

Activity Assessment Multi-Media Checklist, Section I, Title and Summary

Activity Names from Form "Activities Names List"					
1. MACOM/Wing Name (Column C): _____			6. Inspection Date: _____		
2. Group/Brigade Name (Column E): _____					
3. Squadron/Battalion Name (Column G): _____			Announced: _____		Unannounced: _____
4. Unit Name (Column I): _____			Re-inspection: _____		
5. Inspected by: _____			Courtesy: _____		Quarterly: _____
7. Summary of findings:					
	Compliance Findings (CF)	Minor Findings	Repeat CF Findings	Repeat Minor Findings	Total Findings
General Environmental Management (GEM):	_____	_____	_____	_____	0
Hazardous Materials Management (HMM):	_____	_____	_____	_____	0
Hazardous Waste Management (HWM):	_____	_____	_____	_____	0
Universal Waste Management (UWM):	_____	_____	_____	_____	0
Waste/Storm Water Management (WW/SW)	_____	_____	_____	_____	0
Air Quality - Pollution Prevention (AQPP):	_____	_____	_____	_____	0
Storage Tanks (AST & UST):	_____	_____	_____	_____	0
Solid Waste Management (SWM)	_____	_____	_____	_____	0
Recycling and Pollution Prevention:	_____	_____	_____	_____	0
Energy & Natural Resources Management:	_____	_____	_____	_____	0
Pest Management	_____	_____	_____	_____	0
SSCP Verification	_____	_____	_____	_____	0
Totals:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Activities will make on the spot corrections or take immediate action to correct findings noted during the inspection. (See Root Causes & Findings Definitions)					
8. Inspector's Comments:					
<p>For all external inspections, Activities will send a memo to CES/CEIE through their Commander or Director within 30 calendar days of the date of receipt of inspection report, IAW EMP 4.5.2. If this memo is not received by CES/CEIE within calendar 30 days, a memo will be sent through the MSG Commander to the Commander or Director. For internal inspections, the Commander or Director must sign the ACAP within 30 days of the inspection IAW EMP 4.5.2.</p>					
9. Date Memorandum due to CES/CEIE: _____			10. Date Received by Activity: _____		
11. Report received by _____			_____		
Commander's or Director's Signature			Title		
_____			_____		
Printed Name of Commander or Director			Telephone		

Activity: _____

**Activity Assessment Multi-Media Checklist, Section II,
General Environmental Management (GEM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments			
	General Environmental Management (GEM)												
GEM 1	Does the Activity have Activity Environmental Coordinator (AEC)? Name:	HWMP		MMSF									
GEM 2	Does the Activity have Alternate AEC? Name:	HWMP		MMSF									
GEM 3	Do Military Companies & Detachments have Primary & Alternate UECs?	HWMP		MMSF									
GEM 4	Does the AEC update Activity Facilities and Operations Inventory quarterly?	EMP 4.5.2		MMSF									
Training: Awareness and Competency													
GEM 5	Can the Commander, Director, or Contractor Leadership document that all New Personnel have received EMAC Training within 30 days of arrival?	HWMP		MMSF									
GEM 6	Are training records kept for 3 years?	EMP 4.4.2		MMSF									
GEM 7	Has the Activity reported the status of environmental awareness and competency training to CED-EE by 30 Sep of FY?	EMP 4.4.2		MMSF									
GEM 8	Commanders at ALL Levels, Directors, and Contractor Leadership at ALL Levels must take the AEM Phase I Introduction module only.	EMP 4.4.2		MMSF									
Functional Area Continuity Book (FACB)													
GEM 9	Does each Functional Area have a FACB?	eDASH EMS Document Control		MMSF									
GEM 10	Are FACBs following the Standardized Format?	eDASH EMS Document Control		MMSF									
GEM 11	Are FACBs reviewed and updated annually?	eDASH EMS Document Control		MMSF									
Quarterly Multimedia Inspections													
GEM 12	Does the Commander, Director, or AEC conduct quarterly inspections?	EMP 4.5.2		MMSF									
	Dates of last 4 quarterly inspections/re-inspections:	EMP 4.5.2			QTR 1			QTR 2		QTR 3		QTR 4	
	Number of findings noted on above inspections:	EMP 4.5.2											
GEM 13	Are Subordinate Activities inspected within 30 days when findings are noted on previous inspections?	EMP 4.5.2		MMSF									
GEM 14	Is a copy of the ACAP sent to the next Higher HQs in the Chain of Command?	EMP 4.5.2		MMSF									
GEM 15	Does the Commander or Director sign the ACAP?	EMP 4.5.2		MMSF									
GEM 16	Do Activities with higher HQs on the installation have their AEC participate in at least 2 of the quarterly AEC inspections each year?	EMP 4.5.2		MMSF									

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Hazardous Waste Management (HWM)										
NHS 1	Hazardous Waste Coordinator (HWC): Name:	HWMP		CF						
NHS 2	Alternate HWC: Name:	HWMP		CF						
NHS 3	Does Activity maintain a list of job titles and job descriptions of those Personnel who handle or directly supervise those who handle hazardous waste?	HWMP		CF						
Non - Hazardous Site (NHS)										
General Site Requirements										
NHS 4	Is the site approved using TSS, SAS, NHS Site Approval FEVA Form 32-699? Site Number:	HWMP		MMSF						
NHS 5	Does Activity maintain copies of all HWM records for 3 years?	HWMP		CF						
NHS 6	Is the site inspected on a weekly basis?	HWMP		CF						
NHS 7	Is the most up to date Weekly TSS, SAS, & NHS Inspections FEVA Form 32-698 being used IAW EMP 4.4.6.8.2 Tab 2? Date of form:	HWMP		MMSF						
NHS 8	Does Activity have an up to date site specific Contingency Plan and posted at the site?	HWMP		CF						
NHS 9	Does site have a Hazardous Waste Minimization (HazMin) Plan?	HWMP		CF						
NHS 10	Is an up to date (Annually) Waste Description Log (WDL) for each waste stream available (FEVA Form 697)?	HWMP		CF						
NHS 11	Is the most up to date Waste Description Log FEVA Form 32-697 being used IAW EMP 4.4.6.8 Tab 1? Date of form:	HWMP		CF						
NHS 12	Does Activity maintain SDSs, product specifications, or analyses for each waste stream?	HWMP		CF						
NHS 13	Does Activity maintain a Container Turn-in Log (CTL) for each calendar year?	HWMP		MMSF						
NHS 14	Is the most up to date Container Turn-in Log FEVA Form 32-696 being used IAW EMP 4.4.6.8.1 Tab 4? Date of form:	HWMP		MMSF						
NHS 15	Are copies of turn-in documents (DD Form 1348-1A) on file at the Activity?	HWMP		MMSF						
NHS 16	Does site have sign indicating type of storage area.?	HWMP		MMSF						
NHS 17	Does site have "NO SMOKING" sign?	HWMP		MMSF						
NHS 18	Does site have "Unauthorized Personnel Keep Out" sign?	HWMP		MMSF						
NHS 19	Does site have emergency response information posted at the site?	HWMP		CF						

