Divert the spill to an area where it will cause less harm using dikes or berms.
- Stand by to direct emergency response personnel when they arrive.

CONTACT THE ENVIRONMENTAL MANAGEMENT DIVISION TO REQUEST ASSISTANCE AT: 577-1108

Report the following information:
- Location of spill.
- Quantity and type of material spilled.
- Your name and phone number.

Gather spill data to complete information needs on the MCAS Miramar Spill Response Notification Form.

Depending on the situation, one or both of the following may happen:
- You may be given advice on how to clean up the spill; or
- The Spill Team or a representative from the Environmental Management Division may be sent out to conduct, oversee, or assist in the cleanup operation.

CLEAN UP THE SPILL YOURSELF

If the spill is small, has not contaminated any open water, reached a drain, or contaminated significant quantities of soil and you are fully aware of how to protect yourself and surrounding personnel from all hazards associated with the material, then do the following:

1. Collect all spilled material in a properly labeled, approved hazardous waste container.
2. Clean all surfaces or objects that have been contaminated by the spilled material.
3. Collect all disposable, contaminated objects and cleanup materials and place in a properly labeled, approved hazardous waste container.
4. Contact the Environmental Management Department at 577-1108 to coordinate the disposal of all hazardous waste.

Consult the Standard Operating Procedure for Hazardous Waste Accumulation Sites for more information on how to manage hazardous waste.

Note:
- These instructions are intended to give general guidelines only.
- For more information, contact the Environmental Management Division at 577-1108
- If you are uncertain what to do, treat the situation as a worst case emergency.

MCAS Miramar ERAP 2 *Revised: November 2014*

Appendix D-2: MCAS Miramar Spill Notification Form

MCAS Miramar Spill Response Notification Form Initial Reporter's Information (Page 1 to be Completed by Spill Discoverer)		
Activity:	**Bldg No:**	**Hangar No:**
Activity Contact:	**Phone Number (day/evening):**	
Reporter's Name and Rank/Rate:		
Facility Name and Address:	**Marine Corps Air Station Miramar, San Diego, California 92145-2008**	
Incident Description		
Date of Incident:	**Time of Incident:**	
Source/Cause of Incident:		
Incident Address/Location:		
Container Type:	**Container Storage Capacity : _____** **[ ] Gallons [ ] Pounds [ ] Liquid [ ] Sludge**	
Material Description		
Chemical Name of Spilled Material:		
Trade Name or Manufacturer's Name of Spilled Material:		
Hazard: [ ] Flammable [ ] Combustible [ ] Oxidizer [ ] Acid [ ] Base [ ] Poison **Other:**		
Total Amount Spilled: _____ **[ ] Gallons [ ] Pounds [ ] Liquid [ ] Sludge**	**Amount of Spill entered Water: _____** **[ ] Gallons [ ] Pounds [ ] Liquid [ ] Sludge**	
Description of Site Contamination: [ ] Inside [ ] Outside [ ] Storm Drain [ ] Sewer **[ ] Soil [ ] Gravel [ ] Asphalt [ ] Concrete [ ] Other:**		
Initial Spill Response		
Did you contact MCAS Miramar Fire Department? [ ] YES [ ] NO **Did you contact MCAS Miramar Aircraft Rescue and Fire Fighting (ARFF)? [ ] YES [ ] NO**		
Initial Actions by Spill Discoverer to Stop, Contain, and Isolate the Spill:		

Appendix E-1: Oil Storage Tank and Secondary Containment Inspection Checklists

MCAS MIRAMAR

MONTHLY OIL STORAGE TANK AND SECONDARY CONTAINMENT INSPECTION CHECKLIST

Building No: _____ PWD Inventory No. or Description: _____ Tank Capacity: _____ gallons Contents: _____

POC/PHONE		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
YEAR	DATE												
INSPECTOR NAME	INITIALS												

Key: X = Satisfactory NA = Not Applicable R = Repair or Maintenance Required C = See Comment on Additional Sheet

Check storage tank and connected piping for deterioration, corrosion, rust, damage, staining or deformation.												
Check for oil leaks at tank seams, gaskets, around fill ports, under tank, and at piping connections and fittings.												
Check the tank foundation and any support structures for heaving, severe cracking, deterioration or weathering.												
Inspect exterior surface of tank for any damage, stains, rust, dents, discoloration or loss of protective coating.												
Confirm tanks containing gasoline or diesel fuel are connected to an electrical ground wire and grounding rod.												
Ensure storage tank fill ports are closed and sealed.												
Ensure that a mechanical or electronic tank level gauge is present, readable and functioning.												
If applicable, check the secondary containment structure for deterioration, cracks, stains, debris, holes or open sections.												

Inspection records should be maintained at the site for a minimum of 3 years (40 CFR 112.7(c)(5))

MCAS MIRAMAR
USED OIL STORAGE TANK
DAILY INSPECTION CHECKLIST

Pursuant to Title 22 California Code of Regulations Article 10 Tank Systems, 40 Code of Federal Regulations

ACTIVITY: _____ **DEH Permit No:** _____

Week Ending: _____

Tank ID Number: _____

Y=Yes / N=No

CHECKLIST	M	T	W	Th	F	Sat	Sun	Remarks / Corrective Action
1. Is Used Oil tank clearly labeled with the words "Hazardous Waste"? *[CCR 66262.34(f)]*								
2. Is the Accumulation Start Date and pump out date clearly marked for each accumulation cycle? *[CCR 66265.34(f)(1)&(2)]*								
3. Is Used Oil accumulated for less than 90 days from the initial point of generation? *[CCR 66262.34(a)]*								
4. Is Monitoring equipment (level sensing device) in good working order? *[CCR 66265.195(a)(3)]*								
5. Is tank in good operating condition and leak free? Check tank for corrosion, cracks, dents, and leaks or releases. *[CCR 66265.195(a)(2)]*								
6. Is the tank and surrounding area free of oil residue, leaks, spills or releases? *[CCR 66265.195(a)(4)]*								
7. Is secondary containment in good operating condition and kept empty and dry? *[DEH:HM-9271 Terms and Conditions]*								
8. Is secondary containment bypass valve closed and the drainage of rainwater supervised by HWC, and recorded in drainage log? *[40CFR 112.8(c)(3)]*								
9. Is the tank location identified on the Business Plan map? *[DEH:HM-9271 Terms and Conditions]*								
10. Is the AST certification & engineering exemption posted at the worksite? *[DEH:HM-9271 Terms and Conditions]*								
11. Is the tank under the control of the operator? Ensure accumulation tank is secured and access is limited to authorized personnel. *[HWMP 3.4]*								

INSPECTED BY

* Only record Saturday and Sunday if on site and using tank. Holidays need not be recorded.

ADDITIONAL COMMENTS OR OBSERVATIONS:

_____

_____

_____

_____