



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND-PACIFIC
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IMHW-ZA

MEMORANDUM FOR All Army Units, Tenants, Other Military Services, Soldiers, Civilians and Contractors Traveling or Conducting Activities within the United States Army Garrison, Hawaii (USAG-HI) Installations.

SUBJECT: Policy Memorandum USAG-HI-33, Spill Kit Requirements.

1. References.

- a. 40 Code of Federal Regulations, Part 112 – Oil Pollution Prevention.
- b. USAG-HI Spill Prevention Control and Countermeasures Plan, 21 Aug 2019.
- c. Army Regulation 200-1, Environmental Protection and Enhancement, 13 Dec 07.
- d. Army Regulation 350–19, The Army Sustainable Range Program, 30 Aug 05.

2. Applicability. This policy applies to all Army units, tenants, other military services, Soldiers, Civilians and contractors working, training, conducting maintenance activities or operating vehicles and equipment containing hazardous fluids on USAG-HI installations including, but no limited to, Oahu training ranges and roadways. This policy also applies to Army units operating tactical vehicles and convoys on Oahu public roads.

3. Background. State and federal laws prohibit the uncontrolled discharge of Petroleum Oil and Lubricant (POL) or other hazardous substances to groundwater, surface water or soil. Immediate actions must be taken to control, contain, and recover accidental spills. The most common cause of incidental spills on USAG-HI installations, roads and training ranges are due to tactical vehicles and equipment leaks, drips, ruptured hoses or pipes and vehicular accidents.

4. Policy.

- a. All users of Army installations, range roads, and training land on the island of Oahu, Hawaii, are required to follow environmental protection measures and plan for contingencies in the event of equipment failure to ensure incidental spills of POL and other hazardous substances are promptly contained in order to minimize environmental impacts.

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b. USAG-HI requires that adequate and sufficient quantities of POL spill response supplies and equipment be kept at maintenance and other industrial facilities as well as onboard tactical vehicles while traveling on USAG-HI installations, training ranges and public roads. Access to adequate and readily available spill kits can make the difference between a catastrophic emergency spill and a release that can be controlled and prevented from further migration, infiltration or reaching waterways.

c. Appendix A provides a suggested list of supplies and equipment to be kept at maintenance facilities and onboard tactical vehicles. As a general rule, the appropriate stock and type of spill recovery equipment and supplies at maintenance facilities shall be determined based on the Unit's core mission and Modified Table of Organization and Equipment (MTOE), taking into consideration the likelihood of a worse case spill scenario. On the other hand, spill kits that must be carried along while operating tactical vehicles on roadways shall be sized to respond to a small fuel tank, oil, radiator, or hydraulic fluid leaks and other likely potential small spill scenarios. At a minimum one spill kit containing absorbents, plastic bags, a drip pan, non-sparking shovel and dust pan, and a broom shall be onboard each tactical vehicle traveling alone or per three tactical vehicles if traveling in convoy.

d. Vehicle operators must check their spill kit inventory before departing to ensure they have the required supplies available. Consumed spill response materials shall be promptly replenished. Absorbent material that is not saturated can be reused at the Unit/Organization's maintenance facility. Spent and saturated materials shall be promptly disposed of per the Installation's Hazardous Waste Management Plan, USAG-HI Regulation 200-4, 19 Mar 18.

e. All leaks and spills must be controlled and cleaned up immediately on the spot. Cleaning up spills is the responsibility of the unit or organization that caused the spill. When a spill occurs, care shall be exercised to prevent/minimize release onto soil or into streams and drainage systems. (Refer to Appendix B for basic spill containment and cleanup techniques.)

f. All spills must be verbally reported to the Directorate of Public Works (DPW) Environmental Division (ED) within 15 minutes of initial discovery at:

Report to DPW Environmental Division	
Work Hours - Spill Line	656-1111
After Hours – Installation Operation Center (IOC)	656-3272
Submit Spill Report Form (Appendix C) to DPW-ED	
Notify Your Unit/Organization Environmental Compliance Officer (ECO)	

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g. A written Spill Notification Form must be submitted to the DPW-ED as soon as possible, but no later than 8 hours after making the initial verbal notification. (The Spill Notification Form is enclosed at Appendix C and is also available for download at: https://home.army.mil/hawaii/application/files/3515/8017/0751/USAG-HI-33_SPILL_KIT_REQ.pdf)

h. Each spill incident is unique. The site-specific conditions will dictate the cleanup procedures to be used. The DPW-ED has oversight responsibility to ensure cleanup levels meet regulatory standards and, depending on the situation, the ability of the responsible party to contain the substance, and the gravity and potential risks of the incident to the environment, wildlife and surrounding communities, the DPW-ED may respond to the scene of a spill to supervise the cleanup operation.

5. This policy supersedes Policy Memorandum USAG-HI-33, SAB, dated 23 Jul 2018 and remains in effect until rescinded or superseded in writing.

6. The point of contact for this policy memorandum is the Environmental Division, Directorate of Public Works at 656-3106 or 656-3103.

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Commanding

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