



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON WEST POINT
681 HARDEE PLACE
WEST POINT, NY 10996-1554

IMML-ZA

11 July 2016

USAG WEST POINT POLICY #54

SUBJECT: Integrated Solid Waste Management

1. REFERENCES:

a. Resource Conservation and Recovery Act (RCRA), Public Law 94-580, dated 21 October 1976. This law established standards and guidelines for the management of hazardous and non-hazardous solid wastes. The act introduced and encouraged the practices of waste minimization through source reduction, Affirmative Procurement (use of recovered materials), recycling and conversion of waste to energy. The RCRA Section 6002 specifically requires the Federal government to promote standards and practices for the procurement of recycled and recovered materials. The act was codified in Title 40, Code of Federal Regulations (CFR) Parts 240-272. Pertinent sections are listed below:

- (1) Part 243: Guidelines for the Storage and Collection of Residential, Commercial and Institutional Solid Waste.
 - (2) Part 246: Source Separation for Materials Recovery Guidelines.
 - (3) Part 247: Guidelines for Procurement of Products that Contain Recycled Materials.
 - (4) Part 257: Criteria for Classification of Solid Waste Disposal Facilities and Practices.
- b. Pollution Prevention Act of 1990, Public Law 101-508, 5 November 1990.
 - c. Federal Facilities Compliance Act 6 October 1992.
 - d. 10 U. S. Code 2577, "Disposal of Recyclable Materials.
 - e. Title 6 NYCRR, Part 360 - New York State Solid Waste Management Facilities.

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f. AR 200-1 Environmental Protection and Enhancement

2. PURPOSE. This regulation prescribes responsibilities and standards for the efficient and economical removal of solid waste in an environmentally and legally acceptable manner. It establishes procedures and assigns responsibilities to comply with DOD Instruction 4715.4, "Pollution Prevention" and to develop and execute a cost-effective Qualified Recycling Program (QRP) at West Point.

3. APPLICABILITY. This regulation applies to all activities, host and tenant, on West Point. The Integrated Solid Waste Management Plan encompasses all of the West Point Installation.

4. RESPONSIBILITIES :

a. Directorate of Public Works (DPW).

(1) Serve as the Garrison Commander's expert representative for the management of solid wastes.

(2) Advise all waste generating activities of the state, Federal and Army requirements for managing solid wastes including requirements for permit, reporting and recordkeeping.

(3) Monitor the Installation compliance with local, state, Federal and Army solid waste management requirements. Recommend changes in policies or procedures to improve program management.

(4) Advise the Commander in coordination with waste generating activities on the most cost-effective and efficient means of waste storage, treatment and disposal.

(5) Ensure regular, systematic collection and disposal of solid wastes to provide efficient and cost-effective service per the requirements of Army Regulations.

(6) Periodically review number and location of pickup stations, truck routes, type of equipment, scheduling, supervision and use of personnel to effectively manage solid wastes.

(7) Monitor solid waste activities that are carried out by contract. Ensure contract requirements are met.

(8) Provide a Recycling Center facility for operation of the QRP.

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b. Directorate of Family, Morale, Welfare and Recreation (DFMWR).

(1) Organize and chair the QRP Committee.

(2) Formally establish the installation QRP and designate a person or activity to be the QRP manager.

(3) Establish and oversee a materials accounting procedure to track the materials processed/sold and a financial accounting system for the receipts and disbursements of funds.

(4) Brief West Point Environmental Quality Control Committee (EQCC) annually and as issues/concern that impact the recycling program arise.

(5) Develop goals and objectives necessary to ensure that the QRP is operated on an economical break-even basis.

(6) Approve expenditures for the QRP.

(7) Provide preventive maintenance and repair of equipment used for recycling materials on a reimbursable basis from the QRP Fund.

(8) Provide professional training to QRP Manager and employees on the operation of recycling equipment.

(9) Ensure that the QRP Manager maintains all QRP sales documentation as required by Combined Services Guide for Qualified Recycling Programs, dated 15 September 1997 and DOD 7000.14.R, DOD Financial Management Regulation.

c. Mission and Installation Contracting Command (MICC).

(1) Ensure that all Installation contracts include a provision that obligates the contractor to participate and support the QRP requirements.

(2) Modify as requested all existing contracts to incorporate QRP recycling provisions.

