

[http://imagepc/fd/shemb\\_tools/manual230\\_93ver/D\\_General Information Program.htm](http://imagepc/fd/shemb_tools/manual230_93ver/D_General Information Program.htm)

## SECTION D - ARS ENVIRONMENTAL MANAGEMENT FUNCTION

SECTION D

TABLE OF CONTENTS

CHAPTER    STARTING PAGE

Chapter I General Program Information .....DI-1

Chapter II Environmental Planning .....DII-1

Chapter III Environmental Protection .....DIII-1

Chapter IV Environmental Compliance .....DIV-1

Chapter V Pollution Prevention .....DV-1

Chapter VI ARS Environmental Program Evaluation .....DVI-1

SECTION D - ARS ENVIRONMENTAL MANAGEMENT FUNCTION

CHAPTER I - GENERAL PROGRAM INFORMATION

CHAPTER I

GENERAL PROGRAM INFORMATION

CONTENTS STARTING PAGE

A. Objective of the ARS Environmental Management Function .DI-1

B. Scope of the Environmental Management Function .....DI-1

C. Scope of Section D, Environmental Management Function ..DI-1

D. Definitions .....DI-2

E. Applicability .....DI-6

F. Authorities .....DI-6

G. Function Objective .....DI-7

H. Policy .....DI-8

I. Sources of Outside Assistance and Information .....DI-9

J. Abbreviations .....DI-9

K. Federal Laws and Aspects of Those Laws .....DI-10

L. Public Relations .....DI-12

M. Exhibits .....DI-13

1. USEPA Federal Facility Coordinators .....DI-14

2. State Hazardous Waste Management Agencies .....DI-16

3. Abbreviations .....DI-21

## CHAPTER I - SECTION D

### GENERAL PROGRAM INFORMATION

#### A OBJECTIVE OF THE ARS ENVIRONMENTAL MANAGEMENT FUNCTION

The objective of the ARS Environmental Management Function is, in conjunction with, and support of, other management functions, to develop, implement, manage, and evaluate programs to:

- comply with substantive and procedural environmental requirements associated with environmental and project planning, facility construction and operation, and program execution;
- protect the human and natural environment;
- provide stewardship of natural and other resources under ARS control;
- prevent, control, and abate pollution at/from ARS facilities; and
- protect ARS and agency personnel from administrative, civil, and criminal penalties and liability.

## B SCOPE OF THE ENVIRONMENTAL MANAGEMENT FUNCTION

To facilitate understanding of the applicable substantive and procedural environmental requirements, the Environmental Management Function is organized and presented as the following functional components:

### 1 Environmental Planning

### 2 Environmental Protection

### 3 Environmental Compliance

### 4 Pollution Prevention

### 5 Environmental Program Evaluation

## C SCOPE OF SECTION D, ENVIRONMENTAL MANAGEMENT FUNCTION

This section prescribes ARS policies, responsibilities, and procedures for each of the function components. Taken together, these measures will ensure that ARS, its management officials, and its employees are considering and minimizing the environmental consequences of agency actions; protecting and preserving the human and natural environment; identifying and complying with applicable environmental requirements; reducing the quantity and toxicity of wastes generated at ARS facilities; ensuring that needed environmental programs are recognized, implemented, and effective; and protecting the agency

## C SCOPE OF SECTION D, ENVIRONMENTAL MANAGEMENT FUNCTION (Continued)

and themselves from administrative, civil, and criminal sanctions. This section supplements Departmental Manual (DM) 5600-1, which outlines USDA policy with regard to environmental

programs. It also provides direction for implementing Executive Order (E.O.) 12088, which sets forth specific requirements for the prevention, control, and abatement of pollution at Federal facilities; E.O. 12580 which provides for Superfund implementation; and Office of Management and Budget (OMB) Circular A-106, which provides for programming environmental budget needs.

## D DEFINITIONS

1 Action. Any act, granting of permission or authority to act, agreement, commitment or use of ARS or other resources, procurement, lease, project, operation, or activity that produces some effect, whether intentional or accidental.

2 Alternatives. Ways in which a proposed action could be accomplished. They may entail different Locations, seasons, timetables, scales, etc.

3 ARS facility. All geographically contiguous land, as well as all buildings, structures, equipment, vehicles, and other real and personal property present thereon, that is owned, leased, operated, or otherwise under ARS control, or over which ARS has substantial control.

4 ARS Project. Any activity (i.e., research, land acquisition, repair, construction, cooperative agreement, etc.) taken by or on behalf of ARS or with ARS funds.

5 ARS Proposed action. Something ARS, one of its decision-makers, project managers, or someone

acting for or under the authority of ARS wishes to accomplish. A proposed action is an objective broadly stated. It may entail repairs or renovations to an existing structure, a series of field experiments at one or more Locations, a new mission for a Location (with or without new facilities), or any other activity of the agency. Regardless of what the proposed action is, the complete action must be identified and considered in its entirety - not piecemeal - to comply with NEPA requirements. An ARS proposed action may also be the granting of permission, funds, or resources, contracting for, or making these available to or for

## D DEFINITIONS (Continued)

others to act on ARS facilities or with ARS resources.

6 Decisionmaker. The responsible management official who has primary or delegated authority to act or to commit fiscal and other resources to a particular action, set of actions, agreement, or plan.

7 Environmental compliance. At a minimum, complying with the letter, spirit, and intent of applicable pollution control laws, regulations, and standards. In order to ensure compliance, regulated units are identified, and operations or facilities are monitored and periodically reviewed, inspected, or audited to determine their compliance status.

