

MARINE CORPS AIR STATION (MCAS) CHERRY POINT, NC

CONTRACTOR/VENDOR ENVIRONMENTAL SERVICE AGREEMENT

Introduction

Welcome to Marine Corps Air Station (MCAS) Cherry Point. Here at MCAS Cherry Point we take our commitment to the environment, as well as your safety, very seriously. We have implemented an Environmental Management System (EMS) that is guided by our Environmental Policy and both endorsed and supported by our Commanding Officer (CO). All MCAS Cherry Point personnel, including contractors and vendors, are required to abide by our EMS and Environmental Policy.

MCAS Cherry Point Environmental Policy

Our Environmental Policy is posted at several locations throughout MCAS Cherry Point and can be obtained from your contracting representative. It reads as follows:

The natural environment is a key asset in the training and support mission of Marine Corps Air Station Cherry Point. To this end, it is the policy of MCAS Cherry Point to protect, preserve and enhance our land, air and water resources. MCAS Cherry Point will strive to:

- *Comply with all environmental laws, regulations, and policies;*
- *Continue minimizing risk to the mission by integrating sound environmental practices into all of our operations and business decisions;*
- *Conserve and enhance natural and cultural resources;*
- *Implement pollution prevention initiatives and waste minimization programs;*
- *Review all proposed activities for potential environmental impact in accordance with the National Environmental Policy Act;*
- *Promote the cleanup of contaminated sites;*
- *Communicate environmental commitments to all levels of the MCAS Cherry Point organization and its tenants to increase awareness of this environmental protection policy;*
- *Sustain our partnership with the local community and regulatory agencies to continue a proactive environmental compliance and protection program; and*
- *Educate our Marines, Sailors, and civilian Marines about their responsibility to protect the environment and recognize them for outstanding participation.*

Marine Corps Air Station Cherry Point will sustain and enhance mission readiness through compliance with relevant environmental laws and regulations, prevention of pollution, and continual improvement of the environmental management system.

MCAS Cherry Point's Commitment to Protecting the Environment

As a contractor or vendor, you must comply with all requirements outlined in this Agreement. After you have read this document and all associated information, please sign to acknowledge you understand its contents, have received a copy of the Environmental Policy, have received a copy of MCAS Cherry Point Environmental Programs and Points of Contact handout, have received General EMS and Environmental Awareness Training, and agree to the requirements outlined in these documents.

We expect you to comply with all applicable local, state, and Federal environmental regulations and standards involving the handling, collection, and disposal of all hazardous materials and industrial waste by-products. Additionally, if your process, service, or activity will or has the potential to impact our air, water, or property, you must contact your contracting representative immediately before performing that process, service, or activity.

We also administer and maintain an active recycling program and recommend that you recycle whenever possible and as per your contract requirements, at a minimum. Recycle all metal-containing materials, paper products, or universal waste materials such as fluorescent light bulbs and batteries.

If you cause, create, or find a spill or chemical release on MCAS Cherry Point property, you must immediately dial 911 to notify the Fire Department. Spills must be contained and cleaned up immediately by trained personnel. Contain the spill as best as you can, and contact emergency personnel immediately so additional response action can be initiated, if necessary.



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8006
CHERRY POINT, NORTH CAROLINA 28533-0006

5090

CO

22 FEB 2011

POLICY LETTER 02-11

From: Commanding Officer
To: Distribution List

Subj: STATEMENT ON ENVIRONMENTAL POLICY

1. The natural environment is a key asset in the training and support mission of Marine Corps Air Station, Cherry Point (MCAS CHERPT). To this end, it is the policy of MCAS CHERPT to protect, preserve, and enhance our land, air, and water resources. MCAS CHERPT will:

a. Comply with all environmental laws, regulations, and policies;

b. Continue minimizing risk to the mission by integrating sound environmental practices into all of our operations and business decisions;

c. Conserve and enhance natural and cultural resources;

d. Implement pollution prevention initiatives and waste minimization programs;

e. Review all proposed activities for potential environmental impact in accordance with the National Environmental Policy Act;

f. Promote the cleanup of contaminated sites;

g. Communicate environmental commitments to all levels of the MCAS CHERPT organization and its tenants to increase awareness of this environmental protection policy;

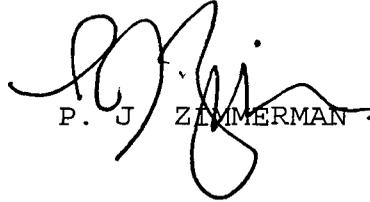
h. Sustain our partnership with the local community and regulatory agencies to continue a proactive environmental compliance and protection program; and

i. Educate our Marines, Sailors, and civilian Marines about their responsibility to protect the environment and recognize them for outstanding participation.

