



Environmental Smart Book

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DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
UNITED STATES ARMY GARRISON ANSBACH
UNIT 28614
APO AE 09177-8614

IMAN-ZA

11 July 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter # 08 - United States Army Garrison (USAG) Ansbach Environmental Management System (EMS)

1. REFERENCE.

- a. Executive Order 13514 – Leadership in Environmental, Energy, and Economic Performance, 8 October 2009.
- b. Executive Order 13423 – Strengthening Federal, Environmental, Energy and Transportation Management, 24 January 2007.
- c. Army in Europe Regulation (AER) 200-1, Environmental Quality Program, 26 October 2007.

2. PURPOSE. To meet the requirements of Executive Orders 13514 and 13423 and incorporate an Environmental Management System (EMS) that conforms to the International Organization for Standardization (ISO) 14001 Standard into the existing installation management structure. In accordance with DOD Policy, the USAG Ansbach intends to continue to comply with Army metrics and achieve full conformance with the ISO 14001 Standard. I have ownership of and ultimate accountability for the USAG Ansbach EMS.

3. APPLICABILITY. This policy applies to all person utilizing USAG Ansbach facilities.

4. POLICY. The mission of the USAG Ansbach is to provide comprehensive base operations support to all tenant units and our entire military/civilian community. The Garrison will perform its mission while maintaining our stewardship responsibility to protect and conserve the environment and operate in a sustainable manner. In accomplishing our mission, we're committed to:

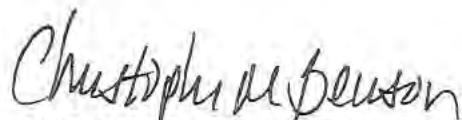
- a. Comply with all applicable environmental policies, laws, regulations, EMS procedures, and other requirements.
- b. Continually identify potential sources of pollution and commit to the prevention of pollution to meet or exceed U.S. Army goals.

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SUBJECT: Policy Letter # 08 - United States Army Garrison (USAG) Ansbach
Environmental Management System (EMS)

- c. Set objectives and targets to reduce our environmental impacts through our environmental management programs. Review progress toward the environmental objectives and targets annually.
- d. Strive to fully integrate relevant environmental considerations into all installation activities, business decisions, and standard work practices and procedures so environmental awareness and compliance are a routine part of the way we conduct business.
- e. Actively pursue continual improvement in environmental management systems. Continually measure performance to assess effectiveness through internal and external environmental assessments.
- f. This policy letter will be posted on all official bulletin boards.

5. PROPONENT. POC for this policy is the USAG Ansbach, DPW Environmental Management Officer at DSN: 468-2774.



CHRISTOPHER M. BENSON
COL, EN
Commanding

DISTRIBUTION:

A



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
U.S. ARMY GARRISON ANSBACH
UNIT #28614
APO AE 09177-8614

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MEMORANDUM FOR RECORD

SUBJECT: Appointment of Unit Environmental Compliance Officer (ECO) or Unit Environmental Point of Contact (Env POC)

1. References.
 - a. AR-200-1, chapter 1, section 2, para. 1-28, f and g, 13 December 2007.
 - b. USAG Ansbach Environmental Policy, COL Benson Memorandum # 8, 11 Jul 13.
 - c. USAG Ansbach Environmental Management System Roles and Responsibilities Procedure, 15 May 2012.

2. Effective _____,
(begin date)

Rank/Name: _____

Unit/Organization: _____

Phone & Email: _____

is hereby appointed as **the primary Environmental Compliance officer (ECO)**.

Rank/Name: _____

Phone & Email: _____

is hereby appointed as **the alternate ECO representative**, for the same unit/organization as named above.

3. Purpose: To ensure environmental requirements are adhered to; to fully implement the USAG Ansbach Environmental Management System (EMS).

4. Period: Until officially released or relieved from appointment in writing.

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SUBJECT: Appointment of Unit Environmental Compliance Officer (ECO) or Unit Environmental Point of Contact (Env POC)

5. The duties of the ECO/ Environmental POC are as follows:

a. Ensure environmental compliance and awareness actions take place within his/her organizational level (company, activity, or division). This should include, but is not limited to the responsibilities as assigned for the hazardous material/ hazardous waste coordinator and the solid waste and recycling coordinator.

b. Serve as a POC for Garrison environmental staff and the Environmental Management System (EMS) Cross-Functional Team (CFT).

c. Serve as an environmental POC during unit movement activities, including but not limited to deployment, re-deployment, and training maneuvers.

6. Special Instructions: Appointee will become thoroughly familiar with environmental regulations as directed by AR 200-1 and local policy, as applicable. Appropriate training will be provided as needed by the USAG Ansbach DPW Environmental Management Division (EMD).

7. Point of contact for the designation of this representative is the undersigned. In the event that the appointed ECO/ Env POC and alternate leave USAG Ansbach, the undersigned will appoint new personnel to fulfill these duties. All contact information shall be forwarded to the USAG Ansbach DPW EMD (Attn: Ms. Gerda Koss).

8. The USAG Ansbach is committed to the continual improvement of environmental management across the Garrison.

Supervisor's rank/name

Unit/Organization

Phone/ E-mail

Environmental Office POCs

POC	Subject Area	Contact information
Andy Poppen	Chief Environmental Office	DSN Mainline: 476-5843 (CIV: 09802-83-5843) DSN: 467-3422 (CIV: 09802-83-3422) andrew.g.poppen.civ@mail.mil
Gerda Koss	Environmental Management System (EMS), Drinking Water, Air Emissions	DSN: 467-2774 (CIV:09802-83-2774) gerda.m.koss.ln@mail.mil
Jürgen Stöhr	Asbestos Program Manager, Remediation, Lead Based Paint, Noise	DSN: 467-3423 (CIV:09802-83-3423) juergen.e.stoehr.ln@mail.mil
Jutta Seefried	Solid Waste, Recycling	DSN: 467-3403 (CIV:09802-83-3403) jutta.seefried.ln@mail.mil
Daniel Wörlein	Hazardous Waste/Hazardous Material, POL	DSN: 467-3424 (CIV:09802-83-3424) daniel.woernlein.ln@mail.mil
Danny Lang	Hazardous Waste/Hazardous Material, POL	DSN: 467-2261 (CIV:09802-83-2261) danny.lang2.ln@mail.mil
Annika Dobin	Compliance, Spill Prevention, Waste Water, Pollution Prevention, USTs & ASTs,	DSN: 467-3306 (CIV:09802-83-3306) annika.dobin.ctr@mail.mil
Stephan Haas	Natural/Cultural Resources, Remediation, Pesticides	DSN: 467-2225 (CIV:09802-83-2225) stephan.k.haas.ctr@mail.mil
vacant	Project Review	DSN: 467-3306 (CIV:09802-83-3306)

Summary Significant Aspects		highest score	Most Significant/Environmental Program
1	Soil and groundwater contamination	45	
2	Product Procurement	37	Y
3	Energy consumption	33	Y
4	Water consumption	33	Y
5	Generation of environmental noise	31	
6	Fuel consumption (aircraft, vehicles)	29	
7	Air emissions (JP8 fumes, aircraft exhaust, vehicle exhaust)	29	
8	Endangered species management	29	
9	Erosion	28	
10	Spill / uncontrolled release of hazardous materials (JP8)	26	
11	Generation of hazardous waste	24	
12	Generation of solid waste	24	
	Total # of activities associated with significant aspects	120	
	Total # of activity aspects identified	952	



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11 May 2012

MEMORANDUM FOR All Personnel That Work, Live or Enter Any USAG Ansbach Installation

SUBJECT: Policy Letter for Recycling and Solid Waste Disposal within USAG Ansbach

1. REFERENCES:

- a. German Waste Disposal Law (Kreislaufwirtschaft-/Abfallgesetz), July 2005, Edition 10
- b. USAG Ansbach Recycling & Separate or Recycle Trash (SORT) Guide, 2010
- c. Memo, IMCOM-E, Subject: Prohibition of the Disposal of Off-Post Household Waste on Installations, 31 Jan 2012

2. PURPOSE: Provide and set policy for the solid waste program which includes recycling, refuse and bulk trash at all USAG Ansbach installations. Establish consistent procedures regarding managing and handling solid waste applicable to all community members within the USAG Ansbach. This policy is aligned with ref. 1c.

3. SCOPE: This policy letter is punitive in nature, and applicable to all military personnel, DA civilians, local national employees, family members, contractors and guests assigned, attached, TDY, conducting business, visiting or training in the USAG Ansbach area of operation. Individuals subject to the Uniform Code of Military Justice (UCMJ) who violate this policy are subject to administrative or judicial actions under Article 92, UCMJ. Individuals not subject to the UCMJ are subject to administrative or judicial actions in accordance with applicable federal, state and local laws and regulations. Contractors violating this policy may be additionally subject to appropriate contractual penalties.

4. POLICY: Recycling is the law in Germany. Everyone must abide by the host nation laws. Host nation ordinance requires separation of trash where generated (i.e., at the home or workplace). This applies to everyone, including U.S. Agencies. Recyclables purchased on post (e.g., from AAFES, Commissary, etc.) may be disposed of at recycle collection points within the USAG Ansbach.

- a. ***On post employees*** must separate their waste into those items that are recyclable and what remains is trash. You must place your recyclable items in the proper containers that are provided. You must comply with references 1a and 1b above.

b. ***Off post residents (military or civilian)*** must separate their household waste into those items that are recyclable, and what remains is trash. You must comply with reference 1a above. You may **not** bring any trash or bulk trash onto any military installation for disposal. Trash generated off post needs to be disposed of off post. The Katterbach and the Storck Recycling Centers are **not** for your use. All local German communities collect trash and recyclable items. They also have provisions for disposing bulk trash. Contact your landlord or local City Hall for details.

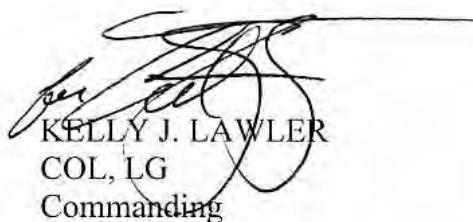
c. ***On post residents (includes leased-housing)*** must separate their household waste into those items that are recyclable, and what remains is trash. You must comply with references 1a and 1b above. You must place your recyclable items in the proper containers that are provided. You are authorized to use nearby dumpsters for your trash disposal. You may also use either the Recycle Center at Katterbach or Storck Barracks.

d. ***Military unit personnel*** may not place any DEMIL items, hazardous waste or recyclables into any trash dumpsters anywhere. Note: DEMIL items may **not** be taken to the Recycling Centers. DEMIL items need to be taken to the Defense Reutilization Marketing Office (DRMO) for correct disposal IAW Army standards.

5. UNAUTHORIZED TRASH DISPOSAL: Soldiers, civilians, and families residing off post are not allowed to dispose of trash on post. Doing so is “unauthorized trash disposal.” Anyone observing unauthorized trash disposal should report the offense to the Military Police, DSN 467-3856 or civ 09802-83-3856. When calling provide as much information as possible (i.e., what was dumped, description of the person dumping, vehicle information: license plate number, color, make, model). All community members are encouraged to be proactive and vigilant in regards to this policy.

