



UNITED STATES MARINE CORPS
MARINE CORPS RECRUIT DEPOT/EASTERN RECRUITING REGION
PO BOX 19001
PARRIS ISLAND, SOUTH CAROLINA 29905-9001

IN REPLY REFER TO:
DepO 5090.4A
NREAO
20 APR 2015

DEPOT ORDER 5090.4A

From: Commanding General
To: Distribution List

Subj: ENVIRONMENTAL TRAINING

Ref: (a) MCO P5090.2A Change 3, August 2013
(b) Depot Order 5090.5 Hazardous Waste Management
(c) Comprehensive Environmental Training and Education
Program (CETEP) Plan (NOTAL)
(d) 29 Code of Federal Regulations (29 CFR)
(e) 40 Code of Federal Regulations (40 CFR)
(f) South Carolina Hazardous Waste Management Regulations
R.61-79

Encl: (1) Satellite Accumulation Sites and Waste Streams
(2) Environmental Classes

1. Situation. Establish training policies, procedures, and responsibilities pertinent to environmental practices including but not limited to the use, generation, storage, and management of hazardous materials, storm water protection, and spill response. Reference (a) requires each installation to provide awareness training to all personnel that interact with hazardous wastes. Reference (b) mandates procedures that ensure hazardous wastes do not pose a threat to human health or the environment. Reference (c) ensures that appropriate environmental instruction and information are provided at all levels of the Marine Corps in the most effective way to achieve compliance with all environmental training requirements. Reference (d) is the primary set of regulations regarding labor occupational health and safety practices. Reference (e) ensures that personnel are able to handle hazardous wastes in an environmentally sound manner. Reference (f) delineates regulations for permit administration for the State of South Carolina.

2. Cancellation. DepO 5090.4.

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3. Mission. The purpose of environmental training is to provide personnel with the knowledge they need to execute their actions in a manner that protects human health and the environment from potential hazards associated with hazardous materials and wastes (HM/W); to conserve energy and natural resources; to reduce the amount of wastes generated; and to respond to an accidental release of HM/W. In addition, training helps to ensure compliance with local, state, and federal environmental regulations.

4. Execution

a. Commander's Intent. The purpose of the CETEP program is to ensure that all Marines and civilian personnel at Marine Corps Recruit Depot Parris Island (MCRD PISC) receive required environmental training in accordance with the references. Training includes but is not limited to: hazardous waste handling, pesticide management, spill control, lead and asbestos awareness, and general environmental awareness. The Comprehensive Environmental Training and Education Program (CETEP) Coordinator will be assigned to manage environmental training. Method: The CETEP Coordinator will identify requirements, arrange for training either locally or off-site, and maintain required records. The Coordinator identifies personnel/sections required to attend training in order to satisfy environmental training requirements, ensures proper hazardous waste handling requirements, and ensures the safety of human health and the environment aboard the Depot. End State: allows mission of MCRD to be executed without impediment.

b. Concept of Operations

(1) Reference (a) requires each installation to provide awareness training to ensure all personnel operating aboard the installation understand their environmental responsibilities and are able to support environmental policies and programs. This shall happen through quarterly classes, unit-requested coordinated classes, and through new arrival check-in.

(a) For units without an Environmental Compliance Coordinator (ECC), new arrivals shall check-in with the CETEP Coordinator. The CETEP Coordinator will also interview new arrivals and their supervisor to determine what practice-specific training the individual will need to comply with Environmental Management System (EMS) requirements. The CETEP Coordinator will ensure all personnel receive environmental awareness training.

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(b) For units with an ECC, the ECC will coordinate with CETEP coordinator to determine which practice-specific training personnel will need. Practices include, but are not limited to painting, refueling, vehicle maintenance, and ammunition handling. Training will be tracked and documented by the CETEP Coordinator.

(c) Reference (a) includes a provision for all newly assigned battalion and company commanders to receive environmental orientation. Each department/battalion/company is responsible for informing the CETEP Coordinator of personnel assignments so that orientation/training may be provided.

