



UNITED STATES MARINE CORPS  
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE  
PSC BOX 20005  
CAMP LEJEUNE NC 28542-0005

5090.5  
G-F/EMD  
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From: Commanding General, Marine Corps Installations East-Marine Corps Base,  
Camp Lejeune  
To: Distribution List

Subj: COMPREHENSIVE ENVIRONMENTAL TRAINING AND EDUCATION PROGRAM SCHEDULE  
FOR JANUARY 2020 TO DECEMBER 2020

Ref: (a) MCIEAST-MCB CAMLEJO 5090.4  
(b) MCO 5090.2  
(c) 40 CFR 264.16  
(d) 49 CFR 172.704  
(e) 29 CFR 1910.120

Encl: (1) CETEP Schedule for January through December 2020  
(2) CETEP Course Descriptions  
(3) MARINET Environmental Practice-Based Training Modules

1. Background. Per references (a) through (e), the Environmental Management Division (EMD) is providing the Comprehensive Environmental Training and Education Program (CETEP) schedule of courses listed in enclosure (1). Enclosure (2) provides specific details concerning course content and target audiences. Enclosure (3) is a list of online environmental computer-based training modules (CBTs) that are available on MarineNet to provide practice-based environmental information.

2. Enrollment Procedures

a. **PLEASE NOTE:** Classes are limited to one (1) per month. It is imperative that Environmental Compliance Officers (ECOs) and Environmental Compliance Coordinators (ECCs) review training requirements thoroughly to ensure personnel are enrolled for training in the required timeframes.

b. Personnel requiring seats to CETEP courses must submit requests to their respective ECC. The ECC will verify, consolidate, and input nominations into the Camp Lejeune Training Database. Copies of the candidate's prerequisite CBT course certificates are required to be seated for the EM 101, EM102, EM 103 and EM 106 classes. ECC points of contact are:

- (1) II MEF: GySgt Worley, [jeffery.j.worley@usmc.mil](mailto:jeffery.j.worley@usmc.mil)
- (2) 2d MarDiv: Michael Curran, [michael.curran@usmc.mil](mailto:michael.curran@usmc.mil)
- (3) MARSOC: Chris Battles, [christopher.battles.ctr@socom.mil](mailto:christopher.battles.ctr@socom.mil)
- (4) MCB CAMLEJ: Ken Hensley, [vestal.hensley@usmc.mil](mailto:vestal.hensley@usmc.mil)
- (5) 2d MLG: SSgt Jeremy Wilhoit, [jeremy.wilhoit@usmc.mil](mailto:jeremy.wilhoit@usmc.mil)

c. Nominations must be input into the training database by respective ECCs no later than two weeks prior to the course start date. Refer to enclosure (1) for course location and times. There will be no seating

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allocation - all registered personnel will be seated. Confirmations will be posted one (1) week prior to the course start date.

3. Attendance Policy. Personnel must attend all scheduled days of training to receive a CETEP Training certificate.

a. In order to be seated for EM101, personnel must present certificates from the following CBT courses: "Introduction to Hazardous Material and Hazardous Waste", "SPCC and Tank Management", and "Pollution Prevention Training for All Persons" as well as their Environmental Appointment Letter.

b. In order to be seated for EM102, personnel must present certificates CBT course "Hazardous Waste Management Refresher" and have successfully completed the classroom portion of EM101.

c. In order to be seated for EM103, personnel must present a copy of their certificate from the CBT course "Hazardous Material Transportation for Drivers".

d. In order to be seated for EM106, personnel must present a certificate from the CBT course "Air Quality Compliance".

e. All of the required CBT courses are located on MarineNet. The course codes are as follows:

<u>MarineNet Course Codes</u>	<u>Titles:</u>
MCIEGTP01A .....	USMC-Greening Through Procurement
MCIEAQ01A EM106 .....	USMC-Air Quality Compliance
MCIEIHM01A EM101 .....	USMC-Introduction to Hazardous Material and Hazardous Waste
MCIEHMR01A .....	USMC-Hazardous Material and Hazardous Waste Refresher
MCIESTM01A EM101 .....	USMC-SPCC and Tank Management
MCIEPPA01A EM101 .....	USMC-Pollution Prevention (P2) for All
MCIEPPM01A .....	USMC-Pollution Prevention (P2) for Managers and Supervisors
MCIEEAC01A .....	USMC-Environmental Awareness for Commanders
MCIEHMT01A EM103 .....	USMC-Hazardous Material Transportation for Drivers

f. Additionally, CBTs are also available on MarineNet which provide any personnel with environmental information on specific practices (jobs) that they may perform. You are requested to make available this list of courses and encourage personnel to review CBTs for the practices they conduct. Certificates are available for printing at the completion of each CBT.