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
NHS 20	Are telephones, two-way radios, or similar alarm devices located near the site?	HWMP		MMSF						
NHS 21	Does site have portable fire extinguishers?	HWMP		CF						
NHS 22	Does site have a spill kit?	HWMP		CF						
NHS 23	Does site have "Incompatibility" chart?	HWMP		MMSF						
NHS 24	Is the site protected from the elements?	HWMP		MMSF						
NHS 25	Does site have containment in sufficient capacity to hold 110% of volume of the largest container in the site?	HWMP		CF						
NHS 26	Is a water supply adequate for fire protection available nearby?	HWMP		MMSF						
NHS 27	Is containment system clean and dry at all times	HWMP		MMSF						
NHS 28	Does site have adequate aisle space to allow for the unobstructed movement of fire equipment, spill control, and other personnel in an emergency?	HWMP		CF						
NHS 29	Is proper house keeping being maintained?	HWMP		MMSF						
Container Requirements										
NHS 30	Are all containers of wastes correctly labeled as UWs, or NHWs? NO HWs!	HWMP		CF						
NHS 31	Are containers stored so as to allow easy access to labels?	HWMP		CF						
NHS 32	Are containers in good condition, i.e., no signs of bulges, leaks, damage or corrosion?	HWMP		CF						
NHS 33	Are containers kept tightly closed during storage?	HWMP		CF						
NHS 34	Are containers compatible with the waste stored in them?	HWMP		CF						
NHS 35	Are containers compatibly stored, i.e., ignitable wastes are separated from reactive wastes, strong acids and bases are separated, etc ?	HWMP		CF						
NHS 36	Are containers being kept on pallets?	HWMP		CF						
NHS 37	Are all empty containers labeled as "empty"?	HWMP		CF						
NHS 38	Are only DOT approved containers being used to store wastes?	HWMP		CF						
NHS 39	Does Activity maintain a Container Contents Logs (CCL) for each container of waste?	HWMP		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

**Activity Assessment Multi-Media Checklist, Section III,
Hazardous Materials Management (HMM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Hazardous Materials Management (HMM)										
General Hazardous Materials Management										
HMM 1	Does the Activity have Unit Hazardous Materials Manager (HMM)? Name:	EMP 4.4.2		MMSF						
HMM 2	Does the Activity have Alternate HMM? Name:	EMP 4.4.2		MMSF						
HMM 3	Does site have an upto date Functional Area Continuity Book (FACB)? Date:	EMP 4.4.6.6		MMSF						
HMM 4	Has the Activity set up EESOH-MIS account?	EMP 4.4.6.6		MMSF						
HMM 5	Does the Activity maintain an up to date AUL?	EMP 4.4.6.6		MMSF						
HMM 6	Do peronnel using HM have HazCom training?	EMP 4.4.2		MMSF						
HMM 7	Are Rosters of AECs, UEC, HWC, & HMMs posted on information bulletin boards in shops, work areas, and offices next to the Environmental Policy to allow the greatest access to unit personnel?	EMP 4.4.2		MMSF						
HMM 8	Ensure each storage location identified on the on Activity's Facilities and Operations inventory (EMP 4.5.2.3. Tab 2) will be identified on a strip map of that area.	EMP 4.4.6.6		MMSF						
HMM 9	Does Activity maintain copies of all HWM records for 3 years?	EMP 4.4.6.6		MMSF						
Hazardous Materials Storage Areas										
HMM 10	Does activity have an HazMart issued shop code?	EMP 4.4.6.6		MMSF						
HMM 11	Is the site inspected on a monthly (with 30 calendar days) basis?	EMP 4.4.6.6		MMSF						
HMM 12	Is the most up to date FEVA Form 32-680 being used IAW EMP 4.4.6.6 Tab 2? Date:	EMP 4.4.6.6		MMSF						
HMM 13	Does Activity have an up to date site specific Contingency Plan and posted at the site? Date:	EMP 4.4.6.6		MMSF						
HMM 14	Does site have emergency response information posted?	EMP 4.4.6.6		MMSF						
HMM 15	Does the Activity maintain an up to a 7 day supply of HM??	EMP 4.4.6.6		MMSF						
HMM 16	If there is NO evidence of the Activity acquisition or use Pesticide or herbicides? Mark "YES"	EMP 4.4.6.6		MMSF						
HMM 17	Has the site been coordinated with the CED for free standing storage building?	EMP 4.4.6.6		MMSF						
HMM 18	Is the HM storage location correctly sited?	EMP 4.4.6.6		MMSF						

**Activity Assessment Multi-Media Checklist, Section III,
Hazardous Materials Management (HMM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
HMM 19	Does site have containment in sufficient capacity to hold the 110% of the largest volume of an undetected leak to prevent a HW discharge?	EMP 4.4.6.6		MMSF						
HMM 20	Is the site protected from the elements?	EMP 4.4.6.6		MMSF						
HMM 21	Is containment system clean and dry at all times?	EMP 4.4.6.6		MMSF						
HMM 22	Are telephones, two-way radios, or similar alarm devices located near the site?	EMP 4.4.6.6		MMSF						
HMM 23	Does site have portable fire extinguishers?	EMP 4.4.6.6		MMSF						
HMM 24	Does site have a spill kit?	EMP 4.4.6.6		MMSF						
HMM 25	Does site have required PPE?	EMP 4.4.6.6		MMSF						
HMM 26	Does storage area have eye wash facilities as required?	EMP 4.4.6.6		MMSF						
HMM 27	Is a water supply adequate for fire protection available nearby?	EMP 4.4.6.6		MMSF						
HMM 28	Does site have sign indicating type of storage area.?	EMP 4.4.6.6		MMSF						
HMM 29	Does site have "NO SMOKING" sign?	EMP 4.4.6.6		MMSF						
HMM 30	Does site have "Unauthorized Personnel Keep Out" sign?	EMP 4.4.6.6		MMSF						
HMM 31	Does site have "Incompatibility" chart?	EMP 4.4.6.6		MMSF						
HMM 32	Are Flammable Storage lockers being properly maintained?	EMP 4.4.6.6		MMSF						
HMM 33	Does site have adequate aisle space to allow for the unobstructed movement of fire equipment, spill control, and other personnel in an emergency?	EMP 4.4.6.6		MMSF						
HMM 34	Does Activity properly maintain SDSs for each product?	EMP 4.4.6.6		MMSF						
HMM 35	Is proper house keeping being maintained?	EMP 4.4.6.6		MMSF						
Container Requirements										
HMM 36	Are hazardous materials barcoded using current HazMart issued Bar Codes?	EMP 4.4.6.6		MMSF						
HMM 37	Do labels conform to OSHA, DOT, etc standards?	EMP 4.4.6.6		MMSF						
HMM 38	Do storage containers have original manufacturer labels and are these labels legible?	EMP 4.4.6.6		MMSF						
HMM 39	All containers are correctly labeled (No unlabeled, abandoned containers, or other containers in the area)?	EMP 4.4.6.6		MMSF						
HMM 40	Are containers stored so as to allow easy access to labels?	EMP 4.4.6.6		MMSF						
HMM 41	Are containers in good condition, i.e., no signs of bulges, leaks,	EMP 4.4.6.6		MMSF						
HMM 42	Are containers kept tightly closed during storage?	EMP 4.4.6.6		MMSF						
HMM 43	Are containers stored and used in such a manner as to prevent damage or spills?	EMP 4.4.6.6		MMSF						
HMM 44	Are materials compatible with storage containers?	EMP 4.4.6.6		MMSF						
HMM 45	Are all empty containers labeled as "empty"?	EMP 4.4.6.6		MMSF						

