



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

5090.5
G-F/EMD
30 Nov 23

From: Commander, Marine Corps Installations East-Marine Corps Base, Camp Lejeune
To: Distribution List

Subj: COMPREHENSIVE ENVIRONMENTAL TRAINING AND EDUCATION PROGRAM SCHEDULE FOR CALENDAR YEAR 2024

Ref: (a) MCIEAST-MCB CAMLEJO 5090.4C
(b) MCO 5090.2 VOL 5
(c) 40 CFR 264.16
(d) 49 CFR 172.704
(e) 29 CFR 1910.120

Encl: (1) CETEP Schedule Calendar Year 2024
(2) CETEP Course Descriptions
(3) CETEP Flyer
(4) Marinenet Environmental Computer-Based Training

1. Background. Per references (a) through (e), 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 summarized flyer of course descriptions and schedule dates and times. Enclosure (4) 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 submit all nominations to their respective ECO who 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 EM101, EM103 and EM106 classes. Personnel who are attached to a MEU should contact their parent command ECC/ECO for training requests. ECO points of contact are:

- (1) II MIG: 1stLt Kyle Vargas, kyle.vargas@usmc.mil
- (2) MARSOC: Christopher Battles, christopher.battles.ctr@socom.mil
Victor Santiago, victor.j.santiago.ctr@socom.mil
- (3) 2d MarDiv: Michael Curran, michael.curran@usmc.mil
- (4) 2d MLG: MSgt Christopher Talbot, christopher.talbot@usmc.mil
PO1 Giuseppe Anile, giuseppe.anile@usmc.mil
- (5) MCBCL: Kenneth Hensley, vestal.hensley@usmc.mil

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FOR CALENDAR YEAR 2024

c. Nominations must be added into the training database by respective ECOs or submitted to EMD no later than two weeks prior to the course start date. Refer to enclosure (1) for course dates and times. 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.

4. Course Prerequisites. Personnel must complete all prerequisites prior to enrollment. Personnel will be required to provide copies of their CBT course completion certificates and a copy of their appointment letter if applicable. All online course prerequisites are available on MarineNet; the course codes and names are listed below:

Course Title	Prerequisites MarineNet Course Name/Code
Introduction to Environmental Compliance Course (EM101) *This course requires an appointment letter	HQMCECC001: USMC-HQ/MCICOM Environmental Compliance Coordinator (ECC Training)/
Hazardous Waste Management Refresher (EM102)	MCIEHWR01A: USMC Hazardous Waste Management Refresher HQMCECFMP1: USMC-HQ/MCICOM Environmental Compliance for Facilities Maintenance Training
Hazardous Material Transportation for Drivers (EM103)	MCIEHMT01A: USMC-Hazardous Material Transportation for Drivers HQMCFHST01: USMC HQ/MCICOM-Fuel Handling, Storage & Transportation
Air Quality Compliance (EM106)	HQMCAQC001: USMC-Air Quality Compliance

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

6. Special Note. The CETEP schedule is tentative and subject to change.

7. Point of Contact. The point of contact is Ms. Elsa Boujie, Environmental Assessment Section, Environmental Compliance Branch, EMD, G-F, at (910)451-0565 or email at elsa.boujie@usmc.mil.

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Date: 2023.11.30 10:32:35 -05'00'

ROBERT A. LOWDER, P.E.
By direction

Distribution: A

Copy to:
kyle.vargas@usmc.mil
christopher.battles@socom.mil
victor.j.santiago.ctr@socom.mil
michael.curran@usmc.mil
christopher.talbot@usmc.mil
giuseppe.anile@usmc.mil
vestal.hensley@usmc.mil

CETEP SCHEDULE CALENDAR YEAR 2024

COURSE NAME	DATES	LOCATION
EM 100 Environmental Awareness for Commanders	Commander's Environmental orientation briefing should be scheduled within 90 days of assuming command. Contact Captain Matthew Holliday, matthew.holliday1@usmc.mil	TBA
EM101 Introduction to Environmental Compliance Course	9-11 January 2024 13-15 February 2024 12-14 March 2024 9-11 April 2024 7- 9 May 2024 11-13 June 2024 9-11 July 2024 6-8 August 2024 10-12 September 2024 8-10 October 2024 5-7 November 2024 10-12 December 2024 <i>Check-in begins at 0730 on the first day of class. Class is from 0800 - 1600</i>	TBA
EM 102 Hazardous Waste Management Refresher	ONLINE MarineNet Course HQMCECFMP1	
EM 103 Hazardous Material Transportation for Drivers	12 January 2024 0800-1200 16 February 2024 1300-1600 15 March 2024 0800-1200 12 April 2024 1300-1600 10 May 2024 0800-1200 14 June 2024 1300-1600 9 August 2024 0800-1200 13 September 1300-1600 11 October 2024 0800-1200 8 November 2024 1300-1600 13 December 2024 0800-1200 <i>If class is from 0800-1200 Check-in begins at 0730</i> <i>If class is from 1300-1600 check-in begins at 1230</i>	TBA
EM 104 ECC and ECO Training Seminar	20 June 2024	TBA
EM 106 Air Quality Compliance	12 January 2024 1300-1600 16 February 2024 0800-1200 15 March 2024 1300-1600 12 April 2024 0800-1200 10 May 2024 1300-1600 14 June 2024 0800-1200 9 August 2024 1300-1600 13 September 0800-1200 11 October 2024 1300-1600 8 November 2024 0800-1200 13 December 2024 1300-1600 <i>If class is from 0800-1200 Check-in begins at 0730</i> <i>If class is from 1300-1600 check-in begins at 1230</i>	TBA
EM 109 Medical Waste Training	12 July 2024	TBA
Hazardous Waste Operations and Emergency Response (HAZWOPER)	TBA	TBA

