



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
WASHINGTON, DC 20380-0001

MCO 1510.116  
C 461  
23 SEP 99

MARINE CORPS ORDER 1510.116

From: Commandant of the Marine Corps  
To: Distribution List

Subj: INDIVIDUAL TRAINING STANDARDS FOR HAZARDOUS MATERIAL/HAZARDOUS WASTE  
MARINE (MOS 9954)

Ref: (a) MCO 1510.34A  
(b) MCO 1553.1B  
(c) MCO 1553.2  
(d) MCO 1553.3

Encl: (1) Description of an Individual Training Standard  
(2) Management of Individual Training Standards  
(3) Summary/Index of Individual Training Standards  
(4) Common Individual Training Standards  
(5) Training Support  
(6) Individual Training Standards

1. Purpose. To publish the Individual Training Standards (ITS) at enclosures (1) through (6) for OccFld 99, MOS 9954 HAZMAT/HAZWASTE Marine.

2. Background

a. The references establish the system used to publish all training standards, provide policy, and assign training responsibilities, especially as applied to the Systems Approach to Training (SAT).

b. ITSS establish the training requirements for all Marines in the same occupational field (OccFld), Military Occupational Specialty (MOS), or billet. They provide a foundation upon which unit commanders and school directors build training packages for individual Marines as part of unit training plans or formal courses of instruction.

c. ITSS represent the skills that contribute to the unit mission as expressed in the Mission Performance Standards. Changes to doctrine or force structure or the introduction of new weapons or equipment may necessitate revision of this Order.

3. Information. ITSS are used by unit commanders and school directors to design, develop, conduct, and evaluate the individual training of Marines. Unit commanders are responsible for the sustainment of all individual tasks that have been deemed, through analysis, to support the unit's Mission Essential Task List (METL). Unit commanders can, therefore, use the tasks contained in this Order as the basis of individual training through Managed On-the-Job Training (MOJT), instruction in unit level schools, or incorporation in their training plans. School directors will derive Terminal Learning Objectives (TLO) and Enabling Learning Objectives (ELO) from the tasks, conditions, standards, and performance steps of each associated ITS. Task lists reported by formal schools on Course Descriptive Data (CDD) submissions will consist of tasks contained in this Order that are designated for training at the appropriate level in the formal school.

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4. Action

a. Commanding General, Marine Corps Combat Development Command (CG MCCDC)

(1) Ensure that all schools use this Order to train personnel to the standards required by grade and MOS.

(2) Ensure that the Marine Corps Institute (MCI) and the Training and Audiovisual Support Centers (TAVSC) provide standardized job aids and other training support requirements to facilitate training in units.

(3) Review, revise, and manage the upkeep of this Order in coordination with Operating Force and Supporting Establishment commanders and MOS/OccFld sponsors.

(4) Ensure the Combat Development Process identifies the impact on training, by MOS and ITS, of all new equipment.

(5) Ensure coordination with the Commander, Marine Corps Systems Command (COMMARCORSSYSCOM) to integrate the acquisition of new equipment into formal school training per the published ITSSs.

b. Commanding Generals of the Marine Forces and Supporting Establishment Commands and Commanders of Separate Organizations not Commanded by a General Officer


(1) Use this Order as the basis for individual training.

(2) Conduct MOJT programs and/or instruction in unit level schools to satisfy initial, sustainment, and refresher training requirements in so far as the tasks support unit mission requirements.

5. Submission of Recommendations and Requirements. Recommendations concerning the a content of this Order are invited. Submit recommendations for additions, deletions, or modifications to CG MCCDC (C461) via the chain of command.

6. Mobilization. All ITSSs in this Order will remain in effect during mobilization.

7. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.

  
T. S. JONES  
By direction

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DESCRIPTION OF AN INDIVIDUAL TRAINING STANDARD

1. ITS Designator. Each ITS has a unique three-part identifier that represents the specific task, the duty area under which that task is included, and the MOS (or billet) with which it is associated. Each part is separated by periods. An example of an ITS Designator is 9954.02.07.

a. The first four positions ("9954" in the example above) represent the MOS or billet. For any ITS associated with an official MOS, the four digits must be identical to those assigned to the MOS in MCO P1200.7 (MOS Manual).

b. The middle two positions ("02" in the example above) represent the duty or functional area. Duty areas within a given MOS are assigned consecutive ascending Arabic numerals. Duty areas 1 through 9 are always preceded by a leading zero to allow for proper sorting. In the example above, "02" represents the second duty area under MOS 9954.

c. The last two positions ("07" in the example above) represent a specific task. Tasks within a specific duty or functional area are assigned consecutive ascending Arabic numerals. Tasks 1 through 9 are always preceded by a leading zero to allow for proper sorting. In the example above, "07" represents the seventh task within the second duty area under MOS 9954.