8 Environmental management. The sum of environmental planning, environmental protection, environmental compliance, pollution prevention, and program review/evaluation activities integrated into overall management procedures.

9 Environmental planning. Systematic, interdisciplinary application of the natural and social sciences and the environmental design arts to achieve the NEPA and prudent-manager objectives of "better decisions," a "hard look" at short- and long-term environmental effects of ARS actions, consideration of environmental factors at the earliest stages of project planning, and minimization of environmental impact.

10 Environmental protection. Preserving and enhancing the quality of the natural environment through affirmative management activities consistent with conservative environmental and ecological values.

11 Environmental standards. Procedural or substantive requirements, goals, timeframes, criteria, or other benchmarks established in, or promulgated

pursuant to, Federal, State, or local environmental statutes, laws, or ordinances, implementing regulations, legal decisions and precedents, policies, programs, or other frameworks.

12 Facility or facilities. Land, buildings, structures, equipment, vehicles, and other real and personal property owned, leased, or otherwise present on, or comprising, a single, geographically contiguous property under the control of a single person, group, organization, agency, or other entity.

## D DEFINITIONS (Continued)

13 Hazardous waste. As defined in the Resource Conservation and Recovery Act (RCRA), a waste material, combination of waste materials, or combination of waste and other materials (including soil and/or absorbents) which if improperly treated, stored, transported, disposed, or otherwise managed could cause or contribute to death, irreversible or chronic illness or harm, incapacitating acute sickness or injury, or a substantial present or potential hazard to human health or the environment, as a result of

its quantity, concentration or physical, chemical, biological, or infectious properties. In general, a material that is a physical or health hazard as described in DR 4400-2, Hazard Communication Program will be a hazardous waste when it becomes a waste.

14 Pollution prevention. The sum of affirmative actions taken to minimize the generation of wastes, to prevent the release of harmful substances or wastes into the environment, and to respond in a timely and appropriate manner should such releases occur.

15 Procedural requirements. Procedures by, or pursuant to, statutes, laws, executive orders, regulations, policies, judicial rulings or precedents, or other means that specify a process to be followed. The National Environmental Policy Act (NEPA), Executive Order 12372, and Office of Management and Budget Circular A-106 are examples of procedural requirements.

16 Project. Any activity (i.e., research, land acquisition, repair, construction, cooperative agreement, etc.) taken by or on behalf of, or authorized by, a Federal agency or with agency funds.

17 Project manager. The lowest-level responsible management official having day-to-day or overall responsibility for a particular action, facility, operation, etc. A project manager is not necessarily a decisionmaker. Project managers may be supervisory or non-supervisory personnel.

18 Program review/evaluation. Periodically checking that the technical and operational components of a program are being properly carried out and documented. When done formally (i.e., by an independent office within ARS or a contractor) to determine environmental compliance status, this

## D DEFINITIONS (Continued)

activity may be called an environmental audit; done less formally, it could be an inspection or management review.

19 Proposed action. Something a Federal agency, decision-maker, project manager, or other entity wishes to accomplish (or is directed to accomplish by Congressional action) on property owned or controlled by that Federal agency or with Federal resources. A proposed action may also be something a private, public, or other person, group, organization, or other entity wishes to accomplish on Federal property, with Federal resources, or with Federal or agency approval, whether or not required.

20 Responsible management official. The management official with properly delegated and exercised authority to act; execute; approve or control the expenditure of funds or use of other resources; manage ARS' fiscal, human, material, contracted, cooperating, and other resources; or supervise the work of others. A person or organization acting without properly delegated and exercised authority is not acting with ARS authority and is not eligible for the protection normally afforded those acting within the scope of their duties.

21 Scope of duties. Duties, authorities, and responsibilities that have been mandated, assigned, or properly delegated.

22 Solid waste. Any spent, discarded, disposed, abandoned, recycled, or inherently wastelike material; material used in a manner constituting disposal; or any material accumulated, stored, or treated in lieu of disposal. Solid waste may be solid, liquid, sludge, or contained gases. For additional information on

this definition, see Title 40, Code of Federal Regulations, Part 261 (40 CFR 261).

23 Substantive requirements. Objective standards for, or limits on, specific actions, activities, or environmental media. Emission limits, reportable quantities, and primary drinking water standards are examples of substantive requirements. As with procedural requirements, these may be established by, or pursuant to, Federal, State, or local environmental statutes, laws, or ordinances, implementing regulations, legal decisions and precedents, policies, orders, programs, or other frameworks.

## E APPLICABILITY

The ARS Environmental Management Program, as outlined in this section, applies to all ARS employees, and to others while present on ARS owned or controlled facilities. Each employee is charged with the responsibility for implementing provisions of the ARS Safety, Health, and Environmental Management Program as it pertains to operations within their jurisdiction or scope of duties. The responsibilities listed herein are minimal. They shall in no way be construed to limit

individual initiatives to implement more comprehensive practices in order to achieve a greater degree of safety, health, and environmental protection, or to demonstrate personal, agency, or Federal leadership in the area of environmental management.

