

SERM
LOCAL STANDARD ITEM

FY-2026

ITEM NO: 099-060SE

REVISED: 13 JAN 2025

CATEGORY: I

1. SCOPE:

1.1 Title: General Environmental Requirements for Naval Station (NAVSTA) Mayport Availabilities; accomplish

2. REFERENCES:

2.1 SOPA (ADMIN), MAYPORT INSTRUCTION 5090.1(series)

2.240 CFR 262.17(a) (7) (i) (A), Large Quantity Generator (LQG) Training Requirements

2.3 29 CFR 1910.1200 (h), Employee information and training

2.4 40 CFR 262.11, Environmental Protection Agency

2.5 10 U.S. Code § 7311, Repair or maintenance of naval vessels: handling of hazardous waste

2.6 Storm Water Pollution Prevention Plan (SWPPP), Naval Station Mayport, Jacksonville, Florida January 2021

3. REQUIREMENTS:

3.1 Each contractor bringing Hazardous Material (HM) and generating Regulated Waste (RW), including Hazardous Waste (HW) aboard Naval Station Mayport must be familiar with 2.1 through 2.6 and:

3.1.1 Comply with all local, state and federal RW requirements and reference 2.1.

3.1.2 Develop and maintain an Emergency HW Contingency Plan in accordance with reference 2.1. A template is located in enclosure (9) to Appendix A of 2.1 and may be used to assist with this requirement.

3.1.2.1 Submit the plan to the SUPERVISOR, Code 106 and NAVSTA Mayport N4E, for review and acceptance prior to the start of initial work and annually thereafter.

3.1.2.2 Submit updated or revised plan to the SUPERVISOR, Code 106 and NAVSTA Mayport N4E, as each change occurs or as requested by the SUPERVISOR.

3.1.3 Submit to SUPERVISOR, Code 106 Environmental, Two (2) Points of Contacts (POC) (Primary and Alternate) with letters of designation in accordance with reference 2.1. POCs **must** be trained in Resource Conservation and Recovery Act (RCRA) in accordance with reference 2.2. Primary or Alternate Hazardous Waste Coordinator must be on-site at NAVSTA Mayport during ship repair evolutions and for transfer of waste to the Base Hazardous Waste Storage Facility (HWSF). Trained personnel must provide training certificates to SUPERVISOR, Code 106 Environmental upon request.

3.1.4 Ensure Environmental POCs complete annual training provided by NAVSTA Mayport N4E in accordance with reference 2.1. Provide documentation of training to SUPERVISOR, Code 106 Environmental upon request.

3.1.5 Ensure site **workers** complete On the Job training (OJT) in accordance with 2.3. Provide documentation of training to SUPERVISOR, Code 106 Environmental upon request

3.1.5.1 Ensure training conducted is directed by an individual trained in hazardous waste management procedures.

3.1.5.2 Ensure that training provided includes job specific personnel hazardous waste management procedures including contingency plan implementation.

3.1.6 Contractor and subcontractor personnel performing work involving HM and/or RW onboard NAVSTA Mayport or Navy vessel **must** complete "Environmental Compliance Assessment Training and Tracking System" (ECATTS) classes as applicable on an annual basis in accordance with 2.1 to meet training requirements. Login information for ECATTS training is <https://environmentaltraining.ecatts.com/>, password navfac. Provide documentation of completed hazardous waste training to SUPERVISOR, Code 106 Environmental, upon request.

3.1.7 All contractors must manage RW under the EPA identification number issued to NAVSTA Mayport, disposing of said waste under the NAVSTA Mayport LQG identification number and:

3.1.7.1 Establish a line of accounting for disposal of RW using the NAVSTA Mayport HWSF in accordance with 2.1.

3.1.7.2 Follow procedures described in 2.1 if electing to disposition waste outside the NAVSTA Mayport HWSF.

3.1.7.3 Not transport RW including Non-Hazardous Industrial Waste off NAVSTA Mayport property without the permission of NAVSTA Mayport N4E personnel.

3.1.8 Complete a waste profile for RW disposed outside the NAVSTA Mayport HWSF and provide to NAVSTA Mayport N4E for review and signature prior to submitting for TSDF approval.