**Activity Assessment Multi-Media Checklist, Section III,
Hazardous Materials Management (HMM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
HMM 46	Are containers compatibly stored, i.e., flammable HM are separated from reactive wastes,, strong acids and bases are separated, etc?	EMP 4.4.6.6		SF						
HMM 47	Are containers kept on pallets if not using containment pallets or "HazMat Storage Buildings" with containment?	EMP 4.4.6.6		MMSF						
HMM 48	Are hazardous materials segregated from wastes?	EMP 4.4.6.6		MMSF						
HMM 49	Are temperature-sensitive materials stored to prevent exposure to temperature extremes?	EMP 4.4.6.6		MMSF						
HMM 50	Are hazardous materials stored in a storage area, which is adequately ventilated?	EMP 4.4.6.6		MMSF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Hazardous Waste Management (HWM)										
TSS 1	Hazardous Waste Coordinator (HWC): Name:	HWMP		CF						
TSS 2	Alternate HWC: Name:	HWMP		CF						
TSS 3	Does Activity maintain a list of job titles and job descriptions of those Personnel who handle or directly supervise those who handle hazardous waste?	HWMP		CF						
Temporary Storage Site (TSS)										
General Site Requirements										
TSS 4	Is the site approved using TSS, SAS, NHS Site Approval FEVA Form 32-699? Site Number:	HWMP		MMSF						
TSS 5	Does Activity maintain copies of all HWM records for 3 years?	HWMP		CF						
TSS 6	Is the site inspected on a weekly basis?	HWMP		CF						
TSS 7	Is the most up to date Weekly TSS, SAS, & NHS Inspections FEVA Form 32-698 being used IAW EMP 4.4.6.8.2 Tab 2? Date of form:	HWMP		MMSF						
TSS 8	Does Activity have an up to date site specific Contingency Plan and posted at the site?	HWMP		CF						
TSS 9	Does site have a Hazardous Waste Minimization (HazMin) Plan?	HWMP		CF						
TSS 10	Is an up to date (Annually) Waste Description Log (WDL) for each waste stream available (FEVA Form 697)?	HWMP		CF						
TSS 11	Is the most up to date Waste Description Log FEVA Form 32-697 being used IAW EMP 4.4.6.8 Tab 1? Date of form:	HWMP		CF						
TSS 12	Does Activity maintain SDSs, product specifications, or analyses for each waste stream?	HWMP		CF						
TSS 13	Does Activity maintain a Container Turn-in Log (CTL) for each calendar year?	HWMP		MMSF						
TSS 14	Is the most up to date Container Turn-in Log FEVA Form 32-696 being used IAW EMP 4.4.6.8.1 Tab 4? Date of form:	HWMP		MMSF						
TSS 15	Are containers kept on-site for less than 14 days after the Accumulation Start Date?	HWMP		MMSF						
TSS 16	Are copies of turn-in documents (DD Form 1348-1A) on file at the Activity?	HWMP		MMSF						
TSS 17	Does site have sign indicating type of storage area.?	HWMP		MMSF						
TSS 18	Does site have "NO SMOKING" sign?	HWMP		MMSF						
TSS 19	Does site have "Unauthorized Personnel Keep Out" sign?	HWMP		MMSF						

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
TSS 20	Does site have emergency response information posted at the site?	HWMP		CF						
TSS 21	Are telephones, two-way radios, or similar alarm devices located near the site?	HWMP		MMSF						
TSS 22	Does site have portable fire extinguishers?	HWMP		CF						
TSS 23	Does site have a spill kit?	HWMP		CF						
TSS 24	Does site have "Incompatibility" chart?	HWMP		MMSF						
TSS 25	Is the site protected from the elements?	HWMP		MMSF						
TSS 26	Does site have containment in sufficient capacity to hold 110% of volume of the largest container in the site?	HWMP		CF						
TSS 27	Is a water supply adequate for fire protection available nearby?	HWMP		MMSF						
TSS 28	Is containment system clean and dry at all times	HWMP		MMSF						
TSS 29	Does site have adequate aisle space to allow for the unobstructed movement of fire equipment, spill control, and other personnel in an emergency?	HWMP		CF						
TSS 30	Is proper house keeping being maintained?	HWMP		MMSF						
Container Requirements										
TSS 31	Are all containers of wastes correctly labeled as HWs, UWs, or NHWs?	HWMP		CF						
TSS 32	Are accumulation start dates marked on the labels of all HW and UW containers?	HWMP		CF						
TSS 33	Are containers stored so as to allow easy access to labels?	HWMP		CF						
TSS 34	Are containers in good condition, i.e., no signs of bulges, leaks, damage or corrosion?	HWMP		CF						
TSS 35	Are containers kept tightly closed during storage?	HWMP		CF						
TSS 36	Are containers compatible with the waste stored in them?	HWMP		CF						
TSS 37	Are containers compatibly stored, i.e., ignitable wastes are separated from reactive wastes, strong acids and bases are separated, etc ?	HWMP		CF						
TSS 38	Are containers being kept on pallets?	HWMP		CF						
TSS 39	Are all empty containers labeled as "empty"?	HWMP		CF						
TSS 40	Are only DOT approved containers being used to store wastes?	HWMP		CF						
TSS 41	Does Activity maintain a Container Contents Logs (CCL) for each container of waste?	HWMP		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Activity: _____

**Activity Assessment Multi-Media Checklist, Section V,
Universal Waste Management (UWM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Universal Waste Management (UWM)										
General Site Requirements										
UWM 1	Are UW sites sited where a spill or leak would not constitute a discharge to surface waters, storm drains, or the sanitary sewage system?	HWMP		CF						
UWM 2	Are UW sites will be protected from the elements?	HWMP		CF						
UWM 3	Do UW's that have liquids have containment in sufficient capacity to hold 110% of the largest volume of a single container?	HWMP		CF						
UWM 4	Is containment system clean and dry at all times?	HWMP		CF						
UWM 5	Does site have emergency response information posted utilizing Emergency Notification, TCFE Poster 20-E?	HWMP		MMSF						
UWM 6	Are appropriate spill kits available? (acid, base, etc)	HWMP		MMSF						
UWM 7	Are UW sites inspected at least monthly using the FEVA Form 32-695? (EMP 4.4.6.8.2 Tab 3)	HWMP		MMSF						
UWM 8	Is proper house keeping being maintained?	HWMP		MMSF						
UWM 9	Does site have a Hazardous Waste Minimization (HazMin) Plan?	HWMP		MMSF						
Universal Waste Batteries										
Site specific items for UW Batteries										
UWM 10	Do UW batteries have all terminals protected from possible contact with other terminals?	HWMP		CF						
UWM 11	Are broken or significantly leaking UW batteries being managed as HW?	HWMP		CF						
UWM 12	Are Universal Waste batteries stored in existing SAS or TSS's where practical?	HWMP		CF						
UWM 13	Are UW battery sites inspected at least monthly using the FEVA Form 32-695? (EMP 4.4.6.8.2 Tab 3)	HWMP		MMSF						
UWM 14	Is proper fire extinguishing equipment available?	HWMP		MMSF						
UWM 15	Does site have emergency response information posted utilizing Emergency Notification, FEVA Poster 20-E?	HWMP		MMSF						
UWM 16	Does the UW battery site have a site specific contingency plan?	HWMP		MMSF						
UWM 17	Are all containers of wastes correctly labeled with type of UW ?	HWMP		CF						

