

Fort Jackson Environmental Compliance Checklist

Fort Jackson Regulation (FJ Reg) 200-8

January 2011

Organization	Building #	Date
KEY: C = Compliance NC = Noncompliance N/A = Not Applicable * = Admin Note		Status
1. TRAINING		
A. Is there an Environmental Compliance Officer (ECO) assigned and on appointment orders?.		
B. Is there an Alternate ECO (ALT ECO) assigned and on appointment orders?		
C. Has the ECO/Alt ECO attended Fort Jackson's ECO course and received a certificate of completion?		
D. Does the organization conduct annual environmental awareness training and maintain record of attendance?		
E. Has Sustainability Management System (SMS) General Awareness Training been provided to the organization?		
F. Has the Hazardous Material Communications (HAZCOM) training from post Safety Office been completed?		
2. ADMINISTRATION (FJ Environmental Binder)		
A. Does the organization have the current FJ Reg 200-8?		
B. Does the organization have the current FJ Hazardous Substance Management Plan (HSMP)?		
C. Does the organization have the current Qualified Recycling Program MOI?		
D. Does the organization have the current Environmental Standing Operating Procedure (SOP)?		
E. Are Hazardous Chemical Inventory Forms (HCIFs) submitted to the HMMS Office by the 10th of each month?		
F. Does the organization have the current FJ Environmental Guidebook?		
G. Does the organization have a quarterly Environmental Compliance Checklist (area specific) completed?		
H. Is the ECO designation poster displayed?		
I. Is the SMS policy posted?		
J. Are personnel familiar with the SMS Policy (PALMS)?		
3. HAZARDOUS MATERIAL (HM)		
A. Are Material Safety Data Sheets (MSDSs) located near HM handling and storage areas?		
B. Is the amount of HM in storage limited to short-term needs? HM MUST NOT BE STOCKPILED!!!		
C. Is the HCIF checked before more HM is procured?		
D. Are stocks rotated to prevent shelf-life expiration and deterioration of containers?		
E. Are containers of HM closed and in good condition (no leaks, dents, or odors)?		
F. Are containers properly labeled as to their contents?		
G. Are incompatible materials separated from each other?		
H. Are storage areas/lockers labeled, protected from rain, located on a paved surface, away from storm drains?		
I. Is good housekeeping evident in HM storage areas? This includes petroleum, oils, and lubricants (POLs).		
J. Are flammable materials (i.e. oil-based paints, POL) stored IAW FJ Fire Department regulations?		
K. Are parts washer/weapon cleaning tanks kept closed when not in use?		
L. Are HM storage areas, including aboveground storage tanks, inspected at least weekly?		
4. UNIVERSAL WASTE (UW)		
A. Are containers of universal waste (UW) kept closed and secured, in good condition, and compatible with the waste? Note: UW includes light bulbs (lamps), batteries, mercury containing equipment, and pesticides.		
B. Are UW containers marked with the correct name and accumulation start date?		
C. Are UW containers turned in to the Reuse Center within 6 months from the start date?		
5. TOXIC SUBSTANCES		
A. Does the facility have any known asbestos containing materials (ACM) (floor tile, ceiling tiles, etc.)?		
B. Are asbestos containing materials being managed properly?		
6. STORMWATER		
A. Are any materials being released into the environment? (such as mop water, cleaning solutions, and POLs)		
B. Are POLs and hazardous materials stored in a manner to prevent release to the environment?		
C. Are spill kits available for rapid response to contain and cleanup spills?		
D. Are GOVs free of leaking fluids and/or have drip pans been placed under them to catch leaking fluids?		
E. Are drip pans monitored and emptied when full or during inclement weather?		
7. RECYCLING		
A. Is there an organization recycling program as required by the Installation Qualified Recycling Program MOI?		
B. Is the dining facility participating in the recycling program?		
C. Is the unit an active player in the unit incentive program?		
D. Are dumpsters free of recyclable items?		
E. Are recycling containers free of trash?		

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Status

8. POLLUTION PREVENTION

- A. Is all yard waste and bulky trash taken to the Mulch Site on Golden Arrow Road?
- B. Are energy and water conservation measures in place?
- C. Is the purchase of recycled/environmentally preferred products considered over products made from virgin materials?
- D. Does the organization take excess items (such as paint or office supplies) to the Reuse Center?
- E. Does the organization check the Reuse Center and contact other organizations before purchasing new items?

9. FIELD TRAINING (if applicable)

- A. Are commanders checking with Range Control and Range Scheduling for environmental restrictions for the area in which they propose to train?
- B. Are MRE heaters used prior to disposal? If not used, they must be saved for future use.
- C. Has approval been obtained prior to cutting or removing any tree? (Contact Forestry Branch at 751-4622).
- D. Are units avoiding filling or excavating in wetland areas? Refuse, used equipment, or any other wastes may not be disposed in wetlands areas.
- E. Does the unit properly dig and cover all fighting positions IAW FJ Reg 350-14?
- F. Does the unit confirm and mark sensitive areas to prevent damage to endangered species habitat and archaeological and cultural areas?
- G. Does the unit have fuel storage and/or generators?
- H. Are they appropriately maintained using good housekeeping procedures?
- I. Are spills and stained soil promptly cleaned up?

REMARKS

Completed by: _____ Date: _____ Approved by: _____ Date: _____