3.1.9 Notify the SUPERVISOR and NAVSTA Mayport N4E **no later than (NLT)** 72 business hours prior to off-site shipment in accordance with 2.1.

3.1.10 Obtain signature from representative of either NAVSTA Mayport N4E or the NAVSTA Mayport HWSF for all bills of lading, Non-Hazardous Waste (NHW) manifests and HW manifests prior to departure of transport vehicle from NAVSTA Mayport.

3.1.11 Manage all lighting ballasts and fully discharged capacitors as scrap metal with electronic components for recycling through the NAVSTA Mayport HWSF.

3.1.12 Follow the spill reporting and notification procedures outlined in reference (j) of 2.1.

3.2 Regulated Waste (RW) Determination, if dispositioning of waste outside the HWSF:

3.2.1 Each contractor must perform a RW determination in accordance with 2.4.

NOTE: The point of generation for Naval Vessels is in accordance with 2.5.

3.2.2 Each contractor conducting sampling and regulated waste

determination must submit a sampling plan in accordance with 2.1 to NAVSTA Mayport N4E for approval and notify the SUPERVISOR, Code 106 for oversight when conducting sampling, and waste determination procedures to ensure compliance with **2.1**.

3.2.3 Ensure each sampler is trained in the Florida Department of Environmental Protection (FDEP) Sampling SOPs in accordance with 2.1.

3.2.4 Each contractor will submit analytical results and RW determination documentation to NAVSTA Mayport N4E and the SUPERVISOR, Code 106 when the waste is first generated and at the time of annual waste profile update.

3.2.5 Each contractor must submit a completed waste stream determination package in accordance with 3.1 to NAVSTA Mayport N4E for all RW managed outside of DLA Disposition Services.

3.2.6 Each contractor using User Knowledge to determine RW status must submit a Waste Stream Determination package that complies with reference 2.4 and reference 2.1 to N4E Environmental for approval.

3.2.7 Each contractor must submit analytical samples used to make a RW determination to a National Environmental Laboratory Accreditation Conference (NELAC) certified laboratory. The samples **must** be collected and analyzed in accordance with EPA publication SW# 846 "Test Methods for Evaluating Solid Waste" 3rd Edition. All sampling and analysis **must** be conducted in accordance with Rule 62-160, Florida Administrative Code (FAC). Provide documentation of NELAC lab certification to the NAVSTA Mayport N4E and the SUPERVISOR, Code 106 Environmental, upon request.

3.3 Centralized Contractor Less Than 60 Day Regulated Waste (RW) Area:

3.3.1 Each contractor, generating RW must request a space through the SUPERVISOR, Code 106 Environmental for staging a less than 60 Day RW Storage unit at the designated contractor RW area.

3.3.2 Each contractor must establish and manage a unit at the less than 60 Day RW Storage Site in accordance with 2.1 and **must conduct and document** a weekly inspection using the Regulated Waste Inspection Checklist, Enclosure 4 of 2.1.

3.3.2.1 Each contractor must submit completed Weekly Inspection Checklist NLT the first Tuesday of the following month to NAVSTA Mayport N4E.

3.3.2.2 Each contractor must dispose of HW stored in less than 60 Day RW storage area within 60 days of Accumulation Start Date (ASD).

3.3.3 Access to the Contractor less than 60 Day RW Storage Area must be limited to the qualified personnel in accordance with 2.1, NAVSTA Mayport N4E, and the SUPERVISOR, Code 106 Environmental.

3.3.4 The less than 60 Day RW Storage **container** must be a securable (locked) unit such as a clamshell or **CONEX** box. Contractor **must** provide access, i.e. key, or combination to SUPERVISOR, Code 106, for all RW storage containers. Units must have a secondary containment system such as a spill pallet. Ensure the unit is adequate to contain all containers of RW the contractor(s) expect to generate during the entire availability.