DISTRIBUTION STATEMENT A: Approved for public release;
distribution is unlimited.

Subj: STATEMENT ON ENVIRONMENTAL POLICY

2. MCAS CHERPT will sustain and enhance mission readiness through compliance with applicable environmental laws and regulations, prevention of pollution, and continual improvement of the environmental management system.



P. J. ZIMMERMAN

DISTRIBUTION: A

Generic Practices

The Contractor shall perform work under this contract consistent with the MCAS Cherry Point Environmental Policy and objectives identified in the Station's Environmental Management System (EMS). Executive Order 13423, *Strengthening Federal Environmental, Energy, and Transportation Management* and Marine Corps Order P5090.2A, *Environmental Compliance and Protection Manual* require that all Federal agencies implement, utilize, and maintain an EMS. The Contractor shall perform work in a manner that does not circumvent objectives and targets, environmental programs goals, and operational controls identified by the EMS. The Contractor is also required not to impede compliance with the provisions of Executive Order 13423.

The Contractor shall assume liability for nonconformances and noncompliances resulting from the Contractor's activities and work with Air Station personnel to conduct corrective and preventive actions. The Contractor is responsible for ensuring that their employees receive applicable environmental training, and are knowledgeable of current regulatory required specific training for the type of work to be conducted on-site. The Contractor personnel and their subcontractor personnel shall have the appropriate education, training, and experience in order to perform the work specified under this contract.

Environmentally Significant Practices

The Contractor shall perform work under this contract consistent with the policy, objectives, and targets identified in Marine Corps Air Station Cherry Point's Environmental Management System (EMS). Executive Order 13423, *Strengthening Federal Environmental, Energy, and Transportation Management* and Marine Corps Order P5090.2A, *Environmental Compliance and Protection Manual* require that all Federal agencies implement, utilize, and maintain an EMS. The Contractor shall perform work in a manner that does not circumvent objectives and targets, environmental programs goals, and operational controls identified by the EMS. The Contractor is also required not to impede compliance with the provisions of Executive Order 13423. The work performed under this contract affects practices that have been identified as significant, and requires more stringent requirements to adhere to the objectives and targets identified for MCAS Cherry Point.

The Contractor shall assume liability for nonconformances and noncompliances resulting from the Contractor's activities and work with Air Station personnel to conduct corrective and preventive actions. The Contractor is responsible for ensuring that their employees receive applicable environmental training, along with any applicable environmental management systems training, and are knowledgeable of current regulatory required specific training for the type of work to be conducted on-site. The Contractor personnel and their subcontractor personnel shall have the appropriate education, training, and experience in order to perform the work specified under this contract. Upon contract award, the Contractor shall review the *Contractor Environmental Training Binder and Training Presentation* and sign the Contractor/Vendor Environmental Service Agreement.

MCAS Cherry Point, NC



General EMS and Environmental Awareness Training for Contractors and Vendors

Revised: Sept 2009





Disclaimer

- This training does not replace any required regulatory environmental training as per your contract
 - Required environmental training should be completed *prior* to working at MCAS Cherry Point
 - Training records should be on file with your contract representative





Training Overview

- EMS and the Environmental Policy
- Environmental Affairs Department (EAD)
- General Environmental Awareness
- Spill Response Basics
- Summary





EMS and the Environmental Policy





What is an EMS?

- MCAS Cherry Point has implemented a basewide EMS that is founded on the principles of our **Environmental Policy**.
- The purpose of the EMS is to sustain and enhance mission readiness and access to training areas through effective and efficient environmental management.
- The EMS emphasizes that the authority and principal responsibility for controlling environmental impacts belong to those commands, units, offices, and personnel, *including contractors and vendors*, whose activities have the potential to impact the environment.





Why have an EMS?

“The natural environment is a key asset in the training and support mission of Marine Corps Air Station Cherry Point. **To this end, it is the policy of MCAS Cherry Point to protect, preserve and enhance our land, air and water resources.**”





Environmental Policy

STATEMENT ON ENVIRONMENTAL POLICY

The natural environment is a key asset in the training and support mission of Marine Corps Air Station Cherry Point. To this end, it is the policy of MCAS Cherry Point to protect, preserve and enhance our land, air and water resources. MCAS Cherry Point will strive to:

- * Comply with all environmental laws, regulations, and policies;
- * Continue minimizing the risks to the mission by integrating sound environmental practices into all of our operations and business decisions;
- * Maintain the conservation of natural and cultural resources;
- * Implement pollution prevention initiatives and waste minimization programs;
- * Review all proposed activities for potential environmental impact in accordance with the National Environmental Policy Act;
- * Promote the cleanup of contaminated sites;
- * Communicate environmental commitments to all levels of the MCAS Cherry Point organization and its tenants to increase awareness of this environmental protection policy;
- * Sustain our partnership with the local community and regulatory agencies to continue a proactive environmental compliance and protection program; and
- * Educate our Marines, Sailors, and civilian Marines about their responsibility to protect the environment and recognize them for outstanding participation.

