



Appendix A-1
Recommended Spill Response Supplies to Keep at Maintenance Facilities

1. Each Unit/Organization is responsible to maintain spill kits tailored to the needs and type of operation/activity conducted at their facility, taking into consideration the amount of POL stored in containers and equipment as well as the proximity of surface water or drains. Reference to National Stock Numbers (NSNs) and suggested spill response supplies to keep at maintenance facilities include the following:

IMHW-ZA Policy Memorandum USAG-HI-33, Spill Kit Policy Requirements (Motor Pool)				
<ul style="list-style-type: none"> • Report all Spills to the DPW Environmental Division at: 656-1111 or 656-3272 (after hours) 				
2. Personnel shall be familiar in the use of the equipment and supplies contained in their spill kit.				
3. MOTOR POOL: Recommended Spill Response Supplies and Equipment To Be Kept at Maintenance Facilities [Ref.: 40 CFR 112.7(c); USAG-HI SPCCP Paragraph 5.4]				
Note: Each Unit/Organization is responsible to maintain spill kits tailored to the needs and type of operation/activity conducted at their facility, taking into consideration the amount of POL stored in containers and equipment and the proximity of surface water or drains.				
#	Item	Min Qty	Description/ Unit of Issue	
1	 <p><u>Clay Based Dry Sweep (Kitty litter/vermiculite)</u></p> <ul style="list-style-type: none"> • Dry sweep granular absorbent material – clay, diatomaceous earth, silicate calcite type absorbent material or other mineral and synthetic absorbent for use in absorbing oil. • Works well on cement and asphalt. • Must work/grind the dry sweep with foot pressure and let it sit for a few minutes to absorb the liquid. • Pick up the dry sweep and reuse if not saturated or turn in to the TAP for disposal. • Not good when it is raining and not good for spills onto soil. • Non-Biodegradable. <p><u>NSNs:</u> 7930-00-269-1272; 7930-01-380-4783; 7930-01-418-1164; 4235-01-528-0401; 4235-01-528-0403</p>	10	20-50 Lbs. Bags	

		<p><u>Saw Dust/Plant-based granular absorbent</u></p> <ul style="list-style-type: none"> • Absorbs a wide range of oils, fuels, antifreeze, etc. • Absorbent often contains enzymes and microorganisms that break down POLs into non-toxic carbon dioxide, water and fatty acids. • Good for outdoor oil spills on asphalt, cement and soil. • Good to use when it is raining or to absorb free liquid. • Biodegradable. Can be incinerated. <p><u>NSNs:</u> 4235-01-599-3952; 4235-01-572-3902; 4235-01-572-3892; 4235-01-599-3952; 4235-01-595-9846; 4235-01-5723-908; 4235-01-436-8317</p>	5	20-50 Lbs. Bags
3		<p><u>Peat moss/cellulose loose absorbent</u></p> <ul style="list-style-type: none"> • Can be scattered directly onto the oil floating in water. • Absorbs the oil on contact and encapsulates it. Water does not penetrate the peat moss, so the encapsulated oil is trapped in a non-sticky crust which is then removed from the surface of the water. • Biodegradable. Can be incinerated. <p><u>NSNs:</u> 4235-01-423-1466; 4235-01-423-0711</p>	5	20-50 Lbs. Bags
4		<p><u>Oil only/hydrophobic absorbent pads (Usually white)</u></p> <p><u>NSNs:</u> 4235-01-415-9186; 4235-01-451-8744; 4235-01-158-3502; 4235-01-219-7414; 4235-01-318-6584; 4235-01-399-3035; 4235-01-417-1959; 4235-01-420-6760; 4235-01-423-1463</p>	100	Each
5		<p><u>Universal Absorbent pads (Usually gray or green)</u></p> <p><u>NSNs:</u> 7930-01-436-8314; 7930-01-363-8631; 7930-01-369-3446; 7930-01-436-8313; 7930-01-448-8636; 4235-01-379-8381; 4235-01-396-1650; 4235-01-415-9194</p>	100	Each
6		<p><u>Oil only absorbent pillows (usually white)</u></p> <p><u>NSNs:</u> 4235-01-456-8571; 4235-01-379-8376; 4235-01-432-7086; 4235-01-432-7099; 4235-01-432-8485; 4235-01-456-8571; 7930-01-436-8316; 4235-01-572-3933</p>	10	Each