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4. Special Requests. Units having special environmental training requests (i.e. Stand-down, Professional Military Education, awareness, etc.) should make liaison with the point of contact, as listed in paragraph 7, as far in advance as possible.

5. Classroom Location. Enclosure (1) specifies the location of each course or testing.

6. Special Note. The CETEP schedule is tentative and subject to change as a result of seating requests and training needs.

7. Point of Contact. Mr. Kenneth Humes, Environmental Assessment Section, Environmental Compliance Branch, EMD, G-F, at DSN 751-5837, comm (910)451-5837 or email: Kenneth.humes@usmc.mil

  
JOHN R. TOWNSON  
By direction

Distribution: A

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CETEP SCHEDULE JANUARY THROUGH DECEMBER 2020

COURSE NAME	DATES	LOCATION	MAXIMUM SEATS
EM 100 Environmental Awareness for Commanders	Upon Request	TBA	Location Dependent
EM 101 Initial Hazardous Material and Hazardous Waste Training	14,15 January 2020 11,12 Feb 2020 10,11 March 2020 14,15 April 2020 12,13 May 2020 16,17 June 2020 14,15 July 2020 11,12 August 2020 15,16 Sept 2020 6,7 Oct 2020 3,4 Nov 2020 8,9 Dec 2020	Building 977 -Registration begins at <b>0730</b> - Class begins at <b>0800</b>	40
EM 102 Refresher Hazardous Material and Hazardous Waste Training	16 January 2020 13 February 2020 12 March 2020 16 April 2020 14 May 2020 18 June 2020 16 July 2020 13 August 2020 17 September 2020 08 Oct 2020 05 Nov 2020 10 Dec 2020	Building 977 -Registration begins at <b>0730</b> - Class begins at <b>0800</b>	40
EM 103 HazMat Transportation for Drivers	16 January 2020 12 March 2020 16 April 2020 18 June 2020 16 July 2020 17 September 2020 08 Oct 2020 10 Dec 2020	Building 977 -Registration begins at <b>1230</b> - Class begins at <b>1300</b>	40
EM 104 ECC and ECO Training Seminar	29 January 2020	Building 977 -Registration begins at <b>0730</b> - Class begins at <b>0800</b>	40
EM 105 UST and Emergency Response Training (MCCS)	Upon Request	TBA	Location Dependent
EM 106 Air Quality Training	13 February 2020 14 May 2020 13 August 2020 05 Nov 2020	Building 977 -Registration begins at <b>1230</b> - Class begins at <b>1300</b>	40
EM 107 AST & SPCC Training	Upon Request	TBA	Location Dependent
EM 108 PAF/OWS Training	Upon Request	TBA	Location Dependent
EM 109 Medical Waste Training	Upon Request by Unit	At Unit Worksite	Location Dependent

## CETEP COURSE DESCRIPTION

### 1. Background

a. The Comprehensive Environmental Training and Education Program (CETEP) meets Federal, State, and Marine Corps environmental training regulations.

b. Installation specific environmental objectives, policies, and strategies for attaining and maintaining environmental compliance are emphasized as a part of CETEP. The CETEP concept stresses the multi-media pollution approach and emphasizes the importance of proactive environmental management and awareness at all levels.

2. Purpose. The purpose of the CETEP is to provide the following to Installation personnel:

a. Meaningful and pertinent environmental education and training programs designed to effectively maintain safe, efficient, and compliant environmental programs while minimizing the impacts on mission readiness.

b. Compliance with applicable Federal, State, and Marine Corps environmental training requirements as listed in the applicable guiding regulations and directives.

c. Updates to the program in order to remain abreast of regulatory changes affecting environmental training.

3. Content. CETEP includes the following courses:

a. Environmental Awareness for Commanders and Staff (EM100). The purpose of EM100 is to familiarize the Commanders and staff with applicable Federal, State, and Marine Corps environmental regulations as well as Marine Corps Base, Camp Lejeune environmental policies and operating procedures.

b. Hazardous Materials/Hazardous Waste Initial Training (EM101)

(1) EM101 meets Federal, State, and Marine Corps mandated environmental training requirements.

(2) The purpose of EM101 is to develop an understanding of the pertinent environmental issues at the Installation as well as present specific guidance and policies for the management and disposal of hazardous materials and hazardous waste. Certificates are disseminated to personnel upon successful completion of the training.

c. Hazardous Materials/Hazardous Waste Refresher Training (EM102). EM102 provides the mandated annual refresher training requirements. Emphasis is placed upon Installation policies and specific environmental issues at the unit level. Certificates are disseminated to personnel upon successful completion of the training.

d. Hazardous Material Transportation Class (EM103). EM103 provides classroom presentation of specific training required for USMC motor vehicle drivers in need of an endorsement on their military driver's license to transport fuel per applicable Marine Corps and Base directives.

