



# General Environmental Awareness and EMS Training for Military, Civilian and Contract Personnel

Fort Gordon DPW, Environmental Division (ED)  
[usarmy.gordon.imcom.mbx.dpw=enrmo@mail.mil](mailto:usarmy.gordon.imcom.mbx.dpw=enrmo@mail.mil)  
706 791-6278/6106



# Disclaimer

**This training does not replace any required regulatory environmental training.**

- All required environmental training should be current.
- Training records should be available for review upon request.



# General Environmental Awareness

## Training Overview

- ❖ General Environmental Awareness
- ❖ Environmental Management System (EMS) Video

*[must be connected to the internet to view]*



# Air Program



- Follow all permit requirements, including material usage and recordkeeping for Title V permit sources.
- Notify your Air Program Manager at 791-5634, 30 days before work orders are submitted for any modification or installation of equipment
- This applies to any existing permitted source. Examples of permitted sources include: *boilers, generators, fuel tanks, painting operations and large scale asphalt operations.*



# Asbestos

- Asbestos can only be disturbed, removed and/or repaired by a Certified Asbestos Professional. **CAN'T TOUCH THIS!**
- Occupants should not remove any wall plaster, pipe wrapping, insulation materials or permanent floor covering.
- 9"X9" floor tile should not be buffed or abrasively stripped. Maintain floor surfaces using liquid wax (manual application) and/or paste wax using low speed buffers with non-abrasive pads.
- Occupants should not enter building basements, mechanical rooms or crawl spaces.
- Contact Asbestos/Lead Program Manager before starting work with suspicious materials at 706 791-9652.



# Lead

- All activities or contractors conducting projects that generate dust from building structure components must have a Certified Renovation Representative.
- Occupants should not chip, grind or sand any painted surfaces without guidance from the on-site Renovation Representative, in your chain of command or DPW, Asbestos/Lead Based Paint Manager.
- All Self-Help (U-Do-It) requests for paint must be routed through the DPW, Asbestos/Lead Based Paint Manager, 791-9652, before purchase.



# Lead

- Painted building components should not be disposed of in local dumpsters.
- Contractors are required to dispose of painted building components at the Landfill.
- Contact Asbestos/Lead Based Paint Program Manager before starting work with suspicious materials or for assistance at 709 791-9652.



# Solid Waste Management

➤ **Dumpsters are used for general trash only.**



➤ **Recyclable products such as cardboard, office paper should be properly segregated in recycle bins/containers and not mixed in with the general trash.**

➤ **Construction debris and pallets should be disposed of at the Fort Gordon landfill.**



➤ **Hazardous Materials should not be placed in the general trash. Here are a few examples: batteries, light bulbs, oil, antifreeze.**



# Solid Waste Management

**Furniture and mattresses cannot be disposed of in the general trash.**

- **Broken** furniture and used mattresses can be taken to the Fort Gordon Landfill , Gibson Road(open Tuesdays and Thursdays)
- If the Furniture is **not** broken it can be taken to DRMO, Bldg. 994, 10<sup>th</sup> Street ( open Monday thru Thursday).

**Mulch and yard waste cannot be disposed of in the general trash.**

- Mulch and yard waste is placed in the Compost Yard located at Roads and Grounds (Chamberlin and 11<sup>th</sup> street)



# Quality Recycling Program

## Items Accepted



- ❖ Cardboard
- ❖ ALL PAPER
  - ❖ White Paper
  - ❖ Color Paper
  - ❖ Newspaper (with inserts)
  - ❖ Books, Magazines, Telephone Books, and Manuals
- ❖ Plastics #1 and #2
- ❖ Aluminum Cans
- ❖ Toner Cartridges

- ❖ Pallets
- ❖ Scrap Metal
- ❖ Tin Cans
- ❖ Brass for scrap
- ❖ Grocery Bags
- ❖ Plastic Wrap
- ❖ Single-shred Paper
- ❖ Lead-Acid Batteries
- ❖ PENDING - Glass



# Hazardous Materials

- Properly store Hazardous Materials (HM).
- Do not overstock— keep on hand only what you will use.
- Contact the Hazardous Materials Control Point (HMCP) at 791-9824/9825 for guidance on your Hazardous Materials inventory.
- Maintain MSDSs/SDSs for each hazardous material on-site.
- Maintain a HM inventory log.





