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**FORT CAMPBELL ENVIRONMENTAL HANDBOOK**  
**Appendix G 9 November 2000**  
**Guidance and Instruction**  
**Pollution Prevention Operations Center (PPOC) /**  
**Hazardous Material Control Center (HMCC) Operating Procedures**

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*Hazardous Material Control Center*

Unit/Activity Support Request Form

Requesting Unit/Activity: \_\_\_\_\_

Point of Contact: \_\_\_\_\_ Ext. \_\_\_\_\_

Date of Request: \_\_\_\_\_ Date Needed: \_\_\_\_\_

1. *HMCC program will support and provide assistance in a variety of areas to all Units/Activities at Fort Campbell.*
2. *All requests for assistance will be handled on a case by case basis and as time and work load permits.*
3. *This request must be signed by the unit/activity EQO and Commander or Director.*
4. *Units/Activities must give the HMCC as much information as possible by completing the following instructions pertaining to the support requested.*

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|--|--------------------------|
| a. Issue of hazardous materials managed by the HMCC.                   | <input type="checkbox"/> |
| • Complete and attach the hazmat request form located in appendix L    |                          |
| b. Material Safety Data Sheet (MSDS) Support                           | <input type="checkbox"/> |
| • Complete and attach the MSDS request form located in appendix M      |                          |
| c. Hazmat segregation and storage guidance                             | <input type="checkbox"/> |
| d. Assistance with spill contingency planning                          | <input type="checkbox"/> |
| e. Shelf-Life Management assistance or support                         | <input type="checkbox"/> |
| f. Spill Response Materials Request                                    | <input type="checkbox"/> |
| • Attach a list of items needed including nomenclature and quantities. |                          |

5. *All requests for support or assistance should be coordinated through the HMCC Supervisor located within the Fort Campbell Environmental Division at building 2186, 13 1/2 Street and Kentucky Avenue.*

Request Submitted By:

\_\_\_\_\_  
Environmental Quality Officer

\_\_\_\_\_  
Date

Read & Approved By:

\_\_\_\_\_  
Commander/Director

\_\_\_\_\_  
Date