Activity: _____

**Activity Assessment Multi-Media Checklist, Section V,
Universal Waste Management (UWM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
UWM 18	Are accumulation start dates marked on the labels of all UW containers when waste is first put into container?	HWMP		CF						
UWM 19	Are only DOT approved containers being used to store UW ?	HWMP		CF						
UWM 20	Does Activity maintain a Container Contents Logs (CCL) for each container UW ?	HWMP		MMSF						
UWM 21	Are turn-ins of all UWs will be recorded on the CTL?	HWMP		MMSF						
UWM 22	Are containers kept tightly closed during storage?	HWMP		CF						
UWM 23	Are UW being stored in separate containers from serviceable items?	HWMP		CF						
Universal Waste Lamps										
General Site Requirements										
UWM 24	Are UW sites sited where a spill or leak would not constitute a discharge to surface waters, storm drains, or the sanitary sewage system?	HWMP		CF						
UWM 25	Are UW sites will be protected from the elements?	HWMP		CF						
UWM 26	Do UW's that have liquids have containment in sufficient capacity to hold 110% of the largest volume of a single container?	HWMP		CF						
UWM 27	Is containment system clean and dry at all times?	HWMP		CF						
UWM 28	Does site have emergency response information posted utilizing Emergency Notification, TCFE Poster 20-E?	HWMP		MMSF						
UWM 29	Are appropriate spill kits available? (acid, base, etc)	HWMP		MMSF						
UWM 30	Are UW sites inspected at least monthly using the FEVA Form 32-695? (EMP 4.4.6.8.2 Tab 3)	HWMP		MMSF						
UWM 31	Is proper house keeping being maintained?	HWMP		MMSF						
Site specific for Universal Waste Lamps										
UWM 32	Are containers of UW Lamps closed in such a manner so that potentially broken lamp debris cannot be released from the container?	HWMP		CF						
UWM 33	Lamps will be stored in containers to prevent breakage	HWMP		CF						
UWM 34	Are partially filled containers turned-in within 60 days of the ASD?	HWMP		MMSF						
UWM 35	Are full containers turned-in within 10 working days and not exceeding the 60-day limit?	HWMP		MMSF						
UWM 36	Are broken lamps being handled as UWs?	HWMP		MMSF						

Activity: _____

**Activity Assessment Multi-Media Checklist, Section V,
Universal Waste Management (UWM) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Universal Waste Mercury Containing Devices & Pesticides										
General Site Requirements										
UWM 37	Are UW sites sited where a spill or leak would not constitute a discharge to surface waters, storm drains, or the sanitary sewage system?	HWMP		CF						
UWM 38	Are UW sites will be protected from the elements?	HWMP		CF						
UWM 39	Do UW's that have liquids have containment in sufficient capacity to hold 110% of the largest volume of a single container?	HWMP		CF						
UWM 40	Is containment system clean and dry at all times	HWMP		CF						
UWM 41	Does site have emergency response information posted utilizing Emergency Notification, TCFE Poster 20-E?	HWMP		MMSF						
UWM 42	Are appropriate spill kits available? (acid, base, etc)	HWMP		MMSF						
UWM 43	Are UW lamp sites inspected at least monthly using the FEVA Form 32-695? (EMP 4.4.6.8.2 Tab 3)	HWMP		MMSF						
UWM 44	Is proper house keeping being maintained?	HWMP		MMSF						
Site specific for Universal Waste Mercury Containing Devices & Pesticides										
UWM 45	Are all containers of UWs labeled indicating the type of UW, e.g., UW Pesticides, UW Mercury Containing devices?	HWMP		CF						
UWM 46	Are accumulation start dates marked on the labels of all UW containers when waste is first put into container?	HWMP		CF						
UWM 47	Are only DOT approved containers being used to store UWs?	HWMP		CF						
UWM 48	Does Activity maintain a Container Contents Logs (CCL) for each container UW?	HWMP		MMSF						
UWM 49	Are turn-ins of all UWs will be recorded on the CTL?	HWMP		MMSF						
UWM 50	Are UWs turned-in at the Hazardous Waste Accumulation Facility (HWAFF) within the shorter of 270 days of the ASD or container issue date?	HWMP		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Hazardous Waste Management (HWM)										
SAS 1	Hazardous Waste Coordinator (HWC): Name:	HWMP		CF						
SAS 2	Alternate HWC: Name:	HWMP		CF						
SAS 3	Does Activity maintain a list of job titles and job descriptions of those Personnel who handle or directly supervise those who handle hazardous waste?	HWMP		CF						
Satellite Accumulation Site (SAS)										
General Site Requirements										
SAS 4	Is the site approved using TSS, SAS, NHS Site Approval FEVA Form 32-699? Site Number:	HWMP		MMSF						
SAS 5	Does Activity maintain copies of all HWM records for 3 years?	HWMP		CF						
SAS 6	Is the site inspected on a weekly basis?	HWMP		CF						
SAS 7	Is the most up to date Weekly TSS, SAS, & NHS Inspections FEVA Form 32-698 being used IAW EMP 4.4.6.8.2 Tab 2? Date of form:	HWMP		MMSF						
SAS 8	Does Activity have an up to date site specific Contingency Plan and posted at the site?	HWMP		CF						
SAS 9	Does site have a Hazardous Waste Minimization (HazMin) Plan?	HWMP		CF						
SAS 10	Is an up to date (Annually) Waste Description Log (WDL) for each waste stream available (FEVA Form 697)?	HWMP		CF						
SAS 11	Is the most up to date Waste Description Log FEVA Form 32-697 being used IAW EMP 4.4.6.8 Tab 1? Date of form:	HWMP		CF						
SAS 12	Does Activity maintain SDSs, product specifications, or analyses for each waste stream?	HWMP		CF						
SAS 13	Does Activity maintain a Container Turn-in Log (CTL) for each calendar year?	HWMP		MMSF						
SAS 14	Is the most up to date Container Turn-in Log FEVA Form 32-696 being used IAW EMP 4.4.6.8.1 Tab 4? Date of form:	HWMP		MMSF						
SAS 15	Are full 55 gallon drums of any type of HW or one quart of acutely HW held for less than three days before being turned into a TSS?	HWMP		CF						
SAS 16	Are copies of turn-in documents (DD Form 1348-1A) on file at the Activity?	HWMP		MMSF						
SAS 17	Is the site located at or near the point of generation, where waste initially accumulates and is under the control of the operator of the process generating the waste?	HWMP		CF						