Marine Corps Air Station Cherry Point will sustain and enhance mission readiness through compliance with relevant environmental laws and regulations, prevention of pollution, and continual improvement of the environmental management system.

Commanding Officer

Copies of the **Environmental Policy** can be obtained from your contracting representative and are included in the training binder.





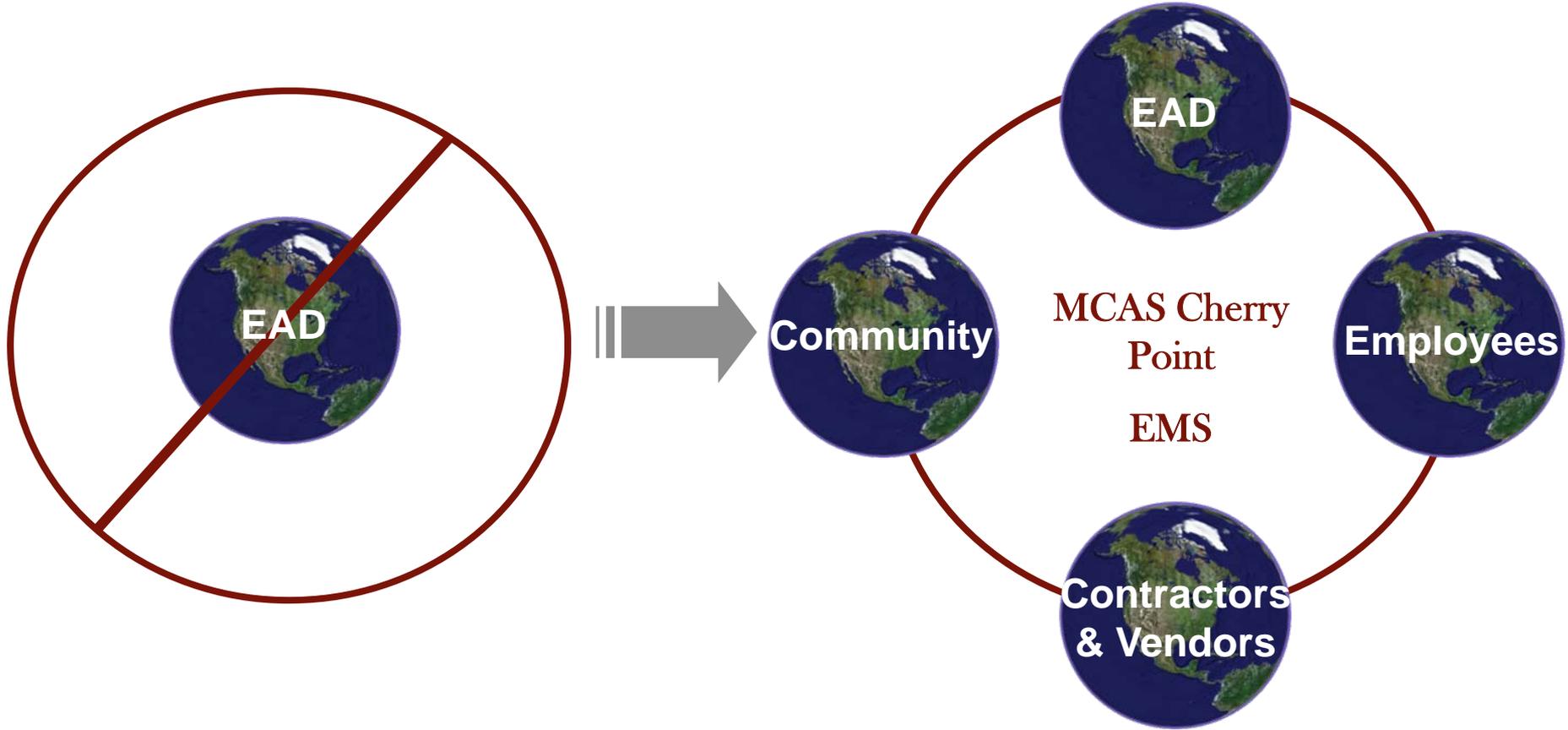
What YOU Need to Know

- MCAS Cherry Point has an EMS
- These three goals are the foundation of our **Environmental Policy**:
 1. **Comply** with relevant environmental laws and regulations
 2. **Prevent pollution**
 3. **Continually improve** our EMS





EMS is not an EAD Program



EVERYONE is responsible for environmental management!





