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DEPARTMENT OF THE AIR FORCE

HEADQUARTERS 27TH COMBAT SUPPORT GROUP (TAC)

CANNON AIR FORCE BASE, NM 88103

21 APR 1987

OFFICE OF THE COMMANDER

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N.M. Environmental Improvement Division
P.O. Box 968
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HAZARDOUS WASTE SECTION

Dear Sir

Attached is the revised Cannon AFB Hazardous Waste Management Plan dated February 1987. This plan supersedes the 6 December 82 plan.

As with the original plan this revised edition will be reviewed annually and any changes will be sent to you.

Any questions concerning the Hazardous Waste Management Plan can be addressed to Capt. Dana D. Jacobson, (505) 784-2211, or Mr. Jim Richards, (505) 784-4639.

Sincerely

Boyce W. Wiltrout
BOYCE W. WILTROUT, Colonel, USAF
Commander

1 Atch
Feb 87 Hazardous Waste Management
Plan

cc: HQ TAC/DEEV w/o Atch
AFRCE-CR w/o Atch
12 AF/DE w/o Atch

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**Hazardous
Materials
Technical
Center**

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**HAZARDOUS WASTE MANAGEMENT PLAN
CANNON AIR FORCE BASE, NEW MEXICO**

FINAL REPORT

February 1987

Submitted to

**27th CSG/DBEV
Cannon AFB, NM 88103-5000**

Submitted by

**Hazardous Materials Technical Center
The Dynamac Building
11100 Rockville Pike
Rockville, MD 20852**

**Operated by the Dynamac Corporation
for the Defense Logistics Agency**

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CANNON AIR FORCE BASE, NEW MEXICO**

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HEADQUARTERS, 27TH TACTICAL FIGHTER WING
CANNON AIR FORCE BASE, NEW MEXICO 88103

27 TFW HAZARDOUS WASTE MANAGEMENT PLAN
SECURITY INSTRUCTIONS/RECORD OF CHANGES/ANNUAL REVIEW

1. The long title of this document is the 27th Tactical Fighter Wing Hazardous Waste Management Plan. The short title is 27TFW HWMP. Both titles are unclassified.
2. This document is unclassified, but is designated "For Official Use Only", and should be handled accordingly.
3. This document may be reproduced in whole or in part as required.
4. The provisions of AFR 55-30, Operations Security (OPSEC) and AFM 100-45, Communications Security Policies, Procedures and Instructions (COMSEC) are not applicable to this document.

RECORD OF CHANGES

CHANGE NUMBER	DATED	DATE POSTED	POSTED BY

RECORD OF ANNUAL REVIEW

REVIEWED BY	DATE REVIEWED	REMARKS

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I. INTRODUCTION

The Hazardous Waste Management Plan (HWMP) prepared for Cannon Air Force Base (CAFB), New Mexico, is designed to identify the responsibilities of base personnel in the area of hazardous waste management. The plan contains the responsibilities and procedures necessary to identify, store, handle, and transport hazardous waste. Additional plans and information necessary for the protection of base personnel, the general public, and the environment are also included as part of this plan.

II. BACKGROUND

In recent years, the improper handling of hazardous materials and hazardous wastes (HM/HW) has resulted in property damage and endangerment to public health. A prime example is the Love Canal incident in Niagara Falls, New York, where an inactive hazardous waste site has forced the relocation of families and is suspected of being associated with numerous health abnormalities.

Congress has passed environmental laws containing comprehensive requirements for the control of HM/HW. These Federal statutes include the Resource Conservation and Recovery Act (RCRA) Amendments of 1976 and 1984, the Toxic Substances Control Act (TSCA), and the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), also known as "Superfund." The U.S. Environmental Protection Agency (EPA) has promulgated regulations implementing many of the requirements established by the Federal statutes; these statutes require that all government agencies that generate hazardous waste must meet the regulatory requirements.

In addition to complying with all Federal regulations concerning the control and management of HM/HW, Federal agencies must also comply with State regulations. New Mexico has been delegated the authority to regulate hazardous waste by EPA. State of New Mexico Solid Waste Regulation 202.A authorizes the Environmental Improvement Division to oversee any State and Federal agencies that generate hazardous waste in quantities exceeding those listed in Solid Waste Regulations 102.A.40 and 201.A.2 a, b, and c.

The United States Air Force (USAF) has implemented a Hazardous Waste Management Plan (HWMP) based on a Defense Environmental Quality Program Policy Memorandum (DEQPPM) addressing broad program responsibilities and Department of Defense (DoD) policy. The base program is in accordance with guidance provided by the Air Force Engineering and Services Center (AFESC) and the Defense Reutilization and Marketing Office (DRMO).

III. DEFINITIONS

Accumulation Point: That area in or near the workplace where used hazardous materials/hazardous wastes (HM/HW) are accumulated prior to transporting offbase or to DRMO for disposal.

Authorized Representative: The person responsible for the overall operation of the facility and compliance with the hazardous waste regulations--normally, the base commander or his designated representative.

Container: Any device in which material is stored, transported, treated, disposed of, or otherwise handled.

Contingency Plan: A document setting out an organized, planned, and coordinated course of action to be followed in case of a fire, explosion, or release of hazardous waste or hazardous waste components.

Designated Facility: A hazardous waste treatment, storage, or disposal facility that has received a hazardous waste permit in accordance with the requirements of State and Federal hazardous waste regulations.

Discharge (or hazardous waste discharge): The accidental or intentional spilling, leaking, pumping, emitting, emptying, or dumping of hazardous material or waste into or on any land or water or into the air.

Disposal: The discharging, depositing, injecting, dumping, spilling, leaking, or placing of any hazardous waste into or on any land or water so that such hazardous waste may enter the environment or be released into the air or discharged into any waters.

DRMO (Defense Reutilization and Marketing Office): The local onbase agency that is the responsible office for disposal of hazardous waste materials, except for certain limited categories.

DTID (Disposal Turn-In Document): That document designated by DoD to serve as a manifest between the generation point and the DRMO facility (DD Form 1348-1).

EPA Region: The States and territories found in any 1 of 10 regions of the EPA. New Mexico is located in Region VI, which is headquartered in Dallas, Texas.

Generator: A person or organization who produces a hazardous waste that is identified or listed in hazardous waste regulations.

Hazardous Material: Any material that is reactive, corrosive, ignitable, toxic, or included in a published hazardous waste listing.

Hazardous Waste: Any material that cannot be recycled or reused, and that meets the same conditions as those for hazardous material.

Hazardous Waste Listing: A list of waste materials identified as hazardous according to class or type of waste.

Hazardous Waste Management: The control of the collection, source separation, storage, transportation, processing, treatment, recovery, and disposal of hazardous waste.

Manifest: The shipping document, originated and signed by the generator, that contains specific required information.

Operator: The person responsible for the overall operation of a facility or activity.

Personnel (or facility personnel): All persons who work at, or oversee the operation of, a hazardous waste facility and whose actions or failures may result in noncompliance with the hazardous waste management regulations.

Regional Administrator: The individual who is the administrator for the Region EPA in which the facility is located, or his designee. For New Mexico, it is the EPA Regional Administrator, Region VI, ~~1201 Elm Street~~, Dallas, Texas 75270. 75202-2733 1445 Ross Avenue

Storage: The holding of hazardous waste for a temporary period after which the hazardous waste is treated or disposed of.

Transportation: The movement of hazardous waste by air, rail, highway, or water.

Transporter: Any person engaged in the offbase transportation of hazardous waste by air, rail, highway, or water.

Treatment: Any method, technique, or process including neutralization, designated to change the physical, chemical or biological character or composition of any hazardous waste.

TSD: An acronym for treatment, storage, or disposal. Generally, it refers to a facility or operator.

IV. GENERAL RESPONSIBILITIES

The United States Air Force (USAF) is a generator of hazardous waste and is responsible for the proper management of hazardous waste. The responsibilities of the USAF headquarters environmental staff and Cannon Air Force Base (CAF) in the area of hazardous waste management are outlined below.

1. HQ USAF/LEEV: Provides directives implementing USAF responsibilities addressed in Defense Environmental Quality Program Policy Memorandum (DEQPPM) 80-5 and 80-8.
2. USAF Occupational and Environmental Health Laboratory (OEHL): Provides technical assistance and performs sample analysis of suspected hazardous wastes.
3. Air Force Regional Civil Engineer (AFRCE): Provides coordination between the installation and regional/state/governmental agencies.
4. HQ TAC/DEEV: Provides implementation guidance and reviews and approves installation Hazardous Waste Management Plans.
5. 27th Tactical Fighter Wing
 - a. Commander (CC): Ensures that personnel and material resources are made available to support implementation of this plan by the 27th TFW and assigned tenant organizations.
 - b. Vice Commander (CV): Serves as chairman of the Base Environmental Protection Committee.
 - c. Public Affairs (PA):
 - (1) Semiannually briefs, at appropriate wing/group staff meetings, that the PA office must be notified about hazardous waste problems/incidents by involved agencies and base units.

- (2) Coordinates information with Civil Engineering, Logistics, Judge Advocate, Disaster Preparedness, and other appropriate organizations for preparing an initial news release on the situation. All news releases will be coordinated with, and approved for release by, the Wing Commander.

- (3) Is the only agency that should be releasing information to civilian news media concerning hazardous waste incidents/accidents. Should any media representative contact any base agency other than PA, such contacts will be referred to PA without comment on the incident/accident.

Such queries may address the base's notification to EPA of hazardous waste activity, application for permit to operate treatment, storage, or disposal (TSD) facilities, procedures for disposition of certain HM/HW, and emergency response incidents.

- (4) Establishes a News Media Center. Should any news media arrive at CAFB, Security Police gateguards will detain them until a PA representative can act as an escort. The primary site for the News Media Center will be at FTD (Bldg. 785). The alternate location will be the Officer's Club, Bldg. 1820.

PA staff members will respond with appropriate equipment as outlined in PA Operating Instruction 190-39. Positions to be manned will include the PA Control Center, News Media Center, Command Post, and on-scene as applicable.

