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Logistics

**INTERCONTINENTAL BALLISTIC MISSILE
(ICBM) MAINTENANCE ENVIRONMENTAL
COMPLIANCE (WING) (CCA)**

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This checklist reflects Air Force Space Command environmental requirements for Wing personnel to prepare for and conduct internal reviews in the functional area of environmental compliance. It applies to the 576 FLTS and all ICBM units.

SUMMARY OF REVISIONS

This checklist has been substantially revised to the correct format, including realignment of critical to non-critical items and updated references as a result of AFSPCI21-0114, *Intercontinental Ballistic Missile Maintenance Management* implementation. While compliance with non-critical items is not rated, these items help gauge the effectiveness/efficiency of the function.

1. The purpose of this checklist is to provide a baseline to be used by the Command IG during applicable assessments and by Wing Maintenance personnel during applicable external Environmental Compliance Assessment and Management Program (ECAMP) assessments. Use **Attachment 1** checklist as a guide only. AFSPC checklists will not be supplemented. Units may produce their own stand-alone checklists as needed to ensure an effective and thorough review of the program. This will ensure an effective and thorough review of a unit's Missile Maintenance environmental compliance function prior to an upcoming assessment.
2. References have been provided for each critical item. Critical items have been kept to a minimum and are related to environmental and public law, safety, security, fiscal responsibility and/or mission accomplishment.

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Director of Logistics

Attachment 1

ICBM MAINTENANCE - ENVIRONMENTAL COMPLIANCE (WING, 576 FLTS)

Table A1.1. Checklist.

SECTION 1: GENERAL <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
1.1. CRITICAL ITEMS:	YES	NO	N/A
1.1.1. Does the Logistics Commander conduct an Environmental Compliance Review prior to ECAMP assessments? (AFI21-114, para 1.12)			
1.1.2. Does the Logistics Group Commander implement environmental compliance procedures IAW all federal, state, local, Air Force and base directives/plans? (para 1.4.6.1)			
1.1.3. Is there a representative/liaison on the Environmental Protection Committee for all missile environmental issues? (AFI32-7045, para 1.3.4.3)			
1.2. NON-CRITICAL ITEMS:	YES	NO	N/A
1.2.1. Does the office participate in the Base Recycling Program? (AFI32-7080, para 3.4.1.2)			
1.2.2. Are recycling containers available for use? (AFI32-7080, para 3.4.1.2, last sentence)			
1.2.3. Are recycled-content products purchased? (AFI32-7080, para 3.5)			
1.2.4. Are procedures in place to ensure hazardous wastes and recyclable materials are not thrown in dumpsters? (AFI32-7080, para 3.4)			
1.2.5. Are all self-help projects coordinated with CE?			
1.2.6. Has a Unit Environmental Coordinator (UEC) and an alternate been appointed? (AFSPC Environmental Compliance Training Class, Qtrly)			
1.2.7. Have they completed UEC training?			
1.2.8. Are all AF Forms 9 reviewed and signed by the UEC prior to submittal to Contracting? (BEE Checklist, 21 SW/SE, 1 Oct 96)			
1.2.9. Has the UEC Form 9 Checklist been completed and attached? (BEE Checklist, 21 SW/SE, 1 Oct 96)			
1.2.10. Does the LG have a Management Action Plan in place to ensure compliance with all applicable federal, state and local environmental standards including floodplains, wetlands, historic sites and endangered species? (AFI90-201, para A6.1.1)			