# Hazardous Materials

## Paint & Related Materials

- Paints (paint, vanish, stain, shellac, etc.) may only be purchased by authorized persons through the U-Do-It/Self Help Center.
- All Self-Help (U-Do-It) requests for paint must be routed through the DPW Environmental Division on DA Form 4283 for approval, along with a completed Form # 2900-512FGIS.
- Paints retained by organizations must be managed under written guidance of the Hazardous Materials Management Program.

DPW ED contact: 791-9652, Bldg. 14600

### DA Form 4283

DA FORM 4283, SEP 2003

Form # 2900-512FGIS



Form # 2900-512FGIS

# HAZARDOUS MATERIALS TURN-IN

## Hazardous Materials Control Point (HMCP)

- Turn-in serviceable Hazardous Materials that will expire within 90 days or has already expired.
- If not expired the Hazardous Materials item must be  $\frac{3}{4}$  full or full.



Contact HMCP at 791-9824/9825, Bldg. 10604



We are the Army's home

# Hazardous Waste Management

- Do not put hazardous wastes into general trash dumpsters.
- Ensure your satellite accumulation points (SAP) are managed properly.
  - Contact the Hazardous Waste POC at 791-6127 for new SAP sites and for SAP sites that are being remove.
- Ensure all waste is properly segregated and containerized.
- Waste containers must be properly labeled and lids are closed except when adding or removing waste.
- Protect containers stored outside from natural elements. Store in a covered area or cover with tarp to prevent rust and damage to the containers.
- Use secondary containment to prevent spills.
- Maintain a HW inventory log.



# Universal Waste

- Universal Waste includes used batteries, mercury containing thermostats and lamps, incandescent bulbs and recalled pesticides.



- Universal Waste **cannot** be thrown in with the general trash. It must be properly segregated, packaged, labeled and disposed of.



- See [Hazardous Waste Management Plan](#) for guidance.



# Used Oil

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



# Hazardous Materials/Waste Turn-in

- See the [Hazardous Waste Management Plan\(HWMP\)](#) for guidance on HM and HW.

## **HW Turn-in & HM inventory management:**

- Hazardous Materials Control Point (HMCP), Bldg 10604.
- HMCP operating hours: 0800 – 1530, Mon.-Fri.
- Call 791-9824/9825 for an appointment to turn-in your waste and for information on management of your HM inventory.



# Contractor Guidance for Hazardous Materials/Waste

- Contractors are responsible for the proper storage and disposal of their Hazardous Materials and Waste.
- Call **911** for spills.
- Contact the HW Manager at 791-2511/6127 for any further guidance.



# Spill Prevention



- ❖ Use secondary containment.
- ❖ Inspect accumulation areas periodically.
- ❖ Store spill kits or spill clean-up items near HAZMAT and Hazardous Waste storage areas.
- ❖ Display emergency contact information.
- ❖ Train personnel in handling and spill procedures.



# SPILL PROCEDURES

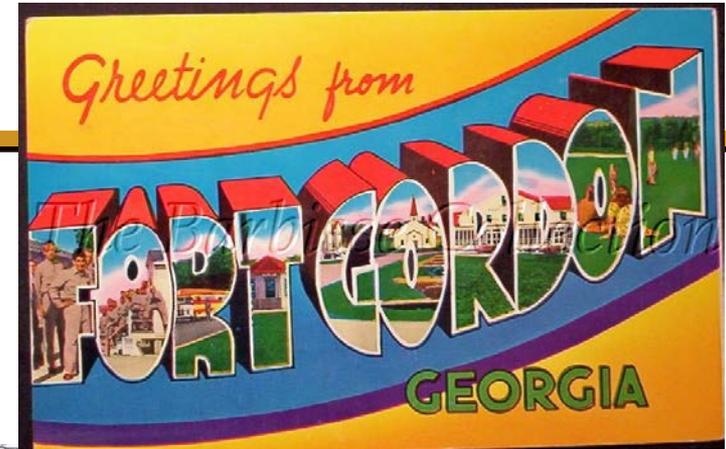
## CALL 911

- Protect yourself
- Stop the flow
- Safely contain the spill
- Make notifications in accordance with your organizations procedures/policies



