

**BY ORDER OF THE COMMANDER  
UNITED STATES AIR FORCES IN EUROPE**



**AIR FORCE INSTRUCTION 32-1021  
UNITED STATES AIR FORCES IN EUROPE  
Supplement 1  
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**Civil Engineering**

**PLANNING AND PROGRAMMING OF  
FACILITY CONSTRUCTION PROJECTS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**AFI 32-1021, 24 January 2003, is supplemented as follows:** This supplement provides procedures and incorporates United States Air Forces in Europe (USAFE) guidance as it applies to AFI 32-1021, *Planning and Programming Military Construction (MILCON) Projects*. It also incorporates USAFE specific guidance according to Final Governing Standards (FGS) specific to USAFE area of responsibility (AOR), Department of Defense Directive (DoDD) 4715.5-G, *Overseas Environmental Baseline Guidance Document (OEBGD)*, AFI 32-7006, *Environmental Programs in Foreign Countries*, and other USAFE Instructions. It prescribes USAFE IMT 320, **Certificate of Compliance for Critical Planning Actions**, in USAFE. This supplement applies to all USAFE installations. It does not apply to Air Force Reserve and Air National Guard units. Send recommendations for changes or improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, to the Programs Division (HQ USAFE/A7CP), Unit 3050, Box 10, APO AE 09094-5010. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, Management of Records and disposed of in accordance with the Air Force Records Disposition Schedule (RDS).

2.3. **Certificate of Compliance for Critical Planning Actions in USAFE.** Installations shall prepare and submit to the Directorate of Civil Engineering (HQ USAFE/A7C), USAFE Form 320, **Certificate of Compliance for Critical Planning Actions**, in USAFE signed by the installation commander that certifies these planning actions have been accomplished. The USAFE Form 320 must be submitted prior to HQ USAFE/A7C submitting projects to HQ USAF for inclusion in program. **NOTE:** USAFE will not submit projects to HQ USAF for funding without a completed USAFE Form 320 signed by the installation commander. Installations shall not award any construction contract until the certificate of compliance and all necessary siting approvals have been obtained. HQ USAFE/A7C shall review these certificates to ensure installations have fulfilled all compliance requirements and retain them for future reference and use. Although each certificate is only completed once, HQ USAFE/A7C ensures required actions take place. The following paragraphs, listed in the order of the certificate of compliance items (**USAFE Form 320**), direct personnel to the USAFE applicable documents.

2.3.1. **Environmental Impact Analysis Process. USAFE Form 320**, Item 7--AFI 32-7061, *Environmental Impact Analysis Process*, USAFEI 32-7061, *The Environmental Impact Analysis Process*, and USAFEI 32-7066, *Environmental Baseline Surveys in Real Estate Transactions* contain procedures for informing decision makers of environmental considerations when authorizing major DoD actions at installations. Maintain and dispose of form according to Air Force Records Disposition Schedule, Table 32-6, Rule 6.00.

2.3.2. **Wetlands. USAFE Form 320**, Item 8--FGS, chapter 13, identifies standards for protection of natural resources such as wetlands. USAFEI 32-7064, *Integrated Natural Resources Management*, provides the framework to help installations comply with FGS.

2.3.3. **Flood Plains. USAFE Form 320**, Item 9--FGS, chapter 13, identifies standards for protection of areas such as flood plains. FGS, chapter 13, has detailed requirements for watercourse protection. USAFEI 32-7064, *Integrated Natural Resources Management* provides a framework to help installations comply with the FGS.

2.3.4. **Coastal Zone Management. USAFE Form 320**, Item 10--FGS, chapter 13, identifies standards for protection of water resources. USAFEI 32-7064, *Integrated Natural Resources Management*, provides framework to help installations comply with FGS.

2.3.5. **Coastal Barrier Resources. USAFE Form 320**, Item 11--FGS, chapter 13, identifies standards for protection of water resources. USAFEI 32-7064, *Integrated Natural Resources Management*, provides a framework to help installations comply with FGS.

2.3.6. **Threatened and Endangered Species. USAFE Form 320**, Item 12--FGS, chapter 13, identifies standards for protection of threatened and endangered species. USAFEI 32-7064, *Integrated Natural Resources Management*, provides a framework to help installations comply with FGS.

2.3.7. **Cultural Resources. USAFE Form 320**, Item 13--FGS, chapter 12, contains standards for required plans and programs needed to ensure proper protection and management of cultural resources. These include historic and prehistoric properties under DoD control, and properties on the World Heritage List or on the host countries' list equivalent to the U.S. National Register of Historic Places. USAFEI 32-7065, *Cultural Resources Management*, provides a framework to help installations comply with FGS requirements.

2.3.8. **Interagency and Intergovernmental Coordination for Environmental Planning. USAFE Form 320**, Item 14--FGS, chapter 1, identifies Environmental Executive Agents for respective host countries and installation commander responsibilities that include coordination of activities with host nations. Many of the FGS chapters identify activities that require coordination. The proponent must compare components of the action with each FGS Chapter so all coordination requirements for a given action are addressed. The user evaluating coordination requirements must understand both facility construction and planned facility activities.