2. ITS Components. There are six basic components of an ITS, five of which are mandatory:

a. Task. The task describes a specific and necessary behavior expected of a Marine in a particular MOS or job. It is a clearly stated, performance oriented action requiring a learned skill.

b. Condition(s). This portion of the ITS describes the equipment, manuals, assistance/supervision, special physical demands, environmental conditions, and location affecting a Marine's performance of the task under real-world circumstances.

c. Standard(s). This portion of the ITS describes the level of proficiency to which the individual must perform the task.

d. Performance Steps. Collectively, the performance steps represent the logical sequence of actions required of the Marine to perform the task to standard. These actions are typically detailed in the reference

e. References. References are doctrinal publications, technical manuals, and other publications upon which the ITS and its performance steps are based. They should be readily available and provide detail to the procedures that are only summarized in the performance steps.

f. Administrative Instructions (Optional). Administrative instructions provide the trainer/instructor with special required or recommended circumstances, including safety precautions, relating to the training or execution of the task. These instructions may also clarify the meaning of the task.

3. ITS Training

a. Initial Training Setting. All ITSS are assigned an Initial Training Setting

ENCLOSURE (1)

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that includes a specific location for initial instruction (Formal School or MOJT), level of training required at that location (Standard or Preliminary), a sustainment factor (number of months between evaluation or retraining to maintain the proficiency required by the standard), and a "Required By" rank (the lowest rank at which task proficiency is required)

b. Training Materiel (Optional). Training materiel includes all training devices, simulators, aids, equipment, and materials (except ammunition and Marine Corps Institute (MCI) publications) required or recommended to properly train the task under the specified conditions and to the specified standard.

c. Ammunition (Optional). This section includes any ammunition, explosives, and/or pyrotechnics required for proper training of the ITS.

d. Current MCI(s) (Optional). This section includes a list of any currently available MCI publications designed to provide training related to this task.

ENCLOSURE (1)

MANAGEMENT OF INDIVIDUAL TRAINING STANDARDS

1. ITS Use

a. ITSs form the basis for all individual training in formal schools and units. They are written for all MOSs in order to specify the critical skills required by units of their individual Marines in support of the unit's combat missions as defined in the unit's Mission Essential Task List (METL).

b. Formal school directors are responsible for reviewing all ITSs marked for initial training at the formal school. They must conduct courses of instruction on those ITSs appropriate for their student populations in terms of grade or rank. The task portion of each ITS taught in a given course must appear in the Task List (Item 24) of the CDD for that course. In accordance with SAT, a Program of Instruction (POI) must also be developed for the course.

c. ITSs provide measures of performance that can be used by unit commanders to diagnose individual deficiencies and design training. Noted deficiencies should be scheduled for remediation on training plans or through MOJT, as appropriate.

d. A Marine should continue to receive instruction on ITSs that support his unit's METL. Individual training cannot cease upon graduation from a formal school because formal schools cannot prepare every Marine to serve in every billet. Individuals should be given opportunities in the unit to gain experience and responsibility as quickly as possible.

2. ITS Maintenance

a. A relationship exists between ITSs and the threat to Marine forces. Changes in the threat often trigger corresponding changes in our weapons, equipment, or doctrine, which then necessitate producing new or updated training standards. Such action requires a team effort on the part of the operating forces, the formal schools, and staff agencies at both Headquarters, U.S. Marine Corps and the Marine Corps Combat Development Command (MCCDC).

b. ITSs are ultimately validated by unit commanders and school directors. Records of Proceedings (ROP) resulting from Course Content Review Boards (CCRB) conducted by formal schools are particularly well suited for recommending revisions. The ROP should contain a justification for each proposed addition, deletion, or change and should accompany any request to obtain authority to depart from the currently published ITSs. Unit commanders can recommend changes through participation in a school's CCRB or directly via the chain of command. Unless significant changes warrant earlier action, ITS orders are revised and republished on a 4-year cycle.

c. ITS management is a dynamic process involving user maintenance as the key to refining standards to best serve unit missions. ITS users should evaluate whether ITSs support or fail to support an MOS, and ITS components should be examined for realism and pertinence. Users are encouraged to submit recommended changes to published ITSs through the chain of command.