(2) The overall management of Hazardous Wastes (HW) at MCRD PISC is the responsibility of the National Resources and Environmental Affairs Office (NREAO). NREAO will provide support to all departments, commands, and tenants, each of which is defined as a generator. The place of generation is a work-center. Generators must identify wastes and follow the handling instructions specified by NREAO. In addition, each generator shall designate a HW coordinator and an alternate responsible for coordinating with NREAO for waste compliance within the work-center.

(a) HW Coordinators. Each generating work-center will have a designated Satellite Accumulation Area (SAA) Coordinator and an alternate. Each coordinator and alternate will be appointed in writing. A copy of these appointment letters will be provided to NREAO Compliance section. It is the work-centers' responsibility to inform NREAO when personnel within their sections detach and new coordinators are assigned. It is also the responsibility of the HW coordinator to coordinate with the CETEP coordinator at (843) 228-4293 for training of all personnel newly assigned to their departments and to provide a list of names of these individuals.

(b) Work Center Personnel. Each individual who handles Hazardous Material (HM) and HW during the course of his or her job function must be trained to at least awareness level. This training is an annual requirement. Training should be conducted on the job training (OJT) by the SAA Coordinators for new personnel until they are able to attend an official training session conducted by the CETEP Coordinator.

(3) The Depot is responsible for instructing its personnel in the proper operation and maintenance of equipment in an effort to prevent discharges of HM, oil, and petroleum products. Storm water drains discharge directly

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into local waters. Every effort must be made to ensure appropriate personnel attend Storm Water Pollution Prevention (SWPP) and Spill Prevention, Control, and Countermeasures (SPCC) training. Facilities Maintenance (FMD) and Marine Corps Community Services (MCCS) maintenance workers are the primary target audience for this training. The CETEP Coordinator has electronic training discs available for:

(a) Air Quality Compliance: Pollution Prevention (P2) for Managers and Supervisors as well as P2 for Non-Supervisory Personnel.

(b) Hazardous Materials: Intro to Hazardous Materials and Hazardous Wastes as well as a refresher class.

(c) Procurement: Greening Through Procurement.

(d) Storm Water: SPCC and Tank Management.

(4) Some environmental training required by the references is not available through on-site resources, and must be attended off-site, generally at a cost. If personnel attend training via civilian, collegiate, or other Department of Defense (DoD) providers, a copy of attendance certification must be forwarded to the CETEP Coordinator.

c. Tasks

(1) Assistant Chief of Staff (AC/S), G-4 NREAO (CETEP Coordinator)

(a) Maintains a master list that identifies Depot personnel who require training, and dates of training. Training includes hazardous materials and wastes, storm-water, asbestos, and other required environmental training.

(b) Coordinates with ECCs to ensure training is conducted for Recruit Training Regiment (RTR), Weapons Field and Training Battalion (WFTBN), Headquarters and Service Battalion (HQSVCBN) personnel, and Marine Corps Community Services (MCCS).

(c) Provides training on a quarterly basis and publishes dates in advance.

(d) Maintains training documentation and forwards copies to units for inclusion in unit-training records.

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(2) Director, MCCA

(a) Provides a list to NREAO of work-center personnel who work with or around HM/W, in particular, those individuals who utilize SAA's.

(b) Ensures individuals attend refresher training within 12 months of previous training and maintains training documentation.

(c) Designates a unit ECC IAW Reference (a) to coordinate with the CETEP Coordinator and to oversee unit environmental requirements. The individual should remain in the position for at least one year.

(3) Commanding Officer, WFTBn

(a) Ensures appointed safety and S-4 personnel attend training.

(b) Provides a list to NREAO of work-center personnel who work with or around HM/W, in particular, those individuals who utilize SAA's.

(c) Ensures personnel attend refresher training within 12 months of previous training. Also ensures training folders are kept on all personnel at the work center level and that folders must be retained for three years after an employee leaves.

(d) Informs the CETEP Coordinator when command assignments change.