## F AUTHORITIES

1 Clean Air Act (CAA), as amended, 42 U.S.C. 7401 et seq.

2 Coastal Zone Management Act (CZMA), as amended, 16 U.S.C. 1451, *et seq.*

3 Community Environmental Response Facilitation Act.

4 Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, (also known as "Superfund") 42 U.S.C. 9601, *et seq.*

5 Emergency Planning and Community Right-to-Know Act, 42 U.S.C. 11001, *et seq.*

6 Federal Facilities Compliance Act, Public Law (PL) 102-386

7 Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), as amended, 7 U.S.C. 136, *et seq.*

8 Federal Water Pollution Control Act (FWPCA), as amended, 33 U.S.C. 1251, *et seq.*

9 National Environmental Policy Act (NEPA), as amended, 42 U.S.C. 4321, *et seq.*

10 Noise Control Act, as amended, 42 U.S.C. 901, et seq.

11 Oil Pollution Prevention Act of 1990, 40

U.S.C. 2701, et seq.

12 Pollution Prevention Act, 42 U.S.C. 13101, et seq.

#### F AUTHORITIES (Continued)

13 Resource Conservation and Recovery Act (RCRA), as amended, 42 U.S.C. 6901, et seq.

14 Rivers and Harbors Appropriations Act, as amended, 33 U.S.C. 401, et seq.

15 Safe Drinking Water Act (SDWA), as amended, 42 U.S.C. 300f, et seq.

16 Toxic Substances Control Act (TSCA), as amended, 15 U.S.C. 2601, *et seq.*

17 Executive Order (E.O.) 12088, October 13, 1978, 43 Fed. Reg. 47707 (October 17, 1978).

18 Executive Order 12580, January 23, 1987.

19 Office of Management and Budget Circular A-106, December 31, 1974.

20 Departmental Manual 5600-1, Environmental Pollution Prevention, Control, and Abatement Manual

21 E.O. 12777, Implementation of Section 311 of the Federal Water Pollution Control Act of October 18, 1972 as amended, and the Oil Pollution Act of 1990.

22 E.O. 12780, Federal Agency Recycling and the Council on Federal Agency Recycling and Procurement Policy.

23 OMB Circular A-11, June 1988.

24 Federal regulations implementing these statutes and laws, published primarily in 40 CFR and 49 CFR

25 Equivalent State, regional, and local laws, regulations, etc.

## G FUNCTION OBJECTIVE

ARS' goal is to plan, develop, implement, manage, and evaluate all programs and projects to minimize adverse impacts on the quality of the environment in concert with the overall missions of ARS and USDA. To achieve this goal, ARS, ARS personnel, and others present on or using ARS owned or controlled property or facilities will:

- o Manage the discharge or disposal of pollutants generated by agency facilities and activities to comply with applicable regulations.



## H POLICY

It is the policy of ARS to plan, design, construct, operate and maintain its facilities and programs so as to provide leadership in Agencywide, Departmental, and national efforts to protect, maintain, and restore the quality of our air, water, soil, forests and other natural resources by employing, whenever possible, sustainable and pollution-preventing practices. In carrying out this policy, ARS will comply with E.O. 12088 and the following general policies:

- o Consider the effects of any proposed action on the environment, the sustainability of agricultural production, and the availability of cost-effective pollution prevention measures during the planning process. Such efforts will be evaluated in the decisionmaking process along with technical and economic factors. (See discussion of NEPA requirements in Chapter DII).

- o Develop and implement programs and activities within the overall ARS mission in a manner that minimizes environmental pollution, disruption, or degradation and that contributes to the long-term sustainability of agricultural production.

## H POLICY (Continued)

- o Review and monitor facilities and activities to ascertain that they are in compliance with applicable

Federal, State, or local environmental quality standards.

- o Coordinate thorough and timely reviews with Federal, State and local pollution control agencies.

- o Procure and use material and energy resources in a manner that minimizes pollution, reduces generation of waste, and is in keeping with National energy conservation policies.

- o Reprocess or reclaim wastes generated for other productive uses to the maximum extent feasible.

- o Additional policy is contained in the Chapters covering individual program areas.

## I SOURCES OF OUTSIDE ASSISTANCE AND INFORMATION

ARS personnel are sometimes required to assess the degree of employee exposure to hazards arising from a process or operation, or to report releases of hazardous substances, permit violations or exceedances, or other incidents. In emergency situations, and in the absence of immediate access to an Area Safety and Health Manager or Environmental Protection Specialist, it may be necessary to see that immediate action is taken to identify, evaluate, act to control, or report a hazardous situation. Therefore, ARS personnel must be prepared to utilize available resources to assure that the best advice is provided or that timely reports of certain incidents or conditions are made. Exhibits 1 and 2 provide ARS personnel with names, addresses, and phone numbers of a number of sources of assistance and information. In addition, consultation with the USDA Office of General Counsel, coordinated through

SHEMB, should be considered.

## J ABBREVIATIONS

Numerous abbreviations and acronyms are encountered in the Environmental Management Program. For easy reference, many of the more common ones are listed in Exhibit 3.

## K FEDERAL LAWS AND ASPECTS OF THOSE LAWS

The table below lists some of the Federal laws and aspects of those laws that govern ARS pollution prevention/abatement efforts, including those which may have limited waivers of Federal sovereignty.

