



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

5090.4.3  
G-F/BEMD  
14 Nov 24

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 2025

Ref: (a) MCIEAST-MCB CAMLEJO 5090.4D  
(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 for Calendar Year 2025  
(2) CETEP Course Descriptions  
(3) CETEP Flyer  
(4) Marinenet Environmental Practice-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 version of this letter, it includes major subordinate command points of contact information, training calendar and course descriptions. 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. 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 training must submit their requests to their respective ECC only after obtaining all necessary prerequisites. Failure to provide CBT completion certificates and appointment letter, if applicable, will result in being dropped from the course. The ECC will then forward nominations to their perspective ECO. Personnel attached to a MEU should contact their parent command ECC/ECO for training requests.

- (1) II MEF: CW04 Dennis Roeder, dennis.e.roeder@usmc.mil
- (2) II MIG: 1stLt Kyle Vargas, kyle.vargas@usmc.mil
- (3) 2d MarDiv: Michael Curran, michael.curran@usmc.mil
- (4) 2d MLG: CPO Kendra Dobson, kendra.a.dobson.mil@usmc.mil
- (5) MCBCL: Kenneth Hensley, vestal.hensley@usmc.mil
- (6) MARSOC: Victor Santiago, victor.j.santiago.ctr@socom.mil

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FOR CALENDAR YEAR 2025

c. ECO will verify, consolidate, and input nominations into the Camp Lejeune Training Database. Nominations can also be 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 Course Completion 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, course names and codes are listed below:

<u>Course Title</u>	<u>Prerequisites MarineNet Course Name/Code</u>
Introduction to Environmental Compliance Course (EM101)  *This course requires an appointment letter	HQMCECC001: USMC-HQ/MCICOM Environmental Compliance Coordinator Training (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	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: elsa.boujie@usmc.mil.

ROBERT A. LOWDER, P.E.  
By direction

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CETEP SCHEDULE CALENDAR YEAR 2025

COURSE NAME	DATES	LOCATION
<b>EM 100</b> Environmental Awareness for Commanders	Commander's Environmental orientation briefing should be scheduled within 90 of assuming command. Contact Captain Zachary Johnson. zachary.johnson@usmc.mil	TBA
<b>Environmental Compliance Training (EM101)</b>	<div> <div>7-9 Jan 2025 4-6 Feb 2025 18-20 Mar 2025 8-10 Apr 2025 13-15 May 2025 10-12 Jun 2025</div> <div>15-17 Jul 2025 12-14 Aug 2025 16-18 Sep 2025 21-23 Oct 2025 18-20 Nov 2025 9-11 Dec 2025</div> </div> <p><b>Check-in begins at 0730 on the first day of class.</b></p> <p><b>Class is from 0800 - 1600</b></p>	TBA
<b>EM 102 Refresher</b>	<div>13 Jun 2025 21 Nov 2025</div> <div>0800-1600 0800-1600</div> <p><b>ONLINE MarineNet Courses: MCIEHWR01A &amp; HQMCECFMP1</b></p>	
<b>HazMat Transportation for Drivers (EM 103)</b>  <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>	<div>10 Jan 2025 7 Feb 2025 21 Mar 2025 11 Apr 2025 16 May 2025 18 Jul 2025 15 Aug 2025 19 Sep 2025 24 Oct 2025 12 Dec 2025</div> <div>0800-1200 1300-1600 0800-1200 1300-1600 0800-1200 1300-1600 0800-1200 1300-1600 0800-1200 0800-1200</div>	TBA
<b>ECC and ECO Training Seminar (EM 104)</b>	26 June 2025	TBA
<b>Air Quality Training</b> (EM 106)  <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>	<div>10 Jan 2025 7 Feb 2025 21 Mar 2025 11 Apr 2025 16 May 2025 18 July 2025 15 Aug 2025 19 Sep 2025 24 Oct 2025 12 Dec 2025</div> <div>1300-1600 0800-1200 1300-1600 0800-1200 1300-1600 1300-1600 0800-1200 1300-1600 0800-1200 1300-1600</div>	TBA
<b>Medical Waste Training</b>	Please contact Mr. Vincent Sucameli (910) 450-4709 or Vincent.sucameli.civ@health.mil for training	

## 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 command 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 to remain parallel 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 in addition to Marine Corps Base, Camp Lejeune (MCB CLJN) environmental policies and operating procedures. Commanding General (CG)/CO of Marine Corps installations and Command Marine Forces Reserve shall attend a commander's environmental orientation briefing within 90 of assuming command.