# Cultural Resources

- As a federal agency, Fort Gordon is directed, not only by Federal laws but also by Army regulations (AR 200-1), to be a good steward of culturally and historically significant sites for the public.
- 1150 archaeological sites have been identified on Fort Gordon ranging in age from Paleo-Indian (10,000-7,800 BC) to 20<sup>th</sup> century homesites
- There are 45 cemeteries on the installation containing over 600 identifiable graves, burial dates range from 1827-2005



# Cultural Resource

- Because archaeological sites are scattered throughout the installation, you must receive permission from ED prior to any action that involves ground disturbance
- Un-permitted metal detecting is also prohibited on Fort Gordon.



# Natural Resources

## -Endangered Species and Species of Concern

- Fort Gordon has 19 Target species. 5 birds, 2 mammals, 3 reptiles and amphibians, 1 fish and 8 species of plants to include the gopher tortoise, Pickering morning glory, American kestrel, bluebarred pygmy sunfish, and the federally listed endangered red-cockaded woodpecker (RCW) are target species intensively managed for on the Installation.

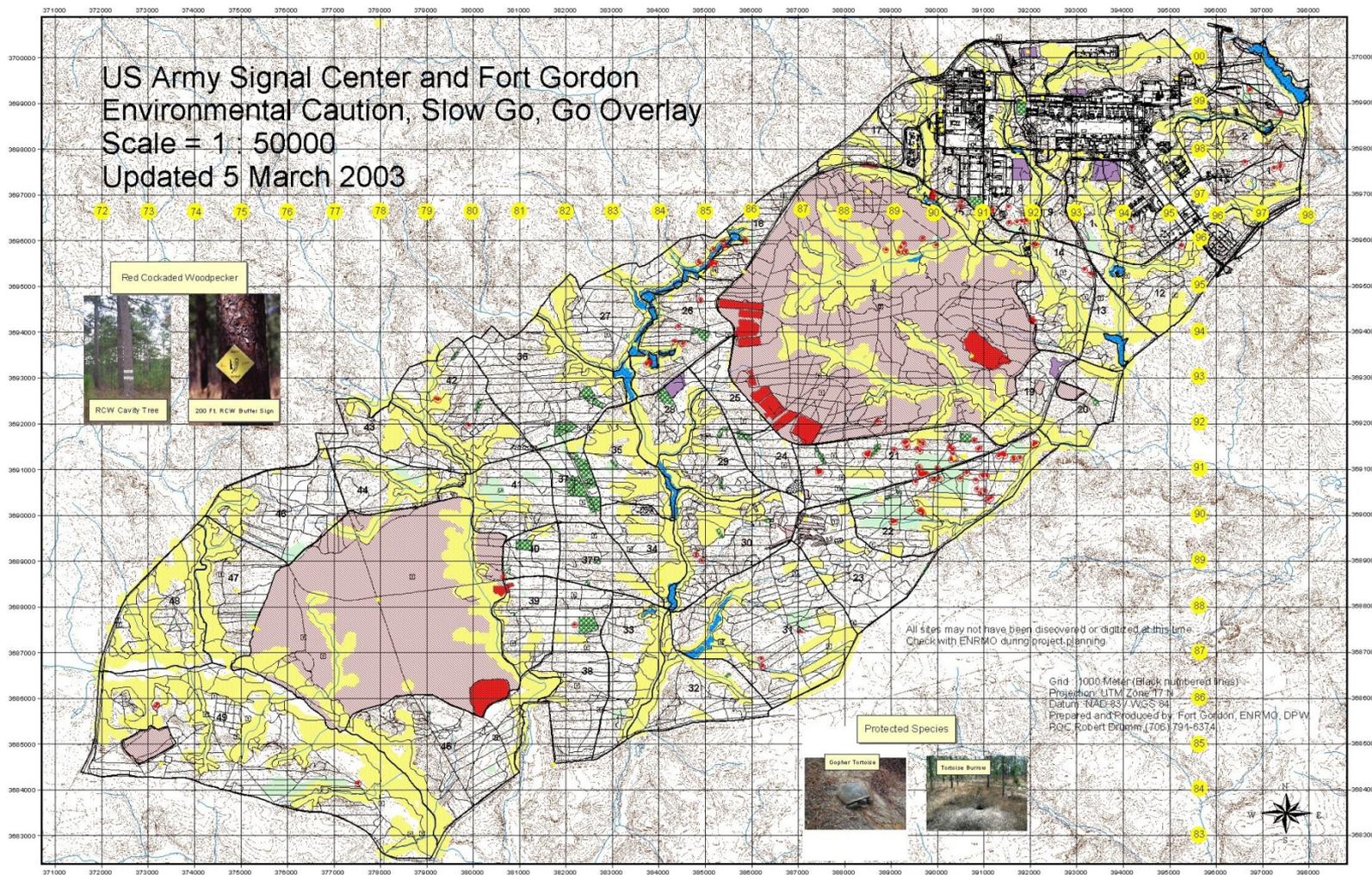
### **The following restrictions apply in specified caution areas:**