- (5) In cooperation with appropriate base agencies, works through all available media outlets to keep the on/offbase community informed of what is being done about any hazardous waste incident/accident. This will include followup after any incident/accident. Information will include, if available and releasable, the type of hazardous material involved, the

short-term hazards, measures being taken to rectify the problem, and any long-term dangers or hazards. Every possible outlet will be used to lessen on/offbase community fears about the dangers associated with a hazardous waste incident/accident.

- (6) Prepares a news release about the base Hazardous Waste Management Plan (HWMP). The release will cover the operation of the program and will be used both for internal and external purposes.

d. Chief of Safety (SE):

- (1) Assists generators and TSD facility managers in implementation of required safety procedures according to OSHA, AFOSH, and NIOSH.
- (2) Participates in inspection of accumulation points and TSD facilities.
- (3) Provides periodic briefing in support of training requirements.

e. Deputy Commander for Resource Management (RM): Ensures that subordinate agencies prepare supporting documents and carry out assigned responsibilities.

- (1) Comptroller (AC): Through the Chief, Data Automation (ADC), and in cooperation with LGSD/LGSP and SGPB, designs an automated system for tracking hazardous materials from their arrival on the base until they are consumed or properly disposed of (NOTE: This is a long-term objective and requires additional information and guidance for completion.)

- (2) Chief, Contracting Division (LGC): Assists in development of automated system for tracking hazardous materials by providing information, as requested, on local purchase of hazardous materials.
- (3) Commander, Supply Squadron (LGS): Assumes the responsibilities of a generator and supervises plan implementation by subordinate elements.
 - (a) Fuels Management Officer (LGSF):
 - (1) Prepares and keeps current Attachment 8 to CAFB Regulation 19-14.
 - (2) Recovers JP-4 for return to the bulk fuel system and handles accountability as specified in CAFBR 19-14.
 - (3) Tests, or arranges for tests of, contaminated fuel samples to determine the acceptability of the fuel for reuse in aircraft, use in AGE, or use in fire training.
 - (4) Provides input to DEEV on base petroleum product recycling and recovery.
 - (5) Assumes responsibility of a generating agency for any hazardous wastes that may be produced.
 - (b) Management and Procedures Officer (LGSP):
 - (1) Prepares and keeps current those portions of the CAFB Supplement to AFR 67-23 pertaining to transfer of hazardous wastes.
 - (2) Assists Data Automation in design of an automated system for tracking hazardous materials.

- (c) Material Storage and Distribution Officer (LGSD):
- (1) Assists ACD, LGSP, and SGPB in design and implementation of an automated system for tracking hazardous materials.
 - (2) Participates in the Hazardous Waste Working Group of the Environmental Protection Committee (EPC).
 - (3) Provides DEEV with a quarterly printout of hazardous materials distributed to CAFB organizations.
- (d) Commander, Transportation Squadron (LGT): Supervises plan implementation by subordinate elements.
- (1) Traffic Management Officer (LGTT): Through Chief, Packing and Crating, provide advise to base agencies regarding acceptability of drum for temporary storage of hazardous wastes and correct marking and labeling.
 - (2) Vehicle Maintenance Officer (LGTM): Assumes the responsibilities of a generator.
- (e) Deputy Commander for Maintenance (MA): Supervises plan implementation and monitors performance by subordinates.
- (1) Commander, 27th Aircraft Generation Squadron: Assumes the responsibilities of a generator.
 - (2) Commander, 27th Component Repair Squadron:
 - a. Assumes the responsibilities of a generator.
 - b. Assumes responsibilities for Cannon Specialized Repair Activity (CASRA) as a Generator.
 - (3) Commander, 27th Equipment Maintenance Squadron: Assumes the responsibilities of a generator.

6. 27th Combat Support Group

- a. Commander, 27th Combat Support Group: As installation commander, is responsible for the overall implementation and management of this plan.
- (1) Notifies and reports hazardous waste activities to the EPA and the New Mexico Environmental Improvement Division (NMEID).
 - (2) Applies for and signs all RCRA permit applications (all permit applications must be signed by an officer with the grade of O6 or above).
 - (3) Supervises plan implementation by subordinate elements.
- b. Deputy Commander (CD):
- (1) Serves as a member of the base EPC.
 - (2) Reviews the HWMP.
 - (3) Conducts studies to improve hazardous waste management procedures.
- c. Chief, Morale, Welfare and Recreation Division (CSG/SS): Assumes the responsibilities of a generator.
- d. Commander, 27th Security Police Squadron (SP): Monitors the Hazardous Waste Storage Area and accumulation points as part of normal security operations.
- e. Commander, 27th Civil Engineering Squadron (CSG/DE): Supervises plan implementation by subordinate elements and assumes the responsibilities of a generator.

(1) Chief, Fire Protection Branch (DEF):

Advises and assists base organizations in location of, and fire safety procedures for, accumulation points. Inspects these areas as a part of routine fire safety activities.

(2) Chief, Engineering and Environmental Planning Branch (DEE):

(a) Environmental Coordinator (DEEV):

- (1) Develops and maintain an understanding of Federal and State hazardous waste regulations.
- (2) Acts as central point of inquiry and liaison between Base, Tactical Air Command Headquarters, and Federal and State hazardous waste regulatory agencies.
- (3) Develops and maintains an understanding of USAF operations that generate hazardous waste.
- (4) Coordinates hazardous waste identification and disposal.
- (5) Acts as a central point of inquiry and advice for other base personnel regarding hazardous waste management.
- (6) Maintains a central file of hazardous waste records, including results of analytical testing, waste analysis, completed and signed copies of hazardous waste manifests, and training records for hazardous waste facility personnel.

- (7) Coordinates with DRMO that hazardous waste manifests are completed for, and accompany all offsite shipments of, hazardous waste, and that all transporters and designated treatment disposal facilities are licensed to receive the waste.
- (8) Reviews the tracking system for hazardous waste manifests to make sure that the transporter and designated treatment/disposal facility complete and return appropriate copies to the base.
- (9) Identifies and acts to correct, through established procedures, areas of regulatory noncompliance on CAFB.
- (10) Prepares and presents the hazardous waste training program in accordance with 40 CFR 264.16.

7. USAF Hospital, CAFB

- a. Commander (SG): Supervises plan implementation by subordinate elements. Assumes the responsibilities of a generator in the event that infectious or pathological wastes are classified as "hazardous" by EPA.

- (1) Bioenvironmental Engineer (SGPB):

- (a) Develops hazardous waste analysis plan.
- (b) Inspects hazardous waste facilities in conjunction with routine shop inspection.
- (c) Arranges for testing of nonpetroleum wastes for hazardous characteristics and keeps base agencies aware of the capabilities and limitations of the USAF OEHL.

8. Chief, Defense Reutilization and Marketing Office (DRMO):

- a. Coordinates the disposal, through DRMS contract, of hazardous wastes with no resale value, beginning with FY 82, except those wastes excluded from DLA responsibility by DEQPPM 80-5.

- b. Arranges for sale of those recoverable fuels and oils that are not reused on base.
- c. Identifies disposal and transportation contractors for DRMO disposal. Makes sure the hazardous waste contractors have EPA identification numbers and that disposal contractors have permits or are in interim status for the types of material to be received. Designates destination facility for disposal of hazardous waste.
- d. Prepares, uses, and files manifests for contractor shipments of hazardous wastes from CAFB.
- e. Advises the EPC and base agencies of segregation categories and procedures that will maximize return on recyclable products and permit disposal of hazardous waste at minimum cost.

9. Hazardous Waste Generators shall:

- a. Be cognizant of the nature and hazards of all hazardous waste generated by the activity.
- b. Maintain records and conduct inspections, as required, of waste generated, including quantity and disposition.
- c. Designate the shop NCOIC Accumulation Point Manager to serve as a point of contact for all hazardous waste activities.
- d. Take all necessary precautions to prevent leaks, spills, or discharges of hazardous waste into the environment. Keep all containers closed, except when waste is being added to the container.
- e. Maintain all storage containers in a ready-to-ship condition. This means that containers used to accumulate hazardous waste must be DOT-approved and the contents properly identified.
- f. Transfer waste to a permitted or authorized storage activity as required by waste management regulations.
- g. Obtain DEEV approval for all accumulation point storage areas.
- h. Provide 27 CSG/DEEV with the name, rank, work center, squadron, building and duty phone number of the hazardous waste monitor. This is to be supplied in writing as soon as any change in personnel occurs.

V. HAZARDOUS WASTE IDENTIFICATION:
RESPONSIBILITIES AND REQUIREMENTS

The identification of potentially hazardous wastes is the responsibility of all base personnel. Cooperation is necessary to ensure the safety and health of base personnel, the general public, and to protect the environment. The Environmental Coordinator has the primary responsibility for identifying hazardous wastes. The Bioenvironmental Engineer, Waste Monitors, and the Supply Squadron must support the Environmental Coordinator by supplying information on new products used at the base and findings from facility health and safety inspections. The proper identification of hazardous waste is the first step in making sure that the waste will be handled and disposed of in an environmentally safe manner.

1. The Environmental Coordinator shall:

- a. Arrange when necessary, analytical testing of potentially hazardous waste streams, and maintain a central file of hazardous waste analytical data (analytical data and other test records must be kept for at least 3 years from the date that the waste was last sent for offsite treatment, storage, or disposal per 40 CFR 262.40 (Recordkeeping)).
- b. Inform appropriate base personnel which waste streams are to be identified and managed as hazardous waste.
- c. Inform appropriate base personnel which waste streams are to be identified.
- d. Receive and respond to requests from base personnel for information concerning potentially hazardous waste.

The Environmental Coordinator will initiate testing of waste streams when the contents or properties of a particular waste are unknown and cannot other-

wise be determined, when the hazardous designation of a particular waste is in doubt, or when a process that generates a waste stream changes such that previous analytical test results may not be indicative of the newly generated wastes. On the basis of all of the above types of information, the Environmental Coordinator will develop and update a list of all locations of hazardous waste generation and accumulation points at the base, together with the types and volumes of waste (and/or characteristics) at each location. The Hazardous Waste Survey Report contains present waste management practices along with waste generation information.

2. The Bioenvironmental Engineer shall:

- a. Provide assistance in waste identification through sampling, laboratory testing and interpretation of analytical results.
- b. Inform the Environmental Coordinator of product changes as received from the Supply Squadron.

