DEPARTMENT OF THE ARMY
HEADQUARTERS, 7TH INFANTRY DIVISION & FORT CARSON
6101 WETZEL AVENUE, BLDG. 1430
FORT CARSON, COLORADO 80913-4145

REPLY TO
ATTENTION OF

AFZC-CG

1 November 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Mandatory Hazardous Waste Awareness Training Policy File #15

1. PURPOSE. To mandate education of Fort Carson personnel (military, civilians, contractors) in the safe and proper management of hazardous wastes.

2. APPLICABILITY. The directive applies to all Fort Carson units, commands, activities and personnel (including civilian employees and supporting contractors) whether assigned or attached to Fort Carson and the Piñon Canyon Maneuver Site.

3. MISSION.

a. Fort Carson manages hazardous waste & hazardous substances under a State of Colorado RCRA Part B Hazardous Waste Permit. Federal and Colorado law and regulations require Installation personnel who generate, handle, manage or may come in contact with hazardous materials or hazardous waste during their normal duties to receive initial RCRA hazardous waste awareness training and subsequent annual refresher training.

b. The training is critical to protect the health of workers and create a sustainable environment. Primary topics to be covered during the training include requirements of hazardous waste generators, waste stream management, emergency response to hazardous waste fires, explosions, or releases.

c. Colorado inspects Fort Carson for compliance with these training requirements at least semi annually. Violations of the requirements can result in fines. THOSE FINES WILL BE PAID BY THE UNIT RESPONSIBLE FOR THE VIOLATION.

d. Only trained personnel will be allowed to turn in hazardous waste or materials at the DECAM Hazardous Waste Storage Facility (Building 9248).

e. Military personnel, civilian employees, and contractor personnel working in positions identified on the enclosed information sheet are to complete hazardous waste awareness training. This training, which is not anticipated to take more than 30 minutes, may be accomplished by:

(1) Scheduling with the DECAM Compliance Assessment Team for a unit level training session, or

(2) Completing the training at: http://sems.carson.army.mil, or

(3) Completing the training via CD available from DECAM, or

(4) Completing comparable contractor employee training, if approved by DECAM.

f. The web-based RCRA hazardous waste training will be released upon signature of this memo. On-site briefings may be scheduled upon receipt of this memo.

g. Web-based training will be automatically documented to a centralized database. Units/activities using on-site training or individuals using the CD must submit a roster to DECAM within 5 working days to document the training. Contractors providing their own training must receive approval of training content from DECAM and provide documentation of that training to DECAM before working with hazardous materials on Fort Carson.

h. Units, commands, and activities are responsible for providing this memorandum to all contractors supporting or working with their organizations.

i. Contractors may use the web-based training or CDs without charge. Compensation for the time spent training will depend on the terms of individual contracts.

j. All leaders are to ensure:

(1) All currently identified Soldiers, civilian employees, and contractor personnel assigned to or supporting their organizations complete and document the mandatory initial training no later than 10 working days upon receipt of this memo, and

(2) All new personnel in the identified positions receive and document the training as part of their initial orientation, and all identified personnel repeat and document the training annually.

4. SUPERSESSION. This policy letter supersedes Commanding General Policy File Number #26 dated 3 February 2003.

5. EXPIRATION. This policy letter will remain in effect until superseded or rescinded.

6. The DECAM POC is Burla Martin at (719) 526-0973.

ROBERT W. MIXON, JR.
Major General, US Army
Commanding

Encl

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HAZARDOUS WASTE AWARENESS TRAINING

REFERENCES.

a. 40 CFR 264.16
b. 6 CCR 1007-3, Part 264.16
c. Fort Carson Regulation 200-1
d. AR 200-1

Personnel in the following job categories are required to complete the Hazardous Waste Awareness Training:

- Automotive/aircraft mechanics - at all levels
- Unit supply personnel, armorers', POL handlers
- Painters- automotive and other painting processes
- NBC Officers and NCOs
- EOD personnel
- Radio and communication operators and electronics maintenance personnel
- Laboratory technicians
- Security personnel
- Fire Department personnel
- Environmental Protection Officers/NCOs

Units and activities are to evaluate personel who may be generating, handling, managing, or transporting hazardous waste or materials in the normal course of business in addition to the above list to ensure they receive training.

Training Options:

- View the hazardous waste awareness training at http://sems.carson.army.mil. Click on "Training" tab and then click on the "RCRA Training" link. Follow the instructions to complete the training. Automatically, a training completion certificate will be produced and the information will be registered in a centralized database.

- Arrange for unit/organizational presentation of the Hazardous Waste Awareness Training by contacting the DECAM POC. Organizations selecting this option must provide DECAM with a roster of attendees containing: Last Name, First Name, MI, Rank, Position Title, Last 4 of SSN, Unit, and E-Mail address.

- Obtain a training CD from the DECAM POC. After completing the training, return the CD to DECAM and provide the documentation as required above for unit training.

The RCRA training will be available on CD, On-site, or Web-Based.

Only personnel having completed the RCRA training may turn in hazardous materials or wastes. Training records will be checked at the DECAM Hazardous Waste Storage Facility (Building 9248) upon presentation of the waste or material. Personnel who are found not to have completed the training will be required to receive on-the-spot training from DECAM personnel before turn-in process is completed.

The DECAM POC for this action is Burla Martin, 719-526-0973.