- No digging
- No MKT
- Vehicles on established roads only; foot travel off-road
- Training limits within 200 feet of RCW cavity tree
- Foot traffic only within 25 foot radius of Gopher Tortoise burrow
- All activities must be approved through the Natural Resources Branch and Range Control
- Outdoor recreational activities are available such as hunting, fishing, bird watching, horseback riding, etc.. (see USASCoE&FG Reg. 420-5) or contact Natural Resources personnel at (706)791-6135/2397)



# LOCATION..... BE AWARE OF YOUR LOCATION

## Incorporate the Environmental Slow Go Map into your FTX...



Key	
	Training Area Boundary
	OFF LIMITS
	Cemetery
	Sub-Training Area (Pre-approved)
	Slow Go
	Streams and Firebreaks
	Artillery Firing Points
	Landfills
	Red cockaded woodpecker (RCW) cavity tree
	Ranges
	200 ft RCW Cavity Tree Buffer
	Protected Sites
	Brown Lines are USGS 10 Foot Contour

CAUTION AREA	
	NO digging
	NO MKT
	NO Field Showers
	"Foot-traffic only" off roads/firebreaks
	Vehicles ONLY on established roads/firebreaks
	Refueling from 5 gallons can ONLY

SLOW GO	
	Concentrated areas of protected species or sites
	Coordinate pyrotechnics (including CS & smoke) with Range Control
	Coordinate pyrotechnics (including CS & smoke) with Range Control on DAILY BASIS
	Training limits within 200ft of cavity tree
	Follow 1996 ARMY RCW Guidelines

GO AREA [Areas not shaded]	
	Coordinate DIGGING with Range Control
	Coordinate pyrotechnics (including CS & smoke) with Range Control on DAILY BASIS
	Vehicles off road only if out of training site
	Note: BEFORE exit road: recon site for Gopher Tortoise burrows (25ft between vehicle and burrow)
	MKT and field showers must comply with FM-21-10
	No "Gray Water" will be allowed to enter stream or lake

= Sub-Training Areas are "pre-approved training sites". For SOP visit ENRMO website <http://gordon.army.mil/dpwr/preapproved.html> or visit Range Control website: <http://gordon.army.mil/dpwr/range%20control.htm>



# Natural Resources

## Timber and Wetlands

- **Timber**
  - **45,492 acres of reimbursable forested land**
    - Firewood cutting is available to the public in designated areas with proper permits acquired through the Natural Resources Branch.
    - It is against regulation to deface or cut any trees without authorization.
- **Wetlands as defined by the US Army Corps of Engineers is an area that is inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions**
  - **The following regulations apply:**
    - EO 11990 Protection of Wetlands
    - Section 401 of the CWA (Clean Water Act)
    - Section 404 of the CWA
    - Coastal Zone Management Act of 1972
    - EO 11988– Floodplain Management



# Pest Management

- Fort Gordon civilian, military and contractor personnel are restricted from applying pesticides without a DOD or State approved license.
- Pesticide applicators operating on Fort Gordon property are required to meet the training and certification requirements.
- All pesticide operations must be pre-approved by the Installation Pest Manager Coordinator, 706 791-6076.