3.3.5 Equipment for each unit must include:

3.3.5.1 A fully charged and inspected fire extinguisher compatible with the HW being stored.

3.3.5.2 An eyewash station placed immediately adjacent and unobstructed to the clamshell or **CONEX** box.

3.3.5.3 A spill kit readily accessible and clearly marked "HW/HM SPILL KIT" with an inventory of material and equipment available to contain the stored RW. At a minimum, the spill kit must contain absorbent (media and pads), broom, dustpan, and **personal protective equipment**. Contractor **must** replenish spill kit contents following usage. Contractor **must** check spill kits on a weekly basis during RWA inspection. Contractor **must** inspect, document, and maintain inspections of spill kits on a quarterly basis. Inspections **must** be provided to NAVSTA Mayport N4E and the SUPERVISOR upon request.

3.3.6 Signs for the less than 60 Day RW Storage containers must be weather resistant. The required signage consists of:

3.3.6.1 "NO SMOKING WITHIN 50 FEET" signs must be posted on all sides and be clearly visible from a distance of 50 feet.

3.3.6.2 "DANGER-UNAUTHORIZED PERSONNEL KEEP OUT" sign must be posted at each entrance and be clearly visible from a distance of 50 feet.

3.3.6.3 "HAZARDOUS WASTE STORAGE AREA" sign must be posted at each entrance and be clearly visible from a distance of 50 feet.

3.3.6.4 List of Emergency Coordinators and alternates including telephone numbers must be posted at each entrance to the unit.

3.3.6.5 An illustration of the area layout indicating the evacuation route at each entrance to the unit and showing the muster area for employee head counting.

3.3.7 Submit a completed Weekly Regulated Waste & Used Oil Secondary Containment Inspection Checklist via hard copy or electronic means at the end of each month in accordance with 2.1.

3.4 Hazardous Waste (HW) Management:

3.4.1 All HM utilized by the contractor must have a Safety Data Sheet (SDS) readily available at all times. They must be located in a binder at the work site or at the HM Locker. Provide a copy of SDS for each HM used aboard NS Mayport upon request to SUPERVISOR, Code 106 Environmental and NAVSTA Mayport N4E.

3.4.2 Each HM container must be marked with company name or logo. All secondary containers must be marked with the company name or logo, labeled with the contents and be Global Harmonization System (GHS) compliant.

3.4.3 Each HM container must be closed and sealed at all times when material is not in use.

3.4.4 Containers such as paper paint pots and similar containers must not be used for staging and/or storage of HM. They must be sealed using tight fitting lids to prevent vapors from escaping and spills that may happen during transportation. "Shower caps" are not

authorized.

3.4.5 All HM must be removed from the vessel at the end of each work shift.

3.4.6 Approval from the SUPERVISOR, Code 106 Environmental, is required for HM storage on the wharves. Items considered when seeking approval for HM storage are:

3.4.6.1 Location of the HM storage unit. Each contractor must obtain approval from SERMC Project Maintenance Team. Additionally, the contractor must contact the Project Manager for the availability and ensure the HM storage unit is included on the Pier Laydown Plan.

3.4.6.2 Amount of HM to be stored. (Flammable and non-flammable).

3.4.7 Flammable HM must be stored in a locked NFPA approved flammable storage unit equipped with a fire extinguisher or fire suppression system and signs stating: "FLAMMABLE" and "NO SMOKING OR OPEN FLAME ***WITHIN 50 FEET***".

3.4.8 Non-flammable HM must be stored in a locked storage unit (e.g. steel locker/cabinet) labeled "HAZMAT Storage Locker".

3.4.9 All HM storage lockers must have signage with company name or unique identifier, names and phone numbers of the personnel responsible for management and must have secondary containment.

3.4.10 Each contractor must provide to the SUPERVISOR, Code 106 Environmental and NAVSTA Mayport N4E access to HM storage units for the purpose of inspections, and review of requirements.

3.4.11 Each deficiency identified during SUPERVISOR, Code 106 Environmental and NAVSTA Mayport N4E inspections must be corrected with verification that corrective action has occurred be provided to the SUPERVISOR, Code 106 Environmental.

3.4.12 At the completion of contract, all HM must be removed from the wharves. NAVSTA Mayport N4E will dispose of any HM abandoned by a contractor and charge the contractor with all associated costs.

3.4.13 Immediately remove HM from the wharves at the direction of the SUPERVISOR, Code 106 for systemic non-conformances.