ENCLOSURE (2)

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SUMMARY/INDEX OF INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure is a summary listing of all ITS tasks grouped by MOS and Duty Area.
2. Format. The columns are as follows:
  - a. SEQ. Sequence Number. This number dictates the order in which tasks for a given duty area are displayed.
  - b. TASK. ITS Designator. This is the permanent designator assigned to the task when it is created.
  - c. TITLE. ITS Task Title.
  - d. FS. Formal School. A mark appears in this column when the Formal School is designated as the initial training setting. An "S" indicates the task is taught to "standard" at the formal school. A "P" indicates that the formal school provides only "preliminary" instruction and it is up to the unit to provide follow-on MOJT instruction to teach the task to standard.
  - e. MOJT. Managed On-The-Job Training. An "S" appears in this column when MOJT is designated as the initial training setting. Instruction is always to "standard."
  - f. MCI. Current MCI Publication(s). An "X" in this column indicates that at least one MCI publication addresses this task. Consult enclosure (6) for details.
  - g. SUS. Sustainment Training Period. An entry in this column represents the number of months within which the unit is expected to train or retrain this task to standard provided the task supports the unit's METL.
  - h. REQ BY. Required By. An entry in this column depicts the lowest rank required to demonstrate proficiency in this task.
- E. Page Number. This column lists the number of the page in enclosure (6) that contains detailed information concerning this task.

SEQ TASK	TITLE	FS	MOJT	MCI	SUS	REQ BY	PAGE
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MOS 9954, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

DUTY AREA 01 - HAZARDOUS MATERIAL COMPLIANCE

1)	9954.01.01	STORE HAZARDOUS MATERIAL	S	X	12	LCpl	6-A-1
2)	9954.01.02	PREPARE HAZARDOUS MATERIAL FOR TRANSPORT	S	X	12	LCpl	6-A-1
3)	9954.01.03	LOAD HAZARDOUS MATERIAL	S	X	12	LCpl	6-A-2
4)	9954.01.04	MAINTAIN HAZARDOUS MATERIAL RECORDS	S	X	12	LCpl	6-A-2
5)	9954.01.05	DISTRIBUTE HAZARDOUS MATERIAL	S	X	12	LCpl	6-A-3
6)	9954.01.06	ADMINISTER HAZARD COMMUNICATION PROGRAM	S	X	12	LCpl	6-A-4
7)	9954.01.07	MAINTAIN HAZARDOUS MATERIAL DESKTOP PROCEDURES AND/OR TURNOVER FOLDER	S	X	12	LCpl	6-A-4

ENCLOSURE (3)

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ	BY	PAGE
<u>DUTY AREA 02 - HAZARDOUS WASTE COMPLIANCE</u>									
1)	9954.02.01	STORE HAZARDOUS WASTE	S		X	12	LCpl		6-A-6
2)	9954.02.02	PREPARE HAZARDOUS WASTE FOR TRANSPORT	S		X	12	LCpl		6-A-6
3)	9954.02.03	LOAD HAZARDOUS WASTE	S		X	12	LCpl		6-A-7
4)	9954.02.04	OFF-LOAD HAZARDOUS WASTE	S		X	12	LCpl		6-A-7
5)	9954.02.05	MAINTAIN HAZARDOUS WASTE RECORDS	S		X	12	LCpl		6-A-8
<del>6)</del>	<del>9954.02.06</del>	<del>RESPOND TO HAZARDOUS WASTE SPILLS</del>	<del>S</del>		<del>X</del>	<del>12</del>	<del>LCpl</del>		<del>6-A-9</del>
7)	9954.02.07	MAINTAIN HAZARDOUS WASTE DESKTOP PROCEDURES AND/OR TURNOVER FILE	S		X	12	LCpl		6-A-9
<u>DUTY AREA 03 - HAZARDOUS MATERIAL/HAZARDOUS WASTE OPERATIONS</u>									
1)	9954.03.01	TRAIN UNIT PERSONNEL IN HAZARD COMMUNICATION STANDARDS	S		X	12	Sgt		6-A-11
2)	9954.03.02	INSPECT HAZARDOUS MATERIAL/HAZARDOUS WASTE PROGRAM FOR COMPLIANCE	S		X	12	Sgt		6-A-11
3)	9954.03.03	INSPECT RECORDS FOR HAZARDOUS MATERIAL DISTRIBUTION AND USE	S		X	12	Sgt		6-A-12
4)	9954.03.04	SUPERVISE LOADING OF HAZARDOUS MATERIAL/HAZARDOUS WASTE	S		X	12	Sgt		6-A-12
5)	9954.03.05	SUPERVISE OFF-LOADING OF HAZARDOUS WASTE	S		X	12	Sgt		6-A-13
6)	9954.03.06	COORDINATE HAZARDOUS MATERIAL/HAZARDOUS WASTE PLANNING FOR UNIT OPERATIONS AND EXERCISES	S		X	12	Sgt		6-A-14
7)	9954.03.07	SUPERVISE UNIT HAZARDOUS MATERIAL/HAZARDOUS WASTE TRAINING PROGRAM	S		X	12	Sgt		6-A-14
8)	9954.03.08	COORDINATE UNIT LEVEL HAZARDOUS MATERIAL/HAZARDOUS WASTE OPERATION BUDGET	S		X	12	Sgt		6-A-15
<u>DUTY AREA 04 - HAZARDOUS MATERIAL/HAZARDOUS WASTE MANAGEMENT</u>									
1)	9954.04.01	DETERMINE IF SOLID WASTE IS A HAZARDOUS WASTE	S		X	12	SSgt		6-A-17
2)	9954.04.02	CERTIFY HAZARDOUS WASTE FOR TRANSPORT OFF-SITE	S		X	12	SSgt		6-A-17