Activity: _____

**Activity Assessment Multi-Media Checklist, Section IV,
Hazardous Waste Management (HWM) SAS Inspection Items**

Date: _____

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
SAS 18	Does site have sign indicating type of storage area.?	HWMP		MMSF						
SAS 19	Does site have "NO SMOKING" sign?	HWMP		MMSF						
SAS 20	Does site have "Unauthorized Personnel Keep Out" sign?	HWMP		MMSF						
SAS 21	Does site have emergency response information posted at the site?	HWMP		CF						
SAS 22	Are telephones, two-way radios, or similar alarm devices located near the site?	HWMP		MMSF						
SAS 23	Does site have portable fire extinguishers?	HWMP		CF						
SAS 24	Does site have a spill kit?	HWMP		CF						
SAS 25	Does site have "Incompatibility" chart?	HWMP		MMSF						
SAS 26	Is the site protected from the elements?	HWMP		MMSF						
SAS 27	Does site have containment in sufficient capacity to hold 110% of volume of the largest container in the site?	HWMP		CF						
SAS 28	Is a water supply adequate for fire protection available nearby?	HWMP		MMSF						
SAS 29	Is containment system clean and dry at all times	HWMP		MMSF						
SAS 30	Does site have adequate aisle space to allow for the unobstructed movement of fire equipment, spill control, and other personnel in an emergency?	HWMP		CF						
SAS 31	Is proper house keeping being maintained?	HWMP		MMSF						
Container Requirements										
SAS 33	Are all containers of wastes correctly labeled as HWs, UWs, or NHWs?	HWMP		CF						
SAS 34	If more than 55 gallons of any type of hazardous waste or one quart of acutely HW has been accumulated, has an accumulation start date has been marked on the labels of all full containers of that type of waste?	HWMP		CF						
SAS 35	Are containers stored so as to allow easy access to labels?	HWMP		CF						
SAS 36	Are containers in good condition, i.e., no signs of bulges, leaks, damage or corrosion?	HWMP		CF						
SAS 37	Are containers kept tightly closed during storage?	HWMP		CF						
SAS 38	Are containers compatible with the waste stored in them?	HWMP		CF						
SAS 39	Are containers compatibly stored, i.e., ignitable wastes are separated from reactive wastes, strong acids and bases are separated, etc ?	HWMP		CF						
SAS 40	Are containers being kept on pallets?	HWMP		CF						
SAS 41	Are all empty containers labeled as "empty"?	HWMP		CF						
SAS 42	Are only DOT approved containers being used to store wastes?	HWMP		CF						
SAS 43	Does Activity maintain a Container Contents Logs (CCL) for each container of waste?	HWMP		CF						

**Place an
"X" in**

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Activity: _____

**Activity Assessment Multi-Media Checklist, Section VI,
Wastewater/Stormwater Pollution Prevention (WW/STW) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
General Wastewater (WW) (Interior Drains)										
WW/SW 1	Do containers of liquids have the necessary containment?	EMP 4.4.6.2		CF						
WW/SW 2	Are spill kits available?	EMP 4.4.6.6		CF						
WW/SW 3	Are drains protected from potential spills?	EMP 4.4.6.6		CF						
WW/SW 4	Are Fats, Oils and Greases managed properly?	EMP 4.4.6.2		CF						
WW/SW 5	Are at least two food service workers trained in FOG management practices? i.e hrfog training or safeserv	EMP 4.4.6.2		CF						
General Storm water (SW) (Exterior Drains)										
WW/SW 5	Do containers of liquids have the necessary containment?	EMP 4.4.6.2		CF						
WW/SW 6	Are spill kits available?	EMP 4.4.6.6		CF						
WW/SW 7	Are drains protected from potential spills?	EMP 4.4.6.6		CF						
WW/SW 8	Is the area free from visible existing or previous spills?	EMP 4.4.6.2		CF						
WW/SW 9	Are spills being reported and cleaned up?	EMP 4.4.6.2		CF						
WW/SW 10	Are drains and water sources protected from potential spills?	EMP 4.4.6.2		CF						
Maintenance Operations										
Motor pools										
WW/SW 11	Does Activity ensure the use of drip pans under parked vehicles?	EMP 4.4.6.2		CF						
WW/SW 12	Are Drip pans serviceable?	EMP 4.4.7		CF						
WW/SW 13	Are contents from drip pans properly disposed?	EMP 4.4.6.2		CF						
WW/SW 14	Do tanks have or are bulk fuel transporters (TPUs, HEMTTs, tanker trucks, etc) parked on/in secondary containment systems?	EMP 4.4.6.2		CF						
WW/SW 15	Are bulk fuel containers (tank & pump units, HEMTTs, tanker trucks) and their secondary containment systems being inspected at least weekly and the inspections documented?	EMP 4.4.7		CF						
Air Craft Hangars										
WW/SW 16	Does activity ensure the use of drip pans/containers under aircraft during maintenance and/or while being stored?	EMP 4.4.6.2		CF						
WW/SW 17	Are contents from drip pans properly disposed?	EMP 4.4.6.2		CF						
Watercraft:										
WW/SW 18	Is containment boom being deployed around the vessel during external fuel transfers?	EMP 4.4.6.2		CF						
WW/SW 19	Are fuel containers, piping and hoses used during internal and external fuel transfer being monitored by designated appropriately trained personnel?	EMP 4.4.6.2		CF						

Activity: _____

**Activity Assessment Multi-Media Checklist, Section VI,
Wastewater/Stormwater Pollution Prevention (WW/STW) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
WW/SW 20	Are personnel pumping bilge systems trained and compensating for residual pressure and product when disconnecting from the system?	EMP 4.4.6.2		CF						
Oil Water Separators (OWS):										
WW/SW 21	Does the Activity prevent the use of detergents in the OWSs?	EMP 4.4.6.2		CF						
WW/SW 22	Does the Activity prevent Hazardous Materials from being disposed in the OWS?	EMP 4.4.6.2		CF						
WW/SW 23	Does the Activity prevent dumping of oil into the OWS?	EMP 4.4.6.2		CF						
WW/SW 24	Is the system being properly maintained?	EMP 4.4.6.2		CF						
Wash racks:										
WW/SW 25	Does Activity prevent the use of detergents in the wash racks?	EMP 4.4.6.2		CF						
WW/SW 26	Does the Activity prevent Hazardous Materials from being disposed in the wash Rack?	EMP 4.4.6.2		CF						
WW/SW 27	Are mud, heavy soil, rocks and other debris being kept out of the wash Rack?	EMP 4.4.6.2		CF						
WW/SW 28	Is the system being properly maintained?	EMP 4.4.6.2		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Activity: _____

**Activity Assessment Multi-Media Checklist, Section VII,
Tanks (AST and UST) Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Tank Management (TM)										
General Aboveground Storage Tanks (AST)										
AST 1	Does Activity conduct monthly inspections?	EMP 4.4.6.14		CF						
AST 2	Is area around tank free of unexplained dead or withered vegetation in area?	EMP 4.4.6.14		CF						
AST 3	Is the ground surface free of signs of leakage, spillage or stained or discolored soil?	EMP 4.4.6.14		CF						
AST 4	Is fill gauge functioning properly?	EMP 4.4.6.14		CF						
AST 5	Is fill cap properly secure?	EMP 4.4.6.14		CF						
AST 6	Is vent pipe clear?	EMP 4.4.6.14		CF						
AST 7	Is the tank properly labeled and labels legible? (contents, warning, emergency notification labels)	EMP 4.4.6.14		CF						
AST 8	Is all piping secure and free of damage and/or wear?	EMP 4.4.6.14		CF						
Regulated Aboveground Storage Tanks (>=660 gal)										
AST 8	Does the Activity conduct daily inspections?	EMP 4.4.6.14		CF						
AST 9	Does the Activity conduct weekly inspections?	EMP 4.4.6.14		CF						
General Underground Storage Tanks (UST)										
UST 1	Is area free of unexplained dead or withered vegetation?	EMP 4.4.6.14		CF						
UST 2	Is ground surface free of signs of leakage, spillage or stained or discolored soil?	EMP 4.4.6.14		CF						
UST 3	Is fill cap properly secure?	EMP 4.4.6.14		CF						
UST 4	Is vent pipe clear?	EMP 4.4.6.14		CF						
Regulated Underground Storage Tanks										
UST 5	Does the Activity ensure all personnel have obtained virginia certified training as either a Class "A", "B", or "C" operator, and can certificates be provided for review?	EMP 4.4.6.14		CF						
UST 6	Does Activity monitor the tank every 30 days using an approved method? (Approved methods include: Inventory control, manual tank gauging, tank tightness testing, auto tank gauging, vapor monitoring, groundwater monitoring, interstitial monitoring. If a	EMP 4.4.6.14		CF						
UST 7	If, pressurized lines, does the Activity monitor piping using an approved method? (Approved methods include automatic line leak detectors and annual line tightness testing. If another method, describe)	EMP 4.4.6.14		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Solid Waste Recycling Management Assessment