6. The USAG Ansbach “Recycling & SORT” guide provides the community with complete trash disposal/recycling information. Supervisors, Environmental Coordinators, Area Coordinators, Facility Managers, Building Coordinators and First Sergeants must disseminate this information.

7. For further information, contact the DPW-Environmental Mgt Div at DSN 467-3403 / civ 09802-83-3403 or, the DPW Operations & Maintenance Div at DSN 467-3438 / civ 09802-83-3438.



KELLY J. LAWLER
COL, LG
Commanding

IMAN-ZA

SUBJECT: Policy Letter for Recycling and Solid Waste Disposal within USAG Ansbach

Document Name:	Policy Letter for Recycling and Solid Waste Disposal within USAG Ansbach		
Document Elect. ID	ANS_POL_007_Recycling_rev3_2012		
ISO 14001 ID:	4.4.6. - 007	Original Date:	07 Oct 09
Revision No:	3	Revision Date:	11 May 12
Review Cycle	As needed	Doc Owner:	DPW EMD
ARIMS Rec. No:	800D/0-6	Approval Date:	11 May 12
Document developed and reviewed:	Approval: Ms. Jutta Seefried  // S // COL Kelly J. Lawler		
USAG Ansbach Solid Waste Manager	USAG Ansbach Garrison Commander		

DOCUMENT REVIEW AND REVISION LOG

Action	Review Date	Revision (Yes/No)	Revision Date	Revision Summary
Initial policy development.	NA	NA	07 Oct 09	NA
Review & Revise #1.0	24 Feb 10	Yes	24 Feb 10	Changes of # 5,7,8 and 9
Review & Revise #2.0	20 Apr 10	Yes	20 Apr 10	Changes of #9 (phone # of MP)
Review & Revise #3.0	4 May 12	Yes	11 May 12	Major changes in 4.b and 5.
USAG_ANS_Form 02, rev 27Jul12				THIS IS A CONTROLLED DOCUMENT. VERIFY MOST RECENT VERSION ONLINE. https://portal.eur.army.mil/sites/IMCOM-E-A/DPW2/EMD/default.aspx

NA Not Applicable



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20 FEB 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG Ansbach Hazardous Material Management Program

1. PURPOSE. The purpose of this document is to establish a centralized HMMP and responsibilities for the management of hazardous material (HM) and hazardous waste (HW) within USAG Ansbach. The core objective is to improve logistics and operational mission performance by controlling and reducing the acquisition, use, handling, and disposal of HM and the generation of HW, consistent with Army supply chain integration and sustainability objectives.

2. REFERENCES:

- a. AR 710-2, Supply Policy Below the National Level, 28 March 2008.
- b. Department of the Army (DA) Pamphlet 710-7, Hazardous Material Management Program, 31 July 2007.
- c. AER 200-1 dated 8 May 2012
- d. FGS, latest revisions made 10 July 12.

3. APPLICABILITY. This program is applicable to all USAG Ansbach activities, tenants, and personnel.

4. PROPOSAL. The proponent of this program is the 405th AFSB Director of Logistics. Recommendations are welcome and should be forwarded to the Chief, Supply and Services Division, in written format. Recommended enhancements should include the submitting activity; point of contact name, address, and telephone number; specific section to be enhanced; proposed enhancement; new text, and justification, to include benefits and drawbacks.

5. MISSION STATEMENT. The USAG Ansbach HMMP is an initiative to enhance readiness and improve sustainability through controlling and tracking the acquisition, use, handling, and disposition of HM. The program serves as the base focal point for HM management. It combines many of the traditional functions of the Environmental, Supply, Contracting, Logistics, and Installation Safety Office. The USAG Ansbach HMMP establishes an organization and business practices to implement semi-centralized HM management throughout the Garrison.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

6. FUNDAMENTAL PURPOSE. The fundamental purpose of the USAG Ansbach HMMP is to substitute, minimize, track, and control the ordering, storing, distribution, use, and disposition of HM through the effective use of multiple point control. It also facilitates the tracking of HW from generation to final disposal. Essential to the program is the requirement to obtain and maintain updated copies of manufacturers' material safety data sheets (MSDSs) for all HM brought on USAG Ansbach and avoid over-ordering of HM. The program utilizes standard Army supply management systems and the Hazardous Material Management System (HMMS) to facilitate necessary tracking and provide a centralized database for management and compliance reporting. The HMMS links processes to materials used and wastes generated. It tracks materials and chemical constituents throughout their life cycle on USAG Ansbach. The HMMS also prepares key mandatory environmental reports and facilitates management reporting.

7. DUTIES:

a. The Garrison Commander will:

- (1) Ensure that integrated logistics, environmental, occupational safety and health, and hazardous substance (HS) policy and procedures are established and disseminated Garrison-wide.
- (2) Appoint a subcommittee to the Environmental Quality Control Committee (EQCC) for oversight and day to day HMMP operational oversight.
- (3) Ensure USAG Ansbach Directorates that buy, store or use HM participate in the HMMP and are in compliance with applicable environmental guidance and procedures.
- (4) Obtain necessary resources to maintain the HMMP.

b. The Director of Logistics will:

- (1) Designate a representative to serve on the HMMP sub-committee as a voting member, who publishes agendas, and prepares reports for the Garrison Commander.
- (2) Ensure the safe receipt, handling, storage, and issue of HM.
- (3) Ensure that MSDSs are readily available and issued with HM to assure proper handling and emergency response preparedness.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

- (4) Ensure that the processing of unit or activity turn-ins is timely in order to maximize the potential for transfer and/or reutilization of HM prior to shelf life expiration.
 - (5) Provide necessary logistics data to the Garrison staff in support of Environmental HMMP reporting requirements.
 - (6) Conduct planned and unscheduled HMMP assessments, to include site inspections and assistance visits at least annually.
 - (7) Provide sources for potential nonhazardous product substitution. Conduct pollution prevention assessments when necessary/possible in conjunction with DPW Environmental Div.
 - (8) Identify processes that use HM, or result in unsafe conditions for personnel on USAG Ansbach.
 - (9) Identify HM, authorized users, and levels of storage per location.
 - (10) Preauthorize HM prior to first time ordering.
 - (11) Maintain and process updates of MSDS data.
 - (12) Provide MSDS information to the Fire Department.
 - (13) Review and approve authorized user list (AUL) change requests in coordination with Installation Safety.
 - (14) Prepare ADHOC hazardous substances management reports as required.
- c. The Chief, Environmental Division, Directorate of Public Works (DPW), will
- (1) Designate a representative to serve as a voting member of the HMMP committee.
 - (2) Provide Hazardous Substance technical support to the Garrison Commander and HMMP Committee.
 - (3) Coordinate with the Director of Logistics to ensure that environmental requirements are integrated into the USAG Ansbach HMMP.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

(4) Recommend HMMP goals and objectives, consistent with higher headquarters guidance; assist the DOL with pollution prevention assessments when seeking opportunities for enhancing pollution prevention efforts and to measure goal achievement.

(5) Provide data to the HMMP Committee or DOL on HM disposed as HW or any other data related to HW disposal.

(6) Provide technical support during assessment and or inspections of USAG Ansbach operations and tenant activities, in conjunction with Safety, Fire, DOL and/or external offices.

d. The Garrison Safety Office, will:

(1) Designate a representative to serve as a voting member of the HMMP Committee.

(2) Provide safety input to the Garrison Commander and the HMMP committee.

(3) Conduct occupational safety and health planning for the Ansbach community.

(4) Coordinate with the Environmental Division, DPW, DOL to establish policy and procedures to preauthorize HM prior to first-time ordering.

(5) Conduct occupational safety and health assessments to identify opportunities for enhancing safety efforts and reducing risks to Ansbach personnel.

(6) Participate in AUL change approvals.

(7) Include identification of HM not in inspected activities AUL database during scheduled visits and report these items to the HMMP committee for appropriate action.

(8) Conduct supervisors hazard communication familiarization training for USAG Ansbach trainers and supervisors.

(9) In coordination with occupational health nurse, industrial hygiene, environmental management and fire department review and approve the shop specific hazard training program for technical accuracy and completeness prior to implementation in the work/shop area.

(10) During scheduled visits evaluate the effectiveness of the hazardous communication training program, proper handling, storage, use and labeling of hazardous material

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SUBJECT: USAG Ansbach Hazardous Material Management Program

by USAG Ansbach personnel.

e. The Chief, Business Operations Division, DPW, will:

- (1) Designate a representative to serve as a voting member of the HMMP committee.
- (2) Establish procedures to implement Ansbach HMMP policy within the Division.

f. The USAG Ansbach Army Health Clinic will:

- (1) Follow the Surgeon General guidance and establish a Hazardous Material Control Point (HMCP).
- (2) Publish an SOP for HMCP operations and customer support.
- (3) Enter HM procurements and usage into the Medical Command HM software as they occur or at least weekly.

g. The 69th Signal will:

- (1) Ensure adequate networking to support efficient HMMS transactions between server and clients, as required
- (2) Provide necessary internet protocol addresses and network access to support HMMS
- (3) Maintain HMMS hardware, including required maintenance contracts.
- (4) Provide necessary software to maintain the HMMP.
- (5) Install HM management and related software and hardware upgrades, as required.

h. The HMMP Committee will:

- (1) Be responsible for the integrated efforts necessary to successfully implement HM management software and support enhanced HMMP business practices on USAG Ansbach.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

- (2) Develop the implementation plan for the HMMP, assign roles and responsibilities, identify and assign actions with necessary milestones, and ensure that milestones are satisfactorily completed and embrace EMS Goals /Objects and Aspects/Impacts in this process.
- (3) Serve as the implementation workgroup for the HMMP.
- (4) Provide oversight to HMMP operations.
- (5) Conduct periodic in-progress review briefings on the status of HMMP implementation and ongoing operations.
- (6) Be chaired by the Deputy Garrison Commander.
- (7) Include representation from the DOL, DPW, Safety, 69th Signal, MWR, DoDDS, Aviation Command, AAFES, Medical Command, and Environmental Officers from all tenant activities. The Garrison Commander or EQCC adjusts membership, as required.
 - i. The HMMS Database Manager, will:
 - (1) Establish HMMS access rights as directed by the HMMP Committee. Conduct day-to-day maintenance of the HMMS database and periodic update of tables, as required.
 - (2) Ensure the daily backup of HM management transaction data.
 - (3) Respond to Garrison HM management software functional questions.
 - (4) Coordinate HM management software updates with appropriate offices and the Software provider.
 - (5) Receive and track USAG Ansbach HM management software engineering change proposals.
 - (6) Assist the Chief, Environmental Division, in preparing reports using HM Management software data, as required.
 - (7) Support Hazardous Material Managers in correcting data.
 - (8) Assist 69th signal in identifying and correcting network problems related to HM management software, as required.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

j. The Director of Emergency Services will:

(1) Designate a representative to serve as a voting member of the HMMP Committee.

(2) Provide policy and guidance on all fire-related issues as they pertain to HM and HW.