ENCLOSURE (3)

COMMON INDIVIDUAL TRAINING STANDARDS

DOES NOT APPLY TO THIS ORDER.

ENCLOSURE (4)



TRAINING SUPPORT

1. This enclosure summarizes four categories of training support by ITS for the entire OccFld:

Appendix A: Training Materiel

Appendix B: Current MCIs

Appendix C: Ammunition, Explosives, and Pyrotechnics

Appendix D: References

2. If support identified in any appendix is not applicable to this OccFld, the appendix will include a statement to that effect.

ENCLOSURE (5)

TRAINING MATERIEL

DOES NOT APPLY TO THIS ORDER.

Appendix A to  
ENCLOSURE (5)

5-A-1

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CURRENT MCI PUBLICATIONS

1. General. This section includes a list of all currently available Marine Corps Institute (MCI) publications designed to provide training related to any task in this OccFld.

2. Format. The columns are as follows:

a. MCI. This column summarizes all MCIs that address training of at least one ITS task in this OccFld.

b. TASK NUMBERS. A listing of all ITS tasks supported by the corresponding MCI.

MCI	TASK NUMBERS			
MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE	9954.01.01	9954.01.02	9954.01.03	9954.01.04
	9954.01.05	9954.01.06	9954.01.07	9954.02.01
	9954.02.02	9954.02.03	9954.02.04	9954.02.05
	9954.02.06	9954.02.07	9954.03.01	9954.03.02
	9954.03.03	9954.03.04	9954.03.05	9954.03.06
	9954.03.07	9954.03.08	9954.04.01	9954.04.02

Appendix B to  
ENCLOSURE (5)

AMMUNITION, EXPLOSIVES, AND PYROTECHNICS

DOES NOT APPLY TO THIS ORDER.

Appendix C to  
ENCLOSURE (5)

5-C-1

REFERENCES

1. General. References are doctrinal publications, technical manuals, and other publications upon which an ITS and its performance steps are based. They should be readily available and provide the detailed procedures for accomplishing the task. This section includes a list of all reference publications associated with any task in this OccFld.

2. Format. The columns are as follows:

a. REFERENCES. This column summarizes all references associated with at least one ITS task in this OccFld.

b. TASK NUMBERS. A listing of all ITS tasks to which the corresponding reference is associated.

REFERENCES	TASK NUMBERS			
APPLICABLE LOCAL PLANS	9954.02.06			
INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA) DANGEROUS GOODS REGULATIONS	9954.02.02	9954.02.03	9954.02.04	
29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR	9954.01.03	9954.01.05	9954.01.06	9954.02.01
	9954.02.02	9954.02.03	9954.02.04	9954.02.05
	9954.02.06	9954.03.01	9954.03.04	9954.03.05
	9954.03.06	9954.03.07	9954.04.02	
40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION	9954.01.04	9954.02.01	9954.02.02	9954.02.03
	9954.02.04	9954.02.05	9954.02.06	9954.03.02
	9954.03.04	9954.03.05	9954.03.06	9954.03.07
	9954.04.01	9954.04.02		
49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION	9954.01.02	9954.01.03	9954.02.02	9954.02.03
	9954.02.04	9954.02.05	9954.02.06	9954.03.04
	9954.03.05	9954.03.07	9954.04.02	
DOD DIR 4215.15, HAZARDOUS MATERIAL POLLUTION PREVENTION	9954.03.04			
DOD INST 4715.1, ENVIRONMENTAL SECURITY	9954.01.04			
DOD INST 4715.10, ENVIRONMENTAL EDUCATION, TRAINING, AND CAREER DEVELOPMENT	9954.03.07			
DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM	9954.01.06	9954.03.01		
EO 12856, FEDERAL COMPLIANCE WITH RIGHT TO KNOW LAWS AND POLLUTION PREVENTION	9954.03.03			