# Pesticide Management

- Sensitive areas such as Child Care and Dining Facilities require a state certified professional pest controller.
- Housing is now under private contract for all pesticide management and usage will be recorded in accordance with state law for 2 years.
- Fort Gordon tenants should call the service order desk at 791-5520 to schedule service as needed.



# Pest Management



## **Insect and Vector Assessment and Control**

Contact:

Preventive Medicine, Environmental Health Services

<http://www.ddeamc.amedd.army.mil/clinical/preventative/environmental.aspx>



# Water Quality

- **Construction/demolition and other projects can result in:**

- Stormwater pollution.
- Erosion and sedimentation.



- **Decrease impacts on water quality:**

- Don't dispose of oil, chemicals, or any other material/debris down storm drains.
- Keep sediment, leaves, and debris away from storm drains (use barriers).
- Sediment Erosion Control projects must be approved before the project begins by the DPW ED.



# Inspections

## **Each activity is expected to:**

- Monitor and inspect their Hazardous Material/Waste storage and accumulation areas periodically, and maintain inspection records.
- Cooperate to the full extent with Environmental Division inspectors and regulatory inspectors.
- Call 791-6127 for assistance with Satellite Accumulation Point inspections.



# Inspection Checklist

- **Comprehensive Environmental Checklist**
- **Satellite Accumulation Point Checklist**
- **Universal Waste Checklist**
- **Storm Water Best Management Practices**



# Practice Good Housekeeping

- Poor housekeeping can result in:
  - Fines
  - Termination of contract
  - Environmental contamination, spills
  - Injuries
- Maintain good housekeeping:
  - **DO** store flammable materials in approved HAZMAT lockers
  - **DO** ensure containers are labeled and lids are secured
  - **DO** keep stormwater drains clear of debris
  - **DO** clean up work sites at the end of *each* day
  - **DO** clean up spills immediately and properly containerize and dispose of waste.
  - **DON'T** pour material down storm or floor drains
  - **DON'T** stockpile waste – properly store and manage waste
  - **DO** maintain an inventory of hazardous materials and waste



# Environmental Training Matrix

APPLIES TO/DESCRIPTION	TRAINING/ACTIVITY	FREQUENCY REQUIRED	FACILITATOR
Employees who generate or handle prepare for shipment, manifesting or manage hazardous waste.	Hazardous Materials/Waste Management 40 CFR 265.16	Initial within 6 months of employment and annual refresher training.	DPW ENV DIV
Employees who generate or handle prepare for shipment, manifesting or manage hazardous waste.	Hazardous Materials/Waste Management Refresher 40 CFR 265.16	Annually	DPW ENV DIV
Employees whose work activities may contact asbestos containing Materials (ACM) or presumed asbestos containing Materials (PACM) but do not disturb the ACM or PACM during their work activities.	Asbestos Awareness Training 29 CFR 1910.1001	Prior to or at the time of initial assignment and at least annually thereafter.	DPW ENV DIV
All employees involved in oil handling activities	Spill Prevention, Control and Countermeasures Training 40 CFR Part 112	Receive 8 hour initial facility specific training.  4 hour annual refresher training	DPW ENV DIV
Personnel who work in Stormwater Industrial Facilities, & motorpools.	Stormwater Industrial Training – 4 hrs 40 CFR Part 112	Annually	DPW ENV DIV