YOUR EMS Responsibilities

- Be aware of the Environmental Policy and applicable environmental standard operating procedures (ESOPs)
- Be familiar with spill procedures
- Keep your eyes open for potential problems
- Report any environmental problems or concerns promptly and notify your contract representative
- Read and sign the Contractor/Vendor Environmental Service Agreement





Environmental Affairs Department (EAD)





EAD can help!

- EAD works with your contract representative to ensure:
 - Proper management of waste
 - Compliance with regulations
 - Required environmental plans are developed and followed, if applicable
 - Required environmental training is completed





What Does EAD Do for You?



- If you have EMS or environmentally related questions, contact your contract representative who will then work with EAD to determine how to proceed





Remember...

ALL MCAS Cherry Point environmental programs are applicable to **ALL** contractors and vendors working aboard MCAS Cherry Point!





General Environmental Awareness





Water Quality

■ Construction/demolition and other projects can result in:

- Stormwater pollution
- Erosion and sedimentation



■ If a project could impact water quality:

- Don't dispose of oil, chemicals, or other material/debris down storm drains
- Keep sediment, leaves, and construction debris away from storm drains (use barriers)
- Soil Erosion Control Plans are required for sites when more than 1 acre will be disturbed





Used Oil

■ Oil handling/changing operations can result in:

- Spills
- Waste
- Groundwater, stormwater, or soil contamination



■ If a project involves the use of oil:

- Perform maintenance in paved, designated areas
- Recycle used oil, oil filters, and other fluids...don't dump down storm drain or dispose in the trash
- Clean up spills immediately and properly!





Air Quality

If a project could impact air quality:

- Follow all applicable state and Federal regulations
- Meet all applicable air permit requirements
- Follow all permit requirements, including material use data logging and emissions monitoring for Title V permit sources
- Notify your contract representative before bringing new equipment on site
- Notify your contract representative before modifying an existing permitted source (including physical changes and material changes)





Hazardous Waste Management

■ Hazardous waste generation can result in:

- Consumption of natural resources
- Decreased landfill space



■ If a project generates hazardous waste:

- Reduce/Reuse/Recycle when possible; meet contract requirements for recycling
- Contact your contract representative if unsure how to manage a waste
- Don't put hazardous wastes into general trash dumpsters
- Ensure satellite accumulation areas (SAA) are managed properly
 - Notify your contract representative prior to creating a new SAA!
- Ensure hazardous waste drums are labeled and lids are secured





Solid Waste Management

- **Solid waste generation can result in:**
 - Consumption of natural resources
 - Decreased landfill space
- **If a project generates regulated or solid waste:**
 - Reduce/Reuse/Recycle when possible; meet contract requirements for recycling
 - Contact your contract representative if unsure how to manage a waste
 - Don't put unauthorized wastes into general trash dumpsters – look for unauthorized waste labels
 - Don't use government-owned dumpsters for your contractor waste and debris
 - Submit a Solid Waste Management Plan to your contract representative for construction and demolition projects





PCB and Asbestos

- **If a project generates or involves the removal of PCB or asbestos:**
 - Manage and handle PCB and asbestos only if you are properly trained
 - Manage PCB and asbestos in proper containers with appropriate labeling





Hazardous Materials

- **If a project requires the use hazardous material (HAZMAT):**
 - Keep flammable materials in HAZMAT lockers
 - Don't store large quantities – keep on hand only what you will use
 - Maintain MSDSs for each material on-site
 - Use secondary containment to prevent spills if materials are stored outside
 - Stop work if you unearth a hazardous material (i.e., ordnance) and report to your contract representative
 - Provide HAZMAT storage and usage information for regulatory reporting to MCAS Cherry Point upon request





Good Housekeeping

■ Poor housekeeping can result in:

- Fines, termination of contract
- Environmental contamination, spills
- Injuries



■ Maintain good housekeeping:

- Store flammable materials in HAZMAT lockers
- Ensure containers are labeled and lids are secured
- Keep stormwater drains clear of debris
- Don't pour material down storm or floor drains
- Don't stockpile waste – put it where it belongs!
- Clean up work sites at the end of *each* day
- Clean up spills immediately and properly
- Clean up work area after job completion





Spill Response Basics





If You Have or See a Spill...