CETEP COURSE DESCRIPTIONS

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 in compliance with 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 in addition to Marine Corps Base, Camp Lejeune environmental policies and operating procedures. Commanding General (CG)/Commanding Officer (CO) of Marine Corps installations and Commander Marine Forces Reserve shall attend a commander's environmental orientation briefing within 90 days of assuming command.

b. Introduction to Environmental Compliance (EM101) (3 days).

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

(2) This course is required for all Environmental Compliance Officers (ECO), Assistant Environmental Compliance Officers (AECO), Environmental Compliance Coordinators (ECC), Assistant Environmental Coordinators (AECC), Hazardous Waste Site Managers (HWSM), Hazardous Material Site Managers (HMSM), Hazardous Waste Handlers (HWH), Hazardous Material Handlers (HMH) who are responsible for handling or managing hazardous material and hazardous waste sites, and for Marines seeking additional MOS 8056. The purpose of this course is to develop an understanding of the pertinent environmental policies and issues at the Installation. In this course students will learn how to properly handle, store, and dispose of hazardous materials (HM) and hazardous waste (HW).

(3) This course has an online prerequisite: HQMCECC001 USMC-HQ/MCICOM Environmental Compliance Coordinator (ECC Training) available on MarineNet.

c. Hazardous Material and Hazardous Waste Refresher Training (EM102).

(1) This course is required to maintain certification as an ECO/AECO, ECC/AECC, HW/HMSM) and HM/HWH).

(2) This is an online course and is available on MarineNet. This course must be completed annually beginning within 12 months of completing the initial Hazardous Waste Handler Course or previous Hazardous Material/Waste Handler Refresher course. Ensure the following completion certificates are printed and placed in training binders: USMC Hazardous Waste Management Refresher (MCIEHWR01A) and USMC-HQ/MCICOM Environmental Compliance for Facilities Maintenance Training (HQMCECFMP1).

d. Hazardous Material (Fuel) Transportation Class (EM103).

(1) This course provides classroom presentation of specific training required for United States Marine Corps motor vehicle drivers in need of an endorsement on their military driver's license to transport fuel per applicable Marine Corps and Base directives.

(2) This course has online prerequisites: MCIEHMT01A USMC-Hazardous Material Transportation for Drivers and HQMCFHST01 USMC HQ/MCICOM-Fuel Handling, Storage & Transportation, available on MarineNet.

e. Environmental Compliance Coordinator and Environmental Compliance Officer Seminar (EM104). This course provides additional training for ECCs and ECOs beyond the scope of EM101 to enable these individuals to perform their duties effectively and train unit level personnel in HM/HW Management. Topics covered in EM104 include: Desktop Standard Operating procedures (SOP), Unit Level Contingency Plan, ECO Inspection requirements, HM/HW 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 ECOs and ECCs with the tools to effectively manage unit level multimedia environmental programs as required by MCO P5090.2 volume 5.

f. Air Quality Training (EM106).

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

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

(3) This course has online prerequisites: HQMCAQC001 USMC-Air Quality Compliance.

g. Medical Waste Training (EM109). EM109 is designed to provide a basic understanding of MW management and recordkeeping requirements at the Battalion Aid Station (BAS)/Regimental Aid Station (RAS). It includes an overview of the Navy Medical Center Camp Lejeune's Medical Waste SOP. The target audience for this class is ECOs and BAS/RAS personnel. This course will fulfil the requirement for HM/HW training for medical personnel.

Certificates are presented to personnel upon successful completion of the training.

h. Hazardous Waste Operations and Emergency Response Training.