# Environmental Training Matrix

APPLIES TO/DESCRIPTION	TRAINING/ACTIVITY	FREQUENCY REQUIRED	FACILITATOR
<p><b>Individuals assigned to accomplish environmental compliance requirements on behalf of his/her unit, organization or activity and appointed by their commander, director, or supervisor.</b></p>	<p>Environmental Officer Course AR 200-1</p>	<p>Receive training within a year of assignment.</p> <p>Refresher training every 3 years.</p> <p>Submit appointment orders to Environmental Division</p>	<p>DPW ENV DIV</p>
<p><b>Any employees who may work with or around hazardous chemicals.</b></p>	<p>Hazard Communication (HAZCOM) Globally Harmonized System 29 CFR 1910.1200</p>	<p>Initially before working with hazardous materials. Update if new types of hazards are introduced.</p>	<p>SAFETY OFFICE</p>
<p><b>Anyone using personal protective equipment including eye, face, foot, hand or hearing protection.</b></p>	<p>Personal Protective Equipment 29 CFR 1910.132 (General requirements); 29 CFR 1910.133 (Eye and face protection); 29 CFR 1910.135 (Head protection); 29 CFR 1910.136 (Foot protection); 29 CFR 1910.138 (Hand protection)</p>	<p>Initial prior to using PPE. Update as needed to maintain understanding.</p>	<p>SAFETY OFFICE</p>
<p><b>Employees with “occupational exposure” to blood or body fluids. Includes first aid responders, police, medical personnel, housekeeping personnel.</b></p>	<p>Bloodborne Pathogens 29 CFR 1910.1030</p>	<p>Initial hire and annual refresher.</p>	<p>PREV MEDICINE</p>

# Environmental Training Matrix

APPLIES TO/DESCRIPTION	TRAINING/ACTIVITY	FREQUENCY REQUIRED	FACILITATOR
Provides a comprehensive overview of the components of an Environmental Management System.	Environmental Management Systems Awareness Training (on-line) ISO 14001	On-line , available 24/7	DPW ENV DIV
Persons with responsibilities in the Environmental Management System (e.g., Sustainability and Environmental Management System Management Representative [SEMSMR] and the SEMS Coordinator [SEMSC]).	Environmental Management Systems Requirements (ISO 14001) Training in EMS requirements to instruct on how to meet requirements, conduct procedures, etc. ISO 14001	Receive training within a year of assignment.	DPW ENV DIV
All laboratory employees.	Laboratory Safety 29 CFR 1910.1450	Initial/ Refresher every 2 yrs	PREV MEDICINE
Contractors, builders, developer, site superintendents, grading and utility contractors, and monitoring consultants.	Fundamentals Level 1A GAEPD-Erosion and Sedimentation Control of 1975  All individuals involved in land disturbing activities in Georgia Contract Vendor	1 day Course  Must pass end of course test to be certified.	DPW ENV DIV
Regulatory enforcement inspectors and non-regulatory personnel inspectors contracted to do regulatory work to accurately inspect land disturbance areas for compliance with state erosion and sedimentation laws.	Advanced Fundamentals Level 1B GAEPD-Erosion and Sedimentation Control of 1975  All individuals involved in land disturbing activities in Georgia	2 day Course  Must pass end of course test to be certified.	DPW ENV DIV

# Environmental Training Matrix

APPLIES TO/DESCRIPTION	TRAINING/ACTIVITY	FREQUENCY REQUIRED	FACILITATOR
<p><b>Plan Reviewers and Design Professionals</b></p>	<p>Introduction to Design Level 2 GAEPD-Erosion and Sedimentation Control of 1975</p> <p>All individuals involved in land disturbing activities in Georgia</p>	<p>2 day Course</p> <p>Must pass end of course test to be certified.</p>	<p>DPW ENV DIV</p>
<p><b>Any employees who are exposed or potentially exposed to hazardous substances including hazardous waste, and who are engaged in: clean-up operations; corrective actions involving clean-up operations at sites covered by RCRA; hazardous wastes operations conducted at a TSD; emergency response operations for release of hazardous substances regardless of the location or hazard.</b></p>	<p>Hazardous Waste Operations and Emergency Response (HAZWOPER) 29 CFR 1910.120</p>	<p>Initial training should be provided prior to beginning work with hazardous substance.</p> <p>Annual 8 hr refresher training is required.</p>	<p>DPW ENV DIV</p>



# Training

You can find training information at:

<http://gordon.army.mil/index.php/environmental-division/training>

or

Call 791-6278/6106.