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Solid Waste & Recycling Management										
General Recycling Management (RM)										
RM 1	Does each occupied building have a primary Building BREM?	EMP 4.4.6.7		MMSF						
RM 2	Does each occupied building have an alternate Building BREM?	EMP 4.4.6.7		MMSF						
RM 3	Does each Non occupied building have an assigned Building BREM?	EMP 4.4.6.7		MMSF						
RM 4	Does the AEC maintain a list of all BREMs?	EMP 4.4.6.7		MMSF						
RM 5	Does the Activity have an up to date Solid Waste Minimization & Recycling (SWMR) Plan?	EMP 4.4.6.7		MMSF						
RM 6	Is the Activity's Solid Waste Minimization & Recycling (SWMR) Plan signed by the Commander or Director?	EMP 4.4.6.7		MMSF						
RM 7	Are Activity personnel kept informed on recycling requirements?	EMP 4.4.6.7		MMSF						
RM 8	Are recycling accumulation areas listed on the on Activity's Facilities and Operations inventory (EMP 4.5.2.3. Tab 2).	EMP 4.4.6.7		MMSF						
RM 9	Have Building BREMs toured the SWRPPC and had their appointments signed by the SWRPPC Manager?	EMP 4.4.6.7		MMSF						
RM 10	Are Recycling Toter and Cardboard container locations free of obstructions that would prevent pickup or emptying.	EMP 4.4.6.7		MMSF						
RM 11	Does the Activity have sufficient number of Recycling Accumulation Areas?	EMP 4.4.6.7		MMSF						
RM 12	Are recycling collection areas being kept in a clean and orderly fashion?	EMP 4.4.6.7		MMSF						
Recycling Management - Mobile Toters										
RM 13	Is the Activity practicing Single Stream Recycling from Offices, admin Areas, and individual use area?	EMP 4.4.6.7		MMSF						
RM 14	Are Recycling Toters being moved to locations for scheduled pickups?	EMP 4.4.6.7		MMSF						
RM 15	Are Recycling Toters being used for all acceptable recyclables, e.g., recyclables in trash collection containers?	EMP 4.4.6.7		MMSF						
RM 16	Are Recycling Toters free of prohibited items, e.g., trash, shredded paper, E-Wastes, plastic bags, batteries, cardboard, etc?	EMP 4.4.6.7		MMSF						
RM 17	Are items prohibited from Recycling Toters being turned-in at the SWRPPC?	EMP 4.4.6.7		MMSF						
Recycling Management - Cardboard Containers										
RM 18	Are cardboard containers free of all materials except cardboard?	EMP 4.4.6.7		MMSF						
RM 19	Are cardboard containers kept closed?	EMP 4.4.6.7		MMSF						
RM 20	Are damaged lids or non welded or bolted doors reported to the SWRRPC?	EMP 4.4.6.7		MMSF						
RM 21	Are cardboard boxes flatten?	EMP 4.4.6.7		MMSF						
Recycling Management - Electrical and Electronic Equipment (EEE), E – Wastes, or E – Materials (magnetic, optical, and solid state devices)										
RM 22	Are Electrical and Electronic Equipment (EEE) being managed as recyclables materials?	EMP 4.4.6.7		MMSF						
RM 23	Is Electrical and Electronic Equipment (EEE) being turned-in within 60 days from being taken out of service?	EMP 4.4.6.7		MMSF						
RM 24	Are Magnetic and Optical storage devices turned-in within 90 days from being taken out of service?	EMP 4.4.6.7		MMSF						
Recycling Management - Aerosol Cans										
RM 25	Are aerosol can accumulation areas listed on the Activity's Facilities & Operations Inventory?	EMP 4.4.6.7		MMSF						
RM 26	Are containers of aerosol cans for recycling labeled as "Aerosol Cans - Only"?	EMP 4.4.6.7		MMSF						
RM 27	Are containers of aerosol cans closed during storage?"	EMP 4.4.6.7		MMSF						
RM 28	Are aerosol cans stored as so to prevent releases of the can's contents?	EMP 4.4.6.7		MMSF						
RM 29	Are containers of aerosol cans free of trash and other materials"?	EMP 4.4.6.7		MMSF						
RM 30	Are aerosol cans being kept out of dumpsters or trash?	EMP 4.4.6.7		MMSF						

Solid Waste Recycling Managment Assessment

RM 31	Is a Container Contents Log (CCL) being kept for each container of aerosol cans?	EMP 4.4.6.7	MMSF								
RM 32	Are containers of aerosol cans being turned-in within 30 days?	EMP 4.4.6.7	MMSF								
RM 33	Are 25 or less aerosol cans being turned-in at a time?	EMP 4.4.6.7	MMSF								
Recycling Management - Maintenance Operations											
Recycling Management - General Storage & Container Requirements											
RM 34	Are Used Oil, Antifreeze or Off-Spec Fuel containers be stored in the correct area?	EMP 4.4.6.7	MMSF								
RM 35	Is the storage area correctly sited?	EMP 4.4.6.7	MMSF								
RM 36	Does site have containment in sufficient capacity to hold the 110% of the largest volume of a single container?	EMP 4.4.6.7	MMSF								
RM 37	Is the site protected from the elements?	EMP 4.4.6.7	MMSF								
RM 38	Is containment system clean and dry at all times?	EMP 4.4.6.7	MMSF								
RM 39	Are telephones, two-way radios, or similar alarm devices located near the site?	EMP 4.4.6.7	MMSF								
RM 40	Does site have portable fire extinguishers?	EMP 4.4.6.7	MMSF								
RM 41	Does site have a spill kit?	EMP 4.4.6.7	MMSF								
RM 42	Does site have sign indicating type of storage area.?	EMP 4.4.6.7	MMSF								
RM 43	Does site have emergency response information posted utilizing Emergency Notification, TCFE Poster 20-E?	EMP 4.4.6.7	MMSF								
RM 44	Is proper house keeping being maintained?	EMP 4.4.6.7	MMSF								
RM 45	Is the storage area free of serviceable products?	EMP 4.4.6.7	MMSF								
RM 46	Are all containers properly labeled?	EMP 4.4.6.7	MMSF								
RM 47	Are containers stored so as to allow easy access to labels?	EMP 4.4.6.7	MMSF								
RM 48	Are containers in good condition, i.e., no signs of bulges, leaks?	EMP 4.4.6.7	MMSF								
RM 49	Are containers kept tightly closed during storage?	EMP 4.4.6.7	MMSF								
RM 50	Are containers store with the proper ullage?	EMP 4.4.6.7	MMSF								
RM 51	Are incompatible materials kept from mixing?	EMP 4.4.6.7	MMSF								
RM 52	Are containers compatible with the waste stored in them?	EMP 4.4.6.7	MMSF								
Recycling Management - Used Oil											
RM 53	Are all Used Oil containers and equipment clearly labeled with "Used Oil" Labels?	EMP 4.4.6.7	MMSF								
RM 54	Are container secured to prevent dumping of other wastes?	EMP 4.4.6.7	MMSF								
RM 55	Are turn-ins coordinated with the HWAF?	EMP 4.4.6.7	MMSF								
Recycling Management - Off-Specification Fuel											
RM 56	Are all containers clearly labeled with "Recyclable Materials - Off-spec Fuel"?	EMP 4.4.6.7	MMSF								
RM 57	Are container secured to prevent dumping of other wastes?	EMP 4.4.6.7	MMSF								
RM 58	Are turn-ins coordinated with the HWAF?	EMP 4.4.6.7	MMSF								
Recycling Management - Antifreeze											
RM 59	Are all containers clearly labeled with "Recyclable Antifreeze"?	EMP 4.4.6.7	MMSF								
RM 60	Is recyclable antifreeze being collected in opaque containers?	EMP 4.4.6.7	MMSF								
RM 61	Are propylene glycol and ethylene glycol types being separated?	EMP 4.4.6.7	MMSF								
RM 62	Are "empty" plastic antifreeze containers being returned to the SWRPPC?	EMP 4.4.6.7	MMSF								
RM 63	Is recyclable antifreeze being turned into the HWAF?	EMP 4.4.6.7	MMSF								
Recycling Management - Filters											
RM 64	Are filter contaminated with HW being managed as HW?	EMP 4.4.6.7	MMSF								
RM 65	Are filters used to process liquids drained of all liquids?	EMP 4.4.6.7	MMSF								
RM 66	Does the Activity obtain containers from the HWAF for filter recycling?	EMP 4.4.6.7	MMSF								
RM 67	Are filter containers free from absorbents?	EMP 4.4.6.7	MMSF								
RM 68	Are CCLs being maintained for each container of filters?	EMP 4.4.6.7	MMSF								
RM 69	Are large air filters being handled as scrap metal?	EMP 4.4.6.7	MMSF								
RM 70	Are filters with no metal content being turned-in at the HAWF?	EMP 4.4.6.7	MMSF								
Recycling Management - Empty Containers											
RM 71	Are empty containers being taken to the SWRPPC?	EMP 4.4.6.7	MMSF								
RM 72	Are all Metal and Plastic containers being drained?	EMP 4.4.6.7	MMSF								
RM 73	Are containers which held paint or other sticky materials will be dried prior to turn-in?	EMP 4.4.6.7	MMSF								

