

Environmental Standard Operating Procedure			
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Title: Hazardous Waste Transportation

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide environmental guidelines for the management of regulated waste and hazardous waste transportation.

2.0 APPLICATION

This guidance applies to those individuals involved with regulated waste and hazardous waste (HW) transportation aboard Marine Corps Air Station Miramar.

3.0 REFERENCES

- 40 CFR 261 (Code of Federal Regulations)
- 49 CFR 172 (Code of Federal Regulations)
- 29 CFR 1900 (Code of Federal Regulations)
- 22 CCR 66261 (California Code of Regulations)
- MCO P5090.2A Ch 9 (USMC Environmental Compliance and Protection Manual)
- **Hazardous Waste Management Plan (HWMP)**
- **MCAS Miramar Spill Contingency Plan (SCP)**

Documents that are controlled by MCAS Miramar in accordance with *EMP-12, Document Control*, are shown in **bold**.

4.0 PROCEDURE

4.1 Discussion:

The Waste Management Division (WMD) is responsible for the transportation of all regulated waste from MCAS Miramar onto public roadways. For the purpose of this ESOP "regulated" waste refers to any waste article that can not be discarded as trash such as: electronic waste, waste tires, batteries, chemical liquids and solids, hazardous material, and hazardous wastes. This ESOP does not include the transferring of hazardous materials/wastes within the MCAS Miramar fence line.

Unit Hazardous Waste Coordinators (HWC) is responsible for accumulating HW generated by their activities in accordance with HWMP. WMD schedules HW pick ups from MCAS Miramar activities (normally from 60-day waste accumulation sites) with contracted waste transporters. WMD inspects all waste shipments and signs the waste manifests before it is transported off the station.

4.2 Shipping Documentation:

The WMD is responsible for inspecting and signing all shipping documents. The following documents are examples of shipping documentation signed by WMD personnel:

- a. Uniform Hazardous Waste Manifest
- b. Non-Hazardous Waste Manifest
- c. Waste Tire Manifest
- d. Special Waste Manifest
- e. Bill of Lading
- f. 1348-1A

4.3 Operational Controls:

The following procedures apply to HW transportation:

1. HWCs accumulate waste per the HWMPs Waste Protocol Sheets (WPS).
2. HW Handlers shall wear the appropriate personal protective equipment (PPE).
3. HW is picked up from activities by the contracted transporter at scheduled times.
4. HW pick up schedules are coordinated through the WMD.
5. Access to 60-day sites shall not be blocked by aircraft, vehicles, or other equipment.
6. A spill kit shall be maintained at 60-day sites in case of accidental spills or releases.
7. Activities shall clean up any hazardous material/waste spills immediately.
8. The transporter shall prepare HW shipments per the 49 CFR, 40 CFR and 22 CCR.
9. WMD shall inspect HW shipping documentation before HW leaves the station.
10. Copies of all HW shipping documents are retained by the WMD.

11. If there are any specific situations or other concerns not addressed by this procedure, contact MCAS Miramar Environmental Management Division.

4.4 Documentation and Record Keeping:

The following records must be maintained:

1. MSDSs for Hazardous Material being stored.
2. Inspection and training records.
3. HW Turn in forms.
4. Waste Transfer forms.
5. Uniform Hazardous Waste Manifest & LDRs
6. Bill of Lading
7. Special Waste Manifest
8. Waste Tire Manifest
9. 1348-1A DRMO Form
10. Waste Profile Sheets

4.5 Training:

All affected personnel must be trained in this Standard Operating Procedure and the following:

1. General Environmental Awareness training.
2. Hazard Communication training.
3. 80-Hour Department of Transportation (DOT) Course
4. 24-Hour Hazardous Waste Coordinator base specific, 8 Hour refresher
5. HW transporters will be licensed and will have certified driver's licenses for applicable vehicles and maintain access to flight line.

4.6 Emergency Preparedness and Response Procedures:

Refer to MCO P5090.2A Ch 7 and Marine Corps Air Station Miramar Oil and Hazardous Substance Spill Contingency Plan.

4.7 Inspection and Corrective Action:

Daily, weekly, and quarterly inspections are required by the 50902A 9104 k. The Environmental Compliance Coordinator (primary or alternate) shall have the overall responsibility to ensure that daily and weekly inspection requirements are met. The ECC shall ensure deficiencies noted during the inspections are corrected immediately. Actions taken to correct each deficiency shall be recorded on the Corrective Action Plan (CAP). WMD shall conduct quarterly environmental audit program. Refer to HWMP.

Hazardous Waste Transportation - Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
Are personnel trained and certified as required by their hazardous waste (HW) duties? (29 CFR 1910; HWMP)			
1. Is the vehicle and equipment used for HW collection being operated by certified and trained personnel? (29 CFR 1910; 40 CFR; 49 CFR)			
3. Shipping Documents are properly and completely filled out. (49 CFR 172.101 table, 40 CFR 261 & 22 CCR 66261)			
4. When performing HW collection aboard the installation, is PPE being worn as follows: a. steel toe boots, b. gloves (protective against HW and sharp objects), c. goggles or safety glasses with splash protection, and coveralls. (29 CFR 1910)			
5. Is HW accumulated at 60-day storage sites? (HWMP)			
6. Are compatible fire extinguishers available and maintained in a serviceable condition? (MCO P5090.2A)			
7. Are drums and containers on vehicles closed, free of leaks and damage?			

(49 CFR Subpart B)			
8. Are markings and labels on all containers present, legible, and complete? (49 CFR Subpart D)			
9. Are all incidental releases of HW/HM properly cleaned up? (49 CFR 171.3)			
10. Are training and inspection records maintained and available for inspection? (MCO P5090.2A 9104.1(a)(1))			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____