## CETEP COURSE DESCRIPTION

e. Environmental Compliance Coordinator and Environmental Compliance Officer Seminar (EM104). EM104 provides additional training for ECCs and Environmental Compliance Officers (ECOs) beyond the scope of EM101 to enable these individuals to perform their duties effectively and train unit level personnel in Hazardous Material/Waste Management. Areas covered in EM104 include: Desktop Standard Operating procedures (SOP), Unit Level Contingency Plan (ULCP), ECO Inspection requirements, Hazardous Materials/Hazardous Waste (HM/W) weekly site inspections, Aboveground Storage Tank (AST), Underground Storage Tank (UST), Medical Waste (MW), Oil/Water Separator (OWS) and Pollution Abatement System (PAS), and all other requirements. This class provides ECCs and ECOs with the tools to effectively manage unit level multimedia environmental programs as required by MCO 5090.2.

f. Underground Storage Tank (UST) and Veeder-Root Training (EM105). EM105 provides information to environmental personnel in a forum setting on the responsibilities with respect to the operational inspection requirements of USTs and leak detection requirements accomplished by properly using and maintaining the Veeder-Root monitoring system. UST and Veeder-Root training will be attended by Marine Corps Community Services (MCCS) ECOs and MCCS personnel assigned as UST Operators.

g. Air Quality (AQ) Training (EM106)

(1) EM106 provides pertinent information to both Military and civilian personnel on the requirements of the Clean Air Act and other AQ regulations, Camp Lejeune's Clean Air Act permit, and an overview of AQ standard operating procedures as well as instruction on the monitoring and record keeping requirements associated with regulated air emission sources.

(2) All ECCs, ECOs, and Air Emission Source Operators are required to complete this training per MCIEAST-MCB CAMLEJO 5090.6. Additionally, all of the above personnel are required to have refresher training once every two (2) years.

h. AST and Spill Prevention Control and Countermeasures (SPCC) Training (EM107). EM107 provides information to environmental personnel in a forum setting on the unit responsibilities with respect to the SPCC requirements for inspecting ASTs and fuel off-loading areas. AST and SPCC training will be attended by unit ECOs and personnel assigned responsibility for AST and fuel off-loading areas.

i. Oil/Water Separator (OWS) and Pollution Abatement System (PAS) Training (EM108). EM108 is designed to provide practical on-site instruction in the operation and maintenance of oil/water separators and associated appurtenances. Topics will include purpose, operating procedures, maintenance, and inspection requirements. Certificates are presented to personnel upon successful completion of the training.

j. Medical Waste Training (EM109). EM109 is designed to provide a basic understanding of Medical Waste management and recordkeeping requirements at the BAS/RAS and including an overview of the NHCL's Medical Waste SOP. The target audience for this class is ECOs and BAS/RAS personnel. Certificates are presented to personnel upon successful completion of the training.

CETEP COURSE DESCRIPTION

k. Subject matter covered in CETEP includes:

- (1) Applicable Environmental Regulations and significant Marine Corps documents.
- (2) Health and Environmental Effects of Chemicals
- (3) Chemical Compatibility
- (4) Hazardous Communication Standard
- (5) Hazardous Material Classification
- (6) Hazardous Waste Classification
- (7) Unit Spill Contingency Plan Requirements and Tank Management
- (8) Pollution Prevention
- (9) Management and Storage of Hazardous Materials and Hazardous Wastes
- (10) Facility Operations from an Environmental Perspective
- (11) Battery Management

MARINET ENVIRONMENTAL PRACTICE-BASED TRAINING

Classes can be accessed at website <https://lmshelp.marinenet.usmc.mil/> by typing course name into Search bar at top of page or going to Course Catalog ->Functional Specialty Area ->Environmental Training