2.3.9. **Environmental Permits. USAFE Form 320**, Item 15--FGS, chapter 1, permits must be obtained before constructing or operating a facility that emits or generates pollutants.

2.3.9.1. At overseas locations, the host nation construction agency or contractor normally obtains these permits for the US government. Any costs (except Environmental Impact Analysis Process (EIAP) and Environmental Baseline Survey (EBS) actions) associated with project construction permitting, mitigation actions, or other actions addressing, controlling or mitigating existing contamination during construc-

tion, must be programmed and paid for with project funds. AFI 32-7006, *Environmental Program in Foreign Countries*, identifies environmental AFIs that apply to USAFE activities.

**2.3.10. Potentially Regulated Substances. USAFE Form 320**, Item 16--FGS, chapter 14, contains standards to control and abate threats to human health and the environment from the handling, use, storage, and disposal of items or substances containing trichlorinated and more highly chlorinated biphenyls, e.g. polychlorinated biphenyls (PCB) and polychlorinated terphenyls (PCT). FGS, chapter 15, contains standards to control and abate threats to human health and the environment from asbestos and asbestos-containing materials, and describes management of asbestos during removal and disposal. Other regulated substances found in older facilities, such as ozone-depleting substances, do not have separate FGS chapters, but as with asbestos and PCBs, standards exist in other FGS chapters, such as Chapter 2-Air Emissions, and Chapter 6-Hazardous Waste.

**2.3.12. Restoration Program. USAFE Form 320**, Item 17--European Command (EUCOM) Directive 80-2, *Environmental Executive Agent Remediation Policy* and USAFEI 32-7067, *USAF in Europe Cleanup Program Management*, contain guidance for the detection, risk assessment and restoration of sites. Primary objectives for identifying restoration program sites are to minimize conflicts between the project and planned restoration activities and to identify hazards to human health and safety presented by contaminants. Environmental Baseline Surveys, USAFEI 32-7066, are also conducted to identify contaminated soil or water. For projects proposed on land managed by USAFE, project programmers must contact their Civil Engineer Squadron Environmental Flight to determine locations of contaminated sites with hazardous substances. The restoration program manager can identify mitigation requirements, including host nation coordination, if required.

**2.3.13. Air Pollutants. USAFE Form 320**, Item 18--FGS, chapter 2, contains standards for the control of air emissions from DoD-owned and, or -operated facilities and equipment. The chapter covers general emissions, emissions from facilities and operations, and emissions from motor vehicles and fueled engines. Chapter 2 also identifies requirements for measuring and monitoring emissions. USAFEI 32-7040, *Air Quality Compliance*, provides a framework to help installations comply with FGS requirements.

**2.3.14. Water Pollutants. USAFE Form 320**, Item 19--FGS, chapter 3, states installations shall obtain construction and operating permits for water pollution sources according to paragraph **2.3.9**. Installations shall also ensure facility designs incorporate appropriate pollution and erosion control technologies and plans consistent with FGS requirements.

**2.3.15. Solid and Hazardous Wastes. USAFE Form 320**, Item 20--FGS, chapter 7, contains standards to ensure solid wastes are identified, classified, collected, transported, stored, treated and disposed of safely and in a manner protective of human health and the environment. These criteria apply to residential and commercial solid waste generated at the installation level. FGS, chapter 6, contains standards for a comprehensive management program to ensure hazardous waste is identified, stored, transported, treated, disposed and recycled in an environmentally-sound manner. This program provides a tracking system for management of hazardous waste from generation to ultimate disposal. USAFEI 32-7042, *Hazardous Waste Management*, provides a framework to help installations comply with FGS requirements.

**2.3.16. Aboveground (AST) and Underground Storage Tanks (UST). USAFE Form 320**, Item 21--USAFEI 32-7044, *HQ USAFE Storage Tank Policy and Guidance*, provides a framework to help installations comply with FGS requirements. FGS, chapter 19, contains standards for UST construction to prevent pollution resulting from petroleum, oil and lubricants (POL) products and hazardous substances.

FGS, chapter 9, contains standards for construction to control and abate pollution resulting from petroleum, oil and lubricants (POL) products and hazardous substances for both ASTs and USTs. Standards for USTs containing hazardous wastes are covered in FGS, chapter 6.

**2.3.17. Air Installation Compatible Use Zone. USAFE Form 320**, Item 22--FGS, chapter 10, (unless reserved), AFI 32-7063, *Air Installation Compatible Use Zones* and Air Force Handbook (AFH) 32-7084, *AICUZ Program Manager's Guide* contain standards to control environmental noise within installations. These AFIs are limited to measures allowing reasonable internal DoD planning efforts and do not address procedures for operating aircraft or ships, which are outside the scope of DoD Directive 6050.16.

**2.3.18. Base Comprehensive Plan. USAFE Form 320**, Item 23--Installations must site all facility projects in conformance with the base comprehensive plan. Further guidance on base comprehensive planning is contained in AFI 32-7062, *Base Comprehensive Planning*.

