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**FORT CAMPBELL ENVIRONMENTAL HANDBOOK**  
**Guidance and Instruction**  
**HAZARDOUS WASTE/MATERIALS COLLECTION**

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**1. Purpose and Scope:**

This plan provides guidance to be followed by all units and support activities assigned to Fort Campbell, KY.

- a. Dealing with the handling, packaging, storage, and transportation of hazardous waste/materials from the generators.
- b. Defining the responsibilities of the Unit and the Environmental Division in handling and storing hazardous waste/materials.
- c. The procedures set forth in this plan shall be used as a guideline by all persons involved in the handling, packaging, storage, labeling, and transportation of hazardous waste/materials.
- d. Army Regulation (AR) 420-47, appendix B, identifies certain material which will not be managed as hazardous waste in accordance with this plan. Included are toxicological, biological, radiological, lethal chemical warfare materials, radioactive, controlled medical items, explosives, municipal garbage, contractor generated material, sludges and residues. The generating activity is responsible for these materials and should comply with AR 420-47.

**2. Reference:**

- a. TITLE 40 Code of Federal Regulations, Parts 260-263, Protection of Environment.
- b. AR 200-1, Environmental Protection and Enhancement.
- c. AR 420-47, Solid and Hazardous Waste Management. CAM Regulation 200-1, Environmental Management Program.
- d. Federal Facilities Compliance Act.

**3. Definitions:** None

**4. General:**

This plan shall assist Fort Campbell, KY in complying with the Resource Conservation and Recovery Act (RCRA, Public Law 94-580), the RCRA re-authorization of 1984, and the Hazardous Materials Transportation Act (HMTA, Public Law 93-633), Federal Facilities Compliance Act.

**5. Responsibilities:**

All activities are responsible for execution of this plan. Primary implementation and enforcement responsibilities belong to the PWBC, Environmental Division.

- a. PWBC, Environmental Division shall be responsible to:
  - 1) Provide hazardous waste collection and transportation to ensure hazardous waste activities remain in full compliance with the law. Hazardous waste pickup team will provide transportation and accumulation for all hazardous wastes and materials that previously were taken to Defense Reutilization & Marketing Office (DRMO).

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- 2) Maintain a supply of labels as required by the Environmental Protection Agency (EPA) and the Department of Transportation (DOT).
  - 3) Ensure all hazardous wastes meet the packaging requirements of the DOT and the EPA.
  - 4) Obtain samples for the analysis of mixed waste with unknown characteristics generated by Fort Campbell activities.
  - 5) Maintain a current record of stored hazardous wastes as well as submitting an annual report of hazardous waste activities, as required by the EPA and states of TN and KY.
  - 6) Maintain the PWBC, Environmental Division 90 day accumulation point and ensure compliance with all EPA and State requirements.
  - 7) Provide the training and expertise needed to ensure compliance with all hazardous waste/material handling regulations set forth by the DOT, EPA, and Occupations Safety and Health Administration (OSHA).
  - 8) Assure proper labeling of hazardous waste prior to processing through DRMO for disposal.
  - 9) Replacement of containers with properly labeled containers upon pick up of full containers.
- b. The EQO will be responsible for supporting his Unit/Activity for the following:
- 1) Ensure that all hazardous wastes/materials produced by the unit/activity are correctly identified and handled accordingly.
  - 2) Correctly identify, pack, store and label materials in accordance with Environmental Division's instructions.
  - 3) Ensure Material Safety Data Sheets (MSDS) and profile sheets are available for all materials.
  - 4) Ensure that all personnel involved in the handling of hazardous waste/materials are informed of the process for turn-in to the Environmental Division for processing through DRMO.
  - 5) Communicate with the PWBC, Environmental Division to coordinate pick-up of hazardous wastes and materials to ensure compliance with EPA Satellite Storage Area requirements (i.e., transfer the excess of 55 gallons of waste to an accumulation point with 72 hours).

**6. Instruction:**

- a. Notification and packaging requirements.

- 1) When requesting pick-up of hazardous wastes, the following information must be provided to the PWBC, Environmental Division:

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- (a) Unit/POC/Telephone
- (b) Building number of satellite storage point
- (c) Type of container
- (d) Government stock number (if available)
- (e) Date upon which the waste accumulation ended
- (f) The quantity and type of material
- (g) Coordination for pick-up time to ensure compliance

2) Upon pick-up, the following documents must be provided:

(a) Completed DD Form 1348-1, filled out by the generating activity. See Attachment # 1 for samples and guidance. \*|

(b) Copy 4 of DD Form 1348-1 will be provided, to the generating activity, by the pickup team.

**7. Additional Guidance:**

a. For additional guidance and information, and answers to your questions, contact the PWBC, Environmental Division, 9790.

b. For future reference, place this document behind *Tab number 11* in your Fort Campbell Environmental Handbook.

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ATTACHMENT # 1

1. PURPOSE: To establish requirements that must be completed by the unit/activity before turning in hazardous waste/material to PWBC Environmental Division (PWBC Env Div). The hours for pick-up are from 0830-1500; Monday, Wednesday and Friday.

2. INSTRUCTION:

- a. A unit/activity turning in hazardous waste should schedule a pick-up before reaching the maximum 55 gallon limit.
- b. All drums/containers will be inspected for leaks, dents, rust and excessive writing. The inspection will indicate that all lids and rings are secure and tightened with bolts in the down position.
- c. The information provided in FIGURE 1 is the only information needed when the hazardous waste/material is separated by stock number and placed in the container.
- d. When the lids and rings are placed on the containers they will be secured.
- e. Containers used to store/transport hazardous waste/material will meet DOT requirements and be labeled according to Federal and State Agencies. Containers not meeting the above requirements will not be picked up and will be rescheduled.
- f. DD Form 1348-1, turn-in document, will reflect only the blocks filled out as shown in FIGURE 2, and the information listed below.

Numbers across the top:

8-20	Stock Number	23-24	Unit of issue
25-29	Quantity of containers	31-35	W34GNB
52-53	Fund 11	74-80	Unit Price

Alphabets throughout the form:

Blocks A, B, C, E, X and Y, and the numbers across the top, are the only blocks used to turn-in hazardous waste/material.

- g. FIGURES 3 and 4 provide additional examples.