(3) Assist recovering found on post HM/HW when notified by Environmental that HM/HW may be life threatening, a danger to the Environment or is part of the first responder mission. Ensure materials are placed in a safe temporary storage until the DPW Environmental Div has arranged removal/disposal services.

k. The Director, Mission and Installation Contracting Command will:

(1) Designate a representative to serve as a voting member of the HMMP Committee.

(2) Set up contract mechanisms with local vendors to meet customer requirements for local purchase items.

(3) Provide guidance controlling/stopping the use of government purchase cards (GPCs) for HM procurement that is not on an approved AUL.

(4) Ensure that all service, maintenance, and construction contracts include Statements that facilitate full support of the installation HMMP.

(5) Report to the Garrison Commander and DOL the purchase of unauthorized HM by GPC holders.

(6) Ensure all contracts through which the Army locally procures hazardous materials contain the appropriate Federal Acquisition Regulation (FAR) clause 52.223-3 "Hazardous Material Identification and Material Safety Data," or the Army equivalent provision.

(7) Ensure contract specifications require contractors who use hazardous chemicals that Army military or civilian workers may be exposed to, provide the information required in FAR clause 52.223-3 "Hazardous Material Identification and Material Safety Data," or Army equivalent provision, to the pertinent Army work area/shop supervisor. Additionally, ensure contracts include a requirement for securing all hazardous materials left on site at the end of the work shift or day.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

1. The Supply Support Activities (SSA's) will ensure:

- (1) Proper receipt, handling, storage, and issuing of HM safely.
- (2) MSDSs are readily available to assure proper handling and emergency response preparedness. Assistance in acquiring requisite MSDSs can be obtained from the supplier/manufacturer or the internet.
- (3) Processing for unit or activity turn-ins of HM to timely maximize the potential for transfer, recycling, and/or reutilization. Maintain close coordination with supporting environmental office and DRMO to expedite the removal of excess HM.
- (4) Necessary information is provided to respond to HM reporting requirements, as well as any additional ACOM/ASCC/DRU requirements.
- (5) When advised by the using activity that requested material may be hazardous, note in the purchase request (PR) or the procurement work directive (PWD) for local purchase that a MSDS is required.
- (6) Records of HM being procured locally are established and that all subsequent PRs and PWDs contain requirement for MSDSs.

m. Commanders, activity chiefs and tenants (includes DoDDS, MWR, NATO Units) on USAG Ansbach installation property will.

- (1) Ensure that all processes, HM, and waste streams have been approved and incorporated into the HMMP AUL to allow expeditious HM transactions.
- (2) Ensure the establishment of 2-week shop/laboratory supply levels for HM normally used in day-to- day business.
- (3) Ensure that HM in excess of the 2-week stock age level or in excess of known immediate need is returned to the supply system.
- (4) Obtain all HM from the appropriate authorized source.
- (5) Inspect areas where HM is stored and take inventory of such areas monthly and Document these inventories. Particular attention shall be placed on checking HM expiration dates and HM quantities on hand versus what is allowed on the current AUL. The goal is to prevent HM from being unused then disposed of.

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SUBJECT: USAG Ansbach Hazardous Material Management Program

(6) Ensure that work areas and laboratories maintain the correct manufacturers' MSDSs for each HM used and/or stored.

(7) Designate personnel authorized to request, receive, and store HM.

(8) Obtain and mark appropriate containers for collecting used HM.

(9) Coordinate the turn-in of unserviceable/expired HM with the DPW Environmental Div. only after attempting to return the HM to the SSA or supplier.

(10) Designate in written form personnel trained and authorized to coordinate and turn in HW.

(11) Ensure that all personnel exposed to HSs in the course of their work receive proper training, to include HAZCOM and proper and adequate personal protective equipment (PPE) is stocked, maintained, and issued to personnel.

(12) Coordinate environmental and safety training with the Environmental Division, DPW, and Safety. Ensure that all personnel are made aware of and comply with this program.

(13) Provide representation to the USAG Ansbach HMMP Committee.

(14) Inspect work areas to ensure that HM has been recorded in the HMMS, HM is properly rotated and stored, and used HM is properly marked IAW regulatory guidance.

(15) Ensure that spill plans are current and readily available for emergency response.

(16) Ensure that HS spill response is immediate and IAW the spill response plan and "Red Plan". Notify the Fire Department for any spill that is 5 liters or more. Within 24 hours of the spill coordinate with the Fire Dept. to submit a spill report to the DPW Environmental Div.

(17) Ensure that appropriate spill response materials are on hand in the form of a spill Kit and such kits are located nearby where spills are likely to occur.

(18) Develop and implement a written hazardous communication Program that complies with 29 CFR 1910.1200.

n. Individual personnel handling and using HSs will:

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SUBJECT: USAG Ansbach Hazardous Material Management Program

(1) Ensure appropriate training when tasks include the handling of HSs.

(2) Ensure that MSDSs are on hand (electronic or hard copy) for all HM used or on hand. Be familiar with potential hazards associated with each HM used or on hand.

(3) Wear appropriate PPE when handling HSs. Refer to the MSDSs, product labels, technical manuals, and/or the Installation Safety Office, industrial hygienist, or occupational health nurse for guidance. Individuals should also ensure that PPE is maintained IAW applicable technical documents.

(4) Handle HM IAW the MSDS and product labels.

(5) Store HM IAW Army and Host Nation guidance and procedures.

(6) Place used HM in properly marked containers.

(7) Notify supervisors and the DPW Environmental Div. when new processes or materials are required and/or when new waste streams will be generated.

(8) Contain and clean up all spills immediately and report the spill to supervisors. For spills that pose a safety or health threat to personnel or the environment, immediately notify the Fire Department first and then the Environmental Division, DPW. Consult site specific spill plans for more details.

8. AUTHORIZED USAGE LIST (AUL), (HM, PROCESSES, AND ALGORITHMS)

a. AUL Definition.

(1) The AUL is the listing of processes and hazardous materials approved for use within USAG Ansbach activities and tenants. It sets the maximum amount of HMs to be used per process/activity.

(2) The AUL is the composite of the HMMS table information that links processes using HM and/or generating HW, authorized HM, anticipated waste streams, and algorithms to estimate releases. An HMMS AUL record is created when an HMMS master inventory record is approved for use or storage on USAG Ansbach and is linked to a site-specific process record.

(3) Each authorization includes a review and approval of all aspects of a process, the HM required per process, the resulting waste stream(s) and emissions, and the work center(s)

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Involved. The AUL supports the USAG Ansbach HMMP policy and serves to control the purchase of HM.

b. AUL Use.

(1) The AUL is used to control HM acquisition, to identify types of HM usage, to estimate HW generation, to prepare environmental reporting, and as a pollution prevention tool. Each requisition, receipt, and issue transaction is validated against the AUL prior to completion. Transaction exceptions to the AUL will be reported to the Director of Logistics for appropriate action. The HMMS automatically validates each issue transaction against established authorizations prior to issue. Unauthorized requests cause a system warning, which must be overridden by the HMMS operator. Overriding the warning requires approval from the Environmental Division, DPW and DOL. Overriding the AUL and shelf life expiration message during material transactions creates exception reports. Work area supervisors, the Environmental Division, DPW, and Garrison Safety review exception reports and take actions necessary to correct the cause for the current exception and those actions needed to preclude a recurrence.

(2) Each distinct operation, such as painting, using a re-circulating solvent parts washer, performing a medical procedure, or maintenance activities in motor pools, hangars and shops, constitutes a process in the HMMS. Processes may be activity-specific but are generally not location-specific. Processes generate waste.

(3) HW characterization records describe the waste and waste container. HW Characterizations can be referenced using unique names, locally assigned codes, or contract line numbers. An algorithm for each approved process is created and entered into the HMMS. Algorithms predict the fate of materials used in a process and use this to collect information for pollution prevention opportunity assessments.

c. Maintaining the AUL.

(1) All supervisors are responsible for ensuring that the HMMS database accurately reflects approved processes, HM used, and HW generated. AUL change requests are processed through the (not sure who this should be). Changes to HM usage are processed in advance of HM procurement to ensure the efficient flow of HM through the system.

(2) Proper HM management requires pollution prevention opportunity assessments and Reporting.

(3) HMMP inspection points will be added to the command logistics inspection criteria by the Director of Logistics. Inspections of and assistance visits to verify that HMMP policy and

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Guidance have been implemented and are being followed will be conducted on a scheduled and unscheduled basis. Inspection results will be provided to the Chief, Supply and Services Division, DOL, for corrective action. A copy of the report identifying shortcomings, opportunities for improvement, and recommended solutions is forwarded to the HMMP Working Group for review and appropriate action.

(4) The Environmental Division, DPW, will provide technical support during pollution prevention opportunity assessments, which identify the potential for reduced HM acquisition through changes to processes or material substitution. They also assist in identifying opportunities to reduce HW generation through material substitution or process change. The HMMS provides sufficient HW, HM, and chemical inventory and uses information to support assessments. The centralized database provides opportunities for ad hoc management reporting.

(5) USAG Ansbach activities/tenants are required to participate in any Pollution Prevention Assessments regardless of who conducts them and, adhere to proposed process changes. Requests are made through the Environmental Division, DPW. Inspection reports are provided to operational managers and to the HMMP Working Group for appropriate action.

d. Expected HMMP Benefits. The USAG Ansbach HMMP—

(1) Helps the Garrison Commander protect human health and the environment through enhanced compliance with existing laws and regulations. This further supports sustainability objectives.

(2) Generate savings through the reduction of usage of HM, reduce unused HM being disposed as HW, elimination of duplicate tracking and information systems, , and support of the new tasks imposed on all Garrisons by Executive Order 13423, Strengthening Federal Environmental, Energy, and Transportation Management.

(3) Contributes to the safe handling of HM and reduces the potential for notices of violations and the monetary fines associated with them.

(4) Ensures HM tracking and reporting and provides data showing the status and location of HM to all post organizations requiring that information.

(5) Can realize cost savings in both the procurement of HM and the disposal of hazardous wastes and solid.

(6) Addresses inherent problems with shelf life expiration dates, environmental and occupational safety and health risks, safe storage requirements, security, disposal and liability

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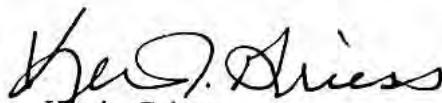
SUBJECT: USAG Ansbach Hazardous Material Management Program

costs, and tracking and reporting requirements

- (7) Can realize significant cost savings from reducing the amount of HM.

The proponent agency of this plan is the Supply and Services Division, Directorate of Logistics. Users are invited to send comments and suggested improvements to Director of Logistics ATTN: Supply & Services.