**2.3.19. Airfield Clearance Criteria. USAFE Form 320**, Item 24--Installations must ensure all facilities and structures conform to the airfield and airspace clearance criteria in Unified Facilities Criteria (UFC), 3-260-01, *Airfield and Heliport Planning and Design*; and USAFE Supplement 1, USAFEI 32-1007, *Airfield and Heliport Planning and Design*; and USAFE; *NATO Approved Criteria and Standards for Airfields, 1999*.

**2.3.20. Air Space Use. USAFE Form 320**, Item 25--Installations must coordinate projects that will affect the use of navigable air space with the wing or Operations Group.

**2.3.21. Explosives Quantity/Distance Siting and Safety Clearance Criteria. USAFE Form 320**, Item 26--Before funds can be spent to construct any facility that contains a potential explosion site or is hazarded by explosives, an explosive site plan (ESP) for that facility must be approved by the Department of Defense Explosives Safety Board (DDESB), or at the appropriate level specified in Air Force Manual (AFMAN) 91-201 *Explosive Safety Standards*, Chapter 5. The ESP is submitted to higher headquarters by wing safety in accordance AFMAN 91-201. Coordinate with wing safety to determine if construction projects are hazarded by explosives. Siting of O&M and MILCON projects (non-explosive) outside explosive clear zones may be approved at base level.

**2.3.21.1. (Added)** Installations Commanders must identify all construction projects to the wing weapons safety office

**2.3.21.2. (Added)** Wing weapons safety determines the explosives quantity-distance criteria that apply to the project. Following determination, wing safety will submit those projects requiring explosive siting approval to the Air Force Safety Center (AFSC), seeking eventual Department of Defense Explosives Safety Board (DDESB) approval. As noted above, DDESB approval must be obtained before construction contract award, except as noted in AFMAN 91-201 *Explosive Safety Standards*, Chapter 5.

**2.3.25. Antiterrorism/Force Protection. USAFE Form 320**, Item 30--Installations must ensure all projects conform to the requirements in USCINCEUR OPORD 03-11, *Antiterrorism/Force Protection (AT/FP) Construction Design Standards*, Annex D to Appendix 1 (Logistics); and Unified Facilities Criteria (UFC 4-010-01), *DoD Minimum Antiterrorism Standards for Buildings*.

**2.3.28. Communications and Information Support. USAFE Form 320**, Item 33--Installation commanders shall certify common user communications equipment, information systems, and other prewiring requirements are identified and their costs included in MILCON project documentation and base communications budgets as required by AFI 65-601, Volume 1, *Budget Guidance and Procedures*, and Engineering Technical Letter 02-12, *Communications and Information System Criteria for AF Facilities*. This

includes all MILCON-funded communication items and communications items funded from other sources. A copy of the communication cost estimate provided by the base communications office shall be provided with the DD Form 1391. Also, a copy of the USAFE Military Construction (MILCON) Collateral Requirements Checklist must be completed by the base civil engineer, the base communications systems officer, the base comptroller, and the occupant/user, and included with the DD Form 1391. The most current version of the checklist can be obtained from HQ USAFE Civil Engineer Directorate, Plans and Programs Division (USAFE/A7CPDM) or USAFE Directorate of Communications and Information Plans, Policy and Resources Division (USAFE/SCXI).

**6.4. Forms Prescribed. USAFE Form 320, Certificate of Compliance for Critical Planning Actions.**

***References (Added)***

FGS-G, *Environmental Final Governing Standards Germany*, January 2003, IMA-EURO  
FGS-B, *Environmental Final Governing Standards Belgium*, February 2003, IMA-EURO  
FGS-N, *Environmental Final Governing Standards Netherlands*, February 2003, IMA-EURO  
FGS-I, *Environmental Final Governing Standards Italy*, January 2002, NAVEUR  
FGS-S, *Environmental Final Governing Standards Spain*, November 2002, NAVEUR  
FGS-T, *Standards Governing Environmental Protection for US Installations in the Republic of Turkey*, May 2002, USAFE  
FGS-UK, *Standards Governing Environmental Protection for US Installations in the United Kingdom*, March 2002, USAFE  
FGS-A, *Environmental Final Governing Standards, Azores, Portugal*, July 94 USAFE  
EUCOM Directive 80-2, *Environmental Executive Agent Remediation Policy*  
USAFEI 32-1007, *Airfield and Heliport Planning and Design*  
USAFEI 32-7040, *Air Quality Compliance*  
USAFEI 32-7042, *Hazardous Waste Management*  
USAFEI 32-7044, *Storage Tank Policy and Guidance*  
USAFEI 32-7047, *Compliance Tracking and Reporting*  
USAFEI 32-7061, *The Environmental Impact Analysis Process*  
USAFEI 32-7064, *Integrated Natural Resources Management*  
USAFEI 32-7065, *Cultural Resources Management*  
USAFEI 32-7066, *Environmental Baseline Surveys in Real Estate Transactions*  
USAFEI 32-7067, *USAF in Europe Cleanup Program*  
USAFEI 32-7080, *Pollution Prevention Program*

Air Force Handbook (AFH) 32-7084, *AICUZ Program Manager's Guide*

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