## LAW

### SOME MAJOR TOPICS

o

Resource Conservation and Recovery Act (includes Hazardous and Solid Waste Amendments); implementing regulations are at 40 CFR 256-280.

o Solid waste management

o Hazardous waste generation,

transportation, treatment, storage, disposal, reclamation, and recycling

o Underground storage tanks

o Virtually complete waiver of

Federal sovereignty

o Hazardous waste activity

notification, permitting

o Land disposal bans

o Fuel from hazardous waste

o Waste minimization

o Small quantity generator

o Recycling and reclamation

o Annual report (3016)

o

Comprehensive Environmental Response, Compensation, and

Liability Act (includes Superfund Amendments and Reauthorization Act), 40 CFR 300

o Most Federal sovereignty

waived

o Site restoration (preliminary

assessments and site inspections)

o Defense Environmental

Restoration Account

o Release reporting and

response

o Hazardous releases

o

Emergency Planning and Community Right-To-Know Act, 40 CFR 355, 370, and 372

o Emergency planning

o Emergency release notification

o MSDS's

- o Threshold planning quantities

(TPQ's) and reportable quantities (RQ's)

#### K FEDERAL LAWS AND ASPECTS OF THOSE LAWS (Continued)

- o

Toxic Substance Control Act, 40 CFR 761 (PCB's) and other parts

- o New chemical manufacturing

- o Toxic chemical manufacturing

distribution, processing and use

- o Polychlorinated biphenyls (PCB's)

- o

Clean Air Act, primarily 40 CFR 50-90

- o Ambient air quality

- o Stationary and mobile

source emissions

- o Hazardous air pollutants

- o New source review/controls

- o State implementation plans

- o Limited Federal sovereignty

waiver

- o Air toxics

- o Operating permits

- o

Clean Water Act, primarily 40 CFR 100-200

- o Receiving water quality

- o National Pollutant Discharge

Elimination System (NPDES)

- o Wastewater discharges/permits

- o Wastewater treatment

- o Hazardous and toxic substance

discharges

- o Oil discharges

- o Ships' sewage

- o Use of municipal sewers

- o Sewage sludge disposal

- o Dredging

- o Limited Federal sovereignty

waiver

- o

Safe Drinking Water Act, primarily 40 CFR 140-150

- o Potable water supplies
- o Potable water distribution
- o Potable water contaminants
- o Well-head protection
- o Underground fluid injections
- o Limited Federal sovereignty

waiver

- o Lead

#### K FEDERAL LAWS AND ASPECTS OF THOSE LAWS (Continued)

o

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), primarily 40 CFR 171-180

- o Pesticide manufacturing,  
registration, use, storage and disposal
- o Applicator certification

o

National Environmental Policy Act, primarily 40 CFR 1500-1508, 7 CFR 1b (USDA), 7 CFR 520 (ARS)

- o Imposes a responsibility on

decisionmakers to take a "hard look" at the environmental consequences of their proposed actions

- o

Occupational Safety and Health Act (OSHA), 29 CFR, primarily Parts 1910, General Industry Standards, and 1960

- o Worker safety

- o Hazard communication

- o Chemical hygiene

- o

Hazardous Materials Transportation Act (DOT), 49 CFR 171-179, Transportation of Hazardous Materials

- o Transportation of hazardous

materials

## L PUBLIC RELATIONS

Communities, environmental groups, and political leaders are sensitive about even proper storage, use, transportation, and disposal of hazardous substances, pesticides, petroleum products, and hazardous wastes. People may appreciate an ARS activity for its contributions to their local economy, but they will still be concerned about how that Location carries out its mission, and they can turn against it if

they perceive a threat to their health, well-being, or environment. If public sensitivities are ignored and public relations are neglected, minor incidents can rapidly expand into major problems and embarrassment for

## L PUBLIC RELATIONS (Continued)

the individuals, Location, Area, Agency, and Department, as well as the Government as a whole.

It must also be recognized that portions of the general public and news media are concerned to varying degrees about hazardous substances, hazardous wastes, pesticides, genetic research, ground water contamination, animal rights, emissions of air toxics, medical waste, and a host of other environmental and ethical issues. It is irrelevant whether the concern is "objectively" warranted. It is far better for the public, political leaders, and media to find out about a problem or potential problem at ARS facilities from ARS than from other sources.

Each Location, Area, and Headquarters office should have written policies and procedures to be followed in the event of contact by someone from the community, an interest group, or the news media. There should be one spokesperson at each level, who, if not the highest management official at that level, has authority to speak for the responsible management official at that level. Contractors should never be allowed to speak on behalf of ARS. If information is given to the media or public, the next highest line official should be advised. It may also be necessary to contact the ARS Office of Information for specific guidance.

## M EXHIBITS

1 USEPA Federal Facility Coordinators

2 State Hazardous Waste Management Agencies

3 Abbreviations

Exhibit 1

## USEPA Federal Facility Coordinators

EPA Region I

Anne Fenn

Federal Facilities Coordinator

USEPA Region I (PAS-205)

JFK Federal Building

Boston, MA 02203

617-565-3927

FAX: 617-565-3346

Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

EPA Region II

Bob Hargrove/Steve Petrucelli

Federal Facilities Coordinator

USEPA Region II

Jacob K. Javitz Federal Bldg.

26 Federal Plaza

New York, NY 10278

212-264-1840

FAX: 212-264-6693

New Jersey, New York, Puerto Rico, Virgin Islands

EPA Region III

Larry Teller

Federal Facilities Coordinator

USEPA Region III

841 Chestnut Street

Philadelphia, PA 19107

215-597-1269

FAX: 215-597-7906

Delaware, Maryland, Pennsylvania, District of Columbia

EPA Region IV

Arthur Linton/Dave Holroyd

Federal Facilities Coordinator

USEPA Region IV

345 Courtland Street, NE

Atlanta, GA 30365

404-347-3776

FAX: 404-347-5056

Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee

EPA Region V

Elmer Shannon

Federal Facilities Coordinator

USEPA Region V

77 West Jackson Blvd.

Chicago, IL 60604-3590

312-886-7342

FAX: 312-886-4135

Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin

EPA Region VI

James Highland

Federal Facilities Coordinator

USEPA Region VI

1445 Ross Avenue

Dallas, TX 75202-2733

214-655-2260

FAX: 214-655-7446

Arkansas, Louisiana, New Mexico, Oklahoma, Texas

EPA Region VII

Craig Bernstein

Federal Facilities Coordinator

USEPA Region VII

726 Minnesota Avenue

Kansas City, KS 66101

913-551-7688

FAX: 913-551-7579

Iowa, Kansas, Missouri, Nebraska

EPA Region VIII

Elmer Chenault

Federal Facilities Coordinator

USEPA Region VIII

One Denver Place, Suite 500

999 18th Street

Denver, CO 80202-2405

303-293-1644

FAX: 303-293-1647

Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

Exhibit 1 (Continued)