FOR THE COMMANDER:



Kevin Griess
Deputy Garrison Commander

Distribution:

DPW

DOL

MWR

DES

PAIO

PAO

DPTMS

Safety

Ansbach/Illesheim Army Airfield Managers

CDR, 12th CAB

CDR, 3-158

CDR 5-158

CDR 2-159

CDR 3-159

CDR, 412 ASB

CDR 3-58 AOB

CDRs, Health & Dental Clinics, Katterbach

CDRs, Health & Dental Clinics Illesheim

CDR, 1st PLT 527th MP Co

CDR, 2nd PLT 527th MP Co

7 JMTC-TSC Ansbach

AAFES Car Care, USAG Ansbach

AAFES, USAG Ansbach

DeCA, USAG Ansbach

DPW Illesheim, USAG Ansbach

DPW – O&M, USAG Ansbach

DoDDS

Health Promotion Officer

TASM



**DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
U.S. ARMY GARRISON ANSBACH
UNIT #28614
APO AE 09177-8614**

IMAN-PWE

12 December 2012

MEMORANDUM FOR ALL GARRISON ELEMENTS AND TENANTS

SUBJECT: Standard Operating Procedure (SOP) for Hazardous Waste (HW) Collection and Segregation

1. REFERENCES:

- a. Executive Order (EO) 13423, January 24, 2007
- b. Environmental Final Governing Standards (FGS) for Germany, February 2010
- c. German Ordinance on Facilities Storing Substances Hazardous to Water (Verordnung über Anlagen zum Umgang mit wassergefährdenden Stoffen, VawS), Germany, December 2005
- d. German Hazardous Substances Ordinance (Gefahrstoffverordnung, GefStoffV), Germany, November 2010
- e. German Water Resources Act (Wasserhaushaltsgesetz), Germany, July 2009
- f. National Emission Standards for Hazardous Air Pollutants (NESHAPS) Asbestos Regulation, March 2009

2. PURPOSE: The purpose of this procedure is to establish an effective and compliant Hazardous Waste Collection and Segregation program at the United States Army Garrison (USAG) Ansbach.

3. SCOPE: This SOP is applicable to all Army service members, Department of Defense (DoD) civilian personnel, DoD contractor personnel and local national employees assigned or having access to USAG Ansbach installations. This Hazardous Waste (HW) Collection and Segregation SOP is designed to inform users about proper disposal of HW, reduction in generation of HW and recycling of resources where practical.

4. GOALS: USAG Ansbach's goal in accordance with reference 1a is to reduce the generation of HW, recycle resources where practical and properly dispose of HW to minimize USAG Ansbach's environmental impact and costs.

5. PROCEDURES: The collection and segregation of HW must be performed in accordance with references 1b – 1e.

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5.1 Hazardous Waste Accumulation Points (HWAP) are provided at each facility generating HW, e.g., motor pools, hangars and shops. In order to ensure that each HWAP maintains environmental compliance, the rules below must be followed:

- a. Hazardous waste generated at a facility must be brought to the HWAP daily. No hazardous waste is either to be left inside the facility or in front of the HWAP after close of business (COB).
- b. HWAP access must be controlled during operating hours and locked after COB.
- c. Secondary containment and the area around the facility must be kept clean and orderly.
- d. All HW types must be segregated and stored in approved HW containers at the units' HWAP. All HW containers must be labeled appropriately. Only \leq 208 liters (55 gallons) of HW, or 1 liter (1 quart) of acute HW per waste stream is allowed to be accumulated at each HWAP.
- e. All containers containing HW liquids must be stored on secondary containment unless the container is double-walled and has a leak detection device. Liquid hazardous waste must be collected in a designated aboveground storage tank (AST), underground storage tank (UST) or other appropriate HW drum.
- f. The generating unit shall contact Directorate of Public Works (DPW) - Environmental Management Division (EMD) when a tank or container is 75% full to arrange for the disposal service.
- g. The units' Environmental Officer (EO) must inspect the HWAP weekly. Inspection record must be kept/ filed for 3 years.
- h. Fire extinguishers must be kept onsite, and must be inspected on a monthly basis.
- i. Appropriate hazardous waste labels, mandatory safety signs, an "Authorized personal only" sign and a "No smoking or open flames" sign must be posted.
- j. The Garrison's "Red Plan" must be posted and a spill kit must be kept onsite.

5.2. The waste disposal contractor will pick up the hazardous waste from the HWAP and transport to the Hazardous Waste Storage Area (HWSA) once a week. There are three HWSAs within the footprint of USAG Ansbach: Katterbach, Shipton and Storck Barracks. Hazardous waste can also be turned in directly to the **Hazardous Waste Storage Areas during opening hours:**

Katterbach, Bldg 5518, Tuesday, 0900 -1200

Illesheim, Bldg 6689, Wednesday, 0900 -1200

Shipton, Bldg 8031, Friday, 0900 -1100

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In urgent cases the DPW-EMD can be contacted for an appointment outside of opening hours at DSN 467-2158.

- a. The contractor delivers collection containers for hazardous waste to the units. Containers can also be obtained from the DPW-EMD. All containers will be properly labeled noting the contents and applicable safety labels.
- b. Unknown wastes suspected to be hazardous must be reported to the DPW-EMD by the generating unit/individual. The DPW-EMD will coordinate testing and disposal with the Defense Logistics Agency - Disposition Services Europe.
- c. Excess hazardous material or expired potentially usable hazardous material should either be returned to the Hazardous Material Reuse Center (HMRC) for re-utilization, or have the shelf-life extended then used on-site. The closest HMRC is located at USAG Schweinfurt, and pick up can be arranged by calling DSN 353-8150. HM users can extend the shelf-life on their own directly by visiting the following website: <https://headquarters.dla.mil/j-3/shelflife/SLES/SLESearchExt.aspx>. For further assistance on this process call the Material Laboratory Mannheim at DSN 382-4115.
- d. In the case where the shelf-life of the HM cannot be extended, bring it to the closest HWSA within the Ansbach Garrison.

5.3. Disposal procedure of military generated hazardous waste in alphabetical order:

Absorbent material/ dry sweep - Absorbent material or used dry sweep will be collected in 120 liter plastic drums or similar container at the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

Acid/ battery acid - Acid (battery acid) will be collected in 60 liter plastic canisters or in 55 gal plastic bung-hole drums inside the HWAP or can be turned in to the HWSAs. Acid will not be mixed with other liquids. HW containers will be marked with name of item and quantity in the container.

Aerosol cans/ spray cans - Aerosol cans of all types, full or empty, will be collected and separated from other waste in 60 liter plastic drums inside the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

Antifreeze/ Anti-icing compounds (used) - Used antifreeze include products containing ethylene glycol and propylene glycol. Used antifreeze must be collected in the provided ASTs at the HWAP, designated USTs or 60 liter canisters. Small containers with used antifreeze can also be collected at the HWAP or can be turned in to the HWSAs. The contractor picks up and disposes of used antifreeze from the HWAP or the UST. **Don't mix used antifreeze with other liquids.**

Asbestos containing wastes -

Friable Asbestos: The definition of friable asbestos is “any material containing more than 1 percent asbestos by weight that hand pressure can crumble, pulverize or reduce to powder when dry” (see reference 1f.). If such suspicious (construction) material is discovered, the DPW-EMD, DSN 467-2158, has to be notified immediately for further investigation.

Non-Friable Asbestos: Disposal of material containing asbestos, but not considered friable according to the definition under the paragraph above, requires certain protective measures for proper disposal. The DPW-EMD has to be notified for further assistance.

In most cases the following material can contain non-friable asbestos: floor tiles and mastic, brake shoes/pads, engine felts, corrugated roof and wall slabs, window sills (millboard), ceiling tiles, etc.

Brake shoes/pads and engine felts must be double-bagged and collected in labeled 55 gallon metal drums inside of the facility.

For proper disposal of other non-friable asbestos material (floor tiles, corrugated roof and wall slabs, window sills etc.) call the DPW-EMD at DSN 467-2158 for further assistance.

Batteries

Dry cell batteries: Household type AAA, AA, C, D (from watches, cameras etc.) generated through units and offices will be collected in 60 liter plastic drums. Small quantities can be disposed of in the small yellow container attached to the metal recycling igloo or at the Recycling Centers in Katterbach or Storck Barracks. Green boxes designated for battery collection are also located at the Commissary and AAFES for dry cell battery disposal.

Lead acid batteries: Batteries from military vehicles should be turned in through the SSA Warehouse. Units need a written statement from the SSA that batteries cannot be turned in through the Warehouse - only then will they be accepted at the HWSAs. All other lead acid batteries can be brought directly to the HWSAs or stored at the HWAP.

Lithium batteries: Battery contacts need to be taped over. Lithium batteries will be collected in 60 liter plastic drums at the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

Magnesium/Nickel Cadmium batteries: Will be collected in 60 liter or 120 liter plastic drums at the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

Do not mix different battery types. Collect in separate containers to reduce fire hazards.

Brake fluid - Brake fluid will be collected in 30 or 60 liter canisters at the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs

Cans metal, empty with hazardous residues - Empty 5 gallon metal cans/tubes (i.e., empty paint, POL, solvent cans) will be collected directly at the HWAP. Small cans (up to 1 gallon) can be collected in 120 liter plastic drums at the HWAP. All oil cans must be drained into the designated AST before disposal.

Cans plastic, empty with hazardous residues - Empty big plastic cans (i.e., empty battery acid, brake fluid cans, etc.) will be collected directly at the HWAP. Small cans (up to 1 gallon)

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can be collected in 120 liter plastic drums at the HWAP. All oil cans must be drained into the designated AST before disposal.

Chemicals - The removal of chemicals (from school laboratories, etc.) will be done by a licensed contractor. Please call the DPW-EMD at DSN 467-2158 to arrange for a pick-up. Chemical packing must be labeled and marked with name of item. Chemicals must be separated according to hazard categories such as organic or inorganic acids, bases, salts, etc.

Compressed gas cylinders – Compressed gas cylinders must be turned in through the SSA Warehouse. Units need a written statement from the SSA that gas bottles cannot be turned in through the Warehouse - only then will they be accepted at the HWSAs.

Gas cartridges – **Gas cartridges include diesel starters and small propane/ butane cartridges.** Used cartridges will be collected in 120 liter plastic drums at the HWAP or can be turned in to the HWSAs.

DS-2 - This substance is no longer allowed. If you still find DS-2, contact the DPW-EMD at DSN 467-2158 immediately. **Never store DS-2 and STB together in one room/ container – it will ignite spontaneously.**

Drums, empty - Empty 55 gallon drums that previously contained oil, solvents, etc. can be turned in to the HWSAs.

Filters (contaminated with fuel or oil) - All kinds of filters (filter elements, canister mask filter, etc.) will be collected in 120 liter plastic drums at the HWAP or can be turned in to the HWSAs. All filters must be drained before disposal.

Fluorescent light tubes - Fluorescent light tubes are collected at the SHIP stores in Katterbach and Storck Barracks, the HWSAs and the DPW electrical shops at Barton (Bldg 5252) and Storck Barracks (Bldg 6537).

Fuel (contaminated) - **Contaminated fuel includes diesel, gasoline, kerosene and JP8.** Contaminated fuel will be collected in the provided AST at the HWAP or the designated UST. Smaller containers with contaminated fuel can be collected at the HWAP or can be brought to the HWSA. The contractor picks up and disposes of used fuel from the HWAP or slope tank. **Don't mix contaminated fuel with other liquids. Do not store fuel in plastic containers.**

Oil (used) - **Used oil includes engine oil, transmission and lubricating oil, hydraulic, emulsions and insulation and transformer oil.** Used oil will be collected in the provided AST at the HWAP or the designated UST. Smaller containers with used oil can be collected at the HWAP or can be brought to the HWSA. The contractor picks up and disposes of used oil from the HWAP. **Don't mix used oil with other liquids.**

Grease (used) - Grease in 1 gallon or 5 gallon cans will be collected in 120 liter plastic drums at the HWAP. Small amounts can be turned in to the HWSAs.