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REFERENCES  
REQUIREMENTS

TASK NUMBERS

MCO 3500.27, OPERATIONAL RISK MANAGEMENT	9954.01.06	9954.03.01		
MCO 4030.19, PREPARATION OF HAZMAT MILITARY AIR SHIPMENTS	9954.01.03			
MCO 4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS	9954.01.01	9954.01.02	9954.01.03	9954.01.05
MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL	9954.01.04	9954.01.05	9954.01.06	9954.01.07
	9954.02.01	9954.02.02	9954.02.03	9954.02.04
	9954.02.05	9954.02.06	9954.02.07	9954.03.01
	9954.03.02	9954.03.04	9954.03.05	9954.03.06
	9954.03.07	9954.03.08	9954.04.01	9954.04.02
MCO P7100.8, FIELD BUDGET GUIDANCE MANUAL	9954.03.08			
MCRP 4-11, MILITARY ENVIRONMENTAL PROTECTION	9954.03.06			

Appendix D to  
ENCLOSURE (5)

INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure contains all of the ITSs for this OccFld, grouped by MOS. Each MOS is contained in a separate Appendix to Enclosure (6).

2. Format. For each ITS, the following elements of information are provided:

a. TASK. The task describes a specific and necessary behavior expected of a Marine in a particular MOS or job. It is a clearly stated, performance-oriented action requiring a learned skill.

b. CONDITION(S). This portion of the ITS describes the equipment, manuals, assistance/supervision, special physical demands, environmental conditions, and location affecting a Marine's performance of the task under real-world circumstances.

c. STANDARD(S). This portion of the ITS describes the level of proficiency to which the individual must perform the task.

d. PERFORMANCE STEPS. Collectively, the performance steps represent the logical sequence of actions required of the Marine to perform the task to standard. These actions are typically detailed in the references.

e. REFERENCES. References are doctrinal publications, technical manuals, and other publications upon which the ITS and its performance steps are based. They should be readily available and provide detail to the procedures that are only summarized in the performance steps.

f. ADMINISTRATIVE INSTRUCTIONS (Optional). Administrative instructions provide the trainer/instructor with special required or recommended circumstances, including safety precautions, relating to the training or execution of the task. These instructions may also clarify the meaning of the task.

g. INITIAL TRAINING SETTING. All ITSs are assigned an Initial Training Setting that includes a specific location for initial instruction (Formal School or MOJT), level of training required at that location (Standard or Preliminary), a sustainment factor (number of months between evaluation or retraining to maintain the proficiency required by the standard), and a "Required By" rank (the lowest rank at which task proficiency is required).

h. TRAINING MATERIEL (Optional). Training materiel includes all training devices, simulators, aids, equipment, and materials (except ammunition and Marine Corps Institute (MCI) publications) required or recommended to properly train the task under the specified conditions and to the specified standard. Mandatory items are preceded by an asterisk(\*)).

i. AMMUNITION (Optional). This table, if present, depicts the ammunition, explosives, and/or pyrotechnics required for proper training of the ITS.

j. CURRENT MCI(S) (Optional). This section includes a list of any currently available MCI publications designed to provide training related to this task.

MOS 9954, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

DUTY AREA 01 - HAZARDOUS MATERIAL COMPLIANCE

TASK: 9954.01.01 STORE HAZARDOUS MATERIAL

CONDITION(S): Given Hazardous Materials, Material Safety Data Sheets (MSDS), and an appropriate storage facility.

STANDARD(S): So that material is in compliance with current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Determine hazardous classification.
2. Store according to compatibility.
3. Manage inventory.
4. File Material Safety Data Sheet (MSDS).

REFERENCE(S):

1. MCO 4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.01.02 PREPARE HAZARDOUS MATERIAL FOR TRANSPORT

CONDITION(S): Given hazardous material, Material Safety Data Sheet (MSDS), appropriate transportation, and applicable shipment documentation.