7		Universal absorbent pillows (Usually gray) NSNs: 4235-01-308-5151; 4235-01-429-2678; 4235-01-442-4745; 4235-01-456-8575; 4235-01-528-0378; 7930-01-353-6414; 7930-01-448-8637	10	Each
8		Oil only socks ((3"-4" Diameter x 4' Long) NSNs: 4235-01-391-2046; 4235-01-391-2048; 4235-01-423-1465; 4235-01-423-1467; 4235-01-431-9993; 4235-01-572-3929	50	Each
9		Universal socks ((3"-4" Diameter x 4' Long) NSNs: 4235-01-416-8997; 4235-01-416-9008; 4235-01-456-8858; 4235-01-456-8862; 4235-01-528-0386; 4235-01-572-3929; 7930-01-289-8834; 7930-01-301-2646	50	Each
10		Oil only booms (6"-8" Diameter x 8' Long) NSN: 4235-01-441-0248; 4235-01-423-1465 Oil only boom (2" Diameter x 10' Long) NSN: 4235-01-423-1467	5	Each
11		Acid & base spill response kit NSN: 4235-01-493-2437	1	Kit
12		Drain cover/mat NSN: 4235-01-526-1641	1	Each
13		Straight edge non-sparking shovels NSN: 5120-01-332-9954* *Order on a DD Form 1348-6 and put NSN not on AMDF in the REMARKS block.	2	Each
14		Spade shovels (for soil excavation) NSN: 5120-00-188-8450	2	Each

15		<p><u>Push Broom Head (18-in wide)</u> NSN: 7920-00-292-2367 <u>Push Broom Handle</u> NSN: 7920-01-460-8614* *Order on a DD Form 1348-6 and put NSN not on AMDF in the REMARKS block.</p>	5	Each
16		<p><u>Dust Pan</u> NSN: 7290-00-616-0109</p>	2	Each
17		<p><u>Drum, 55 gal, open head</u> NSN: 8110-00-030-7780</p>	3	Each
18		<p><u>Drum, 55 gal, closed head drum with one each 3/4 inch and 2 inch openings</u> NSN: 8110-00-292-9783</p>	2	
19		<p><u>Drum, 85 gal, overpack</u> NSN: 8110-01-101-4055</p>	2	Each
20		<p><u>Spill containment pallet (Holds 4 drums)</u> NSNs: 3990-01-398-8107; 3990-01-620-2437</p>	4	Each
21		<p><u>Shipping and Storage Container, Miscellaneous Equipment</u> (POL STORAGE EQUIPMENT - 5 GAL CONTAINMENT SYSTEM/PLASTIC POLYETHYLENE, RECTANGULAR (41 IN LONG; 21 IN HIGH; 24 IN WIDE) - HOLDS CANS SECURE WITH LID OPEN LOCKS CANS IN POSITION WITH LID CLOSED, UNITS ARE STACKABLE TO 2 TIERS (INTERLOCKING BASE TO LID) GAS, OIL, FUEL AND WEATHER RESISTANT NSNs: 8145-01-515-6458</p>	1	Each
22		<p><u>Drip pans (1 each per vehicle)</u> NSNs: 4949-01-490-2455; 4940-01-490-2463; 4940-01-490-2470; 4910-00-287-2944</p>	30+	Each
23		<p><u>Drum funnel</u> NSNs: 8110-17-117-9701; 8110-17-120-3644; 7240-15-207-2829</p>	5	Each
24		<p><u>Bucket, 3 1/2-gal</u> NSN: 7240-00-160-0455</p>	1	Each
25		<p><u>Durable plastic bags (75-Gal)</u> NSN: 8105-01-183-9764</p>	100	Each
26		<p><u>Nitrile gloves or other Chemical Resistant gloves (Various Sizes)</u> NSN: 8415-01-492.:0176* (Small); 8415-01-492-0179* (Medium); 8415-01-492-0178* (Large); 8415-01-492-0180* (X-Large) *Order on a DD Form 1348-6 and put NSN not on AMDF in the REMARKS block.</p>	1	Box

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27		<u>Chemical resistant splash goggles</u> <u>NSN:</u> 4240-01-292-2818	5	Each
28		<u>Dust Mask</u> <u>NSN:</u> 4240-01-463-5449 * *Order on a DD Form 1348-6 and put NSN not on AMDF in the REMARKS block.	20	Each
29		<u>Chemical resistant patches, plugging compound, repair putty and cone plugs</u>	1	Kit
<i>Note: Other NSNs or vendor sources with comparable products for items listed above are also acceptable.</i>				