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Hydraulic fluid (used) - Used hydraulic fluid should be collected in the provided ASTs at the HWAP or 60 liter canisters. Small containers with used hydraulic fluid can be turned in to the HWSAs. The contractor picks up and disposes of used hydraulic fluid from the AST or the HWAP. If you need an unscheduled pick-up appointment, call the DPW-EMD at DSN 467-3424.

Insecticide - Insecticides will be collected in 60 liter or 120 liter plastic drums at the HWAP or can be turned in to the HWSAs. **Do not mix different types of insecticides.**

Medical Waste – Regulated medical waste as well as uncontrolled household medical waste including used sharps, needles and expired medicine can be turned in at the clinics or the pharmacy at USAG Ansbach.

NBC Gear – NBC Gear must be turned in through Defense Logistics Agency - Disposition Services Europe. If you need assistance, please call the DPW-EMD at DSN 467-2158.

Paint – Small amounts of paint in cans (old/expired) will be collected in 120 liter plastic drums at the HWAP. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

POL contaminated solids - POL contaminated solids e.g., oily rags, used dry sweep will be collected directly at the HWAP. All POL contaminated solids can be collected in 60 or 120 liter plastic drums at the HWAP.

Solvents - Solvents (i.e., PD-680, thinner, alcohol) will be collected in 60 liter canisters or small containers of solvents within 60 liter plastic drums at the HWAP or can be turned in to the HWSAs. **Do not mix with other liquids.**

Super Tropical Bleach (STB) - Waste, used or expired STB cans will be collected in 120 liter drums. **Never store STB and DS2 together in one room/ container – it will ignite spontaneously.**

Toner/ Printing Products - Toner or printing products will be collected in 60 liter plastic drums. Collection boxes for donating cartridges to the charity organization CARITAS are placed in office buildings and the PX throughout the garrison. Large amounts exceeding the capability of the HWAP can be turned in to the HWSAs.

6. RESPONSIBILITIES:

- a. Each unit will appoint an EO. His/her duties will include:
 - Point of Contact for the DPW-EMD.
 - Inspecting their workplace including the HWAP every workday for environmental compliance. The checklist at the Enclosure must be used and filled out monthly and kept on file for at least 3 years.
 - Maintaining the HWAP such that it's clean and orderly. Making sure HW containers are properly labeled and closed when not in use. Ensure any spills are promptly cleaned-up.
 - Ensuring that HW is properly collected, segregated and identified in the Hazardous Waste Profile Sheets for their HWAP.
 - Signing the Internal HW Audit Trail Form for shipping HW containers from their HWAP to the closest HWSA.
 - Inspecting tanks including leak detection devices at least once a week.
 - Training other soldiers within their unit on how to dispose of HW in the appropriate containers. Keeping records of trainings.
 - Reporting any deficiencies to the DPW-EMD and contacting them for any type of assistance.
- b. DPW-EMD duties include:
 - Providing the following environmental compliance training: 32 hour online training, 40 hour in-class course, and hands-on training visits at the various workplaces.
 - Providing assistance/advising EOs on any environmental issues that may arise, e.g., labels, documents, spill equipment.
 - Having HW picked up from HWAPs through the contractor and getting it properly disposed.
 - Holding opening hours at each of the three HWSAs for accepting customer's HW.
 - Conducting inspections and assistance visits to ensure environmental compliance at workplaces.
- c. The Garrison will appoint a US Army Signatory Representative. His/her duties include:
 - Completing the appropriate training (HAZ 12 (80 hours) and HAZ 15 (24 hours) training offered by ATTRS (<https://www.attrss.army.mil/>) or Unit Dangerous Goods Adviser (40 hours) certification provided by the USAREUR Safety Division).
 - Completing the application and identity-verification process to obtain a German signature card.
 - Being the liaison for the DPW-EMD for HW disposal
 - Certifying and approving of HW manifests before shipping and disposing of the Garrison own HW.
 - Ensuring the HW is properly segregated, load properly secured and the truck and the truck driver are in compliance with the ADR regulations.

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SUBJECT: Standard Operating Procedure (SOP) for Hazardous Waste (HW) Collection and Segregation

7. Point of Contact for this SOP is the DPW-EMD, Mr. Daniel Woernlein, DSN 467-3424.

Encl



ANDREW POPPEN, E.I.T., LEED AP
Environmental Engr.
Chief/Environmental Management Division

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SUBJECT: Standard Operating Procedure (SOP) for Hazardous Waste (HW) Collection and Segregation

Document Name:	USAG Ansbach Standard Operating Procedure (SOP) for Hazardous Waste (HW) Collection and Segregation		
Document Elect. ID	ANS_SOP_010_HW_rev2_2012		
ISO 14001 ID:	4.4.6. - 010	Original Date:	23 Oct 09
Revision No:	2	Revision Date:	04 Dec 12
Review Cycle:	As necessary	Doc Owner:	DPW EMD
ARIMS Rec. No:	800D/0-6	Approval Date:	
Document developed and reviewed:	Approval:		
Mr. Daniel Woernlein	Mr. Andrew Poppen, E.I.T., LEED AP Environmental Engr.		
USAG Ansbach HW Manager/DPW EMD	USAG Ansbach Chief/DPW EMD		

DOCUMENT REVIEW AND REVISION LOG

Action	Review Date	Revision (Yes/No)	Revision Date	Revision Summary
Initial SOP development.	NA	NA	NA	NA
Review & Revise #1.0	14 Oct 11	yes	14 Oct 11	POCs and references updated, new checklist attached and major rewording.
Review & Revise #2.0	15 Nov 12	Yes	04 Dec 12	Updated responsibilities and general formatting
Review & Revise #2.1	25 Jul 13	No		Updated hazardous material / hazardous waste checklist (additional questions)
USAG_ANS_Form 02, rev 27Jul12				THIS IS A CONTROLLED DOCUMENT. VERIFY MOST RECENT VERSION ONLINE. https://portal.eur.army.mil/sites/IMCOM-E-A/DPW2/EMD/default.aspx

NA Not Applicable

USAG ANSBACH
HAZARDOUS MATERIAL/HAZARDOUS WASTE (HM/HW)
CHECKLIST



USAG ANSBACH
HAZARDOUS MATERIAL/HAZARDOUS WASTE (HM/HW)
CHECKLIST

Inspection date:

Company/Activity: _____ Building No. _____

Person inspected: _____ Phone / Email: _____

AR 200-1 para. 1-28c. and f. and AER 200-1 para. 1-24a(1) and (6) refers to the country-specific Final Governing Standards (*FGS*) and the appointment of an environmental officer. The checklist is in reference to U.S. Department of Defense "Environmental Final Governing Standards", Germany.

1. The enclosed Environmental Compliance Inspection will be conducted each month. The Company Environmental Compliance Representative will ensure the inspection is completed.
2. Each "NO" response listed on the completed checklist will be explained in the remarks section. This will provide helpful and accurate information to the DPW - Environmental Management Division.
3. Upon completion of the inspection, the original checklist will be filed in the Company Environmental Compliance Representative's continuity binder. A copy will also be maintained at the DPW – Environmental Management Division.

<u>1. ADMINISTRATION</u>	GO	NO
1.1. Has the unit appointed on orders a primary and secondary Environmental Officer (EO)?	<input type="checkbox"/>	<input type="checkbox"/>
1.2. Have the EO's received formal HAZCOM, hazardous material/hazardous waste, environmental management training (EO online training)?	<input type="checkbox"/>	<input type="checkbox"/>
1.3. Do the EO's maintain a continuity book with appointment orders, training certificates and inspection records?	<input type="checkbox"/>	<input type="checkbox"/>
1.4. Do you maintain an updated inventory of hazardous materials and the associated Material Safety Data Sheets (MSDS's) in the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
<u>2. ALL SITES (MAINTENANCE AREA, SHOPS, TOOL ROOMS, ETC)</u>	GO	NO
2.1. Does the unit have the EMS flyer, Red Plan and Site Specific Response Plans?	<input type="checkbox"/>	<input type="checkbox"/>
2.2. Is PPE appropriate for materials and ready for use available? (Gloves, eye protection, respirator, eye wash/ shower station with inspection log, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
2.3. Are spill kits appropriate for materials and ready for use available? (Gloves, eye protection, dry sweep, rags, trash bags, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
2.4. Are fire extinguishers mounted and inspected in areas working with Hazardous Material (HM)?	<input type="checkbox"/>	<input type="checkbox"/>
2.5. Are work areas posted with appropriate hazardous warning and PPE signs?	<input type="checkbox"/>	<input type="checkbox"/>
2.6. Are recycling bins placed, used appropriately and is free of Hazardous Waste (HW)?	<input type="checkbox"/>	<input type="checkbox"/>
2.7. Are drip pans placed under <u>every</u> vehicle or aircraft?	<input type="checkbox"/>	<input type="checkbox"/>
2.8. Are drains and sewer systems being protected against a HW spill?	<input type="checkbox"/>	<input type="checkbox"/>
2.9. Are all eye wash stations and emergency showers inspected monthly?	<input type="checkbox"/>	<input type="checkbox"/>

3. HAZARDOUS MATERIALS STORAGE	GO	NO
3.1. Are hazardous materials stored by hazard classification (toxic, flammable, oxidizer, corrosive)?	<input type="checkbox"/>	<input type="checkbox"/>
3.2. Do storage areas provide protection from the weather?	<input type="checkbox"/>	<input type="checkbox"/>
3.3. Do storage areas for hazardous liquids have secondary containment?	<input type="checkbox"/>	<input type="checkbox"/>
3.4. Is the current Red Plan and the updated inventory in respectively at the HM-containers?	<input type="checkbox"/>	<input type="checkbox"/>
3.5. Are the storage areas clean and do not show any signs of leaking or spillage?	<input type="checkbox"/>	<input type="checkbox"/>
3.6. Does the secondary containment meet the rules in size and material?	<input type="checkbox"/>	<input type="checkbox"/>
3.7. Are storage areas secured when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
3.8. Are HM containers kept closed unless dispensing for immediate use?	<input type="checkbox"/>	<input type="checkbox"/>
3.9. Are only authorized storage areas being used within the unit?	<input type="checkbox"/>	<input type="checkbox"/>
3.10. Are solvents tanks, sieves and funnels clean, free of dirt, and closed when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
3.11. Do all HM have the proper shelf-life?	<input type="checkbox"/>	<input type="checkbox"/>
3.12. Are spills over 1.5 gallons being reported to supervisor?	<input type="checkbox"/>	<input type="checkbox"/>
3.13. Are compressed gas cylinders being stored upright and secured to prevent toppling? (handcart and storage)	<input type="checkbox"/>	<input type="checkbox"/>
4. HAZARDOUS WASTE ACCUMULATION POINT	GO	NO
4.1. Is the HW accumulation point marked with HAZARDOUS WASTE label?	<input type="checkbox"/>	<input type="checkbox"/>
4.2. Are HW storage area inspections conducted and documented (on site inspection sheet)?	<input type="checkbox"/>	<input type="checkbox"/>
4.3. Are waste containers clearly and properly labeled? Are the containers positioned so that the labels can be easily read?	<input type="checkbox"/>	<input type="checkbox"/>
4.4. Is HW properly segregated?	<input type="checkbox"/>	<input type="checkbox"/>
4.5. Do all HW storage containers have secondary containment?	<input type="checkbox"/>	<input type="checkbox"/>
4.6. Are HW containers free of cracks and corrosion that could result in a leak or spill?	<input type="checkbox"/>	<input type="checkbox"/>
4.7. Are all HW containers tightly closed if not in use?	<input type="checkbox"/>	<input type="checkbox"/>
4.8. Is HW kept segregated from HM?	<input type="checkbox"/>	<input type="checkbox"/>
4.9. Are HW storage areas clean and orderly?	<input type="checkbox"/>	<input type="checkbox"/>

REMARKS

Note: attach additional remarks sheet as necessary.