(3) Provide appropriated contracting support as requested to support the requirements of the QRP.

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d. Logistics Readiness Center (LRC).

(1) Advise procuring activities on procedures for integrating waste reduction and recycling program goals into installation procurement programs to achieve Federally mandated and Army endorsed goals and objectives.

(2) Determine which property book items are reused, resold or recycled.

(3) Advise generating activities on the required turn-in procedures, including packaging, labeling and transporting of materials to facilitate sales/recycling.

(4) Assume accountability for materials properly turned in for disposal, resale or recycling.

(5) Actively support the Directorate of Public Works (DPW) in measuring progress to meet Federal and Army waste reduction goals and requirements.

(6) Communicate regularly with Defense Logistics Agency (DLA) activity serving the Installation to maintain current information on markets for excess or unserviceable materials and recyclable materials.

5. Installation Recycling Program.

a. West Point's Central Recycling Center receives and packages recyclable material generated on-post. The recycling center is operated by DFMWR under the QRP. All marketable materials are stored in labeled cargo containers awaiting sale.

b. The Recycling Center bales, stores and markets these materials with revenues being returned to support the QRP. The QRP recycles cardboard, white and colored paper, magazines, books and newsprint, which are revenue generating commodities. Guidance issued by DOD in January 1997 states that recyclable goods originally purchased with appropriated funds no longer have to be sold through DRMO. Installations can now sell directly to local vendors. This guidance enables West Point to obtain the best price for recyclable materials.

c. The QRP recycles range residue (brass and steel cartridges). West Point has purchased a deformer to meet the requirements to sell the range residue.

d. Recycling Committee Organizational Structure: The QRP Committee will consist of representatives from the following organizations:

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- (1) DPW.
- (2) DFMWR.
- (3) LRC.
- (4) Dean, Department of Geography and Environmental Engineering.
- (5) Auditor, Internal Review and Audit Compliance Office.

e. Distribution of Recycling Proceeds. The proceeds from the sale of recyclable materials will be dispersed according to the following hierarchy:

- (1) Proceeds shall first be used to cover the costs directly attributed to the operation of the QRP, including, but not limited to, manpower, facilities, equipment, overhead, and other capital investments.
- (2) After these costs are recovered, up to 50 percent of the remaining proceeds may be used for pollution abatement, pollution prevention, energy/water conservation, composting and alternative-fueled vehicle infrastructure support and vehicle conversion, or occupational safety and health projects, with first consideration given to projects included in the West Point Pollution Prevention Plan.
- (3) In accordance with law, any proceeds remaining from the sale of direct recyclable materials or other qualified recyclable materials may be transferred to Morale, Welfare and Recreation activities and facilities.

6. COMPOSTING: At present no composting is done at West Point. All organic waste (tree limbs, trunks, and leaves) is stored in a designated area adjacent to the Transfer Station. The Transfer Station operators' contract requires the disposal of the organic waste through a composter or organic waste recycler.

7. PROGRAM PROMOTION: DFMWR promotes the Transfer Station and Recycling Center with newspaper (Pointer View) articles, local channel announcements, emails and tours.

8. RECORDKEEPING AND REPORTING:

a. Solid Waste Annual Reporting system (SWAR). DPW inputs information on the municipal solid waste and recyclables data quarterly to the SWAR database. The information is ultimately reported to Congress by EPA to comply with RCRA.

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b. New York State Department of Environmental Conservation Solid Waste Report. DPW annually completes the NYSDEC Transfer Station Annual Report to comply with 6 NYCRR Part 360.

9. CONSTRUCTION AND DEMOLITION WASTE: West Point Policy is to practice efficient waste management when sizing, cutting and installing products and materials and use all reasonable means to divert construction and demolition waste from landfills and incinerators and to facilitate their recycling or reuse. A waste management plan is required for all construction projects and shall be submitted before initiating any site preparation work. The plan shall describe the actions that will be taken to reduce solid waste generation and an explanation and justification when reuse or recycling is not feasible. Disposal of C&D debris is the last option only after reuse and recycling have been documented in the C&D Plan as not economically feasible.

A handwritten signature in black ink, appearing to read 'AS Hanson', with a long horizontal line extending to the right.

ANDREW S. HANSON
COL, SF
Commanding