STANDARD(S): So that material is in compliance with current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Determine destination.
2. Determine shipping requirement.
3. Package material for transport.
4. Update inventory.

REFERENCE(S):

1. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION

Appendix A to  
ENCLOSURE (6)



2. MCO 4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.01.03 LOAD HAZARDOUS MATERIAL

CONDITION(S): Given hazardous material, Material Safety Data Sheet (MSDS), certified shipment documentation, material handling equipment, and operator.

STANDARD(S): So that material is in compliance with current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Verify shipping documentation.
2. Inspect transportation equipment, personnel, and documentation.
3. Transfer hazardous material to transport.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
3. MCO 4030.19, PREPARATION OF HAZMAT MILITARY AIR SHIPMENTS
4. MCO 4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.01.04 MAINTAIN HAZARDOUS MATERIAL RECORDS

CONDITION(S): Given applicable forms and records, end user computer equipment, Hazardous Material Information System (HMIS), Material Safety Data Sheet (MSDS), Authorized Use List (AUL), and references.

STANDARD(S): So that they are in compliance with current local, state, Federal regulations, and DoD directives.

PERFORMANCE STEPS:

1. Maintain inventory.

2. Maintain Authorized User List (AUL).
3. Maintain Material Safety Data Sheet (MSDS) file.
4. Maintain chain of custody records.
5. Maintain inspection records.
6. Maintain site specific plan.
7. Maintain personnel records relevant to hazardous material.

REFERENCE(S):

1. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
2. DOD INST 4715.1, ENVIRONMENTAL SECURITY
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.01.05 DISTRIBUTE HAZARDOUS MATERIAL

CONDITION(S): Given hazardous material, Material Safety Data Sheet (MSDS), Authorized User List (AUL), appropriate secondary containers, appropriate personal protective equipment (PPE), labeling equipment, and appropriate regulations.

STANDARD(S): So that material is distributed per current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Determine authorized use.
2. Provide user with hazardous material.
3. Provide MSDS if not previously provided.
4. Update records.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. MCO 4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.01.06 ADMINISTER HAZARD COMMUNICATION PROGRAM

CONDITION(S): Given a situation requiring communications, directives, current regulations, and training materials.

STANDARD(S): So that it is in compliance with current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Identify hazards specific to work sites.
2. Identify personnel subject to hazard communication program.
3. Enforce hazard communication program at unit level.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM
3. MCO 3500.27, OPERATIONAL RISK MANAGEMENT
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.01.07 MAINTAIN HAZARDOUS MATERIAL DESKTOP PROCEDURES AND/OR TURNOVER FOLDER

CONDITION(S): Given a billet requirement, standing operating procedures, and turnover folder.

STANDARD(S): So that procedures and folders are up-to-date per the references.

PERFORMANCE STEPS:

1. Determine appropriate content.
2. Gather content.
3. Update content as necessary.

REFERENCE(S):

1. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

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ENCLOSURE (6)

DUTY AREA 02 - HAZARDOUS WASTE COMPLIANCE

TASK: 9954.02.01 STORE HAZARDOUS WASTE

CONDITION(S): Given hazardous waste, appropriate storage facility, Material Safety Data Sheet (MSDS), Hazardous Waste Profile Sheet (HWPS), Compatability Chart, applicable shipment manifest, and references.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Characterize the waste.
2. Affix labels and marks to container.
3. Store according to compatability.
4. Maintain waste inventory.
5. Document hazardous waste storage site inspections.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.02.02 PREPARE HAZARDOUS WASTE FOR TRANSPORT

CONDITION(S): Given hazardous waste, appropriate transportation, and proper placards.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Determine the destination.
2. Determine shipping requirements.
3. Package waste for transport.

REFERENCE(S):

1. INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA) DANGEROUS GOODS REGULATIONS

2. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
3. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
4. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.02.03 LOAD HAZARDOUS WASTE

CONDITION(S): Given hazardous waste, Material Safety Data Sheet (MSDS)/Hazardous Waste Profile Sheet (HWPS), appropriate material handling equipment, applicable shipment manifest, and operator.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Prepare turn-in documentation.
2. Inspect transportation equipment, personnel qualifications, and documentation.
3. Transfer waste to transport.