(1) Hazardous Waste Operations and Emergency Response (HAZWOPER) training prepares cleanup and emergency response personnel to operate safely during a variety of scenarios involving hazardous substances. This course is required for Marines seeking additional MOS 8056

i. 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

CETEP FLYER



CAMP LEJEUNE 2024 ENVIRONMENTAL TRAINING SCHEDULE



TARGET AUDIENCE

Environmental Compliance Officers (ECOs), Environmental Compliance Coordinators (ECC), Hazardous Material/Waste Site Managers (HW/HMSM), Hazardous Waste/Material Handlers (HW/HMH), and AMOS 8056

TRAINING REQUESTS

Personnel must submit training requests via e-mail to their respective ECC, email must include Rank, First Name, Middle Initial (if applicable), Last Name, and environmental billet. The ECC will submit all nominations to their respective ECO who will verify, consolidate, and input nominations into the Camp Lejeune Training Database. Nominations must be added into the training database by respective ECOs or submitted to EMD no later than two weeks prior to the course start date. ECO points of contact are:

II MEF: 1stLt Kyle Vargas kyle.vargas@usmc.mil
MARSOC: Christopher Battles, christopher.battles@socom.mil
Victor Santiago, victor.j.santiago.civ@socom.mil
2d MarDiv: Michael Curran, michael.curran@usmc.mil
2d MLG: MSgt Christopher Talbot, christopher.talbot@usmc.mil
PO1 Giuseppe Anile, giuseppe.anile@usmc.mil
MCBCL: Kenneth Hensley, vestal.hensley@usmc.mil

Personnel who are attached to a MEU should contact their parent command ECC/ECO for training requests.

COURSE DESCRIPTIONS

Environmental Compliance Course (EM101) (3 days)

Required course for ECOs/AECOs, ECCs/AECOs, HW/HMSM, HMH-WH. To be completed within 90 days of appointment.

Course Prerequisites: HQMCECC001 USMC- HQ/MCICOM Environmental Compliance Coordinator (ECC Training) and appointment letter.

***This course is a requirement for Marines seeking Additional MOS 8056.**

Environmental Compliance Refresher Course (EM 102) Course (Online)

Required annually prior to anniversary date **Environmental Compliance Course** (EM 101) Course or Refresher (EM 102). Online Course available on MarineNet MCIEHWR01A USMC Hazardous Waste Management Refresher and HQMCECFMP1 USMC- HQ/MCICOM Environmental Compliance for Facilities Maintenance Training.

Hazardous Material Transportation for Drivers (EM103)

Required for United States Marine Corps motor vehicle drivers in need of an endorsement on their military driver's license to transport fuel per applicable Marine Corps and Base directives.

Course Prerequisites: MCIEHMT01A USMC-Hazardous Material Transportation for Drivers and HQMCFHST01 USMC HQ/MCICOM-Fuel Handling, Storage & Transportation.

Environmental Compliance Coordinator and Environmental Compliance Officer Seminar (EM104)

This class provides ECCs and ECOs with the tools to effectively manage unit level multimedia environmental programs as required by MCO P5090.2 volume 5.

Air Quality Course (EM106)

Biennial training required for all ECCs, ECOs, and Air Emission Source Operators are required to complete this training per Base Order 5090.6A.

***All prerequisite courses are available on MarineNet.**

DATE	TRAINING
9-11 Jan 2024	EM 101
12 Jan 2024	EM106
12 Jan 2024	EM 103
13-15 Feb 2024	EM 101
16 Feb 2024	EM106
16 Feb 2024	EM 103
12-14 Mar 2024	EM 101
15 Mar 2024	EM106
15 Mar 2024	EM 103
9-11 Apr 2024	EM 101
12 Apr 2024	EM106
12 Apr 2024	EM 103
7-9 May 2024	EM 101
10 May 2024	EM106
10 May 2024	EM 103
11-13 Jun 2024	EM 101
14 Jun 2024	EM106
14 Jun 2024	EM 103
20 Jun 2024	EM 104
9-11 Jul 2024	EM 101
12 Jul 2024	EM 109
6-8 Aug 2024	EM 101
9 Aug 2024	EM106
9 Aug 2024	EM 103
10-12 Sep 2024	EM 101
13 Sep 2024	EM106
13 Sep 2024	EM 103
8-10 Oct 2024	EM 101
11 Oct 2024	EM106
11 Oct 2024	EM 103
5-7 Nov 2024	EM 101
8 Nov 2024	EM106
8 Nov 2024	EM 103
10-12 Dec 2024	EM 101
13 Dec 2024	EM106
13 Dec 2024	EM 103



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- **Environmental Compliance for Commanders Environmental (HQMCECC001)**
- **Compliance for Facility Maintenance Environmental (HQMCECFMP1)**
- **Compliance for Heavy Equipment Operators (HQMCECHE01)**
- **Fuel Handling, Storage, and Transportation (HQMCFHST01)**
- **Introduction to Hazardous Materials/Hazardous Waste (HQMCHMHW01)**
- **Spill Prevention, Control, and Countermeasure (HQMCSPCCC1)**
- **Storage Tank Management (HQMCSTMT01)**
- **Water Quality Compliance (HQMCWQC001)**