EPA Region IX

Jacqueline Wyland

Federal Facilities Coordinator

USEPA Region IX

75 Hawthorne Street

San Francisco, CA 94150

415-744-1584

FAX: 415-744-1605

Arizona, California, Hawaii, Nevada, American Samoa, Guam, Trust Territories of the Pacific

EPA Region X

Clark H. Smith

Federal Facilities Coordinator

USEPA Region X

1200 6th avenue

Seattle, WA 98101

206-553-1327

FAX: 206-553-0165

Alaska, Idaho, Oregon, Washington

Exhibit 2

## State Hazardous Waste Management Agencies

Alabama

Alabama Department of

Environmental

Management

Land Division

1751 Federal Drive

Montgomery, AL 36130

(205) 271-7730

Alaska

Department of

Environmental

Conservation

P.O. Box 0

Juneau, AS 99811

Program Manager: (907) 465-2666

Northern Regional Office (Fairbanks): (907) 452-1714

South-Central Regional Office

(Anchorage): (907) 274-2533

Southeast Regional Office (Juneau): (907) 789-3151

American Samoa

Environmental Quality

Commission

Government of

American Samoa

Pago Pago, American Samoa 96799

Overseas Operator

(Commercial Call) (684) 663-4116)

Arizona

Arizona Department of

Health Services

Office of Waste and

Water Quality

2005 North Central

Avenue, Room 304

Phoenix, AZ 85004

Hazardous Waste

Management:

(602) 255-2211

Arkansas

Department of

Pollution Control

and Ecology

[http://imagepc/fd/shemb\\_tools/manual230\\_93ver/D\\_General Information Program.htm](http://imagepc/fd/shemb_tools/manual230_93ver/D_General Information Program.htm)

P.O. Box 100

Sacramento, CA 95801

(916) 322-2867

Colorado

Colorado Department

of Health

Waste Management

Division

4210 E. 11th Avenue

Denver, CO 80220

(303) 320-8333 Ext. 4364

Connecticut

Department of

Environmental

Protection

Hazardous Waste

Management Section

State Office Building

165 Capitol Avenue

Hartford, CT 06106

(203) 566-8843, 8844

Connecticut (cont.)

Connecticut Resource

Recovery Authority

179 Allyn Street, Suite 603

Professional Building

Hartford, CT 06103

(203) 549-6390

Delaware

Department of Natural

Resources and

Environmental

Control

Waste Management

Section

P.O. Box 1401

Dover, DE 19903

(302) 736-4781

District of Columbia

Department of

Consumer and

Regulatory Affairs

Pesticides and

Hazardous

Waste Materials

Division

5010 Overlook Ave.,

SW, Room 114

Washington, DC 20032

(202) 767-8414

Florida

Department of

Environmental

Regulation

Solid & Hazardous

Waste Section

Twin Towers Office

Building

2600 Blair Stone Road

Tallahassee, FL 32301

RE: SQG's

(904) 488-0300

Exhibit 2 (Continued)

Georgia

Georgia Environmental

Protection Division

Hazardous Waste

Management

Program

Land Protection

**Branch**

Floyd Towers East, Suite 1154

205 Butler St., S.E.

Atlanta, GA 30334

(404) 656-2833

Toll Free: (800) 334-2373

**Guam**

Guam Environmental

Protection Agency

P.O. Box 2999

Agana, Guam 96910

Overseas Operator

Commercial Call (671) 646-7579

**Hawaii**

Department of Health

Environmental Health

Division

P.O. Box 3378

Honolulu, HI 96801

(808) 548-4383

Idaho

Depart. of Health and

Welfare

Bureau of Hazardous

Materials

450 West State Street

Boise, ID 83720

(208) 334-5879

Illinois

Environ. Protection

Agency

Div. of Land

Pollution Control

2200 Churchill Road, #24

Springfield, IL 62706

(217) 782-6761

**Indiana**

Department of

Environmental

Management

Off. of Solid &

Hazard. Waste

105 South Meridian

Indianapolis, IN 46225

(317) 232-4535

**Iowa**

U.S. EPA Region VII

Hazardous Materials

Branch

726 Minnesota Avenue

Kansas City, KS 66101

(913) 236-2888

Iowa RCRA Toll Free:

(800) 223-0425

Kansas

Department of Health

and Environment

Bureau of Waste

Management

Forbes Field, Building 321

Topeka, KS 66620

(913) 862-9360 Ext. 292

Kentucky

Natural Resources and

Environmental

Protection Cabinet

Division of Waste

Management

18 Reilly Road

Frankfort, KY 40601

(502) 564-6716

Louisiana

Department of

Environmental

Quality

Hazardous Waste

Division

P.O. Box 44307

Baton Rouge, LA 70804

(504) 342-1227

Maine

Department of

Environmental

Protection

Bureau of Oil and

Hazardous

Materials Control

State House Station #17

Augusta, ME 04333

(207) 289-2651

Maryland

Dept. of Health and

Mental Hygiene

Maryland Waste

Management

Administration

Off. of Environ.