2. Other NSNs or vendor sources with comparable products for items listed above are also acceptable.

3. Available Local Vendor Sources:

- Dash Pacific: 808-230-2422; http://www.dashpacific.com/Dash_Pac_catalog.html
- Grainger: 808-423-0028; <http://www.grainger.com>
- Safety Systems: 808-847-4017; <http://www.ssshinc.com>
- American Patriot Sales & Service: 910-229-2236; <http://store.ampatss.com>

Appendix A-2
Recommended Spill Response Supplies to Carry in the Field

1. Personnel shall be familiar in the use of the equipment and supplies contained in their spill kit.
2. A minimum of one (1) spill kit per three (3) vehicles convoy is required. Spill kits must be adequately sized and stocked to rapidly respond to a likely spill scenario associated with the specific operation conducted. At a minimum each spill kit must include absorbents, plastic bags, drip pan, non-sparking dust pan, a shovel, and a broom. Suggested basic field spill kits include the following:

RECOMMENDED SPILL KIT INVENTORY FOR FIELD EXERCISES		
Item	Quantity	NSNs
• Drip pans	2	4910-00-287-2944
Granular absorbent / loose absorbent		
• Dry sweep – clay, diatomaceous earth, or other loose biobased absorbent	30-40 Lbs	7930-00-269-1272 7930-01-380-4783
• Biobased/biodegradable granular absorbent material		4235-01-599-3952
Absorbent pads		
• Synthetic (oil only) polyethylene absorbent pads	25	4235-01-415-9186
• Biobased/biodegradable (oil only) cotton absorbent pads		4235-01-451-8744
Pillows, mats		
• Synthetic (oil only) polyethylene absorbent pillows	3	7930-01-353-6414
• Biobased/biodegradable (oil only) cotton absorbent pads		4235-01-572-3933
Socks and booms (Minimum 3 in diameter x10 ft length)		
• Synthetic (oil only) polyethylene absorbent socks	6	7930-01-353-6415
• Biobased (oil only) cotton absorbent socks		4325-01-572-3929
Miscellaneous		
• Durable plastic bags	25	
• Broom with non-sparking dustpan	1	7920-00-292-2367 7290-00-616-0109
• Straight edge non-sparking shovels (fabricated with non-ferrous metal, with a polypropylene coating on the blade, or fully fabricated from polypropylene)	3	
• Spade shovels (for soil excavation)	3	5120-00-188-8450
• Chemical resistant patches and plugging compound, repair putty and cone plugs to temporarily stop leaks	1 Kit	
• Nitrile Gloves	12	
• Drum, 55 gal, removable cover (Kept at motorpool/maintenance facility)	1	8110-00-030-7780
• Drum, 85 gal, overpack (Kept at motorpool/maintenance facility)	1	8110-01-101-4055
• Chemical resistant splash goggles	2	
Note: Other NSNs or vendor sources with comparable products for items listed above are also acceptable.		

Appendix B Spill Recovery Guidelines

1. For All Spills.

a. Refer to the Safety Data Sheet pertaining to the spilled substance for appropriate response actions.

b. For emergencies or if substance is unknown, call 911.

c. Spills must be recovered immediately to preclude saturation on paved surfaces or into the ground and to prevent storm water runoff.

d. Ensure absorbent used is compatible with the substance spilled. There are various types of loose/granular absorbents, pads, pillows socks and booms that are optimized to absorb different types of liquid. Since there is no industry standard color-coding index that covers all brands of absorbents in the market, Units/Organizations must refer to the manufacturer's specifications for their proper application.

2. Preparation.

a. If possible, stop the source of the spill.

b. Park the leaking vehicle/equipment over concrete or asphalt surface whenever possible and safe to do so.

c. Place drip pan under the leak. Alternatively, place absorbent pads over an impervious surface such as plastic bags or plastic sheeting to absorb the leak.

d. Immediately block off pathways to soil and drainage systems with absorbent socks, booms, or nonabsorbent barriers like dikes and drain blockers/covers.

3. Recovery.

a. Hard Surfaces

(1) Small spills on asphalt or paved surfaces are most easily recovered using granular absorbents. Note that absorbents do not neutralize a spill or make it less hazardous to personnel.

(2) Sprinkle the granular absorbent over the spill in sufficient quantity to absorb the spilled petroleum oil and lubricants (POL). Allow time to set and then work into the surface.