3. The Waste Monitors shall:

- a. Submit to 27 CSG/DEEV a detailed procedure of:
 - (1) How each hazardous waste is generated;
 - (2) How each waste is stored;
 - (3) Practices followed to ensure that all hazardous wastes are kept segregated;
 - (4) Practices followed to ensure that no contaminants of any kind, enter the hazardous waste;
 - (5) What records are kept detailing how much, what type(s),

date, time, and who placed the hazardous waste in the container(s); and

(6) Disposal/Turn-In Procedures for any and all hazardous waste.

b. Request from the Bioenvironmental Engineer (Lt. Robert Walton #4063), in writing, an analysis of each hazardous waste generated.

(1) The analysis results, when received, will allow the turn-in of hazardous waste to DRMO for one year from the date of receipt. The Bioenvironmental Engineer will send the requestor a copy of the analysis and a letter stating the date through which the analysis is valid. A reminder will also be sent stating that a re-analysis must be requested by the monitor 6 months before the expiration date because of laboratory delay.

(2) If for some legitimate reason it becomes necessary for shop procedures to change from those submitted under Part a. of this section, the monitor must first re-write the procedure and submit it to 27 CSG/DEEV for approval before the process change takes place. A new sample analysis must be requested immediately after the approved process change occurs. This request should not be made when the analysis needs to be re-validated.

4. The Supply Squadron shall:

a. Notify the Environmental Coordinator and the Bioenvironmental Engineer of any product changes with regard to products that are classified as hazardous materials.

b. Request Material Safety Data Sheets (MSDS) from vendors of hazardous materials.

VI. HAZARDOUS WASTE HANDLING, STORAGE, AND TRANSPORTATION:
RESPONSIBILITIES AND REQUIREMENTS

The proper handling, storage, and transportation of hazardous waste is essential to protect personnel and the environment. This section provides the necessary information to monitor the flow of hazardous waste from generation through disposal.

Hazardous Waste Handling

Proper hazardous waste handling is the responsibility of the generator. The general requirements for handling hazardous waste, which include packing, labeling, and marking, are defined in 40 CFR 262 Subpart C.

1. The generator shall:

- a. Mark and label containers of hazardous waste. Appendix A contains instructions for the marking and labeling of containers.
- b. Prepare Disposal Turn-in Documents (DD Form 1348-1). Instructions for DD Form 1348-1 and Turn-In Procedures are listed in Appendix B. If additional information is needed, contact the Environmental Coordinator at Ext. 4639 or the DRMO representative at Ext. 2435.
- c. Maintain Waste Generation Records. Appendix C contains recordkeeping information.
- d. Assist Accumulation Point Managers and the Environmental Coordinator to make sure that all wastes are managed in an environmentally safe manner.
- e. Ensure that incompatible wastes are not mixed together, Appendix A contains waste compatibility tables.

- f. Ensure that all personnel handling hazardous wastes are properly trained and that this training is updated annually. (See Appendix E, "Training Requirements.")
- g. Notify Base Fire Department (#4117) in event of spills, as specified in the base, "Oil and Hazardous Substance Spill Prevention and Response Plan."

Hazardous Waste Storage

Hazardous waste storage is regulated by 40 CFR 262.34, 40 CFR 264 Subpart I, and 40 CFR 265 Subpart I. The CAFB operates two accumulation points for the collection and temporary storage of hazardous waste. The DRMO operates the hazardous waste storage facility located on CAFB. The accumulation points are nonpermitted facilities used for the accumulation and storage of hazardous waste for up to 90 days. These facilities, concrete pads with 6-inch curbs for spill control surrounded by a 6-foot-high chain-link fence for security, are located near Building 196 and Building 620/680. These facilities are managed by personnel assigned by the EPC.

- 2. The Accumulation Point Managers shall:
 - a. Maintain Waste Accumulation Records (Appendix C contains recordkeeping information).
 - b. Notify Base Fire Dept (#4117) in event of spills, as specified in the Base "Oil and Hazardous Substance Spill Prevention and Response Plan."
 - c. Perform daily facility inspection as required by 40 CFR 265 Subpart I (Appendix C contains inspection forms and requirements).

- d. Ensure that all personnel handling hazardous wastes are properly trained and that this training is updated annually. (See Appendix E, "Training Requirements.")
- e. Work with waste generators to ensure that all hazardous waste is:
 - (1) Placed in compatible containers with the appropriate labels and markings on the container.
 - (2) Turned in to the DRMO within the 90-day time requirement.
 - (3) Not incompatibility mixed (See Appendix A for tables).

The hazardous waste storage facility operated by the DRMO is currently regulated by 40 CFR 265 Subpart I while under interim status. The facility will operate under the requirements of 40 CFR 264 Subpart I when a RCRA Part B Permit is issued. The facility is managed by DRMO personnel trained in hazardous material management by the U.S. Army Logistics Management Center.

The Hazardous Waste Storage Facility Manager shall:

- a. Conduct predelivery inspections of Turn-in Documents (DD Form 1348-1) and containers of hazardous waste to make sure the containers are structurally sound, labeled, and marked with the proper information.
- b. Perform weekly facility inspections as required by 40 CFR 264 Subpart I. Appendix C contains inspection forms and requirements.
- c. Prepare the Hazardous Waste Manifest and maintaining records in accordance with 40 CFR 262 Subpart D. Appendix D contains a copy of the manifest and instructions for completing the manifest.
- d. File Exception Reports with the EPA Region VI Office in accordance with 40 CFR 262.42.
- e. Ensure that all personnel handling hazardous wastes are properly trained and that this training is updated annually (see Appendix E, "Training Requirements").

- f. Assist the Environmental Coordinator in filing reports with State and Federal regulatory agencies.
- g. Notify Base Fire Dept. (#4117) in event of spills, as specified in the Base "Oil and Hazardous Substance Spill Prevention and Response Plan."

Hazardous Waste Transportation

A. On-Base Transportation

- 1. Disposal Turn-In Documents (DTID) must be completed prior to the generator requesting transportation support. The Base Transportation Office, 27thTFW/LGT, will arrange for transportation of used hazardous materials and waste on the installation.
- 2. The driver will not accept any cargo of hazardous materials/waste for transport unless proof of acceptance by DRMO is provided by the generator. This will be shown by DRMO signature and date in the bottom margin of the DTID.
 - (a) In the event the information required above can not be provided, the driver shall obtain the name and telephone number of the generator/requestor and return to the dispatch station.
 - (b) The dispatcher will be provided this information and shall immediately notify DREV by phone providing the name of the generator/requestor and telephone extension.
- 3. Upon acceptance of the cargo by the driver, the waste may then be loaded on the transport. The driver must ensure the cargo is properly secured and safe for transport.

4. A responsible person from the generating organization will accompany the transportation driver to DRMO.
5. Upon delivery to DRMO, the generator will contact the site operator and request acceptance of the cargo. The storage site operator will signify acceptance by signature and date on the DTID (Block 7). One copy will be returned to the generator/requestor. The remaining five copies of the DTID will be retained by DRMO.

B. Offbase Transport by Air Force:

1. If delivery is in-bound from offbase sites, paragraph A above will be followed except that the transportation officer will ensure the transport vehicle is properly placarded as specified in 49 CFR 172.
2. If the delivery is outbound to offbase TSD facilities, paragraph A above will be followed except that the TSD facility operator will accept the cargo instead of DRMO and the transportation vehicle will be placarded as specified in 49 CFR 172.

C. Inbound Commercial Transport:

1. Hazardous waste may be shipped to the installation from other DoD activities utilizing commercial carrier service. Commercial carrier transports will deliver to DRMO.
2. The commercial carrier must present DRMO with a "Hazardous Waste Cargo Manifest." This manifest must identify the cargo and quantity.
3. DRMO personnel must check the manifest against the cargo and ensure it is correct. Signature of the receipting personnel on the manifest indicates acceptance of the cargo by DRMO. The receipting personnel must sign and date all copies of the manifest.

4. All inbound deliveries must be manifested. In the event the commercial carrier has no manifest for hazardous waste cargo, DRMO will file an unmanifested waste report. DRMO will notify DEEV indicating the situation. If DEEV cannot be contacted, DRMO will contact the Civil Engineering Service Call Desk and request assistance from DEEV personnel.

D. Outbound Commercial Transport

1. DRMO will be responsible for managing out-bound shipments of hazardous waste by commercial transport. DRMO will prepare the hazardous waste cargo manifest utilizing the DTIDs prepared by the waste generators. See D. 6. below.
2. The commercial carrier must have an EPA permit to haul hazardous waste material and must provide proof to DRMO.
3. The commercial carrier driver must sign the manifest to signify acceptance of the cargo. DRMO will provide DEEV with a copy of the manifest.
4. DRMO will inform DEEV of the shipment of their hazardous waste by annotating and returning a copy of the generators original DTID. DRMO will provide the name of the transporter, the date of shipment and the destination.
5. DRMO will notify DEEV of acknowledgement of receipt of the shipment by the receiving facility. If acknowledgement of receipt has not been received, an exception report must be written and coordinated through DEEV.
6. Outbound commercial transport of an excluded waste (DRMO not responsible) will be the responsibility of generator. Assistance, if needed, will be provided by DEEV. Procedures listed in Items 1-5 above, will be used except generator is to be inserted where DRMO is shown.

E. Emergency Conditions (Air Force Assets Only):

1. Emergency conditions are defined as transport equipment failure, unforeseen leaking of containers, or an accident which results in spillage or loss of cargo.
2. Equipment failure while transporting hazardous waste must be considered as an emergency condition. Every effort must be taken to minimize exposure time to traffic and people. In the event the transport vehicle is not repairable at the location of failure, all means of protection must be provided. Priority shall be given to providing towing service.
3. Leaking containers noted during transport will require immediate response for containment and cleanup. Every effort will be taken to protect the general public from exposure. The transport vehicle should be moved to any isolated area which is away from storm drainage systems, water supplies or other conditions that present pollution potential.
 - (a) On-base situations must be immediately reported by telephone to the Fire Department. Report location and provide cargo information from the manifest or DTID. Response actions will be governed by the Oil and Hazardous Substance Spill Prevention and Response Plan.
 - (b) Off-base situations will require the same driver response for isolating the transport vehicle. If the vehicle is equipped with a radio, the dispatcher should be notified of the condition. The dispatcher will then start the emergency response as noted above. In the event radio contact with the base dispatcher is not possible, the driver should immediately locate a telephone and contact the Installation Command Post. The driver should provide information on location of vehicle, severity of condition

(slow leak, loss of drum content, etc.), manifest or DTID cargo date and vehicle number. The Installation Command Post will initiate spill response procedures.

