

OREGON MILITARY DEPARTMENT
Headquarters Oregon National Guard
1776 Militia Way
P.O. Box 14350
Salem, Oregon 97309-5047

**OREGON ARMY NATIONAL GUARD REGULATION
NUMBER 420-47**

1 August 2001

**Facilities Engineering
HAZARDOUS MATERIALS AND WASTE MANAGEMENT PLAN**

SUMMARY. This regulation provides responsibilities and guidance for managing hazardous materials (HM) and disposing of hazardous wastes (HW) while emphasizing Pollution Prevention (P2) within the Oregon Army National Guard (ORARNG). Required by Army Regulation 200-1, Environmental Protection and Enhancement, this regulation is written to ensure ORARNG compliance with applicable federal, state, and local laws and regulations. Refer to the ORARNG Pollution Prevention Plan for the P2 management options. This regulation updates requirements to conform to federal and state regulatory rules, requiring additional action by ORARNG units and support activities.

SUGGESTED IMPROVEMENTS. The proponent of this regulation is the Environmental Branch of the Installations Office (AGI-ENV). Users are invited to send comments to the Oregon Military Department, ATTN: AGI-ENV, 1776 Militia Way, P.O. Box 14350, Salem, OR 97309-5047.

Table of Contents

**Chapter 1
INTRODUCTION**

Purpose and Scope	1-1
Reviews and Revisions	1-1
Applicable Regulations	1-1
Contractual Obligations	1-1
Description of ORARNG Operations	1-2
Responsibilities	
Shop Foreman and Facility Managers	1-2
State Maintenance Worker.....	1-2
Environmental Point of Contact.....	1-3
Transporters of Hazardous Waste.....	1-4

**Chapter 2
SETTING UP STORAGE AREAS FOR HAZARDOUS MATERIALS**

Explosives	2-1
------------------	-----

*This regulation supersedes ORARNGR 420-47, dated 27 July 1998 and all previous editions.

Hazardous Materials: General Requirements	2-1
Flammable and Combustible Liquids Storage Indoors.....	2-2
Flammable and Combustible Liquids Storage Outdoors	2-3
Flammable and Combustible Liquids Spraying Areas and Paint Storage Rooms.....	2-3
Liquid Storage Cabinets.....	2-4
To Set Up a Liquid Storage Cabinet.....	2-4
Shelf Storage	2-6
Storage Rooms and Warehouses	2-6
To Set Up Storage Rooms and Warehouses	2-6
Storage for Compressed Gases	2-8
To Set Up Storage for Compressed Gases	2-8
Portable Tanks and Tank and Pump Units (TPU)	2-10
Tank Cars (HEMTT) and Refuelers	2-10
Aboveground Storage Tanks (AST)	2-11
Special Requirements for Aircraft	2-11
Motor Vehicle Fuel-Dispensing Stations.....	2-12
Dip/Solvent Tanks Containing Flammable or Combustible Liquids.....	2-13
Aerosol Products.....	2-13
Sign Matrix	2-15

Chapter 3 MANAGING HAZARDOUS MATERIALS

Hazardous Materials Management Program	3-1
Procuring Hazardous Materials	3-1
Using Material Safety Data Sheets	3-1
Determining Hazardous Material Compatibility	3-2
MSDSs generated from HMIS	3-3
Storage Segregation Matrix	3-3
Other MSDSs	3-7
DOT Transportation Labels	3-8
Precautionary Labels.....	3-8
Stocking Hazardous Materials	3-9
Using the DOD Shelf-Life program	3-11
Shelf-Life Materials	
Type I Materials	3-12
Type II Materials	3-12
How to Extend Shelf Life Material	3-12
Additional Information	3-15

Chapter 4 SETTING UP STORAGE AREAS FOR HAZARDOUS WASTE

Satellite Accumulation Areas	4-1
Setting Up and Maintaining a Satellite Accumulation Area.....	4-1
Hazardous Waste Accumulation Area	4-2

Setting Up a Hazardous Waste Accumulation Area	4-3
Maintaining a Hazardous Waste Accumulation Area.....	4-4
Satellite Accumulation Area Sign.....	4-5
Hazardous Waste Accumulation Area Sign.....	4-6

**Chapter 5
MANAGING HAZARDOUS WASTE, WASTE PROTOCOL SHEETS**

What is a Waste	5-1
Generator Status.....	5-2
The Oregon EPA Generators for ORARNG.....	5-3
Supporting OMS Chart	5-5
Selecting a Container	5-7
Preparing your Container.....	5-7
Marking the Container	5-8
Adding Waste to the Container.....	5-9
Requesting Laboratory Analysis.....	5-10
Using Waste Protocol Sheets	5-11
Waste Protocol Sheet Index	5-12
Waste Protocol Sheets.....	5-13-57

**Chapter 6
TURNING IN HAZARDOUS MATERIALS, HAZARDOUS WASTE, SPECIAL WASTE,
NON-HAZARDOUS WASTE AND UNIVERSAL WASTE**

Hazardous Material Turn-in.....	6-1
Hazardous Material with an Expired Shelf Life Code	6-3
Hazardous Waste Turn-in	6-3
Indoor Range Residue/Debris	6-5
Special Waste Turn-In	6-5
Asbestos-Containing Materials	6-6
Contaminated Soil	6-6
Non-Hazardous Waste	6-6
Universal Waste Turn-In Procedures.....	6-7
Self Transporting Hazardous Materials and Hazardous Wastes.....	6-8
ASN-4 (Asbestos Waste Shipment Report Form)	6-10
Instructions for Using Form ASN-4	6-11
Sample Authorization Letter for Ammunition, Explosives and Dangerous Articles .	6-12-13

**Chapter 7
REPORTING REQUIREMENTS**

Department of the Army Reports.....	7-1
Hazardous Material Inventory	7-1
Hazardous Material Inventory Form Instructions	7-2
Hazardous Waste Inventory	7-3

Environmental Protection Agency Reports	7-3
LQG Exception Report	7-3
SQG Exception Report	7-3
Weekly Inspections	7-4
Department of Environmental Quality Reports	7-4
Annual Toxic Use Reduction Hazardous Waste Reduction Progress Report	7-4
Annual Pounds Report for all Large Toxic Users	7-4
DEQ Registration Verification Report	7-4
Hazardous Waste Determination Worksheet	7-4
Hazardous Waste Determination Worksheet Instructions	7-5
State Fire Marshal Reports.....	7-8
Hazardous Substance Information Survey	7-8
Reports Matrix	7-9
Form Number Reference Matrix	7-9
Suggested Procedures for Participating in a Regulatory Inspection.....	7-10
LQG Inspection Checklist.....	7-12
SQG Inspection Checklist.....	7-16
CEG Inspection Checklist.....	7-19

Chapter 8 SPILL RESPONSE PROCEDURES

The Spill Drill	8-1
Spill Response Guide.....	8-1

Chapter 9 GLOSSARY AND ACRONYMS

Glossary	9-1
Acronyms.....	9-5