(e) Designates a unit ECC (E5 and above) to coordinate with the CETEP Coordinator and to oversee unit environmental requirements. The individual should remain in the position for at least one year. Marines with AMOS 8056 are prime candidates for this position.

(4) Commanding Officer, RTR

(a) Ensures appointed safety and S4 personnel at regiment, battalion, and company levels attend training.

(b) Provides a list to NREAO of work-center personnel who work with or around HM/W, in particular, those individuals who utilize SAA's.

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(c) Ensures personnel attend refresher training within 12 months of previous training. Also ensures training folders are kept on all personnel at the work center level and that folders must be retained for three years after an employee leaves.

(d) Informs the CETEP Coordinator when command assignments change.

(e) Designates a unit ECC (E5 and above) to coordinate with the CETEP Coordinator and to oversee unit environmental requirements. The individual should remain in the position for at least one year. Marines with AMOS 8056 are prime candidates for this position.

(5) Commanding Officer, HQSVCBn

(a) Ensures appointed safety and S-4 personnel attend training.

(b) Provides a list to NREAO of work-center personnel who work with or around HM/W, in particular, those individuals who utilize SAA's.

(c) Ensures personnel attend refresher training within 12 months of previous training. Also ensures training folders are kept on all personnel at the work center level and that folders must be retained for three years after an employee leaves.

(d) Informs the CETEP Coordinator when command assignments change.

(e) Designate a unit ECC (E5 and above) to coordinate with the CETEP Coordinator and to oversee unit environmental requirements. The individual should remain in the position for at least one year. Marines with AMOS 8056 are prime candidates for this position.

(6) Associate Director, Branch Health Clinic (BHC)

(a) Ensure appointed safety and supply personnel attend training.

(b) Provides a list to NREAO of work-center personnel who work with or around HM/W, in particular, those individuals who utilize SAA's.

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(c) Ensures personnel attend refresher training within 12 months of previous training. Also ensures training folders are kept on all personnel at the work center level and that folders must be retained for three years after an employee leaves.

(d) Inform the CETEP Coordinator when command assignments change.

(e) Designates a unit ECC (recommend E5 or above) to communicate with the CETEP Coordinator and to oversee unit environmental requirements. The individual should remain in the position for at least one year.

(7) Unit Environmental Compliance Coordinators (ECCs)

(a) Shall be an E-5 or above or other individual with sufficient authority to implement environmental requirements at the command, and be appointed for at least one year in this role.

(b) Must complete Environmental Compliance Coordinator's computer based training (CBT) course on Marine Net prior to assignment.

(c) Ensure personnel in the unit who require environmental training receive it. Coordinate with the CETEP Coordinator to schedule training.

(d) Coordinate with NREAO representatives as required to ensure all environmental requirements are being met and/or addressed. Ensure any applicable checklists or documentation received from NREAO is completed and returned.

5. Administration and Logistics. This order is applicable to personnel assigned to Marine Corps Recruit Depot, Parris Island, and its tenant activities.

6. Command and Signal. This order is effective the date signed.


M. R. BOWERSOX
Chief of Staff

DISTRIBUTION: A

Satellite Accumulation Sites and Waste Streams

Satellite Accumulation Areas and Waste Streams include:

1. Headquarters and Service Battalion (HQSVCBN)

a. FMD Paint Shop - paint related materials, paint chips, aerosol paint cans, rags c/w paint related material, empty aerosol and regular paint cans.

b. FMD Electric Shop - nickel cadmium batteries, mercury vapor lamps, sodium lamps, PCB ballast and capacitors, mercury switches, mercury thermometers, waste fluorescent bulbs.

c. FMD Machine Shop - waste rags c/w oil, solvents & greases, absorbent c/w oil.

d. FMD A/C Shop - waste antifreeze, oily Freon, filters c/w oil and Freon, rags c/w oil and Freon.

e. FMD Small Engine Shop used oil, empty aerosol cans recycled, gasoline/diesel, rags c/w oils & solvents, absorbent c/w POL, waste paint w/punch-kit.