(c) Incidents which result in loss of cargo or spillage will require immediate reporting to police agencies either on- or offbase. Reporting to the appropriate police agency should include information on the hazardous cargo and a request for the agency to contact the Installation Command Post for spill response support.

F. Commercial carriers are responsible for the cargo once manifesting and acceptance is completed. No base spill response will be provided unless specific requests are approved by the Installation Commander or designated representative. It is necessary to get this approval to preclude any detrimental action regarding liability.

VII. ADDITIONAL HAZARDOUS WASTE MANAGEMENT REQUIREMENTS

To successfully manage the hazardous waste effectively and safely, Cannon Air Force Base also maintains the following plans:

1. Waste Analysis Plan
2. Oil and Hazardous Substance Spill Prevention and Response Plan
3. Hazardous Waste Management Training Program
4. Hazardous Waste Facility Closure Plans

These plans are kept on file in the Environmental Coordinator's office (27th CSG/DEEV, Building 352).

VIII. SUMMARY

The responsibilities and procedures described in this plan will aid Cannon Air Force Base in its efforts to properly manage hazardous waste. The proper labeling of containers, recordkeeping, and inspections of hazardous waste storage facilities, along with the training of personnel, are essential in hazardous waste management. The information in this plan, along with that in the RCRA Part B Permit Application, provides the basic groundwork for an environmentally safe facility.

IX. APPENDICES

APPENDIX A. CONTAINER MARKING AND LABELING

1. At the start of accumulation portable containers, including drums, must contain either stenciled information or a vinyl sticker (see Figure A-1) with the following information:
 - a. "Hazardous Waste", the proper DOT Shipping Name and the Accumulation Start Date.
 - b. A vinyl hazardous waste sticker (Figure A-1) must be completed and placed on the container. The following items on the sticker must be completed by the generator prior to waste accumulation:
 - (1) Proper DOT Shipping Name - Enter the proper DOT shipping name found in 49 CFR 172.101 or in Table I of this section for the waste being stored in the container.
 - (2) UN or NA # - Enter the four-digit code for the waste found in 49 CFR 172.101 or Table I of this section.
 - (3) Generator Information:
 - (a) Name - Enter Cannon AFB.
 - (b) Address - Enter the name of the organization generating the waste (office symbol) and phone #.
 - (c) City - Enter Cannon AFB.
 - (d) State - Enter NM.

(e) Zip - Enter 88103.

(f) EPA I.D. No. - Enter NM 7572124454.

(g) EPA Waste No. - Enter the four-digit alphanumeric code for the hazardous waste found in 40 CFR 261 Subpart D or in Table I of this section.

(h) Accumulation Start Date - Enter the date the first drop of waste is placed in the container (Example: 5 June 1986).

(i) Manifest Document Number - Leave Blank. DRMO will complete this section prior to shipping.

2. Requirements for Labeling Portable Containers (Including Drums)

The containers must be labeled with the appropriate hazard label as required by 40 CFR 172. The hazard labels for various types of waste used on CAFB are listed in Table I of this section.

Proper labels can be obtained through the shop or organization customer account representative. The Flammable Liquids Label is Standard Form 405 and the Corrosive Label is Standard Form 416. Form numbers for other labels, if required, are listed in AFR 71-4, Chapter 13. Since there is no label for "ORM-A" or "ORM-B", it must be stenciled on the container. The letters shall be at least 1 inch high and placed within a rectangle (horizontal) that is approximately 1/4 inch larger on each side than the letters.

3. Requirements For Portable Containers

In addition to specific standards, all containers used for HW/HM must conform with the general standards outlined in 49 CFR 173.24. Each

container meeting DOT specifications must be marked with the appropriate DOT container designation. An existing container previously authorized for use may continue to be used under certain conditions. A damaged or leaking hazardous waste container may be placed in a open head metal salvage drum that has equal or greater structural integrity than the original container. This type of drum is also authorized for HW/HM that has leaked or spilled. It is recommended that this type of drum be kept on hand by LGS and DRMO for emergencies because of their widespread application. Original hazardous material shipping containers should be retained because they will generally meet packaging requirements when that material becomes a waste. Regulations governing reuse of these containers are found in 49 CFR 173.28. Single-trip containers (STC) and nonreusable containers (NRC) for hazardous waste shipments are authorized under specified conditions. Preshipping requirements for empty containers of hazardous materials are given in 49 CFR 173.29. Approved hazardous waste containers must be requisitioned immediately by all generators to comply with the HW/HM regulations. LGTT will provide assistance as necessary.

4. Compatibility of Wastes

a. Compatibility of Wastes

- (1) Paragraph 2 below lists compatibility groups extracted from Federal regulations and Air Force Engineering and Services Center guidance. The authors of these groupings caution that the listings are not exhaustive. However, the groupings provide a sound guide to precautions.
- (2) Most drummed wastes produced on base for disposal by service contract are in compatibility group 4A. Accordingly, any organization producing wastes in drums which fall into compatibility group 1-A, 1-B, 2-A, or 6-A will notify the Base Hazardous Waste Facility Manager when the drums are transported to the facility so that they may be physically separated from the rest of the wastes.
- (3) No Group 3-B waste will be poured into the sanitary sewer.

b. Compatibility Tables

In the lists below, the mixing of a Group A material with a Group B material may have the potential consequences as noted.

Group 1-A

Acetylene sludge
Alkaline caustic liquids
Alkaline cleaner
Alkaline corrosive liquids
Caustic wastewater
Lime sludge and other corrosive
alkalies
Lime wastewater
Lime water
Spent caustic

Group 1-B

Acid sludge
Acid and water
Battery acid
Chemical cleaners
Electrolyte, acid
Etching acid liquid or
solvent
Pickling liquor and other
corrosive acids
Spent acid
Spent mixed acid
Spent sulfuric acid

Potential Consequences: Heat generation, violent reaction.

Group 2-A

Aluminum, Beryllium, Calcium
Lithium, Magnesium, Potassium,
Sodium, Zinc powder, other
reactive metals and metal
hydrides

Group 2-B

Any waste in Group 1-A
or 1-B

Potential consequences:

Fire or explosion; generation of flammable
hydrogen gas

Group 3-A

Alcohols
Water

Group 3-B

Any concentrated waste in
Groups 1-A or 1-B
Calcium
Lithium
Metal hydrides
Potassium
SO₂Cl₂, SOCl₂, PCl₃,
CH₃SiCl₃
Other water-reactive waste

Potential consequences:

Fire, explosion, or heat generation;
generation of flammable or toxic gases.

Incompatible Materials Listing (continued).

Group 4-A

Alcohol
Aldehydes
Halogenated hydrocarbons
Nitrated hydrocarbons
Unsaturated hydrocarbons
Other reactive organic
compounds and solvents

Group 4-B

Concentrated Group 1-A
or Group 1-B wastes
Group 2-A wastes

Potential Consequences: Fire, explosion, or violent reaction

Group 5-A

Spent cyanide
and sulfide solutions

Group 5-B

Group 1-B wastes

Potential Consequences: Generation of toxic hydrogen cyanide,
cyanogen, chloride, or hydrogen sulfide gas

Group 6-A

Chlorates
Chlorine
Chlorites
Chromic acid
Hypochlorites
Nitrates
Nitric acid, fuming
Perchlorates
Permanganates
Peroxides
Other strong oxidizers

Group 6-B

Acetic acid and other organic
acids
Concentrated mineral acids
Group 2-A wastes
Group 4-A wastes
Other flammable and
combustible waste

Potential Consequences: Fire, explosion, or violent reaction

SOURCE: "Law, Regulations, and Guidelines for Handling of Hazardous
Waste." California Department of Health, February 1975.

HAZARDOUS WASTE

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE, OR
PUBLIC SAFETY AUTHORITY, OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY

PROPER D.O.T.

SHIPPING NAME _____ UN OR NA# _____

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____

HANDLE WITH CARE!
CONTAINS HAZARDOUS OR TOXIC WASTES

STYLE WM-6

Figure A-1. Sample Label for Containerized Hazardous Waste.

TABLE I
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	RPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Acetic Acid	6810-00-266-8448	Waste Acetic Acid	Corrosive Material	Corrosive Material	UN2790	D001	C
Acetone	6810-00-281-1864	Waste Acetone	Flammable Liquid	Flammable Liquid	UN1090	D001	A
Acrylic Paint Thinner Ethylene Glycol Monobutylether Xylene Methyl Isobutyl Ketone Toluene	8010-00-160-5787	Waste Compound Paint Thinning	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Acetonitrile	6810-00-101-1558 6810-00-051-5871	Waste Acetonitrile	Flammable Liquid	Flammable Liquid	NA1648	D001	A
Aircraft Cleaning Compound	6850-00-844-1767 6850-00-844-7767	Waste Flammable Liquid, N.O.S.	None	None	-----	----	A
Aliphatic Thinner	6810-00-238-8119	Waste Flammable Liquid, N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Alkaline Descaler	6850-00-597-1528	Waste Cleaning Compound, Corrosive	Corrosive Material	Corrosive	UN1760	D002	A
Antifreeze Ethylene Glycol	6810-00-181-7929	Waste Ethylene Glycol	Non-Hazardous	None	----	---	A
Batteries (Lead/Acid)		Waste Battery, wet, filled with acid	Corrosive Material	Corrosive	UN2794	D008/D002(1)	D
Battery Acid	6810-00-236-0702	Waste Battery Fluid, Acid	Corrosive Material	Corrosive	UN2796	D002	B
Benzene	6810-00-281-5266	Waste Benzene	Flammable Liquid	Flammable Liquid	UN1114	F003	A
Bromochloromethane	6810-00-209-8096	Waste Bromochloro- ethane	ORM-A	St. Andrew's Cross	UN1887	F002	B
Cadmium Plating Solution	Cadmium Ethylenedi- amine Sulfate	Waste Alkaline Corrosive, N.O.S.	Corrosive Material, Liquid	Corrosive	UN1719	D006	M
Carbon Remover Butyl Cellosolve Monoethanolamine	6850-00-965-2332	Waste Cleaning Compound, Liquid Corrosive	Corrosive Material	Corrosive	UN1760	-----	A