3.5 RW Management:

3.5.1 Training must be accomplished for all contractor personnel.

3.5.2 All RW becomes subject to regulation at the point of generation. Containers used to move HW from the work area or ship must have company name and the words "Hazardous Waste" marked on them.

3.5.3 Only ***designated*** contractor personnel will manage contractor RW.

3.5.4 RW container label must have the Waste Profile Number (WPN), if applicable, or SDS must accompany each type of HM inside the container.

3.5.5 RW containers will be labeled with the contents of the container and the Accumulation Start Date (ASD), if applicable but always when stored in the ***less than*** 60 Day waste storage area for

ship repair contractors.

3.5.6 HW will not be given to ships force. Contractor must not accept any HW from ships force or any Government agency.

3.5.7 Used Hazardous Materials (UHM) must not be stored on the vessel.

3.6 RW Transportation:

3.6.1 Each contractor disposing of RW through the NAVSTA Mayport Hazardous Waste Storage Facility (HWSF) will:

3.6.1.1 Establish funding for payment of disposition services in accordance with 2.1.

3.6.1.2 Ensure containers are properly managed in accordance with 2.1.

3.6.1.3 Use an established waste profile or submit paperwork to generate a new waste profile in accordance with 2.1.

3.6.1.4 Coordinate transfer of RW from the NAVSTA Mayport HWSF or Contractor less than 60 Day RW Storage Area, Bldg. 1986.

3.6.2 Each contractor electing to disposition RW outside the NAVSTA Mayport HWSF will:

3.6.2.1 Complete Waste Stream Documentation Packet, Enclosure (2), of Appendix A in 2.1 and submit to NAVSTA Mayport N4E for review and signature.

3.6.2.2 Ensure the disposition facility is on the DLA Qualified Facilities List located at:
<https://www.dla.mil/DispositionServices/Offers/Disposal/HazardousWaste/QualifiedFacilitiesList/>

3.6.2.3 Provide the disposition facility's waste approval letter to NAVSTA Mayport N4E.

3.6.2.4 Notify NAVSTA Mayport N4E and the SUPERVISOR, Code 106, **72 business** hours prior to off-site shipment of RW to ensure someone is available to inspect outbound load(s) and sign manifest(s).

3.6.3 Provide copies of **each** RW **manifest**, including Bills of Lading, NHW manifests and HW Manifests to the Supervisor, Code 106.

3.7 RW **Container** Management:

3.7.1 Each contractor will manage all RW containers in accordance with 2.1.

3.7.2 At no time must empty RW containers be stored in **CONEX** or clamshells at the contractor less than 60 Day RW Storage area.

3.8 Vacuum Cleaner Management:

3.8.1 Vacuum cleaners must be managed in accordance with 2.1.

3.9 Solid Waste Management:

3.9.1 Solid waste (e.g., scrap, trash, or garbage) **must not** be deposited in Government waste receptacles, including dumpsters, roll-off boxes, tri-walls, or plastic bags.

3.9.2 Each contractor waste receptacle such as dumpsters, roll-off

boxes, trash cans and tri-walls, including those supplied by a third party, must be marked with contractor name or unique identifier and **labeled** "Contractor Waste Only". Each contractor waste receptacle must be marked as specified above at a minimum of two sides.

3.9.3 Each contractor must properly disposition all waste improperly placed into a contractor operated waste receptacle and be responsible for monitoring and controlling waste receptacles.

3.10 Monthly Hazardous Material Usage Reports, Monthly Storm Water Pollution Prevention (SWPP) Inspection, and Annual EPCRA 313 Reporting. Each contractor using reportable HM and/or having areas requiring SWPPP inspection **must**:

3.10.1 Submit air emissions data for surface coating operations, i.e. completed VOC/HAP report to the SUPERVISOR, Code 106 Safety no later than the 15th day of the following month using Attachment A.

3.10.2 Submit a completed abrasive blast grit usage report to the SUPERVISOR, Code 106 Safety no later than the 15th day of the following month using Attachment B.

3.10.3 Submit a completed welding rod usage report to the SUPERVISOR, Code 106 Safety no later than the 15th day of the following month using Attachment C.