UNITED STATES ARMY GARRISON ANSBACH
SPILL PREVENTION AND RESPONSE PLAN

THE RED PLAN

THE RED PLAN

In the event of a spill of petroleum, oil, or lubricant (POL) or other hazardous substances (HS) within the footprint of the U.S. Army Garrison (USAG) Ansbach, this Red Plan serves as an immediate action tool to initiate the correct response at the earliest possible time. The USAG Ansbach Spill Prevention and Response Plan (SPRP) reinforces the Red Plan and provides in-depth information on spill prevention, response, notification, and cleanup procedures. The Red Plan is to be used in the early stages of a spill and the user is expected to transition to the SPRP after appropriate notifications and response actions are underway. The SPRP is available at the Environmental Management Division (EMD) and the Fire Department.

The Red Plan is divided into a general response section and site specific response plan for each of the sites where the following criteria are identified:

- Aboveground and underground storage tanks
- Hazardous waste accumulation and storage areas
- Hazardous substances stored, handled, or transported in quantities that would be harmful to human health and welfare, or to the environment if a spill would occur

The general response section must be distributed to all areas where POL and HS are stored or located.

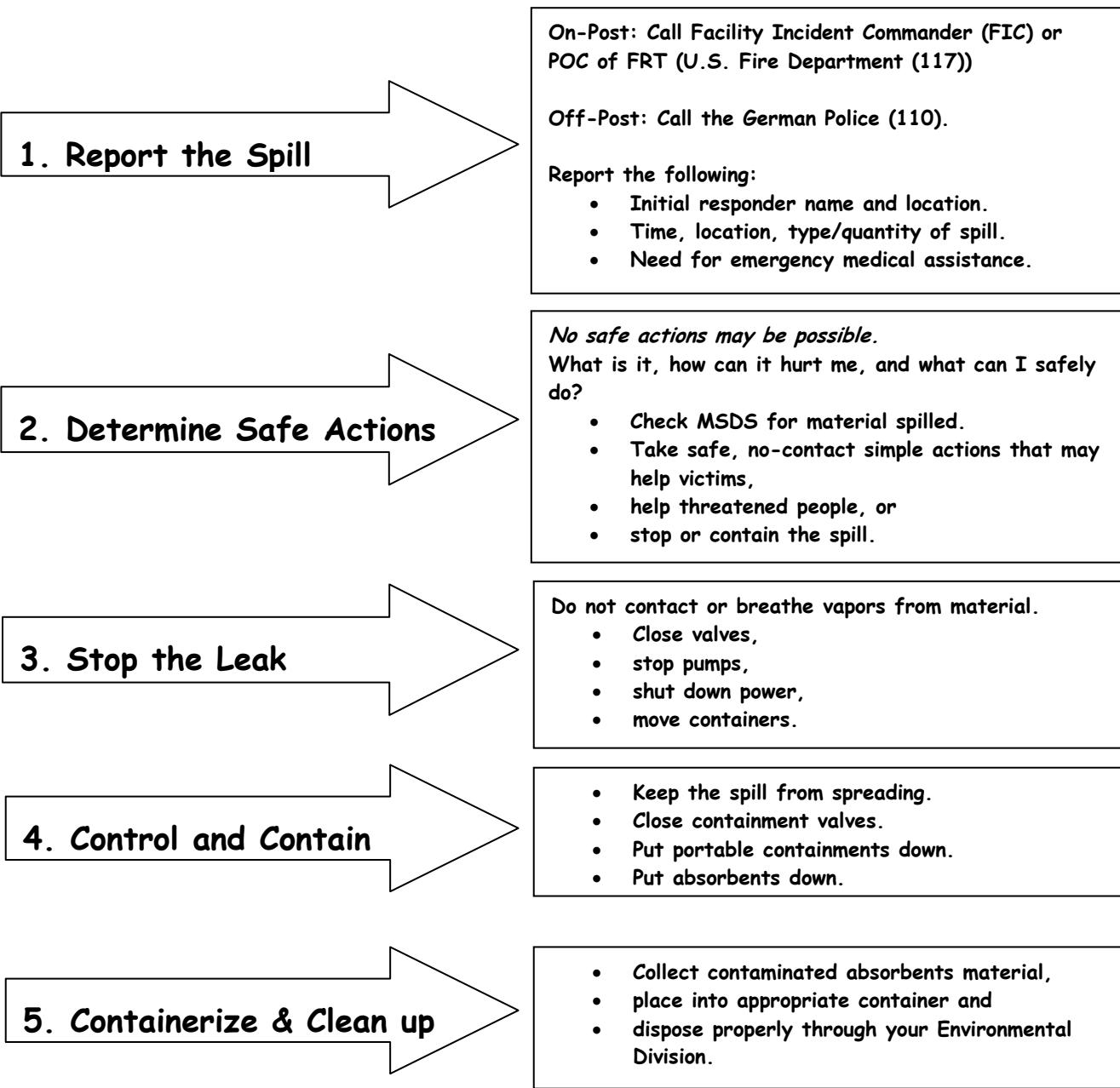
It is suggested that the pages of the Red Plan be laminated with plastic for durability and posted below Emergency Evacuation Plans/Emergency Escape Route Plans.

INITIAL SPILL RESPONSE ACTION LIST

ALL SPILLS MUST BE CLEANED UP IMMEDIATELY!

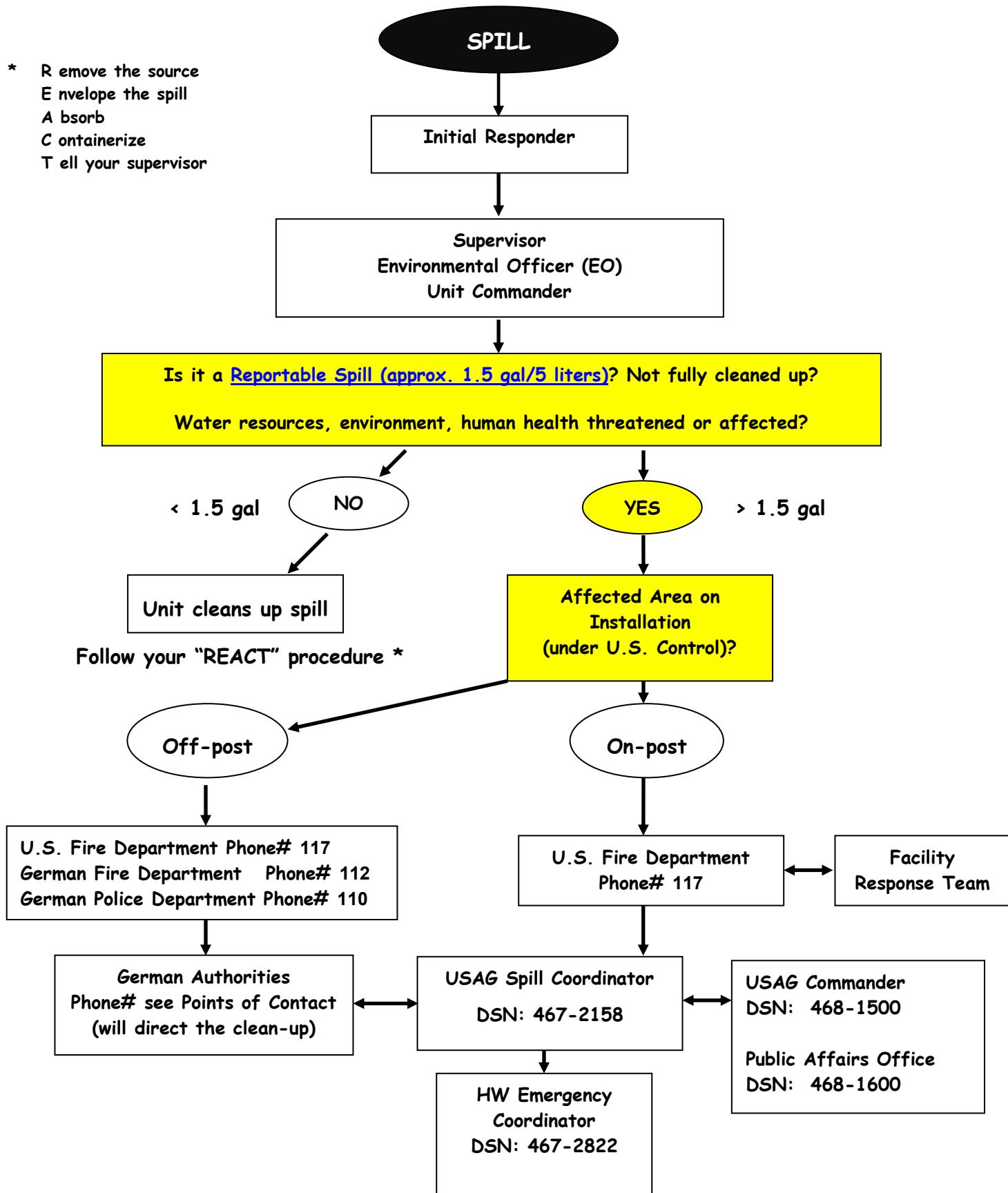
A Significant Spill:

- 1) enters or threaten waters,
- 2) exceeds a reportable quantity of 1.5 gal (5 liters), or
- 3) poses a Human Health or Environmental threat.



SPILL RESPONSE AND NOTIFICATION PROCEDURES

- * R emove the source
- E nvelope the spill
- A bsorb
- C ontainerize
- T ell your supervisor



POINTS OF CONTACT

Personnel and organizations to be contacted in the event of a POL or HS spill at the USAG are identified in Table A8-1.