TABLE 1
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Carbon Remover Methylene Chloride Cresylic Acid Soap	6850-00-543-7801	Waste Cresylic Acid	Corrosive Material	Corrosive	UN2022	U052	A
Carburetor Cleaner	6850-00-992-3898	Waste Poisonous Liquid, N.O.S.	Corrosive, Poison	Corrosive, Poison	UN2810	U188/U045	A
Cellulose Nitrate	8010-00-598-5933	Waste Nitrocellulose	Flammable Liquid	Flammable Liquid	UN2059	D001	A
Chlordane, 2,4-D	6810-00-270-8262	Waste Chlordane, Liquid	Combustible Liquid	None Required	NA2762	U036	A
Chlorine	6830-00-973-7729	Waste Chlorine	Nonflammable Liquid	Nonflammable Gas and Poison	UN1017	----	B
Chloroform	680-00-222-2639	Waste Chloroform	ORM-A	None Required	UN1888	U044	A
Chromium Plating Bath	6810-00-241-1187	Waste Chromic Acid	Corrosive Material	Corrosive	UN1463	D007	C
Cleaning Compound	6850-00-935-0995	Waste Corrosive Liquid, N.O.S.	Corrosive Liquid	Corrosive	UN1760	D002	C
Cleaning Solvent Perchloroethylene Methylene Chloride Aliphatic Petroleum Distillate	6850-00-597-9765	Waste Solvent De- greaser	Combustible Liquid N.O.S.	None Specified	UN1993	U045/P001	A
Corrosion Removing Compound/Sodium Hydroxide	6850-00-550-5565	Waste Compound Rust Preventing or Rust Removing	Corrosive Material	Corrosive	UN1759	D002	K
Corrosion Removing Compound Phosphoric Acid Ethylene Glycol Butyl Ether	6850-00-431-8624	Waste Corrosive Liquid / N.O.S. (Phosphoric Acid)	Corrosive Liquid	Corrosive	UN1760	D002	C
Cresylic Acid	6850-00-142-9192	Waste Cresylic Acid	Poison B	Poison	Un2022	U052	A

TABLE 1
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Decontaminating Agent	6850-00-753-4870	Waste Corrosive Liquid, N.O.S.	Corrosive	Corrosive	UN1760	D002	K
Degreasing Compound	6850-00-274-5421	Waste Flammable Liquid, N.O.S.	Flammable Liquid		UN1993	D001	A
De-Icing Fluid	6850-00-558-1248	Waste Ethylene Glycol	Non-Hazardous	None Required	----	----	A
Denatured Alcohol	6810-00-543-7415	Waste Ethyl Alcohol	Flammable Liquid	Flammable Liquid	UN1986	D001	A
Dichloromethane	6810-00-223-2737	Waste Dichloromethane	ORM-A	None Required	UN1593	F001	A
Diesel Fuel	9140-00-206-5294	Waste Fuel Oil	Combustible Liquid	None Required	NA1993	---(2)	A
Dimethylformamide	6810-00-877-4340	Waste N.M. Dimethyl-	Flammable Liquid	Flammable Liquid	UN2265	---	A
Dry Cleaning Solvent	6850-00-637-7135	Waste Flammable Liquid, N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Electrolyte	6140-00-190-9828	Waste Battery Fluid, Acid	Corrosive Material	Corrosive	UN2796	D002	A
Enamel, Paint	8010-00-527-3199	Flammable Liquid	Flammable Liquid	Flammable Liquid	UN1263	D001	A
Engine Oil	-----	Waste Engine Oil	Combustible Liquid	None Required	UN12701	(D008)(2)	A
Epoxy Paint Stropper Methylene Chloride Sodium Chromate Phenolic Bodies	8010-00-926-1489	Waste Compound Paint Removing Liquid	Corrosive Liquid	Corrosive	UN1760	F001/U045	A
Epoxy Primer	8010-00-410-8465	Waste Paint Related Related Material	Flammable Liquid	Flammable Liquid	UN1263	D001	A
Ethyl Acetate	6810-00-245-6695	Waste Ethyl Acetate	Flammable Liquid	Flammable Liquid	UN1173	D001/U112	A
Ethyl Ether	6810-00-264-6607	Waste Ethyl Ether	Flammable Liquid	Flammable Liquid	UN1155	D001	A

TABLE 1
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Formaldehyde	6810-00-817-0353	Waste Formaldehyde	ORM-A	None Required	UN2209	U112	F
Freon	6830-00-584-2957	Waste Refrigerant Gas N.O.S.	Nonflammable Gas	Nonflammable Gas	UN1078	F001/F002	B
Gasoline (MO-GAS)	9130-00-264-6218	Waste Gasoline	Flammable Liquid	Flammable Liquid	UN1203	D001(2)	A
Hydraulic Fluid	9150-00-N00-3747	Waste Hydraulic Fluid	Combustible Liquid	None Required	UN1270	----(2)	A
Hydrazine	6810-00-149-2020	Waste Hydrazine	Flammable Liquid	Flammable Liquid Poison	UN2029	U133	G
Hydrochloric Acid	6810-00-753-4786	Waste Hydrochloric Acid Mixture	Corrosive Material	Corrosive	NA1789	D002	H
Hydrofluoric Acid	6810-00-543-4012	Waste Hydrofluoric Acid Solution	Corrosive Material	Corrosive	UN1790	D002	I
Isopropyl Alcohol	6810-00-926-8993	Waste Isopropanol	Flammable Liquid	Flammable Liquid	UN1219	D001	A
JP-4 Fuel	9130-00-256-8613	Waste Fuel Aviation Turbine Engine	Flammable Liquid	Flammable Liquid	UN1863	D001(2)	A
Lacquer	8010-00-598-5179	Waste Lacquer	Flammable Liquid	Flammable Liquid	UN1263	D001	A
Lacquer Thinner Xylene Methyl Isobutyl Ketone Toluene	8010-00-160-5788 8010-00-527-2896	Waste Compound Paint, Thinner	Flammable Liquid	Flammable Liquid	UN1263	D001	A
Lacquer Paint Remover	8010-00-161-7337	Waste Lacquer Paint Remover	Flammable Liquid	Flammable Liquid	UN1263	D001	A
Mercury	6505-00-128-3005	Waste Mercury, Metallic	ORM-B	None Specified	NA2809	D009	B
Methanol	6810-00-195-8663	Waste Methyl Alcohol	Flammable Liquid	Flammable Liquid	UN1230	D001	A
Methyl Ethyl Ketone	6810-00-281-2763	Waste Methyl Ethyl Ketone	Flammable Liquid	Flammable Liquid	UN1193	D001/F003	A
Methyl Isobutyl Ketone	6810-00-052-1371	Waste Methyl Isobutyl Ketone	Flammable Liquid	Flammable Liquid	UN1245	D001/F003	A

TABLE 1
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Methylene Chloride	6810-00-007-8561	Waste Methylene Chloride or Waste Dichloromethane	None Required	ORM-A	UN1593	U045/P001	A
Mineral Oil	6810-00-K00-0842	Waste Mineral Oil	Combustible Liquid	None Required	UN1270	----(2)	A
Mixed Paint Waste N-Butylalcohol Methyl Isobutyl Ketone Isobutyl Alcohol Butyl Acetate Isobutyl Acetate	8010-00-160-5787	Waste Flammable Liquid N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Muriatic Acid	6810-00-222-9642	Waste Hydrochloric Acid Mixture	Corrosive Material	Corrosive	NA1789	D002	H
Naled (Pesticide)	6840-00-926-9163	Waste Naled	ORM-E	None Specified	NA2783	----	A
Naphthalene	6840-00-246-6438	Waste Naphthalene	ORM-A	None Specified	UN1334	D001	A
Oil/Water Separator Sludge		Waste Oil/Water Sludge	None Specified	None Required	UN1270	----(2)	A
PD-680	6850-00-285-8011	Waste Naphtha Flammable Liquid, N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Paint Remover Methylene Chloride Tetrachloroethylene Phenol Sodium Chromate	8010-00-926-1481	Waste Compound Lacquer, Paint, or Waste Varnish Remover Liquid	Corrosive Liquid	Corrosive	UN1760	D001/P002	A
Paint Stripper B&B 4411 Ethanol Monoethanolamine	8010-00-142-9273	Waste Paint Related Material	Flammable Liquid	Flammable Liquid	UN1263	D001	A

TABLE 1
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Paint Stripper Methylene Chloride Ethyl Alcohol Ammonia Sodium Chromate	8010-00-431-6213	Waste Paint Removing Compound	Corrosive Liquid	Corrosive	UN1593	F002/U045	A
Paint Thinner Solids	8010-00-160-5787	Waste Paint Related Material	Flammable Solids	Flammable Solids	UN1263	D001	A
Paint Thinner Butyl Alcohol Methyl Isobutyl Ketone Isobutyl Alcohol Butyl Acetate Isobutyl Acetate	8010-00-160-5787 8010-00-527-2897	Waste Paint Related Material	Combustible Liquid	None Required	UN1263	D001	A
Paint Waste With Thinner	8010-00-837-7969 8010-00-160-5787	Waste Paint Related Material	Combustible Liquid	None Required	UN1263	D001	A
Perchloroethylene	6810-00-270-9982	Waste Perchloroethylene	ORM-A	None Required	UN1879	F002	A
Phenol	6810-00-W00-3601	Waste Phenol	Poison B	Poison	UN1671	U188	J
Phosphoric Acid	6850-01-081-1689	Waste Phosphoric Acid	Corrosive Material	Corrosive	UN1805	D002	C
Polyurethane Paint	8010-00-926-9174	Waste Flammable Liquid N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Polyurethane Paint Waste Methyl Ethyl Ketone Ethylene Glycol Ethyl Ether Acetate Methyl Isobutyl Ketone Xylene Toluene	8010-00-482-5649	Waste Paint Related Material	Flammable Liquid	Flammable Liquid	NA1263	D001	A
Polyurethane Thinner	8010-00-181-7630	Waste Flammable Liquid, N.O.S.	Flammable Liquid	Flammable Liquid	UN1993	D001	A
Potassium Hydroxide	6810-00-281-2029	Waste Potassium Hydroxide Solution	Corrosive Material	Corrosive	UN1814	D002	K