Where Did the Spill Occur?	Who to Contact	Phone Number
Air Station & Outlying Fields	MCAS Cherry Point Fire Department	911 or 252-466-7570
Airfield	Crash Fire Rescue	252-466-2420
Bogue Field	Crash Fire Rescue	252-466-0662





Summary





Summary

- MCAS Cherry Point protects, preserves, and enhances its natural resources through its EMS and Environmental Policy
 - **We comply** with relevant environmental laws and regulations
 - **We prevent pollution**
 - **We continually improve** the EMS
- **YOU** are responsible for complying with applicable environmental requirements too
- If you aren't sure what to do...**ASK!**
 - Your contract representative & EAD are here to help





Remember...

Read and sign the *Environmental Contractor Service Agreement* stating you have received this training and will follow its requirements, as well as those in the Agreement.



Marine Corps Air Station (MCAS) Cherry Point, NC
Environmental Programs and Points of Contact (POC)
at the Environmental Affairs Department (EAD)

	Bill Belli (Storage Tanks)	252-466-5271
	Cheryl Murray (Drinking Water)	252-466-5151
	Will Potter (Storm Water)	252-466-5376
Water Quality	Glenn Hartzog (Wastewater)	252-466-4789

Includes drinking water, wastewater, stormwater, and storage tanks programs:

- Don't dispose of oil, chemicals, or other material/debris down storm drains
- Keep sediment, leaves, and construction debris away from storm drains (use barriers)
- Recycle used oil, oil filters, and other fluids...don't dump down storm drain or dispose of in the trash
- Perform maintenance in paved, designated areas
- Clean up and report spills immediately and properly
- Submit a soil erosion control plan for a site when more than 1 acre will be disturbed

Air Quality	Alicia Filzen	252-466-5391
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If a project generates air emissions:

- Ensure all applicable state and Federal regulations are followed
- Follow all permit requirements including material use data logging, and emissions monitoring if operating Title V permit sources
- Before bringing new equipment on-site, notify your contract representative
- Check with your contract representative before modifying an existing permitted source (including physical changes and material changes)
- Notify your contract representative immediately in the event of equipment malfunction

Solid Waste	Unknown	252-466-XXXX
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Includes construction and demolition debris and general solid waste generation. If a project generates solid waste:

- Reduce/Reuse/Recycle whenever possible; ensure contract requirements for recycling and recordkeeping are met
- Contact your contract representative if unsure how to manage a waste
- Don't put unauthorized wastes into general trash dumpsters – look for unauthorized waste labels
- Don't use government owned dumpsters for contractor waste and debris
- Submit a Solid Waste Management Plan to your contract representative
- Manage and handle PCBs and asbestos only if you are properly trained
- Manage PCBs and asbestos in proper containers with appropriate labeling

Hazardous Waste

Erik Delaney

252-466-4591

Includes universal waste, used oil, and hazardous waste:

- Ensure satellite accumulation areas (SAA) for hazardous wastes are managed properly.
- Notify your contract representative prior to creating new SAAs!
- Don't put hazardous wastes into general trash dumpsters
- Contact your contract representative if unsure how to manage a waste
- Ensure hazardous waste drums are labeled and lids are secured

Hazardous Material**(HAZMAT)**

Safety Office/Fire Department

252-466-2730/252-466-2241

Includes all materials requiring a material safety data sheet (MSDS). If a project uses HAZMAT:

- Keep flammable materials in flam lockers
- Don't store large quantities of materials – keep only what can be used on hand
- Maintain an MSDS on-site for each hazardous material
- Have appropriate personal protective equipment available and use it as necessary
- Provide HAZMAT storage and usage information for regulatory reporting to MCAS Cherry Point upon request
- Stop work immediately if a project unearths a hazardous material (such as munitions or an ordnance item) and report the situation to your contract representative

REPORTING SPILLS

SPILL LOCATION	WHO TO CONTACT	PHONE NUMBER
Air Station & Outlying Fields	MCAS Cherry Point Fire Department	911 or 252-466-7570
Airfield	Crash Fire Rescue	252-466-2420
Bogue Field	Crash Fire Rescue	252-466-0662

Be prepared to provide the responder with the following information:

- Your name and phone number
- Location of the spill (building number)
- Number and type of injuries, if any
- Type and amount of spilled material
- Source of spill (container, vehicle, etc.)
- Behavior of spilled material (leak, fire, etc.)
- Anticipated movement of spill
- Contaminated material
- Action being taken
- Estimated time of spill

IF YOU HAVE QUESTIONS, CONTACT YOUR CONTRACT REPRESENTATIVE.