Programs

201 West Preston Street, Rm. A3

Baltimore, MD 21201

(301) 225-5709

Massachusetts

Department of

Environmental

Quality Engineering

Division of Solid and

Hazardous Waste

One Winter Street, 5th Floor

Boston, MA 02108

(617) 292-5589

(617) 292-5851

Michigan

Michigan Department

of Natural

Resources

Hazardous Waste

Division

Waste Evaluation Unit

Box 30028

Lansing, MI 48909

(517) 373-2730

Exhibit 2 (Continued)

Mississippi

Department of Natural

## Resources

Division of Solid and

Hazardous Waste

Management

P.O. Box 10385

Jackson, MS 39209

(601) 961-5062

## Minnesota

Pollution Control

Agency

Solid and Hazardous

Waste Div.

1935 West County Road, B-2

Roseville, MN 55113

(612) 296-7282

## Missouri

Department of Natural

Resources

Waste Management

Program

P.O. Box 176

Jefferson City, MO 65102

(314) 751-3176

Missouri Hotline:

(800) 334-6946

Montana

Department of Health

and Environmental

Sciences

Solid & Hazardous

Waste Bureau

Cogswell Building, Room B-201

Helena, MT 59620

(406) 444-2821

Nebraska

Department of

Environmental

Control

Hazardous Waste

Management

Section

P.O. Box 94877

State House Station

Nebraska (cont.)

Lincoln, NE 68509

(402) 471-2186

Nevada

Div. of Environ.

Protection

Waste Management

Program

Capitol Complex

Carson City, NV 89710

(702) 885-4670

New Hampshire

Department of Health

and Human

Services

Div. of Public Health

Services

Office of Waste

Management

Health and Welfare Building

Hazen Drive

Concord, NH 03301-6527

(603) 271-4608

New Jersey

Department of

Environmental

Protection

Division of Waste

Management

32 East Hanover Street, CN-028

Trenton, NJ 08625

Hazardous Waste

Advisement

Program: (609) 292-8341

New Mexico

Environmental

Improvement

Division

Ground Water and

Hazardous

Waste Bureau

Hazardous Waste

Section

P.O. Box 968

New Mexico (cont.)

Santa Fe, NM 87504-0968

(505) 827-2922

New York

Department of

Environmental

Conservation

Bureau of Hazardous

Waste Operations

50 Wolf Road, Room 209

Albany, NY 12233

(518) 457-0530

SQG Hotline: (800) 631-0666

North Carolina

Department of Human

Resources

Solid and Hazardous

Waste Management

Branch

P.O. Box 2091

Raleigh, NC 27602

(919) 733-2178

North Dakota

Department of Health

Division of Hazardous

Waste Management

and Special Studies

1200 Missouri Avenue

Bismarck, ND 58502-5520

(701) 224-2366

Northern Mariana Islands,

Commonwealth of

Department of

Environmental and

Health Services

Div. of Environmental

Quality

P.O. Box 1304

Saipan, Commonwealth of Mariana Islands 96950

Overseas call (670) 234-6984

Exhibit 2 (Continued)

Ohio

Ohio EPA

Division of Solid and

Hazardous

Waste Management

361 East Broad Street

Columbus, OH 43266-0558

(614) 466-7220

Oklahoma

Waste Management

Service

Oklahoma State

Department of

Health

P.O. Box 53551

Oklahoma City, OK 73152

(405) 271-5338

Oregon

Hazardous and Solid

Waste Div.

P.O. Box 1760

Portland, OR 97207

(503) 229-6534

Toll Free: (800) 452-4011

Pennsylvania

Bureau of Waste

Management

Div. of Compliance

Monitoring

P.O. Box 2063

Harrisburg, PA 17120

(717) 787-6239

Puerto Rico

Environmental Quality

Board

P.O. Box 11488

Santurce, Puerto Rico 00910-1488

(809) 723-8184, -or-

EPA Region II

Air and Waste

Management Div.

26 Federal Plaza

New York, NY 10278

(212) 264-5175

Rhode Island

Department of

Environmental

Management

Division of Air and

Hazardous

Materials

Room 204, Cannon Building

75 Davis Street

Providence, RI 02908

(401) 277-2797

South Carolina

Department of Health

and Environmental

Control

Bureau of Solid and

Hazardous Waste

Management

2600 Bull Street

Columbia, SC 29201

(803) 734-5200

South Dakota

Department of Water

and Natural

Resources

Off. of Air Qual. &

Solid Waste

Foss Building, Room 217

Pierre, SD 57501

(605) 773-3153

Tennessee

Div. of Solid Waste

Management

Tennessee Department

of Public Health

701 Broadway

Nashville, TN 37219-5403

(615) 741-3424

Texas

Texas Water

Commission

Hazardous & Solid

Waste Div.

Attn: Program Support

Section

Texas (cont.)