TABLE I
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Sludge from MO-GAS Tank		Waste Flammable Solids, Flammable N.O.S.		Flammable Solid	UN1993	D001(2)	A
Sludge From Tank Cleaning		Waste Flammable Solids, Flammable N.O.S.		Flammable Solid	UN1993	D001(2)	A
Smoke Supressive Additive (Combustion Improver) Methyl Cyclopentadienyl Magnate Tricarbonyl	6810-00-926-9028	Waste Poison Liquid, N.O.S.	Poison B	Poison	-----	----	A
Sodium Cyanide Plating Bath	6810-00-281-6933	Waste Sodium Cyanide Solution	Poison B	Poison	UN1689	F007/F008	L
Sodium Hydroxide	6810-00-174-6585	Waste Sodium Hydroxide Solution	Corrosive Material	Corrosive	UN1824	D002	K
Stoddard Solvent	6850-00-209-7947	Waste Stoddard Solvent	Combustible Liquid	None Required	UN2553	----	A
Sulfuric Acid	6810-01-181-7555	Waste Sulfuric Acid, Spent	Corrosive Material	Corrosive	UN1832	D002	B
Tetrachloroethylene	6810-01-011-6641	Waste Tetrachloroethyl- lene or Waste Per- chloroethylene	ORM-A	None Required	UN1897	F002	A
Toluene	6810-00-148-8300	Waste Toluene	Flammable Liquid	Flammable Liquid	UN1219	D001/U220	A
Toluene Diisocyanate		Waste Toluene Diisocyanate	Poison B	Poison	UN2078	U223	H
Trichlorotrifluoroethane Gensolve D Solvent	6830-00-681-5688	Waste Refrigerant Gas, N.O.S.	Nonflammable Gas	Nonflammable Gas	UN1078	F002	B
Trifluoroacetic Acid	6810-00-144-9935	Waste Trifluoroacetic Acid Solution	Corrosive Material	Corrosive	UN2564	----	C
1,1,1-Trichloroethane	6810-00-551-1487	Waste 1,1,1-Trichloro- ethane	ORM-A	None Required	UN2831	F002/U226	A
Trichloroethylene	6810-00-184-4800 6810-00-223-2731	Waste Trichloroethylene	ORM-A	None Required	UN1710	F002/U228	A

TABLE I
HAZARDOUS MATERIAL/HAZARDOUS WASTE
MARKING, LABELING, AND CONTAINER INFORMATION

COMMON CHEMICAL NAME	STOCK NUMBER	DOD PROPER SHIPPING NAME	HAZARD CLASS	HAZARD LABEL	UN/NA NUMBER	EPA HAZARDOUS WASTE NO.	DOT APPROVED CONTAINER
Wheel Stripper	6850-00-965-2332 8010-00-140-1059	Waste Cleaning Compound, Corrosive Material Liquid, Corrosive		Corrosive	UN1760	D002	A
Xylene	6810-00-138-8414	Waste Xylene	Flammable Liquid	Flammable Liquid	UN1307	D001	A

- (1) South Carolina Hazardous Waste Number 9999
(2) South Carolina Hazardous Waste Number 8888

APPENDIX B. TURN-IN PROCEDURES AND PREPARATION OF
DISPOSAL TURN-IN DOCUMENT DD FORM 1348-1

- A. The generating activity must properly package, label and prepare for shipment hazardous materials prior to turn in to DRMO. The Disposal Turn-In Document (DTID) is DD Form 1348-1. An original and five (5) copies of the DTID are required. Instructions for filling out this form are below.

- B. The generating activity shall contact DRMO and request an appointment for a turn-in preinspection for the hazardous material. DRMO will inspect the container and the DTID at the accumulation point to insure compliance. No material will be transferred to DRMO without this pre-inspection and approval from DRMO. If the container or DTID is not acceptable the generating activity will take the necessary corrective action and request another inspection.

- C. When the turn-in is approved, the generating activity will arrange transportation through 27th TFW/LGTO or will personally transport the hazardous material to DRMO (Bldg. S-215). The generating activity will telephone DRMO (2435) prior to turn-in to alert them of the incoming hazardous material. Turn-in will only be accepted during the hours of 0730-1500 on Monday through Thursday and 0730-1200 on Fridays.

- D. DRMO will sign and date the DTID, signifying receipt and accountability of the hazardous material and return one copy for the generator's files. The generator shall file the copy and retain it for at least three years.

- E. Standard procedures for the preparation of a Disposal Turn-In Document (DTID) are provided in paragraph 5-5 of DoD 4160, 17M. The DTID shall be completed as follows for the turn-in of hazardous wastes.

Card Columns 1-3. Document Identifier - Always Enter A5J.

Card Columns 4-7. RI From - Leave Blank.

Card Columns 8-22. Stock or Part Number - Enter the National Stock Number (NSN), Local Stock Number (LSN), Federal Stock Class (FSC), or Part Number. DRMO cannot accept a part number unless the DTID is accompanied by a DD Form 1348-6. Only one stock number should be assigned to each DTID.

Card Columns 23-24. Unit of Issue - Enter the unit of issue of the item being transferred such as DR for Drum, GL for Gallon, or EA for Each.

Card Columns 25-29. Quantity - Enter the quantity being transferred. Use five digits.

Card Columns 30-43. Document Number - Enter the document number, which will consist of the letter F for the activity code, organization/shop code of the generating activity, the current Julian date, and a serial number beginning with 001 each day. The organization shop code is the same code used when ordering materials from supply.

Card Columns 44. Suffix Code - Leave blank.

Card Columns 45-50. DRMO DODAAC - SZ 3027.

Card Columns 51-61. Blank - Leave blank.

Card Columns 62-64. Effective Transfer Date - Enter the last three digits of the current Julian date corresponding to the actual transfer day.

Card Column 65. Demilitarization Code - Entry is always A if the material is a mixture or solution. For full stock number items, you must use the correct code. Supply's records maintenance section (#4267) can supply this information.

Card Column 66. Reclamation Code - Entry is always N.

Card Column 67-70. Blank - Leave blank.

Card Column 71. Condition Code - Enter the letter H for unserviceable NSN or part numbered items and the letter A for serviceable NSN or part numbered items.

Card Column 72-73. Blank - Leave blank.

Card Column 74-80. Unit Price - Enter the unit price of the material. This is a mandatory entry. Use Seven Digits.

Blocks A - Enter the organization title, address and full phone number (area code 784-XXXX) of the generating activity, including the Base EPA ID Number NM 7572124454.

Block B - Enter SZ3027, DRMO-Cannon, Bldg. S-215, Cannon AFB, Clovis, NM 88103-2606, EPA ID NM7572124454 and (505) 784-2435.

Block C - Enter HW for hazardous wastes and HM for hazardous materials.
Special considerations for containers:

- a. Enter "NON-HZ/TRIPLE RINSE" for containers that previously contained hazardous or acutely hazardous materials and have been triple rinsed.
- b. Enter HM for containers that previously contained hazardous material.
- c. Enter HW for containers that previously contained acutely hazardous materials identified in 40 CFR Part 261.33e.

Block D - Enter Required Labeling (i.e., Flammable liquid or Corrosive)

Block E - Enter the extended value of the transfer. This total price is determined by multiplying the quantity (Card Columns 25-29) times the unit price (Card Columns 74-80).

Blocks F- - Enter Drum(s) I.D. Number.

Blocks G-T - Leave Blank

Block U - Enter proper DOT Shipping Name and UN/NA Number from 49 CFR Regulations.

Block V - Enter either the analyzed composition or "analysis attached" if required.

Block W - Leave blank unless turning in an empty container in which case blocks W and X must identify:

a. If Block C contained the letters "HM", then Block W must contain the word "empty". If Block C contained the letters "HW", then Block W must contain the words "residue only."

b. Description of the container; e.g., 55-gallon metal drum.

c. NSN/LSN/FSC and generic name of previous containers.

Block X - Enter the Noun Supply Name.

Block Y - Continue composition analysis.

Block AA - Leave Blank.

Blocks DD, EE, FF, GG - Enter the following container certification statement:

1. (IAW DoD 4160.21-M, Chapter XXI, Dch) This is to certify that the above-named materials are properly classified, described, packaged, marked, and labeled and are in proper condition for transportation according to the applicable regulations of DOT and EPA."
2. Sign and date.

NOTE: Contact DRMO personnel at Ext. 2435 if you have any questions about completing DD Form 1348-1.

APPENDIX C. RECORDKEEPING AND INSPECTION PROCEDURES.

Recordkeeping and facility inspections are an important part of the proper management of hazardous waste. A copy of all records discussed below should be submitted to 27th CSG/DEEV quarterly, not later than the 10th day of January, April, July and October.

1. Generators and Accumulation Points.

Generating shop waste monitors and accumulation point managers shall keep generation records, waste turn-in records (DD Form 1348-1), waste analysis and test results and personnel training records. Accumulation Point Managers must also keep facility inspection records. All records must be kept for 3 years.

- A. **Generation Records:** The form (Figure C-1) will be updated any time waste is put into a container at the generating or accumulation point.
- B. **Waste Turn-In Records:** The DD Form 1348-1 with one original and five copies is to be filled out any time a material is turned in to DRMO. (See Appendix B for Instructions). Three copies should eventually be maintained (The generating, transportation and final disposition copy).
- C. **Waste Analysis and Test Results:** When needed, a generator must contact SGPB (ext. 4064) to obtain a chemical analysis to determine the constituents of an unknown waste.
- D. **Personnel Training Records:** The Training Records to be kept as follows:
 - 1) The job title for each position related to hazardous waste management and the name of the person filling the position.
 - 2) A written job description for each position.

- 3) A written training plan for introductory and continuation (annual) training.
- 4) Documentation of training received, including date of training, instructor(s) and hours of training.