f. Mower Shop - rags c/w POL, antifreeze, waste gas/diesel, used oil.

g. FMD Pest Control - pesticides (liquid), empty aerosol cans - recycled, waste rages c/w pesticides, waste pesticide w/punch-kit.

h. Property Control (500A)- rags c/w paint related material, empty aerosol cans - recycled, NiCad batteries, MRE heaters.

i. Bulk Fuel - absorbent & rags c/w gas/diesel, gas & diesel mix, gas/diesel filters.

j. Motor Transportation - oil/diesel filters, antifreeze, used oil, gas & diesel, absorbent c/w fuels, oil, grease, rags c/w fuels, oil & grease, paint w/punch-kit, empty aerosol cans.

k. Main Power Plant - rags c/w oil, used oil, waste #6 oil, oil filter.

l. NREAO Hazardous Waste Center - paint w/punch-kit, waste PRM.

m. NREAO Recycle Center - broken fluorescent bulbs, fluorescent bulbs - universal wastes/recycle, various types of batteries - universal wastes/recycle.

2. Weapons and Field Training Battalion (WFTBN)

a. Paint/Maintenance Shop - paint related material, rags c/w paint related materials, used oil, waste paint w/punch-kit.

b. FTU - paint related material, waste paint w/punch-kit, rags c/w paint-related material, absorbents c/w POL, absorbents c/w gas, used oil, empty aerosol cans - recycle, waste gas/diesel.

3. Branch Health Clinic (BHC)

a. Dental Clinic Pump Room - used oil, filter c/w amalgam, waste amalgam.

b. Infectious Waste Storeroom

4. Marine Corps Community Services (MCCS)

a. Hobby Shop - used oil, rags c/w POL/fuels/degreaser, absorbent c/w oil, oil filters, antifreeze, gas/diesel, gas/diesel filters, waste paint w/punch-kit.

b. Maintenance - PCB ballast, aerosol cans - recycle, paint related material/solvent/thinner, waste paint w/punch-kit, compressor oil c/w Freon.

c. Engraving Shop - waste fixer.

d. Golf Course Maintenance Area - absorbent c/w POL, used oil, oil filters, gas/diesel, antifreeze.

e. Athletic Field & Grounds Maintenance (bldg 4022)- gas/diesel, absorbent c/w POL, rags c/w POL, used oil, paint related material, aerosol spray cans - recycle.

f. Vehicle Maintenance - gas/diesel, absorbent c/w oil, used oil, antifreeze, gas & diesel filters.

g. Bowling Center - wax stripper, lube oil.

h. Gas Station - waste pump filters, absorbent c/w gas & oil.

ENVIRONMENTAL CLASSES

Class	Sections	Length	Location
Asbestos	FMD, NREAO, Contractors, MCCS	Awareness 2 hrs Worker/Inspector 24 hrs Supervisor 40 hrs Refreshers: 8 hrs	Off-site
Bloodborne Pathogens	BMC, PMO, Fire Dept	2 hrs	Local
Environmental Awareness	All personnel	Annual 1 hr	Local
Hazcom (Force Preservation)	All	4 hrs	Local
HW Handling	All	Annual 2 hrs	Local
Hazwoper	Fire Dept, NREAO, Safety	Initial 40 hrs Refresher 8 hrs	Local
Lead	FMD, NREAO, MCCS, Contractors	Initial 24 hrs Refresher 8 hrs	Off-site
NEPA Team	FMD, PW, ROICC, MCCS, NREAO	24 hrs	Off-site/ local (when available)
Spill Management Team	Executive Level	16 hrs	Local (when available)
Oil Spill Response	NREAO, Fire, G3 Dept, FMD, Force Preservation	24 hrs	Local
Spill Prevention Control and Countermeasures	NREAO, FMD, WFTBn, Bulk Fuels, MCCS, Contractors, Armory, RTR	1 hr	Local
Storm Water Pollution Prevention	NREAO, FMD, WFTBn, Bulk Fuels, MCCS, Contractors, Armory, RTR	1 hr	Local