1.2.11. Has a Pollution Prevention Program to include recycling, affirmative procurement, waste minimization, hazardous material source reduction, hazardous material pharmacy, opportunity assessments, an alternative fuels vehicle program and pollution prevention management plans been established? Coordinate with the Base Pollution Prevention Manager as required. (AFI21-114, para 1.12)			
SECTION 2: HAZARDOUS WASTE (HW) MANAGEMENT <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
2.1. CRITICAL ITEMS: NONE			
2.2. NON-CRITICAL ITEMS:	YES	NO	N/A
2.2.1 Does the shop/office generate hazardous waste? If yes, complete questions 2.2.2 thru 2.2.18.			
2.2.2. Have all personnel (and the supervisors) who work with hazardous waste completed hazardous waste training prior to working with hazardous waste? (AFI32-7042, Chap 2.3, para 2.3.1 and 40 CFR 265.16)			
2.2.3. Is annual refresher training completed? (AFI32-7042, Chap 2.3, para 2.3.1, 40 CFR 265.16)			
2.2.4. Are training records current? Training records of former employees must be kept for three years from the last date the person worked. (AFI32-7042, Chap 2.3, para 2.3.3, 40 CFR 265.16)			
2.2.5. Are containers used to collect hazardous waste properly labeled with "contents specified within" and the words "Hazardous Waste"? (40 CFR 262.34)			
2.2.6. Are labels legible? (40 CFR 262.34)			
2.2.7. Are the containers in good condition, i.e., not rusted , no leaks, no dents? (40 CFR 265.171)			
2.2.8. Are the containers closed? (40 CFR 262.34 and 265.173)			
2.2.9. Are containers used to store flammable waste properly grounded? (AFI32-7042, Chap 3, para 3.4)			
2.2.10. Are wastes segregated onto separate containers, i.e., no mixing of different wastes? (40 CFR 265.177)			
2.2.11. Does the shop/office have a designated Initial Accumulation Point (IAP)? If yes, answer questions 2.2.12 thru 2.2.18.			
2.2.12. Has an IAP manager and alternate been designated in writing? (AFI32-7042, Chap 2.5, para 2.5.1.2)			
2.2.13. Have they completed training? (AFI32-7042, Chap 2.3, para 2.3.1)			
2.2.14. Is the weekly IAP inspection log maintained? (Management Practice)			

2.2.15. Is the IAP sign current with name, phone and office symbol of IAP manager? (Management Practice)			
2.2.16. Is the IAP located at or near the point of waste generation? (40 CFR 262.34)			
2.2.17. Is the IAP under the control of the IAP manager at all times or else locked? (40 CFR 262.34)			
2.2.18. Are full waste containers moved to the Base HW Storage area within 3 days? (40 CFR 262.34)			
SECTION 3: WATER QUALITY <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
3.1. CRITICAL ITEMS: NONE			
3.2. NON-CRITICAL ITEMS:	YES	NO	N/A
3.2.1. Are all vehicles washed at an approved wash rack? (ECAMP TEAM Guide December 1998)			
3.2.2. Are steps taken to prevent or contain fluids from leaking vehicles? (ECAMP TEAM Guide December 1998)			
3.2.3. Are sinks and floor drains used for water disposal only? (40 CFR 403.5)			
3.2.4. Are oil-water separators (OWS) properly maintained? (HQ USAF/CE Letter, 21 October 1994)			
3.2.5. Have unit personnel received Storm-Water Pollution Prevention awareness training, if available on base? (40 CFR 122.26)			
3.2.6. Are backflow prevention devices installed at locations where hoses or machines are connected to a drinking water line or faucet? Coordinate with the Base Backflow Prevention Manager as required. (AFI32-1066, Sect B, para 8; Sect C, para 10-13; Sect D, para 14-16.2)			
SECTION 4: PETROLEUM, OILS AND LUBRICANTS (POL) <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
4.1. CRITICAL ITEMS: NONE			
4.2. NON-CRITICAL ITEMS:	YES	NO	N/A
4.2.1. Are containers and tanks used to store used oil in good condition and not leaking? (40 CFR 279.22)			
4.2.2. Are containers stored on pallets? (ECAMP TEAM Guide December 1998)			
4.2.3. Is there at least three feet of aisle space between rows of containers? (ECAMP TEAM Guide December 1998)			
4.2.4. Are containers used for used oil storage, above ground storage tanks and fill pipes for underground storage tanks (USTs) marked or labeled "USED OIL"? (40 CFR 279.22)			