1700 North Congress

Austin, TX 78711

(512) 463-7761

Utah

Department of Health

Bureau of Solid and

Hazardous Waste

Management

P.O. Box 16700

Salt Lake City, UT 84116-0700

(801) 538-6170

Vermont

Agency of

Environmental

Conservation

103 South Main Street

Waterbury, VT 05676

(802) 244-8702

Virgin Islands

Department of

Conservation and

Cultural Affairs

P.O. Box 4399

Charlotte Amalie, St. Thomas

(809) 774-3320

-or-

EPA Region II

Air and Waste Management Division

26 Federal Plaza

New York, New York 10278

(212) 264-5175

### Virginia

Department of Health

Division of Solid and

Hazardous Waste

Management

Monroe Building, 11th Floor

101 North 14th Street

Richmond, VA 23219

(804) 225-2667

Hazardous Waste Hotline: 800-552-2075

Exhibit 2 (Continued)

Washington

Department of Ecology

Solid and Hazardous

Waste Program

Mail Stop PV-11

Olympia, WA 98504-8711

(206) 459-6322

In-State: 1-800-633-7585

West Virginia

Division of Water

Resources

Solid and Hazardous

Waste/Ground Water

Branch

1201 Greenbrier

Street

Charleston, WV 25311

Wisconsin

Department of Natural

Resources

Bureau of Solid Waste

Management

P.O. Box 7921

Madison, WI 53707

(608) 266-1327

Wyoming

Department of

Environmental

Quality

Solid Waste

Management Program

122 West 25th Street

Cheyenne, WY 82002

(307) 777-7752

-or-

EPA Region VIII

Waste Management Division

(8HWM-ON)

One Denver Place

999 18th Street

Suite 1300

Denver, CO 80202-2413

(303) 293-1502

Exhibit 3

## Abbreviations

A air (pathway)

A-11 Office of Management and Budget (OMB) Circular A-11

A-106 OMB Circular A-106

ACGIH American Congress of Governmental Industrial Hygienists

ACHP Advisory Council on Historic Preservation

ACM asbestos containing material

ADI acceptable or allowable daily intake

AEA Atomic Energy Act

AHERA Asbestos Hazard Emergency Response Act

ALARA as low as reasonably achievable

ANSI American National Standards Institute

ARAR applicable or relevant and appropriate requirement

ARMP Annual Resource Management Plan

ASHM Area Safety and Health Manager

AST aboveground storage tank

ASTM American Society for Testing and Materials

ATGS automatic tank gauging system

ATSDR Agency for Toxic Substances and Disease Registry

BACT best available control technology

BARC Beltsville Agricultural Research Center

BAT best available technology

BCT best control technology

BDAT best demonstrated available technology

BFR base familiarization ride

BMP best management practices

Exhibit 3 (Continued)

BNA Bureau of National Affairs Environment Reporter (Radioactivity)

BOD biochemical oxygen demand

BQ Becquerel: 1 disintegration per second

CAA Clean Air Act

CARE Consolidated Assistance Review and Evaluation

CATEX categorical exclusion (NEPA)

CDC Center for Disease Control

CEQ Council on Environmental Quality

CERCLA Comprehensive Environmental Response, Compensation, and Liability Act, Superfund

CERCLIS CERCLA Information System, an EPA database

CE(SQG) conditionally exempt (small quantity generated)

CFC chlorofluorocarbons, ozone-depleting compounds

CFM cubic feet per minute

CFR Code of Federal Regulations

CH chemical hygiene

CHEMTREC Chemical Transportation Emergency Center

CHRIS Chemical Hazards Response Information System

Ci Curie: amount of radioactive material having  $3.7 \times 10^{10}$  disintegrations per minute

CIH certified Industrial Hygienist

CJ Consent Judgement

CO Contracting Officer, Consent Order, or carbon monoxide

COD chemical oxygen demand

COE U.S. Army Corps of Engineers

COMAR Code of Maryland Regulations

Exhibit 3 (Continued)

COR Contracting Officer's Representative

COTR Contracting Officer's Technical Representative

CRTK Community right to know (SARA Title III)

CWA Clean Water Act, also known as the Federal Water Pollution Control Act

CZM coastal zone management

CZMA Coastal Zone Management Act

dB decibel

DDT dichloro-diphenyl-trichloroethane

DDT<sub>r</sub> DDT and related degradation compounds, particularly DDE and DDD

DNAPL dense nonaqueous phase liquids

DO dissolved oxygen

DOT Department of Transportation

EA environmental assessment (NEPA)

EAP Employee Assistance Program

ECD electron capture detector

EIR environmental impact report

EIS environmental impact statement (NEPA)

E.O. executive order

[http://imagepc/fd/shemb\\_tools/manual230\\_93ver/D\\_General Information Program.htm](http://imagepc/fd/shemb_tools/manual230_93ver/D_General Information Program.htm)

EPA U.S. Environmental Protection Agency

EPCRA Emergency Planning and Community Right-to-Know Act, also known as SARA Title III

ESA Endangered Species Act, or Environmental Site Assessment (property transactions)

FD Facilities Division, Administrative Management, ARS

Exhibit 3 (Continued)

FFCA Federal Facility Compliance Act, or Federal Facilities Compliance Act

FFIS Federal Facilities Information System, an EPA/OMB database

FICC Functional Interface Coordination Committee

FIFRA Federal Insecticide, Fungicide, and Rodenticide Act

FMD Financial Management Division

FOIA Freedom of Information Act

FONSI finding of no significant impact (NEPA)

FPM feet per minute

FR Federal Register

FWS U.S. Fish and Wildlife Service

FWPCA Federal Water Pollution Control Act, also known as the Clean Water Act

g gram

GW ground water

HAP hazardous air pollutant

HC hazard communication

HCS Hazard Communication Standard

HEPA high efficiency particulate air (filter)

HM hazardous materials, sometimes called "hazmat"