Solid Waste Recycling Managment Assessment

RM 74	Are residues from draining containers being handle appropriated?	EMP 4.4.6.7		MMSF						
Solid waste Management (SWM)										
General Solid Waste Management										
SWM 1	Are Activity personnel kept informed on Solid Waste requirements?	EMP 4.4.6.7		MMSF						
SWM 2	Are Solid Waste accumulation areas listed on the on Activity's Facilities and Operations inventory (EMP 4.5.2.3. Tab 2).	EMP 4.4.6.7		MMSF						
SWM 3	Are Dumpsters and Roll-off box locations free of obstructions that would prevent pickup or emptying.	EMP 4.4.6.7		MMSF						
SWM 4	Are Solid Waste collection areas being kept in a clean and orderly fashion?	EMP 4.4.6.7		MMSF						
Solid Waste Management - Dumpsters										
SWM 5	Do Dumpsters have the "No Recyclables" and the Yellow "No Hazardous Waste Labels"?	EMP 4.4.6.7		MMSF						
SWM 6	Are Dumpsters free of off Post and Family Housing trash?	EMP 4.4.6.7		MMSF						
SWM 7	Are Dumpsters closed at all times?	EMP 4.4.6.7		MMSF						windy, rain
SWM 8	Are damaged or missing lids reported to the SWRPPC?	EMP 4.4.6.7		MMSF						
SWM 9	Are Dumpsters free of Hazardous Waste?	EMP 4.4.6.7		MMSF						
SWM 10	Are Dumpsters free of Universal Wastes, Batteries, Lamps?	EMP 4.4.6.7		MMSF						
SWM 11	Are Dumpsters free of Hazardous Materials?	EMP 4.4.6.7		MMSF						
SWM 12	Are Dumpsters free of Container of liquids?	EMP 4.4.6.7		MMSF						
SWM 13	Are Dumpsters free of Biomass - Yard Waste?	EMP 4.4.6.7		MMSF						
SWM 14	Are Dumpsters free of Biomass - Recyclables?	EMP 4.4.6.7		MMSF						
SWM 15	Are Dumpsters free of Biomass - W-Wastes?	EMP 4.4.6.7		MMSF						
Solid Waste Management - Roll-off Boxes										
SWM 16	Are Roll-Off Boxes labeled for their intended use?"?	EMP 4.4.6.7		MMSF						
SWM 17	Is the Roll-Off box free of items not intended for its use?	EMP 4.4.6.7		MMSF						
SWM 18	Are only Roll-Off boxes assigned to the Activity being used?	EMP 4.4.6.7		MMSF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over
Color Code and Fill the Response Blocks as Indicated **NA = X - No Fill** **YES = X** **CF NO = X** **MMSF NO = N** **MMSF NO = R**

Activity: _____

Activity Assessment Multi-Media Checklist, Section IX,
Air Quality Pollution Prevention Inspection Items

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Air Quality Pollution Prevention										
General Air Quality Pollution Prevention										
AQPP 1	Activities that operate air pollution sources identified in the JBLE-Eustis Stationary Operating Permit must prepare and maintain an Operation and Maintenance (O&M) Plan.	EMP 4.4.6.1.		MMSF						
Stationary Sources - Solvent Sinks										
AQPP 2	Does the parts washer have the required State label?	EMP 4.4.6.1.		CF						
AQPP 3	Is the lid of the parts washer kept closed when not in use?	EMP 4.4.6.1.		CF						
AQPP 4	Are only approved solvents being used?	EMP 4.4.6.1.		MMSF						
Stationary Sources - Generators										
AQPP 5	Does source operators maintain proper monitoring and record keeping?	EMP 4.4.6.1.		CF						
AQPP 6	Are monitoring gauges marked with the permitted range?	EMP 4.4.6.1.		CF						
AQPP 7	All equipment must be maintained in good working order and operated following good industrial standard.	EMP 4.4.6.1.		CF						
AQPP 8	Are NSPS Stationary Compression Ignition Internal Combustion Engines requirements for Emergency Engines with displacement of < 10 liters /cylinder guidelines being followed?	EMP 4.4.6.1.		CF						
Stationary Sources - Boiler Plants										
AQPP 9	Does source operator maintain proper maintenance records?	EMP 4.4.6.1.		CF						
AQPP 10	Are training records and required certifications up to date?	EMP 4.4.6.1.		CF						
AQPP 11	All equipment must be maintained in good working order and operated following good industrial standard.	EMP 4.4.6.1.		CF						
AQPP 12	Does equipment have a written operation procedure based on manufactures recommendations, at minimum?	EMP 4.4.6.1.		CF						
Ozone Depleting Chemicals										
AQPP 13	Are training records and required certifications up to date?	EMP 4.4.6.1.		CF						
AQPP 14	Are Maintenance and repair records up to date?	EMP 4.4.6.1.		CF						
AQPP 15	Is disposal of ODCs recorded?	EMP 4.4.6.1.		CF						
AQPP 16	Are EPA Refrigerant Management Mandatory Requirements being followed?	EMP 4.4.6.1.		CF						
Misc. Sources										
AQPP 17	Are all containers kept closed when not in use?	EMP 4.4.6.1.		CF						
AQPP 18	Are woodworking cyclones properly maintained?	EMP 4.4.6.1.		CF						
AQPP 19	Are woodworking drums contents turned-in properly and recorded.	EMP 4.4.6.1.		CF						
AQPP 20	Are monitoring gauges marked with the permitted range?	EMP 4.4.6.1.		CF						
AQPP 21	Do open empty containers have more than residue remaining?	EMP 4.4.6.1.		CF						
AQPP 22	Are paint booth filters properly maintained.	EMP 4.4.6.1.		CF						
Air Reporting										
AQPP 23	Are Sources documented on the Activity Facilities and Operations Inventory FEVA Form 32-600?	EMP 4.4.6.1.		MMSF						
AQPP 24	Does Activity report data by the 10th of each month to CED/EE?	EMP 4.4.6.1.		CF						
AQPP 25	Does AEC certify reported data?	EMP 4.4.6.1.		CF						
AQPP 26	Does Activity keep records for 3 years?	EMP 4.4.6.1.		CF						
AQPP 27	Does Activity report operational changes to CED/EE?	EMP 4.4.6.1.		CF						