Table A8-1 POCs for Spills at all USAG Ansbach Installations

Function/Title	Organization/ Mailing Address	Telephone No.
Facility Incident Commander (FIC)^{1,2}	USAG Ansbach Directorate of Emergency Services (DES), Fire Department Bismarck Kaserne, Katterbach Building 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
POC for Facility Response Team (FRT)²	DES, Fire Department Bismarck Kaserne, Katterbach Building 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
USAG or Installation (U.S.) Fire Department	DES, Fire Department (Ansbach) Bismarck Kaserne, Katterbach Building 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
	DES Fire Department (Illesheim) Gebaeude 6505 Storck Barracks, Illesheim	DSN: 467-4835 or 117 CIV: 09841-83-4835
USAG Spill Coordinator (DPW EMD)	USAG Ansbach, DPW EMD Directorate of Public Works Bismarck Katterbach Kaserne, Building 5843 91522 Ansbach	DSN: 467-2158 or 2261 CIV: 09802-83-2158 or 09802-83-2261
German Fire Department	Eyber Str.18 91522 Ansbach	0981/97151-0 or 112
German Police Department	Schlesierstr.34 91522 Ansbach	0981/9094-0 or 110
HW Emergency Coordinator⁽²⁾	DES, Fire Department Bismarck Kaserne Katterbach Building 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822

Function/Title	Organization/ Mailing Address	Telephone No.
USAG Commander	USAG Ansbach Meinhardswindener Strasse Barton Barracks 91522 Ansbach	DSN: 468-1500 CIV: 0981-183-1500
Solid Waste Point of Contact	USAG Ansbach, DPW EMD Bismarck Kaserne, Katterbach Building 5843 91522 Ansbach	DSN : 467-3403 CIV. 09802-83-3403
Hazardous Waste Contractor	SÜD-MÜLL GmbH & CO. KG Gerolsheimer Straße 67258 Heßheim	0 62 33 - 77010
Local Hospital	Escherichstr. 1 91522 Ansbach	0981/4840
DPW Buildings and Grounds	DPW Roads and Grounds Bismarck Kaserne, Katterbach Building 5843 91522 Ansbach	DSN: 467-2129 CIV: 09802-83-2129
DPW Utilities	DPW Utilities Bismarck Kaserne, Katterbach Building 5843 91522 Ansbach	DSN: 467-2127 CIV: 09802-83-2127
Public Affairs Office (PAO)	Public Affairs Meinhardswindener Strasse Barton Barracks 91522 Ansbach	DSN: 468-1600 CIV: 0981-183-1600
German Disaster Protection Services (<i>Katastrophenschutz</i>)	Katastrophenschutz Ansbach Industriestraße 22 91522 Ansbach	CIV: 0981-2822
German Authorities	German Environmental Agency (Umweltamt/Untere Wasserbehörde)	City of Ansbach Environmental Agency (Umweltamt) Nürnberger Straße 32 91522 Ansbach
	Sewage Water Treatment Plant Ansbach	awean Abwasserentsorgung Rügländer Str. 1a , 91522 Ansbach
		CIV: 0981-8904470 or CIV: 0981-8904444

Function/Title	Organization/ Mailing Address	Telephone No.
District administration <i>Landratsamt</i>	Crailsheimstr. 1 91522 Ansbach	CIV: 0981- 468 310

Key: ¹ must be available to be contacted 24 hours a day
² In case of an incident/spill, the duty fire fighter will act as FIC

RESPONSIBILITIES

Responsible Person	Duties
Facility Incident Commander (FIC)	<ul style="list-style-type: none"> Establish and mobilize the Facility Response Team (FRT) immediately after a spill is reported Direct cleanup and coordinate with the FRT to accomplish any spill response actions as effectively as possible Provides written reports to the appropriate In-Theater Component Commander and/or Defense Agency and the Environmental Management Division (EMD)
Facility Response Team (FRT)	<ul style="list-style-type: none"> Provide trained personnel and equipment for emergency situations and significant spills Respond to a spill incident and be responsible for control and cleanup Maintain an emergency plan that includes information on the nearest German Fire Departments with spill response capability, units, and facilities of German disaster protection services, and U.S. or German agencies or individuals whose expertise or advice may be helpful
USAG Ansbach Spill Coordinator	<ul style="list-style-type: none"> Review plans and specifications presented to the DPW EMD concerning spill prevention measures and test the effectiveness and responsiveness of this SPRP on an annual basis Coordinate with German Fire Department, German Police, and appropriate members of the FRT to arrange for control and cleanup of POL and/or HS discharges or spills off installations, which were the responsibility of the Garrison. Notify German authorities about on- and off-base spills and establish prearranged agreements with potential German resources so they are available if a spill exceeds the response capabilities of the installation Record and evaluate spill reports
USAG Ansbach Hazardous Waste Emergency Coordinator	<ul style="list-style-type: none"> Authority to commit resources for implementing the HW Contingency Plan Familiar with all installation operations involving HW, the location of all HW records, and the layout of the HW storage area
Unit Commander	<ul style="list-style-type: none"> Coordinate with and assist the FRT for the cleanup of POL and /or HS releases Ensure that all spills are reported in accordance with this SPRP Ensure that unit personnel are trained and follow procedures for POL and HS handling, emergency response, and clean up. Appoint a Unit Environmental Officer (EO) with direct responsibility for

Responsible Person	Duties
	POL and HS handling
Unit Environmental Officer (EO)	<ul style="list-style-type: none"> • Notify the FRT if the spill is reportable/significant • Post Red Plan and site specific spill plan at appropriate locations. Update site specific plans and send a copy to EMD • Purchase or provide in a timely manner appropriate spill equipment • Coordinate actions with EMD • Train staff annually

Der Rote Plan

Der Rote Plan dient als unmittelbare Handlungshilfe, um nach Eintritt eines Schadenfalles durch Mineralölprodukte und Gefahrstoffe auf einer Liegenschaft der USAG Ansbach geeignete Gegenmaßnahmen zum frühest möglichen Zeitpunkt einzuleiten. Der Rote Plan ist als Anhang 8 dem „Plan zur Vermeidung und Folgenbekämpfung von Gefahrstoffunfällen“(Spill Prevention and Response Plan - SPRP) angehängt, der weitergehende Informationen zur Vorbeugung, Folgenbekämpfung, Meldung und Bereinigung von Gefahrstoffunfällen enthält.

Der Rote Plan ist in der ersten Phase eines Gefahrstoffunfalls anzuwenden. Nach Ausführung der erforderlichen Meldungen und geeigneter Gegenmaßnahmen sollte der Benutzer zum “Spill Prevention & Response Plan” (SPRP) übergehen.

Der Rote Plan besteht aus zwei Teilen; den allgemeinen Anforderungen zur Bekämpfung von Oelunfällen und der ortsspezifische Kennzeichnung von gelagerten Gefahrstoffmengen, Bindemitteln und möglichen Abflussrichtungen. Hierbei wurden folgende Gegebenheiten berücksichtigt:

- Oberirdische und unterirdische Lagertanks
- Lagerorte von Gefahrstoffen und gefährlichen Abfällen
- Umschlag, Transport von Gefahrstoffen und gefährlichen Abfällen in Mengen von denen eine mögliche Gefahr ausgehen kann.

Es wird empfohlen den Roten Plan zu laminieren und ihn an geeigneter Stelle jeweils unter dem Notfall- und Alarmplan zu postieren.

SOFORTMAßNAHMEN

ALLE GEFÄHRSTOFFUNFÄLLE MÜSSEN SOFORT BEREINIGT WERDEN!

Ein bedeutender Gefahrstoffunfall

- gelangt in oder gefährdet ein Gewässer,
- setzt Gefahrstoffe in anzuseigender Menge frei (<ca. 5 Litern), oder
- stellt eine Sicherheits- oder Umweltgefährdung dar.

Bei einem Gefahrstoffunfall ist folgende Vorgehensweise zu beachten:

1. Unfall melden

Bei Unfällen innerhalb der Liegenschaft den Unfallbeauftragten (FIC) oder den Zuständigen des FRT (U.S. Fire Department (117)) rufen.

Bei Unfällen ausserhalb der Liegenschaft die Polizei rufen (110). Folgendes berichten:

- Name und Aufenthaltsort des Erstbekämpfers.
- Zeit, Ort, Art/Größe des Schadenfalls.
- Bedarf an medizinischer Nothilfe.

2. Sichere Maßnahmen bestimmen

U.U. sind keine sicheren Maßnahmen möglich.

Um was handelt es sich, wie kann ich mich verletzen, was kann ich für meine Sicherheit tun?

- Sicherheitsdatenblatt des freigesetzten Stoffes überprüfen.
- Sichere, berührungsreie, einfache Maßnahmen ergreifen.
- Opfern oder gefährdeten Personen helfen,
- Austretende Gefahrstoffe stoppen oder auffangen.

3. Leckage stoppen

Dämpfe des Stoffes nicht berühren oder einatmen:

- Ventile schließen,
- Pumpen stoppen,
- Strom abschalten,
- Behälter sichern.

4. Kontrollieren und eindämmen

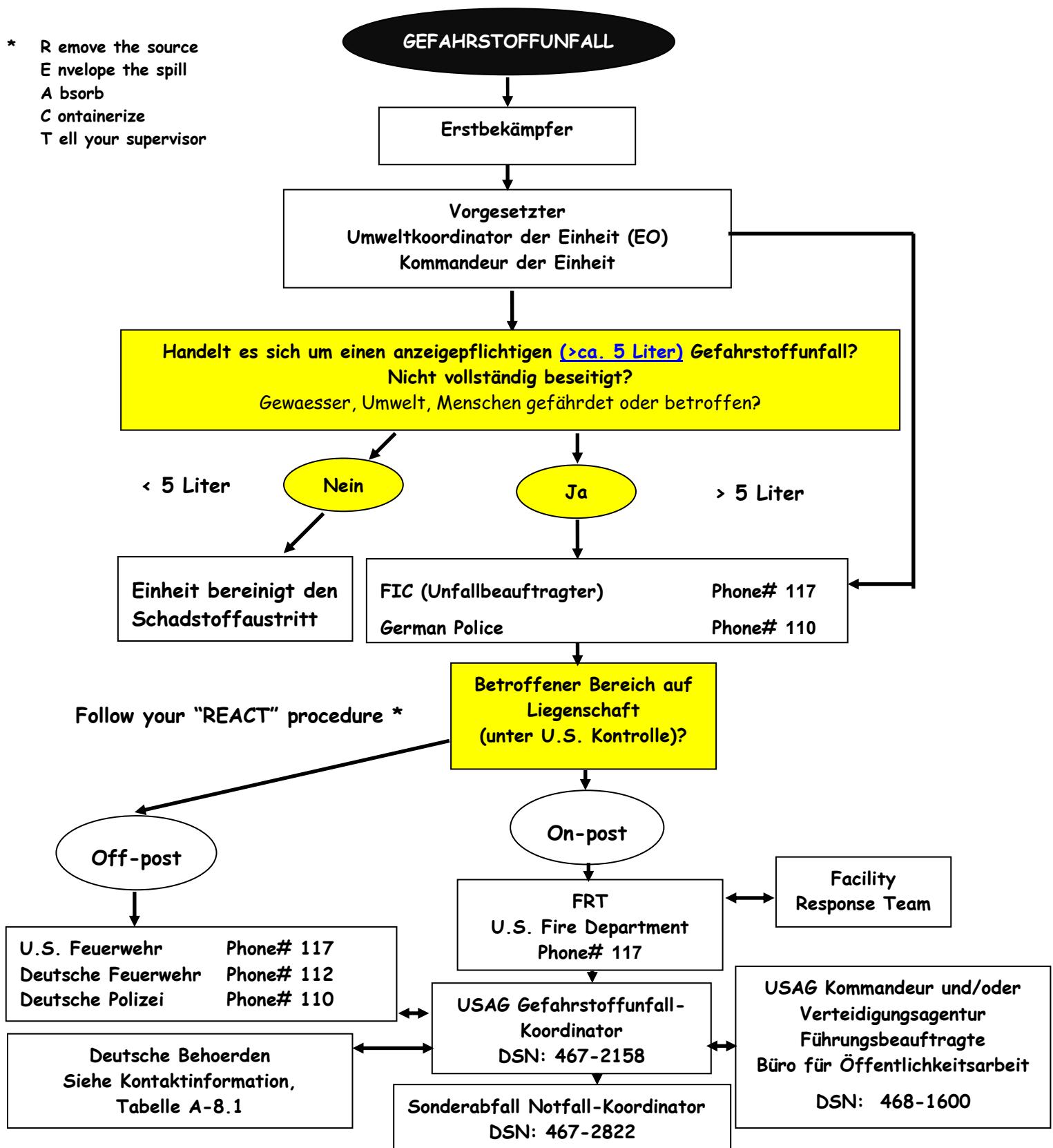
- Ausbreitung der Gefahrstoffe verhindern.
- Ventile an Auffangeinrichtungen schließen.
- Tragbare Auffangeinrichtungen in Stellung bringen.
- Bindemittel aufbringen.