HPRL High Priority Requirements List

HRS hazard ranking system (CERCLA)

HSL hazardous substance list

HSWA Hazardous and Solid Waste Amendments of 1984

HW hazardous waste

HWC hazardous waste cleanup

Exhibit 3 (Continued)

I&A inspection and abatement, relating to ARS SHEM program

IDLH immediately dangerous to life and health

IPA interagency personnel agreement

JHA job hazard analysis

k kilo, one thousand

kg kilogram, 1000 grams

LE likelihood of exposure

LEL lower exposure limit

LLRW low level radioactive waste

LNAPL light nonaqueous phase liquids

LOEL lowest observable effect level

LR likelihood of release

MCL maximum contaminant level

micro one/one millionth

mg/kg milligram per kilogram

milli one/one thousandth

MOA memorandum of agreement

MOU memorandum of understanding

MSDS material safety data sheet

MW monitoring well

NAAQS National Ambient Air Quality Standard (CAA)

nano one/one billionth

NCP National Contingency Plan under CERCLA, 40 CFR 300

NEPA National Environmental Policy Act

Exhibit 3 (Continued)

NESHAPS National Emission Standards for Hazardous Air Pollutants

NFPA National Fire Protection Association

NFRAP(S) no further remedial action planned (under Superfund), replaced with SEA

NHPA National Historical Preservation Act

NIH National Institutes of Health

NIOSH National Institute of Occupational Safety and Health

NOAEL no observed adverse effect level

NOEL no observable effects level

NOI notice of intent

NOV notice of violation

NO<sub>x</sub> oxides of nitrogen

NPDES National Pollutant Discharge Elimination System

NPL National Priorities List (CERCLA)

NPS National Program Staff, or National Park Service, U.S. Department of Interior

NRC Nuclear Regulatory Commission

NRT National Response Team, under NCP

NSR New Source Review (CAA)

O<sub>3</sub> Ozone

[http://imagepc/fd/shemb\\_tools/manual230\\_93ver/D\\_General Information Program.htm](http://imagepc/fd/shemb_tools/manual230_93ver/D_General Information Program.htm)

O&M operation and maintenance

OGC Office of the General Counsel, USDA

OHMP Occupational Health Maintenance Program

OIG Office of the Inspector General, USDA

OMB Office of Management and Budget

ORV off road vehicle

OSC On-Scene Coordinator, under NCP

Exhibit 3 (Continued)

OSHA Occupational Safety and Health Administration

OSWER Office of Solid Waste and Emergency Response, EPA

PA preliminary assessment (CERCLA)

PAH polynuclear aromatic hydrocarbon

PCB polychlorinated biphenyl

PEL permissible exposure limit

PIC products of incomplete combustion

PID Photoionization detector

PM<sub>10</sub> Particulate matter less than 10 micrometers in diameter

POTW publicly owned treatment works

ppb parts per billion, usually by weight for solids, by volume for liquids

ppm parts per million, usually by weight for solids, by volume for liquids

ppt parts per trillion or parts per thousand, usually by weight for solids, by volume for liquids

PSD Prevention of Significant Deterioration (CAA)

QA quality assurance

QC quality control

QA/QC quality assurance/quality control

RCRA Resource Conservation and Recovery Act

RD/RA remedial design/remedial action

RFP Reasonable Further Progress (CAA), or Request for Proposal

RI/FS remedial investigation/feasibility study

ROD Record of Decision (NEPA)

RQ reportable quantity

Exhibit 3 (Continued)

RRT Regional Response Team, under NCP

SARA Superfund Amendments and Reauthorization Act

SDWA Safe Drinking Water Act

SE soil exposure

SEQRA State Environmental Quality Review Act

SHEMB Safety, Health, and Environmental Management Branch, Facilities Division, Administrative Management

SHMD Safety and Health Management Division, USDA

SHPO State Historic Preservation Officer

SI Site Inspection

SPCC Spill prevention, control, and countermeasures (plan)

SQG small quantity generator

STEL short term exposure limit (15 Minutes)

SVOC semivolatile organic compound

SW surface water

T targets

TC toxicity characteristic

TCL target compound list

TCLP toxicity characteristic leaching procedure, Appendix II of 40 CFR 261

TEGD technical enforcement guidance document (RCRA)

TLV threshold level value

TPQ threshold planning quantity

TQM total quality management

TSCA Toxic Substance Control Act, also TOSCA

TSD treatment, storage, or disposal (RCRA)

Exhibit 3 (Continued)

TSD(F) treatment, storage, disposal (facility) (RCRA)

TSP Total suspended particulate matter (replaced by PM<sub>10</sub>)

TWA time weighted average

TWC Texas Water Commission

UFC Uniform Fire Code

U.S.C. United States Code

USDA U.S. Department of Agriculture

USGS U.S. Geological Survey

UST underground storage tank

VOC volatile organic compound

WBGT wet bulb globe thermometer

WC waste characteristics

WWTP wastewater treatment plant

103 Section 103 of CERCLA, relating to release reporting

120 Section 120 of CERCLA, relating to Federal facility responsibilities under CERCLA

404 Section 404 of the Clean Water Act, relating to wetlands; or the ARS inspection and abatement program

[http://imagepc/fd/shemb\\_tools/manual230\\_93ver/D\\_General Information Program.htm](http://imagepc/fd/shemb_tools/manual230_93ver/D_General Information Program.htm)

3016 Section 3016 of RCRA, relating to inventorying of Federal facilities for potential hazardous waste sites