REFERENCE(S):

1. INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA) DANGEROUS GOODS REGULATIONS
2. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
3. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
4. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.02.04 OFF-LOAD HAZARDOUS WASTE

CONDITION(S): Given a situation requiring hazardous waste off-loading, Material Safety Data Sheet (MSDS)/Hazardous Waste Profile Sheet (HWPS), appropriate waste handling

equipment, applicable shipment manifest, and operator.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Review turn-in documentation.
2. Verify shipment.
3. Transfer waste from transport to storage.
4. Certify receipt of waste.

REFERENCE(S):

1. INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA) DANGEROUS GOODS REGULATIONS
2. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
3. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
4. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.02.05 MAINTAIN HAZARDOUS WASTE RECORDS

CONDITION(S): Given hazardous waste, Material Safety Data Sheet (MSDS)/Hazardous Waste Profile Sheet (HWPS), hazardous waste log book, manifests, applicable forms and records.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Maintain inventory.
2. Maintain Material Safety Data Sheet (MSDS)/Hazardous Waste Profile Sheet (HWPS).
3. Maintain shipping records/logs.
4. Maintain inspection records.
5. Maintain site specific contingency/spill response plans.
6. Maintain personnel records relevant to hazardous waste training.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.02.06 RESPOND TO HAZARDOUS WASTE SPILLS

CONDITION(S): Given a spill of hazardous waste or hazardous material, spill control equipment, communications equipment, and spill control response plan.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Recognize the release of hazardous waste.
2. Activate unit level spill contingency plan.
3. Maintain unit level spill response capabilities.

REFERENCE(S):

1. APPLICABLE LOCAL PLANS
2. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
3. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
4. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.02.07 MAINTAIN HAZARDOUS WASTE DESKTOP PROCEDURES AND/OR TURNOVER FILE

CONDITION(S): Given a billet requirement, standing operating procedures, and turnover folder.



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STANDARD(S): Per the references.

PERFORMANCE STEPS:

1. Determine appropriate content.
2. Gather content.
3. Update content as necessary.

REFERENCE(S):

1. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (LCpl)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

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ENCLOSURE (6)

DUTY AREA 03 - HAZARDOUS MATERIAL/HAZARDOUS WASTE OPERATIONS

TASK: 9954.03.01 TRAIN UNIT PERSONNEL IN HAZARD COMMUNICATION STANDARDS

CONDITION(S): Given a training need, training materials, and applicable training references.

STANDARD(S): Per current local, state, federal, and DoD regulations.

PERFORMANCE STEPS:

1. Identify hazards specific to the work site.
2. Identify personnel subject to HAZCOM training/information requirement.
3. Coordinate scheduling of HAZCOM training.
4. Conduct training (information/training).
5. Record training in unit and individual training records.
6. Provide training when new hazards are introduced.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM
3. MCO 3500.27, OPERATIONAL RISK MANAGEMENT
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.03.02 INSPECT HAZARDOUS MATERIAL/HAZARDOUS WASTE PROGRAM FOR COMPLIANCE

CONDITION(S): Given hazardous material or hazardous waste program areas and applicable Automated Compliance Evaluation (ACE) checklist.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Obtain check list from Automated Compliance Evaluation (ACE) software.
2. Conduct inspection.
3. Document discrepancies.

4. Track resolution through plan of action and milestones (POA&M).

REFERENCE(S):

1. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
2. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.03 INSPECT RECORDS FOR HAZARDOUS MATERIAL DISTRIBUTION AND USE

CONDITION(S): Given applicable forms, records, and references.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Verify Authorized User Lists (AUL).
2. Validate Authorized Use Lists (AUL) against inventory/purchase records.
3. Record deficiencies.
4. Report deficiencies.

REFERENCE(S):

1. EO 12856, FEDERAL COMPLIANCE WITH RIGHT TO KNOW LAWS AND POLLUTION PREVENTION REQUIREMENTS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.04 SUPERVISE LOADING OF HAZARDOUS MATERIAL/HAZARDOUS WASTE

CONDITION(S): Given hazardous material/hazardous waste loading situation, applicable documentation, and references.

STANDARD(S): Per current local, state, federal regulations, and DoD directives.

PERFORMANCE STEPS:

1. Verify shipping documents.

2. Verify load.
3. Verify transport personnel qualifications.
4. Oversee transfer of load to transport.
5. Certify the shipping documents.
6. Track shipment.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
4. DOD DIR 4215.15, HAZARDOUS MATERIAL POLLUTION PREVENTION
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.05 SUPERVISE OFF-LOADING OF HAZARDOUS WASTE

CONDITION(S): Given hazardous waste, an unloading situation, applicable documentation, and references.

