

Environmental Standard Operating Procedures (ESOP)

Title: ESOP 4.9 - ENVIRONMENTAL MANAGEMENT PREPARATIONS FOR DEPLOYING UNITS

Purpose: This ESOP establishes Environmental Compliance Officer (ECO) and Environmental Compliance Coordinator (ECC) actions required to ensure that each deploying unit/department complies with MCIEAST-MCB CAMLEJ environmental compliance requirements before deployment. This ESOP must be placed in the unit's/department's environmental binder.

Applicability: This title is applicable to all organizations on Marine Corps Base Camp Lejeune, including: any command, active or reserve component; staff organization, or supporting agency which is affiliated with the United States Marine Corps, Department of the Navy, or Department of Defense.

Responsibility: All personnel holding Major Subordinate Command (MSC)-level ECO duties and unit/departmental ECC duties.

Responsibilities: The ECC shall coordinate any pre-deployment timeline with the major subordinate command (MSC) ECO and the Environmental Management Department (EMD).

a. The unit's/department's environmental compliance responsibilities in garrison, including agency records maintenance and retention, may not be eliminated with the unit's/department's deployment. Before the unit's/department's deployment, the ECC must provide the MSC ECO and EMD reasonable advance notice of the anticipated unit/department environmental compliance requirements remaining in garrison after the unit's/department's deployment.

b. The ECO and the deploying unit/department ECC must ensure the deploying unit/department command properly assigns a sufficient number of HW/HM Site Managers and HW/HM Handlers to manage the unit's/department's active environmental compliance programs (e.g., HW satellite accumulation area management, aboveground storage tank use, stationary source air permit compliance, pollution abatement facility use, spill response) remaining in garrison.

c. The deploying unit's/department's rear party ECC/AECC/HW Site Manager, and HW Handlers must be fully trained before the unit/department deployment and comply with all MCIEAST-MCB CAMLEJ 5090.9A HW/HM environmental compliance requirements while in garrison on Marine Corps Base Camp Lejeune. Contact EMD with any questions about the types of training required.

d. The ECC must provide the MSC ECO and EMD reasonable advance notice to inform them of the anticipated unit/department environmental compliance programs that must be suspended or closed before the unit's/department's deployment.

e. The MSC ECO shall oversee the deploying unit's/department's actions to suspend or close any of its environmental compliance programs, and the MSC ECO shall retain environmental compliance records for the deploying unit/department when no unit/department environmental compliance responsibilities remain in garrison. The EMD Environmental Compliance Branch shall inspect the deploying unit's/department's preparations before the unit/department deployment.

f. Before the unit's/department's return from deployment, the ECC or the MSC ECO must give EMD reasonable advance notice of the anticipated unit/department suspended, closed, or new environmental compliance requirements that will resume or begin in garrison after the unit's/department's return.

References:

- (a) MCO 5090.2
- (b) MCIEAST-MCB CAMLEJO 5090.9A
- (c) MCIEAST-MCB CAMLEJO 5090.4B

Training:

1. As required, attend EMD-sponsored training that encompasses the requirements of environmental media within the unit/department remaining in garrison; refer to the EMD training schedule to determine when these classes are offered.
2. Attend MCIEAST-MCB CAMLEJ EMD-sponsored meetings, seminars, evaluations and functions.
3. All environmental compliance training must be documented in each individual's environmental training record and available for review.

Record of Revision

Revision Number	Date	Summary of Change	Signature
Update	1200722	Update formatting and content	<i>V.K. Hensley</i> ECB/EMD