E. Facility Inspection Records: This form (Figure C-2) should be used daily when the accumulation point is inspected.

2. Treatment, Storage and Disposal Facilities.

DRMO must keep a manifest file, exception reports, a chronological log, facility inspection records, training records, a site document file and a tickler file.

A. Manifest File: The file will have two sections:

1. Open section: A copy of the original manifest held pending return of the completed original by the disposer.
2. Closed section: Where the returned manifest is matched with the open section copy and held for use in the quarterly report.

B. Exception Reports

If the original manifest from the receiving facility is not returned within 35 days from the date of transportation the shipper will contact the transporter and/or the facility operator to determine the status of the hazardous waste shipment. If the manifest has not been returned within 45 days the shipper must submit an exception report to the EPA Regional Administrator, Region VI. The report must include:

- 1) A legible copy of the manifest.
 - 2) A cover letter signed by the Base Commander or his authorized representative explaining the efforts taken to locate the hazardous waste and the results of those efforts. DEEV will be contacted to coordinate on the exception report submittal.
- C. Chronological Log: This log outlines all hazardous waste transactions. The DTID is the initial entry when waste is received. When waste is shipped a dispatch entry is to be made. When the waste is received at another facility a culmination entry is to be made. The culmination entry is based on the returned manifest.
- D. Facility Inspection Records: A file copy of the facility inspection plan and inspection reports is to be maintained. The inspection form is Figure C-3. PCB Inspection Form is Figure C-4.
- E. Training Records: See Paragraph 1.D above.
- F. Site Document File: This file will include a copy of the operating permit, quarterly reports, copies of waste analysis requests and results, and both the Hazardous Waste Management Plan and the Spill Prevention and Response Plan.
- G. Tickler File: Each TSD Facility must maintain a date-organized file of future events that need action. This would include quarterly reports, training classes, inspections and exception reports.

PERSONAL PROTECTIVE EQPT/SPILL SUPPLIES CON'T (Weekly)	SAT	UNSAT	NA	NI	LOCATION AND PROBLEMS OBSERVED	DATE CORRECTIVE ACTION TAKEN
Fire Extinguishers			/			
MHE Operable/Safe for HM/HW						
Absorbents Available						
Eye Shields Available/in use						
Emergency Clothing Available						
Deluge Shower Operation						
Other						
Other						
HAZARDOUS MATERIAL AND/OR WASTES (Weekly)						
Leaks/Spills Detected or Observed						
Odors/Fumes Detected or Observed						
Evidence of Tampering/Damage						
Evidence Property Stolen or Missing						
Other – Deterioration of Drums						
Other						
Other						

Figure C-3.

C-7

PCB GREATER THAN 50-PPM INSPECTION LOG

INSPECTION LOG						*LEGEND NA - Not applicable NI - If not inspected	
DATE	Time	AREA/BLDG (Specify when HM/HW is stored off-site of DPDO)	SIGNATURE OF INSPECTOR			SIGNATURE OF DPDO	
		BLDG. 224 DRMO-Cannon	Vera A. Wood or Alex Martinez			Ralph S. Flory, Chief	
HAZARDOUS PROPERTY STORAGE FACILITIES (Weekly) (Daily when loading/unloading)		SAT	UNSAT	NA	NI	LOCATION AND PROBLEMS OBSERVED	DATE CORRECTIVE ACTION TAKEN
Security of Doors							
Security of Windows				X		No windows	NA
Security of Gates				X		No Gates, bldg. in DRMO-yard	NA
Security of Fences/Warning Signs							
Evidence of Leaks (Drums/Containers) -							
Evidence of Tampering							
Evidence of Damage							
Moisture on floors/corners							
Spill Containments							
Overpacking materials							
Absorbents							
"No Smoking" Signs							
Other - Deterioration of Concrete							
Other							
Other							
PERSONAL PROTECTIVE EQPT/SPILL SUPPLIES (Weekly)							

C-8

Figure C-4.

Appendix D. UNIFORM HAZARDOUS WASTE MANIFEST FORM AND INSTRUCTIONS

Uniform Hazardous Waste Form

Please print or type (Form designed for use on elite (12-pin) typewriter.)

Form Approved. OMB No. 2000-0404 Expires 7-31-86

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator's US EPA ID No.	Manifest Document No.	2. Page 1 of	Information in the shaded areas is not required by Federal law.					
3. Generator's Name and Mailing Address				A. State Manifest Document Number						
4. Generator's Phone ()				B. State Generator's ID						
5. Transporter 1 Company Name		6. US EPA ID Number		C. State Transporter's ID		D. Transporter's Phone				
7. Transporter 2 Company Name		8. US EPA ID Number		E. State Transporter's ID		F. Transporter's Phone				
9. Designated Facility Name and Site Address		10. US EPA ID Number		G. State Facility's ID		H. Facility's Phone				
11. US DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number)				12. Containers		13. Total	14. Unit	L. Waste No.		
				No.		Type	Quantity	Wt/Vol		
				a.						
				b.						
				c.						
J. Additional Descriptions for Materials Listed Above				K. Handling Codes for Wastes Listed Above						
15. Special Handling Instructions and Additional Information										
16. GENERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national governmental regulations.										
Printed/Typed Name				Signature		Date				
						Month Day Year				
17. Transporter 1 Acknowledgement of Receipt of Materials										
Printed/Typed Name				Signature		Date				
						Month Day Year				
18. Transporter 2 Acknowledgement of Receipt of Materials										
Printed/Typed Name				Signature		Date				
						Month Day Year				
19. Discrepancy Indication Space										
20. Facility Owner or Operator: Certification of receipt of hazardous materials covered by this manifest except as noted in item 19.										
Printed/Typed Name				Signature		Date				
						Month Day Year				

Form 8700-22 (3-84)

Figure D-1. Uniform Hazardous Waste Manifest Form.

obsolete form

UNIFORM HAZARDOUS WASTE MANIFEST <i>(Continuation Sheet)</i>		21. Generator's US EPA ID No.		Manifest Document No.	22. Page Information in the shaded areas is not required by Federal law.			
		23. Generator's Name		L. State Manifest Document Number				
24. Transporter Company Name		25. US EPA ID Number		N. State Transporter's ID				
26. Transporter Company Name		27. US EPA ID Number		O. Transporter's Phone				
				P. State Transporter's ID				
				Q. Transporter's Phone				
28. US DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number)				29. Containers		30. Total	31. Unit	R. Waste No.
				No.	Type	Quantity	Wt./Vol	
a.								
b.								
c.								
d.								
e.								
f.								
g.								
h.								
i.								
S. Additional Comments for Materials Listed Above					T. Handling Codes for Wastes Listed Above			
32. Special Handling Instructions and Additional Information								
TRANSPORTER	33. Transporter Acknowledgement of Receipt of Materials						Date	
	Printed/Typed Name				Signature		Month	Day
TRANSPORTER	34. Transporter Acknowledgement of Receipt of Materials						Date	
	Printed/Typed Name				Signature		Month	Day
RECEIVER	35. Discrepancy Indication Space							

Figure D-1. Uniform Hazardous Waste Manifest Form (continued..)

APPENDIX D. INSTRUCTIONS FOR UNIFORM HAZARDOUS WASTE MANIFEST FORM

NOTE: Read all instructions before completing this form.

This form has been designed for use on a 12-pitch (elite) typewriter. A firm point pen may also be used -- press down hard.

Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, and disposal facilities to use this form (8700-22) and, if necessary, the continuation sheet (Form 8700-22A) for both inter and intrastate transportation.

Federal regulations also require generators and transporters of hazardous wastes and owners or operators of hazardous waste treatment, storage and disposal facilities to complete the following information:

GENERATORS

Item 1 *Generator's U.S. EPA ID Number - Manifest Document Number*

Enter the generator's U.S. EPA twelve digit identification number and the unique five digit number assigned to this Manifest (e.g., 00001) by the generator.

Item 2 *Page 1 of _____*

Enter the total number of pages used to complete this Manifest, i.e., the first page (EPA Form 8700-22) plus the number of Continuation Sheets (EPA Form 8700-22A), if any.

Item 3 *Generator's Name and Mailing Address*

Enter the name and mailing address of the generator. The address should be the location that will manage the returned Manifest forms.

Item 4 *Generator's Phone Number*

Enter a telephone number where an authorized agent of the generator may be reached in the event of an emergency.

Item 5. Transporter 1 Company Name

Enter the company name of the first transporter who will transport the waste.

Item 6. U.S. EPA ID Number

Enter the U.S. EPA twelve digit identification number of the first transporter identified in item 5.

Item 7. Transporter 2 Company Name

If applicable, enter the company name of the second transporter who will transport the waste. If more than two transporters are used to transport the waste, use a Continuation Sheet(s) (EPA Form 8700-22A) and list the transporters in the order they will be transporting the waste.

Item 8. U.S. EPA ID Number

If applicable, enter the U.S. EPA twelve digit identification number of the second transporter identified in item 7.

Note.--If more than two transporters are used, enter each additional transporter's company name and U.S. EPA twelve digit identification number in items 24-27 on the Continuation Sheet (EPA Form 8700-22A). Each Continuation Sheet has space to record two additional transporters. Every transporter used between the generator and the designated facility must be listed.

Item 9. Designated Facility Name and Site Address

Enter the company name and site address of the facility designated to receive the waste listed on this Manifest. The address must be the site address, which may differ from the company mailing address.

Item 10. U.S. EPA ID Number

Enter the U.S. EPA twelve digit identification number of the designated facility identified in item 9.

Item 11. U.S. DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number (UN/NA)).

Enter the U.S. DOT Proper Shipping Name, Hazard Class, and ID Number (UN/NA) for each waste as identified in 49 CFR 171 through 177.

Note.--If additional space is needed for waste descriptions, enter these additional descriptions in item 28 on the Continuation Sheet (EPA Form 8700-22A).

Item 12. Containers (No. and Type)

Enter the number of containers for each waste and the appropriate abbreviation from Table I (below) for the type of container.