4.2.5. Are dikes, berms or spill pans leakproof to contain spilled oil? (40 CFR 112.7)			
4.2.6. Are personnel involved in POL management annually trained in spill prevention and response and familiar with the spill plan? (40 CFR 112.1 and 112.7)			
4.2.7. Are training records maintained? (40 CFR 112.1 and 112.7)			
4.2.8. Is a copy of the Hazardous Material Emergency Response (HAZMAT) Plan available on-site? (40 CFR 112.1 and 112.3)			
4.2.9. Are spill control materials and personal protective equipment on hand in the event of a spill? (40 CFR 112.7)			
SECTION 5: ASBESTOS AND LEAD-BASED PAINT MANAGEMENT <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
5.1. CRITICAL ITEMS: NONE			
5.2. NON-CRITICAL ITEM:	YES	NO	N/A
5.2.1. Are all projects involving painting or construction reviewed by CE and BEE?			
SECTION 6: HAZARDOUS MATERIALS <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
6.1. CRITICAL ITEMS: NONE			
6.2. NON-CRITICAL ITEMS:	YES	NO	N/A
6.2.1. Does the shop/office use hazardous materials? If yes, complete questions 6.2.2 thru 6.2.16.			
6.2.2. Are Material Safety Data Sheets (MSDS) available for each hazardous material used? (29 CFR 1910.1200)			
6.2.3. Do all personnel know where the MSDS are kept? (29 CFR 1910.1200)			
6.2.4. Have personnel received Hazard Communication (HAZCOM) training? (29 CFR 1910.1200)			
6.2.5. Does the shop/office have a written HAZCOM program? (29 CFR 1910.1200)			
6.2.6. Is appropriate personal protective equipment available consistent with the hazardous materials being used, as specified by the Bioenvironmental (BEE) shop? (29 CFR 1910.1200)			
6.2.7. Are hazardous material containers properly labeled with nomenclature, manufacturer name and warning markings? (29 CFR 1910.1200)			
6.2.8. Are containers covered when not in use? (29 CFR 1910.176)			
6.2.9. Are containers in good condition, not leaking, not rusted, not dented? (29 CFR 1910.176)			

6.2.10. Are procedures in place to ensure incompatibles (explosives, corrosives, etc.) are not stored together? (ECAMP TEAM Guide, December 1998)			
6.2.11. Are flammable materials stored in fire-resistant cabinets that are properly labeled "FLAMMABLE MATERIALS"? (29 CFR 1910.106)			
6.2.12. Does flammable storage cabinet have at least a two-inch lip for spill containment? (29 CFR 1910.106)			
6.2.13. Are compressed gases properly stored? (29 CFR 1910.101 and DODR 4145.19-1)			
6.2.13.1. Clearly marked with a sign?			
6.2.13.2. Chained to a wall to prevent falling?			
6.2.13.3. Oxygen cylinders free from oil and grease?			
6.2.13.4. Empty cylinders stored separately?			
6.2.13.5. Empty cylinder valves closed?			
6.2.13.6. Incompatibles stored apart, e.g., oxygen and acetylene?			
6.2.14. Are good housekeeping practices utilized? (29 CFR 1910.176)			
6.2.14.1. Spills promptly cleaned up?			
6.2.14.2. Materials neatly stored and labeled?			
6.2.15. Is the shop/office registered with Base HAZMART? (AF132-7086, Chap 2.3 [organization], Sect 2c [responsibilities])			
6.2.16. Are spill control materials and personal protective equipment available? (ECAMP TEAM Guide, December 1998)			
SECTION 7: AIR QUALITY COMPLIANCE <i>Note:</i> All references are from AFSPCI21-0114 unless otherwise specified.			
7.1. CRITICAL ITEMS: NONE			
7.2. NON-CRITICAL ITEMS:	YES	NO	N/A
7.2.1. Is the facility required to have air operating permits?			
7.2.2. Is equipment being operated in compliance with applicable laws and regulations and permit conditions? Typical equipment can be internal combustion engines, boilers, paint spray booths, degreasers, miscellaneous solvent operations.			
7.2.3. Are records being maintained on permitted and unpermitted emission units for the Base air emissions inventory?			