3.10.4 Submit a completed EPCRA Section 313 Chemical Reporting Worksheet detailing annual calendar year usage of products containing EPCRA reportable chemicals to the SUPERVISOR, Code 106 safety Manager no later than 15 March of the following year using Attachment D.

3.10.5 Submit Monthly SWPP Inspection when applicable in accordance with **reference 2.6**.

3.11 Secondary Containment:

3.11.1 Secondary containment walls must be a minimum of 5 inches high.

3.11.2 Secondary containment must be 20-~~millimeter~~-thick impermeable material capable of containing any spills and constructed so that any discharge will not escape the secondary containment system before cleanup occurs.

3.11.3 Secondary containment must be of an adequate size for the equipment and containers stored inside it. Secondary containments must be maintained in working order during the ship repair evolution.

3.11.4 Secondary containment must be secured to prevent the effects from weather.

3.11.5 Repair all damaged secondary containment structures including any seams, tears, holes, and cracks discovered in any secondary containment with appropriate patching material consistent with **the** construction of **the** secondary containment.

3.11.6 Install secondary containment for liquid container storage areas and other high-risk activities to prevent unauthorized discharges. Install secondary containment for items and activities that have a likelihood of release. This includes the following:

3.11.6.1 Stationary and transportable equipment containing Petroleum Oils Lubricants (POL) located on the wharves.

- 3.11.6.2 Tanks, vacuum tankers, tote tanks, FRAC tanks, truck tankers, Baker Tanks or other large containers holding RW, HM or HW staged on the wharves.
- 3.11.6.3 Liquid material **or** waste storage areas with containers including drums, pails, buckets, cans, bottles, etc.
- 3.11.6.4 Hose connections **or** fittings transferring RW, HM or HW and paint mixing or application areas.
- 3.11.6.5 Sanding or cutting processes.
- 3.11.6.6 Spent abrasive blast media collection equipment and containers.
- 3.11.6.7 Air compressors using POL.
- 3.11.6.8 Water treatment equipment, including driers and evaporators.
- 3.11.6.9 Bagged chemicals such as salt, baking soda, concrete and similar materials, zinc anodes, lead ballast, lead acid batteries and similar chemicals.
- 3.11.6.10 Spent hydro-blast sludge collection equipment and containers.
- 3.11.7 Secondary containment must extend a minimum of 2 feet from the sides of any tank **or** tanker being staged **or** stored on the wharves.
- 3.11.8 FRAC and Baker tanks **or** vacuum boxes stored on the wharves must have a minimum of 3 feet separation between tanks to allow for inspection and maintenance.
- 3.11.9 Following each rainfall event, SPCC/Storm water trained employees must inspect each containment to assess the presence of a sheen or discoloration. When no sheen or discoloration is present and a decision to discharge to the pier is made the Secondary Containment Drainage Log (Attachment E) must be submitted to the SUPERVISOR, Code 106 Environmental with the Monthly Storm Water Pollution Prevention (SWPP) Inspection in accordance with **2.6**.
- 3.11.10 Secondary containment containing water with a sheen or discoloration must be removed at the time of discovery.
- 3.11.11 Secondary containment for containers of POL equal to or greater than 55 gallons must be capable of holding 110% of the largest container in addition to rainfall.
- 3.11.12 Abrasive blast pots and hoppers in use must be managed to minimize the discharge of blast media into storm water and the basin.
- 3.11.13 Hoses transferring liquids or solids that have connections over the water are prohibited.
- 3.12 Waterfront Operations Policies and Procedures:
 - 3.12.1 Contractor must not store fuel and oil tanks on the wharves.
 - 3.12.2 Contractor must remove equipment with excessive leaks from the wharves.
 - 3.12.3 Equipment discharging any substances such as oily water, oil, solvents, solids, sludge, gases directly on the wharves is prohibited. Storm water must not be discharged onto the wharves if it

has a visible sheen or discoloration present. Contaminated storm water must be collected and disposed of in accordance with local, state, and federal regulations.

3.12.4 Contractor must not place RW, HW, HM, oil, used oil, oily waste containers and stationary equipment containing fuel **or** oil within 15 feet of a wharves edge or storm water drain.