USMC ENVIRONMENTAL COORDINATOR'S COURSE	INTRO TO USMC ENVIRONMENTAL MANAGEMENT SYSTEMS (EMS)	BATTERY RECHARGING - NON-LEAD ACID
BIOLOGICAL TREATMENT	BOAT FUELING	BOAT, DOCK & RAMP CLEANING
BURNOUT OVEN	CAPACITOR REPLACEMENT	CHLORINATION - SWIMMING POOLS
COMPOSTING	CONTROLLED BURN OPERATIONS	COOLING TOWER CORROSION CONTROL
AQUEOUS DEGREASING	ASBESTOS	BACKFLOW PREVENTION
BATTERY REPLACEMENT	BATTERY STORAGE	BOILER OPERATIONS
DENTAL OPERATIONS	DIESEL POWER GENERATION	BILGE PUMPING
DIESEL POWER GENERATION	BILGE PUMPING	DIESEL POWER GENERATION IN GARRISON
DRY FILTER PAINT BOOTH	EMERGENCY GENERATORS	ENGINE TESTING
FUEL STORAGE TANK	GREASE TRAPS	GREENING THROUGH PROCUREMENT
HALON SYSTEMS	HAZARDOUS MATERIAL STORAGE	HAZARDOUS MATERIAL TRANSPORTATION
WASTE ACCUMULATION AREA	WASTE TRANSPORTATION	HCP OPERATIONS
LEAD ACID BATTERY RECHARGING	MEDICAL OPERATIONS	MRE HEATERS
OIL/WATER SEPARATOR	PAINT GUN CLEANING	PAINTING WITH AEROSOLS & BRUSHES
PCB ITEMS	PESTICIDES & HERBICIDES	POTABLE WATER SYSTEMS
PUMPING STATIONS - FORCE MAINS	RANGE RESIDUE CLEARANCE	SATELLITE ACCUMULATION AREAS
SOIL EXCAVATION & GRADING	SOLDERING OPERATIONS	SOLID WASTE COLLECTION - LOCAL
SOLID WASTE LANDFILLS	SOLID WASTE RECYCLING - LOCAL	SOLID WASTE RECYCLING FACILITIES
SPILL ABATEMENT	STUMP & BRUSH REMOVAL	TANK TRUCK FUEL TRANSFER
TANK TRUCK FUEL TRANSPORT	TIRE REPLACEMENT	TURBINE GENERATION
USED OIL & ANTIFREEZE	VEHICLE BRAKE REPLACEMENT	VEHICLE COOLANT CHANGE
VEHICLE MAINTENANCE DEGREASER SOLVENT	VEHICLE OIL CHANGE	VEHICLE REFRIGERANT REPLACEMENT
VEHICLE REFUELING	VEHICLE WASH RACK	WEAPONS CLEANING
WEAPONS MAINTENANCE - DEGREASER SOLVENTS	WELDING OPERATIONS	DEGREASING AEROSOL
DINING FACILITIES	ELECTRONIC EQUIPMENT DISPOSAL - FLUORESCENT LIGHT TUBES	EQUIPMENT DISPOSAL - MERCURY CONTAINING WASTES



MARINET ENVIRONMENTAL PRACTICE-BASED TRAINING

ELECTRONIC EQUIPMENT MAINTENANCE	EQUIPMENT DISPOSAL - AC (FREON & LUBRICANT RECVRY)	EQUIPMENT DISPOSAL - MVAC
ELECTRONIC EQUIPMENT DISPOSAL - E-WASTE	FACILITY CONSTRUCTION, REPAIR & DEMOLITION	FACILITY MAINTENANCE & REPAIR
FLARE & SMOKE USAGE	FUEL DRAIN	FUEL DUMPING
FUEL STORAGE CONTAINERS - NON-TACTICAL	FUEL STORAGE CONTAINERS - SIXCONS	HAZARDOUS WASTE STORAGE - 90 DAY SITE
HOUSEHOLD HAZARDOUS WASTE	INDUSTRIAL LAUNDRY	LEAD BASED PAINT
LUBRICATION	MOTOR VEHICLE OFF-ROAD OPERATION	NON-DESTRUCTIVE INSPECTION
NON-POTABLE WATER DISTRIBUTION	NON-POTABLE WATER TANKS & RESERVOIRS	OPEN BURNING & DETONATION
OPEN BURNING	OXYGEN STORAGE	PACKAGING -UNPACKAGING
PAINT PREPARATION	PAINT REMOVAL - DRY ABRASIVE BLASTING	PATCH TESTING
PORTABLE GENERATORS	POTABLE WATER DISTRIBUTION	POTABLE WATER TREATMENT
PUBLIC SCHOOL & DAYCARE	REC FACILITIES - ATHLETICS	REC FACILITIES - AUTO HOBBY
REC FACILITIES - GAS STATIONS	REC FACILITIES - GOLF COURSE	REC FACILITIES - GRAPHIC SERV
REC FACILITIES - MUSEUMS	RUNOFF SEDIMENT BASINS	SCRAP PROCESSING
SEDIMENT TRAPS	SEWER LIFT STATIONS	SEWERS
SLUDGE DISPOSAL	WASTEWATER - SLUDGE TRMT	SMALL ARMS RANGES
STORAGE TANK CLEANING & MAINTENANCE	VEHICLE MANEUVER TRAINING	VEHICLE PARKING
WELDING & GRINDING OPS	WOODWORKING	WW TREATMENT - PORTABLE TOILETS