STANDARD(S): Per current local, state, and federal regulations.

PERFORMANCE STEPS:

1. Coordinate receipt of hazardous waste.
2. Plan for site-specific requirements.
3. Oversee transfer of waste to storage.
4. Ensure update of documentation.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.06 COORDINATE HAZARDOUS MATERIAL/HAZARDOUS WASTE PLANNING FOR UNIT OPERATIONS AND EXERCISES

CONDITION(S): Given a situation requiring planning for operations and exercises, appropriate references, and communication equipment.

STANDARD(S): Per current local, state, federal regulations, and DoD policy and doctrine.

PERFORMANCE STEPS:

1. Participate in initial planning phase.
2. Identify hazardous material/hazardous waste storage/management requirements.
3. Establish spill response plan.
4. Coordinate hazardous waste disposal procedures.
5. Provide hazardous material/hazardous waste appendices to Annex L of operations order.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
4. MCRP 4-11, MILITARY ENVIRONMENTAL PROTECTION

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.07 SUPERVISE UNIT HAZARDOUS MATERIAL/HAZARDOUS WASTE TRAINING PROGRAM

CONDITION(S): Given training need, training records, applicable reference, and the unit hazard communications plan.

STANDARD(S): Per current local, stage, federal regulations, and DoD directives.

PERFORMANCE STEPS:

1. Identify unit hazardous material/hazardous waste training needs.
2. Coordinate training support.
3. Oversee implementation of training.
4. Ensure training records are maintained.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
4. DOD INST 4715.10, ENVIRONMENTAL EDUCATION, TRAINING, AND CAREER DEVELOPMENT
5. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
- 

TASK: 9954.03.08 COORDINATE UNIT LEVEL HAZARDOUS MATERIAL/HAZARDOUS WASTE OPERATION BUDGET

CONDITION(S): Given hazardous material/hazardous waste operation requirements and budgeting tools.

STANDARD(S): To budget, execute, and track cost per Marine Corps Orders.

PERFORMANCE STEPS:

1. Identify costs associated with day-to-day hazardous material/hazardous waste management.
2. Identify costs associated with exercise hazardous material/hazardous waste management.
3. Identify disposal costs of hazardous waste and those attributed to expired shelf-life item.
4. Budget for cost associated with spill clean-up and disposal of spill debris.
5. Track all costs associated with hazardous material/hazardous waste management.

REFERENCE(S):

1. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

MCO 1510.116

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2. MCO P7100.8, FIELD BUDGET GUIDANCE MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

Appendix A to  
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DUTY AREA 04 - HAZARDOUS MATERIAL/HAZARDOUS WASTE MANAGEMENT

TASK: 9954.04.01 DETERMINE IF SOLID WASTE IS A HAZARDOUS WASTE

CONDITION(S): Given a solid waste and appropriate references.

STANDARD(S): Per current local, state, federal regulations, and DoD directives.

PERFORMANCE STEPS:

1. Determine if the solid waste is excluded from regulations.
2. Determine if solid waste is a listed waste.
3. If the solid waste is a listed waste, determine if the listed waste is excluded.
4. If not a listed or excluded waste, determine if the solid waste is a characteristic waste.
5. Determine if the residue is a by-product of a regulated process or spill clean-up.
6. Document the waste determination.

REFERENCE(S):

1. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
2. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (SSgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE
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TASK: 9954.04.02 CERTIFY HAZARDOUS WASTE FOR TRANSPORT OFF-SITE

CONDITION(S): Given hazardous material/hazardous waste, shipping manifest, and proper placards.

STANDARD(S): Per current state, federal, and DoD regulations

PERFORMANCE STEPS:

1. Verify that load contents match shipping manifest.
2. Verify transporter credentials.
3. Verify Treatment Storage Disposal Facility (TSDF) appropriately permitted.
4. Assign manifest document number.



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5. Sign certification declaration on manifest.
6. Obtain transporter certification signature on manifest.
7. Track manifest document.

REFERENCE(S):

1. 29 CFR, OCCUPATIONAL SAFETY AND HEALTH STANDARDS - DEPARTMENT OF LABOR
2. 40 CFR, ENVIRONMENTAL PROTECTION AGENCY REGULATION
3. 49 CFR, TRANSPORTATION REGULATIONS, DEPARTMENT OF TRANSPORTATION
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (SSgt)

CURRENT MCI(S):

1. MCI 0054, HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE

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