5. Zusammenkehren und reinigen

- Zusammenkehren kontaminiert Bindemittel,
- Verbringung in adäquate Abfallbehälter und
- Ordnungsgemaesse Entsorgung durch die Umweltabteilung.

ERSTMÄßNAHMEN UND BENACHRICHTIGUNGEN

- * R emove the source
- E nvelope the spill
- A bsorb
- C ontainerize
- T ell your supervisor



KONTAKTINFORMATION

Personen und Organisationen, die im Falle eines Schadenfalles mit Mineralölprodukten oder Gefahrstoffen im Bereich der USAG Ansbach zu kontaktieren sind, werden in Tabelle A-8.1 aufgeführt.

Tabelle A-8.1. Kontaktinformationen für Gefahrstoffunfälle in den Bereichen USAG Ansbach

Position/Titel	Organisation/ Adresse	Telefon Nr.
Unfallbeauftragter der Einrichtung (FIC)^{1, 2}	USAG Ansbach, Directorate of Emergency Services (DES) Fire Department Bismarck Kaserne, Katterbach Gebaeude 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
Vertreter des Unfallbeauftragten der Einrichtung (FIC)¹	USAG Ansbach, DES Fire Department Bismarck Kaserne, Katterbach Gebaeude 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
USAG oder Liegenschaft (U.S.) Feuerwehr	USAG Ansbach, DES Fire Department Bismarck Kaserne, Katterbach Gebaeude 5809 91522 Ansbach	DSN: 467-2822 or 117 CIV: 09802-83-2822
	DES (Illesheim) Fire Department Gebaeude 6505 Storck Barracks, Illesheim	DSN: 467-4835 or 117 CIV: 09841-83-4835
USAG Koordinator fuer Gefahrstoffunfaelle (DPW, EMD)	DPW EMD Bismarck Kaserne, Katterbach Gebaeude 5843 91522 Ansbach	DSN: 467-3422 CIV: 09802-83-3422
Deutsche Feuerwehr	Eyber Str.18 91522 Ansbach	0981/97151-0 or 112
Deutsche Polizei	Schlesierstr.34 91522 Ansbach	0981/9094-0 or 110
Sonderabfall Notfall-Koordinator²	USAG Ansbach, DES Fire Department	DSN: 467-2822 or 117 CIV: 09802-83-2822

Position/Titel	Organisation/ Adresse	Telefon Nr.
	Bismarck Kaserne, Katterbach Gebaeude 5809 91522 Ansbach	
USAG Kommandeur	USAG Ansbach Meinhardswindener Strasse Barton Barracks 91522 Ansbach	DSN: 468-1500 CIV: 0981-183-1500
Entsorgung gefährlicher Abfälle	SÜD-MÜLL GmbH & CO. KG Gerolsheimer Straße 67258 Heßheim	CIV: 062 33 -77010
Abfallbeauftragter der Garnison	USAG Ansbach, DPW EMD Directorate of Public Works Bismarck Kaserne, Katterbach, Building 5843 91522 Ansbach	DSN : 467-3403 CIV. 09802-83-3403
Örtliches Krankenhaus	Escherichstr. 1 91522 Ansbach	CIV: 0981/4840
DPW Instandhaltung (Buildings & Grounds)	DPW Roads and Ground Bismarck Kaserne, Katterbach Gebaeude 5843 91522 Ansbach	DSN: 467-2129 CIV: 09802-83-2129
DPW Instandhaltung (Utilities)	DPW Utilities Bismarck Kaserne, Katterbach Gebaeude 5843 91522 Ansbach	DSN: 467-2127 CIV: 09802-83-2127
Büro für Öffentlichkeitsarbeit	Public Affairs (PAO) Meinhardswindener Strasse Barton Barracks 91522 Ansbach	DSN: 468-1600 CIV: 0981-183-1600
Deutscher Katastrophenschutz	Katastrophenschutz Ansbach Industriestraße 22 91522 Ansbach	CIV: 0981-2822

Position/Titel	Organisation/ Adresse	Telefon Nr.
Deutsche Behörden	Umweltamt	City of Ansbach Environmental Agency
	Untere Wasserbehörde	Nürnberger Straße 32 91522 Ansbach
	Klaeranlage Ansbach	awean Abwasserentsorgung Rügländer Str. 1a , 91522 Ansbach
	Landratsamt	Crailsheimstr. 1 91522 Ansbach
<p>1 Muss 24 Stunden am Tag telefonisch erreichbar sein</p> <p>2 Im Falle eines Gefahrstoffunfalls wird der diensthabende Feuerwehrmann als Unfallbeauftragter (FIC) eingesetzt</p>		

VERANTWORTLICHKEITEN

Funktion	Verantwortlichkeit
Unfallbeauftragter der Einrichtung (FIC)	<ul style="list-style-type: none"> • Zusammenstellung und Mobilisierungs eines Einsatzteams (FRT), unverzueglich nachdem ein GEfahrstoffunfall gemeldet wurde. • Ueberwachung und Koordination des Einsatzteams um die Massnahmen zur Bereinigung so effektiv wie moeglich zu gestalten. • Weiterleitung eines schriftlichen Berichtes an die zustaendigen US Stellen (In-Theater Component Commander and/or Defense Agency) und an die Umweltabteilung der Garnison.
Einsatzteam (FRT)	<ul style="list-style-type: none"> • Bereitstellung von geschultem Personal und geeigneter Ausrustung fuer Notfallsituationen und signifikante Gefahrstoffunfaelle • Kontrolle und Bereinigung des Gefahrstoffunfalls • Unterhaltung eines Notfallplans, der Informationen ueber die naechstgelegene deutsche Feuerwehr, den deutschen Katastrophenschutz, und andere deutsche und US Einrichtungen, deren Fachkunde im Falle eines Notfalls hilfreich sein kann.
USAG Koordinator fuer Gefahrstoffunfaelle (DPW, EMD)	<ul style="list-style-type: none"> • Ueberpruefung und Durchsicht von Plaenen und Spezifikationen, die Vorbeugungsmassnahmen zu Gefahrstoffunfaellen enthalten; Jaehrliche Ueberpruefung der Effektivitaet dieser Massnahmen. • Koordination mit der deutschen Feuerwehr, der deutschen Polizei und entsprechenden Mitgliedern des Einsatzteams (FRT), um Kontrolle und Reinigung von oelhaltigen und anderen wassergefaehrden Gefahrstoffunfaellen ausserhalb von US Liegenschaften zu gewaehrleisten, die unter die Verantwortlichkeit der Garnison fallen. • Benachrichtigung der deutschen Behoerden im Falle von Gefahrstoffunfaellen auf oder ausserhalb von US Liegenschaften, Vorbereitung von Uebereinkuenften um sicherzustellen dass diese im Falle von Unfaellen zur Verfuegung stehen, bei denen die US eigenen Ressourcen nicht ausreichen. • Dokumentation und Bewertung von Spill Reports
USAG Ansbach Sonderabfall Notfall Koordinator	<ul style="list-style-type: none"> • Zuweisung von Ressourcen zur Implementierung des Notfallplans fuer gefaehrliche Abfaelle (HW Contingency Plan) • Vertraut mit allen Aktivitaeten, die den Umgang mit gefaehrlichen Abfaellen beinhalten und der Ausstattung der Sammelstelle fuer gefaehrliche Abfaelle.
Kommandeur der Einheiten	<ul style="list-style-type: none"> • Koordination mit dem Einsatzteam (FRT) und Mithilfe bei der Sicherstellung dass Gefahrstoffunfaelle ordnungsgemaess gereinigt werden.

Funktion	Verantwortlichkeit
	<ul style="list-style-type: none"> • Sicherstellen dass Gefahrstoffunfaelle in Uebereinstimmung mit dem Plan zur <i>Vermeidung</i> und Folgenbekämpfung von Gefahrstoffunfällen (SPRP) gemeldet werden. • Sicherstellen dass Personal der Einheiten entsprechend geschult ist und den Arbeitsanweisungen fuer den Umgang mit Gefahrstoffen und Notfallplaenen folgt. • Benennung eines Umweltbeauftragten mit direkter Verantwortlichkeit fuer den Umgang mit oelhaltigen Stoffen und anderen Gefahrstoffen.
Umweltbeauftragter (EO) der Einheiten	<ul style="list-style-type: none"> • Benachrichtigung des Einsatzteams (FRT) im Falle eines signifikanten und/oder meldepflichtigen Gefahrstoffunfalls • Zur Verfuegung stellen dieses Notfallplans und ortsspezifischen Plaenen in den entsprechenden Einrichtungen. Aktualisierung der ortsspezifischen Plaene und Weiterleitung einer Kopie an die Umweltabteilung • Einkauf oder zur Verfuegung stellen von entsprechender Ausruestung zur Vermeidung und Reinigung von Gefahrstoffunfaellen. • Koordination aller Aktivitaeten mit der Umweltabteilung (EMD) • Durchfuehrung von jaehrlichen Schulungen fuer das entsprechende Personal.

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ARIMS Rec. No:	KEN6/11-2a3	Approval Date:	

DOCUMENT REVIEW AND REVISION LOG

Action	Review Date	Revision (Yes/No)	Revision Date	Revision Summary
Initial SOP development.	NA	NA	NA	NA
Review & Revise	02Jan 12	yes	12 Jan 12	POCs updated, GC signature not required according to "IMCOM-E Plans Requiring Update" list, Roles and Responsibilities added
Review & Revise	2 Oct 12	yes	09 Oct 12	Contact list updated, names removed from POC section, German version modified to match revisions 1 and 2.

NA Not Applicable

USAG Ansbach Unit Environmental Training Sign-in Roster

Date:

Unit	Name	Email	Phone	Signature
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