Table I -- Types of Containers

DM = Metal drums, barrels, kegs
DW = Wooden drums, barrels, kegs
DF = Fiberboard or plastic drums, barrels, kegs
TP = Tanks portable
TT = Cargo tanks (tank trucks)
TC = Tank cars
DT = Dump trucks
CY = Cylinders
CM = Metal boxes, cartons, cases (including roll-offs)
CW = Wooden boxes, cartons, cases
CF = Fiber or plastic boxes, cartons, cases
BA = Burlap, cloth, paper or plastic bags

Item 13. Total Quantity

Enter the total quantity of waste described on each line.

Item 14. Unit (Wt./Vol.)

Enter the appropriate abbreviation from Table II (below) for the unit of measure.

Table II -- Units of Measure

G = Gallons (liquids only)
P = Pounds
T = Tons (2000 lbs)
Y = Cubic yards
L = Liters (liquids only)
K = Kilograms

M = Metric tons (1000 kg)
N = Cubic meters

Item 15. Special Handling Instructions and Additional Information

Generators may use this space to indicate special transportation, treatment, storage, or disposal information or Bill of Lading information. States may not require additional, new, or different information in this space. For international shipments, generators must enter in this space the point of departure (City and State) for those shipments destined for treatment, storage, or disposal outside the jurisdiction of the United States.

Item 16. Generator's Certification

The generator must read, sign (by hand), and date the certification statement. If a mode other than highway is used, the word "highway" should be lined out and the appropriate mode (rail, water, or air) inserted in the space below. If another mode is used, enter the appropriate additional mode (e.g., and rail) in the space below.

NOTE: All of the above information except the handwritten signature required in item 26 may be preprinted.

TRANSPORTERS

Item 17. Transporter 1 Acknowledgement of Receipt of Materials

Enter the name of the person accepting the waste on behalf of the first transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Item 18. Transporter 2 Acknowledgement of Receipt of Materials

Enter, if applicable, the name of the person accepting the waste on behalf of the second transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

NOTE: International Shipments--Transporter Responsibilities.

Exports--Transporters must sign and enter the date the waste left the United States in item 15 of Form 8700-22.

Imports--Shipments of hazardous waste regulated by RCRA and transported into the United States from another country must upon entry be accompanied by the U.S. EPA Uniform Hazardous Waste Manifest. Transporters who transport hazardous waste into the United States from another country are responsible for completing the Manifest (40 CFR 263.10(c)(1)).

OWNERS AND OPERATORS OF TREATMENT, STORAGE, OR DISPOSAL FACILITIES

Item 19. Discrepancy Indication Space

The authorized representative of the designated (or alternate) facility's owner or operator must note in this space any significant discrepancy between the waste described on the Manifest and the waste actually received at the facility.

Owners and operators of facilities located in unauthorized States (i.e., the U.S. EPA administers the hazardous waste management program) who cannot resolve significant discrepancies within 15 days of receiving the waste must submit to their Regional Administrator (see list below) a letter with a copy of the Manifest at issue describing the discrepancy and attempts to reconcile it (40 CFR 264.72 and 265.72).

Owners and operators of facilities located in authorized States (i.e., those States that have received authorization from the U.S. EPA to administer the hazardous waste program) should contact their State agency for information on State Discrepancy Report requirements.

EPA Regional Administrators

Regional Administrator, U.S. EPA
Region I, J.F. Kennedy Fed. Bldg., Boston, MA 02203

Regional Administrator, U.S. EPA
Region II, 26 Federal Plaza, New York, NY 10278

Regional Administrator, U.S. EPA
Region III, 6th and Walnut Sts., Philadelphia, PA 19106

Regional Administrator, U.S. EPA
Region IV, 345 Courtland St., NE, Atlanta, GA 30365

Regional Administrator, U.S. EPA
Region V, 230 S. Dearborn St., Chicago, IL 60604

Regional Administrator, U.S. EPA
Region VI, 1201 Elm Street, Dallas, TX 75270

Regional Administrator, U.S. EPA
Region VII, 324 East 11th Street, Kansas City, MO 64106

Regional Administrator, U.S. EPA
Region VIII, 1860 Lincoln Street, Denver, CO 80205

Regional Administrator, U.S. EPA
Region IX, 215 Fremont Street, San Francisco, CA 94105

Regional Administrator, U.S. EPA
Region X, 1200 Sixth Avenue, Seattle, WA 98101

Item 20. Facility Owner or Operator. Certification of Receipt of Hazardous Materials Covered by This Manifest Except as Noted in Item 19.

Print or type the name of the person accepting the waste on behalf of the owner or operator of the facility. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Items A-K are not required by Federal regulations for intra - or interstate transportation. However, States may require generators and owners or operators of treatment, storage, or disposal facilities to complete some or all of items A-K as part of State manifest reporting requirements. Generators and owners and operators of treatment, storage, or disposal facilities are advised to contact State officials for guidance on completing the shaded areas of the Manifest.

INSTRUCTIONS -- CONTINUATION SHEET, U.S. EPA FORM 8700-22A

Read all instructions before completing this form.

This form has been designed for use on a 12-pitch (elite) typewriter, a firm point pen may also be used--press down hard.

This form must be used as a continuation sheet to U.S. EPA Form 8700-22 if:

- o More than two transporters are to be used to transport the waste;
- o More space is required for the U.S. DOT description and related information in item 11 of U.S. EPA Form 8700-22.

Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, or disposal facilities to use the uniform hazardous waste manifest (EPA Form 8700-22) and if necessary, this continuation sheet (EPA Form 8700-22A) for both interstate and intrastate transportation.

GENERATORS

Item 21. Generator's U.S. EPA ID Number -- Manifest Document Number

Enter the generator's U.S. EPA twelve digit identification number and the unique five digit number assigned to this Manifest (e.g. 00001) as it appears in item 1 on the first page of the Manifest.

Item 22. Page _____

Enter the page number of this Continuation Sheet.

Item 23. Generator's Name

Enter the generator's name as it appears in item 3 on the first page of the Manifest.

Item 24. Transporter -- Company Name

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 3 Company Name. Each Continuation Sheet will record the names of two additional transporters.

Item 25. U.S. EPA ID Number

Enter the U.S. EPA twelve digit identification number of the transporter described in item 24.

Item 26. Transporter -- Company Name

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 4 Company Name. Each Continuation Sheet will record the names of two additional transporters.

Item 27. U.S. EPA ID Number

Enter the U.S. EPA twelve digit identification number of the transporter described in item 26.

Item 28. U.S. DOT Description Including Proper Shipping Name, Hazardous Class, and ID Number (UN/NA)

Refer to item 11.

Item 29. Containers (No. and Type)

Refer to item 12.

Item 30. Total Quantity

Refer to item 13.

Item 31. Unit (Wt./Vol.)

Refer to item 14.

Item 32. Special Handling Instructions

Generators may use this space to indicate special transportation, treatment, storage, or disposal information or Bill of Lading information. States are not authorized to require additional, new, or different information in this space.

TRANSPORTERS

Item 33. Transporter -- Acknowledgement of Receipt of Materials

Enter the same number of the Transporter as identified in item 24. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in item 24. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Item 34. Transporter -- Acknowledgement of Receipt of Materials

Enter the same number as identified in item 26. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in item 26. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

OWNERS AND OPERATORS OF TREATMENT, STORAGE, OR DISPOSAL FACILITIES

Item 35. Discrepancy Indication Space

Refer to item 19.

Items L-R are not required by Federal regulations for intra - or interstate transportation. However, States may require generators and owners or operators of treatment, storage, or disposal facilities to complete some or all of items L-R as part of State manifest reporting requirements. Generators and owners and operators of treatment, storage, or disposal facilities are advised to contact State officials for guidance on completing the shaded areas of the manifest.

APPENDIX E. PERSONNEL TRAINING REQUIREMENTS

A. Training is required by EPA for all personnel working in permitted hazardous waste management facilities and accumulation points (storage at point of generation for less than 90 days). Training required by 40 CFR 265.16 for employees of permitted facilities and accumulation points will include as a minimum:

1. Contingency plan implementation.
2. Procedures for using, inspecting, and repairing facility emergency and monitoring equipment.
3. Operation of communications and alarm systems.
4. Response to fire or explosion.
5. Facility shutdown procedures.

B. The above requirements may be met by providing training in the following subject areas:

1. Training for Personnel Safety and Health
 - (a) Identification and labeling of hazardous materials and wastes.
 - (b) Compatibility of hazardous materials and wastes.
 - (c) Health effects of hazardous materials.
 - (d) Personal protective equipment.
 - (e) Use of emergency equipment, e.g., shower, eye wash.
 - (f) First aid.
2. Spill Prevention and Response (Re: Oil and Hazardous Substances Spill Prevention and Response Plan)
3. Decontamination Procedures
 - (a) Personnel
 - (b) Equipment
4. Facility Use and Upkeep

- (a) Monitoring and communication devices.
- (b) Control and alarm devices
- (c) Inspections
- (d) Normal and emergency operating procedures

5. Documentation and Record Keeping

- (a) Inspection
- (b) Training
- (c) Manifesting

C. Each item listed in B.2 above must be adapted to site specific considerations and requirements.

D. Classroom and on-the-job training will be utilized to satisfy the training requirements. The TSD facility supervisor, accumulation point supervisor or hazardous waste monitor is responsible for insuring these training requirements are met. DEEV provides monthly training classes (Course Code 875, "Hazardous Waste Management Training").

E. All employees involved in facilities must be trained in the minimum requirements and no new employee shall be allowed to work without constant supervision of a trained employee until such time as his training is complete. All training must be reviewed and updated annually. Records as described in Appendix C, Recordkeeping, must be maintained for a minimum of three years after the person's employment has ceased or the facility is closed.

F. Training records shall be maintained for each TSD facility and accumulation point and shall include:

1. The job title, job description (including required skill, education qualifications and duties) and employee name for each position in the permitted facility.

- (a) For civilian employees, the position description should contain the necessary data.
- (b) For military personnel, a document similar to the civilian position description must be prepared and included in the training file.

2. Documentation of training completed by each employee.

- (a) For civilians, the AF Form 971 shall be used.
- (b) For military, the AF Form 991 shall be used.

3. A copy of the training plan which includes subject matter, hours taught, and instructor must be included in the training file.

All training files must be maintained by the supervisor for three years after termination of employee's employment or until facility closure. A list of training accomplished will be provided to the facility OPR.