3.12.5 Storm water drains within 15 feet of transfer **or** pumping operations must be covered with an approved storm water drain cover. Approved storm drain covers must be used in addition to secondary containment.

3.12.6 Perform regular cleaning. Clean up and sweep all contractor areas to remove all loose trash and industrial debris at a minimum on a daily basis. Conduct additional clean-up and sweep down when directed by the SUPERVISOR, Code 106 Environmental. Contractor must furnish trash receptacles and empty when full. Bags of contractor waste must be placed into waste receptacles and not staged directly on the wharves.

3.12.7 Materials including but not limited to plate steel and scrap metal that are capable of generating contaminated rainwater runoff must be palletized and covered to minimize rainwater infiltration.

3.12.8 Bags **or** containers of unused abrasive blast media staged on the waterfront for use must be placed on 6-~~millimeter-thick~~ plastic sheeting and be covered with 6-~~millimeter-thick~~ plastic to prevent rainfall intrusion and subsequent discharge into storm drains. The plastic sheeting on the ground must extend a minimum of 2 feet from the blast media on all sides. Plastic sheeting must be tied down or otherwise secured to prevent loss in high wind conditions.

4. NOTES:

4.1 The SUPERVISOR, Code 106 Environmental, will:

4.1.1 Retain the right to inspect all RW/HW and HM activities performed by the contractor.

4.1.2 Retain the right to take **any wastes or materials** from the contractor, if deemed necessary to protect the Government's interests. In this event, appropriate credit may be taken by the Navy for any and all work not performed.

4.1.3 Retain the right to stop **Contractor work or operations** in the event of serious safety and environmental problems **or** violations.

4.1.4 Provide oversight (as necessary) to all spill clean-up operations.

4.1.5 Review documentation of all contractor efforts to comply with Federal, State, and local environmental laws and regulations. This review includes, but is not limited to, compliance with any minimization efforts chosen by the contractor.

4.2 Electronic copies of reporting forms provided in Attachments A-E are available from the SUPERVISOR, Code 106.

4.3 Electronic copies of reference 2.1 are available from the SUPERVISOR, Code 106.

Attachment A

[illegible]

Attachment B

[illegible]

WELDING DATA COLLECTION FORM FOR ESTIMATION OF ACTUAL EMISSIONS

Contractor Name:

Point of Contact:

Air Permit # (If applicable):

Process Description:

[illegible]

(a) Shielded Metal Arc (SMA), Gas Metal Arc (GMA), Flux-Cored Arc (FCA), Submerged Arc (SA), or Filler Rod (Fill)

(b) For example, E7018, E70S, etc

Attachment D

EPCRA Section 313 Chemical Reporting Worksheet

Company Name: _____

Date Prepared: _____

Ship Name or Contract #: _____

Prepared by: _____

EPCRA Section 313 Toxic Chemical or Chemical Category: _____

Chemical Abstract Society (CAS) Registry Number: _____

Reporting Year: _____

A. Product Name	B. Amount of Product Used (gal)	C. Weight of Product (lbs.) (#gal x lbs./gal)	D. Chemical Contained in Product (%)	E. Amount of Chemical Used (lbs.)
(Commercial Product Name)	(Number of gal)	(Product Wt)	(% of Chemical)	Col. C x Col. D
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
Subtotal:-----	-----	-----	-----	

General Instructions to complete Emergency Planning and Community Right to Know (EPCRA) Section 313, Toxic Chemical Reporting Worksheet.

1. Review MSDS to determine if Toxic Chemical or Chemical Category are present in chemical product
2. Complete one worksheet for each Toxic Chemical or Chemical Category found in products that your company uses
3. Insert Product Name in Column A. i.e. F-150 Part A Paint
4. Complete Column B with number of gal of product shown in Column A that was used
5. Calculate Weight of Product used by multiplying Column B by density of product (lbs/gal)
6. Insert % of chemical in product in Col D
7. Calculate weight of chemical used by multiplying Column C by Column D
8. Add Column E amounts and Place in Subtotal Block

Revised: June 29, 2020