NOTE: Place an "X" in the "YES" or "NA" Blocks as Required. In the "NO" Block: Place a "N" if it's a New Finding; a "R" if it's a Repeat Finding from the Previous Inspection; or a "CO", if it's a Carry-Over Finding from the Previous Inspection. See Finding Codes for more details.

Color Code and Fill the Response Blocks as Indicated

NA = X - No Fill

YES = X

CF NO = X

MMSF NO = N

MMSF NO = R

Activity: _____

**Activity Assessment Multi-Media Checklist, Section X,
Energy Natural Resources Management
Inspection Items**

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
PEST Management										
General Pest Management										
PM1	Does the Installation have Installation Pest Management Coordinator (IPMC)? Name:	EMP 4.4.6.12		CF						
PM2	Does the Installation have aa Certified/Accredited Pest Management Quality Assurance Evaluator (PMQAE)? Name:	EMP 4.4.6.12		CF						
PM3	Is the Installation Pest Management Plan updated annually? Date of last revision:	EMP 4.4.6.12		CF						
PM4	Is there an Aerial Spray Statement of Need on file? Date of last approval:	EMP 4.4.6.12		CF						
PM5	Is there a current Virginia Department of Agriculture and Consumer Services (VDACS) Imported Fire Ant Compliance Agreement on file? Date of last update:	EMP 4.4.6.12		CF						
PM6	Is there a current Virginia General Permit for Discharges Resulting from the Application of Pesticides to Surface Waters of Virginia on file? Date of last update:	EMP 4.4.6.12		CF						
Pesticide Applicator Certifications										
PM7	Is all pesticide operations performed by Certified applicators in the appropriate applicator categories?	EMP 4.4.6.12		CF						
Pesticide Reporting and Record Keeping										
PM8	Is there accurate reporting and record keeping?	EMP 4.4.6.12		CF						
Pesticides										
PM9	Is only approved pesticides being applied on the Installation?	EMP 4.4.6.12		CF						

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Color Code and Fill the Response Blocks as Indicated NA = X - No Fill **YES = X** **CF NO = X** **MMSF NO = N** **MMSF NO = R**

EMP 4.5.2
Activity Assessment Multi-Media Checklist, Section III,
Root Causes

**Root
Cause
Codes Category**

Root Cause Descriptions

Command Emphasis and Oversight

Management (CM)

CM01	CM	Environmental management is not aware of or has misinterpreted the regulations.
CM02	CM	Management review process supporting, controlling, or improving daily/contract operations is absent or inadequate.
CM03	CM	Environmental responsibilities are not clearly defined in position standards or understood by personnel.
CM04	CM	Management functions within the organizational structure are not afforded appropriate priority to support the environmental program ensuring mission readiness.

Policy (CP)

CP01	CP	Strategic planning or formal policies of environmental protection and stewardship are not established or are deficient.
CP02	CP	Formal policies are not issued from an appropriate level of authority.

Plans and Implementation

Communications (IC)

IC01	IC	Communication with external agencies is ineffective.
IC02	IC	Communication channels within the organization are ineffective.

Implementation (II)

II01	II	Document control or retention for reporting and tracking is absent or is inadequate.
II02	II	Personnel ignore or are not held accountable for established environmental plans, policies or procedures.
II03	II	Personnel do not consistently follow established environmental plans, policies or procedures.
II04	II	Review and follow-up of assessments, inspection programs, and/or identified environmental problems are not conducted or are inadequate.

Plans (IP)

IP01	IP	Environmental management plans or procedures are not in place or inadequate.
IP02	IP	Environmental management plans or procedures are not properly implemented.
IP03	IP	Review process to update existing plans, procedures, or systems is not established or is inadequate.

EMP 4.5.2
Activity Assessment Multi-Media Checklist, Section III,
Root Causes

Codes **Root Cause Category**

Root Cause Descriptions

Other (External Phenomena)

Other (OO)

OO01	OO	Non-compliance resulted from theft, tampering, sabotage, criminal trespass, vandalism, or fire.
OO02	OO	Non-compliance caused by weather, ambient conditions, or acts of God.
OO03	OO	Compliance is dependent upon external entity action.
OO04	OO	To be determined by ENRD.

Resources

Resources (RR)

RR01	RR	Funds for environmental-related activities are not sufficient.
RR02	RR	Staffing levels for environmental-related activities are not sufficient.
RR03	RR	Inadequate design or failure in equipment or material selection.
RR04	RR	Supplies/contracted deliverables were not properly identified or have not been received.

Training and General Awareness

Training (TT)

TT01	TT	General environmental awareness training is not conducted or is inadequate.
TT02	TT	Environmental media specific management training is not conducted or is inadequate.

EMP 4.5.2.3 Tab 1
Activity Assessment Multi-Media Checklist, Section III,
Root Causes

Finding Name	Code	Finding Description
Compliance Finding	CF	Compliance Finding—Any noncompliance with federal, state, or local laws, regulations, permits, or ordinances that is not a significant finding.
Minor Management System Finding	MMSF	A instance where an Activity has failed to conform with a DoD, Army, Air Force, or installation instruction, policy, or other requirement.
Repeat Finding	R	A repeat finding is one that was identified and documented during a previous assessment that has been closed, but the same condition has reoccurred.

EMP 4.5.2
Activity Assessment Multi-Media Checklist, Section III,
Root Causes

Media Area	Inspection Item	Reg/EMP	Paragraph	Finding Type	YES	NO	N/A	Building Number(s)	Root Cause	Comments
Assessor Name										
Site Specific Contingency Plan Verification										
SSCP 1	Are emergency response personnel names, addresses and phone numbers listed?	EMP 4.4.7		CF						
SSCP 2	Is all emergency equipment listed?	EMP 4.4.7		CF						
SSCP 3	Are Spill kits listed and compatible for the hazardous substances stored at the location?	EMP 4.4.7		CF						
SSCP 4	Is an evacuation plan included?	EMP 4.4.7		CF						
SSCP 5	Is the signal for use to begin evacuation described?	EMP 4.4.7		CF						
SSCP 6	Are primary assembly points identified?	EMP 4.4.7		CF						
SSCP 7	Is the plan current and up to date, i.e. reviewed annually?	EMP 4.4.7		CF						

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YES = X

CF NO = X

MMSF NO = N

MMSF NO = R