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(3) Sweep or collect used absorbent. In some cases a second application of granular absorbent may be necessary to completely recover the spill.

(4) Granular absorbents will generally be ineffective if raining. In that case, use hydrocarbon absorbent pads and booms, which only absorb oil (not water), to contain and absorb the spill. Note that certain biobased/biodegradable granular absorbents are also functional in the rain.

(5) Used granular absorbent (dry sweep) shall be placed in a drum and properly marked with date and content (*e.g. Spill Debris/hydraulic fluids 06/19/18*).

(6) Absorbent pads and rags can be placed in clear durable trash bags also labeled as per above example.

(7) Store spill debris at the Unit/Organization motorpool or maintenance facility Recyclable Material Shop Storage Point (RMSSP) until turned in to the installation 90-day Transfer Accumulation Point (TAP) by contacting the DPW-ED at 656-0866.

b. Soil or Grassy Surfaces

(1) Spills on bare soil are rapidly absorbed into the ground and must be recovered quickly.

(2) Before digging, recover all free products that pooled on the ground. Use absorbent pads or pillows to absorb free product to decrease the amount of POL contaminated soil that must be removed.

(3) Excavate the soil by digging down and outwards recovering all stained soil. Continue digging until all stained soil is removed, plus six to twelve inches past visible staining to ensure all POL-contaminated soil is excavated. The DPW-ED will provide guidance on the extent of excavation required.

(4) Package contaminated absorbents and contaminated soil separately.

(5) Contaminated soil shall be placed in a drum and properly marked with date and content (*e.g. Soil contaminated with hydraulic fluids, 06/19/18*).

(6) Absorbent pads and rags can be placed in clear durable trash bags also labeled as per the examples above.

(7) Store spill debris at the Unit/Organization motorpool or maintenance facility RMSSP until turned in to the installation 90-day Transfer Accumulation Point (TAP) by contacting DPW-ED 656-0866.

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c. Waterways. Spills entering waterways or spills likely to enter waterways are much more serious. According to the Environmental Protection Agency (EPA), a spill of only one gallon of POL can contaminate one million gallons of surface water. Response to this type of spill will likely require specialized equipment, expertise and assistance from the Naval Facilities Engineering Command (NAVFAC) Hawaii or contract support from a qualified hazardous waste/materials spill response firm. The DPW-ED will provide coordination assistance with the appropriate trained hazmat responders and emergency cleanup agencies should this situation arise.

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Appendix C - USAG-HI Spill Notification Form

Regardless of amount of spill, all spills of oils, hazardous materials, or unknown chemicals must be immediately reported to the DPW Environmental Division Emergency Response Spill Line at 656-1111, followed up by written notification on this form. Any person who knowingly fails to report spills shall be liable for criminal penalty.

[EMAIL TO DPW ENVIRONMENTAL DIVISION AT frederick.j.miller42.civ@mail.mil and chantal.c.sauveleonard.ctr@mail.mil OR FAX TO (808) 656-1039]

A. Reporter Information (to be completed by reporting unit/activity)

Name (Last, First, Middle) _____ Phone _____

Position _____ Office symbol/company name _____

Company Address _____

Time/Date DPW Environmental Notified _____ Person notified _____ Location

of Spill _____ Time of Spill _____ Date of Spill _____

Substance spilled _____ Amount Spilled _____ Duration of Spill _____

Media into which the release/spill occurred or is likely to occur:

Air Soil Ground Water Concrete Asphalt Stream Ocean Other: _____

Amount entered waterway _____ Number of injuries _____ Number of deaths _____ Number evacuated _____

Actual damage _____

Cause of spill _____

Detailed description of clean-up actions _____

Preventive actions to be taken _____

SUBMITTED BY:

Name/title/phone number

Signature

B. Environmental Division Information (to be completed by DPW Environmental Division personnel)

>CERCLA RQ (40CFR 117, 302) (Y/N)

HEERO Notification (808) 586-4249/after hrs 247-2191

ED staff _____

Notified at ___:___ on ___/___/_____

Report number _____

Written Notification to be submitted: (Y/N) by ___/___/_____

Person notified _____

LEPC Notification (808) 523-4121 (Honolulu)/Fax 524-3439

ED staff _____

Notified at ___:___ on ___/___/_____

Person notified _____

NRC Notification (800-424-8802)

ED staff _____

Notified at ___:___ on ___/___/_____

Report number _____