# Fort Gordon Environmental Policy

## Be Aware of The Installation Garrison Commander's Policy No. 69 - Environmental Policy,

[http://gordon.army.mil/media/pages/Super\\_Users/documents/TMP\\_DOCUMENTS/Garrison\\_Commanders\\_Policy\\_Letters/GCPolicy\\_69.pdf](http://gordon.army.mil/media/pages/Super_Users/documents/TMP_DOCUMENTS/Garrison_Commanders_Policy_Letters/GCPolicy_69.pdf)



REPLY TO  
ATTENTION OF:

IMGO-ZA

NOV 12 2013

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON  
307 CHAMBERLAIN AVENUE  
FORT GORDON, GEORGIA 30905-5730

MEMORANDUM FOR ALL FORT GORDON PERSONNEL

SUBJECT: Garrison Commander's Policy Memorandum No. 69 – Environmental Policy

1. References:

- a. Executive Order 13514 "Federal Leadership in Environmental Energy and Economic Performance", 8 October 2009.
- b. Army Regulation 200-1, Environmental Protection and Enhancement, 13 February 2007.
- c. Executive Order 13423 "Strengthening Federal Environmental, Energy, and Transportation Management", 24 January 2007.
- d. International Organization for Standardization (ISO) 14001 Environmental Management Systems (EMS).

2. Purpose: To establish command guidelines that ensure all operations and activities are conducted in a manner that protect the installation's natural and human environment.

3. Applicability: This policy applies to all Fort Gordon personnel, including military, civilians, tenants, and contractors.

4. Intent: Fort Gordon embraces organizational and individual environmental stewardship, innovations, and initiatives as means to achieve sustainable development while protecting the natural and human environment. Our Environmental Management System (EMS) provides the corporate framework for establishing objectives and targets to progress toward continual improvement, effectiveness, and efficiency.

5. Guidance: Implementation of an effective environmental policy ensures the establishment and enforcement of ecologically and economically sound programs that promote responsible stewardship of the environment while providing cost effective mission benefits. Fort Gordon carries out its mission in concert with environmental stewardship responsibilities to the installation's Sustainability and Environmental Management System (SEMS). In accomplishing the mission, Fort Gordon will:



# WHAT IS THE ENVIRONMENTAL POLICY BASED ON?

- Federal Code of Regulations
- State Laws & Regulations
- Army Regulations
- Department of Defense
- Executive Orders
- Local Policies & Regulations



# WHAT YOU NEED TO KNOW!

**The Environmental Policy mission goals are to:**

- 1. Ensure environmental factors and considerations are integrated into all decision-making processes.**
- 2. Comply with applicable Federal, State, DoD, Army and Installation regulations and policies.**
- 3. Protect, preserve, conserve and restore and enhance natural and cultural resources.**
- 4. Prevent pollution and minimize adverse environmental impacts.**
- 5. Train and educate members of the Fort Gordon community on their environmental roles and responsibilities.**



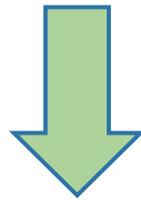
# YOUR Responsibilities

- Be aware of the Environmental Policy.
- Appoint Environmental Officer(s) (EO) to represent your activity/unit.
- Ensure all personnel are properly trained.
- Keep your eyes open for potential problems.
- Properly handle spills.
- Use Best Management Practices.
- EO's should attend Quarterly Cross-Functional Team Meetings.
- Unit commanders and activity manager should attend Quarterly Environmental Quality Control Committee Meetings.



**Click the link below to view the EMS video  
and to complete your training.**

You must be connected to the internet in order to view the video.  
Maximize the screen when it pops up.



**Sustainability & Environmental Management  
System (SEMS)**





Fort Gordon DPW, Environmental Division (ED)

[usarmy.gordon.imcom.mbx.dpw=enrmo@mail.mil](mailto:usarmy.gordon.imcom.mbx.dpw=enrmo@mail.mil)

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