#### b. Introduction to Environmental Compliance (EM101) (24 Hours).

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

(2) This course is required for all Environmental Compliance Officer (ECO), Assistant Environmental Compliance Officer (AECO), Environmental Compliance Coordinator (ECC), Assistant Environmental Coordinator (AECC), Hazardous Waste Site Manager (HWSM), Hazardous Material Site Manager (HMSM), Hazardous Waste Handler (HWH), Hazardous Material Handler (HMH) who are responsible for handling or managing hazardous material and hazardous waste sites, and for Marines seeking the additional MOS 8056. The purpose of this course is to develop an understanding of the pertinent environmental policies and issues at MCB CLJN. 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 course available both in person and via MarineNet. It must be completed annually within 12 months of completing the initial Hazardous Waste Handler Course or the 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. Areas 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 ECCs and ECOs with the tools to effectively manage unit level multimedia environmental programs as required by Marine Corps Order 5090.2 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, MCIEAST-MCB Camp Lejeune's Air Quality 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 Title V Permit Base Order 5090.6C. Additionally, all the above personnel are required to have refresher training once every two (2) years.

g. 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



## CAMP LEJEUNE 2025 ENVIRONMENTAL TRAINING SCHEDULE



TARGET AUDIENCE		Course	Date
<p>Environmental Compliance Officers (ECOs), Environmental Compliance Coordinators (ECC), Hazardous Material/Waste Site Managers (HW/HMSM), Hazardous Waste/Material Handlers (HW/HMH), and AMOS 8056</p> <p><b>TRAINING REQUESTS</b></p> <p>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:</p> <p>II MEF: CWO4 Dennis Roeder dennis.e.roeder@usmc.mil  II MIG: 1stLt Kyle Vargas kyle.vargas@usmc.mil  MARSOC: Christopher Battles, christopher.battles@socom.mil  Victor Santiago, victor.j.santiago.civ@socom.mil  Sean Paris, shawn.m.paris.ctr@socom.mil  2d MarDiv: Michael Curran, michael.curran@usmc.mil  2d MLG: CPO Kendra Dobson Dobson@usmc.mil  PO1 Edward McBride edward.mcbride@usmc.mil  MCBCL: Kenneth Hensley, vestal.hensley@usmc.mil</p> <p><b>Personnel who are attached to a MEU should contact their parent command ECC/ECO for training requests.</b></p> <p><b>COURSE DESCRIPTIONS</b></p> <p><b>Environmental Compliance Course (3 days):</b> Required course for ECOs/AECOs, ECCs/AECOs, HW/HMSM, HM/HWH. To be completed within 90 days of appointment.  <b>Course Prerequisites:</b> HQMCECC001 USMC- HQ/MCICOM Environmental Compliance Coordinator (ECC Training) and appointment letter.  <b>*This course is a requirement for Marines seeking Additional MOS 8056.</b></p> <p><b>Environmental Compliance Refresher Course (EM 102) Course (Classroom and Online)</b>  Required annually prior to anniversary date <b>Environmental Compliance Course (EM 101) Course or Refresher (EM 102).</b> Online Course available on MarineNet MCIEHWR01A USMC Hazardous Waste Management Refresher and HQMCECFMP1 USMC- HQ/MCICOM Environmental Compliance for Facilities Maintenance Training. EM102 will also be available in person twice this year.</p> <p><b>Hazardous Material Transportation for Drivers (EM103)</b>  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.  <b>Course Prerequisites:</b> MCIEHMT01A USMC-Hazardous Material Transportation for Drivers and HQMCFHST01 USMC HQ/MCICOM-Fuel Handling, Storage &amp; Transportation.</p> <p><b>Environmental Compliance Coordinator and Environmental Compliance Officer Seminar (EM104)</b>  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.</p> <p><b>Air Quality Course (EM106)</b>  Biennial training required for all ECCs, ECOs, and Air Emission Source Operators are required to complete this training.  <b>*All prerequisite courses are available on MarineNet.</b></p>		EM101	7-9 Jan 2025
			4-6 Feb 2025
			18-20 Mar 2025
			8-10 Apr 2025
			13-15 May 2025
			10-12 Jun 2025
			15-17 Jul 2025
			12-14 Aug 2025
			16-18 Sep 2025
			21-23 Oct 2025
			18-20 Nov 2025
			9-11 Dec 2025
		EM 102	13 Jun 2025
			21 Nov 2025
		EM 103	10 Jan 2025
			7 Feb 2025
			21 Mar 2025
			11 Apr 2025
			16 May 2025
			18 Jul 2025
			15 Aug 2025
			19 Sep 2025
		EM 104	24 Oct 2025
			12 Dec 2025
		EM 106	26 Jun 2025
			10 Jan 2025
			7 Feb 2025
			21 Mar 2025
			11 Apr 2025
			16 May 2025
			18 July 2025
			15 Aug 2025
			19 Sep 2025
			24 Oct 2025
			12 Dec 2025





HQMC MCICOM ENVIRONMENTAL COI

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- **Environmental Compliance Coordinator Training (HQMCECC001)**
- **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 (HQMCSPPCC1)**
- **Storage Tank Management (HQMSTMT01)**
- **Water Quality Compliance (HQMWCQC001)**

